

	Agency Name	Office of Family Support (OFS)			
	Chapter No./Name	16 - Fraud and Recovery Manual			
	Part No./Name	X. Recovery Accounts System (RAS) User Guide			
	Section No./Name	X-300 Instructions For Transactions			
	Document No./Name	X-370 Claim Transfers (Between Claim Types) Food Stamps and AFDC/FITAP			
	Dates	Issue	August 15, 2000	Effective	September 1, 2000

Form To Complete: RAF 2

Items To Complete:

SSN

NAME

- | | |
|--------------------------|---|
| 1. PROGRAM CODE: | Items 1-3 completed to identify the claim. |
| 2. CLAIM TYPE: | |
| 3. DATE ESTABLISHED: | |
| 5. CLAIM STATUS CODE: | Enter appropriate code (21, 22, 23, 24, 25, 26, 27). |
| 6. CLAIM STATUS DATE: | Date of action. |
| 12. AMOUNT OWED PY: | Items 12-15: Enter zeros in |
| 13. AMOUNT OWED CY: | appropriate field(s) for complete transfer or reduce the amount by the amount being transferred for partial transfer. |
| 14. AMOUNT SUSPENDED PY: | |
| 15. AMOUNT SUSPENDED CY: | |
| 19. ADJUSTMENT CODE: | 15 for complete transfer; 12 for partial transfer. |

The system will generate a RAF 1 record to establish a claim in the new claim type. The claim type will be determined from the status code entered on the claim to be transferred. The new claim will have a status code of 31, 32, 33, 34, 35, 36, or 37 depending on from where the claim was transferred. It will be necessary to make any status code changes with a Form RAF 2. For example, if the claim was in suspended status, the status code will need to be changed to 03 and the status date changed using adjustment code 99. Code 99 is used because no changes to a money field are being made.

For partial transfers (adjustment code 12), the existing claim should be reduced by the amount being transferred. The system will generate an RAF 1 to establish the new claim for the amount of the difference. The system will also go back and replace the 21-27 status code with the status code that was previously on the claim.

To transfer a claim in other programs, it is necessary to close the claim as opened in error and establish with RAF 1 in the correct claim type.