

July XX, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 20-X

This All-County Letter (ACL) provides information to counties regarding the requirement for county In-Home Supportive Services (IHSS) offices and Public Authorities to provide IHSS applicant provider information to local labor organizations representing IHSS providers prior to IHSS provider orientation.



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

July XX, 2020

ALL COUNTY LETTER NO. 20-XX

TO: ALL COUNTY WELFARE DIRECTORS
ALL IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM
MANAGERS

SUBJECT: **DISSEMINATION OF IHSS APPLICANT PROVIDER
INFORMATION TO LOCAL LABOR ORGANIZATIONS
PRIOR TO IHSS PROVIDER ORIENTATION**

REFERENCE: [ASSEMBLY BILL 79](#) (CHAPTER 11, STATUTES OF 2020);
GOVERNMENT CODE SECTION [6253.2](#); WELFARE AND
INSTITUTIONS CODE (WIC) [12301.24\(e\)\(4\)\(C\)](#)

This All-County Letter (ACL) provides information to counties regarding the requirement for county In-Home Supportive Services (IHSS) offices and Public Authorities to provide IHSS applicant provider information to local labor organizations representing IHSS providers prior to IHSS provider orientation.

BACKGROUND

Assembly Bill 79 (Chapter 11, Statutes of 2020) amended Government Code section 6253.2 and Welfare and Institutions Code (WIC) section 12301.24(e)(4)(C) to allow labor organizations which represent, or are seeking to represent, IHSS providers to receive the names, addresses, home telephone numbers, written or spoken languages (if known), personal cellular telephone numbers, and personal email addresses of all IHSS applicant providers who have completed the IHSS Program Provider Enrollment Form (SOC 426). Upon request by the labor organization, this information must now be provided prior to an applicant provider attending the IHSS provider orientation. Previously this information was only provided to labor organizations after a provider had attended the IHSS provider orientation and was enrolled as a provider.

**PROCESS OF PROVIDING APPLICANT PROVIDER INFORMATION TO
LABOR ORGANIZATIONS**

The California Department of Social Services (CDSS) has routinely provided the IHSS provider information, as specified in by Government Code section 6253.2, to all local labor organizations via a report generated on the tenth of each month from the Case Management, Information, and Payrolling System (CMIPS) database. This report has contained the information for all providers who were enrolled as a provider and had their information entered into the CMIPS during the previous month. To comply with the changes to Government Code section 6253.2 and WIC section 12301.24(e)(4)(C), which allows labor organizations to receive the information for each applicant provider who has completed the SOC 426 prior to the IHSS provider orientation, counties are advised to enter each pending applicant provider's necessary information, as set forth in GC section 6253.2(b), into CMIPS as soon as it is received by the county IHSS office or Public Authority and the applicant provider completes the SOC 426. This will allow the information to be included on the monthly report issued by CDSS to labor organizations before the county IHSS provider orientation.

If the county IHSS office or Public Authority is unable to enter the necessary information into CMIPS prior to CDSS' release of the monthly report to labor organizations on the tenth of each month, it will be the county's responsibility to provide the required information for any pending applicant providers not listed on the monthly report to the local labor organization prior to the IHSS provider orientation those pending providers will be attending.

If you have any questions regarding the policy and requirements set forth in this ACL, you may direct them to the CDSS, Adult Programs Division, Policy & Operations Bureau at (916) 651-5350.

Sincerely,

Original Document Signed By:

DEBBI THOMSON
Deputy Director
Adult Programs Division