

Recertifications

The purpose of this report is to identify recertification forms that were submitted within timeframes requiring State action.

The report will further identify which recert forms require State action (red) and which require client action (green).

Data for all months should be current as of the date that the report is run.

Changes over time in red categories will reflect the State's progress in addressing backlogged documents that require State action.

Application Summary

The purpose of this report is to identify trends over time in pending applications.

Only information for the current week will be added/updated. However, this weekly data should reflect all pending applications.

As a new week's data is populated, the previous weeks' data will remain as a historical record.

The Application Summary Report should include unprocessed cases.

As indicated by the separate charts in the Application Summary report, potentially expedited applications should be reported separately.

Interim Report

The purpose of this report is to identify interim reports that were submitted but not acted upon by DHS.

Data for all months should be current as of the date that the report is run.

Case Documents

The purpose of the report is to identify trends in unprocessed verifications/change documents.

Report should include **all** unprocessed SNAP verifications and change documents, regardless of whether the associated case is active or inactive.

Only information for current week will be updated. The previous weeks' data will remain as a historical record.

DHS must also generate a list of the specific documents comprising the weekly report.

Unidentified Docs

The purpose of the report is to account for all documents that have not been linked to a specific case.

DHS should also identify the count and percentage of different types of documents comprising this report.

Total Department Responsibility 1902

Closed Recerts: Recertification Form Submitted On or Prior to Federal Due Date and Case Never Reopened

Benefit End Month	Unprocessed recertification form	Recert app registered, but no evidence of any action taken on recertification app	Interview Scheduled for future (appointment is later than the report date)	No Interview Completed and No Interview Scheduled	Interview scheduled in past, no interview completed, no NOMI Sent	Interview completed and mandatory unverified verifications existed, NO RDOC issued	Unprocessed documents (scanned docs other than recert forms) in case record	Awaiting Supervisor Approval	Interview completed, RDOC issued, no unprocessed documents	NOMI issued, no interview completed	Scanned after recer_revelw_due	Awaiting Supervisor Approval with no interview scheduled/complete	Others	Total Dept Responsibility	Total Client Responsibility	Total All (Dept + Sec Rvw + Client)	Description/Comments
Total All Months	246	121	8	8	1	0	0	1	0	0	0	0	17	396	0	396	
Sep-2016	197	5	0	0	0	0	0	0	0	0	2	4	0	208	0	208	
Oct-2016	4	4	0	0	0	0	0	0	0	0	1	0	0	9	0	9	
Nov-2016	13	7	0	2	0	0	0	0	0	0	0	0	0	22	0	22	
Dec-2016	6	2	0	0	1	0	0	0	0	0	0	0	0	9	0	9	
Jan-2017	3	6	0	0	0	0	0	0	0	0	1	0	0	10	0	10	
Feb-2017	5	28	0	1	0	0	0	0	0	0	4	0	0	46	0	46	
Mar-2017	5	3	0	0	0	0	0	0	0	0	0	0	0	8	0	8	
Apr-2017	5	30	0	1	0	0	0	1	0	0	0	0	0	40	0	40	
May-2017	8	30	0	4	0	0	0	0	0	0	1	0	0	44	0	44	

Closed Recerts: Form Submitted After Federal Due Date But Within 30 Days of End Cert, and Case Never Reopened

Benefit End Month	Unprocessed recertification form	Recert app registered, but no evidence of any action taken on recertification app	Interview Scheduled for future (appointment is later than the report date)	No Interview Completed and No Interview Scheduled	Interview scheduled in past, no interview completed, no NOMI Sent	Interview completed and mandatory unverified verifications existed, NO RDOC issued	Unprocessed documents (scanned docs other than recert forms) in case record	Awaiting Supervisor Approval	Interview completed, RDOC issued, no unprocessed documents	NOMI issued, no interview completed	Scanned after recer_revelw_due	Awaiting Supervisor Approval with no interview scheduled/complete	Others	Total Dept Responsibility	Total Client Responsibility	Total All (Dept + Sec Rvw + Client)	Description/Comments
Total All Months	183	508	0	20	1	0	0	2	0	0	699	7	86	1506	0	1506	
Sep-2016	36	2	0	7	1	0	0	0	0	0	16	0	0	65	0	65	
Oct-2016	3	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	
Nov-2016	20	41	0	1	0	0	0	0	0	0	73	1	2	138	0	138	
Dec-2016	21	119	0	1	0	0	0	2	0	0	48	0	0	194	0	194	
Jan-2017	17	85	0	1	0	0	0	0	0	0	72	1	4	180	0	180	
Feb-2017	11	59	0	1	0	0	0	0	0	0	67	1	0	142	0	142	
Mar-2017	18	16	0	3	0	0	0	0	0	0	111	0	0	157	0	157	
Apr-2017	29	67	0	2	0	0	0	0	0	0	140	0	0	266	0	266	
May-2017	28	119	0	4	0	0	0	0	0	0	172	4	34	361	0	361	

Pending Applications Summary

Regular (non-expedited) Applications (should include unprocessed applications)

