

3.6.1.15 What happens when an adult ~~recipient~~ applicant parent states they qualify for a time limit extension after ~~we close their case~~ is closed?

An ~~adult applicant recipient parent~~ may reapply at any time for cash assistance after termination of benefits due to time limits, including when they have new evidence or a change of circumstance (e.g., a new, serious medical condition) that may qualify them for a time limit extension.

All needy applicants/~~recipients~~ at or over 60 months of TANF/SFA cash assistance must have a Time Limit Extension (TLE) review completed by WorkFirst S~~staff with a Case Planner or a WFSSS.~~ TLE~~time limit~~ reviews for TANF applicants require a number of communications between Case Managers and financial staff, See CSD Procedure Handbook “Processing a Request for TANF Cash when Household Exceeds 60 months,” for additional details on the procedure of completing the TLE. The goal is to help the applicant explore their needs with the TLE hardship exemptions available and if eligible for a TLE, extend their aid.

If the applicant states they believe they meet ~~a TLE criteria~~ hardship, WorkFirst staff would explore the applicant’s needs and complete the TLE tool in eJAS. WorkFirst staff need to reference the Time Limit Hardship Extensions Chart to determine if the applicant meets any of the TLE criteria hardship extensions. When completing the PDT and completing screening with the participant discuss the family’s situation. Applicant’s may meet more than one TLE criteria ~~hardship~~ include all that apply to that applicant.

See TLE hardship examples below:

Disability Determination:

Kai is over their 60 months and reapplied for TANF/SFA due to losing their job. Kai stated they have a disability that keeps them from ~~completing~~ participating in employment related activities, ~~and activities~~ and needs care ~~from~~ from family members to complete daily activities of living. Kai is finding challenges getting into a provider and doesn’t have objective medical evidence at this time. Kai has been out of work now for over 6 months and has exhausted their unemployment benefits. Kai believes their medical condition is a disability. The Case Manager looks in the ECR and ~~if they don’t~~ doesn’t find objective medical evidence. ~~and in this case, and, in this case,~~ Kai doesn’t have an established provider. ~~†~~ The Case Manager ~~would~~ refers Kai to the Disability Specialist to complete the Disability Determination through the Sequential Evaluation Process ~~or~~ (SEP process) to determine if Kai meets a TLE hardship under the “Disabled Adult” TLE criteria ~~hardship category~~. The Disability Specialist will complete the SEP process and communicate back to the Case Manager the determination. See CSD Procedure Handbook

“Processing a Request for TANF cash when Household Exceeds 60 months” for steps the process to complete this process.

Infant, Toddler or Post-Partum:

Kate is reapplying for TANF cash assistance and she has already used her 60 months of assistance. Kate just had a baby a week ago, and can't return to employment and doesn't have any medical leave from her place of employment. Kate reports she meets no other TLE criteria categories, she has exhausted her IE/TE days, and will return to work after her post-partum weeks have ended. Kate is approved for a post-partum TLE hardship until her 12 weeks are exhausted.

Family violence & homeless:

May is applying for TANF cash assistance and has exhausted their 60 months. They have been in an on and off again relationship with a partner, not the father of the child. May needs to see a family violence advocate to discuss family violence services now that they have left the home they shared with their abuser. May and their child are homeless, living in their car and need resources and connection with their local Coordinated Entry provider in their county. **Due to the CSO not having an on-site Family Violence Advocate, the Social Service Specialist completes, a Case Manager completes a family violence service plan (FVSP) with May to connect with an advocate within 90 days to develop a more concrete FVSP.** May develops an IRP with the Case Manager to connect with a Family Violence Advocate and connect with their local Coordinated Entry provider for housing needs. **The Case Manager approves the TLE as Katie meets the family violence and homelessness TLE categories.**

Note: For applicants over 60 months, the Case Planner or the WorkFirst Social Service Specialist may complete the application process and support the applicant in the process. Some applicants may be able to provide verification at the time of the interview, allowing for and their TLE may to be completed on the spot the phone or in person at the time of interview. Other applicants might need to provide more verification, which could require and the case may need to be pended until further verification is received by the Department. See CSD Procedure **“Processing a Request for TANF cash when Household Exceeds 60 months” for the process procedure to complete these TLE approval process.**

[See the Time Limit Decision Step-by-Step guide below](#)

WorkFirst staff completes the following steps:

