

# SASE-O-MATIC

Self-Assessment Skill Enhancer

## CAUTION – SCOUTING FOR WORK

Employment First – registering and sanctioning

Answers are provided on page 2 and will be supplied upon completion of this exercise. Give yourself 5 points for each question you correctly answered.

**Score:**

**Question:**

1. A household applies on 1/25 for a HH size of 2 as they have moved to a new residence. Cindy and Bob were both members of another household in Colorado. Both have been end dated on the other household's case with an effective date of 1/31. Cindy was included in the January allotment. Bob did not receive benefits due to a June Employment First sanction coded as a first occurrence. Cindy and Bob meet the expedited criteria as of the date of application. What actions must be taken? What is the correct eligibility for January and February?  
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2. A household of one applies on 2/10 and meets expedited criteria. The only household member has an Employment First sanction coded as a second occurrence (3-month period). The sanction was effective 12/1. What action must be taken and what is the correct eligibility for February and March?  
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3. A household applies on 3/8 for a household of 3 (2 adults/parents and one 4 year old). The household has indicated on the application that one of the adult members (Kevin) has applied for SSI about a year ago. What action must be taken, who is mandatory, and who is exempt from work registration?  
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4. A household applied 3/28, is work registered, and approved for expedited SNAP benefits. He fails to appear for the required orientation on 4/4. Today is 4/22 (after the NOA cutoff date) and the worker is data entering the no show and sanction. What effective begin date is used and why?  
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5. A household of 2 (1 adult and one 5 year old) applies for SNAP on 1/8, is approved under the Simplified Reporting rules, and given a 6-month certification period. The 5 year old child turns 6 on 3/18. When is the adult registered for Employment First? What action is taken to register the adult?  
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## ANSWERS

1. A household applies on 1/25 for a HH size of 2 as they have moved to a new residence. Cindy and Bob were both members of another household in Colorado. Both have been end dated on the other household's case with an effective date of 1/31. Cindy was included in the January allotment. Bob did not receive benefits due to a June Employment First sanction coded as a first occurrence. Cindy and Bob meet the expedited criteria as of the date of application. What actions must be taken? What is the correct eligibility for January and February?  
**Rules require that a household that meets expedited criteria be allowed the full 10 days to work register and expedited benefits cannot be delayed. Thus, Cindy will be denied January for dual participation and approved for expedite for February (applied after the 15<sup>th</sup>) and the worker must enter a compliance date equal to the application date on Bob's sanction and approve expedite benefits for January (he was not included in the Jan benefits in the other HH) and February before 2/1. Further, the worker must use an EF-102 form for Bob to schedule attendance at orientation (indicate on the signature line if the form was mailed to HH – AL: FA-08-07-P).**
2. A household of one applies on 2/10 and meets expedited criteria. The only household member has an Employment First sanction coded as a second occurrence (3-month period). The sanction was effective 12/1. What action must be taken and what is the correct eligibility for February and March?  
**The household member must serve the full sanction period through 2/28. Therefore, the expedited benefits for February are denied and case comments entered to explain the reason. HH is referred to Employment First to comply prior to the sanction ending. If the household complies prior to the end of the sanction period, the household will be denied regular benefits for February and approved for March benefits. If the household does not comply by the 30<sup>th</sup> day of the application, the application is denied due to the current sanction.**
3. A household applies on 3/8 for a household of 3 (2 adults/parents and one 4 year old). The household has indicated on the application that one of the adult members (Kevin) has applied for SSI about a year ago. What action must be taken, who is mandatory, and who is exempt from work registration?  
**Kevin is exempt from work registration as long as his SSI is pending or approved. Worker must enter the SSI data into CBMS SSI Details window in order to exempt Kevin (see "Employment First Exemptions in CBMS" Desk Aid located on the portal under CBMS Document Index). The other adult is exempt due to the care of a child under age 6. In the event that Kevin is denied and in an appeal status for SSI, he can provide a medical statement or become the primary caregiver of the child under 6 and remain exempt (if he chooses to be the primary caregiver, then the mother is EF mandatory). Run EDBC and check the work registration for accuracy on the Display Work Programs Status prior to authorization. Volume IV-B, section B-4215.19**
4. A household applied 3/28, is work registered, and approved for expedited SNAP benefits. He fails to appear for the required orientation on 4/4. Today is 4/22 (after the NOA cutoff date) and the worker is data entering the no show and sanction. What effective begin date is used and why?  
**Since the non-compliance was not entered prior to the negative action deadline and there is not at least 11 days advanced notice, the Effective Begin Date of the sanction must be May 1<sup>st</sup> (affects June allotment).**
5. A household of 2 (1 adult and one 5 year old) applies for SNAP on 1/8, is approved under the Simplified Reporting rules, and given a 6-month certification period. The 5 year old child turns 6 on 3/18. When is the adult registered for Employment First? What action is taken to register the adult?  
**A member of a Simplified Reporting household must be work registered at the next recertification. Signing the RRR form and returning it to the county meets the registration criteria. So in this case, the adult must be mailed an EF-102 (worker should note on the signature line mailed and the date) and appear for an orientation to avoid a sanction.**



**To Lift, Comply or Cure, that is the answer!**

Points

- 20 – 25 You are an Eagle Scout!
- 10 – 15 You are a Webelo Scout.
- 0 – 5 Join the Tiger Cubs.

