

Subject **UPDATES TO CPG 10-015-C CALWORKS REUNIFICATION FAMILIES**

Effective Upon receipt.

Purpose The purpose of this CalWORKs Program Guide (CPG) letter is to:

- Inform staff of updates to CPG 10-015-C *Reunification Families*; and
- Establish a communication process to convey family reunification information between designated staff, as a result of the Family Resource Center (FRC), task-based change.

Background The CalWORKs Reunification Families program provides for the continuation of CalWORKs/Welfare-to-Work services to the parents of children who have been:

- Removed from the home by CWS; and
- Placed into out-of-home care, provided that the County determines that the activities are necessary to reunify the family.

Prior to the task-based change, Foster Care (FC) and Child Welfare Services (CWS) staff would communicate directly with the Human Services Specialist (HSS) to:

- Report the removal of the child(ren) from the CalWORKs household;
- Notify the HSS of the families qualification for reunification services;
- Notify the HSS of a Good Cause Extension for reunification services.

Summary of Update CPG 10-015-C CalWORKs Reunification Families has been updated and loaded to the CPG online at <http://hhsa-pg.sdcounty.ca.gov/>:

Section	Updates
<i>Eligibility for Food Stamps</i>	Family Reunification (FR) households are not considered to be receiving a cash grant therefore; FR families are eligible for Transitional Food Stamp benefits (TFS). TFS must be issued in the month CW benefits are reduced to zero when FR services begin.
<i>Quarterly Reports</i>	Reunification families are not required to submit quarterly reports (QR7) for CW. A quarterly report will be required for family receiving food stamps, except for Change Reporting (CR) households. Refer to: FSPG 63-261 Reporting Requirements of Change Reporting Households
<i>Good Cause Extensions</i>	<ul style="list-style-type: none"> • CWS will call or email the ACCESS Customer Service Center at pubassist.HHSA@sdcounty.ca.gov with notification of the extension. • ACCESS Customer Service Center staff will narrate the

	extension information in CalWIN Case Comments and send a SharePoint notification to the appropriate FRC Change Group with the updated information.	
Case Actions	The following actions have been updated:	
	Responsible Staff	Action
	Foster Care Staff Person	<ul style="list-style-type: none"> • Clear names of children who appear on the Juvenile Court detention calendar • Email the ACCESS Customer Service Center at pubassist.HHSA@sdcounty.ca.gov with the name and phone number of assigned CWS Social Worker with a Carbon Copy (cc) to the Policy and Program Support (PPS) HSS. The subject line will state: CalWORKs Reunification Family
	ACCESS PubAssist	<ul style="list-style-type: none"> • Send a SharePoint communication to the appropriate Family Resource Center (FRC) Change Group. • Document information received from Foster Care and the date the SharePoint was sent to the FRC in Case Comments.
	CalWORKs HSS	Review the Case Comments/SharePoint communication entered by ACCESS.

Note:

- Protective Services Worker (PSW) was replaced with Child Welfare Services (CWS).
- Changes to CPG are noted with highlighted text.

ACCESS Impact

ACCESS PubAssist will:

- Send a SharePoint communication to the appropriate Family Resource Center (FRC) Change Group; and
- Document information received from Foster Care or Child Welfare Services staff and the date the SharePoint was sent to the FRC in Case Comments.

Automation Impact

Refer to BENDS #1443 on the [CalWIN Intranet](#) for the processing of Family Reunification cases in CalWIN.

Child Care Impact

No child care impact. Established communication protocols between FC, CWS and other staff, including child care, remains unchanged.

Forms Impact None

Imaging No imaging impact. There are no form changes/updates.

Impact

**Medi-Cal
Impact**

No impact to Medi-Cal.

**Food Stamp
Impact**

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**Quality
Assurance
(QA)/Quality
Control (QC)
Impact**

Quality Control and Quality Assurance will cite the appropriate error when the regulations cited in the material have not been followed.

**Operations
Impact**

No Operational impact.

**Assistant
Deputy
Director**

Original signed on 4/6/2010

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CalWORKs Section
