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GOVERNOR

March 2, 2012

ERRATA

COUNTY FISCAL LETTER (CFL) NO. 11/12-32E

TO: COUNTY FISCAL OFFICERS
COUNTY WELFARE DIRECTORS
CHIEF PROBATION OFFICERS
COUNTY AUDITOR CONTROLLERS

SUBJECT: COUNTY ASSISTANCE (CA) 800 CLAIM AND COUNTY
EXPENSE CLAIM (CEC) PRELIMINARY CLAIMING AND TIME
STUDY INSTRUCTIONS FOR THE IMPLEMENTATION OF THE
EXTENSION OF FOSTER CARE (FC) BEYOND AGE 18

REFERENCE: CFL NO. 11/12-32, DATED DECEMBER 14, 2011

This errata transmits additional information regarding aid codes and probation claiming instructions referenced in CFL 11/12-32. CFL 11/12-32 provides preliminary claiming instructions for the CEC related to the Extended Foster Care (EFC) program, established by Assembly Bill (AB) 12 (Chapter 559, Statutes of 2010). Probation program codes were inadvertently omitted from CFL 11/12-32, Attachment II, II-A, and II-B.

The revised instructions included in this errata will assist probation departments in tracking expenditures and activities that are eligible for reimbursement under the AB 12 EFC program upon final federal approval of the Title IV-E State Plan Amendment. A subsequent CFL will be issued with instructions for reimbursement of the federal match once federal approval is received. Please see the revised Attachments II, II-A, and II-B.

As stated in CFL 11/12-32, Attachment I, the new aid codes will be effective January 1, 2012. Due to updated information regarding system complications for the Medi-Cal Eligibility Data System (MEDS), the new aid codes 43, 49, and 07, will not be operable until March 2012. Additionally, the new aid codes 4N, 4S, and 4W will not be operable until April 2012. Until the new aid codes are created in MEDS and available for use, counties must manually track cases utilizing these aid codes. Refer to revised Attachment I.

CFL NO. 11/12-32E

Page Two

Questions regarding claiming instructions for the CA 800 should be directed to: Assistance.Claims@dss.ca.gov. Questions regarding claiming instructions for the CEC should be directed to: Fiscal.Systems@dss.ca.gov. Please indicate in the subject line of the e-mail that the questions are related to this CFL.

Sincerely,

Original Document Signed By:

FRAN MUELLER
Deputy Director
Administration Division

Attachments

EXTENDED FOSTER CARE AID CODES AND CA 800 CLAIMING INSTRUCTIONS

There are six new aid codes established for the Extended Foster Care (EFC) program, effective January 1, 2012. Two of these aid codes are not impacted by Realignment 2011. The CA 800 is being modified to include the new aid codes and will be available in a future CFL. As described in County Fiscal Letter (CFL) No. 11/12-18, dated September 16, 2011, and in conjunction with the County Welfare Directors Association, it was agreed to continue the existing claiming process for assistance and administrative costs for programs affected by Realignment 2011. The previously funded state share for the impacted aid codes on the CA 800 has been re-titled to "County 2011", effective with the September 2011 claim. Please refer to CFL No. 11/12-18 for additional information.

The following aid codes capture the Non-Minor Dependent (NMD) population participating in EFC established by Assembly Bill (AB) 12 (Chapter 559, Statutes of 2010). However, due to system complications, the new aid codes identified for tracking this population within the Medi-Cal Eligibility Data System (MEDS) are not anticipated to be operable until March 2012 for aid codes 43, 49, and 07, and April 2012 for aid codes 4N, 4S, and 4W. Until aid codes are created in the MEDS system, counties must manually track cases utilizing these aid codes.

Note: *The aid codes below are impacted by Realignment 2011 and the previously titled "state share" will be re-titled "County 2011" as described in CFL No. 11/12-18.*

- A. Aid Code 43 - EFC Aid to Families with Dependent Children-Foster Care (AFDC-FC) Non-federal**
- Captures non-federal NMDs in AFDC-FC, age 18 but under age 21, under AB 12 on whose behalf financial assistance is provided for by state only Foster Care (FC).
 - Sharing ratio is 00/40/00/60 (Federal/State/Health/County).
 - Implementation date for this new aid code is January 1, 2012.
- B. Aid Code 49 - EFC AFDC-FC Federal**
- Captures NMDs, age 18 but under age 21, under AB 12 on whose behalf financial assistance is provided for federal FC placement.
 - Sharing ratio is 50/20/00/30 (Federal/State/Health/County).
 - Implementation date for this new aid code is January 1, 2012.
- C. Aid Code 07 - EFC Adoptions Assistance Program (AAP) Federal**
- Captures ongoing adoptive placement of hard-to-place non-minors, whose initial AAP payment occurred on or after age 16 and are over the age 18 but

under age 21, and participating in one of five conditions who would require permanent placement without such assistance.

