

WMS DATA-ENTERED CODES

LOCAL ACTION CODES - ACT - (PA, FS, HEAP)

1 Check/ATP Issued	6 Other
2 Prepare and Issue Check/ATP	7 Replacement Check/ATP Issued
3 Hold	8 Prepare and Issue Replacement Check/ATP
4 Release	9 Void
5 Cancel	

PAYMENT TYPE CODES - PAY. TYP. (PA, MA, FS, HEAP)

(See Payment Type Code Cards on following Pages)

METHOD OF PAYMENT CODES – Meth Pay - (PA, MA, FS, HEAP)

01 Unrestricted	07 Vendor as Billed Subject to Review
02 Vendor as Authorized	08 Other
03 Vendor as Billed	09 Restricted
04 Vendor as Billed Subject to Limit	10 Food Stamp Cash Out
05 Associated Name A	11 Vendor Line of Credit - HEAP
06 Associated Name B	12 Previously Issued Emergency Card

ISSUANCE CODES - Iss - (PA, MA, FS, HEAP)

- 1 Recurring - Same
- 2 Once Only
- P Prorate

6

PAYMENT SCHEDULE CODES - PAY. SCH. (PA, MA, FS, HEAP)

A Annually	N Bi-Monthly - Odd Months Only
B Bi-Annually	O Other
D Daily	Q Quarterly
E Bi-Monthly - Even Months Only	S Semi-Monthly
M Monthly	W Weekly

PICK-UP CODES – P-U Cd. - (PA, MA, FS, HEAP)

1 Mailed	5 Delivered by Agency
2 NYSES	6 Other
3 Agency Pick-Up	A-Z Locally Designated NYSES Office Code
4 Vendor Direct	

SPECIAL CLAIMING CATEGORY CODE – Clm. Cd. - (PA, MA, HEAP)

A Emergency Assistance to Adults	(Use the following codes only for NPA-FS [CT-31], FS-MIX [CT-32], MA Only [CT-20] or FHP [CT-24] Cases, for Child Care payments which can only be issued on Screen 9 of WMS)
B Day Care Supplemental	1 Self Support - Employment
C Child Assistance Program	2 Self Support - Training & Education
D FP Payment	3 Self Support - Seeking Employment
E Edge	4 Self Support - Both Employment & Training/Educ.
F Emergency Assistance to Families	5 Self Support - Transitional Child Care
H Home Energy Assistance Program	6 Self Care - Illness
J Disaster-Related Emergency (PA, FS)	7 Self Care - Incapacity
K Disaster-Related Emergency - EAF	8 Self Care - Absence
M Administration	9 In Lieu of Temporary Assistance - Employment
N Non-reimbursable	
P FNP Payment	
Q 133% Medicaid Expansion	
R All Other - FNP	
S Family Planning - Other - FNP	
T Family Planning - Sterilization - FNP	
U Screening - FNP	
V All Other - FP	
X Family Planning - Other - FP	
Y Family Planning - Sterilization - FP	
Z Screening - FP	

