



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

September 30, 2011

ERRATA

COUNTY FISCAL LETTER (CFL) NO. 11/12-01E

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY AUDITOR CONTROLLERS
COUNTY PROBATION OFFICERS

SUBJECT: CALIFORNIA COUNTY WELFARE DEPARTMENT (CWD) COST
ALLOCATION PLAN (CAP) CHANGES FOR THE 2008-09 FISCAL
YEAR (FY)

REFERENCE: CFL 11/12-01 DATED JULY 15, 2011

This Errata informs counties of the corrections to CFL 11/12-01. The corrections are as follows:

A. Program Code (PC) 716 Health Benefit Determination

As stated in CFL 11/12-01 (page one, section A), the following language is rescinded:

As a result of findings by ACF, the funding source for PC 716 has been changed from Title IV-E to Title XIX effective with the June 2011 current quarter County Expense Claim (CEC). The ACF has determined the activities mandated by Assembly Bill (AB) 1512 (Chapter 467, Statutes of 2007) are not Title IV-E eligible. The funding for this code is 50 percent state and 50 percent reimbursement funds, including staff development. This change in funding does not change existing time study instructions.

Instead, the correct language is as follows:

As a result of findings by ACF, the funding source for PC 716 has been changed from Title IV-E to Title XIX effective with the September 2010 quarter. The ACF has determined the activities mandated by Assembly Bill (AB) 1512 (Chapter 467, Statutes of 2007) are not Title IV-E eligible. The funding for this code is 50 percent

state and 50 percent reimbursement funds, including staff development. The federal share of costs incurred in the March 2011 and June 2011 original quarter County Expense Claim (CEC) have been adjusted to utilize reimbursement funds. Costs for the September 2010 adjustment and December 2010 adjustment CEC will also be adjusted to utilized reimbursement funds. This change in funding does not change existing time study instructions.

Because of the funding change, the foster care discount rate will no longer be applied to PC 716. As a result, State Use Only (SUO) code 717 is being deleted.

B. Time Study Codes (TSCs) 1471, 1472, 1473, and 1474

As stated in CFL 11/12-01 (page one, section B) the following language is rescinded:

As a result of findings by ACF, revised descriptions have been developed to separate TSCs 1471-1472 and 1473-1474 respectively to differentiate between case management for children in foster care versus those who are candidates for foster care.

CODE 1471 CWS - PRE-PLACEMENT PROGRAM

CODE 1472 CWS - FAMILY MAINTENANCE PROGRAM

Any court-related activity directed to ~~the placement of a child~~ **who is a candidate for foster care (at imminent risk of removal) or not in out of home-placement but whose case record indicates that without case management or preventative services, out of home care would be necessary. This code may also be used when a petition or the child's removal has been filed or when a court hearing has been held but the child has not yet been removed from his home. These activities include, but not limited to the following:**

- Preparing for and/or participating in any judicial determination regarding a child.
- Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.
- Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.
- Paperwork and contacts related to judicial activity.
- **Working with a District Attorney, County Counsel, or guardian to prepare a case for court.**
- ~~Filing a motion for extension or termination of a dependency or custodial orders.~~
- **Preparing/presenting pre-dispositional reports.**
- **Arranging for pre-placement visits.**

- ~~Arranging for the provision of services when necessary~~
- **Case management and supervision.**
- Travel time associated with the above activities.

CODE 1473 CWS - FAMILY REUNIFICATION PROGRAM
CODE 1474 CWS - PERMANENT PLACEMENT PROGRAM

Any court-related activity directed to foster care child-who remains in the home or in out-of-home placement. Includes, but not limited to the following:

- Preparing for and/or participating in any judicial determination regarding a child.
- Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.
- Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.
- Paperwork and contacts related to judicial activity.
- Working with foster parents to prepare them to receive a child.
- Assessing child's/family's needs and developing a case plan as indicated in regulations.
- Evaluation or assessment of the child and family's condition.
- Arranging for provisions of protective services when necessary.
- All planning, assessments, and paperwork which contribute to the above activities.
- Case management and supervision.
- Recruitment activities, finding and developing resources, coordinating and consulting with service providers and community groups, distributing resource materials.
- Travel time associated with the above activities.

Instead, the correct language is as follows:

As a result of findings by ACF, revised descriptions have been developed to separate TSCs 1471 thru 1474 respectively to differentiate between case management for children in foster care versus those who are candidates for foster care.

