

**AGENT Reminders January 25, 2024**

**General**

* When paternity becomes established, make sure to update the household relationship pages reflecting the change in relationships. Any Absent Parent page built must also be deleted. If the referral is only changed to “no” and the page is not deleted, CWW will not schedule a new AP page if the parent ever moves out.

FoodShare

* If a FS renewal is submitted/completed by the end of the renewal month with verification due in the following month and the verification is provided timely, the FS eligibility goes back to the first of the month. There is no break in service if verification is received timely.