

whether a family has countable months occurring for that period using the exemption and extension criteria at that time.

2. If a family received TANF in Oregon after October 1, 2007, the department will be required to make a second determination of countable months occurring after October 1, 2007, based on the new criteria. The sum of those numbers will count toward the five-year limit.

Prior to October 1, 2007, the following exemptions applied:

- If the family was not offered the opportunity to participate in the JOBS program (that is, if the family was exempt from disqualification), the months would not count toward a time limit. ORS 418.131 (5)(a)(A) (2005 Edition).
- If a family who was offered the opportunity to participate was indeed participating in the JOBS program, those months would not count toward the time limit. ORS 418.131 (5)(a)(B) (2005 Edition).
- If the family was offered the opportunity to participate but was not participating in the JOBS program, the months would count toward the time limit. ORS 418.045 (4) (2005 Edition).

Therefore, for clients who received TANF from July 1, 2003, through September 30, 2007, the only months prior to October 1, 2007, countable toward time limits are:

- Those who received TANF from Oregon and were serving an active disqualification between July 1, 2003, and September 30, 2007, and/or
- Those who received Tribal TANF or TANF from another state.

However, teen parent head of households and adults can still receive TANF after their time limit clock has reached 60 months, if they meet one of the hardship exemptions and are cooperating with their case plan.

If a teen parent head of household or adult does not meet any of the hardship exemptions and has received TANF for more than five years, they would continue to receive TANF cash benefits with the adult needs removed as long as they remained eligible and were cooperating with their case plan.

Implementation/Transition Instructions:

Central office will be sending letters to clients within a week to notify them of the total Oregon countable months as of September 2008. The letters are attached to this message and are as follows:

- The letter titled "ProgramChgNoticeRB" is intended for clients who received a time limit letter before, based on OAR 461-135-0075 in effect prior to October 1, 2007, but not earlier than January 1, 2007. The direct link to this letter is: http://www.dhs.state.or.us/policy/selfsufficiency/publications/ss-pt-08-029_programchgnoticerb.9.08.pdf
- The letter titled "ProgramChgNoticeNY" is intended for clients who did not receive a letter before. The direct link to this letter is: http://www.dhs.state.or.us/policy/selfsufficiency/publications/ss-pt-08-029_programchgnoticenry.9.08.pdf

Included with the letters is the brochure "Welcome to the TANF Program" DHS 7852. The direct link is: http://www.dhs.state.or.us/policy/selfsufficiency/publications/ss-pt-08-029_dhs7852.pdf

Only clients who received Tribal TANF or TANF out of state may have reached the five-year time limit. A View Direct report of Oregon months on assistance will be available in September, 2008. The report will display:

- Months of TANF receipt from July 1, 2003, to September 30, 2007,
- Months from October 2007 to present, and
- Other months, such as Tribal TANF months.

Central office will be adding an additional field to CI FIND that will display the state months on assistance and allow for manual entry of countable months from other states or Tribal TANF. This field will be available by October 2008. Central office will notify staff when this is available and include instructions.

As stated previously, do not end any TANF cash benefits due to time limits in Oregon.

Training/Communication Plan:

Central Office will be sending letters to clients within a week to notify them about state time limits. This mailing may generate calls to field offices. Central office will send further information and instructions regarding: View Direct report, time limit field, and case coding in the near future. Please contact Central Office if you have questions.

Local/Branch Action Required:

Local review of the transmittal. Contact Central Office if there are further questions about this transmittal.

Central Office Action Required:

1. Update State Time Limit View Direct report by September 2008.

2. Send notification of TANF Time Limit criteria to clients within a week.
3. Update training material.
4. Create Time Limit field to allow staff to enter month(s) in which a client received Tribal TANF or TANF out of state, by October 2008.

Field/Stakeholder review: Yes No

If yes, reviewed by:

Filing Instructions:

If you have any questions about this policy, contact:

Contact(s):	Tracey O'Donnell - TANF Program Analyst Lisa Stegmann - Systems Questions		
Phone:	(503) 945-6094 (Tracey) (503) 945-6725 (Lisa)	Fax:	
E-mail:	Tracey.odonnell@state.or.us Lisa.stegmann@state.or.us		