

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



October 10, 2001

TC LETTER NO. 01-06

TO: CHILD SUPPORT TRAINING COORDINATORS

SUBJECT: REQUEST FOR IDENTIFICATION OF EXISTING TRAINING MATERIALS

The Department of Child Support Services' Training & Procedures Team (TPT) is reviewing a course developed by the Office of Child Support Enforcement (OCSE) for the Financial Institution Data Match (FIDM). As you know, standardization of training across the state is one of our key goals. This includes the standardized implementation and use of materials created by OCSE. The intent of TPT's review of this OCSE course is to assess how material can be absorbed within, and used to strengthen, existing training in California.

Many of the local child support agencies will have existing materials on the subjects covered in this course. This material could be fully contained within a specific course and/or embedded within several courses. Knowledge of this material is important to the TPT's review and recommendations regarding the use of the OCSE course. Attached is a high-level outline of the OCSE course. Please review this outline and, using the attached format, provide us with information regarding existing local courses (or components of courses) that relate to the subjects contained in the outline. We may ask for copies of these materials in the near future.

Please send your response by **October 17, 2001** to Gloria Clemons-White at gloria.clemons-white@dcss.ca.gov. If you have any questions or concerns, please contact Gloria at (916) 464-5248. We thank you for your cooperation and support.

Sincerely,

SANDRA POOLE, Chief
Policy Branchc: IV-D Directors
Training Advisory Committee
Attachments