

REVIEW PERIOD:	DATE OF REVIEW:	CCMIS NO:
<input type="checkbox"/> Standard 2 – TANF Transfers and Initial Re-Determinations / Timely and Accurate Processing <span style="float:right;"><input type="checkbox"/> YES      <input type="checkbox"/> NO</span> <i>Enter the result from question 12.</i>		
<span style="float:right;"><input type="checkbox"/> YES      <input type="checkbox"/> NO</span> <i>Enter the result from question 15.</i>		
<b>Standard 2--TANF Transfers and Initial Re-Determinations/Timely and Accurate Processing 55 PA Code 4041.141 to 3041.146</b>		
1. What date did TANF close in CIS?		
YES NO	2. Was the TANF Transfer Letter sent to the parent?	
If YES, what date was the TANF Transfer Letter sent?		
YES NO	3. Did the parent contact the CCIS within 60 days?	
If YES, continue.		
If NO, go to question 7.		
<b>(DAY 1-DAY 60)</b>		
4 a. What date was the face-to-face interview conducted with the parent?		
YES NO	4 b. Was this within 30 days of the date the TANF Transfer Letter was sent?	
If YES, go to question 5.		
YES NO	4 c. If NO, was the delay due to the parent's hardship?	
YES NO	4 d. If yes, was the parent/caretaker given an additional 30 days to complete the interview?	

If NO, explain:

YES	NO	5 a. Did the parent self-certify within 60 days the information that came over on the download?
YES	NO	5b. If NO, explain: Was there a self certification form in the record?
YES	NO	5c. If NO, explain: Does the self-certification information in the case file match the information entered into CCMIS?
YES	NO	6a. Did the information change from the information on the download or from CIS?  <i>If YES, continue.</i>
YES	NO	6b. Did the parent self-declare information that changed from the information on the download?
YES	NO	6c. If YES, was there a self-declaration form in the record?
YES	NO	6d. If YES, did the parent provide follow up verification within 30 days from the date of self-declaration?
<b>(DAY 61-DAY 183)</b> If NO, explain:		
YES	NO	7. Did the parent contact the CCIS between day 61 and day 183?  <i>If YES, continue.</i>
<i>If NO, go to question 12.</i>		
YES	NO	8 a. What date was the face-to-face interview conducted with the parent?  8b. Was this within 30 days of the date the parent contacted the CCIS?  <i>If YES, go to question 9.</i>
YES	NO	8 c. If NO, was the delay due to the parent's hardship?
YES	NO	8 d. If YES, was the parent/caretaker given an additional 30 days to complete the interview?  If NO, explain:

YES	NO	9 a. Did the parent self-declare the information that came over on the download?
YES	NO	9 b. If YES, was there a self-declaration form in the record?
YES	NO	9 c. If YES, did the parent provide follow up verification within 30 days from the date of self-declaration?
If NO, explain:		
10. Does the following information in the case file match the information entered in CCMIS that resulted in the		
YES	NO	eligibility decision: Household Screen?
If NO, explain:		
YES	NO	Individual Information Screen?
If NO, explain:		
YES	NO	Relationship Screen?
If NO, explain:		
YES	NO	Child Care Request screen?
If NO, explain:		
YES	NO	Employment and Wage Screen?
If NO, explain:		
YES	NO	Other?
Explain:		
YES	NO	11. Was the enrollment effective date in CCMIS the day after TANF closed in CIS?
If NO, explain:		

YES NO

12. Was the TANF Transfer processed and entered into CCMIS correctly?

**Explain your answer:**

*Enter review results on page 1*

**Part II – FORMER TANF/INITIAL RE-DETERMINATIONS**

13. What date did TANF close in CIS?

YES NO

14. Was the initial re-determination completed on Day 184 or later?

If NO, explain:

15. Does the following information in the case file match the information entered in CCMIS that resulted in the

YES NO

eligibility decision:  
Household Screen?

If NO, explain:

YES NO

Individual Information Screen?

If NO, explain:

Employment/Wage Screen?

YES NO

If NO, explain:

YES NO

16. Was the TANF Transfer initial re-determination completed and entered into CCMIS correctly?

**Explain your answer:**

*Enter review results on page 1*