- 1.—Treats the application in the same manner as any other TANF application.
- 2.—Completes a family violence screening along with the time limit review during the intake interview.
- 3.—Discusses the living situation to determine if there are housing barriers for the adult recipient.
- 4.—If the parent doesn't qualify for a TLE, denies the extension in the eJAS TLE tool.
 - a.—If the adult recipient's case terminated for another reason and the adult recipient was eligible for an extension, reviews to ensure they still meet the extension criteria. Another eJAS time limit tool is not needed.
 - b.—Determines eligibility for the Pregnant Women's Assistance (PWA) if the adult recipient is pregnant.
- 5.—Gives the parent a pending letter for any information needed to determine financial, disability and time limit extension eligibility. Completes the comprehensive evaluation, using the Pathway Development Tool (PDT) if the adult recipient is likely to qualify for TANF, including those WorkFirst staff expects to meet the time limit extension criteria.
- 6.—Uses the WorkFirst support services, categories 34 (testing/diagnostic) and/or 37 (medical exams/services) or Washington Apple Health (if services are available in the area) to pay for necessary medical evidence for adult recipients as described in WFHB 6.6, *Disabilities, How do I pay for medical evidence.*
 - a.—**If adult recipients claiming mental or physical health issues don't qualify for a time limit extension with current medical evidence, refers the adult recipient parent to a disability specialist for the Sequential Evaluation Process (SEP) for TANF TLE.** See CSD procedure XX and the TANF SEP section in the Social Service Manual for more details.
- 7.—The disability specialist communicates to WorkFirst staff the TLE determination after receiving medical evidence for the SEP process. See CSD procedure XXX.
- 8.—Denies the extension in the eJAS time limit tool (please see 3.6.1.16 Time Limit Extensions- Step by step guide) and the application remains in pending status if their TANF time limit extension eligibility can't be determined without further information from the disability specialist.

9. Once the time limit decision is received from the disability specialist, and a determination is made through the SEP process, WorkFirst staff uses the eJAS time limit tool to document the TLE decision.
10. If the adult recipient doesn't qualify for an extension, adds appropriate free form text from the eJAS denial letter template, or the Time Limit Hardship Extension Chart, to the ACES denial letter explaining why the adult recipient doesn't qualify for an extension (No separate eJAS time limit denial letter is required).
11. Determines if the participant may qualify for any other programs such as PWA or CEAP and takes appropriate actions.

3.6.1.16 Time Limit Decision- Step-by-step guide

Prior to the TLE interview/appointment for recipients or currently opened participants nearing their 60 months, or over their TANF/SFA time limit:

WorkFirst staff will see in eJAS with the following time limit alerts:

- The adult recipient receives a prominently displayed notice of the months of TANF receipt on the recertification notice as they approach **48 months on TANF/SFA**.
- Once the adult recipient reaches **56 months on TANF/SFA**, the eJAS demographic screen updates and the WorkFirst staff has have access to the eJAS TLE tool to process a decision.
- Once the adult recipient reaches **58 months on TANF/SFA**, the adult recipient's case appears on the CLMR indicating a required TLE decision by the end of month 58 (when possible) and no later than the end of month 60.

After reviewing the recipients TANF months the Case Manager will reach out to the participant to schedule the Time Limit extension appointment. The Case Manager will complete the following steps:

3. The Case Manager sSends an ACES Online 50-05, General Appointment Letter or the eJAS appointment letter and:
 - a. Notifies the adult recipient when they will reach 60 months and the need for a TLE review appointment, and

- b. ~~An adult recipient may waive the 10-calendar day's notice and complete the time limit extension appointment if they are in the office or contact the Case Manager prior to their scheduled appointment.~~
 - c. ~~In the letter canned text, needs to be added, the adult recipient/ineligible parent "has the ability to bring a person of their choosing to the appointment."~~
 - d. ~~Documents in eJAS notes when an adult recipient waives the 10-day notice and provides an eJAS appointment letter reflecting when the time limit extension hardship appointment occurred.~~
4. ~~The Case Manager adds AP component with end date to match scheduled TLE appointment.~~

At the TLE appointment meeting with anthe adult recipient applicant, WorkFirst staff the Case Manager completes the following actions:

1. Explains the TANF/SFA time limit policy and the TLE hardship categories to the adult recipient.
2. Reviews the adult recipient's TANF/SFA months for accuracy, including the adult recipient's out of state or tribal TANF months.
- ~~3.1. Discusses the available supports, such as transitional food or medical, for those who don't qualify for a time limit extension and provides the adult recipient/ineligible parent a list of community resources.~~
- 4.3. Uses the Time Limit Hardship Extension Chart to determine whether the adult recipient qualifies for one or more extensions.
- 5.4. Makes the TLE decision based on the evidence available, and available and requests any additional necessary evidence for a TLE using an IRP.
 - If the adult **meets** TLE criteria, ~~to~~ approve the TLE by answering 'Yes' to question #5 of in the eJAS TLE tool. ~~This approves an extension for the case and completes the eJAS TLE tool.~~

If the adult **doesn't meet** TLE criteria, answer 'No' to question #5 of in the eJAS TLE tool, enters the start date of the following month when the TLE will close of extension and selects save.

