

Adding Group Jobs to a Participant's Plan

If you are creating a plan for a participant who is sharing staff with one or two other participants, the job description needs to be:

(participants' initials):1 Staffing - SHARED

For example: 3 (AB and CD and EF):1 Staffing - SHARED

Important Notes:

- Group jobs must be of the same budget type (ComHab > ComHab or SEMP > SEMP). You cannot mix ComHab on one participant's plan with SEMP on the other participant's plan.
- Participants in an IRA cannot be setup with group jobs.

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