

# CARETAKER SUPPLEMENT

February 2026

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# INTRODUCTION TO CTS

- Caretaker Supplement, or CTS, is a payment made to parents who receive SSI. The parent, or caretaker, receives money for qualifying children. Prior to W2, SSI parents could receive AFDC for qualifying children. These parents were moved to CTS as AFDC was “sunset.” Initially, EDS (now known as ForwardHealth) processed the program, but it was later decided that Economic Support Specialists should handle it.
- We will examine the policy in a condensed, need to know basis. The CTS Handbook will always be the arbiter of any policy disputes. We will also discuss the screens in Forward Health that will help you with any questions regarding CTS payments.

- Currently, SSI parents receive \$275 for the first eligible child, and \$165 per child for all others.



The payment for these children is added to the recipients State SSI check. Economic Support processes the CTS eligibility, but the checks are paid by Forward Health. It is important to note that the client must be receiving State SSI. If they are not, CTS will not be issued, despite the fact that CARES has found them eligible and issued notices to the client informing them that they are eligible.





Social Security

Supplemental Security  
Income (SSI)

State SSI is received by all SSI recipients in Wisconsin. Forward Health receives the information through an interface with Social Security. If the federal SSI closes, the State SSI will also close. It is important to note that we are talking about Supplemental Security Income. Social Security Disability, Retirement, Survivor's benefits or other Social Security programs do not qualify. We do have recipients who receive a combination of SSI and Social Security who eventually lose their SSI due to COLA (cost of living adjustments) increases. They also lose their CTS after the SSI is ended. There is no grandfather clause.

# NON-FINANCIAL ELIGIBILITY

- ✓ In a single parent household, the parent must receive SSI to qualify for CTS.
- ✓ They must also have children of their own in their care.
- ✓ Any children that receive SSI are not eligible.
- ✓ If there are two parents in the household, both parents must receive SSI to qualify for CTS as a household. If one parent does not receive SSI, the household is not eligible. There is an exception to this rule which we will discuss later.
- ✓ Base eligibility is similar to our other programs: they must be a citizen, they must be a Wisconsin resident and they must be cooperating with social security number and child support requirements.
- ✓ CTS renewals and applications no longer need to sign a paper application. Telephonic signatures are now allowed.



# One glitch that we see in addressing CTS questions is that the household relationship screen is not correct.



User ID: XDA681 User Name: P UNGER Quick Select : CASE/RFA     
 Primary Person : 32F PP Case: Status: Open Mode: Ongoing 07/10/2015  
 ▶ Action Items (0) ▶ Documents (0) ▶ Discrepancies (0) ▶ Work Items (0)

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    - ▼ Application Entry (0)
      - ▼ Case Information
        - ✓ Summary
        - Select Others
        - ✓ Household Members

## Household Relationships

Cancel    
 Total: 6

<b>Reference Person</b>			
Individual:	<b>14F DAU</b>	Last Updated:	<b>06/11/2013</b>
<b>32F PP</b>			
is the:	<input type="text" value="MTR - MOTHER"/>	of	*Effective: <input type="text" value="01"/> / <input type="text" value="2003"/>
Verification:	<input type="text" value="BC - BIRTH CERTIFICATE"/>		
<b>Quintina also:</b>			
■ Purchases & Prepares Meals with	<input type="text" value="Yes"/>	■ Is Caring for	<input type="text" value="Yes"/>
■ Has Legal Custody of	<input type="text" value="Yes"/>	■ Is Filling Parental Role for	<input type="text" value="Yes"/>
■ Is an Essential person for	<input type="text" value="No"/>	■ Is LTC Tax Dependent of	<input type="text" value="No"/>

The “Is filling Parental Role for” question must be yes. CARES does not include a child if that question is left as no. If that question is not answered correctly there is no denial code in the non-financial result to alert you to that fact. The grant will simply not add up correctly. The “Is Caring for” question must also be yes. It is a good practice to answer both of those questions yes for dependent children for all cases.





