PENSION AND FIDUCIARY Service

PMC VSR Advanced Core Course Phase 6: Practical Application and Experience

Process Income and Net Worth Adjustment Claims

Appendix A

July 2024

| Learning Objectives | References (Utilize Income, Net Worth, Initial Year Job Aids) |
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| Prescribed Forms | * **M21-1 II.iii.1.A.1.a (Requirements for a Complete Claim Received on or After March 24, 2015)** * **M21-1 II.iii.1.A.1.b (Situations Not Requiring a Prescribed Form)** |
| Confirm Claim Types | * **Pension Systems and Applications** Job Aid * M21-1 II.iii.2.A (Intent to File (ITF)) * M21-1 II.iii.2.B (Supplemental Claims) * M21-1 II.iii.2.E (Incorrectly Established Claims) * M21-1 II.iii.2.G (Request for Applications and Claims Solicitation) |
| Confirm End Product | * **End Product (EP)**   + M21-4 Appendix B (End Product (EP) Codes) |
| Income and Net Worth Development | * M21-1 IX.i.3.A (General Information on Pension Income and Net Worth Development) * M21-1 IX.i.3.B (Income and Net Worth Development Forms and Acceptable Statements) * M21-1 IX.i.3.C (Pension Income Development) * M21-1 IX.i.3.D (Reduction of Income Due to Unreimbursed Expenses) |
| Development and Due Process | **Development**   * M21-1 III.i.2.A.1.b (Who Is Responsible for Obtaining Evidence to Substantiate a Claim) * M21-1 III.i.2.A.1.g (Handling Concurrent Development Actions and Taking Necessary Claim Actions) * M21-1 III.i.2.D.1.a (Written Requests for Evidence) * M21-1 III.i.2.D.1.b (Notice of Time Limits to Submit Evidence) * M21-1 III.i.2.D.1.c (Clarifying Issues and Claims) * M21-1 III.i.2.D.1.d (Claims Development by E-Mail, Telephone, and Electronic Means)   + M21-1 III.i.2.D.1.e (Documenting Information Received by Telephone)   + M21-1 III.i.2.D.1.f (Handling Information Received by Telephone That Might Affect Benefits)   + M21-1 III.i.2.D.1.g (Referencing Information Received by Telephone in Decision Notices) * M21-1 III.i.2.D.2.a (Time Limit for Responding to a Request)   + M21-1 III.i.2.D.2.b (Next Steps After Sending a Request for Evidence)   + M21-1 III.i.2.D.2.c (Incomplete Responses That Justify Award Action)   + M21-1 III.i.2.D.2.d (Situations Warranting Extension of the 30-Day Time Limit)   + M21-1 III.i.2.D.2.e (What an Extension of the 30-Day Time Limit Does Not Affect)   + M21-1 III.i.2.D.2.f (Situations That Do Not Warrant Extension of the 30-Day Time Limit) * M21-1 III.i.2.D.4.a (Requirement to Certify Eligibility and Continued Entitlement)   + M21-1 III.i.2.D.4.b (Procedure for Certifying Eligibility and Continued Entitlement)   + M21-1 III.i.2.D.4.c (Example: Situation Requiring Certification of Eligibility and Continued Entitlement)   **Due Process**   * M21-1 X.ii.3.A.1.a (Benefit Changes Requiring a Notice of Proposed Adverse Action) * M21-1 X.ii.3.A.1.b (Requirement of Notice for a Proposed Adverse Action) * M21-1 X.ii.3.A.2.a (Required Elements for Notice of Proposed Adverse Action) * M21-1 X.ii.3.A.2.b (Description of Elements in Notice of Proposed Adverse Action) * M21-1 X.ii.3.A.3.a (Process for Notices of Proposed Adverse Action) * M21-1 X.ii.3.A.3.b (Determining Where to Send the Notice of Proposed Adverse Action) * M21-1 X.ii.3.A.3.d (Providing Due Process Under the Correct Regulatory Provision) * M21-1 X.ii.3.A.3.e (Sending Corrected Notice of Proposed Adverse Action)   + M21-1 X.ii.3.A.3.f (Examples: Situations Involving Corrected Notice of Proposed Adverse Action) * M21-1 X.ii.3.A.4.a (References for Topics Specific to Due Process) |
