

(3) Describe any other local practices or policies concerning insurance _____

e. Pensions, compensation (Comment on any phases of local practices and policies concerning Workmen's Compensation, Welfare Pensions, industrial pensions, and other regularly paid benefits.): _____

f. Employment.

(1) Methods of investigating employment of recipients and determining amount of wages. Neighbors, with employees

(2) Are wages of other members verified by independent investigation? _____. If so, explain, indicating in what instances, and what use is made of information concerning wages of:

Spouse: _____

Other members of family in need, _____

Other members of self-supporting family _____

(3) What portions of total wages of the following are included as income in making assistance plan:

(a) Recipient (or grantee) ALL

(b) Spouse ALL

(c) Children (under 18) None

(d) Other members of household in need ALL

(e) Other members of self-supporting family ALL

g. How is amount of earnings other than wages determined and how taken into account in the assistance plan for:

(1) Business enterprises: considered income

(2) Garden or farm produce (for family consumption) No Family

(3) Garden or farm produce (sold) Income

(4) Boarders Income

(5) Other (specify) _____

h. Contributions from relatives

(1) On what basis is income from relatives included in the assistance plan (e.g., known contribution, expectation of contribution, ability to contribute)? No contributions

i. Are any types of resources disregarded in making the assistance plan (e.g., wages of minor children, home grown produce, earnings of blind persons)? Yes. If so, indicate type of resource and why disregarded. if only 200

j. How does agency make adjustments in assistance plans for non-recurring and seasonal income? Take consideration in each month

k. Limitation on ownership of resources (in terms of yen value) as a factor of eligibility and use of property controls (e.g. liens, assignments, liquidation or forced disposal, use of trust funds).

	Limitation on Ownership					Type of Control
	P.	MID	M.T	VOC	BLK	
	..ID	..ID	..ID	..ID	..ID	
(1) Real Property						
(2) Savings and cash						
(3) Negotiable assets						
(4) Life insurance						
(5)						

(6) If no specified maximum is set in prefecture plan or locally for those resources, what standards are used to determine whether individual is in need?

l. Is transfer of property a basis for denying assistance? Yes. If so, explain, indicating categories and the basis on which determinations are made

m. See Section XVII for critique.

3. Method of Determining Need.

a. Do agency's methods provide for learning from recipient his circumstances and living arrangements that affect his need? Yes. How is the information used in determining need?

b. What is the agency's method of determining recipient's need in each of the following living arrangements? (Indicate whether or not total family need is determined, and method of determining recipient's requirements and resources when living in these family groupings.

- (1) Spouse _____
- (2) Children and grantee only _____
- (3) Family in need of assistance _____
- (4) Self-supporting family _____

c. Who is considered essential to recipient's well-being and therefore affecting his need? (Explain how their requirements and resources are considered.)

- (1) Spouse _____
- (2) Parents or persons acting as parents _____
- (3) Others performing essential services _____

d. If family requirements and resources are determined, does the difference between total requirements and total resources affect the need of the eligible person (e.g. use of family deficit as recipient's need)? _____. If so, explain method used and types of case situation _____

4. Amount of payment.

a. If recipient is living in a family group, are common household expenses considered part of his need? Yes. If so, in what types of cases? _____

b. What consideration is given to needs of legal dependents of recipients? _____

(1) If through resources of recipient, explain who are considered legal dependents and method of determining amounts provided to meet their needs. _____

c. How is assistance plan made for recipient residing in institution?

(1) In private welfare institution (e.g., per capita cost, per capita cost minus income, fixed amount per capita) _____

(2) In hospital for temporary care _____

(3) What consideration is given to requirements not provided by the institution? _____

d. Are assistance payments always equal to total need of recipients as determined by the agency? _____. If not, is adjustment of payment made by:

(1) Fixed percentage of requirements (specify percent) _____

(2) Fixed percentage of deficit (specify percent) _____

(3) Other method (specify) _____

e. If assistance payments are less than total need of recipient (except when due to maximum on payments):

(1) Why are adjustments necessary? _____

(2) On the basis of what factors was adjustment formula decided? _____

(3) By whom are adjustments made? _____

f. If total need is in excess of established standard, are adjustments made in all cases using:

(1) Table II (governor's authority) _____

(2) Table III (Ministry's authority) _____

(3) Explain local procedure _____

g. When amount of payment is affected by limitations on funds, are adjustments over made by reduction in amounts included for requirements? _____. If so, explain, including requirements effected and method of making adjustment. _____

h. Were administrative reductions for any period made during past year? No. If so, indicate:

(1) Dates effective _____

(2) Basis of reduction (e.g., percentage, flat amount) _____

(3) Made in all cases simultaneously or as cases were reinvestigated. _____

i. Are there limitations on the maximum payment which may be made?
 If so:

- (1) What local maximums are there? _____
- (2) Is total need of recipient determined and recorded? _____
- (3) How is unmet need provided for? _____

j. See Section XVII for critique.

VII PUBLIC ASSISTANCE: Authorization and Methods of Payment

1. What constitutes the authorization for payment (e.g., standard form, payroll)? Payroll authorized by Mayor stamp

2. Who officially authorizes payment? Mayor

3. Are changes ever made by higher echelons in the amount of payment authorized? No.

4. What information is given on the authorization:

a. Case data (other than name, address, and amount of payment) _____

b. If birthdates and school grades are not shown, are they available? Yes

c. Is amount claimed for matching shown (if different from total payment)? No

(1) If not, where is it recorded? Monthly Report send to District Office

5. Where are payments prepared?

- a. Prefecture office ()
- b. Local agency office (/)
- c. Local fiscal office (/)
- d. _____ ()

6. From what office are payments made?

- a. Prefecture office (/)
- b. Local agency office (/)
- c. Local fiscal office (/)
- d. _____ ()

7. How are payments delivered to recipient:

a. If to recipient in hand, where? LOCAL OFFICE

b. When recipient is in hospital or nursing home. Delivered by M.S.

c. When recipient is institutionalized outside jurisdiction? By Mail Order

d. Under other unusual circumstances? (Specify) _____

8. If payments are delivered to someone other than the recipient in any instance:

a. how does recipient indicate to whom payment is to be made? _____

(1) What record does agency keep of recipient's instructions?
No record kept.

b. Are payments ever made to someone who then makes delivery? Yes

9. Are supplementary payments made? No. If so:

a. In what circumstances (e.g., medical care, non-recurring needs)?

b. Approximately how many were issued in last month of review period?

c. Describe methods of delivery and handling, if in any way different from those outlined in items 5 through 8

10. What is the usual interval between date of authorization and date of payment to recipient? _____

11. Discuss any steps in the mechanics of payment which cause delays (e.g., interval between authorization and preparation of payroll):

a. For initial payment None

b. For changes in payment _____

12. Payments to guardians:

a. For how many recipients are payments made to guardians? One

b. What persons serve as guardians (e.g., relatives, court officials)?
 _____ . Indicate the nature of their services (e.g., care of recipient, control of expenditures)

c. What part does agency take in guardianship proceedings? _____

d. how are costs of guardianship paid?

(1) Initial costs _____

(2) Continuing costs _____

e. What accounting do guardians make of funds handled? _____

13. Are payments ever made in arrears? If so, describe arrangements and agency _____

14. Do agency policies permit release of allowance after death of recipient?

Yes, for one month

a. Who may receive such payments?

Members of the family

b. Indicate any difficulties the agency has encountered in making payments involving deceased recipients. None.

15. What records of payments are kept in the local agency office? Payroll

and receipts

a. Are these records available to the Minsei-ian or child welfare workers? Yes.

16. Are there any practices which raise questions of restricted payment (e.g., in making payment to persons in an institution, handling of funds by agency staff, withholding of checks)? No

17. See Section XVII for critique.

IA. PUBLIC ASSISTANCE: Complaints and Appeals

1. What does agency consider a complaint? When not satisfied

Explained

a. On what basis is it determined whether a request is an inquiry, complaint, or appeal? Knows (Explained)

b. What is the usual procedure in handling complaints made in the following circumstances? (Describe, including staff responsibility for handling and supervision, promptness of handling, and method of follow-up.)

