

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
(916)322-5462

March 6, 1985



ALL-COUNTY LETTER NO. 85-30

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: PREPLACEMENT PREVENTIVE SERVICES RECIPIENTS CHARACTERISTICS SURVEY

The Department of Social Services is required by Welfare and Institutions Code Section 16512 to report annually to the legislature on the operation and progress of the child welfare services program. Information required to satisfy this requirement includes results of statewide reviews to determine each county's progress in implementing the mandates of SB 14 (Chapter 978:1982) and also information about the children that are being served by the program. The existing Foster Care Information System provides demographic information on those children receiving services through the Family Reunification and Permanent Placement programs. Presently, there is no information on the characteristics of those children receiving Preplacement Preventive Services (i.e., Emergency Response and Family Maintenance).

The Statistical Services Branch has been requested to conduct a Preplacement Preventive Services Recipients Characteristics Survey. The purpose of this letter is to notify you of the need for this survey and to define the scope and the activities of the study.

In January 1981, Statistical Services Branch conducted a Child Protective Services Characteristics Survey of closed cases. Since that time, there have been many program changes. Current data is now necessary to meet the Legislative mandate and must be available for the fiscal projections required as part of the budget process.

This study will be conducted by Statistical Services Branch with an April 1985 study month. The data for this survey will be gathered from the universe of all Preplacement Preventive Services cases which are closed during the month of April 1985.

The Emergency Response (ER) universe will NOT include those cases falling into the category "the investigation is closed, no further action needed", Item 4a, data element 22 from the SOC 291 (1/85). This will eliminate approximately two thirds of the Emergency Response dispositions (Item 4, data element 19) from the universe listing. A list of cases closed in April should be developed for the Family Maintenance (FM) program. This list should correspond to cases specified in Part E, Item 8, data element 141.

To identify the cases to be included in the survey we will ask the counties to develop a universe list for the Emergency Response and a list for the Family Maintenance cases closed in April. From prior month's data, SSB will determine each county's sample size for ER and for FM. By mid-April, SSB will provide specific instructions to each county for drawing their samples from the closed cases lists developed during April.

The purpose of using closed cases is to establish a data base that will encompass the entire period of time the case is active. We will be requesting data on the reason for case opening, types of service given, frequency of services and client demographics.

The counties will be requested to retain the closed April case files in an accessible location because each questionnaire required must be completed from the case record. We realize this may cause some storage problems, but it is very important for the case record to be available to the county worker at the time the questionnaire is completed. The number of cases to be sampled from the two universes will be sent to you as early in April as possible.

As one of the first steps in this project, we request each county to submit the name of a person to act as liaison. We will need the following information:

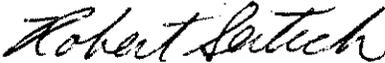
Liaison Name:
 Title:
 Mailing Address:
 Telephone Number:

Please telephone or mail this information, to arrive by March 13, 1985, as we will have important instructions to transmit to your designated liaison. Your timely response will be appreciated. Please direct this response, as well as any questions or comments relative to this survey to:

Bill Worcester
 Department of Social Services
 Statistical Services Branch
 744 P Street, M.S. 12-84
 Sacramento, CA 95814

(916) 322-5462 or (ATSS) 492-5462

Thank you for your cooperation.



ROBERT T. SERTICH
 Deputy Director
 Administration

cc CWDA