



PE Tool

Work Arounds

1.2 Tax Page for PE – Pregnant Woman

There are two situations where a special process may need followed related to the tax household for an applicant. These are: an applicant who is not filing taxes and also not being claimed as a tax dependent, or an applicant who is being claimed as a tax dependent by someone other than their parent or spouse. In these situations, the tax questions on the PE Tool must be completed with the following answers in order to get the correct result.

- What is the name of the Taxpayer: NA
- What is the relationship of the taxpayer to the pregnant woman: Other
- How many dependents does the taxpayer claim on their return: 0
- Does the pregnant woman know the gross income of this taxpayer: Yes
- What is the gross income of the taxpayer: 0

1.3 PA Being Claimed as Tax Dependent by Parents Filing Jointly.

Because the PE Tool was built to only count one tax filer when it is not a spouse You will need to do the following when a PA is being claimed by both of her parents you will add 1 to the claimed dependents to account for the second Parent (tax filer).

- Does the Pregnant Women plan to file a Federal Tax Return this year: No
- Does someone other than the Pregnant Women's SP plan to claim the Pregnant Women as a dependent: Yes
- What is the name of the tax filer: Parent
- What is the relationship of the taxpayer to the pregnant women: Parent
- How many dependents does the taxpayer claim on their return: Add one to that number
- Does the pregnant women know the gross income of the taxpayer: Yes (if they do not have this information and can't get it the PE Tool will deny them) so you have to state: Yes

1.4 PE Tool Mapping

When a QE is completing multiple PE determinations, the Tool was designed to be completed in a specific order: PE Adult tool, PE PW tool, PE Children tool. When completing in this order, the data entered on each tool is to be mapped to the next tool to prevent duplicate data entry. However, this mapping may not work correctly. Therefore, the PE Tool user must reenter this data in each of the PE tools.

1.5 Former Foster Care Determination

On the PE Adult tool, the Former Foster Care category is only available to individuals up to the age of 26. However, the PE Tool will approve individuals for this category regardless of age. When the QE staff are conducting the interview with PE applicants, if the applicant answers 'yes' to the question asking if they were in Kansas foster care on the date of their 18th birthday, if the person is age 26 or older the answer must be entered as 'no'.

1.6 Minor Pregnant Woman

When doing a PE for a PW minor always use the Childs PE Tool. If, when entering the minor PW the income puts the minor PW over income please use the following workaround. This will correct the Pregnant Women's IBU to include the number of unborn babies.

- When you file your Federal Taxes, will you claim any other dependents other than the people listed on this application: Yes
- How many: Add the number of unborn babies.