

**County of San Diego, Health and Human Services Agency (HHSA)  
Cash Assistance Program for Immigrants (CAPI) Program Guide**

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**Revision Date:**  
September 12, 2016

**Background:**  
This section provides information regarding hearings and appeals in CAPI.

**Purpose:**  
To provide information about hearings and appeals in CAPI.

**Policy:**  
A CAPI applicant/recipient has the same appeal and hearing rights as the applicant/recipient of any state program. CAPI appeals are heard through the State hearing process. Hearing rights are listed on the back of the NOA. The same NOA back used for other state programs is used for CAPI.

**1. Hearing Requests:**  
The table below shows the appeals/hearing process.

<b>Activity</b>	<b>Timeframe</b>	<b>Responsibility</b>
<b>Rights:</b> <ul style="list-style-type: none"> <li>• Ask for a hearing</li> <li>• Have cash aid continue at the same level if hearing filed timely</li> <li>• Have representation at hearing</li> <li>• Request cash be reduced now to avoid possible overpayment</li> <li>• Owe back benefits if hearing determines action was correct.</li> </ul>	N/A	Applicant/ Recipient
<b>Asking for a hearing by either:</b> <ul style="list-style-type: none"> <li>• Complete back of NOA and mail it to the address on the back of the NOA</li> <li>• Call 1-800-952-5253 or for TDD 1-800-952-8349</li> </ul>	<ul style="list-style-type: none"> <li>• 90 days maximum from date of NOA</li> <li>• Before effective date to have benefits remain the same</li> </ul>	Applicant/ Recipient
<b>Request representation (information on Legal Aid services on reverse of NOA)</b>	Before hearing	Applicant/ Recipient
<b>State Hearing File:</b> <ul style="list-style-type: none"> <li>• Right to see by applicant/recipient or representative</li> <li>• May be shared with: <ul style="list-style-type: none"> <li>○ County HHSA</li> <li>○ U.S. Department of Health and Human Services</li> <li>○ U.S. Department of Agriculture</li> </ul> </li> </ul>	N/A	State Hearing Office

**Procedure:**  
Follow the actions in the policies above for appeals and hearing requests.

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Program Impact/s:

None.

References:

MPP Division 22

Sunset Date:

This policy will be reviewed for continuance on or by 09/30/2019

Approval for Release:

Handwritten signature and date: Rick Wanne, 9-12-14

Rick Wanne, Director
Eligibility Operations