

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

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



August 3, 2009

OBSOLETE

EBLAST

TO: IV-D DIRECTORS

SUBJECT: PROJECT SAVE OUR CHILDREN

This letter is to inform the Local Child Support Agencies (LCSAs) of a new procedure when referring eligible cases to the Project Save Our Children (PSOC) program. CSS Letter 01-13, dated May 2, 2001, provided the case referral and investigation process for submitting eligible cases to the federal Office of Child Support Enforcement (OCSE) PSOC Coordinator at the Sacramento PSOC office.

To enhance the level of communication and better manage statewide referrals to the PSOC program, the Department of Child Support Services (DCSS) has identified existing staff within the Office of Legal Services to serve as PSOC Coordinator for DCSS. When an LCSA sends a PSOC Case Referral Packet to the PSOC Screening Unit, please transmit a copy of the PSOC referral form, through an encrypted email, to the DCSS PSOC Coordinator. It is important that this email transmission be encrypted due to the fact that the PSOC referral form requires the full display of a social security number. The DCSS Information Security Office (ISO) can provide assistance in encrypting email. The ISO can be contacted at (916) 464-5045 or info.security@dcss.ca.gov.

Please send an encrypted email with attached PSOC referral form to DCSS at:

- Karen Petersen, DCSS PSOC Coordinator, at: Karen.Petersen@DCSS.ca.gov
- cc: Kathy Hrepich, DCSS Chief Counsel, at: Kathy.Hrepich@DCSS.ca.gov

The new procedures also include a provision that the OCSE PSOC Coordinator will close and return to the LCSA, in a timely manner, any PSOC referral if there is no reasonable possibility of a referral to the United States Inspector General's Office.

August 3, 2009
Page 2

Please remember that the decision to prosecute cases referred to the PSOC program is made at the discretion of the United States Attorney. It is our understanding that presently the Eastern District is the only district actively prosecuting PSOC referrals.

If you have any questions or concerns regarding this matter, please contact Ronald Bohn at (916) 464-5883.

Sincerely,

BILL OTTERBECK
Deputy Director