

DATE: June 6, 2016

TO: Subscribers

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

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

SUBJECT: One-Time Process to Correct Certain ABAWD-Related Override Transactions

EFFECTIVE DATE: Immediately

CONTACT PERSON: Employment and Advancement Services (518) 486-6106 or
Employment Services Advisor

The purpose of this General Information System (GIS) message is to inform local social services districts that OTDA has processed a one-time transaction to correct Able Bodied Adults Without Dependents (ABAWD) related override transactions that were incorrectly generated through the Welfare Reporting and Tracking System (WRTS) because of an incorrect default system setting. The majority of these override transactions resulted in an incorrect reduction to the ABAWD counter (number of months that the ABAWD did not meet ABAWD requirements during the 36 month period). Some of the incorrect override transactions displayed a Welfare Management System (WMS) User Id of a staff member from a different district.

The default setting has been corrected and a one-time process has been completed to correct the ABAWD counter for participant records that included an incorrect override transaction on records with a WMS User Id of a staff member from a district by re-adding the calendar month that was deleted in error. However, there may have been some incorrect override transactions generated as a result of the incorrect default system setting on records with a WMS User Id of a staff member within the district. **These override transactions require district review.**

The corrected transactions may be identified on the WTRK43 screen with a USERID of "WRTFIX" and an override reason code of "O". Districts who had participant records corrected during this process will receive a worksheet of the corrected participant records. Districts with ABAWD related override transactions that were completed by a User Id in the same district on or before May 16, 2016, will also receive a separate worksheet of these ABAWD override transactions. Districts should review these override transactions to confirm that the override transaction was authorized by the district. Override transactions that a district determines have been completed in error will need to be corrected by processing the appropriate override transaction, if the calendar month should count towards the individual's ABAWD counter or should be reported as excluded ([see GIS 16TA/DC028](#) for additional information regarding the ABAWD override process) for the calendar month that was overridden in error. **Any override transactions required to correct an individual's ABAWD counter must be completed by the district no later than June 27, 2016. District must also complete all override transactions associated with an ABAWD exclusion during the first quarter of calendar year 2016 no later than June 27, 2016.**



Districts were previously notified of a one week extension for completing ABAWD override transactions associated with an ABAWD exclusion for the first quarter of calendar year 2016 in [GIS 16TA/DC034](#).

Questions regarding the ABAWD override process should be directed to your district's Employment Services Advisor or to Employment and Advancement Services at (518) 486-6106.