

**EFFECTIVE**

March 1, 2016.

**Subject(s)**

Electronic Benefit Transfer Changes for Deceased or Incarcerated Individuals

**BAM 401E****FIP, SDA, RCA, FAP**

If an individual is either deceased or incarcerated (in prison) and has **ever** had access to a Bridge card, their access, as well as the authorized representative's access, will be terminated once updated accordingly in Bridges. If there are other members of the household who are entitled to the benefits, a new head of household (HOH) will need to be determined from one of the remaining adult group members.

If the HOH is deceased or incarcerated, available benefits may be transferred to another group member who is the new HOH. Benefit transfers must be approved by policy.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[BAM 401E](#)