

Verification and Processing Guidelines for CalFresh, CalWORKs and Medi-Cal Applications

Eligibility Required eligibility verifications that must be received before approving ongoing benefits.

Eligibility Verifications	CalFresh	CalWORKs	Medi-Cal
Birth Verification/U.S. Citizenship	N*	√	√***
Qualified Noncitizen Status (USCIS documentation)	√	√	√***
Identity	√	√	√
Social Security Number Provided (The SSC is NOT required)	√**	√	√****
Residency	√	√	√
Assistance Unit/Household Size	N*	√	√
Non-Exempt Income (if unable to verify through IEVS or MEDS)	√	√	√
Voluntary Quit	√	N/A	N/A
Property/Resources	N**	√	√*
Student	√	√	N
Condition of Eligibility for Drug Felon	√	N/A	N/A
Deprivation/Linkage (Absence, Death, Incapacity, or Unemployment)	N/A	√	√
Pregnancy Medi-Cal – Self declaration for 60 days CalWORKs – Pregnant women only (PWO) cases	N/A	√	√
Other Health Coverage (OHC)	N/A	N/A	√
Statewide Fingerprint Imaging System (SFIS)	N/A	√	N/A

Deduction/Expense Verification that may be needed to allow a deduction/expense when processing an application.
(If a required verification is not provided, the case will be processed without allowing the deduction.)

Deduction/Expense Verification	CalFresh	CalWORKs	Medi-Cal
Housing	√****	N/A	N/A
Utility	N/A	N/A	N/A
Medical	√	N/A	√
Child Support (Court Ordered)	√	N/A	√+
Dependent Care Cost	√****	N/A	√+

√ = Required

√* Medi-Cal = Property required for Non-MAGI Medi-Cal. Property is exempt for MAGI Medi-Cal .

√** CalFresh = Benefits may not be held pending verification of SSN; worker will follow verify via MEDS/IEVS.

√*** Medi-Cal = U.S Citizens without verification must be allowed a Reasonable Opportunity Period (ROP) to provide. Non-citizens without verification of Satisfactory Immigration Status will receive restricted benefits.

√****Medi-Cal = Eligibility may be established and approved prior to receipt of SSN or proof of application for SSN if provided within 60 days of application.

√+ Medi-Cal = required for Non-MAGI Medi-Cal. Deduction is not allowed for MAGI Medi-Cal (refer to [Desk Aid 56](#) for allowable deductions for MAGI and Non-MAGI Medi-Cal).

√**** CalFresh = Only at application and when questionable. Dependent Care will be verified with an affidavit (CF 285, SAWS 2 Plus, or CF 10)

N/A = Not Applicable

N* CalFresh = Verification only required if questionable (**MUST** be narrated in Case Comments).

N** CalFresh = Verification of non-liquid resources not required if Categorical Eligible (CE) or Modified Categorical Eligible (MCE)

Note: As allowed by each Program, Sworn Statements may be used as verification when client has made a good faith effort to obtain but is unable (this should also be stated in Case Comments). Refer to the corresponding Program Guide for further information.

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Processing Timeframes:

CalFresh	Timeframe
Expedited Services (ES)	<p>Earliest of:</p> <ul style="list-style-type: none"> • 3 calendar days from the initial application, or • 3 calendar days of a later discovery date (prior to processing), or • For RRR: 3 calendar days after the expiration of the certification period or by the household's normal issuance cycle, whichever is later. <p>The date of the application is day zero. Weekends and holidays count as one day.</p>
Regular Processing- Approvals	<p>Within 30 days from the application date.</p> <p>Note: If the 30th day falls on a weekend or holiday, the application must be approved by the last working day <i>before</i> the weekend or holiday.)</p>
Regular Processing- Denials	<p>Failed to complete the interview process or Failed to provide eligibility verification:</p> <ul style="list-style-type: none"> • 30th day (day 1 is the day after the application is received in the office). Notice of Missed Interview (NOMI) MUST have been sent before a denial for failing to complete the interview. • Note: If the 30th day falls on a weekend or holiday, the case must be denied effective the next working day. <p>Program ineligible:</p> <ul style="list-style-type: none"> • Date of discovery (verification received) during the initial eligibility determination. (Example: Over income, ineligible student)

CalWORKs	Timeframe
Immediate Need (IN)	<p>Within one day of the IN request, or the date the OA received the e-Application with the IN request.</p> <ul style="list-style-type: none"> • Follow CalWORKs Eligibility Determination After Immediate Need Issuance for processing guidelines
Regular Processing- Approvals	<p>Within 45 days from the application date.</p> <p>Note: For Expedited Processing follow Expedited Determination of Eligibility</p>
Regular Processing- Denials	<p>Failed to provide eligibility verification:</p> <ul style="list-style-type: none"> • At the end of the second 10-day request period, when: <ul style="list-style-type: none"> ○ No response/contact from the client is received, <u>and</u> ○ There is no indication that a longer period is needed. <p>Note: If <u>all</u> requested verifications are submitted within 30 calendar days after the denial, the denial must be rescinded and the application process continues (this does not apply to 'Refusal to Cooperate' or 'No Show' for application interview denials).</p> <p>"No Show" to interview appointment or Program ineligibility:</p> <ul style="list-style-type: none"> • Date of discovery during but no later than the 45 days following the application date

Medi-Cal	Timeframe
Regular Processing – Approvals/ Denials	<p>Whichever is the earliest after receiving all information/verifications:</p> <ul style="list-style-type: none"> • 45 days from the application date, or • 90 days from the application date if disability must be determined. <p>Note: If you are still awaiting the Application, deny 15 calendar days after the application date</p>