

**WISCONSIN DEPARTMENT OF HEALTH SERVICES**  
**Division of Health Care Access and Accountability**  
**1 W. Wilson St.**  
**Madison WI 53703**

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To: FoodShare Wisconsin Handbook Users

From: Debbie Waite, Deputy Bureau Director  
Bureau of Enrollment Policy and Systems

Re: **FS Handbook Release 12-01**

Release Date: 02/03/12  
Effective Date: 02/03/12

**EFFECTIVE DATE**

The following policy additions or changes are effective 02/03/12, unless otherwise noted. **Yellow text denotes new text. Text with a strike through it in the old policy section denotes deleted text.**

**POLICY CLARIFICATIONS**

**1 General Program Requirements > 1.1 Introduction > 1.1.4 Eligibility Overview**

**Old Text:**

**Gross Income Computation**

The 200% FPL gross income test applies to all *BB* categorical households (except for households with a *EBD* member) as a condition of eligibility. Most FoodShare groups are considered categorically eligible if their gross income is at or below 200% FPL and the language describing "JobNet" Services is issued to the group on a *CARES* generated notice of decision.

Households that include an elderly, blind or disabled member with gross income that exceeds 200% of the FPL must be tested for FS using the regular *SNAP* rules.

Under the regular *SNAP* rules, these households have no gross income limit, but must have net income that does not exceed 100% FPL and countable assets that do not exceed \$3000.

**New Text:**

**Gross Income Computation**

The 200% FPL gross income test applies to all *BB* categorical households (except for households with a *EBD* member) as a condition of eligibility. Most FoodShare groups are considered categorically eligible if their gross income is at or below 200% FPL and the language describing "JobNet" Services is issued to the group on a *CARES* generated notice of decision.

Households that include an elderly, blind or disabled member with gross income that exceeds 200% of the FPL must be tested for FS using the regular *SNAP* rules.

Under the regular *SNAP* rules, these households have no gross income limit, but must have net income that does not exceed 100% FPL and countable assets that do not exceed **\$3250**.

**1 General Program Requirements > 1.2 Verification > 1.2.1 Verification Introduction > 1.2.1.1 General Verification Rules**

**Old Text:**

1. Do not verify information already verified unless you believe the information is fraudulent or differs from more recent information. If you suspect fraud exists, determine if you should make a referral for fraud or for front-end verification. See the [Income Maintenance Manual 3-2-2 Fraud Prevention/Front End Verification](#).

**New Text:**

1. Do not verify information already verified unless you believe the information is fraudulent or differs from more recent information. If you suspect fraud exists, determine if you should make a referral for fraud or for front-end verification. See the [Income Maintenance Manual Ch. 12](#) Fraud Prevention/Front End Verification.

**3 Nonfinancial Requirements > 3.12.1 Citizenship and Immigration Status > 3.12.1.11 Iraqis And Afghans With Special Immigrant Status**

These new codes were introduced in Ops Memo 10-15 and inadvertently left out of the handbook until now.

**New Text:**

Beginning December 19, 2009, Special Immigrants from Iraq or Afghanistan are to be treated like they are refugees when determining their eligibility for FoodShare, Medicaid or BC+ for as long as they have this Special Immigration status. This policy applies to these immigrants regardless of when they received this status.

Class of Admission Code	Description	CARES Alien Registration Status Code
SI1	Nationals of Iraq or Afghanistan serving as interpreters with the U.S. Armed Forces	Code 04
SI2	Spouses of an SI1	Code 04
SI3	Children of an SI1	Code 04
SI6	Nationals of Iraq or Afghanistan serving as interpreters with the U.S. Armed Forces	Code 04
SI7	Spouses of an SI6	Code 04
SI8	Children of an SI1	Code 04
SQ1	Special Immigrant Iraqi Employee (Principal)	Code 04
SQ2	Spouse of SQ1	Code 04
SQ3	Children of SQ1	Code 04
SQ6	Special Immigrant Iraqi Employee (Principal Adjusting Status in the United States)	Code 04
SQ7	Spouse of SQ6	Code 04
SQ8	Children of an SQ6	Code 04

**3 Nonfinancial Requirements > 3.18.1 Fleeing Felons and Probation and Parole Violators**

**New Text:**

Deny FS Program eligibility to persons who are fleeing felons and/or probation/parole violators.

A fleeing felon is a person who is fleeing to avoid prosecution or custody/confinement after a felony conviction. A probation and parole violator is a person who is in violation of conditions of probation or parole imposed by state or federal law.

Obtain felon information by asking the client at application or review if any household members meet the above criteria. Document the response in case comments.

Because this is not automated in CARES, workers must manually deny ineligible individuals by sending a manual negative notice. Cite the FS handbook policy and CFR 7CFR273.1(b)(7)(vii) reference in that notice.

**4 Financial Requirements >  
4.6 Deductions and  
Expenses > 4.6.4 Medical  
Expenses > 4.6.4.1 Allowable  
Medical Expenses**

**New Text:**

8. Purchase and maintenance costs of any animal specifically trained to perform some function that the member cannot readily perform or help compensate for a physical condition, to serve the needs of disabled program participants, including the cost of food and veterinarian care. **This includes companion dogs for persons with mental illnesses recommended by a licensed practitioner.** The trainer does not need to have any special credentials and can be the person claiming the deduction as long as the animal is trained to do a specific function the owner cannot do for themselves.