- 7. ~~Clicks okay on the A-pop-up in eJAS displays, stating the case goes to a supervisor/designee for review of w/and or approval of the denial. The Case Manager selects 'ok' on the pop-up display.~~
- 5.

~~8.~~—The TLE ~~R~~ goes into pending status and ~~the supervisor/designee sees~~ the case ~~appears in~~ on the TLE Decision Report in eJAS ~~for the supervisor/designee to review. to make the determination.~~

~~6.~~

~~8.~~—Document ~~ss~~ using the TLE note type; ~~that~~ the TLE is pending for a supervisor/designee decision ~~prior to termination/denial of benefits.~~

~~7.~~

Note: The Supervisor/Designee's role is crucial in the TLE process to be sure all time limit extension TLE denial decisions hardships are reviewed.

To review ~~and approve/deny~~ TLE **denial** decisions, the supervisor or designee:

1. Reviews the TLE Decision Report in eJAS to find pending cases needing a TLE **hardship** review.
2. Uses the **Time Limit Hardship Extension Chart** to review the case to determine if there are any barriers ~~or~~ needs that might support a TLE approval.
3. Looks in the ECR for medical evidence, returned mail, or further correspondence ~~to from the adult recipient/ineligible parent that might~~ determine if the ~~applicant~~ **participant** is eligible for a TLE approval.
4. ~~Reviews~~ to ensure the ~~applicant~~ **participant** isn't eligible for the high unemployment rate TLE ~~category~~. This includes checking ACES to verify if the ~~applicant~~ **client** received TANF during high unemployment rate months (April 2020 and onward.)

Reminder: ~~You will need to record~~ Each TANF benefit month **needs to be recorded** in eJAS to approve ~~this the High Unemployment Rate~~ **time limit extension TLE**.

If the supervisor/designee **agrees** with the **TLE No Extension denial** decision **they:**

1. In the TLE Decision section; within the eJAS TLE tool, review ~~ss~~ and check ~~ss~~ all of the boxes below in agreement:

- Letters sent timely
- Correct canned text in the letter
- No mail was returned
- No medical evidence in ECR within the last 12 months
- No Family Violence issues have been determined
- ~~Equal Access Plan~~ has been followed

- If screened and no plan needed, supervisor/designee checks this box in agreement.
- Comprehensive Evaluation E-created/updated within the last 12 months
 - If the individual participant didn't show for the Comprehensive Evaluation CE, supervisor/designee checks this box in agreement.
- Social Service Assessment has been completed
 - If the individual participant didn't show for an assessment, supervisor/designee checks this box in agreement.
- Applicant Participant does not meet any TLE hardship categories

2. Adds notes in the "**comments**" section at the bottom of the tool, stating **the TLE has been reviewed and they agree with the no TLE denial, extension resulting in for termination/denial of benefits.**

a. Selects the "agree" button and select "ok" on the pop-up that follows.

b. —

c. —When 'ok' is selected the case will appear on the CLMR section #2- TLE No Extension Rreport for the Case Manager to complete the final actions on the case.

b. —

Discusses the available supports, such as transitional food or medical, for those who don't qualify for a time limit extension and provides the adult recipient/ineligible parent a list of community resources.

If the supervisor/designee disagrees with the TLE denial and cash assistance termination decision they:

1. In the TLE Decision section in eJAS, within the TLE tool, reviews and checks applicable boxes, including the "disagree" button.
2. If the denial is not approved, the boxes left "unchecked" indicates the reasons the supervisor/designee disagrees with the denial.
3. Adds a case note under the TLE case note type stating TLE denial was reviewed and that they disagree with the denial decision.

Note: The TLER status changes from 'pending' to 'agree-print letter' in the TLE tool for the Case Manager to complete.

