

IEVS/SAVE/PACSES AND SAR DESK GUIDE

Exchange	Cash – SAR	Cash – Non-SAR
Exchange 1 Wage Match/New Hire	<p>For budgets with known earned income – narrate and clear the hit (F). Review changes to earned income at next redetermination or SAR review.</p> <p>For budgets with NO earned income – initiate client contact and develop plan to verify new job/income. Then narrate and clear the hit.</p>	Initiate client contact to develop plan to verify new job/income. Then narrate and clear the hit.
Quarterly	<p>For budgets with known earned income adjusted during the quarter, divide the quarterly wages by 3 and if the result does not exceed the estimate by more than \$100, no overpayment exists. Narrate and clear hit. If the result exceeds estimate by more than \$100, review for possible overpayment.</p> <p>For budgets with NO earned income adjusted during the quarter, review for possible overpayment. Narrate and clear hit.</p>	<p>Review the case for possible OP.</p> <p>Narrate and clear the hit.</p>
Exchange 2 UC Match	<p>This information is considered verified upon receipt. Review and adjust benefits. Narrate and clear the hit.</p>	
Exchange 3 Bendex	<p>This information is considered verified upon receipt. Review and adjust benefits. Narrate and clear the hit.</p>	
Exchange 4 ERF	<p>Review to determine if any action is needed or if an OP exists. Narrate and clear the hit.</p>	
Exchange 5 Unearned Income	<p>Review to determine if any case action is needed or if an OP exists. Narrate and clear the hit.</p>	
Exchange 6 SDX	<p>This information is considered verified upon receipt. Review and adjust benefits. Narrate and clear hit.</p>	
Exchange 7 Buy-In	<p>This information is considered verified upon receipt. Review and adjust benefits if required. Narrate and clear hit.</p>	
Exchange 8 Deceased persons	<p>Additional verification needed prior to taking action. Once received, take action, regardless of outcome. If not received, send Advance Notice to close. Narrate and clear hit.</p>	

Exchange 9 Paris Match	No immediate action is required for "hits" indicating an increase in gross monthly unearned income of \$50 or less from a known source. Narrate and clear the "hit". Review at the next redetermination or SAR review. For all other "hits" including an increase of more than \$50 in gross monthly unearned income from a known source or unearned income from a new source, additional verification is needed prior to taking action. Once received, take action, regardless of outcome. If not received, send Advance Notice to close. Narrate and clear hit.
Exchange 10 CJIS	Additional verification is needed prior to taking action. Currently no information received on exchange 10 is verified upon receipt. If verification is received, take action according to verification provided. If not received, send Advance Notice to close. Narrate and clear hit.
PACSES	No change. Refer to CAH 150.31 for policy on support payments.
SAVE	This information is considered verified upon receipt. See Supplemental Handbook Chapter 740. Review for eligibility.