

## NOTIFICATION OF RECERTIFICATION(S) WAIVER

\_\_\_\_\_ County will implement the following waiver(s) as indicated. This waiver process will follow the guidelines and limitations as set forth in 06 ADM-10, 05 INF-24 and 09 INF-21. Any modification to an indicated process requires submission of a waiver request for OTDA approval. Termination or suspension of an indicated process requires notification to OTDA.

- A waiver to use a mail-in recertification form as a substitute for one of the two mandatory semi-annual Temporary Assistance (TA) face-to-face recertifications.

This mail-in recertification process will not be used for any of the following groups:

- TA cases in which any member of the filing unit has earnings or for which a legally responsible relative's earnings are budgeted; or
- TA cases in which any member of the household is sanctioned; or
- TA cases in which a time-limit trackable individual has reached a time-limit count of 48 months or more, effective January 1, 2006.

- A waiver to complete one face-to-face recertification every 24-months for non-parent caregiver (NPC) cases. This requires a mail-in recertification form to be sent in the 11th month of the certification period and processed by the end of the 12th month.

This waiver will not be used for NPC cases that have earned income, those cases in which the non-parent caregiver has reached the forty-eight (48) month time limit point and NPC cases with a sanctioned individual.

- Attached is a waiver proposal outlining our request for a variation of the 6-month recertification process. This proposal cannot be implemented prior to OTDA approval.

**Authorized Signature**

**Phone Number**

**Social Services District**

**Date Submitted**

**Submit this form to:**

Phyllis Morris, Acting Deputy Commissioner  
New York State Office of Temporary and Disability Assistance  
Center for Employment and Economic Supports  
40 North Pearl Street, 11 FL  
Albany, NY 12243