.01   Imposing A New CA Sanction

REVISION 24
(04/01/13 – 06/30/13)

To impose a new CA progressive sanction, a noncompliance notification MUST be received from DCSS or Jobs prior to imposing a new sanction.

For additional information, see one or more of the following:

- DCSS Noncompliance Notification

- Jobs Noncompliance Notification

- CA PRA Immunization Noncompliance

- School Attendance Noncompliance for New Applications)

NOTE   For progressive sanctions, when there has been no compliance between sanctions, AZTECS generates the CA DEAUTH - PROG SANC ACTS alert at rollover. (See Imposing Ongoing CA Sanction)

When FAA receives a Sanction: Noncompliance/Compliance Request e-mail from DCSS, complete the following:

- Key the DCSS Sanction Reason Code in the RSN CODE field on DISA for the correct sanction month, allowing for NOAA.

- Key the DCSS Sanction Reason Sub Code in the corresponding SUB RSN field on DISA.

- Send the NOAA for the correct sanction level. The sanction level on the NOAA must match the sanction level that was imposed on PRAP/DISA.

When the participant is in DCSS noncompliance with more than one absent parent, document the case file(g) and the DISA (PAGE 2) screen.

WARNING

DO NOT key the NC DCSS Cooperation Code in the AF COOPERATION CODE field on APPD when a CA participant does not cooperate with DCSS. (See Cooperation with DCSS)

When a Jobs noncompliance ACTS alert is received, complete the following:

- Review NOHS to verify that a NOAA was sent by Jobs to the PI.

WARNING

DO NOT impose the sanction when any of the following occur:

- NOAA was not mailed

- NOAA states the incorrect sanction level

- NOAA states the incorrect sanction month

Contact the Jobs case worker for a resolution.

- Review sanction history on PRAP and DISA.

- Key the Sanction Reason Code in the RSN CODE field on DISA.

When DISA is correctly keyed, AZTECS calculates and displays the correct Progressive Sanction Number in the NBR field. Complete the following:

- Process the case through AFPD to authorize reduced benefits.

- Proceed to FSAD to authorize NA, as appropriate.

  NOTE   See SA Income for the sanction effect on NA.

Consider the following when imposing CA sanctions:

- Impose the sanction for the correct month as stated in the NOAA sent by Jobs or FAA.

- Consider multiple sanctions that affect the same benefit month as one sanction month. (See CA Cumulative Sanctions)

When a sanction has been imposed and the participant has not complied by the AZTECS monthly rollover date, AZTECS deauthorizes the CA case and generates the CA DEAUTH - PROG SANC ACTS alert. (See Imposing Ongoing CA Sanction)