

STATEWIDE RFA TECHNICAL ASSISTANCE CALLS
MEETING MINUTES

April 4, 2018

Time: 1:30 pm – 2:30 pm

Location: Conference Call

Call-In: 877-873-8017 Code: 5396369

County TA Questions	CDSS Response	Action Item
1) We need guidance on transferring a family who is in the middle of the application process to another county if they move such as which forms are mandatory to transfer, etc.	There is no ability to transfer an application for families who relocate during the application process. The county should continue the approval then transfer their approval to their new county of residence. San Diego County will be presenting their checklist at the next CWDA meeting and will share their checklist.	None.
2) Is the tribal customary adoption the same as an adoption homestudy for the conversion process?	CDSS will continue to look into this.	CDSS will continue to look into this.
3) Is there any Exemption Approval template letter available?	There is no template available for exemption approvals, as this is not mandatory but best practice. The counties have created their own Exemption Approval or Exemption Granted letters using the CBCB letter templates. Again, it is best practice to send these letters out, so the individual is aware of his or her exemption status as well as the reasons why the exemption may be rescinded. (The letter states the exemption is valid provided the individual continues to comply with specific criteria, such as not violating any laws, not being convicted of a subsequent crime, etc.).	None.
4) Question from county to other counties: how many counties are using the RFA 04 and in what process you are using it?	Butte County responded stating that depending on the situation, most of the time their workers use it during the home environment assessment or completing the form upfront. If they contract out the family evaluation to an FFA, they will include the RFA 04 for possible follow-up assessment.	None.
5) If the Written Report is completed by another county or FFA, how would that apply to cooperative placements with that FFA or other county?	Per adoption regulation 35197 (e), the county that is responsible for the child will enter into a cooperative placement with whatever county or agency responsible for the family and converted them to RFA.	None.

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6) When a family relocates, are they required to complete the 8-hour post-training? Does the annual update date stay the same?	For relocation, it is no longer required. The annual update date will stay the same.	None.
7) ACL 18-33 question: We received the EA1 application in February 2017. To be eligible for EA, you have to issue it within the year. Is this going to be waived?	Will follow up with check with Foster Care Audits and Rates Bureau to confirm. An FAQ will be posted soon regarding the emergency caregiver funding.	Follow up
8) ACL 18-33 question: Does payment start when we receive the RFA 01 or the date of the placement?	Page 2 of the ACL states “the date of the signed RFA-01A is the effective date of payment.”	None.
9) ACL 18-33 question: Is not having enough workers to work on the applications considered good cause?	No, it is not. The good cause delay has to be out of the county’s control as per the ACL. As the ACL explains, the county will need to issue a “backlog plan,” in order to receive the general funds to pay the emergency caregivers. The “backlog plan,” will document the pending applications with good cause, and those without good cause.	None.

Next Meeting: May 2, 2018, 1:30 pm – 2:30 pm