CHILD ASSISTANCE PROGRAM (CAP)		GRANT (Cont'd)	
K1	CAP Grant	69	Cash Grant Unrestricted
K3	CAP Support Reconciliation	70	Cash Replacement for Lost/Stolen or Mismanaged SSI Grant
		87	Cash Grant for Income Not Received
CHILD CARE		HEAP	
02	Legally Operating Center - Exempt from Licensing Requirements - Full Time	H0	Heating Equipment Repair/Replacement Estimates
03	Legally Operating Center - Exempt from Licensing Requirements - Part-Time	H1	Regular HEAP Benefit
30	Day Care in-Home Non-Relative (Full-Time)	H5	HEAP Emergency Benefit - Repair Heating Equipment
31	Day Care in-Home Non-Relative (Part-Time)	H6	HEAP Emergency Benefit - Shelter/Relocation
32	Day Care Family Home (Full-Time)	H7	HEAP Emergency Benefit - Replace Heating Equipment
33	Day Care Family Home (Part-Time)	H8	HEAP Emergency Benefit - Propane Tank Deposit
34	Day Care Group Family (Full-Time)	H9	HEAP Supplemental Benefit
36	Day Care Group Family (Part-Time)	J1	HEAP Emergency Benefit - Additional Benefit
37	Day Care Center (Full-Time)	J2	HEAP Reissue Benefit
38	Day Care Center (Part-Time)	04	HEAP Emergency Benefit - Non-Utility
R0	Day Care In-Home Relative - Full Time	16	HEAP Emergency Benefit - Domestic Heat-related Utility
R1	Day Care In-Home Relative - Part Time	17	HEAP Emergency Benefit - Utility
R2	Informal Child Care - Relative - Full Time		
R3	Informal Child Care - Relative - Part Time		
R4	Informal Child Care - Non Relative - Full Time		
R5	Informal Child Care - Non Relative - Part Time		
R6	School Age Child Care Program - Part Time		
R8	School Age Child Care Program - Full Time		
EMERGENCIES		MEDICAL ASSISTANCE	
A7	Refrigerator Rental Allowance for Homeless Family Temporarily Placed in a Hotel/Motel	A1	Transportation Billed Separately
C3	Payment for Services and Supplies Received Prior to EAA Application (EAA)	A2	Personal Care Services
C7	Transportation for Homeless Families	A3	Personal Care Services - Non-Family Planning
C9	Payment for Services to Cope with an Emergency	L1	Drug and Sickroom Supplies
F5	Diversion Payment (CT 11, 12, 19 Only)	L2	Prosthetic Appliances and Eye Glasses
F6	Diversion Rental Payment (CT 11, 12, 19 Only)	L3	Lab and Radiologist Services Billed Separately
52	Emergency Allowance to Forestall Eviction	L4	Health Insurance Continuation - 185% Poverty
57	Emergency Food Grant Allowance	L5	Health Insurance Continuation - 100% Poverty
60	Emergency Payment to Prevent Shut-Off or Restore Service	L6	Health Insurance Continuation - Expedited Payment
		M1	Hospital Services - Inpatient - Public
		M2	Hospital Services - Inpatient - Private
		M3	Hospital Services - Outpatient - Public
		M4	Hospital Services - Outpatient - Private
		M5	Skilled Nursing Home - Private
		M6	Skilled Nursing Home - Public
		M7	Health Related Facilities - Public - Mentally Retarded
		M8	Health Related Facilities - Public - Other
		M9	Health Related Facilities - Private - Mentally Retarded
		P1	Health Related Facilities - Private - Other
		P2	Free Standing Clinics
		P3	Physician's Services
		P4	Dental Services
		P5	Other Practitioner's Services
		P6	Child Caring Agencies Per Diem Costs
		P7	Home Health Aide's Services
		P8	Nursing Services In-Home
		P9	Care at Home
		19	Health Maintenance Organization Payment
		24	Health Insurance Premium
FOOD STAMPS		MEALS	
91	Expedited ATP	20	Dinner Allowance
92	Food Stamp Replacement	21	Lunch, Dinner Allowance
93	Single Issuance ATP (Not Expedited)	22	All Meals Allowance
94	FS Retroactive Benefits	35	Home Delivered Meals (PA Grant)
95	FS Restored Benefits	54	Restaurant Allowance - Dinner
96	FS Ongoing Benefits	55	Restaurant Allowance - Lunch and Dinner
97	Food Stamps Supplemental	56	Restaurant Allowance - All Meals
F2	Food Stamp Employment/Training Related Expenses		
F3	FSE & T Dependent Care Payment		
GRANT		PURCHASE	
A4	Grant Assistance to Guide Dogs	72	Living Room
C0	Replacement of Stolen Cash (EAA)	73	Bedroom with Single Bed
C1	Replacement of Lost/Mismanaged Cash (EAA)	74	Bedroom with Two Single Beds
E1	Grant to Essential Person (PA)	75	Bedroom with Double Bed
E4	Job Opportunity Diversion Payment (MA)	76	Kitchen (Excluding Appliances)
E6	Fuel for Heating Refund		
E9	Restricted PNA		
05	Case Recurring Grant		
06	Partial Allowance		
07	Underpayment Adjustment		
08	SES - In		
09	SES - Out		
18	Child Support Disregard		
42	Replacement of Lost/Stolen Cash Grant		