(1) In person to minsei-ian Take too Welfare Chief
& Minsei-ian Meeting

(2) In person to minsei-ian kan-cho, or minsei-ian Cho Monthly Meeting

(3) By letter or telephone Referred to Minsei-ian

(4) To other local official Referred to Welfare Official

(5) Referred from prefecture office Referred to Welfare Official
& Minsei-ian

(6) By others on behalf of clients _____

c. Are there differences in procedures for handling complaints according to subject, emphasis, or repetition? _____ If so, describe, _____

d. Is there any formal review, such as hearing or review by local board or agency committee, for complaints? Yes. If so, describe, indicating in what circumstances it is used. Monthly Meeting

MAGEN-11N

e. Approximately how many complaints are received monthly? One or two
What are the most common reasons for complaints? _____

INSUFFICIENT FUNDS

f. What records, reports, and analyses are made of the number of and reasons for complaints? (If statistical or other analyses are available, attach copies) _____

g. How is analysis of complaints (formal or informal) used?

(1) In modification of policies and procedures yes

(2) In supervision yes.

2. Appeals.

a. On what occasions and how are individuals notified of the right to appeal? (Indicate the occasion or enter "none" in each space) Never informed

- (1) First request No
- (2) Application No
- (3) Approval No
- (4) Rejection No
- (5) Closing No
- (6) Change in payment No
- (7) Complaint Yes
- (8) _____

(9) Are there planned exceptions to the above? _____. If so, describe. _____

b. Are any printed (or otherwise duplicated) notices other than those stipulated by the prefecture agency used? No. If so, describe use and attach copies. _____

c. Are prefecture rules and regulations governing appeal available locally for examination by any interested person? Yes.

d. May appeals be made from all types of agency action (regarding elig-
ibility and amount of payment, etc., denial of opportunity to apply, rejec-
tion of application)? _____ If not, specify types not subject to appeal.

e. May appeals involving all types of factors be made (e.g., employa-
bility, need)? _____ If not, specify types and reasons _____

f. In what circumstances does agency encourage individual to appeal?

g. In what circumstances does agency discourage appeal?

h. Are there any agency procedures with which individual must comply
before he may file an appeal? No. If so, describe and attach copies of
written procedures. _____

i. What are the steps between appeal and prefecture agency hearing?
(Describe, including (1) preliminary review, (2) assistance to applicant in
preparing for hearing and arranging attendance and representation, (3)
materials given to prefecture agency and/or appellant, (4) prefecture agency
assistance to local agency). None ever taken to prefecture.

j. Who from local agency attends hearing? (Give positions and describe
participation) _____

k. How and when is a prefecture agency decision on appeal put into
effect and what methods of follow-up are used? _____

l. Is a copy of the record of hearing on file in local agency? _____
If so:

(1) What is the type of record? _____

(2) Is it available for examination of appellant? _____

m. How many appeals were filed during period reviewed (or most recent
period for which data are available)? None. Give reasons for appeals.
Indicate manner in which they were disposed. (attach available data.) _____

n. how is analysis of appeal cases used?

(1) In modification of policies and procedures? _____

(2) In supervision? _____

o. See Section XVII for critique.

X. PUBLIC ASSISTANCE Case Records.

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Not Filled
Out Properly

1. Type of case record:

- a. household basis? ()
- b. Separate record for each type of assistance? ()
- c. For each individual recipient? ()
- d. Other? _____ ()

2. Content of case record:

a. Forms

b. Other

- | | | | |
|-------------------------------|-------|---------------------------|-----|
| (1) Face sheet | (/) | (1) Narrative | () |
| (2) Application | (/) | (2) Correspondence | () |
| (3) Record of assistance plan | (/) | (3) Verifications | () |
| (4) Authorization of payment | (/) | (4) Other (specify) _____ | () |
| (5) Recertification | () | (5) _____ | () |
| (6) Other (specify) _____ | () | (6) _____ | () |
| (7) _____ | () | | |

c. Are all data relating to recipient's eligibility, including verifications, filed in case record? _____. If not, where? _____.

d. Is case record material uniformly arranged? _____. Comment on arrangement. _____

e. Are case records current? ^{No} (1) Narrative? ^{Poor} (2) Forms? _____. (3) Reinvestigations? _____. (4) Correspondence? _____. (5) Other case record material _____. If not current, explain. _____

f. Describe general form and content of narrative. _____

g. Are case records maintained so that all essential facts and dates concerning current eligibility and the amount of payment are readily determined? No

3. Safeguarding confidential nature of information.

a. What formal action (e.g., rules, regulations, resolutions) has been taken by local agency to safeguard the confidential nature of information? _____

b. Who is responsible for maintaining case records?

c. What devices are used for protecting case records (e.g., lock files, charge-out system)? File & lock Keep by welfare chief key

d. Who is responsible for approving release of case information?
Welfare chief

(1) Indicate type of information released, to whom given, and method.

e. Are any reports regarding applicants or recipients filed outside the office of the local agency (e.g., records of liens, payrolls)? No. If so;

(1) Indicate type of records and where filed.

