

PA Department of Public Welfare

Use of CIS – Screen Samples

The following are samples of the CIS screens that may be helpful to CCIS staff when reviewing cases transferred over from the CAO.

Shana Cathell and Nancy Benson
8/23/2010

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GENERAL INFORMATION

CQMENU

CQMENU is the Primary Inquiry Menu from which several case information screens may be located. The county/record numbers may be entered for the corresponding numbered screen with the cursor placed in the far right slot; then hit Submit.

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ecis client information system User: scathell
Home | AP | CP | CIS | Case Mgt | Chg Center | Imaging | Comments | LTL | Exchanges | FM | CN
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CQMENU PRIMARY INQUIRIES MENU 12/14/10 10:57:24

Description	Trans	Co	Record	Cat	GG	LN	Beqin	
1. Case Inquiry>	CQCASE	02	1622507	1			*****	2
2. Case Members>	CQCMEM							
3. Ben Gen Screen Queue >	CQBQUE							
4. TSA Screen Queue>	CQSQUE							
5. REJ Screen Queue>	CQRQUE							
6. Budget Authorization >	CQBUDG			***	*		*****	
7. Budget Members>	CQBMEM			***	*			
8. Cash Recurring Ben ...>	CQCBNF			***	*		*****	
9. FS Recurring Ben>	CQFBNF						*****	
10. Individual Data>	CQINDL					**	*****	
A. Individual Number >	CQINDD						*****	
B. SSN>	CQSSNI						*****	
11. CIS Name >	CQCNAM			*	**/**/**/****	*	*****	**
12. Supervisory Trans ...>	CQSUPR						*****	*****
13. AECM History>	CQHIMN							

Next Trans:> Parameters: Xmit

Submit OVR

Screens can also be chosen from the **Next Trans:>** slot at the lower left corner of the screen. Type the screen wanted at Next Trans:> and then type the county\record number, have the cursor in Xmit and then click Submit.

Next Trans:> cqcase Parameters: 02/1622507 Xmit

Submit OVR

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CQBUDG

CQBUDG (Budget Authorization) is used by the CAO to push an eligible child care case to CCMIS. A, (Y) in the (CC Elig), field indicates the case is eligible for child care under the budget group (C, U, D, or FS) designated in the, (Cat), field in the upper left section of the screen. The CAO changes the, (Y), to an, (R), to push the case.

ecis client information system User: t-jyoungma
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CQBUDG CIS BUDGET AUTHORIZATION INQUIRY 12/14/10 11:22:28
 Operator: Worker: 10096 Page: 5 of 6

Co Record Dist Case Status Case Name Cslid Beg: 01/11/11
 02 1622507 7 OPEN PATTY POTHOLDER 7672 End: 00/00/00
 Chg: 12/09/10

Cat	GG	Ctl	Pgm	TT	Stat	Susp	Act	Rea	Appl	Open	Close
C		8	00	I	OPEN	00/00/00	F	012	12/09/10	12/09/10	00/00/00

Category Program Status Code
 Nonfinancial: PASS Automated Notice ? Y Reapp Reapp Due SAR
 Resources: PASS Notice Opt Type 00/00/00 12/09/11 1
 Income: PASS 012 1 ELIG
 SAR SAR Due
 Mo Ben: \$ 197.00 00/00/00 06/2011

Sel: Med Serv Provider:
Alternate Payment Information.....
 Pymt Name: V LN SSN Lang Individ # V
 000-00-0000
 Code
 Alt Addr:
 City: St: Zip: -
 Next Trans: Parameters: Xmit:

CC Elig Y
 Child Care Eligible

Submit OVR

*Note: The corresponding code charts are boarder colored to match location highlight boxes on CIS screens.

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Program Status Codes			
C=TANF Single parent or Disabled, U- Two parents Underemployed, D= General Assistance, FS = SNAP			
C/U 00	TANF	C/U 57	TANF WS Phase II – Extended Continued
C/U 01	TANF RRP (Refugee Resettlement Pgm)	C/U 58	TANF WS Phase II – Extended
C/U 04	TANF Alien (Subject to 5 yr bar)	C/U 59	TANF WS Phase II – DV
C/U 06	TANF Timeout	C/U 71	Transitional Cash Assistance – EMC
C/U 07	Extended TANF – Contingency	C/U 72	Transitional Cash Assistance – Non EMC
C/U 08	Extended TANF	D	GA Chronically Needy
C/U 09	Extended TANF – DV	D 01	GA Chron Needy RRP (Ref Rest Prog)
C/U 47	1 Month TANF Diversion	D 02	GA Chron RRP/RCA (Refugee Cash Assistance)
C/U 48	2 Month TANF Diversion	D 04	GA Chron Needy ELA
C/U 49	3 Month TANF Diversion	D 05	Repatriated National
C/U 53	TANF Work Support Phase II	D 15	GA Chron Needy Pregnant Woman
C/U 56	TANF WS Component	D 50	GA Chron Needy DAP (Pending Eligibility)
D 51	GA Chron Needy DAP (MRT CERT)	D 52	GA Chron Needy DAP (Appeal)
FS	SNAP	FS 41	SNAP Homeless HH-Regular Issuance
FS 42	SNAP Homeless HH- Special Issuance	FS 43	SNAP TBA – Transitional Benefit Alternative
FS 70	SNAP (PA CAP)		

Pelican’s Eligibility Results screen shows the outcome of the information on CQBUDG with funding type (i.e. TANF, Former TANF), and eligibility status.



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Family Composition Eligibility Results

GO

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

FC Eligibility Result : TANF

Run Date 12/9/2010 2:44:11 PM
 Status Pending
 Mode Intake
 Activity Unpaid Activity

Eligibility Status	Eligibility Begin Date	Eligibility End Date
Eligible	12/09/2010	

Failure Reasons

Failure Reason Code

Eligibility Override Details

Override Code
 Override Comments

Redetermination Details

Redetermination Date 12/09/2011
 Override Code
 Override Comments

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CQBQUE

CQBQUE (Screen Queue) displays most of the screens that exists for a particular case record. To inquire on a specific screen, type an, "i," in the space preceding the screen name, place the cursor in the Xmit: space and click transmit. To access CQBQUE, enter the county/record number OR go to Line #3 of the CQMENU screen and enter the county/record number.

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SQBQUE CIS BENGEN SCR N QUEUE INQ 12/14/10 11:42:02
Operator: Worker: 10096 Page 1 of 2
Co Record Status D Case Name Csl d Mode MEDA
02 1622507 OPEN 7 PATTY POTHOLDER 7672 BENGEN-QUEUE Y

Co Record	Status	D	Case Name	Csl d	Mode	MEDA
	CABOPN	BUDGET	OPEN ACTION	C	CAEMPL	EMPLOYMENT INFORMATI C
	CACASE	CASE	ACTION	C	CASFIN	SFU INITIATION PGM C
	CAPROV	PROVIDER	NAME & ADDR	C	CASFDR	SFU DRIVER PROGRAM C
	CABSEL	BUDGET	SELECTION ACT	C	CASFGP	SFU A/R GRP DISPLAY C
	CAIREQ	INDIVIDUAL	PROG REQ	C	CAEDNO	NON-FIN EDBC MODULE C
	CARMRQ	MEDICAL	REQUEST	C	CANFSR	NON-FIN ELIG SUM RES C
	CARELN	HOUSEHOLD	RELATIONS	C	CACCSR	CHILDCARE ELIG RSLT C
	CACOMP	BUDGET	GROUP COMPOSI	C	CACONS	CIS ELIGIBILITY UPDT C
	CAINDL	INDIVIDUAL	ACTION	C	CARESQ	RESOURCE QUESTIONS A C
	CAINDA	INDIVIDUAL	ATTRIBUTE	C	CAPERS	MISCELLANEOUS RESOUR C
	CAMAIN	MA	INDIVIDUAL ACTION	C	CAEDRS	RESOURCE EDBC MODULE C
	CARESD	RECIPIENT	RESIDENCY	C	CARSSR	RESOURCE ELIG. SUM R C
	CAARSL	ABSENT	RELATIVE SEL	C	CAINCQ	INCOME QUESTIONS ACT C
	CAAREL	ABSENT	RELATIVE ACTI	C	CADEEM	DEEMED INCOME ACTION C
	CAARRS	AR	RESPONSIBILITY AC	C	CAINCT	INCOME INCENTIVE ACT C
	CAARSI	AR	SUPPORT ACTION	C	CAWAGE	WAGE/SALARY/COMM. IN C

Next Trans: Parameters: Xmit:

Submit OVR

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Similar Pelican screens are the Case Profile Summary and the drop down select menu.



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Case Profile Summary

GO

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

Screen	Last Updated On	Last Updated By
Case Summary	12/9/2010 2:40:28 PM	CIS
Case Comments		
Appeals		
Household Information	12/9/2010 2:40:30 PM	CIS
Individual Information	12/9/2010 2:40:59 PM	CIS
Relationships	12/9/2010 2:40:56 PM	CIS
Child Care Request	12/9/2010 2:43:08 PM	t-test24
Teen Parent Education		
Parent/Caretaker Training	12/9/2010 2:40:59 PM	CIS
Parent/Caretaker Disability	12/9/2010 2:41:01 PM	CIS
Child Disability		
Employment and Wage		
Self Employment and Earned Income		
Other Income		
Deductions		
Determine Eligibility	12/9/2010 2:44:11 PM	t-test24
Eligibility Results	12/9/2010 2:44:11 PM	t-test24
Enrollment Summary		
CAO Program Eligibility	12/9/2010 2:40:56 PM	CIS
CAO Sanction/Disqualification Information		
CAO Unearned Income	12/9/2010 2:41:00 PM	CIS
Disqualification		

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CQCASE coincides with Pelican's Household Information Detail screen.

