

PMC VSR Advanced Core Course Phase 6: Processing Claims

Lesson 18: Process Incarceration/Fugitive Felon Adjustments

Appendix A

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Lesson 18 Prerequisites

Description

This Appendix A lists the references according to the prerequisite learning objectives. The reference types include the corresponding lesson title, job aids, 38 Code of Federal Regulations (CFR) and M21-1 Adjudication Procedures Manual.

Confirm the End Product (EP) code is correct

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 1: Confirm the End Product (EP) Code is Correct
Job Aids	N/A
38 CFR and M21-1 Manual	M21-1 I.1.B (Duty to Notify Under 38 U.S.C. 5102 and 5103)
	M21-1 III.ii.2.B (Applications for Disability Compensation and/or Pension)
	 M21-1 III.ii.2.C (Informal Claims Received Prior to March 24, 2015, Communication of an Intent to File [ITF], and Requests for an Application)

Recognize an Old Law or Section 306 Pension Claim

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 2: Recognize an Old Law or Section 306 Pension Claim
Job Aids	N/A
38 CFR and M21-1 Manual	M21-1 III.i.3.A (General Information About the Fully Developed Claims [FDC] Program)
	M21-1 III.i.3.B.2 (Excluding Claims From the FDC Program)
	M21-1 III.i.3.B.3 (Development the Department of Veteran (VA) Undertakes in Connection with FDCs)

Establish a claim (CEST)

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 3: Establish a Claim (CEST)
Job Aids	Pension Systems and Applications job aid
38 CFR and M21-1 Manual	 M21-1 III.ii.1.D (Claims That Require Priority Processing) M21-1 III.iii.1.D.1.b (Claimant Flashes)

Establish periods for calculating income

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 16: Establish Periods for Calculating Income
Job Aids	Effective Dates EPSS
	Initial Year job aid
	Income and Net Worth Status job aid
38 CFR and M21-1	• 38 CFR 3.400—3.404 (Effective dates.)
Manual	38 CFR 3.31 (Commencement of the period of payment.)
	M21-1 V.iii.1.A.4 (Pension and Parents' DIC Award Effective Dates and Payment Dates)
	M21-1 V.iii.1.A.5 (General Information on the Payment Date Under 38 CFR 3.31)
	M21-1 V.iii.1.A.3.g (Definition of Initial Year for Pension and Time Limit for Establishing Entitlement for the Initial Year)
	M21-1 V.iii.1.H.1.b (Time Limit to Furnish Amended Income Information to Increase the Rate)
	M21-1 V.iii.1.E.7.a (Definition: Initial Year)
	M21-1 V.iii.1.H.1.c (Definition: Same Calendar Year Under 38 CFR 3.660(b)(1))
	M21-1 V.iii.1.G.4.p (Overlapping Initial Year and Calendar Year Periods)
	M21-1 V.iii.1.E.7.i (Counting the Initial 12 Months of Income for Disallowed Claims)
	M21-1 V.iii.1.E.7.j (Counting the Second 12 Months of Income for Disallowed Claims)
	M21-1 V.i.3.A.3.c (Reporting Period for Current-Law Pension)

Determine the types of income for pension purposes

Reference Type	Reference Name
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Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 17: Determine Income Types
Job Aids	Income and Net Worth Determination EPSS
	Income and Net Worth Status job aid
	Income Classification and Counting Table job aid
	Countable Income job aid
	SSA Inquiry job aid
	Initial Year job aid
	 Veterans Benefits Management System - Awards (VBMS-A) User Guide
38 CFR and M21-1	38 CFR 3.271 (Computation of income.)
Manual	M21-1 V.iii.1.I (Improved Pension—Counting Specific Types of Income)
	M21-1 V.III.1.B.3 (Computing Monthly SSA and Medicare Benefits)
	M21-1 V.iii.1.E.6 (Counting Income for Department of Veterans Affairs Purposes)
	38 CFR 3.272 (Exclusions from income.)
	M21-1 V.iii.1.I.3 (Income Exclusions)
	M21-1 V.iii.1.F.2 (Counting the Income of Dependents)
	M21-1 V.iii.1.G.10 (Hardship Deductions from a Child's Income)