 (2) Are records available to the public? No
 (3) What steps have been taken to prevent their use for other than administrative purposes?

f. Have lists of recipients been used for other than administrative purposes during the last year? Yes. If so:

(1) By whom and how were they acquired? Tax Exemption Clerk taxation section
 (2) For what purpose were they used?

 (3) What action was taken by agency?

g. Describe any practices not discussed above which raise questions regarding the confidential nature of information.

h. See Section XVII for critique.

XI. Child Welfare

1. Jido Fukushi Shi (Child Welfare Officials):

a. How many Jido Fukushi Shi are assigned to area of agency jurisdiction? ONE.
 b. How frequently are the Jido Fukushi Shi in the area? ONCE IN 6 MO'S.
 c. Where do Jido Fukushi Shi establish headquarters? TOWN OFFICE

d. What types of conferences are held?

(1) By whom attended?

e. What have been results of Jido Hogo Shi activities in area?

2. Jiuo Iin.

a. Are Minsei-iin aware of their responsibilities under the Child Welfare Law? Yes

(1) Are all Minsei-iin considered Jido-iin? Yes

b. What training have the Minsei-iin received in connection with their duties under the Child Welfare Law? ONE DAY TN9 COURSE BY WELFARE CHIEF

3. Shonen Hogo Shi (Probation Officers).

a. Number part-time Shonen Hogo Shi in area. ONE None

b. Number full-time Shonen Hogo Shi in area. ONE

c. How selected and what vocations are represented? PROBATION OFFICERS

BOARD PHARMISTIA

d. Describe activities (responsibilities and methods).

4. Is there a local Child Welfare Board? No. Indicate agencies and professions represented.

5. Where is nearest Child Welfare center? Tokushima

a. What is referral process? get in touch w/child welfare section in Prefect Gov't & ASKED THEM TO CLASSIFY THE CASE

b. Number of referrals made since 1 Jan 49. None

6. Protection of children.

a. Are all dependent and neglected children referred to Child Welfare Center? Yes

(1) What are exceptions?

b. Is supervision provided for child welfare cases under care of parents or guardians? Yes

c. How and by whom is supervision maintained of foster homes and children in institutions?

d. Are cases of abuse or neglect referred to legal counsel for legal action to remove children when necessary? _____.

e. Have all agencies within local agency area been approved by governor of prefecture? Yes.

(1) Is copy of original application for approval (or comparable information) on file in local agency office? _____.

(2) List those not yet approved. _____

f. Has local agency recommended termination of any child caring agencies? _____
 On what basis? _____

g. Have all nursery teachers met qualifications and passed examinations before "Board of Examination of Nursery Teachers"? _____ Explain exceptions. _____

7. Is there an inter-departmental committee, composed of members of the welfare, labor, health and education sections, which coordinates activities under the Child Welfare Law? _____.

8. Do all child caring agencies comply with compulsory education regulations? _____ Explain exceptions. _____

9. Are child labor regulations enforced in foster homes and institutions? _____ Explain exceptions. _____

10. In last three months, what action has been taken locally in instances of violations of prohibited acts against children? None committed.

11. Is confidential nature of child welfare records adequately protected? _____.

12. Maternal and Child Health.

a. How are referrals to health centers made in the following instances:

(1) Prenatal and post natal care? _____

(2) "Weak" and handicapped children? _____

(3) Examination of preschool children? _____

b. Have health centers' activities included:

(1) Training courses _____ on _____

(2) Lectures _____ on _____

(3) Distribution of informational material _____ on _____

13. How does local agency plan and manage to meet matching requirements in order to secure available national and prefecture child welfare funds? None in town.

