

AUDIT COMMITTEE
DCFS COMPLIANCE REPORTS AND AUDITS FROM CONTRACTED VENDORS

Date Minutes/Agenda	Item #	Topic	Supporting Document
2020			
6/3/2020 https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1077582_2020-06-03Minutes_Final.pdf	13	Hillsides and Bienvenidos Children's Center, Inc. - A DCFS Residentially Based Services, Foster Family Agency, and Wraparound Approach Services Programs Providers - Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/143536.pdf
	14	Friends of the Family - A DCFS Prevention and Aftercare Services and Relative Support Services Programs Provider- Fiscal Compliance Review (Continued from the meeting of 6/3/20) (2/6/20)	https://file.lacounty.gov/SDSInter/bos/supdocs/144034.pdf
	15	Hathaway-Sycamores Child and Family Services - A Department of Children and Family Services Residentially Based Services Program Provider - Fiscal Compliance Review (2/27/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/144448.pdf
	19	South Bay Center for Counseling - A DCFS Programs Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/145528.pdf
	20	Alliance Human Services, Inc. - A DCFS and Probation Department Foster Family Agency Program Provider - Fiscal Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/145763.pdf
	21	Chinatown Service Center - A DCFS Family Preservation Program Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/145762.pdf
	22	Futuro Infantil Hispano Foster Family Agency Contract Compliance Review (12/3/19).	http://file.lacounty.gov/SDSInter/bos/supdocs/142812.pdf
	23	Olive Crest Treatment Centers Foster Family Agency Contract Compliance Review (12/3/19).	http://file.lacounty.gov/SDSInter/bos/supdocs/142818.pdf
	24	Grace Resources Fiscal Compliance Assessment (12/3/19).	http://file.lacounty.gov/SDSInter/bos/supdocs/142819.pdf
	25	Alpha Treatment Centers Foster Family Agency Contract Compliance Review (12/19/19).	http://file.lacounty.gov/SDSInter/bos/supdocs/142981.pdf
	26	David and Margaret Home Short Term Residential Therapeutic Program Contract Compliance Review (01/20/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/143685.pdf
	27	Los Angeles Youth Network dba Youth Emerging Stronger Short Term Residential Therapeutic Program Contract Compliance Review (1/21/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/144173.pdf
	28	Guardians of Love Foster Family Agency Contract Compliance Review (1/21/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/144174.pdf
	29	Five Acres - The Boys' and Girls' Aid Society of Los Angeles County Foster Family Agency Intensive Services Foster Care with Serious Emotional Behavioral Needs Contract Compliance Review (1/27/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/144168.pdf
	30	Vista Del Mar Child and Family Services Contract Compliance Review (1/27/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/144169.pdf
	31	McKinley Children's Center Short-Term Residential Therapeutic Program Contract Compliance Review (4/21/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/145765.pdf
	32	Olive Crest Treatment Centers Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (Continued from the meeting of 6/3/20). (http://file.lacounty.gov/SDSInter/bos/supdocs/145769.pdf
	33	Families Uniting Families Foster Family Agency Contract Compliance Review (3/31/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/145772.pdf
	34	Aspiranet Foster Family Agency Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/145775.pdf
	35	Five Acres - The Boys' and Girls' Aid Society of Los Angeles County Foster Family Agency Contract Compliance Review (5/14/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/145776.pdf
	36	The Village Family Services Foster Family Agency Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/146046.pdf
37	Bienvenidos Foster Care Services a Hillsides Affiliate Foster Family Agency Contract Compliance Review (5/14/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/146049.pdf	
38	Childhelp Foster Family Agency Contract Compliance Review (5/14/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/146050.pdf	
39	Seneca Family of Agencies Foster Family Agency Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/146051.pdf	
40	Penny Lane Centers Foster Family Agency Contract Compliance Review (5/14/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/146052.pdf	
41	Building Bridges Foster Family Agency Contract Compliance Review (5/14/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/146053.pdf	

