

**County of San Diego, Health and Human Services Agency (HHS)A)
CalWORKs Program Guide Letter**

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Issue date:

12/19/2014

Effective Date:

Upon Receipt

Reference:

[All County Letter \(ACL\) No. 13-99](#)

Purpose:

To update existing policies regarding CalWORKs annual Redeterminations for Semi-Annual Reporting (SAR) cases.

Background:

As outlined in [CPG 40-100.M.1](#), Counties must conduct an annual Redetermination for all CW SAR cases during the 6th month of the second SAR period.

Policy Change:

The California Department of Social Services (CDSS) issued additional SAR regulations regarding annual Redeterminations.

Summary of Changes:

40-100.M Redetermination of CalWORKs Eligibility

- Entire CPG section was reformatted to adhere to new format used by Eligibility Operations Programs.

40-100.M.1 Annual Redetermination

- Section renamed to **Annual Redetermination for Semi-Annual Reporting (SAR) Cases**.
- Names for required SAWS 2 Plus and SAWS 2A SAR forms were updated.

40-100.M.2 Redeterminations for Cases with 2-Parents/Stepparents/Caretaker Relatives

- New section added to provide policy clarifications regarding SAR redeterminations for cases with 2 parents, step parents or caretaker relatives.

40-100.M.3 Late SAR Redeterminations

- New section added to provide policy clarifications regarding late SAR Redeterminations.

40-100.M.4 Good Cause for SAR Redeterminations

- New section added to provide policy clarifications regarding Good Cause for SAR Redeterminations.

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40-100.M.5 Completeness Criteria for SAR Redeterminations

- New section added to provide policy clarification regarding completeness criteria for SAR Redeterminations.

40-100.M.8 County Policy

- Existing section removed from CPG and appropriate procedures transferred to Processing Guide 40-100.M.1 CalWORKs Redeterminations.
- Section repurposed as the **Six-Month Redetermination Period for Family Reunification Cases**

Processing Guide 40-100.M.1 Annual Redeterminations for SAR Cases

- Processing guide regarding CalWORKs Redeterminations was developed to provide procedural instructions to eligibility workers.
- Processing guide is located in [CalWIN Intranet](#) for internal staff use.

Impacts:

Automation:

- None

Forms and Document Capture:

- None

Programs Affected:

- No impact to other Programs.

- **Quality Control (QC):** QC will cite the appropriate error on any case that does not comply with the requirements outlined in this material.

References:

[ACL 12-25 Implementation of the Semi-Annual Reporting \(SAR\) System in the CalWORKs and CalFresh Programs](#)

[ACL 13-99 CalWORKs Program: Regulations to Implement the Semi-Annual Reporting \(SAR\) System](#)

[CalWORKs Client Correspondence Memo No. 13-04](#)

[MPP 40-181.1](#)

[MPP 40-181.1\(d\)](#)

[MPP 40-181.1\(e\) \(1\)](#)

[MPP 40-181.1\(e\) \(4\)](#)

[MPP 40-181.217\(a\) \(SAR\) to \(g\) \(SAR\)](#)

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Sunset Date:

This policy will be reviewed for continuance by 12/19/2017

Approval for release:

R. Wanne, 12-19-14

Rick Wanne, MA, MFT
Director
Eligibility Operations

AS