

COUNTY OF ORANGE SOCIAL SERVICES AGENCY

ADULT SERVICES POLICIES AND PROCEDURES MANUAL

Subject: Case Closing
Approved: Signature on File

Number: SH 40.6.4
Date: 12-01-2007

POLICY

When an IHSS recipient no longer meets the eligibility criteria for IHSS, the IHSS case needs to be terminated promptly to avoid overpayment.

An adequate and timely Notice of Action (NOA) discontinuing IHSS must be mailed to the recipient at least ten (10) days in advance of the effective date of the intended action. See SH 40.6.2 (Notices of Action) for more details about timeliness and adequacy.