

and the teen specialist should discuss such cases, and jointly make a decision whether the teen parent should be enrolled in school while placed in the emergency bed, or wait until the teen is permanently placed. The teen specialist must contact the TLP staff to obtain information about the plans for teen parents placed in emergency beds. Obviously, a teen parent who is not going to be enrolled in school until she leaves the emergency bed should not be sanctioned for failing to attend school while in the emergency bed.

Q. If the case of a teen parent residing in a TLP is sanctioned or closed, who should inform the TLP – the teen or the teen specialist?

A. The teen specialist should inform the TLP as soon as possible, preferably at the sanction stage – or earlier – when it is still possible to avoid a case closing. TLP staff may be able to help the teen parent resolve the problem which led to the

sanction.

Moreover, only TAFDC-eligible teen parents are referred to TLPs by the Department. Therefore, a teen parent whose case is closed is no longer eligible for the TLP, so the TLP must be informed when the action is taken to close the case.

Q. I have a teen parent in a Structured Living Program which is not one of the Department's Teen Living Programs (TLPs) as listed in the Teen Living Program Directory. Is this teen parent meeting the Living Arrangement requirement as specified in 106 CMR 203.630? If so, is the teen parent exempt or nonexempt?

A. If a teen parent is residing in a residential program licensed by the Office of Child Care Services (OCCS), then the teen parent is meeting the Living Arrangement requirement specified in 106 CMR 203.630. As long as the teen parent is in the residential program, and is under the age of 20, the teen parent is exempt from the time limit, and is not subject to the reduced need and payment standard. If you are uncertain whether a program is licensed by OCCS, please have your hotline designee call the Policy Hotline.

## Access to Jobs

### TAFDC

#### *The TAFDC Procedural Guide Update 032*

- Chapter 5 of *The TAFDC Procedural Guide* has been updated to include a section on Access to Jobs (AtJ) including more information on Demand Response (DR) Services. Since DR services are costly, every effort is made to offer some form of cost-effective transportation. A Transportation Planning Team (TEAM) will be formed before providing DR services. The TEAM is responsible for developing, implementing and monitoring the AtJ customer's transportation plan.
- Chapter 19 of *The TAFDC Procedural Guide* has been changed in the following ways: AtJ information has been removed and Transitional Assistance Workers are referred to Chapter 5.