<p><u>9/2/2020</u></p> <p>https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1081970_2020-09-02Minutes_Final.pdf</p>	7	Olive Crest Treatment Centers Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (3/31/20) (Continued from the meeting of 6/3/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/145769.pdf
	8	Penny Lane Centers Foster Family Agency Contract Compliance Review (5/14/20). (Continued from the meeting of 6/3/20)	http://file.lacounty.gov/SDSInter/bos/supdocs/146052.pdf
	9	Fred Jefferson Memorial Home for Boys FFA Contract Compliance Review (5/27/20). (http://file.lacounty.gov/SDSInter/bos/supdocs/146766.pdf
	10	Vista Del Mar Child and Family Services Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs (5/28/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/146767.pdf
	11	Serenity Foster Care and Adoption FFA Contract Compliance Review (5/27/20)	http://file.lacounty.gov/SDSInter/bos/supdocs/146770.pdf
	12	Childhelp Short-Term Residential Therapeutic Program Contract Compliance Review (7/7/20)	http://file.lacounty.gov/SDSInter/bos/supdocs/147362.pdf
	13	David and Margaret Home Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (7/7/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147363.pdf
	14	David and Margaret Home Foster Family Agency Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147424.pdf
	15	The Dangerfield Institute of Urban Problems Short-Term Residential Therapeutic Program Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147422.pdf
	16	Five Acres - The Boy's and Girl's Aid Society of Los Angeles County Short-Term Residential Therapeutic Program Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147423.pdf
	17	Maryvale Short-Term Residential Therapeutic Program Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147419.pdf
	18	New Life Foster Family Agency Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147425.pdf
	19	Victor Treatment Centers Short-Term Residential Therapeutic Program Contract Compliance Review (7/9/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147421.pdf
	20	Children's Bureau of Southern California Foster Family Agency Contract Compliance Review (7/24/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/147663.pdf
21	Dream Home Care Short-Term Residential Therapeutic Program Contract Compliance Review (8/18/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/148299.pdf	
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<p><u>12/2/2020</u></p> <p>https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1103543_2020-12-02Minutes_Final.pdf</p>	9	Victor Treatment Centers Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional Behavioral Needs Contract Compliance Review (10/5/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/149684.pdf
	10	Rancho San Antonio Short Term Residential Therapeutic Program (STRTP) Contract Compliance Review (10/5/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/149701.pdf
	11	Optimist Youth Homes & Family Services Foster Family Agency (FFA) Contract Compliance Review (1/6/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/149702.pdf
	12	Fleming and Barnes, Inc. dba Dimondale Adolescent Care Facility - A DCFS Group Home Contract Provider - Fiscal Compliance Review (10/15/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/149835.pdf
	16	Haynes Family of Programs - A DCFS and Probation Department Group Home Program Provider - Fiscal Compliance Review (11/13/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/150545.pdf
	17	Boys Republic - A DCFS And Probation Department Group Home and Short-Term Residential Therapeutic Program Provider - Fiscal Compliance Review (11/13/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/150546.pdf
	18	Serenity Foster Care and Adoption Foster Family Agency Contract Compliance Review (11/10/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/150570.pdf
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<p><u>3/3/2021</u></p> <p>https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1108150_2021-03-03Minutes_Final.pdf</p>	7	EI Centro De Amistad, Inc. - A DCFS Relative Home Assessment Services and Family Preservation Programs Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/151618.pdf
	8	Aspiranet - A DCFS and Probation Department Foster Family Agency and Transitional Housing Placement Plus Foster Care Programs Provider - Fiscal Compliance Review (12/18/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/151386.pdf
	12	St. Anne's Maternity Home Short-Term Residential Therapeutic Program Contract Compliance Review (12/24/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/151534.pdf
	13	McKinley Children's Center Foster Family Agency Contract Compliance Review (12/29/2020).	http://file.lacounty.gov/SDSInter/bos/supdocs/151584.pdf

	14	Allies for Every Child Foster Family Agency Contract Compliance Review (12/28/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/151765.pdf
	15	Alpha Treatment Centers Fiscal Compliance Assessment (12/28/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/153533.pdf
6/2/2021 https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1111795_2021-06-02Minutes_Final.pdf	10	The Children's Center of the Antelope Valley - A DCFS Relative Support Services Program Provider - Fiscal Compliance Review (4/13/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/157444.pdf
	14	Deliann-Lucille Achievement Home Short-Term Residential Therapeutic Program Contract Compliance Review (4/13/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/157512.pdf
	15	Alliance Human Services, Inc. Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (3/23/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155094.pdf
	16	Fields Comprehensive Youth Services Fiscal Compliance Assessment (3/31/21).	
	17	Five Acres - The Boys' and Girls' Aid Society of Los Angeles County Short-Term Residential Therapeutic Program Contract Compliance Review (3/18/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154955.pdf
	18	Fred Jefferson Memorial Home for Boys Foster Family Agency Contract Compliance Review (3/10/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154813.pdf
	19	Fred Jefferson Memorial Home for Boys Short-Term Residential Therapeutic Program Contract Compliance Review (3/23/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155092.pdf
	20	Futuro Infantil Hispano Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (3/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154814.pdf
	21	Guardians of Love Foster Family Agency Contract Compliance Review (3/31/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155189.pdf
	22	Hathaway-Sycamores Child and Family Services Short-Term Residential Therapeutic Program Contract Compliance Review (3/31/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155190.pdf
	23	Hillsides Short-Term Residential Therapeutic Program Contract Compliance Review (4/6/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/157407.pdf
	24	McKinley Children's Center Intensive Services Foster Care Foster Family Agency for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (3/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154815.pdf
	25	Nuevo Amanecer Latino Children's Services Foster Family Agency Contract Compliance Review (3/23/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155093.pdf
	26	Olive Crest Intensive Services Foster Care Foster Family Agency for Children with Special Healthcare Needs Contract Compliance Review (3/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154816.pdf
	27	Personal Involvement Center Foster Family Agency Contract Compliance Review (3/31/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155191.pdf
	28	Seneca Family of Agencies Foster Family Agency Contract Compliance Review (3/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/154817.pdf
	29	Vista Del Mar Child and Family Services Short-Term Residential Therapeutic Program Contract Compliance Review (4/13/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/157408.pdf
9/1/2021 https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1121286_2021-09-01Minutes_Final.pdf	7	Deliann-Lucille Achievement Home Short-Term Residential Therapeutic Program Contract Compliance Review (4/13/21)(Continued from the meeting of 6/2/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/157512.pdf
	8	Rite of Passage Southern California STRTP Contract Compliance Review (5/27/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/159002.pdf
	9	Trinity Youth Services Foster Family and Adoptions Agency (FFA) Contract Compliance Review (5/27/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/159004.pdf
	12	Healthright 360 - DCFS and DPH Substance Abuse Prevention and Control Programs Provider - Fiscal Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/159664.pdf
	13	Inner Circle Foster Family Agency - A DCFS FFA Program Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/160713.pdf
	14	Koinonia Foster Homes, Inc. - A DCFS FFA Program Provider - Fiscal Compliance Review (6/23/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/159699.pdf
	15	Penny Lane Centers - A DCFS And DPH Substance Abuse Prevention and Control Division Programs Provider - Fiscal Compliance Review (6/09/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/159696.pdf
	16	Alliance Human Services FFA (1/18/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/160984.pdf
	17	Aspiranet Intensive Services Foster Care FFA for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (6/4/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/159698.pdf

