

(d) If the application is approved, the client will be advised in writing:

1. Of his/her obligation to report all relevant changes in circumstances, for example, family size, income, employment, and so forth.
2. Of the use of the medical assistance stub included with the assistance check.
3. That he/she may qualify for a number of additional services which the IM worker will describe briefly and explain where to apply for these services.

(e) Upon request, the client will be given a copy of his/her executed application form, with any attachments.

As amended, R.1979 d.428, eff. October 18, 1979.  
See: 11 N.J.R. 344(a), 11 N.J.R. 560(e).

#### Case Notes

Due process held to not require bilingual notices; cited as example of agency requirements for Spanish translation of notices. *Alfonso v. Bd. of Review, Dept. of Labor and Industry*, 89 N.J. 41, 444 A.2d 1075 (1982), appeal dismissed, certiorari denied 103 S.Ct. 30, 459 U.S. 806, 74 L.Ed.2d 45.

#### 10:81-2.16 Photo identification cards

Photo identification cards will be issued routinely to recipients as a condition of eligibility for assistance (also see N.J.A.C. 10:81-7.15(d)3 and 4).

Amended by R.1986 d.6, effective February 3, 1986.  
See: 17 N.J.R. 2335(a), 18 N.J.R. 273(a).  
Old text deleted and new text substituted.

#### 10:81-2.17 Verification

(a) Verification of facts essential to eligibility is required in all segments of the AFDC program.

(b) In all cases where immediate need is apparent and a grant of assistance issued, the case must be validated within two months following the month in which assistance is initially granted. Validation means the verification of essential eligibility factors. Verification shall be appropriately documented in the case record.

1. The county welfare board shall try to verify all necessary information within the required time but shall not penalize the client if the county welfare board, through no fault of the client, is unable to obtain documentation.

(c) The county welfare board must verify the age of all children for whom application is made and their relationship to the natural or adoptive parent(s) or parent-person(s) with whom they live.

(d) The CWA must verify the deprivation factor in AFDC.

1. The death of the parent(s) must be verified.

2. Incapacity must be validated through the medical review team's action expressed in Form PA-8.

3. Continued absence shall be verified in accordance with criteria in N.J.A.C. 10:81-3.

(e) For AFDC-N cases, if the condition of insufficient income is the result of the applicant having left a job within 90 days of the date of application, the IM worker will verify with the employer that the termination was not voluntary or will ask the applicant to demonstrate good cause for leaving. The IM worker will also verify that the applicant has registered with the Division of Employment Services. If the client does not have evidence of having registered, registration Form NJES-1A (Job Service Self-Registration Application) shall be completed at initial application and for subsequent registration renewals and redeterminations (see N.J.A.C. 10:81-2.18). If the termination was voluntary, without good cause (see N.J.A.C. 10:81-14.8(e)), then both parents shall not be eligible for assistance for a period of 90 days beginning with the date of termination of employment.

(f) The IM worker must verify all income and resources.

(g) The CWA shall verify school attendance in a school, college, training or vocational program of dependent children ages 16 to 19 at the time of application as an eligibility criterion of AFDC (see N.J.A.C. 10:82-1.5(a) and 1.9).

(h) The CWA will verify the client's county of residence, whether temporary or permanent.

Amended by R.1977 d.452, effective December 1, 1977.  
See: 9 N.J.R. 367(c), 10 N.J.R. 16(b).

Amended on an emergency basis by R.1981 d.397, effective September 30, 1981 (operative October 1, 1981), expires November 30, 1981.  
See: 13 N.J.R. 759(a).

Readopted, R.1981 d.518, effective December 31, 1981.  
See: 13 N.J.R. 759(a), 14 N.J.R. 102(c).

(c) Renumbered as (b)1.

(d) Renumbered as (c).

(e)-(d)3 added.

(e)-(i) added (see historical note).

Amended by R.1982 d.482, effective January 17, 1983.

See: 14 N.J.R. 1078(a), 15 N.J.R. 92(a).

Citations to N.J.A.C. added, ASH cites deleted.

Amended by R.1983 d.319, effective July 20, 1983.

See: 15 N.J.R. 933(a), 15 N.J.R. 1375(c).

Internal cites changed.

Amended by R.1991 d.8, effective January 7, 1991.

See: 22 N.J.R. 2405(b), 23 N.J.R. 63(b).

In (e): added last sentence regarding voluntary termination.

In (g): replaced prior WIN text with current school attendance verification text.

Deleted old (h) and recodified (i) as (h).

