



Regional Decision Point

1. Automated Job Search Training
2. Automated Job Search

Job Search Training

- Customer logs into online training modules.
- Case manager alerted of start date.
- Customer is required to complete the modules before first appointment with case manager, unless the case manager removes the customer from the modules.
- Case manager must schedule an appointment to meet with the customer before the 30 days are up.
- If customer completes the modules, participation hours will be recorded automatically for the customer.
- Case manager must remove the customer from the automated system before the 30th day or the system will request a noncompliance record to DCF on day 31.

Job Search

- Customer will be presented with a job search form.
- Case manager will be alerted when the job search activity has started.
- Customer is instructed to complete 20 job search entries before his/her first appointment with the case manager, unless removed from the activity by the case manager.
- Case manager must schedule to meet with the customer before the 30 days are up.
- Case manager will end the automated process or the system will send a noncompliance record to DCF on day 31.
- Case manager must update job participation hours and assign the customer to ongoing activities.