Days Pending

	Total 30 days or fewer	Total 31 - 60	Subtotal 31-60 days Dept Responsibility	Total 61- 90	Subtotal 61 - 90 Dept Responsibility	Total 91 - 120	Subtotal 91 - 120 Dept Responsibility	Total 120+	Subtotal 120+ Dept Responsibility	Total over 30 days	Subtotal over 30 days Dept Responsibility
4/10/2017	771	193	44	143	21	93	19	150	36	579	120
4/17/2017	703	162	48	100	19	45	12	113	37	420	116
4/24/2017	584	77	18	35	17	15	3	34	19	161	57
5/1/2017	531	104	19	18	5	16	4	36	21	174	49
5/8/2017	630	118	13	24	5	13	4	36	22	191	44
5/15/2017	647	168	15	27	6	13	7	38	25	246	53
5/22/2017	628	198	11	34	6	5	3	44	27	281	47
5/30/2017	752	126	8	24	5	5	3	39	21	194	37
6/5/2017	715	39	8	10	5	3	2	22	16	74	31
6/12/2017	750	109	37	23	10	10	7	23	18	165	72
6/19/2017	851	52	23	14	8	9	4	19	17	94	52
6/26/2017	732	101	34	11	7	8	5	21	17	141	63

Potentially Expedited Applications

Days Pending

	Total 7 days or fewer	Total 8-30	Subtotal 8-30 Dept Responsibility	Total 31 - 60	Subtotal 31-60 days Dept Responsibility	Total 61- 90	Subtotal 61 - 90 Dept Responsibility	Total 91 - 120	Subtotal 91 - 120 Dept Responsibility	Total 120+	Subtotal 120+ Dept Responsibility	Total over 7 days	Subtotal over 7 days Dept Responsibility
4/10/2017	87	92	31	45	4	50	8	36	5	50	16	273	64
4/17/2017	139	88	36	41	10	41	8	27	3	42	16	239	73
4/24/2017	143	96	39	15	7	16	4	5	3	25	13	157	66
5/1/2017	114	162	19	24	2	12	3	9	3	20	11	227	38
5/8/2017	145	190	29	40	4	11	3	9	2	13	23	263	61
5/15/2017	121	234	34	57	5	5	1	8	1	23	14	327	55
5/22/2017	95	231	41	99	4	3	0	8	1	26	15	367	61
5/30/2017	206	164	23	68	6	1	0	7	1	23	13	263	43
6/5/2017	228	85	16	23	7	1	0	1	1	14	1	124	25
6/12/2017	158	159	43	43	8	8	3	1	1	12	10	223	65
6/19/2017	232	120	30	25	10	5	2	1	1	11	9	162	52
6/26/2017	90	198	61	54	17	10	5	2	1	12	9	276	93

<p>Closed cases for failure to submit interim report, report form submitted within actionable timeframe, case never reopened.</p>		
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Baseline Overdue Unprocessed Interim Reports

Benefit End Month	Closed cases for failure to submit interim report, case never reopened, interim report submitted prior to closing	Comments:
Total All	5,766	
17-May	1,061	
17-Apr	1,552	
Mar-17	1,397	
Feb-17	1,358	
Jan-17	159	
Dec-2016	170	
Nov-2016	4	
Oct-2016	9	
Sep-2016	56	

Unprocessed SNAP Verifications and Change Documents	Description/Comments
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Baseline Overdue Unprocessed Verifications/Change Documents equals total over 10 days.

Days Pending - Case Maintenance								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
4/10/2017	3,670	10,972	9,822	6,856	5,446	5,918	39,014	
4/17/2017	3,736	10,459	11,345	6,974	4,932	7,182	40,892	
4/24/2017	4,043	8,900	12,745	7,720	4,809	8,365	42,539	
5/1/2017	2,971	7,787	13,398	7,967	4,969	8,653	42,774	
5/8/2017	527	7,745	13,481	8,719	5,617	9,656	45,218	
5/15/2017	3,410	7,771	13,355	8,578	5,458	9,231	44,393	
5/22/2017	3,382	7,444	13,149	8,380	5,174	8,268	42,415	
5/30/2017	3,452	7,736	13,239	8,376	5,176	8,209	42,736	
6/5/2017	3,581	7,971	13,357	8,455	5,226	8,285	43,294	
6/12/2017	3,673	8,247	13,499	8,535	5,248	8,477	44,006	
6/19/2017	3,707	8,322	13,531	8,494	5,200	8,576	44,123	
6/26/2017	3,731	8,345	13,458	8,452	5,191	8,651	44,097	

Days Pending - Documents Pertaining to Recertifications								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
4/10/2017	712	5007	4666	1990	1157	733	13,553	
4/17/2017	1762	4083	5386	2413	1320	1078	14,280	
4/24/2017	2038	3244	6526	2954	1501	1537	15,762	
5/1/2017	1206	3229	6777	3599	1685	1858	17,148	
5/8/2017	225	3733	5916	4353	1918	2209	18,354	
5/15/2017	1111	3674	5967	4406	2016	2670	18,733	
5/22/2017	1093	3584	6013	4430	2070	3042	19,139	
5/30/2017	1063	3290	5980	4439	2050	3109	18,868	
6/5/2017	1003	3171	5896	4400	2028	3095	18,590	
6/12/2017	968	3029	5815	4372	2024	2994	18,234	
6/19/2017	948	2993	5841	4440	2102	2947	18,323	
6/26/2017	948	2998	5917	4485	2121	2878	18,399	

Days Pending - Documents Pertaining to Initial Applications (non-recerts)								This table displays counts of unprocessed (Available/Reviewed) scanned documents received by
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	
4/10/2017	682	715	342	177	65	30	1,329	
4/17/2017	550	722	281	138	45	29	1,215	
4/24/2017	389	539	202	89	46	34	910	
5/1/2017	372	507	277	105	48	39	976	

