

FOSTER CARE AUDITS AND RATES BRANCH



SEMI-ANNUAL NEWSLETTER

March 2005 - Spring

Issue No. 3

Welcome to the Foster Care Audits and Rates Branch's (FCARB) third edition of our semi-annual newsletter. This letter is intended to provide you with the latest updates, and changes in procedures and/or requirements that could affect your group home and/or foster family agency (FFA) program.

FCARB

Greetings from the Branch Chief

With this third edition of the Foster Care Audits and Rates Branch's semi-annual newsletter, I would like to take the opportunity to introduce myself as FCARB Branch Chief. My name is *Glenn Freitas* and for those of you who might have a sense that "that name rings a bell," I come from a not-so-far-away land once known as the Funding and Transitional Youth Programs Bureau. In that capacity I served as Chief, in support of the Division's policy development involving foster care, Kin-Gap, Adoption Assistance Program, rate setting, and transitional youth and Independent Living Skills programs. I also bring to the table some fiscal experience, having spent a number of years in the Department's Fiscal Policy Bureau.

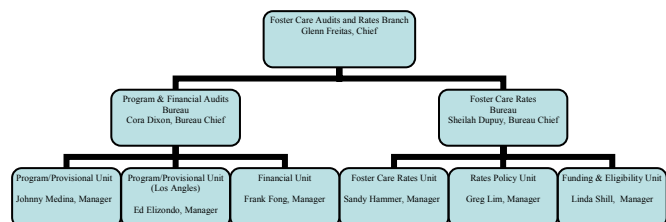
The field of child welfare is changing with positive measurable outcomes emerging as the most important evidence of our successful interventions. Foster care providers are an important part of helping to ensure that children in out-of-home living situations receive the care and services necessary to achieve safety and stability, with the ultimate goal of a lifelong permanent living arrangement.

While current financial times are difficult and resources diminished, FCARB will, as always, continue to do our best to provide counties and providers effective customer service. Please be patient with us.

Let us remember that in spite of a changing environment, we all will continue to help children and families in need. We recognize the efforts of county agencies, providers, and communities in their care of these children. For those efforts, I thank you all.

Glenn Freitas, Chief

FCARB'S ORGANIZATION



WELCOME TO NEW FCARB STAFF

With great pleasure, FCARB wants to extend a big warm welcome to Diana Bastisa, Auditor; Cynthia Del Rosario, Auditor; David Farinias, Secretary; Glenn Freitas, Branch Chief; Greg Lim, Manager; Linda Okupe, Policy Analyst; John Sanfilipo, Policy Analyst; Jill Sevaetasi, Policy Analyst; Linda Shill, Manager; Steve Smalley, Policy Analyst; Ty Starks-Morgan, Policy Analyst; Teresa Torreyson, Collections Analyst; Brandi Van Oosten, Secretary; and Debra Williams, Policy Analyst. Welcome to the FCARB's family! ☺

The following two Units have joined FCARB and we look forward to working with our new colleagues.

FUNDING AND ELIGIBILITY UNIT

Under the new managerial leadership of Linda Shill, Staff Services Manager I, the Funding and Eligibility Unit is responsible for the administrative oversight of the Title IV-E foster care program, Aid to Families With Dependent Children-Foster Care (AFDC-FC), in California as well as updates to the Title IV-E State Plan. It provides policy consultation and technical assistance to counties, other departments, the Legislature and other parties regarding Title IV-E foster care eligibility and funding requirements. The Unit is also responsible for the statutory, regulatory and policy directives which provide eligibility and funding authority for both the federal and State AFDC-FC Programs in California. The Unit also administers the Foster Family Home and Small Family Home Insurance Fund (Fund) and oversees the Judicial Review and Technical Assistance (JRTA) Project-- which provides technical assistance and training to California Courts.

FOSTER CARE RATES POLICY UNIT

Greg Lim, Staff Services Manager I, supervises the Foster Care Rates Policy Unit which is responsible for foster care rates and audit regulations, policies, budget issues, legislative analysis, and providing technical assistance in these areas. This unit is also responsible for providing oversight and technical assistance to counties regarding the Adoption Assistance Payment Program.

