

# Regulatory Analysis Form

(Completed by Promulgating Agency)

(All Comments submitted on this regulation will appear on IRRC's website)

(1) Agency  
Department of Human Services (Department)

(2) Agency Number: 14  
Identification Number: Reg. No. 14-550

(3) PA Code Cite: 55 Pa. Code §§ 123.22 & 133.23

(4) Short Title: Definitions and Redetermination

(5) Agency Contacts (List Telephone Number and Email Address):

Primary Contact: Cathy Buhrig, Director, Bureau of Policy, 717-787-4081

Secondary Contact: Adam Riggs, Director, Division of Family Assistance, 717-772-7915

(6) Type of Rulemaking (check applicable box):

- Proposed Regulation  
 Final Regulation  
 Final Omitted Regulation

- Emergency Certification Regulation;  
 Certification by the Governor  
 Certification by the Attorney General

(7) Briefly explain the regulation in clear and nontechnical language. (100 words or less)

The purpose of this final-form rulemaking is to expand the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients to meet application and redetermination requirements. The change will make the TANF interview process more flexible, efficient, and accessible for applicants and recipients. This rulemaking also adds a definition for "personal interview," which will enable TANF applicants and recipients to participate in interviews in person, by telephone or by other means approved by the Department.

(8) State the statutory authority for the regulation. Include specific statutory citation.

Sections 201(2), 403(b) and 432.2 of the Human Services Code, Act of June 13, 1967, P.L. 31 No. 21, (62 P.S. §§ 201(2), 403(b) and 432.2).

**INDEPENDENT REGULATORY  
REVIEW COMMISSION  
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JAN 24 2022

Independent Regulatory  
Review Commission

IRRC Number: 3282.

**(9) Is the regulation mandated by any federal or state law or court order, or federal regulation? Are there any relevant state or federal court decisions? If yes, cite the specific law, case or regulation as well as, any deadlines for action.**

**This final-form rulemaking is not mandated by federal or state law, court order or federal regulation. There are no relevant court decisions. There are no relevant deadlines for action.**

**(10) State why the regulation is needed. Explain the compelling public interest that justifies the regulation. Describe who will benefit from the regulation. Quantify the benefits as completely as possible and approximate the number of people who will benefit.**

**This regulation is needed for the applicants and recipients that are required to be interviewed for the eligibility determination process. The purpose of this final-form rulemaking is to expand the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients to meet application and redetermination requirements.**

**The compelling public interest to reduce the burden on individuals to make a physical appearance and to promote public health interests justifies the final-form rulemaking to remove the need for a face-to-face interview and adds a definition for "personal interview". This new definition will enable TANF applicants and recipients to participate in interviews by phone, in person or by other means approved by the Department. This change will make the TANF interview process more flexible, efficient and accessible for applicants and recipients. Approximately 6,720 TANF applicants and 107,907 TANF recipients will benefit from the regulation.**

**(11) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulations.**

**This final-form rulemaking is not more stringent than Federal standards.**

**(12) How does this regulation compare with those of the other states? How will this affect Pennsylvania's ability to compete with other states?**

**This regulation will not affect Pennsylvania's ability to compete with other states. Delaware, Maryland, New York, District of Columbia and Virginia all do not require face-to-face interviews and encourage telephone interviews.**

**(13) Will the regulation affect any other regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.**

**This final-form regulation will not affect other regulations of the Department or another state agency.**

**(14) Describe the communications with and solicitation of input from the public, any advisory council/group, small businesses and groups representing small businesses in the development and drafting of the regulation. List the specific persons and/or groups who were involved. ("Small business" is defined in Section 3 of the Regulatory Review Act, Act 76 of 2012.)**

**In developing and drafting this regulation, the Department did not communicate with or solicit input from the public, small businesses, council, or groups.**

**(15) Identify the types and number of persons, businesses, small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012) and organizations which will be affected by the regulation. How are they affected?**

**In the first year of its implementation, this final-form rulemaking will affect approximately 5,314 TANF applicants monthly and 90,433\* TANF recipients throughout the year. The amendment will give applicants and recipients the option to meet their interview requirements in person, by telephone or by other means approved by the Department. The regulation will not affect businesses, small businesses, or other organizations.**

**\*728 persons are from the Emergency Assistance Program (EAP).**

(16) List the persons, groups or entities, including small businesses, that will be required to comply with the regulation. Approximate the number that will be required to comply.

