

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



December 12, 1979

ALL-COUNTY INFORMATION NOTICE I- 138-79

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: REPORTING OF IN-HOME SUPPORTIVE SERVICES ON TITLE XX
STATISTICAL REPORTS (SOC 242)
REFERENCE: MANUAL OF POLICIES AND PROCEDURES, SECTION 30-455 AND 26-514.10

A review of the Title XX social services statistical reports, Forms SOC 242, show that a number of counties are submitting certain types of reporting errors when reporting In-Home Supportive Services on Forms 2A and 3A. The purpose of this letter is to identify these reporting problems and to clarify the information called for on these reports as they relate to this type of service.

Form 2A calls for an unduplicated count of the number of primary recipients that receive IHSS at any time during the report period by any method of service provision by eligibility category and adult-child status.

Since IHSS Regulation 30-455 requires an eligibility determination before IHSS can be provided, only Primary Recipients may receive this type of service. Accordingly, no primary recipients should be reported as receiving IHSS on Form 2A under the column heading, "Without Regard to Income".

An AFDC recipient, in order to receive IHSS, would have to qualify on the basis of income eligibility; thus, any such cases should be reported on Form 2A under the "Income Eligible" heading rather than under the AFDC heading (the fact that the person was receiving AFDC was not the basis for eligibility to receive IHSS).

Counties should review their Form 2A before submittal for cases receiving IHSS. Any counts which are found under the AFDC or Without Regard to Income Headings should be considered probable errors, and corrected before submittal on the October-December 1979 report. Such cases should probably be reported as either status eligible SSI/SSP recipients or Income Eligibles.

Form 3A calls for the reporting of an unduplicated count of the number of primary recipients that received IHSS at any time during the report quarter by each method of service provision. However, if a primary recipient should receive IHSS by direct provision during the report period and also receive the same type of service by purchase private method during the same period, report the primary recipient under both of these headings on Form 3A.

No count for IHSS under any of the methods of service provision on Form 3A (Direct Provision, Purchase-public, or Purchase-private) can be greater than the number of Primary Recipients reported in the total column for IHSS on Form 2A.

The unduplicated count on Forms 2A and 3A is for the full 90 days of the report quarter, and cannot be obtained by adding together the counts for the three months in the quarter, which would result in a duplicated count.

If you have any questions about statistical reporting in the Title XX social services program, please call David Webber at (916) 322-5462 or (916) 322-4662.

Sincerely,



CLAUDE E. FINN
Deputy Director
Administration Division