

EES Policy No. 21-09-09	RE: COVID-19 Food Assistance and TANF Interviews Temporarily Waived
Policy Memo	Contact Persons: Janelle Harper
From: Sandra Kimmons	
Date: September 16, 2021	
Primary DCF Areas Affected: All interviews for Food Assistance and TANF	Where Posted on Web: http://content.dcf.ks.gov/ees/KEESM/Policy_Memo/policy_memo_list.htm

USDA FNS has approved a temporary waiver to waive interviews for Food Assistance from September 1, 2021 through December 31, 2021. DCF will not require an interview at Initial Application or Review, provided that the applicant's identity has been verified and all other mandatory verification have been completed. The interview is waived even if the Initial Application or Review is expedited. The agency is required to contact the household if any information on the application is questionable and cannot be verified. DCF will make every attempt to verify household circumstances.

No application shall be approved for benefits without verification of identity per KEESM 1322.1 #5 & 1415.3. Refer to the BPM Verification Matrix for acceptable documentation for Identity.

TANF will also waive interviews for Initial Applications and Reviews during this timeframe.

Per BPM the COVID interview template will be completed to document the work that is done to determine eligibility (who, what, where, when, why), saved in ImageNow, and Journal completed stating "Interview Waived COVID-19 see template for details." Documentation is key. The Attendance field in KEES must be marked with a value of *Completed*.

A report will be worked to update all cases pending for an Initial Application and Reviews interview since September 1, 2021 to avoid denials. These cases will require a worker to work them without an interview. Any Initial Applications or Reviews received on September 1, 2021 or after will be updated by KEES to avoid denial.

