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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 94 LCM-129

Date: October 27, 1994

Division: Economic Security

TO: Local District Commissioners

SUBJECT: Food Stamp Data Analysis Report with Upstate Case Detail for  
10/1/92 through 9/30/93

ATTACHMENTS: Data Analysis Report: Final Report Statewide FS-QC  
Reviews (10/1/92-9/30/93) - not available on-line

The attached report details the FS Quality Control data for the annual  
10/92 - 9/93 period.

In the Food Stamp program, the statewide error rate decreased slightly  
from 10.06% for the 1992 review period to 10.01% for the 1993 review  
period. The upstate error rate decreased from 9.98% to 9.92%, while the  
NYC error rate went from 10.11% to 10.06%. It should be noted that  
conclusions about this period's final error rate cannot be based on this  
report. This report should be viewed only as an indicator of problem  
areas and used for corrective action planning.

Upstate, earned income remains the principal error element accounting  
for 36% of the total error dollars, down from 38% for the previous  
reporting period. While there has been a decrease in agency caused  
errors, the client caused errors have increased correspondingly.  
Quarterly reporting was implemented in March of 1993. However, the  
impact of this implementation on the earned income errors cannot be  
adequately evaluated until 1994.

Both upstate and downstate experienced a substantial increase in the  
Standard Utility Allowance (SUA) errors from the previous QC period.  
Upstate SUA errors increased from 3% to 8%. For cases with errors in  
SUA, QC has found that eligibility workers are not properly coding  
shelter types, and clients fail to report their actual shelter expenses,  
causing inaccurate HEAP eligibility decisions and assignment of standard  
utility allowances. In an effort to address this error, regional  
training has been conducted statewide.

For Corrective Actions we suggest the following:

- o Review with your staff the current Standard Utility Allowance (SUA) policy as outlined in 92 ADM-47, to ensure that they understand the correlation between SUA and shelter codes. In addition, workers should be instructed to pay particular attention to individual households that reside in Public/Subsidized housing. In cases involving prorated benefits, workers should be instructed to review the FS budget after storing the PA budget.
- o Ensure that examiners understand the household composition rules as set forth in the Mickey Leland changes.
- o For Earned Income cases, emphasize to examiners the importance of reminding clients of their responsibility to report changes.

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Deputy Commissioner  
Division of Economic Security