

FIELD OPERATIONS BUREAU FOOD STAMP UNIT (FSU)

TRANSMITTAL NUMBER: 08-03

November 5, 2008

**TO: All Food Assistance Action Committee (FAAC) Members
and Field Operations Bureau (FOB) Staff**

SUBJECT/PURPOSE: RADEP Codes for New Face-to-Face Waiver

RELATED REFERENCE: ACL No. 08-32

SUPERSEDES: None

EFFECTIVE DATE: August 2008 Sample Month

BACKGROUND:

California Department of Social Services (CDSS) now conducts face to face interviews for almost all recertifications unless CDSS makes an individual determination of hardship and documents that hardship in a household's case record. CDSS also conducts face-to-face initial certification interviews with pure elderly/disabled households unless a face-to-face interview would be a hardship.

The Food and Nutrition Service (FNS) approved a two-year waiver allowing CWDs to conduct telephone interviews instead of face-to-face interviews for certain types of cases. Effective August 1, 2008 individual counties can opt to waive face-to-face interviews for Quarterly Reporting (QR) households during the recertification process without the requirement for hardship documentation. Also, counties can waive face-face-interviews for households in which all adult members are either elderly or disabled regardless of the type or source of the household's income. The face-to-face interview will still be required at initial certification, except for those households exempt due to hardship.

As a result of this waiver, two items have been added to RADEP to collect data on the interviewing method used.

INSTRUCTIONS:

For Item **010-F015** (Type of Certification/Recertification Interview) use the following codes to document the type of interview at the most recent certification /recertification cited in item 010-F005:

1. Face-to- Face
2. Telephone

If the most recent certification/recertification action was conducted by telephone, complete Item **010-S013** (Reason for Telephone Certification/Recertification Interview) by selecting from the following codes:

1. Initial certification, non-elderly/disabled household, hardship documentation
2. Initial certification, elderly/disabled household, with earnings
3. Initial certification, elderly/disabled household, without earnings
4. Recertification, non-elderly/disabled household
5. Recertification, elderly/disabled household with earnings
6. Recertification. elderly/disabled household without earnings

INQUIRIES: **Cheryl Henderson,**
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Original Signed by Richard Trujillo

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