

DEPARTMENT OF SOCIAL SERVICES
744 P street, Sacrairento, CA 95814

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November 2, 1992

ALL-COUNTY INFORMATION OFFICE I-59-92

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY DISTRICT ATTORNEYS
ATTENTION:
SPECIAL INVESTIGATION UNITS
STAFF DEVELOPMENT OFFICERS

<u>REASONS FOR THIS TRANSMITTAL</u>	
<input type="checkbox"/>	State Law Change
<input type="checkbox"/>	Federal Law or Regulation Change
<input type="checkbox"/>	Court Order or Settlement Agreement
<input type="checkbox"/>	Clarification Requested by One or More Counties
<input checked="" type="checkbox"/>	Initiated by SDSS

SUBJECT: The Eligibility Worker Handbook on the Prevention
and Detection of Welfare Fraud

Attached is a copy of the new Eligibility Worker Handbook on the Prevention and
Detection of Welfare Fraud which has been updated to reflect changes in fraud
program policies and regulations.

This handbook, first published in December, 1979, was developed by the state
Department of Social Services (SDSS), Fraud Bureau. It is designed to serve as a
reference manual for county eligibility workers and to provide the resource
material needed to conduct required induction and annual refresher training to
eligibility staff in the area of welfare fraud.

In addition to covering the legal concepts and terminology associated with welfare
fraud, this handbook also reviews the common casework methods of fraud prevention
and detection. In addition, it provides an overview of the entire fraud process,
including the fundamentals of referral, investigation, civil/criminal action, and
courtroom demeanor.

If county staff needs assistance in planning fraud training sessions for
eligibility workers, based on the principles outlined in this handbook, they
should contact the SDSS, Fraud Bureau.

All requests for additional copies of this handbook as well as any comments or
suggestions should be directed to:

Maureen Paizs
Fraud Bureau
744 P Street, MS 19-26
Sacramento, CA 95814
(916) 445-3417

M. J. Paizs
MICHAEL
Dep. Dir. Director

Attachment (CWDs and DAs only)

cc: WVA