

DEPARTMENT OF SOCIAL SERVICES
P Street, Sacramento, CA 95814



July 7, 1982

ALL-COUNTY INFORMATION NOTICE NO. 1-79-82

TO: ALL COUNTY WELFARE DIRECTORS
ALL CHIEF PROBATION OFFICERS
ALL COUNTY MENTAL HEALTH DIRECTORS
ALL PUBLIC AND PRIVATE ADOPTION AGENCY DIRECTORS
ALL REGIONAL CENTER DIRECTORS

SUBJECT: Foster Care Information System Questions Regarding Procedure on
Foster Child's Data Record and Population Definition

During the implementation of the Foster Care Information System (FCIS) Phase II, several issues have been raised which require additional clarification. Though this information has been covered previously, this letter addresses two specific areas which have continued to cause some confusion. The following paragraphs delineate these issues and detail the responses:

Item I - Completion of lines I, J and M on the SOC 158/158A

Reference:

- 1) Welfare and Institutions Code 358, 358.1, 366 and 366.1
- 2) All County Information Notice No. 1-103-80, September 16, 1980
- 3) DSS Manual of Policies and Procedures (MPP), Sections 45-201 and 45-202
- 4) DSS Manual of Policies and Procedures (MPP), Sections 30-206 and 30-209
- 5) Child Welfare Assessments and Service Plans Regional Training Sessions Manual, April 1982

Response

The above referenced materials are being brought to your attention as a result of several inquiries made regarding completion of line I "Services Planned", line J "Services Provided", and line M "Six Month Certification" on the SOC 158/158A. These materials provide detailed procedures for the assessment/

reassessment of a child's case and the development of a social services plan. It is through this process that the determination of appropriateness and necessity of a child's placement in out-of-home care is reached and decisions are made regarding services to be provided. On the basis of having followed these procedures the conclusions of the caseworker will be recorded on the Services Planned/Provided and the Six Month Certification portions of the SOC 158/158A.

The SOC 158/158A is initially filled out at the time of case opening, reassessment, or closure, whichever occurs first. Line I "Services Planned" is completed at opening and reassessment and reflects those services deemed necessary to achieve the permanent plan. Services selected will be based on an examination of case circumstances, the case plan goal and anticipated time frames for goal achievement. Line J "Services Provided" is typically completed at the time of reassessment and closure. Line M "Six Month Certification" is completed when the child has been in placement for at least six months and the case is being reassessed. In reviewing the case for reassessment, the caseworker should examine the case record focusing on whether continued intervention is justified. If the services plan has been developed in accordance with the above referenced law and regulations and the guidelines developed in the Child Welfare Assessments and Services Plan Training Manual, all the pertinent information necessary for completing the Six Month Certification portion will be readily available. The caseworker should refer to the following documents contained in the case record when completing lines I, J, and M: identified assessment/reassessment, service plan, court report (if applicable), and any other applicable case record contents.

Item II - Children Receiving Refugee Resettlement Program (RRP) Services and/or Funds (formerly referred to as the Indochinese Refugee Assistance Program) as Part of FCIS Population. (This also includes children receiving Cuban-Haitian Entrant Program Services and/or funds.)

Response

There has been some confusion surrounding whether a child whose placement is funded by RRP or who is receiving Out-of-Home Care for Children (OHC-C) services under RRP is to be reported to the FCIS. This stems from the problem of applying FCIS population definitions to RRP cases in the variety of situations in which they can occur. There are two types of RRP situations:

1. RRP funding is being provided to the family and the child is subsequently removed from the home and put into a foster care arrangement;
2. An unaccompanied minor who is receiving OHC-C services funded under RRP, but which are not funded by Title XX or Title IV-B.

It has been stressed throughout the implementation process of the FCIS that the key to whether a child is reported to the system rests with the receipt of AFDC-FC monies or Title XX or Title IV-B services. If a child does receive AFDC-FC monies, then she/he is automatically reported to the FCIS. If the child does not receive AFDC-FC monies, then the second question is whether

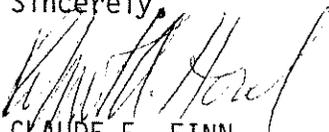
she/he is receiving services funded under Title XX or Title IV-B. If she/he is receiving these services by the county welfare department, then she/he should be reported to the FCIS.

The above criteria apply to RRP cases. In all cases where any portion of the placement costs are funded by AFDC-FC, the child is included in the FCIS population. If the child does not receive AFDC-FC to fund placement costs, and services are provided under RRP, the child would not be reported to FCIS. If services are provided under Title XX or Title IV-B (and placement costs are funded through RRP or any other source), then the child would be part of the FCIS population. Unaccompanied minors who are receiving out-of-home services funded under RRP would not be reported to FCIS.

There has been confusion over children whose out-of-home care services are funded by RRP which could revert to Title XX or Title IV-B at the end of the year due to the shortage of refugee funds. Regardless of this, the decision was made not to include these children in the FCIS population at this time.

Staff from the Department of Social Services, Statistical Services Branch (SSB) continue to be available to provide on-site consultation and technical assistance. The Family and Children's Services Systems Bureau staff can be contacted at (916) 323-2923, ATSS 473-2923, for additional clarification on the information discussed in this letter.

Sincerely,



CLAUDE E. FINN
Deputy Director

cc: Paul Allen, President
County Welfare Directors Association

Ralph Standford, President
California Probation Officer's Association