Update 2012-28: Common Place Handbook
CCS - Valley Medical Center (VMC) Procedures
Using Low Income Subsidy (LIS) applications for CalFresh Outreach

Background
Many low income seniors receiving Social Security Benefits could potentially be eligible for CalFresh.

Changes
In an effort to reach out to this population, an application for CalFresh benefits must now be sent out to all individuals for whom a Low Income Subsidy (LIS) application is submitted. Refer to [Refer to “Low Income Subsidy Applications,” page 9-21

The LIS application process is added to the Common Place Handbook chapter 57- Valley Medical Center (VMC) Procedures.

Implementation
The change is effective immediately upon receipt of this Update.

Clerical
Office management Coordinators (OMCs) must review this handbook section with their respective staff and ensure that correct procedures are being followed. OMCs at VMC must also ensure all needed CalFresh application forms are always available for this purpose.

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