

REPORTING RESPONSIBILITIES FOR SOCIAL SECURITY

WHAT THINGS MUST YOU REPORT TO OUR OFFICE?

You must report any of the changes listed below to us, for supplemental security income (SSI) because they may affect your eligibility and your benefit amount:

- change of address
- change in living arrangements
- change in earned and unearned income, including a change in wages or net earnings from self-employment, your spouse's income if you are married and living together, and parents income if applying for a child
- change in resources including your spouse's resources, if you are married and living together, and parents resources if applying for a child
- birth of a child
- death of spouse or anyone in your household
- change in marital status (including any same-sex relationships)
- change in citizenship or immigration status
- change in help with living expenses from friends or relatives
- eligibility for other benefits or payments
- admission to or discharge from an institution (such as a hospital, nursing home, or a correctional institution such as prison, jail, detention center, boot camp, etc.)
- change in school attendance, if you are under age 22
- change in legal alien status
- sponsor (or sponsor's spouse) changes of income, resources, or living arrangement for aliens
- leaving the U.S. for a full calendar month or for 30 consecutive days or more
- an unsatisfied felony arrest warrant for escape from custody, flight to avoid prosecution or confinement, or flight-escape
- violate a condition of your probation or parole imposed under federal or state law

WHAT MUST YOU ALSO REPORT IF YOU ARE DISABLED?

- improvement in your medical condition
- when you start or stop work, or have a change in pay or hours worked
- any change in your Ticket to Work status
- any change in your work or Plan to Achieve Self-Support (PASS) expenses

WHEN DO YOU NEED TO REPORT?

- Report any changes that may affect your SSI as soon as possible and no later than 10 days after the end of the month in which the change occurred.

WHAT HAPPENS IF YOU DO NOT REPORT CHANGES ON TIME AND ACCURATELY?

- You may be underpaid and not receive the benefits due to you, as quickly as you otherwise could, if you do not report changes on time.
- Social Security may overpay you, and you may have to pay them back. They may apply a penalty that will reduce your SSI benefit by \$25 to \$100 for each time you fail to report a change, or you report the change later than 10 days after the end of the month in which the change occurred.
- If you knowingly make a statement which is false or misleading or knowingly fail to report important changes, they may impose a sanction against your payments. The first sanction is a loss of payments for 6 months. Subsequent sanctions are for 12 months and then 24 months.