Select qualifying expenses for calculating income

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 18: Select Qualifying Expenses
Job Aids	Care Expense Guide job aid
	Claim Types job aid
	Income and Net Worth Status job aid
	Initial Year of Entitlement job aid
38 CFR and M21-1	• 38 CFR 3.272 (Exclusions from income.)
Manual	M21-1 V.i.3.D.1 (Determining When Unreimbursed Medical Expenses Are Deductible)
	M21-1 V.iii.1.A.3.g (Definition of Initial Year for Pension and Time Limit for Establishing Entitlement for the Initial Year)
	M21-1 V.iii.1.E.7.a (Definition: Initial Year)
	M21-1 V.iii.1.E.7.b (Deductible Medical Expenses Paid During the Initial Year)
	M21-1 V.iii.1.G.2 (Unreimbursed Medical Expense (UME) Deductions)
	M21-1 V.iii.1.G.2.c (List of Common Allowable Medical Expenses)
	M21-1 V.iii.1.G.3 (Sources of Medical Expenses)
	M21-1 V.iii.1.G.4.b (Information Required for a Medical Expense Deduction Claim)
	M21-1 V.iii.1.G.4.d (Allowing Medical Expenses Prospectively)
	M21-1. V.iii.1.G.4.e (Example of Annual Amount vs. Calculated Estimated Actual Amount)
	• 38 CFR 3.262.o (Parents' DIC.)
	M21-1 V.iii.1.G.6 (Final Expense Deductions—Overview and Definitions)
	M21-1 V.iii.1.G.7 (Processing Final Expense Deductions)

Reference Type	Reference Name
	38 CFR 3.272.g (Exclusions from income; Medical expenses.)
	38 CFR 3.272.h (Expenses of last illness, burials, and just debts.)
	38 CFR 3.272.i (Educational expenses.)
	M21-1 V.iii.1.G.8 (Educational Expense Deductions)

Determine income status

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 19: Determine Income Status
Job Aids	Income and Net Worth Determination EPSS
	Income Eligibility job aid
	Countable Income job aid
	Care Expense Guide job aid
	Federal Tax Information (FTI) Income Reference List job aid
	Upfront Verification job aid
	 Veterans Benefits Management System - Awards (VBMS-A) User Guide
38 CFR and M21-1	M21-1 V.iii.1.G (Pension Deductible Expenses)
Manual	M21-1 V.iii.1.B (Social Security Administration (SSA) Benefits Program)
	M21-1 V.iii.1.I (Improved Pension—Counting Specific Types of Income)
	M21-1 V.iii.1.A.3 (Denying a Claim When IVAP Is Excessive; Considering Amended Income Information)
	M21-1 V.i.3.A (General Information on Income and Net Worth Development)
	M21-1 X.9.A.1 (Introduction to FTI Match and Corresponding Definitions)
	M21-1 X.9.A.1.d (Upfront Verification)
	38 CFR 3.271 (Computation of income.)

Determine net worth status

Reference Type	Reference Name
Lesson	Phase 5, Part 1, Lesson 20: Determine Net Worth Status
Job Aids	Income and Net Worth Determination EPSS
	Income and Net Worth Status job aid
38 CFR and M21-1	M21-1 V.i.3.A.1.c (Definition: Net Worth)
Manual	M21-1 V.iii.1.J.1.b (Net Worth Criteria)
	M21-1 V.iii.1.A (General Information on the Effect Income and Net Worth Have on Pension and Parents DIC)
	M21-1 V.iii.1.J.4.a (Excessive Net Worth as a Question of Fact)

Describe how to prepare an award action

Reference Type	Reference Name
Lesson	Phase 5, Part 3, Lesson 3: Overview of the Award Process
Job Aids	Processing a Grant of Benefits job aid
	Processing a Denial of Benefits job aid
	Processing an Award Adjustment job aid
	Annotate the Award job aid
38 CFR and M21-1	M21-1 III.v.2.A (Decision Authorization)
Manual	M21-1 III.v.2.B (Decision Notices)
	M21-1 III.v.2.A.3.a (Definition: Denial)
	M21-1 III.v.2.A.2 (General Information on Processing Decisions)
	M21-1 III.v.2.A.3 (General Information on Denials)
	M21-1 III.v.2.A.4 (Denials Based on a Claimant's Failure to Furnish Requested Evidence)
	• 38 CFR 3.106 (Renouncement.)
	M21-1 III.ii.2.H.1 (General Information About Renouncement)
	M21-1 III.ii.2.H.3.c (System Entries for Discontinuing an Award)

