

TIID - TANF Initial Inquiry Detail

This screen displays TANF related information from CHIMES, and historical TANF related information from TEAMS, about the client at the top of the screen. This screen is also where workers will initiate TANF Emergency Assistance Requests.

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CAFSTIID          TANF INITIAL INQUIRY DETAIL          02/29/2012    10:56
USER ID : CS4566    INQUIRE
CAPS ID : 00002084    25    NAME: FURST, EVE

CHIMES INQUIRY DATE : 12/28/1997  REQUIRED DOCUMENTS
CHIMES CASE NUMBER :                BIRTH CERTIFICATE :
CHIMES PERSON NUMBER:                SOCIAL SECURITY CARD:
EMERGENCY TANF
  ELIGIBILITY DATE:

                                HISTORICAL INFORMATION
                                TANF CASE NUMBER :    000133
                                TANF PERSON NUMBER:    0000005

TO SELECT, ENTER ONE OF THE FOLLOWING:
  A=ADD, D=DELETE, I=INQUIRE, M=MODIFY

SEL STATUS DESCRIPTION
_  PENDIN TANF EMERGENCY ASSISTANCE REQUEST (A,D,I,M)

FS900187 PERSON NOT FOUND ON TEAMS          . PATH:
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Field Descriptions (F12) indicates code lookup is available.

CAPS ID (F12)

Enter the CAPS ID of the client you want to add/view TANF emergency assistance information for.

NAME

This field will display the name of the client whose CAPS ID is entered in the CAPS ID field.

CHIMES INQUIRY DATE

This field will display the date the CHIMES inquiry was made (current date).

CHIMES CASE NUMBER

This field will display the CHIMES case number for the client, if they are known to CHIMES.

CHIMES PERSON NUMBER

This field will display the CHIMES person number for the client, if they are known to CHIMES.

EMERGENCY TANF ELIGIBILITY DATE

If the client has received TANF previously, this field will display the date the client is next eligible to apply. The system will not allow you to ADD a TANF application if this field displays a date in the future. See *'additional information'*.

REQUIRED DOCUMENTS – BIRTH CERTIFICATE

This field will display “Y” (yes) to indicate that the client’s birth certificate is required for TANF eligibility.

REQUIRED DOCUMENTS – SOCIAL SECURITY CARD

This field will display “Y” (yes) to indicate that the client’s social security number is required for TANF eligibility.

HISTORICAL INFORMATION – TANF CASE NUMBER

This field will display the TEAMS case number for the client, if they are known to TEAMS.

HISTORICAL INFORMATION – TANF PERSON NUMBER

This field will display the TEAMS person number for the client, if they are known to TEAMS.

SEL

Enter an “A” to add a new TANF application. *For consistency, the application should be entered under the oldest child in the household.*

Enter a “D” to delete the TANF application (you cannot delete the application if it has been electronically submitted.)

Enter an “I” to inquire on the TANF application details.

Enter an “M” to modify the TANF application details (you cannot modify the application if it has been electronically submitted.)

STATUS

This field will display the current status of the TANF application:

NOAPPL = no application has been initiated.

INWORK = the application has been initiated, but has not been completed.

PENDIN = the application has been completed, but needs approval.

APPRVD = the application has been completed and approved.

ELECTR = the application has been electronically submitted to TEAMS/CHIMES.

Additional Information

If a date displays in the EMERGENCY TANF ELIGIBILITY DATE field, the child is not eligible to apply for TANF assistance on CAPS until that date, **unless** the CAPS application signed date is within 30 days of the TEAMS/CHIMES application signed date.

- ***Important*** - if there is an application on TEAMS/CHIMES, and the CAPS application falls within the 30 day window, the application signed date for the CAPS application should be entered as the TEAMS/CHIMES application signed date. This way, eligibility on CELL will follow the TEAMS/CHIMES application span.