Approximately 5,314 TANF applicants and 90,433\* TANF recipients will be required to comply with the regulation. The final-form rulemaking imposes no requirements on other groups or entities, including small businesses.

\*728 persons are from the Emergency Assistance Program (EAP).

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(17) Identify the financial, economic and social impact of the regulation on individuals, small businesses, businesses and labor communities and other public and private organizations. Evaluate the benefits expected as a result of the regulation.

This final-form rulemaking will make the TANF interview process more flexible, efficient and accessible for applicants and recipients. With these changes, the required personal interview may be in person, by telephone or by other means approved by the Department, rather than having a face-to-face interview. Some individuals may no longer need to incur a travel, leave, or babysitting expense to participate in an interview.

There is no financial, economic, or social impact of the regulation on small businesses, businesses and labor communities and other public and private organizations.

(18) Explain how the benefits of the regulation outweigh any cost and adverse effects.

There are no costs or adverse effects associated with this final-form regulation; accordingly, the benefit of the flexible personal interview process for applicants or recipients outweighs the cost.

(19) Provide a specific estimate of the costs and/or savings to the **regulated community** associated with compliance, including any legal, accounting or consulting procedures which may be required. Explain how the dollar estimates were derived.

There are no costs to the regulated community associated with this regulation.

The final-form rulemaking will enable individuals to jointly plan with the Department the most convenient type of personal interview. These options can save time and avoid the extra travel and child care expenditures they may have with face-to-face interviews.

(20) Provide a specific estimate of the costs and/or savings to the **local governments** associated with compliance, including any legal, accounting or consulting procedures which may be required. Explain how the dollar estimates were derived.

There are no costs or savings to local government associated with compliance with this regulation.

(21) Provide a specific estimate of the costs and/or savings to the **state government** associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required. Explain how the dollar estimates were derived.

There are no costs or savings to the Department or the Pennsylvania State Government.

(22) For each of the groups and entities identified in items (19)-(21) above, submit a statement of legal, accounting or consulting procedures and additional reporting, recordkeeping or other paperwork, including copies of forms or reports, which will be required for implementation of the regulation and an explanation of measures which have been taken to minimize these requirements.

No changes to reporting, recordkeeping or other paperwork associated with this regulation.

(22a) Are forms required for implementation of the regulation?

No forms are required for implementation of the regulation.

(22b) If forms are required for implementation of the regulation, **attach copies of the forms here**. If your agency uses electronic forms, provide links to each form or a detailed description of the information required to be reported. **Failure to attach forms, provide links, or provide a detailed description of the information to be reported will constitute a faulty delivery of the regulation.**

No forms are required for implementation of the regulation.

*Jonak Gilligan*

06/11/2021

(23) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years.

	Current FY Year	FY +1 Year	FY +2 Year	FY +3 Year	FY +4 Year	FY +5 Year
<b>SAVINGS:</b>	\$0	\$0	\$0	\$0	\$0	\$0
Regulated Community	0	0	0	0	0	0
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Total Savings	0	0	0	0	0	0
<b>COSTS:</b>	0	0	0	0	0	0
Regulated Community	0	0	0	0	0	0
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Total Costs	0	0	0	0	0	0
<b>REVENUE LOSSES:</b>	0	0	0	0	0	0
Regulated Community	0	0	0	0	0	0
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Total Revenue Losses	0	0	0	0	0	0

(23a) Provide the past three year expenditure history for programs affected by the regulation.

