

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



March 20, 2003

COUNTY FISCAL LETTER (CFL) NO. 02/03-49

TO: COUNTY WELFARE DIRECTORS  
COUNTY FISCAL OFFICERS  
COUNTY AUDITOR CONTROLLERS  
COUNTY PROBATION OFFICERS

SUBJECT: REQUEST FOR SUBMITTAL OF THE CA 800 FC (FED) FORM DETAIL  
REPORT SUMMARY SHEET FOR THE JULY, AUGUST AND SEPTEMBER  
2002 CLAIMING MONTHS AND REMINDER OF ELIGIBILITY  
REQUIREMENTS FOR FEDERAL FINANCIAL PARTICIPATION (FFP)

REFERENCES: All County Letter (ACL) No's 01-85 and 02-97  
CFL No's. 01/02-61, and 02/03-36  
Adoptions and Safe Families Act (ASFA) Public Law, Statutes of 1997

The purpose of this CFL is to inform counties that the CA 800 FC (Fed) form Detail Report Summary Sheet for the July, August, and September 2002 claiming months is due by April 25, 2003, and to remind counties of the eligibility requirements necessary for FFP.

**BACKGROUND**

The Federal Department of Health and Human Services (DHHS) initially deferred a total of \$18.7 million per quarter due to concerns that the foster care relative placement approval process in California has not met ASFA requirements. The CDSS has received formal deferral notices for the March, June and September 2002 quarters. In response to DHHS' concerns, the CDSS issued CFL No. 02/03-36, dated November 1, 2002, providing new reporting instructions for relative foster care placements on the CA 800 FC (FED) form Detail Report Summary Sheet. Beginning in October 2002 and monthly thereafter, counties provided caseload and maintenance payment information via the new form for both licensed and approved relative placements. Counties also supplied the same information retroactively to respond to the Title IV-E deferral for the periods of March through June 2002.

In a federal deferral situation, it is incumbent upon the State to provide the DHHS with the documentation necessary to support any claims for FFP. The CDSS must have this documentation in order to reduce and/or discontinue the deferrals. Based on the data supplied by counties so far, the deferral amount has been reduced to \$13.4 million for the March through September 2002 quarters. The CDSS anticipates receiving a \$13.4 million deferral notice for the October, November and December 2002 claiming months as well.

## **SEPTEMBER 2002 DATA REPORTS**

The CDSS would like to thank those counties that have already submitted the September quarter data. For those counties that have not submitted the forms as outlined above, please use the Detail Report Summary Sheets included in CFL No. 02/03-36 for the months of July, August and September 2002. Summary Sheets may be submitted on a flow basis to the Fiscal Policy Bureau (FPB) at the addresses listed below.

## **DECEMBER 2002 DATA REPORTS**

Some counties have not submitted the required Detail Report Summary Sheets for the October, November and December 2002 claiming months. This CFL includes an attachment that lists by county the claims received with no Summary Sheets attached. Pursuant to CFL No. 02/03-36, the Summary Sheets for October, November, and December were due when the CA 800 FC (Fed) claims were submitted for those claiming months and should be submitted immediately. All Summary Sheets requested above may be e-mailed to [Lynette.Stueve@dss.ca.gov](mailto:Lynette.Stueve@dss.ca.gov) or mailed to:

California Department of Social Services  
Fiscal Policy Bureau  
Attn: Lyn Stueve  
744 P Street MS 8-100  
Sacramento, CA 95814

## **ELIGIBILITY FOR FEDERAL FINANCIAL PARTICIPATION (FFP)**

CFL No. 01/02-61, dated June 26, 2002, reminded counties that FFP for relative maintenance payment costs is limited to those cases approved in accordance with new approval standards issued in ACL 01-85, dated December 14, 2001. For a relative placement to be eligible for Title IV-E funding two processes must be completed:

1. All eligibility requirements for the child are met.
2. The relative home is approved in accordance with the approval standards as outlined in ACL 01-85. For any home not meeting the requirements at the time of placement and requiring a Corrective Action Plan (CAP), the County has 30 calendar days to correct any deficiencies found in the approval process. If the deficiencies cannot be corrected within the 30-day time frame, the placement is ineligible for FFP until the CAP is completed. ACL 02-97, dated December 27, 2002, provides instructions concerning relative placements that are reassessed and require a CAP.

Pursuant to the reminder in ACL 02-97, any costs for a child in a relative placement that do not meet the above conditions are ineligible for Title IV-E FFP, and those costs are not to be included on the CA 800 FC (Fed). In addition, as previously set forth in CFL 01/02-61, any relative placement found at reassessment not to meet the health and safety criteria set forth in ACL 01-85 is ineligible for Title IV-E FFP. This includes all months where the conditions were not met. Counties are to retroactively adjust their CA 800 FC (Fed) to reflect this period of ineligibility.

We would like to acknowledge the assistance of the California Welfare Director's Association (CWDA) in resolving this deferral. If you have questions or concerns regarding these instructions, please contact Lyn Stueve, FPB analyst, at (916) 654-0951.

Sincerely,

*Original signed by Marge Dillard on  
March 20, 2003*

MARGE DILLARD, Chief  
Fiscal Systems and Accounting Branch

Attachments

COUNTIES THAT HAVE NOT SUBMITTED THE CA 800 FC (Fed) DETAIL REPORT SUMMARY SHEET WITH THE MONTHLY CLAIM\*

County	October	November	December	County	October	November	December
Alameda	√	√		Plumas		√	
Alpine			√	Riverside			
Amador	√			Sacramento			
Butte	√		√	San Benito			
Calaveras				San Bernardino	√	√	√
Contra Costa			√	San Diego			√
Colusa				San Francisco	√	√	√
Del Norte		√	√	San Joaquin			
El Dorado		√	√	San Luis Obispo	√	√	√
Fresno		√	√	San Mateo	√	√	
Glenn				Santa Barbara			
Humboldt			√	Santa Clara	√	√	√
Imperial	√	√	√	Santa Cruz	√	√	√
Inyo	√			Shasta			
Kern				Sierra			
Kings				Siskiyou	√		
Lake				Solano			
Lassen				Sonoma			
LA DCS				Stanislaus	√		
Madera			√	Sutter			
Marin		√	√	Tehama			
Mariposa				Trinity			
Mendocino			√	Tulare			
Merced				Tuolumne		√	√
Modoc				Ventura			
Mono				Yolo			
Monterey				Yuba			√
Napa			√				
Nevada							
Orange							
Placer							

\* Check marks indicate the months that have not been received.