



General Information about Temporary Cash Assistance

The purpose of the Temporary Cash Assistance program is to provide temporary financial help to eligible low-income families.

The program is designed to end dependence by parents on government benefits by promoting training, job preparation and work.

Benefits are paid on Electronic Benefit Transfer (EBT) cards which eligible families use to obtain cash at automatic teller machines or to make purchases using point of sale devices.

To be eligible, the family must include a:

dependent minor child, or

pregnant woman in her ninth month of pregnancy

Parents and minor children who live together must apply as one family unit and eligibility is determined by looking at the circumstances, income and assets of all household members. In order to be eligible, the total countable income and assets of the family must fall below established limits. In addition, families and individuals must participate in work and education programs, cooperate with Child Support Enforcement and meet citizenship and residency requirements.

The amount of assistance received is based on family size and financial circumstances.

Temporary cash assistance is a time limited program. Benefits for families headed by eligible adults, are limited to:

There is a lifetime time limit of 48 months.

Time limits apply to cash assistance received on or after October 1, 1996. Some families qualify for benefit extensions beyond their time limits because they participated in work or work preparation activities and/ or have extraordinary barriers to obtaining employment.

Time limits do not apply to child only cases such as those in which a relative receives cash assistance only for a child (ren) in their care.



General Information about Food Stamps

The Food Stamp Program helps ensure that eligible low-income families and individuals are able to obtain a nutritious diet. Food stamp benefits are intended to supplement other household income and may only be used to purchase food. Other household items such as cleaning supplies, paper goods, clothes, alcohol or tobacco products may not be purchased with Food Stamps.

Food Stamp recipients are able to purchase their food by using an Electronic Benefit Transfer (EBT) card. This card may be used at any retail store authorized by the United States Department of Agriculture (USDA). Food stamp benefits are intended to supplement other household income.

The amount of benefits received is based on the household size and financial circumstances.

All Individuals who purchase and prepare food together are considered a family group for Food Stamp purposes and must have their eligibility determined together.

To be eligible for Food Stamps family groups must have income and assets below the program standards. After adding all the family group's gross income, the case processor will make deductions to the family group's income. These deductions will consider expenses, these expenses may include, but are not limited to, shelter (rent, mortgage or utilities), childcare or medical expenses.

Other technical factors must be met for a family to be eligible for Food Stamps. These technical factors may include:

work registration, having a job or looking for work

cooperation with Child Support Enforcement

citizenship or an eligible non-citizen status with INS, and

Florida residency.



General Information about Medicaid

Medicaid is a program that provides medical coverage to low income individuals and families. The state and federal government share the costs of the Medicaid program.

Medicaid services in Florida are administered by the Agency for Health Care Administration.

Medicaid eligibility in Florida is determined either by the Department of Children and Families (DCF) or the Social Security Administration.

DCF determines Medicaid eligibility for:

Low income families with children

Children only

Pregnant women

Non-citizens with medical emergencies

Elderly and/or disabled individuals not currently receiving Supplemental Security Income (SSI)

The requirements vary for each of these Medicaid programs.

For additional information on any of these programs you may visit:

Temporary Cash Assistance:

[http:// www.dcf.state.fl.us/ess/tanf.shtml](http://www.dcf.state.fl.us/ess/tanf.shtml)

Food stamps:

[http:// www.dcf.state.fl.us/ess/foodstamps.shtml](http://www.dcf.state.fl.us/ess/foodstamps.shtml)

Medicaid:

[http:// www.dcf.state.fl.us/ess/medicaid.shtml](http://www.dcf.state.fl.us/ess/medicaid.shtml)



Confidentiality

General

Information supplied by an individual is considered confidential and **not** subject to the Freedom of Information Act. Federal regulations prohibit the use or disclosure of information regarding applicants and recipients except in specific circumstances.

Health Insurance Portability and Accountability Act (HIPAA)

The Health Insurance Portability and Accountability Act (HIPAA) rule requires that certain privacy standards be maintained when dealing with the personal health information of clients. This rule establishes appropriate safeguards to protect the privacy of health care information and sets boundaries on the use and release of health records.

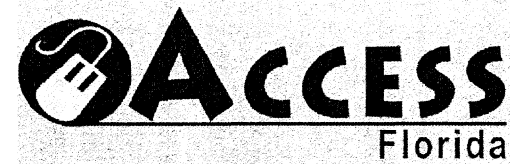
Individuals submitting the following simplified applications, which do not involve use of a CAFEQ, must sign the *Health Insurance Portability and Accountability Act (HIPAA) Receipt*:

KidCare

Simplified Eligibility For Pregnant Women (SEPW)

Medicare Buy-In (QMB, SLMB and QI-1)

Silver Saver



Authorized/Designated Representatives

A designated representative may be appointed or designated to act on behalf of the household. The designated representative may be self-designated (i.e., the customer/patient is incompetent and another member of the household is unavailable). **Designated representatives assume responsibility for the accuracy of the information provided and are subject to the same disqualification penalties and possible prosecution as responsible household members.**

- The authorized/designated representative is responsible for providing correct and complete information about the applicant's circumstances as they relate to eligibility, both at the time of application and eligibility reviews.
- The authorized/designated representative should carefully review those circumstances with applicants prior to applying on their behalf.
- The representative should be knowledgeable about the following factors of eligibility:
 1. Social Security Number
 2. Residency
 3. Citizenship
 4. Income (examples: Social Security, Veterans Benefits, pensions, dividends, contributions, gifts, income from employment or self-employment)
 5. Assets (examples: real estate, bank accounts, automobiles, stocks and bonds)
 6. Shelter and utility obligations
 7. Medical Expenses
- The authorized/designated representative is responsible for keeping the Department of Children and Families informed of any changes

Non-Discrimination and Civil Rights

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer

Applies to intentional discrimination and policies, and practice or procedures that have a disparate impact on any portion of the population

Individuals will not be discriminated against on any basis when requesting or receiving services from the Department of Children and Families.