CODE 1471 CWS - PRE-PLACEMENT PROGRAM

Any court-related activity directed to ~~the placement of~~ a child **who is a candidate for foster care at imminent risk of removal or not in out of home-placement but whose case record indicates that without case management or preventive services out of home care would be necessary. This code may also be used**

when a petition for the child's removal has been filed or when a court hearing has been held but the child has not yet been removed from his home. These activities include, but are not limited to the following:

- *Preparing for and/or participating in any judicial determination regarding a child.*
- *Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.*
- *Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.*
- *Paperwork and contacts related to judicial activity.*
- ***Working with a District Attorney, County Counsel, or guardian to prepare a case for court.***
- ~~*Filing a motion for extension or termination of a dependency or custodial orders.*~~
- ***Preparing/presenting pre-dispositional reports.***
- ~~*Arranging for the provision of services when necessary.*~~
- ***Arranging for pre-placement visits.***
- ***Case management and supervision.***
- *Travel time associated with the above activities.*

CODE 1472 CWS - FAMILY MAINTENANCE PROGRAM

Any court-related activity directed to a child who is a candidate for foster care at imminent risk of removal or not in out of home-placement but whose case record indicates that without preventive services, out of home care would be necessary. These activities include, but are not limited to the following

- *Preparing for and/or participating in any judicial determination regarding a child.*
- *Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.*
- *Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.*
- *Paperwork and contacts related to judicial activity.*
- ***Working with a District Attorney, County Counsel, or guardian to prepare a case for court.***
- ~~*Filing a motion for extension or termination of a dependency or custodial orders.*~~
- ***Preparing/presenting pre-dispositional reports.***
- ~~*Arranging for the provision of services when necessary.*~~

- **Arranging for pre-placement visits.**
- **Case management and supervision.**
- *Travel time associated with the above activities.*

CODE 1473 CWS - FAMILY REUNIFICATION PROGRAM

Any court-related activity directed to a foster care child who is in out-of-home placement, but who is receiving family reunification services in order to be reunited with his or her parent. Includes, but not limited to the following:

- *Preparing for and/or participating in any judicial determination regarding a child.*
- *Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.*
- *Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.*
- *Paperwork and contacts related to judicial activity.*
- *Working with foster parents to prepare them to receive a child.*
- *Assessing child's/family's needs and developing a case plan as indicated in regulations.*
- *Evaluation or assessment of the child and family's condition.*
- *Arranging for provisions of protective services when necessary.*
- *All planning, assessments, and paperwork which contribute to the above activities.*
- *Case management and supervision.*
- *Recruitment activities, finding and developing resources, coordinating and consulting with service providers and community groups, distributing resource materials.*
- *Travel time associated with the above activities.*

CODE 1474 CWS - PERMANENT PLACEMENT PROGRAM

Any court-related activity directed to foster care child-who remains in out-of-home placement. Includes, but not limited to the following:

- *Preparing for and/or participating in any judicial determination regarding a child.*
- *Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.*
- *Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.*

- *Paperwork and contacts related to judicial activity.*
- *Working with foster parents to prepare them to receive a child.*
- *Assessing child's/family's needs and developing a case plan as indicated in regulations.*
- *Evaluation or assessment of the child and family's condition.*
- *Arranging for provisions of protective services when necessary.*
- *All planning, assessments, and paperwork which contribute to the above activities.*
- *Case management and supervision.*
- *Recruitment activities, finding and developing resources, coordinating and consulting with service providers and community groups, distributing resource materials.*
- *Travel time associated with the above activities.*

C. Time Study Codes (TSCs) 1481, 1482, 1483, and 1484

As stated in CFL 11/12-01 (page three, section C) the following language is rescinded:

As a result of findings by ACF, TSCs 1481, 1482, 1483, and 1484 have been separated to differentiate between court-related activities and case management.

Instead, the correct language is as follows:

As a result of findings by ACF, TSCs 1481, 1482, 1483, and 1484 have been separated to differentiate between case management for children in foster care versus those who are candidates for foster care.

Counties having any questions regarding this CFL should use the fiscal.systems@dss.ca.gov email address to make any related inquiries.

Sincerely,

Original Document Signed By:

Dianne Okamoto, Chief
Fiscal Systems and Accounting Branch