

SNAP DENIAL REMINDERS

➤ Was **all** correspondence sent to the client's most current address?

➤ Did Form H1020, Request for Information or Action, identify the correct reason for delay, list the correct due date and the correct final due date?

Missing Information

- Have you confirmed the missing information is not available in automated systems such as Data Broker, WTPY, etc.? [C-932](#)
- Have you confirmed the missing information is not in the office or imaged in the State Portal?

Missed Appointment

- Have you checked case comments to see whether the client called to reschedule the appointment? [B-160](#)
- Is this case set to auto-deny? Is the case flagged with a red **D** in Task List Manager?

➤ Are you denying this on the correct date? [B-140](#), [B-160](#)

➤ Are **all** denial reasons listed on Form TF0001, Notice of Case Action, correct and match the reason(s) for action in TIERS?

