

August 20, 2024

HPCFC PROGRAM LETTER: 24-01 REVISED

TO: HEALTHCARE PROGRAM FOR CHILDREN IN FOSTER CARE  
ADMINISTRATORS, MEDICAL CONSULTANTS, AND DEPARTMENT  
OF HEALTH CARE SERVICES STAFF

SUBJECT: HEALTH CARE PROGRAM FOR CHILDREN IN FOSTER CARE FISCAL  
YEAR 2024-2025 ALLOCATION

The purpose of this letter is to provide Health Care Programs for Children in Foster Care (HPCFC) with their Fiscal Year (FY) 2024-2025 allocation.

This letter serves as each local program's approved state HPCFC budget and enables each local program to use this letter to develop its budget. Budget approval letters will not be issued. Detailed budget information may be found in the Integrated Systems of Care Division (ISCD) Plan and Fiscal Guidelines (PFGs), until the Department of Health Care Services (DHCS) releases the HPCFC Financial Policy and Procedure.

Acceptance of funds constitutes an agreement that the receiving local program and its agency will comply with all federal and state requirements pertaining to the HPCFC program and adhere to all applicable policies and procedures set forth by the California Department of Social Services (CDSS) and DHCS. Periodically, the federal program responsible for oversight of the Medicaid program and related state administrative expenditures, will conduct programmatic audits. Finding of a federal audit exception and subsequent liability for repayment of federal Medicaid funds related to the HPCFC program audit exception, are the exclusive and sole responsibility of each local program.

Each local program remains responsible for overseeing and tracking its expenditures. An audit file must be maintained. At a minimum this audit file should include:

- » Documentation of required time studies, performed during one or more representative months of the fiscal quarter for each budgeted position claimed under Federal Financial Participation (FFP).
- » Documentation in support of claimed expenditures.



- » Documentation to demonstrate compliance with all federal and state requirements pertaining to the HCPCFC program, and adherence to all applicable policies and procedures set forth by the CDSS and the DHCS.

Counties should maintain and be prepared to produce the audit file to State and Federal entities within seven (7) calendar days of a request.

### **Budget Reporting Instructions**

- » Utilize the HCPCFC Budget Workbook.  
Budget workbooks may be found in the Templates section of the ISCD Budget Portal<sup>1</sup> and by requested to [HCPCFC@dhcs.ca.gov](mailto:HCPCFC@dhcs.ca.gov). Questions regarding the ISCD Budget Portal may be directed to [ISCDFiscal@dhcs.ca.gov](mailto:ISCDFiscal@dhcs.ca.gov).
- » Sign electronically using Adobe Acrobat Pro DC Self-signed with Digital ID<sup>2</sup> function or DocuSign.<sup>3</sup>  
If access to either of these options is not available, scanned signature will be accepted, with the original kept in the local audit file. Electronic signature will be required in FY 2024-25.
- » Submit electronically to the ISCD Budget Portal.
- » Submit only two documents to the ISCD Budget Portal:
  - One Excel version of the HCPCFC Budget Workbook  
and
  - One signed PDF version of the HCPCFC Budget Workbook
- » Submit only the information requested in the HCPCFC Budget Workbook. Be prepared to provide ISCD with additional documentation to demonstrate compliance with program requirements, upon request.
- » Submit by October 1, 2024.  
If all necessary signatures cannot be obtained by this date, submit completed excel workbooks by the deadline and contact [HCPCFC@dhcs.ca.gov](mailto:HCPCFC@dhcs.ca.gov) to request an extension for submission of required signatures.

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<sup>1</sup> [ISCD Budget Portal](#)

<sup>2</sup> [Manage Digital IDS in Adobe](#)

<sup>3</sup> [DocuSign, How to Sign a Document](#)

## Staffing Allowances

DHCS will only allow specific staff classifications in the HCPCFC Administrative budget, they are as follows:

- **Supervising Public Health Nurse (PHN):** Counties will receive 1 Supervising Public Health Nurse to supervise no more than 10 PHN.
- **Public Health Assistant (PHA):** Counties will receive .25 Full Time Equivalent (FTE) PHA for every 10 PHNs within the county. If less than 10 PHNs they will receive .25 FTE.
- **Fiscal Support Staff:** Counties will receive .25 FTE Fiscal Support staff for every 10 PHNs within the county. If less than 10 PHNs they will receive .25 FTE.
- **Administrative Support Staff:** Counties will receive .25 FTE Administrative Support staff for every 10 PHNs within the county. If less than 10 PHNs they will receive .25 FTE.

