

# COLORADO WORKS CHANGES: *What is a Negative Change?*

## ● TIMELY NOTICING

Sanction

Non-Compliance with Child Support

Pregnancy Ends (assumed 30 days past due date with no end date entered)

Demonstrable evidence

Death

A government agency provides information that a dependent child has left the home and **CANNOT RECEIVE necessary services** with their new household while the child **REMAINS** on their existing case

Withdrawal

## ● ADEQUATE NOTICE

Intentional Program Violations (IPV)

New SSI or Title IV income

Adult reaches 60-month time limit

An adult who is not the head of household leaves the home due to **DOMESTIC VIOLENCE** and **REQUESTS** that they and their children be removed from their existing case

## ● REDETERMINATION, RECERTIFICATION, REASSESSMENT (RRR)

18-year-old graduates high school before 19th birthday and is **NOT** the only dependent child

Parent no longer exercising responsibility for one of two dependent children in the home, and that dependent child **DOES NOT REQUEST ASSISTANCE** in a new home

Income increase is **BELOW** needs standard

One of two dependent children leaves home and **DOES NOT REQUEST** assistance in new home

Adult leaves and **DOES NOT REQUEST** assistance in new home

## ● ADVERSE ACTION

Income increase is **OVER** needs standard

One of two dependent children leave home and **REQUESTS** assistance in new home

Only dependent child leaves home

Parent no longer exercising responsibility for the **ONLY** dependent child in the home

Adult leaves home and **REQUESTS** assistance in new home

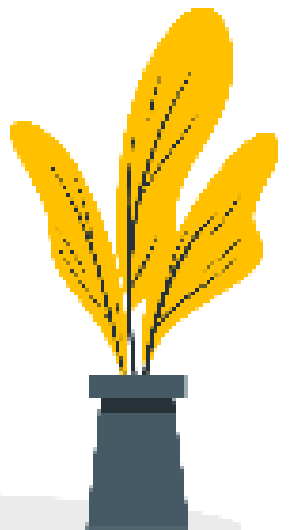
Parent no longer exercising responsibility for one of two dependent children in the home, and that dependent child **REQUESTS ASSISTANCE** in a new home

All members leave Colorado

18-year-old graduates high school before 19th birthday and is the **ONLY** dependent child

## ● ALTERNATIVE TIMELY NOTICING

Pregnancy ends (pregnancy end date is entered)



# COLORADO WORKS CHANGES: *Change Timelines*

## TIMELY NOTICING

**Customer receives 11 calendar days for noticing prior to negative action.**

The difference between TIMELY NOTICING and ADVERSE ACTION is that with timely noticing the first two steps are eliminated.

The customer is not reporting any changes because the agency is aware the change has occurred and therefore it does not need to be verified.

As an example, a non-compliance with child support.

## ADEQUATE NOTICE

No prior notice required.

## REDETERMINATION, RECERTIFICATION, REASSESSMENT (RRR)

**Change will take effect in the next certification period.**

New verification may be required.

## ADVERSE ACTION

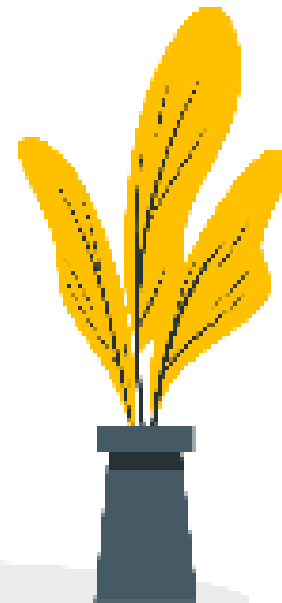
### 31-Day Rule

Customer has until the 10th of the month, following the month of change to report/verify. Worker has 10 calendar days to act upon the change. Customer receives 11 calendar days for noticing prior to negative action.

Month of Change	Date Must Be Reported By	Month Case Fails
January	February 10 <sup>th</sup>	April
February	March 10 <sup>th</sup>	April
March	April 10 <sup>th</sup>	June
April	May 10 <sup>th</sup>	June
May	June 10 <sup>th</sup>	August
June	July 10 <sup>th</sup>	August
July	August 10 <sup>th</sup>	September
August	September 10 <sup>th</sup>	November
September	October 10 <sup>th</sup>	November
October	November 10 <sup>th</sup>	January
November	December 10 <sup>th</sup>	January
December	January 10 <sup>th</sup>	February

## ALTERNATIVE TIMELY NOTICING

Timely noticing from the date the client was required to report.



# COLORADO WORKS CHANGES: *Order of Operations*

## ● DID YOU KNOW?

When processing multiple changes in a client case simultaneously, CBMS will automatically process changes in the correct order of operations.

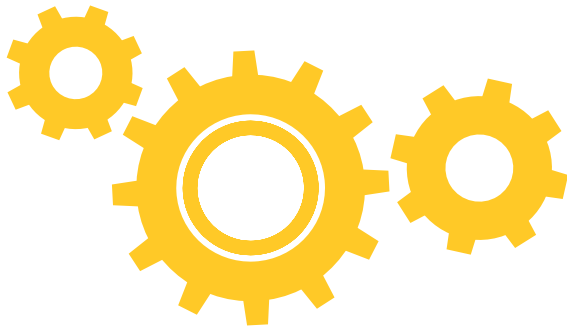
This means you do not need to process changes in any specific order as it relates to Colorado Works.

## ● ORDER OF OPERATIONS

CBMS will act on changes to a Colorado Works case in the following order:

- ➔ Positive changes\*
- ➔ Changes that require Adequate Noticing/Timely Noticing
- ➔ Changes that require Adverse Action (31-Day) Noticing

\*Whether the Colorado Works program will pass or fail is determined before the grant amount is calculated, therefore if the Colorado Works program fails in the same month that a positive change would cause a benefit increase, the benefit increase will not occur.



## ● THOMAS' CASE

Let's take a look at how multiple changes in Thomas' Colorado Works case is processed by CBMS:

- ➔ Thomas gets a new job in April of 2023. His new income puts him and his family over the need standard.
- ➔ On May 1st, 2023, Thomas and his wife give birth to a new baby girl.
- ➔ On May 15th, 2023, Thomas reports his new job and newborn baby to his eligibility worker, who processes both changes in CBMS that day.
- ➔ Thomas' new income correctly results in adverse action for April and May.
- ➔ The newborn child is added to the Colorado Works grant in May, a new grant amount is calculated, and Thomas and his family receive the newly calculated grant amount even though May is passing due to Adverse Action.

If Thomas' income is still over the income limit with an additional child in their family, Colorado Works will still close for over income in June.

