

<p>San Francisco Human Services Agency Family and Children’s Services Handbook</p> <p><u>Effective Date: 6/29/09</u></p> <p><u>Revised Date: NEW</u></p>	<p>Family Preservation and Reunification</p> <p>Section 54-3</p> <p>AB429-CalWORKs Family Reunification Cases</p>
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AB429-CalWORKs/Family Reunification Cases	
<p>HSA/FCS Policy Statement</p> <p><u>6/29/09</u> Date of Approval</p> <p><u>(signature on file)</u> Debby Jeter Deputy Director, FCS</p>	<p>It is the policy of San Francisco Human Services Agency/Family & Children’s Services (HSA/FCS) to ensure that whenever a child(ren) is separated from their family, and that family is currently receiving CalWORKs cash aid, the CalWORKs Employment Specialist and FCS Protective Services Worker will assess the parent(s) and remaining children (if applicable) for eligibility for AB429-CalWORKs Family Reunification supportive services [refer to ACL 02-36; ACL 03-52 and ACIN 1-49-04]. The EW Clerk assigns the case to an Employment Specialist if there is none currently assigned. Continued CalWORKs supportive services will help to increase the likelihood of a successful reunification and decrease re-referrals and re-entries of children into the child welfare system.</p> <p>It should not be assumed that all cases where a child(ren) is separated from the home are CalWORKs/Family Reunification cases. The CalWORKs funded FR services are part of the family’s FR plan, as established by HSA/FCS, and may continue for 180 days (6 months) during which time the child(ren) is considered temporarily absent from the home.</p> <p>During the Family Reunification period, the parent(s) in the case may be issued cash aid through the CAAP (County Adult Assistance Program). The CalWORKs Welfare-to-Work Employment Specialist will issue the necessary Supportive Services to the Parent(s). Parents will receive Transitional Food Stamps through CalWORKs. Cash linked eligibility to Medi-Cal during the FR period stops, and will have to be re-determined. [ACL 03-52].</p>
<p>Background</p>	<p>Assembly Bill 429 (AB 429) allows continuation of CalWORKs services for the parent(s) of children who have been separated from their home by Family and Children Services (FCS), if the county determines that the services are necessary for Family Reunification (FR). AB 429 allows the parent(s) to continue to receive Welfare to Work (WTW) supportive services; stay on track with their WTW plan; court case plan and continue CalWORKs benefits after reunification without disruption of services. AB 429 supports the achievement of outcomes of safety and permanency for children and the well-being of the family by promoting family permanency and reducing the number of children reentering foster care.</p> <p>AB 429 also permits the parents of children who have been separated from their home and are receiving out-of-home care to continue to receive CalWORKs Welfare-to-Work and supportive services, such as substance abuse and mental health services if it is determined that the services are necessary for family reunification and permanency.</p> <p>Research has shown that the likelihood of reunification increases when services to parents remain intact. “Children whose mothers received AFDC and never lost it were reunified 900% faster than the children whose mothers lost AFDC and gained wages.” [Wells & Guo 2003]</p>

<p>Benefits of AB429 for CalWORKs/FR Families</p>	<ol style="list-style-type: none"> 1) During the FR period, the parent(s) continue to receive supportive services through CalWORKs to enhance reunification and family stability, even though the child(ren) is not in the home. 2) The FR and CalWORKs services are coordinated; and services utilized to address issues such as mental health, substance abuse, domestic violence, transportation, etc. 3) Families receive streamlined communication and case planning. 4) CalWORKs services allow use of federal and state dollars instead of county funds.
<p>Definition and Eligibility Criteria</p>	<p>Authorization for CalWORKs/FR services does not require that the court has reviewed the FR plan, only that HSA/FCS has determined that those services are needed for reunification.</p> <p>The court may not make a decision on whether to order FR for some time after the children have been separated from the home. During this time, if the case meets all of the eligibility criteria listed below, SF HSA will not discontinue the CalWORKs case until the court makes its decision on family reunification services. If the court decides not to order a reunification plan (W&IC Section 361.5) and the child will not be returned home, the CalWORKs case will be discontinued at that time, in accordance with MPP Section 82-804.</p> <p>In order to continue to receive CalWORKs supportive services, provided they are otherwise eligible, the parent(s) must meet ALL of the following conditions:</p> <ol style="list-style-type: none"> 1. The child(ren) has been separated from the parent(s) and is placed in out-of-home care. 2. The family was receiving CalWORKs cash aid when the child was separated. 3. The Protective Services Worker (PSW) has determined that the provisions of CalWORKs supportive services are necessary for family reunification, and the family can reunify within 6 months. <p style="text-align: center;">Eligibility When Some Children Remain in the Home</p> <p>In cases where not all children are separated from the home, the parent(s) and child(ren) remaining in the home may also become a AB429-CalWORKs/FR case, if the case becomes ineligible for a CalWORKs cash grant and a court -ordered reunification plan was received for the child who was separated.</p> <p>This FR plan may be necessary in order to provide CalWORKs services when the remaining CalWORKs family members have income that results in financial ineligibility for a CalWORKs cash grant due to the reduction in the CalWORKs Assistance Unit when a child is removed.</p>

