

CALFRESH (CF) PROGRAM REQUEST FOR POLICY/REGULATION INTERPRETATION

INSTRUCTIONS: Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO:		5. DATE OF REQUEST:	NEED RESPONSE BY:
<input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Fair Hearing <input type="checkbox"/> Other:		9/11/12	asap
2. REQUESTOR NAME: SANDRA LEWIS		6. COUNTY/ORGANIZATION: MADERA CO. DSS	
3. PHONE NO.: 559-675-2417		7. SUBJECT: COMPLETE QR7	
4. REGULATION CITE(S): 63-504.31		8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> NOTE: All requests must have a regulation cite(s) and/or a reference(s). ACIN 29-04	
9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):			

if a worker receives a qr7 (data month is Aug '12), the customer does not check the box either "yes" or "no" to question #1, but provides ALL checkstubs and lists ALL checkstubs in question #1, they answer all other questions either yes or no and sign and date the qr7 in Sept. 2012, would this be considered an "INCOMPLETE" or "COMPLETE" QR7?

I read the parareg 227-3G, and it states the question must be fully answered but does that mean it has to be actually checked either yes or no?

10. REQUESTOR'S PROPOSED ANSWER:	
I believe this would be considered a "COMPLETE" qr7 since the customer provided enough information to process the qr7 by listing and providing all verification necessary and would process the quarter based on the information provided and signed by customer.	
11. STATE POLICY RESPONSE (CFPB USE ONLY):	

CDSS agrees with your proposed answer. Manual of Policies and Procedures (MPP) Section 63-508.4 define the criteria that must be met in order for the QR 7 to be considered complete. MPP Section 63-508.441 provides that questions on the QR 7 are considered to be fully answered if information included on the form together with attached documentation provides sufficient data to allow for the determination of eligibility and/or benefit levels.

In the scenario presented, question #1 is considered complete since necessary information was provided on the form and the attached check stubs to determine the recipient's CalFresh allotment. Because all other questions are properly answered and addressed, therefore the QR 7 should be considered complete.

FOR CDSS USE

DATE RECEIVED: 9/11/12	DATE RESPONDED TO COUNTY/ALJ: 10/04/12 (WEB)
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**CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION (Continued)**

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2. REQUESTOR NAME:	6. COUNTY/ORGANIZATION:	
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