Senate Bill (SB) 108 amended SEC. 166. Item 4260-101-0001 of Section 2.00 of the Budget Act of 2024 to include provision 21 which allows the counties to deviate from the department's established allocation staffing methodology governing the use of the county HCPCFC administrative budget and California Children's Services Compliance Monitoring and Oversight (M&O) budget for purposes of extending flexibility to the counties regarding appropriate staffing necessary to implement and operationalize the HCPCFC program manual requirements and readiness activities for the CCS M&O.

To be eligible for this flexibility, the county must submit the *One-Time Flexibilities - SB 108 Administrative Support Budget* workbook to DHCS no later than October 1, 2024. The budget must be approved through the county's Board of Supervisors and proof of their approval must be included with your budget submission to DHCS. The budget must describe the county's proposed use of funds to support HCPCFC and CCS M&O activities, including direct and indirect administrative costs. DHCS will send the *One-Time Flexibilities - SB 108 Administrative Support Budget* workbook and instructions to all counties via email.

Fiscal questions may be directed to: [ISCDFiscal@dhcs.ca.gov](mailto:ISCDFiscal@dhcs.ca.gov). All other questions may be directed to the central program inbox: [HCPCFC@dhcs.ca.gov](mailto:HCPCFC@dhcs.ca.gov).

Sincerely,

### ORIGINAL SIGNED BY

Cortney Maslyn, Chief  
Integrated Systems of Care Division  
Department of Health Care Services

**Attachments:**

1. FY 2024-2025 HCPCFC Allocation Tables
  - A. Base Allocation
  - B. Psychotropic Medication Monitoring & Oversight
  - C. Caseload Relief
  - D. Administrative Allocation

Attachment 1A:  
Health Care Program for Children in Foster Care  
Base Allocation  
(07/01/2024 through 06/30/2025)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	\$182,045	\$546,134	\$728,179
Alpine	\$3,000	\$9,000	\$12,000
Amador	\$8,677	\$26,031	\$34,708
Butte	\$68,375	\$205,126	\$273,501
Calaveras	\$12,148	\$36,444	\$48,592
Colusa	\$5,900	\$17,701	\$23,602
Contra Costa	\$100,307	\$300,921	\$401,227
Del Norte	\$16,313	\$48,939	\$65,252
El Dorado	\$21,346	\$64,037	\$85,382
Fresno	\$396,195	\$1,188,584	\$1,584,779
Glenn	\$8,330	\$24,990	\$33,320
Humboldt	\$51,889	\$155,667	\$207,555
Imperial	\$47,724	\$143,172	\$190,895
Inyo	\$3,000	\$9,000	\$12,000
Kern	\$312,027	\$936,082	\$1,248,109
Kings	\$58,657	\$175,971	\$234,628
Lake	\$14,230	\$42,691	\$56,922
Lassen	\$9,371	\$28,114	\$37,485
Los Angeles	\$2,879,918	\$8,639,753	\$11,519,671
Madera	\$39,220	\$117,661	\$156,881
Marin	\$15,619	\$46,856	\$62,475
Mariposa	\$3,000	\$9,000	\$12,000
Mendocino	\$39,047	\$117,140	\$156,187
Merced	\$106,901	\$320,704	\$427,606
Modoc	\$2,950	\$8,851	\$11,801
Mono	\$3,000	\$9,000	\$12,000
Monterey	\$32,626	\$97,877	\$130,503
Napa	\$14,751	\$44,253	\$59,004
Nevada	\$7,636	\$22,907	\$30,543
Orange	\$409,384	\$1,228,152	\$1,637,536
Placer	\$27,940	\$83,820	\$111,761
Plumas	\$4,339	\$13,016	\$17,354
Riverside	\$570,951	\$1,712,853	\$2,283,803
Sacramento	\$236,363	\$709,090	\$945,453
San Benito	\$5,033	\$15,098	\$20,131
San Bernardino	\$880,549	\$2,641,646	\$3,522,194

Attachment 1A:  
 Health Care Program for Children in Foster Care  
 Base Allocation  
 (07/01/2024 through 06/30/2025)

