

## 90-750.4. INTAKE

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### A. General

This section provides the Intake procedures for the GR IP.

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### B. Policy

A person providing verification of disability-based income at the intake appointment or during the Intake process and who is otherwise GR eligible will be granted GR in the IP.

GRPG Letter #73 (1/14)

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### C. Verification Provided at Intake

When verification provided by the applicant appears to be questionable, the worker must clarify the verification before aid can be granted. This verification may be through a third party contact in writing or by telephone. If the verification cannot be clarified, see [D](#), below.

If the verification provided indicates a disability that has lasted or is expected to last 12 months and the person appear eligible to SSI or, for unqualified noncitizens, to Cash Assistance Program for Immigrants (CAPI) or Medi-Cal, the worker will refer the person to the appropriate program(s). A referral to SSI Advocacy Services is also required unless the individual meets the exemptions from referral in [GRPG 90-800](#). Until verification of the primary application (SSI for citizens or qualified noncitizens or CAPI for unqualified noncitizens) is received, the person will be considered IP. Under current rules, those applying for SSI must also apply for Medi-Cal, but the verification of the SSI application or referral to SSI Advocacy Services will be considered the primary application for transfer to the IAP.

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### D. Verification Not Provided at Intake

If verification of disability-based income is not provided or questionable verification cannot be clarified, the worker will consider the person AB and refer for JT until the individual can:

- provide verification (or providing the worker with enough information to obtain verification) of the disability-based income; or
  - obtain a medical, which would allow the person to be considered UE.
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## 90-750.4. INTAKE, Continued

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**E.  
Certification  
Period**

The certification period for IP eligibility is 12 months.

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**F.  
Quarterly  
Reporting**

The IP person is required to complete quarterly reporting (QR 7).

GRPG Letter #76 (8/14)

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**G.  
JT/JS**

An IP person is not required to complete JT or JS activities.

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**H.  
Application  
for Medi-Cal**

If the applicant has been incapacitated for 12 months or longer, or claims an incapacity that is expected to last 12 months or longer, he/she must apply for Medi-Cal and cooperate with the Medi-Cal application process in order to maintain GR eligibility. If the individual fails to cooperate with the Medi-Cal application process, he/she must be discontinued with timely notice.

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