	18	Bourne, Inc. Short-Term Residential Therapeutic Program Contract Compliance Review (12/23/20). (http://file.lacounty.gov/SDSInter/bos/supdocs/161010.pdf
	19	Building Bridges Foster Family Agency Contract Compliance Review (1/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/161127.pdf
	20	Changing the Health of Adolescents Impacting the Nation Reaction Fiscal Compliance Assessment (2/16/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/161015.pdf
	21	The Dangerfield Institute of Urban Problems Foster Family Agency Contract Compliance Review (9/24/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/161013.pdf
	22	Extraordinary Families FFA Contract Compliance Review (7/28/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/160938.pdf
	23	Fred Jefferson Memorial Home for Boys Short-Term Residential Therapeutic Program Contract Compliance Review (3/23/21)(Continued from the meeting of 6/2/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/155092.pdf
	24	Garces Residential Care Services Short-Term Residential Therapeutic Program Contract Compliance Review (1/12/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/161011.pdf
	25	Grace Resources Fiscal Compliance Assessment (10/9/20)	http://file.lacounty.gov/SDSInter/bos/supdocs/161014.pdf
	26	Hermanitos Unidos - Siblings United Foster Family Agency Contract Compliance Review (2/18/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/160991.pdf
	27	Hillsides Foster Family Agency Contract Compliance Review (7/31/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/160990.pdf
	28	Korean American Family Services Foster Family Agency Contract Compliance Review (10/20/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/160992.pdf
	29	Los Angeles County Office of Education Fiscal Compliance Assessment - Desk Review (2/19/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/161016.pdf
	30	Mindful Growth Foundation Short-Term Residential Therapeutic Program Contract Compliance Review (3/12/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/161009.pdf
	31	Nuevo Amanecer Latino Children's Services - Intensive Services Foster Care FFA for Children with Serious Emotional and Behavioral Needs (4/12/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/160983.pdf
	32	Penny Lane Centers - Intensive Services Foster Care FFA for Children with Serious Emotional and Behavioral Needs Contract Compliance Review (7/28/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/160939.pdf
	33	Personal Involvement Center Foster Family Agency Contract Compliance Review (3/31/21)(Continued from the meeting of 6/2/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/155191.pdf
	34	There is Hope Foster Family Agency Contract Compliance Review (4/28/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/161140.pdf
	35	The Virtuous Woman Short-Term Residential Therapeutic Program Contract Compliance Review (4/12/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/161141.pdf
	36	Vista Del Mar Child and Family Services Community Treatment Facility Contract Compliance Review (4/9/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/161142.pdf
	37	Walden Environment dba Walden Family Services Foster Family Agency Contract Compliance Review (12/29/20).	http://file.lacounty.gov/SDSInter/bos/supdocs/161012.pdf
	38	Wayfinder Family Services - Short-Term Residential Therapeutic Program Contract Compliance Review (5/28/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/160993.pdf
	39	West Covina FFA d.b.a. Homes of Hope FFA Contract Compliance Review (6/04/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/159697.pdf
12/1/2021			
https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1121254_2021-12-01Minutes_Final.pdf	8	Para Los Niños - A DCFS Family Preservation and Partnerships for Families Programs Provider - Fiscal Compliance Review (9/3/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/162161.pdf
	12	Building Bridges FFA Fiscal Compliance Assessment (8/26/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/162158.pdf
	13	Hanna's House dba Hannah's Children's Homes - FFA Contract Compliance Review (9/6/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/162162.pdf
	14	Changing the Health of Adolescents Impacting the Nation Reaction Fiscal Compliance Assessment (Desk Review)(9/15/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/162163.pdf
	15	Eggleston Youth Centers Fiscal Compliance Assessment (9/17/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/162165.pdf
	17	Wayfinder Family Services Short-Term Residential Therapeutic Program - Contract Compliance Review (Revised 10/22/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/163844.pdf
	18	The Road Ahead Family Services Fiscal Compliance Assessment (Desk Review) (11/18/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/163846.pdf
2022			
https://file.lacounty.gov/SDSInter	9	Guardians of Love - A DCFS Foster Family Agency (FFA) and Relative Home Assessment Services Programs Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164700.pdf