Create a decision notice

Reference Type	Reference Name
Lesson	Phase 5, Part 4, Lesson 1: Prepare the Decision Notice
Job Aids	Processing an Award Adjustment job aid
	Processing a Grant of Benefits job aid
	Processing a Denial of Benefits job aid
38 CFR and M21-1 Manual	M21-1 III.v.2.B.1.a-k (Notification Requirements)
	M21-1 III.v.2.B.2.a (Recognition and Decision Notice Preparation
	M21-1 III.v.2.B.3.b (Procedures for Decision Notices Containing FTI)
	M21-1 III.v.2.B.5 (Exhibit 1: Sample Decision Notice – Grant of Entitlement to Veterans Pension)

Determine award adjustment based on change in dependency

Reference Type	Reference Name
Lesson	Phase 5, Part 5, Lesson 4: Determine Dependency Adjustments
Job Aids	Processing an Award Adjustment job aid
	Annotate the Award Checklist job aid
	Initial Year job aid
	Income and Net Worth Status job aid
	Time Limit job aid
	Dependency Eligibility Requirements job aid
	Dependency Eligibility: Spouse job aid
38 CFR and M21-1 Manual	M21-1 V.iii.1.F.1.b (Establishing a Spouse for Current-Law Pension Purposes)
	38 CFR 3.204 (Evidence of dependents and age.)
	• 38 CFR 3.205 (Marriage.)
	• 38 CFR 3.206 (Divorce.)
	38 CFR 3.207 (Void or annulled marriage.)
	38 CFR 3.208 (Claims based on attained age.)
	• 38 CFR 3.209 (Birth.)
	38 CFR 3.210 (Child's relationship.)
	• 38 CFR 3.211 (Death.)
	M21-1 III.iii.5 (Relationship and Dependency)
	M21-1 III.iii.6 (School Attendance)
	• 38 CFR 3.57(a)(1) (Child: General.)

Apply due process provisions to a claim

Reference Type	Reference Name
Lesson	Phase 5, Part 5, Lesson 5: <i>Apply/Issue Due Process Provisions</i>
Job Aids	Processing an Award Adjustment job aid
	Initial Year job aid
	Due Process job aid
	Effective Dates EPSS
38 CFR and M21-1	M21-1 I.2.A.1.a (Due Process and the U.S. Constitution)
Manual	M21-1 I.2.A.1.b (Due Process and VA)
	M21-1 III.v.1.I.1 (Overview of Erroneous Payments)
	M21-1 III.v.1.I.2 (Handling Cases That Involve the Duplicate Payment of Benefits)
	M21-1 III.v.3.B (Adjusting Apportioned Awards)
	M21-1 III.iii.6.B (Awards and Adjustments Based upon School Attendance)
	M21-1 III.iii.6.B.6.f (Failure to Certify School Attendance)
	M21-1 III.iii.5.K (Verification of Marital Status and the Status of Dependents)
	M21-1 III.iii.5.K.4 (Failure to Return a Questionnaire)
	M21-1 III.v.6.C.1.d (Due Process and Control Procedures for Hospitalization)
	M21-1 III.v.8.C.2.b (Providing Notification to an Incarcerated Surviving Spouse)
	M21-1 III.v.8.A.2 (Benefit-Specific Effects of a Beneficiary's Incarceration)
	M21-1 III.v.9.B.3 (Due Process Requirements for Incompetency Determinations)
	M21-1 III.iv.8.A.5.a (Decree by a Court as Notice and Hearing)
	M21-1 X.5.2.h (DMF Match Identifies Veteran's Spouse)

Reference Type	Reference Name
	 M21-1 X.16.2.d (Deciding Whether an Individual Is a Fugitive Felon and Notifying the Beneficiary of the Decision)
	M21-1 X.9.F (Income Verification Match)
	M21-1 X.15.2 (Review of SSA Prison Match Worksheets)
	• M21-1 X.2.5.n (Monthly Entitlement Amount is Erroneous)
	M21-1 III.vi.2.A.1 (General Information About Simultaneous Award Adjustments)
	 M21-1 III.vi.2.A.2 (Processing Simultaneous Award Adjustments)
	 M21-1 III.v.1.A.3.d (Sample Format for an Administrative Decision)
	M21-1 I.2.C (Adverse Action Proposal Period)
	 M21-1 I.2.B.2 (Elements of the Notice of Proposed Adverse Action)
	M21-1 I.2.D (Contemporaneous Notice)
	38 CFR 3.103 (Procedural due process and appellate rights.)
	• 38 CFR 3.551 (Reduction because of hospitalization.)
	38 CFR 3.552 (Adjustment of allowance for aid and attendance.)