<p>Definition and Eligibility Criteria (Continued)</p>	<p>In these AB429-CalWORKs/FR cases, if determined necessary, childcare services are also available for the children remaining in the home. However, if the remaining family members continue to be financially eligible for a CalWORKs cash grant, they are NOT considered AB429-CalWORKs/FR families. They will continue to receive their CalWORKs grant and services and will continue to be subject to CalWORKs eligibility and WTW requirements.</p>
<p>Supportive Services Available</p>	<p>Examples of available CalWORKs supportive services include:</p> <ul style="list-style-type: none"> • Transportation • Work/Training Related Costs • Mental Health • Substance Abuse Services • Domestic Violence Services • Goodwill vouchers for work clothes • Childcare services for children remaining in home (if necessary) • CalWORKs Social Worker Unit services <p>Families who have had their cash aid suspended due to sanctions or who have been exempt from WtW activities and services are also eligible to receive CalWORKs supportive services as defined in the FR case. Sanctioned parents may be reinstated to CalWORKs services immediately regardless of the time remaining in the sanction period.</p> <p>CalWORKs cash assistance payments for FR families can continue up to a full calendar month when the CalWORKs Assistance Unit becomes ineligible for cash grant due to separation of a child or children from the home.</p> <p>[Refer to CalWORKs Eligibility HB Section 52-8, and Welfare-to-Work HB Section 75-8-1 for details of CalWORKs protocol, role & responsibilities].</p>
	<p>Food Stamp Eligibility</p>
	<p>CalWORKs Family Reunification cases are eligible for five months of Transitional Food Stamps after the case has been discontinued. In the fifth month, parents/caretakers need to apply for Non-Assistance Food Stamps (NAFS). The CalWORKs Employment Specialist assigned to the CalWORKs/FR case should remind the client to apply for NAFS before the end of the five month period.</p>

Supportive Services Available <i>(Continued)</i>	Medi-Cal Eligibility
	After the CalWORKs case has been discontinued, cash-linked Medi-Cal eligibility ends. Medi-Cal will have to be re-determined.
Roles and Responsibilities	
Assigned Protective Services Worker	During the TDM
	<p>Prior to making the decision to place the child in foster care, a TDM (Team Decision-making Meeting) is held. During the TDM, the assigned PSW and CalWORKs EW should discuss the safety plan and immediate placement needs of the child. Determination is also made to identify if the parent(s) and remaining child(ren) if any, are eligible for supportive services as an AB429-CalWORKs/FR family. [refer to FCS HB XX-XX Team Decision-Making Meetings]</p> <p>If the decision is made to place the child in foster care:</p> <ul style="list-style-type: none"> • Form 1501-Placement Notice (Initiating) must be completed in CSW/CMS and submitted by the PSW to the Foster Care Eligibility Unit, to initiate the process to discontinue cash aid. • The Foster Care Unit will forward a Form 8102-AB429 CalWORKs/FR Services Request to the PSW. • The PSW will forward a copy of the Form 8102 to the common case CalWORKs Employment Specialist • The PSW will request a Linkages meeting through the Linkages Coordinator. <p>NOTE: Refer to Attachment: AB429-CalWORKs/FR Flow Chart in this HB Section.</p>
	Linkages Case Coordination Meetings
	<p>Following the TDM, a Linkages Case Coordination Meeting must be scheduled. FCS HB XX-XX Linkages Case Coordination Meeting is the venue to discuss the AB429-CalWORKs/FR plan, and should typically occur within 30-45 days after the TDM.</p> <p>NOTE: An e-mail alert notifying the case carrying FCS and CalWORKs worker will be sent as a reminder that a potential CalWORKs/FR family exists.</p> <p>As with all common cases, the FCS and CalWORKs workers are required to establish a collaborative and coordinated case management process for the best interest of the child(ren) and families within a framework of team building and communication.</p>

