

## Chapter 6

## TCA/HARDSHIP EXEMPTION – SUBSTITUTE CARE REVIEW

6-1. Purpose. This chapter sets out the department's response to a review of a family's situation when the end of the eligibility period for temporary cash assistance has been reached.

6-2. Scope. This chapter is applicable to all regional/circuit Family Safety and Economic Self-Sufficiency (ESS) staff.

6-3. Authority. A review for a hardship extension for minor children in a participating family that has reached the end of eligibility is authorized pursuant to section [414.105\(1\)\(e\)](#), Florida Statutes (F.S.).

6-4. Definitions.

a. TCA. "Temporary Cash Assistance" program. The goal of the program is to emphasize work, self-sufficiency and personal responsibility. The program strives to meet the transitional needs of program participants who need short-term assistance by providing time limited cash assistance to meet some immediate need while moving from welfare to work.

b. Hardship Exemption. A hardship exemption is defined as extraordinary barriers that potentially qualify a participant to receive an exemption to the TCA requirements. Criteria for hardship exemptions include the following:

(1) Diligent participation in activities, combined with extraordinary barriers to employment, including the conditions that may result in an exemption to work requirements.

(2) Diligent participation in activities and a need by teen parents for an exemption in order to have 24 months of eligibility after receiving a high school diploma or its equivalent.

(3) Diligent participation in activities, combined with inability to find employment.

(4) Significant barriers to employment, combined with a need for additional time.

(5) A review and recommendation from Family Safety staff for an extension of assistance for a minor child of the participating family, based on the determination that the termination of cash assistance would be likely to result in the child being placed into emergency shelter or foster care.

6-5. Requirements.

a. Family Safety staff will be responsible for reviewing and assessing the risk of a child being placed into emergency shelter or foster care as a result of the termination of the family's temporary cash assistance.

b. The department's public assistance specialists and Welfare Transition Program contracted case managers (local CareerSource Agencies) will use statutory criteria to recommend participants for a hardship exemption. If the participant was denied an exemption, a Substitute Care Review will be requested.

c. The review will be conveyed through each region's Economic Self-Sufficiency program office to the region's Family Safety program office. The review will involve three elements:

(1) Financial Management Review (form [CF-ES 2091](#), available in DCF Forms) – to be completed by Economic Self-Sufficiency.

(2) Participant Case Summary (form [CF-ES 2087](#), available in DCF Forms) – to be completed by Economic Self-Sufficiency.

(3) Substitute Care Review (form [CF-ES 2089](#), available in DCF Forms) – to be completed by Family Safety.

d. Family Safety will conduct the assessments in cases in which a child may require continuation of cash assistance. The assessment consists of the following:

(1) Review of child maltreatment history.

(2) Review of provider history.

(3) Documentation of extended family/support system.

(4) Consultation with respective family support or case management staff who may currently be working with the family.

e. Family Safety staff will review these factors and will provide a recommendation whether or not to continue cash assistance for the child through a protective payee.

