

DATE: January 13, 2020

TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, TA Directors, Front End Detection System (FEDS) Coordinators, Fraud Directors, Staff Development Coordinators

FROM: Jeffrey Gaskell, Deputy Commissioner
Employment and Income Support Programs

SUBJECT: Finger Imaging Requirements for Temporary Assistance

EFFECTIVE DATE: Immediately

CONTACT PERSON: Temporary Assistance Bureau at (518) 474-9344; Bureau of Audit and Quality Improvement at (518) 473-6035

This General Information System (GIS) is a follow-up to previously released [GIS 19 TA/DC 052](#) to inform social services districts (districts) that effective January 15, 2020 districts are prohibited from using the Automated Finger Imaging System (AFIS) to finger image applicants and recipients for any purpose under Public Assistance (PA).

Districts must adjust their procedures to ensure that PA applicants and recipients are not required to be finger imaged as part of the process of obtaining or retaining eligibility for PA. Effective January 15, 2020, all PA AFIS Plans of Operation submitted by any and all districts will be null and void.

Districts should remove the finger image scanners from the work stations, secure them, and await further instructions from the Office of Temporary and Disability Assistance (OTDA).

Effective January 15, 2020, districts must continue to use AFIS to capture the photograph and signature of PA applicants/recipients to whom payment is made. The photograph and signature captured in AFIS will appear on their Common Benefit Identification Card (CBIC).

Effective January 15, 2020 Upstate Welfare Management System (WMS) PA Case Level Reason Code 'M88 – Refusal to Comply with Finger Imaging Requirement' and Upstate PA Individual Reason Code 'F88 – Failure to comply with AFIS – (Non-Legally Responsible Relative) will no longer be valid for PA Case Denial (03), Closing (07) or Recertification Closing (08) transactions. Upstate WMS PA Individual Reason Code 'M99 – In Receipt of Concurrent Assistance: AFIS Match' will no longer be valid for PA Case Denial (03), Closing (07) or Recertification Closing (08) transactions.

Effective January 15, 2020 AFIS codes M88, F88 and M99 above will also become invalid in NYC. In addition, New York City WMS Case Closing and Case Rejection (Denial) Code 'N88 - Failure to Comply with the Automated Finger Imaging System (AFIS) Requirements, Homebound or Group Home Resident (HH-1)' will no longer be valid for PA case RJ or CL

transactions. NYC WMS Case Closing and Case Rejection (Denial) Code 'M99 - Duplicate Assistance (AFIS) in NYS' will no longer be valid for PA case RJ or CL transactions.

An Administrative Directive Memorandum (ADM) with additional information will be forthcoming.