

**Date Mailed:** July 1, 2025

**Docket No.:** 25-020557

**Case No.:** [REDACTED]

**Petitioner:** [REDACTED]

### **HEARING DECISION**

Following Petitioner's request for a hearing, this matter is before the undersigned Administrative Law Judge pursuant to MCL 400.9 and 400.37; 7 CFR 273.15 to 273.18; 42 CFR 431.200 to 431.250; 45 CFR 99.1 to 99.33; and 45 CFR 205.10; and Mich Admin Code, R 792.11002. After due notice, a hearing was held via telephone conference on June 23, 2025. Petitioner appeared for the hearing and represented herself. The Michigan Department of Health and Human Services (MDHHS or Department) was represented by Diane Godfrey, Eligibility Specialist.

### **ISSUE**

Did the Department properly close Petitioner's Food Assistance Program (FAP) and Medical Assistance (MA) cases?

### **FINDINGS OF FACT**

The Administrative Law Judge, based on the competent, material, and substantial evidence on the whole record, finds as material fact:

1. Petitioner was an ongoing recipient of FAP and MA benefits.
2. On or around April 23, 2025, the Department sent Petitioner a New Hire Client Notice (New Hire) regarding her employment at [REDACTED] (Employer) that she was instructed to complete and return to the Department with any paystubs by May 5, 2025. Petitioner was advised that the New Hire could be completed by herself or her employer. (Exhibit A, pp. 8-10)
3. The Department asserted that it did not receive the completed New Hire by the due date.
4. On or around May 9, 2025, the Department sent Petitioner a Notice of Case Action advising her that effective June 1, 2025, her FAP case would be closed on the basis that she failed to verify requested information. (Exhibit A, pp. 11-14)
5. On or around May 9, 2025, the Department sent Petitioner a Health Care Coverage Determination Notice advising that effective June 1, 2025, her MA case would be

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closed on the basis that she failed to verify requested information. (Exhibit A, pp. 15-17)

6. On or around May 22, 2025, Petitioner requested a hearing disputing the Department's actions with respect to the FAP and MA programs. (Exhibit A, pp. 4-5)
7. At the hearing, Petitioner verbally withdrew the request for hearing regarding the MA program. Petitioner confirmed that the issue has been resolved and her MA case reinstated following an application that she submitted. Petitioner confirmed that no promises were made in exchange for her withdrawal. The verbal withdrawal was accepted and the request for hearing regarding the MA program is **DISMISSED**.

### **CONCLUSIONS OF LAW**

Department policies are contained in the Department of Health and Human Services Bridges Administrative Manual (BAM), Department of Health and Human Services Bridges Eligibility Manual (BEM), Department of Health and Human Services Reference Tables Manual (RFT), and Department of Health and Human Services Emergency Relief Manual (ERM).

The Food Assistance Program (FAP) [formerly known as the Food Stamp program] is established by the Food and Nutrition Act of 2008, as amended, 7 USC 2011 to 2036a and is implemented by the federal regulations contained in 7 CFR 273. The Department (formerly known as the Department of Human Services) administers FAP pursuant to MCL 400.10, the Social Welfare Act, MCL 400.1-.119b, and Mich Admin Code, R 400.3001-.3011.

In this case, Petitioner disputed the closure of her FAP case effective June 1, 2025.

The Department routinely matches recipient data with other agencies through automated computer exchanges. BAM 807 (April 2022), p.1. The State New Hires Match is a daily exchange of information collected to determine current income sources for active clients of Department issued benefits. BAM 807, p. 1. For State New Hire matches, if the employment has not been previously reported, the Department is to request verification of the employment by sending the client a DHS-4635 New Hire Notice. BAM 807, p.1. Clients are given 10 calendar days to provide verification from the date the forms were requested. If verifications are not returned by the 10<sup>th</sup> day, the appropriate case action will need to be initiated to close the case in Bridges. If the client reapplies, the date of the new application will determine if the New Hire verification must be returned before processing the new application. BAM 807, p. 2.

In this case, the Department testified that because it did not receive a completed New Hire form from Petitioner by the May 5, 2025, due date, it initiated the closure of her FAP case by sending the Notice of Case Action dated May 9, 2025, advising of a FAP case closure effective June 1, 2025. The Department testified that as of the hearing date, it

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had not received the completed New Hire form from Petitioner. Petitioner testified that she did not receive the New Hire. Petitioner stated that after she received the Notice of Case Action in the middle of May 2025, she spoke to a Department representative and subsequently located the New Hire form in her online MiBridges account. Petitioner testified that she contacted the Department to explain what her job entails and advised the Department worker that she had not received any pay yet. Petitioner confirmed that she did not submit any New Hire form to the Department, even without paystubs. Additionally, although Petitioner testified that she didn't receive the New Hire form, Petitioner confirmed that she received both notices advising of the closure of her FAP and MA cases and further confirmed that she had no known issues with her mail. Notwithstanding Petitioner's testimony, upon review, the Department properly closed Petitioner's FAP case effective June 1, 2025, on the basis that the New Hire form was not timely returned.

### **DECISION AND ORDER**

The Administrative Law Judge, based on the above Findings of Fact and Conclusions of Law, and for the reasons stated on the record, if any, finds that the Department acted in accordance with Department policy when it closed Petitioner's FAP case.

Accordingly, the request for hearing regarding the MA is **DISMISSED** and the Department's FAP decision is **AFFIRMED**.

  
ZAINAB A BAYDOUN

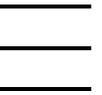
ADMINISTRATIVE LAW JUDGE

**APPEAL RIGHTS:** Petitioner may appeal this Hearing Decision to the circuit court. Rules for appeals to the circuit court can be found in the Michigan Court Rules (MCR), including MCR 7.101 to MCR 7.123, available at the Michigan Courts website at [courts.michigan.gov](https://courts.michigan.gov). The Michigan Office of Administrative Hearings and Rules (MOAHR) cannot provide legal advice, but assistance may be available through the State Bar of Michigan at <https://lrs.michbar.org> or Michigan Legal Help at <https://michiganlegalhelp.org>. A copy of the circuit court appeal should be sent to MOAHR. A circuit court appeal may result in a reversal of the Hearing Decision.

Either party who disagrees with this Hearing Decision may also send a written request for a rehearing and/or reconsideration to MOAHR within 30 days of the mailing date of this Hearing Decision. The request should include Petitioner's name, the docket number from page 1 of this Hearing Decision, an explanation of the specific reasons for the request, and any documents supporting the request. The request should be sent to MOAHR

- by email to [MOAHR-BSD-Support@michigan.gov](mailto:MOAHR-BSD-Support@michigan.gov), **OR**
- by fax at (517) 763-0155, **OR**
- by mail addressed to  
Michigan Office of Administrative Hearings and Rules  
Rehearing/Reconsideration Request  
P.O. Box 30639  
Lansing Michigan 48909-8139

Documents sent via email are not secure and can be faxed or mailed to avoid any potential risks. Requests MOAHR receives more than 30 days from the mailing date of this Hearing Decision may be considered untimely and dismissed.



**Via**

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**Respondent**

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**Via**

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