



PAT LEARY  
ACTING DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

March 28, 2019

ALL COUNTY LETTER (ACL) NO. 17-16EII

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY FISCAL OFFICERS  
ALL COUNTY AUDITOR CONTROLLERS  
ALL CHIEF PROBATION OFFICERS  
ALL COUNTY WELFARE DIRECTORS ASSOCIATION  
ALL CDSS ADOPTION REGIONAL AND FIELD OFFICES  
ALL TITLE IV-E AGREEMENT TRIBES  
ALL CHILDREN'S RESIDENTIAL PROGRAM STAFF

SUBJECT: RESOURCE FAMILY APPROVAL PROGRAM (RFA) –  
EXTENSION OF CONVERSION OF EXISTING APPROVED AND  
LICENSED FOSTER CAREGIVERS TO RESOURCE FAMILIES

REFERENCE: [WELFARE AND INSTITUTIONS CODE SECTION 16519.5 SEC. 7 \(p\)\(3\)\(B\); HEALTH AND SAFETY CODE SECTION 1517.1; SENATE BILL \(SB\) 1083, \(CHAPTER 935, Statutes of 2018\) ALL COUNTY LETTERS \(ACLs\): ACL 17-16, ACL 17-16E and ACL 18-02.](#)

This errata provides clarification to the ACL 17-16E which provided updated instructions to county child welfare and probation departments and other interested stakeholders on the process to convert all currently licensed foster family homes (FFH) and approved relatives and non-relative extended family members (NREFMs) for the mandated statewide conversion process to Resource Family Approval (RFA). This errata provides an update as it relates to the notification to families and the notice of a change in statute to the extension of the deadline from December 31, 2019 to December 31, 2020.

Previously, foster care providers (this includes licensed FFHs and approved relatives/NREFMs) were required to convert to RFA by December 31, 2019. Existing foster care licenses and approvals were to become forfeited by operation of law as of

that date unless the caregiver had applied to begin the conversion process. In addition, counties were instructed to provide existing licensed and approved relatives or NREFMs with certain information regarding the RFA program, including notice that in order to care for a foster child, conversion to RFA was required by December 31, 2019, as described in ACL Nos. [ACL 17-16](#) and [17-16E](#).

Senate Bill (SB) 1083, Chapter 935, Statutes of 2018, extends the deadline by which foster care providers are required to convert to RFA to December 31, 2020, and extends the operation of current certifications, licenses, and approvals until that date. Additionally, SB 1083 requires that no later than July 1, 2019, each county shall provide the following information to all FFHs and approved relatives and NREFMs licensed or approved by the county:

- (A) A detailed description of the RFA program;
- (B) Notification that to care for a foster child, conversion to RFA is required by December 31, 2020;
- (C) Notification that a FFH license and approval of a relative or NREFMs shall be forfeited by operation of law on December 31, 2020, except as follows:
  - If the caregiver did not have any children or non-minor dependents placed in the home during the calendar year of 2017, their license or approval was forfeited by operation of law on January 1, 2018;
  - If the conversion to RFA has begun but has not been completed by December 31, 2020, the license or approval will remain in effect until the date of resource family approval or on the date of completion of due process for a denied application; and
  - A license or approval shall be forfeited upon approval as a resource family.

The California Department of Social Services (CDSS) does not have a prescribed format for this notification. It is each county's responsibility to provide this information to caregivers in a way that best meets the needs of the county and the families while fulfilling this requirement. The notice shall be sent to all FFHs and approved relatives and NREFMs licensed or approved by the county, regardless of if they received the notice previously or are currently in the conversion process.

The Community Care Licensing Division (CCLD) of CDSS will provide the notification to all Department-licensed FFHs. If a county prefers to notify these licensees instead, it may request a list of the Department-licensed FFHs within that county by emailing [RFA@dss.ca.gov](mailto:RFA@dss.ca.gov) by April 19th, 2019. For FFH licensees and approved relatives/NREFMs who have a pending resource family application on December 31, 2020, the foster family home license or relative/NREFM approval shall be

forfeited by operation of law upon approval as a resource family. If approval is denied, forfeiture by operation of law shall occur on the date of completion of any proceedings required by law to ensure due process.

Interested parties should continue the established processes outlined in [ACL 17-16](#) and [ACL 17-16E](#) regarding Conversion of Existing Approved and Licensed Foster Caregivers to Resource Families, as the conversion date has now been extended to December 31, 2020.

For questions regarding the information in this ACL, please email the Resource Family Approval Policy Unit at [RFA@dss.ca.gov](mailto:RFA@dss.ca.gov) or call 916-651-1101.

Sincerely,

***Original Document Signed By:***

GREGORY E. ROSE  
Deputy Director  
Children and Family Services Division