

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814

**REASON FOR THIS TRANSMITTAL**

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

May 25, 2004

ALL COUNTY LETTER NO. 04-17

TO: ALL COUNTY ADOPTION AGENCIES
ALL CDSS ADOPTIONS DISTRICT OFFICES
ALL COUNTY WELFARE DIRECTORS

SUBJECT: DISCONTINUANCE OF RELINQUISHMENT/INDEPENDENT
ADOPTION PROGRAM - INDIVIDUAL CASE REPORT (AD 42AAP/AAC)

This letter is to announce that the California Department of Social Services (CDSS) will discontinue the *Relinquishment/Independent Adoption Program Individual Case Report – AAP/AAC (AD 42AAP/AAC)* for all actions with an effective date after June 30, 2004. For actions after that date, CDSS will use the Child Welfare Services/Case Management System (CWS/CMS) as the source for data regarding Adoption Assistance Program/Aid for the Adoption of Children (AAP/AAC).

Public adoption agencies should continue to complete and submit the AD 42AAP/AAC for all AAP/AAC transactions conducted through June 30, 2004. For this change to be successful, public adoption agencies must complete, in a timely and accurate manner, the relevant characteristic data elements contained within the CWS/CMS adoption pages for AAP/AAC starts, restorations, changes, reassessments, or terminations.

Questions concerning the substitution of CWS/CMS data for data from the AD 42AAP/AAC should be addressed to the Permanency Policy Bureau at (916) 657-3751. Questions concerning AD 42AAP/AAC reporting should be addressed to Nancy Marker of the Data Systems and Survey Design Bureau at (916) 657-3484.

Sincerely,

**Original Document Signed By
Gloria Merk on 5/25/04**

GLORIA MERK
Deputy Director
Administrative Division