

TANF Codes and Notices

TANF Closure Codes

Closure code	Meaning	When to Use	SUCCESS Notice Waived?	Manual Notice
552	Failed to Provide Information Necessary to Determine Eligibility	If client failed to provide requested information necessary for eligibility determination	No	N/A
566	Did not Cooperate with the Eligibility Process	If client fails to keep an ES or Eligibility appointment.	<u>Yes</u> - For missed Conciliation Appt. <u>No</u> – For all other missed appointments	For missed Conciliation Appointment use F. 249, Notification Notice and write: You failed to keep a conciliation appointment
564	Refused to Participate in ES	Use only when imposing a 3-month or 12-month Sanction Closure	<u>Yes</u> (The SUCCESS notice gives <i>FS E&T</i> information)	F. 329, TANF Sanction Notice

EIS, TSS, and WSP Coding

Support Service	Closure Reason	Manual Notice	UAS Code	Entitlement Code
EIS	<u>558</u> – Waive client Notice	F. 205, Disposition Notification for EIS	528 Key 527, screen print, cross out & write 528. Then batch.	59
TSS	<u>578</u> – Waive Client Notice (use for voluntary closure to get TSS)	F. 206 Disposition Notification for TSS	528 Key 527, screen print, cross out 527 & write 528. Then batch.	<u>36</u> - recipient transp/incid. <u>55</u> – Applicant transp/incid
WSP	<u>578</u> – Waive Client Notice (use for voluntary closure to get WSP)	F. 207 Disposition Notification for WSP	528 Key 527, screen print, cross out 527 & write 528. Then batch.	<u>69</u> – Work Support Payments

NEVER Use these codes:

570 - Call Your Caseworker

573, 275, 276 – 2nd Sanction, TANF Material Violation. These are old Sanction codes for permanent Closures. No longer used.

(Rev. Feb. 2007)