
**DCSE Policy & Procedures Unit
Policy Update
PPU 12-05-2005**

DATE December 28, 2005

SUBJECT: CAAL Codes for Caretaker Case Closure

Please contact the Policy Unit if you have any questions regarding these or any other changes at
*DCSE-POLICYQUESTIONS, CSE.POLICY or (602) 274-7951.

*The IV-D PARTNERS should send POLICY inquiries directly to *DCSE-POLICYQUESTIONS@azdes.gov*

In order to close Caretaker cases that have incorrectly interfaced from FAA, staff shall update the case with the following **REQUIRED** CAAL codes for Caretaker case closures:

CT999 CARETAKER CASE INTERFACED IN ERROR - REFERRED TO CLOSE

I9001 AFI CASE ADDED IN ERROR – STOP INTAKE TIMELINES

These CAAL codes identify the cases as Caretaker cases and stop the intake default flow.

After entering the necessary CAAL codes contact the Systems and Automation Administration (SAA) to close the case. DCSE staff shall email the Help Desk at *DCSE-SAA-HD or Rose Silva. County partners shall SYSM the Help Desk at CSE.HELPPDK or Rose Silva at CSE.SILVA.

These changes are effective immediately.