6

PURCHASE (Cont'd)		OTHER	
77	Range	C4	Payment for Services and Supplies Received Prior to SSI Application (EAA)
78	Refrigerator	C5	Nutritional Requirements (EAA)
79	Bathroom	D1	IV-D Payment
84	Payment on Furniture	D2	Child Visitation Allowance
88	Cabinet for Linens	D3	Excess Current Support
89	Stove for Heating	D4	Excess Support Arrears
REPAIRS		D7	Transitional Services Payments (TANF Ineligible Due to Employment) (CT 11, 12, 19 Only)
41	Appliance Repair Cost Estimate	D9	Diversion Transportation Payment (CT 11, 12, 16, 17, 19 Only)
43	Heating Equipment - Repairs/Replacement	T5	TANF Services Block Grant/Flexible Funding
44	Cooking Stove - Repairs/Replacement	25	Life Insurance Premiums
45	Refrigerator - Repairs/Replacement	26	Chattel Mortgage
51	Cost of Repairs to Recipient Owned Home	29	Related Foster Care Expenses
98	Home Repair (PA)	39	Disaster Card Issuance
SHELTER		71	Other
A6	Approved Facility/Congregate Care Facility	81	Housekeeping
C2	Furniture Allowance for Establishment of a Home	82	Camp Fees (CT 11, 12 Only)
D8	Private Adult Care Institution	83	Red Cross
E3	Rental Supplement (RENT-SUP)	85	Burial
E5	Emergency Shelter Allowance	86	Transportation Expenses - Removal from State
G1	Shelter/R&B to Guardian (CT 17 Only)	90	Cost of Clothing
Q1	Family Shelter Tier I		
Q2	Family Shelter Tier II		
Q4	Transitional Housing		
Q5	Security Deposit - Not Reported		
Q6	Residential Domestic Violence		
10	Shelter		
40	Room and Board		
46	Private Rent		
47	Mortgages, Taxes and Assessments on Client Owned Home		
48	Public Housing Rent Allowance		
49	Housing Development Cooperative Unit		
50	Temporary Residence in Hotels and Motels		
53	Allowance to Retain Shelter During Temporary Absence in Medical Facility		
62	Taxes and Interest		
64	Real Property Expenses		
65	Moving Expenses		
66	Storage Expenses		
67	Security Deposit		
68	Broker's Finder's Fee		
TRAINING			
14	TEAP (Training and Employment Assistance Program)		
R7	Transportation		
R9	Employment and Training Essential Needs		
T1	On the Job Training Grant		
T2	Extended Supportive Services		
T3	Training Tuition and Fees		
UTILITIES/FUEL			
E6	Fuel for Heating Refund		
E7	Electricity		
W1	Court Ordered Retroactive Payment		
11	Fuel		
12	Utilities to OTG		
13	Security Deposit - Utilities		
23	Water		
28	Cooking Fuel		
58	Natural Gas		
59	Other Than Natural Gas		
63	Water Bills		

6

WMSDATA-ENTERED CODES

A1	Transportation Billed Separately	P2	Free Standing Clinics
A2	Personal Care Services	P3	Physician's Services
A3	Personal Care Services - Non-Family Planning	P4	Dental Services
A4	Grant Assistance to Guide Dogs	P5	Other Practioner's Services
A6	Approved Facility/Congregate Care Facility	P6	Child Caring Agencies Per Diem Costs
A7	Refrigerator Rental Allowance for Homeless Family Temporarily Placed in a Hotel/Motel	P7	Home Health Aide's Services
C0	Replacement of Stolen Cash (EAA)	P8	Nursing Services In-Home
C1	Replacement of Lost/Mismanaged Cash (EAA)	P9	Care at Home
C2	Furniture Allowance for Establishment of a Home	Q1	Family Shelter Tier I
C3	Payment for Services and Supplies Received Prior to EAA Application (EAA)	Q2	Family Shelter Tier II
C4	Payment for Services and Supplies Received Prior to SSI Application (EAA)	Q4	Transitional Housing
C5	Nutritional Requirements (EAA)	Q5	Security Deposit - Not Reported
C7	Transportation for Homeless Families	Q6	Residential Domestic Violence
C9	Payment for Services to Cope with an Emergency	R0	Day Care In Home Relative - Full Time
D1	IV-D Payment	R1	Day Care In Home Relative - Part Time
D2	Child Visitation Allowance	R2	Informal Child Care - Relative - Full Time
D3	Excess Current Support	R3	Informal Child Care - Relative - Part Time
D4	Excess Support Arrears	R4	Informal Child Care - Non Relative - Full Time
D7	Transitional Services Payments (TANF Ineligible Due to Employment) (CT 11, 12, 19 Only)	R5	Informal Child Care - Non Relative - Part Time
D8	Private Adult Care Institution	R6	School Age Child Care Program - Part Time
D9	Diversion Transportation Payment (CT 11, 12, 19 Only)	R7	Transportation
E1	Grant to Essential Person (PA)	R8	School Age Child Care Program - Full Time
E3	Rental Supplement (RENT-SUP)	R9	Employment and Training Essential Needs
E4	Job Opportunity Diversion Payment (MA)	T1	On the Job Training Grant
E5	Emergency Shelter Allowance	T2	Extended Supportive Services
E6	Fuel for Heating Refund	T3	Training Tuition and Fees
E7	Electricity	T5	TANF Services Block Grant/Flexible Funding
E9	Restricted PNA	W1	Court Ordered Retroactive Payment
F2	Food Stamp Employment/Training Related Expenses	02	Legally Operating Center - Exempt from Licensing Require- ments - Full-Time
F3	FSE & T Dependent Care Payment	03	Legally Operating Center - Exempt from Licensing Require- ments - Part-Time
F5	Diversion Payment (CT 11, 12, 19 Only)	04	HEAP Emergency Benefit - Non-Utility
F6	Diversion Rental Payment (CT 11, 12, 19 Only)	05	Case Recurring Grant
G1	Shelter/R&B to Guardian (CT 17 Only)	06	Partial Allowance
H0	Heating Equip. Repair/Replacement Estimates	07	Underpayment Adjustment
H1	Regular HEAP Benefit	08	SES - In
H5	HEAP Emergency Benefit - Repair Heating Equipment	09	SES - Out
H6	HEAP Emergency Benefit - Shelter/Relocation	10	Shelter
H7	HEAP Emergency Benefit - Replace Heating Equipment	11	Fuel
H8	HEAP Emergency Benefit - Propane Tank Deposit	12	Utilities to OTG
H9	HEAP Supplemental Benefit	13	Security Deposit - Utilities
J1	HEAP Emergency Benefit - Additional Benefit	14	TEAP (Training and Employment Assistance Program)
J2	HEAP Reissue Benefit	16	HEAP Emergency Benefit - Domestic Heat-related Utility
K1	CAP Grant	17	HEAP Emergency Benefit - Utility
K3	CAP Support Reconciliation	18	Child Support Disregard
L1	Drug and Sickroom Supplies	19	Health Maintenance Organization Co-Payment
L2	Prosthetic Appliances and Eye Glasses	20	Dinner Allowance
L3	Lab and Radiologist Services Billed Separately	21	Lunch, Dinner Allowance
L4	Health Insurance Continuation - 185% Poverty	22	All Meals Restaurant Allowance
L5	Health Insurance Continuation - 100% Poverty	23	Water
L6	Health Insurance Continuation - Expedited Payment	24	Health Insurance Premiums
M1	Hospital Services - Inpatient - Public	25	Life Insurance Premiums
M2	Hospital Services - Inpatient - Private	26	Chattel Mortgage
M3	Hospital Services - Outpatient - Public	28	Cooking Fuel
M4	Hospital Services - Outpatient - Private	29	Related Foster Care Expenses
M5	Skilled Nursing Home - Private	30	Day Care In Home - Non Relative (Full-Time)
M6	Skilled Nursing Home - Public	31	Day Care In Home - Non Relative (Part-Time)
M7	Health Related Facilities - Public - Mentally Retarded	32	Day Care Family Home (Full-Time)
M8	Health Related Facilities - Public - Other	33	Day Care Family Home (Part-Time)
M9	Health Related Facilities - Private - Mentally Retarded	34	Day Care Group Family (Full-Time)
P1	Health Related Facilities - Private - Other	35	Home Delivered Meals (PA Grant)
		36	Day Care Group Family (Part-Time)
		37	Day Care Center (Full-Time)

