

Department of Social and Health Services
Olympia, Washington

EAZ Manual

Revision #1319
Category 300 Series Reason Code Protocols
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Summary

Updating reason code 320 "Exceeds Gross Income Limit" to address when to use 130% gross income limit and when to use 200% gross income limit.

Updated January 31, 2025
See below for edited text:

Purpose:

- 300 Series Reason Code Protocols
- Go to the [Reason Code Link](#) chart to link directly to a specific reason code or scroll through the list below.
- For ACES Procedures go to ACES Letters in the ACES User Manual.
- Staff must add explanatory text to the notice unless the "Recommended Free Form Text" column specifies "None Required."
- The "Recommended Free Form Text" is the suggested wording for a reason code requiring **mandatory explanation** to the client.

Code	Reason Code Title / Text	WAC References	Recommended Free Form Text
300	Non-Payment of Premium According to our records, you have not paid all required premiums. See WAC rule (Washington Administrative Code):	182-523-0120	None Required
301	Exceeds Income Standard Your income is over the limit that is allowed for this program. See WAC rule (Washington Administrative Code):	182-505-0100 182-505-0240 182-509-0001 182-511-1050 182-512-0010 182-513-1205 182-513-1245 182-513-1395 182-515-1508 182-515-1513 182-519-0050 182-517-0100 388-450-0015 388-450-0162 388-450-0165 388-478-0060 388-478-0090	None Required
302	Change In Child Support The amount of legally obligated child support that you pay has changed. See WAC rule (Washington Administrative Code):	388-450-0185	The amount of child support you must pay changed from \$_____ to \$_____.
304	Additional Requirements Change The amount of assistance you get for additional requirements has changed. See WAC rule (Washington Administrative Code):	388-478-0050 388-473-0010 388-473-0020 388-473-0040 388-473-0050 388-473-0060	The amount of money you get for (type of additional requirement) has changed from \$__ to \$__ because .
305	Food Assistance Change Due To Change In Grant Amount	388-412-0015 388-450-0025	None Required

Code	Reason Code Title / Text	WAC References	Recommended Free Form Text
	Your food assistance is changing because the amount of your cash assistance has changed. See WAC rule (Washington Administrative Code):		
306	Change In Unearned Income The amount of unearned income you get has changed. See WAC rule (Washington Administrative Code):	388-418-0020 388-450-0025 388-450-0162 182-504-0120 182-509-0320 182-509-0325 182-512-0750 388-492-0020 388-492-0030 388-492-0070	Your income from (source) has changed from \$___ to \$___.
307	Change In Gross Earned Income The amount of money that you earn has changed. See WAC rule (Washington Administrative Code):	388-450-0030 182-509-0001 182-509-0300 182-512-0010 182-512-0700 388-418-0020 388-450-0030 388-450-0162	Your gross earned income has changed from \$___ to \$___.

Code	Reason Code Title / Text	WAC References	Free Form Text
320	Exceeds Gross Income Limit Your income is higher than the income limit for this program. See WAC rule (Washington Administrative Code):	182-509-0001 388-450-0165 388-478-0060 388-478-0090	<p>The limit for your household size is \$___.</p> <p><u>Note:</u> For active categorically eligible basic food cases terminated with RC 320, enter the 200% gross income limit based on household size. For all other basic food cases denied or terminated with RC 320 use the 130% gross income limit for the AU size. See Standards Chart</p>

