



Department of Human Services
311 West Saratoga Street
Baltimore MD 21201

FIA INFORMATION MEMO

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TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT, FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF

FROM: AUGUSTIN NTABAGANYIMANA, FIA ACTING EXECUTIVE DIRECTOR

RE: TEMPORARY CASH ASSISTANCE (TCA) MANAGEMENT EVALUATION (ME) REVIEW PROCESS

PROGRAM AFFECTED: TEMPORARY CASH ASSISTANCE (TCA)

ORIGINATING OFFICE: OFFICE OF OPERATIONS

SUMMARY

The Family Investment Administration (FIA) has changed the approach in which Temporary Cash Assistance (TCA) Management Evaluation (ME) reviews are conducted. Starting in January 2024, a monthly statewide sample of active, denied, and closed TCA cases will receive an ME review. These reviews are designed to determine whether we are administering TCA in accordance with program policies. Similar to the Supplemental Nutrition Assistance Program ME, a TCA Error Response Forms will be issued for each case a reviewer determines was processed incorrectly. Each local department must create a process to ensure that returned cases are corrected in a timely manner.

The Family Investment Administration looks forward to partnering with you to improve the accuracy of TCA case decisions.

ATTACHMENTS

[TCA Manual](#)

[TCA Action Transmittals-AT/ Information Memo-IM](#)

[FINAL_TCA-Work-Book-Participation-Revised-11.2022](#)

INQUIRIES:

Please direct policy questions to FIA Policy by completing the [FIA Policy Information Request](#)

[Form](#) found on Knowledge Base or via email at fia.policy@maryland.gov for Montgomery County only. For systems questions, please email fia.bsdm@maryland.gov.

cc: DHS Executive Staff
FIA Management Staff
Constituent Services
DHS Help Desk
Office of Administrative Hearings