

COUNTY OF YOLO, CALIFORNIA

Corrective Action Plan
Year ended June 30, 2018

II. FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Finding Number 2018-005

Program: Adoption Assistance, Health and Human Services Agency (HHSA)

CFDA No.: 93.659

Federal Agency: U.S. Department of Health and Human Services

Passed-through: California Department of Social Services

Award Year: 2017-2018

Compliance Requirement: Eligibility

Management's or Department's Response:

We concur.

Views of Responsible Officials and Corrective Action:

HHSA agrees that in two Adoption Assistance Program (AAP) cases, form FC 8 ("Federal Eligibility Certification for Adoption Assistance Program") was not located in the AAP case file available at HHSA or at HHSA's contractor, the California Department of Social Services (CDSS). In two AAP cases, form FC 8 was located but not signed.

HHSA agrees that in one case, form AD 4320 ("Adoption Assistance Program Agreement") was not signed prior to the adoption date.

HHSA agrees that in one case, the Adoption Decree was not located in the AAP case file available at HHSA, nor in the CDSS file.

On the findings above, HHSA is taking the following actions:

- Location and completion of form FC 8 - HHSA will work with its contractor, CDSS, to complete regular reviews of case files to ensure that all forms are filed and completed appropriately.
- Completion of form AD 4320 - HHSA will work with its contractor, CDSS, to complete regular reviews of case files to ensure that all forms are completed appropriately.
- Location of the Adoption Decree - HHSA will work with its contractor, CDSS, to complete regular reviews of case files to ensure that all forms are filed appropriately.

Name of Responsible Person:

Nolan Sullivan, Service Center Branch Director

Jennie Pettet, CYF Branch Director

Name of Department Contact:

Rebecca Mellott, Assistant Director

Projected Implementation Date:

April 1, 2019