

Participant Name		MAXIS #	
Employment Counselor Name		Agency Name	Date

FSS Eligibility Criteria		Yes	No
A	Has a qualified professional certified that the participant is ill, injured, or incapacitated?		
	Is the condition expected to continue for more than 30 days?		
	Has a qualified professional certified that the condition prevent him/her from obtaining or retaining employment 20 or more?		
	<i>If yes to all, is a current request for medical information form in the file?</i>		
B	Is the participant's presence in the home required as a caregiver due to the illness, injury, or incapacity of another member in the assistance unit, a relative in the household, or a foster child in the household?		
	Has a qualified professional certified the individual's condition, and the need for a person to provide assistance in the home?		
	Has a qualified professional certified the expectation that the individual's condition, and the need, will continue for more than 30 days?		
	<i>If yes to all, is a current request for medical information form in the file?</i>		
C	Does the participant have a child or adult in the household who meets disability or medical criteria for home care services, a home and community-based waiver services program, or meets the criteria for severe emotional disturbance or serious and persistent mental illness?		
	<i>If yes, is a psychological report summary, or MMIS or SSIS verification, or eligibility verification from social worker, or medical form or documentation of SED form in the file?</i>		
D	Is the participant a legal non-citizen who has resided in the United States 12 months or less? # months:		
	Verified through MAXIS		
E	Has a licensed physical, psychological practitioner, or other qualified professional certified that the participant is developmentally disabled or mentally ill?		
	Has a qualified professional certified that the condition prevents the participant from obtaining or retaining unsubsidized employment 20 hours or more?		
	<i>If yes to all, is a current request for medical information form or vocational psychological report in the file?</i>		
F	Has the participant been assessed by a vocational rehabilitation specialist or another qualified professional?		
	If yes, an "unemployable checklist" is attached to show at least two criteria are met, per County guidelines.		
G	Has a qualified professional certified that the participant has an IQ below 80?		
	Has a qualified professional certified that the condition prevents the participant from obtaining or retaining unsubsidized employment 20 hours or more?		
	<i>If yes, is a psychological report or qualified professional verification is in the file?</i>		
H	Has a qualified professional certified that the participant is learning disabled?		
	Has a qualified professional certified that the condition prevents the participant from obtaining or retaining unsubsidized employment 20 hours or more?		
	<i>If yes, vocational psychological report summary or qualified professional's verification in the file?</i>		
I	The participant has a family violence waiver and is complying with an employment plan under MN Statutes?		
	<i>If yes, are the documents supporting waiver are in case file and employment plan in file or on WF1?</i>		
J	The participant is applying (or is appealing) for SSI/RSDI (social security disability insurance)?		
	<i>If yes, date of Application to Social Security Administration:</i> _____ (must have for MAXIS coding purposes)		
	<i>If yes, is a copy of application, verification from a SSI advocate that application is pending, or a counselor case note confirming application in file/WF1?</i>		

FSS Eligibility Decision	Meet FSS?	Yes	1- Gave documentation and copy of this form to Supervisor on: _____
		No	2- Updated Plan and participant indicators on Workforce One on: _____ WPR- Case note in WF1 reason for remaining in WPR Activity.
Agency Supervisor Name:		Signature:	Date:
For category F- Qualified Professional Name:		Signature:	Date:

IMPORTANT - For FSS eligible cases, Counselor submits a Status Update form to Financial Worker. Ensure documents are in WF1 EDS