

5101:6-2-09 SUPPLEMENTAL SANCTION NOTICE.

- (A) A “SUPPLEMENTAL SANCTION NOTICE”, ODHS 4066, MUST BE SENT IN THE FOLLOWING SITUATIONS:
- (1) WHEN AN APPROVAL, DENIAL, REDUCTION OR TERMINATION NOTICE HAS BEEN MAILED OR PERSONALLY DELIVERED TO AN OHIO WORKS FIRST (OWF) AND/OR FOOD STAMP PROGRAM PARTICIPANT, PROPOSING THE APPLICATION OF AN OWF OR FOOD STAMP SANCTION, PURSUANT TO SECTION 5107.16 OF THE REVISED CODE, OR RULES 5101:4-3-09, 5101:4-3-11 AND/OR 5101:4-3-19 OF THE ADMINISTRATIVE CODE; OR
 - (2) WHEN A COUNTY DEPARTMENT OF HUMAN SERVICES (CDHS) IS INFORMED THAT AN OWF PARTICIPANT AND/OR FOOD STAMP PARTICIPANT CURRENTLY UNDER SANCTION, OR WHO HAS PREVIOUSLY BEEN INFORMED OF HIS OR HER SANCTION BUT THE ACTION HAS YET TO BE TAKEN, FAILED IN SOME ADDITIONAL MANNER TO COOPERATE WITH THE SELF-SUFFICIENCY CONTRACT AND/OR FOOD STAMP WORK REQUIREMENT.
- (B) THE SUPPLEMENTAL SANCTION NOTICE MUST BE MAILED OR PERSONALLY DELIVERED WITHIN THE FOLLOWING TIME FRAMES:
- (1) WITHIN THREE WORKING DAYS OF THE MAILING, OR PERSONAL DELIVERY DATE OF THE SANCTION NOTICE; OR
 - (2) IF THE INFORMATION IS LEARNED AFTER A SANCTION HAS BEEN PROPOSED, AND A SUPPLEMENTAL SANCTION NOTICE HAS ALREADY BEEN ISSUED, SUBSEQUENT SUPPLEMENTAL SANCTION NOTICES MUST BE SENT WITHIN THREE WORKING DAYS OF THE DATE THE CDHS BECOMES AWARE OF THE SANCTIONABLE FAILURE TO COMPLY WITH THE SELF SUFFICIENCY CONTRACT AND/OR FOOD STAMP WORK REQUIREMENT.
- (C) PROVISIONS FOR CONTINUING BENEFITS, PURSUANT TO RULE 5101:6-4-01 OF THE ADMINISTRATIVE CODE, SHALL APPLY TO BOTH THE FIRST SUPPLEMENTAL SANCTION NOTICE AND THE PRIOR NOTICE FOR REDUCTION AND TERMINATION OF ASSISTANCE. PROVISIONS FOR CONTINUING BENEFITS DO NOT APPLY FOR SUBSEQUENT SUPPLEMENTAL SANCTION NOTICE ISSUANCES, OR WHEN THE NOTICE IS PART OF AN APPROVAL OR DENIAL OF BENEFITS.
- (D) THE SUPPLEMENTAL SANCTION NOTICE SHALL CONTAIN ALL OF THE FOLLOWING:
- (1) A CLEAR AND UNDERSTANDABLE STATEMENT OF THE REASON FOR THE IMPOSITION OF THE SANCTION.
 - (2) A CLEAR AND UNDERSTANDABLE STATEMENT OF ACTIONS NECESSARY TO END THE PERIOD OF INELIGIBILITY.
 - (3) A REFERENCE TO THE MAILING DATE OF THE NOTICE PROPOSING THE SANCTION AND EXPLAINING THE EFFECT THE SANCTION HAS ON THE BENEFITS.

- (4) AN INDICATION OF WHETHER THE CONTINUING BENEFITS PROVISIONS APPLY.
 - (5) THE APPLICABLE REGULATIONS.
 - (6) AN EXPLANATION OF THE ASSISTANCE GROUP'S RIGHT TO AND THE METHOD OF OBTAINING A COUNTY CONFERENCE AND A STATE HEARING.
 - (7) A TELEPHONE NUMBER TO CALL ABOUT FREE LEGAL SERVICES.
- (E) THE SENDING OF A SUPPLEMENTAL SANCTION NOTICE IS IN NO WAY TO BE CONSIDERED ANNOUNCEMENT OF A SUBSEQUENT SANCTION, OR LEVEL/TIER, FOR THE OWF OR FOOD STAMP PROGRAMS. SUBSEQUENT SANCTIONS ARE TO BE PROPOSED USING THE ODHS 4065, ODHS 4085, ODHS 4074, ODHS 7334, OR THEIR CRIS-E EQUIVALENTS, AND AN ODHS 4066, AS REQUIRED BY CHAPTER 5101:6-2 OF THE ADMINISTRATIVE CODE.

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Certification: Arnold R. Tompkins

December 19, 1997
Date

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Statutory authority: revised code section 5101.35

Rule amplifies: revised code section 5101.35

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