

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 Pages 48-51)

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	

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

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

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] or MA Only [CT-20] 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	
N Non-reimbursable	
P FNP Payment	
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	

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CHILD ASSISTANCE PROGRAM (CAP)		GRANT (Cont'd)	
K1	CAP Grant	07	Underpayment Adjustment
K3	CAP Support Reconciliation	08	SES – In
		09	SES – Out
		18	Child Support Disregard
		42	Replacement of Lost/Stolen Cash Grant
		69	Cash Grant Unrestricted
		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	MEDICAL ASSISTANCE	
R4	Informal Child Care - Non Relative - Full Time	A1	Transportation Billed Separately
R5	Informal Child Care - Non Relative - Part Time	A2	Personal Care Services
R6	School Age Child Care Program - Part Time	A3	Personal Care Services - Non-Family Planning
R8	School Age Child Care Program - Full Time	L1	Drug and Sickroom Supplies
EMERGENCIES		L2	Prosthetic Appliances and Eye Glasses
A7	Refrigerator Rental Allowance for Homeless Family Temporarily Placed in a Hotel/Motel	L3	Lab and Radiologist Services Billed Separately
C3	Payment for Services and Supplies Received Prior to EAA Application (EAA)	L4	Health Insurance Continuation - 185% Poverty
C7	Transportation for Homeless Families	L5	Health Insurance Continuation - 100% Poverty
C9	Payment for Services to Cope with an Emergency	L6	Health Insurance Continuation - Expedited Payment
F5	Diversion Payment (CT 11, 12, 19 Only)	M1	Hospital Services - Inpatient - Public
F6	Diversion Rental Payment (CT 11, 12, 19 Only)	M2	Hospital Services - Inpatient - Private
52	Emergency Allowance to Forestall Eviction	M3	Hospital Services - Outpatient - Public
57	Emergency Food Grant Allowance	M4	Hospital Services - Outpatient - Private
60	Emergency Payment to Prevent Shut-Off or Restore Service	M5	Skilled Nursing Home - Private
FOOD ASSISTANCE PROGRAM (FAP)		M6	Skilled Nursing Home - Public
X1	Expedited FAP Benefit	M7	Health Related Facilities - Public - Mentally Retarded
X3	Single Issue FAP Benefit	M8	Health Related Facilities - Public - Other
X6	Ongoing FAP Benefit	M9	Health Related Facilities - Private - Mentally Retarded
FOOD STAMPS		P1	Health Related Facilities - Private - Other
91	Expedited ATP	P2	Free Standing Clinics
93	Single Issuance ATP (Not Expedited)	P3	Physician's Services
94	FS Retroactive Benefits	P4	Dental Services
95	FS Restored Benefits	P5	Other Practitioner's Services
96	FS Ongoing Benefits	P6	Child Caring Agencies Per Diem Costs
97	Food Stamps Supplemental	P7	Home Health Aide's Services
F2	Food Stamp Employment/Training Related Expenses	P8	Nursing Services In-Home
F3	FSE & T Dependent Care Payment	P9	Care at Home
GRANT		19	Health Maintenance Organization Payment
A4	Grant Assistance to Guide Dogs	24	Health Insurance Premium
C0	Replacement of Stolen Cash (EAA)	MEALS	
C1	Replacement of Lost/Mismanaged Cash (EAA)	20	Dinner Allowance
E1	Grant to Essential Person (PA)	21	Lunch, Dinner Allowance
E4	Job Opportunity Diversion Payment (MA)	22	All Meals Allowance
E6	Fuel for Heating Refund	35	Home Delivered Meals (PA Grant)
E9	Restricted PNA	54	Restaurant Allowance - Dinner
05	Case Recurring Grant	55	Restaurant Allowance - Lunch and Dinner
06	Partial Allowance	56	Restaurant Allowance - All Meals

<p>PURCHASE</p> <p>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 84 Payment on Furniture 88 Cabinet for Linens</p>	<p>UTILITIES/FUEL (Cont'd)</p> <p>28 Cooking Fuel 58 Natural Gas 59 Other Than Natural Gas 63 Water Bills</p>
<p>REPAIRS</p> <p>41 Appliance Repair Cost Estimate 43 Heating Equipment - Repairs/Replacement 44 Cooking Stove - Repairs/Replacement 45 Refrigerator - Repairs/Replacement 51 Cost of Repairs to Recipient Owned Home</p>	<p>OTHER</p> <p>C4 Payment for Services and Supplies Received Prior to SSI Application (EAA) C5 Nutritional Requirements (EAA) D1 IV-D Payment D2 Child Visitation Allowance D3 Excess Current Support D4 Excess Support Arrears D6 Merit Incentive Award D7 Transitional Services Payments (TANF Ineligible Due to Employment) (CT 11, 12, 19 Only) D9 Diversion Transportation Payment (CT 11, 12, 19 Only) 25 Life Insurance Premiums 26 Chattel Mortgage 29 Related Foster Care Expenses 71 Other 81 Housekeeping 82 Camp Fees (CT 11, 12 Only) 83 Red Cross 85 Burial 86 Transportation Expenses - Removal from State 90 Cost of Clothing</p>
<p>SHELTER</p> <p>A6 Approved Facility/Congregate Care Facility C2 Furniture Allowance for Establishment of a Home D8 Private Adult Care Institution E3 Rental Supplement (RENT-SUP) E5 Emergency Shelter Allowance G1 Shelter/R&B to Guardian (CT 17 Only) 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</p>	<p style="font-size: 48pt; text-align: center;">6</p>
<p>TRAINING</p> <p>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</p>	
<p>UTILITIES/FUEL</p> <p>E6 Fuel for Heating Refund E7 Electricity W1 Court Ordered Retroactive Payment 11 Fuel 12 Utilities to OTG 13 Security Deposit - Utilities 23 Water</p>	

