

## C FAA Responsibilities

FAA completes the eligibility determination on FS joint applications taken at an SSA office.

On the day the applications are received from SSA, FAA completes the following:

- Registers the application on AZTECS. The application date is the date received at SSA.
- Screens the application to determine whether the participant meets [eligibility for expedited services](#).
- Verifies that the participant does not have a pending application and is not receiving FS.

Once the application is screened, review all applications and transmittal forms to determine whether any additional verification is needed.

Contact the participant to obtain additional information or verification needed to complete the application when any of the following apply:

- The application is incorrectly completed.
- [Mandatory verification](#) is missing.
- The information given is questionable or inconsistent. (See [Questionable Information](#))

Obtain information or verification by one of the following:

- Telephone
- Home visit
- [C011 notice](#)

Allow the participant ten work days to provide additional information or verification.

### WARNING

FAA cannot require the participant, or others in the FS case to make an office visit or complete a second interview.

Follow expedited procedures when the participant meets the requirements for [expedited FS benefits](#).

Upon FS approval, complete the following:

- Contact the participant to explain change reporting requirements. (See [Changes](#))
- Approve participants determined eligible under the SSI FS joint application procedures for 24 months.
- When a case is at the wrong FAA office, transfer it only AFTER an eligibility decision has been made.

SSA offices in Arizona are not required to notify FAA when SSI participants are approved or denied for benefits. AZTECS generates an alert when SSI is approved. (See [SDX INCOME DISCR \(YYYYMM\)](#))

SSI benefits may be verified by the [State Verification Exchange System](#) (SVES).