

JOBS UPDATES

Job Opportunities and Basic Skills Program

WORK VERIFICATION POINTS UPDATES

NOVEMBER 2022

Excused Absence

On Monday November 14, 2022, the governor declared a public health emergency due to the rise in RSV (respiratory syncytial virus). If a JOBS participant reports, they are unable to participate due to their own illness or family's member's illness this would be an allowable excused absence. When allowing an excused absence, a TRACS narrative is required. The TRACS PDP excused absence field is updated based on the conversation with the participant.

Example 1: May's PDP focused on GED classes (HS step for 20 hours), which she attended 5 times per week for 2 hours each plus homework. May called her Family Coach and stated she was sick and missed her class yesterday and today but plans to attend the rest of the week. When the Family Coach receives Mary's attendance, it states that she missed 8 hours out of 20 hours. The Family Coach excuses May for 8 hours (for class hours plus homework hours) on the days she was absent due to illness.

If you have any questions, please contact: TANF.Policy@dhsosha.state.or.us

TANF Analyst Hour Information and Q&A can be located at the following link:

http://www.dhs.state.or.us/caf/ss/tanf/analyst_hour.html