

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

**Updates to County-Initiated Actions**

**Number**

**349**

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**Issue Date:**

3/2/2015

**Effective Date:**

Upon Receipt

**Purpose:**

- To combine Semi-Annual Reporting (SAR) and Annual Reporting/Child Only (AR/CO) policies regarding County-initiated actions
- To add two changes that require County-initiated action for both SAR and AR/CO cases

**Background:**

Certain eligibility changes require the County to take mid-period action at the end of the month in which the change occurred even if the action will result in a decrease or discontinuance in aid. Separate policies for SAR (CPG 44-270.I) and AR/CO (CPG 44-260.F) were initially issued.

**Policy Change:**

The following changes require County-initiated action for SAR and AR/CO cases:

- Expiration of the nine-month real property exemption ([CPG 42-200.G](#))
- Discontinuance from the Trafficking and Crime Victims Assistance Program (TCVAP) due to denial of a T Visa application, failure to apply for a T Visa, or eligibility for federally-funded programs ([CPG 70-100.A](#)).

**Summary of Changes:**

**[CPG 44-260.F County-Initiated Mid-Year Actions](#)**

- Removed from the CalWORKs Program Guide
- Combined AR/CO policies with SAR County-Initiated Actions in CPG 44-270.I

**[CPG 44-270.I County-Initiated Actions and Third Party Information](#)**

- Reformatted section using new template and removed obsolete and unnecessary information
- Updated policies to incorporate AR/CO information from CPG 44-260.F
- Added new information regarding temporary real property exemptions and TCVAP discontinuance

**Impacts:**

**Automation:**

No impact.

**Forms and Document Capture:**

No impact.

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**Programs Affected:**

CalFresh: [CFPG 63-285](#)

**Quality Control (QC):**

QC will cite the appropriate error on any case that does not comply with the requirements outlined in this material.

**References:**

[MPP 44-316.33](#)

[All County Letter \(ACL\) 14-77](#)

**Sunset Date:**

This policy will be reviewed for continuance by 3/31/2018.

**Approval for Release:**



Rick Wanne, Director  
Eligibility Operations