Administrative Change to (e).

See: 23 N.J.R. 1705(a).

#### Historical Note

N.J.A.C. 10:81-2.18-2.22 were amended and recodified as part of N.J.A.C. 10:81-2.17 by emergency amendment, R.1981 d.397, eff. September 30, 1981 (oper. October 1, 1981), exp. November 30, 1981. See 13 N.J.R. 759(a).

**10:81-2.18 State Employment Service registration (AFDC)**

(a) AFDC applicants/recipients required to register with the State Employment Service: AFDC-F or -N principal earners exempt from REACH participation due to remoteness shall register with the State Employment Service.

1. Form NJES-1A (Job Service Self-Registration Application) must be completed for the initial registration of appropriate AFDC clients and for renewals.

i. Submittal of Form NJES-1A to the local ES office will constitute verification of work registration and renewals, respectively.

ii. Applicants and/or recipients currently receiving unemployment benefits are not required to complete the registration form. However, upon termination of such benefits, such individuals must be registered through Form NJES-1A.

iii. Employment registration shall be renewed every 90 days through Form NJES-1A.

iv. Form NJES-1A will also be used by the Job Service office to notify the CWA of action taken with regard to active registrants (e.g., refusal to cooperate in job referrals). The CWA will be required to then complete and return the yellow copy of the NJES-1A form indicating current status.

2. The client will be required to complete Form NJES-1A in duplicate; one copy shall be retained in the client's case record and the other transmittal to the Job Service office.

3. Where an AFDC recipient is terminated from assistance and subsequently reapplies after the Job Service office has been notified of the termination through Form NJES-1A, a new Form NJES-1A must be completed.

Amended by R.1977 d.452, effective December 1, 1977.

See: 9 N.J.R. 367(c), 10 N.J.R. 16(b).

Amended by R.1979 d.428, effective October 18, 1979.

See: 11 N.J.R. 344(a), 11 N.J.R. 560(e).

Recodified from N.J.A.C. 10:81-2.24 on an emergency basis, R.1981 d.397, effective September 30, 1981, (operative October 1, 1981), expires November 30, 1981.

See: 13 N.J.R. 759(a). Readopted, R.1981 d.518, effective December 31, 1981.

See: 13 N.J.R. 759(a), 14 N.J.R. 102(c).

(a): "Principal earners" was "fathers"; cross-reference to "3.19" was "3.43"; added "(residing in non-WIN counties)".

Amended by R.1982 d.482, effective January 17, 1983.

See: 14 N.J.R. 1078(a), 15 N.J.R. 92(a).

18 year olds changed to 17.

Amended by R.1991 d.8, effective January 7, 1991.

See: 22 N.J.R. 2405(b), 23 N.J.R. 63(b).

In (a): updated WIN text to REACH text.

Administrative changes in (a)1, (a)1i, (a)1ii, 2 and 3.

See: 23 N.J.R. 1705(a).

**10:81-2.19 through 10:81-2.22 (Reserved)****10:81-2.23 (Reserved)**

Repealed on an emergency basis, R.1981 d.397, effective September 30, 1981, (oper. October 1, 1981), exp. November 30, 1981.

See: 13 N.J.R. 759(a). Readopted, R.1981 d.518, effective December 31, 1981.

See: 13 N.J.R. 759(a), 14 N.J.R. 102(c).

**10:81-2.24 (Reserved)****SUBCHAPTER 3. ESTABLISHING PROGRAM ELIGIBILITY IN AFDC AND AFWP****10:81-3.1 Program eligibility factors related to AFDC**

This subchapter presents in detail the program eligibility factors which shall be considered in making determinations related to the AFDC-C, -F and -N segments.

As amended, R.1977 d.452, effective December 1, 1977.

See: 9 N.J.R. 367(c), 10 N.J.R. 16(b).

As amended, R.1978 d.190, effective June 8, 1978.

See: 10 N.J.R. 286(a).

As amended, R.1982 d.484, effective January 17, 1983.

See: 14 N.J.R. 1078(a), 15 N.J.R. 92(a).

Deletes participation of 19 to 21 year olds. New language added to Table.

Amended by R.1989 d.496, effective September 18, August 24, 1989.

See: 21 N.J.R. 1795(a), 21 N.J.R. 3006(a).

Informational tables deleted.

**10:81-3.2 Documentation and recording of program eligibility requirements**

Fundamental to the establishment of eligibility for public assistance is the documentation of eligibility requirements. Under certain conditions, presumptive eligibility may be recognized.