14. In past three months, how many appeals from decisions under the Child Welfare Law have been filed? No

a. Outline how these appeals were handled. None made

15. See Section XVII for critique.

XII. DISASTER RELIEF.

1. Are local officials thoroughly familiar with prefecture Disaster Plan? Yes

2. Is there a local plan which conforms with, and is coordinated with, the prefecture plan? There isn't any (started in June)

a. What publicity has the local plan received? _____

3. Are locally responsible persons familiar with the plan? _____

4. What is the role of the local Red Cross Chapter? Medical relief
dist of food.

a. How is Red Cross activity to be coordinated with that of official agencies? _____

b. What Red Cross disaster training programs are now in effect? None

5. Does local plan provide for immediate reporting to prefecture disaster officials? _____

a. What alternate means of communication are available in case of telephone or other wire breakdown? By mail, messengers.

6. Are disaster relief activities of welfare section integrated with plans of police, health, economics, engineering and other governmental divisions? _____
Explain fully. _____

7. See Section XVI for critique.

ALLIANCE IN KIND

1. Distributions made in last two months (In column d(2) enter cost of items if distribution was on a charge basis):

a. Date	b. Items	c. For whom designated	d. Type of distribution	
			(1) Free	(2) Cost
	Blankets (3)		X	

2. How was eligibility determined, and by whom? M.S.

3. What items were turned over to organizations for distribution?

a. Date	b. Items	c. Distribution organization

d. What checks were made to assure proper distribution?

4. From what agency were allotments of goods and instructions for distribution received?

a. What discrepancies existed between goods allotted and amount received?

(1) If discrepancies existed, what corrective action was taken by both receiving and allotting agencies?

b. Explain any discrepancies between amounts received and amounts distributed.

5. Describe types of receipts obtained from recipients and accounting records (attach copies)

5. Is a permanent file of receipts and records maintained? _____

6. When items have been distributed on a purchase basis, have recipients of public assistance been able to purchase the amounts allotted? _____. If not, explain. _____

7. See Section XVII for critique.

XIV PRIVATE ORGANIZATIONS

1. List all private welfare organizations in local agency jurisdiction:

a. Name of Organization	b. Zeidan nojin (yes or no)	c. Service function	d. Source of funds

2. In the past year, what lump-sum subsidies of national, prefectural or local funds have been made?

a. Date	b. Organization to which made	c. Amount of subsidy	d. Reason granted	e. Authorized by:

3. Is there a local organization which serves as a central clearing, coordinating, or general community organization and which includes public as well as private welfare agencies _____. Describe organization and operation. _____

4. What duties do local welfare officials perform for the private organizations, what percentage of working time is utilized and what offices in the organizations are held by officials:

a. Organization	b. Duties performed	c. % Work-in time	d. Offices held by:

5. Do private organizations have a system of checks for the receipt of directives? _____

6. See Section XVII for critique.

XV. INSTITUTIONS.

1. In the following table list all institutions in area of local agency jurisdiction:

a. Name of institution	b. Type	c. Public		d. Operated by:	e. Supervised by:	f. Inmates	
		Quasi-public	Private			(1) Receiving P.	(2) Not Eligible
(2) Day Nurseries	1. Private			Church	Post OFF	Master 56	
	1. Public			Local	MAYOR	100	

2. Has local agency established, or are there local ordinances, with which all institutions under local agency supervision must comply in regard to standards:

- a. Of care? _____
- b. Of personnel? _____
- c. Of management? _____
- d. Of accounting? _____
- e. Describe those standards or ordinances which do exist. _____
- f. Is there a licensing procedure? _____
 - (1) If so, how frequently are licenses reviewed? _____
 - (2) Who issues licenses? _____

3. For those institutions which are supervised locally:

- a. How frequently are inspections made by welfare officials? 3-times A MONTH
- b. How frequently are inspections made by health officials? _____
- c. How frequently are inspections made by fire officials? _____
- d. What other officials make inspections? _____
- e. How frequently are accounts audited? _____ . By whom? _____

4. List most frequently encountered inadequacies found by local officials.

a. What action is taken when inadequacies are found? _____

(1) What is follow-up procedure? _____

Does local office make assistance payments for inmates of national or pre-
 nature supervised institutions? _____

6. How are amounts of assistance determined for inmates of:

a. Public institutions? _____

b. Private institutions? _____

7. How are amounts of administrative expense determined for:

a. Public institutions? _____

b. Private institutions? _____

8. See Section XVII for critique.

XVI. TRAINING OF OFFICIALS AND OTHERS

1. Training of local officials (include immediate subordinates of section
 chiefs).

a. Formal education (if of senmon gakko or university level, indicate
 major subject):

Official	School (name if senmon gakko or university)	Number yrs. completed	Major-subject

b. What special training have officials had during past six months?

