

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



October 23, 2003

ALL COUNTY INFORMATION NOTICE I-73-03

**REASON FOR THIS TRANSMITTAL**

- State Law Change
- Federal Law or Regulation Change
- Court Order or Settlement Agreement
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: **AVAILABILITY OF NEW ON-LINE DATA REPORT FORMS**

The California Department of Social Services (CDSS) is once again pleased to announce additional on-line statistical data report forms have been added to our website.

These forms are in Excel format and are designed for counties to download, complete, and mail electronically to the CDSS Data Systems and Survey Design Bureau (DSSDB). This new process should simplify county data reporting by eliminating manual reporting, providing automatic calculations for certain data fields, and applying data validations that will identify potential discrepancies before report forms are submitted to DSSDB. Once the report has been completed, it can be electronically submitted to a pre-programmed e-mail address with the touch of a single button.

Newly available report forms are as follows:

- Cal-Learn Program Teen Parent Monthly Status Report (STAT 45)
- Child Care Monthly Report – CalWORKs Families (CW 115)
- Child Care Monthly Report – Two-Parent Separate State Program (CW 115A)
- General Relief and Interim Assistance to Applicants for SSI/SSP Monthly Caseload and Expenditure Statistical Report (GR 237)

All County Information Notice  
Page Two

Copies of these forms are available on the DSSDB website at <http://www.dss.cahwnet.gov/dssdb/>. Instructions for the use of the forms are included at the site.

Over the next few months, CDSS intends to place additional report forms on this website. Future All-County Information Notices will inform counties as the new forms are made available for use.

For inquiries please contact DSSDB at (916) 651-8269. If you have any questions regarding the completion of the STAT 45 report form, contact Kathi Nakashima at (916) 654-1207. For the CW 115 and 115A report forms, questions should be directed to Nancy Marker at (916) 657-3484. For the GR 237 report form, questions should be directed to David Yee at (916) 657-0292. Questions regarding technical problems related to downloading or sending the forms, should be addressed to Tom Nguyen at (916) 654-1208.

Sincerely,

***Original Document Signed By  
Lois VanBeers on 10/23/03***

LOIS VANBEERS  
Deputy Director  
Research and Development Division