

GROW

NON-COMPLIANCE REFERENCE GUIDE

INITIATE NON-COMPLIANCE WHENEVER A PARTICIPANT:

- ! Refuses a job offer,
 - ! Refuses a job referral,
 - ! Refuses to attend an employer interview,
 - ! Quits a job,
 - ! Is fired from a job,
 - ! Fails to attend / participate in a GROW site recruitment event, or
 - ! Fails to fully comply with the requirements of a GROW activity that could result in employment for the participant.
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GOOD CAUSE CRITERIA

- ! Physical/Mental Incapacity - refer to EW for medical or NSA evaluation
- ! Illness/Absenteeism due to illness
- ! *Medical/Dental Appointment
- ! Transportation
- ! *Re-employment Conflict (i.e. job interview)
- ! *Employment Conflict - participant is employed and the GROW requirement conflicts with the participant's job.
- ! Low wages (Below minimum wage)
- ! Court appearance/Incarceration
- ! Death in the immediate family
- ! Discrimination

*Does not apply to those who quit or are fired from a job.

FORMS USED

- ! ABP 592 - used to determine good cause at a hearing
- ! PA 853 - used when the Employment Specialist conducts a hearing at an off-site and when a hearing is missed because a NOA was delayed or not received
- ! ABP 296 - used to notify EW of any changes (medical or NSA evaluation referrals)
- ! ABP 1460 - Case Manager appointment notice
- ! ABP 1463 - used when good cause or no good cause with a "0" sanction is determined and the participant has agreed to participate
- ! ABP 1768 - used to document results of a hearing
- ! ABP 821 - GROW Case Manager Checklist

ABP 2004