

**GENERAL INFORMATION SYSTEM****DIVISION: Center for Employment and Economic Supports****November 16, 2009**

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**TO:** Commissioners; Employment Coordinators; TA and FS Directors; WMS Coordinators; WTWCMS Liaisons; Staff Development Coordinators

**FROM:** Russell Sykes, Deputy Commissioner, Center for Employment and Economic Supports

**SUBJECT:** CNS/WMS Alcohol and Substance Abuse Sanction Code Changes

**EFFECTIVE DATE:** November 30, 2009

**CONTACT PERSON:** Temporary Assistance Bureau at 1-800-343-8859, extension 4-9344; WMS at 1-800-343-8859, extension 4-2166

This GIS advises local districts of certain changes to the CNS/WMS codes used when a sanction is imposed on an applicant/recipient for Temporary Assistance (TA) who fails to comply with Alcohol and Substance Abuse screening, assessment or rehabilitative services requirements as set forth at 18 NYCRR 351.2(i).

In order to both enhance the clarity and provide further detailed information on the sanction notice, workers will now be asked to include both the location and date of the alleged Alcohol and Substance Abuse infraction in the notice sent to individuals subject to such sanctions. This additional information will help local districts specify the reason for the negative action and the impact on the individual's TA benefits, providing a clearer description of the proposed action to applicants/recipients.

In most instances, this requirement for additional, worker-provided, details will result in a reclassification of the reason code type from "no fill", to "limited fill"; and, will require workers to prepare a CNS pending notice prior to WMS data entry.

**PA Individual Reasons Associated with Alcohol and Substance Abuse Sanctions**

<u>Reason for Sanction</u>	<u>Old Code</u>	<u>New Code</u>
Failure to Comply with Drug/Alcohol Screening	F44	P44
Failure to Comply with Drug/Alcohol Assessment	F45	P45
Failure to Comply with D/A Release of Information	F46	P46
Failure to Take Part in Drug/Alcohol Rehab - Recipient (1 <sup>st</sup> Occurrence/45 Days)	GX1	PX1
Failure to Take Part in Drug/Alcohol Rehab - Recipient (2nd Occurrence/120 Days)	GX2	PX2
Failure to Take Part in Drug/Alcohol Rehab - Recipient (3rd Occurrence/180 Days)	GX3	PX3
Failure to Take Part in Drug/Alcohol Rehab - Applicant (1 <sup>st</sup> Occurrence/45 Days)	MX1	MX1
Failure to Take Part in Drug/Alcohol Rehab - Applicant (2nd Occurrence/120 Days)	MX2	MX2
Failure to Take Part in Drug/Alcohol Rehab - Applicant (3rd Occurrence/180 Days)	MX3	MX3