



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 1, 2020

PIN 20-11-ASC

TO: ALL ADULT AND SENIOR CARE PROGRAM LICENSEES

FROM: *Original signed by Pamela Dickfoss*
PAMELA DICKFOSS
Deputy Director
Community Care Licensing Division

SUBJECT: **REORGANIZATION OF THE WOODLAND HILLS ADULT AND SENIOR CARE REGIONAL OFFICE, ANNOUNCING ADULT AND SENIOR CARE PROGRAM'S FOURTH ASSISTANT PROGRAM ADMINISTRATOR, AND REORGANIZATION OF ASSISTANT PROGRAM ADMINISTRATOR RESPONSIBILITIES**

Provider Information Notice (PIN) Summary

PIN 20-11-ASC announces new changes in the Adult and Senior Care Program.

The California Department of Social Services (CDSS), Adult and Senior Care Program (ASCP), Community Care Licensing Division (CCLD) is pleased to announce the reorganization of the Woodland Hills Adult and Senior Care Regional Offices, announcing ASCP's fourth Assistant Program Administrator (APA) and the reorganization of the APA responsibilities. The purpose of this reorganization is to optimize administration services through a more even workload distribution and align similar CCLD programs to avoid duplication of efforts and improve resident safety.

Woodland Hills North and South Adult and Senior Care Regional Offices

The Woodland Hills Adult and Senior Care Regional Office has been divided into the Woodland Hills North Adult and Senior Care Regional Office, managed by Regional Manager Jill Nakata, and the Woodland Hills South Adult and Senior Care Regional Office, managed by Regional Manager Kit Chan. Both offices will share the same office location and contact information but will provide services for different counties within this region. The existing caseload has been split between the two offices.

The Santa Barbara Adult and Senior Care Unit will be managed by the Woodland Hills North Adult and Senior Care Regional Office.

Woodland Hills North Adult and Senior Care Regional Office

Regional Manager: Jill Nakata

Address: 21731 Ventura Boulevard, Suite 250, MS 29-14
Woodland Hills, CA 91364

Telephone: (818) 596-4334; **Fax:** (818) 596-4376

Email: CCLASCPWoodlandHillRO@dss.ca.gov

Counties: Santa Barbara, San Luis Obispo, Ventura, and Los Angeles (partial)

Santa Barbara Adult and Senior Care Unit

Address: 6500 Hollister Avenue, Suite 200, MS 29-09
Goleta, CA 93117

Telephone: (805) 562-0400; **Fax:** (805) 685-1820

Email: CCLASCPWoodlandHillRO@dss.ca.gov

Counties: Santa Barbara, San Luis Obispo, Ventura

WOODLAND HILLS NORTH Coverage by Zip Code

91301, 91302, 91320, 91360, 91361, 91362, 91364, 91367, 91377, 91401, 91402, 91403, 91405, 91406, 91411, 91423, 91601, 91602, 91605, 91606, 91607, 93001, 93002, 93003, 93004, 93010, 93012, 93013, 93015, 93021, 93022, 93023, 93030, 93033, 93035, 93036, 93041, 93060, 93063, 93065, 93066, 93101, 93103, 93105, 93108, 93109, 93110, 93111, 93117, 93401, 93402, 93405, 93420, 93422, 93423, 93428, 93432, 93433, 93436, 93442, 93444, 93446, 93454, 93455, 93458, 93460, 93463, 93465

Woodland Hills South Adult and Senior Care Regional Office

Regional Manager: Kit Chan

Address: 21731 Ventura Boulevard, Suite 250, MS 29-14
Woodland Hills, CA 91364

Telephone: (818) 596-4334; **Fax:** (818) 596-4376

Email: CCLASCPWoodlandHillRO@dss.ca.gov

Counties: Los Angeles (partial)

WOODLAND HILLS SOUTH Coverage by Zip Code

90027, 90028, 90038, 90039, 90041, 90042, 90046, 90057, 90065, 90068, 90069, 90265, 91001, 91011, 91020, 91040, 91042, 91201, 91202, 91203, 91204, 91205, 91206, 91207, 91214, 91303, 91304, 91306, 91307, 91311, 91316, 91321, 91324, 91325, 91326, 91331, 91335, 91340, 91342, 91343, 91344, 91345, 91350, 91351, 91352, 91354, 91355, 91356, 91381, 91384, 91387, 91390, 91402, 91436, 91501, 91502, 91504, 91505, 91506, 91604, 93510, 93534, 93535, 93536, 93543, 93550, 93551, 93552, 93591

Announcing Adult and Senior Care Program’s fourth Assistant Program Administrator

ASCP announces the appointment of Pam Gill as the fourth APA for the Northwest, Field Operations 1, over the Oakland, Rohnert Park, and San Bruno Regional Offices. Pam has worked for CCLD since 1998. She began as a Licensing Program Analyst, later becoming a Licensing Program Manager and then in 2011, as the Regional Manager over the San Francisco Coastal Regional Office. Pam brings a breadth of experience having worked for the State of California for over 27 years including her service with the Employment Development Department (EDD).

Assistant Program Administrator Regional Office (RO) responsibilities are broken down as follow:

	Northwest, Field Operations 1 <i>Pam Gill, APA</i>	Northeast, Field Operations 2 <i>Stacy Barlow, APA</i>	Central, Field Operations 3 <i>Claire Matsushita, APA</i>	Southern, Field Operations 4 <i>Kimberly Lyon, APA</i>	Administration <i>Katie Hernandez, Assistant Branch Chief</i>
1.	Oakland RO	Centralized Applications Bureau	El Segundo RO	Orange County RO	Program Office
2.	Rohnert Park RO	Fresno RO	Monterey Park RO	Riverside RO	Continuing Care Contracts Bureau
3.	San Bruno RO	Sacramento North RO	Woodland Hills North RO	San Diego RO	
4.		Sacramento South RO	Woodland Hills South RO		

Acting Assistant Program Administrators

Kimberly Lyon, APA is temporarily on leave status and the Riverside Adult and Senior Care Regional Office’s Regional Manager, Leslie Mendiveles will be acting as an APA in Kimberly Lyon’s absence.

Stacy Barlow, APA is temporarily on leave status and the Orange County Adult and Senior Care Regional Office’s Regional Manager, Shelly Grace will be acting as an APA in Stacy Barlow’s absence.

If you have any questions regarding the reorganization of Adult and Senior Care Program, you may contact the appropriate office listed below:

Woodland Hills North and South Adult and Senior Care Regional Offices at (818) 596-4334 or via email at CCLASCPWoodlandHillRO@dss.ca.gov.

Adult and Senior Care Program Office at (916) 657-2592 or via email at CCLASCPBusinessServices@dss.ca.gov.