 **pennsylvania PELICAN Child Care Works** *Pennsylvania's Enterprise to Link Information for Children Across Networks*

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Household Information Detail

Select... GO

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

General Information

Case CAMIS ID
Date Application Received* Time* --

Date Documents Received Time --

Face to Face Date Face to Face Waiver Reason

Home Address

Street Address* 2010 CIS SCREEN DRIVE
City* PHILADELPHIA State* Pennsylvania Zip* 17123-0000 V* Verified

Address Geo-Coded? No

What school district does the family live in? Allegheny Valley
What is the language preference of the household?* English

Contact Information

Home Phone Number** Best Time to Call

Work Phone Number** Ext. Best Time to Call

Mobile Phone Number** Best Time to Call

Email Address

Preferred Method of Contact**

Other Information

Does parent/caretaker live in Pennsylvania?* Yes No

If Yes,

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CQCMEM

This screen displays active (A) and inactive (I) members on the case. Inactive members are no longer part of the case. If an individual is active on another case, an (*) will be next to the (A) or (I) indicator. This screen also shows the date of birth and SSN for each member.

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client information system User: t-jyoungma

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CQCMEM

Operator: Worker: 10096

Co Record Dist Status Case Name Cslid

02 1622507 7 OPEN PATTY POTHOLDER 7672

CIS CASE MEMBERS INQUIRY

12/14/10 13:21:28

Page 1

P/O	LN	Last Name	First	M App	DOB	S R	SSN	Cat	GG	C/M	FS	Status
█	01	POTHOLDER	PATTY		06/03/64	F 5	214142842	C				A A
█	02	POTHOLDER	PAUL		12/15/59	M 5	214142843	C				A A
█	03	POTHOLDER	PAULA		05/20/95	F 5	214142844	C				A A
█	04	POTHOLDER	PETER		08/03/01	M 5	214142845	C				I I
█	05	OVENMITT	OLIVER		02/02/02	M 5	214142846	C	2			A A
█	06	OVENMITT	OLIVIA		02/02/02	F 5	214142847	C	2			A A
█	07	OVENMITT	OCTAVIUS		06/20/98	M 5	214142848	C	2			A A
█	08	OVENMITT	NORA		09/15/06	F 5	214142849	C	2			A A

Active (A) or Inactive (I)

Next Trans: Parameters: Xmit:

Submit
OVR

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Pelican's Individual Information Detail screen also shows the members of the case with their dates of births and SSNs.



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Individual Information Detail

GO

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

Basic Individual Information

Primary Caretkr*	Last*	First*	M	Suffix	DOB*	V*	Sex*	SSN	V	DOD	V	Delete	
<input type="radio"/>	POTHOLDER	PATTY			06/03/1964	V	Female	214-14-2842	V			<input type="checkbox"/>	
<input type="radio"/>	POTHOLDER	PAUL			12/15/1959	V	Male	214-14-2843	V			<input type="checkbox"/>	
<input type="radio"/>	POTHOLDER	PAULA			05/20/1995	V	Female	214-14-2844	V			<input type="checkbox"/>	
<input type="radio"/>	OVENMITT	OCTAVIUS			06/20/1998	V	Male	214-14-2848	V			<input type="checkbox"/>	
<input type="radio"/>	POTHOLDER	PETER			08/03/2001	V	Male	214-14-2845	V			<input type="checkbox"/>	
<input type="radio"/>	OVENMITT	OLIVER			02/02/2002	V	Male	214-14-2846	V			<input type="checkbox"/>	
<input type="radio"/>	OVENMITT	OLIVIA			02/02/2002	V	Female	214-14-2847	V			<input type="checkbox"/>	
<input type="radio"/>	OVENMITT	NORA			09/15/2006	V	Female	214-14-2849	V			<input type="checkbox"/>	

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CQCOMP continued:

GA/Non-TANF Deprivation Codes			
01	Under age 18	13	RRP – refugee in first 8 months from date of entry
02	Age 18-20, Full Time student graduating prior to 21 st birthday	14	Two parent budget group with child under 13 years of age
04	Temporary disability less than 12 months	15	Pregnant, not eligible for TANF
05	Cares for child under age 13 (non-parental)	16	Victim of domestic violence
06	Parental/Non-parental- Cares for ill or disabled person > 13 yrs	19	Pre-release grant
07	Drug/alcohol problem; participates in program precluding work	24	Permanent disability greater than 12 months

Eligibility Status Codes					
CA	Counted Adult	CC	Counted Child	CS	Counted Specified Relative
DF	Disqualified Fraud	DS	Sanctioned Person	EA	Eligible Adult
EB	Eligible Able Bodied Adult (FS)	EC	Eligible Child	EE	Eligible Essential Person
EM	Eligible Member (FS)	EP	Eligible Minor Parent	ES	Eligible Specified Relative
EW	Eligible Able Bodied Waived Adult (FS)	NA	Non-Eligible Household Person	NB	Non-Eligible Sponsor
NC	Non-Eligible Child	NG	Non-Eligible Legal Guardian	NH	Non-Eligible household member (LTC groups only)
NL	Non-Eligible Legally Responsible Relative	NM	Non-Eligible Member (FS)	NN	Non-Eligible non Parent Caretaker
NP	Non-Eligible Parent of Tanf or GA Minor Parent	NS	Non-Eligible Specified Relative	NT	Non-Eligible Stepparent
NX	Not Requesting				

RELATIONSHIP CODES					
A	Aunt	GGM	Great Grandmother	OQR	Other Qualified Relative
B	Brother	GGS	Great Grandson	S	Son
BL	Brother-in-Law	GGU	Great Granduncle	SB	Stepbrother
C	Cousin	GM	Grandmother	SD	Stepdaughter
CLH	Common-law-Husband	GN	Grandnephew	SF	Stepfather
D	Daughter	GNC	Grandniece	SL	Son-in-Law
DL	Daughter-in-Law	GS	Grandson	SM	Stepmother
F	Father	GU	Granduncle	SR	Sister
FL	Father-in-Law	H	Husband	SRL	Sister-in-Law
GA	Grandaunt	HBR	Half Brother	SS	Stepson
GD	Granddaughter	HSR	Half Sister	SSR	Stepsister
GF	Grandfather	M	Mother	U	Uncle
GGA	Great Grandaunt	ML	Mother-in-Law	W	Wife
GGD	Great Granddaughter	N	Nephew	X	Head of Household

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INDIVIDUAL INFORMATION

CQINDL

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The CQINDL (Individual Information) screen displays the budget eligibility segments for each case member for: TANF, FS, GA, and Medicaid along with the individual's eligibility status code i.e. (ES, EC, EM, DS, DF, etc.). This screen also shows the date of birth, gender, SSN, citizenship code, education level, and marital status.


client information system User: t-jyoungma

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CQINDL
CIS INDIVIDUAL DETAIL INQUIRY
12/15/10 09:21:24

Page through for other members
Page: 1 of 8 02

Operator:

Indiv No	V	Status	Notice	Dist	Csld	Worker	PA	CAP	ID/V	Src	Begin:	12/09/10
977813517	9	ACTIVE		7	7672	10096			D	D	End:	00/00/00
											Change:	12/09/10

Last Name	First	M App	DOB	V	Sex	SSN	V	Cit	V	Src	Vet	Ed
POTHOLDER	PATTY		06/03/1964	D	F	214-14-2842	1	1	D	D	0	12

Marital Status

MS	V	Vote	Race	Eth	HIB Number	TPL	LA	LA Date	Org
2	D	2	5	1		N		00/00/00	

Citizenship Code

Benefit Days: TANF: 0018, GA: 0000, Timeout: 0000, Act 35: 0018, ET: 0000

Sel	Co	Record	C/G	C	Pg	LN	DQ	Rel	El	S	Retro	Elig Beg	Elig End
		02 1622507	C	8	00	01		X	ES	A		12/09/10	
		02 1622507	C 2	8	00	01		X	NS	A		12/09/10	
		02 1622507	FS	4	00	01	01	X	EW	A		12/09/10	

F18 - NAME INQ F19 - IEVS DETAIL F20 - NON-FIN ATTRIBUTE

Next Tran: Parameters: Xmit:

Submit
OVR

Marital Status Codes	
01	Never Married
02	Married – Living with Spouse
03	Common Law Relationship
04	Separated – Married – NOT Living with Spouse
05	Divorced
06	Widow/Widower
07	Divorced (Receives spousal support)

Citizenship Codes	
01	US Citizen
02	Permanent Alien
03	Temporary Alien
04	Refugee
05	Illegal Alien
06	Refugee Unaccompanied Minor

• See Eligibility Status Code Table on previous page.

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CQSCHL

The School Attendance page presents: Case members who are attending school, type of school (refer to listing of codes), school attendance (F=full-time; P=part-time), highest grade completed (HG field) and expected graduation date.

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ecis client information system User: t-jyoungma

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CQSCHL CIS SCHOOL ATTENDANCE INQUIRY 12/15/10 10:56:59

Operator: Worker: 10096 Page 1

Co Record Status Dist Case Name Cslid Beg: 12/09/10
 02 1622507 OPEN 7 PATTY POTHOLDER 7672 End: 00/00/00
 Chg: 12/09/10

LN	Short Name	School Name	Sc Tp	Sch Att	HG	Grad	V Aid	FS CD	TANF End	V
03	PAULA POT 15	HIGH SCHOOL	S	F	10	00/00/00		01	00/00/00	
04	PETER POT 9	ELEMENTARY SCHOOL	E	F	04	00/00/00		01	00/00/00	
05	OLIVE OVE 8	ELEMENTARY SCHOOL	E	F	03	00/00/00		01	00/00/00	
06	OLIVI OVE 8	ELEMENTARY SCHOOL	E	F	04	00/00/00		01	00/00/00	
07	OCTAV OVE 12	MIDDLE SCHOOL	J	F	07	00/00/00		01	00/00/00	

Next Trans: Parameters: Xmit:

Submit OVR

School Type Codes	
E	Elementary
G	Graduate School
J	Junior High
P	Pre-School
Q	Equivalent Vo/Tech (secondary)
S	Secondary (High School)
T	Technical
U	Undergraduate
V	Vocational

Pelican's Parent or Teen Parent Training screens have similar information, but CQSCHL will list all case members in school.

