

Attachment III

Implementation for All Cases Under 48 Months as of 10/1/2008

		Scenarios	Coding
1.	Case Review 1 Parent Household No Hardship	Denise has been on assistance for 30 months. Her review is scheduled for January 27, 2009. At the review, the case manager and Denise review her self-sufficiency form. Denise has previous work experience as a Certified Nursing Assistant. She needs to renew her license to continue this type of work, which will require her to attend a six week training course. Denise is instructed to find out when classes start and what the fees are. Follow-up with Denise is scheduled for February 12, 2009. Denise returns with the information needed to enroll in class, and with the Supervisors' approval, the class is paid for out of Work Program funds. Denise has no hardship.	PRAP – FE JOPR is coded NA/MD SESP is coded VOC for 30 hours for 6 weeks

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2.	Customer Initiated Review 1 Parent Household CT Hardship	<p>Carmen has been on assistance for 40 months. She schedules an appointment to see her case manager as she had heard all TAF cases will close when they reach 60 months. The case manager reviews the Self-sufficiency form with Carmen and she provides additional information about her family. Carmen states her youngest child has anger issues, and can't be left alone with the other children in the household. Carmen takes the child to the local mental health facility weekly for counseling, but she has seen little effect on her daughter's behavior. Carmen is given the 4310. It confirms Carmen is needed in the home to care for this child. Carmen meets the hardship criteria of needed caretaker. A worker alert is set to review this hardship criteria in six months. Because Carmen's case has never been staffed by an IST, the case manager, as per protocol, schedules Carmen for staffing.</p>	<p>PRAP is coded CT JOPR is coded NC/EX KSCares case is closed.</p>

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3.	Annual Review 2 Parent Household No Hardship	Sally and Rick have been on assistance for 25 months. Rick is a roofer and works sporadically. Sally stays home with the children. At their annual review, the case manager reviews their self-sufficiencies with them. The case manager discusses the lifetime sixty month limit, and explains their TAF case will close at that time, unless they meet certain criteria to remain open. Sally reports she was a victim of domestic violence in a previous relationship and is placed in the OARS component. Rick wants training in another area which would provide a steady income. Rick is referred for a Vocational Assessment.	PRAP – FE JOPR is coded NA/MD on each SESP for Sally is OARS for 0 hours with a six month review SESP for Rick is ASE for 0 hours with a review corresponding to the length of time needed

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4.	Initial Application 2 Parent Household Hardship Applied	Fred and Ethel have two mutual children, ages 9 and 3, and are applying for assistance. Fred recently suffered a heart attack and can no longer work as a mechanic. He has applied for Social Security and been denied. Ethel has early on-set Alzheimers. The TAF case is approved. Each are given a medical statement ES-4309 for completion by their doctor, which verifies Fred and Ethel suffer from long-term disabilities. They are referred to a Social Security advocate to assist in obtaining Social Security benefits. Even though this is a new application, hardship has been identified, and can be coded as such. Follow-up is required in six months to assure current Social Security applications are on file.	PRAP is coded DS JOPR is coded IN/MD SESP is coded PHC for six months on each.

		Scenarios	Coding
5.	Case Review 2 Parent Household Vocational Education	<p>Alan and Louise are married and Louise has a child, age 10, from a previous relationship. They have been on assistance for 32 months. Alan has recently completed drug rehabilitation, and wants training in heating and air conditioning repair. The RADAC manager is supportive, and has assisted Alan in exploring enrollment, financial aid, and class time. This is a nine month course, and Alan could start immediately. The case manager, with supervisor approval, agree to this work component. The case manager verifies class time and study time will equal 36 hours a week. Since no SRS child care will be needed, Alan would meet participation of 35 hours a week. The case manager will need to review attendance as needed to assure Alan is participating the required hours.</p>	<p>PRAP – FE JOPR is coded NA/MD on each SESP for Alan is coded VOC for 36 hours and a review is set for 3 months. SESP for Louise is PRC for 0 hours</p>