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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 93 INF-12

TO: Commissioners of
 Social Services

DIVISION: Economic
 Security

DATE: March 25, 1993

SUBJECT: Interim Assistance Reimbursement (IAR) for More Than
 One Social Services District

SUGGESTED

DISTRIBUTION: Public Assistance Staff
 Accounting Staff
 Staff Development Coordinator

CONTACT PERSON: Please Call 1-(800) 342-3715 and ask for Charles
 Giambalvo extension 4-3231

ATTACHMENTS: None

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
		18NYCRR 370.7			

It has come to our attention that some social services districts (SSDs) are not correctly processing interim assistance reimbursement (IAR) checks when more than one SSD provided assistance during the IAR period. Therefore, we are publishing this informational letter to remind SSDs of the procedure to follow when they receive IAR check(s) for HR/PG-ADC/VA recipients whose IAR check covers a period during which the recipient received benefits from more than one SSD.

If more than one SSD provided assistance during the IAR period, the Social Security Administration (SSA) will generally send the initial SSI check to the first SSD that has a valid IAR authorization on file. The SSD that receives the initial SSI check(s) reviews WMS to determine if any other SSD may be entitled to receive IAR. If it is determined that another SSD is entitled to receive IAR, the district that receives the SSI check(s) contacts the other SSD(s) to find out how much assistance the other SSD(s) provided during the IAR period.

When the first SSD receives the required information, that SSD:

- 1) Calculates the amount of IAR each SSD is to receive.
- 2) recovers the IAR they provided.
- 3) fills out one DSS-2425 designating how the SSD calculated its IAR and how IAR was calculated for any other SSD receiving IAR.
- 4) sends a check and a copy of the DSS-2425 to the other SSD(s) receiving IAR.
- 5) forwards the remainder of the initial SSI check(s), if any, to the recipient.
- 6) sends the recipient a single completed DSS-2425 with information on how IAR was calculated.

NOTE: The ten day limit for processing IAR still applies in the situation explained above. Therefore, SSDs that are called by the SSD that received the initial SSI check(s) should provide the required information as soon as they can.

If an SSD is not able to contact another SSD to obtain information on PA benefits provided during the IAR period or for any questions on this procedure please call the contact person listed in this INF.

Oscar R. Best, Jr.
Deputy Commissioner
Division of Economic Security