

DEPARTMENT OF BENEFIT PAYMENTS
744 P Street, Sacramento, CA 95814
(916) 445-7046



April 25, 1978

ALL-COUNTY LETTER NO. 78-15 (Fin. Mgt. Services)

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: County Welfare Administrative Expense Time Study and Claiming
Instructions for Title IV-B Child Welfare Services (CWS)
REFERENCE:

This is to inform counties of the changes in claiming Title IV-B CWS activities as a result of new DOH regulations. Effective April 1, 1978, only those services listed in Division 10-320, Administrative Standards for Public Social Services, may be funded under Title IV-B, CWS. Those services are as follows:

1. Making a protective services worker available to children in need of protection during evenings, nights and weekends.
2. Training and providing temporary caretakers for in-home care of children in need of protection because of parents' absence or temporary incapacity.
3. Providing respite day care as part of a treatment plan on an active child protective service case.
4. Training and providing personnel to teach parents homemaker and parenting skills in cases where abuse and neglect occurs or where there is clearly identified and recorded potential for neglect or abuse.
5. Meeting specialized needs, such as camp, guardianship studies, tutoring and so forth to benefit the social adjustment of an individual child, which are not allowable under Title XX.
6. Paying the cost of return for an out-of-state runaway minor who has not been adjudicated under Section 601 or 602, Welfare and Institutions Code.

Please note the approved services do not include Emergency Shelter Care. The costs of services, 2 through 6 listed above, are to be claimed according to the method of delivery. If provided by the county welfare social services worker, the activity must be time studied to CWS on the DFA 46, Social Worker Time Study. This includes time spent in assessing the need and arranging for the provision of these services. If the service is purchased, the cost of that service is to be direct charged to CWS on the DFA 325.3, Group III, Operating or Purchase of Services whichever is applicable.

GEN 654 (2/75)

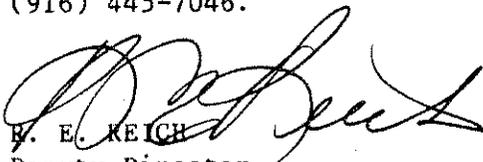
The costs of making a protective services worker available to children in need of protection during evenings, nights and weekends, Item 1 above, are to be direct charged to CWS on the DFA 325.3, Group III, Personal Services. Only the salaries and benefits of the social workers assigned to this function are to be direct charged to CWS.

After a county has met the above services needs, they may provide other child welfare services subject to prior DOH approval. Such a request must be accompanied by a complete IV-B Services Plan. Reimbursement will be provided based on remaining available Title IV-B funds.

Due to time constraints, the above instructions were not included in the April-June, 1978 revisions to the county administrative expense time study/claiming instructions. Therefore, the information provided in this letter must be provided to county staff in conjunction with the regular April-June 1978 time study/claiming instructions.

For instructions on how to secure prior approval for the use of Title IV-B CWS funds for services other than those currently provided for in Division 10-320, please contact Sylvia Kerr, Consultant, Protective Services Section, DOH, 744 P Street, M.S. 940, telephone (916) 445-7653.

All questions concerning claiming and time study instructions are to be directed to the Administration Claim Section or your county fiscal representative at (916) 445-7046.


B. E. KEICH
Deputy Director

cc: CWDA