6

38	Day Care Center (Part-Time)
39	Disaster Card Issuance
40	Room and Board
41	Appliance Repair Cost Estimate
42	Replacement of Lost/Stolen Cash Grant
43	Heating Equipment - Repairs/Replacement
44	Cooking Stove - Repairs/Replacement
45	Refrigerator - Repairs/Replacement
46	Private Rent
47	Mortgages, Taxes and Assessments on Client Owned Homes
48	Public Housing Rent Allowance
49	Housing Development Cooperative Unit
50	Temporary Residence in Hotels & Motels
51	Cost of Repairs to Recipient Owned Home
52	Emergency Allowance to Forestall Eviction
53	Allowance to Retain Shelter During Temporary Absence in Medical Facility
54	Restaurant Allowance - Dinner
55	Restaurant Allowance - Lunch and Dinner
56	Restaurant Allowance - All Meals
57	Emergency Food Grant Allowance
58	Natural Gas
59	Other Than Natural Gas
60	Emergency Payment to Prevent Shut-Off or Restore Service
62	Taxes and Interest
63	Water Bills
64	Real Property Expenses
65	Moving Expenses
66	Storing Expenses
67	Security Deposit
68	Broker's Finder's Fee
69	Cash Grant Unrestricted
70	Cash Replacement for Lost, Stolen or Mismanaged SSI Grant
71	Other
72	Living Room
73	Bedroom with Single Bed
74	Bedroom with Two Single Beds
75	Bedroom with Double Bed
76	Kitchen (Excluding Appliances)
77	Range
78	Refrigerator
79	Bathroom
81	Housekeeping
82	Camp Fees (CT 11, 12 Only)
83	Red Cross
84	Payment on Furniture
85	Burial
86	Transportation Expenses - Removal from State
87	Cash Grant for Income Not Received
88	Cabinet for Linens
89	Stove for Heating
90	Cost of Clothing
91	Expedited ATP
92	Food Stamp Replacement
93	Single Issuance ATP (Not Expedited)
94	FS Retroactive Benefits
95	FS Restored Benefits
96	FS Ongoing Benefits
97	Food Stamps Supplemental
98	Home Repairs (PA)

6