



MICHIGAN DEPARTMENT OF
**LABOR & ECONOMIC
OPPORTUNITY**

**WORKFORCE
DEVELOPMENT**

Partnership.Accountability.Training.Hope. (PATH)

Program Manual

Targeted Services Division

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PATH Manual

Using and Maintaining the PATH Manual

The PATH Manual consolidates and replaces the majority of PATH-related Policies that were previously issued by the Workforce Development Agency, State of Michigan. The Manual is designed to be printed and used as a desktop reference for Michigan Works! Agencies (MWAs) and their contractors.

Definitions of terms will not be given each time they occur in the manual. Definitions are included in the [glossary section](#) of the manual. A list of commonly used acronyms has been provided as well.

Revised and/or additional chapters, sections, and pages will be issued as necessary. Pages are numbered sequentially within each chapter.

The manual should be kept at hand in a loose-leaf notebook or binder so that changes, additions, and deletions can be easily made.

Throughout this manual, the term “career coach” is used to identify the person providing case management services to the participant.

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References

45 Code of Federal Regulations, Department of Health and Human Services, Parts 261, 262, 263 and 265

Bridges Administrative Manual 310

Bridges Eligibility Manual 210 and 229

Michigan Social Welfare Act, Public Act 280 of 1939, with the Federal Social Security Act

Personal Responsibility and Work Opportunity Reconciliation Act of 1996

Workforce Development Policy Issuance 19-30, Procurement, issued October 25, 2019.

Table of Contents

Chapter 1: PATH Overview

Section 1-1: Program Overview	Page 1
Section 1-2: Referral	Page 1
Section 1-3: Service Locations/Regions	Page 2
Section 1-4: Application Eligibility Period (AEP)	Page 3
Section 1-5: PATH	Page 3
Section 1-6: Time Limits.....	Page 4
Section 1-7: Confidentiality	Page 4

Chapter 2: Statutory Framework

Section 2-1: Personal Responsibility and Work Opportunity Reconciliation Act	Page 1
Section 2-2: TANF Program.....	Page 1
Section 2-3: Social Security Act (SSA)	Page 1
Section 2-4: Michigan Social Welfare Act	Page 1
Section 2-5: Workforce Innovation and Opportunity Act (WIOA)	Page 2
Section 2-6: Refugee Resettlement Program	Page 2

Chapter 3: Other Related Policy

Section 3-1: Pathways to Potential (P2P)	Page 1
Section 3-2: TANF Refugee Program	Page 1

Chapter 4: PATH Referral

Section 4-1: Referral Overview	Page 1
Section 4-2: Eligibility	Page 1
Section 4-3: Referral Process	Page 2

Chapter 5: Orientation

Section 5-1: Orientation Overview	Page 1
Section 5-2: Orientation Appointments	Page 1
Section 5-3: Family Automated Screening Tool (FAST)	Page 2
Section 5-4: Individual Service Strategy (ISS)	Page 2
Section 5-5: Case Notes and Timely Data Entry.....	Page 4

Chapter 6: AEP

Section 6-1: AEP Overview	Page 1
Section 6-2: Goals of the 10-day AEP at the MWAs.....	Page 1
Section 6-3: 10-day Assignment Plans	Page 2
Section 6-4: Review Meeting and Completion Determination.....	Page 7
Section 6-5: Applicant Misconduct	Page 7
Section 6-6: Medical Excuse from AEP	Page 8
Section 6-7: Applicant Transfers during 10-day AEP	Page 8
Section 6-8: OSMIS Data Entry	Page 8

Section 6-9: FIP Applications Denied in Error.....	Page 13
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Chapter 7: PATH Work Participation Requirements

