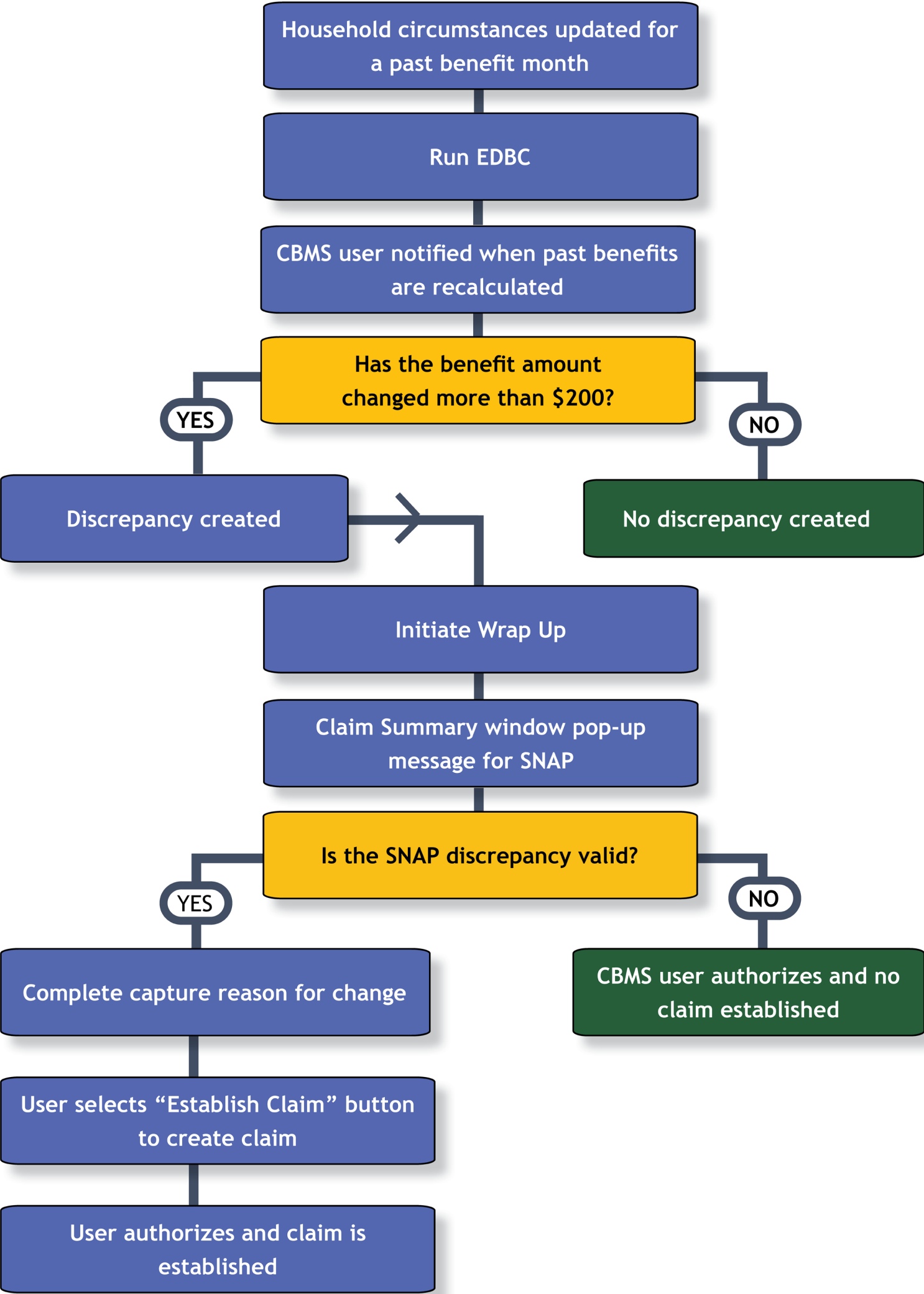# SNAP Claims Establishment Flowchart

This flowchart outlines the process for establishing (or invalidating) a claim for SNAP. For more detailed information on SNAP claims and discrepancies, visit COLearn and search for the "Claims and Discrepancies" web-based training (WBT).

Household circumstances updated for a past benefit month

↓

Run EDBC

↓

CBMS user notified when past benefits are recalculated

↓

Has the benefit amount changed more than $200?

- **YES** → Discrepancy created
- **NO** → No discrepancy created

Discrepancy created →

↓

Initiate Wrap Up

↓

Claim Summary window pop-up message for SNAP

↓

Is the SNAP discrepancy valid?

- **YES** → Complete capture reason for change
- **NO** → CBMS user authorizes and no claim established

Complete capture reason for change

↓

User selects "Establish Claim" button to create claim

↓

User authorizes and claim is established

Flowchart Steps

1. START: Household circumstances updated for a past benefit month.
2. Run EDBC.
3. CBMS user notified when past benefits are recalculated.
4. Has the benefit amount changed more than $200? If YES, go to step 6. If NO, go to step 5.
5. No discrepancy created (END).
6. Discrepancy created.
7. Initiate Wrap Up.
8. Claim Summary window pop-up message for SNAP.
9. If the SNAP discrepancy valid? If YES, go to step 11. If NO, go to step 10.
10. CBMS user authorizes and no claim established (END).
11. Complete capture reason for change.
12. User selects "Establish Claim" button to create claim.
13. User authorizes and claim is established (END).

ACCESSIBILITY

This document is designed to comply with the Web Content Accessibility Guidelines (WCAG) 2.1 AA standard. If you experience any difficulty accessing the content or have questions regarding the process, please contact SOC_StaffDevelopment@state.co.us for assistance.

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Staff Development Division

Page 2

SNAP Claims Establishment Flowchart |
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