

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



March 11, 2008

COUNTY FISCAL LETTER (CFL) NO. 07/08-43

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

SUBJECT: A NEW CA 800 OVERPAYMENTS FED (3/08), "SUMMARY REPORT OF TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE OVERPAYMENTS FEDERAL" FORM ON THE ASSISTANCE CLAIMS WORKBOOK FOR REPORTING TITLE IV-E FOSTER CARE AND ADOPTIONS OVERPAYMENTS MONTHLY, EFFECTIVE WITH THE MARCH 2008 CLAIM

REFERENCE: ALL COUNTY LETTER NO. 06-48; ALL COUNTY LETTER NO. 07-15; ALL COUNTY LETTER NO. 08-10; COUNTY FISCAL LETTER NO. 07/08-39

This CFL provides instruction and informs counties to use the new CA 800 Overpayments FED (3/08), "Summary Report of Title IV-E Foster Care and Adoption Assistance Overpayments Federal," form within the Assistance Claims workbook effective with the March 2008 claiming month.

This new form meets the federal government's Title IV-E repayment requirements by identifying the total federal share of uncollected overpayments that met due process during the current claiming month. In addition, this new form has counties report the federal share of collections reported as negative adjustments on the current month CA 800A FED, "Summary Report of Assistance Expenditures Adoption Assistance, Emergency Assistance-Foster Care (EA-FC), Refugee Cash Assistance (RCA) Federal" and/or CA 800 FC FED, "Summary Report of Assistance Expenditures Foster Care; Foster Care SB 163, Federal" form(s) in order to prevent duplicate payments to the federal government for previously reported cases that met due process from October 1, 2003 through February 29, 2008.

Included in this CFL are four attachments to assist counties in implementing this form:

- 1) Detailed instructions on using the CA 800 Overpayments FED (3/08) form.
- 2) The CA 800 Overpayments FED (3/08) form.

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- 3) Narrative example situation using the CA 800 Overpayments FED (3/08) form.
- 4) Example of the completed CA 800 Overpayments FED (3/08) form.

Submission of the assistance claims workbook remains the same. Please submit the completed workbook via email to:

assistance.claims@dss.ca.gov

If you have questions about this CFL, please use the assistance.claims@dss.ca.gov email address, or contact Kathy Berreth at (916) 657-3627.

Sincerely,

Original Document Signed By:

ERIC FUJII
Deputy Director
Administration Division

Enclosures

c: CWDA

**INSTRUCTIONS FOR FORM CA 800 OVERPAYMENTS
SUMMARY REPORT OF TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE
OVERPAYMENTS, FEDERAL**

GENERAL INFORMATION

1. Enter county name, month and year of claim in space provided.
2. Enter name and telephone number of county staff person to be contacted if there are any questions regarding the claim.
3. This form is pre-programmed to round all amounts to the nearest dollar.

OVERPAYMENTS:

Federal Share of Overpayments COLLECTED & adjustments made on claims

4. Line 1: Enter the Federal Share of Overpayments COLLECTED that was reported as an adjustment on the CA 800 FC FED or the CA 800A FED, in the current claiming month. Enter the overpayments under the appropriate time period when due process was completed.

Federal Share of Uncollected Newly Identified Overpayments in the Current Claiming Month

5. Line 2: Enter the Federal Share of Uncollected identified overpayments that completed due process in the current claiming month. **Be sure to put the correct amount under the correct aid code.**

SUMMARY REPORT OF TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE OVERPAYMENTS FEDERAL

County	Date (Month/Year)
Claim Contact	Telephone

		FOSTER CARE			ADOPTIONS		
Aid Code		42			03		
OVERPAYMENTS		Identified Overpayments that completed due process between 10/1/03 - 12/31/06	Identified Overpayments that completed due process between 1/1/07 - 2/29/08	Identified Overpayments that completed due process between 3/1/08 - 12/31/08*	Identified Overpayments that completed due process between 10/1/03 - 12/31/06	Identified Overpayments that completed due process between 1/1/07 - 2/29/08	Identified Overpayments that completed due process between 3/1/08 - 12/31/08*
1	Federal Share of Overpayments COLLECTED & adjustment made on CA 800 FC FED or CA 800A FED in Current Claiming Month (Already Paid to Federal Government)						
2	Federal Share of Uncollected Newly Identified Overpayments in Current Claiming Month (Due to Federal Government)						

*End date is pending implementation of regulations

EXAMPLES FOR FOSTER CARE AND ADOPTIONS OVERPAYMENT
REPORTING AND COLLECTION REPORTING ON THE CA 800
OVERPAYMENTS FED FORM

As used in these examples, "identified" means that the overpayment has completed due process, and "outstanding balance" means that any collections made have been credited toward the original overpayment.

EXAMPLE 1:

The county collected \$300 as the federal share of a foster care overpayment and \$400 as the federal share of an adoptions overpayment during March 2008, which is the current claiming month. The foster care collection was for an identified overpayment that completed due process between 10/1/03 and 12/31/06. The adoptions collection was for an identified overpayment that completed due process between 1/1/07 and 2/29/08. The county reports the collections as a negative adjustment on the appropriate current month CA 800 claim form. On Line 1 of the CA 800 Overpayments FED form, enter the \$300 federal share of the overpayment collection in the foster care column for the period of 10/1/03-12/31/06. Enter the \$400 federal share of the overpayment collection in the adoptions column for the period 1/1/07-2/29/08. CDSS will recoup this amount because it was already paid back to the federal government when your county submitted to CDSS a list of overpayments and the outstanding, uncollected federal overpayment balances as of March 31, 2007, as requested in ACL 07-15 and February 29, 2008, as requested in ACL 08-10.

EXAMPLE 2:

The county identified a new adoptions overpayment during the month of March 2008. The federal share of the overpayment is \$500. For the March claiming month, on Line 2 of the CA 800 Overpayments FED form, enter \$500 under the adoptions column, Identified Overpayments that completed due process between 3/1/08 and 12/31/08*.

*End date is pending implementation of State regulations

SUMMARY REPORT OF TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE OVERPAYMENTS FEDERAL

County	Date (Month/Year)
Claim Contact	Telephone

		FOSTER CARE			ADOPTIONS		
Aid Code		42			03		
OVERPAYMENTS		Identified Overpayments that completed due process between 10/1/03 - 12/31/06	Identified Overpayments that completed due process between 1/1/07 - 2/29/08	Identified Overpayments that completed due process between 3/1/08 - 12/31/08*	Identified Overpayments that completed due process between 10/1/03 - 12/31/06	Identified Overpayments that completed due process between 1/1/07 - 2/29/08	Identified Overpayments that completed due process between 3/1/08 - 12/31/08*
1	Federal Share of Overpayments COLLECTED & adjustment made on CA 800 FC FED or CA 800A FED in Current Claiming Month (Already Paid to Federal Government)	EXAMPLE 1 300.00				EXAMPLE 1 400.00	
2	Federal Share of Uncollected Newly Identified Overpayments in Current Claiming Month (Due to Federal Government)						EXAMPLE 2 500.00

*End date is pending implementation of regulations