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CQWAGE

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The Earned Income screen displays information from a client's employment including: Begin date, Date of first pay, Income Frequency Code, pay dates for a specific budget month, hours per pay period, gross pay amounts, hourly wage, and average weekly hours. The, "ID", field next to the pay dates will show an, "E," for estimated pay or an, "A," for actual pay. The employer's name and Income Type Codes are also listed. CQWAGE coincides with Pelican's Employment and Wage Summary.

Income Type Code	
01	Full Time
02	Part Time
07	Sheltered Workshop (MA & Snap only)
08	Non-student JTPA
27	Lump Sum - Earned
39	Work Experience
40	Subsidized
41	WIA (Workforce Investment Act)

Frequency Codes	
01	One time only
02	Weekly
03	Bi-weekly
04	Twice per month
05	Monthly
06	Every two months
07	Quarterly
08	Semi-annually
09	Annually

ID Field	
A	Actual
P	Projected
F	Final
S	System Projected

Exclusion/Exemption Codes	
01	Exempt for Medical
02	Exempt for SNAP
03	Exempt for Cash
04	Exempt All Programs
05	Cash -Exempt net, count gross & SNAP
06	Cash-Exempt net / use gross; exempt SNAP
07	Cash-Count net exempt gross, count SNAP
08	Cash-Count net exempt gross, exempt SNAP
09	Exempt for Medical & SNAP
10	Hardship exclusion code for LTL

Employment Termination Codes			
01	Fired - Good Cause	06	Strike - Participant
02	Fired - Not Good Cause	07	Strike - Non Participant
03	Quit - Good Cause	08	Suspension
04	Quit - Not Good Cause	09	Job/Training Ends
05	Laid Off	10	Other (explain)

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CQSELF

The Self-Employment Income screen displays: Income type, begin date, first pay date, income month, pay frequency code, weekly hours, type of self-employment, ID field for verification and business expenses. It matches Pelican's Self Employment Summary page.

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Type Code	
04	Self Employment
06	Farm Self-Employment

Frequency Codes	
01	One time only
02	Weekly
03	Bi-weekly
04	Twice per month
05	Monthly
06	Every two months
07	Quarterly
08	Semi-annually
09	Annually

ID Field	
A	Actual
P	Projected
F	Final
S	System Projected

Exclusion/Exemption Codes	
01	Exempt for Medical
02	Exempt for SNAP
03	Exempt for Cash
04	Exempt All Programs
05	Cash -Exempt net, count gross & SNAP
06	Cash-Exempt net / use gross; exempt SNAP
07	Cash-Count net exempt gross, count SNAP
08	Cash-Count net exempt gross, exempt SNAP
09	Exempt for Medical & SNAP
10	Hardship exclusion code for LTL

Termination Codes located under CQWAGE

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CQUNRD continued:

The Exclusion Codes, ID Field and Frequency Codes are the same for CQUNRD as for CQWAGE and CQSELF.

Pelican's CAO Unearned Income and Other Income screens match up with CIS's CQUNRD screen.

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CAO Unearned Income History

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1621183	CCIS of Allegheny County - City	Open	Ongoing	PLATTER, PU PU	0002

Individual: PLATTER, PU PU

Effective Begin Date: 9/1/2010 Effective End Date:

Income

Income Source: Other

Amount before taxes and deductions: \$1000 How often is the income received?: Monthly

V Verified Date Change Reported

Logically Deleted: No

Other Income Information

Individual	Income Source	Amount	How Often?	Effective Begin Date	Date Last Updated	Last Updated By
PLATTER, PU PU	Other	\$1000	Monthly	9/1/2010 12:00:00 AM	12/16/2010 9:28:29 AM	CIS

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CQPREN continued:

Project Codes	
A	CAO Directed
B	MPP –Maximizing Participation Project
CC	Community College Initiative
D	CDC- Career Development Component
F	Community Connections
KY	KEYS - Keystone Education Yields Success
N	Industry Specific Training
NC	Neighborhood Center
P	PPY- Teen Parent Program
PF	CDC – Fatherhood Initiative
S	Supported Work Program
W	Welfare to Work
WP	WP – Work Plus Program
WR	Work Ready
WS	Work Support
X	Refugee Resettlement
Y	ELECT
Z	Special Initiative

Project Termination Codes	
1	Employment 20 hrs/wk or greater
2	Income from OJT/Work Experience
3	Withdraws or Terminates without good cause
4	Withdraws or Terminates with good cause (CAO Only)
5	Completed AMR/EDP/EDRP activities – No employment
6	CIS TERMINATED (Client Closed Or Exempted From ETP)
7	Other
8	Employment, 30 hrs/wk or greater
9	Conversion
A	Completed, new AMR at CAO (CCI)
C	Completed, Client chose not to participate (CCI)
D	Unable to locate client (CCI)
E	Completed – Barrier Resolved (MPP)
G	Terminated – Barrier Not Resolved (MPP)
J	Terminated – SSI Pending
K	Project Terminated in CIS/AIMS open
L	CAO Determined Ineligible for Family Works
M	Obtains Empl in WSC/TANF Elig/Transfer to CDC/SWP
N	Does not obtain empl in WSC/Transfer to CDC/SWP
P	Term- beyond Vender Control. See Master Guideline
R	Expiration of 45 Day Hold Period
S	Terminated – Recommend MPP Referral
W	Term – Recommend SPOC or WIA Related Program Ref
X	Terminated, Recommend Referral to Keys

Good Cause Codes	
45	In compliance Review
46	Pending appeal hearing
51	National Study Participant
53	Pending medical verification (limit 30 days) to excuse or reduce hours
54	Caregiver Services (Now listed on sqinda)
55	Misc. short-term, not related to child care or domestic violence or caregiver services
56	Child care arrangement pending – 30 day maximum
57	Child care not available (documented on the PA1697 by the CCIS)
58	Domestic Violence
73	Parent in 2-parent household caring for child < 12 months old
90	1 parent in a 2 parent household, if 2 nd parent is meeting hourly work requirement

Sub-project Codes on CSPREN			
01	Job Retention	74	ESL by non-Move Up Vend
02	Fatherhood	75	GED by Move Up
04	FW-ELECT Fatherhood	76	GED by non-Move Up Vend
05	FW-ELECT	66	Outreach Service Component
11	Family Start	71	ABE by Move Up
13	ISI	72	ABE by non-Move Up Vend
19	Supported Work Program	73	ESL by Move Up
21	CDC(Phila Only)	74	ESL by non-Move Up Vend
23	SE – Supported Engagement	75	GED by Move Up
24	Pending SSI	76	GED by non-Move Up Vend
32	Work Plus		

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Pelican's Parent Training Detail screen is similar to CIS's CQPREN and CQIETP screen which listed next.



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Parent Training Detail

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

Individual Number **Individual Name**
977813517 POTHOLDER, PATTY

Effective Begin 12/15/2010 Effective End Date
Date*

Training Program

Training CAO DIRECTED
Institution

Hours per Week* 0 Anticipated Completion Date
V* Verified Date Change Reported

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CQIETP Continued:

Project, Project ID, Location, and Termination Codes reference boxes have not been repeated.
Please see codes above with CQPREN.

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Employment & Training Activity Codes			
01	Career Link	28	Job Readiness Preparation (WSC clients-up to 8 weeks)
06	Providing child care for a community Services Participant	29	Internship – SNAP Program
09	FS Assessment/EDP	30	Income-in-kind
11	English as a Second Language	31	Work Study (subsidized by Fed, State or work study program)
12	Adult Basic Education / Literacy (ABE)	32	AmeriCorps VISTA
13	GED/High School	33	Unsubsidized Employment
14	PA Community College – TANF	34	Non-Core Vocational Education (without GED or high school diploma)
15	Post-secondary Education – SNAP	35	Non-Core Vocational Education (has high school diploma or GED)
16	Post-secondary (College, but not PA)- TANF	36	State Office Work Experience
17	Move-Up Literacy- TANF	38	Job Skills Training Related to Employment
18	Satisfactory attendance in Secondary School/GED	42	Contracted Job Search/Prep Training (non-WSC)
19	Keys exception enrollment; initial 6 months	44	CAO Initial Job Search/Prep Training
20	Community College (unpaid work @ Fed, State, Local gov't or non profit)	46	60-day SNAP only job search
21	Workfare (Unpaid work sponsored by Fed, State, Local gov't or non-profit)	48	On-going job search (Snap Only)
22	On-the-job-training (OJT)	49	Rehabilitative Services
23	Subsidized Employment	51	Vocational Work Experience
24	Skill/Vocational Training	94	Client Contacted
26	Paid Work Experience (not to exceed 6 months)	99	Barrier remediation/removal

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CQRELN continued:

RELATIONSHIP CODES					
A	Aunt	GGM	Great Grandmother	OQR	Other Qualified Relative
B	Brother	GGG	Great Grandson	S	Son
BL	Brother-in-Law	GGU	Great Granduncle	SB	Stepbrother
C	Cousin	GM	Grandmother	SD	Stepdaughter
CLH	Common-law-Husband	GN	Grandnephew	SF	Stepfather
D	Daughter	GNC	Grandniece	SL	Son-in-Law
DL	Daughter-in-Law	GS	Grandson	SM	Stepmother
F	Father	GU	Granduncle	SR	Sister
FL	Father-in-Law	H	Husband	SRL	Sister-in-Law
GA	Grandaunt	HBR	Half Brother	SS	Stepson
GD	Granddaughter	HSR	Half Sister	SSR	Stepsister
GF	Grandfather	M	Mother	U	Uncle
GGA	Great Grandaunt	ML	Mother-in-Law	W	Wife
GGD	Great Granddaughter	N	Nephew	X	Head of Household

☺Care & Control☺

The CQRELN screen above is a good example for Care & Control. It shows that Patty Potholder is both caring for and is a primary caretaker for her niece, Nora while Line #02, Paul, is Nora’s uncle and is also caring for her. This shows a need for child care.

