



FOOD ASSISTANCE WORK REGISTRATION REQUIREMENTS

Work Requirements

Each Food Assistance household member, ages 16-59, who is not exempt from work requirements is required to register for work, participate in an employment and training program if assigned to such a program by DCF, accept a suitable employment offer, and not voluntarily quit a job of at least 30 hours per week.

Work Registration Instructions

- Go to **www.kansasworks.com**.
- Click on the Job Seekers tab and then click the Create a Job Seeker Account button.
- Enter your Social Security number, and complete the new account information required fields.

Assistance with this online process may be available at your local workforce center, library or Department for Children and Families service center.

If you have questions about how to register for work online, please contact the KANSASWORKS Help Desk at 1-800-255-2458 or contact a workforce center directly.

Exemptions and Consequences

The following individuals are exempt from work requirements, per federal regulations:

- Persons who are age 17 or younger or who are age 18 and working toward attainment of a high school diploma or its equivalent
- Persons required at home to take care of another household member whose condition does not permit self-care
- Persons employed, including self-employment, with earnings equal to minimum wage multiplied by 30 hours weekly
- Persons disabled, ill, injured or incapacitated for more than 30 days
- Caretakers personally providing care for a child under the age of six
- Persons receiving unemployment compensation
- Participants in a drug addiction or alcohol treatment program
- Persons subject to and complying with TANF work requirements
- Adult students enrolled at least half-time in school, training or institution of higher education
- Persons over age 60

A client who fails to comply with the work requirements would be ineligible for Food Assistance for the following time periods and until compliance with the work requirements: three months of ineligibility for a first penalty; six months for a second penalty; and one year for a third and any subsequent penalty.

DCF Locations Open Weekdays: 8 a.m. – 5 p.m.

Customer Service Phone: 1-888-369-4777

www.dcf.ks.gov

Strong Families Make A Strong Kansas

This institution is an equal opportunity provider.