

Dave Lyda, TANF Program Manager

Authorized Signature

Number: SS-IM-06-021

Issue Date: 11/06/2006

Topic: Other

TANF/JOBES Regulation: Parents providing care for a disabled family

Subject: member

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): TANF/JOBES
Program staff providing case
management services |

Message:

New TANF Regulations exclude from the definition of a work-eligible individual a parent providing care for a disabled family member living in the home who does not attend school on a full-time basis.

In order to have the individual excluded, States must maintain medical documentation to support the need for the parent or parents to remain in the home to care for the disabled family member.

The regulations state, "We recognize that parents responsible for disabled family members often encounter problems finding affordable and appropriate care and may not be able to participate in TANF work activities to the same extent as other adults. We therefore exclude them from the participation rate calculation."

This means that the individual would not be required to participate in work-attached activities because they would not be included in the participation rate. However, we would continue to provide case management services. These services could include assistance with finding appropriate care, connection with local services for people with disabilities, provide opportunities if appropriate for training and employment, substance abuse and mental health treatment and counseling, etc.

A family member for the purpose of this process is: An individual with a disability in the home who is related to the parent or parents through blood, marriage, or adoption. You do not need to verify the relationship. However, we do need to receive documentation from a qualified and appropriate professional regarding the need to care for the disabled family member.

Computer Coding

On CMS make the JOBS Status (JS) code exempt. Use the code of “D” for the exemption. For the exemption reason use the reason code of “N”.

Documentation

According to the regulations we must indicate that we have received documentation from a qualified and appropriate professional in order to exempt (disregard) the parent or parents from participation rate calculations.

There are several methods of recording that we have in fact received such documentation.

1. DHS receives documentation that a parent or parents are needed in the home to care for a disabled family member **who is** part of the TANF household.
 - Record the disability information on the TRACS Disability Page on the person with the disability (the family member).
 - In the notes section on the Disability Detail Page, indicated that documentation was received indicating that the parent or parents are needed to care for the family member. Include the name and phone number of the qualified and appropriate profession making the determination, and other important information such as expected length of time, etc.
 - Place the documentation in the client’s case file.

2. DHS receives documentation that a parent or parents are needed in the home to care for a disabled family member **who is not** part of the TANF household.
 - Create a narrative and in the first sentence use the following statement: ***“Caring for a disabled family member in the home”***. This will allow the narration to be found more easily.
 - In the narration indicate that documentation was received. Include the name and phone number of the qualified and appropriate professional making the determination, and other important information such as expected length of time needed, etc.
 - Place the documentation in the client’s case file.

If you have questions or need additional clarification please contact Patrick J. Ring at (503) 945-7006 or by email at Patrick.j.ring@state.or.us or by GroupWise Instant Messenger.

If you have any questions about this information, contact:

Contact(s):	Patrick J. Ring		
Phone:	(503) 945-7006	Fax:	
E-mail:	Patrick.j.ring@state.or.us		