G NA E&T Mandatory Referrals

Key each NA E&T participant RR in the PAR/EXEM field. The names of the participants coded RR automatically transmit to the Jobs NA E&T referral file. This occurs when NA benefits are issued.

EXCEPTION

When the mandatory NA E&T participant is an able bodied adults without dependents (ABAWD), key RA in the PAR/EXEM field. The RA Work Registration Code identifies the ABAWD referred population, promotes increased priority, and creates an open NA E&T file prior to NA issuance.

An automatic referral to the NA E&T program is completed when one of the following occurs:

- A participant is added to the budgetary unit and both of the following apply:

  The participant is a mandatory NA E&T participant.

  The participant's PAR/EXEM status is RR on WORW.

- A change in circumstances requires that a previously exempt participant's work program status be changed to RR. This includes the following situations:

  The youngest child in the budgetary unit turns six during the current approval period. (See Exemption-Care of Dependent)

  A participant previously geographically exempt moves out of the geographically exempt area. (See E&T Geographical Location)

  An employed participant has their work hours reduced to less than 30 hours. (See Exemption-Employed)