

DATE: March 16, 2016

TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, Temporary Assistance Directors,
Employment Coordinators, Staff Development
Coordinators, WMS Coordinators

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

SUBJECT: Revised Client Notification System Alcohol and Substance Abuse Sanction
Language

EFFECTIVE DATE: Immediately

CONTACT PERSON: Temporary Assistance Bureau at 1-800-343-8859,
extension 4-9344

The purpose of this General Information System (GIS) message is to inform Social Services Districts (SSDs) of changes to Client Notification System (CNS) notice language when a sanction is imposed on an applicant/recipient for public assistance (PA) who fails to comply with alcohol and substance abuse screening, assessment or release of information requirements as set forth in 18 NYCRR §351.2(i). The notices affected by this language change are the CNS notices produced when individual level reason codes *P44 – Failure to Comply with Drug/Alcohol Screening*, *P45 – Failure to Comply with Drug/Alcohol Assessment* and *P46 – Failure to Comply with Drug/Alcohol Release of Information* are utilized.

The notice was revised to reflect that an applicant or recipient will be ineligible for PA until he/she actually complies with the stated requirement. This is not a change in policy, but rather, a clarification of notice language.

As a reminder, per 03 INF-27, *Temporary Assistance Date of Eligibility*, SSDs may not refuse to meet a sanctioned applicant/recipient's immediate needs if he/she has agreed to comply but the SSD cannot make the drug/alcohol screening, assessment or release of information immediately available to the applicant/recipient.