

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 219		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
39 - 40	15	2/01	39	15	2/01
40a - 40b	15	2/01	40 - 40b	15	9/1/01
DATE: SEPTEMBER 1, 2001 TO: ALL INCOME MAINTENANCE MANUAL HOLDERS					

This change revises policy and procedures for WV WORKS AG's subject to the 24-month requirement for being engaged in work. This change is effective September 1, 2001.

Changes were made as follows.

Section 15.7: WV WORKS AG's approaching the 24-month time limit for being engaged in work are no longer submitted to the Policy Unit for review. The decision is made on the local level by the Worker and Supervisor. However, the same evaluation process must be completed and information that would have been sent to the Policy Unit must be filed in the case record.

NOTE: The only change is where decision is made.

Questions should be directed to the OFS Policy Unit.

Questions on RAPIDS procedures should be directed to the RAPIDS Help Desk.