

WorkInTexas.com (WIT) Choices Program Date Descriptions Desk Aid

Choices Program Date Descriptions

When HHSC has determined that a TANF applicant is eligible to receive Choices services, a referral is sent via the HHSC/TWC interface. Some dates are prepopulated in WIT based on the information received from the HHSC referral.

The screenshot displays the 'Choices' application interface. At the top, there is a navigation bar with icons for Menu, WORKinTEXAS.com, Dashboard Accessibility, Mail, Calendar, Profile, Home, Sign Out, Assistance, and Search. Below this is a 'Currently Managing:' header. The main content area is titled 'Choices' and features a sub-section 'HHSC Referred - Update to Applicant funding eligibility' with a help icon. A checkbox labeled 'Application is Closed Never Enrolled' is present. The form includes the following fields:

- Case Application ID:** 12249741
- HHSC Client ID:** 717962038
- Case Manager:** .
- * Application Date:** 06/25/2024 (MM/DD/YYYY)
- Choices Eligibility Date:** 07/01/2024 Today (MM/DD/YYYY)
- Conditional Applicant**
- TANF Application Date:** 01/23/2024 Today (MM/DD/YYYY)
- WOA Date:** 06/25/2024 Today (MM/DD/YYYY)
- * HHSC Type Program:** 01 - TANF cash assistance and Medicaid
- * TANF Applicant Work Code:** M - Mandatory
- Initial Appointment Date:** 07/17/2024 Today (MM/DD/YYYY)
- Choices Plus Services Begin Date:** Today (MM/DD/YYYY)

Figure 1 Choices Application Intro Page

Application Date

The **Application Date** is the date the Choices application was created in WorkInTexas. This date is automatically populated by the system and is **read-only**.

Currently Managing:

Choices

[HHSC Referred – Update to Applicant funding eligibility](#) ?

Application is Closed Never Enrolled

Case Application ID: 12249741

HHSC Client ID:

Case Manager: .

* Application Date: 06/25/2024 (MM/DD/YYYY)

Choices Eligibility Date: Today (MM/DD/YYYY)

Conditional Applicant

TANF Application Date: Today (MM/DD/YYYY)

WOA Date: Today (MM/DD/YYYY)

* HHSC Type Program: 01 - TANF cash assistance and Medicaid

* TANF Applicant Work Code: M - Mandatory

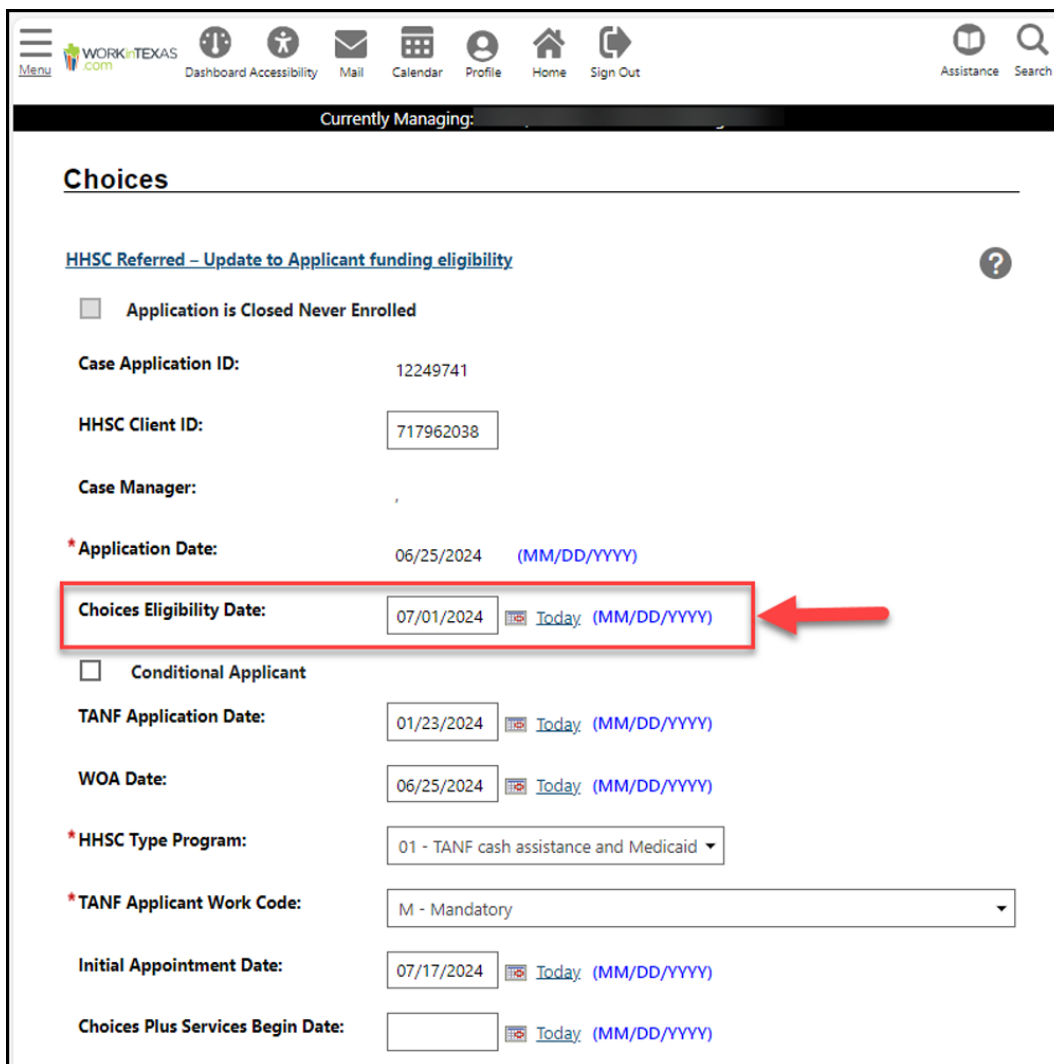
Initial Appointment Date: Today (MM/DD/YYYY)