Program	FY -3	FY -2	FY -1	Current FY
Cash Grants (in thousands)	\$25,457	\$25,457	\$14,987	\$13,740

(24) For any regulation that may have an adverse impact on small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012), provide an economic impact statement that includes the following:

- (a) An identification and estimate of the number of small businesses subject to the regulation.
- (b) The projected reporting, recordkeeping and other administrative costs required for compliance with the proposed regulation, including the type of professional skills necessary for preparation of the report or record.
- (c) A statement of probable effect on impacted small businesses.
- (d) A description of any less intrusive or less costly alternative methods of achieving the purpose of the proposed regulation.

This regulation will not adversely affect small businesses. Small businesses will not be subject to this regulation.

(25) List any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, the elderly, small businesses, and farmers.

This final-form rulemaking addresses the needs of TANF applicants and recipients because it enables them to jointly plan with the Department which interview method is best suited to their needs. Everyone, including persons with disabilities, illnesses, or other challenges, will be permitted to meet TANF interview requirements in their homes.

(26) Include a description of any alternative regulatory provisions which have been considered and rejected and a statement that the least burdensome acceptable alternative has been selected.

The Department did not consider alternative regulatory provisions to eliminate the requirement for a face-to-face interview to achieve the goal of expanding the options for the TANF application and redetermination interview. Because a face-to-face interview is required by current regulation, no alternative was acceptable.

**(27) In conducting a regulatory flexibility analysis, explain whether regulatory methods were considered that will minimize any adverse impact on small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012), including:**

- a) The establishment of less stringent compliance or reporting requirements for small businesses;
- b) The establishment of less stringent schedules or deadlines for compliance or reporting requirements for small businesses;
- c) The consolidation or simplification of compliance or reporting requirements for small businesses;
- d) The establishment of performance standards for small businesses to replace design or operational standards required in the regulation; and
- e) The exemption of small businesses from all or any part of the requirements contained in the regulation.

**Because the final-form regulation will have no effect on small businesses, it was unnecessary to consider other regulatory methods that would minimize the impact on them.**

**(28) If data is the basis for this regulation, please provide a description of the data, explain in detail how the data was obtained, and how it meets the acceptability standard for empirical, replicable and testable data that is supported by documentation, statistics, reports, studies or research. Please submit data or supporting materials with the regulatory package. If the material exceeds 50 pages, please provide it in a searchable electronic format or provide a list of citations and internet links that, where possible, can be accessed in a searchable format in lieu of the actual material. If other data was considered but not used, please explain why that data was determined not to be acceptable.**

**Data was not the basis for this regulation.**



(29) Include a schedule for review of the regulation including:

- |   |   |
|---|---|
| A. The length of the public comment period:   | <u>30 calendar days after publication</u> |
| B. The date or dates on which any public meetings or hearings will be held:                   | <u>Not applicable</u>                     |
| C. The expected date of delivery of the final-form regulation:                                | <u>Fall 2021</u>                          |
| D. The expected effective date of the final-form regulation:                                  | <u>Effective upon final publication</u>   |
| E. The expected date by which compliance with the final-form regulation will be required:     | <u>Effective upon final publication</u>   |
| F. The expected date by which required permits, licenses or other approvals must be obtained: | <u>Not applicable</u>                     |

(30) Describe the plan developed for evaluating the continuing effectiveness of the regulations after its implementation.

In order to continue effectiveness of the regulation after its implementation, the plan we developed will be to monitor every 30 days for a year to determine efficacy. We will continue to leverage existing monthly reports to evaluate for the following:

- A decrease in the number of applicants denied for failure to be interviewed.
- A decrease in the number of recipients closed for failure to be interviewed.