As amended, R.1980 d.77, effective April 1, 1980.

See: 11 N.J.R. 554(a), 12 N.J.R. 126(b).

Added second sentence.

**Case Notes**

See Atty. Gen. F.O. 1977, No. 17.

**10:81-3.3 Presumptive eligibility**

(a) Presumptive eligibility shall be determined when, based on the applicant's written statement signed under oath, immediate need exists and other program requirements appear to be met (see N.J.A.C. 10:81-2.6 through 2.12 and N.J.A.C. 10:82-2.2).

1. Immediate need shall be recognized when the available resources of an applicant are insufficient to meet current living expenses.

2. When presumptive eligibility is determined in accordance with this section, a grant of assistance shall be issued on the date of application and continued as necessary during completion and verification of the applicable eligibility requirements (see N.J.A.C. 10:81-4.3). If a condition of immediate need develops during the verification process, a grant shall be issued as soon as immediate need is apparent in the same manner as if it had existed at the time of application.

(d) Unless an individual is a United States citizen, documentation shall be submitted to the CWA as proof of his or her legal alien status. That documentation shall be submitted within two months following the month in which assistance is granted and is subject to verification by the INS. Failure or refusal to submit that documentation timely may result in ineligibility of that individual.

(e) AFDC-N segment cases are not subject to the requirements of the SAVE Program unless they are United States citizens or legal aliens eligible for food stamps or AFDC-related Emergency Assistance.

Amended by R.1994 d.612, effective December 19, 1994 (operative January 1, 1995).

See: 26 N.J.R. 3930(a), 26 N.J.R. 5022(a).

#### 10:81-13.4 Documentation requirements

(a) Aliens in the United States requesting assistance shall present original alien registration documents or other material sources that the CWA determines constitutes reasonable evidence of the alien immigration status. The documentation should contain an alien registration or admission number. The alien registration number, commonly referred to as the "A" number may consist of a seven or eight digit number that has been assigned to an alien at the time his or her alien file was created. The alien file refers to the history file which contains data pertaining to each individual alien. All applicants for assistance shall present acceptable documentation or furnish a receipt from the Immigration and Naturalization Service indicating that an application for replacement documentation has been made.

(b) Immigration documentation includes, but is not limited to, the following:

1. Form I-151: Alien Registration Receipt card with photograph for permanent resident aliens. That card was in use prior to 1979 and is still valid.
2. Form I-551: Resident Alien Card for Permanent Resident Aliens. That card may also be issued conditionally to permanent resident aliens and will contain an expiration date.
3. Form AR-3a: Alien Registration Receipt card for permanent resident aliens issued from 1941 through 1949.
4. Form I-94: Arrival-Departure Record containing any of the following annotations:
  - i. Section 207 or refugee;
  - ii. Section 208 or asylum;
  - iii. Section 212(d)(5) or conditional entry;
  - iv. Section 203(a)(7);
  - v. Section 243(h); or
  - vi. Cuban-Haitian Entrant.

5. Form I-688: Temporary Resident Card, Department of Justice, INS; issued pursuant to IRCA; contains an expiration date;

6. Form I-688A: Employment Authorization Card, Department of Justice, INS; issued pursuant to IRCA; contains an expiration date;

7. Form I-689: Fee Receipt Form issued to applicants under the amnesty and special agricultural worker programs (SAW) which contains an expiration date;

8. Form I-181: A Temporary Identification document issued by an INS field office when an alien has been granted permanent resident status. That document contains an annotation of work authorization but no photograph.

9. Form I-327: Re-entry Permit issued to lawful permanent resident aliens before they leave the United States for up to two years. The document contains an expiration date;

10. Form I-571: Refugee Travel Document, which contains an expiration date.

11. Any documentation issued by the Immigration and Naturalization Service supported by other forms of identification describing the individual (for example, height, weight, age) accompanied by a photograph or other information sufficient to identify that individual. A driver's license, marriage certificate or other similar forms of documentation may be useful for processing of secondary verification.

#### 10:81-13.5 Verification

(a) Primary verification of alien status will be accomplished through the "Alien Status Verification Index" (ASVI). The ASVI verifies biographical data pertaining to the alien applicant. Access to the ASVI is gained through a toll free telephone number system and requires the use of an authorization code and the alien registration number.