Section 7-1: WPR Overview.....	Page 1
--------------------------------	--------

Chapter 8: PATH Allowable Activities

Section 8-1: Activity Overview.....	Page 1
Section 8-2: Paid Work Activities	Page 1
Unsubsidized Employment.....	Page 1
Subsidized Private and Public Sector Employment.....	Page 2
On-the-Job Training	Page 2
Section 8-3: JS/JR Assistance	Page 3
JS/JR – Core Activity.....	Page 3
Section 8-4: Unpaid Work Activities	Page 4
Two-Parent Family Provision	Page 5
WEP	Page 6
CSP	Page 6
Providing Childcare Service to an Individual who is Participating in CSP	Page 6
Section 8-5: Educational Activities	Page 7
VET	Page 7
Job Skills Training Directly Related to Employment	Page 8
Education Directly Related to Employment	Page 8
Satisfactory Attendance at Secondary School.....	Page 9
Section 8-6: Non-Countable Activity	Page 9
Barrier Removal.....	Page 9
Section 8-7: Prohibitions	Page 11

Chapter 9: PATH Supportive Services

Section 9-1: Supportive Services Overview	Page 1
Section 9-2: Transportation Allowances.....	Page 2
Section 9-3: Automobile Purchase.....	Page 2
Section 9-4: Automobile Repairs.....	Page 3
Section 9-5: Vehicle Insurance	Page 3
Section 9-6: Clothing.....	Page 4
Section 9-7: Internet Services	Page 4
Section 9-8: Relocation Allowance.....	Page 4
Section 9-9: Medical Exams, Immunizations, and Tests.....	Page 4
Section 9-10: Other ESS.....	Page 5
Section 9-11: Exceptions	Page 5
Section 9-12: PATH Program Supportive Services by OSMIS Category.....	Page 5
Section 9-13: Disallowed Supportive Services.....	Page 6

Chapter 10: PATH Case Management

Section 10-1: Case Management Overview.....	Page 1
Section 10-2: OSMIS Data Entry	Page 1
Entry of Educational and Training Outcomes	Page 1
Entry of Actual Hours of Participation in OSMIS	Page 2

Other Non-Countable Hours.....	Page 3
Section 10-3: Deeming for 18 & 19-Year-Olds.....	Page 3
Satisfactory Attendance and Entry of Actual Hours.....	Page 5
Educational Programs Scheduled for Part of the Month	Page 5
Section 10-4: Determining the Number of Hours Allowable for Participation in CSP and/or WEP	Page 6
Section 10-5: Deeming for TANF-Funded Participants Who Complete the Maximum Allowable CSP/WEP Hours	Page 7
Provision for Participants with 30 Average Weekly Required Hours	Page 8
Section 10-6: Documentation.....	Page 9
Paid Work Activities (Except Self-Employment).....	Page 9
Projecting Hours for Unsubsidized Employment, Subsidized Employment, and OJT... ..	Page 10
Self-Employment	Page 11
Projecting Hours of Self-Employment.....	Page 11
JS/JR.....	Page 11
WEP and CSP	Page 12
The Job Search and Activity Log	Page 12
Providing Childcare Services to an Individual Participating in a CSP	Page 12
Educational Activities	Page 12
Alternative Documentation Process for Distance Learning	Page 13
Study Time.....	Page 13
18 & 19-Year-Olds Attending High School or an HSE Program	Page 14
Barrier Removal Activity	Page 14
Documenting Excused Absences and Holidays	Page 14
Section 10-7: 180-Day Job Retention	Page 15
Section 10-8: PATH Participants Unable to Participate Due to Medical Reasons ..	Page 16
30 Days or Less.....	Page 16
More than 30 Days.....	Page 16
PATH Participants who are WL	Page 17
Work Ready with Limitations served by MDHHS (WD).....	Page 17
Section 10-9: Ending PATH Participation	Page 17
Found Ineligible Referrals	Page 17
Case Closure Status 'Other' and Employed Participants	Page 17
Time Limits.....	Page 18
Termination in OSMIS.....	Page 18
FIP Case Closure Request	Page 19