☐Bad Example☐

Below, the CQRELN screen shows both Patty and Paul do not have any care or control of their niece, Nora. Therefore, *they would not be eligible for child care.*

Ref LN: 03 Last: OVENMITT First: NORA M: Age: 04 Gender: F															
Prmy Tax						Prmy Tax									
Rel Caring Crtk Dep						Rel Caring Crtk Dep									
Source to for for of						Source to for for of									
LN	Short Name	Gndr	Ref	Ref	Ref	LN	Short Name	Gndr	Ref	Ref	Ref				
01	PATTY POT	46	F	A	N	N	N	02	PAUL POT	51	M	U	N	N	N

CQRELN is similar to Pelican’s Relationship Detail screen, but shows relationships of all the household members; not just the payment name’s.

Relationships Detail

County	Record	Office
02	1622507	CCIS of Allegheny County - C

POTHOLDER, PATTY (46) has a
 Husband POTHOLDER, PAUL (50) *
 Daughter POTHOLDER, PAULA (15) *
 Nephew OVENMITT, OCTAVIUS (12) *
 Son POTHOLDER, PETER (9) *
 Nephew OVENMITT, OLIVER (8) *
 Niece OVENMITT, OLIVIA (8) *
 Niece OVENMITT, NORA (4) *

HISTORY [x] CASE PROFILE SUMMARY [x] CANCEL [x]

CQINDA

The Individual Attributes screen shows the ETP Status Code for each case member. Codes that may pass child care eligibility in CIS include: 60, 61, 30, 40, 12, 52 and 53. Adult clients with other ETP codes should have no need for child care and therefore fail child care eligibility in CIS under that budget.

This screen also indicates if a client is disabled or blind, pregnant, or attending school.

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SQINDA CIS INDIVIDUAL ATTRIBUTES INQUIRY 12/09/10 14:56:52
 Operator: Worker: 10096 Page 01
 Co Record D Status Case Name Cslid Beg: 12/09/10
 02 1622507 7 OPEN PATTY POTHOLDER 7672 End: 00/00/00
 Chg: 12/09/10

S	LN	Short Name	Wav	Pla	RSDI	SSI	SVI	Dis/Blnd	Prg	Sch	Emp	h	h	CM	FS	Ben	Trn	SDT
01	PATTY POT	46									Y			60	30			
02	PAUL POT	50						Y			Y			53	03			
03	PAULA POT	15								Y				51	01			
04	PETER POT	9								Y				51	01			
05	OLIVE OVE	8								Y				51	01			
06	OLIVI OVE	8								Y				51	01			
07	OCTAV OVE	12								Y				51	01			
08	NORA OVE	4												51	01			

ETP STATUS CODES					
Code	Program	Code Description	Code	Program	Code Description
01	FS	Under age 16	21	FS	Migrant/seasonal farm worker with employment/crew chief contract to begin work within 30 days
02	FS	60 years old or older	22	MA/SSI/B	All medical/SSI categories and B regardless of age
03	FS	Ill/incapacitated, includes referred to/participating in Drug/Alcohol program	23	FS	Receiving expedited FS only and meets no exemption code
04	FS	Needed in home to care for ill or incapacitated household member	30	FS	Non-exempt
06	FS	Full Time VISTA volunteer	40	FS	Exempt but volunteers
10	FS	Verified pregnancy in 2 nd or 3 rd trimester	51	Cash	Under age 18 and pursuing a high school diploma or GED or not of high school age
12	FS	Non-exempt (30) or voluntary (40) under C or U category	52	Cash	Single custodian parent of a child under age of 12 months for a maximum of 12 months
13	FS	Age 16-17 and not head of household, or enrolled in ETP program at least ½ time or attends school	53	Cash	Verified physical/mental disability which temporarily or permanently precludes individual from any form of emp./work related activity
14	FS	Applied for or is receiving Unemployment Compensation	54	Cash	Caregiver Services
15	FS	Expected to return to work within 60 days	60	Cash	Non-exempt
16	FS	Homeless	61	Cash	Exempt but volunteers
17	FS	Weekly earnings of at least minimum wage times 30 or works over 30 hrs/wk	70	MA/SC	Family Works participant
18	FS	Cares for child under age 6	71	FS	Family Works SC/MA participant code 70
19	FS	Travel time is 2 or more hours from empl/ed/training site	72	SC	Family Works child/adult age <12>64
20	FS	Enrolled in school or training at least half time			

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CQINDA continued:



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Individual Eligibility Results

[GO](#)

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
02	1622507	CCIS of Allegheny County - City	Open	Ongoing	POTHOLDER, PATTY	0148

Individual Eligibility Result

Individual	Eligibility Status	Eligibility Begin Date	Eligibility End Date
Parent/Caretaker(s)			
POTHOLDER , PATTY	Eligible Adult	12/09/2010	
POTHOLDER , PAUL	Eligible Adult	12/09/2010	
Children			
OVENMITT , NORA	Eligible Child	12/09/2010 12:00 AM	
OVENMITT , OLIVIA	Eligible Child	12/09/2010 12:00 AM	
OVENMITT , OLIVER	Eligible Child	12/09/2010 12:00 AM	
POTHOLDER , PETER	Eligible Child	12/09/2010 12:00 AM	
OVENMITT , OCTAVIUS	Not Requesting Child	12/09/2010 12:00 AM	
POTHOLDER , PAULA	Not Requesting Child	12/09/2010 12:00 AM	

Pelican's Individual Eligibility Results screen is linked with CIS's CQINDA information. To be an eligible adult on Pelican, the client must be coded with either: 60, 61, 30, 40, 12, 52, or 53 on CQINDA.

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CQCCSR

The Child Care Eligibility Summary Results screen displays the child care eligibility results for each member of the case and each open budget. Note the P (passes eligibility) or the F (fails eligibility) for each case member and budget as well as the reason(s) for any failure(s). It is similar to Pelican's Individual Eligibility Results screen.

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SQCCSR CIS CHILD CARE ELIG SUMMARY RESULT INQUIRY 12/13/10 09:08:48
Operator: Worker: 10096 Page: 1 of 2

Co Record	D	Status	Case Name	Csld
02 1622507	7	OPEN	PATTY POTHOLDER	7672

LN	Short Name	Cat	GG	Pgm	CC	Rslt	Reason	Short Description
01	PATTY POT 46	C		00		F	300	Age is greater than 18
01	PATTY POT 46	C	2	00		F	300	Age is greater than 18
01	PATTY POT 46	FS		00		F	300	Age is greater than 18
02	PAUL POT 50	C		00		F	300	Age is greater than 18
02	PAUL POT 50	C	2	00		F	300	Age is greater than 18
02	PAUL POT 50	FS		00		F	300	Age is greater than 18
03	PAULA POT 15	C		00		F	301	Age over 12 & under 19, not disabl
03	PAULA POT 15	FS		00		F	301	Age over 12 & under 19, not disabl
04	PETER POT 9	C		00		P		
04	PETER POT 9	FS		00		P		
05	OLIVE OVE 8	C	2	00		P		
05	OLIVE OVE 8	FS		00		P		
06	OLIVI OVE 8	C	2	00		P		
06	OLIVI OVE 8	FS		00		P		

Next Trans: Parameters: Xmit: OVR

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CQBVAL

The Budget Group Validation screen is only present if a sanction, disqualification, or non-eligible member exists on the case. It indicates the case member who is sanctioned/disqualified/ineligible, the budget(s) affected, eligibility status code (DS, DF, NA, NS, NX, etc.), the reason code and the begin/end dates of the sanction/disqualification/ineligibility period. Ineligible individuals may include those who have not requested benefits for themselves.

Note: You may also refer to the CQINDL screen to see the eligibility status codes.

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CQBVAL CIS BUDGET GROUP VALIDATION INQUIRY 12/13/10 11:22:04

Operator: Worker: 10096 Page: 1

Co Record	Mode	Dist	Case Name	Csld
38 7700510	OPEN	0	PATTY POTHOLDER	0258

LN	Short Name	ETP Sanc	Since 10/96:	0
01	PATTY POT 46			

Cat	GG	Elg	Exc	Sanc	Disq	Begin	End
Cash	C	DS		21		11/30/2006	12/31/2006
Other Active Sanc/Disq				21		10/25/2006	11/25/2006

Eligibility Status Code

Sanction/Disqualification /Ineligibility Codes

Food Stamps

Other Active Sanc/Disq

Apply Riverside Rule?