Another issue that comes up is that of the eighteen year old child. Technically, they are not eligible for CTS unless they are still in high school AND will graduate before their nineteenth birthday. The worker will receive this alert when a CTS child is turning eighteen and we do not have graduation information completed: 094 TURN 18 GRAD AFTER 19 RUN ELIG. If you see that alert on a CTS case, you will need to request verification that the eighteen year old is in school and when they are scheduled to graduate. If you receive verification, enter the expected graduation date and their enrollment status. They will not be eligible if they will not graduate before they turn nineteen or they are not in school. Eligibility also ends for eighteen years once they graduate.

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  - Tax Filing Information
  - Yearly Income
  - W-2/Child-Care
  - FoodShare

School Enrollment

Cancel  Reset

Total: 4

Effective Period

Begin Month: 08 / 2014

Last Updated: 02/03/2015

Individual Information

Individual:

17F DAU

Highest Level of Education Completed: 009 - GRADE 9 COMPLETED

High School Graduation Status: NOT - NOT GRADUATED

Verification: AF - AGENCY FORM

Enrollment Status: NO - NOT ENROLLED

Verification: AF - AGENCY FORM

Type of Educational Institution: HS - HIGH SCHOOL

Student FoodShare Eligibility Reason:

Verification:

School District: 3269

School Name: WEST HIGH SCHOOL

Expected Date of High School Graduation: MM / DD / YYYY

Verification:

Meets Caring for Dependent Children Requirement:

Enter New Begin Month: MM / YYYY

Individual 17

Updated on or before MM / DD / YYYY

Add Case Comment

Cancel  Previous Next



328 6 MONTHS OLD CHILD WITHOUT SSN is another alert that you will see with CTS cases. When you receive this alert, please check KIDS to see if they have the number. You may also want to call the casehead and obtain the information over the phone. If you can not reach the client by phone, send a verification request with a note explaining that we need the child's number. CARES will remove children without social security numbers from the grant after they turn six months.



## The Exception, or Buening

As I mentioned earlier, there is an eligibility exception for some CTS cases. It is rooted in a lawsuit involving CTS's predecessor, AFDC. These exceptions occur in two parent households. The parents are not married. They have a child in common. The child of the non-SSI parent and the child in common make the group ineligible for CTS.



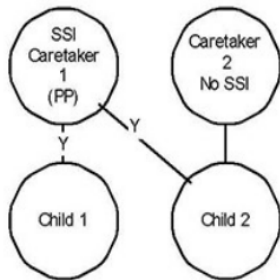
Buening cases occur in two-parent households in which the parents have a child in common and the income of the non-SSI eligible parent and the child in common causes any child(ren) of the SSI parent to be financially ineligible for CTS. See 5.4 Illustrations, Scenarios 12 and 13 for a visual depiction of a Buening case configuration. The ruling states that any half-siblings and their associated parent are to be excluded from the SFU if it is determined that the half-sibling, his/ her full siblings and his/her parent are not needy. To meet the definition of needy, three conditions must be true:

- The child of the non-SSI parent is deprived and
- The income and assets for the non-SSI parent and child(ren) are below the AFDC eligibility limits and
- The child is under the care of a qualified relative
  
- A child is considered deprived when a parent is disabled. If all three conditions are true, the child(ren) in common is considered needy. The whole group is considered one SFU and remains together. If at least one of the three criteria is not met, the child(ren) in common are not considered needy. The child(ren) in common and their non-SSI parent must be excluded from the CTS SFU and financial testing to allow the SSI parent's child(ren) to be tested for CTS alone.

# BUENING SOCIOGRAMS

## FROM CTS POLICY HANDBOOK 5.4

### Scenario 12



The parents in this household are not married. They have at least one child in common. One of the parents has their own child(ren).