Code	Reason Code Title / Text	WAC References	Free Form Text
			<p>(ACES) (note: this internal link can only be accessed for staff use.)</p> <p>For more information: Categorical Eligibility for Basic Food DSHS</p> <p>Information about Letters DSHS</p>
321	<p>Change In Net Deemed Income The amount of income we consider available to you from an outside source has changed. See WAC rule (Washington Administrative Code):</p>	<p>388-450-0100 388-450-0105 388-450-0115 388-450-0120 388-450-0155 388-450-0130 388-450-0140 388-450-0160</p>	<p>We are counting \$__ of (Name)'s income.</p>
323	<p>Change In Home Maintenance Exemption The income amount that you are allowed to keep to pay for home expenses is called a home maintenance allowance. Yours is changing because:</p> <ul style="list-style-type: none"> • You have been getting it for 6 months; • Your doctor says you have to stay longer; or • The amount of your home expense has changed. <p>See WAC rule (Washington Administrative Code):</p>	<p>182-513-1380</p>	<p>Your home maintenance amount has changed because _____. (add specific details, e.g. “Your rent has changed from \$____ to \$_____.” Or “On __ (date) __, Dr. _____ told us you can’t return home before _____.”)</p>
324	<p>Child Support More Than Grant Your regular monthly child support payment is more than the grant payment. See WAC rule (Washington Administrative Code):</p>	<p>388-422-0030</p>	<p>None Required</p>

Code	Reason Code Title / Text	WAC References	Free Form Text
327	Change In Recoupment We are taking a different amount from your benefits to repay an overpayment. See WAC rule (Washington Administrative Code):	388-410-0005 388-410-0010 388-410-0015 388-410-0030	None Required
328	Excess Net Income - Food Assistance You can't get food assistance because your income is above the limit for your household size. See WAC rule (Washington Administrative Code):	388-478-0060	The limit for your household size is \$.
329	Change In Dependent Care Costs The amount you pay for childcare or dependent care has changed. See WAC rule (Washington Administrative Code):	388-450-0170 388-450-0185	The amount you pay has changed from \$____ to \$_____.

Code	Reason Code Title / Text	WAC References	Free Form Text
330	Lump Sum Your resources are over the limit for this month because of your lump sum payment. See WAC rule (Washington Administrative Code):	182-512-0300 388-450-0245 388-470-0005	You got \$__ from __ on 00/00/00. Your countable resources are now \$__. Your resources cannot be more than \$_____ (specify resource limit for household size). <i>If the grant is suspended:</i> We will be subtracting \$_____ from next month's grant. This reduction is for one month only. <i>If the grant is terminated:</i> Your lump sum payment is more than the need standard for two months. You can reapply for a cash grant in (month).
331	Excess Net Income - Cash Assistance Your net income is over the limit for this program. See WAC rule (Washington Administrative Code):	182-512-0010 182-513-1300 182-515-1500 388-478-0020 388-478-0027 388-478-0033 388-478-0050	The limit for your household size is \$ _____.

Code	Reason Code Title / Text	WAC References	Free Form Text
		388-478-0090	
332	Change In CPI Allowance Your Personal Needs Allowance (PNA) changed. See WAC rule (Washington Administrative Code):	182-513-1380 182-513-1385 182-513-1205 182-513-1215 182-513-1225 182-515-1507 182-515-1509 182-515-1512 182-515-1514	None Required
334	Exceeds Earned Income Limit Your earned income is over the limit for this program	388-478-0035	The limit for your household size is \$_____.
335	Change In Uncovered Medical Expense Allocation The amount you can use to pay medical expenses has changed. See WAC rule (Washington Administrative Code):	182-513-1380 182-515-1509 182-515-1514	The amount you can use to pay for the following medical expenses has changed: (Type of expense) from \$__ to \$ __.
336	Change In CSMA / FMMA Allocation The amount we can allow for the maintenance of your family members at home has changed. See WAC rule (Washington Administrative Code):	182-513-1385	Your allocation changed from \$__ to \$__ because _____.
338	Not Eligible Until Month After Application Month The person listed above cannot get food assistance for the month they applied in. See WAC rule (Washington Administrative Code):	388-406-0055 388-418-0020	None Required
339	Medical Extension Ends Your medical extension expired and we did not get your review form. If we get it before the end of the month, we will reconsider our decision. If you have already sent it, let me know. If your	182-523-0100 182-505-0115	None Required.

