



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
600 Washington Street • Boston, MA 02111


MITT ROMNEY
Governor

TIMOTHY MURPHY
Secretary

KERRY HEALEY
Lieutenant Governor

JOHN A. WAGNER
Commissioner

Field Operations Memo 2006-43
September 26, 2006

To: Transitional Assistance Office Staff
From:  Cescia Derderian, Assistant Commissioner for Field Operations
Re: Permanent Verifications in BEACON

Background

Certain information, once verified in BEACON, is considered permanently verified, meaning it is not subject to reverification unless a change is entered or the information is questionable. These “permanent verifications” for EAEDC, FS and TAFDC are Social Security Number and date of birth.

Purpose of Memo

The purpose of this memo is to:

- address issues related to reverification of information that is considered permanently verified; and
- remind AU Managers that, once SSN and date of birth are verified, applicants /recipients must not be required to verify the item unless a change is entered in BEACON or the information is questionable.

NOTE: Further instructions on citizenship as a permanent verification will be published when issues regarding MassHealth’s new requirement to verify citizenship have been resolved.

Reverification Not Required

Currently, BEACON does not require reverification of SSN or date of birth unless the AU Manager enters new information in the system. If there is no change entered, but the information on file is questionable, (e.g. EA presumptive eligibility) the AU Manager can request verification by entering a User-Entered verification in the Verification tab.

**Reverification
Not Required
(cont.)**

At recertification, reapplication, or when conducting AU maintenance activities, if BEACON does not set up a required verification in the Verifications tab, AU Managers should not request reverification of that item, unless questionable.

Note: Lack of documentary evidence in the AU record or a missing AU record does not make the information questionable. While AU Managers must make every effort to locate missing AU records and/or paper verifications from a closed AU file or another category of assistance, AU Managers must not require the reapplicant or recipient to provide this information again, unless questionable.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline at 617-348-8478.
