



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES

July 15, 2008

TO: CSD Regional Administrators
All WorkFirst Staff

FROM: Leo Ribas, Director
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**SUBJECT: RELEASE OF REVISED WORKFIRST HANDBOOK CHAPTER 5 –
PREGNANCY TO EMPLOYMENT (JULY/AUGUST 2008)**

On July 11, 2008 eJAS promoted the infant exemption tracker. eJAS will now track and display the number of days a parent has used their infant exemption in the “Number of days in IE” field on the ‘Component/Contractor/IRP Update’ screen.

In addition, on August 1, 2008 WorkFirst Handbook Chapter 5 is being revised to reflect the following changes to the Pregnancy to Employment (PtoE) pathway:

- If there is a future Estimated Due Date on the ‘Client Demographics’ screen and no active PI component, the user will receive a pop-up message notifying them that a PI component is needed.
- The new indicator component code PD will be used to identify parents using the 12-week postpartum exemption period.
- When opening a PI, IE, or PD component on the ‘Component/Contractor/IRP Update’ screen a ‘PtoE Participation Status’ field will require the user to indicate if the parent is:

- Required to participate in Mental Health and/or Chemical Dependency treatment;
- Volunteering to participate in Mental Health and/or Chemical Dependency treatment; or
- Exempt from participating in the PtoE pathway (unless the client is a mandatory WorkFirst participant).
- eJAS will no longer allow users to enter dates in the 'PtoE PT Exempt Start Date' field or the 'PtoE PT Exempt End Date' field on the 'Client Demographics' screen.

If you have any questions or need further information, please contact Stacey Bushaw at bushask@dshs.wa.gov or (360) 725-4622.

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