- Sharing ratio is 50/37.5/00/12.5 (Federal/State/Health/County).
- Implementation date for this new aid code is January 1, 2012.

D. Aid Code 4S - Kinship Guardianship Assistance Payment (Kin-GAP) Federal (Over 18)

- Captures Kin-GAP Title IV-E eligible cases. Serves former and current foster care non-minors over age 18 but under age 21, by moving them from foster care placements to more permanent placement options through the establishment of a relative guardianship that occurred on or after age 16 and the youth is participating in one of five conditions.
- Sharing ratio is 50/39.5/00/10.5 (Federal/State/Health/County).
- Implementation date for this new aid code is January 1, 2012.

Note: *The aid codes below are not affected by AB 118 and the state share remains as described below.*

E. Aid Code 4W - Kin-GAP Non-federal (Over 18)

- Captures Kin-GAP cases that are not Title IV-E eligible. Covers non-minors age 18 but under age 21, eligible for extended Kin-GAP based on the establishment of the guardianship that occurred on or after age 16 and youth is participating in one of five conditions.
- Sharing ratio is 00/79/00/21 (Federal/State/Health/County).
- Implementation date for this new aid code is January 1, 2012.

F. Aid Code 4N - State California Work Opportunity and Responsibility to Kids (CalWORKs) NMD

- Captures NMDs eligible to receive extended CalWORKs benefits. A NMD is defined as a current dependent child or ward of the juvenile court who is 18, but less than 21 years of age; is in FC under the responsibility of the county welfare department or county probation department; and is participating in a transitional independent living case plan.
- Sharing Ratio is 00/100/00/00 (Federal/State/Health/County).
- Implementation date for this new aid code is January 1, 2012.

**CROSS REFERENCE LIST OF UNDER 18 AID CODES
AND NEW EXTENDED FOSTER CARE OVER 18 AID CODES**

NOTE: The Extended Foster Care (EFC) codes are to be used for Non-Minor Dependents (NMDs), age 18 but under 21, participating in the EFC program enacted by Assembly Bill (AB) 12 (Chapter 559, Statutes of 2010).

Under 18 Aid Code	Current Description	EFC Over 18 Aid Code	EFC Aid Code Description
40	Aid to Families with Dependent Children-Foster Care (AFDC-FC) State: Covers children on whose behalf financial assistance is provided for state only foster care placement.	43	EFC AFDC-FC Non-Federal: Covers non-minor dependents, age 18 but under age 21, under AB 12 on whose behalf financial assistance is provided for state only foster care placement.
42	AFDC-FC Federal: Covers children on whose behalf financial assistance is provided for federal foster care placement.	49	EFC AFDC-FC Federal: Covers non-minor dependents, age 18 but under age 21, under AB 12 on whose behalf financial assistance is provided for federal foster care placement.
03	Adoption Assistance Program (AAP) Federal: A cash grant program to facilitate the adoption of hard-to-place children under age 18 and those up to age 21 based on a disability who would require permanent foster care placement without such assistance.	07	EFC AAP Federal: A cash grant program to facilitate the ongoing adoptive placement of hard-to-place non-minors, whose initial AAP payment occurred on or after age 16 and are over age 18 but under age 21, and participating in one of five conditions who would require permanent foster care placement without such assistance.

Under 18 Aid Code	Current Description	EFC Over 18 Aid Code	EFC Aid Code Description
4T	Kinship Guardianship Assistance Payment (Kin-GAP) Program Federal: Serves former and current foster youth by moving them from foster care placements to more permanent placement options through the establishment of a relative guardianship.	4S	Kin-GAP Federal (Over 18): Serves former and current foster care non-minors over age 18 but under age 21, by moving them from foster care placements to more permanent placement options through the establishment of a relative guardianship that occurred on or after age 16 and the youth is participating in one of five conditions.
N/A	N/A	4N	State California Work Opportunity and Responsibility to Kids (CalWORKs) NMD: Provides full scope, no share of cost Medi-Cal benefits and state assistance payment to non-minor dependents over 18 but under age 21 years of age; living with an approved CalWORKs relative who is not eligible for Kin-GAP or foster care.
4G	Kin-GAP Cash Assistance: Covers non-Title IV-E children/non-Temporary Assistance for Needy Families Maintenance of Effort countable in the state program for children in relative guardian placement receiving cash assistance. Covers non-minors age 18 but under age 21, eligible for extended Kin-GAP assistance based on a disability.	4W	Kin-GAP Non-Federal (Over 18): Covers non-minors age 18 but under age 21, eligible for extended Kin-GAP based on the establishment of the guardianship that occurred on or after age 16 and youth is participating in one of five conditions.