5/8/2017	112	591	395	159	47	44	1,236
5/15/2017	498	385	302	125	46	41	899
5/22/2017	390	361	286	110	46	39	842
5/30/2017	250	217	156	42	17	16	448
6/5/2017	114	94	141	34	17	16	302
6/12/2017	56	110	135	33	17	16	311
6/19/2017	38	69	136	33	14	18	270
6/26/2017	41	74	136	37	10	18	275

List of Different Types of Documents Comprising Above Chart (to be updated with each week's data)

Unprocessed Unidentified Documents								Description/Comments
Baseline Overdue Unprocessed Unidentified Documents equals total over 10 days.								
	10 days or fewer	11 - 30	31 - 60	61 - 90	91 - 120	120+	Total over 10 days	This table displays counts of unprocessed (Available/Reviewed)
4/10/2017	62	266	1563	443	255	268	2,795	
4/17/2017	75	221	1529	513	238	338	2,839	
4/24/2017	83	172	1208	821	288	406	2,895	
5/1/2017	289	162	647	1330	364	454	2,957	
5/8/2017	30	365	370	1551	426	503	3,215	
5/15/2017	101	364	371	1541	426	503	3,205	
5/22/2017	101	364	371	1540	426	503	3,204	
5/30/2017	101	363	371	1522	426	503	3,185	
6/5/2017	101	362	371	1521	426	503	3,183	
6/12/2017	101	362	371	1520	426	501	3,180	
6/19/2017	43	86	156	852	171	206	1,471	
6/26/2017	43	86	156	852	171	206	1,471	

List of Different Types of Documents Comprising Above Chart (to be updated with each week's data)

See next tab

CASE_DOCUMENT	TASK_DESCRIPTION	New Count	% of Total NC
Case_Maintenance	Activities of Daily Living	1	0.00%
Case_Maintenance	American Indian card I-872	9	0.01%
Case_Maintenance	American Indian Verification	41	0.06%
Case_Maintenance	Appeals Supporting Document	164	0.24%
Case_Maintenance	Appeals/Request for Hearing	220	0.32%
Case_Maintenance	Asset Verification	1,707	2.48%
Case_Maintenance	Authorization to Release Information	32	0.05%
Case_Maintenance	Authorization/Invoice	1	0.00%
Case_Maintenance	Bank or financial institution statement	529	0.77%
Case_Maintenance	Bankruptcy Notice	3	0.00%
Case_Maintenance	Benefit award letter	147	0.21%
Case_Maintenance	Benefit Notice	10	0.01%
Case_Maintenance	Birth Certificate	2,290	3.33%
Case_Maintenance	Book Keeping Records	2	0.00%
Case_Maintenance	Certificate of Naturalization	27	0.04%
Case_Maintenance	Certificate of US Citizenship N-560/N-561	1	0.00%
Case_Maintenance	Change Report Form	2,764	4.01%
Case_Maintenance	Checkstubs or Earnings Statement	94	0.14%
Case_Maintenance	Child Care Document	95	0.14%
Case_Maintenance	Child Care Need Verification	1	0.00%
Case_Maintenance	Child Care Provider Verification	4	0.01%
Case_Maintenance	Child Custody Order	8	0.01%
Case_Maintenance	Child Support Document	161	0.23%
Case_Maintenance	Child support paternity records	12	0.02%
Case_Maintenance	Child welfare records	1	0.00%
Case_Maintenance	Citizenship/Immigration Document	1,271	1.85%
Case_Maintenance	Claim of Good Cause - Child Support	1	0.00%
Case_Maintenance	Confirmation Papers	45	0.07%
Case_Maintenance	Copayment verification	2	0.00%
Case_Maintenance	Copy of class schedule	1	0.00%
Case_Maintenance	Copy of receipt	8	0.01%
Case_Maintenance	Court Documents	12	0.02%
Case_Maintenance	Court order	12	0.02%
Case_Maintenance	Court record or other legal document	5	0.01%
Case_Maintenance	Court records or other legal document	2	0.00%
Case_Maintenance	Current bill/receipt/money order/cancelled check	34	0.05%
Case_Maintenance	Current lease or rental agreement	7	0.01%