Approx. dates	Spencer	Subject	Hours

2. Training of Minse-i-in.

a. What formal training sessions have been held for minse-i-in during
 past six months (do not include the regular meetings of the Minse-i-in Kai)?

Approx. dates	Source of instructors	Subject	Hours

b. Did local officials attend above meetings? _____

c. Are training aids devised by the prefecture available for local use? _____

d. Has local agency received and distributed publications prepared by the:

(1) Japan Social Work Association? _____

(2) Minsei-in Federation? _____

(3) Welfare Ministry? _____

(4) Other (specify). _____

3. Training of Shonen Hogo Shi. (Summarize whatever information can be obtained). _____

4. See Section XVII for critique.

XVII. CRITIQUE.

(Note: This section presents an outline which may be used by the welfare officer in summarizing findings of the review and evaluating the agency's administration. Since the outline is not meant to be all-inclusive or limiting, the welfare officer may adapt it or extend it as circumstances indicate.)

1. Financing (refer to Section I)

a. Evaluate methods of preparing budgeting estimates.

b. Discuss ability of local agency to meet matching requirements.

c. If such has been the case, how have delays in receipts of national and prefectural funds effected the overall program?

2. Scope and Organization (refer to Sections II and III)

a. Comment on scope of agency's program, including all services.

b. Discuss aspects of organization which effect administration (e.g., integration of program, finance, delegation of authority, staffing).

c. Evaluate compilation of statistics as required by prefecture.

3. Application process (refer to Section IV)

a. Analyze the effect agency's handling of informal rejections has on official count of applications.

b. What phases of the application process might result in restrictions or limitations on the right to apply?

4. Determination of continuing eligibility (refer to Section V)

a. If reports are required from recipients, is there any indication that they constitute a restrictive practice?

b. Do agency procedures provide adequate continuous review?

5. Eligibility requirements other than need (refer to Section VI)

a. Comment on local interpretations of the various eligibility requirements, the methods of establishing eligibility, possible effects on recipients of procedures used, and whether or not the requirements established locally conform with prefectural instructions and national standards.

6. Determination of need and amount of assistance (refer to Section VII)

a. Requirements. Comment on extent to which all requirements are being met, completeness and clarity of instructions, adequacy and currency of standards and cost figures in use, variations from prefecture and national standards and plans, and difficulty encountered in determining requirements.

b. Resources. In determining resources, availability thereof, limitations on possessions, indicate the extent to which recipient is primary source of information, extent to which investigations provide adequate knowledge of resources and are carefully planned, or any indications that resources are under- or over- valued.

c. Amount of payment. Outline any restrictive practices in regard to determining amount of payment.

d. Comment on extent to which needs of recipients are being realistically and adequately met; that procedures in determining need are objective and equitably applied. Also review difficulties the agency has encountered in determination of need.

7. Authorization and methods of payment. (refer to Section VIII)

a. Comment on authorization procedures and disbursement controls.

8. Complaints and appeals. (refer to Section IX)

a. Discuss methods of handling complaints and appeals including use of formal procedures, recording, and change in policy. Discuss freedom of access to appeal procedure.

9. Case records (refer to Section X)

a. Comment on case records maintenance including usability, currency, accuracy, neatness and confidentiality.

10. Child welfare (refer to Section XI)

a. Discuss adequacy of the existing program and whether or not the amount of progress in its development since promulgation of the law is what could normally be expected. What have been handicaps in development of the program and how are these being overcome?

b. Are barriers between divisions of the local government being surmounted in implementation of the Child welfare Law?

11. Disaster Relief (refer to Section XII)

a. Indicate adequacy of local disaster plans in meeting requirements of planning for forecast and emergency phases.

12. Relief in Kind (refer to Section XIII)

a. Comment on effectiveness of controls on relief-in-kind distribution.

b. If such is the case, comment on effects on assistance recipients in not being able to purchase relief-in-kind for their own use.