#### Explanation

The oldest child in common is the target child. The child in common provides a link for their siblings to be pulled into the SFU.

#### CARES Processing

Parents should be coded on ANHR as caring for all of their children. Because Caretaker 1 is the parent for both Child 1 and Child 2, that parent is coded as caring for both children on ANHR. This will produce one AG in CARES.

#### CTS Benefits

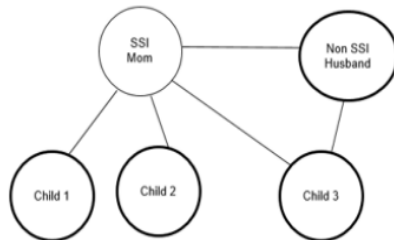
The CTS supplement will be \$250, paid to Caretaker 1. (Child 2 is ineligible because only one of their parents is an SSI recipient.)

#### Buening Implications

This case has the potential of becoming a Buening case. If the group fails the CTS eligibility test for financial reasons, the worker must determine whether Child 2 is "needy." If Child 2 is needy, the group should be confirmed as ineligible for CTS.

If Child 2 is not needy, the worker must change the request on ACPA to "N" for both Child 2 and SSI Caretaker 2 and retest the group for CTS eligibility.

### Scenario 13



The parents in this household are married. They have one child in common. The mom has two of her own children under age 18. None of the children have any income of their own.

#### Explanation

All three dependent children of the SSI Mom and non-SSI Dad of Child 3 are initially included in the Standard Filing Unit (SFU). The income and assets of all four members of the SFU are used to determine financial eligibility for CTS.

#### Buening Implications

This household may also end up as a Buening case. If the assets are over the limit of the income for the SFU exceeds the gross or net income limit for the group of four, the worker must determine whether Dad and Child 3 are "needy." If the dad and Child 3's income exceeds the gross or net income limit for Dad and Child 3, Child 3 is not needy and should be excluded along with their dad from the SFU.

#### CTS Benefits

If it is determined to be a Buening case and Child 3 is not considered needy, Child 3 and Dad should be excluded from the SFU. If the income and assets of Child 1 and 2 are at or below the limits for an SFU group of two, they will be eligible for a CTS supplement of \$400, paid to the SSI Mom. Child 3 is ineligible because only one of their parents is an SSI recipient.

# FINANCIAL ELIGIBILITY

## ASSETS

- The first rule to remember for CTS financial testing is that all of the SSI recipient(s) income and assets are exempt. The income and assets of the rest of the group are to be considered.
- The important thing is to remember to go through the asset questions for a CTS application. We normally do not ask those for family cases.
- Also remember that CTS cases need to be monitored for divestment. See the CTS Handbook if you suspect a case of divesting assets.
- Members are allowed to have one irrevocable funeral trust and burial plot per applicant/recipient. All other types of irrevocable trusts are not counted. If there is a question regarding the availability of an asset, send it to your corporation counsel.
- We do not need to verify assets. If they report assets that would put them over the asset limit, go ahead and close them. We do not need to verify the amount. If the client disputes the amount, tell them to provide verification of the asset amount.

## INCOME

Another point to remember is that child support is not counted for CTS. If the amounts are small enough, it is not an issue. The worker can enter the support and it will not affect the CTS and be counted correctly for other programs.

# CHILD SUPPORT INTERCEPT

- If an absent parent for a CTS case is paying support, the first 25% will go to the state to reimburse Wisconsin for the CTS paid. The remaining 75% will go to the client. If federal taxes are intercepted for past due support, up to 25% may go to the state. There is a hierarchy for payments received from intercepts, and CTS is down that list a bit.



# INCOME TESTS

- There are two income tests for CTS. The first is a gross income test. The second is a net income test. Clients must pass both to qualify for CTS.
- If they pass the first test, they receive a \$90 work related expense for each member who is employed or self-employed, a dependent care deduction up to \$200 for each child under 2 and \$175 for each incapacitated adult or child older than two, an earned disregard of \$30, or \$30 and 1/3, and child support paid out.
- The budget screenshot below shows the case receiving a \$50 disregard for child support received. Remember that child support is not counted for CTS.