Case_Maintenance	Current statement from bank or financial institution	1	0.00%
Case_Maintenance	Day care provider statement	2	0.00%
Case_Maintenance	Death Certificate	6	0.01%
Case_Maintenance	Death/Funeral Document	60	0.09%
Case_Maintenance	Disability/Medical Document	880	1.28%
Case_Maintenance	Discontinue/Withdrawal Request	44	0.06%
Case_Maintenance	Disqualification Consent Agreement	8	0.01%
Case_Maintenance	Divorce Decree	2	0.00%
Case_Maintenance	Doctor of Medicine (MD/DO) - Written statement	3	0.00%
Case_Maintenance	Doctorate Degree Seen	1	0.00%
Case_Maintenance	Driver's License	1,766	2.56%
Case_Maintenance	Education Document	147	0.21%
Case_Maintenance	Employer statement	46	0.07%
Case_Maintenance	Employer statement showing dates of employment	22	0.03%
Case_Maintenance	Employment Authorization Card (I-688B)	23	0.03%
Case_Maintenance	Employment Letter	40	0.06%
Case_Maintenance	Expense (Medical/Housing/etc.)	5,500	7.99%
Case_Maintenance	Food Replacement Affidavit	8	0.01%
Case_Maintenance	Fuel Bills	47	0.07%
Case_Maintenance	Funeral Home Statement	6	0.01%
Case_Maintenance	Government pension receipt based on permanent disability/blindness	3	0.00%
Case_Maintenance	GPA Burial	3	0.00%
Case_Maintenance	Guardian/Conservator Court Appointment Letter	2	0.00%
Case_Maintenance	Health Insurance Card	154	0.22%
Case_Maintenance	Health insurance premium notice	8	0.01%
Case_Maintenance	Health Insurance Verification	796	1.16%
Case_Maintenance	Hearing Decision and Order	1	0.00%
Case_Maintenance	HIX Single Streamlined Application	1	0.00%
Case_Maintenance	Home Insurance Bill	5	0.01%
Case_Maintenance	Home owners insurance records	2	0.00%
Case_Maintenance	Hospital Birth Records	3	0.00%
Case_Maintenance	Hospital or public health record	2	0.00%
Case_Maintenance	Housing Catastrophic Documents	5	0.01%
Case_Maintenance	I-151 Alien Registration Receipt Card	71	0.10%
Case_Maintenance	I-551 stamp in a foreign passport or on USCIS Form I-94	2	0.00%
Case_Maintenance	Identity Verification	681	0.99%
Case_Maintenance	Immigration Document (Government Issued)	13	0.02%
Case_Maintenance	Incarceration Verification	53	0.08%

Case_Maintenance	Income tax records with receipts	4	0.01%
Case_Maintenance	Income Tax Returns	7	0.01%
Case_Maintenance	Income/Employment Document	5,275	7.66%
Case_Maintenance	Initial Asset Assessment Notice	1	0.00%
Case_Maintenance	Insurance company statement	37	0.05%
Case_Maintenance	Insurance record showing US birth at least 5 years old	1	0.00%
Case_Maintenance	Landlord statement	24	0.03%
Case_Maintenance	Lease	379	0.55%
Case_Maintenance	Legal birth certificate	1	0.00%
Case_Maintenance	Legal/Court Document	287	0.42%
Case_Maintenance	Letter from Landlord	42	0.06%
Case_Maintenance	Letter from Person who you pay room and board	60	0.09%
Case_Maintenance	Letter or document from person/agency making payment	67	0.10%
Case_Maintenance	Life Insurance Benefit Statement	9	0.01%
Case_Maintenance	Life Insurance Policy	11	0.02%
Case_Maintenance	Life Insurance Verification	4	0.01%
Case_Maintenance	Loan contract	7	0.01%
Case_Maintenance	MA63-Physician Examination Report	6	0.01%
Case_Maintenance	Marriage License	4	0.01%
Case_Maintenance	MART	167	0.24%
Case_Maintenance	Medicaid Supplemental Questionnaire	1	0.00%
Case_Maintenance	Medical Appointment Confirmation Notice	2	0.00%
Case_Maintenance	Medical bill or receipt	193	0.28%
Case_Maintenance	Medical Documents	291	0.42%
Case_Maintenance	Medical Exam Report	19	0.03%
Case_Maintenance	Medical Needs	14	0.02%
Case_Maintenance	Medical Packet	3	0.00%
Case_Maintenance	Medical Services Authorization Notice	3	0.00%
Case_Maintenance	Medical-Social Eligibility Certification	1	0.00%
Case_Maintenance	Medical-Social Questionnaire	1	0.00%
Case_Maintenance	Mid-Certification Contact Notice	1,787	2.59%
Case_Maintenance	Military Document	23	0.03%
Case_Maintenance	Military Documents	3	0.00%
Case_Maintenance	Military Service Records	1	0.00%
Case_Maintenance	Mortgage Books/Records	6	0.01%
Case_Maintenance	Mortgage Breakdown Proof	5	0.01%
Case_Maintenance	Mortgage Company or Lender statement	25	0.04%
Case_Maintenance	Mortgage Papers	18	0.03%

Case_Maintenance	Naturalization Papers N-550/N-570	4	0.01%
Case_Maintenance	Non-Heating Utility Bills	13	0.02%
Case_Maintenance	Notice of Balance Due	5	0.01%
Case_Maintenance	Ob-gyn Clinical Nurse Specialist (NS) - Written statement	3	0.00%
Case_Maintenance	Ob-gyn Nurse Practitioner (NP) - Written Statement	1	0.00%
Case_Maintenance	Other	1,610	2.34%
Case_Maintenance	Other Asset verification	4	0.01%
Case_Maintenance	Other Citizenship Document	1	0.00%
Case_Maintenance	Other Date of Birth Verification	7	0.01%
Case_Maintenance	Other Disability verification	2	0.00%
Case_Maintenance	Other documentation showing SSN	3	0.00%
Case_Maintenance	Other Expense verification	45	0.07%
Case_Maintenance	Other Hearing Request	1	0.00%
Case_Maintenance	Other ID which provides a name and address	6	0.01%
Case_Maintenance	Other Identity Document	56	0.08%
Case_Maintenance	Other Immigration Document	3	0.00%
Case_Maintenance	Other Incarceration Verification	1	0.00%
Case_Maintenance	Other Income verification	182	0.26%
Case_Maintenance	Other Medical Insurance Document	6	0.01%
Case_Maintenance	Other Non-Financial verification	4	0.01%
Case_Maintenance	Other Release of Information	5	0.01%
Case_Maintenance	Other Shelter verification	67	0.10%
Case_Maintenance	Other unspecified document	178	0.26%
Case_Maintenance	Other unspecified written statement	145	0.21%
Case_Maintenance	Other Vital Packet verification	5	0.01%
Case_Maintenance	Out of State Benefit Status	50	0.07%
Case_Maintenance	Owner Occupied Proof	1	0.00%
Case_Maintenance	Pay Stub	4,799	6.97%
Case_Maintenance	Permanent Resident Alien Declaration	48	0.07%
Case_Maintenance	Physician's statement of disability	3	0.00%
Case_Maintenance	Policy Decision	7	0.01%
Case_Maintenance	Proof of Child Care Income	1	0.00%
Case_Maintenance	Property Tax records	11	0.02%
Case_Maintenance	Property Unit Proof	248	0.36%
Case_Maintenance	Provider statement of expense	2	0.00%
Case_Maintenance	Psychiatric/Psychological Examination Report	1	0.00%
Case_Maintenance	Registered Nurse (RN) - Written Statement	1	0.00%
Case_Maintenance	Release document showing release date	6	0.01%