FOSTER CARE RATES

Rate Relief - Adjusted Rate Classification Level (RCL) Point Ranges

There was no cost-of-living increase for fiscal year (FY) 2004-05, as a result of this year's Budget.

However, Senate Bill (SB) 1104 (Chapter 229, Statutes of 2004) amended Welfare and Institutions Code (W&IC) Section 11462(e)(2) to continue to provide temporary rate relief for FY 2004-05. This statute requires group homes that receive AFDC-FC payments for services performed during FY 2002-03, 2003-04, and 2004-05, that the adjusted rate classification level (RCL) point ranges reflected below be used for establishing the biennial rates for existing programs and in performing program audits and in determining any resulting rate reduction, overpayment assessment, or other action. The point range in each RCL has been slightly decreased as follows:

RCL	Current Point Ranges	Adjusted Point Ranges FY 2004-05	Standard Rates FY 2004-05
1	Under 60	Under 54	\$ 1,454
2	60 - 89	54 - 81	\$ 1,835
3	90 - 119	82 - 110	\$ 2,210
4	120 - 149	111 - 138	\$ 2,589
5	150 - 179	139 - 167	\$ 2,966
6	180 - 209	168 - 195	\$ 3,344
7	210 - 239	196 - 224	\$ 3,723
8	240 - 269	225 - 253	\$ 4,102
9	270 - 299	254 - 281	\$ 4,479
10	300 - 329	282 - 310	\$ 4,858
11	330 - 359	311 - 338	\$ 5,234
12	360 - 389	339 - 367	\$ 5,613
13	390 - 419	368 - 395	\$ 5,994
14	420 & Up	396 & Up	\$ 6,371

This temporary RCL point reduction is subject to the following restrictions: 1) it applies only to non-provisional program audits performed of services provided in FYs 2002-03, 2003-04, and 2004-05; and 2) the adjusted schedule does not apply to the establishment of provisional rates or to program audits of group home programs with provisional rates. For provisional rates and rate audits, the current statutory point ranges specified in W&IC Section 11462(f)(1) shall continue to apply and providers shall remain responsible for ensuring the health and safety of children placed their programs.

Biennial Application Submission

Don't forget that the requirements for the submission of a FFA and group home program rate application have been changed from annually to biennially (once every two years). The California Department of Social Services (CDSS) is developing a rate request schedule which will be used for the biennial submission requirement. All providers will be required to submit a biennial rate application according to the rate request schedule, as developed by the department.

For everyone's convenience, the Foster Care Rates Bureau (FCRB) will mail an application call letter, far in advance, to remind everyone of their application submission due date. **Please read this letter as it will contain important requirements regarding submission of your rate application.** Also, CDSS is preparing emergency regulations to implement the biennial rate process. Providers will be notified and given an opportunity to comment on the emergency regulations during the public comment period.

Self-Dealing Lease Transaction for Shelter Costs

Under existing law, any group home provider with a self-dealing lease transaction for shelter costs, as defined in Section 5233 of the Corporations Code, is not eligible for an AFDC-FC rate. SB 1104 clarified the term self-dealing lease transaction for shelter costs and eliminated the term affiliated lease. This change eliminates any confusion which may have previously existed with the use of the term affiliated lease.

County Letter of Recommendation

As a result of AB 2005 (Chapter 656, Statutes of 2004), W&IC Section 11462(i)(1) was amended to include information for establishing a rate for an existing program at a new location; and, notification by the primary placing county to the host county concerning the intention to issue a letter of recommendation. Specifically, effective January 1, 2005, this statute requires that the department shall not establish a rate for a new program of a new or existing provider, or for an existing program at a new location of an existing provider, unless the provider submits a letter of recommendation from the county, the primary placing county, or a regional consortium of counties that includes all of the following elements: the program is needed in that county; the provider is capable of effectively and efficiently operating the program; and the provider is willing and able to accept AFDC-FC children for placement who are determined by the placing agency to need the level of care and services that will be provided by the program. If the letter of recommendation is not being issued by the host county, the primary placing county must notify the host county of its intention to issue the letter and provide the host county with 30 days to respond to the notification and to discuss options with the primary placing county.