| COLA (Cost of Living Adjustment) | * M21-1 IX.iii.1.H.3.c. (Normal Impact of Social Security COLA on the Current-Law Pension Rate) * M21-1 IX.iii.1.H.3.d. (Reduction in Rate of Current-Law Pension Due to Social Security’s COLA)   + M21-1 IX.iii.1.H.3.e (Report of Death and Due Process)   + M21-1 IX.iii.1.H.3.f/g (Examples) * M21-1 IX.iii.1.H.3.h. (Reduction in Rate of Current-Law Pension Due to Other Benefit Program’s COLA) * M21-1 IX.iii.1.H.3.i. (Original, New, or Suspended Awards)   + M21-1 IX.iii.1.H.3.j. (Example: Original, New, or Suspended Awards) * M21-1 IX.iii.1.H.3.k. (Retroactive Increases)   M21-1 IX.iii.1.H.3.l/m (Examples: Retroactive Increases) |
| Income Adjustment | * M21-1 IX.iii.1.A.6.a (Award Adjustments) * M21-1 IX.iii.1.A.6.b-d (Examples of Award Adjustments) * M21-1 IX.iii.1.A.6.e (Reduction or Discontinuance of an Award After Receipt of Non-Recurring Income) * M21-1 IX.iii.1.A.6.f/g (Examples of Reduction/Discontinuance of Award) * M21-1 IX.iii.1.A.6.h (Increases Resulting Solely From the Enactment of Legislation) * M21-1 IX.iii.1.H.1.a (Counting Income) * M21-1 IX.iii.1.H.1.b (Time Limit to Furnish Amended Income Information to Increase Rate) * M21-1 IX.iii.1.H.1.c (Definition: Same Calendar Year Under 38 CFR 3.660(b)(1))   + M21-1 IX.iii.1.H.1.d-f (Examples: Time Limit to Furnish Amended Income Information to Increase Rate) * M21-1 IX.iii.1.H.1.g (Time Limit to Submit Amended Income Information When a Pension Award Is Discontinued Because IVAP Exceeds the MAPR) * M21-1 IX.iii.1.H.1.h (Continuing Entitlement Established) * M21-1 IX.iii.1.H.1.i (Payment of Pension After a Break in the Entitlement)   + M21-1 IX.iii.1.H.1.j-l (Examples: Payment of Pension After a Break in Entitlement) |
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| Counting IVAP | * M21-1 IX.iii.1.E.6.a (Counting Nonrecurring Income)   + M21-1 IX.iii.1.E.6.b-d (Examples: Counting Nonrecurring Income) * M21-1 IX.iii.1.E.6.e (Counting Recurring Income)   + M21-1 IX.iii.1.E.6.f-h (Examples: Counting recurring Income) * M21-1 IX.iii.1.E.6.i (Counting Irregular Income)   + M21-1 IX.iii.1.E.6.j-l (Examples: Counting irregular Income) * M21-1 IX.iii.1.E.6.m (Irregular Income and Original or New Awards) * M21-1 IX.iii.1.E.6.n (Irregular Income and the End-of-the-Month Rule) * M21-1 IX.iii.1.E.6.o (Reclassifying Income as Irregular Income) * M21-1 IX.iii.1.E.6.p (Counting Short-Term Recurring Income) * M21-1 IX.iii.1.E.6.q (Counting Hard-to-Classify Income) * M21-1 IX.iii.1.E.6.r (Income Received Before the Effective Date of the Award)   + M21-1 IX.iii.1.E.6.s (Example: Income Received Before Effective Date of Award)   + M21-1 IX.iii.1.E.6.t (Example: Income Received Before Date of Death) * M21-1 IX.iii.1.E.6.u (Date of Receipt of Income Is Not Known) * M21-1 IX.iii.1.E.6.v (Determining When Income Is Received) |
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