



Office of Temporary and Disability Assistance

MICHAEL P. HEIN
Commissioner

BARBARA C. GUINN
Executive Deputy Commissioner

General Information System (GIS) Message

Section 1

Transmittal:	20 TA/DC066 Upstate and New York City
Date:	June 25, 2020
To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, SNAP Directors, Medicaid Directors
From:	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
Subject:	COVID-19 Telephone Signature Waiver Option Extension
Effective Date:	Immediately
Contact Information:	Temporary Assistance (TA) Questions – TA Bureau at: 518-474-9344 or otda.sm.cees.tabureau@otda.ny.gov Supplemental Nutrition Assistance Program (SNAP) Questions – SNAP Bureau at: 518-473-1469 or otda.sm.cees.snap@otda.ny.gov

Section 2

In response to the outbreak of COVID-19 and in accordance with the United States Department of Agriculture (USDA), Food and Nutrition Services (FNS), the Office of Temporary and Disability Assistance (OTDA) released [GIS 20 TA/DC049](#) and [GIS 20 TA/DC055](#) advising social services districts (districts) of the ability to accept telephonic signatures on applications filed over the telephone or submitted without a signature for individuals and families who are applying for or receiving assistance through Supplemental Nutrition Assistance Program (SNAP)-only, Temporary Assistance (TA), Supplemental Nutrition Assistance Program (SNAP) or Medicaid (MA) on a TA case.

The purpose of this GIS is to inform districts that FNS has extended its approval of a temporary adjustment to the requirements for recording telephonic signatures for SNAP applications filed over the telephone or submitted without a signature to July 31, 2020. During the time that this SNAP adjustment is in effect, TA, or MA on a TA case applications may also be accepted over the telephone.

Districts choosing to implement telephonic applications must adhere to the guidelines as outlined in [GIS 20 TA/DC049](#) and must also use the OTDA program-specific script (attachments 1 and 2 [GIS 20 TA/DC049](#)).

The expiration of provisions contained in this message may be extended by future guidance.