Reporting Proposed Changes

As required by the Manual of Policies and Procedures (MPP) Section 11-402.431(2)(b), a group

home provider must report any proposed change to their program to CDSS. Specifically, providers should inform the FCRB of any proposed changes which may impact their FFA or group home program prior to implementation to ensure full compliance. This includes any changes to the composition of your Board of Directors, nonprofit status, licensing status or rate classification level.

FINANCIAL AUDITS

Elimination of Financial Audit Cost Reimbursement Authority

With the passage of SB 1104 (Chapter 229, Statutes of 2004) all audit cost reimbursement provisions previously contained in W&IC Section 11466.21(c) have been eliminated. Accordingly, a non-profit corporation that submits a financial audit report (FAR) after June 30, 2004 will no longer be eligible for a partial audit cost reimbursement, even if they met other eligibility criteria. The only exception will be if CDSS approved a good cause request for late submission of a FAR that was due on or before June 30, 2004. Claims for partial audit cost reimbursement received on or before June 30, 2004 will continue to be processed on a case-by-case basis.

Any delays by a non-profit corporation in submitting documents required to support a claim may result in the inability to reimburse the claim since the limited funds appropriated in previous years may no longer be available for audit cost reimbursement purposes.

We strongly recommend that non-profit corporations share this information and/or a copy of this newsletter with the independent auditor who will be performing your corporation's financial audit.

Federal Funding Threshold, Frequency of Financial Audits, Required Audit Standards, and Reporting Requirements

As indicated in the Fall 2003 Newsletter, on June 27, 2003 the federal Office of Management and Budget (OMB) published information in the Federal Register that OMB Circular A-133 was revised to increase the federal revenue threshold for an audit from \$300,000 to \$500,000.

However, as currently specified in W&IC Section 11466.21(a)(1), "Any provider who receives \$300,000 in combined federal funds shall arrange to have a financial audit conducted on an annual basis, and shall submit the annual FAR to the department in accordance with regulations adopted by the department."

In addition, MPP Section 11-405.213(a) requires that a non-profit corporation that receives \$300,000 or more in combined federal funds during the fiscal year must have the audit conducted according to OMB Circular A-133 standards.

Accordingly, until State statute and regulations are changed, an annual FAR which meets OMB Circular A-133 standards will still be required for a non-profit corporation that receives \$300,000 or more in combined federal funds during the corporation's fiscal year. The corporation's FAR and audited cost data reports must be submitted to CDSS no later than nine months after the end of the corporation's most recent fiscal year.

As specified in MPP Section 11-405.213(b), a non-profit corporation that receives less than \$300,000 in combined federal funds during the corporation's fiscal year must submit a financial audit report which meets *Government Auditing Standards* at least once every three years on a schedule determined by CDSS. The corporation's financial audit report and audited cost data reports must be submitted to CDSS no later than six months after the end of the corporation's most recent fiscal year.

Financial Audit Report Requirement for Changes in Federal Funding Levels

A non-profit corporation that has submitted a FAR annually because of the receipt of combined federal funds of \$300,000 or more must still submit a FAR if information for the non-profit corporation shows that federal revenues fall below \$300,000 for the most recent fiscal year. In this situation, the non-profit corporation must submit the FAR in accordance with *Government Auditing Standards* no later than six months after the end of the non-profit corporation's most recent fiscal year. In addition, all applicable regulatory requirements specified under MPP Section 11-405.2 must be met, including the requirement for the submission of cost data reports.

As specified in MPP Section 11-405.213(b), which addresses a non-profit corporation that expends less than \$300,000 in combined federal funds, "The non-profit corporation's financial audit report...shall be submitted to the Department at least once every three years on a schedule determined by the Department..."

Since federal revenues may fluctuate from year to year, the CDSS will not automatically establish a triennial financial audit reporting schedule upon notification by a non-profit corporation (which has been on an annual reporting schedule) that federal

revenues fell below or are expected to be below the \$300,000 federal funding threshold.

