

# **FIELD OPERATIONS BUREAU**

## **CalFresh Review Unit (CFRU)**

TRANSMITTAL NUMBER: 11-03

August 8, 2011

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

**SUBJECT/PURPOSE:** RADEP CODING OF QC INTERVIEW TYPE FOR LIKELY  
CONCLUSION CASES

**RELATED REFERENCE:** Transmittal Numbers 10-05 and 11-02

**SUPERSEDES:** None

**EFFECTIVE DATE:** Immediately

### **BACKGROUND:**

A waiver was released in December of 2008 to allow a telephone interview to be completed in households with an allotment of \$100 or less. The waiver has been extended through the September 2011 sample. FNS requires that all cases except for 'Not Subject to Review' (code 2) and those completed using likely conclusion be identified in QC Interview Type Item 010-F016 with an entry for either a face-to-face or a telephone interview. The purpose of this transmittal is to provide coding instructions on cases completed using likely conclusion.

### **INSTRUCTIONS:**

For cases completed using likely conclusion an entry is required if an interview was conducted either with a **Code 1** for face-to-face or with a **Code 2** for telephone interview (cases with an allotment of \$100 or less). If an interview was not conducted and the case was completed using likely conclusion, Item 010-F016 (QC interview type) should remain blank. Appropriate and thorough narration/documentation must be provided to support the coding.

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Original Signed By Marlene Fleming

**Marlene Fleming, Chief**  
**Field Operations Bureau**