STATE OF CALIFORNIA—HEALTH AND WELFARE AGENCY

GEORGE DEUKMEJIAN, *Governor*

DEPARTMENT OF HEALTH SERVICES
714/744 P STREET
SACRAMENTO, CA 95814

April 4, 1989

Letter No.: 89-27

TO: All County Welfare Directors
All County Administrative Officers

SUBJECT: RETENTION PERIOD FOR LYNCH V. RANK (PICKLE) CASES

The purpose of this letter is to inform counties of the required retention period for Pickle cases. Several counties have contacted the Department of Health Services to inquire about the retention period due to minimal storage space in county welfare offices.

The retention period is three years from: 1) the date the retroactive Pickle claims become inactive; 2) the date the county lost contact with the claimant; or 3) the date the person expired. The active cases, and those potential cases pending in the Pickle Tickler System, should be retained indefinitely.

If you have any questions please phone RaNae M. Dunne at (916) 324-4955 ATSS 454-4955.

Sincerely,

Original signed by

Frank S. Martucci, Chief
Medi-Cal Eligibility Branch

cc: Medi-Cal Liaisons
Medi-Cal Program Consultants

Expiration Date: January 31, 1990