To be considered for placement on a triennial reporting schedule, a non-profit corporation must submit: (1) a written request to the CDSS for consideration of placement on the triennial schedule; and (2) a FAR for the most recent fiscal year with audited financial statements documenting federal revenues below \$300,000.

If the audited financial statements included with the FAR submitted for the most recent fiscal year confirm that federal revenues are below \$300,000, CDSS will use this fiscal year as the base year in establishing the triennial reporting schedule for the non-profit corporation. The CDSS will provide written confirmation of the established triennial reporting schedule and information regarding the due date for submission of the corporation's next FAR.

If CDSS establishes a triennial reporting schedule for the non-profit corporation, for each year in which a FAR is not required, the corporation must submit cost data, as specified in MPP Section 11-405.213(b)(1), and a completed Federal Revenue Certification form (SR 9) confirming combined federal revenues less than \$300,000, as specified in MPP Section 11-405.213(b)(3).

If combined federal revenues for the non-profit corporation are \$300,000 or above for any year during the triennial period, the corporation must notify CDSS within three months from the end of the corporation's fiscal year and must submit a FAR for the year in accordance with MPP Section 11-405.213(a).

If you have any questions regarding the above financial audit items or other financial audit issues, please contact the Program & Financial Audits Bureau at (916) 651-9155.

PROGRAM/PROVISIONAL AUDITS

Common Reasons Why Group Home Providers Fail Provisional and Program Audits

1. Failure to obtain criminal record clearances (fingerprints, Child Abuse Index and association) for Child Care and Supervision (CCS) and Social Work (SW) employees prior to employment.
2. Inadequate documentation of paid-awake hours (time and payroll) for CCS employees, SW employees or contractors, or Mental Health (MH) professionals.

3. Lack of or inadequate documentation to support multiple function employees, e.g., an executive director performing CCS activities or a social worker performing MH activities.
4. Inadequate documentation of prior experience or education when weightings are reported for CCS employees.
5. Failure to meet the required amount of CCS training hours if training weighting is reported for program audit.
6. Insufficient documentation of direct contact contract (double-weighting) for licensed independent social worker.
7. Insufficient documentation to support reported professional level weightings for social work and mental health professionals.
8. Insufficient amount of hours provided or incorrect weightings reported to meet the projected/ongoing paid rate classification level.
9. Document, document, document. If there is no proof, it didn't happen.
10. Insufficient bed capacity.

Provider's Responsibility When It Comes To On-Going Training

MPP Section 11-400o.(2) defines ongoing training as training which is structured as a training session; announced ahead for a particular time and place; presented by a trainer qualified to train in the specific subject matter; any cost incurred for the trainer, tuition, conference fees, and employee's cost of attendance, including wages or salary, shall be paid by the provider; and relates directly to the program as described in the program statement. In addition, MPP Section 11-400o.(2)(A) states that for group home programs serving children under six, ongoing training provided by group homes to houseparents must include the on-going training described in Title 22, Division 6, Section 84265(h)(3)(A).

Training must meet the following requirements:

- ❖ Structured as a training session;
- ❖ Announced ahead for a particular time and place;
- ❖ Presented by a trainer qualified to train in the specific subject matter;
- ❖ Relates directly to the program as described in the program statement;

- ❖ Provider must pay for any costs:
Incurred for the trainer;
Tuition;
Conference fees; and,
Employee's cost of attendance, including wages or salary.

Most Commonly Used Acronyms:

