
**DEPARTMENT
POLICY****FIP, SDA, CDC, MA, and FAP**

The Michigan Department of Health and Human Services (MDHHS) routinely matches recipient employment data with the Michigan Talent Investment Agency and the Unemployment Insurance Agency (UIA) through computer data exchange processes. Information provided with MDHHS/MDE applications (DHS-1010, -1171, -4574, -4574-B, MDE-4583 and DCH-1426) inform clients of the data exchange process.

These data exchanges assist in the identification of potential current and past employment income. Unemployment Compensation Benefits (UCB) are automatically populated in Bridges.

WAGE MATCH**FIP, SDA, CDC, MA, and FAP**

MDHHS submits client Social Security Numbers to UIA quarterly to be cross-matched with the work history records submitted by Michigan employers. This information is compared to the client's gross earnings record in Bridges. Specialists receive one task and reminder listing all the matches for the quarter when there is a significant discrepancy between UIA and MDHHS records. The task and reminder is removed when **all** matches have been disposed of for the quarter.

Bridges also compiles the wage match report, identifying overdue and disposed wage matches by county, unit, or other. This report is available under the left navigation inquiry/wage match reports.

**Reconciling
Discrepancies****FIP, SDA, CDC, MA, and FAP**

Reconcile each match on the alert by verifying the client's work history stated on the application or other information in the client's case record. Compare that with the wage match information to resolve the following:

- Is the person reported by UIA the MDHHS client?
- Was the client required to report earnings?

- Were the earnings already reported to MDHHS?
- Is a referral to the recoupment specialist needed to pursue an overissuance?

If there is a discrepancy, request verification from the client.

Verifying Earned Income

Request verification of the wage match earnings by generating a DHS-4638, Wage Match Client Notice, from Bridges. The DHS-4638 automatically gives the client 30 days to provide verification.

Specialist Action

FIP, SDA, CDC, MA, and FAP

Dispose of each recipient identified on the wage match alert.

Case Actions

When income from the wage match is verified and is continuing, make the appropriate changes in Bridges, then run Eligibility Determination Benefit Calculation (EDBC) to reduce or close the benefits.

Exception: For CDC only, do not reduce benefits or close the Eligibility Determination Group (EDG) unless the gross income exceeds the income eligibility scale in RFT 270.

Failure to Provide

FIP, SDA, MA, and FAP

If verifications are not returned by the 30th day, case action will need to be initiated to close the case in Bridges. If the client reapplies, the date the client reapplies determines if the wage match notification must be returned before processing the new application. See the following examples.

Example: Ms. Madison applies for assistance 30 days after case closure was initiated in Bridges. The wage match verification must be returned before processing the application. The case can be opened after verifications are provided. See BAM 117, FAP Expedited Service, for cases meeting expedited criteria.

Example: Ms. Madison applies for assistance 31 days after the case closure was initiated in Bridges. Her case may be opened

without wage match verification from the date of the new application, if eligible.

CDC Only

Do not close the CDC EDG or reduce benefits if a CDC recipient fails to return Wage Match information.

Standard of Promptness

FIP, SDA, MA, and FAP

Wage match information must be **resolved** within 45 calendar days of receiving the wage match task and reminder. When a match is not disposed of within 45 days, the task and reminder is escalated to the specialist's supervisor.

Recoupment Specialist Action

FIP, SDA, MA, and FAP

If the household fails to provide verification of the earnings, the recoupment specialist is to use the income shown on the wage match report to calculate the overissuance.

Average the income over the time period reported on the task and reminder to determine a monthly income amount. Use the first and last month of the time period as the overissuance begin and end dates.

Notify the household of its right to request a fair hearing or provide actual income verification by checking the box on the DHS-4358C, Overissuance Summary.

If actual verification is provided, recalculate the overissuance.

Recipients with a wage match report indicating the Michigan Department of Health and Human Services (MDHHS) as the employer are adult home help providers. Payment information can be found on Bridges by accessing consolidated inquiry for the recipient.

**UNEMPLOYMENT
COMPENSATION
BENEFITS****FIP, SDA, MA, and FAP**

MDHHS receives a weekly file from Michigan UIA containing UCB payments distributed to MDHHS clients. Bridges populates Michigan UCB income automatically. If a file is received for an individual who does not have an existing unearned income record for Michigan UCB in Bridges, one will be created. The circumstance start/change date (CSCD) will be equal to the payment date. The period start date will equal the payment date minus three calendar days, and the pay detail will be entered and marked as yes to include in projections when the payment is for only a two-week period. Mass update will be triggered so the eligibility determination benefit calculation (EDBC) results will then be certified.

Out-of-state UCB income is not automated and must be entered as other unearned income.

A specialist must enter UCB income at application. If the automatic update determines a different UCB amount, Bridges will calculate a new CSCD period start date and enter the new pay detail.

The population of Michigan UCB income in Bridges will automatically stop when **all** extensions are exhausted.

Clients must report if UCB ends before all extensions are exhausted within 10 days. If the client fails to report UCB ending in a timely manner, a supplement cannot be issued.

LEGAL BASE**FIP**

45 CFR 205.56-.58
MCL 400.83

MA

MCL 400.10, .83

SDA

Annual Appropriations Act
Mich Admin Code, R 400.3151-400.3180

FAP

7 CFR 273.2(f)(9)

7 CFR 272.8

Michigan Claims Plan

MCL 400.10

CDC

45 CFR Parts 98 and 99