

PROCEDURES FOR DETERMINING NEED FOR AND ISSUANCE OF EXPEDITED FOOD ASSISTANCE

Food Assistance rule 5101:4-6-09

Step	Food Assistance
1.	<p>When a valid JFS 07200 is filed, immediately date-stamp the application and screen for expedited food assistance. To assist with expedited screening, a receptionist, volunteer, or other county agency employee should access the Expedited Food Assistance Screening Tool located on the Office of Family Assistance Innerweb page at http://innerweb.odjfs.state.oh.us/OFam/foodstamps.stm</p>
2.	<p>The assistance group is eligible for twenty-four hour expedited food assistance if the assistance group has zero net income and \$100 or less in liquid resources. The assistance group is eligible for seven calendar day expedited food assistance when:</p> <ul style="list-style-type: none"> • The assistance group has less than \$150 in gross monthly income and \$100 or less in liquid resources. • The migrant or seasonal farm worker assistance group, defined as destitute in paragraph (F) or rule 5101:4-6-09, has \$100 or less in liquid resources. • The assistance group's combined monthly gross income and liquid resources are less than the assistance groups combined shelter costs and the appropriate utility allowance, if applicable. <p>If the assistance group is eligible for expedited food assistance, then proceed to Step 3. If the assistance group is ineligible for expedited food assistance, then stop.</p>
3.	<p>Complete the interactive interview or schedule the interactive interview timely in order to meet the twenty-four hour or seven calendar day expedited food assistance processing requirement, whichever is appropriate.</p> <p>Note: An interactive interview must be completed in order to authorize expedited food assistance.</p>

<p>4.</p>	<p>Verify the applicant's and, if applicable, the authorized representative's identity. All other verifications should be postponed, unless the verification can be obtained while also meeting the expedited food assistance timeliness requirement. The assistance group has until the second or third month to return postponed verifications depending on the date of application.</p> <p>Note: The county agency shall accept any verification that reasonably establishes identity. See rule 5101:4-2-09 for the verification procedure.</p>
<p>5.</p>	<p>Complete AEIWP. All assistance group members shall be work registered, unless the member meets an exemption as set forth in rule 5101:4-3-11.</p>
<p>6.</p>	<p>If all requirements have been met for expedited food assistance, open expedited food assistance and issue a CRIS-E generated approval notice within twenty-four hours or by the seventh calendar day, whichever is appropriate. On screen AEWAA in CRIS-E, use code 041 (system generated) for twenty-four hour expedited food assistance or use code 125 for seven calendar day expedited food assistance.</p> <ul style="list-style-type: none"> • If the seventh calendar day falls on a Saturday, Sunday, or a holiday, then the county agency shall authorize food assistance by the previous business day.
<p>7.</p>	<p>Complete running record comments.</p>
<p>8.</p>	<p>Ask the applicant if the most recent electronic benefit transfer (EBT) card has previously been received.</p> <ul style="list-style-type: none"> • If no, then explain that an EBT card should arrive in the mail within seven to ten days. • If yes and the individual still has the card from before, advise when the food assistance benefits will be available on that card. • If yes and the individual no longer has the card, give instructions to call the customer service phone number to request a new card. Inform the individual it may take seven to ten days from when a replacement card is requested to receive the card in the mail.

9.	If the prescreening fails to identify assistance groups eligible for expedited food assistance as described in step 2, then determine expedited food assistance starting with step 3 based on the date the county agency discovers the assistance group is entitled to expedited food assistance.
10.	Expedited service can also be explored at reapplication if the assistance group reapplies within 30 days after its current certification period expired. 5101:4-7-07 (I)