



**State of Florida
Department of Children and Families**

Rick Scott
Governor

Mike Carroll
Secretary

DATE: July 1, 2015 **TRANSMITTAL NO.:** C-15-07-0004

TO: Economic Self-Sufficiency Operations Managers
Economic Self-Sufficiency Program Offices

FROM: Dianna Laffey, Chief, Program Policy (**Signature on File**)

SUBJECT: Power of Attorney as Authorized/Designated Representatives for All Programs

EFFECTIVE: Upon Receipt

This memorandum provides staff with clarification about designating a Power of Attorney to be an Authorized/Designated Representative for all programs.

Food Assistance and Temporary Cash Assistance:

The head of the household, their spouse, or another responsible household member must designate the Authorized Representative in writing, indicating the reason the household needs the Authorized Representative and whether the Authorized Representative will complete the eligibility process or just have access to the benefits. Individuals who are the Power of Attorney for a household member require designation in writing by one of the individuals listed to be assigned as the Authorized Representative.

Medicaid:

The applicant/recipient, their spouse, a legal guardian or Power of Attorney may designate an individual or employee of an organization as an Authorized/Designated Representative. An electronic or written signature is acceptable and can be provided via an online or paper application, a written statement or a signed CF-ES 2505 Appointment of a Designated Representative form. A signed CF-ES 2505, online assignment or written statement is not required when there is a legal guardianship or Power of Attorney. A legal guardian or Power of Attorney may be assigned the Authorized Representative, provided legal documents verifying their status are on file.

If there are policy questions, Region offices may contact Connie Mathers at (850) 717-4121 or Dorthene Baker at (850) 717-4293.

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