

**Muskingum County Department OF Job &
Family Services
24 Month Hardship Criteria
Effective 10/01/00
(Revised 09/01/11)**

Under O.R.C. 5107.18, A County Department of Job and Family Services can declare up to twenty percent (20%) of its average caseloads during the prior Federal Fiscal Year to be under a “hardship” and grant such Assistance Groups an exemption in order to continue assistance. Prior to the expiration of Assistance Group’s thirty-six (36) months of assistance, the Assistance Group will be reviewed to determine potential eligibility for hardship exemption. In the case of a two-parent Assistance Group, both adults must meet a hardship exemption. The Muskingum County Department of Job and Family Services (MCDJFS), at its sole discretion, will extend benefits to not more than twenty percent (20%) of its average caseload under the circumstances described below.

If, any time MCDJFS can no longer grant hardship exemptions to all qualifying Assistance Groups due to the twenty percent (20%) limitation, priority will be given in relation to an exemption number. For example Exemption 1 will be priority 1 and Exemption 2 will be priority 2, etc.

Hardship exemptions are only available to Assistance Groups who are currently complying with all aspects of the self-sufficiency contract.

Assistance Groups qualifying for a hardship exemption will be evaluated on a monthly basis to determine if the hardship exemption is still applicable.

The MCDJFS reserves the right to amend the criteria. Such amendments will be made public prior to their effective date, whenever possible.

If a client is determined to meet the hardship exemption and at anytime fails to comply with their self-sufficiency contract, the client will be subject to the sanction process in a progressive manner.

Muskingum County Hardship Exemptions and Reason Codes

(Revised 09/01/11)

Exemption 1:

Code 0401

The individual is providing care for a disabled family member, and other acceptable arrangements for the disabled member's care are not available. Physician's statement required.

Exemption 2:

Code 0402

The individual has not been able to participate in assigned work activities due to a physical or mental incapacity that has been verified by an agency approved and licensed physician.

Exemption 3:

Code 0504

The individual is a victim of domestic violence and involved in an appropriate counseling and/or legal assistance group. Court documents or other verification required.

Exemption 4:

Code 1006

The individual is a single custodial parent with a child under 3 months of age providing the 12 month exemption (D3 Criteria) has not been exhausted for the custodial parent.