If the supervisor/designee agrees with the TLE denial, termination/denial, the Case Manager:

1. Looks to/Utilizes the CLMR section #2 TLE No Extension Report, Decision column for 'agree-print letter' decisions.
2. Selects a date in the Created Date column - *The letter only generates when dates are added*
3. Selects the 'Print Time Limit Extension letter'
 - a. Selects 'Preview'
 - b. Selects 'Save Print'

Note: The letter must be printed from the TLER TLE tool and sent to the adult recipient parent to terminate/deny the TLE. Printing prompts the systems to deny benefits.

If the Case Manager does any of the following actions: the letter will not print and a decision will generate regardless, denying and the TANF/SFA will be terminated/denied for No Extension without proper notice.

~~If the Case Manager: hits the back button while in the Time Limit Extension Determination letter before printing the letter or;~~

- ~~Hits the back button while in the Time Limit Extension Determination letter before printing the letter.~~
- ~~Goes back to home, or-~~
- ~~Goes to the main screen.~~
- **The letter will not print and a decision will generate regardless, denying TANF/SFA for No Extension without proper notice.**

~~Printing prompts the systems to denyclose out the benefits.~~

See CSD Procedure Handbook "Processing a Request for TANF Cash when Household Exceeds 60 months," for additional details to complete the TLE.

If the supervisor/designee disagrees with the denial, the supervisor/designee:

In the TLE Decision Section in eJAS, within the TLE tool, reviews and checks applicable boxes:

- Checks the "disagree" button
- If the denial isn't approved, the box/es left "unchecked" is the reason(s) the supervisor/designee disagrees with the denial.
- Adds a case note stating the TLE denial has been reviewed and **disagrees** with the termination decision in eJAS.

If the supervisor/designee disagrees with the TLE termination/denial, the Case Managerer:

1. ~~Looks to the~~Utilizes the CLMR section #2 TLE No Extension Report, Decision column for 'disagree' decisions.
2. ~~Selects date of the~~Created Date column
3. ~~Goes to the TLE tool for the specific case and reviews the decision made by the supervisor/designee.~~
4. ~~Determines next steps:~~
 - a. ~~Approve the TLE or,~~

~~Schedules an appointment with the adult recipient to address what was missed in the TLE review process.~~

Note: The supervisor/designee's decision reason is indicated by the **unchecked** boxes in the eJAS TLE tool, stating what was missed in the TLE [review](#) process. For ~~exampleexample~~, if the following boxes were left **unchecked**, they need to be followed up on by the Case Manager:

- Letters sent timely
- Correct canned text in the letter
- No mail was returned
- No medical evidence in the ECR within the last 12 months
- No Family Violence issues have been determined
- Equal Access Plan has been followed
- [Comprehensive EvaluationE](#) created/updated within the last 12 months
- Social Service Assessment has been completed
- Participant does not meet any [TLEhardship](#) categories

If the supervisor/designee disagrees with the TLE denial, the Case Manager:

1. Looks to the CLMR section #2 TLE No Extension Report, Decision column for 'disagree' decisions.
2. Selects date of the Created Date column
3. Goes to the TLE tool for the specific case and reviews the decision made by the supervisor/designee.
4. Determines next steps:
 - a. Approves the TLE or,
 - b. Schedules an appointment with the adult applicant to address what was missed in the TLE review process.

See CSD Procedure Handbook **“Processing a Request for TANF Cash when Household Exceeds 60 months,”** for additional details.

After the ~~Time Limit Extension~~TLE interview/appointment, ~~if the applicant or recipient shares with the Case Manager-WorkFirst staff they have a~~ health issue(s) that interferes with their ability to do work related activities ~~disability,- the Case Planner-WorkFirst Staff will~~ follow the CSD procedure **“Processing a Request for TANF Cash When Household Exceeds 60 Months,” section (e) When the Case Planner can’t determine that the TLE can be approved or denied. the WorkFirst Case Manager:**

Sequential Evaluation Process (SEP) – After the Time Limit Extension interview/appointment, if the applicant/recipient shares they have a health issue(s) that interferes with their ability to do work related activities -during the TLE interview, the Case Manager will complete the following actions:

1. Refers the adult ~~applicant/recipient~~ to a ~~disability specialist~~ for a TLE disability evaluation when available medical evidence doesn't meet the severity or duration requirements for the disabled adult ~~WorkFirst-TANF/SFA~~ exemption. ~~See CSD procedure “Processing a Request for TANF Cash when Household Exceeds 60 Months;” for further information. (i)~~ ~~If the TLE cannot be approved due to insufficient or not enough medical evidence or enough evidence to prove the customer/applicant has a disability, the SSS Case Manager will complete the Sequential Evaluation Process (SEP) SEP process, or refers to the Disability Specialist for a SEP decision.~~
 - a. The disability specialist follows the ~~Disability Determination Process -through the Sequential Evaluation Process or (SEP process,)~~ (see Social Service Manual ~~-for reference section TANF Sequential Evaluation Process SEP);~~ to determine eligibility and communicates the determination to WorkFirst Staff.

