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My name is Karen Scofield, and I am a Compliance Specialist with the Quality Assurance Team. I would like to welcome you today’s microlearning training topic on dependents. When a claimant is being paid subsistence allowance at the Chapter 31 rate, VR&E staff must ensure that dependents are added or removed from the Chapter 31 award appropriately. Correct dependency information is also needed to determine if the P911 rate is higher for claimants who are eligible to receive the P911 rate. Dependents should be verified with the claimant at time of plan development and each case management appointment to ensure there have been no changes.

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Further information on dependency can be found in the following references

38 CFR 21.260

38 CFR 3.57

38 CFR 21.322

M28C.V.B.7.05

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Chapter 31 subsistence allowance is determined based upon rate of pursuit, type of training, and number of dependents. To ensure a claimant is paid the correct amount, dependents must be accurately added to or removed from a claimant’s award.

Upon completion of this training, participants will be able

Identify dependents

Understand how and when to add a dependent to Chapter 31 subsistence allowance awards

Understand how and when to remove a dependent from a Chapter 31 subsistence allowance award

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Dependents can be spouses (including same-sex marriage),

Dependents may be children - this includes biological, adopted, or a stepchild who is member of claimant’s household who are under age 18, or children between the ages of 18 and 23 who are attending school, and children over 18 that are determined permanently incapable of self- support before his or her 18th birthday,

Dependent parents may be considered as a dependent for calculating Ch31 SA rates. However, VR&E does not make the determination that a parent is a qualifying dependent. This determination is made by compensation services.

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If a claimant is rated 30% or more, dependent information can be found in share

To find dependency information in SHARE

* Log in to Share.
* Select Corporate Inquiries in the left column.
* Enter the claimant’s Social Security Number (SSN).
* Click on the submit number
* Review Dependents Information on the All Relationships tab.

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If information is not in SHARE, the claimant must submit VAF 21-686c, Application Request to Add and/or Remove Dependents

For each student dependent over the age of 18, the claimant must also submit VAF 21-674, Request for Approval of School Attendance,

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If a dependent is not listed in SHARE, VR&E staff may add the dependent in SHARE. Adding a dependent in SHARE will not add the dependent to the claimant’s compensation award; however, it will allow the dependent to be added to the Chapter 31 award.

To add a dependent in SHARE, click on “Dependents”

Hit submit

Click on ADD. This allows you to then enter the dependents information.

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Once the dependent has been added in SHARE, the dependent will populate in CWINRS/SAM dependent tab.

To add or remove a dependent, click on the dependent name (the row will turn blue)

Functions such as setup up, edit, and remove can now be used

If a check mark is in the box under the SAM column, the dependent can be paid through the subsistence allowance award.

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A dependent may be added to the subsistence award the first date claimant is enrolled in training, provided dependency criteria has been established.

When a claimant requests to add a new dependent, if the information is provided within one year of the qualify event, the dependent is added the first date dependency was established, such as date of marriage, or birthdate or adoption date of child.

If a claimant does not provide information within one year, the dependent will be added to the claimant’s award the date claimant provides the information.

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Sometimes, it is necessary to remove a dependent from a claimant’s subsistence allowance award.

Some of the most common reasons for loss of a dependent include divorce, death, or a child turning 18 and no longer in school.

When a dependent child turns 23 or turn 18, and there is no supporting documentation the child is still in school, the date of removal is the day before the child’s birthday.

For instances involving death, divorce, annulment, the dependent remains on the award through the end of the month

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In conclusion, Chapter 31 subsistence allowance is determined based upon rate of pursuit, type of training, and number of dependents. Dependents may include spouses, children, stepchildren, and dependent parents.

Dependents may be added to an award the first date claimant starts training, provided dependency criteria has been established. When a claimant requests to later add a dependent, the dependent is added to the award the first date dependency was established, provided the information is submitted within one year of the qualifying event. If the information is not submitted within one year of the qualifying even, the dependent will be added to the claimant’s award the date claimant provides the information.

Divorce, death, a dependent child turning 23, or a child turning 18 and no longer in school, are common reasons why a dependent must be removed from a claimant’s award. When a dependent child turns 23, the dependent is removed the day before the child’s birthday. When a dependent turn 18, and there is no supporting documentation the child is still in school, the dependent is removed day before the child’s birthday. For instances involving death, divorce, annulment, the dependent is paid through the end of the month.

This concludes the microlearning topic on dependents. Thank you and have a great day.