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    - Yearly Income
    - W-2/Child-Care
    - FoodShare
    - Generate Summary
    - Initiate Eligibility Determination

**Caretaker Supplement Budget**

Cancel  Reset

<b>Gross Income</b>			
<b>Assistance Group Overview</b>			
Assistance Group:	CTS - CARETAKER SUPPLEMENT	Sequence:	1
Benefit Begin Date:	07/01/2015	Benefit End Date:	
Determination Date:	05/26/2015		
<b>Results</b>			
Assistance Group Status:	O - OPEN	Eligibility Status:	PASS
Gross Income Test:	PASS	Net Income Test:	PASS
Total Grant Amount:	—		
<b>Individuals</b>			
Caretaker:		Eligible Children:	
<b>Benefit Amount: 700.00</b>			
<b>Gross Income Test</b>			
Eligible Members:	4		
Counted Members: +	0		
Assistance Group Size:	4		
Pregnant Women In Assistance Group:	0		
Gross Income:	\$ 133.25		
Assigned Child Support: +	—		
Child Support Disregard: -	50.00		
Excess Self Employment Expenses: -	—		
Countable Gross Income:	\$ 83.25		
Gross Income Limit:	\$ 1,429.00		
<b>Net Income Test</b>			
Eligible Members:	4		
Counted Members: +	0		
Assistance Group Size:	4		
Pregnant Women In Assistance Group:	0		
Gross Earned Income:	\$ —		
Work Related Expenses: -	—		
Student Disregard: -	—		
Earned Income Disregard: -	—		
Dependent Care Deduction: -	—		
Net Earned Income:	\$ —		
Unearned Income: +	133.25		
Child Support Disregard: -	50.00		
Child Support /Maintenance: -	—		
Dependent Allocation: -	—		
Excess Self Employment Expenses: -	—		
Countable Net Income:	\$ 83.25		
Assistance Standard:	\$ 772.00		

<b>Individual Income</b>		Expand All Collapse All
PP ( XA - EXCLUDED ADULT )		
Net Income:	\$ —	
( EC - ELIGIBLE CHILD )		
Net Income:	\$ —	
( EC - ELIGIBLE CHILD )		
Net Income:	\$ 133.25	
( EC - ELIGIBLE CHILD )		
Net Income:	\$ —	
( EC - ELIGIBLE CHILD )		
Net Income:	\$ —	

# BEGIN DATES

- The first thing to remember with begin dates is that there is no proration of the monthly benefit. Whether the application date, review date or baby add is the last day of the month or the first, the client qualifies for the full benefit for that month.
- Reviews will always go back to the first of the month if they complete their review in the month after they've closed (close 7/31 for no review, complete the review on 8/31, restarts effective 8/1).
- In the previous example, if they complete their review on September 1, they are not eligible for August. Please also remember that CTS reviews are due once per year and that they also receive a grace period of one month.

- We can backdate CTS eligibility if their SSI has begun in a month earlier than the current one **AND** that they had to have an open case going back to that date. If there were breaks in eligibility, we are able to begin their CTS in the month their case reopened.
- The worker can also backdate a person add when the birth of a baby is reported on an ongoing case.

# ISSUING RETRO PAYMENTS

- Retro payments are issued in five steps.
  - 1) Ensure in ForwardHealth that client had state SSI.
  - 2) Run with dates for all desired months.
  - 3) Complete Mainframe screen ACMP.
  - 4) Enter case comments.
  - 5) Complete the “Authorization for Retroactive Caretaker Supplement” form and fax it to ForwardHealth. The number (608/221-0991) is on the form.

