

- 23.
- 24.
- 25.
- 33. Taken from the IM-30B.
- 34. Taken from the IM-30B.
- 35. Taken from the IM-30B.
- 36. Taken from the IM-30B.
- 37.
- 40. If applicable.
- 41.
- 44. If applicable.
- 46. If applicable.
- 48.
- 49.
- 50.

V. Closings (all types except MA Vendor)

Following entries must be made:

- |       |  |
|-------|--|
| Field | 5. Enter code 29.  |
|       | 7. (Code Sheet.)   |
|       | 33. If new IM-30, IM-30A, IM-30B completed.                    |
|       | 34. If new IM-30, IM-30A, IM-30B completed.                    |
|       | 35. If new IM-30, IM-30A, IM-30B completed.                    |
|       | 36. Enter zeros if new IM-30 completed and no need determined. |
|       | 43. Date ineligibility occurred.                               |
|       | 47. If applicable.   |
|       | 48.  |
|       | 49.  |
|       | 50.  |

VI. TEMPORARY ASSISTANCE/GR - Add Person(s)

The following fields will be updated in the update area:

- Field 5.
- 13. Enter information in every applicable section of Field 13 regarding individual being added.
  - 18. If applicable.
  - 19. Adjust as necessary for AFDC case.
  - 20. If applicable.
  - 21. If applicable.
  - 25. If applicable.
  - 28. If applicable.
  - 29. Adjustment must be made (except for AFDC case in which Title XIX only person, second parent, or payee is added).
  - 33. Entry must be made.
  - 34.
  - 35. Entry must be made.
  - 36. Make adjustment.
  - 37. Enter month first check reflecting new grant amount will be sent on regular payroll if cash case.
  - 41. Adjust if entry in 34.
  - 42. Entry must be made.
  - 44. Enter retroactive payment and correct head count for person(s) added. The head count must reflect number of persons added multiplied by the number of months of retroactive payment requested. The amount must reflect the difference between grants (old grant and grant after adding person) multiplied by the number of months of eligibility for retroactive payment.
  - 47. Update if adding person(s) coincides with reinvestigation.
  - 48.
  - 49.
  - 50.

Explanation Section: Enter date of application to add person or date of request to add payee.

VII. TEMPORARY ASSISTANCE/GR - Remove Person(s)

The following fields must be updated:

Field 5.

13B. Enter three zeros (000) under first three characters of the last name.

18. If applicable.

19. Adjust "No. Att." if necessary.

20. If applicable.

21. If applicable.

25. If applicable.

28. If applicable.

29. Adjust unless person being removed is Temporary Assistance Title XIX only person, second parent or payee.

33.

34.

35.

36.

37. Enter month first check will reflect new grant amount on regular payroll if cash case.

41. If entry in 34.

42. Entry must be made.

43. Enter date on which ineligibility occurred for persons being removed. If more than one person is being removed, enter earliest date on which ineligibility occurred.

47. Update if removal coincides with reinvestigation.

48.

49.

50.

VIII. MA Non-Spenddown Approval

All entries and required reentries will be made in the update area.

- Field
- 1.
  - 2.
  3. If applicable.
  - 4.
  5. (Code Sheet.)
  6. (Code Sheet.)
  - 9.
  - 10.
  - 12.
  13. Enter/reenter information in every applicable section of Field 13. Field 13G will always be "T".
  18. If applicable.
  20. If applicable.
  - 23.
  - 24.
  - 25.
  33. Taken from IM-30A.
  34. Taken from IM-30A.
  35. Enter the difference between Fields 33 and 34,
  36. Amount will be "0000 00".
  37. Will be blank.
  - 41.
  - 48.
  - 49.
  - 50.