

**Work Codes and Exemption Codes for TANF recipients
and the documentation needed to support exemption claims**

Work Codes

Work Code	Definition
B	Caretaker or second parent, age 18 or younger, attending elementary, secondary, vocational or technical school full time.
K	Appealing sanction
M	Does not qualify for any exemption and does not meet criteria for codes B, K or P.
P	Employed or self-employed at least 30 hours per week and receiving earning of at least \$700 per month.

Exemption Codes

Exempt Code	Definition	Documentation Required
A	A child age 18 or younger	HHSC establishes this exemption at initial application for TANF.
C	Needed at home to care for an ill or disabled child in the household, even if that person is not a member of the certified group.	Customer must provide a completed Form H1836-B, Medical Release/Physician's Statement.
E	Unable to work due to a mental or physical disability expected to last more than 180 days.	Customer must provide a completed Form H1836-A, Medical Release/Physician's Statement.
F	Age 60 or older.	Customer will need to provide HHSC with verification of age if not already established.
G	A single parent caring for a child under age one at initial application.	HHSC establishes this exemption at initial application for TANF.
H	Needed at home to care for a disabled adult in the household even if that person is not a member of the certified group and the disability is expected to last more than 180 days.	Caretaker must provide a completed Form H1836-B to claim this exemption.
R	A single caretaker relative caring for a child	HHSC establishes this

	under age one at initial application.	exemption at initial application for TANF.
T	Pregnant and unable to work.	Customer must provide a completed Form H1836-A .
U	A single grandparent, age 50 or over, caring for a child under age three.	Customer needs to provide verification of age and TANF relationship, if not already established

Other Process Codes

Code	Definition
J	Ineligible for TANF
L,N, or Q	Timed out customers
W	Sanctioned

Notes:

- Neither parent in a two-parent household (TP 01 or 61) may receive a caretaker exemption. This includes households with a disqualified legal parent or non-certified parent (for example, legal parent receiving SSI).
- An other relative caretaker whose spouse is in the household may not receive the caretaker exemption.