

April 23, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY WELFARE DIRECTORS LETTER

The purpose of this All County Welfare Directors Letter is to inform County Welfare Departments of the temporary extension of the 120-day TrustLine retroactive payment period due to the outbreak of the coronavirus disease (COVID-19 or novel coronavirus).



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

April 23, 2020

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS LETTER

FROM: JENNIFER HERNANDEZ
Deputy Director
Family Engagement and Empowerment Division

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) STAGE ONE CHILD CARE AND THE EMERGENCY CHILD CARE BRIDGE FOR FOSTER CHILDREN (BRIDGE) PROGRAMS GUIDANCE REGARDING TRUSTLINE RETROACTIVE PAYMENT LIMITS DUE TO THE STATEWIDE OUTBREAK OF CORONAVIRUS DISEASE (COVID-19 OR NOVEL CORONAVIRUS)

PURPOSE

The purpose of this All County Welfare Directors Letter is to inform the County Welfare Departments (CWDs) of the temporary extension of TrustLine child care registration period due to the outbreak of the coronavirus disease (COVID 19 or novel coronavirus). Pursuant to [Governor Newsom's Executive Order N-45-20](#) released April 4, 2020, the California Department of Social Services (Department) is announcing a temporary waiver to extend the TrustLine child care registration period from 120 days to 180 days. This waiver allows prospective license-exempt providers who are required to be TrustLine-registered before child care payments can be made to receive retroactive payment for up to 180 days prior to the date of fingerprinting. This extension will ensure that child care services remain available, even while availability of TrustLine services may be limited.

BACKGROUND

TrustLine is California's registry of license-exempt child care providers who have been through a criminal background screening and clearance process. [Health and Safety Code Section 1596.67\(a\)](#) and [Health and Safety Code Section 1596.671\(a\)](#) currently require licensed-exempt providers who receive reimbursements under the CalWORKs Stage One Child Care and the Emergency Child Care Bridge Program for Foster Children Programs to be TrustLine registered in order to receive compensation.

Pursuant to [Manual of Policies and Procedures \(MPP\) Section 47-430.2](#), the licensed-exempt child care provider cannot receive retroactive payments for more than 120 days from the date child care services were requested and services were provided. A prospective license-exempt provider applying for TrustLine registration will not be paid while the application process is pending.

TRUSTLINE RETROACTIVE PAYMENT TEMPORARY WAIVER

Effective April 4, 2020, the Department is waiving the regulatory requirements of [MPP Section 47-430.2](#) (Retroactive Payment Limit), [MPP Section 47-620.111](#) (TrustLine Application Requirements), and [MPP Section 47-620.31](#) (County Responsibility), as well as applicable written policies and procedures, that restrict retroactive compensation to 120 days for child care services rendered prior to TrustLine verification.

Pursuant to the [Governor's Executive Order N-45-20](#), the Department authorizes that child care providers shall be entitled to receive retroactive payments for child care services rendered for up to 180 calendar days prior to the date child care services were requested and services were provided, if that date was on or after March 17, 2020.

If you have any questions or need additional guidance regarding the information in this letter, contact the Child Care Intergenerational Services Bureau at (916) 657-2144 or at CCPB@dss.ca.gov.

Sincerely,

Original Document Signed By:

JENNIFER HERNANDEZ, Deputy Director
Family Engagement and Empowerment
Division