

**County of San Diego, Health and Human Services Agency (HHSA)
CalFresh Special Notice**

Recertification Form Updates

Number

15-03

Page

1 of 2

Issue Date:

06/18/2015

Effective Date:

Upon Receipt

Background:

In an effort to improve the recertification process, California Department of Social Services (CDSS) CalFresh Policy Bureau developed the CF 37 to collect only new or changed information needed for the purpose of recertifications that the FRCs did not already have for Non-Assistance CalFresh (NACF) Households (HH).

Purpose:

To inform staff of the changes in the forms required for the CalFresh Recertification.

Policy:

The CF 37 replaces the CF 285 as the form for completing recertifications. The CF 37 is a shorter version of the CF 285 and only asks the HH for new or changed information not already gathered or received.

The CF 37 includes only questions that are federally required to be reported during the recertification process to improve program access, decrease churn, and decrease the administrative burden on FRCs.

Like the CF 285, the CF 37 includes a question that asks customers if they wish to be screened for Medi-Cal eligibility based on new Medi-Cal rules under the Affordable Care Act (ACA). If the applicant indicates that they are interested in applying for Medi-Cal, the information captured on the CalFresh application will be shared to assist in the completion of an eligibility determination for Medi-Cal.

Continue to follow the policy and guidelines as indicated in CFPG [63-304](#).

Procedure:

[Processing Guide #300-01](#)

Regarding CalFresh Recertification Packets and procedures

[Processing Guide #300-02](#)

Regarding My BCW recertification procedures

Impact/s:

Automation: CF 37 will be programmed into CalWIN for the 10/2015 Recertifications

Forms and Document Capture: The CF 37 is available in the Xerox for ordering Shelf Stock.

Programs Affected: none

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

County of San Diego, Health and Human Services Agency (HHS)
CalFresh Special Notice

Recertification Form Updates

Number

15-03

Page

2 of 2

References:

MPP 63-504.6, 63-300.3, 63-504.25,
ACL12-25, 12-25E, 13-75, 13-96 and 14-101
CFR 273.14(C)

Sunset Date:

This policy will be reviewed for continuance on or by 06/30/2016

Approval for Release:

Handwritten signature and date: Rick Wanne, 5-18-15

Rick Wanne, Director
Eligibility Operations