



Date: June 14, 2023

DMS Operations Memo 23-19

To: Income Maintenance Supervisors
Income Maintenance Lead Workers
Income Maintenance Staff
FSET Agencies

Affected Programs:

- | | |
|---|---|
| <input type="checkbox"/> BadgerCare Plus | <input type="checkbox"/> Caretaker Supplement |
| <input checked="" type="checkbox"/> FoodShare | <input checked="" type="checkbox"/> FoodShare Employment and Training |
| <input type="checkbox"/> Medicaid | |
| <input type="checkbox"/> SeniorCare | |

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Good Cause Hours for Not Meeting the FoodShare Work Requirement

CROSS REFERENCE

- FoodShare Wisconsin Handbook, [Section 3.17.1 FoodShare Work Requirements for ABAWDs](#)
- FSET Policy Handbook, [Section 6.3 FSET Participation Requirements](#), [Section 6.5 Tracking FSET Participation](#) and [Section 6.6 Good Cause](#)
- Process Help, [Chapter 71 Application of ABAWD Policy](#)
- 7 CFR [§ 273.24](#)

EFFECTIVE DATE

July 1, 2023

PURPOSE

This operations memo introduces good cause hours, as allowed by federal guidance, for Able-Bodied Adults Without Dependents (ABAWDs) that are not meeting the FoodShare work requirement during past or current Time Limited Benefit (TLB) months.

BACKGROUND

FoodShare members between ages 18 and 49, who do not live with a food unit member under 18 years old (also known as ABAWDs), and do not have a verified exemption can only get FoodShare benefits for three months within the three-year fixed FoodShare clock period unless they meet the FoodShare

work requirement. These three months are referred to as countable months or TLBs. Under existing federal policy, FoodShare Employment and Training (FSET) agencies can apply good cause for FSET participation hours for ABAWD participants that need to meet the FoodShare work requirement.

Note: The policies described in this memo do not override any temporary policies in place during or in response to the public health emergency (PHE).

POLICY

Effective July 1, 2023, Income Maintenance (IM) and FSET agencies can apply good cause hours for applicants and members that need to meet the FoodShare work requirement. Granting good cause hours may allow an ABAWD to maintain FoodShare eligibility if they are unable to temporarily meet the work requirement.

GOOD CAUSE HOURS

ABAWDs can report to the IM Agency good cause hours for a month they were not meeting the FoodShare work requirement and a TLB was applied. Good cause hours can be reported at any time, even after FoodShare eligibility has closed due to receiving three TLBs.

Good cause may be granted for circumstances beyond the member's control that resulted in the member missing work or work activity hours such as, but not limited to:

- Work activity was cancelled
- Discrimination
- Family issues
- Illness or personal health reasons
- Inclement weather
- Legal issues
- Lack of transportation
- Unreasonable job demands
- Unanticipated emergency

When making decisions about granting good cause hours, workers must consider all facts and circumstances and seek additional information from other sources for clarification, as needed. IM agencies may request verification of good cause hours if it is questionable.

IM and FSET workers can apply up to a combined total of 40 good cause hours toward a member's TLB month. If the member meets the work requirement, with the addition of the 40 hours, the member's TLB month is removed.

Example 1: Adrian, an ABAWD working part-time, applied for FoodShare on January 10. During the months of February and March he received TLBs because he did not meet the work requirement. On April 4, Adrian called the IM agency and reported good cause hours for the month of March (his second TLB month) due to transportation issues. The worker determined the good cause hours not questionable. The worker was able to apply the reported good cause hours, along with his verified part-time employment, to meet the work requirement for the month of March and remove the TLB. Adrian has two TLBs left during the current three-year fixed clock period.

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CONTACTS

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