Update 2015-2: Common Place
WTW 24-Month Time Clock Related Client Correspondence

Background
With CalWORKs Employment Services (CWES) Updates 15-05 and 15-06, new Welfare-to-Work (WTW) forms are implemented to support the WTW 24-Month Time Clock.

Correspondence
A number of new state forms are created:

• “Welfare-to-Work 24-Month Time Clock (WTW 38)
• “Notice of Your WTW 24-Month Time Clock Ending Soon” (WTW 43)
• “WTW 24-Month Time Clock Extension Request Form” (WTW 44)
• “WTW 24-Month Time Clock Extension Determination” (WTW 45)
• “End of WTW Time Clock Review Appointment Letter” (WTW 46)
• “End of WTW 24-Month Time Clock” (NA 1276)

Handbook
Common Place Handbook Chapter 19 has been updated to reference scanning instructions in IDM.
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