

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

Notices of Action Updates	Number	Page
	609	1 of 2

Issue date:

04/20/2015

Effective date:

Upon Receipt

Purpose:

To provide a clarification regarding the notice requirements for households when they choose to withdraw their application for CalFresh.

Background:

Prior to taking any action to approve/ deny or discontinue benefits for a household, a timely and adequate notice (Notice of Action (NOA)) must be provided to the household. All notices must be adequate and timely with certain exemptions.

Policy Change:

The policy was originally understood to require both the withdrawing notice (CW 10) and a separate Notice of Action. Clarification was received that only the CW 10 is required when an applicant requests a withdrawal of their application.

Summary of Changes:

Updated [63-303](#) Procedures regarding the NOA Requirements for Withdrawals and added a reference to the withdrawal regulations in [63-121.2](#).

Impacts:

Automation: No Impact

Forms and Document Capture: No Impact

Programs Affected: No Impact

Quality Control: Quality Control will cite the appropriate error when the regulations cited in this program material have not been followed

Management Reporting: No Impact

References:

[MPP 504.2](#)

Sunset Date:

This policy will be reviewed for continuance by 04/30/2018.

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

Notices of Action Updates	Number	Page
	609	2 of 2

Approval for Release:

Rick Wanne, 4-20-15

RICK WANNE, Director
Eligibility Operations