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JAN 24 2022

Independent Regulatory  
Review Commission

CDL-1

**FACE SHEET  
FOR FILING DOCUMENTS  
WITH THE LEGISLATIVE REFERENCE BUREAU**  
  
(Pursuant to Commonwealth Documents Law)

DO NOT WRITE IN THIS SPACE

<p>Copy below is hereby approved as to form and legality. Attorney General</p> <p>By: _____ (Deputy Attorney General)</p> <p>_____ Date of Approval</p> <p><input type="checkbox"/> Check if applicable Copy not approved. Objections attached.</p>	<p>Copy below is hereby certified to be a true and correct copy of a document issued, prescribed or promulgated by:</p> <p><b>DEPARTMENT OF HUMAN SERVICES</b> (Agency)</p> <p>LEGAL COUNSEL: <u>Michael Clark</u></p> <p>DOCUMENT/FISCAL NOTE NO. 14-550</p> <p>DATE OF ADOPTION: _____</p> <p>BY: <u>[Signature]</u></p> <p>TITLE: <b>SECRETARY OF HUMAN SERVICES</b> (Executive Officer, Chairman or Secretary)</p>	<p>Copy below is hereby approved as to Form and legality. Executive or Independent Agencies.</p> <p>BY: <u>[Signature]</u></p> <p>December 21, 2021 _____ Date of Approval</p> <p>(Deputy General Counsel) (Chief Counsel, Independent Agency) (Strike inapplicable title)</p> <p><input type="checkbox"/> Check if applicable. No Attorney General approval or objection within 30 days after submission.</p>
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**NOTICE OF FINAL-FORM RULEMAKING**

**DEPARTMENT OF HUMAN SERVICES**

**OFFICE OF INCOME MAINTENANCE**

Definitions and Redetermination

55 Pa. Code Chapter 123 (Definitions)  
55 Pa. Code Chapter 133 (Redetermining Eligibility)

*Statutory Authority*

The Department of Human Services (Department) amends Chapters 123 and 133 (relating to definitions; and redetermining eligibility) as set forth in Annex A pursuant to the authority of §§ 201(2), 403(b) and 432.2 of the Human Services Code, Act of June 13, 1967, P.L. 31 No. 21 (62 P.S. §§ 201(2), 403(b) and 432.2). Notice of proposed rulemaking was published at 50 Pa.B. 7193 on December 19, 2020.

*Purpose of Regulation*

The purpose of this final-form rulemaking is to expand the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients to meet application and redetermination requirements. The final-form rulemaking removes the need for a face-to-face interview and adds a definition for "personal interview," which will enable TANF applicants and recipients to participate in required interviews by phone, in person or by other means approved by the Department. This change will make the TANF interview process more flexible, efficient and accessible for applicants and recipients.

*Affected Individuals and Organizations*

This final-form rulemaking affects TANF applicants and recipients.

*Accomplishments and Benefits*

These final-form amendments will make the TANF interview process more flexible, and accessible for applicants and recipients. The change will also make the TANF

review process more flexible and efficient for the Department. With these changes, the required personal interview may be in person, by telephone or by other means approved by the Department. With expanded interview options, the Department may plan with applicants and recipients the most convenient and efficient type of personal interview. For applicants and recipients, these options can save time and avoid the extra travel and childcare expenditures they might have with face-to-face interviews.

*Contact Persons*

**via US mail:**

Cathy Buhrig  
Department of Human Services  
Office of Income Maintenance  
1006 Hemlock Drive, Room 230  
P.O. Box 2675  
Harrisburg, PA 17110-3595

**via email to: [RA-oimcomments@pa.gov](mailto:RA-oimcomments@pa.gov)**

Persons with a disability who require an auxiliary aid or service may use the AT&T Relay Service at:  
1-800-654-5984 (TDD users) or  
1-800-654-5988 (voice users)

*Fiscal Impact*

There are no costs associated with this regulation. This regulation may result in travel cost savings for applicants and recipients. Applicants and recipients may also avoid travel and childcare expenditures and lost wages from unpaid leave time.