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11	United American Indian Involvement, Inc. - A DCFS Prevention and Aftercare Services and Family Preservation Programs Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164797.pdf
12	Victor Treatment Centers, Inc. - A DCFS and Probation Department Programs Provider - Fiscal Compliance Review (11/30/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/164692.pdf
13	Sycamores FFA Contract Compliance Review (12/6/21)	http://file.lacounty.gov/SDSInter/bos/supdocs/164696.pdf
15	Bethany Christian Services of Southern California FFA Contract Compliance Review (11/23/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/164693.pdf
16	Changing the Health of Adolescent Impacting the Nation (C.H.A.I.N.) Reaction Transitional Housing Placement Program for Non-Minor Dependents (THPP-NMDS) Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164952.pdf
17	Childhelp FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/165840.pdf
18	The Dangerfield Institute of Urban Problems STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164945.pdf
19	Deliaann-Lucile Corporation dba Delilu Achievement Home STRTP Fiscal Compliance Assessment.	http://file.lacounty.gov/SDSInter/bos/supdocs/165856.pdf
20	Families Uniting FFA Agency Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/166547.pdf
21	Five Acres -The Boys' and Girls' Aid Society of Los Angeles County Intensive Services Foster Care FFA for Children with Serious Emotional and Behavioral Needs Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164694.pdf
22	Five Acres - The Boys' and Girls' Aid Society of Los Angeles County STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/165861.pdf
23	3. Fred Jefferson Memorial Home for Boys Fiscal Compliance Assessment.	http://file.lacounty.gov/SDSInter/bos/supdocs/165859.pdf
24	Fred Jefferson Memorial Home for Boys STRTP Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/166551.pdf
25	Futuro Infantil Hispano FFA Intensive Services Foster Care for Children with Serious Emotional Behavioral Needs Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/166545.pdf
26	Hermanitos Unidos Siblings United FFA Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/164698.pdf
27	Heritage Group Homes STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164944.pdf
28	Koinonia Foster Homes FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/166549.pdf
29	Luvlee's Residential Care, Inc. dba New Dawn STRTP Contract Compliance Review (12/15/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/164697.pdf
30	Latino Family Institute FFA Contract Compliance Review	http://file.lacounty.gov/SDSInter/bos/supdocs/164950.pdf
31	Ninos Latinos Unidos FFA Contract Compliance Review (11/30/21).	http://file.lacounty.gov/SDSInter/bos/supdocs/164695.pdf
32	New Life FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/166541.pdf
33	The Road Ahead Family Services FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/166548.pdf
34	There is Hope FFA Fiscal Compliance Assessment.	http://file.lacounty.gov/SDSInter/bos/supdocs/166544.pdf
35	Walden Environment DBA Walden Family Services FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/164951.pdf

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https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1129841_2022-06-01Minutes_Final.pdf

5	Alpha Treatment Centers - A Department of Children and Family Services (DCFS) and Probation Department, Foster Family Agency (FFA) Program Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/168763.pdf
6	Childhelp, Inc. - A DCFS and Probation Department Programs Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/167966.pdf
9	Allies for Every Child FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/167982.pdf
10	Bourne STRTP Fiscal Compliance Assessment.	http://file.lacounty.gov/SDSInter/bos/supdocs/167995.pdf
11	Building Bridges FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/168005.pdf
12	Childhelp STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/168004.pdf

	13	First Place for Youth Transitional Housing Placement Program for Non-Minor Dependents Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/168000.pdf
	14	Hillside FFA Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/167967.pdf
	15	Mary's Shelter dba Mary's Path STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/167981.pdf
	16	McKinley Children's Center dba McKinley Boy's Home STRTP Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/168003.pdf
	17	Penny Lane Centers Intensive Services Foster Care (ISFC) FFA for Children with Serious Emotional Behavioral Needs (SEBN)	http://file.lacounty.gov/SDSInter/bos/supdocs/169325.pdf
	19	The Village Family Services FFA.	http://file.lacounty.gov/SDSInter/bos/supdocs/169324.pdf
<u>9/7/2022</u> https://file.lacounty.gov/SDSInter/bos/commissionpublications/minutes/1134053_2022-09-07Minutes_Final.pdf	6	Ladera Education Institute dba Casa Ladera - A DCFS and Probation Department STRTP Provider - Fiscal Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/171681.pdf
	10	Futuro Infantil Hispano Foster Family Agency Contract Compliance Review.	http://file.lacounty.gov/SDSInter/bos/supdocs/172080.pdf
	11	Hanna's House DBA Hannah's Children's Homes Fiscal Compliance Assessment.	http://file.lacounty.gov/SDSInter/bos/supdocs/171676.pdf
	12	Hermanitos Unidos Siblings United Foster Family Agency (FFA) (Fifth District)	http://file.lacounty.gov/SDSInter/bos/supdocs/172159.pdf
<u>12/7/2022</u> https://file.lacounty.gov/SDSInter/bos/commissionpublications/agenda/1133815_2022-12-7Agenda_Final.pdf	10	Children's Bureau of Southern California Fiscal Compliance Assessment	http://file.lacounty.gov/SDSInter/bos/supdocs/175002.pdf

GRIEVANCE REVIEW HEARING REQUEST

IDENTIFYING INFORMATION (Provide the following information)

Complainant's name: _____	
foster parent; legal parent/guardian, relative/non-relative extended family member	
Address: _____	Phone: _____
Child's Case Number: _____	
CSW's Name: _____	Phone: _____
SPA: _____	Office Address: _____

GRIEVANCE (Describe your concerns. Attach additional pages, if necessary)

REQUESTED ACTION (Describe how you would like the situation to be resolved)

SIGNATURE _____

DATE _____

An explanation of the Grievance Review procedure and instructions are on the reverse of this form. If you need assistance completing this form or have questions about the Grievance Review procedure, contact the DCFS Grievance Review Information Line, (833) 782-0173 or by fax at (213) 427-6154, or by e-mail: GRRequest@dcfs.lacounty.gov

DCFS GRIEVANCE REVIEW PROCEDURES

California Department of Social Services' (CDSS) Manual of Policies and Procedures (MPP) Division 31, Section 020 requires a grievance process to review complaints from foster parents (which includes approved relative and non-relative extended family members caregivers), legal parents, legal guardians and children regarding the placement or removal/replacement of a child or non-minor dependent from a foster home. CDSS also requires that DCFS provide you with a copy of the grievance procedure regulations. The DCFS 4161-I, California Department of Social Services Grievance Procedure Regulations form contains the exact text of the State of California regulations.

All issues will be resolved in the best interest of the child.

