

UNDEREMPLOYED PARENT CHECKLIST

(To Determine Whether Parental Deprivation Exists)

PURPOSE OF FORM

Use this form to determine whether parental deprivation exists based on parental underemployment. This is only applicable when two legal parents live in the home of removal and neither parent is physically or mentally incapacitated. This does not apply when one of the parents is a stepparent.

PROCESSING

This form must be completed for re-determination of the child's Title IV-E eligibility and submitted to the Texas Juvenile Justice Department (TJJD) with the Foster Care Assistance Review (FCAR).

1) Who is the Primary Wage Earner (PWE) in the home of removal? <i>PWE is defined as the legal parent who has earned the most income in the last two years</i>	<input type="checkbox"/> Father	<input type="checkbox"/> Mother
2) Was the PWE unemployed during entire month?	<input type="checkbox"/> Yes**	<input type="checkbox"/> No

If the PWE was unemployed during the entire month parental deprivation exists – **STOP!

3) Does the PWE work, on average, less than 100 hours per month? <i>Average the hours worked for the last three months</i>	<input type="checkbox"/> Yes**	<input type="checkbox"/> No
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If the PWE works, on average, less than 100 hours per month, parental deprivation exists – **STOP!

4) If the PWE works, on average, more than 100 hours per month indicate his/her average gross monthly earned income and refer to table below to determine if income guidelines for deprivation are met. <i>Average the gross monthly earned income for the last three months:</i>	\$
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To calculate monthly income: If paid weekly multiply by 4.33; if paid bi-weekly multiply by 2.17; if paid bi-monthly multiply by 2

INCOME GUIDELINES FOR UNDEREMPLOYED PARENT

To determine if the PWE meets the income guidelines for Underemployed Parent, compare the PWE's averaged gross monthly earned income to the appropriate maximum income limit for the appropriate certified group size.

The **Certified Group** includes (in home at time of removal):

- Eligible child (child being reviewed)
- Legal Parent(s)
- Siblings

The **Certified Group** size is both parents plus the number of dependents in the AFDC Certified Group.

Certified Group Size	Maximum Income Limit	Certified Group Size	Maximum Income Limit
1	-	9	1595
2	498	10	1698
3	824	11	1871
4	925	12	1975
5	1073	13	2147
6	1176	14	2251
7	1319	15	2423
8	1422	For each additional member	173

- If the PWE's averaged gross monthly earned income is equal to or less than the maximum income limit for the Certified Group size, the PWE is considered underemployed. **Deprivation does exist.**
- If the PWE's averaged gross monthly earned income exceeds the maximum income limit for the Certified Group size, the PWE is not considered underemployed. **Deprivation does not exist – Child is not eligible for IV-E.**

IF DEPRIVATION NO LONGER EXISTS, THE CHILD IS NO LONGER ELIGIBLE FOR IV-E

UNDEREMPLOYED PARENT CHECKLIST INSTRUCTIONS

PURPOSE OF FORM

This form is used to determine parental deprivation based on the child having an underemployed parent. This form is applicable only when two legal parents live in the home of removal and neither parent is physically or mentally incapacitated. This does not apply when one of the parents is a stepparent.

TIMEFRAME/DEADLINE

This form must be completed and submitted with the Foster Care Assistance Review (FCAR) to TJJD for a re-determination of the child's eligibility.

1. Who is the Primary Wage Earner in the home of removal?

Primary Wage Earner (PWE) is defined as the legal parent who has earned the most income in the last two (2) years. Check Father or Mother.

2. Was the PWE unemployed during the entire month of removal (or 12 month review)?

If the PWE indicated above was unemployed during the entire month of removal or in which the 12 month review is conducted, check **Yes****. If the PWE indicated above was not unemployed for the entire month, check **No**.

If you check **Yes****, STOP here. Parental Deprivation exists if the PWE was unemployed during the entire month of removal or in which the review was conducted. Attach this form to the Foster Care Assistance Review (FCAR) and submit to TJJD.

If you check **No**, **CONTINUE**.

3. Does the PWE work, on average, less than 100 hours per month?

To answer this question, average the hours that the PWE has worked for the last three (3) months. If the average reached is less than 100 hours per month, check **Yes****. If the average reached is greater than 100 hours per month, check **No**.

If you check **Yes****, STOP here. Parental Deprivation exists if the PWE works, on average, less than 100 hours per month.

If you check **No**, **CONTINUE**.

4. If the PWE works, on average, more than 100 hours per month, indicate his/her gross monthly income and refer to the table below to determine if income guidelines to meet deprivation are met:

If you have determined that the PWE works, on average, more than 100 hours per month, enter the PWE's gross monthly income in the space provided.

Once you have entered the PWE's gross monthly income, use the chart under *INCOME GUIDELINES FOR UNDEREMPLOYED PARENT* to determine if the PWE meets the income guidelines for Underemployed Parent.

UNDEREMPLOYED PARENT CHECKLIST INSTRUCTIONS

To determine if the Primary Wage Earner (PWE) meets the income guidelines for Underemployed Parent, compare the PWE's monthly gross earned income to the appropriate maximum income limit for the appropriate Certified Group size.

The child's Certified Group includes (in home at time of removal):

- Eligible child (child being reviewed)
- Legal Parent(s)
- Blood siblings (under 18 years of age, full & half)

The Certified Group size is both parents plus the number of dependents in the AFDC Certified Group.

Certified Group Size	Maximum Income Limit	Certified Group Size	Maximum Income Limit
1	-	9	1595
2	498	10	1698
3	824	11	1871
4	925	12	1975
5	1073	13	2147
6	1176	14	2251
7	1319	15	2423
8	1422	For each additional member	173

If the PWE's monthly gross earned income exceeds the maximum income limit for the child's Certified Group size, then the PWE is not considered underemployed. Deprivation does not exist – Child will no longer be eligible for IV-E.

For example, if the PWE's gross monthly income is \$900 and the child's Certified Group size is 3, Deprivation does not exist – Child will not be eligible for IV-E.

If the PWE's monthly gross earned income is equal to or less than the maximum income limit for the child's Certified Group size, then the PWE is considered underemployed. Deprivation does exist.

For example, if the PWE's monthly gross income is \$1200 and the child's Certified Group size is 8, then Deprivation does exist.