

## INTERPRETIVE MEMO

3SVT Rule Interpretation

Procedural Instruction

This memo remains effective statewide until it is specifically superseded – either by a subsequent memo or by a contradictory rule with a later date.

Please file in your manual facing the page indicated below.

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This memo:  is new  Replaces one dated 4/5/13

**UPDATE:** Simplified Reporting and Certification Periods

Group	Certification period	Reporting system. What household must report	When household must report changes
<p><b>Category #1</b></p> <p>Households where everyone is elderly or disabled, with no earnings, or on a fixed, unearned income.</p>	<p>24-month certification and 12-month report.</p>	<p><b>Simplified Reporting</b> When income equals or exceeds 130%FPL. Households with income already above 130% are not required to report changes until next certification. Anytime a household reports a change in income, they are required to report all changes in their circumstances.</p>	<p>No later than the 10<sup>th</sup> day of the month after the month of the change.</p>
<p><b>Category #2</b></p> <p>ALL other households that do not fall into category #1.</p>	<p>12-month certification and 6-month report.</p>	<p><b>Simplified Reporting</b> When income equals or exceeds 130%FPL. Households with income above 130% are not required to report changes until next certification. Anytime a household reports a change in income, they are required to report all changes in their circumstances.</p>	<p>No later than the 10<sup>th</sup> day of the month after the month of the change.</p>

PHD  
 1/11/16