



## **MEPD and TW Bulletin 23-02**

**Date:** February 01, 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. COVID-19 Update: Additional Emergency Allotment Supplement**  
**2. Mileage Rate Increase**

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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. COVID-19 Update: Additional Emergency Allotment Supplement

### Background

On January 27, 2020, the Secretary of the U.S. Department of Health and Human Services declared that a public health emergency exists nationwide due to the novel coronavirus (COVID-19) outbreak. Additionally, on March 13, 2020, Governor Greg Abbott also declared a state of disaster for all counties in Texas due to the COVID-19 outbreak. HHSC is providing the following temporary guidance regarding policies and procedures for processing case actions during the COVID-19 public health emergency.

### COVID-19 Policy

#### SNAP

HHSC has been granted approval from the Food and Nutrition Service (FNS) to issue February 2023 Emergency Allotment (EA) supplements to participating Supplemental Nutrition Assistance Program (SNAP) households. Households approved for SNAP in February 2023 will automatically be issued supplements to bring the household up to the maximum monthly allotment for the household's size. All SNAP households will receive a minimum of \$95 in EA supplements.

All EA supplements will be automatically issued on the SNAP household's existing EBT card. SNAP households do not need to take any action to receive EA supplements.

HHSC will issue EA supplements for February 2023 on a randomized staggered schedule starting Feb. 2, 2023. The expected completion of February EA supplement issuance for active SNAP households is Feb. 9, 2023. Households determined eligible for SNAP after Feb. 2, 2023, will be issued their supplement within approximately 60 days from disposition. Staff call in a ticket when the SNAP household reports not receiving the supplement by that timeframe.

**Reminder:** Households determined eligible for SNAP for March 2023 and ongoing will not receive Emergency Allotments due to the Consolidated Appropriations Act 2023, (P.L. 117-328) signed into law on Dec. 29, 2022. ([MEPD and TW Bulletin 23-01, 2. COVID-19 Update: Additional Emergency Allotment Supplements Ending released on January 3, 2023](#))

TIERS will add the following case comment "COVID-19 SNAP supplements issued" for a case where the EA supplement was issued. HHSC will not send a notice to households regarding the EA supplement. In January 2023, Notice H1809 was sent to households receiving SNAP EA Supplements to notify them of the ending of the

Emergency Allotments, due to the Consolidated Appropriations Act 2023, (P.L. 117-328).

Additionally, during the pandemic, Quality Control and other case reading reviews will continue to ensure accuracy. Although SNAP households will receive a minimum of \$95 in EA supplements, staff must still ensure regular monthly benefits are calculated correctly when processing any case actions.

**Automation**

February EA supplements for active SNAP households are expected to be issued between Feb. 2, 2023, and Feb. 9, 2023. Households determined eligible for SNAP after Feb. 2, 2023, will be issued their February EA supplement within approximately 60 days from disposition.

**Correspondence**

Correspondence changes are not required.

**Handbook**

Handbook updates are not required.

**Training**

Training is not required.

**Effective Date**

This policy is effective with the release of this bulletin.

## 2. Mileage Rate Increase

### Background

On December 29, 2022, the Internal Revenue Service (IRS) issued the standard mileage reimbursement rate for 2023. The mileage rate is revised for state travel based on the current IRS rate.

Households may claim deductions for transportation expenses related to self-employment for all programs and medical costs for SNAP. ([MEPDH E-6210](#), Self-Employment Expenses, [TWH A-1323.4.5](#), Allowable Costs of Producing Income, and [TWH A-1428.1](#), Allowable Medical Expenses).

### Current Policy

#### All Programs

The mileage rate for 2022 is 62.5 cents per mile.

### New Policy

#### All Programs

The mileage rate for 2023 is 65.5 cents per mile.

### Automation

Automation changes are not required.

### Correspondence

Correspondence changes are not required.

### Handbook

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

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

### Training

Training is not required.

### Effective Date

This policy is effective for all case actions disposed on or after March 1, 2023.