Next Trans: Parameters: Xmit:

Submit OVR

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CQBVAL continued:

Eligibility Status Codes					
CA	Counted Adult	CC	Counted Child	CS	Counted Specified Relative
DF	Disqualified Fraud	DS	Sanctioned Person	EA	Eligible Adult
EB	Eligible Able Bodied Adult (FS)	EC	Eligible Child	EE	Eligible Essential Person
EM	Eligible Member (FS)	EP	Eligible Minor Parent	ES	Eligible Specified Relative
EW	Eligible Able Bodied Waived Adult (FS)	NA	Non-Eligible Household Person	NB	Non-Eligible Sponsor
NC	Non-Eligible Child	NG	Non-Eligible Legal Guardian	NH	Non-Eligible household member (LTC groups only)
NL	Non-Eligible Legally Responsible Relative	NM	Non-Eligible Member (FS)	NN	Non-Eligible non Parent Caretaker
NP	Non-Eligible Parent of Tanf or GA Minor Parent	NS	Non-Eligible Specified Relative	NT	Non-Eligible Stepparent
NX	Not Requesting				

Cash & Medical Sanction/Disqualification/Ineligibility Codes			
01	Fraud, first occurrence (DF)	43	Not a citizen or Legal Alien (N)
02	Fraud, second occurrence (DF)	44	Failure to provide lump sum information (N)
03	Fraud, third occurrence (DF)	45	Period of ineligibility due to receipt of lump sum (N)
04	Misrepresenting ID or residence to get SNAP (TANF only) (DF)	46	Stepparent or stepsibling (N)
05	Ineligible to receive benefit in any cash program due to cash (fraud) disqualified (DF)	47	Sibling not qualified as TANF dependent child in accord with Chapter 153 (N)
21	Non-Compliance with ETP requirements, First occurrence (DS)	48	Dependent child on strike if other dependent children in budget group (N)
22	Non-Compliance with ETP requirements, Second occurrence (DS)	49	Alien not eligible due to deemed income or resources of sponsor (N)
23	Non-Compliance with ETP requirements, Third occurrence (DS)	50	Failure to sign required forms (N)
25	Under Sanction due to failure to comply with Quality Control review (DS)	51	Failure to apply for/provide social security number (N)
27	ETP Non-Compliance 2+ yrs. Budget Group Sanction – First Occurrence	52	Mandatory budget group member not applied for (N)
28	ETP Non-Compliance 2+ yrs. Budget Group Sanction- Second Occurrence	53	Criminals – outstanding fines/costs (N)
29	ETP Non-Compliance 2+ yrs. Budget Group Sanction – Third Occurrence	54	Criminals – outstanding warrants (N)
41	Not residing with the child (N)	55	Sanction/failure cooperate & identify & apply for federal benefit (N)
42	Receiving SSI, Fed. Title IV-E Foster Care Payment/State funded foster care (N)	56	Specified Relative – failure to report absence of child beyond 180 consecutive days (N)

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CQBVAL continued:

SNAP Sanction/Disqualification/Ineligibility Codes			
01	Fraud, first occurrence (DF)	42	Foster care (NM)
02	Fraud, second occurrence (DF)	43	Boarder (NM)
03	Fraud, third occurrence (DF)	44	Ineligible student (NM)
04	Fraud, SNAP for drugs, first offense (DF)	45	Living with elderly/disabled unable to purchase/prepare meals separately (NM)
05	Fraud, SNAP for drugs, second offense (DF)	46	Elderly/disabled or spouse unable to purchase and prepare meals separately (NM)
06	Fraud, trafficking over \$500 (DF)	47	Roomer (NM)
07	Fraud, misrepresenting identity or residence to get SNAP (DF)	48	Live-in attendant (NM)
08	Criminal – Fleeing felon or violating condition probation/parole (DF)	49	Child in shared custody/parent provides 50% or less meals (NM)
09	SNAP use for weapon, ammo, explosives (DF)	50	Parent, age 22 or older with minor child(ren)/lives with parent (NM)
21	Non-compliance with ETP requirements, first occurrence (DS)	51	Parent, with child age 22 or older who has own minor child(ren) (NM)
22	Non-compliance with ETP requirements, second occurrence (DS)	52	Elderly and child is 22 or older (NM)
23	Non-compliance with ETP requirements, third or greater occurrence (DS)	53	Disabled and child is 22 or older (NM)
24	Failure to apply for or provide a SSN (DS)	54	Age 22 or older and parent is elderly (NM)
25	Refusal to cooperate with Quality Control (DS)	55	Age 22 or older and parent is disabled (NM)
26	Knowingly transfer resources to qualify/attempt to qualify for SNAP (DS)	56	EB Eligibility period exhausted (NM)
41	Ineligible alien (NM)	58	Ineligible alien who does not pay shelter costs (NM)
59	EB Eligibility period exhausted, does not pay shelter costs (NM)		

Pelican’s Disqualification screen is comparable to CIS’s CQBVAL screen.



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Disqualification Select. . .

County	Record	Office	Status	Mode	Parent/Caretaker	Caseload ID
38	7700510	CCIS of Lackawanna County	Open	Ongoing	Potholder, Patty	0203

	Individual	SSN	DOB	Disqualified Period	Effective Begin Date	Effective End Date	
<input type="checkbox"/>	Patty Potholder	000-00-000	06/03/1964	Disqualification - 6 months	12/01/2009	05/31/2011	

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History Inquiry in CIS

CQHIMN

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To access history screens in CIS, use the CQHIMN menu screen.

Line #1, “Historical Info,” may be used to view screens related to information on a specific individual in the case (such as CQEMPL, CQWAGE, CQPREN or CQIETP). These types of screens require entry of the county/record number, category (budget, i.e. C, FS, etc.), line number of the individual and the transaction (screen name).

Line #7, “Cash Ben & Budg Hist,” may be used to view all payments made under the cash budget (C, U, or D), through the date you choose; requires entry of count/record number, category and a through date. This inquiry will list the provider’s name and vendor number if a payment was sent directly to him/her.

Line #8, “FS Ben & Budget Hist,” may be used to view all payments made under the SNAP budget through date you choose; requires entry of county/record number and through date. This inquiry will also list the provider’s name and vendor number if payment was sent directly to him/her.

Line #9, “Budget Group Hist,” may be used to verify if a case is eligible to receive child care under a TANF, FS or GA budget group by checking the, “CC Elig,” field on the right side of the CQBUDG screen. This inquiry also requires entry of county/record number, category, and a through date. After transmitting from the CQHIMN screen, the CQBUDH screen will appear listing the case members. Enter, “b,” (for budget) in the blank before the payment name (or you may enter a, “b,” at every name). Transmit from this screen and the CQBUDG screen(s) in history should appear for the case.

Line #'s 10 and 11, Cash and FS Transcripts inquiry, may also be used to view all payments made under the cash or FS budgets. This inquiry only lists payments and periods covered. The child care provider’s name and vendor number are not listed if a payment was sent directly to him/her. Inquiry requires entry of county/ record number, category, and from and through dates.

Please Note: The example below has multiple lines entered, but in real time, only one history line can be chosen at a time.

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CQHIMN AECM HISTORY MENU 12/13/10 14:39:09

Description	Trans	Co	Record	Cat	GG	LN	Trans	Indiv No
1. Historical Info	>CQCISH	02	1622507	c		01	cqempl	
2. Rej Historical Info	>CQRISH							
3. Individual Data Sum	>CQINDS							
4. Ind Tracking Inq ...	>CQINDQ							
5. Case Access Inq	>CQCPAC							
6. Individ. Access Inq ..	>CQIPAC							
Co Record Cat GG From Through Auth								
7. Cash Ben & Budg Hist	>CQCBBH	02	1622507	c			111010	
8. FS Ben & Budget Hist	>CQFBBH	02	1622507				090110	
9. Budget Group Hist ..	>CQBUDH	02	1622507	fs			090110	
10. Cash Transcript	>CQCTRN	02	1622507	c	2	100110	121010	
11. FS Transcript	>CQFTRN	02	1622507			090110	123110	
12. Authorized Txn Hist.	>CQATHI			***	*			*****
13. Primary Inq Menu ...	>CQMENU							
14. AECM Inquiry Menu ..	>CQAEMN							
15. CIS Main Menu	>CISMNU							

Next Trans:> Parameters: Xmit:

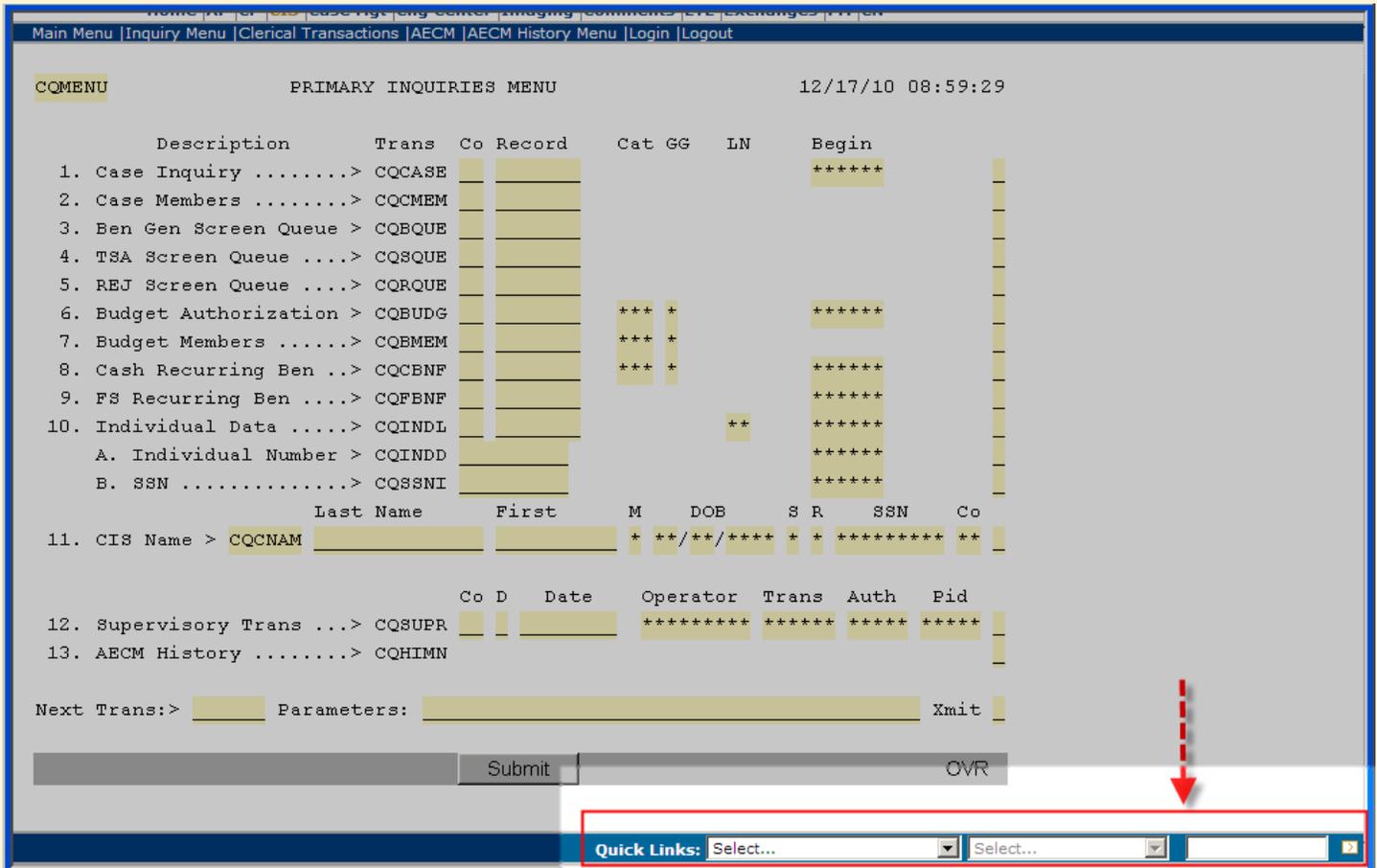
Submit OVR

[Return to Index](#)

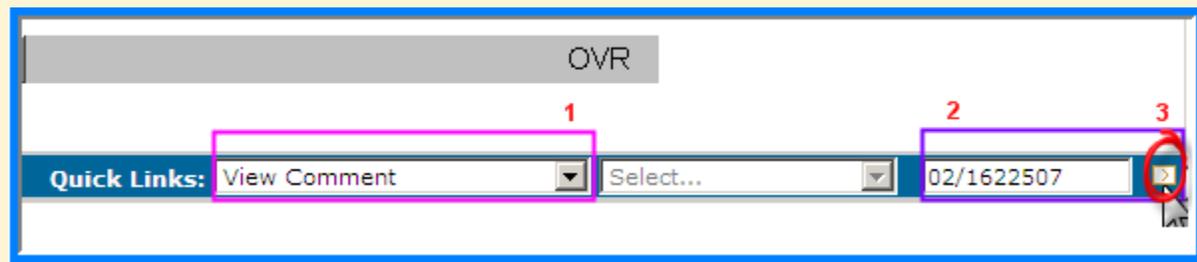
Case Comments

- To use CIS case comments, first locate the Quick Links: section at the lower right of the CIS page. You may need to scroll down.

[Return to Index](#)



- Then choose, "View Comment," in the first drop down box and enter county/case record number in the last box. Click on the transmit box shown as step #3 below.



[Return to Index](#)

- A comments screen will pop up on the CIS screen. Click on the transmit button under, “Page,” with the grey background (Circled in red below).

[Return to Index](#)

CIS - Windows Internet Explorer provided by PA Dept of Public Welfare

ecis client information system User: t-joyoungma

Home | AP | CP | CIS | Case Mgt | Chg
Center | Imaging | Comments | LTL | Exchanges | FM | Admin | Corr

CN Action | CN Inquiry

View Comment | SQCCOM

County	Dist	Record #	Application Name	Worker ID	Caseload	Status
02	7	1622507	PATTY POTHOLDER	10096	0000	

County*	Record	App Reg	Comment Type	Flag	Start Date	End Date
Allegheny - 02	1622507	A	Select ...			

SEARCH [X] RESET [X] EXPORT [X]

Page 1 of 1

Flag	Contact Date	Entered Date	Author	Comment Type
<input type="checkbox"/>	12-16-2010	12-16-2010	Janice Youngman	Basic
☺	12-09-2010	12-09-2010	Janice Youngman	Basic
☺	12-09-2010	12-09-2010	Carlos Ayotte	Basic

Phone call with client reporting loss of job, moved to 10 E. Chestnut Street in Gettysburg and neices and nephews are no longer in household. Verification of job loss and move due by 12/27/10.

opened

12. Supervisory Trans ...> SQSUPR *****
13. AECM History> SQHIMN

Next Trans:> Parameters: Xmit

Submit OVR

Quick Links: View Comment Select... 02/1622507

- The comments screen can be enlarged by clicking the upper right hand corner. This will display a full page of narrative.

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Page 1 of 1

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opened

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- Now a whole page of comments is displayed.

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ecis client information system User: t-jyoungma

Home | AP | CP | CIS | Case Mgt | Chg Center | Imaging | Comments | LTL | Exchanges | FM | Admin | Corr

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Page 1 of 1

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<input type="checkbox"/>	12-09-2010	12-09-2010	Janice Youngman	Basic
opened				
<input type="checkbox"/>	12-09-2010	12-09-2010	Carlos Ayotte	Basic
Household evaluated this date and is entitled to expedited food stamp services.				

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Go To: [] [] [X] Quick Links: Select... [v] Select... [v] [] [X]

- If you need to check another page of narrative, locate the Jump To field at the bottom of the narrative page. Enter desired page number and click GO.

T/C m/d to discuss requirements and stress the importance of completing all 35 hrs/wk. IMC reviewed hours and this is probably the best that Mr. R did with any enrollment and completing hours. IMC advised he has another chance to prove he can complete his hours successfully w/out being reviewed for a sanction. Updated AMR for referral back to EARN/CDC for 7/6/10, mailed copy to client. Entered new cspre and forwarded referral to EDSI.

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Jump To: GO [X] NEXT [X] LAST [X]

Go To: [] Quick Links: Select... [v] [] [X]

C	0 00 01	X	ES	I	09/16/10	11/30/10
FS	6 00 01 01	X	EW	I	06/01/10	09/30/10

F18 - NAME INQ F19 - IEVS DETAIL F20 - NON-FIN ATTRIBUTE

Next Tran: [] Parameters: [] Xmit: []

Submit [] OVR []

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Subject to CIS Screen Index

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Activities	CQPREN CQIETP	
Address	CQCASE	
Age	CQBMEM CQCOMP	
Budgets	CQCASE	
Budget Members	CQBMEM	
Budget Authorization	CQBUDG	Y or R in CC Elig field indicates eligible for child care in C, U, D or FS budgets
Care & Control	CQRELN	
Case Members	CQCMEM	Active and inactive members listed
Cash Payment History	CQHIMN	For C, U or D budgets
Child Care Eligibility	CQCASE CQBUDG CQCCSR	
Child Care Payment History	CQCCPT	Pre-unification cases only
Child Care Payment History	CQHIMN	Option #s 7, 8, 10,11
Citizenship	CQINDL	
Date of birth	CQCMEM CQINDL	
Deprivation Code	CQCOMP	
Disability	CQDISB CQINDA	
Disqualification	CQBVAL CQINDL	
Education Level	CQINDL CQPREN CQIETP	
Eligibility Begin/End Dates	CQINDL	
Eligibility Status	CQCOMP CQINDL CQBMEM	
Employer	CQEMPL	
Employment	CQEMPL CQWAGE	
Employment Status Code	CQEMPL CQPREN	
ETP Activity Code	CQIETP	
ETP Codes	CQPREN	
ETP Hours	CQIETP	
ETP Status Codes	CQINDA	Eligible Codes: 60, 61, 30, 40, 12, 52, 53
Exclusion Code	CQWAGE CQSELF CQUNRD	Excluded Income
Gender	CQINDL	
Good Cause Codes	CQPREN	
Graduation Date	CQSCHL	
Income	CQINCQ	
History Screens	CQHIMN	History screens menu
Household	CQCMEM	
Interpreter Needed	CQPREN	
Language	CQCASE CQPREN CQINDL	

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Marital Status	CQINDL	Listed under (MS)
Name	CQCASE	Payment name on CQCASE; all members listed on CQCMEM CQBVAL will only be present if sanctioned, disqualified, or non-eligible member exist.
Non-Eligible Members	CQCMEM CQBVAL	
Pays	CQWAGE CQSELF	
Pelican Code	CQCASE	
Phone number	CQCASE	
Pregnant	CQINDA CQPRGN	
Primary Caretaker	CQCOMP CQRELN	
Program Status Codes	CQCOMP	
Race	CQBMEM CQINDL	
Relationships	CQCOMP CQRELN CQBMEM	
Sanction	CQBVAL CQINDL	
School Attendance	CQINDA CQSCHL	
School Name & Type	CQSCHL	
Self-Employment	CQSELF	
Sex	CQBMEM CQINDL	
Social Security Number	CQCMEM CQINDL	
Support Payments	CQUNRD CQCSRS	Listed as code 24 for support on cqunrd. Type, "cqcsrs," in Next Trans: and SSN in parameters.
Training hours	CQIETP	Actual hours attended.
Unearned Income	CQUNRD	
Unpaid Activity	CQPREN CQIETP	
Wages	CQWAGE CQSELF	

CIS Screen Codes Reference

(Listed In Order of Appearance In Manual)