ACMP CARETAKER SUPPLEMENT MANUAL PAYMENT 03/08/23 08:56  
CASE: WORKER:  
LAST UPDATED: CASE STATUS: OPEN CASE MODE: ONGOING

CARETAKER NUM: \_\_\_ NAME: SSN:

DC: \_\_\_

PAYMENT MONTH: \_\_\_\_\_  
PAYMENT SEQUENCE:  
PAYMENT AMOUNT: \_\_\_\_\_

ELIGIBLE CHILDREN: \_\_\_\_\_

COMMENT:  
\_\_\_\_\_  
\_\_\_\_\_

-----INDIVIDUALS-----

02 TARA	05 CLAUD	03 ANGEL	04 BIANC
07 MARCE	08 ADELI	09 RAPHA	10 DEMIK

PF18=AQAE

NEXT TRAN: \_\_\_\_\_ PARMS: \_\_\_\_\_

# ACMP

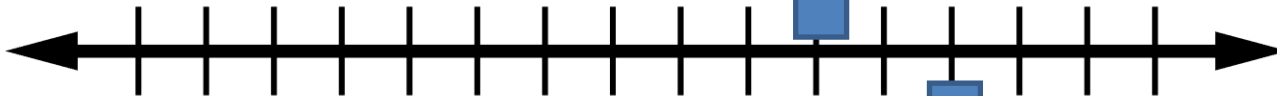
- Enter the primary person number where it says Care-taker. The person name and number at the bottom of the screen.
- Type in the payment month and amount.
- Add the line numbers for the children that you are issuing the supplement on the Eligible Children line.
- Add comments
- If you come to this page and there is a screen completed for a prior month, hit F16 (shift F4) to create a new screen.

Please do not attempt to expedite a payment by issuing the retro form. Do not tell the client you can do so. If it was confirmed in CARES without running with dates, it will be issued in the normal cycle. If you send the form, ForwardHealth will reject it.

# PAYMENT CYCLE

All CTS approved after the second date until Adverse Action will be issued on the first of the month following adverse action.

Adverse Action



CTS approved in the week between Adverse Action and one week later will be issued in the month following the next month.

One week after adverse action

# PAYMENTS

- All CTS payments are issued by Forward Health. The payment is attached to their State SSI payment.
- If they are not receiving State SSI in a given month, they will not receive CTS for that month.
- If you confirm CTS for a month in which the client does not have State SSI, a notice will be sent from CARES but the client will not receive a check.

# FORWARDHEALTH & CTS

- CTS and State SSI payments may be found in ForwardHealth.
- To do so, select iC functionality and then member search. You can use the client's MAID from CARES.
- The SSI payment history normally appears under the customer's information.


Click the search key. You do not need to enter anything in the Financial Cycle Date nor the Benefit month fields.

Member ID	<input type="text"/>	Name	<input type="text"/>	Active	<input type="text"/>
MCI Ind	<input type="text"/>	Prev Name	<input type="text"/>	Linked ID	<input type="text"/>
CARES Pin	<input type="text"/>	CARES Case	<input type="text"/>	Case History	<input type="text" value="v"/>
Medicare ID	<input type="text"/>	Address	<input type="text"/>	Benefit Plan	<input type="text" value="v"/>
SSN	<input type="text"/>	Address 2	<input type="text"/>	Medicare Cov	<input type="text"/>
Gender	<input type="text"/>	Address 3	<input type="text"/>	Managed Care	<input type="text" value="v"/>
Birth Date	<input type="text"/>	City	<input type="text"/>	MC Special Cond	<input type="text"/>
Death Date	<input type="text"/>	State	<input type="text"/>	TPL	<input type="text"/>
Age	<input type="text"/>	Zip	<input type="text"/>	Lockin	<input type="text"/>
Race	<input type="text"/>	Alt Address	<input type="text"/>	NH Level of Care	<input type="text"/>
Ethnicity	<input type="text"/>	Phone	<input type="text"/>	Patient Liability	<input type="text"/>
Language	<input type="text"/>	Phone Type	<input type="text"/>	Deductible	<input type="text"/>
County	<input type="text"/>	Add Phone	<input type="text"/>	Last HlthChk Scrn	<input type="text"/>
Tribal Ind	<input type="text"/>	Add Type	<input type="text"/>	Last HlthChk Dntl	<input type="text"/>

