
**DCSE Policy & Procedures Unit
Policy Update
PPU 04-06-013**

SUBJECT: New CAAL codes for the TANF Pre-Cooperation process

Please contact the Policy Unit if you have any questions regarding these or any other changes at
*DCSE-POLICYQUESTIONS, CSE.POLICY or (602) 274-7951.

The IV-D PARTNERS should send POLICY inquiries directly to AHoulis@azdes.gov

*The purpose of this PPU is to notify staff that the following Case Activity codes have been added to ATLAS to have the ability to document an existing case and a new case when it is set up when the CP walks-into the DCSE office in response to the new TANF Pre-Cooperation process.

I0002 - CP WALK-IN TANF COOPERATION AND COMPLIED

I0003 - CP WALK-IN TANF COOPERATION DID NOT COMPLY

The codes can be added manually by workers to document whether or not the TANF recipient complied when they walked into the IV-D office as part of the Pre-cooperation process. They are to be used on existing cases only because the Pre-cooperation will occur before the TANF case is approved and referred for IV-D services.

These CAALs are intended for the TANF Pre-Cooperation process ONLY and should not be used to document the normal sanction process.