

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

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



September 22, 2008

LCSA LETTER: 08-14

ALL IV-D DIRECTORS

SUBJECT: PROGRAM, POLICY & REGULATIONS RESOURCE

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

The Department of Child Support Services (DCSS) is pleased to announce the availability of a new resource, the Program, Policy & Regulations (PPR) searchable database. The PPR contains department historical program and policy reference materials. This new resource will be available for all existing California Child Support Central (CA CS Central) users via <https://central.dcss.ca.gov> beginning September 23, 2008.

This database is intended to be a central repository for all department communications including Policy Interpretations (PI). A prior version of the database was launched last year with access from the Child Support Enforcement (CSE) system home page. Unfortunately, due to the database growth constraints, it became necessary to move the contents to CA CS Central. The current CSE link to the old PPR will be removed on October 19, 2008. From that point forward the PPR database will only be accessible via CA CS Central.

This new PPR resource allows users to easily access Child Support Services' letters, Child Support Services' Information Notice's, Local Child Support Agency letters, E-mail Blasts, Chief Counsel letters, Family Support Division letters, Family Support Division Information Notice's and PI letters. Users will also have the ability to quickly find documents based on pre-defined keywords that have been associated to the letters or they will be able to search the database using their own terms to locate documents within the PPR.

Additionally, users will have the ability to quickly link to the California Code of Regulations; Manual of Policy & Procedures; and Training Coordinator Letters; as well as the Federal Office of Child Support Enforcement website from the PPR home page. DCSS staff is continuing efforts to review all materials contained in the database to identify obsolete and updated policy. Until that review effort is completed, please continue to treat the information in the PPR as historical data.

LCSA Letter: 08-14
September 22, 2008
Page 2

The home page of the PPR contains an e-mail link, ppr@dcss.ca.gov, to be used when there are questions about the materials in the PPR or to alert DCSS staff when corrections may be needed. DCSS staff will be responsible for responding to these e-mail communications in a timely manner. This new e-mail link is not to be used to make requests for policy interpretations. The link to the PI request form is available separately on the PPR home page.

All county training coordinators will receive a walkthrough of the PPR during the last two weeks of September. There will also be a DCSS booth in the vendor area at the Child Support Directors Association conference in Anaheim next month. Be sure to stop by the booth and participate in a hands-on demonstration of this exciting new tool.

If you have any questions or concerns regarding this matter, please contact Ginger Harms in the Program Policy Branch at (916) 464-5883.

Sincerely,

/os/

BILL OTTERBECK
Deputy Director

cc: Outreach Coordinators
Policy Coordinators
Training Coordinators