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. 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:
   - ☑ Policy/Regulation Interpretation
   - ☐ QC
   - ☐ Fair Hearing
   - ☐ Other:

5. DATE OF REQUEST: 7/9/2012
   NEED RESPONSE BY: 7/15/12

6. COUNTY/ORGANIZATION: Sacramento

7. SUBJECT: Timeliness

2. REQUESTOR NAME: Vicki O'Brien

3. PHONE NO.: 875-3745

4. REGULATION CITE(S): 63-300.46 63-301.42

8. REFERENCES: *(Include ACL/ACIN, court cases, etc. in references)*
   NOTE: All requests must have a regulation cite(s) and/or a reference(s).

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

Is the county considered to be "untimely" if the denial notice is sent on the next business day when the 30th day falls on a Saturday, Sunday, or holiday?

CDSS Background: All applicant households shall participate in a face-to-face interview with an eligibility worker prior to certification unless the county determines that a telephone interview is necessary. The interview shall be scheduled as promptly as possible within 30 days from the date the application is filed. Consistent with Manual of Policies and Procedures (MPP) Section 63-300.46, when a household misses its scheduled initial interview, the CWD shall send the household a Notice of Missed Interview (NOMI) informing the household of its right to reschedule the interview within the 30 days after the initial application has been filed.

10. REQUESTOR'S PROPOSED ANSWER:

No, the notice is not considered untimely based on the regulations below;

The CWD must not deny a household's application prior to the 30th day as described in Section 63-300.45(a).

The CWD shall not deny a household's application prior to the 30th day after initial application if the household fails to appear for the first scheduled interview. A NOMI must be sent to the household reminding the household to reschedule their interview prior to the 30th day after application. Only after the NOMI is sent and the household fails to reschedule, can the CWD send a denial notice on the 30th day after application

11. STATE POLICY RESPONSE *(CFPB USE ONLY)*:

No. If the household fails to keep its second scheduled interview, the county shall send a denial notice no later than the 30th day from the date the application was filed. Regulations at MPP Section 63-301.32 prohibits the county from denying the application prior to the 30th day. If the 30th day falls on a weekend or holiday, the denial notice shall be sent on the first business day following the weekend or holiday. This policy is consistent with that released in All County Information Notice I-58-08, question 1.

FOR CDSS USE

DATE RECEIVED:	DATE RESPONDED TO COUNTY/ALJ:
7/9/2012	11/14/2012 (RN)