Case_Maintenance	Rent Receipt	1	0.00%
Case_Maintenance	Rent receipt showing amount,address,landlord,renter	251	0.36%
Case_Maintenance	Rent/mortgage receipt	361	0.52%
Case_Maintenance	Repay Agreement	6	0.01%
Case_Maintenance	Request for Exception to the 12 Month Billing Limitation for Medical Services	1	0.00%
Case_Maintenance	Residency Verification	2,916	4.23%
Case_Maintenance	Returned Mail	1,059	1.54%
Case_Maintenance	RITE Share Document	1	0.00%
Case_Maintenance	RSDI Award Letter if DOB included	3	0.00%
Case_Maintenance	School photo ID	1	0.00%
Case_Maintenance	School Statement	18	0.03%
Case_Maintenance	School Transcript	4	0.01%
Case_Maintenance	SDA/SSI Referral Checklist	17	0.02%
Case_Maintenance	Self-Employment Income and Expense Statement	2	0.00%
Case_Maintenance	Sewer and Water Bills	27	0.04%
Case_Maintenance	Social Case Work Document	553	0.80%
Case_Maintenance	Social Security Card	2,152	3.12%
Case_Maintenance	Social Security Records	203	0.29%
Case_Maintenance	Social Summary	54	0.08%
Case_Maintenance	Social Summary Update	18	0.03%
Case_Maintenance	Social Work Document	9	0.01%
Case_Maintenance	SOLQ and CI Documentation Record	1	0.00%
Case_Maintenance	SSI receipt based on disability/blindness	24	0.03%
Case_Maintenance	State Issued Driver's License	3	0.00%
Case_Maintenance	State Issued Photo ID	15	0.02%
Case_Maintenance	Statement of value from issuer/holder/plan administrator (minus early withdrawal penalty)	1	0.00%
Case_Maintenance	Stock certificate	2	0.00%
Case_Maintenance	Tax Return	22	0.03%
Case_Maintenance	Telephone Bills document	33	0.05%
Case_Maintenance	Trust/Annuity Evaluation	3	0.00%
Case_Maintenance	U.S. Citizen ID Card I-197/I-179	3	0.00%
Case_Maintenance	U.S. Passport	25	0.04%
Case_Maintenance	Unearned Income Notice (Application)	3	0.00%
Case_Maintenance	Unearned Income Notice (Redetermination)	1	0.00%
Case_Maintenance	USCIS Form I-94 w/ stamp showing admins under 203(a)(7) of INA refugee-conditional entry	1	0.00%
Case_Maintenance	Utility Bill	3,310	4.81%
Case_Maintenance	VA 100% disability statement	2	0.00%
Case_Maintenance	Vehicle Documents	63	0.09%

Case_Maintenance	Verification Checklist	6	0.01%
Case_Maintenance	Verification of Application or Appeal for SSI/RSDI	2	0.00%
Case_Maintenance	Verification of Assets	2	0.00%
Case_Maintenance	Verification of Employment	26	0.04%
Case_Maintenance	Verification of Imprisonment	1	0.00%
Case_Maintenance	Verification of Social Security Income	119	0.17%
Case_Maintenance	Verification of Student Information	2	0.00%
Case_Maintenance	Verification of VA Payments	1	0.00%
Case_Maintenance	Verification of Wages	10	0.01%
Case_Maintenance	Voter registration card	1	0.00%
Case_Maintenance	Waiver Enrollment Form	1	0.00%
Case_Maintenance	Work Schedule	15	0.02%
Case_Maintenance	Worker Documentation Record	8	0.01%
Initial_Application	Appeals/Request for Hearing	1	0.00%
Initial_Application	Asset Verification	5	0.01%
Initial_Application	Birth Certificate	22	0.03%
Initial_Application	Certificate of Naturalization	1	0.00%
Initial_Application	Change Report Form	6	0.01%
Initial_Application	Child Support Document	1	0.00%
Initial_Application	Citizenship/Immigration Document	15	0.02%
Initial_Application	Disability/Medical Document	9	0.01%
Initial_Application	Driver's License	21	0.03%
Initial_Application	Employer statement	1	0.00%
Initial_Application	Expense (Medical/Housing/etc.)	38	0.06%
Initial_Application	Health Insurance Verification	6	0.01%
Initial_Application	I-151 Alien Registration Receipt Card	1	0.00%
Initial_Application	Identity Verification	11	0.02%
Initial_Application	Immigration Document (Government Issued)	1	0.00%
Initial_Application	Income/Employment Document	43	0.06%
Initial_Application	Interim Report (DHS-1046)	3	0.00%
Initial_Application	Legal/Court Document	3	0.00%
Initial_Application	MART	3	0.00%
Initial_Application	Medical bill or receipt	1	0.00%
Initial_Application	Mid-Certification Contact Notice	1	0.00%
Initial_Application	Military Document	1	0.00%
Initial_Application	Other	15	0.02%
Initial_Application	Other Income verification	1	0.00%
Initial_Application	Pay Stub	21	0.03%

