

HARDSHIP CRITERIA FOR SANDUSKY COUNTY

You may be eligible to continue to receive OWF cash assistance even though you are about to or have reached your thirty-sixth (36th) month of cash assistance. Your eligibility may continue if your situation fits one of the following categories:

1. You have a verified medical or mental condition that “substantially” (“substantially” is defined as “not able to perform ANY physical labor”) limits your ability to become gainfully employed. You will be given an agency form that your physician will need to complete. Your physician must provide current verification of your treatment plan which must include the date you may return to work or training. SCDJFS reserves the right to obtain a second opinion from a medical provider or other competent professional of our choice. If the second opinion is different from the first opinion, SCDJFS may require you to get a third opinion from a medical provider or other professional of our choice.

You must be following your physician’s orders. At the point that you fail to cooperate with your treatment plan, the hardship extension will end and your OWF will close.

Also, you must apply for SSI and you must be cooperating in the process as required by the Social Security Administration.

You must be participating in a developmental or alternative work assignment through this agency OR be actively involved with the Bureau of Vocational Rehabilitation. If you are approved under this category, this extension is not to exceed **9 months**.

2. You are a caretaker of at least two children or of one child and one adult who are 100% disabled with medical statements showing the need for 24 hour continuous care. If you are approved under this category, this extension is not to exceed **12 months**. In addition, you would be required to pursue any available educational opportunities during this time.
3. Your ability to retain employment is being disrupted by domestic violence. If so, you must be actively seeking help, such as staying in a spousal abuse shelter, having a current protective court order, a police report, or filing domestic violence charges. You must take all legal steps to resolve the situation. If you are approved under this category, this extension is not to exceed **6 months**. **Only one lifetime exemption for this reason shall be granted.**
4. You are a single parent who claims substance abuse as a disability. You must be enrolled and participating in a verifiable treatment program. You must sign a release of information allowing the agency to track your progress and program participation. You will be subject to random drug tests. Any refusals or failures of the drug tests will result in the termination of the exemption. If you are approved under this category, this extension is not to exceed **6 months**. **Only one lifetime exemption for this reason shall be granted.**

5. You are completing a formal education program. You must be receiving passing grades as verified by the school and be attending school a minimum of 20 classroom hours per week. You must be a head of household in a single parent assistance group or a member of a two parent assistant group where the other parent is 100% disabled as determined by the Social Security Administration, Public Employees Retirement System, Department of Veterans Affairs, or by CMS (County Medical Services).

If you are completing a four year degree program, the exemption is not to exceed **9 months**.

If you are completing a two year degree program or a program leading to a high school diploma or GED, the exemption is not to exceed **6 months**.

If you are completing a certificate program, the exemption is not to exceed **3 months**.

If you believe you should still receive OWF cash assistance, you need to contact your case manager and request a Sandusky County Department of Job and Family Services Hardship Exemption Application (SCDJFS 100). You will be required to provide information to the agency so that we can determine your eligibility. Once a determination is made, you will receive a notice in the mail within 15 business days advising you whether or not you will qualify to continue receiving OWF cash assistance.

If you have any questions regarding this process, please contact you case manager.