Chapter 11: PATH Noncompliance

Section 11-1: Noncompliance	Page 1
Noncompliance Warning Notice	Page 1
Reengagement Appointment.....	Page 2
Rescinding the Noncompliance Warning Notice	Page 2
Tracking Noncompliance Warning Notices in OSMIS	Page 3
Section 11-2: Triage.....	Page 3
Determining when to Assign a Participant to the Triage Activity	Page 3
Triage Meeting Notice	Page 4
Examples for Processing Acts of Noncompliance.....	Page 5
Scheduling the Triage Meeting	Page 5
At the Triage Meeting	Page 6
Post-Triage – Good Cause Found	Page 6

Post-Triage PATH Appointment Notice	Page 6
Other Triage Information.....	Page 7
Section 11-3: Prehearing Conferences and Administrative Hearings	Page 7

Chapter 12: Data Verification and Internal Controls

Section 12-1: TANF Data Verification Process	Page 1
Section 12-2: TANF Internal Controls	Page 1
Corrective Action	Page 2

Chapter 13: Forms and Templates

Section 13-1: AEP.....	Page 1
PATH-101 10-Day AEP Assignment Plan	Page 1
Section 13-2: Documentation.....	Page 2
PATH-500 Documentation Checklist	Page 2
Section 13-3: PATH Forms	Page 6
PATH-201 Verification of Employment Hours	Page 6
PATH-203 Self Employment Cover Sheet	Page 7
PATH-206 Job Search and Activity Log	Page 8
PATH-206M Job Search and Activity Log w/Mileage	Page 10
PATH-208 Job Search and Activity – Multi Activity	Page 12
PATH-208M Job Search and Activity Log – Multi Activity w/Mileage	Page 14
PATH-210 Childcare Services for CSP Participant	Page 16
PATH-210M Childcare Services for CSP Participant w/Mileage	Page 17
PATH-212 Education Log	Page 18
PATH-212M Education Log with Mileage	Page 19
PATH-214 Education Log – Time In/Time Out	Page 20
PATH-214M Education Log – Time In/Time Out w/Mileage	Page 21
PATH-216 18- & 19-Year-Olds	Page 22
PATH-216M 18- & 19-Year-Olds w/Mileage	Page 23
Section 13-4: PATH Appointment and Noncompliance	Page 24
PATH-231 Return to PATH Appt Notice	Page 24
PATH-241 Noncompliance Warning Notice	Page 25
PATH-242 PATH Reengagement Agreement	Page 26
PATH-243 Triage Meeting Notice	Page 27
PATH-245 Post-Triage PATH Appointment Notice	Page 28
PATH-246 FIP Case Closure Request	Page 29
Section 13-5: TANF Data Verification	Page 30
PATH-251 TANF Data Verification Checklist	Page 30
Section 13-6: TANF Internal Controls	Page 31
PATH-252 TANF Internal Controls File Review	Page 31
PATH-253 TANF Internal Controls File Review Summary Report	Page 32
Section 13-7: Secretary of State Clearance Request	Page 33
PATH-261 SOS Clearance Request	Page 33

Chapter 14: OSMIS Technical Instructions for PATH

Section 14-1: OSMIS Overview	Page 1
Logging into the OSMIS.....	Page 1
Searching for a Participant.....	Page 2

