



MEPD and TW Bulletin 23-12

Date: July 3, 2023

To: Eligibility Services Supervisors and Staff
Program Managers
Regional Directors
Regional Attorneys
Hearings Officers

From: Access and Eligibility Services Program Policy
State Office 2115

Subject: **1. SNAP Benefit Issuance Distribution Schedule Update**
2. Unverified Income Over the SNAP and TANF Income Limits
3. Change in Dental Contractor for Incurred Medical Expense Processing

The information in this bulletin will be included in a future handbook revision. Until the handbook is updated, staff must use the information in this bulletin. If you have any questions regarding the policy information in this bulletin, follow regional procedures.

Active bulletins are posted on the following websites:

- [Medicaid for the Elderly and People with Disabilities Handbook \(MEPDH\)](https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins) at <https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins>;
- [Texas Works Handbook \(TWH\)](http://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins) at <http://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins>.

1. SNAP Benefit Issuance Distribution Schedule Update

Background

The implementation of House Bill (H.B.) 1218, 86th Legislature, Regular Session, 2019 expanded the SNAP benefits distribution schedule over a 28-day period. The Texas Health and Human Services Commission (HHSC) applied the new distribution schedule to all new SNAP households certified on or after June 1, 2020.

Current Policy

[SNAP](#)

The following households have their SNAP monthly benefits available on a staggered basis between the 16th and the 28th day of the month, based on the last two digits of the EDG number:

- New SNAP households certified on or after June 1, 2020; and
- Previously certified SNAP households who reapply after a break in coverage and who did not receive SNAP benefits in the previous six months preceding the application. ([TWH B-251](#), Monthly Benefit Issuance Schedule)

New Policy

[SNAP](#)

Households will receive their SNAP monthly benefits on a staggered basis between the 1st and the 28th day of the month, based on the last two digits of the EDG number.

SNAP households certified prior to July 1, 2023, will retain their existing issuance schedule based on the date initially certified, unless the EDG has a break in benefits of at least six months and the household reapplies after July 1, 2023.

Monthly SNAP Benefit Issuance Date

Last two digits of the SNAP EDG number	Day	Last two digits of the SNAP EDG number	Day
00-03	1	50-53	15
04-06	2	54-57	16
07-10	3	58-60	17
11-13	4	61-64	18
14-17	5	65-67	19
18-20	6	68-71	20
21-24	7	72-74	21
25-27	8	75-78	22

28-31	9	79-81	23
32-34	10	82-85	24
35-38	11	86-88	25
39-41	12	89-92	26
42-45	13	93-95	27
46-49	14	96-99	28

Automation

Changes to TIERS are currently scheduled to be implemented with TIERS Release 115 on July 1, 2023.

Correspondence

Correspondence changes are not required.

Handbook

Updates to the MEPDH are not required.

The TWH is currently scheduled to be updated in the October 2023 revision.

Training

Training is not required.

Effective Date

This policy is effective with the implementation of TIERS Release 115 currently scheduled for July 1, 2023.

2. Unverified Income Over the SNAP and TANF Income Limits

Background

The Food and Nutrition Service (FNS) released a clarification that a state agency cannot deny a household based solely on an unverified statement of household income. This clarification is based on the 2011 Final Rule: SNAP Quality Control Provisions of Title IV of Public Law 107-171, which established that a negative action is only “valid” if the case record documentation supports and includes the negative action.

Current Policy

[All Programs](#)

Verify all countable income at initial application, redetermination, and when a household reports a change unless the amount reported makes the household ineligible. When reported income is over the gross income limit, regardless of verification source, deny the household for being over the income limit. ([TWH A-1370](#), Verification Requirements)

New Policy

[Medical Programs](#)

The policy for verifying income when the amount makes the household ineligible is not changing for medical programs.

[SNAP and TANF](#)

Verify all countable income at initial application, redetermination and when a household reports a change, **even if** the unverified amount reported makes the household ineligible. When income reported over the gross income limit is unverified, request additional income verification from SNAP and TANF households. When reported income is verified and over the gross income limit, deny SNAP and TANF households being for over the income limit. If the household does not provide the requested income verification, deny the household for failure to provide.

Automation

Changes to TIERS are currently scheduled to be implemented with TIERS Release 115.0 on July 1, 2023.

Correspondence

Correspondence changes are not required.

Handbook

Updates to the MEPDH are not required.

The TWH is currently scheduled to be updated in the October 2023 revision.

Training

Training was made available through the Job Aid Repository (JAR) in a job aid titled R115 AES - Pend SNAP and TANF TOA on June 21, 2023. A training broadcast was sent further details.

Effective Date

This policy is effective with the implementation of TIERS Release 115.0 on July 1, 2023.

3. Change in Dental Contractor for Incurred Medical Expense Processing

Background

For Medicaid recipients who reside in a long-term care facility or receive home and community-based waiver services, certain incurred medical expenses (IMEs) may be deducted when determining the recipient's monthly co-payment. IME deductions may be allowed for medically necessary care and services not covered under the Medicaid state plan or a third-party, including expenses for dental services.

The appropriate IME deduction for dental services is based on the fees listed in the TX Dental IME Fee Schedules. The TX Dental IME Fee Schedules identify the allowable dental codes and separate the codes between routine and non-routine dental services.

Current Policy

Texas Health and Human Services Commission (HHSC) has a contract with the University of Texas Health Science Center at San Antonio (UTHSCSA) for a Texas-licensed dentist to ensure dental IME determinations are appropriate and cost effective. The contracted dentist is Dr. Jeff Hicks.

New Policy

HHSC has negotiated a new contract with a Texas-licensed dentist to ensure dental IME determinations are appropriate and cost effective. As part of this contract, the new dentist will assume the responsibilities previously held by Dr. Jeff Hicks.

There is no change in policy with the release of this bulletin. If a dental treatment plan contains codes that are on the non-routine fee schedule or codes that are not on either schedule, send the complete treatment plan or IME request to the new contracted dentist for review, following policy in MEPDH H-2750.

Contact information for the new contracted dentist:

Dr. Gustavo Gonzalez-Nieto DDS

nfime@gonzalezdentistry.com

Phone: 254-739-2537

Fax: 254-739-2534

Automation

Automation changes are not required.

Correspondence

Correspondence changes are not required.

Handbook

The MEPDH is currently scheduled to be updated in the December 2023 revision.

Updates to the TWH are not required.

Training

Training is not required.

Effective Date

This policy is effective for dental IME requests processed on or after **May 22, 2023**, regardless of the date the IME request was received.