



## Ohio Administrative Code

### Rule 5101:1-3-12.5 Job search and job readiness assistance.

Effective: May 1, 2025

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(A) Which section of the Revised Code applies to job search and job readiness assistance?

(1) Section 5107.05 of the Revised Code authorizes the director of job and family services to adopt rules necessary to comply with Title IV-A, Title IV-D, federal regulations, state law and the state plan.

(2) The county agency is to administer the work activity programs in accordance with the requirements contained in this rule and not in accordance with sections 5107.40 and 5107.50 of the Revised Code.

(B) What is the definition of job search and job readiness assistance?

(1) Job search and job readiness assistance means the act of seeking or obtaining employment, preparation to seek or obtain employment, including life skills training, substance abuse treatment, mental health treatment, or rehabilitation activities. Treatment or therapy is to be determined to be necessary and documented by a qualified medical, substance abuse, or mental health professional.

(2) The following activities do not meet the definition of job search and job readiness assistance:

(a) Child's dental checkups, immunizations, and school attendance;

(b) Parenting skills training;

(c) Participating in head start;

(d) Personal care;

(e) Activities that promote a healthier lifestyle.



(3) A county agency may utilize the services of private and governmental entities under contract with the county agency in operating the program.

(C) What are the limitations in counting job search and job readiness assistance participation hours toward the federal work participation rate?

(1) An individual's participation in job search and job readiness assistance counts for no more than six weeks in the preceding twelve months.

(2) Travel time to and from work sites does not count toward the participation requirements. However, the time an individual spends in job search and job readiness assistance traveling between multiple interviews may be counted in the hours of participation.

(3) For the six week limitation on participation, a week is defined as:

(a) Twenty hours for a work eligible individual who is a single custodial parent with a child under six years of age; or

(b) Thirty hours for all other work eligible individuals.

(4) Six weeks of job search and job readiness assistance equals:

(a) One hundred twenty hours in a twelve-month period for each work eligible individual described in paragraph (C)(3)(a) of this rule; and

(b) One hundred eighty hours in a twelve-month period for each work eligible individual described in paragraph (C)(3)(b) of this rule.

(5) No more than four of the six weeks may be consecutive.

(6) For purposes of the four consecutive week period, the following provisions are applicable:



- (a) A week means seven consecutive days;
- (b) Any hours of participation in job search and job readiness assistance activities in the seven consecutive day period is to count as an entire week.
- (c) Once an individual has four consecutive weeks of participation, that individual's participation in job search and job readiness assistance may not count for one week (i.e., seven consecutive days).