

**DHS UPDATES**  
MFSRC 2016

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Quality Assurance and Accountability  
Section  
MN Department of Human Services

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**Topics**

- Introductions/Contact Numbers
- TOP Reconciliation
- TOP Collection Under \$25.00
- Referral to TOP reduced to 120 days
- Claim Collection Time Limits
- New Agency Error Claim Policy
- Collections Stats

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**TOP Contacts**

- TOP Phone Numbers for CLIENTS:  
Metro 651-431-3967 or  
1-800-662-2694
- TOP Staff  
SIR group e-mail :  
[MAXIS-TOP@dhs.state.mn.us](mailto:MAXIS-TOP@dhs.state.mn.us)

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### DHS TOP/Claims Staff

- Maria Tracy – TOP
- Phone Number: 651-431-3954
- SIR email: [Maria.Tracy@state.mn.us](mailto:Maria.Tracy@state.mn.us)
  
- Scott Wotzka – Claims/TOP
- Phone Number: 651-431-3955
- SIR email: [Scott.Wotzka@state.mn.us](mailto:Scott.Wotzka@state.mn.us)

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### TOP Reconciliation

- Reconciled debts/debtors between MAXIS and TOP system
- 15,000 discrepancies, 7000 were manually reconciled

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### TOP collections under \$25.00

- TOP will collect debts under \$25.00 if previously referred
- If the amount is less than the offset fee, no fee is charged
- Do not zero out debts certified for TOP

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### TOP Referral Timeframe

- Currently debts must be referred at 180 days
- Federal law changed it to 120 days
- This will be in place by 11/30/16
- Requirements for a referral to TOP have not changed

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### Collection Time Limits

- No time limit for pursuing administrative recovery of established overpayments
- 6 year limit for initiating civil recovery
- 3 year limit for initiating criminal prosecution
- Revenue Recapture is an administrative recovery action

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### New Agency Error Policy

- Effective with August 2016 overpayments
- Combined manual updated
- Only affects some agency error to cash claims
- SNAP and MFIP food portion policy has not changed

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**New Agency Error Policy (cont)**

- Calculate overpayment the same way
- Use DHS-2776E to determine if overpayment is collectible or not
- All claims get entered into MAXIS
- Use claim type N for non-collectible claims, A for collectible claims

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**Collection Statistics**

- See handout

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**Questions?**

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Thank You!

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**Calendar Years 2012 thru 2016 YTD September 22, 2016**

	2012	2013	2014	2015	2016(YTD)
<b><u>Amount of Claims Established</u></b>					
SNAP (Includes MFIP Federal Food Portion)	\$7,758,219	\$7,860,569	\$7,782,498	\$8,573,189	\$4,526,999
MFIP Cash	\$3,260,657	\$3,120,367	\$2,192,281	\$2,675,861	\$1,972,466
All Other MAXIS Programs*	\$1,359,935	\$1,384,733	\$2,191,090	\$2,578,197	\$873,411
<b>Total</b>	\$12,378,811	\$12,365,669	\$12,165,869	\$13,827,248	\$7,372,876
Fraud Claims Established	\$1,092,133	\$1,138,047	\$1,423,425	\$1,242,239	\$436,856
<b><u>Dollar Amount Collected</u></b>					
SNAP (Includes MFIP Federal Food Portion)	\$5,495,930	\$5,713,241	\$5,914,894	\$6,385,045	\$5,357,712
MFIP Cash	\$2,412,633	\$1,827,684	\$1,887,917	\$1,930,398	\$1,761,511
All Other MAXIS Programs*	\$1,437,411	\$1,605,020	\$1,059,809	\$1,078,504	\$759,110
<b>Total</b>	\$9,345,974	\$9,145,945	\$8,862,621	\$9,393,946	\$7,878,333
** TOP Recoveries	\$1,827,924	\$2,013,279	\$2,293,833	\$2,499,058	\$2,453,570
* Other MAXIS programs include DWP, GA, MSA, RCA, WB, State SNAP					
** State staff administered TOP recoveries are also reflected In SNAP - MFIP Federal Food amounts.					

State Issuance By Programs 2015

<b>Program</b>	<b>Amount</b>
Diversorary Work Program	\$10,374,616.68
Food Stamp	\$472,872,441.95
General Assistance	\$45,035,193.78
Minnesota Families Investment Program	\$277,550,046.82
Minnesota Supplemental Assistance	\$37,399,686.59
Refugee Cash Assistance	\$1,010,178.72
Work Benefit Program	\$797.37
<b>Total</b>	<b>\$844,242,961.91</b>

State Issuance By Programs from 1/1/16 thru 9/22/16

<b>Program</b>	<b>Amount</b>
Diversorary Work Program	\$7,192,630.41
Food Stamp	\$335,937,163.37
General Assistance	\$32,743,280.76
Minnesota Families Investment Program	\$206,903,353.08
Minnesota Supplemental Assistance	\$27,753,981.83
Refugee Cash Assistance	\$827,550.71
<b>Total</b>	<b>\$611,357,960.16</b>