

Employability Code Desk Guide TANF and SNA MOE
(Households with Dependent Children)

Employability Code	Definition	Effect on Federal TANF and SNA MOE Participation Rate Calculation
16	Work Limited/Non-exempt	No effect
17	Teen Head of Household or Married Teen Enrolled in Secondary School, Equivalent or other Education Directly Related to Employment/Non-exempt	Cases in which the teen head of household or married teen is participating in high school or equivalent, or participating in educational training for 20 or more hours averaged weekly, count fully as long as the individual is correctly coded "17."
20	Non-exempt	No effect
24	Pregnant (Within 30 Days of Medically Verified Date of Delivery)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual coded "24."
27	Employed Part-time or Full-time/Non-exempt	No effect
29	True Single Parent or Caretaker of Child Under 6 Years of Age/Non-exempt	No effect. Cases in which a true single parent or caretaker relative of a child who is under the age of 6 will be counted as fully participating based on participation in a core countable work activity for 20 or more hours averaged weekly based on the presence of a child under 6 as long as the child's individual disposition status (IDS) code is 07 or 08 (whether the adult is coded "29" or not).
30	Child Under 16 Years/Exempt	<i>Same as Employability Code 35 below.</i>
31	Parent or Caretaker Relative of a Child in the Household Under 12 Months of Age/Exempt	True single parent cases in which the adult parent is correctly coded "31" and who has not yet reached the 12 month federal lifetime limit will be excluded from the rate calculation for up to 12 months unless a work eligible adult ¹ in the household, including that adult, is participating in a countable manner. OTDA regulations limit this exemption/exclusion to three month increments barring extenuating circumstances.
32	Advanced Age (60 Years or Older)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "32."
35	Non-head of Household Child in School Full-time (age 16-18)/Exempt	Individuals correctly coded "35" are derived to be children and participation by children is not considered towards the participation rate calculation. Cases with individuals with employability code "35" will not be included in the denominator unless there is an active (IDS code of "07") or an ineligible or sanctioned incrementally (IDS code of "10") work eligible adult ¹ on the case.
36	Incapacitated/Disabled (More than 6 Months)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "36."
38	Parent Needed in the Home Full time to Care for an Incapacitated/Disabled Household Member/Exempt	Cases in which the parent is correctly coded "38" at any time during the month because he/she is needed in the home to care for an incapacitated family member (full-time) are potentially removed from the participation rate calculation if there are no other work eligible adults ¹ in the case and there is no countable participation. Countable participation is defined as participation by a work eligible adult ¹ in countable work activities for at least the minimum required number of hours for the household.
40	Parent or Non-Parent Needed in the Home Part-time to Care for an Incapacitated/ Disabled Household Member/Non-exempt	No effect.
41	Temporary Illness or Incapacity (1-3 Month Exemption)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "41."
42	Temporary Illness or Incapacity (4-6 Month Exemption)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "42."

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43	Incapacitated/Disabled (SSI Application Filed)/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "43."
44	Incapacitated/Disabled (In Receipt of SSI)/Exempt	Cases in which the parent is correctly coded "44" and an IDS code of "08" (inactive-non-applying household member) at any time during the month are potentially removed from the participation rate calculation only if there are no other work eligible adults ¹ in the case and there is no countable participation. Countable participation is defined as participation by a work eligible adult ¹ in countable work activities for at least the minimum required number of hours for the household.
45	Full Employment Waiver/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "45."
46	Expired Employment Waiver/Non-exempt	No effect.
47	Incapacitated/Disabled-Time Limit Exemption (More than 6 Months)	No effect on participation rate as cases remain in the denominator despite an individual being coded "47."
48	Needed in the Home Full-time to Care for an Incapacitated /Child – Time Limit Exemption	Cases in which the parent is correctly coded "48" at any time during the month are potentially removed from the participation rate calculation only, if there are no other work eligible adults ¹ in the case and there is no countable participation. Countable participation is defined as participation by a work eligible adult ¹ in countable work activities for at least the minimum required number of hours for the household.
49	Temporary Illness or Incapacity Time Limit Exemption (4-6 Month Exemption)	No effect on participation rate as cases remain in the denominator despite an individual being coded "49."
54	Parent In Receipt of SSDI/Exempt	Cases in which the parent is correctly coded "54" at any time during the month are potentially removed from the participation rate calculation only if there are no other work eligible adults ¹ in the case and there is no countable participation. Countable participation is defined as participation by a work eligible adult ¹ in countable work activities for at least the minimum required number of hours for the household.
57	Partial Employment Waiver/Non-exempt	No effect.
58	Non-Parent Needed in the Home Full-Time to Care for an Incapacitated /Disabled Household Member/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "58."
63	Substance Abuser/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "63."
64	Substance Abuser/Non-exempt	No effect.
70	Contesting Employability Determination Including the Disability Review Process/Exempt	No effect on participation rate as cases remain in the denominator despite an individual being coded "70."

¹ Work eligible adults include all exempt and non-exempt adults who are active on a PA case (IDS code of "07") or are determined to be ineligible or sanctioned incrementally (IDS code of "10") except parents who are properly coded 38, 44, 48 or 54. However, if a parent is coded 38, 44, 48 or 54 and is participating in a countable manner the parent is derived to be a work eligible adult and the case will not be excluded from the denominator and will be included as a participating case in the participation rate calculation.

Additional Note: Two Parent Families in which both parents are in receipt of assistance (IDS code 07 or 10) but one, or both, is disabled (employability code 24, 36, 41, 42, 43, 44, 47, 49, 54, 63, or 70) remain in the federal All-Families rate and are treated as single parent families. Two Parent Families, in which neither parent is disabled, and whose assistance costs are shifted to SNA non-MOE should be required to participate up to 40 hours weekly despite the fact that such cases are currently not included in the federal or State rate calculations.