When you are getting TANF cash assistance, you must participate in approved work activities. One of the work activities is Job Readiness. You were provided the NHEP Job Readiness Module Series/Module 1-Planning for Success, along with this form and another form, My Vocational Assessment Results. You must complete the sections in this Module to get credit for this Work Activity. Enter the time that you spent working in the Module sections on this form. Bring the completed Module and the forms provided to your next NHEP appointment with your Employment Counselor Specialist (ECS). This form is proof of time spent in this Work Activity.

If you have any questions, contact your NHEP Employment Counselor Specialist (ECS).

By signing below, I state that the above information is true and accurate.

__________________________    ________________________
Client Signature             Date

By signing below, I state that I have reviewed the hours for this activity.

__________________________    ________________________
NHEP ECS Signature          Date

For Official Use Only
ECS Reviewed/Entered in New Heights

Initials: ___________ Date: _____/____/____

NH Employment Security and NH Department of Health Human Services are Equal Opportunity Employers and comply with the American Disabilities Act.

TDD Access: Relay NH 1-800-735-2964 or 711