



CDSS

WILL LIGHTBOURNE  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**

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GOVERNOR

July 18, 2014

ALL-COUNTY INFORMATION NO. I-38-14

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS  
ALL IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM MANAGERS

SUBJECT: CALIFORNIA DEPARTMENT OF SOCIAL SERVICES – COUNTY COLLABORATION ON SOC 242

REFERENCE: ACL NO. 14-42 (June 23, 2014)

The purpose of this All-County Information Notice (ACIN) is to highlight the momentous collaborative effort over the past few years between the California Department of Social Services (CDSS) Adult Programs Division and county Adult Protective Services (APS) program staff to revise the SOC 242 form, which will collect statistical information related to statewide APS data.

This important collaboration was formed over five years ago in an effort to create a consistent statewide document that could be used to collect the most accurate data for use by CDSS in evaluating statewide trends in county APS caseloads. The instructions have been clarified and detailed examples have been provided throughout the instructions, which will allow for accurate data collection and evaluation. The effective date for the counties to begin implementation of the SOC 242 for data reporting is October 1, 2014. The CDSS and county APS offices will monitor the use of this form to ensure its continued accuracy.

In an effort to provide improved and consistent reporting from the revised SOC 242 form, a training program has been developed by the APS Training Project, a project of the Academy for Professional Excellence/San Diego State University School of Social Work, in collaboration with the California Workforce Development Adult Protective Services Operations Committee and the CDSS Adult Programs Policy and Operations Bureau. The revised SOC 242 report form and instructions will be included as an

eLearning module in their APS training course, which is expected to be piloted by the beginning of the 2014-2015 fiscal year.

If you have any questions on policy revisions regarding the SOC 242, please contact the Policy and Operations Bureau, Provider Policy and Adult Protective Services Unit, at (916) 651-5350.

Sincerely,

***Original Document Signed By:***

EILEEN CARROLL  
Deputy Director  
Adult Programs Division