Initial_Application	Permanent Resident Alien Declaration	1	0.00%
Initial_Application	Recertification/Renewal (DHS-1010)	5	0.01%
Initial_Application	Rent/mortgage receipt	1	0.00%
Initial_Application	Residency Verification	26	0.04%
Initial_Application	Returned Mail	3	0.00%
Initial_Application	Social Case Work Document	1	0.00%
Initial_Application	Social Security Card	23	0.03%
Initial_Application	Utility Bill	25	0.04%
Recertification	American Indian card I-872	1	0.00%
Recertification	American Indian Verification	3	0.00%
Recertification	Appeals Supporting Document	66	0.10%
Recertification	Appeals/Request for Hearing	17	0.02%
Recertification	Asset Verification	466	0.68%
Recertification	Authorization to Release Information	7	0.01%
Recertification	Authorization/Invoice	1	0.00%
Recertification	Bank or financial institution statement	98	0.14%
Recertification	Benefit award letter	45	0.07%
Recertification	Benefit Notice	4	0.01%
Recertification	Birth Certificate	707	1.03%
Recertification	Birth record/affidavit from tribal official - person at least 50% American Indian	2	0.00%
Recertification	Certificate of Naturalization	18	0.03%
Recertification	Certificate of US Citizenship N-560/N-561	1	0.00%
Recertification	Change Report Form	569	0.83%
Recertification	Checkstubs or Earnings Statement	51	0.07%
Recertification	Child Care Document	50	0.07%
Recertification	Child Care Education Verification	1	0.00%
Recertification	Child Care Need Verification	2	0.00%
Recertification	Child Custody Order	2	0.00%
Recertification	Child Support Document	84	0.12%
Recertification	Child support paternity records	7	0.01%
Recertification	Child welfare records	1	0.00%
Recertification	Citizenship/Immigration Document	377	0.55%
Recertification	Claim of Good Cause - Child Support	1	0.00%
Recertification	Confirmation Papers	13	0.02%
Recertification	Copy of receipt	1	0.00%
Recertification	Court Documents	12	0.02%
Recertification	Court order	3	0.00%
Recertification	Court record or other legal document	3	0.00%

Recertification	Current bill/receipt/money order/cancelled check	11	0.02%
Recertification	Current lease or rental agreement	6	0.01%
Recertification	Day care provider statement	2	0.00%
Recertification	Death Certificate	1	0.00%
Recertification	Death/Funeral Document	18	0.03%
Recertification	Disability/Medical Document	240	0.35%
Recertification	Discontinue/Withdrawal Request	5	0.01%
Recertification	Driver's License	524	0.76%
Recertification	Education Document	86	0.12%
Recertification	Employer statement	25	0.04%
Recertification	Employer statement showing dates of employment	11	0.02%
Recertification	Employment Authorization Card (I-688B)	28	0.04%
Recertification	Employment Letter	20	0.03%
Recertification	Expense (Medical/Housing/etc.)	2,903	4.22%
Recertification	Federal, State, or Local Government-issued ID	1	0.00%
Recertification	Food Replacement Affidavit	4	0.01%
Recertification	Fuel Bills	9	0.01%
Recertification	Health Insurance Card	20	0.03%
Recertification	Health insurance premium notice	1	0.00%
Recertification	Health Insurance Verification	263	0.38%
Recertification	Home owners insurance records	1	0.00%
Recertification	Hospital Birth Records	1	0.00%
Recertification	I-151 Alien Registration Receipt Card	25	0.04%
Recertification	I-551 stamp in a foreign passport or on USCIS Form I-94	2	0.00%
Recertification	Identity Verification	262	0.38%
Recertification	Immigration Document (Government Issued)	1	0.00%
Recertification	Incarceration Verification	12	0.02%
Recertification	Income tax records with receipts	2	0.00%
Recertification	Income Tax Returns	1	0.00%
Recertification	Income/Employment Document	2,327	3.38%
Recertification	Insurance company statement	9	0.01%
Recertification	Landlord statement	12	0.02%
Recertification	Lease	135	0.20%
Recertification	Legal/Court Document	85	0.12%
Recertification	Letter from Landlord	9	0.01%
Recertification	Letter from Person who you pay room and board	29	0.04%
Recertification	Letter or document from person/agency making payment	16	0.02%
Recertification	Life Insurance Benefit Statement	2	0.00%