**EXTENDED FOSTER CARE COUNTY EXPENSE CLAIM (CEC)
PROGRAM, TIME STUDY, AND DIRECT-TO-PROGRAM CODES
AND CLAIMING INSTRUCTIONS**

For the CEC process, counties will still be required to claim the costs expended for each of the realigned programs to the appropriate program codes which allows the California Department of Social Services (CDSS) to monitor the expenditures for reporting purposes and to continue calculating the Realignment 1991 Growth calculation. Effective with the September 2011 quarter claim, all General Fund (GF) costs for the Program Codes (PCs) associated with realigned programs will be covered by the county with realignment funding using the State Use Only (SUO) overmatch codes. This will be accomplished by setting the affected allocation's ledger to zero for realigned program ledgers. Please refer to County Fiscal Letter (CFL) No. 11/12-18 for more information.

Effective with the March 2012 quarter, the following new PCs, Time Study Codes (TSC), and program identifier numbers (PINs) are available for claiming administrative costs for activities related to Assembly Bill (AB) 12 Extended Foster Care (EFC). The program code descriptions (PCD) can be found in Attachment II-A.

Note: *The PCs described below are impacted by AB 118 and the state share will be adjusted as described in CFL No. 11/12-18.*

Child Welfare Services Basic

A. PC 837 EFC Eligibility Determination

Effective with the March 2012 quarter, PC 837 and its associated PINs are available for claiming administrative costs related to allowable EFC eligibility determination activities for Non-Minor Dependents (NMDs).

Program	PC	837	EFC Eligibility Determination
Supportive Transition	PIN	837092	Casework Overtime/Compensating Time Off OT/CTO Costs
	PIN	837093	Support Staff OT/CTO Costs
	PIN	837094	Start Up/Nonrecurring Costs
	PIN	837088-91	Support Operating

PC 837 costs will be funded at 50/35/00/15 (Federal/State/Health/County).

Note: *Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.*

Time Study Instructions

Effective with the March 2012 quarter, TSC 8371 will be available to capture social work activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

B. PC 838 EFC Health Related Services

Effective with the March 2012 quarter, PC 838 and its associated PINs are available for claiming administrative costs related to allowable EFC health related activities for NMDs.

Program	PC	838	EFC Health Related Services
Supportive Transition	PIN	838031	Contracted Services-Unemployed
	PIN	838003	Transportation-Assistance
	PIN	838092	Casework OT/CTO Costs
	PIN	838093	Support Staff OT/CTO Costs
	PIN	838094	Start Up/Nonrecurring Costs
	PIN	838088-91	Support Operating

PC 838 costs will be funded at 00/35/50/15 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8381 will be available to capture health related activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

C. PC 839 EFC Training

Effective with the March 2012 quarter, PC 839 and its associated PINs are available for claiming administrative costs related to allowable EFC training activities for NMDs. The nonfederal discount ratio will be applied to this PC using SUO 146. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	839	EFC Training
PIN	839092	Casework OT/CTO Costs
PIN	839093	Support Staff OT/CTO Costs
PIN	839094	Start Up/Nonrecurring Costs
PIN	839088-91	Support Operating

PC 839 costs will be funded at 75/17.5/00/7.5 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8391 will be available to capture training activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

D. PC 840 EFC Services/Non-Federal

Effective with the March 2012 quarter, PC 840 and its associated PINs are available for claiming administrative costs related to allowable EFC services/non-federal activities for NMDs.

Program	PC	840	EFC Services/Non-Federal
EFC Services Non-Federal	PIN	840031	Contracted Activities-Unemployed
	PIN	840066	Personal SVCS ESC-County op
	PIN	840067	Operating Costs ESC-County op
	PIN	840068	Direct Costs
	PIN	840092	Casework OT/CTO Costs
	PIN	840093	Support Staff OT/CTO Costs
	PIN	840094	Start Up/Nonrecurring Costs
	PIN	840088-91	Support Operating

PC 840 costs will be funded at 00/70/00/30 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8401 will be available to capture services/non-federal activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

E. PC 841 EFC Court Related Activities

Effective with the March 2012 quarter, PC 841 and its associated PINs are available for claiming administrative costs related to allowable EFC court related activities for NMDs. The nonfederal discount ratio will be applied to this PC using SUO 146. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

