

## Work First Program Monitoring SFY 2019-2020 Summary of Frequent Findings

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| <b>Cash Assistance</b>  |
| No response documented for Work First Cash Assistance Application & Review Documentation Workbook, DSS 8228, questions, does anyone in the household have a disability to report, and does the individual need help to complete the application or interview process. |
| Audit/Dast-10 Screening completed at child only application/recertification.  |
| Online Verification System (OVS) not completed at application and/or review.  |
| Job Quit Penalty explained at child only application.   |
| Work eligible adult Job Quit Penalty not explained/documentated at application.   |
| No verification of TANF assistance months received in another State.  |
| No Child Support Enforcement referral completed at application.   |
| Earned/unearned income not applied to cash assistance budget.   |
| 24 Month Time Limit adjustment completed prior to benefit issuance.   |
| Learning Needs Screening Tool not offered and Waiver not completed.   |
| No documentation of TANF months received from another state.  |
| No documentation of Resources.  |
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| <b>Employment Services</b>  |
| Mutual Responsibility Agreement Plan of Action, DSS 6963B, activity not keyed NC FAST Outcome Plan.   |
| Mutual Responsibility Agreement Plan of Action Outcome Plan, DSS 6963B, not printed from NC FAST Communications.  |
| NC FAST Outcome Plan not created within five workdays of application.   |
| Fair Labor Standard Act (FLSA) calculation incorrect.   |
| Family Assessment of Strength & Needs not signed and/or completed timely.   |
| No documentation of Good Cause for failure to complete assigned activities, cash payment issued.  |
| Job Search participation hours keyed not limited to four consecutive weeks.   |
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| <b>Work First Services for Low-Income Families (Below 200% of Poverty)</b>  |
| NC FAST Work First Services application not keyed.  |
| DSS 5027 Section C not completed.   |
| Learning Needs Screening Waiver not signed.   |
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| <b>IVD Non-Cooperation</b>  |
| Non-cooperation with Child Support Enforcement, no sanction applied to case.  |
| DSS 8110 adequate notice not sent.  |