

County of San Diego, Health and Human Services Agency (HHS)
CalWORKs Program Guide

Cal-Learn Program Eligibility & Participation Requirements

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Revision Date:

May 1, 2021

Background:

The Cal-Learn (CL) program serves CalWORKs recipients under 20 years of age who are pregnant or custodial parents and who have not received a high school diploma or its equivalent. The purpose of the Cal-Learn program is to provide pregnant or parenting teens with intensive case management and necessary supportive services to assist them in obtaining a high school diploma or equivalent. CalWORKs recipients must meet certain eligibility and participation requirements in order to meet CL program rules.

Purpose:

This section is being revised to update and reformat CalWORKs Program Guide (CPG) section 15-000.C as well as move section 15-000.C to 15-000. With this revision, section 15-000.C will be obsolete. This revision also includes removing county processes from the CPG and creating a corresponding Processing Guide to discuss procedures in CL eligibility and participation requirements.

Policy:

Cal-Learn Eligibility

A CalWORKs recipient under the age of 20 is considered a mandatory or voluntary participant in the Cal-Learn program when they meet the below criteria.

Mandatory:

- Is a pregnant or custodial parent and resides with their child in the same Assistance Unit
- Is under 19 years of age
- Has no high school diploma or its equivalent (GED)

Voluntary:

- Is pregnant or a custodial parent
- Is between the age of 19 and 20 years old participating or previously participated in CL before turning 19 years of age
- Has no high school diploma or its equivalent (GED)

Cal-Learn Exemptions

CL Participants may be exempt from the CL program when verification is provided for the following reasons:

Exemption	Definition and Required Verification
Illness, Injury, or Incapacity	<p>Definition: A serious illness, injury, or incapacity when it prevents the teen from meeting the CL program requirements of enrolling in school and attending full-time for a period of more than three months.</p> <p>Verification:</p> <ol style="list-style-type: none"> 1. A written statement or the Authorization to release Medical Information Form (07-388) completed by an authorized official (i.e physician or licensed psychologist) that includes:

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	<ul style="list-style-type: none"> • The teen’s name • A description of the teen’s condition preventing them from meeting program requirements • The expected duration of the condition • The date of the next scheduled examination or appointment • The doctor’s name, address, and phone number <p align="center">OR</p> <p>2. When a written statement cannot be obtained timely for reasons beyond the control of the teen, a verbal statement from the physician or the licensed or certified psychologist shall be accepted <u>pending written verification (maximum of 60 days allowed)</u>. The verbal statement shall be documented and must include:</p> <ul style="list-style-type: none"> • The date the verbal statement was obtained • The name of the person who supplied the verbal statement • The name of the person who obtained the verbal statement • A description of the statement
No Available School Program	<p>Definition: A teen parent is exempt when they are expelled from school and enrollment in another school cannot be arranged.</p> <p>Verification: The teen parent or the head of the AU shall provide written verification from the school district in which the teen parent is a resident indicating that no school in the teen’s school district will permit the teen parent to enroll.</p>
Required Services Unavailable	<p>Definition: A teen parent is exempt when they are in need of assistance to pay for child-care and/or transportation in order to meet program requirements and services are unavailable for a period of three or more months.</p> <p>Verification: The case manager shall document the need and the determination of unavailability of needed services.</p>
Funding Unavailable	<p>Definition: A teen parent is exempt when there is a lack of program funding to pay for child-care or transportation expenses.</p> <p>Verification: The case manager shall document the need and lack of program funding.</p>
Foster Care Recipient	<p>Definition: A teen parent is exempt when they are eligible for AFDC-FC (Foster Care) and payment is being made on behalf of the individual.</p>

Note: A narrative in CalWIN Case Comments is required to document exemption criteria and verification information.

