

	Agency Name		Office of Family Support (OFS)	
	Chapter No./Name		04 - Family Assistance Manual (FAM)	
	Part No./Name		X. Louisiana Automated Management Information System (L'AMI) User Guide	
	Section No./Name		X-1100 LaCAP SUBSYSTEM	
	Document No./Name		X-1140 Cases Automatically Closed – No Longer Eligible for LaCAP	
	Dates	Issue	December 1, 2006	Effective December 1, 2006

A nightly batch process will read the SDX file for active LaCAP cases to determine continued eligibility for benefits. Programming will match all cases in AO status against the SDX file and determine if case closure is required according to the following:

Closure Reason/Description	Case Update	Notice Requirements
No Longer Receives SSI	Case Status = AC Closure Code = 28	Advance Notice of Adverse Action
Moved Out of State	Case Status = CL Closure Code = 43 Address field updated	Concurrent Notice
Institutionalization/Incarceration	Case Status = AC Closure Code = 45 Address field updated	Advance Notice of Adverse Action
Death of Applicant/Head of Household	Case Status = CL Closure Code = 72	No Notice Required
No Longer In Living Arrangement Code "A"	Case Status = AC Closure Code = 88 Address field updated	Advance Notice of Adverse Action

Cases updated through this batch process will be swept to INFOPAC Report LAMR61P3 Cases Automatically Closed - No Longer Eligible For LaCAP".

The report will display the following data elements as column headers:

- Case SSN,
- Case Name, and
- Closure Code/Reason.