

SNAP Employability / ABAWD Status Screening and Code Assignment Desk Guide

Case Name: _____

Case Number: _____

Today's Date: _____

Worker Name: _____

Instructions: Read down the Employability Status list. Select the most appropriate SNAP Employability Code for each member of the household and record in the Household Assignment Chart on the second page. All selections must be supported by appropriate documentation.

**SNAP
Emp.
Code**

Employability Status List

EXEMPT	
If an individual is assigned an exempt SNAP employability code, their ABAWD code is "N." However, if an individual who is assigned SNAP employability code "32" is under age 65, their ABAWD code is "A" unless they meet another exemption.	
Younger than age 16 – Exempt	30
60 years of age or older - Exempt Note: An individual under age 65 should be assigned ABAWD code "A" unless they meet another SNAP or ABAWD exemption.	32
A parent or household member who is responsible for care of a child under age 6 in the household - Exempt Note: The SNAP caretaker of a child under the age of 6 who is also receiving TANF funded assistance and fails to comply with a work experience assignment without good cause is subject to a SNAP sanction. *SNAP employability code 29 may be assigned to more than one adult when the household contains multiple children under the age of 6 and childcare needs of the household are identified and documented.	29
Incapacitated/disabled (In Receipt of SSI) - Exempt	44
In receipt of Social Security Disability Insurance (SSDI) - Exempt	54
Incapacitated/disabled (more than 6 months) - Exempt	36
Temporary illness or incapacity (4-6 months exemption) - Exempt	42
Temporary illness or incapacity (1-3 months exemption) - Exempt	41
Incapacitated/disabled SSI applicant OR SSI applicant/pending SSI recipient that has applied for SNAP benefits through joint processing at the SSA office - Exempt	43
A regular participant in drug or alcohol treatment or rehabilitation - Exempt	63
A person, age 16 or 17, who is not the head of household OR who is attending school or an employment training program on at least a half-time basis - Exempt	35
A student enrolled in a recognized school (including high school), job skills training or institution of higher education at least half-time (meets student eligibility requirements in 18 NYCRR 387.1) - Exempt	72
Responsible for the care of an incapacitated person (the incapacitated person does NOT need to live in the household) - Exempt	38
Employed or self-employed 30 or more hours per week OR earning at least the equivalent of 30 times the federal minimum wage on a weekly basis (currently \$217.50 per week or higher) - Exempt	28
Receiving or pending receipt of Unemployment Insurance Benefits (UIB) - Exempt	52
Exemption claimed pending medical documentation - Exempt	70

NON-EXEMPT

If a non-exempt employability code is assigned, continue to the ABAWD section.

All households that contain at least one non-exempt member must be provided the LDSS-5193 or LDSS-5193A and an oral explanation of the SNAP Work Rules.

Employed or self-employed less than 30 hours per week and earning less than the equivalent of 30 hours times the federal minimum wage on a weekly basis (currently \$217.50 per week) - Non-exempt	27
Has a documented medical condition that limits individual's ability to work - Non-exempt	16
Required to work - Non-exempt	20

Instructions: Read down the ABAWD Status list. Select the most appropriate ABAWD code for each member of the household and record in the Household Assignment chart below.

ABAWD Status List**ABAWD EXEMPT (Non-ABAWD)**

Assign ABAWD code "N" if any of the following conditions apply or if the client has been assigned an exempt SNAP employability code.

Resides in a SNAP household with a child under 14 years old

Under age 18 **OR**, age 65 or older

Pregnant

Indian, Urban Indian, California Indian, or other Indian eligible for the Indian Health Services

In receipt of disability benefits from a public or private source, such as Veterans Affairs or NYS disability benefits

Obviously mentally or physically unfit for employment (at each recertification review and notate the basis for this status in case record)

Unable to work at least 80 hours per month due to physical or mental health limitation (medical statement or other documentation required)

ABAWD NON-EXEMPT (ABAWD)

Assign ABAWD code "A" if the following condition applies.

No exemption

ABAWD EXCLUDED

Assign ABAWD code "X" if the following condition applies.

Client is excluded based on the district exclusion policy.

ABAWD WAIVED

Assign ABAWD code "W" if the following condition applies.

District has been granted a jurisdictional ABAWD waiver by OTDA. Assign code "W" to individuals evaluated as ABAWDs who reside within the area covered by the jurisdictional waiver. Statewide waivers do not apply.

Household Assignment Chart (Please use additional forms for households with more than 5 household members.)

Client Name	SNAP Emp. Code	ABAWD Code	Explanation of SNAP Work Rules? (Check below)		
			Written Notice	Oral Explanation	
			☐ LDSS-5193A ☐ LDSS-5193	☐ General SNAP Work Rules ☐ Mandatory SNAP E&T ☐ ABAWD Work Rules	☐ N/A
			☐ LDSS-5193A ☐ LDSS-5193	☐ General SNAP Work Rules ☐ Mandatory SNAP E&T ☐ ABAWD Work Rules	☐ N/A
			☐ LDSS-5193A ☐ LDSS-5193	☐ General SNAP Work Rules ☐ Mandatory SNAP E&T ☐ ABAWD Work Rules	☐ N/A
			☐ LDSS-5193A ☐ LDSS-5193	☐ General SNAP Work Rules ☐ Mandatory SNAP E&T ☐ ABAWD Work Rules	☐ N/A
			☐ LDSS-5193A ☐ LDSS-5193	☐ General SNAP Work Rules ☐ Mandatory SNAP E&T ☐ ABAWD Work Rules	☐ N/A