



## TANF 1502-1 Redetermination

**Supersedes:** TANF 1502-1 (1/1/18)

**Reference:** 45 CFR 206.10(a)(9) and (12)(b)(4); ARM 37.78.228

**Overview:** Eligibility is continuous after the initial determination until a redetermination. Eligibility redetermination for all clients occurs:

1. Upon knowledge of anticipated changes in the individual's situation;
2. Promptly after a report or discovered change in the individual's circumstances that may affect eligibility or assistance amount;
3. Once every 12 months, during an interview.

### **ANNUAL REVIEW:**

A complete eligibility redetermination interview is required at least once every 12 months for clients in the TANF cash assistance program. The redetermination month is the 12<sup>th</sup> month from the application/start date month.

### **INTERVIEWS:**

If the individual fails to complete a redetermination interview, without good cause, eligibility is terminated at the end of the eligibility period for failure to comply with program redetermination requirements. Timely notice is not necessary because the household has already received a notice of expiration along with the redetermination instructions automatically sent by CHIMES.

If good cause exists, the household will have an opportunity to make arrangements to complete the interview including having an Authorized Representative act on their behalf. If benefits were terminated prior to the good cause claim acceptance, the case is reverted to open and benefits authorized.

### **ANNUAL REDETERMINATION FORM:**

All clients receive the HCS-272, "Redetermination Form". The HCS-272 provides information needed for eligibility redetermination and can be used as a 'checklist' to assure all eligibility requirements are reviewed. No adverse action can be taken for failure to complete and return the form.

### **VERIFICATION:**

Appropriate documents verifying new information obtained during redetermination must be provided. If the required verification is not provided before the end of the certification period or within ten (10) days from the request (whichever is later) and it is necessary to correctly determine continued eligibility, benefits are terminated.

**Effective Date:** April 1, 2021