

Department of Social and Health Services

Olympia, Washington

EAZ Manual

Revision #944
Category Basic Food Work Requirements - Good Cause
Issued
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Summary

Updating Good Cause for ABAWDs as the current language is incorrect. Good Cause for work requirements is allowed under Federal Code §273.24 Time limit for able-bodied adults (b)(2) *Good Cause*.

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Revised **October 04, 2016**

Purpose:

[WAC 388-444-0050](#) What is good cause for failing to meet Basic Food work requirements?

- **[Worker Responsibilities](#)**

Worker Responsibilities - [WAC 388-444-0050](#)

When you are informed that a non-exempt Basic Food client has not complied with work requirements:

For Mandatory Work Registrants

1. Begin the good cause process no later than 10 calendar days from the date you are notified on noncompliance, by sending a letter to the client. The letter must include:
 - a. A description of the non-compliance; and
 - b. The date by which the client must contact the worker to provide good cause for non-compliance. (This date should not exceed 10 calendar days from the date the notice is sent.)

NOTE:

If the client does not respond within 10 calendar days, determine that good cause does not exist. Refer to step 3. below.

1. Determine good cause for clients not meeting the work registration requirements described in [WAC 388-444-0005](#), #3.
2. When good cause does not exist the client must be disqualified. See [Disqualification](#).
3. Inform disqualified clients how they may regain eligibility for Basic Food.
4. Volunteers for Basic Food E&T components (services) who fail to participate are not disqualified.

For ABAWDs

- ~~1. A non-participating ABAWD uses a month of the 3-month eligibility. There is no Good Cause determination. Consider an ABAWD to have met the work requirement if they have a temporary absence from work and they have not lost their job.~~
- ~~2. Record non-qualifying work months as described in Section E, ABAWDS. Good cause includes circumstances beyond the individual's control, such as:
 - Illness;
 - Care for another household member;
 - a household emergency;
 - or the unavailability of transportation.~~
- ~~3. Document the reason for good cause in the case notes. Good cause should not exceed two months in a row. If the frequency of good cause requests become questionable, a worker can ask the the client to provide collateral contact for the exemption. Asses the client for a personal exemption if it appears that the good cause reason will last for longer than two months.~~
- ~~2-4. If you determine there is no good cause, record non-qualifying work months as described in Section E, ABAWDS.~~