Process an original claim for Veterans Pension

Reference Type	Reference Name
Lesson	Phase 6, Lesson 1: Process Original Veterans Pension Claims
Job Aids	See Lesson 1: Appendix A
	Processing an Original Veterans Pension Claim Checklist job aid
38 CFR and M21-1	See Lesson 1: Appendix A
Manual	M21-1 I.A.3.b (Refraining From or Discontinuing Assistance)
	M21-1 I.1.A.3.c (Inherently Incredible Claims)
	M21-1 III.ii.6 (Determining Veteran Status and Eligibility for Benefits)
	• 38 CFR 3.1(I)(u)(v)(w) (Definitions.)
	38 CFR 3.159(d) (Circumstances where VA will refrain from or discontinue providing assistance.)

Process a claim for Original Survivors Pension

Reference Type	Reference Name
Lesson	Phase 6, Lesson 4: Process Survivors Original Pension Claims
Job Aids	 Lesson 4: Appendix A Original Survivors Pension Claims Checklist job aid
38 CFR and M21-1 Manual	 Original Survivors Pension Claims Checklist job aid M21-1 III.ii.2.A.2.b (Definition: Survivors Pension) M21-1 I.1.A.3.b (Refraining from or Discontinuing Assistance) M21-1 I.1.A.3.c (Claims That are Inherently Incredible or Lack Merit) M21-1 I.1.A.3.f (Definition: Substantially Complete Application) M21-1 III.iii.5.B (Establishing the Validity of a Marriage for Department of Veterans Affairs [VA] Purposes) M21-1 III.iii.5.C (Establishing Common Law Marriages) M21-1 III.iii.5.D (Establishing Other Types of Marriages) M21-1 III.iii.5.E (Establishing Marital Relationship in Survivors Cases) M21-1 III.iii.5.F (Establishing a Child's Age and Relationship) M21-1 III.iii.5.G (Establishing a Biological Child, Adopted Child, or Stepchild as a Veteran's Child for Department of Veterans Affairs [VA] Purposes) M21-1 III.iii.6.A (Notification of Potential Entitlement and School Attendance Policies) M21-1 III.iii.6.B (Awards and Adjustments Based Upon School Attendance)
	 M21-1 III.iii.7 (A Child's Permanent Incapacity for Self-Support) M21-1 V.ii.2 (Survivor Pension Ratings) M21-1 V.ii.2.1.c (Determining the Effective Date for a
	Survivors Pension Claim)

Reference Type	Reference Name
	M21-1 III.ii.7.4.b (General Policy Regarding the Referral of Survivors Benefits Claims to the Rating Activity)
	M21-1 III.ii.7.4.c (Specific Situations in Which Survivors Benefits Claims Should Be Referred to the Rating Activity)

Process special monthly pension (SMP) claims

Reference Type	Reference Name
Lesson	Phase 6, Lesson 5: Process SMP Claims (A&A/HB)
Job Aids	Processing an SMP Claim Checklist job aid
38 CFR and M21-1 Manual	 See Lesson 5: Appendix A M21-1 I.1.A.3.b (Refraining From or Discontinuing Assistance) M21-1.V.iii.2.A.1.b (Requirements for A&A Status) M21-1.V.iii.2.A.2.c (Definition: Permanently Housebound) M21-1.V.iii.2.B.1.a (Definition of Nursing Home for Purposes of A&A Status) 38 CFR 3.351(c) (Aid and attendance; Criteria.)

Process a claim for Dependency and Indemnity Compensation (DIC) claims

Reference Type	Reference Name
Lesson	Phase 6, Lesson 6: Process Dependency and Indemnity Compensation (DIC) Claims
Job Aids	Lesson 6: Appendix A
	Processing a DIC Claim Checklist job aid
38 CFR and M21-1	See Lesson 6: Appendix A
Manual	M21-1 IV.iii.1.A (Overview of Death Compensation and Dependency and Indemnity Compensation [DIC])
	M21-1 IV.iii.1.B (Dependency and Indemnity Compensation [DIC])
	M21-1 III.iii.5.E.4 (Marriage Date Requirements and Dependency and Indemnity Compensation [DIC] Claims)
	M21-1 IV.iii.3.D.12 (DIC Eligibility based on Remarriage Upon Attaining Age 57)
	38 CFR 3.309 (Disease subject to presumptive service connection.)
	M21-1 IV.iii.2.A (Rating Dependency and Indemnity Compensation [DIC] – Rating DIC and Death Compensation Claims)

