

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



December 26, 1979

ALL-COUNTY INFORMATION NOTICE I-142-79

TO: ALL COUNTY WELFARE DIRECTORS
SPECIAL INVESTIGATION UNITS
STAFF DEVELOPMENT OFFICERS

SUBJECT: THE ELIGIBILITY WORKER HANDBOOK ON THE PREVENTION AND DETECTION
OF WELFARE FRAUD

REFERENCE: SEE PUBLICATION

Attached is a copy of the Eligibility Worker Handbook on the Prevention and Detection of Welfare Fraud, designed to serve as a reference manual for eligibility workers and to provide the resource material needed to conduct required induction and annual refresher training to eligibility staff in the area of welfare fraud.

This handbook covers the legal concepts and terminology associated with welfare fraud as well as the common casework methods of fraud prevention and detection. In addition, it provides an overview of the entire fraud process, including the fundamentals of referral, investigation, civil/criminal action, and courtroom demeanor.

Should the counties desire assistance in providing training for eligibility workers on the principles outlined in this handbook, staff from the DSS Fraud Prevention Section are available to assist with such training upon request. Video tapes covering much of the material from this handbook, produced by Ventura and Santa Barbara counties, are also available through DSS Training Bureau (Refer to All-County Information Notice I-137-79, dated Dec. 11, 1979).

All requests for additional copies of this handbook as well as any comments or suggestions should be forwarded to:

Karen Hall
DSS Fraud Prevention Section
744 P Street M.S. 19-26
Sacramento, CA 95814
(916) 920-7642

Sincerely,


PHILIP J. MANRIQUEZ
Deputy Director

cc: CWDA
attachment
GEN 654a (7/78)