**Section 102.50 Reporting Change of Circumstances**

a) It is the responsibility of the client to report any change in circumstances, household composition or receipt of income or assets which might affect the client's assistance. This information shall be reported to the local office within five working days of the change or prior to the expenditure of funds received, whichever occurs first. When there is a change in the household composition, this information shall be reported to the local office immediately.

b) AABD – Group Care

When an individual other than the recipient maintains the recipient's funds (income and/or assets), it is the responsibility of that individual to report any changes in circumstances to the local office. Any changes that may affect the recipient's continued eligibility for medical or financial assistance, including receipt of lump sum payments, shall be reported to the local office within five working days of the change.

c) Food Stamps

It shall be the responsibility of the Food Stamp household to report any changes in circumstances which might affect the household's participation in the Food Stamp Program and to report any changes in gross income deductions of $25.00 or more per month. The above changes must be reported to the local office within 10 calendar days of the date the change becomes known to the household.

(Source: Amended at 3 Ill. Reg. 43, p.196, effective October 15, 1979)