❖ AAP	Adoption Assistance Program
❖ AB	Assembly Bill
❖ AFDC-FC	Aid to Families with Dependent Children-Foster Care
❖ ARM	Alternative Residential Model
❖ CAIC	Child Abuse Index Clearance
❖ CCL	Community Care Licensing
❖ CCR	California Code of Regulations
❖ CCS	Child Care and Supervision
❖ CDMH	California Department of Mental Health
❖ CDSS	California Department of Social Services
❖ CFR	Code of Federal Regulations
❖ CFSD	Children & Family Services Division
❖ CLETS	California Law Enforcement Telecommunication Systems
❖ CPA	Certified Public Accountant
❖ CY	Calendar Year
❖ DOF	Department of Finance
❖ DOJ	Department of Justice
❖ FAR	Financial Audit Report
❖ FC	Foster Care
❖ FCARB	Foster Care Audits and Rates Branch
❖ FCARL	Foster Care Audits and Rates Letter
❖ FCRB	Foster Care Rates Bureau
❖ FFA	Foster Family Agency
❖ GH	Group Home
❖ H&S	Health and Safety Code
❖ ILP	Independent Living Program
❖ ITFCP	Intensive Treatment Foster Care Program
❖ ITFFA	Intensive Treatment Foster Family Agency
❖ LCSW	Licensed Clinical Social Worker
❖ LIS	Licensing Information System
❖ MFT	Marriage Family Therapist
❖ MH	Mental Health
❖ MPP	Manual of Policies and Procedures
❖ OMB	Office of Management and Budget
❖ PA	Public Accountant
❖ RC	Regional Center
❖ RCL	Rate Classification Level
❖ SB	Senate Bill
❖ SR	Standardized Rate
❖ SW	Social Worker
❖ THPP	Transitional Housing Placement Program
❖ W&IC	Welfare and Institution Code

Most Commonly Used Forms:

Foster Family Agency

❖	FCR 1FFA	Foster Family Agency-Data & Certification Sheet
❖	FCR 2FFA	Program Description Checklist
❖	FCR 3FFA	Days of Care Schedule
❖	FCR 12FFA	Total Program Cost Display
❖	SR 8	Financial Audit Report Transmittal

Group Home

❖	FCR 16	Group Home Shelter Costs, Self-Dealing Transactions Declaration and Survey
❖	SR 1	Group Home Program Rate Application
❖	SR 2	Program Classification Report
❖	SR 3	Group Home Program Cost Report
❖	SR 4	Group Home Payroll and Fringe Benefit Report
❖	SR 5	Group Home Program Days of Care Schedule
❖	SR 2A	Child Care & Supervision Component Worksheet
❖	SR 2B	Social Work Activities Component Worksheet
❖	SR 2C	Mental Health Treatment Services Component
❖	SR 8	Financial Audit Report Transmittal
❖	SR 2C MHV	Verification of Mental Health Treatment Services Form

You may locate the group home and FFA forms listed above on the internet at the following website:

http://www.dss.cahwnet.gov/cdssweb/OnlineFor_271.htm

FOSTER CARE RATE CONSULTANTS - COUNTY ASSIGNMENTS

If you have any questions regarding your group home or FFA program, please do not hesitate to call your foster care rates consultant assigned to your area. For your convenience, please take advantage of the following listing provided below to contact your rates consultant:

CATHY CERNIGLIA **(916) 653-9414**

Del Norte, Humboldt, Imperial, Modoc, Madera
Mendocino, Merced, Placer, Riverside, Sacramento

San Bernardino, Santa Barbara, Sutter, Ventura, Yolo
and Yuba

NANCY LITTLEFIELD **(916) 654-1563**

Butte, Colusa, Glenn, Inyo, Kings, Lassen, Los Angeles
Mono, Orange, San Diego, Shasta, Siskiyou, Tehama
Trinity, and Tuolumne

BARBARA NORRIS **(916) 657-3577**

Alameda, Alpine, Amador, Calaveras, Contra Costa, Lake,
Marin, Mariposa, Monterey, Napa, Nevada, Plumas, San
Benito, San Francisco, San Luis Obispo, San Mateo,
Santa Clara, Santa Cruz, Sierra, Sonoma, and Stanislaus

CARRIE SALISBURY **(916) 653-7974**

El Dorado, Fresno, Kern, San Joaquin, Solano, and Tulare

IMPORTANT TELEPHONE NUMBERS

Foster Care Audits and Rates Branch
Main: (916) 651-9152 Fax: (916) 653-1162

Program & Financial Audits Bureau
Main: (916) 651-9155 Fax: (916) 657-3527

Foster Care Rates Bureau
Main: (916) 651-9158 Fax: (916) 654-1543

IMPORTANT WEBSITES

You may obtain general information on foster care group homes; foster care rates; rate application requirements; foster care program audits; foster care financial audits; and other pertinent information regarding the foster care program at the following internet website:
http://www.childsworld.ca.gov/FosterCare_1452.htm

Also, providers may download copies of the most current foster care rates lists by accessing the internet. The lists are prepared by the FCRB and are the most current; however, rates are subject to change. Providers may obtain the foster care rates lists directly from the internet at:
<http://www.hwcws.cahwnet.gov/programres.asp>

- ❖ **Group Home Provider List.** Includes all foster care group home programs receiving an AFDC-FC rate (group homes, regional center group homes, current rates, RCL and capacity).