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Program Status Codes (CQCASE, CQBUDG, CQBMEM, CQCOMP, CQINDL) C=TANF Single parent or Disabled, U- Two parents Underemployed, D= General Assistance, FS = SNAP			
C/U 00	TANF	C/U 57	TANF WS Phase II – Extended Continued
C/U 01	TANF RRP (Refugee Resettlement Pgm)	C/U 58	TANF WS Phase II – Extended
C/U 04	TANF Alien (Subject to 5 yr bar)	C/U 59	TANF WS Phase II – DV
C/U 06	TANF Timeout	C/U 71	Transitional Cash Assistance – EMC
C/U 07	Extended TANF – Contingency	C/U 72	Transitional Cash Assistance – Non EMC
C/U 08	Extended TANF	D 00	GA Chronically Needy
C/U 09	Extended TANF – DV	D 01	GA Chron Needy RRP (Ref Rest Prog)
C/U 47	1 Month TANF Diversion	D 02	GA Chron RRP/RCA (Refugee Cash Assistance)
C/U 48	2 Month TANF Diversion	D 04	GA Chron Needy ELA
C/U 49	3 Month TANF Diversion	D 05	Repatriated National
C/U 53	TANF Work Support Phase II	D 15	GA Chron Needy Pregnant Woman
C/U 56	TANF WS Component	D 50	GA Chron Needy DAP (Pending Eligibility)
D 51	GA Chron Needy DAP (MRT CERT)	D 52	GA Chron Needy DAP (Appeal)
FS	SNAP	FS 41	SNAP Homeless HH-Regular Issuance
FS 42	SNAP Homeless HH- Special Issuance	FS 43	SNAP TBA – Transitional Benefit Alternative
FS 70	SNAP (PA CAP)		

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Eligibility Status Codes (Found on CQBMEM, CQCOMP, CQINDL, CQBVAL)					
CA	Counted Adult	CC	Counted Child	CS	Counted Specified Relative
DF	Disqualified Fraud	DS	Sanctioned Person	EA	Eligible Adult
EB	Eligible Able Bodied Adult (FS)	EC	Eligible Child	EE	Eligible Essential Person
EM	Eligible Member (FS)	EP	Eligible Minor Parent	ES	Eligible Specified Relative
EW	Eligible Able Bodied Waived Adult (FS)	NA	Non-Eligible Household Person	NB	Non-Eligible Sponsor
NC	Non-Eligible Child	NG	Non-Eligible Legal Guardian	NH	Non-Eligible household member (LTC groups only)
NL	Non-Eligible Legally Responsible Relative	NM	Non-Eligible Member (FS)	NN	Non-Eligible non Parent Caretaker
NP	Non-Eligible Parent of Tanf or GA Minor Parent	NS	Non-Eligible Specified Relative	NT	Non-Eligible Stepparent
NX	Not Requesting				

TANF Deprivation Codes (CQCOMP)			
01	Absence –Child receiving SSI and no other children in TANF budget. Multiple grant groups ES in other group.	12	Absence – Pregnancy, Disabled, Unemployed
02	Absence – Sep/Div/Pat N/E, Hosp/N-H/Imp/JC	16	Absence – Newborn
04	Absence – All absent parents are deceased	22	Incapacity – At least 30 days
09	Absence – Single adopting parent	24	Incapacity – Permanent Greater than 12 months
10	Absence – Artificial Insemination	25	Unemployment

GA/Non-TANF Deprivation Codes (CQCOMP)			
01	Under age 18	13	RRP – refugee in first 8 months from date of entry
02	Age 18-20, Full Time student graduating prior to 21 st birthday	14	Two parent budget group with child under 13 years of age
04	Temporary disability less than 12 months	15	Pregnant, not eligible for TANF
05	Cares for child under age 13 (non-parental)	16	Victim of domestic violence
06	Parental/Non-parental- Cares for ill or disabled person > 13 yrs	19	Pre-release grant
07	Drug/alcohol problem; participates in program precluding work	24	Permanent disability greater than 12 months

RELATIONSHIP CODES (CQBMEM,CQCOMP, CQRELN)					
A	Aunt	GGM	Great Grandmother	OQR	Other Qualified Relative
B	Brother	GGG	Great Grandson	S	Son
BL	Brother-in-Law	GGU	Great Granduncle	SB	Stepbrother
C	Cousin	GM	Grandmother	SD	Stepdaughter
CLH	Common-law-Husband	GN	Grandnephew	SF	Stepfather
D	Daughter	GNC	Grandniece	SL	Son-in-Law
DL	Daughter-in-Law	GS	Grandson	SM	Stepmother
F	Father	GU	Granduncle	SR	Sister
FL	Father-in-Law	H	Husband	SRL	Sister-in-Law
GA	Grandaunt	HBR	Half Brother	SS	Stepson
GD	Granddaughter	HSR	Half Sister	SSR	Stepsister
GF	Grandfather	M	Mother	U	Uncle
GGA	Great Grandaunt	ML	Mother-in-Law	W	Wife
GGD	Great Granddaughter	N	Nephew	X	Head of Household

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Marital Status Codes (CQINDL)	
01	Never Married
02	Married – Living with Spouse
03	Common Law Relationship
04	Separated – Married – NOT Living with Spouse
05	Divorced
06	Widow/Widower
07	Divorced (Receives spousal support)

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Citizenship Codes (CQINDL)	
01	US Citizen
02	Permanent Alien
03	Temporary Alien
04	Refugee
05	Illegal Alien
06	Refugee Unaccompanied Minor

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School Type Codes (CQSCHL)	
E	Elementary
G	Graduate School
J	Junior High
P	Pre-School
Q	Equivalent Vo/Tech (secondary)
S	Secondary (High School)
T	Technical
U	Undergraduate
V	Vocational

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Employment Status Codes (CQEMPL, CQPREN, CQIETP)	
01	No Work History
02	Unemployed; no work history within last 12 months
03	Unemployed; work history within last 12 months
04	Unemployed; on the job training
05	Full-time employment
06	Part-time employment; 100 hours per month or more
07	Part-time employment; less than 100 hours per month (unemployed)
08	Refused to comply with employment regulations
09	Same as #6, but each 2 prev. months were <100 hrs and next month is <100 hrs (unemployed)
10	Self-employed
11	Participates in a work study program
12	Participates in VISTA Volunteer Program
13	Part-time Self-employment

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Income Type Code (CQWAGE)	
01	Full Time
02	Part Time
07	Sheltered Workshop (MA & Snap only)
08	Non-student JTPA
27	Lump Sum - Earned
39	Work Experience
40	Subsidized
41	WIA (Workforce Investment Act)

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Type Code Self Employment (CQSELF)	
04	Self Employment
06	Farm Self-Employment

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Employment Termination Codes (CQWAGE, CQEMPL)			
01	Fired – Good Cause	06	Strike - Participant
02	Fired – Not Good Cause	07	Strike – Non Participant
03	Quit – Good Cause	08	Suspension
04	Quit – Not Good Cause	09	Job/Training Ends
05	Laid Off	10	Other (explain)

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Frequency Codes (CQWAGE, CQSELF, SQUNRD)	
01	One time only
02	Weekly
03	Bi-weekly
04	Twice per month
05	Monthly
06	Every two months
07	Quarterly
08	Semi-annually
09	Annually

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ID Field			
A	Actual	F	Final
P	Projected	S	System Projected

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Exclusion/Exemption Codes (CQWAGE, CQSELF, CQUNRD)	
01	Exempt for Medical
02	Exempt for SNAP
03	Exempt for Cash
04	Exempt All Programs
05	Cash –Exempt net, count gross & SNAP
06	Cash-Exempt net / use gross; exempt SNAP
07	Cash-Count net exempt gross, count SNAP
08	Cash-Count net exempt gross, exempt SNAP
09	Exempt for Medical & SNAP
10	Hardship exclusion code for LTL

Unearned Income Type Codes (CQUNRD)			
10	Unemployment Compensation	27	Lump Sum – Earned
11	Worker’s Compensation	28	Lump Sum –Unearned
12	SSD/RSDI Benefits	29	Deemed Income from Alien Sponsor
14	SSI – Supplemental Security Income	30	Deemed Income from Stepparent
15	VA Benefits	31	Scholarships, Grants, and Loans
17	United Mine Workers	32	Voluntary Support from Putative Father
18	Black Lung	33	NA Dependent Income
19	Railroad Retirement	35	Deemed Income from Parent of Minor Parent
20	Adjustable Pension	36	Parental Contribution Amount
21	Sick Benefits	37	Public Assistance (PA)
22	Union Benefits	38	Public Assistance (Other States)
23	Dividend/Interest	43	Annuity
24	Court Ordered Support	50	Fixed Pension
25	Support from Relative (LRR) in household	98	Long Term Care related Unearned Income
26	Support from Relative outside household	99	Other Income

Project Codes (CQPREN)	
A	CAO Directed
B	MPP –Maximizing Participation Project
CC	Community College Initiative
D	CDC- Career Development Component
F	Community Connections
KY	KEYS - Keystone Education Yields Success
N	Industry Specific Training
NC	Neighborhood Center
P	PPY- Teen Parent Program
PF	CDC – Fatherhood Initiative
S	Supported Work Program
W	Welfare to Work
WP	WP – Work Plus Program
WR	Work Ready
WS	Work Support
X	Refugee Resettlement
Y	ELECT
Z	Special Initiative

