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

Transmittal No: 97 LCM-56

Date: October 1, 1997

Division: MSQI

TO: Local District Commissioners

SUBJECT: Recoupments, Screen 6 Changes

ATTACHMENTS: New Screen 6 (available on-line)

On September 19, 1997, a GIS message was sent out to notify all districts, especially districts using CAMS for open cases, that effective September 22, 1997, screen six of the WMS authorization was modified. The modification allows for the direct entry of the recoupment and energy restriction amounts in screen six. This change was needed to avoid the problems we have had in the past with updating BICS based on ABEL information. The purpose of this memorandum is to provide more details on these screen six changes.

It is important to note that with this change, CAMS will no longer update recoupment data from new ABEL recoupment data. The recoupment amount, however, will still be calculated in ABEL.

For CAMS districts, recoupments that are already established, prior to September 22, 1997, do not require any modifications. However, when a payment line needs to be modified or a new recoupment needs to be added after September 22, 1997, the recoupment amount and referenced line number must be entered (for districts using CAMS for open cases) on "screen 6." The entry of the recoupment amount will be allowed on payment lines with a value of 05, 69, 93 and 96.

The recoupment or energy restricted amount will only be allowed to be entered if the 05 or 96 payment period From Date is in the future from the current date. Any recoupment changes to an authorization with a From Date in the past would require the entry of a new recurring payment line with a From date in the future. Single issue recoupment amounts could be made for any period.

The entry of the Energy Restricted amount will now be the basis for the BICS generated Energy Payments for Reconciliation report.

As a result of this change, it is imperative that the eligibility worker, in districts using CAMS for open cases, enter on screen 6 the recoupment amount and the referenced payment line. If this function is not performed, CAMS will not be correctly updated. Additionally, the entry of the recoupment amount on screen 6 is essential for Accounting to obtain the necessary recoupment information for proper reporting.

In summary, after September 22, 1997, the following changes have occurred:

- 1) New recoupments or changes to existing recoupments must be entered on screen 6 for districts using CAMS for open cases.
- 2) The recoupment amount is still calculated in ABEL, but the recoupment amount should be entered on screen 6.
- 3) CAMS will be updated from screen 6 recoupment entries.

The bold print on the attachment indicates the new fields.

If you have any questions concerning this memorandum, please contact:

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Region 5: Marvin Gold (User ID OFM270) AT (212) 383-1733.

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