- ❖ **Group Home Provider List – RCL 13 and 14 only.** Includes information on programs classified at RCLs 13 and 14.
- ❖ **Foster Family Agency Rate List.** Includes regular treatment and non-treatment AFDC-FC rates and sharing ratios.
- ❖ **Foster Family Agency Regional Center Programs List.** Includes Foster Family Agencies that are vendorized by a regional center.
- ❖ **Intensive Treatment Foster Care Programs List.** Includes all Intensive Treatment Foster Care Programs.

REMINDER - CALIFORNIA'S MINIMUM WAGE

California's current minimum wage amount is six dollars and seventy-five cents (\$6.75). Therefore, every employer in California must pay to each employee wages not less than \$6.75 per hour for all hours worked.

BULLETIN BOARD

GOODBYE

The FCARB said goodbye, this past year, to more staff persons who accepted new employment in other Divisions or State departments. The FCARB will deeply miss Stacy Alameida, Secretary; Chip Bane, Auditor; Rick Carroll, Auditor; Tonya Barnes-Woodard, Secretary; Dee Dominguez, Rates Consultant; Stephen Fullenwider, Auditor; Diana Jayne, Rates Consultant; Christina Lafradez, Secretary; Frank Lee, Rates Consultant; Carole Minchew, FCRB Manager; Pat Moncada, Auditor; Kathy Monishi, Auditor; Kim Quach, Rates Consultant; Judi Queirolo, FC Audits Policy Manager; Linda Runke, Associate Information Systems Analyst; Rodger Shartle, Auditor; JoAnne Smallwood, Auditor; Carrie Stone, Rates Consultant; Sonya Thomas, Secretary; Linda Tolentino, Overpayment Collections Analyst; Miguel Velasquez, Auditor; Tamara Walters, Secretary; and, Kendra Woodard, Auditor. We wish them all well and much success with their new positions.

SECRETARY'S CORNER

RECOGNITION

Brandi Van Oosten, Secretary

Brandi, as the newest addition to our team, we welcome you.

David Farinias, Secretary

David, the FCARB wants to thank you for having a positive attitude and eagerness to assist staff. Your professionalism is appreciated by everyone. Thank You.

Rosalie Gallegos, Secretary

Thanks Rosalie for doing a great job. Your assistance and enthusiasm is greatly appreciated by everyone. Your pleasant smile and laughter brightens up the office. Keep up the good work. Thank You. ☺

EMPLOYEE SPOTLIGHT

Diana Jayne

Diana worked for the California Department of Social Services for 37 years and spent 12 ½ of those years with FCRB. Prior to coming to FCRB, Diana worked in the Adoptions Branch for 25 years, starting as an Office Assistant and ultimately promoted to an Office Services Supervisor. For approximately 10 years, Diana supervised a clerical unit of 10 to 15 staff. She started with FCRB as an Associate Governmental Program Analyst and was assigned to the Los Angeles County area. For 12 years, Diana worked for group home providers, reviewing and approving new provider programs, RCL increases, relocations and license capacity changes. In addition to the ongoing case work for approximately 70 group homes and 30 Foster Family Agencies, Diana was responsible for the annual review of each of the group homes and FFA's in her case load. Diana provided training to new and established group home providers and offered technical assistance to providers in preparation for audits. And of course, one of the "biggies", Diana did corrective action when a provider fails a program audit. It is with great sadness, FCARB must announce that Diana retired from State service in December 2004. Diana will be truly missed by all of her CDSS colleagues.