(b) Secondary verification is normally initiated by the CWA when the ASVI cannot locate a compatible record using the provided Alien Registration number. ASVI is a subset of the larger Central Index System (CIS) which contains extensive Immigration and Naturalization service data. The automated system instructs the user to institute secondary verification when the biographical data submitted to the CWA does not correspond to that maintained in the ASVI. The CWA may, at its discretion, institute secondary verification regardless of the ASVI response if it feels that the documentation submitted has been altered in some fashion. Only photocopies of documents are to be provided to INS by the CWA. The original shall be returned to the alien and one additional photocopy should be retained in the case file of the applicant pending INS reply. Alien documentation provided to the INS that indicates criminal misuse of government documents will not be returned to the CWA.

(c) INS Form G-845, Document Verification Request is used to forward information to the INS for secondary verification of alien status. Instructions for completion of the form are provided in the SAVE Procedural Manual. Requests for verification are to be mailed to:

United States INS District Office  
970 Broad Street  
Newark, New Jersey 07102  
Attention: Verification Unit

(d) A response will be received from the INS within 10 to 21 working days of receipt of Form G-845. If, however, there is a time lag, benefits may not be delayed, denied, reduced or terminated solely because of the delayed response. CWAs shall process the application or redetermination in a timely manner.

#### 10:81-13.6 Confidentiality and fair hearings

(a) In accordance with IRCA and SAVE program requirements, use or disclosure of client information in connection with the SAVE program is restricted to individuals and organizations directly connected with verification of legal alien status and the administration or enforcement of the provisions of the AFDC, AFDC-related Medicaid and Food Stamp Programs.

(b) Information supplied by the INS shall not be used to deny, reduce, suspend, or terminate benefits unless the CWA has provided the client adequate and timely notice and the opportunity for a fair hearing, pursuant to N.J.A.C. 10:81-6 and the Uniform Administrative Rules of Practice at N.J.A.C. 1:1.

(c) If an alien applicant is not in satisfactory immigration status, IRCA and SAVE program requirements dictate that the individual's eligibility be denied or terminated and that the applicable fair hearing process be followed. On a prearranged and pre-approved basis the INS will provide appropriate immigration technical consultation and witness support necessary in providing individuals denied program benefits with a fair hearing or with judicial review or agency action.

### SUBCHAPTER 14. REALIZING ECONOMIC ACHIEVEMENT (REACH)

#### Authority

N.J.S.A. 44:7-6 and 44:10-3; State Appropriations Act for Fiscal Year 1988; 45 CFR 224.20, 238, 239 and 240. The Department is relying upon the authority granted by waivers issued pursuant to Federal demonstration authority, dated October 1, 1987 and upon P.L. 1987 c. (A3809/S1951).

#### Source and Effective Date

R.1987 d.423, effective October 19, 1987.  
See: 19 N.J.R. 1491(a), 19 N.J.R. 1894(a).

#### 10:81-14.1 General provisions

(a) This subchapter is for use by the county welfare agencies (CWAs) in the Realizing Economic Achievement (REACH) program as an integral part of N.J.A.C. 10:81 and N.J.A.C. 10:82, and shall at all times be used and interpreted in conjunction with these documents as appropriate. REACH incorporates the requirements of the Family Support Act of 1988, P.L. 100-485, which established the Job Opportunities and Basic Skills (JOBS) program under Title II of that Act, the Federal work/training program which replaced WIN. The Act also guarantees, through Title III provision, necessary supportive services for participation in work/training components. Therefore, satisfying REACH requirements will ensure compliance for participants with the Federal JOBS work/training mandates for receipt of AFDC benefits.

1. If any regulations herein contradict or conflict with existing regulations or policy established in N.J.A.C. 10:81 or N.J.A.C. 10:82, with the exception of N.J.A.C. 10:86, The Family Development Program Manual, such material is superseded by this subchapter.

2. Nothing in this subchapter is to be construed to be in conflict with the regulations on safeguarding information as stated in N.J.A.C. 10:81-7.32.

3. Nothing in these regulations shall be construed as conferring on AFDC applicants and recipients an entitlement to support, social, training or employment services. If the fiscal or other resources necessary to provide support, social, training or employment services to an applicant or recipient are unavailable, that applicant or recipient shall not be deemed to have a right to such services, but shall be released from all obligations dependent upon such services under these regulations until such services are available.

4. The FDP will be phased into the respective counties of the State on a schedule developed by the Division of Family Development (DFD), Department of Human Services. FDP participation requirements shall apply to AFDC applicants and recipients in accordance with that schedule. Rules in N.J.A.C. 10:86 shall supersede any contradictory or conflicting rules or policies established at N.J.A.C. 10:81 or 10:82.

