

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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ADP BULLETIN

Title: DISKETTE FOR TRANSMITTING DEPARTMENT OF SOCIAL SERVICES (DSS) CALWORKS AND DRUG COURT AMENDMENT FOR FISCAL YEAR 1997-98 COMBINED NEGOTIATED NET AMOUNT AND DRUG/MEDI-CAL CONTRACT OR SINGLE NEGOTIATED NET AMOUNT CONTRACT		Issue Date: 03-13-98 Expiration Date: None	Issue No. 98-09
Deputy Director Approval [Original Signed By] <i>GLORIA J. MERK, II Programs Operations Division</i>	Function: <input type="checkbox"/> Information Management <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Service Delivery <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Administration	Supersedes Bulletin/ADP Letter No.	

PURPOSE

This bulletin is being sent to inform counties of the process for submitting The California Department of Social Services (DSS) California Work Opportunity and Responsibility to Kids (CALWORKS) and Drug Court Amendment for the Fiscal Year (FY)1997-98 combined Negotiated Net Amount (NNA) and Drug/Medi-Cal (D/MC) contract or single NNA Contract and to inform the counties of new changes to the diskette.

DISCUSSION

The Department of Alcohol and Drug Programs (ADP) has enclosed a new diskette (V.2) for transmitting amendments to encumber allocations for DSS CALWORKS and Drug Courts for FY 1997-98 combined NNA and D/MC Contract or single NNA Contract. Enclosed are the following materials to assist in the preparation of your revised contract budget:

Preprogrammed PARADOX NNA-D/MC diskette, and New changes for this amendment

The data contained on your diskette represents information reflected in the allocation dated March 5, 1998 (ADP Bulletin 98-06) for the FY 1997-98 contract amendment. Please be aware that the NNA and D/MC data may have changed due to line additions and deletions explained below.

To complete the fiscal detail worksheets in PARADOX, you will need an IBM-compatible personal computer with WINDOWS software version 3.1 (or higher), a mouse, an EGA (or higher) monitor, a WINDOWS-compatible printer, and PARADOX Runtime. If you no



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longer have the installation diskette for PARADOX Runtime, please contact Yue Kang, Programming Specialist, Computer Services Section, at (916) 323-0519.

Program Code Changes

The following program codes are added for the reporting of Welfare Reform DSS/substance abuse services:

Program Code 14 - NNA/DSS CALWORKS Program Code 15 - NNA/DSS CALWORKS
Program Code 30 - D/MC/DSS CALWORKS/ Non-Perinatal
Program Code 31 - D/MC/DSS CALWORKS Minor Consent
Program Code 32 - D/MC/DSS CALWORKS/Perinatal
Program Code 33 - D/MC/DSS CALWORKS Minor Consent /Perinatal

The following program codes are added for the reporting of Drug Court substance abuse services:

Program Code 16 - NNA/Drug Court Alcohol/Drug
Program Code 17 - NNA/Drug Court Perinatal

>A revised Program Code List for FY 1997-98 is enclosed.

Funding Line Changes

The following lines have been added pertaining to DSS/CALWORKS:

Line 40c DSS/CALWORKS Drug/Medi-Cal (Fed Share) Fed Cat #93.778
Line 80d DSS/CALWORKS SGF Non-Perinatal D/MC Match
Line 58 DSS/CALWORKS SAPT Fed Cat #93.959
Line 80e DSS/CALWORKS SGF (DSS/CALWORKS SGF allocated to County Welfare Department by DSS)
Line 40d DSS/CALWORKS Perinatal Medi-Cal (Fed Share) Fed Cat # 93.778
Line 41d DSS/CALWORKS SGF Perinatal D/MC Match

The following line has been added pertaining to NNA/ Drug Courts:

Line 56b SAPT Drug Courts Fed Cat #93.959

Service Code Changes

Service Code 35 - Interim Treatment Services - CALWORKS

This service code will be utilized for CALWORKS clients whose use of alcohol or drugs has interfered with their performance in the workplace or in school. Each client will receive short-term outpatient treatment services (no longer than eight weeks) of group

and/or individual counseling sessions depending on his or her needs. This service includes any activity designed to assist the individual in determining a need for more intensive alcohol and other drug treatment. Examples of activities conducted and methods used for this service include, but are not limited to the following:

- a. Education in behavioral health recovery concepts, overcoming behavioral health barriers to employment, and relapse prevention
- b. Parenting skills development
- c. Job readiness education
- d. Education in life functioning skills
- e. Outpatient individual and /or group counseling
- f. Assessment and referral to ongoing substance abuse treatment, as needed

This service code can only be budgeted by using funding line 58 and/or 80e.