- b. If the disability specialist determines the adult recipient's applicant's condition **doesn't meet** ABD criteria, WorkFirst Staff staff complete the eJAS TLE tool and submits it refers to the supervisor/designee if a denial is recommended. Please see the steps above for the denial process.
 - c. If the disability specialist determines the adult recipient's applicant's condition **does meet** ABD criteria, WorkFirst Staff staff approves the TLE, updating the TLE tool, using choosing the Disabled Adult TLE category hardship XB reason code.
2. DThe Case Manager dD Documents evidence used to make the decision in the free form text box of in the eJAS TLE tool, using language from the eJAS Time Limit Extension Denial Letter time limit TLE denial letter template or the Time Limit Hardship Extension chart if the adult recipient/applicant doesn't qualify for a TLE time limit extension.
- 2.3. Saves the letter.
4. For non-English speaking applicants, the Case Manager Saves saves the letter in eJAS, p- Or, for non-English letters, prints, translates, and holds (without imaging in DMS) the Time Limit Decision Extension Denial Letter in eJAS. If the adult recipient applicant doesn't qualify for an extension a TLE, eJAS will enter the information on the ACES TWEP Screen and ACES automatically creates the 10 calendar days' notice to extend or close TANF/SFA when the adult recipient reaches 60 months.

During month 60, ACES sends out extension approvals and English extension denial letters. When receiving a Barcode tickle for Time Limit Extension Denial Letter TLE extension denial letters needing translation, the Case Manager:

- Sends a copy of the translated Time Limit Extension eJAS denial L letter for imaging.
- Translates the ACES termination notice if it's in a non-supported language.
- Locally prints and mails the translated ACES and eJAS letters to the adult recipient/ineligible applicant parent in one envelope.
- Documents that the letters were sent in the eJAS time limit note type.
- Clears the Barcode tickle.

Refers to the procedure for ACES processing Procedure "Processing a Request for TANF Cash when Household Exceeds 60 months:" for additional information.



Note: If the recipient applicant doesn't show up or call in for the TLE review appointment The the Case Manager m determines ust determines the TLE the time limit extension eligibility decision based on available information if the adult recipient doesn't show up for the time limit extension appointment. Please see 3.6.1.16 Time Limit Extension Decisions Step-by-step guide for the complete process.

If the applicant or recipient doesn't agree with the TLE decision: When the adult recipient offers additional evidence before their case closes, the WorkFirst Staff:

1. **Note:** Documents the adult recipient contact and type of new evidence received in the eJAS time limit note type.
2. Uses the IRP (or a Missing Verification for Interview (0023-01) pend letter for ineligible parents) to request additional information within 10 days, or no later than the last day of the adult recipient's 60th month.
3. Schedules an appointment if the adult recipient wants to meet and discuss the updated information.
4. Uses the new medical evidence to determine eligibility for a time limit hardship extension.
5. Makes the decision based on existing information in the case if the adult recipient/ineligible parent fails to provide new evidence by the required date.
6. Uses the eJAS time limit tool to determine eligibility for a time limit extension and document the decision. Please see 3.6.1.16 Time Limit Extension Decisions Step-by-step guide for the complete process.

After the supervisory review, the Case Manager completes the TLE tool and prints and translates the eJAS time limit decision letter, as needed (adding any needed details per the Time Limit Hardship Extension Chart).

When a former adult recipient states they qualify for a time limit extension after their case closes, they need to reapply. WorkFirst Staff use the application process and:

1. Completes a family violence screening along with the time limit interview and the intake interview.
2. Discusses the living situation to determine if there are housing barriers for the adult recipient.
3. Approves (if documentation is available and meets the TLE hardship criteria.)
4. If the adult recipient doesn't qualify for a time limit extension, follow the WFHB section 3.6.1.16.
5. After the supervisor/designee reviews, and agrees with the denial, the Case Manager denies the time limit extension tool in eJAS.

a.—If the adult recipient’s case is terminated for another reason and the recipient parent was eligible for an extension, review to ensure they still meets the extension criteria. Another eJAS time limit tool completion is not needed.

b.—Determines eligibility for Pregnant Women's Assistance (PWA) if the parent is pregnant.