Program	PC	841	EFC Court Related Activities
Supportive Transition	PIN	841003	Transportation-Assistance
	PIN	841092	Casework OT/CTO Costs
	PIN	841093	Support Staff OT/CTO Costs
	PIN	841094	Start Up/Nonrecurring Costs
	PIN	841088-91	Support Operating

PC 841 costs will be funded at 50/35/00/15 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8411 will be available to capture court related activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

F. PC 842 EFC Case Management

Effective with the March 2012 quarter, PC 842 and its associated PINs are available for claiming administrative costs related to allowable EFC case management activities for NMDs. The nonfederal discount ratio will be applied to this PC using SUO 146. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

Program	PC	842	EFC Case Management
Supportive Transition	PIN	842003	Transportation -Assistance
	PIN	842092	Casework OT/CTO Costs
	PIN	842093	Support Staff OT/CTO Costs
	PIN	842094	Start Up/Nonrecurring Costs
	PIN	842088-91	Support Operating

PC 842 costs will be funded at 50/35/00/15 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 166.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8421 will be available to capture social work activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

Group Home Monthly Visits

G. PC 843 EFC Group Home Monthly Visits (County Welfare Department [CWD])

Effective with the March 2012 quarter, PC 843 and its associated PINs are available for claiming administrative costs related to allowable EFC group home monthly visits CWD for activities for NMDs. The nonfederal discount ratio will be applied to this PC using SUO 586. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	843	EFC MO VISITS/ GROUP HOMES/CWD
PIN	843003	Transportation-Assistance
PIN	843092	Casework OT/CTO Costs
PIN	843093	Support Staff OT/CTO Costs
PIN	843094	Start Up/Nonrecurring Costs
PIN	843088-91	Support Operating

PC 843 costs will be funded at 50/50/00/00 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 045 and 051.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8431 will be available to capture group home monthly visits (CWD) related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

H. PC 844 EFC Group Home Monthly Visits (Probation)

Effective with the March 2012 quarter, PC 844 and its associated PINs are available for claiming administrative costs related to allowable EFC group home monthly visits (Probation) activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	844	EFC MO VISITS/ GROUP HOME/PROBATION
PIN	844059	Probation Expenses

PC 844 costs will be funded at 50/50/00/00 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section E, all GF expenditures will be transferred to county-only share via SUO code 329.

Probation

Note: The PCs below are not affected by AB 118 and the sharing ratio remains as described below.

I. PC 845 EFC Public Agency IV-E Pass-Through (Probation)

Effective with the March 2012 quarter, PC 845 and its associated PINs are available for claiming administrative costs related to allowable EFC Public Agency IV-E Pass-Through activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	845	EFC Public Agency IV-E Pass-Through
PIN	845069	Federal Pass-Through

PC 845 costs will be funded at 50/00/00/50 (Federal/State/Health/County).

J. PC 851 EFC Probation IV-E Case Management

Effective with the March 2012 quarter, PC 851 and its associated PINs are available for claiming administrative costs related to allowable EFC Probation IV-E Case Management activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	851	EFC Probation IV-E Case Management
PIN	851059	Probation Expenses

PC 851 costs will be funded at 50/00/00/50 (Federal/State/Health/County).

K. PC 852 EFC Probation IV-E Pre-Placement Prevention

Effective with the March 2012 quarter, PC 852 and its associated PINs are available for claiming administrative costs related to allowable EFC Probation IV-E Pre-Placement Prevention activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	852	EFC Probation IV-E Pre-Placement Prevention
PIN	852059	Probation Expenses

PC 852 costs will be funded at 50/00/00/50 (Federal/State/Health/County).

L. PC 853 EFC Probation IV-E Eligibility

Effective with the March 2012 quarter, PC 853 and its associated PINs are available for claiming administrative costs related to allowable EFC Probation IV-E Eligibility activities for NMDs.

PC	853	EFC Probation IV-E Eligibility
PIN	853059	Probation Expenses

PC 853 costs will be funded at 50/00/00/50 (Federal/State/Health/County).

M. PC 854 EFC Probation IV-E Training

Effective with the March 2012 quarter, PC 854 and its associated PINs are available for claiming administrative costs related to allowable EFC Probation IV-E Training activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see

CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	854	EFC Probation IV-E Training
PIN	854059	Probation Expenses

PC 854 costs will be funded at 75/00/00/25 (Federal/State/Health/County).

