

CDPH RULEMAKING PROCESS MAP FLOWCHART

Preliminary Steps

CDPH Program Staff does initial review of proposed regulatory action and consults with OLS to ensure the need for a regulation package.

Program Co-Leader notifies Dept. of Health Care Services (DHCS), if applicable, and Section Chiefs and above of Reg. Package

Step 1

1. Program Co-Leader forms "Rulemaking Project Team" (RPT) with Office of Legal Services (OLS), Office of Regulations (OOR), CDPH Budget Office and if appropriate, a stakeholder input coordinator, with Program Staff and OOR taking the lead (Project Team Co-Leaders)

Step 2

2. Project Team develops 4 rulemaking documents in accordance with APA standards including fiscal analysis and if appropriate, preliminary stakeholder input

Step 3

3. Center Deputy reviews and approves Reg. Package

Step 4

4. OOR Co-Leader routes Reg. Package to CDPH Director for review and approval

Step 5

5. OOR Co-Leader routes Reg. Package to California Health & Human Services Agency (CHHS) and Department of Finance (DOF) for fiscal impact and policy endorsement

Step 6

6. Project Team Co-Leaders shepherd package through public participation process (rulemaking process)

Step 7

7. OOR organizes Reg. Package into rulemaking file

Step 8

8. OOR routes rulemaking file to OLS (only if there are substantive changes) and CDPH Director for final signature and approval

Step 9

9. OOR routes approved rulemaking file to OAL for 30-working day review and OAL coordinates with OOR during review

Step 10

10. After OAL approval, package returned to OOR and prepared for permanent storage at the State Record Center

*Blue text and arrows denote Project Team and/or Team Co-Leaders action items

+Green text and arrows denote OOR action items

