

**NOTICE OF FORM CHANGE NO. 07-031**

DATE

03/27/2007

**TO:**

County Welfare Director  
 Supply Clerk / Forms Coordinator  
 Community Care Licensing District Offices  
 District Attorney  
 Private and Public Adoption Agencies  
 Other

**FROM:**

Forms Management Unit  
 (916) 657-1907

Listed below is information regarding a form change. Only applicable information is shown.

This notice updates your California Department of Social Services (CDSS) County Forms Catalog (PUB 69).

FORM NUMBER, REVISION DATE AND TITLE				LIC 311D (3/07) Forms/Records To Keep In Your Family Child Care Home			
ORDER UNIT		ESTIMATED PRICE		INITIAL SUPPLY SENT			
MASTER ONLY				<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<input type="checkbox"/> New <input checked="" type="checkbox"/> Revised		DATE OF FORM		REPLACES		<input type="checkbox"/> Obsolete	
		3/07		6/05			
REQUIRED FORM-				REQUIRED FORM-			
<input checked="" type="checkbox"/> No Change Permitted				<input type="checkbox"/> Substitute Permitted With Prior DSS Approval		<input type="checkbox"/> Recommended Form	
UNLESS OTHERWISE SPECIFIED STOCK MAINTAINED AT:				OTHER:			
<b>Department of Social Services Warehouse</b>				<input checked="" type="checkbox"/> INTERNET:			
<b>P.O. Box 980788</b>				<input type="checkbox"/> INTRANET:			
<b>West Sacramento, CA 95798-0788</b>							

**FORMS DISPOSITION AND SPECIAL INSTRUCTIONS**

DISPOSITION OF OLD SUPPLY	
<input type="checkbox"/> Use until exhausted	<input checked="" type="checkbox"/> Destroy
USE NEW FORM	
<input type="checkbox"/> When supply available in DSS Warehouse	<input checked="" type="checkbox"/> Use new form effective <u>3/07</u>
USE FORM IN ACCORDANCE WITH	
<input type="checkbox"/> All County Letter No.	
<input type="checkbox"/> Other (specify)	

## ADDITIONAL INFORMATION REGARDING FORM CHANGE

<http://www.dss.cahwnet.gov/cdssweb/entres/forms/English/LIC311D.pdf>

Check on the internet to see if forms are available at [www.dss.cahwnet.gov](http://www.dss.cahwnet.gov)

For camera-ready copies of English forms, please call the Forms Management Unit (FMU) at (916) 657-1907, or by electronic mail at: [fmudss@dss.ca.gov](mailto:fmudss@dss.ca.gov).