N. PC 855 EFC Probation IV-E Training-Administration

Effective with the March 2012 quarter, PC 855 and its associated PINs are available for claiming administrative costs related to allowable EFC Probation IV-E Training-Administration activities for NMDs. The nonfederal discount ratio will be applied to this PC. Please see CFL 07/08-31 and CFL 07/08-31E for more information on calculating the nonfederal discount ratio.

PC	855	EFC Probation IV-E Training-Administration
PIN	855059	Probation Expenses

PC 855 costs will be funded at 50/00/00/50 (Federal/State/Health/County).

Foster Care

Note: The PCs described below are impacted by AB 118 and the state share will be adjusted as described in CFL No. 11/12-18.

O. PC 846 EFC Aid to Families with Dependent Children-Foster Care (AFDC-FC) Eligibility

Effective with the March 2012 quarter, PC 846 and its associated PINs are available for claiming administrative costs related to allowable EFC AFDC-FC eligibility activities for NMDs.

PC	846	EFC AFDC-FC Eligibility
PIN	846092	Casework OT/CTO Costs
PIN	846093	Support Staff OT/CTO Costs
PIN	846094	Start Up/Nonrecurring Costs
PIN	846088-91	Support Operating

PC 846 costs will be funded at 50/35/00/15 (Federal/State/Health/County).

Note: CFL 11/12-18, Section F, all GF expenditures will be transferred to county-only share via SUO code 612.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8461 will be available to capture social work activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

State Kinship-Guardianship Assistance Payment (Kin-GAP) Program

Note: *The PCs below are not affected by AB 118 and the sharing ratio remains as described below.*

P. PC 847 EFC Kin-GAP Non-Federally Eligible

Effective with the March 2012 quarter, PC 847 and its associated PINs are available for claiming administrative costs related to allowable EFC Kin-GAP non-federal activities for non-minor former dependents.

PC	847	EFC Kin-GAP Non-Federally Eligible
PIN	847092	Casework OT/CTO Costs
PIN	847093	Support Staff OT/CTO Costs
PIN	847094	Start Up/Nonrecurring Costs
PIN	847088-91	Support Operating

PC 847 costs will be funded at 00/50/00/50 (Federal/State/Health/County).

Time Study Instructions

Effective with the March 2012 quarter, TSC 8471 will be available to capture Kin-GAP non-federally eligible activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

Federal Kin-GAP

Note: *The PCs described below are impacted by AB 118 and the state share will be adjusted as described in CFL No. 11/12-18.*

Q. PC 848 EFC Kin-GAP IV-E Eligible

Effective with the March 2012 quarter, PC 848 and its associated PINs are available for claiming administrative costs related to allowable EFC Kin-GAP Title IV-E Eligible activities for non-minor former dependents.

PC	848	EFC Kin-GAP IV-E Eligible
PIN	848092	Casework OT/CTO Costs
PIN	848093	Support Staff OT/CTO Costs
PIN	848088-91	Support Operating

PC 848 costs will be funded at 50/50/00/00 (Federal/State/Health/County).

Note: Per CFL 11/12-18, Section F, all GF expenditures will be transferred to county-only share via SUO code 815. A new ledger will be established to track Title IV-E eligible Kin-GAP administrative expenditures charged to PC 815.

Time Study Instructions

Effective with the March 2012 quarter, TSC 8481 will be available to capture Title IV-E eligible Kin-GAP activities related to the implementation of the AB 12 EFC program (refer to Attachment II-A).

Direct-to-Program Codes

Support staff performing direct-to-program activities associated with the AB 12 EFC, will time study to any of the following direct-to-program codes:

A6	EFC Eligibility Determination
A6	EFC Health Related
A6	EFC Training
A6	EFC Services Non-Federal
A6	EFC Court Related Activities
A6	EFC Case Management
C16	EFC AFDC-FC Eligibility
C53	EFC Kin-GAP Non-Federally Eligible
A57	EFC Kin-GAP IV-E Eligible

**EXTENDED FOSTER CARE (EFC) PROGRAM CODE (PC) /
TIME STUDY CODE (TSC) DESCRIPTIONS**

The following list contains the PC/TSC descriptions for activities eligible for reimbursement for implementation of the Assembly Bill (AB) 12 EFC program. Please note that activities for EFC are the same as activities described in the codes noted below, except they are provided to Non-Minor Dependents (NMDs), age 18-21.

