

Income Reporting for SSI Recipients

1. Do I have to report my job? Doesn't the government already know I'm working?

You must let all public benefit agencies know you started or stopped working within **10 days**. Benefit agencies such as Social Security, DHHS, and housing do not automatically know you are working. **NOTE:** Self-employment has different reporting requirements that your Community Work Incentives Coordinator (CWIC) can discuss with you.

2. How often do I have to report my job income?

Every month you work, even if your SSI has stopped. Your SSI payment is adjusted every month based on your actual job income. Report your job income **by the 6th of every month** to prevent an SSI overpayment or underpayment. If you are married, your spouse must also report their wages if they are working. All benefit agencies count your GROSS pay before taxes.

3. How do I report my job income to Social Security?

The first step is to call your local Social Security office. Tell them your employer, start date, hours, hourly pay, and what reporting option you plan to use from the list below. Your CWIC can discuss which option is best for you and help you understand how to report. If you are married or have a child on SSI, these options work for their income reporting too. For more information and to sign up for text message reminders, visit www.ssa.gov/ssi/reporting/wages.

SSI Reporting Options	Things to Know
Payroll Information Exchange (PIE)	PIE allows Social Security to verify your wages with payroll data providers if you fill out a SSA-8240 form . You must use another reporting method until you get a confirmation letter that you are enrolled in the PIE.
SSI Telephone Wage Reporting	An automated phone number, 1-866-772-0953, where you speak your name, SSN, date of birth, and gross wages (before taxes).
SSA Mobile Wage Reporting Application	Free smartphone app available in the Apple App Store or Google Play. Must use ID.ME or Login.gov to set up the app and login.
My Social Security Account	An online website. Must use ID.ME or Login.gov to set up an account and login. To create a new account, or access a current account, go to www.ssa.gov/myaccount/ .
Mail or fax	Write your social security number on at least one paystub.
In-Person	Ask for a receipt. Write your social security number on at least one paystub. Must have an appointment. Walk-ins are no longer accepted in most offices.

4. Where can I find contact information for Social Security?

We recommend reporting changes to your local Social Security office. To find your Social Security office, go to <https://secure.ssa.gov/ICON/main.jsp> or contact your CWIC for assistance. **NOTE:** If you have a Representative Payee or Legal Guardian, your Social Security office is where they live.



Vocational Services
Benefits Counseling Services
www.benefitsandworkinme.org
1-888-208-8700

5. When will my SSI payment change?

SSI payments are usually based on your income from *two months ago*. This means your SSI will not decrease immediately when you start working and it takes 1-2 months for SSI to return to normal if you stop working. However, your SSI is suspended *immediately* if working drops your SSI to \$0. You can get SSI back without having to reapply if your job income decreases or stops. See our fact sheet *How Work Impacts SSI* for more information.

6. Who can help me report my job income?

Anyone can help you report your job income to benefit agencies (i.e. case manager, direct support staff, your neighbor, or friend). No matter who helps, you or your Representative Payee are responsible for making sure all income and changes are reported to Social Security.

7. Do I have to report my job to MaineCare and SNAP (also known as Food Stamps)?

Yes, you have **10 days** to tell the Maine Department of Health and Human Services (DHHS) that ***you started or stopped working***. This can be done by phone, fax, email, in writing, in person, or online at www.maine.gov/mymaineconnection. Tell them your employer, start date, hours, and hourly pay. Once you receive a case summary letter (like a receipt), you must send ***4 weeks of paystubs*** so DHHS can verify how much you are earning. Then you do not need to contact DHHS until you have another change that needs to be reported (see question 8) or your next review.

DHHS Contact Info

Statewide Mailing Address: 114 Corn Shop Lane • Farmington, ME 04938

Email: Farmington.DHHS@maine.gov

Statewide Phone Number: 1-855-797-4357 • Statewide Fax Number: 207-778-8429

8. What if I have other benefits?

Tell any other benefit agency you started working, stopped working, or have other changes (see question 8). Examples of other benefits include subsidized housing, unemployment, worker's compensation, Veterans benefits, and private long-term and short-term disability benefits.

9. What other important changes do I need to report?

To prevent overpayment, report changes in your living situation, assets, marital status, earned income (from a job), and unearned income (i.e. SSDI, unemployment, Veterans benefits) to all benefit agencies within 10 days. **NOTE: SSI recipients have an asset limit.** Total countable assets must be less than \$2,000 if single and \$3,000 if married. *You cannot receive SSI any month you are over assets.* SSI terminates if you are over assets 12 months in a row. SSI does not count your first car, first house (must live in it), up to \$100,000 in an ABLE account, and other exclusions.

10. What happens if I have an overpayment?

An overpayment is when you get more SSI or SNAP than you should have. It is a government debt that must be paid back, forgiven (called a waiver), or fixed by proving you were not overpaid. Social Security deducts 10% from your SSI until repaid unless you ask for a lower repayment amount.

11. What if I stop working?

Benefit agencies do not automatically know your job has ended. Let each benefit agency know you have stopped working. We also recommend getting a letter from the employer that says when your job ended and give a copy to each benefit agency. This helps the benefit agencies, and you get benefits back sooner. **Reminder:** It may take up to two months for SSI to return to normal.