(b) Principles of the REACH program: REACH is designed to assist participants to gain independence from public assistance through employment and activities leading to employment. At the core of REACH is the principle of mutual obligation under which the agency will make available a variety of employment, training and educational opportunities as well as support services, which will enable the individual to participate in activities that affect his or her own future and which should lead to the individual's attainment of independence from assistance. The emphasis of REACH will be on participation, not penalties, with the program designed to be flexible to support each family's movement to economic self-sufficiency through employment, and to consider the dignity and self-respect of the individual. These principles are to serve as a framework within which the regulations set forth in this subchapter are to be applied.

(c) The purpose of this subchapter is to:

1. Identify individuals eligible for the REACH program;
2. Establish policy for the REACH program;
3. Establish policy for determining eligibility and support services for the REACH program; and
4. Establish procedures for providing and accessing employment-directed educational and training services and support services for participants.

(d) Distribution of subchapter: Copies of this subchapter shall be provided to administrative staff and to other appropriate staff working with applicants and recipients. Those individuals are expected to be thoroughly familiar with its contents in order that policy and procedures may be consistently applied.

(e) The REACH program will be phased into counties on a schedule developed by the Department of Human Services. REACH participation requirements will apply to AFDC applicants and recipients in accordance with that schedule.

Amended by R.1991 d.8, effective January 7, 1991.

See: 22 N.J.R. 2405(b), 23 N.J.R. 63(b).

Revised (a), (a)1 and (b) to update text, set out principles of REACH and conform with P.L. 100-485, the Family Support Act of 1988.

Amended by R.1992 d.366, effective September 21, 1992.

See: 24 N.J.R. 2147(a), 24 N.J.R. 3345(a).

Text on Family Development Program added at (a)4.

### 10:81-14.2 Definitions

The following definitions shall apply to REACH:

“Basic literacy level” means a literacy level that allows a person to function at the level of an individual who has proficiency at a grade 8.9 level.

“Case manager” means the individual in the county responsible for service coordination and participation by an individual in REACH, in accordance with N.J.A.C. 10:81-14.3.

“County selected entity” means the agency selected by the county to administer a particular REACH employment-directed activity, including but not limited to, a county welfare agency, JTPA agency, or Employment Services.

“Compliance” means participation in REACH evaluation and assessment, and in employment or the REACH employment-directed activity as set forth and scheduled in the REACH Agreement.

“County IV-A agency” means the county board of social services in the respective county.

“EDA” means an employment-directed activity including non-educational employment-directed activities (that is, but

not limited to: work supplementation programs, community work experience programs, and on-the-job training) and educational employment-directed activities (that is, but not limited to: English as a Second Language, Adult Basic Education, secondary, technical and post-secondary educational programs).

“Excused participant” means a mandatory REACH participant whose participation is excused for the reasons at N.J.A.C. 10:81-14.3(d).

“Exempt participant” means an individual applying for or receiving AFDC who is not required to participate in REACH for the reasons at N.J.A.C. 10:81-14.3(b).

“Lead child care entity” means the lead child care agency or other agency or administrative entity established in each county to assist the case manager and REACH participant in obtaining child care.

“Limited English proficiency” means the ability to speak, read, write or understand the English language to function in the community.

“Mandatory participant” means an individual applying for or receiving AFDC who is required to participate in REACH, and whose participation is not exempt.

“REACH Agreement” means the agreement between the participant and agency that sets forth the obligations of each party.

“REACH employment-directed activities” means REACH employment-directed activities that are designed to lead to economic self-sufficiency through employment of AFDC recipients, and include:

1. REACH Job Search (see N.J.A.C. 10:81-14.10);
2. REACH Work Supplementation Program (see N.J.A.C. 10:81-14.11);
3. REACH Community Work Experience Program (see N.J.A.C. 10:81-14.12);
4. REACH training programs (see N.J.A.C. 10:81-14.14);
5. REACH educational services (see N.J.A.C. 10:81-14.15); and
6. Vocational assessment and counseling (see N.J.A.C. 10:81-14.13).

“Satisfactory progress in an educational component” means that the participant in any educational activity is meeting, on a periodically measured basis of less than one year, such as a term or quarter, a consistent standard of progress based upon a written policy that was developed by the educational institution or program in which the participant is enrolled, and approved by the appropriate State and/or local education agency and the county IV-A agency.

