

A waiver policy change is going to leadership next month

Area of work: Equitable policy, program, and service design

The situation

A change to documentation requirements for a waiver service is scheduled for leadership approval in four weeks. The change was designed to reduce fraud risk. No one has yet asked which families will find the new requirement hardest to meet.

What to notice first

- The decision has a real deadline and is still changeable.
- The design goal is legitimate; the burden analysis has not been done.
- This may require an equity scan or a full analysis under the DHS equity policy.

Questions to ask before acting

1. Does the equity policy require a scan or a full analysis here, and who confirms that?
2. Who benefits, who carries the new burden, and who is missing from the design conversation?
3. What alternatives reduce fraud risk without adding steps for the families with the least margin?
4. How will people learn about the change, in which languages and formats?

Practical next moves

- **Equity analysis for a decision (Practice path)** — program page </paths/gp-7>
- **Equity scan or full analysis: what goes in** — program page </resources/ja-equity-scan-or-full-analysis>
- **Journey and burden questions** — program page </resources/ja-process-burden>

Who to involve

The policy owner determines whether an analysis is required and keeps the official record. Your Equity Director helps shape it. DSD staff can request a consultation for a difficult decision.