



Michael R. Pence, Governor
State of Indiana

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

MEMORANDUM

TO: Field Operations

FROM: Katie Hunter

RE: HIP – Unverified Changes

DATE : July 30, 2015

System support for pending HIP AGs has not been implemented. Please do NOT close HIP for unverified changes. This can cause the current HIP category to close and also a pending HIP category to form for denial. This action voids the use of the AEORH process. This is exclusive to HIP recipients and includes conditionally approved and fully eligible HIP recipients.

Current errors for acting on HIP unverified changes cannot be rescinded until 9/1/2015. Please use caution when taking action on HIP cases. If closure of HIP is necessary and is the correct action, make sure one HIP category and sequence is closed and a new category is not being denied along with the HIP closure. This will reduce potential problems in the future.

