



CDSS

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GOVERNOR

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

September 14, 2015

ALL COUNTY INFORMATION NOTICE NO. I-60-15

TO: ALL COUNTY CHILD WELFARE DIRECTORS
ALL CHIEF PROBATION OFFICERS
ALL CHILD WELFARE PROGRAM MANAGERS
ALL FOSTER FAMILY AGENCY DIRECTORS
ALL COUNTY ADOPTION AGENCIES
ALL PRIVATE ADOPTION AGENCIES
ALL CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
ADOPTION DISTRICT OFFICES

SUBJECT: IMPLEMENTATION OF SPECIAL PROJECT CODES IN THE CHILD WELFARE SERVICES/CASE MANAGEMENT SYSTEM (CWS/CMS) FOR PARENTING MINOR AND NON-MINOR DEPENDENTS

REFERENCE: SENATE BILL (SB 528) (CHAPTER 338, STATUTES OF 2013);
WELFARE AND INSTITUTIONS CODE (W&IC) SECTION 16002.5;
ALL COUNTY LETTER 14-38

This All County Information Notice (ACIN) provides counties with information and guidance regarding the enactment of SB 528. This bill added new language to several sections of the W&IC to:

- Clarify that all minors and non-minor dependents at 12 years of age and older have the right to have access to age-appropriate, medically accurate information about reproductive healthcare, the prevention of unplanned pregnancies, and the prevention and treatment of sexually transmitted diseases;
- Allow child welfare agencies to provide minor and non-minor dependent parents with social workers or resource specialists who have specialized training on the needs of teenage parents and available supportive services such as maternal and child health programs, child care and child development classes;
- Encourage child welfare agencies to update the case plans for pregnant and parenting dependents within 60 days of the date that the agency is informed of the pregnancy to

include methods for planning for healthy parenting and the identification of appropriate resources and services for the youth; and

- Authorize child welfare agencies to offer specialized conferences to assist pregnant or parenting minor and non-minor dependent parents with planning for healthy parenting and identifying appropriate resources and services. ([See ACL 14-38](#) for more information.)

This bill also amended section 16002.5 of the W&IC to ensure that complete and accurate data on parenting minor and non-minor dependent parents is collected. Effective January 1, 2014, the statute requires the California Department of Social Services to ensure that data regarding the total number of parenting minor and non-minor dependents are made publically available on a quarterly basis. The reported data must also include the parenting minor's or non-minor dependent's county, age, ethnic group, placement type, time in care, number of children they have, and whether the children are court dependents.

Although it is possible to extract part of the required data from CWS/CMS, it is also necessary to create new Special Project Codes (SPCs) to satisfy the new data reporting requirements that require the collection of data on the number of children that parenting minors and non-minor dependents have, and whether the children are court dependents.

Special Project Codes

For tracking purposes, it is important that the SPCs be recorded on the Special Project page in the Case Information Notebook.

There are eight new SPCs related to collecting data regarding parenting minors and non-minor dependents. These codes can be selected on the Special Project page of the Case Information Notebook when the case information is entered into CWS/CMS. These codes have been programmed into the application and are active as of June 1, 2015. All counties must use the statewide SPCs as described below:

1. S-DepMinorParent + 1

The dependent is a minor parent who has one child only.

2. S-DepNonMinorParent + 1

The dependent is a non-minor parent who has one child only.

3. S-DepMinorParent + 2

The dependent is a minor parent who has two or more children.

4. S-DepNonMinorParent + 2

The dependent is a non-minor parent who has two or more children.

5. S-DepMinorParent + 1 Dep

The dependent is a minor parent who has one child who is also a dependent of the juvenile court.

6. S-DepNonMinorParent + 1 Dep

The dependent is a non-minor parent who has one child who is also a dependent of the juvenile court.

7. S-DepMinorParent + 2 Dep

The dependent is a minor parent who has two or more children who are also dependents of the juvenile court.

8. S-DepNonMinorParent + 2 Dep

The dependent is a non-minor parent who has two or more children who are also dependents of the juvenile court.

Entering the SPCs in CWS/CMS

In the Case Management section, Case Information Notebook:

- Click on the Special Projects page tab to access the Special Project Grid;
- Click on the "+" to activate the drop down boxes. Using the drop down menu, select any of the SPC's mentioned above.

Parenting dependents may have more than one SPC at the same time. All applicable SPCs should be entered. For example, a dependent who is 16-years-old (a minor) may be a parent to one child and that child is also a dependent of the juvenile court. In this case, the following SPC should be used: **S-DepMinorParent + 1 Dep**. If a dependent minor parent has one child or more who is also a dependent and one child or more who is not a dependent, then both of the following SPCs should be selected for the same parent's case: **S-DepMinorParent + 2 Dep** and **S-DepMinorParent + 1**. If the status of the minor or non-minor dependent parent changes and a selected SPC is no longer valid, the SPC should be end dated.

If a dependent is a mother or father to a child but that child was legally adopted and parental rights have been terminated to the dependent parent, then the above mentioned SPCs should not be used.

Counties needing additional assistance regarding the entry of SPCs in the Special Project page should contact their System Support Consultant. For questions concerning the information in this letter, please contact the Foster Care Support Services Bureau at (916) 651-7465.

Sincerely,

Original Document Signed By:

CAROLE MINCHEW, Acting Chief
Child and Youth Permanency Branch
Children and Family Services Division