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**WORK FIRST**  
**FINANCIAL RESPONSIBILITY**  
**Part III- Reconciliation**

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**Change #1-2009**

**March 1, 2009**

**263 - FINANCIAL RESPONSIBILITY: PART III – RECONCILIATION**

**Change #1-2009**

**March 1, 2009**

- I. Compare the overpayment and underpayment when they both occur during the same period and are both recipient responsible.
  - A. If the overpayment exceeds the underpayment, subtract the underpayment from the overpayment to determine the net overpayment to collect.
  - B. When the underpayment exceeds the overpayment, no action is necessary. Do not reimburse a recipient if the individual is responsible for the underpayment.
- II. If an overpayment and underpayment occur during the same period and are both county responsible, the county must reimburse the recipient for the underpayment. The overpayment is collected by State Office adjustment.
- III. When an overpayment and underpayment occur during the same period and are not both county responsible, the county cannot determine a net overpayment or underpayment. Also, if an overpayment and/or underpayment occur during the same period and are not both recipient responsible, the county cannot determine a net overpayment or underpayment. In these situations, reimburse the recipient for any county responsible underpayments. Collect from the recipient any recipient responsible overpayments. A county responsible overpayment is collected by State Office adjustment.
- IV. If a family unit is ineligible for a payment from which a collection was deducted, do not credit the family with the deduction. Add the collection amount, plus the ineligible payment amount, to the original overpayment balance. That amount is the new overpayment balance.