**Policy Clarifications**

**Medicaid – PMA 18505-392**

**Cash Assistance – PCA 18505-192**

**SNAP – PFS 18505-510**

**Submitted:** 05/2017 **Agency: CAOs**

**Subject: Medical Assistance (MA) Suspension Process for Recipients Who Have Been Incarcerated**

**Question:** How should County Assistance Offices (CAOs) handle cases for single adult households with children when the adult has been incarcerated?

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| **Response By: Division of Health Services** | **Date: 05/24/2017** |

The CAOs must send all cases with a single adult who has been incarcerated and who has children on the case to the PW, ACA mailbox at [ra-pwaca@pa.gov](mailto:ra-pwaca@pa.gov) for OIM Policy to review. In the subject of the email, include the County/Record Number and “Incarceration Case – Single Adult with Children.” Do not take any action on the case until OIM Policy provides guidance.

Workers should continue to suspend MA benefits for recipients who have been incarcerated in single adult households without children and multiple adult households. These procedures can be found in the MA Recidivism Phase 2 training documents on the Staff Development website at <http://oimapps.dpw.lcl/sdweb/System-Releases/May-2017/Training-Materials-May-2017-Release.htm>

This Policy Clarification will be obsoleted once guidance in Operations Memorandum 17-05-01 “Suspension of MA Benefits for Recipients Who Have Been Incarcerated” has been updated and re-issued.