Member MCO Enrollment History
  SSI Payment History
  Medicare Buy-In A Combined
  Medicare Buy-In B Combined  
 SSI Information
  Alternate Address

» SSI Payment History

Financial Cycle Date   
 Benefit Month



- This is what you will see after the search is done.
- Note the status: C01 is paid. N01 is a non-pay status.
- If you click on the Financial Number, you may obtain details about the payment, shown in the next slide.

SSI Payment History List

<u>Benefit Month</u>	<u>Transaction Date</u>	<u>Benefit Plan</u>	<u>Payment Status</u>	<u>Financial Date</u>	<u>Cycle Cleared</u>	<u>Benefit Amount</u>	<u>Benefit Month Total</u>	<u>Cycle</u>	<u>Financial Number</u>
11/2017	10/18/2017	SSI	C01	10/19/2017	Active	\$83.78	\$83.78	Monthly	<a href="#">91875</a>
10/2017	10/18/2017	SSI	C01	10/18/2017	Active	\$83.78	\$483.78	Weekly	<a href="#">91871</a>
10/2017	11/01/2017	CTS	C01	11/01/2017	Active	\$400.00	\$483.78	Weekly	<a href="#">91882</a>
09/2017	08/23/2017	CTS	N01	08/24/2017	Active	\$400.00	\$483.78	Monthly	<a href="#">91852</a>
09/2017	08/23/2017	SSI	N01	08/24/2017	Active	\$83.78	\$483.78	Monthly	<a href="#">91852</a>
08/2017	07/19/2017	CTS	C01	07/20/2017	Active	\$400.00	\$483.78	Monthly	<a href="#">5711</a>
08/2017	07/19/2017	SSI	C01	07/20/2017	Active	\$83.78	\$483.78	Monthly	<a href="#">5711</a>
07/2017	06/21/2017	CTS	C01	06/22/2017	Active	\$400.00	\$483.78	Monthly	<a href="#">2223</a>
07/2017	06/21/2017	SSI	C01	06/22/2017	Active	\$83.78	\$483.78	Monthly	<a href="#">2223</a>
06/2017	05/24/2017	CTS	C01	05/25/2017	Active	\$400.00	\$483.78	Monthly	<a href="#">8612</a>

1 [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [...Next](#)

- This is the SSI Payment detail screen.
- Payment type shows that is an EFT.
- This shot is from the third line of the prior screen. It shows that \$40 is being recouped from her CTS for an overpayment.
- EFTS will always show as cashed.
- Paper checks will tell show cashed or not.

Payment Number	<input type="text"/>	Remit Number	167655	<a href="#">View Image</a>
Payee Type	Member	Payment Amount	\$360.00	
Payee ID	<input type="text"/>	Payment Type	EFT	
Payee Name	<input type="text"/>	Payment Date	11/02/2017	
Address	<input type="text"/>	Payment Status	Cashed	
Street	<input type="text"/>	Payment Status Date	11/16/2017	
Check	<input type="text"/>	Status Reason	<input type="text"/>	
City	<input type="text"/>	Reissued Payment Number	<input type="text"/>	
State	<input type="text"/>	Previous Payment Number	<input type="text"/>	
Zip	<input type="text"/>	Financial Cycle Date	11/01/2017	
		Release Status	Released	

