

KEYPORT BD OF ED-02502430 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	12/06/2017	CAP Accepted	
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 11/17/2017 10:40 AM	CAP Accepted			
			CAP Submitted ANTHONY RAPOLLA 11/14/2017 09:34 AM	All incorrect applications were corrected on Wednesday, November 1, 2017. Letters were immediately sent to the three families letting them know of their status change. In the future all applications will be checked manually after the applications have been processed through the Meals Plus system. The determining official will also cross check the number of household members with the number of people listed on the application. If the application does not have a social security (last four digits) the determining official will call the applicant and get the information. If there is not social security number the no SSN box will then be checked.			
			Flagged Corinne Santos-Hernandez 11/06/2017 11:47 AM	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.			