

02 NA Work Requirements - Overview

REVISION 49
(01/01/21 - 12/31/21)

As a condition of eligibility for NA benefits, all household members must meet the work requirements unless [exempt](#).

Participants who are work registrants, without [good cause](#) must not:

- Quit a job of 30 or more hours per week
- Reduce work hours under 30 hours per week
- Refuse to accept a job offer
- Be disqualified from participating in [Unemployment Insurance \(UI\)](#) by the UI State agency

Participants who are work registrants must provide information about their employment status and availability for work.

Non-exempt participants must have their work registration status reviewed at least once every twelve months.

During the interview, the worker must register the budgetary unit (BU) members, unless exempt for work.

The NA Work Registration script FAA-1786A-FLY-PD (10-20) includes detailed information about the NA work requirements. The FAA-1786A-FLY-PD (10-20) script must be used during the interview to explain the NA work requirements. The FAA-1786A-FLY-PD (10-20) script is found in the Documents Center.

[Case file\(g\)](#) documentation is sufficient for work registration. Documentation by the worker must include: NA work requirements explained, and NA participants are registered for work, unless exempt.

When NA benefits are approved at initial and renewal applications, the NA Work Requirements (X640) notice is automatically sent.

[NA disqualifications](#) are imposed when a non-exempt participant fails to comply with the NA work requirements.

When a reported change causes a participant to no longer be eligible for a work exemption see [Registered and Referred](#).