

Department of Social and Health Services

Olympia, Washington

EAZ Manual

Revision #952
Category Basic Food Work Requirements - Unsuitable Employment and Quitting a Job
Issued
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Summary

Following a WAC Revision 388-444-0075 regarding the number of days we look back for a job quit. Clarifying that the penalty applies to benefit months. Other updates for clearer communication.

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Revised ~~April 28, 2016~~ November 18, 2016

Purpose:

WAC 388-444-0060 What is unsuitable employment for Basic Food work requirements?

WAC 388-444-0065 Am I eligible for Basic Food if I quit my job or reduce my work effort?

WAC 388-444-0070 What is good cause for quitting my job or reducing my work effort?

WAC 388-444-0075 What are the penalties if I quit a job or reduce my work effort without good cause?

- Clarifying Information and Worker Responsibilities

Clarifying Information - WAC 388-444-0075

The rules for quitting a job or reducing work effort below thirty hours per week apply to both Basic Food applicants and ~~benefit~~-recipients.

General Requirements

1. The following requirements apply to all Basic Food clients 16 through 59 years old who:
 1. Quits a job or reduces ~~the- their~~ work effort within ~~360~~ days of application.
 2. Quits a job or reduces ~~the- their~~ work effort after an application for benefits was submitted but before ~~Basic-Food~~ benefits are certified.
 3. Quits a job or reduces ~~the-their~~ work effort during certification.
 4. ~~Would have been required to register for work a~~At the time of quit or reduction of work effort ~~would have been required to register for work.~~
2. The following situations are not considered a voluntary job quit:
 1. Terminating a self-employment enterprise; and
 2. Resigning at the request of the employer.
3. ~~A-We cannot~~ disqualify ~~ication cannot- a recipient or applicant can't be for~~ less than the ~~appropriate~~ penalty ~~time period~~ unless the ~~y client becomes/become~~ exempt from work registration as described in WAC 388-~~444-0075~~ (5).

The penalties for quitting a job or reducing hours are:

1. First time - one ~~benefit~~ month;
2. Second time ~~—~~ three ~~benefit~~ months;
3. Three or more times - six ~~benefit~~ months.

~~NOTE:~~

~~Do not delay benefits to an otherwise eligible person beyond the normal processing time awaiting a good cause determination.~~

~~NOTE: ACES does not support the current job quit/reduction rules. Please see the Processing Alternatives List for the current processing alternative.~~

EXAMPLE:

~~Sherry applies for benefits on December 20th, she quit her last job on November 30th without good cause. This is her first offense. Sherry will not receive December is Sherry's benefits as her one-month penalty even though the benefits are prorated.— It will still count as a penalty month~~

~~even though the benefits are prorated. ACES will approve ongoing benefits as long as Sherry is otherwise eligible, ongoing benefits will approve.~~

~~If it was Same as above but it's Sherry's second offense. ACES will deny all three months current; current, ongoing, and the third month (December – February) will deny. Sherry can reapply at any time but will not be eligible for benefits again until March.~~

Worker Responsibilities - [WAC 388-444-0075](#)

Verifying and Documenting a Voluntary Job Quit or Reduction in Work Effort

1. Verify the client's claim of good cause if questionable.
- ~~2. The client has the primary responsibility for verifying questionable statements.~~
- ~~3. Provide assistance if verification is difficult to attain.~~
- ~~4.2.~~ Whenever possible, verification should be accepted from but not limited to:
 1. The previous employer;
 2. An employee organization or union; or
 3. A grievance committee or organization.
- ~~5.3.~~ For an applicant without good cause, disqualify a client that doesn't have good cause the client from the date of **application** following ACES procedures below.
4. For a recipient without good cause, send the notice of adverse action and apply the disqualification the first of the month following the 10-day advance notice.

NOTE:

Do not delay benefits to an otherwise eligible person beyond the normal processing time while awaiting a good cause determination.

ACES PROCEDURES

See [Disqualified / Sanctioned Assistance Unit / Individual - Quitting a Job Without Good Cause](#)