If your grievance is regarding the pending **removal of a foster child or non-minor dependent from your home**, contact the child's Children's Social Worker (CSW) to discuss your concerns. You may request a Grievance Review Hearing by submitting a completed DCFS 4161, Grievance Review Hearing Request form, to the Government Accountability and Risk Management (GARM) Bureau Liaison within **10 calendar days** from the date you became aware of the action under complaint. In cases of removal not exempted from review, you must submit the DCFS 4161 to the GARM Bureau Liaison at least **2 calendar days** prior to the expected date of removal of the child from your home.

If your grievance is regarding the **placement of a foster child or non-minor dependent in your home**, contact the child's Children's Social Worker (CSW) to discuss and attempt to resolve your concerns. You may request a Grievance Review Hearing by submitting a completed DCFS 4161, Grievance Review Hearing Request form to the GARM Bureau Liaison. The GARM Bureau Liaison must receive the DCFS 4161 within **10 calendar days** from the date you became aware of the action which is under complaint.

IF YOU WOULD LIKE TO SUBMIT THE DCFS 4161 VIA EMAIL OR FAX, PLEASE SEND TO
GRRequest@dcfs.lacounty.gov or (213) 427-6154.

IF YOU WOULD ALTERNATIVELY LIKE TO SUBMIT THE DCFS 4161 BY MAIL OR IN PERSON, PLEASE MAIL OR DELIVER THE FORM IN PERSON DURING NORMAL BUSINESS HOURS MONDAY THROUGH FRIDAY TO THE FOLLOWING ADDRESS:

GARM BUREAU LIAISON
425 Shatto Place, 6th Floor
Los Angeles, CA 90020

REGARDLESS OF THE MANNER BY WHICH YOU CHOOSE TO SUBMIT THE DCFS 4161, YOU ARE STRONGLY ADVISED TO MAKE A COPY FOR YOUR RECORDS.

You will receive written notification of the Grievance Review Hearing via certified mail, within five (5) calendar days prior to the Grievance Review Hearing via the DCFS 4161-N, Grievance Review: Notice of Hearing form. The Notice will advise you of the date, time, and place of the hearing. You may bring a representative with you to the hearing. If you wish to authorize the release of information to your representative, you must complete the DCFS 4161-R, Grievance Review: Representative Agreement form, and submit it to the child's CSW. At the hearing, the Review Agent will require your representative to sign a DCFS 4161-C, Grievance Review: Representative Statement of Confidentiality form and, if not already on file, the DCFS 4161-R.

You may obtain additional forms from the child's CSW or you may request them from the DCFS GARM Bureau Liaison by e-mail: GRRequest@dcfs.lacounty.gov

List of relevant forms:

DCFS 4161, Grievance Review Hearing Request

DCFS 4161-I, California Department of Social Services (CDSS) Grievance Procedure Regulations

DCFS 4161-R, Grievance Review: Representative Agreement

If you need assistance completing this form or have questions about the Grievance Review procedure, contact: the DCFS Grievance Review Information Line, (833) 782-0173, or by fax at (213) 427-6154, or by e-mail: GRRequest@dcfs.lacounty.gov

Child Abuse Central Index (CACI) Hearings

0070-548.18 | Revision Date: 07/01/18

Overview

This policy guide provides staff with guidelines on responding to and conducting Child Abuse Central Index (CACI) Hearings.

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Version Summary

This policy guide was updated from the 07/01/14 version, as part of the Policy Redesign, in accordance with the DCFS Strategic Plan.

POLICY

Gomez v. Saenz

Based on a settlement agreement in [Gomez v. Saenz](#) lawsuit, and beginning in May, 2008, individuals are to be provided appropriate notice of their Child Abuse Central Index (CACI) listing as well as the right to appeal the listing via an administrative Grievance Review Hearing. These Grievance Review Hearings are conducted by a Grievance Review Officer, who must meet the following criteria and perform the following tasks:

Grievance Review Officer

The Grievance Review Officer conducting the Grievance Review Hearing must meet the following criteria:

- Be a staff member or other person who is not involved in the investigation of the alleged child abuse or severe neglect.
- Have in the field knowledge of child abuse or neglect investigations and is capable of objectively reviewing the complaint.

The officer cannot be a co-worker or a person directly in the chain of supervision of any of the persons involved in the investigation of the alleged abuse or severe neglect unless the Grievance Review Officer is the Director or Deputy Director of DCFS.

The Grievance Review Officer is authorized to perform the following tasks:

- Process Grievance Review Hearing requests and conduct the Grievance Review Hearings.
- Prevent the presence and/or examination of a child at the Grievance Review Hearing for good cause. Good cause includes but is not limited to protecting the child from trauma or protecting his or her health, safety, and/or well-being.
- Interview the child outside the presence of the parties to determine the following:
 - Whether the child's participation is voluntary.
 - Whether the child is capable of providing voluntary consent.
 - Whether good cause exists for preventing the child from being present and/or testifying at the hearing.
- Permit the testimony and/or presence of a child. This shall be permitted only if both the child's participation in the grievance is voluntary and the child is able to provide voluntary consent.
- Limit the questioning of a witness to protect the witness from unwarranted embarrassment, oppression, or harassment.

- Allow the DCFS and/or the complainant to submit additional evidence as necessary to evaluate whether a finding of substantiated abuse is warranted.
- Continue the hearing for a period not to exceed 10 calendar days if additional evidence or witnesses are necessary for determination of the issue.

The Grievance Review Officer does not have subpoena power. Should a Grievance Review Officer be unavailable to prepare the proposed decision, the County Director or his/her designee shall notify the complainant and the county that the case is being assigned to another Grievance Review Hearing officer to prepare.

