

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