CHILD WELFARE SERVICES (CWS) – PREPARATION FOR ELIGIBILITY DETERMINATION:

1434 CWS - PERMANENT PLACEMENT PROGRAM

Includes activities related to preparing for determination of a child's eligibility for Foster Care (FC) or Adoption Assistance Program (AAP); not actual eligibility determination. For example:

- Gathering and verifying information used by the Eligibility Worker in regard to income, parental deprivation, resources, social security numbers, birth certificates, and child support.
- Filling out and processing necessary forms.
- Querying systems, records, and other staff for current Aid to Families with Dependent Children (AFDC) status.
- Preparing and conducting Title IV-E eligibility reviews.
- Travel time associated with any of the above activities.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 837 EFC Eligibility Determination

TSC 8371 EFC Supportive Transition

CWS – HEALTH RELATED FOR MEDI-CAL ELIGIBLE CHILDREN:

1444 CWS - PERMANENT PLACEMENT PROGRAM

Any activity to help children who are Medi-Cal eligible, or potentially eligible, including all foster children, gain access to services covered by the Medi-Cal state plan in order to attain or maintain a favorable physical or mental health condition. These activities will not duplicate Targeted Case Management activities provided through the State Plan. Such activities include, but are not limited to:

- Assisting Medi-Cal eligible children in identifying and understanding their health needs in order to secure and utilize treatment and health maintenance services covered by Medi-Cal.
- Facilitating the Medi-Cal eligibility application, by explaining the Medi-Cal eligibility rules and the eligibility process to the parents/guardian of prospectively eligible children; assisting such applicants to fill out the eligibility applications; gathering information related to the application and eligibility determination or redetermination from the client, including resource information and third party liability information, as a prelude to submitting a formal Medi-Cal application to the county welfare department or providing necessary forms and packaging all forms in preparation for the Medi-Cal eligibility determination.
- Development, implementation, and management of care plans for Medi-Cal eligible children for their health-related needs covered by Medi-Cal.
- Referrals to other agencies and programs in order to meet the Medi-Cal covered health care needs of Medi-Cal eligible clients.
- Statistical reporting.
- Outreach activities to Medi-Cal eligibles or potential eligibles to communicate about available Medi-Cal services and programs.
- Liaison activities with Medi-Cal providers to facilitate case planning.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 838 EFC Health Related Services
TSC 8381 EFC Supportive Transition***

1456 CWS - TRAINING

This PC for CWS training, at the enhanced rate of 75 percent, is for people employed or preparing for employment in all classes of positions by the state or local agency administering the program. Training is limited to topics necessary for performing the following specific FC program administrative functions:

- Referral to services.
- Case plan development.
- Case management and supervision.
- Preparation for and participation in judicial determinations.
- Placement of the child.
- Case reviews.
- Recruitment and licensing of foster homes and institutions.
- Eligibility determination.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 839 EFC Training
TSC 8391 EFC Training***

1465 CWS - SERVICES

The individual child's case plan shall be the basic guideline for the provision of CWS. Services include, but are not limited to, the following:

- Providing counseling or other therapeutic services to a child or to the child's family in order to ameliorate or remedy personal problems, behaviors, or home conditions, as referenced.
- Providing homemaking instruction, through discussion and example when parent/guardian functioning can be improved by teaching more effective child care skills and home maintenance. Manual of Policies and Procedures 31-002(t)(1).
- Parenting training.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 840 EFC Services/Non-federal
TSC 8401 EFC Supportive Transition***

CWS - COURT-RELATED ACTIVITIES:

1474 CWS - PERMANENT PLACEMENT PROGRAM

Any court-related activity directed to foster care child who remains in out-of-home placement. Includes, but not limited to the following:

- Preparing for and/or participating in any judicial determination regarding a child.
- Preparing or filing court documents including petitions, motion for extension, termination of dependencies or a custodial order.
- Any court appearance where the local agency is seeking custody of a child, or the status of a child in the county's custody, which is being reviewed.
- Paperwork and contacts related to judicial activity.
- Working with foster parents to prepare them to receive a child.
- Assessing child's/family's needs and developing a case plan as indicated in regulations.
- Evaluation or assessment of the child and family's condition.
- Arranging for provisions of protective services when necessary.

- All planning, assessments, and paperwork which contribute to the above activities.
- Case management and supervision.
- Recruitment activities, finding and developing resources, coordinating and consulting with service providers and community groups, distributing resource materials.
- Travel time associated with the above activities.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 841 EFC Court Related Activities
TSC 8411 EFC Supportive Transition***

1484 CWS - PERMANENT PLACEMENT PROGRAM

Includes activities directed to a specific child when the child is in out-of-home placement, including relative placements and emergency shelter care. Included is the development of the case plan, which indicates specific services necessary to meet the protective needs of the child. The following are allowable activities:

- Assessing the child's/family's needs and developing a case plan as indicated in regulations.
- Referrals to services when necessary.
- Arranging for pre-placement visits.
- Working with foster parents to prepare them to receive a child.
- Monitoring progress in meeting case plan objectives and updating the case plan.
- Management and supervision of the case, participation in case conferences, permanency planning meetings, and administrative review.
- Recruitment activities, developing and distributing resource materials, consulting and coordinating with service providers and community based organization.
- Visits for non-group home FC placements (i.e., relatives and foster family homes). See TSC 5771 for visits related to children in group home placements.
- Travel time associated with any of the above activities.
- Do not include court document preparation or petition filing. These are Code 147 (CWS-Court Related Activities).