Protective Services Worker

(continued)

For AB429 cases, that includes:

- A. Determination of the family's need for CalWORKs services to support Family Reunification plans, and
- B. The coordination of CalWORKs services with other child welfare services needed for Family Reunification.
 - 1) Contact the Linkages Coordinator to schedule a Linkages Case Coordination Meeting.
 - 2) Attend pre-staffing and Linkages Case Coordination Meeting
 - 3) Continue to discuss the case with the assigned CalWORKs worker to obtain information pertinent to FCS case plan. Include all or part of the welfare-to-work activities in the reunification plan and identify which services in the recommended FR plan are to be provided by CalWORKs.
 - 4) Provide CalWORKs worker with a copy of the Family Reunification plan

CWS/CMS

- 1) Enter the special projects code "AB 429" in the Case Management (Green) Section case section of CWS/CMS with a start date effective the date when the Form 8102 was initiated.
- 2) Document all contacts with the CalWORKs Staff as "consult with service provider" in the Service Management (Orange) Section in CWS/CMS. Select "FEE-Meeting w/CalWORKs Staff and Family" under the Case Management/Services Referrals grid of the contact notebook.

Refer to the following CWS/CMS Quick Guides:

[Quick Guide to Entering Contacts and Associated Services.](#)

[Quick Guide to Special Project Codes.](#)

Reunification of the Child and Parent	
Protective Services Worker <i>(continued)</i>	<p>Upon reunification of the child and parent:</p> <ol style="list-style-type: none"> 1) The PSW completes Form 1502 - Foster Care Change Notice, the SOC 158A - Foster Child's Data Record in CWS/CMS and Form 1554 – Release Order. The 1554 form is completed by the PSW and signed by the parent who is reunifying with the child and then filed in the hard copy of the case file. 2) The PSW submits form 1502 and the SOC 158A to the Foster Care Eligibility Unit. 3) A copy of the 1502 must also be sent to the common case CalWORKs Eligibility Worker Supervisor and the other FCS Units listed on the 1502 form (e.g. CPC, Court Office, ILP, etc.).
CalWORKs Eligibility Worker	<p>Refer to CalWORKs Eligibility HB Section 52-8, and Welfare-to-Work HB Section 75-8-1 for details of CalWORKs protocol, role & responsibilities, which includes:</p> <ul style="list-style-type: none"> • Reporting and Re-Determination Requirements • Good Cause Extensions of the 180-day Period • Welfare-to-Work sanctions, work participation requirements and exemptions • Time Limits

**AB429-
CalWORKs/
Family
Reunification**

AB429-CalWORKs/FR Flow



Assigned PSW
Sends original 1501 to FC Unit

FC Unit
Sends copy of 1501 (w/Section 2 completed) to :
• CalWORKs EW Supervisor
• Assigned PSW
• CalWORKs EW
• CalWORKs SW Unit Clerk
• Linkages Coordinator
Sends Form 8102 to: Assigned PSW

FC EW
Sends copy of completed 1502 to CalWORKs EW

Assigned PSW
Requests Linkages Case Coordination Meeting

Ongoing communication

CalWORKs WTW Employment Specialist

CalWORKs Eligibility Worker
Discontinues Cash Aid

Linkages Coordinator
Sends e-mail alert to PSW & WTW ES

Assigned PSW & CalWORKs WTW ES
Attend Pre-staffing facilitated by Linkages Coordinator

Assigned PSW & CalWORKs WTW ES
Attend Linkages Case Coordination Meeting facilitated by Linkages Coordinator

Assigned PSW
Provides 6 months of FR services per 8102

Family Determined Eligible for CalWORKs/FR Services

CalWORKs WTW ES
Ensures supportive services continue on CalWIN per 8102

Assigned PSW
Upon reunification, completes 1502 and sends to FC EW

Child is reunified

CalWORKs WTW ES
Ensures correct CalWIN entries. Refers client to CalWORKs Intake shortly before planned reunification

Family re-applies for CalWORKs