



POLICY CHANGE ALERT #16-017F

TITLE: PASCUA YAQUI YOEME SERVICES REFERRALS

ISSUE DATE: 05/17/2016

EFFECTIVE DATE: EFFECTIVE IMMEDIATELY

Summary

Programs Impacted: CA

This Policy Change Alert is being issued to inform staff of revisions to the Pascua Yaqui (PY) Yoemem Organization for Employment and Member Enhancement (YOEME) Services referral process.

PY TANF applicants are required to comply with PY YOEME service prior to TANF approval. When an interview is completed by telephone the Pascua Yaqui Pre-approval (A623) notice must be mailed to the customer.

IMPORTANT

A copy of the Pascua Yaqui (PY) Referral Notice - YOEME Services (FAA-1335A) form must be faxed to the PY YOEME Services Office for all referred PY TANF applicants.

Revision Details

The FAA Policy Manual will be updated to include the information in this Policy Change Alert during one of the next bimonthly revisions. Until then, an alert will be placed in each revised section with a link to this document as a reminder of the policy change.

FAA6.J06E.01 – Employment Referrals – Pascua Yaqui Tribal TANF Program Requirement

New Pascua Yaqui (PY) TANF applicants are required to comply with [PY Yoemem Organization for Employment and Member Enhancement \(YOEME\) Services](#) prior to TANF approval.

EXCEPTION

Pascua Yaqui Tribal TANF renewal participants are exempt from referral to YOEME Services for assessment.

At the new TANF interview, complete the following:

- Sections I and II of the Pascua Yaqui (PY) Referral Notice - YOEME Services (FAA-1335A) form.
- Inform the participant of the YOEME Services compliance date as indicated on the Information Request and Pending Information Agreement (FA-077) form.
- Give the participant a copy of the FAA-1335A and the FA-077.
- FAX a copy of the FAA-1335A to the [PY YOEME Services - Pre-Compliance Office](#).



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When the interview is completed by telephone, complete the following:

- **Section I of the Pascua Yaqui (PY) Referral Notice - YOEME Services (FAA-1335A) form.**
- Inform the participant of the YOEME Services pre-compliance requirement.
- Send the **Pascua Yaqui Pre-approval (A623)** notice requesting that the participant pre-comply with Pascua Yaqui YOEME Services.
- FAX a copy of the A623 notice and a copy of the FAA-1335A to the [PY YOEME Services – Pre-Compliance Office](#).

When the FAA-1335A is received indicating the participant has complied **and meets all other eligibility requirements**, complete the following:

- The Tribal TANF CA eligibility determination
- Send the appropriate **approval** notice
- Section IV of the FAA-1335A
- FAX a copy of the FAA-1335A to the [PY YOEME Services – Pre-Compliance Office](#)

When FAA does not receive the FAA-1335A or receives the FAA-1335A indicating the participant has not complied, complete the following:

- **Deny the TANF application**
- **Key the JP Denial and Closure Reason Code on AFED**
- **Send the Noncompliance with Jobs/NEW Orientation (A208) notice**
- **Section IV of the FAA-1335A**
- **FAX a copy of the FAA-1335A to the [PY YOEME Services - Pre-Compliance Office](#)**

NOTE When the PY YOEME Services Case Manager notifies FAA that the participant is in the process of complying, extend the due date to the date suggested by the PY YOEME Services Case Manager.

Please contact the FAA Policy Support Team by phone at (602) 774-5523 or by e-mail at FAAPolicyMgmt@azdes.gov with any questions or concerns regarding this broadcast.

Please consider the environment before printing this broadcast.

(16-0553)