The standard shall include a qualitative measure of the participant's progress, such as a satisfactory grade point average or performance, and quantitative measure, such as a reasonable time limit by which a student is expected to complete his or her studies. Upon review and approval by the State or local education agency and the county IV-A agency, the standard shall provide that a student who does not meet the institution's or program's progress standard is nonetheless making satisfactory progress during a probationary period, or shall be deemed to be making satisfactory progress because of mitigating circumstances. Such circumstances include the death of a relative, injury or illness of the REACH participant or other special circumstance.

"Satisfactory progress in a training component" (that is, on-the-job (OJT), Community Work Experience (CWEP) and skills training) means that the participant in a training activity is meeting, on a periodically measured basis of less than one year, such as quarterly, a consistent standard of progress based upon a written policy that was developed by the training provider, and approved by the county IV-A agency. The standard shall include both a qualitative measure of the participant's progress, such as competency gains or proficiency level, and a quantitative measure, such as a reasonable time limit for completion of the training program. Upon review and approval by the county IV-A agency, the standard may provide that a student who does not meet the training program's progress standard is nonetheless making satisfactory progress during a probationary period, or shall be deemed to be making satisfactory progress because of mitigating circumstance. Such circumstances include the death of a relative, injury or illness of the REACH participant or other special circumstance.

"Voluntary participant" means an individual applying for or receiving AFDC who is not required to participate, but who chooses to participate on a voluntary basis.

Amended by R.1988 d.551, effective November 21, 1988.

See: 20 N.J.R. 2222(b), 20 N.J.R. 2916(a).

Added definition "lead child care entity".

Amended by R.1991 d.8, effective January 7, 1991.

See: 22 N.J.R. 2405(b), 23 N.J.R. 63(b).

Deleted "deferred payment" definition. Added: "Basic literary level," "County IV-A Agency," "EDA," "Limited English proficiency," and definitions relating to "Satisfactory progress."

### 10:81-14.3 REACH participation

(a) Participation: All individuals shall, except as otherwise provided in this subchapter, participate in REACH as a condition of eligibility for AFDC. Individuals in immediate need shall be entitled to a presumptive eligibility determination in accordance with N.J.A.C. 10:81-3.3 prior to REACH participation. Referral for REACH participation will be made after a final determination of AFDC eligibility is made. However, individuals determined presumptively eligible for AFDC may participate in REACH on a voluntary basis before that final eligibility determination.

1. AFDC-C: All individuals, including a stepparent included in the eligible unit as a person whose presence in the home is essential to the well-being of the spouse, are required to participate in REACH, except as otherwise provided in this subchapter. Failure or refusal to participate may result in the imposition of the sanctions specified at N.J.A.C. 10:81-14.8.

2. AFDC-F: All individuals are required to participate in REACH, except as otherwise provided in this subchapter. Criteria identified at N.J.A.C. 10:81-3.18 shall be used to identify the principal earner in the household. Failure or refusal to participate may result in the imposition of the sanctions specified at N.J.A.C. 10:81-14.8.

3. AFDC-N: All Individuals are required to participate in REACH, except as otherwise provided in this subchapter. Failure or refusal to participate may result in the imposition of the sanctions specified at N.J.A.C. 10:81-14.8.

(b) Exemption from REACH participation: Individuals classified as exempt, as delineated at N.J.A.C. 10:81-14.3A, are not required to participate in employment or REACH employment-directed activities. However, they may participate on a voluntary basis (see N.J.A.C. 10:81-3.19(f) and 14.3(s) for "volunteers in REACH"). An individual may claim at any time that he or she is entitled to an exemption. Any exemption which does not have a stated reevaluation period shall be reviewed at such time as the condition is expected to terminate, but no less frequently than at each redetermination of AFDC eligibility. During the periodic review, if there is a change in exemption status or the individual decides to volunteer for participation, the IM worker shall take appropriate action on the change in status and update FAMIS accordingly. The IM worker shall promptly notify the recipient of any change in the recipient's exemption status.

1. IM shall notify case management of a change in exemption status. Likewise, if during case management contact with the participant it is discovered that circumstances render a change in the exemption status, the case manager shall notify the IM worker concerning the change in circumstances so that appropriate action can be taken and FAMIS updated.

2. Providers of REACH activities shall be advised of a change in recipient's exemption status by the case manager.

(c) Full-time employment: Individuals who are working not less than 30 hours per week in unsubsidized employment expected to last a minimum of 30 days are exempt from participation in other REACH activities, even if there is a temporary break which is expected to last no longer than 10 working days.