# STATE SSI DETAILS

- The address information for the casehead comes from SSI.
- If a client reports a new address to us, and is on CTS, please remind them to call Social Security.
- When a client moves from another state, they must report their address to Social Security. This will start the process for State SSI. We can not do anything about it.
- Please remember that State SSI is a Wisconsin program. Federal Social Security doesn't know anything about it.
- Do not have the client call Social Security for State SSI or CTS check issues. They should call ForwardHealth (1-800/362-3002) and ask for the STATE SSI unit

# CTS MAINFRAME SCREENS

- Two screens exist in the Mainframe to help you determine pending payments.
- One is for current payments: CPRG
- One is for retroactive payments: CPRB

CPRG CTS RECIPIENT GRANT AMOUNT 10/31/18 12:33  
CASE: 0000000000 CAT: CTS SEQ: 01 WORKER:  
INTERFACE DATE: 09 17 18  
BENEFIT MONTH: 102018

CARETAKER ELIGIBLE CHILD (REN) GRANT AMT  
DANIE 01 TATIA 05 250.00

NEXT TRAN: \_\_\_\_\_ PARMS: \_\_\_\_\_ MORE...

MA + b 23/013

```

CPRB                CTS RETROACTIVE BENEFITS                10/31/18 12:24
CASE: 0000000000    CAT: CTS  SEQ: 01                WORKER:
BENEFIT MONTH: 112018

CARETAKER    ELIGIBLE CHILD (REN)                GRANT AMT
DANIE    01  TATIA    05  MONIC    06  MALAY    09                550.00

```

NEXT TRAN: \_\_\_\_\_ PARS: \_\_\_\_\_

MA + a

23/013

**AUTHORIZATION FOR RETROACTIVE  
 CARETAKER SUPPLEMENT (CTS)**

**Instructions:** Complete and fax to 608-221-0991 (EDS).

Completion of this form is required under the provisions of Section 49.775 of the Wisconsin Statutes. Failure to comply may result in a denial of your retroactive payment. Personally identifiable information on this form will only be used to obtain relevant data required.

\*The provision of your Social Security Number is mandatory under Wisconsin Statutes. Your Social Security Number will be used to verify whether you receive SSI and to make certain that your SSI Caretaker Supplement benefits are paid to the correct person. If you do not provide your Social Security Number, your SSI Caretaker Supplement benefits will be denied.

ES Worker Name	FAX Number ( )	Telephone Number ( )
Caretaker Name	Caretaker Social Security Number*	
Caretaker CARES Case Number		

**Itemized Retroactive Payments**

Month / Year	Name of Child	Social Security Number*	Dollar Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

Total Dollar Amount to be Paid Retroactively

\$

Date - Case Comments on CARES Screen ACCC (Authorizations without completion of CARES Screen ACMP will be returned.)

(mm/dd/yyyy)

<b>SIGNATURE</b> - ES Worker	Date Signed (mm/dd/yyyy)
<b>SIGNATURE</b> - Supervisor	Date Signed (mm/dd/yyyy)

For EDS Use
Date Keyed _____
Date Returned _____

This form is available in the State Forms repository.

You will need to complete one line per month per child for the backdated payment.

Don't forget to complete mainframe screen ACMP when you do this form.

The fax number is near the top of the page.

Your supervisor and you must sign.

# WHY NOW?

- Effective June 24, the state will be attempting to increase CTS enrollment.
- Telephonic signatures allowed!!!
- CTS request will added to the ACCESS application. It will display when the application is for FS or medical, there is a primary caretaker, there is a parent and at least one parent is receiving SSI.
- The ACCESS summary will have new language regarding CTS.
- The request will follow health care filing date rules.

- The inbox will include CTS requests.
- Certain assets will pend on the Asset Gatepost page if not currently populated.
- CARES will identify potentially eligible CTS cases and a yellow banner will display, reminding workers to ask about CTS.
- A line for CTS will be added to the signature page. Prompts will include CTS language.
- A letter will be issued to potentially eligible CTS households advising them to apply. This will run every month but a letter will be sent to each case once per year.