*Public Comment*

No public meetings or community participation processes were used to develop the final-form regulation. The Department received one public comment from the Homeless Assistance Program (HAP), and one comment from the House Health Committee in support of the final-form change that would provide expanded interviews. No comments were received from Independent Regulatory Review Commission (IRRC), other legislators or other state agencies. The Department made no changes in response to the two favorable comments received.

*Regulatory Review Act*

Under section 5(a) of the Regulatory Review Act (71 P.S. § 745.5(a)), on December 7, 2020, the Department submitted notice of this proposed rulemaking, published at 50 Pa.B. 7193 (December 19, 2020), to IRRC for review and comment. On February 17, 2021, the Department submitted notice of this proposed rulemaking to the Chairpersons of the House Committee on Health and the Senate Committee on Health and Human Services for review and comment.

In compliance with the Regulatory Review Act, the Department also provided the Committees and the IRRC with copies of the public comment received, as well as other documentation. In preparing the final-form regulation, the Department reviewed and considered the comments received from the public. In accordance with §§ 5.1(j.1) and (j.2) of the Regulatory Review Act, this regulation was [deemed] approved by the Committees on \_\_\_\_\_. IRRC met on \_\_\_\_\_ and approved the regulation. In addition to submitting the final-form rulemaking, the Department has provided the IRRC

and the Committees with a copy of a Regulatory Analysis Form prepared by the Department. A copy of this form is available to the public upon request.

*Findings:*

The Department finds:

- (a) The public notice of intention to amend the administrative regulation by this Order has been given pursuant to §§ 201 and 202 of the Commonwealth Documents Law (45 P.S. §§ 1201 and 1202) and the regulations at 1 Pa. Code §§ 7.1 and 7.2.
- (b) A public comment period was provided as required by law and all comments were considered in drafting this final-form rulemaking.
- (c) That the adoption of this regulation in the manner provided by this Order is necessary and appropriate for the administration and enforcement of §§ 201(2), 403(b) and 432.2 of the Human Services Code, Act of June 13, 1967, P.L. 31 No. 21 (62 P.S. §§ 201(2), 403(b) and 432.2).

*Order:*

The Department acting pursuant to §§ 201(2), 403(b) and 432.2 of the Human Services Code, Act of June 13, 1967, P.L. 31 No. 21 (62 P.S. §§ 201(2), 403(b) and 432.2) orders:

- (a) The regulation of the Department is amended to read as set forth in Annex A of this Order.
- (b) The Secretary of the Department shall submit this final-form regulation to the Offices of General Counsel and Attorney General for approval as to legality and form as required by law.

- (c) The Department shall submit this final-form regulation to IRRC and the Legislative Standing Committees as required by law.
- (d) The Secretary of the Department shall certify and deposit this final-form regulation with the Legislative Reference Bureau as required by law.
- (e) The regulation shall take effect upon final publication in the *Pennsylvania Bulletin*.

M SNEAD  
*Acting Secretary*

**Annex A**  
**TITLE 55. HUMAN SERVICES**  
**PART II. PUBLIC ASSISTANCE MANUAL**  
**Subpart B. INTAKE AND REDETERMINATION**  
**CHAPTER 123. DEFINITIONS**

**TANF/GA INTAKE AND REDETERMINATION DEFINITIONS**

**§ 123.22. Definitions.**

The following words and terms, when used in this chapter and Chapters 125, 133 and 141 (relating to application process; redetermining eligibility; and general eligibility provisions), have the following meanings, unless the context clearly indicates otherwise:

\* \* \* \* \*

*Application interview*—A [face-to-face] personal interview between an applicant and an eligibility worker [which is scheduled within 13-calendar days after receipt of an application. The purpose of the application interview is], to gather and record information and to secure verification needed to establish eligibility.

\* \* \* \* \*

*Monthly assistance payment*—The amount of money issued monthly that is based on the family size allowance plus, if applicable, a special need allowance, reduced by the net income of the budget group.