<b>County/City</b>	<b>State General Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>
San Diego	\$320,878	\$962,634	\$1,283,511
San Francisco	\$113,670	\$341,009	\$454,678
San Joaquin	\$214,150	\$642,450	\$856,600
San Luis Obispo	\$47,550	\$142,651	\$190,201
San Mateo	\$21,346	\$64,037	\$85,382
Santa Barbara	\$68,375	\$205,126	\$273,501
Santa Clara	\$81,391	\$244,173	\$325,563
Santa Cruz	\$24,990	\$74,970	\$99,960
Shasta	\$69,764	\$209,291	\$279,054
Sierra	\$3,000	\$9,000	\$12,000
Siskiyou	\$13,189	\$39,567	\$52,757
Solano	\$58,136	\$174,409	\$232,545
Sonoma	\$81,738	\$245,214	\$326,952
Stanislaus	\$92,150	\$276,451	\$368,602
Sutter	\$14,751	\$44,253	\$59,004
Tehama	\$21,172	\$63,516	\$84,688
Trinity	\$3,644	\$10,933	\$14,577
Tulare	\$153,411	\$460,232	\$613,642
Tuolumne	\$11,974	\$35,923	\$47,897
Ventura	\$74,796	\$224,389	\$299,185
Yolo	\$45,641	\$136,924	\$182,565
Yuba	\$29,849	\$89,547	\$119,396
City of Berkeley	\$6,247	\$18,742	\$24,990
<b>Total</b>	<b>\$8,170,573</b>	<b>\$24,511,719</b>	<b>\$32,682,292</b>

Attachment 1B:  
 Health Care Program for Children in Foster Care  
 Psychotropic Medication Monitoring and Oversight Allocation  
 (07/01/2024 through 06/30/2025)

<b>County/City</b>	<b>State General Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>
Alameda	\$40,795	\$122,386	\$163,181
Alpine	\$3,659	\$10,975	\$14,634
Amador	\$3,659	\$10,975	\$14,634
Butte	\$18,293	\$54,878	\$73,171
Calaveras	\$3,659	\$10,975	\$14,634
Colusa	\$3,659	\$10,975	\$14,634
Contra Costa	\$36,585	\$109,756	\$146,341
Del Norte	\$3,659	\$10,975	\$14,634
El Dorado	\$10,976	\$32,926	\$43,902
Fresno	\$54,878	\$164,634	\$219,512
Glenn	\$3,659	\$10,975	\$14,634
Humboldt	\$7,317	\$21,951	\$29,268
Imperial	\$14,634	\$43,903	\$58,537
Inyo	\$3,659	\$10,975	\$14,634
Kern	\$40,244	\$120,732	\$160,976
Kings	\$7,317	\$21,951	\$29,268
Lake	\$7,317	\$21,951	\$29,268
Lassen	\$3,659	\$10,975	\$14,634
Los Angeles	\$526,829	\$1,580,488	\$2,107,317
Madera	\$3,659	\$10,975	\$14,634
Marin	\$3,659	\$10,975	\$14,634
Mariposa	\$3,659	\$10,975	\$14,634
Mendocino	\$10,976	\$32,926	\$43,902
Merced	\$10,976	\$32,926	\$43,902
Modoc	\$3,659	\$10,975	\$14,634
Mono	\$3,659	\$10,975	\$14,634
Monterey	\$14,634	\$43,903	\$58,537
Napa	\$3,659	\$10,975	\$14,634
Nevada	\$3,659	\$10,975	\$14,634
Orange	\$47,561	\$142,683	\$190,244
Placer	\$7,317	\$21,951	\$29,268
Plumas	\$3,659	\$10,975	\$14,634
Riverside	\$102,439	\$307,317	\$409,756
Sacramento	\$73,171	\$219,512	\$292,683
San Benito	\$3,659	\$10,975	\$14,634
San Bernardino	\$142,683	\$428,049	\$570,732
San Diego	\$80,488	\$241,463	\$321,951

Attachment 1B:  
 Health Care Program for Children in Foster Care  
 Psychotropic Medication Monitoring and Oversight Allocation  
 (07/01/2024 through 06/30/2025)

<b>County/City</b>	<b>State General Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>
San Francisco	\$25,610	\$76,829	\$102,439
San Joaquin	\$51,220	\$153,658	\$204,878
San Luis Obispo	\$14,634	\$43,903	\$58,537
San Mateo	\$10,976	\$32,926	\$43,902
Santa Barbara	\$14,634	\$43,903	\$58,537
Santa Clara	\$36,585	\$109,756	\$146,341
Santa Cruz	\$7,317	\$21,951	\$29,268
Shasta	\$14,634	\$43,903	\$58,537
Sierra	\$3,658	\$10,976	\$14,634
Siskiyou	\$3,658	\$10,976	\$14,634
Solano	\$10,975	\$32,927	\$43,902
Sonoma	\$18,292	\$54,879	\$73,171
Stanislaus	\$29,267	\$87,806	\$117,073
Sutter	\$7,316	\$21,952	\$29,268
Tehama	\$3,658	\$10,976	\$14,634
Trinity	\$3,658	\$10,976	\$14,634
Tulare	\$21,951	\$65,855	\$87,806
Tuolumne	\$3,658	\$10,977	\$14,635
Ventura	\$25,609	\$76,831	\$102,440
Yolo	\$14,634	\$43,904	\$58,538
Yuba	\$7,316	\$21,953	\$29,269
City of Berkeley	\$3,107	\$9,322	\$12,429
<b>Total</b>	<b>\$1,650,000</b>	<b>\$4,950,000</b>	<b>\$6,600,000</b>



