

15.7 REQUIREMENT FOR BEING ENGAGED IN WORK (WV WORKS)

A. WORK PARTICIPATION AS AN ELIGIBILITY REQUIREMENT

WV WORKS is a work participation program. An individual who applied and is approved for WV WORKS benefits must have good cause for not participating in a work activity or be engaged in an activity no later than the end of the 2nd month of benefit receipt or is ineligible. See Sections 13.8 and 13.10 for temporary exemptions and good cause. If the recipient is determined to have good cause, the situation must be reviewed and documented monthly.

Starting on the first day that WV WORKS benefits are received, a Work-Eligible Individual is subject to the work requirement. Therefore, the individual must be placed in a work activity as soon as possible. This placement should occur when the benefit is approved, concurrently with the initial assessment of the recipient's skill, prior work experience, and determination of employability. If the individual initially has a documented good cause for not participating, he is temporarily excused from participating. The Worker approves the benefit, enrolls the individual in the appropriate component, and makes any referrals needed to overcome the exemption or good cause reason. Any temporary exemption must be reviewed at least monthly to determine if the situation continues. If the Worker determines that the person is ready to participate at application, the Worker approves the benefit, enrolls the participant, requests any necessary support payments, and makes any necessary referrals. The participant must then begin his work activity as scheduled and complete all assigned hours for 5 consecutive assigned work days to meet his participation eligibility requirement. If he fails to participate as specified on his SSP, the WV WORKS benefit is closed after good cause for failure to participate has not been established. If the Work-Eligible Individual reapplies, he must meet his assigned work hours for 5 consecutive assigned work days before the benefit for the subsequent month is approved. Benefits are prorated from the date of application. To ensure he is meeting his requirements, the Worker must follow up with the placement on a daily basis during the initial 5-day eligibility period, beginning on the first day assigned.

The activities in which the individual must participate are outlined in Sections 24.6 through 24.13.

NOTE: Before closure for failure to meet the 5 day work requirement, the Worker must schedule an appointment to establish good cause. Refer to IMM 6.3E for notification requirements.

EXAMPLE: An individual applies for WV WORKS benefits for himself and his 2 children on August 2nd. He completes the application, orientation and initial PRC on August 6th and the case is confirmed on August 6th. The Worker determines that the individual needs to arrange child care; he states that his mother will provide child care for his children while he completes his activity.