

OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

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 | INFORMATIONAL LETTER |  
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TRANSMITTAL: 01 INF-7

TO: Commissioners of  
 Social Services

DIVISION: Temporary  
 Assistance

DATE: March 7, 2001

SUBJECT: Revision of LDSS-4398: "WMS Non-Services Code Cards"  
 (December 2000 Update) (Upstate Only)

SUGGESTED

DISTRIBUTION: Temporary Assistance Directors  
 Food Stamp Directors  
 Medical Assistance Directors  
 Welfare Management System Coordinators  
 Accounting Supervisors  
 Forms Coordinators  
 Staff Development Coordinators  
 CAP Coordinators

CONTACT PERSON: IATT Team  
 Bob Gullie User ID - (AV1060)  
 1-800-343-8859, extension 4-6055

ATTACHMENTS: LDSS-4398: WMS Non-Services Code Cards (12/00) -  
 Available on the Intranet  
 For instructions how to download  
 (See WMS/CNS Coordinator Letter 2/2/01)

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
97 ADM-21	00 INF-9				WMS/CNS
97 ADM-20					Coordinator
00 INF-9					Letter
99 INF-1					2/2/01
OTDA 329EL (Rev. 11/98)					

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The purpose of this release is to introduce the 12/00 revision of the LDSS-4398: "WMS Non-Services Code Cards". The Code Cards are designed to assist upstate local district staff in locating Welfare Management System (WMS) data-entered and system-generated codes.

The latest update to the Code Cards reflects additions, deletions and changes in codes which have occurred since the last update (12/99). Most of the changes are as a result of Federal and State Welfare Reform reporting requirements; changes to PA Employment-related CNS Reason Codes and the deletion of several HEAP Payment Type Codes.

Your district will automatically receive supplies of the WMS Code Cards based on previous ordering practices. Card stock code cards will continue to be issued on a periodic basis.

This 12/00 revision of the code cards is also accessible through the Intranet. See the 2/2/01 "Dear WMS/CNS Coordinator" letter for instructions on how to download the Code Cards through the Intranet.

Requests for additional card stock sets of LDSS-4398 (Rev. 12/00) should be submitted on DSS-876 (Rev. 2/96): "Request For Forms or Publications" form, and should be sent to:

Office of Temporary and Disability Assistance  
Document Services  
P.O. Box 1990  
Albany, New York 12201  
Attention: Document Supply Control & Distribution

Questions concerning ordering forms should be directed to Document Services at 1-800-343-8859, extension 2-0164.

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Patricia A. Stevens  
Deputy Commissioner  
Division of Temporary Assistance