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## Adult DET Contract Policy 6 - Self Employed Individuals as Outcome

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The following calculation should be used in two circumstances:

1. Client is self-employed operating under a business license
2. Client is working for a business (contracted) and the business is not withholding earned income for tax purposes for the client within the agreed upon pay.\*

To determine hours worked per week:

- Take monthly wages minus 51% to determine net wage
- Take net wage divided by \$8.25 (or the State's current minimum wage)
- Convert to weekly amount / countable unsubsidized hours of employment

Example:       \$2000 per month  
                  \$2000 – 51% = \$980.00  
                  \$980.00 / \$8.25 = 119 hours per month  
                  119/4=29.75 hours per week

### Documentation for Day 1, 30, 60 and 90

For scenario 1 above, copy of business license plus proof of monthly income used to calculate weekly hours for the time period being documented.

For scenario 2 above, documentation will meet the requirements specified in Adult Policy 4.

\* Requests for approval must be made in writing and will be evaluated based on the justification provided. Approval will be at the sole discretion of DET.