Process income and net worth adjustment claims

Reference Type	Reference Name
Lesson	Phase 6, Lesson 11: Process Income and Net Worth Adjustment Claims
Job Aids	Lesson 11: Appendix A
	Processing Income and Net Worth Adjustment Claims Checklist job aid
38 CFR and M21-1 Manual	See Lesson 11: Appendix A

Process a dependency adjustment claim

Reference Type	Reference Name
Lesson	Phase 6, Lesson 12: Process Dependency Adjustment Claims
Job Aids	Lesson 12: Appendix A
	Processing a Dependency Adjustment Claim Checklist job aid
38 CFR and M21-1 Manual	38 CFR 3.50 (Relationship—Spouse and surviving spouse.)
	38 CFR 3.52 (Relationship—Marriage deemed valid.)
	38 CFR 3.54 (Relationship—Marriage dates.)
	38 CFR 3.57 (Relationship—Child.)
	38 CFR 3.204 (Evidence requirements—Evidence of dependents and age.)
	38 CFR 3.205 (Evidence requirements—Marriage.)
	38 CFR 3.210 (Evidence requirements—Child's relationship.)
	38 CFR 3.356 (Rating for special purposes—Conditions which determine permanent incapacity for self-support.)
	38 CFR 3.451 (Special apportionments.)
	38 CFR 3.667 (School attendance.)
	• M21-1 I.2 (Due Process)
	M21-1 III.iii (General Development and Dependency Issues)
	M21-1 III.iii.5.L (Adjusting Awards for Dependents)
	M21-1 III.v.3 (Apportionments)
	M21-1 IV.iii.3.D (Remarriage of a Surviving Spouse)
	M21-1 V.iii.1.F (Dependents for Current-Law Pension Purposes)
	M21-1 V.iii.1.F.2.h (Counting the Income of an Unestablished Dependent)

Process an apportionment claim

Reference Type	Reference Name
Lesson	Phase 6, Lesson 14: Process Apportionment Claims
Job Aids	Lesson 14: Appendix A
	Processing an Apportionment Claim Checklist job aid
38 CFR and M21-1	See Lesson 14: Appendix A
Manual	• M21-1 I.2 (Due Process)
	M21-1 III.ii.3.E.1.j (Determining if an NOD is Timely)
	M21-1 III.iii.5 (Relationship and Dependency)
	M21-1 III.v.3 (Apportionments)
	M21-1 III.v.8 (Incarceration)
	M21-1 III.vi.6 (Contested Claims)
	38 CFR 3.106 (Renouncement)
	38 CFR 3.400 (e) (Effective dates for apportionment awards.)
	38 CFR 3.450 (General apportionment regulations.)
	38 CFR 3.451 (Special apportionments.)
	38 CFR 3.458 (Veteran's benefits not apportionable.)

Differentiate the 800 series work items status categories

Reference Type	Reference Name
Lesson	Phase 6, Lesson 15: Process 810 Series Work Items (Notice of Benefit Payment Transaction)
Job Aids	Lesson 15: Appendix A
	Processing an Award Adjustment job aid
38 CFR and M21-1 Manual	See Lesson 15: Appendix A
	• M21-1 III.v.10.A.1 (800 Series Work Items)
	M21-1 III.v.10.A.1.d (800 Series Work Items Status Categories)
	o M21-1 III.v.10.A.1.f (810WI Claim Labels)
	o M21-1 III.v.10.A.1.g (820WI Claim Labels)
	o M21-1 III.v.10.A.1.h (840WI Claim Labels)
	o M21-1 III.v.10.A.1.i (850WI Claim Label)
	M21-4 Appendix C, Section I.b (Index of Claim Labels)

Process 810 series work items

Reference Type	Reference Name
Lesson	Phase 6, Lesson 15: Process 810 Series Work Items (Notice of Benefit Payment Transaction)
Job Aids	Lesson 15: Appendix A
	Processing an Award Adjustment job aid
38 CFR and M21-1 Manual	See Lesson 15: Appendix A
	• M21-1 III.v.10.A.1 (800 Series Work Items)
	M21-1 III.v.10.A.1.d (800 Series Work Items Status Categories)
	o M21-1 III.v.10.A.1.f (810WI Claim Labels)
	o M21-1 III.v.10.A.1.g (820WI Claim Labels)
	o M21-1 III.v.10.A.1.h (840WI Claim Labels)
	o M21-1 III.v.10.A.1.i (850WI Claim Label)
	M21-4 Appendix C, Section I.b (Index of Claim Labels)