

WV INCOME MAINTENANCE MANUAL MANUAL MATERIAL TRANSMISSION

DATE:	July 1, 2011			CHANGE NUMBER: 621	
TO:	ALL INCOME MAINTENANCE MANUAL HOLDERS				
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
xvii - xviii	1	4/11	xvii	1	7/11
			xviii	1	4/11
30a	24	4/11	30a	24	4/11
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38a – 38b	24	2/11	38a – 38b	24	7/11

This change was made to update the Employment Subsidy Program (ESP) and Vocational Assessment policy. Referral forms DFA-WVW-70, DFA-WVW-80 and DFA-ESP-1A were updated.

Chapter 1

Chapter 1, Table of Contents: Minor correction to page xvii to remove the wording, PRC- Part 1 and 2.

Chapter 24

Section 24.4, M: Changed one of the referral criteria from 48 months of TANF/WV WORKS receipt to 36 months. Reference was removed which limits the number of vocational assessments that can be completed in each region.

Section 24.4, M, 1: Corrected reference to scheduling of vocational assessments by the provider from 15 business days to 10 working days.

Section 24.4, M, 2: Revised the procedure to be followed for scheduling of vocational assessments by the provider and when a new referral form on an individual is required.

Section 24.6, 3: Removed reference to the Employment Subsidy Program (ESP) being offered only in WIB Regions 1 and 4. ESP will be offered statewide effective July 1, 2011. Added instructions regarding additional documents required to be attached to the DFA-WVW-70 on each ESP referral.

Policy questions should be directed to the DFA Economic Services Policy Unit.

RAPIDS questions should be directed to the RAPIDS Help Desk.

Attachment

DW-17, Rev. 10/04