

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814

April 3, 1986



ALL-COUNTY INFORMATION NOTICE I-33-86

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

See previous notice (I-142-79)

SUBJECT: The Eligibility Worker Handbook on the Prevention
and Detection of Welfare Fraud
REFERENCE: ACIN I-142-79

Attached is a copy of the Eligibility Worker Handbook on the Prevention and Detection of Welfare Fraud which has been updated to reflect changes in fraud program policies and regulations.

This handbook, first published in December, 1979, was developed by the State Department of Social Services (SDSS), Fraud Program Management Section. It is designed to serve as a reference manual for county 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.

In addition to covering the legal concepts and terminology associated with welfare fraud, this handbook also reviews 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.

If county staff needs assistance in planning fraud training sessions for eligibility workers, based on the principles outlined in this handbook, they should contact the SDSS Fraud Program Management Section. Also available upon request from the SDSS Training Bureau are video tapes, covering much of the material contained within this handbook (Refer to All-County Information Notice I-137-79, dated December 11, 1979).

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

Karen Hall
Fraud Program Management Section
744 "P" Street, M.S. 19-26
Sacramento, CA 95814
(916) 924-2836



ROBERT A. HOREL
Deputy Director

cc: CWDA

Attachment (CWDs and DAs only)