Special Investigations

Referrals

Special Investigation referrals (Fraud) are submitted using the **Special Units > Special Investigations** > **Special Investigation Referral** page.

San Bernardino SB	Case Info	Eligibility	Empl. Services	Child Care	Resource Databank	Fiscal	**Special Units**	Reports	Client Corresp.	Admin Tools

Special Investigations

- Special Investigation Referral
- Special Investigation Search
- Special Investigation Log Search

Special Investigation Referral

✱- Indicates required fields   [Submit Referral] [Clear]

Case Number: ✱   **Case Name:**   **Language:** ✱
[Select]   [English ▾]

Investigation Id: **Status:**

Address: ✱
[_____]

City: ✱   **State:** ✱   **Zip Code:**
[_____]   [- Select - ▾]   [_____]

Fraud Type: ✱   **Early Fraud Type:**
[Early ▾]   [_____ ▾]

Child Care Agency
[Select]

Phone Number:
[_____]

Hazardous Case Indicator: **ID/Driver License:**
[___ ▾]

Involved Person:

Type	Name	SSN	CIN	DOB
[____ ▾]				

Program	Status	Worker Number	Worker Name
No Data Found			

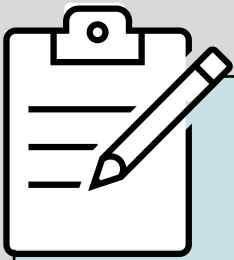**Allegation Reason:**
[_____ ▾]

Allegation Description:
[_____]

Special Investigation Referral Page

Note: Once the referral is submitted, it is monitored on the **Special Investigation Referral Inventory** page, where it may be Approved, Assigned, Rejected or Returned.

Special Investigations

Maintaining

The **Special Investigations Detail** page is where the investigation status is maintained. Investigations may also be added on this page without a referral.

Special Investigations Detail Page

The Investigation record is updated using the options available on the Task Navigation Bar (highlighted in green above).

Options are:

- **Detail** – The investigation status is maintained on this page
- **Evidence** – Evidence is entered on this page
- **Warrant** – Warrants may be documented on this page
- **Notes** – This may be used to document information relevant to the investigation (Notes entered in this section are not visible to the Eligibility Worker)
- **Assignment** – Where the investigation is assigned to a worker
- **Investigation Result** – An Investigation results record is entered for each program and may include case action
- **Prosecution Result** – If the case is prosecuted, the prosecution information is recorded in this section
- **ADH** (Administrative Disqualification Hearing) - This section is used to record Administrative Disqualification Hearing information