



**DEPARTMENT of CHILDREN and FAMILIES**  
*Making a Difference for Children, Families and Communities*



Joette Katz  
 Commissioner

Dannel P. Malloy  
 Governor

**POLICY BULLETIN**  
**2014-04**

**Section and Title**     [16-2 Responsibilities of the Revenue Enhancement Office](#)  
[16-3 Title IV-E Federal Reimbursement Program](#)  
[16-3-1 Pre-Placement Administrative Costs](#)  
[16-3-2 Determination/Redetermination Processes](#)  
[16-4 Granting Medical Coverage](#)  
[16-5 Temporary Assistance for Needy Families \(TANF\) Program](#)  
[16-7-1 Cost Allocation Plan](#)  
[16-7-2 Random Moment in Time Study](#)

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**Related Practice Guides**     None

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**Forms**     None updated.

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**Effective Date**     March 14, 2014

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**Target Audience**     All Social Work and Juvenile Services Social Workers  
 All Revenue Enhancement Office staff

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**Purpose**     To updated Revenue Enhancement policies to conform to federal regulations.

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**Operational Implications**     Title IV-E Claiming  
 TANF Claiming  
 Medical Benefits for DCF Children  
 Random Moment in Time Study

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**Distribution and Review Process**     To be reviewed in unit meetings held by supervisors of the impacted staff.

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**Suggestions  
for  
Improvement**

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If you have any suggestions for clarifying or improving the attached policy, procedures or forms, please contact: Director of Revenue Enhancement Susan Hamel at [susan.hamel@ct.gov](mailto:susan.hamel@ct.gov) or 203-427-2854.

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**Sunsetted  
Policy and  
Forms**

16-1 Overview (sunsetting)  
16-3-1 Title IV-E Federal Reimbursement Program (now 16-3)  
16-3-2 IV-E Eligibility (now included in 16-3)  
16-3-2.1 IV-E Candidacy (now included in 16-3)  
16-3-3 Determination/Redetermination Processes (now 16-3-2)  
16-4-1 Granting Medical Coverage (now 16-4)  
16-4-2 Redetermination Process (now in 16-4)  
16-4-3 Interim Changes (now in 16-4)  
16-4-4 Terminating Medical Coverage (now in 16-4)  
16-5-1 Temporary Assistance for Needy Families Program (now 16-5)  
16-5-2 Emergency Assistance to Families Program (sunsetting)  
16-5-3 Services Provided Through the Department (sunsetting)  
16-8-1 Birth Certificates/Social Security Numbers (now included in 16-2)

**Note:** Policies 16-6-1 (Social Security Benefits) and 16-8-2 (Adoption Incentive) are still in the process of being revised.