Attachment 1C:  
 Health Care Program for Children in Foster Care  
 Caseload Relief Allocation  
 (07/01/2024 through 06/30/2025)

<b>County/City</b>	<b>State General Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>
Alameda	\$97,126	\$291,374	\$388,500
Alpine	\$0	\$0	\$0
Amador	\$3,996	\$11,989	\$15,985
Butte	\$36,351	\$109,051	\$145,402
Calaveras	\$5,836	\$17,509	\$23,345
Colusa	\$3,172	\$9,516	\$12,688
Contra Costa	\$67,880	\$203,639	\$271,519
Del Norte	\$4,821	\$14,464	\$19,285
El Dorado	\$19,095	\$57,285	\$76,380
Fresno	\$133,095	\$399,283	\$532,378
Glenn	\$5,075	\$15,226	\$20,301
Humboldt	\$23,346	\$70,036	\$93,382
Imperial	\$28,611	\$85,832	\$114,443
Inyo	\$1,161	\$3,483	\$4,644
Kern	\$109,940	\$329,818	\$439,758
Kings	\$24,171	\$72,511	\$96,682
Lake	\$10,341	\$31,021	\$41,362
Lassen	\$4,314	\$12,942	\$17,256
Los Angeles	\$1,389,880	\$4,169,636	\$5,559,516
Madera	\$21,125	\$63,376	\$84,501
Marin	\$5,963	\$17,890	\$23,853
Mariposa	\$1,903	\$5,710	\$7,613
Mendocino	\$17,318	\$51,956	\$69,274
Merced	\$33,495	\$100,487	\$133,982
Modoc	\$963	\$2,889	\$3,852
Mono	\$0	\$0	\$0
Monterey	\$27,659	\$82,978	\$110,637
Napa	\$8,310	\$24,932	\$33,242
Nevada	\$3,996	\$11,989	\$15,985
Orange	\$150,604	\$451,810	\$602,414

Attachment 1C:  
 Health Care Program for Children in Foster Care  
 Caseload Relief Allocation  
 (07/01/2024 through 06/30/2025)

<b>County/City</b>	<b>State General Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>
Placer	\$14,211	\$42,632	\$56,843
Plumas	\$3,172	\$9,516	\$12,688
Riverside	\$219,497	\$658,493	\$877,990
Sacramento	\$151,429	\$454,285	\$605,714
San Benito	\$3,679	\$11,038	\$14,717
San Bernardino	\$381,013	\$1,143,039	\$1,524,052
San Diego	\$173,441	\$520,324	\$693,765
San Francisco	\$57,856	\$173,568	\$231,424
San Joaquin	\$98,139	\$294,419	\$392,558
San Luis Obispo	\$26,328	\$78,981	\$105,309
San Mateo	\$18,206	\$54,621	\$72,827
Santa Barbara	\$28,357	\$85,071	\$113,428
Santa Clara	\$74,668	\$224,002	\$298,670
Santa Cruz	\$17,382	\$52,147	\$69,529
Shasta	\$28,166	\$84,500	\$112,666
Sierra	\$0	\$0	\$0
Siskiyou	\$6,725	\$20,174	\$26,899
Solano	\$27,469	\$82,407	\$109,876
Sonoma	\$33,433	\$100,297	\$133,730
Stanislaus	\$48,214	\$144,641	\$192,855
Sutter	\$11,102	\$33,305	\$44,407
Tehama	\$13,830	\$41,489	\$55,319
Trinity	\$3,299	\$9,896	\$13,195
Tulare	\$67,371	\$202,115	\$269,486
Tuolumne	\$6,660	\$19,983	\$26,643
Ventura	\$53,606	\$160,818	\$214,424
Yolo	\$27,216	\$81,647	\$108,863
Yuba	\$13,701	\$41,109	\$54,810
City of Berkeley	\$2,283	\$6,851	\$9,134
<b>Total</b>	<b>\$3,850,000</b>	<b>\$11,550,000</b>	<b>\$15,400,000</b>