Participant Header Fields.....	Page 3
Section 14-2: PATH POSMIS Service Codes in Welfare Reform	Page 5
Section 14-3: Registering the Participant.....	Page 6
Section 14-4: AEP Actions	Page 7
Entering AEP Actions	Page 7
AEP Completion	Page 8
Section 14-5: Identifying Barriers and Creating Action Plans	Page 8
Entering Barriers.....	Page 8
Section 14-6: Creating and Entering the ISS	Page 11
Employment Goals in the ISS.....	Page 11
Assessments in the ISS.....	Page 12
Entering Work History in Assessments.....	Page 13
Entering Education History in Assessments.....	Page 14
Entering Skills/Assets in Assessments	Page 14
Entering WorkKeys in Assessments	Page 15
Entering Tests in Assessments	Page 16
Action Plan in the ISS.....	Page 17
Viewing the Completed ISS	Page 18
Section 14-7: Entering Activities and Hours.....	Page 19
Enter Activities Screen	Page 19
Entering Actual Hours	Page 20
Entering Projected Hours of Employment.....	Page 20
Entering JS/JR Actual Hours.....	Page 21
Other Non-Countable Hours.....	Page 21
Entering VET Hours as ONCH	Page 22
Displaying ONCH Hours on the Actual Hours Status Page.....	Page 23
Barrier Removal Activity	Page 24
Resolving Barriers.....	Page 27
Entering CSP & WEP Hours	Page 28
Entering Hours in “High School/GED for 18/19-Year-Olds” Activity	Page 29
Entering Excused Absences and Holiday Hours	Page 30
Changing the Activity Begin Date and/or End Date	Page 31
Activity Start Date Change	Page 31
Activity End Date Change	Page 32
Section 14-8: Noncompliance	Page 33
Tracking Noncompliance Warnings.....	Page 33
Noncompliance Warning History.....	Page 34
Rescinding the Warning Notice	Page 35
Active Noncompliance Warning Report	Page 35
Section 14-9: Triage.....	Page 36
Section 14-10: Terminating Registrations	Page 37
Terminating the Registration with Open Action Plans	Page 39

History of Changes

Date	Change
November 17, 2014	PATH Manual Released
November 20, 2018	PATH Manual Chapter 9 Updated
January 8, 2020	Chapter 9 Updated
October 21, 2020	PATH Manual Chapter 6 Updated for AEP from 21-Day to 10-Day Updated Sections 6-1, 6-2, 6-3, 6-4, 6-5, 6-6, 6-7, 6-8, and 6-9. Removed Extensions section.
December 15, 2020	<p>Overall PATH Manual changes include separating by chapters and updated to be ADA compliant, Forms ADA compliant.</p> <p>Chapter updates include:</p> <ul style="list-style-type: none"> • Chapter 1: Sections 1-1, 1-3, 1-4, 1-5, and 1-7. • Chapter 2: Sections 2-2, 2-3, and 2-5. • Chapter 3: Removed Vision 100 and SYEP Sections. Updated Sections 3-1 and 3-2. • Chapter 4: Sections 4-2, and 4-3. Moved Confidentiality and Service Locations/Regions Sections to Chapter 1. • Chapter 5: Updated Section 5-1. Added Sections 5-2, 5-3, 5-4, and 5-5. • Chapter 6: Updated Section 6-8. • Chapter 8: Updated Sections 8-1, 8-2, and 8-4. Added Section 8-6. • Chapter 9: Sections 9-2, 9-3, 9-5, 9-8, 9-9, 9-12, and 9-13. Added Section 9-7. • Chapter 10: Updated Sections 10-1, 10-2, 10-4, 10-5, 10-6, 10-8, and 10-9. Moved FAST Section to Chapter 5. • Chapter 11: Updated Sections 11-1 and 11-2. • Chapter 12: Updated Sections 12-1 and 12-2. • Chapter 13: Updated all forms, removed forms: AEP Week 1, AEP Week 2, AEP Week 3, AEP Extension Request, WR-204, WR-205, WR-217, and WR-244. • Chapter 14: Updated Sections 14-7, and 14-8. Added Sections 14-1, 14-2, 14-3, 14-4, 14-5, 14-6, and 14-9. Removed 21-Day AEP Curriculum Model, Temporary SER Housing Assistance Fact Sheet, and Temporary Housing Assistance FAQ.
October 27, 2021	<p>Chapter Updates Include:</p> <ul style="list-style-type: none"> • Chapter 5, Section 5-4. • Chapter 6, Section 6-1, 6-2, 6-3 6-4, 6-6, and 6-8. • Chapter 8, Section 8-2 and 8-4. • Chapter 10, Section 10-6, 10-7, 10-8, and 10-9. • Chapter 12, Section 12-1, and 12-2, • Chapter 13 Forms updated with minor changes, PATH-101 10-day AEP Assignment Plan updated with significant

changes, and new form: PATH-246 FIP Case Closure Request.

- Chapter 14, Section 14-6, 14-9, and 14-10