- The notice shall inform the complainant that he/she may elect to have a new Grievance Review Hearing held on the matter, provided that he/she agrees to waive the 10 day or 60- day period.

A Grievance Review Officer must voluntarily disqualify him/herself and withdraw from any proceeding, in which he/she cannot give a fair and impartial hearing or in which he/she has an interest. A Grievance Review Officer will be considered unable to conduct a fair and impartial hearing if he/she:

- Is incapacitated.
- Has ceased employment as a Grievance Review Officer.
- Upholds a party's motion for disqualification at the beginning or during the hearing. In such cases, the matter shall be postponed and shall be considered a postponement with good cause.
- If after the hearing, but before the close of the record, the Grievance Review Officer determines that disqualification is appropriate, he/she shall notify the claimant and the county that the case is being assigned to another Grievance Review Hearing officer.

A complainant may request, at any time, prior to the close of the record that the Grievance Review Officer be disqualified upon the grounds that a fair and impartial hearing cannot be held or a decision cannot be rendered. The Grievance Review Officer's determination is subject to rehearing review and judicial review.

Challenges to a Child Abuse Central Index (CACI) Referral

An individual may request a Grievance Review Hearing to challenge his/her referral to the CACI Database through the following steps:

1. Request and complete a written and signed request (SOC 834) for a CACI Grievance Review Hearing.
 - The request for Grievance Review Hearing must set forth the facts that the individual believes provides a basis for reversal of DCFS' finding of substantiated abuse.
2. Mail the request to DCFS within 30 calendar days of the date the notice and request for Grievance Review Hearing was mailed to the individual.

- Failure to mail the request for Grievance Review Hearing within the prescribed timeframe shall result in the denial of the Aggrieved Party's right to a hearing.
- For individuals to whom no prior notification was mailed regarding his/her referral to the CACI, the request must be filed within 30 calendar days of the individual; becoming aware that he/she is listed on the CACI and/or becoming aware of the grievance process.
- A complainant is deemed aware of the County action or finding when the County mails adequate notice to the complainant's last known address.

A Grievance Review Hearing request shall not be accepted under the following circumstances:

- A court of competent jurisdiction (Dependency Court or Criminal Court) has determined that the suspected abuse or severe neglect has occurred.
- The allegation of child abuse, or severe neglect, resulting in a referral to the CACI Database is pending before the court.

In situations such as these, the Office of Appeals Management will issue an initial denial of the submitted request for Grievance Review Hearing and notify the Aggrieved Party that they may make a request for reconsideration if the court dismisses the petition or criminal charge that was filed against them. Any request for reconsideration must be made within 30 days of dismissal. Failure to mail the request for reconsideration within the prescribed timeframe shall result in the denial of the Aggrieved Party's right to a hearing.

Grievance Review Hearings

The individual requesting the CACI Grievance Review Hearing (The Aggrieved Party) may have an attorney or other representative present at the hearing to assist them. The individual requesting the Grievance Review Hearing and their representatives must be permitted to examine all records and evidence related to the County's investigative activities and findings associated with the original investigation that resulted in the CACI listing. This does not include information that is otherwise made confidential by law.

- DCFS must obtain a copy of the signed authorization, prior to communicating with any attorney, or any other individual claiming to speak on behalf of the aggrieved party.

DCFS and the Aggrieved Party must make available the documents and other evidence related to the original investigation, that they intend to rely upon at the Grievance Review Hearing at least 10 business days prior to the hearing and/or the extent permitted by law.

- This excludes information that is otherwise made confidential by law.
- The County must redact from the records names and personal identifiers as well as information regarding the mandated reporter's observations of the evidence indicating child abuse and/or neglect to protect the identity, health, and safety of those mandated reporters of suspected child abuse and/or neglect.

- Failure to disclose evidence or witness lists in advance of the hearing can constitute grounds for objecting to consideration of the evidence at the hearing or to hearing the testimony of a witness during the hearing.

Each party and their attorney or representative and witnesses while testifying will be the only persons authorized to be present during the hearing unless all parties and the Grievance Review Officer provide consent. All testimony shall be given under oath or affirmation. Parties may call witnesses to the hearing and question the other party's witness.

The Grievance Review Hearing shall be conducted as follows:

1. The Grievance Review Hearing must be, to the extent possible, conducted in a non-adversarial atmosphere.
2. DCFS presents evidence supporting its findings of substantiated abuse or severe neglect.
3. The complainant will provide evidence supporting their claim that DCFS' finding(s) should be withdrawn or changed.
4. DCFS is allowed to present rebuttal evidence in support of its finding.
5. The Grievance Review Officer may allow DCFS and/or the party filing the complaint to submit additional evidence.
6. Either party may request a continuance of the Grievance Review Hearing not to exceed 10 business days. Additional continuances or a dismissal of the hearing will be granted with mutual agreement of all parties involved or for good cause.
7. The Director of DCFS must issue a written final decision adopting, rejecting, or modifying the recommended decision within 10 business days after the recommended decision issues.
 - The Director of DCFS must explain why a recommended decision was rejected or modified.
8. The final decision must be based upon the evidence presented at the hearing.
 - DCFS may conduct an internal review of the case to address or rectify the matter identified in the request for grievance prior to the hearing.
 - The County may resolve a grievance at any time by modifying a finding of substantiated abuse or neglect to unfounded and notifying DOJ of the need to remove the individual from the CACI.

Information disclosed at the Grievance Review Hearing may not be used for any other purpose unless otherwise required by law.

- Any documents or other evidence disclosed by the county to the complainant and/or his or her attorney or representative for the hearing shall be returned to DCFS at the conclusion of the hearing.