*Personal interview*—A meeting or discussion between an applicant or recipient and an eligibility worker, in person, by telephone or by other means approved by the Department.

*Reapplication*—A completed, signed form approved by the Department which is filed with the CAO by a recipient and used for a complete redetermination of continued eligibility of a budget group.

\* \* \* \* \*

*Screening interview*—A [face-to-face or telephone] personal interview between the applicant and [a CAO] an eligibility worker which includes a review of the [filed] application [form] to assure that information necessary to determine eligibility is provided [on the form] prior to determining a person ineligible or prior to scheduling an application interview.

**CHAPTER 133. REDETERMINING ELIGIBILITY  
REDETERMINING ELIGIBILITY PROVISIONS  
FOR TANF/GA**

**§ 133.23. Requirements.**

\* \* \* \* \*

(c) *Redetermination contacts.* [Redetermination contacts with the client may be in the home or in the office, depending on the preference of the client. Office and home visits shall be scheduled with the client. It may not always be possible to plan a visit so that home visits to the client without notice may be occasionally necessary; for example, when substantiating information is required and urgent to determine the continued eligibility of the client. Home visits shall always be made in accord with the principle of the Department respecting the right of the client to privacy and personal dignity as set forth in § 121.1 (relating to policy).] The Department shall schedule and conduct a personal interview with the recipient.

(d) *Controls for redeterminations.* To carry out the function of redetermining eligibility, a central control of necessary future actions is maintained to provide a method whereby reasonably predictable changes in the total caseload can be acted on within appropriate time limits.

\* \* \* \* \*



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES

January 24, 2022

The Honorable Art Haywood  
Senate of Pennsylvania  
Harrisburg, Pennsylvania 17120

Dear Senator Haywood:

Enclosed is a final-form regulation that expands the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients in meeting their application and redetermination requirements. To accomplish this, the regulation amends the definitions of applicant interview and screening interview and adds a definition of "personal interview." A "personal interview" is a meeting or discussion between an applicant or recipient, and an eligibility worker. The meeting or discussion may be in person, by telephone or by other means approved by the Department.

These amendments are needed to make the TANF application and redetermination interview process more flexible, efficient and accessible for applicants and recipients. These interview options will save them time, obviate their need to leave work for interviews, and help them avoid travel and childcare expenditures and lost wages. With these options, eligibility workers will likely find it easier to successfully schedule interviews with applicants and recipients.

This final-form regulation, which amends the *Pennsylvania Code*, Title 55, Chapter 123 (relating to definitions), and Chapter 133 (relating to redetermining eligibility), is submitted for review by your Committee pursuant to the Regulatory Review Act.

The Department will provide your Committee with any assistance required to facilitate a thorough review of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Snead".

M. Snead  
Acting Secretary

Enclosure

OFFICE OF THE SECRETARY



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES

January 24, 2022

The Honorable Dan Frankel  
House of Representatives  
Harrisburg, Pennsylvania 17120

Dear Representative Frankel:

Enclosed is a final-form regulation that expands the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients in meeting their application and redetermination requirements. To accomplish this, the regulation amends the definitions of applicant interview and screening interview and adds a definition of "personal interview." A "personal interview" is a meeting or discussion between an applicant or recipient, and an eligibility worker. The meeting or discussion may be in person, by telephone or by other means approved by the Department.

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This final-form regulation, which amends the *Pennsylvania Code*, Title 55, Chapter 123 (relating to definitions), and Chapter 133 (relating to redetermining eligibility), is submitted for review by your Committee pursuant to the Regulatory Review Act.

The Department will provide your Committee with any assistance required to facilitate a thorough review of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Snead".

M. Snead  
Acting Secretary

Enclosure

OFFICE OF THE SECRETARY



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES

January 24, 2022

The Honorable Kathy L. Rapp  
House of Representatives  
Harrisburg, Pennsylvania 17120

Dear Representative Rapp:

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Sincerely,

A handwritten signature in black ink, appearing to read "M. Snead".

