

**Employability Code Desk Guide****SNA non-MOE**

(Households without Dependent Children)

<b>Employability Code</b>	<b>Definition</b>	<b>Effect on State SNA non-MOE Participation Rate Calculation</b>
16	Work Limited/Nonexempt	Individuals correctly coded "16" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such individuals are work limited.
17	Teen Head of Household or Married Teen Enrolled in Secondary School, Equivalent or other Education Directly Related to Employment/Non-exempt	Teen heads of household or married teens correctly coded "17" participating in high school or equivalent, or participating in educational training for 20 or more hours averaged weekly will be deemed to count fully.
20	Nonexempt	Individuals coded "20" participating 35 or more hours averaged weekly in a countable core activity <b>or</b> 20 or more hours averaged weekly in a countable core activity and an additional 15 hours per week in core or non-core activities will be counted fully.
24	Pregnant (Within 30 Days of Medically Verified Date of Delivery)/Exempt	Employability code not appropriate for SNA non-MOE individuals.
27	Employed Part time or Full time/Nonexempt	Individuals coded "27" participating 35 or more hours averaged weekly in a countable core activity <b>or</b> 20 or more hours averaged weekly in a countable core activity and an additional 15 hours per week in core or non-core activities will be counted fully.
29	True Single Parent or Caretaker of Child Under 6 Years of Age/Nonexempt	Employability code not appropriate for SNA non-MOE individuals.
30	Child Under 16 Years/Exempt	Individuals correctly coded "30" are derived to be children and participation by children is not considered towards the participation rate calculation. Such cases will not be included in the denominator unless there is an active adult on the case.
31	Parent or Caretaker Relative of a Child in the Household Under 12 Months of Age/Exempt	Employability code not appropriate for SNA non-MOE individuals.
32	Advanced Age (60 Years or Older)/Exempt	Individuals correctly coded "32" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited
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. Such cases will not be included in the denominator unless there is an active adult on the case.
36	Incapacitated/Disabled (More than 6 Months) /Exempt	Individuals correctly coded "36" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
38	Parent Needed in the Home Full time to Care for an Incapacitated/Disabled Household Member/Exempt	Individuals correctly coded "38" at any time during the month will be deemed to be participating in Community Service for 40 hours weekly unless reported as participating in Community Service for a different number of hours. Such participation is fully countable.
40	Parent or Non-Parent Needed in the Home Part time to Care for an Incapacitated/ Disabled Household Member/Nonexempt	Individuals correctly coded "40" at any time during the month will be deemed to be participating in Community Service for 20 hours weekly unless reported as participating in Community Service for a different number of hours. Such participation is deemed to count fully as such individuals are treated as work limited.
41	Temporary Illness or Incapacity (1-3 Month Exemption)/Exempt	Individuals correctly coded "41" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
42	Temporary Illness or Incapacity (4-6 Month Exemption)/Exempt	Individuals correctly coded "42" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.

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Employability Code	Definition	Effect on State SNA non-MOE Participation Rate Calculation
43	Incapacitated/Disabled (SSI Application Filed)/Exempt	Individuals correctly coded "43" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
44	Incapacitated/Disabled (In Receipt of SSI)/Exempt	Individuals correctly coded "44" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
45	Full Employment Waiver-Exempt	Individuals correctly coded "45" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
46	Expired Employment Waiver-Nonexempt	Individuals correctly coded "46" participating 35 or more hours averaged weekly in a countable core activity or 20 or more hours averaged weekly in a countable core activity and an additional 15 hours per week in core or non-core activities will count fully. Individuals are treated as non-exempt and must participate in work activities as assigned by the district.
47	Incapacitated/Disabled-Time Limit Exemption (More than 6 Months)	Individuals correctly coded "47" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
48	Needed in the Home to care for Incapacitated Child Full time-Time Limit Exemption	Employability code not appropriate for SNA non-MOE individuals.
49	Temporary Illness or Incapacity Time Limit Exemption (4-6 Month Exemption)	Individuals correctly coded "49" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
54	Parent In Receipt of SSDI/Exempt	Individuals correctly coded "54" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
57	Partial Employment Waiver-Nonexempt	Individuals correctly coded "57" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such individuals are treated as work limited.
58	Non-Parent Needed in the Home Fulltime to Care for an Incapacitated /Disabled Household Member/Exempt	Individuals correctly coded "58" at any time during the month will be deemed to be participating in Community Service for 40 hours weekly unless reported as participating in Community Service for a different number of hours. Such participation is fully countable.
63	Substance Abuser/Exempt	Individuals correctly coded "63" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such exempt individuals are treated as work limited.
64	Substance Abuser/Nonexempt	Individuals correctly coded "64" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such individuals are treated as work limited.
70	Contesting Employability Determination Including the Disability Review Process/Exempt	Individuals correctly coded "70" participating in a countable core activity for any hours in accordance with their limitations will be deemed to count fully as such individuals are treated as work limited.

Note: Two Parent Families in which both parents are in receipt of assistance (individual status 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, 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.