



Michael R. Pence, Governor
State of Indiana

Division of Family Resources
402 W. WASHINGTON STREET, ROOM W392
INDIANAPOLIS, IN 46204-2747

MEMORANDUM

TO: Field Staff
FROM: Katie Hunter
RE: 735 Penalty Code
DATE : 9/21/15

The penalty code will come up at application point when someone is closed for noncompliance with redeterm, failure to pay, and voluntary withdrawal. The 735 code should not come up in an open case. When the system is asking you to close a case with 735 in error, please send an email to Antonijs.Prizevoits@fssa.in.gov and Dianah.Burress@fssa.in.gov to remove. Do not close. If a person is closed for nonpayment or voluntary withdrawal and 735 code shows up accurately at time of new application, make sure that worker is sending the HIP Lockout Exemption form. Do not deny until after the due date of this form to determine if exemption is met.