Recertification	Life Insurance Policy	2	0.00%
Recertification	Life Insurance Verification	1	0.00%
Recertification	Loan contract	3	0.00%
Recertification	Marriage License	2	0.00%
Recertification	MART	22	0.03%
Recertification	Medical bill or receipt	35	0.05%
Recertification	Medical Documents	61	0.09%
Recertification	Medical Exam Report	5	0.01%
Recertification	Medical Needs	3	0.00%
Recertification	Mid-Certification Contact Notice	40	0.06%
Recertification	Military Document	14	0.02%
Recertification	Mortgage Books/Records	3	0.00%
Recertification	Mortgage Breakdown Proof	3	0.00%
Recertification	Mortgage Company or Lender statement	17	0.02%
Recertification	Mortgage Papers	9	0.01%
Recertification	Naturalization Papers N-550/N-570	1	0.00%
Recertification	Non-Heating Utility Bills	7	0.01%
Recertification	Ob-gyn Nurse Practitioner (NP) - Written Statement	1	0.00%
Recertification	Other	496	0.72%
Recertification	Other Asset verification	7	0.01%
Recertification	Other Expense verification	29	0.04%
Recertification	Other ID which provides a name and address	4	0.01%
Recertification	Other Identity Document	27	0.04%
Recertification	Other Immigration Document	1	0.00%
Recertification	Other Income verification	88	0.13%
Recertification	Other Non-Financial verification	1	0.00%
Recertification	Other Release of Information	2	0.00%
Recertification	Other Shelter verification	20	0.03%
Recertification	Other unspecified document	74	0.11%
Recertification	Other unspecified written statement	71	0.10%
Recertification	Other Vital Packet verification	3	0.00%
Recertification	Out of State Benefit Status	9	0.01%
Recertification	Owner Occupied Proof	1	0.00%
Recertification	Pay Stub	2,693	3.91%
Recertification	Permanent Resident Alien Declaration	24	0.03%
Recertification	Physician Records	1	0.00%
Recertification	Proof of insurance end date	1	0.00%
Recertification	Property Tax records	2	0.00%

Recertification	Property Unit Proof	54	0.08%
Recertification	Psychiatric/Psychological Examination Report	1	0.00%
Recertification	Release document showing release date	2	0.00%
Recertification	Rent receipt showing amount,address,landlord,renter	91	0.13%
Recertification	Rent/mortgage receipt	156	0.23%
Recertification	Repay Agreement	2	0.00%
Recertification	Residency Verification	1,812	2.63%
Recertification	Returned Mail	104	0.15%
Recertification	School Statement	15	0.02%
Recertification	School Transcript	1	0.00%
Recertification	SDA/SSI Referral Checklist	1	0.00%
Recertification	Self Service Additional income	2	0.00%
Recertification	Self Service Dependency care expense	1	0.00%
Recertification	Self Service Disability	1	0.00%
Recertification	Self Service Education	3	0.00%
Recertification	Self Service Employment Income	7	0.01%
Recertification	Self Service Household Information	1	0.00%
Recertification	Self Service Medical bill expense	2	0.00%
Recertification	Self Service Person Address	1	0.00%
Recertification	Self Service Room and Board Expense	3	0.00%
Recertification	Self Service Shelter expense	5	0.01%
Recertification	Self Service Utility expense	3	0.00%
Recertification	Self-Employment Income and Expense Statement	1	0.00%
Recertification	Sewer and Water Bills	4	0.01%
Recertification	Shelter Verification	3	0.00%
Recertification	Social Case Work Document	82	0.12%
Recertification	Social Security Card	875	1.27%
Recertification	Social Security Records	48	0.07%
Recertification	Social Summary	13	0.02%
Recertification	Social Summary Update	6	0.01%
Recertification	Social Work Document	4	0.01%
Recertification	SSI receipt based on disability/blindness	6	0.01%
Recertification	State Issued Driver's License	1	0.00%
Recertification	State Issued Photo ID	5	0.01%
Recertification	Statement from utility provider	3	0.00%
Recertification	Tax Return	21	0.03%
Recertification	Telephone Bills document	5	0.01%
Recertification	TMA Earned Income Report	2	0.00%

Recertification	U.S. Citizen ID Card I-197/I-179	1	0.00%
Recertification	U.S. Passport	18	0.03%
Recertification	Utility Bill	2,394	3.48%
Recertification	VA 100% disability statement	1	0.00%
Recertification	Vehicle Documents	26	0.04%
Recertification	Verification Checklist	2	0.00%
Recertification	Verification of Employment	19	0.03%
Recertification	Verification of Imprisonment	1	0.00%
Recertification	Verification of Social Security Income	27	0.04%
Recertification	Verification of Student Information	2	0.00%
Recertification	Verification of VA Payments	1	0.00%
Recertification	Verification of Wages	5	0.01%
Recertification	Work Schedule	8	0.01%
Recertification	Worker Documentation Record	7	0.01%
Unidentified	Appeals Supporting Document	2	0.00%
Unidentified	Application (DHS-2 or other)	481	0.70%
Unidentified	Asset Verification	248	0.36%
Unidentified	Authorization to Release Information	3	0.00%
Unidentified	Authorization/Invoice	1	0.00%
Unidentified	Bank or financial institution statement	7	0.01%
Unidentified	Benefit award letter	2	0.00%
Unidentified	Benefit Notice	2	0.00%
Unidentified	Birth Certificate	185	0.27%
Unidentified	Birth record/affidavit from tribal official - person at least 50% American Indian	1	0.00%
Unidentified	CCAP Provider Attendance Sheet	68	0.10%
Unidentified	Certificate of Naturalization	1	0.00%
Unidentified	Change Report Form	14	0.02%
Unidentified	Checkstubs or Earnings Statement	9	0.01%
Unidentified	Child Care Document	1	0.00%
Unidentified	Child Care Provider Application	2	0.00%
Unidentified	Child Support Document	2	0.00%
Unidentified	Citizenship/Immigration Document	12	0.02%
Unidentified	Collateral contact	2	0.00%
Unidentified	Copy of receipt	1	0.00%
Unidentified	Court record or other legal document	1	0.00%
Unidentified	Death/Funeral Document	3	0.00%
Unidentified	Department and Client Error Information and Repay Agreement	1	0.00%
Unidentified	Disability/Medical Document	13	0.02%

