

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

Employable Program Sanctions

Number

90-700.19

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Revision Date:

December 1, 2021

A. Background:

This section provides information on the GR Employable Program sanctions.

Purpose:

This section has been reformatted and guidance from Program Inquiry 16-01 has been incorporated.

Policy:

B. Ineligibility due to Sanction

Customers who fail, without good cause, to cooperate with Employable Program requirements (Work Project (WP) or Supervised Job Search (SJS)) will be temporarily ineligible for further GR as an employable individual from the date following the effective date of discontinuance, when it has been determined that the failure was willful.

C. Definition of Willful Non-Compliance

Willful non-compliance is defined as failure to comply with published and signed expectations when there was no good cause for the failure as determined by the CalFresh Employment and Training (E&T) Social Worker (SW). It is an intentional refusal to comply and/or an indifferent disregard of the duty to comply with program requirements. The CalFresh E&T SW will check the case to be sure there is a completed and signed 11-49 HHSA General Relief Employable Program Responsibilities or 11-49M HHSA General Relief Employable Program Responsibilities – MAPC on file, since this is the published statement of program expectations for employable recipients. Willful non-compliance will result in a sanction.

D. Timely Notice

When the CalFresh E&T SW notifies the Human Services Specialist (HSS) of a program violation subject to sanctions, a Notice of Action (NOA) will be issued prior to discontinuance and imposition of the sanction.

This NOA will serve two purposes. First, it will inform the recipient to contact the E&T SW within five days to explain the failure to complete the program requirements. Secondly, it will be a notice that the case will close in 10 days.

E. Customer Does Not Respond

If the recipient does not respond, the case will be closed with a sanction. A recipient may later present information which shows there was good cause for the non-cooperation, and that no sanction should have been imposed. The new intake HSS must then forward the information to the CalFresh E&T SW to determine if good cause exists. If good cause is found, the sanction will be lifted.

F. Customer Responds

If the recipient responds, the HSS will forward the information to the CalFresh E&T SW to evaluate the information presented to determine if there was good cause. If good cause exists, the case will continue, and the termination will not occur. Use Form 11-67 HHSA GR Good Cause Determination to determine good cause.

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G. Sanction Periods

Periods of ineligibility as an Employable Program recipient include:

- One month for returning the SJS Verification Form after the indicated due date.
 - Note: The one-month sanction period for failure to cooperate in returning form 11-7 HHS on time, shall not result in any cumulative penalty. The penalty shall be a one-month sanction period for each separate non-cooperation regardless of how often the non-cooperation occurs.
- One month for employable students failing to attend school, having more than two unexcused absences, or returning school verifications after they are due.
- Three months for failure to return or failure to submit the required job applications, failure to attend orientation or failure to attend and complete the Work Test or WP assignment.
- The employable sanctions listed above shall apply only so long as the recipient is employable.
- The sanction period runs from the date imposed and automatically expires at the end of the period.
- Once the sanction period is imposed, applications as an Unemployable (UE) or Incapacitated Program (IP) applicant shall not be affected, nor shall the sanction period be extended during such periods of unemployability.
- Applicants who claim to be incapacitated during part of the employable aid cycle shall be required to provide evidence of unemployability or shall have the previous employable aid discontinued.
- Applicants on the first sanction in a six-month period may receive aid under Modified Aid Payment Cycle (MAPC) after a 30-day waiting period, regardless of the length of the sanction. Refer to General Relief Program Guide (GRPG) 90-700.22 for MAPC requirements.

H. Sanctions for Married Couples

Because of the spouse for spouse responsibility, each Employable spouse is responsible for cooperating with all Employable Program requirements.

If ...	Then ...
either employable spouse is non-cooperative,	both spouses shall be ineligible for further aid as Employable applicants during the sanction period.
one spouse is UE or IP,	that spouse shall continue to be eligible for GR as UE or IP, regardless of the cooperation of the employable spouse.
the employable spouse is non-cooperative,	only the employable spouse is ineligible during the sanction period.

I. Orange County Sanctions

All GR applicants who apply in San Diego County and are found to be within the timeframe of Orange County's sanction period, whether discovered through the Orange County data match, the Medi-Cal Eligibility Data System (MEDS)/Income Eligibility Verification System (IEVS) system, or any other verifiable method, will be denied GR benefits in San Diego County through the end of the period of ineligibility in Orange County.

Applicants who become Incapacitated are exempt from an employable sanction imposed in Orange County, but remain ineligible if under a system abuse penalty, for the full period of the penalty period

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of Orange County. If cases are denied, HSSs must clearly state on the NOA that the applicants were sanctioned in Orange County.

J. Sanctions and the 12-Month Period (TMP) and Period of Eligibility (POE)

Refer to Desk Aid 90-700.19A Sanctions and the 12-Month Period (TMP) and Period of Eligibility (POE) for examples regarding how to apply sanctions. Program Inquiry 16-01 has been incorporated into the Desk Aid as Example 7.

Procedures:

None

Program Impacts:

None

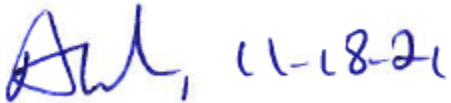
References:

County Policy

Sunset Date:

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

Approval for Release:



Rick Wanne, Director
Self-Sufficiency Services