JOBS UPDATES
Job Opportunity and Basic Skills Program

WORK VERIFICATION POINTS UPDATE
JULY 2020

JOBS Activity Guidelines (JAG) and Support Service Guide (SSG)
Quarterly updates; July 2020

Both the JOBS Activity Guidelines and the JOBS Support Services Guide have been updated to reflect program changes in preparation of ONE statewide rollout. As a reminder both are living documents and are updated quarterly as needed. If you have additional questions, have improvement ideas, or believe something should be added to either document please contact TANF Policy.

JOBS Activity Guidelines:

- Core countable, non-core countable and non-countable language was added to each activity.
- Additional clarification was added to attendance documentation for; CH, CI, CP, DA JO, JS, JT, LS, MH, PL, RA, SS, SW, WE, and WO activities.
- Workers Compensation section was updated to clarify the process for Worker’s Compensation which is required for WE, SW, and CP activities. The updates include the addition of a new JOBS Worksite mailbox (Page 43)
- Self-reported attendance guidance was updated. (Page 47)
- Technical clarification to maximum excused absences hours recorded in TRACS was added. (Page 49)
- Clarifying language was added to projected actual attendance and auto-population of attendance. (Page 51)

JOBS Support Services Guide:

- JOBS Eligible individuals and ineligible individuals section was updated with a table that includes: (Pages 3-5)
  - JOBS status,
  - JOBS status coding in UCMS, and
  - Eligibility for support services.
- Clarification was added to non-allowable payments. (Page 6)
- Retention services and stabilized living were added to non-allowable activities per OAR 461-190-0211 (Page 6)
- The Payments Types and Guardrails Table was updated as follows:
  - Payment types were listed in alphabetical order.
  - Auto Expenses – guidance was added regarding paying for insurance, registration, tags, title and DEQ.
  - Professional fees – example expanded to include OR Driver’s license and ID card.
  - Vocational Training – guidance was updated