



Charlie Crist
Governor
Monesia T. Brown
Director

MEMORANDUM

DATE: January 5, 2007
TO: Regional Workforce Board Executive Directors
FROM: Lois A. Scott, Program Manager, One-Stop and Program Support
SUBJECT: Updated Welfare Transition Program Forms

In a continued effort to promote participant confidentiality in the Welfare Transition (WT) program, the Agency for Workforce Innovation (AWI) has updated program forms utilized by Regional Workforce Board (RWB) staff. The forms can be found on the AWI Web site or the One Stop Service Tracking (OSST) system.

Previously, OSST generated social security numbers in correspondences sent to participants in the WT program. Many forms will now generate first name, last name and last four digits of participants' social security number or will not include the social security number at all. There are, however, some forms that still may require a full social security number. These are forms that participants will complete in the presence of RWB staff and often impact eligibility for services, funds or exceptions to participation requirements. These forms include:

- Diversion Services Emergency Criteria;
- Cash Assistance Severance Benefit Agreement;
- Need for Care Statement;
- Medical Verification Form; and
- Eligibility Form for TANF-Funded Services

If you have any questions, please contact Trina Dickey at (850) 245-7446 or by email at Trina.dickey@awi.state.fl.us.

LAS/otd

Attachments: Welfare Transition Program forms

cc: Barbara Griffin
J. Wyatt Pope

Agency for Workforce Innovation

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