

Policy Transmittal

Office of Self-Sufficiency Programs



Ray Miller, Program Design Self-sufficiency TANF
Program Manager

Authorized signature

Number: SS-PT-21-010

Issue date: 06/10/2021

Topic: Cash Payments

Due date: 06/03/2021

Transmitting (check the box that best applies):

- New policy
 Policy change
 Policy clarification
 Executive letter
 Administrative Rule
 Manual update
 Other:

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Types A and B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input checked="" type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children’s Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (please specify): 5503 |
| <input type="checkbox"/> ODDS Children’s Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Specific Requirements; Employment Payments		
Policy/rule number(s):	OAR 461-135-1270	Release number:	
Effective date:	06/03/2021	Expiration date:	
References:	https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=278724		
Web address:			

Discussion/interpretation:

Effective 06/03/2021, eligibility for Employment Payments Cash Assistance (EPCA) was expanded to include individuals who have a JOBS status of JOBS Volunteer (OAR [461-130-0310](#)). Under prior rule, these individuals were not eligible for this transitional benefit. The ONE system and Oregon Administrative Rule (OAR) have been updated.

Implementation/transition instructions:

Staff who determine eligibility should continue normal processing and follow the instructions as outlined in the [TANF Transitions QRG](#). To avoid a potential overpayment for the family **reported** income changes need to be entered into ONE at the time they are received by ODHS. Please do not hold reported income and pend for verification outside the ONE system. If it is identified that all steps in the QRG were followed, and all information was reported timely and ONE is not transitioning TANF to EPCA, contact [TANF Policy](#).

Training/communication plan:

Oregon Programs Eligibility Notebook (OPEN) will be updated at a future date to reflect this policy change.

Local/branch action required:

Central office action required:

Field/stakeholder review: Yes No

If yes, reviewed by:

Filing instructions:

If you have any questions about this policy, contact:

Contact(s): TANF Policy	
Phone:	Fax:
Email: TANF Policy@dhsosha.state.or.us	