13. Private organizations (refer to Section XIV)

a. Discuss relationship between public officials and private organizations.

b. Discuss effectiveness of private organizations in regard to meeting community welfare needs.

14. Institutions (refer to Section XV)

a. Comment on local agency's role in supervision of institutions (e.g., do workshops giving training tend to become places of permanent employment; has any attempt been made to standardize accounting procedures).

15. Training of officials.

a. Comment on adequacy of the training programs.

ADDENDUM

1. Summarize recommendations made to officials present at the review.
2. Summarize recommendations made to other officials.

CASE REVIEW CHECK LIST

Municipality Shikibu Town

Family name Kimatsu Date of Review 1/12 '49 By Am. Tami
 Date of Visit 7/18 '49 By S. Morikawa Type of aid Living Amount 1,620 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Fujie	householder	female	33	yes,			
2.	Michiko	daughter	"	4	No	a plant (making rope)	¥1,000	
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	500	1,000	Staple Foods	¥1,238.24	1,350	1,470
b. Employment by			Other Foods			
c. Employment by			Clothing	34.05	0	17
d. Land(farming)			Medical	35.26	0	25
e. Aid from Relatives			Housing Expenses	12.74	0	0
f. Savings			Fuel	124.90	360	250
g. Other (Itemize)			School Expenses	0	0	0
TOTAL RESOURCES	500		Other (Itemize)	32.98	500	90
Living aid	510	1,620	TOTAL	1,528.37	2,210	2,012
Resources plus aid	1,010	2,620				

Explain differences between (3) and (4).

The record was not made according to the 9th revision.

Difference between recorded requirements

Total column (1) 1,010

Greater by _____

Why is this a public assistance case?

Her husband was killed by tidal waves 4 years ago. Afterwards she takes care of her only daughter but her monthly income is not enough to live on. There are a few relatives but she is not assisted by them.

Nil

Attitude of Minsei-in, officials: Kind

Frequency of visits: Once a month

Regularity of assistance grants: Sometimes assistance money for 2 months is given to recipient.

Other comments: Nil

Remarks and Evaluation: According to her, about 600 yen is over budget. The amount money of assistance should be changed according to recipient's monthly living circumstances.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Ehisudani Date of Review 1/14 '49 By Mr. Tami
 Date of Visit 7/18 '49 By S. Morikawa Type of aid Living Amount 1,980 Yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Riiko	householder	female	41	Yes,	day-labour	^{approx.} ¥1,500.	
2.	Hisako	daughter	"	17	Yes,	by a cotton-mill at Komatsu-shima		
3.	Mitsuru	"	"	14				
4.	Takeshi	son	male	12) School children			
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	<u>1,500</u>	<u>1,500</u>	Staple Foods	¥ <u>3,235.95</u>	<u>2,350</u>	<u>2,300</u>
b. Employment by			Other Foods			
c. Employment by			Clothing	<u>69.44</u>		<u>37</u>
d. Land(farming)			Medical	<u>116.05</u>	<u>295</u>	<u>295</u>
e. Aid from			Housing Expenses	<u>73.75</u>		<u>0</u>
Relatives			Fuel	<u>180.36</u>	<u>400</u>	<u>425</u>
f. Savings			School Expenses			<u>320</u>
g. Other(Itemize)			Other(Itemize)	<u>34.25</u>		<u>70</u>
TOTAL RESOURCES	<u>1,500</u>	<u>1,500</u>	TOTAL	<u>3,709.80</u>	<u>3,045</u>	<u>3,447</u>
Living aid	<u>660</u>	<u>1,980</u>				
Resources plus aid	<u>2,160</u>	<u>3,480</u>				

Explain differences between (3) and (4).

The record is very simple and was not made according to the 9th revision

Difference between recorded requirements

Total column (1) 2,160

Greater by _____

and resources plus assistances.

Total column (4) 3,045

Greater by 885

Why is this a public assistance case?

Although she works as a day-labour, her income is irregular and meagre to support this family.

Special problems.

Her daughter Hisako works for a cotton-mill but she has no income to assist mother.

Attitude of Minsei-in, officials: Good

Frequency of visits: Once a month

Regularity of assistance grants: Not regularly, (receiving date is not regular and sometimes assistance money for 2 months is given recipient.)

