

90-700.07. WORK TEST REQUIREMENTS

A. General This section provides information on the GR Work Test requirements.

B. Standard Aid Payment Cycle Non-exempt applicants on the Standard Aid Payment Cycle must comply with all components of the standard Work Test, subject to good cause standards.

C. Components The standard Work Test will take place on the three consecutive work days following the issuance of aid. In the first month of the certification period for the Employable program, this Work Test shall consist of a group orientation on the first day, and the first 16 hours or the maximum WP, whichever is lower, of the WP assignment on the following two days. The Work Test hours are included in the WP assignment; not added to the WP assignment.

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D. Group Orientation Group orientation shall include presentations by a CalFresh E&T SW and a GR worker. A clerk may provide assistance in completing necessary paperwork. Information presented to recipients shall include:

| Step | Who | Action |
|------|-----------|---|
| 1 | GR Worker | An in-depth explanation of GR Employable Program requirements, including WP, JS, Status Report, CalFresh E&T good cause standards for non-compliance, and reporting responsibilities. |
| 2 | | A clear explanation of NOA requirements and the right to appeal adverse actions by the County, including sanctions. (The explanation shall include the availability of assistance in requesting a hearing.) |

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Group Orientation (continued)

| Step | Who | Action |
|------|-----------------|--|
| 3 | CalFresh E&T SW | A presentation about the role of the GR WP/JS as a step towards reentering the work force and about other services and resources available through the County and other agencies. (Information provided shall include the possibility of being assigned to a WP in a field of interest to the recipient, how to look for work, use of Job Club resources, Job Development Unit and WP experience in job hunting, resources available when work is obtained.) |
| 4 | | Work assignments shall be provided to recipients at the orientation from the Mass Assignment Board using Form 11-49 HHSA or 22-04 HHSA, and recipients shall be given the opportunity to ask questions about the WP assignment and about program requirements in general. The GR Worker/Clerk shall also provide forms 11-7 HHSA and CW 7 to recipients at orientation. |

Nonattendance shall be evaluated for good cause.

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E. Requirement for MAPC

Applicants reapplying under MAPC must cooperate with the MAPC Work Test prior to issuance of initial aid. Good cause standards shall be applied.

The MAPC Work Test shall consist of the first 24 hours, up to the assigned WP, whichever is lower, of the WP assignment. The Work Test hours are included in the WP assignment; not added to the WP assignment. If the applicant is otherwise eligible, aid will be granted when the Work Test has been completed.

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F. Non-Cooperation Non-cooperation with MAPC Work Test requirements is subject to a good cause determination as shown in [GRPG 90-700.18](#).

G. Good Cause is Found If good cause is found for failure of the initial MAPC Work Test (during MAPC application process), aid will be issued upon completion of Work Test requirements. The applicant shall be issued a second 11-49M HHSa with a revised Work Test schedule.

H. Good Cause Not Found If good cause is not found for failure of the initial MAPC Work Test, the application will be denied and the sanction reinstated. The applicant will have no additional opportunities to shorten the duration of subsequent sanctions for a period of six months, beginning with the effective date of the current three-month sanction. The table below shows some examples.

| Example | Situation |
|----------------|--|
| 1 | Recipient sanctioned effective 5/1/2008. Recipient reapplies under MAPC on 6/1/2008. Recipient willfully fails to cooperate with the MAPC Work Test. Aid is denied. Recipient remains sanctioned until 8/1/2008. The MAPC option will be available to the recipient for sanctions applied after 11/30/2008. |
| 2 | Recipient sanctioned effective 5/1/2008. Recipient reapplies under standard aid payment cycle on 8/1/2008. Recipient willfully fails to cooperate with the Work Test. Recipient may not reapply before the three-month period of ineligibility expires, as this is the second sanction in a six-month period. The MAPC option will be available to the recipient for sanctions applied after 10/31/2008. |

The MAPC denial is subject to all GR Hearing rights.

Note: The MAPC applicant whose case was previously discontinued for failing to attend orientation must be scheduled for orientation prior to the date of the MAPC intake appointment.

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I. Granted

Non-exempt recipients on the Standard Aid Payment Cycle or on MAPC in second and subsequent months shall be required to cooperate with the Work Test in order to remain eligible, subject to good cause standards. The Work Test shall consist of the first 24 hours, or the entire WP assignment, whichever is less, of the WP assignment. The Work Test hours are included in the WP assignment; not added to the WP assignment.

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