



CDSS

JOHN A. WAGNER
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

January 13, 2011

ALL COUNTY LETTER NO. 11-01

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH PROGRAM COORDINATORS
ALL CONSORTIUM PROJECT MANAGERS
ALL QUALITY CONTROL PROGRAM COORDINATORS

SUBJECT: NEW FEDERAL SAMPLING REQUIREMENT FOR SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)/CALFRESH NEGATIVE CASE REVIEWS

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

This letter provides instructions to the consortia on the new federal sampling requirement for negative case reviews. This letter addresses the provisions of the federal regulation (7 CFR 275.11), final rule, mandated on June 11, 2010. The new sampling procedure must be implemented no later than October 1, 2011. [75 Fed. Reg. 33422 (June 11, 2010) to be codified at 7 CFR pt. 275.11].

The proposed rule has significant changes to the negative case review procedures. Currently, the regulations allow either “action” or “effective date” as the selection criteria for the sampling universe. The use of these two criteria has resulted in differences in the sampling universes among the states and inconsistent reviews. California uses “effective date” as the criteria for selecting terminated cases from the universe. However, because the use of “effective date” has been determined to introduce bias into the system, the new rule eliminates “effective date” for constructing the sample and requires the selection process to be based solely on “action”.

The definition of a “negative case” in 7 CFR 271.2 has been revised to state that a “negative case means any action to deny, suspend, or terminate a case”.

Currently, the Federal Data Reporting and Analysis Bureau (FDRAB) receive denied CalFresh (formerly known as food stamp) cases from the consortia. Terminated cases are selected using the county performance samples.

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To fulfill the requirement for the new negative case review procedures, the California Department of Social Services (CDSS) is requesting **all** the cases that have a negative action. This should include the action type and the reason code for each case that is terminated, denied, suspended, or rescinded. If a record has the same action date and reason code, only keep the record with the most recent date and time. CDSS is also requesting that the redetermination date for each case be included in the file. This date will be used to identify cases that should not be included in the new negative case review sample.

The modifications to the negative case review procedures must be implemented on October 1, 2011, the first day of Federal Fiscal Year 2012. Therefore, CDSS is requesting test files (negative cases for January 2011) be sent to FDRAB by April 1, 2011. This will allow time to develop and test the program for the new negative case review process and resolve any issues prior to implementation.

Please add the new cases and the additional field to the quality control negative action (QNA) file. The file layout is included in the *Federal Data Reporting and Analysis Bureau Quality Control Negative Action (QNA) Sample Input Record File Layout* (Attachment A).

If you have any questions regarding this letter or need additional information, please contact Pam Ward, Research Program Specialist II, in FDRAB at Pam.Ward@dss.ca.gov or (916) 653-1448.

Sincerely,

Original Document Signed By:

FRAN MUELLER
Deputy Director
Administration Division

Attachment

ATTACHMENT A
Federal Data Reporting and Analysis Bureau
Quality Control Negative Action (QNA) Sample
Input Record File Layout
Record Length = 40 Record Format = Fixed

Data Element Name	Start Pos.	End Pos.	Field Size	Usage	Extended Description
CASE-SERIAL-NBR	1	7	7	AN	AS REPORTED TO MEDS SYSTEM
CASE-FBU-NBR	8	9	2	AN	AS REPORTED TO MEDS SYSTEM
AID-CODE	10	11	2	AN	
ACTION TYPE	12	12	1	AN	W=WITHDRAWALS E=DENIALS T=TERMINATIONS S=SUSPENSIONS X=TIMED OUT
REASON CODE	13	18	6	AN	
ACTION DATE	19	26	8	AN	INDICATES THE YEAR, MONTH, AND DAY OF THE ACTION. MM = NUMERIC VALUES FROM 01 (JANUARY) THRU 12 (DECEMBER). DAY=NUMERIC VALUES FROM 01 TO 31. YYYY = NUMERIC VALUE
COUNTY-CODE	27	28	2	AN	VALUES FROM 01 THRU 58
SAMPLE MONTH AND YEAR	29	32	4	AN	INDICATE THE SAMPLE MONTH AND YEAR. MM = NUMERIC VALUES FROM 01 (JANUARY) THRU 12 (DECEMBER). YY = NUMERIC VALUE
REDETERMINATION DATE	33	40	8	AN	INDICATES THE YEAR, MONTH, AND DAY OF REDETERMINATION. MM = NUMERIC VALUES FROM 01 (JANUARY) THRU 12 (DECEMBER). DAY=NUMERIC VALUES FROM 01 TO 31. YYYY = NUMERIC VALUE