Unidentified	Discontinue/Withdrawal Request	1	0.00%
Unidentified	Doctor of Medicine (MD/DO) - Written statement	1	0.00%
Unidentified	Driver's License	14	0.02%
Unidentified	Employer statement	1	0.00%
Unidentified	Employer statement showing dates of employment	1	0.00%
Unidentified	Employment Letter	1	0.00%
Unidentified	Expense (Medical/Housing/etc.)	20	0.03%
Unidentified	Food Replacement Affidavit	1	0.00%
Unidentified	Fuel Bills	1	0.00%
Unidentified	Funeral Home Statement	2	0.00%
Unidentified	Health Insurance Card	2	0.00%
Unidentified	Health Insurance Verification	4	0.01%
Unidentified	HIX Single Streamlined Application	1	0.00%
Unidentified	Housing Catastrophic Documents	1	0.00%
Unidentified	I-151 Alien Registration Receipt Card	3	0.00%
Unidentified	I-551 stamp in a foreign passport or on USCIS Form I-94	1	0.00%
Unidentified	I-766 USCIS issues Employment Authorization Documents	1	0.00%
Unidentified	Identity Verification	7	0.01%
Unidentified	Incarceration Verification	1	0.00%
Unidentified	Income/Employment Document	40	0.06%
Unidentified	Interim Report (DHS-1046)	7	0.01%
Unidentified	Lease	1	0.00%
Unidentified	Legal/Court Document	3	0.00%
Unidentified	Letter from Landlord	1	0.00%
Unidentified	Letter or document from person/agency making payment	2	0.00%
Unidentified	MART	1	0.00%
Unidentified	Medical bill or receipt	1	0.00%
Unidentified	Medical Documents	13	0.02%
Unidentified	Mid-Certification Contact Notice	2	0.00%
Unidentified	Notice of Balance Due	2	0.00%
Unidentified	Other	32	0.05%
Unidentified	Other Expense verification	1	0.00%
Unidentified	Other Income verification	3	0.00%
Unidentified	Other Provider documentation	1	0.00%
Unidentified	Other Release of Information	1	0.00%
Unidentified	Other Vital Packet verification	1	0.00%
Unidentified	Out of State Benefit Status	1	0.00%
Unidentified	Pay Stub	53	0.08%

Unidentified	Recertification/Renewal (DHS-1010)	22	0.03%
Unidentified	Redetermination Form	1	0.00%
Unidentified	Refugee Reporting	1	0.00%
Unidentified	Rent receipt showing amount,address,landlord,renter	3	0.00%
Unidentified	Rent/mortgage receipt	2	0.00%
Unidentified	Report/certificate of birth abroad of US citizen (DS-1350, FS-240, or FS-545)	1	0.00%
Unidentified	Residency Verification	10	0.01%
Unidentified	Returned Mail	43	0.06%
Unidentified	Self Service Additional income	9	0.01%
Unidentified	Self Service Authorized representative info	2	0.00%
Unidentified	Self Service Dependency care expense	2	0.00%
Unidentified	Self Service Disability	5	0.01%
Unidentified	Self Service Education	10	0.01%
Unidentified	Self Service Employment Income	33	0.05%
Unidentified	Self Service Household Information	5	0.01%
Unidentified	Self Service Insurance asset	1	0.00%
Unidentified	Self Service KB Application	3	0.00%
Unidentified	Self Service Liquid Asset	4	0.01%
Unidentified	Self Service Medical bill expense	3	0.00%
Unidentified	Self Service Person Address	6	0.01%
Unidentified	Self Service Person Details	1	0.00%
Unidentified	Self Service Real property asset	2	0.00%
Unidentified	Self Service Room and Board Expense	4	0.01%
Unidentified	Self Service Self employment income	2	0.00%
Unidentified	Self Service Shelter expense	28	0.04%
Unidentified	Self Service Special Circumstances	1	0.00%
Unidentified	Self Service Utility expense	18	0.03%
Unidentified	Self Service Vehicle Asset	5	0.01%
Unidentified	Social Case Work Document	3	0.00%
Unidentified	Social Security Card	35	0.05%
Unidentified	State Issued Driver's License	1	0.00%
Unidentified	State Issued Photo ID	3	0.00%
Unidentified	Statement from utility provider	1	0.00%
Unidentified	U.S. Citizen ID Card I-197/I-179	1	0.00%
Unidentified	Utility Bill	24	0.03%
Unidentified	Vehicle Documents	2	0.00%
Unidentified	Verification of Application or Appeal for SSI/RSDI	1	0.00%
Unidentified	Verification of Social Security Income	1	0.00%

Unidentified	Waiver Enrollment Form	1	0.00%
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