M. Snead  
Acting Secretary

Enclosure

OFFICE OF THE SECRETARY



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES

January 24, 2022

The Honorable Michele Brooks  
Senate of Pennsylvania  
Harrisburg, Pennsylvania 17120

Dear Senator Brooks:

Enclosed is a final-form regulation that expands the types of interviews available to Temporary Assistance for Needy Families (TANF) applicants and recipients in meeting their application and redetermination requirements. To accomplish this, the regulation amends the definitions of applicant interview and screening interview and adds a definition of "personal interview." A "personal interview" is a meeting or discussion between an applicant or recipient, and an eligibility worker. The meeting or discussion may be in person, by telephone or by other means approved by the Department.

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The Department will provide your Committee with any assistance required to facilitate a thorough review of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Snead".

M. Snead  
Acting Secretary

Enclosure

OFFICE OF THE SECRETARY

## Kathy Cooper

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**From:** Bradbury, Joan <jbradbury@pasen.gov>  
**Sent:** Monday, January 24, 2022 11:08 AM  
**To:** Dietrich, Dawn  
**Cc:** Baird, Colleen  
**Subject:** RE: Reg. No. 14-550 OIM Definitions and Redetermination (Final Rulemaking)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Received.

### *Joan Bradbury*

Executive Director  
Senate Health & Human Services Committee  
Office of Senator Michele Brooks  
168 Main Capitol Building  
717-787-1475 (direct)

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**From:** Dietrich, Dawn <dadietrich@pa.gov>  
**Sent:** Monday, January 24, 2022 11:01 AM  
**To:** Bradbury, Joan <jbradbury@pasen.gov>  
**Cc:** Baird, Colleen <cobaird@pa.gov>  
**Subject:** Reg. No. 14-550 OIM Definitions and Redetermination (Final Rulemaking)  
**Importance:** High

ⓘ CAUTION : External Email ⓘ

Good morning.

We are submitting Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking) to the Senate Health and Human Services Committee and the House Health Committee.

Please provide written (email) confirmation that this rulemaking was received by the Committee chair's office.

Thank you,

*Dawn*

Delivery of DHS Office of Chief Counsel physical mail has been affected due to the current restrictions. If you need to send documents to any of our offices (Harrisburg, Philadelphia, Pittsburgh or Wilkes-Barre), please email them to: [RA-PWDHS-OGC-Mail@pa.gov](mailto:RA-PWDHS-OGC-Mail@pa.gov)

**Dawn Dietrich | Administrative Officer 2**  
Department of Human Services | Governor's Office of General Counsel  
625 Forster Street, 3rd Floor West | Harrisburg, PA 17120  
Phone: 717.787.6398 | Fax: 717.772.0717  
[www.dhs.pa.gov](http://www.dhs.pa.gov)



**Kathy Cooper**

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**From:** Fricke, Erika L. <EFricke@pahouse.net>  
**Sent:** Monday, January 24, 2022 1:11 PM  
**To:** Dietrich, Dawn  
**Cc:** Baird, Colleen  
**Subject:** RE: Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Received!

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**From:** Dietrich, Dawn <dadietrich@pa.gov>  
**Sent:** Monday, January 24, 2022 11:01 AM  
**To:** Fricke, Erika L. <EFricke@pahouse.net>  
**Cc:** Baird, Colleen <cobaird@pa.gov>  
**Subject:** Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)  
**Importance:** High

Good morning.

We are submitting Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking) to the Senate Health and Human Services Committee and the House Health Committee.

Please provide written (email) confirmation that this rulemaking was received by the Committee chair's office.

