



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

Family Investment Administration **ACTION TRANSMITTAL**

Control Number: 15-21

Effective Date: UPON RECEIPT

Issuance Date: March 3, 2015

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS AND CASE MANAGERS**

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR

RE: NEW MEDICAL REPORT FORM DHR/FIA 500

**PROGRAMS AFFECTED: FOOD SUPPLEMENT PROGRAM (FSP), TEMPORARY
CASH ASSISTANCE (TCA), REFUGEE CASH
ASSISTANCE (RCA), TEMPORARY DISABILITY
ASSISTANCE PROGRAM (TDAP) AND CHILD CARE
SUBSIDY (CCS)**

ORIGINATING OFFICE: OFFICE OF PROGRAMS

Background:

We have revised the form DHR/FIA 500 medical report, effective immediately. We have also revised the signature requirements: we will no longer make a distinction between a "health provider" and a "medical provider." Specifically, we no longer will require a medical doctor to sign the form when a licensed medical provider completes it. Another reason for the change in signature requirements is because we are no longer required to send medical reports to State Review Team to establish disability for Medical Assistance.

The revised form incorporates all information case managers need when determining disability for TCA, RCA, TDAP, and CCS applicants or recipients.

While we have streamlined the procedures for processing this form, our intent is that providers who are familiar with the clients complete the form. Additionally, while we respect the diagnoses and opinions of the professionals who complete forms, guidelines for questionable verification remain applicable. For example, a case manager may ask for follow up information if a mental health provider bases a work program exemption solely on a physical injury.