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Title 22@ Social Security

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Division 2@ Department of Social Services-Department of Health Services

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Part 2@ Health and Welfare Agency-Department of Health Services Regulations

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Subdivision 7@ California Children's Services

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Chapter 3@ Client Application and Eligibility Requirements

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Article 5@ Annual Enrollment Fee

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Section 41684@ Annual Enrollment Fee Collection

41684 Annual Enrollment Fee Collection

(a)

Counties shall retain the original of the legal agreement part of the financial eligibility and enrollment fee determination worksheets.

(b)

A single, lump-sum annual payment shall be encouraged in order to simplify collection and reduce county administration costs.

(c)

Periodic payments of specified amounts may be agreed upon if the family is unable to make a lump-sum payment.

(d)

Accounting records of payment obligations and collections shall be maintained by counties. (1) A tracking system shall be included to remind families of their outstanding fee obligations. (2) Each billing statement sent to the parents, legal guardian of a minor applicant/client or applicant/client 18 years of age or older shall contain information about the total amount of the enrollment fee, the amount paid, amount due, and due date and shall include a statement about the termination of services for failure to pay the amount due within 60 calendar days of the due date.

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(e)

Families failing to pay the amount due by the 60th calendar day of the due date are financially ineligible and are disenrolled from treatment services on the 61st calendar day after the due date and shall be so notified.(1) Notification to the families of case closure shall include: (A) The reason for case closure. (B) Reference to previous notices to family including notification of case closure as a consequence of non-payment. (C) How to reapply to the program including the need to fully pay outstanding debts and the new effective date of coverage. (D) The right to appeal under provisions of Sections 42131-42700.

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(A)

The reason for case closure.

(B)

Reference to previous notices to family including notification of case closure as a consequence of non-payment.

(C)

How to reapply to the program including the need to fully pay outstanding debts and the new effective date of coverage.

(D)

The right to appeal under provisions of Sections 42131-42700.