

**County of San Diego, Health and Human Services Agency (HHS)A)  
General Relief Program Guide (GRPG)**

**Employable Program Exemptions**

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**Revision Date:**

December 1, 2021

**A. Background:**

This section provides information regarding the General Relief (GR) Employable Program exemptions.

**Purpose:**

This section has been updated to remove references to the CW 7 periodic report.

**B. Policy:**

All customers receiving aid under the Employable Program will be required to work for benefits and participate in Supervised Job Search (SJS) activities, unless exempted below. Those customers who are exempted, waived, or excused from work project participation must still repay the County the amount of GR assistance they receive. Recipients who cooperate with work project requirements earn credit towards their GR debt.

**C. Minor Children:**

When a minor turns 18 years-old, they become an adult subject to the work project and SJS requirements on their own GR case.

Minors between the ages of 16 and 18, who are married, separated, or divorced, who are parents, who have been emancipated by court order, or who are under the supervision of Child Welfare Services and who receive GR as an adult on their own case, will be subject to the GR work project and SJS requirements as if they were adults.

**D. Conditionally Employable:**

Conditionally employable customers may have the work project and SJS requirements waived.

**E. Administrative Unemployability:**

Administrative unemployable customers may have the work project requirement waived. These individuals will be exempt from SJS requirements.

**F. Full-Time Students:**

Students under 20 in full-time high school are exempt from work project attendance. This will allow such students to concentrate on completion of their studies and end their dependence on the GR Program.

**G. Unemployable (UE):**

Individuals who are included in the UE subcomponent are exempt from work project requirements.

**H. Remoteness:**

Consider a customer too remote from the JT and/or SJS site if the one-way travel to the nearest assignable JT and/or SJS site would exceed one hour by reasonable available public or private transportation. Image the written exemption in the CalFresh Employment & Training (E&T) case and document in case comments. Supervisor approval is required.

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**I. Physically Limited – Light Duty Only:**

Consider a customer physically limited if no suitable JT site can accommodate the customer's medical restrictions without aggravating the customer's medical condition. Image the written exemption or modification in the CalFresh E&T case and document in Case Comments. Family Resource Center (FRC) Manager approval is required.

**J. Drug/Alcohol Day Treatment:**

Adults with child(ren) three years old or under may attend State and Federally Regulated Drug/Alcohol Day Treatment programs in place of completing Employable Program requirements. The child does not have to be in the custody of the adult.

The Drug/Alcohol Day Treatment program must:

- Require attendance for a minimum of five hours per day, five days a week (attendance must be monitored).
- Be regulated and monitored by the State government.
- Provide a well-defined vocational training program, including job search, job assistance program, and resume writing.
- Encourage family reunification.

Customers in a Drug/Alcohol Day Treatment program must:

- Report changes within 10 days
- Have the treatment program complete the GR Drug/Alcohol Day Treatment Enrollment/Attendance Verification form monthly.

The pre-application Human Services Specialist (HSS) will identify potentially eligible applicants who are enrolled in drug/alcohol day treatment programs and give them the GR Drug/Alcohol Day Treatment Enrollment/Attendance form to be completed by the day treatment program representative.

**K. Non-English-Speaking:**

Consider a customer lacking necessary communication skills if no suitable JT site can accommodate the customer's language barriers. Supervisor approval is required.

**L. Vocational Rehabilitation:**

Consider a customer in vocational rehabilitation as exempt during the month of attendance.

**M. Technical Training:**

Consider a customer in technical training as exempt during the month of attendance.

**Procedure:**

Follow the actions in the policies above to evaluate for a GR Employable Program exemption.

**Other Program Impacts:**

None

**References:**

None.

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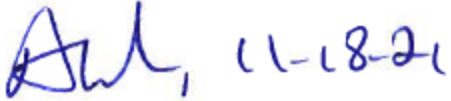
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**Sunset Date:**

This policy will be reviewed for continuance by November 30, 2024.

**Approval for Release:**



Rick Wanne, Director  
Self-Sufficiency Services