

GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

June 19, 2014

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TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, TA Directors, SNAP Directors, WMS Coordinators,
Employment Coordinators, Staff Development Coordinators

FROM: Phyllis D. Morris, Deputy Commissioner, Center for Employment and Economic Supports

SUBJECT: Disability Accommodation Indicator

EFFECTIVE DATE: June 23, 2014

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This is to provide local districts with additional information on the new Disability Accommodation Indicator (DAI) that will be available on both Rest of State (ROS) and New York City (NYC) Welfare Management System (WMS) effective June 23, 2014.

In a Dear WMS/CNS Coordinator letter, dated May 30, 2014, local districts were informed of the creation of a new DAI indicator field and of the values associated with the field. This indicator has been implemented as part of the development process for the future creation of alternate formats of certain OTDA written materials. These alternate format materials will provide accommodation for blind and seriously visually impaired individuals.

More information and detailed instructions on the use of the DAI indicator and on the materials that will be produced in alternate formats will be provided to local districts in calendar year 2015. **Until such time as the materials are available and further instructions have been provided by OTDA, the DAI field should not be utilized.**

ROS Systems Implications:

The DAI indicator is located on Screen 1 of WMS. The indicator will be used to capture a blind or seriously visually impaired payee's or alternate payee's request for written material in an alternate format and will also capture the specific type of alternate format requested.

NYC Systems Implications:

For NYC WMS users, the DAI is found on the following screens:

- NQIN2A Individual Inquiry - Client Information
- NQIN2B Individual Information - Client Information
- NQCP03 Pending Individual Data
- WCN052 WMS/CLIENT NOTICE SUBSYSTEM-CLIENT NOTICE DETAIL SCREEN

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- WCN017 for the FHIS/CNS Detail screen
- WCN164 for the Cross System Inquiry screen
- NQCS02 Case Composition - Suffix Summary (all suffixes)
- NQCS3A Current Case Composition - (each suffix)

In NYC WMS, the DAI can be found on the line level as well as the case level. The case level will only be viewable and/or allowable if the TA or SNAP blind or seriously visually impaired person is the payee or alternate payee. (REL code 01 or 28).

Medicaid Implications

Medicaid implications will be provided in a separate release issued by the New York State Department of Health.