6.—Gives them a pending letter for any information needed to determine financial, disability and time limit extension eligibility.

7.—Complete the CE if the adult recipient is likely to qualify for TANF, including those the WorkFirst staff expects to meet the time limit extension criteria.

8.—Uses WorkFirst support services, categories 34 (testing/diagnostic) and/or 37 (medical exams/services) or Washington Apple Health (if services are available in the area) to pay for necessary medical evidence for recipient/ineligible parents as described in WFHB 6.6, Disabilities, How do I pay for medical evidence?

a.—See section 3.6.1.6 for ineligible parents.

9.—If adult recipients claiming mental or physical health issues don’t qualify for a time limit extension with current medical evidence, refer adult recipient to a disability specialist for the Sequential Evaluation Process (SEP) for TANF TLE. See CSD procedure XX and the TANF SEP section in the Social Service Manual for more details.

a.—The Case Manager follows the TLE supervisor/designee process in 3.6.1.16 and denies the extension in the eJAS time limit tool.

Note: The disability specialist follows the instructions in the Social Services Manual —PWA or disability determination if the adult recipient/ineligible parent is pregnant or claims a mental or physical health issue prevents them from working, to determine ABD eligibility, and communicates the determination to WorkFirst staff.

10.—If the applicant is determined to qualify for a TLE category, approve the TLE per step by step under TLE appointment with the adult recipient above and approve TANF/SFA case assistance.

a.—If the adult recipient’s condition meets ABD criteria, and qualifies for the related TLE category, use the XB reason code to approve the TLE.

11.—If an applicant does not qualify for a TLE, follow WFHB section 3.6.1.16 to refer the TLE denial to a supervisor/designee for further review.

12.—After the supervisor/designee review, if the adult recipient doesn't qualify for an extension:

Adds the appropriate free form text from the eJAS denial letter template or the Time Limit Hardship Extension Chart to the ACES denial letter explaining that their case was reviewed by the

Case Manager, a supervisor and/or a regional designee, and why the adult recipient does not qualify for an extension. No separate eJAS time limit extension denial letter required:

13. — Determines if the participant may qualify for any other programs such as PWA, CEAP and takes appropriate actions:

~~If the adult recipient/applicant can~~ files an administrative hearing ~~because benefits are terminated and qualifies for continued benefits if they disagree with the TLE determination decision.~~

1. — If the ALJ rules in favor of the adult ~~recipient/applicant~~, the Case Manager needs to complete and approve a new TLE in process the ALJ approved extension into the eJAS time limit tool.

Follow the steps in the CSD Procedure “[Processing a Request for TANF Cash when Household Exceeds 60 months.](#)”

[When the adult recipient offers additional evidence before their case closes, the WorkFirst staff: See WFHB 3.6.2.6 How do I process the case when a time limit extension is about to expire?](#)

Resources

Related WorkFirst Handbook Chapters

- [3.2.1 Comprehensive Evaluation](#)
- [3.3.1 IRP](#)
- [6.1 Resolving Issues - Overview](#)
- [6.5 Family Violence](#)
- [6.8 Exemptions](#)

Forms & Other Resources

- Domestic Violence Hotline for ~~general public~~public 1-800-562-6025
- [EA-Z Manual - TANF/SFA Time Limits](#)
- [EA-Z Manual - Time Limits Overview](#)
- Family Violence Technical Assistance for all staff working with WorkFirst participants Monday-Friday 9:00 am-5:00 pm 360) 586-1022 Ext 102 or 104
- [Letters Process for TANF Time Limit Extension Reviews, Terminations, Reapplications, Denials and Approvals](#)

- Pregnant Women Assistance (PWA) Flow Chart
- Social Services Manual – Good Cause
- ~~Social Services Manual – Medical Evidence Requirements~~ Social Services Manual- TANF Sequential Evaluation Process (SEP)
- Time Limit Hardship Extensions Chart
- ~~Using the Sequential Evaluation Process (SEP) for TANF TLE Desk Aid for WorkFirst~~
- ~~Using the Sequential Evaluation Process (SEP) for TANF TLE Desk Aid for Disability Specialists~~
- Flyer, Transitioning off TANF
- TLE High Unemployment Rate- Desk Aid