

3300.6025 PROVIDER REPORTING REQUIREMENTS.

Subpart 1. **Individual data.** A provider must submit data requested by the commissioner, including identification and contact information, eligibility information, demographic information, intake and exit information, and work record data in a manner prescribed by the commissioner on each individual reported to the extended employment program.

Subp. 2. **Work record data.** A provider must submit work record data evidenced by pay statements from an individual's employer in order to receive payment. Work record data must include:

- A. start and end dates of the pay period or the month;
- B. hours worked during the pay period or the month;
- C. amount of gross wages paid during the pay period or the month;
- D. type of subprogram where hours are reported;
- E. payroll agent of record; and
- F. job type, as an O*Net code.

Subp. 3. **Monitoring.** The commissioner is authorized to conduct monitoring visits as a part of the contracting process to ensure the accuracy of reported data. The provider must make individual records and performance data available to the commissioner for monitoring. A provider may appeal the loss of hours and earnings resulting from the commissioner's assessment of allowable hours under part 3300.6065.

Statutory Authority: *MS s 268A.15*

History: *43 SR 993*

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