Attachment 1D:  
 Health Care Program for Children in Foster Care  
 Administrative Allocation<sup>4</sup>  
 (07/01/2024 through 06/30/2025)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	\$179,986	\$179,986	\$359,972
Alpine	\$136,413	\$136,413	\$272,826
Amador	\$168,230	\$168,230	\$336,459
Butte	\$160,019	\$160,019	\$320,037
Calaveras	\$148,193	\$148,193	\$296,385
Colusa	\$168,815	\$168,815	\$337,630
Contra Costa	\$230,009	\$230,009	\$460,018
Del Norte	\$128,386	\$128,386	\$256,771
El Dorado	\$160,239	\$160,239	\$320,477
Fresno	\$177,400	\$177,400	\$354,800
Glenn	\$158,434	\$158,434	\$316,868
Humboldt	\$172,319	\$172,319	\$344,637
Imperial	\$151,222	\$151,222	\$302,444
Inyo	\$166,402	\$166,402	\$332,803
Kern	\$179,074	\$179,074	\$358,147
Kings	\$139,869	\$139,869	\$279,738
Lake	\$162,061	\$162,061	\$324,121
Lassen	\$125,143	\$125,143	\$250,286
Los Angeles	\$1,703,756	\$1,703,756	\$3,407,511
Madera	\$156,683	\$156,683	\$313,366
Marin	\$181,202	\$181,202	\$362,403
Mariposa	\$174,431	\$174,431	\$348,861
Mendocino	\$150,628	\$150,628	\$301,255
Merced	\$113,628	\$113,628	\$227,256
Modoc	\$92,890	\$92,890	\$185,780
Mono	\$162,199	\$162,199	\$324,398
Monterey	\$130,725	\$130,725	\$261,450
Napa	\$206,808	\$206,808	\$413,616
Nevada	\$153,604	\$153,604	\$307,208
Orange	\$213,870	\$213,870	\$427,739

<sup>4</sup> DHCS reallocated the CHDP Program budget county allocation starting in FY 24-25 to the HCPCFC Administrative Budget and the California Children’s Services (CCS) Monitoring and Oversight. Please refer to the CCS Monitoring and Oversight Allocation Letter for state’s approved budget.

Attachment 1D:  
 Health Care Program for Children in Foster Care  
 Administrative Allocation<sup>4</sup>  
 (07/01/2024 through 06/30/2025)

County/City	State General Funds	Federal Funds	Total Funds
Placer	\$171,636	\$171,636	\$343,272
Plumas	\$139,854	\$139,854	\$279,707
Riverside	\$294,838	\$294,838	\$589,676
Sacramento	\$198,302	\$198,302	\$396,603
San Benito	\$138,303	\$138,303	\$276,606
San Bernardino	\$391,661	\$391,661	\$783,322
San Diego	\$170,810	\$170,810	\$341,620
San Francisco	\$249,473	\$249,473	\$498,946
San Joaquin	\$171,377	\$171,377	\$342,753
San Luis Obispo	\$188,360	\$188,360	\$376,719
San Mateo	\$227,028	\$227,028	\$454,056
Santa Barbara	\$185,801	\$185,801	\$371,602
Santa Clara	\$218,297	\$218,297	\$436,594
Santa Cruz	\$176,789	\$176,789	\$353,578
Shasta	\$158,163	\$158,163	\$316,326
Sierra	\$156,591	\$156,591	\$313,182
Siskiyou	\$143,143	\$143,143	\$286,286
Solano	\$182,239	\$182,239	\$364,477
Sonoma	\$200,722	\$200,722	\$401,444
Stanislaus	\$171,030	\$171,030	\$342,060
Sutter	\$163,154	\$163,154	\$326,308
Tehama	\$202,803	\$202,803	\$405,605
Trinity	\$147,140	\$147,140	\$294,280
Tulare	\$154,549	\$154,549	\$309,098
Tuolumne	\$155,903	\$155,903	\$311,805
Ventura	\$174,044	\$174,044	\$348,088
Yolo	\$185,730	\$185,730	\$371,459
Yuba	\$193,018	\$193,018	\$386,036
City of Berkeley	\$215,125	\$215,125	\$430,250
<b>Total</b>	<b>\$11,878,510</b>	<b>\$11,878,510</b>	<b>\$23,757,020</b>