Choices Plus Services Begin Date: Today (MM/DD/YYYY)

Figure 2 Choices Application Intro Page - Application Date Field

Choices Eligibility Date

The **Choices Eligibility Date** is the date Health and Human Services (HHSC) determines that a TANF applicant or recipient is eligible to receive Choices services. This date is automatically populated by the system and **can be** modified by staff.



The screenshot displays the 'Choices' application intro page. At the top, there is a navigation bar with icons for Menu, WORKinTEXAS.com, Dashboard Accessibility, Mail, Calendar, Profile, Home, Sign Out, Assistance, and Search. Below the navigation bar, the page title is 'Currently Managing:'. The main content area is titled 'Choices' and contains a section for 'HHSC Referred - Update to Applicant funding eligibility'. This section includes a checkbox for 'Application is Closed Never Enrolled' and a question mark icon. The form fields are as follows:

Case Application ID:	12249741
HHSC Client ID:	<input type="text" value="717962038"/>
Case Manager:	.
* Application Date:	06/25/2024 (MM/DD/YYYY)
Choices Eligibility Date:	<input type="text" value="07/01/2024"/> Today (MM/DD/YYYY)
<input type="checkbox"/> Conditional Applicant	
TANF Application Date:	<input type="text" value="01/23/2024"/> Today (MM/DD/YYYY)
WOA Date:	<input type="text" value="06/25/2024"/> Today (MM/DD/YYYY)
* HHSC Type Program:	01 - TANF cash assistance and Medicaid
* TANF Applicant Work Code:	M - Mandatory
Initial Appointment Date:	<input type="text" value="07/17/2024"/> Today (MM/DD/YYYY)
Choices Plus Services Begin Date:	<input type="text"/> Today (MM/DD/YYYY)

Figure 3 Choices Application Intro Page - Choices Eligibility Date Field

TANF Application Date

The **TANF Application Date** is the date the individual applied for TANF benefits with Health and Human Services. This date is automatically populated by the system and **can be** modified by staff.

The screenshot shows the 'Choices' application intro page. The page title is 'Choices' and the subtitle is 'HHSC Referred - Update to Applicant funding eligibility'. The page contains several fields and options:

- Application is Closed Never Enrolled
- Case Application ID: 12249741
- HHSC Client ID: 717962038
- Case Manager: .
- * Application Date: 06/25/2024 (MM/DD/YYYY)
- Choices Eligibility Date: 07/01/2024 Today (MM/DD/YYYY)
- Conditional Applicant
- TANF Application Date: 01/23/2024 Today (MM/DD/YYYY)** (highlighted with a red box and a red arrow)
- WOA Date: 06/25/2024 Today (MM/DD/YYYY)
- * HHSC Type Program: 01 - TANF cash assistance and Medicaid
- * TANF Applicant Work Code: M - Mandatory
- Initial Appointment Date: 07/17/2024 Today (MM/DD/YYYY)
- Choices Plus Services Begin Date: Today (MM/DD/YYYY)

Figure 4 Choices Application Intro Page - TANF Application Date Field

WOA Date

The **WOA Date** is the date the individual attended the Workforce Orientation for Applicants (WOA). This date is entered by staff and **can be** modified.

