

P-2320 DEFERMENTS (Reach Up Services rule 2363)(B23-08)

Determining if a deferment is appropriate

Participants may qualify for a **deferment** if they are facing obstacles to meeting their goals. Obstacles may be openly identified by the participant or may become apparent as the participant identifies a goal(s) and attempts to work towards the goal(s).

Use open ended questions to help the participant express how they view the obstacle and explore what activities they feel they can take part in. See the following procedures (P-2320A, B, C, D and E) for further information about specific types of deferments.

Deferment codes in ACCESS help collect information about what the most common obstacles Reach Up households are facing. Going forward, only **deferment codes that stop the clock on a participant's countable months will be used**. Other procedures will be updated over time to support this. See below for more information about "stopping the clock."

Review Dates

Deferment codes will require a review date to be entered. This date indicates when the deferment needs to be reviewed and potentially updated or ended.

Review dates should end on the last day of the calendar month whenever possible. See section specific to review dates and codes related to young child deferments in procedure 2320C.

If a deferment review date passes and is not updated, the code will revert back to the able to work "02" code.

Reviewing the need for a deferment

At least three weeks before the review date for the deferment, set up an appointment and send appointment letter to discuss next steps.

Discuss with the participant if the deferment should be continued or if the participant is no longer interested in pursuing a deferment.

See the following procedures (P-2320A, B, C, D, and E) for what additional information (updated forms, etc.) is needed if the **deferment** is to continue.

Deferments and Time Limits

The purpose of offering deferments is to prevent the month from counting against the participant's time limit. Certain deferments "stop the clock" when counting the number of countable months of Reach Up the participant has received.

Deferment codes that "stop the clock":

- Code 11 Needed in the Home
- Code 33 Unable to work—medical
- Code 34 Unable to work--medical
- Code 35 Unable to work and applying for disability
- (Code 38 Accepted for VR Services—typically no longer used)
- Code 54 Unable to work due to domestic violence
- Codes 30, 45 and 46—young child deferment—ONLY the first 12 months of deferment

The code showing at the end of the month determines if a month counts or not towards the participant's time limit. See procedure 2320C about young child deferment review dates.

If the review date is not updated and the code reverts back to an able to work "02" code, the month will be countable towards the participant's time limit.