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 842 EFC Case Management
TSC 8421 EFC Supportive Transition***

5771 MONTHLY VISITS/GROUP HOMES/CWD

Includes those activities performed by County Welfare Department (CWD) social workers when providing monthly visits to all children placed in group homes (in-and out-of-state).

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 843 EFC Group Home Monthly Visits (CWD)
TSC 8431 EFC Supportive Transition***

3451 AFDC-FC ELIGIBILITY

Includes the following activities performed on behalf of FC cases: conducting eligibility determinations and benefit payment functions; various intake activities, such as screening, approvals, denials, and other dispositions of requests for aid, including restorations; budget computations and authorizing actions; referrals to other public assistance programs; inter-county transfers; and program status changes.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 846 EFC AFDC Foster Care Eligibility
TSC 8461 EFC AFDC Foster Care Eligibility***

0311 ENHANCED KIN-GAP NON-FED ELIGIBLE

Includes the following activities performed on behalf of Kinship Guardianship Assistance Payment (Kin-GAP) cases: Conducting program eligibility determinations/redeterminations, and benefit payment functions; reassessment activities; various intake activities such as screening, approvals and denials; written agreement activities; other dispositions of requests for aid, including restorations; budget computations and authorizing actions; child support referrals; home visits; intercounty/interstate transfers; and program status changes.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

***PC 847 EFC Kin-GAP Non-federally Eligible
TSC 8471 EFC Kin-GAP Non-federally Eligible***

CODE 7471 Kin-GAP TITLE IV-E ELIGIBLE

Includes the following activities performed on behalf of Kin-GAP cases: Conducting program eligibility determinations/redeterminations, Title IV-E determinations/redeterminations and benefit payment functions; reassessment activities; various intake activities such as screening, approvals, denials; written agreement activities; other dispositions of requests for aid, including restorations; budget computations and authorizing actions; child support referrals; home visits; intercounty/interstate transfers; and program status changes.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 848 EFC Kin-GAP IV-E Eligible

TSC 8481 EFC Kin-GAP Title IV-E Eligible

Probation Claiming

Because county Probation offices receive funding through a pass-through of Title IV-E funds, time study hours are not reported to the California Department of Social Services (CDSS). However, activities for probation claiming codes for EFC are described below:

5791 MONTHLY VISITS/GROUP HOMES/PROBATION

Includes those activities performed by probation officers when providing monthly visits to all children placed in group homes (in-and out-of-state).

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 844 EFC Group Home Monthly Visits (Probation)

PIN 844059 EFC Probation Expenses

119 PUBLIC AGENCY IV-E PASS-THROUGH

As outlined in All County Letter No. 04-32, dated September 7, 2004, in addition to normal case management activities for children already in the CWS system, the federal government allows Title IV-E reimbursement for administrative activities associated with pre-placement prevention for cases that absent the referral to services would go into out-of home care. The CDSS now allows counties to pass on Title IV-E funds to other county public agencies, such as Probation and mental health that perform eligible administrative activities for children at risk of or currently placed in FC. This pass-on provision does not apply to similar activities performed by private non-profit organizations.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 845 EFC Public Agency IV-E Pass-Through (Probation)

127 PROBATION IV-E CASE MANAGEMENT

Includes activities directed to a specific child when the child remains in the home or in out-of-home placement. Included is the development of the case plan, which indicates specific services necessary to meet the protective needs of the child. The following are allowable activities:

Assessing child's/family's needs and developing a case plan as indicated in regulations; referral to services when necessary; arranging for pre-placement visits; working with foster parents or facilities to prepare them to receive a child; monitoring progress in meeting case plan objectives and updating the case plan; management and supervision of the case, participation in case conferences, permanency planning meetings, and administrative reviews; recruitment activities, developing and distributing resource material, consulting and coordinating with service providers and community based organizations; court document preparation or petition filing; visits for non-group home Foster Care placements (i.e.: relatives and foster family homes); and travel time associated with any of the above activities.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 851 EFC Probation IV-E Case Management

128 PROBATION IV-E PRE-PLACEMENT PREVENTION

The following are allowable activities:

Assessing a child's/family's needs and developing a case plan as indicated in regulations; referrals to services when necessary; monitoring progress in meeting case plan objectives and updating the case plan; management and supervision of the case, participation in case conferences and administrative reviews; developing and distributing resource material, consulting and coordinating with service providers and community based organizations; and travel time associated with any of the above activities.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 852 EFC Probation IV-E Pre-Placement Prevention

129 PROBATION IV-E ELIGIBILITY

Includes activities related to preparing for determination of a child's eligibility for the FC or AAP. Not actual eligibility determination.

