Issue date: 12/19/2014

Effective Date: Upon Receipt

Reference: All County Letter (ACL) No. 13-99

Purpose: To update existing policies regarding CalWORKs annual Redeterminations for Semi-Annual Reporting (SAR) cases.

Background: As outlined in CPG 40-100.M.1, Counties must conduct an annual Redetermination for all CW SAR cases during the 6th month of the second SAR period.

Policy Change: The California Department of Social Services (CDSS) issued additional SAR regulations regarding annual Redeterminations.

Summary of Changes:

40-100.M Redetermination of CalWORKs Eligibility
- Entire CPG section was reformatted to adhere to new format used by Eligibility Operations Programs.

40-100.M.1 Annual Redetermination
- Section renamed to Annual Redetermination for Semi-Annual Reporting (SAR) Cases.
- Names for required SAWS 2 Plus and SAWS 2A SAR forms were updated.

40-100.M.2 Redeterminations for Cases with 2-Parents/Stepparents/Caretaker Relatives
- New section added to provide policy clarifications regarding SAR redeterminations for cases with 2 parents, step parents or caretaker relatives.

40-100.M.3 Late SAR Redeterminations
- New section added to provide policy clarifications regarding late SAR Redeterminations.

40-100.M.4 Good Cause for SAR Redeterminations
- New section added to provide policy clarifications regarding Good Cause for SAR Redeterminations.
**County of San Diego, Health and Human Services Agency (HHSA)**  
**CalWORKs Program Guide Letter**

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**40-100.M.5 Completeness Criteria for SAR Redeterminations**  
- New section added to provide policy clarification regarding completeness criteria for SAR Redeterminations.

**40-100.M.8 County Policy**  
- Existing section removed from CPG and appropriate procedures transferred to Processing Guide 40-100.M.1 CalWORKs Redeterminations.  
- Section repurposed as the Six-Month Redetermination Period for Family Reunification Cases

**Processing Guide 40-100.M.1 Annual Redeterminations for SAR Cases**  
- Processing guide regarding CalWORKs Redeterminations was developed to provide procedural instructions to eligibility workers.  
- Processing guide is located in CalWIN Intranet for internal staff use.

**Impacts:**

**Automation:**  
- None

**Forms and Document Capture:**  
- None

**Programs Affected:**  
- No impact to other Programs.

- **Quality Control (QC):** QC will cite the appropriate error on any case that does not comply with the requirements outlined in this material.

**References:**

- ACL 12-25 Implementation of the Semi-Annual Reporting (SAR) System in the CalWORKs and CalFresh Programs  
- ACL 13-99 CalWORKs Program: Regulations to Implement the Semi-Annual Reporting (SAR) System  
- CalWORKs Client Correspondence Memo No. 13-04  
- MPP 40-181.1  
- MPP 40-181.1(d)  
- MPP 40-181.1(e) (1)  
- MPP 40-181.1(e) (4)  
- MPP 40-181.217(a) (SAR) to (g) (SAR)
Sunset Date:
This policy will be reviewed for continuance by 12/19/2017

Approval for release:

[Signature]
12-19-14

Rick Wanne, MA, MFT
Director
Eligibility Operations

AS