

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



June 28, 2002

ALL COUNTY INFORMATION NOTICE NO. I-47-02

TO: ALL COUNTY WELFARE DIRECTORS
ALL CalWORKs PROGRAM SPECIALISTS
ALL WELFARE-TO-WORK COORDINATORS

REASON FOR THIS TRANSMITTAL

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

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CalWORKs) 60-MONTH TIME LIMIT PROCEDURES FOR INFORMING
RECIPIENTS OF THEIR TIME ON AID

REFERENCE: WELFARE AND INSTITUTIONS CODE (WIC) SECTIONS 11454,
11454.5 AND 11495.1; ALL COUNTY LETTERS (ACL) 97-65,
98-37, 99-90, 00-48, 03-01 AND 02-33; AND ACIN I-52-99

This letter provides counties with temporary instructions to implement the 60-month time limit procedure for informing recipients of their 54th month of aid. The 60-month time limit emergency regulations, previously provided in ACL 02-33, detailed the procedures for informing recipients of their time on aid. The emergency regulations were submitted to the Office of Administrative Law, became effective March 1, 2002 and went to public hearing in April 2002.

The California Department of Social Services (CDSS) received testimony from county welfare agencies, the California Welfare Directors Association (CWDA) and welfare advocates. Testimony from the counties indicated that the requirements for notices of action (NOAs) with specific detailed information would impose a prohibitive and costly workload on county staff since not all counties have been able to automate the notice at this time. In an effort to address these concerns, CDSS is modifying the regulations to allow counties the option to provide the attached informing notice, Notice of Your CalWORKs Time Limit – 54th Month On Aid (CW 2189), to notify recipients who have reached their 54th month on aid. Accordingly, counties must send either the NOA or the informing notice to recipients during the month of July 2002 to ensure that recipients are fully informed of their remaining time on aid. Additionally, to ensure that recipients have information regarding time limit exemptions, counties must send a copy of the CalWORKs 60-Month Time Limit form CW 2184 (4/02) along with the time limit NOA or informing notice.

The regulations will be readopted with the change for the optional 54th month on aid informing notice. As CDSS is considering further modifications to the informing process based on the extensive testimony received, counties will be provided additional instructions on other changes to the procedures to inform recipients of their remaining time on aid. These instructions will be issued in an ACL as the regulatory process is finalized.

Forms Designation and Modification of Forms

The CW 2189 has been designated as "Required Form-No Substitute Permitted." Forms in this category may not be modified or reconstructed.

Camera-Ready Copies and Translations

Language Translation Services (LTS) will mail camera-ready copies of Spanish, Chinese, Vietnamese and Russian translations of the CW 2189 (6/02) within the first week of July 2002. You do not need to initially request forms or messages from LTS. To order additional camera-ready forms or messages in Spanish, Russian and Asian languages, fax your request to LTS at (916) 657-3429 or e-mail your request to lsu@dss.ca.gov. For a camera-ready copy and/or additional copy of an English form please call Forms Management Unit (FMU) at (916) 657-1907 or CALNET at 437-1907. If your office has Internet access, you may obtain various forms from the CDSS web page at <http://www.dss.cahwnet.gov>. FMU is making forms available on the Internet. If the name, mailing address or e-mail address of your CalWORKs Forms Coordinator changes, please contact FMU by telephone at (916) 654-1282 or by e-mail to fmud@dss.ca.gov.

Your CalWORKs Forms Coordinator is to distribute translated forms and messages to each program and location. Each county shall provide bilingual/interpretive services and written translations to non-English or limited English proficient populations as required by the Dymally Alatorre Bilingual Services Act (Government Code Section 7290 et seq.) and by the state regulations in MPP Division 21, Civil Rights Nondiscrimination, Section 115.

If you have any questions regarding this letter or need additional information, please contact Charissa S. Miguelino at (916) 657-3665.

Sincerely,

Original Document Signed By

BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

Attachment

c: CWDA
CSAC