Sub-project Codes on CSPREN (CQPREN)			
01	Job Retention	74	ESL by non-Move Up Vend
02	Fatherhood	75	GED by Move Up
04	FW-ELECT Fatherhood	76	GED by non-Move Up Vend
05	FW-ELECT	66	Outreach Service Component
11	Family Start	71	ABE by Move Up
13	ISI	72	ABE by non-Move Up Vend
19	Supported Work Program	73	ESL by Move Up
21	CDC(Phila Only)	74	ESL by non-Move Up Vend
23	SE – Supported Engagement	75	GED by Move Up
24	Pending SSI	76	GED by non-Move Up Vend
32	Work Plus		

Referral Rejection Codes (CQPREN)	
1	Failed to Report
2	Refused to Cooperate
3	All Slots Filled
4	SYSTEM REJECT- No Operator Action Within 15 Days
5	Other
6	System Rejection – Indiv/case closed or ETP Code change
7	Withdrawn From MPP
8	FW –existing active Preliminary Screen in CWDS
9	No Action Taken by MPP Contractor
K	Project terminated in CIS/AIMS open
S	Rejected – Recommended MPP Referral
T	Referred in Error

Project Termination Codes (CQPREN, CQIETP)	
1	Employment 20 hrs/wk or greater
2	Income from OJT/Work Experience
3	Withdraws or Terminates without good cause
4	Withdraws or Terminates with good cause (CAO Only)
5	Completed AMR/EDP/EDRP activities – No employment
6	CIS TERMINATED (Client Closed Or Exempted From ETP)
7	Other
8	Employment, 30 hrs/wk or greater
9	Conversion
A	Completed, new AMR at CAO (CCI)
C	Completed, Client chose not to participate (CCI)
D	Unable to locate client (CCI)
E	Completed – Barrier Resolved (MPP)
G	Terminated – Barrier Not Resolved (MPP)
J	Terminated – SSI Pending
K	Project Terminated in CIS/AIMS open
L	CAO Determined Ineligible for Family Works
M	Obtains Empl in WSC/TANF Elig/Transfer to CDC/SWP
N	Does not obtain empl in WSC/Transfer to CDC/SWP
P	Term- beyond Vender Control. See Master Guideline
R	Expiration of 45 Day Hold Period
S	Terminated – Recommend MPP Referral
W	Term – Recommend SPOC or WIA Related Program Ref
X	Terminated, Recommend Referral to Keys

Good Cause Codes (CQPREN)	
45	In compliance Review
46	Pending appeal hearing
51	National Study Participant
53	Pending medical verification (limit 30 days) to excuse or reduce hours
54	Caregiver Services (Now listed on cqinda)
55	Misc. short-term, not related to child care or domestic violence or caregiver services
56	Child care arrangement pending – 30 day maximum
57	Child care not available (documented on the PA1697 by the CCIS)
58	Domestic Violence
73	Parent in 2-parent household caring for child < 12 months old
90	1 parent in a 2 parent household, if 2 nd parent is meeting hourly work requirement

Employment & Training Activity Codes (CQIETP)			
01	Career Link	28	Job Readiness Preparation (WSC clients-up to 8 weeks)
06	Providing child care for a community Services Participant	29	Internship – SNAP Program
09	FS Assessment/EDP	30	Income-in-kind
11	English as a Second Language	31	Work Study (subsidized by Fed, State or work study program)
12	Adult Basic Education / Literacy (ABE)	32	AmeriCorps VISTA
13	GED/High School	33	Unsubsidized Employment
14	PA Community College – TANF	34	Non-Core Vocational Education (without GED or high school diploma)
15	Post-secondary Education – SNAP	35	Non-Core Vocational Education (has high school diploma or GED)
16	Post-secondary (College, but not PA)-TANF	36	State Office Work Experience
17	Move-Up Literacy- TANF	38	Job Skills Training Related to Employment
18	Satisfactory attendance in Secondary School/GED	42	Contracted Job Search/Prep Training (non-WSC)
19	Keys exception enrollment; initial 6 months	44	CAO Initial Job Search/Prep Training
20	Community College (unpaid work @ Fed, State, Local gov't or non profit)	46	60-day SNAP only job search
21	Workfare (Unpaid work sponsored by Fed, State, Local gov't or non-profit)	48	On-going job search (Snap Only)
22	On-the-job-training (OJT)	49	Rehabilitative Services
23	Subsidized Employment	51	Vocational Work Experience
24	Skill/Vocational Training	94	Client Contacted
26	Paid Work Experience (not to exceed 6 months)	99	Barrier remediation/removal

**ETP STATUS CODES
(CQINDA)**

Code	Program	Code Description	Code	Program	Code Description
01	FS	Under age 16	21	FS	Migrant/seasonal farm worker with employment/crew chief contract to begin work within 30 days
02	FS	60 years old or older	22	MA/SSI/B	All medical/SSI categories and B regardless of age
03	FS	Ill/incapacitated, includes referred to/participating in Drug/Alcohol program	23	FS	Receiving expedited FS only and meets no exemption code
04	FS	Needed in home to care for ill or incapacitated household member	30	FS	Non-exempt
06	FS	Full Time VISTA volunteer	40	FS	Exempt but volunteers
10	FS	Verified pregnancy in 2 nd or 3 rd trimester	51	Cash	Under age 18 and pursuing a high school diploma or GED or not of high school age
12	FS	Non-exempt (30) or voluntary (40) under C or U category	52	Cash	Single custodian parent of a child under age of 12 months for a maximum of 12 months
13	FS	Age 16-17 and not head of household, or enrolled in ETP program at least ½ time or attends school	53	Cash	Verified physical/mental disability which temporarily or permanently precludes individual from any form of emp./work related activity
14	FS	Applied for or is receiving Unemployment Compensation	54	Cash	Caregiver Services
15	FS	Expected to return to work within 60 days	60	Cash	Non-exempt
16	FS	Homeless	61	Cash	Exempt but volunteers
17	FS	Weekly earnings of at least minimum wage times 30 or works over 30 hrs/wk	70	MA/SC	Family Works participant
18	FS	Cares for child under age 6	71	FS	Family Works SC/MA participant code 70
19	FS	Travel time is 2 or more hours from empl/ed/traning site	72	SC	Family Works child/adult age <12>64
20	FS	Enrolled in school or training at least half time			

Cash & Medical Sanction/Disqualification/Ineligibility Codes (CQBVAL)			
01	Fraud, first occurrence (DF)	43	Not a citizen or Legal Alien (N)
02	Fraud, second occurrence (DF)	44	Failure to provide lump sum information (N)
03	Fraud, third occurrence (DF)	45	Period of ineligibility due to receipt of lump sum (N)
04	Misrepresenting ID or residence to get SNAP (TANF only) (DF)	46	Stepparent or stepsibling (N)
05	Ineligible to receive benefit in any cash program due to cash (fraud) disqualified (DF)	47	Sibling not qualified as TANF dependent child in accord with Chapter 153 (N)
21	Non-Compliance with ETP requirements, First occurrence (DS)	48	Dependent child on strike if other dependent children in budget group (N)
22	Non-Compliance with ETP requirements, Second occurrence (DS)	49	Alien not eligible due to deemed income or resources of sponsor (N)
23	Non-Compliance with ETP requirements, Third occurrence (DS)	50	Failure to sign required forms (N)
25	Under Sanction due to failure to comply with Quality Control review (DS)	51	Failure to apply for/provide social security number (N)
27	ETP Non-Compliance 2+ yrs. Budget Group Sanction – First Occurrence	52	Mandatory budget group member not applied for (N)
28	ETP Non-Compliance 2+ yrs. Budget Group Sanction- Second Occurrence	53	Criminals – outstanding fines/costs (N)
29	ETP Non-Compliance 2+ yrs. Budget Group Sanction – Third Occurrence	54	Criminals – outstanding warrants (N)
41	Not residing with the child (N)	55	Sanction/failure cooperate & identify & apply for federal benefit (N)
42	Receiving SSI, Fed. Title IV-E Foster Care Payment/State funded foster care (N)	56	Specified Relative-fail to report child absence beyond 180 consecutive days (N)

SNAP Sanction/Disqualification/Ineligibility Codes (CQBVAL)			
01	Fraud, first occurrence (DF)	42	Foster care (NM)
02	Fraud, second occurrence (DF)	43	Boarder (NM)
03	Fraud, third occurrence (DF)	44	Ineligible student (NM)
04	Fraud, SNAP for drugs, first offense (DF)	45	Living with elderly/disabled unable to purchase/prepare meals separately (NM)
05	Fraud, SNAP for drugs, second offense (DF)	46	Elderly/disabled or spouse unable to purchase and prepare meals separately (NM)
06	Fraud, trafficking over \$500 (DF)	47	Roomer (NM)
07	Fraud, misrepresenting identity or residence to get SNAP (DF)	48	Live-in attendant (NM)
08	Criminal – Fleeing felon or violating condition probation/parole (DF)	49	Child in shared custody/parent provides 50% or less meals (NM)
09	SNAP use for weapon, ammo, explosives (DF)	50	Parent, age 22 or older with minor child(ren) /lives with parent (NM)
21	Non-compliance with ETP requirements, first occurrence (DS)	51	Parent, with child age 22 or older who has own minor child(ren) (NM)
22	Non-compliance with ETP requirements, second occurrence (DS)	52	Elderly and child is 22 or older (NM)
23	Non-compliance with ETP requirements, third or greater occurrence (DS)	53	Disabled and child is 22 or older (NM)
24	Failure to apply for or provide a SSN (DS)	54	Age 22 or older and parent is elderly (NM)
25	Refusal to cooperate with Quality Control (DS)	55	Age 22 or older and parent is disabled (NM)
26	Knowingly transfer resources to qualify/attempt to qualify for SNAP (DS)	56	EB Eligibility period exhausted (NM)
41	Ineligible alien (NM)	58	Ineligible alien who does not pay shelter costs (NM)
59	EB Eligibility period exhausted, does not pay shelter costs (NM)		