***Welfare Appeal Deadlines***

**(55 Pa. Code § 275); (7 CFR § 273.15); (DPW Supplemental Handbook § 870)**

**Applications:**

Cash Assistance- **30** days from mailing date of notice

Medical Assistance**- 30** days from mailing date of notice

LIHEAP- **30** days from mailing date of notice

Food Stamps- **90** days from mailing date of notice

**Termination or Reduction of Ongoing Benefits:**

Same as above except that is an individual appeals within **15** days of the mailing date of the advance notice to terminate or reduce benefits, the CAO must continue issuing benefits pending a hearing and decision.

**Although an individual may file a verbal appeal, all appeals with the exception of food stamp appeals, must be reduced to writing within 3 working days after the appeal was filed.**

**CCIS Appeal Deadlines**

**Application:**

**30** days from the mailing date on notice

**Termination or Reduction of Subsidy Benefits:**

Same as above except that if an individual appeals within **10** days of the mailing date of the advance notice to terminate or reduce benefits, CCIS must continue subsidy benefits pending a hearing and decision (notice usually allows **13** days to appeal and receive ongoing benefits).

**If the individual is unable to prepare a written appeal the CCIS must assist the individual prepare a written appeal.**

**Hearings:**

An individual has the option or requesting a telephone or in person hearing. All hearings involving cash assistance, medical assistance, LIHEAP, and CCIS appeals must have a hearing scheduled and decision issued within **90** days of the date the appeal was filed. If the issue involves food stamps, a hearing and decision must be completed within **60** days of the date the appeal was filed. A client has a right to a hearing by phone or in person. If the individual loses the hearing, he/she would have **15** days from the mailing date of the decision to file a request for reconsideration with the Secretary of DPW and/or **30** days to file an appeal to the Commonwealth Court of Pennsylvania.

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