For example:

Gathering and verifying information used by the Eligibility Worker regarding income, parental deprivation, resources, social security numbers, birth certificates, and child support; filling out and processing necessary forms; querying systems, records, and other staff for current AFDC status; preparing and conducting Title IV-E eligibility reviews; and travel time associated with any of the above activities.

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 853 EFC Probation IV-E Eligibility

130 PROBATION IV-E TRAINING

Costs are funded at the enhanced federal reimbursement rate of 75 percent for staff employed or preparing for employment with the Probation Department. Includes: participation in long-term or short-term continuing training provided by outside agencies, training conferences, or preparing for or providing Title IV-E training to Probation staff. Training is limited to topics necessary for performing the following specific FC functions:

- Referral to services
- Case plan development
- Case management and supervision
- Preparation for and participation in judicial determinations
- Placement of the child
- Case reviews
- Recruitment and licensing of foster homes and institutions
- Eligibility determinations

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 854 EFC Probation IV-E Training

576 PROBATION IV-E TRAINING - ADMINISTRATION

Used for claiming, the costs of training any County Probation Department (CPD) staff other than those described in code 130. Only eligible for federal funding at the 50 percent rate provided the staff are contracted by CPD to perform a Title IV-E administrative function and the training is necessary for such staff to perform the Title IV-E administrative activities (i.e., multi-disciplinary teams).

For activities pertaining to NMDs, age 18-21, participating in EFC, please use:

PC 855 EFC Probation IV-E Training - Administration

**CROSS REFERENCE LISTING OF PROGRAM CODES (PC)
FOR THE UNDER AGE 18 POPULATION AND THE NON-MINOR DEPENDENTS
OVER AGE 18 POPULATION**

Program	Under 18 PC	PC Title	EFC Over 18 PC	Extended Foster Care (EFC) Title	EFC Direct to Program	State Use Only (SUO) code
Child Welfare Services (CWS)	143	CWS - Eligibility Determination	837	EFC Eligibility Determination	A6	166
CWS	144	CWS - Health Related	838	EFC Health Related	A6	166
CWS	145	CWS Training	839	EFC Training	A6	166
CWS	146	CWS - Services/Non-Federal	840	EFC Services Non-Federal	A6	166
CWS	147	CWS - Court Related Activities	841	EFC Court Related Activities	A6	166
CWS	148	CWS - Case Management	842	EFC Case Management	A6	612
Foster Care (FC)	577	Group Home Monthly Visits (County Welfare Department [CWD])	843	EFC Group Home Monthly Visits (CWD)	N/A	045, 051
FC	579	Group Home Monthly Visits (Probation)	844	EFC Group Home Monthly Visits (Probation)	N/A	329
FC	119	Public Agency IV-E Pass-Through (Probation)	845	EFC Public Agency IV-E Pass-Through (Probation)	N/A	N/A
FC	345	Aid for Families with Dependent Children (AFDC)-FC Eligibility	846	EFC AFDC-FC Eligibility	C16	612

Attachment II-B-Revised

Program	Under 18 PC	PC Title	EFC Over 18 PC	Extended Foster Care (EFC) Title	EFC Direct to Program	State Use Only (SUO) code
Kinship Guardianship Assistance Payment (Kin-GAP)	031	Kin-GAP Non-Federally Eligible	847	EFC Kin-GAP Non-Federally Eligible	C53	N/A
Kinship Guardianship Assistance Payment (Kin-GAP)	747	Kin-GAP Title IV-E Eligible	848	EFC Kin-GAP Title IV-E Eligible	A57	815
CWS	127	Probation Case Management	851	EFC Probation Case Management	N/A	N/A
CWS	128	Probation Pre-Placement Prevention	852	EFC Probation Pre-Placement Prevention	N/A	N/A
CWS	129	Probation Eligibility	853	EFC Probation Eligibility	N/A	N/A
CWS	130	Probation Training	854	EFC Probation Training	N/A	N/A
CWS	576	Probation Training-Administration	855	EFC Probation Training - Administration	N/A	N/A