FAREWELL

Message from Judi Queirolo

It is with mixed feelings that I write this final column. By the time you read this, I will have left the Foster Care Audits and Rates Branch for a new job in the Department of Health Services, Women, Infants, and Children Nutrition program. I have met many of the individual providers and have very much enjoyed working with the provider community over the last several years. Group home and FFA programs provide an invaluable service to the foster care children in California, and you should be very proud of what you do. I will certainly miss the interaction with all of you. I hope we have been able to provide useful information through training workshops and through other innovative ideas such as this newsletter, which FCARB staff will hopefully continue after I leave. Goodbye and thank you all.
Judi Queirolo.

After writing her final thoughts and moving to another Department, Ms. Queirolo retired this year with over 25 years of State service. The FCARB wish her a very happy retirement.

SPECIAL ACKNOWLEDGMENT

The FCARB want to express our sincere gratitude and appreciation to all the great providers for their constant dedication and hard work in taking care of our children in the foster care system. THANK YOU!



FCARB'S BRAIN TEASERS

POP QUIZ (True or False)



1. Your Rates Consultant is available to answer your questions and provide technical assistance. _____ (T or F)

2. If you have any questions or concerns regarding your program, you shouldn't call your Rates Consultant. _____ (T or F)
3. It's not necessary to track your points each month to determine your current level of operation and RCL. _____ (T or F)
4. Your group home or FFA program may never be audited, therefore, it's not necessary to maintain program records. _____ (T or F)
5. You should report any proposed changes to the FCRB. This includes the composition of your Board, nonprofit status, licensing status or rate classification level. _____ (T or F)
6. The training costs incurred for the trainer, tuition, conference fees, and employee's cost of attendance, including wages or salary, must be paid by the provider. _____ (T or F)
7. You may have an unqualified trainer to train in any subject matter that he/she chooses. _____ (T or F)

UNSCRAMBLE WORDS

- ❖ toster rentap _____
- ❖ pameyant _____
- ❖ ratining _____
- ❖ ployemee _____
- ❖ DCFA-CF _____
- ❖ logistchopsy _____
- ❖ sidentretial _____
- ❖ perexience _____
- ❖ catedution _____
- ❖ weigthinh _____
- ❖ gramorp _____
- ❖ tear _____

For the correct answers to these Brain Teasers, please see pages 9.

THOUGHT PROVOKING QUESTIONS

- ❖ Is it difficult for you to accept help when you need it? If you really needed help, would you ask for it?
- ❖ What is your greatest achievement in life so far? Is there anything that you hope to do that is even greater? What?
- ❖ Would you enjoy spending a month of solitude in a beautiful natural setting? The food and shelter would be provided, however, you would not see another person for the entire month.

- ❖ Would you rather be given \$100,000 for your own personal use or \$500,000 to give anonymously to strangers? What if you could keep \$50,000 or give away \$100,000. What would you do?

ANSWERS TO BRAIN TEASERS



POP QUIZ

1. True Your Rates Consultant is available to answer your questions and will provide technical assistance if necessary.
2. False If you have any questions or concerns regarding your program, you should always call your Rates Consultant for assistance.
3. False. It's absolutely necessary that you track your points each month to determine your current level of operation. By tracking your points each month you will be fully aware if you're falling below your paid RCL.
4. False. There always a good possibility that your group home or FFA program may be audited. Therefore, you should maintain your program records for a minimum of five (5) years and make them accessible to the Department.
5. True You should report any proposed changes to the FCRB. This includes the composition of your Board, nonprofit status, licensing status or rate classification level.
6. True The training costs incurred for the trainer, tuition, conference fees, and employee's cost of attendance, including wages or salary, must be paid by the provider.
7. False No. You must have a trainer qualified to train in a specific subject matter.

UNSCRAMBLE WORDS: foster parent, payment, training, employee, AFDC-FC, psychologist, residential, experience, education, weighting, program, rate

SUGGESTIONS OR IDEAS

Don't forget to let us know if the semi-annually newsletters are helpful and informative. If you have any comments, suggestions or ideas for additional topics to include in the newsletters please let us know. You may email your suggestions or ideas to Ms. Sandra J. McCauley at smccaule@dss.ca.gov.

