

**Georgia Department of Human Services  
Division of Family and Children Services**

**GEORGIA PATHWAYS MEDICAL ASSISTANCE GOOD CAUSE EXCEPTION, REASONABLE  
MODIFICATION AND REASONABLE ACCOMMODATION FORM**

Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Case Number: \_\_\_\_\_

Client ID: \_\_\_\_\_

Complete the form below to request a Good Cause Exception, Reasonable Modification for Pathways Qualifying Activity and/or report a Reasonable Accommodation for Pathways Qualifying Activity for your current Georgia Pathways Medical Assistance case.

You may upload this form to your Gateway case at [www.gateway.ga.gov](http://www.gateway.ga.gov), mail to your local Division of Family and Children Services (DFCS) county office, or deliver in person at your local DFCS county office. If you need assistance completing this form, please call the Customer Contact Center at 1-877-423-4746 or contact your local DFCS office.

**Section 1—Good Cause Exceptions**

**Making a Good Cause Exception Request**

If any Georgia Pathways Medical Assistance member in the household did not meet the 80 hour Qualifying Activities requirement in the last month, please provide the information in the table below to make a Good Cause Exception request. For example, John reports a temporary illness that kept him out of work in March for 20 hours that month.

**This Good Cause Exception request must be submitted by the 3<sup>rd</sup> of the month to be allowed for the last month.** For example: If the current month is April, April 3<sup>rd</sup> would be the due date to request a Good Cause Exception to be allowed for March's Qualifying Activity reporting requirement.

<b>Member Name</b>	<b>Good Cause Reason</b>	<b>Month of Good Cause Request</b>	<b>Number of Good Cause Hours Requested</b>

**Please provide a written explanation of the Good Cause Exception request:**

Some examples of appropriate Good Cause reasons are as follows:

- Life event or immediate family emergency
- Birth, adoption, foster placement, or death of an immediate family member

- Temporary illness or short-term injury
- Serious illness or hospitalization of the member or immediate family member
- Victim of a natural or human-caused disaster
- Temporary homelessness
- COVID-19

## Section 2—Reasonable Modification for Pathways Qualifying Activity Requests

### Making a Reasonable Modification for Pathways Qualifying Activity Request

If any Georgia Pathways Medical Assistance applicant or member with a disability who is no longer able to perform any work, education, or Qualifying Activity needs assistance to meet the 80 hour Pathways Qualifying Activities requirement in a month, please provide the information below to make a request for a Reasonable Modification for Pathways Qualifying Activity.

If the requested Reasonable Modification for Qualifying Activity is needed one-time or ongoing, please indicate the month(s) you need the Reasonable Modification in the chart below:

Name	Do you need a Reasonable Modification because of a disability?  Yes or No	Check the type of Reasonable Modification for Pathways Qualifying Activity that is requested.	Month(s) for Reasonable Modification for Pathways Qualifying Activity
		<input type="checkbox"/> Additional time to meet reporting requirements at application.	
		Additional time for a referral to the Georgia Vocational Rehabilitation Agency (GVRA).  <input type="checkbox"/> (Note: To meet the Pathways Qualifying Activity requirement with this Reasonable Modification, the customer is responsible for complying with the GVRA intake process, enrollment and participation.)	
		<input type="checkbox"/> Additional time to meet reporting requirements at application.	
		Additional time for a referral to the Georgia Vocational Rehabilitation Agency (GVRA).  <input type="checkbox"/> (Note: To meet the Pathways Qualifying Activity requirement with this Reasonable Modification, the customer is responsible for complying with the GVRA intake process, enrollment and participation.)	

**Please provide a written explanation of the Reasonable Modification for Pathways Qualifying Activity request:**

In addition to the Reasonable Modification types listed above, Pathways applicants and members are afforded the same access to Reasonable Modifications that are available for all categories of Medicaid. If you need a Reasonable Modification or Communication Assistance, please contact your caseworker or call DFCS at 404-657-3433 or DCH at 678-248-7449. You may also make the request online at <https://dfcs.georgia.gov/adasection-504-and-civil-rights> or <https://medicaid.georgia.gov/programs/all-programs/tefrakatie-beckett>. If you are deaf, hard-of-hearing, deaf-blind or have difficulty speaking, you can call us at the numbers above by dialing 711 (Georgia Relay).

### **Section 3—Reasonable Accommodation for Pathways Qualifying Activity**

#### **Reporting an approved Reasonable Accommodation for Pathways Qualifying Activity**

If any Georgia Pathways Medical Assistance member with a disability needs help meeting the 80 hour Qualifying Activities requirement in a month, please provide information below about this person’s Reasonable Accommodation for Pathways Qualifying Activity. The only Reasonable Accommodation for Pathways Qualifying Activity that you may submit is an approved arrangement from your employer, supervisor, or institution – which says that because of a disability you are unable to meet the minimum hours and activities required for Pathways and have been approved a reduction in hours in an amount less than 80 per month.

<b>Member Name</b>	<b>What is the Qualifying Activity that you are reporting a Reasonable Accommodation?</b>	<b>Month(s) of approved Reasonable Accommodation for Pathways Qualifying Activity</b>

**Please provide a written explanation of the Reasonable Accommodation for Pathways Qualifying Activity that was approved by the applicant’s or member’s employer, supervisor, or institution:**

## Section 4—General Reporting for Georgia Pathways

### How do I report Qualifying Activities hours or request a Good Cause Exception?

- **By internet:** [www.gateway.ga.gov](http://www.gateway.ga.gov). You may use the Customer Portal to report Qualifying Activities and hours, Good Cause Exception requests and hours, and upload documentation.
- **By mobile application:** You may report Qualifying Activities and hours, Good Cause Exception requests and hours, and upload a photo of your documentation on your IOS or Android device.
- **By phone:** 1-877-423-4746. You may call to report Qualifying Activities and hours or Good Cause Exception requests and hours, but you will need to submit documentation of these through another reporting method in this section.
- **In person:** You may report Qualifying Activities and hours, Good Cause Exception requests and hours, and submit documentation at your local DFCS office.
- **By mail:** You may submit the appropriate Qualifying Activities or Good Cause Exceptions report form and documentation by mail to your local DFCS office.