- The documents and information disclosed may be part of an administrative record for a Writ of Mandate challenging the final decision of the DCFS Director.
- The administrative record shall be kept confidential, including if any of the parties request that it be filed with the court under seal.

Grievance Review Hearing Records

CACI Grievance review proceedings are audio recorded and the audio recording is a part of the official administrative record. The Office of Appeals Management possesses and maintains the administrative record and audio recording of the hearing. The contents of the audio recording remain under seal.

The complainant or the complainant's representative may inspect the transcript and/or recording. The costs for transcribing a recording of the hearing are charged to the complainant. DCFS must provide the administrative record to the court, if any party seeks judicial review of the final decision of the Director of DCFS.

The Grievance Review Hearing Record shall be retained for a length of time consistent with current law, regulations, or judicial order that governs the retention of the underlying record. Regardless of the circumstance, the record must be retained for at least one year from the decision date. It must also include the documents and other evidence accepted as evidence at the hearing.

PROCEDURE

Responding to a Request for a Grievance Review Hearing

Chief Grievance Review Officer Responsibilities

1. Enter the Request for Grievance Review Hearing in the CACI Trac Application.
2. Determine whether the following have occurred:
 - The Request for Grievance Review Hearing was not submitted in a timely manner.
 - A court of competent jurisdiction, (Criminal Court or Dependency Court) has determined that the suspected abuse or severe neglect has occurred.
 - The allegation of child abuse or severe neglect previously reported to the DOJ CACI Database is currently pending before a court of competent jurisdiction.
 - If any of the above conditions exists, notify the requesting individual by letter that their request for a Grievance Review Hearing is being denied and provide the reasons for the denial. Enter the Denial Reason in CACI Trac and close the request.
2. If the SOC 834 does not have all the necessary information, assist the requestor in completing the SOC 834 correctly.
3. Determine if the matter identified in the request for Grievance Review Hearing can be rectified by a review of the case record.
 - If the finding of substantiated abuse or severe neglect must be changed to unfounded report, notify the Department of Justice of the correction to the CACI.
4. If the SOC 834 has been submitted in a timely manner, it contains the necessary information, and it is determined that the matter cannot be resolved without a Grievance Review Hearing, accept the matter for hearing.
5. Enter the required information on automated Child Abuse Central Index Tracking and Case Management application (CACI Trac) and assign to a Grievance Review Officer.

Conducting a Grievance Review Hearing

Grievance Review Officer Responsibilities

- Schedule the Grievance Review Hearing within 10 business days and no later than 60 calendar days from the date the request for grievance is received, unless otherwise agreed to by the individual and DCFS. Enter this information in CACI Trac and update as required.

1. At least 30 calendar days prior to the scheduled Grievance Review Hearing:
 - Mail a Notice of Hearing to the aggrieved party, informing him/her of the date, time and place of the Grievance Review Hearing.
 - Notify the investigating CSW by e-mail that their presence is required at the Grievance Review Hearing.
 - Inform the CSW of the date, time, and place of the hearing. If the CSW is no longer an employee of DCFS, attempt to locate that CSW's former SCSW at the time of the investigation and request that he/she be present at the Grievance Review Hearing.
 - Inform the CSW's SCSW, ARA and RA by e-mail of the scheduled Grievance Review Hearing.
 - If the complainant is planning to have an attorney at the hearing:
 - Instruct the investigating CSW to have their out station County Counsel present.
 - Contact the designated Advice County Counsel Attorney to inform them of the date of the scheduled Grievance Review Hearing and request that they attend in order to provide legal assistance to the Grievance Review Officer.

Regional Office CACI Point Person Responsibilities

The CACI Point Person is to ensure that the CSW who conducted the investigation of the suspected child abuse or severe neglect and/or his/her SCSW review the investigatory file with their out-stationed County Counsel prior to the CACI Grievance Review Hearing.

If a decision is made to modify the original report to inconclusive or unfounded, a CACI Grievance Review Hearing will no longer be required and the following must take place within 5 business days of that decision:

1. Fax the amended BCIA 8583 and a copy of the original BCIA 8583 to the California Department of Justice (DOJ) at (916) 227-3253. Contact Sam Dunlap, the Los Angeles County CACI Liaison at (916) 227-3743, to confirm that the forms were received. The DOJ can verify that an Aggrieved Party's identifying information has been removed from CACI 24-48 hours after receipt of the BCIA 8583, but will be unable to do so after that timeframe.
2. Ensure that a letter is mailed to the Aggrieved Party informing them that DCFS has reviewed the matter internally and have taken the necessary steps to modify the original substantiated allegation conclusion and remove their identifying information from the DOJ CACI Database.
3. E-mail scanned copies of the amended BCIA 8583, the original BCIA 8583, and a copy of the fax cover sheet confirming DOJ received the amended BCIA 8583 to the following individuals:
 - Out-stationed County Counsel
 - Office of County Counsel Paralegal, Audrey Sanchez
 - Office of Appeals Management Grievance Review Officer

- Once these steps have been completed, ensure that CWS/CMS is updated to reflect any change to the appropriate allegation conclusion(s) and click “yes” to the question if the allegation conclusion was modified as a result of a DOJ Grievance.
4. In the event that the Grievance Review Hearing is required:
 - Reserve a meeting room for the CACI Grievance Review Hearing
 - Arrange for a translator when requested.

