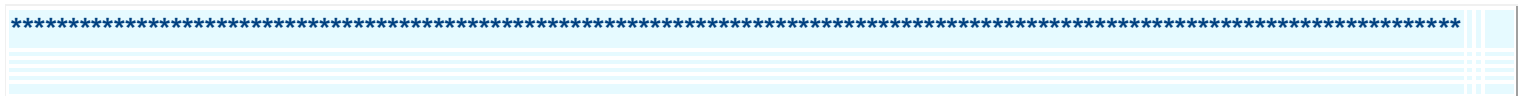


Department of Social and Health Services
Community Services Division
EA-Z Manual

Revision: # 1277
Category: Ongoing Additional Requirements (OAR)
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Summary

Updated EA-Z Manual to reflect expansion of Ongoing Additional Requirements (OAR) effective April 1, 2024



Ongoing Additional Requirements (OAR)

Revised ~~April 30, 2014~~ April 1, 2024

Purpose:

Ongoing Additional Requirements (OAR) are ~~This category describes special~~ additional state-funded payments which are available to ~~certain aged, blind or disabled~~ clients who are receiving cash assistance ~~or a HEN Referral, but have other needs not covered by their monthly cash benefit. This category defines persons who qualify and the needs that qualify for ongoing additional requirement benefits. These payments are for a need beyond essential food, clothing and shelter when the need is necessary to help the individual continue to live independently. Some OAR benefits are paid monthly based upon a review period as assigned by social service staff, whereas some OAR benefits are one-time payments available once during a 12-month period.~~

WAC 388-473-0010 What are ongoing additional requirements and how do I qualify?

- Clarifying Information

WAC 388-473-0020 When do we authorize meals as an ongoing additional requirement?

WAC 388-473-0040 Assistance for Food service animals as an ongoing additional requirement.

- Clarifying Information ~~and Worker Responsibilities~~

WAC 388-473-0060 Laundry as an ongoing additional requirement.

- ~~• Clarifying Information and Worker Responsibilities~~

WAC 388-473-0050 Telephone and internet services as an ongoing additional requirement.

WAC 388-473-0070 Transportation as an ongoing additional requirement.

WAC 388-473-0080 Medically related items or services as an ongoing additional requirement.

WAC 388-478-0050 Payment standards for ongoing additional requirements.

- Clarifying Information

Clarifying Information - WAC 388-473-0010

1. Social Service staff determine the need, payment amount and the length of approval time for OAR.
- ~~2. SFA recipients are eligible for OAR.~~
2. Needs not specified under OAR, or needs that are more than the standard amount or annual limit, may still be requested under the exception to rule provision, by Social Service staff. See: EXCEPTION TO RULE.

3. OAR payments are issued the same way as other cash benefits. The one exception is that OAR for supplemental security income (SSI) recipients must be issued via warrant. See WAC 388-412-0025.
4. OAR benefits are not prorated. If the approval decision from Social Service staff says OAR is approved on January 15, the full monthly OAR amount is issued for January in ACES.
5. Due to ACES programming, countable income will reduce the OAR payment for HEN Referral recipients. In this rare situation, eligibility staff must follow steps outlined in the ACES Manual.
6. ACES does not generate letters when OAR terminates at review for HEN referral and SSI recipients. Social Service staff send a Barcode letter to inform clients about OAR benefits ending at review.

Clarifying Information - WAC 388-473-0040

"Trained" does not require training at a recognized school or training facility. It means the animal has been trained to perform some function for the client. The difference between a pet and service animal is the animal must be performing a task that allows the individual to live independently.

Worker Responsibilities—WAC 388-473-0040

- 1.—You can ask any of the following:
 - a.—What tasks the animal performs for the person?
 - b.—How the animal is necessary for the health and safety of the person?
 - c.—How the animal supports the person's ability to live independently (or more independently)?
 - d.—How the animal was trained (Professional training, private/personal training, etc?)
 - 2.—Do not ask for proof of training. Accept the client's statement relating to the animal's training.
 - a.—The animal does not need:
 - i.—To be trained at a facility or school;
 - ii.—To have a certificate. It is acceptable for the person to have trained the animal themselves, a private trainer, or by a friend or volunteer.
 - 3.—The difference between a pet and services animal is the animal must be performing a services to allow the individual to live independently.
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~~Clarifying Information—WAC 388-473-0060~~

- ~~1.—OAR maximum amounts are:
 - a.—Restaurant meals: \$187.09 per month (or \$6.04 per day with the payment rounded down to the nearest amount);
 - b.—Home delivered meals: The amount charged by the agency providing the meals;
 - c.—Service animal food: \$33.66 per month;
 - d.—Telephone: the local telephone flat rate for the area, or the Washington Telephone Assistance Program (WTAP) rate, whichever is less; and
 - e.—Laundry: \$11.13 per month.~~
- ~~2.—Needs not specified under OAR may still be requested under the exception to rule provision. See EXCEPTION TO RULE~~

~~Worker Responsibilities—WAC 388-473-0060~~

- ~~1.—Refer requests for ongoing additional requirements to Social Services. Set a Barcode tickle for a ten day response.~~
 - ~~2.—For the procedure on denials and approvals, see ACES procedures which follow.~~
 - ~~3.—If the amount authorized by social services is over the standard allowed, contact the social service specialist to see if an exception to rule has been approved for the higher amount.~~
 - ~~4.—If the client is also receiving Food Assistance, the OAR amount is treated as unearned income, (with the exception of benefits for service animal food) and budgeted against food assistance benefits according to the budgeting method in effect for that assistance unit. Allow 10 days advance notice. See: **INCOME Budgeting**.~~
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Clarifying Information - 388-478-0050

1. Services with an annual limit are limited to one payment every 12 months. For example, if \$240.00 is issued for eyeglasses in April 2024, that service cannot be approved again until April 2025 at the earliest.
2. The standards and limits outlined in the WAC are per person, not per household.
3. A household could have more than one person who is eligible for the same OAR benefit.
 - a. For example, a couple is active on ABD and one person receives monthly service animal food (\$50). The other spouse requests food for their service animal (\$50) and is approved by the Social Service Specialist. In ACES, eligibility staff mark that

two people are authorized for service animal food and the system issues twice the amount (\$100).

4. Since ACES works in a future month (the ongoing month), one-time OAR payments and the first month of recurring OAR payments will usually be issued as a cash underpayment.
 - a. For example, a one-time payment of \$1000 is approved for dentures in January. Since ACES is working in February, eligibility staff add OAR in January and issue \$1000 as an underpayment.
 - b. Lead/supervisory approval is required before an OAR underpayment is issued to the client.

ACES PROCEDURES

- See Additional Requirement - Ongoing Additional Requirement (AREQ)
- See Underpayment Processing