Thank you,

*Dawn*

If you need to send documents to any of our offices (Harrisburg, Philadelphia, Pittsburgh or Wilkes-Barre), please email them to: [RA-PWDHS-OGC-Mail@pa.gov](mailto:RA-PWDHS-OGC-Mail@pa.gov)

**Dawn Dietrich | Legal Office Administrator 2**  
Department of Human Services | Governor's Office of General Counsel  
625 Forster Street, 3rd Floor West | Harrisburg, PA 17120  
Phone: 717.787.6398 | Fax: 717.772.0717  
[www.dhs.pa.gov](http://www.dhs.pa.gov)

## Kathy Cooper

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**From:** Michael Siget <Msiget@pahousegop.com>  
**Sent:** Monday, January 24, 2022 11:16 AM  
**To:** Dietrich, Dawn  
**Cc:** Baird, Colleen  
**Subject:** RE: Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Morning,

Chair Rapp's office is in receipt of this regulatory package. Thank you.

---

**From:** Dietrich, Dawn <dadietrich@pa.gov>  
**Sent:** Monday, January 24, 2022 11:01 AM  
**To:** Michael Siget <Msiget@pahousegop.com>  
**Cc:** Baird, Colleen <cobaird@pa.gov>  
**Subject:** Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)  
**Importance:** High

Good morning.

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*Dawn*

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## **Kathy Cooper**

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**From:** Freeman, Clarissa <Clarissa.Freeman@pasenate.com>  
**Sent:** Monday, January 24, 2022 1:48 PM  
**To:** Dietrich, Dawn  
**Cc:** McCahan, Ashley  
**Subject:** RE: Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good afternoon Dawn,

Received!

Thank you,

**Clarissa L Freeman, Esq.**  
Health and Human Services Committee  
Senate of Pennsylvania  
Office of Senator Art Haywood

**10 East Wing, Main Capitol Building**  
Harrisburg, Pennsylvania 17120-3004  
717-787-1427 (P)  
717-772-0572 (F)

7106 Germantown Avenue  
Philadelphia, Pennsylvania 19119-1837  
215-242-8171 (P)  
215-242-6118 (F)

1168 Easton Road  
Abington, PA 19001  
215-517-1434 (P)  
215-517-1439 (F)

Our Harrisburg Office is open Monday to Wednesday and Fridays from 9:00am- 4:45pm, and will serve you remotely on Thursdays, by phone, email, and online from 9:00am – 4:45pm. Please call us at 717-787-1427 for assistance or visit our [Self-Service](#) page.

You can reach our team online Tuesday - Thursday from 10:00am – 12:00pm & 2:00pm - 4:00pm via our [Live Chat tool](#) (real time text communications via computer or mobile phone with a District Representative) at [www.senatorhaywood.com](http://www.senatorhaywood.com)



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**From:** Dietrich, Dawn <dadietrich@pa.gov>  
**Sent:** Monday, January 24, 2022 1:44 PM  
**To:** Freeman, Clarissa <Clarissa.Freeman@pasenate.com>  
**Cc:** McCahan, Ashley <amccahan@pa.gov>  
**Subject:** FW: Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)  
**Importance:** High

■ EXTERNAL EMAIL ■

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Hi, Clarissa.

Are you able to send an email showing you received the regulation this morning?

We can't submit the regulation to IRRC until we have all the confirmations back.

Thank you,

Dawn

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**From:** Dietrich, Dawn  
**Sent:** Monday, January 24, 2022 11:01 AM  
**To:** [Clarissa.Freeman@pasenate.com](mailto:Clarissa.Freeman@pasenate.com)  
**Cc:** Baird, Colleen <cobaird@pa.gov>  
**Subject:** Reg. No. 14-550, OIM Definitions and Redetermination (Final Rulemaking)  
**Importance:** High

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Thank you,

*Dawn*

**Delivery of DHS Office of Chief Counsel physical mail has been affected due to the current restrictions. If you need to send documents to any of our offices (Harrisburg, Philadelphia, Pittsburgh or Wilkes-Barre), please email them to: [RA-PWDHS-OGC-Mail@pa.gov](mailto:RA-PWDHS-OGC-Mail@pa.gov)**

**Dawn Dietrich | Administrative Officer 2  
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