

# AUTHORIZATION FOR REIMBURSEMENT OF INTERIM ASSISTANCE INITIAL CLAIM OR POST ELIGIBILITY CASE

CASE IDENTIFICATION						FOR DHS USE ONLY	
NAME	CO	RECORD NO.	CAT.	CTR. DIG.	DIST.	NUMBER IN GA BUDGET GROUP	
ADDRESS	SOCIAL SECURITY NO.			BUDGET GROUP NO.		MO. ADJUSTED INCOME OF RECIPIENT	

The term “state” means the Office of Inspector General acting on behalf of the Pennsylvania Department of Human Services.

### What actions am I authorizing when I sign this authorization and I check the “Initial Claim Only” block?

**Initial Claim Only**

You are authorizing the Commissioner of the Social Security Administration, SSA, to reimburse the state for some or all of the money the state gives you. This money helps you while SSA decides if you are eligible to receive SSI benefits. If you become eligible, SSA pays the state from the retroactive SSI benefits due you. The reimbursement covers the time from the first month you are eligible to receive SSI benefits through the first month your monthly SSI benefit begins.

If the state cannot stop the last payment made to you, SSA can reimburse the state for this additional payment amount.

### What actions am I authorizing when I sign this authorization and I check the “Post Eligibility Case Only” block?

**Post Eligibility Case Only**

You are authorizing the Commissioner of the Social Security Administration, SSA, to reimburse the state for some or all of the money the state gives you. This money helps you while SSA decides if your SSI benefits can be reinstated after being terminated or suspended. If your SSI benefits resume, SSA pays the state from the retroactive SSI benefits due you. The reimbursement covers the time from the day of the month the reinstatement is effective through the first month your monthly SSI benefit resumes.

If the state cannot stop the last payment made to you, SSA can reimburse the state for this additional payment amount.

### How can the state use this form when blocks for initial claims and post eligibility cases are part of the form?

The state can use this form for one case situation at a time, either an initial claim or a post eligibility case. If both blocks are checked the form is not valid. You and the state must sign and date a new form with only one block checked.

### What kind of state payment qualifies for reimbursement by SSA?

SSA can reimburse a state for a payment that is paid only from state or local funds. The state cannot be reimbursed for payments made wholly or partially from federal funds.

Client Initials: \_\_\_\_\_ Date: \_\_\_\_\_

## **How does SSA determine how much of my SSI money to pay the state?**

SSA decides the amount of payment based on two considerations. First, SSA looks at the amount of money claimed by the state, and second, SSA looks at the amount of your retroactive SSI money available to pay the state. SSA can reimburse the state for a payment made in a month only when you receive a state payment and an SSI payment for the same month. SSA will not pay the state more money than you have for the SSI retroactive period.

## **How long is this authorization effective if I checked the “Initial Claims Only” block?**

This authorization is in effect for you and the state for twelve (12) months. The 12 months begin with the date the state notifies SSA through an electronic system that the state has received the authorization and end 12 months later. You and a state representative must sign and date the authorization for the authorization to be valid.

Exceptions apply to this rule. The state must send SSA the authorization within a certain time frame. For a state using an electronic system, SSA must receive the authorization information within 30 calendar days of the state matching your SSI record with your state record. If the information is late, SSA will not accept the information sent by the state. SSA will not pay any of your retroactive SSI benefits to the state. SSA will send you any SSI money that may be due you, based on SSA’s regular payment rules.

## **How long does the authorization stay in effect?**

The authorization can stay effective longer than the 12-month period, if you

- apply for SSI benefits before the state has the authorization form, or
- apply within the 12-month period the authorization is effective, or
- file a valid appeal of SSA’s determination on your initial claim.

The period of the authorization can end before the 12-month period ends, or end after the 12-month period ends when any of these actions take place:

- SSA makes the first SSI payment on your initial claim; or
- SSA makes a final determination on your claim; or
- the state and you agree to terminate this authorization.

The authorization period will end with the day of the month any of these actions take place.

## **How long is this authorization effective if I check the “Post Eligibility Case Only” block?**

This authorization is in effect for you and the state for twelve (12) months. The 12 months begin with the date the state notifies SSA through an electronic system that the state has received the authorization and end 12 months later.

Exceptions apply to this rule. The state must send SSA the authorization within a certain time frame. For a state using an electronic system, SSA must receive the authorization information within 30 calendar days of the state matching your SSI record with your state record. If the information is late, SSA will not accept the information sent by the state. SSA will not pay any of your retroactive SSI benefits to the state. SSA will send you any SSI money that may be due you, based on SSA’s regular payment rules.

Client Initials: \_\_\_\_\_ Date: \_\_\_\_\_

**Can the authorization stay effective longer than the 12-month period? Can the authorization end before or after the 12-month period ends?**

The authorization can stay in effect longer than the 12-month period if you file a valid appeal. You must file your appeal within the time frame SSA requires. The period of the authorization can end before the 12-month period ends, or can end after the 12-month period ends when any of these actions take place:

- SSA makes the first SSI payment on your post eligibility case after a period of suspension or termination; or
- SSA makes a final determination on your appeal; or
- the state and you agree to terminate this authorization.

The authorization period will end with the day of the month any of these actions take place.

**Can SSA use this authorization form to protect my filing date for SSI benefits?**

SSA can use this form to protect your filing date if you checked the “Initial Claims Only” block. When you sign this form, you are saying that you have the intention of filing for SSI benefits if you have not already applied for benefits.

You have sixty (60) days from the date the state receives this form to file for SSI benefits. Your eligibility to receive SSI benefits can be as early as the date you sign this authorization if you file within the 60-day time period. If you file for SSI benefits after the 60-day time period, this form will not protect your filing date. Your filing date will be later than the date you sign this form.

**How do I appeal a state’s decision if I do not agree with the decision?**

You can disagree with a decision the state made during the reimbursement process. You will receive a state notice telling you how to appeal the decision. You cannot appeal to SSA if you disagree with any state decision.

Within 10 working days after the state receives the reimbursement money from SSA, the state must send you a notice. The notice will tell you three things: (1) the amount of the payments the state paid you; (2) that SSA will send you a letter explaining how SSA will pay the remaining SSI money (if any) due you, and (3) about your right to a hearing with the state, including how to request the hearing.

\_\_\_\_\_  
Signature of Individual Receiving Interim Assistance

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of DHS Representative and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
GR Code