

Late Annual Recertifications

Introduction

TRACS has modified the logic to relax the fatal edit for late Annual Recertifications, and redefined lateness in terms of the submitted MAT10 transaction's voucher date and transaction effective date. These changes were implemented as a result of a TRACS/Industry Conference Call discussion held on January 8, 2003.

Generally, TRACS will perform the following:

1. Eliminate the "late recert" fatal edit against the existing household certification (**F0180**).
2. Restrict the "late" recert edits to ARs only for the incoming mat10 **AR** (baseline or non-baseline).
3. Create a discrepancy in regard to "late" ARs.
 - a. (ARs should not be more than 3 months older than their intended voucher.)
4. Accept the AR even if it is late.
5. Create discrepancies for certifications having voucher dates too far in the future.
 - a. (ARs should not be submitted too soon in advance of their expected submission.)
6. Create discrepancies for certifications having transaction effective dates later than the voucher date.
 - a. (ARs should not be submitted after their intended voucher submission.)
7. Each discrepancy message will display the "Voucher Date", since it is an important edit for the user.
8. Use the month/year and not the day when evaluating the voucher/effective dates in the logic for this requirement.

Specifically, TRACS will implement new discrepancies:

1. For Rent Supps or RAPs (Subsidy Types 2 or 3), the month and year of the Voucher Date in the incoming mat10 **AR** should not be greater than the current month/year + **1 month**
 - a. If it is, TRACS accepts it but issues a discrepancy:
 - b. **Code:** CE257
 - c. **Message:** FOR RENT SUPP/RAP, VOUCHER DT MAY NOT EXCEED NEXT MONTH
(1) Voucher Date: (display reported voucher date)
 - d. **Recommendation in MAT Guide:** TRACS STORED THE CERTIFICATION. NO ACTION REQUIRED. VOUCHER DATE SHOULD NOT BE GREATER THAN THE CURRENT MONTH + 1 MONTH. FOREWARNING: THIS EDIT BECOMES FATAL IN THE FUTURE.
 - e. **Priority Code:** 3
2. For Section 8, PACS, and PRACS (Subsidy Types 1, 7, 8, or 9), the month and year of the Voucher Date in the incoming mat10 **AR** should not be greater than the current month/year + **2 months**
 - a. If it is, TRACS accepts it but issues a discrepancy:
 - b. **Code:** CE256
 - c. **Message:** FOR SECTION 8/PAC/PRAC, VOUCHER DT MAY NOT EXCEED THE MONTH AFTER NEXT
(1) Voucher Date: (display reported voucher date)
 - d. **Recommendation in MAT Guide:** TRACS STORED THE CERTIFICATION. NO ACTION REQUIRED. VOUCHER DATE SHOULD NOT BE GREATER THAN THE CURRENT MONTH + 2 MONTHS. FOREWARNING: THIS EDIT BECOMES FATAL IN THE FUTURE.
 - e. **Priority Code:** 3

3. For (Subsidy Types 1, 2, 3, 7, 8, 9), the month and year of the Transaction Effective Date in the incoming mat10 **AR** should not be greater than the month and year of the Voucher Date.
 - a. If it is, TRACS accepts it but issues a discrepancy:
 - b. **Code:** CE255
 - c. **Message:** MO/YR OF TRANS EFFECT DT MAY NOT EXCEED THE MO/YR OF VOUCHER DT IN MAT10
(1) Voucher Date: (display reported voucher date)
 - d. **Recommendation in MAT Guide:** TRACS STORED THE CERTIFICATION. NO ACTION REQUIRED. BEGIN SUBMITTING ALL MAT10 TRANSACTIONS WITH MO/YR OF TRANS EFFECT DT EQUAL TO OR EARLIER THAN MO/YR OF VOUCHER DT IN MAT10. FOREWARNING: THIS EDIT BECOMES FATAL IN THE FUTURE.
 - e. **Priority Code:** 3

4. For (Subsidy Types 1, 2, 3, 7, 8, 9), the month and year of the Transaction Effective Date in the incoming mat10 **AR** should not be more than 3 months older than the month/year of the Voucher Date.
 - a. If it is, TRACS accepts it but issues a discrepancy:
 - b. **Code:** CE254
 - c. **Message:** LATE – MO/YR IN TRANS EFFECT DT IS MORE THAN 3 MOS. OLDER THAN VOUCHER DT
(1) Voucher Date: (display reported voucher date)
 - d. **Recommendation in MAT Guide:** TRACS STORED THE CERTIFICATION. NO ACTION REQUIRED. MO/YR TRANSACTION EFFECTIVE DATE MAY BE UP TO 3 MONTHS OLDER THAN THE VOUCHER DATE BUT NO MORE THAN 3 MONTHS. FOREWARNING: THIS EDIT BECOMES FATAL IN THE FUTURE.
 - e. **Priority Code:** 3
 - f. "Late AR" Example for Unit and System Testing:

Example for AR Lateness

If Voucher Date of mat10 AR is...	If Transaction Effective Date of mat10 AR is...
12/2002 (– 3 months) = 9/02	12/2002 - Accept with no discrepancy 11/2002 - Accept with no discrepancy 09/2002 - Accept with no discrepancy 07/2002 - Accept with late discrepancy