

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



November 12, 1982

ALL-COUNTY LETTER NO. 82-114

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CASE MANAGEMENT RESPONSIBILITIES FOR FOSTER CHILDREN
WHO ARE ACCEPTED FOR ADOPTIVE STUDY

Earlier this year, an All County Information Notice (ACIN I-04-82, January 14, 1982) clarified the responsibilities of the State Department of Social Services Relinquishment Adoptions Bureau in providing adoption services in counties which do not have a licensed public adoption agency. In 28 counties, adoption services are provided through the county welfare department. We have been asked to provide guidelines for dividing the responsibilities for case management activities between the adoptions and foster care programs in cases of foster children who have been accepted for adoptive study, regardless of the organizational structure present in the county. Issues that have been identified are:

1. When a foster child is accepted for adoptive study by the state or county adoptions unit, who is responsible for case management activities including case documentation of the service plan for continued AFDC-FC eligibility?

Case management/documentation per MPP Divisions 30 and 45 are a county foster care responsibility as long as the child is receiving AFDC. When the child moves into the Adoption Assistance Program (AAP), such case management/documentation is no longer required.

In counties where adoption services are provided by the county, the county may choose to arrange for adoptions staff to perform the case management functions when the child continues to receive AFDC-FC. If this alternative is used, written policy and procedures shall be in effect to clarify responsibilities for meeting requirements of Division 30 and 45 regulations.

In counties where adoption services are provided by the Department's Relinquishment Adoption Bureau, the case record should document what specific agreement has been reached between the Department and the county adoption caseworker to reflect responsibility for MPP Division 30 and 45 regulations.

2. What are the case management activities that must be performed?

Case management activities for the foster care program are mandated by MPP Division 30. Of particular importance are: assessment per MPP 30-432; reassessments at six month intervals per MPP 30-444; visitation of child per MPP 30-342.31; and documentation of case records per MPP 30-476. All regulations per Division 45 also apply, including the submission of Form FC-5 to the eligibility worker for continued AFDC-FC eligibility.

3. How are these activities to be claimed?

All-County Letter No. 82-30, March 31, 1982 provides clarification regarding the activities to be charged to the Adoptions program versus Other County Social Services.

4. When the adoptions unit determines that a child is not adoptable and requires a permanent placement plan, who is responsible for the case?

At this point, the service requirements for the Permanent Placement program apply. The State Relinquishment Adoption Bureau should refer such cases to the county welfare department in accordance with ACIN I-04-82. The adoptions unit of the county welfare department may refer such cases to a foster care unit or may continue to be responsible for the case. To ensure compliance with current regulations, it would seem appropriate to have these cases managed, if possible, by a worker who provides Permanent Placement services. In either case, MPP Division 30-400 through 499 requirements must be met and claiming shall be in accordance with ACL 82-30. The adoptions record shall include a summary of the reasons the child was found to be unadoptable and a recommendation for alternative permanency planning. This information shall be transmitted with any referral for foster care services.

If you have any questions regarding the above, please contact your Family and Children's Services Program Operations Consultant at ATSS 485-7653 or (916) 445-7653 or your Adoption Program Consultant.

Sincerely,



CLAUDE FINN
Deputy Director
Adult and Family Services Division

cc: CWDA