

DATE: August 30, 2018

TO: Subscribers

SUGGESTED DISTRIBUTION: TA Directors, Child Support Directors, WMS
Coordinators, Staff Development Coordinators

FROM: Jeffrey Gaskell, Assistant Deputy Commissioner
Employment and Income Support Programs

SUBJECT: Roster of Good Cause Claims

EFFECTIVE DATE: Immediately

CONTACT PERSON: TA Bureau at: 518-474-9344

The purpose of this GIS is to inform social services districts (districts) the Office of Temporary and Disability Assistance (OTDA) is no longer requiring districts to submit the [LDSS-3343](#) *Quarterly Roster of Good Cause Claims* report to OTDA on a quarterly basis.

There is no change to the requirement that districts must keep records of good cause claims as previously directed in 81 ADM-25 IV-A / IV-D *Interface Record Keeping in Good Cause Claims*. districts must continue to keep records of good cause claims using the LDSS-3343 *Quarterly Roster of Good Cause Claims* report and maintain these reports at the local district. Districts must make these reports available to OTDA upon request.