DATE: 

TRANSMITTAL NO.: 108-06-

TO: ACCESS Florida Operations Managers
ACCESS Florida Program Offices

FROM: Jennifer Lange, Director, ACCESS Florida

SUBJECT: Work Registration of TCA Applicants in Inpatient Substance Abuse/ Mental Health (SA/MH) Facilities

This memo advises staff of the need to identify and adopt modified up-front work registration procedures for TCA applicants living in inpatient SA/MH facilities.

Background:

Recently we have had TCA applicants who are in treatment centers denied for not complying with up-front work registration requirements. According to information from the SA/MH Program Office, some individuals admitted to these treatment centers are confined to the facility during the early part of their treatment protocol. We are concerned that these denials may be partially the result of the individuals’ inability to leave the facility to attend initial work registration orientations.

Work Registration Procedures:

To accommodate applicants residing in a SA/MA treatment center who may be unable to leave the facility, The Agency for Workforce Innovation will be notifying their local Regional Workforce Boards to work with both our region staff and local treatment facilities to adopt an alternative registration process. These procedures should include improved communication among the three entities so that each is aware of the applicant’s residence and need for an alternate work registration process.

Participants residing separately from their family in a SA/MA facility are eligible for TCA for a maximum of 150 days. It is important that these individuals have their living arrangement properly coded on AIIC (code 21) and a partial review scheduled at the end of the 150-day period to review their living arrangement status.

If circuits/regions have any questions concerning this policy change, please call Gary D. Scott at (850) 413-7427.
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