Code	Reason Code Title / Text	WAC References	Free Form Text
	medical benefits stop and you decide that you still want them, you need to reapply. See WAC rule (Washington Administrative Code):		

Code	Reason Code Title / Text	WAC References	Free Form Text
340	<p>QMB Ineligible - Client Is Not Institutional Related</p> <p>You are no longer eligible for assistance that pays for all or part of your Medicare costs and premiums. The department must count your income differently when you are no longer eligible for Long-Term Care Services, such as Nursing Facility Care, COPES or CAP/OBRA Services. See WAC rule (Washington Administrative Code):</p>	<p>182-517-0100</p> <p>182-517-0300</p> <p>182-517-0310</p> <p>182-517-0320</p>	None Required
341	<p>SSP Rate Change</p> <p>The state supplemental payment rate for all SSI recipients has changed. See WAC rule (Washington Administrative Code):</p>	<p>388-478-0055</p>	None Required
342	<p>Termination/Denial Due to Non-Payment of Premium</p> <p>You didn't pay required premiums.</p>	<p>182-505-0225</p>	None Required
343	<p>Third Party Resource Amount Changed</p> <p>The amount of Third Party Resources you get has changed. See WAC rule (Washington Administrative Code):</p>	<p>182-501-0200</p> <p>182-513-1380</p> <p>182-515-1509</p>	The amount of your third party resource has changed from \$___ to \$___.
345	<p>Home Maintenance Exemption Changed</p> <p>We changed the housing deduction due to one or more of the following:</p>	<p>182-513-1380</p>	None Required.

Code	Reason Code Title / Text	WAC s	Reference	Free Form Text
	<p>The amount of your housing costs changed.</p> <p>Your income changed.</p> <p>The amount we allow for your housing costs changed.</p>			
346	<p>Home Maintenance Exemption Exceeds Time Limit</p> <p>We ended your housing deduction because you received it for the maximum of 6 months.</p>		182-513-1380	None Required.
347	<p>Home Maintenance Exemption Discontinued</p> <p>We ended your housing deduction due to one or more of the following:</p> <p>Your living situation changed.</p> <p>You no longer have a housing cost.</p> <p>Your doctor doesn't expect you to go home within 6 months.</p> <p>Your income or expenses changed.</p> <p>Your marital status changed.</p>		182-513-1380	None Required.
348	<p>Exceeds Ineligible Parent TANF Time Limits</p> <p>A parent in your home received 60 months of TANF/SFA cash assistance for themselves or on behalf of their child(ren) and doesn't qualify for a time limit hardship extension.</p>		388-484-0005 388-484-0006 388-484-0010	Specify the name of the parent that is referenced.
349	<p>NCS Permanently Disqualified</p> <p>A person is permanently disqualified from receiving TANF/SFA when their case is closed 3 or more times for WorkFirst non-compliance sanction.</p>		388-310-1600 388-400-0005	None Required

Code	Reason Code Title / Text	WAC References	Free Form Text
350	Household Exceeds Allowable Income Household Exceeds Allowable Income	388-450-0162	Your household income of \$_____ is over the limit for this program. The income limit for a household of__ is \$_____ (300% of the Federal Poverty Level)
351	Not Aged, Blind, or Disabled -Cash You aren't eligible for benefits under this program because you aren't age 65, blind, or likely to be disabled. 42 CFR 435.541	388-449-0001	None Required

Code	Reason Code Title / Text	WAC References	Free Form Text
386	Diversion Cash Assistance - No Bona Fide Need The expenses you need help with are not covered by the Diversion Cash Assistance program. DCA can only be used to pay for childcare, housing, transportation, expenses to get or keep a job, food and medical expenses. See WAC rule (Washington Administrative Code):	388-432-0005	You asked for help with the following expenses: (List expenses) We cannot cover these expenses because (specify why need is not “bona fide” or is not covered. For example, “You did not give us a written estimate of how much it would cost to fix your car.” Or “You told us you have income of \$____ and expenses of \$ _____. Based on that, you should have enough money to pay for move-in expenses without our help.”).
388	WA Fund CAP For QI-1 Already Reached Washington gets a limited amount of money for the Qualified Individual (QI-1) Program. There are no more funds available for this year. You can reapply in December for next year. See WAC rule (Washington Administrative Code):	182-517-0300	None Required