

## WV INCOME MAINTENANCE MANUAL MANUAL MATERIAL TRANSMISSION

<b>DATE:</b>	June 1, 2016	<b>CHANGE NUMBER:</b>	731
<b>TO:</b>	ALL INCOME MAINTENANCE MANUAL HOLDERS		

DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
24	13	5/16	24	13	6/16
DFA-WVSC-1 App. A	15	7/12	DFA-WVSC-1 App. A	15	6/16
40	17	10/15	40	17	6/16
40a	17	2/11	40a	17	6/16
40b	17	3/09	40b	17	6/16
40c	17	2/12	40c	17	6/16
40d	17	2/11	40d	17	6/16
34	24	4/14	34	24	6/16
38a	24	4/16	38a	24	6/16
56a	24	11/08	56a	24	6/16
56c	24	8/10	56c	24	6/16
78	24	1/16	78	24	6/16

Income Maintenance Manual Change 731 is being made to update policy for WV WORKS and Long Term Care. Clarifications were made for WV WORKS Sanctions, college placements, ESP contracts and support payments for vehicle insurance. A new section was added for a Transfer on Death Deed for Long Term Care.

### **Chapter 13**

13.9: Change in the wording of the Case Staffing office visits for sanctions and the request for approval on 3<sup>rd</sup> and subsequent sanctions.

### **Chapter 15**

Form DFA-WVSC-1, Appendix A. Added column for enrolled in school.

## **Chapter 17**

17.10: Added Transfer on Death Deed

## **Chapter 24**

24.5: Added worker and supervisor discretion to the limit of one 2 or 4 year undergraduate degree

24.6: Clarified that ESP placement cannot start before all parties have signed the ESP contract.

24.11: Clarified that training cannot start before all parties have signed the training contract and that Doctorate programs may not be counted for participation purposes for college.

24.14: Changing the payment limit for vehicle insurance from 3 months to 6 months.

Policy questions should be directed to the DFA Policy Unit.

RAPIDS questions should be directed to the RAPIDS Help Desk.