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Cal-Learn Deferrals

CL participants may be deferred from the program upon evaluation of any of the following criteria:

Evaluation	Criteria
Teen's Circumstances	<ul style="list-style-type: none"> • Supportive services are temporarily unavailable • Case management services cannot be provided • The teen has a special need that substantially impedes the teen parent's ability to meet program requirements or be successful in earning a high school diploma or its equivalent, and the special need cannot be addressed • Documentation is received as verification for <u>any</u> deferral circumstance <p>Note: To qualify for a special need deferral, the teen parent must be severely restricted by factors beyond the teen parent's control making the teen unable to attend school. Additionally, no home study or other special arrangements can be made with the school.</p> <p>Factors beyond the control of the teen parent shall include, but are not limited to:</p> <ul style="list-style-type: none"> • Acts of nature such as fire, earthquake, flood • Death of a child or parent • Hospitalization, serious illness or injury of a child or teen parent

California Education Code (CEC)

Individuals exempt or deferred from the CL Program are not exempt or deferred from attending school. The California Education Code (CEC), Section 48200 provides that each person between the ages of 6 and 18 years, not exempted under Chapter 2 or 3 of the CEC, is subject to compulsory full-time education.

Services for Exempt and Deferred Teens

Services for teens who are exempt and deferred from the CL program are as follows:

Classification	Services
Exempt Teens	CL exempt teens are ineligible to receive CL supportive services, case manager services, bonuses or sanctions.
Deferred Teens	<p>CL deferred teens are ineligible to receive CL supportive services, sanctions or bonuses.</p> <p>Deferred teen parents may receive case management services except for teen parents who are deferred because a case manager is not available.</p>

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Participation Requirements

CL Program Participation Requirements for teens are as follows:

Requirements	Criteria
<p>Enrollment & Attendance</p>	<p>CL teens are required to enroll and attend full-time (as defined by the school) in the school program that shall lead to a high school diploma or its equivalent.</p> <p>For the purposes of the CL program, high school equivalency programs include, but are not limited to:</p> <ul style="list-style-type: none"> • Preparation classes for the GED examination • Joint High School Diploma Program <p>A teen parent assessed to have extremely limited English proficiency and who cannot participate in a bilingual learning program can meet CL Participation requirements by attending a full-time (ESL) English as a Second Language program as a prerequisite to high school or GED classes.</p> <p>Vocational training programs, which are not part of a high school or its equivalent curriculum, do not meet CL participation requirements.</p> <p>Good cause is given to those teens whose school program breaks for summer and a report card or progress report is not given for that period.</p> <p>Teen parents enrolled in a program having no "full-time" definition must participate</p>
<p>Mandatory Participation Until Age 19</p>	<p>Pregnant and parenting teens must participate in the CL program until the end of the month in which the teen reaches their 19th birthday or until they earn and verify receipt of a high school diploma or its equivalent.</p>
<p>Case Plan Development</p>	<p>CL teens are required to assist in the development of the case plan including a report card submittal schedule.</p>
<p>Report Card/Progress Report Submittal</p>	<p>CL teens shall submit their report card or progress report to the case manager within 10 working days from the date of the report card/progress report due date determined by the case manager as it appears on the CL 8 form issued to the customer.</p> <p>The case manager is required to provide the schedule of report card or progress report due dates (CL 8) to the teen at any time changes are made to the submission schedule (includes deferrals).</p> <p>The case manager is required to make data system entries to indicate</p>

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any changes to the report card or progress report due dates. Entries are to include the updated submission date on the Report Card tab and a narrative in Case Comments.

Procedure:

CalWORKs Processing Guide 15-000.B.1. Cal-Learn Program Eligibility and Participation Requirements.

References:

CPG 15-000. E. Cal-Learn Case Management Service
MPP 42-763

Sunset Date:

This policy will be reviewed for continuance by May 31, 2024.

Approval for Release:

Handwritten signature and date: Rick Wanne, 5-14-21

Rick Wanne, Director
Self-Sufficiency Services