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 Practitioner'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
D6	Merit Incentive Award	R5	Informal Child Care - Non Relative - Part Time
D7	Transitional Services Payments (TANF Ineligible Due to Employment) (CT 11, 12, 19 Only)	R6	School Age Child Care Program - Part Time
D8	Private Adult Care Institution	R7	Transportation
D9	Diversion Transportation Payment (CT 11, 12, 19 Only)	R8	School Age Child Care Program - Full Time
E1	Grant to Essential Person (PA)	R9	Employment and Training Essential Needs
E3	Rental Supplement (RENT-SUP)	T1	On the Job Training Grant
E4	Job Opportunity Diversion Payment (MA)	T2	Extended Supportive Services
E5	Emergency Shelter Allowance	T3	Training Tuition and Fees
E6	Fuel for Heating Refund	W1	Court Ordered Retroactive Payment
E7	Electricity	X1	Expedited FAP Benefit
E9	Restricted PNA	X3	Single Issue FAP Benefit
F2	Food Stamp Employment/Training Related Expenses	X6	Ongoing FAP Benefit
F3	FSE & T Dependent Care Payment	02	Legally Operating Center - Exempt from Licensing Requirements - Full-Time
F5	Diversion Rental Payment (CT 11, 12, 19 Only)	03	Legally Operating Center - Exempt from Licensing Requirements - Part-Time
F6	Diversion Rental Payment (CT 11, 12, 19 Only)	04	HEAP Emergency Benefit - Non-Utility
G1	Shelter/R&B to Guardian (CT 17 Only)	05	Case Recurring Grant
H0	Heating Equip. Repair/Replacement Estimates	06	Partial Allowance
H1	Regular HEAP Benefit	07	Underpayment Adjustment
H5	HEAP Emergency Benefit - Repair Heating Equipment	08	SES - In
H6	HEAP Emergency Benefit - Shelter/Relocation	09	SES - Out
H7	HEAP Emergency Benefit - Replace Heating Equipment	10	Shelter
H8	HEAP Emergency Benefit - Propane Tank Deposit	11	Fuel
H9	HEAP Supplemental Benefit	12	Utilities to OTG
J1	HEAP Emergency Benefit - Additional Benefit	13	Security Deposit - Utilities
J2	HEAP Reissue Benefit	14	TEAP (Training and Employment Assistance Program)
K1	CAP Grant	16	HEAP Emergency Benefit - Domestic Heat-related Utility
K3	CAP Support Reconciliation	17	HEAP Emergency Benefit - Utility
L1	Drug and Sickroom Supplies	18	Child Support Disregard
L2	Prosthetic Appliances and Eye Glasses	19	Health Maintenance Organization Co-Payment
L3	Lab and Radiologist Services Billed Separately	20	Dinner Allowance
L4	Health Insurance Continuation - 185% Poverty	21	Lunch, Dinner Allowance
L5	Health Insurance Continuation - 100% Poverty	22	All Meals Restaurant Allowance
L6	Health Insurance Continuation - Expedited Payment	23	Water
M1	Hospital Services - Inpatient - Public	24	Health Insurance Premiums
M2	Hospital Services - Inpatient - Private	25	Life Insurance Premiums
M3	Hospital Services - Outpatient - Public	26	Chattel Mortgage
M4	Hospital Services - Outpatient - Private	28	Cooking Fuel
M5	Skilled Nursing Home - Private	29	Related Foster Care Expenses
M6	Skilled Nursing Home - Public	30	Day Care In Home - Non Relative (Full-Time)
M7	Health Related Facilities - Public - Mentally Retarded	31	Day Care In Home - Non Relative (Part-Time)
M8	Health Related Facilities - Public - Other	32	Day Care Family Home (Full-Time)
M9	Health Related Facilities - Private - Mentally Retarded	33	Day Care Family Home (Part-Time)
P1	Health Related Facilities - Private - Other	34	Day Care Group Family (Full-Time)
		35	Home Delivered Meals (PA Grant)
		36	Day Care Group Family (Part-Time)

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37	Day Care Center (Full-Time)
38	Day Care Center (Part-Time)
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
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
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)

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