Grievance Review Officer Responsibilities

1. Record and conduct the Grievance Review Hearing.
2. Administer an oath to all parties providing testimony as well as any witnesses.
3. If a child is a witness, interview the child outside the presence of the parties to determine whether the child’s participation is voluntary and/or whether good cause exists for preventing the child from being present or testifying at the hearing.
4. Review and evaluate documentary evidence.
5. Based on the evidence presented at the hearing, determine whether the allegation of abuse or neglect is an unfounded report, inconclusive report or substantiated report.
6. Provide a written recommended decision to the Director or Chief Deputy of DCFS within thirty (30) calendar days of the close of the Grievance Review Hearing. Include in the decision a Summary of the Facts/Issues Involved and Allegations; the Evidence Considered During the Course of the Grievance Review Hearing; the Applicable Laws and Statutes; The recommended decision, the Basis of Recommended Decision; the Conclusion; and the Director’s Decision.
7. Once the Director’s Decision has been completed, provide a copy of the report to the parties involved in the Grievance Review Hearing, including the CSW, SCSW, ARA, RA, County Counsel, the Aggrieved Party, their representative or legal counsel, by placing a copy in the United States First Class Mail. Service may also be completed by e-mail when requested by the Aggrieved Party and/or their legal representative.
8. Update the CACI Trac Application to reflect the result of the CACI Grievance Review Hearing and submit the case for closure.

Changes Required/Made to the CACI Database

Chief Grievance Review Officer Staff Responsibilities

If the finding of substantiated abuse or neglect is changed because of the Grievance Review Hearing, advise the Department of Justice (DOJ) of the change and request that DOJ remove the complainant’s name from the CACI Database by:

- Within 5 business days of making the change, complete an amended [BCIA 8583](#), Child Abuse or Severe Neglect Indexing Form. The new BCIA 8583 must include supplementary information for a report that has been previously submitted to the DOJ CACI Database.

- Check the box at the top of the BCIA 8583 to identify an Amended Report and complete the sections as directed. Attach a copy of the original BCIA 8583 (when available) and send both forms to the Department of Justice.
- Send the Amended BCIA 8583 and a copy of the Original BCIA 8583 to the DOJ by any of the following methods:

United States First Class Mail:

Department of Justice
Sam Dunlap CACI Expedite Unit
4949 Broadway, Room B216
Sacramento, CA 95820

Or by Fax at: 916-227-5054

Or by email at: DOJChildProtectionProgram@doj.ca.gov

- Update the Allegation Notebook in CWS/CMS when there is a change in investigation disposition due to a case review or Grievance Review Hearing. Please refer to the attached procedural guide for changing/updating CWS/CMS for a matter previously investigated by DCFS.
- Document on the ID page of the referral both that there was a request for a Grievance Review Hearing and the results of the hearing.
- Enter any final information on the CACI Trac application and close the case.

APPROVALS

None

HELPFUL LINKS

Forms

CWS/CMS

[BCIA 8583, Child Abuse or Severe Neglect Indexing Form](#)

LA Kids

[SOC 832](#), Notice of Child Abuse Central Index Listing

[SOC 833](#), Grievance Procedures for Challenging Reference to the Child Abuse Central Index

[SOC 834](#), Request for Grievance Review Hearing

Referenced Policy Guides

[0070-548.17](#), Completion and Submission of the BCIA 8583, Child Abuse or Severe Neglect Indexing Form

[0500-501.20](#), Release of Confidential DCFS Case Record Information

Statutes

[All County Information Notice \(ACIN\) 1-22-08](#) – Implementation Activities for Gomez V. Saenz Lawsuit Settlement.

[Assembly Bill 717](#) – Details the reporting requirements to the Child Abuse Central Index (CACI).

[California Department of Social Services \(CDSS\) Manual of Policies and Procedures \(MPP\) Division 31 Section 31-021.54](#) – States, in part, that a grievance review offer may be a “staff or other person who is able to conduct a fair and impartial hearing. A Grievance Review Officer shall voluntarily disqualify him or herself and withdraw from any proceeding in which he or she cannot give a fair and impartial hearing or in which he or she has an interest.”

[CDSS MPP Division Section 31-021.55](#) – States, in part, that a grievance review offer may be a person who is available to prepare the proposed decision and lists the situations under which a person would be unavailable.

[CDSS MPP Division Section 31-021.62](#) – States, in part, that the county “shall be permitted to examine all records and evidence related to the county’s investigative activities and investigative findings associated with the original referral that prompted the CACI listing, except for information that is otherwise made confidential by law.”

[CDSS MPP Division 31Section 31-021.621](#) – States “the county and the complainant shall make available for inspection all records and evidence related to the original referral that prompted the CACI listing, except for information that is otherwise made confidential by law, at least ten (10) business days prior to the hearing.”

[CDSS MPP Division 31Section 31-021.621\(a\)](#) – States, in part, that the “County shall redact such names and personal identifiers from the records and other evidence as required by law and to protect the identify, health, and safety of mandated of those mandated reporters of suspected child abuse and/or neglect.”

[CDSS MPP Division 31Section 31-021.64](#) – States, in part, that “the information disclosed at the Grievance Review Hearing may not be used for any other purpose unless otherwise required by law.”

[Penal Code \(PC\) Section 11165.12](#) – Provides definitions for an unfounded report, a substantiated report, and an inconclusive report.

[PC 11169 – \(a\)](#) States, in part, that an agency shall forward to the Department of Justice a report in writing of every case it investigates of known or suspected child abuse or severe neglect which is determined to be substantiated; (b) that the agency shall also notify in writing that the known or suspected child abuser has been reported to the Child Abuse Central Index; (c) that agencies shall retain child abuse or neglect investigative reports that result in a report filed with the Department of Justice.

[Back to Helpful Links](#)