Administrative Review Report

ALPHA BD OF ED – 041-00070 Warren County

Findings and Corrective Action:

Site Name		
Form Name	On-Site Assessment Tool	
Question #	126	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/16/2017 02:09 PM	Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. One application was missing the last 4 digits of the social security number and the no social security box was not checked.
Site Name		
Form Name	On-Site Assessment Tool	
Question #	138	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/16/2017 02:09 PM	The SFA must update the benefit issuance document(s) when there are changes in eligibility as a result of verification, resubmitted applications, new students, transferred or withdrawn students. Errors were recorded on the Eligibility Certification and Benefit Issuance Error Worksheet (SFA-1). Correct the errors indicated and record the date of correction on the SFA-1. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.
Site Name		
Form Name	On-Site Assessment Tool	
Question #	214	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/16/2017 02:09 PM	Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change. Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation..