

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, California 95814



March 29, 2000

## ERRATA

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY FOOD STAMP COORDINATORS

SUBJECT: CORRECTION TO ALL-COUNTY LETTER (ACL) No. 00-14

The purpose of this errata is to correct two errors on ACL No. 00-14, Workers' Compensation Insurance Coverage for Participants in the California Work Opportunity and Responsibility to Kids (CalWORKs) Program and the Food Stamp Employment and Training (FSET) Program. The two changes are minor and appear on page two of the ACL.

The first correction is at the top of page two. In the original ACL, the first line of page two was inadvertently omitted. That first line, a sentence fragment, should read, "Participation in unpaid work experience, unpaid community service, and similar program." See attachment for the corrected wording.

The second error is in the third bullet, under the title "**SCIF Reporting Requirements for CalWORKs and FSET**," the word "not" was omitted. The word "not" is added to emphasize the county should get a copy of the SCIF 3367, even if they did not initiate the report.

On the attachment, the changes are highlighted for your ease in identification. If you have any further questions, please contact Tony Pyara, Employment Bureau, at (916) 657-2630.

Attachment

Participation in unpaid work experience, unpaid community service, and similar program activities under these demonstration programs shall be considered CalWORKs unpaid work experience, CalWORKs unpaid community service, or a CalWORKs-approved, similar welfare-to-work activity, respectively.

### **FSET Program**

Workers' compensation is covered by the State when a Food Stamp recipient is participating in one of the following FSET activities:

- Workfare
- On the Job Training/Work Experience

### **SCIF Reporting Requirements for CalWORKs and FSET**

#### **Form SCIF 3367 - Employer's Report of Occupational Injury or Illness**

Since the original contract with SCIF was written, changes have been made to the reporting requirements for the SCIF 3367 form (copy attached). In the past, this form was completed by the counties and returned to SCIF for processing. Effective January 18, 2000, in lieu of completing the SCIF 3367, counties/employers are to provide this information to the Claims Reporting Center (CRC) via telephone. SCIF has contracted with the CRC to accept the initial occupational injury or illness report from the counties/employers. The reporting process is as follows:

- The counties/employers will report all applicable CalWORKs/FSET injuries to the CRC by calling the toll free number at 1-888-222-3211.
- The CRC will use a specialized "intake sheet" created specifically for the CalWORKs and FSET programs to take all pertinent claims information and complete the SCIF 3367.
- The CRC will then send a copy of the SCIF 3367 to the appropriate county for confirmation, even if the report was **not** initiated by the county.
- After receiving confirmation, the CRC faxes and e-mails the report to SCIF within 24 hours of the initial report.

If necessary, counties/employers may contact SCIF directly at (916) 567-7500 for information on filing reports.

#### **Benefits of using the CRC**

- The service is free of charge to counties/employers.
- There is an increased likelihood that injuries will be reported to SCIF in a timely manner, thereby resulting in less penalties being levied for late payments of benefits.
- There will be a reduced need for SCIF to call counties/employers for information to amend incomplete reports.
- The amount of paperwork required of counties/employers will decrease.