The screenshot displays the 'Choices' application intro page. At the top, there is a navigation bar with icons for Menu, Dashboard Accessibility, Mail, Calendar, Profile, Home, Sign Out, Assistance, and Search. Below the navigation bar, the page title is 'Currently Managing:'. The main content area is titled 'Choices' and contains the following fields:

- HHSC Referred – Update to Applicant funding eligibility** (with a help icon)
- Application is Closed Never Enrolled
- Case Application ID: 12249741
- HHSC Client ID:
- Case Manager: .
- * Application Date: 06/25/2024 (MM/DD/YYYY)
- Choices Eligibility Date: Today (MM/DD/YYYY)
- Conditional Applicant
- TANF Application Date: Today (MM/DD/YYYY)
- WOA Date: Today (MM/DD/YYYY)** (highlighted with a red box and arrow)
- * HHSC Type Program: 01 - TANF cash assistance and Medicaid
- * TANF Applicant Work Code: M - Mandatory
- Initial Appointment Date: Today (MM/DD/YYYY)
- Choices Plus Services Begin Date: Today (MM/DD/YYYY)

Figure 5 Choices Application Intro Page - WOA Date Field

Initial Appointment Date

The **Initial Appointment Date** is the date the individual attends the first Employment Planning Session (EPS) for Choices Services. This date is automatically populated when the customer is outreached through WIT. This date **can be** modified by staff when TANF applicants are enrolled due to early engagement and/or walk-in customers.

The screenshot displays the 'Choices' application intro page. At the top, there is a navigation bar with icons for Menu, Dashboard Accessibility, Mail, Calendar, Profile, Home, Sign Out, Assistance, and Search. Below this is a 'Currently Managing:' section. The main content area is titled 'Choices' and contains a link 'HHSC Referred - Update to Applicant funding eligibility' with a help icon. A checkbox 'Application is Closed Never Enrolled' is present. The form includes several fields: 'Case Application ID' (12249741), 'HHSC Client ID' (717962038), 'Case Manager' (.), '* Application Date' (06/25/2024), 'Choices Eligibility Date' (07/01/2024), 'Conditional Applicant' checkbox, 'TANF Application Date' (01/23/2024), 'WOA Date' (06/25/2024), '* HHSC Type Program' (01 - TANF cash assistance and Medicaid), and '* TANF Applicant Work Code' (M - Mandatory). The 'Initial Appointment Date' field is highlighted with a red box and a red arrow pointing to it, showing the date 07/17/2024. Below it is the 'Choices Plus Services Begin Date' field.

Case Application ID:	12249741
HHSC Client ID:	717962038
Case Manager:	.
* Application Date:	06/25/2024 (MM/DD/YYYY)
Choices Eligibility Date:	07/01/2024 Today (MM/DD/YYYY)
<input type="checkbox"/> Conditional Applicant	
TANF Application Date:	01/23/2024 Today (MM/DD/YYYY)
WOA Date:	06/25/2024 Today (MM/DD/YYYY)
* HHSC Type Program:	01 - TANF cash assistance and Medicaid
* TANF Applicant Work Code:	M - Mandatory
Initial Appointment Date:	07/17/2024 Today (MM/DD/YYYY)
Choices Plus Services Begin Date:	Today (MM/DD/YYYY)

Figure 6 Choices Application Intro Page - Initial Appointment Date Field

Choices Plus Services Begin Date

The **Choices Plus Services Begin Date** is the date a case is reopened for a former TANF recipient who requires Choices Plus Services to retain employment. This date is entered by staff and can be modified.

The screenshot shows the 'Choices' application intro page. The 'Choices Plus Services Begin Date' field is highlighted with a red box and a red arrow pointing to it. The field is currently empty and has a 'Today' button next to it. Other fields include Case Application ID, HHSC Client ID, Case Manager, Application Date, Choices Eligibility Date, Conditional Applicant, TANF Application Date, WOA Date, HHSC Type Program, TANF Applicant Work Code, and Initial Appointment Date.

Menu	WORKinTEXAS.com	Dashboard Accessibility	Mail	Calendar	Profile	Home	Sign Out	Assistance	Search
Currently Managing:									
Choices									
HHSC Referred – Update to Applicant funding eligibility									
<input type="checkbox"/> Application is Closed Never Enrolled									
Case Application ID:	12249741								
HHSC Client ID:	<input type="text" value="717962038"/>								
Case Manager:	.								
* Application Date:	06/25/2024 (MM/DD/YYYY)								
Choices Eligibility Date:	<input type="text" value="07/01/2024"/> Today (MM/DD/YYYY)								
<input type="checkbox"/> Conditional Applicant									
TANF Application Date:	<input type="text" value="01/23/2024"/> Today (MM/DD/YYYY)								
WOA Date:	<input type="text" value="06/25/2024"/> Today (MM/DD/YYYY)								
* HHSC Type Program:	01 - TANF cash assistance and Medicaid								
* TANF Applicant Work Code:	M - Mandatory								
Initial Appointment Date:	<input type="text" value="07/17/2024"/> Today (MM/DD/YYYY)								
Choices Plus Services Begin Date:	<input type="text"/> Today (MM/DD/YYYY)								

Figure 7 Choices Application Intro Page - Choices Plus Begin Date Field