Funding Source

Please note that the requirement is still in effect with the SAPT Block Grant supplement for the SSI DA/A, SSI DA/A HIV set-aside (5 percent of the total SSI DA/A allocation), and the Mentor Initiative. These funds must be separately identified and tracked in order to maintain accountability for their use. The funds awarded under the SSI DA/A, SSI DA/A HIV Set-aside grant, whether carried over from FY 1996-97 or FY 1997-98 funding, were to have been obligated by September 30, 1997, and are to be expended by September 30, 1998.

When submitting your amended FY 1997-98 NNA-D/MC contract proposal, please use the enclosed mailer with ADP label (Attention: Kathleen West, Contracts Management Branch, Fourth Floor) and send a completed diskette and one hard copy of the forms generated from the data on the diskette.

REFERENCES

FY 1997-98 Combined NNA and D/MC Contract Boilerplate and NNA only Boilerplate

FY 1997-98 Allocation dated March 5, 1998. (ADP Bulletin # 98-06)

HISTORY

Welfare Reform/CALWORKS

The amount of \$1.5 million CALWORKS SGF from DSS to ADP has been allocated to all counties exclusively for D/MC services and Federal Financial Participation (FFP) match for CALWORKS clients for whom substance abuse treatment is part of their Welfare to Work Plan. Budgeting for this fund must be shown on line 41d for Perinatal Service and /or line 80d for Nonperinatal Services.

These funds were allocated to all counties by DSS irrespective of the D/MC status of the County. The funds may only be budgeted and expended for D/MC services. In order

for non-D/MC counties to use these funds, it will be necessary to become a D/MC county with a D/MC certified provider(s). The Department is prepared to assist in making the transition to D/MC status for any county wishing to do so.

The California Department of Social Services will allocate \$5 million of Federal Substance Abuse Prevention and Treatment (SAPT) Block Grant Funds through the county welfare department to provide AOD services to CALWORKS clients who have substance abuse treatment services as part of their Welfare to Work Plan. The SAPT set-asides requirements have already been satisfied, but all other SAPT requirements still apply for utilizing these funds. These funds must be shown on line 58.

In addition, the Department of Social Services has allocated \$12 million in State General Funds for FY 1997-98 to county welfare departments to be used for mental health services or substance abuse services. These funds are not matchable to any federal funds. County Welfare Directors have the option of moving these funds between their CALWORKS substance abuse services and their CALWORKS mental health services based on a county's specific need for each type of service. These funds must be shown on line 80e.

Drug Courts

Based on a competitive application process, 28 Counties were awarded SAPT funds with which to develop or expand drug court-related substance abuse treatment programs. Specific requirements are described in the Drug Court-Related Substance Abuse Treatment Program Request for Applications. It is the Department's intention that the award will be made for the current fiscal year as well as Fiscal Years 1998-1999 and 1999-2000.

QUESTIONS/MAINTENANCE

The Department is surveying counties' intent to amend their contract at this time or use the final amendment diskette to be sent to the counties by approximately

April 1, 1998. The final amendment is due May 1, 1998. It is the intent that these programs commence immediately, so to use the final amendment may pose a slight delay in payment for services, unless the county can use other funds in the interim period. **Please check the appropriate box "will submit" or "will not submit," to document your county's intentions regarding the V.2 amendment on the enclosed Participation Form. Please transmit the form on the following page to facsimile (FAX) number, (916) 323-0659 by Thursday, March 26, 1998.**

The NNA-D/MC V.2 diskette and hard copy of the budget are due to the Department by close of business on Friday, April 3, 1998. If you have any questions, please call your county analyst.

Thank you for your continued assistance and support as we begin the next phase of the FY 1997-98 NNA-D/MC Contract period.

EXHIBITS

- 1) Service Codes
- 2) Diskette
- 3) Program Code List for FY 1997-98
- 4) [Participation Form](#)

DISTRIBUTION

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