MFSRC

Minnesota Department of Revenue Collection Division Revenue Recapture Presentation

October 5, 2015

Presenters

Denise Jones, Revenue Recapture Team Member Janet Lovejoy, Revenue Recapture Supervisor

Overview of the Revenue Recapture Program

The Revenue Recapture Act
What it is

How it is used to assist in collection of debts

Refunds types that are eligible for recapture

How the priority of claims paid with refunds is determined

Registering New Users in Revenue Recapture

Deactivating Users No Longer Employed with DHS

Claimant Agency responsibilities

Non-liable/Injured Spouse claims

Our Web Page

Links

FAQs

Related Information

Requests for a Contested Claim Hearing

Requirements for a Hearing Request Validity of Claim and Poverty (Medical) Guidelines Public Assistance Hardship Requests

Questions and Answers

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Have questions or need help with Revenue Recapture?

- 1. Find answers on our **web page**: http://www.revenue.state.mn.us/local_gov/Pages/Revenue_Recapture_Agencies.aspx
- 2. Use the **Help** link in e-Services for Revenue Recapture:



...and click the Revenue Recapture tab:



- 3. Send an email to: Revenue.Recapture@state.mn.us
 - ~ Always include your 10-digit account ID to help us assist you more efficiently ~
- 4. Submit a **web message**. From your Claims page in e-Services, click the Messages tab:



It is secure, and provides your 10-digit account number automatically.

- 5. Call and leave a **voice mail message**: 651-556-3037.
 - ~ Always include your 10-digit account ID to help us identify your account ~

Treasury Offset Program Basics

Maria Tracy
Quality Assurance and Accountability
Section
MN Department of Human Services

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- DHS TOP Contacts
- Treasury Offset Program
- Resources

DHS TOP/Claims Staff

- Scott Wotzka Claims/TOP
- Phone Number: 651-431-3955
- SIR email: <u>Scott.Wotzka@state.mn.us</u>
- Maria Tracy TOP
- Phone Number: 651-431-3954
- SIR email: <u>Maria.Tracy@state.mn.us</u>

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What is TOP?

- Definition of the Treasury Offset Program (TOP)
- Person based
- Currently ranked 17th in TOP collection

Criteria for TOP Referral

- No MFIP or SNAP for 3 months
- Responsible for the debt, valid SSN
- Not excluded from TOP
- Voluntary payment criteria
- Claim must be 3 months old
- Legally enforceable

TOP Process

- Criteria must be met
- Address request through FNS
- TOP County Report
- TOP 60-day Notice

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TOP Claim Review Requests

- TOP review requests
- TOP claim reviews
- Documentation
- Federal review requests

TOP Repayment Agreements

- Under \$500 Within 12 months
- \$500 \$1000 Within 24 months
- Over \$1000 Within 36 months
- Only one chance to set up a TOP RA

TOP TIPS

- Once a client is referred to TOP, the debt remains active until collected
- Debtors on a case being recouped, but not eligible for food assistance, will be referred to TOP
- TOP should not be the only collection activity for a debt

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TOP Codes

- 00 Restart TOP Process
- 01 Address Request
- 02 60-Day Notice Sent
- 03 TOP Certified
- 04 County Excluded
- 05 No Address Match
- 06 On FS Or MFIP
- 07 Not Responsible
- 08 DHS Suspended
- 09 Increase TOP Cert Amount

Resources

- TOP MAXIS Temp Manual TE02.08.121 & TE02.08.122
- TOP 60 Day Notice MAXIS Temp Manual TE02.08.123 & 124
- Combined Manual Section 0025

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Questions?	