

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

June 5, 2002

CSSIN LETTER: 02-14

ALL IV-D DIRECTORS
 ALL DISTRICT ATTORNEYS
 ALL COUNTY ADMINISTRATIVE OFFICERS
 ALL BOARDS OF SUPERVISORS

SUBJECT: CLARIFICATION OF CSS LETTER 01-33 – MONTHLY STATEMENT OF COLLECTION AND DISTRIBUTION AND IMPORTANT INFORMATION SHEET

The purpose of this letter is to clarify the status of the Monthly Statement of Collections and Distribution (CS 916) and Important Information Sheet (CS 917).

On January 3, 2002 the Department of Child Support Services (DCSS) issued CSS Letter 01-33, subject entitled "Interim Replacement Language for the Monthly Statement of Collections and Distribution Insert." The letter provided direction to immediately implement the use of interim replacement language on the CS 916, v. 11/98, pertaining to the complaint resolution process. Subsequently, counties received a verbal directive from DCSS allowing a waiver to the immediate implementation of the interim language based on the fact that a revised form was forthcoming. Some counties implemented the interim language based on CSS Letter 01-33, and other counties did not implement based on the verbal directive. This letter acknowledges the different directives and supports both.

In the Policy Advisory Group meeting held on May 7, 2002 the final versions of the forms (CS 916, v. 03/02 and CS 917, v. 03/02), were provided to the consortium leads. DCSS informed the consortium leads that emergency regulations were in the process of being filed and the regulation effective date would be July 1, 2002. DCSS also explained that the purpose of providing advanced copies of the final forms was to allow an opportunity to begin programming systems in light of the July 1st implementation date. Consortium leads were also advised that the forms were departmental standard

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forms and no changes were allowed to the forms.

Counties will be notified when the emergency regulations have been officially filed via a CSS letter issued by DCSS.

If you have any questions or concerns regarding this matter, please contact Tonya Crawford-Comage, Manager, Financial Management Policy Unit, at (916) 464-5224.

Sincerely,

PATRIC B. ASHBY
Deputy Director
Child Support Services Division