



CDSS

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

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EDMUND G. BROWN JR.
GOVERNOR

November 25, 2015

ALL COUNTY INFORMATION NOTICE NO. I-90-15

TO: ALL COUNTY WELFARE DIRECTORS
ALL CalWORKs PROGRAM SPECIALISTS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CalWORKs) INSTRUCTIONS ON FEE WAIVERS AND
IMPLEMENTATION OF ASSEMBLY BILL (AB) 1733.

REFERENCE: MANUAL OF POLICIES AND PROCEDURES (MPP) SECTION [40-126.332](#); WELFARE AND INSTITUTIONS CODE SECTION [11275.10](#);
ALL COUNTY LETTER (ACL) [NO. 14-26](#); CALIFORNIA DEPARTMENT
OF PUBLIC HEALTH ACL NO.15-05 (see attachment); AND [AB 1733](#)
(CHAPTER 764, STATUTES OF 2014)

REASON FOR THIS TRANSMITTAL

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

The purpose of this All County Information Notice (ACIN) is to provide information to County Welfare Departments (CWDs) regarding the implementation of AB 1733 (Quirk-Silva). AB 1733 requires local registrars or county recorders to issue a birth certificate without a fee to any person who can verify his/her status as a homeless person or a homeless child or youth. The California Department of Public Health (CDPH) issued ACL 15-05, "*Fee Waiver For Homeless Person Or A Homeless Child Or Youth*," which provides instruction on the use of affidavits by homeless persons requesting a certified copy of a birth certificate. CWDs can find ACL 15-05 attached to this letter as a reference.

Pursuant to [MPP Section 40-126.332](#) and [Welfare and Institutions Code Section 11275.10](#), CWDs are required to cover fees if necessary on behalf of any applicant or recipient in order to help families obtain required information or verification to receive benefits. This is necessary if an applicant or recipient is unable to pay the fees needed to acquire the verification and shows a good-faith effort to obtain it. This issue is further addressed in [ACL No. 14-26](#), which issued a revised CW 2200. The CW 2200 informs clients that if there is a cost associated with providing verification, the CWD may be able to cover the fee for the client.

Pursuant to CDPH ACL No. 15-05 (see number 6 in the frequently asked questions), CWDs are considered a "homeless services provider." Therefore, in cases where a CWD encounters a homeless client in need of obtaining a birth certificate and the CWD does not cover the fee specifically through their own processes and procedures, the CWD must assist the client in

obtaining the birth certificate from the local registrar or county recorder as a homeless service provider by following the instruction provided in ACL 15-05. All other instances involving the CWD covering verification fees should continue to be determined on a case-by-case basis, pursuant to current regulations and statute.

If CWDs have questions regarding this ACIN, please contact the CalWORKs Eligibility Bureau at (916) 654-1322. For general questions about AB 1733, unrelated to CalWORKs, please contact the Department of Public Health at (916) 552-8116.

Sincerely,

Original Document Signed By:

KÄREN DICKERSON, Chief
CalWORKs Employment and Eligibility Branch

Attachments