

## County Information Here

### How to Appeal

#### What is an appeal?

An appeal is a way to ask us to reconsider our decision. The parent, the applicant, the legal guardian or an authorized representative can ask for an appeal.

#### How do I ask for an appeal?

The CCS Family Handbook has more information about appeals.

Send us a letter asking for an appeal. In your letter say why you disagree with the NOA. If you want to continue the services your child is getting now, say that in your letter.

#### Is there a deadline?

Yes. We must receive your appeal within 30 calendar days of the date on the attached NOA letter.

#### Can CCS help me with my appeal?

Yes. If you have questions or need help, contact your county's CCS office:

[County CCS Office]

[Street Address]

[City, CA, ZIP]

Phone: [Phone #]

Fax: [Fax #]

CCS can also let you see your child's CCS file and medical records.

For more information, contact:

Family Resource Center

1-800-515-BABY

Or look for your local Resource Center at:

**[www.familyvoicesofca.org](http://www.familyvoicesofca.org)**

Parent Training & Information Center

**[www.cde.ca.gov/sp/se/qa/caprntorg.asp](http://www.cde.ca.gov/sp/se/qa/caprntorg.asp)**

#### Where can I learn about the laws for appeals?

See the California Code of Regulations, Title 22, Art. 2, Sections 42702 and 42703.

You can read the law at:

**<http://ccr.oal.ca.gov>**

#### Where do I send my appeal?

Mail or deliver your appeal to:

[County CCS Office]

[CCS Administrator]

[Street Address]

[City, CA, ZIP]

Keep a copy of the appeal for your records.

#### When will my appeal be decided?

We will send you a copy of the decision on your appeal within 20 days.