



CDSS

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DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**

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EDMUND G. BROWN JR.  
GOVERNOR

May 9, 2012

ALL-COUNTY LETTER (ACL) NO. 12-24

TO: ALL COUNTY WELFARE DIRECTORS  
ALL IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM  
MANAGERS

SUBJECT: RELEASE OF IHSS RECIPIENT EDUCATION MATERIALS

REFERENCES: SOCIAL SECURITY ACT (SSA) SECTION 1915(k); WELFARE AND  
INSTITUTIONS CODE SECTION 14132.956; ALL-COUNTY IHSS  
PROGRAM MANAGERS LETTER, DATED DECEMBER 2, 2011;  
ACL NO. 11-19, DATED FEBRUARY 23, 2011

This ACL provides information regarding the release of IHSS recipient education materials pursuant to the Community First Choice Option program, which includes a requirement to provide voluntary training for IHSS recipients on how to manage their IHSS care providers.

**BACKGROUND**

The Patient Protection and Affordable Care Act of 2010 (Public Law 111-148), enacted March 23, 2010, established a new State Plan Option entitled the Community First Choice Option (CFCO). CFCO is one option a State may choose to provide home and community-based attendant services and supports. In order to implement CFCO, the California Department of Social Services (CDSS) and the California Department of Health Care Services submitted a State Plan Amendment to the federal Centers for Medicare and Medicaid Services (CMS) on December 1, 2011, pursuant to Section 1915(k) of the SSA (42 United States Code Section 1396n). Once approved by CMS, CFCO will be retroactively implemented in California effective December 1, 2011.

REASON FOR THIS TRANSMITTAL

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

## **VOLUNTARY RECIPIENT TRAINING**

One of the services the State is required to provide under CFCO is voluntary training for IHSS recipients on how to select, manage, and dismiss IHSS care providers.

In February 2012, CDSS formed a stakeholder workgroup comprised of county and Public Authority (PA) staff. The purpose of the workgroup was to collaboratively provide input and suggestions for the IHSS recipient education materials to comply with the voluntary training requirement. The efforts of the workgroup resulted in the production of 15 one-page (two-sided) fact sheets containing information regarding the selection, management, and dismissal of IHSS care providers. These fact sheets will be distributed to each county on or before May 30, 2012.

The recipient fact sheets, in conjunction with the recently revised Recipient Handbook, are tools that can be used by county and PA staff to enhance recipient's knowledge of his/her role as the employer of his/her provider. The Recipient Handbook is available on the CDSS website at:

[http://www.cdss.ca.gov/agedblinddisabled/res/2011\\_IHSS\\_Consumer\\_Training\\_HB\\_v2.pdf](http://www.cdss.ca.gov/agedblinddisabled/res/2011_IHSS_Consumer_Training_HB_v2.pdf)

The fact sheets will also be available on the CDSS website on or before May 30, 2012, at: <http://www.cdss.ca.gov/agedblinddisabled/PG1829.htm>, with translated versions in Armenian, Spanish and Chinese, to be added by June 30, 2012.

If you have any questions regarding the recipient education materials, please contact Michele Loftin, Manager, Training and Development Unit, at (916) 651-3488.

Sincerely,

***Original Document Signed By:***

EILEEN CARROLL  
Deputy Director  
Adult Programs Division