Other comments:

Remarks and Evaluation: When her income is small, she is assisted by her parents. Official judgment is correct.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Miwa Date of Review Jan. 30 '49 By Mr. Masutani
 Date of Visit July 18 '49 By TAKAMASHI Type of aid living Amount 71080

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	<u>Yasuno</u>		<u>F.</u>	<u>59</u>	<u>no</u>	<u>✓</u>	<u>0</u>	<u>weak</u>
2.								
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	<u>0</u>	<u>0</u>	Staple Foods	¥ <u>1,575.12</u>	<u>450</u>	<u>500</u>
b. Employment by			Other Foods	<u>1</u>	<u>130</u>	<u>200</u>
c. Employment by			Clothing	<u>18.17</u>	<u>0</u>	<u>10</u>
d. Land(farming)			Medical	<u>17.95</u>	<u>0</u>	<u>30</u>
e. Aid from Relatives	<u>500</u>	<u>0</u>	Housing Expenses	<u>62.30</u>	<u>30</u>	<u>20</u>
f. Savings			Fuel	<u>74.73</u>	<u>120</u>	<u>10</u>
g. Other(Itemize)			School Expenses		<u>0</u>	<u>0</u>
TOTAL RESOURCES	<u>500</u>	<u>0</u>	Other(Itemize)	<u>32.78</u>	<u>0</u>	<u>0</u>
Living aid	<u>360</u>	<u>1080</u>	TOTAL	<u>781.45</u>	<u>730</u>	<u>770</u>
Resources plus aid	<u>860</u>	<u>1080</u>	Explain differences between (3) and (4). <u>The record was not made according to the 9th revision.</u>			

Difference between recorded requirements and resources plus assistances.
 Total column (1) 4860 Total column (4) 7730
 Greater by 4130 Greater by _____
 Why is this a public assistance case? Explain.

Being old and weak, she cannot get any job.

Special problems.

She has 2 children — 23-year-old daughter who lives with a relative, and 18-year-old son who is working for a plant in Osaka.

Attitude of Minsei-in, officials: very kind

Frequency of visits: some times in a month.

Regularity of assistance grants: _____

Other comments: It is sometimes given for 2 months at a time.

They are barely able to make their own living and cannot aid her.

Remarks and Evaluation:

The record is old.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Yasui Date of Review Jan. 31 '49 By Mr. Masutani
 Date of Visit July 18, '49 By TAKAHASHI Type of aid living Amount 5420 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Tomo	householder	F.	48		day-labor	¥2500	
2.	Fumiko	daughter	F.	17				
3.	Yasuko	"	F.	17				
4.	Michiko	"	F.	15				
5.	Shigeo	"	F.	13				
6.	Akinori	son	M.	10				
7.	Hideko	daughter	F.	6				

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	2500	2000	Staple Foods	¥15499.39	3000	3400
b. Employment by			Other Foods		2200	800
c. Employment by			Clothing	121.66	0	80
d. Land(farming)			Medical	150.51	520	120
e. Aid from Relatives			Housing Expenses	75.12	0	20
f. Savings			Fuel	210.41	680	450
g. Other(Itemize)			School Expenses		0	0
TOTAL RESOURCES	2500	2000	Other(Itemize)	33.50	0	200
Living aid	1200	5420	TOTAL	6112.59	6400	5070
Resources plus aid	3700	5420	Explain differences between (3) and (4). The record was not made according to the 9th revision.			

Differenece between recorded requirements and resources plus assistances.
 Total column (1) ¥3700 Total column (4) ¥6400
 Greater by Greater by
 Why is this a public assistance case? Explain.

Having lost the husband, the female householder is hardly able to earn their living.

Special problems.
 Although the householder has a 20-year-old daughter who is helping other family, her income is too small to aid the family.
 Attitude of Minsei-in, officials: very kind
 Frequency of visits: some times a month
 Regularity of assistance grants: It is sometimes given for 2 months at a time
 Other comments:

Remarks and Evaluation:
 The record is a

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Hamaguchi Date of Review Jan. 17 '49 By Mr. Fukurodani
 Date of Visit July 18 '49 By TAKAHASHI Type of aid living Amount 1800 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Yanai	householder	F.	29				
2.	Sho	son	M.	8		day-labour	1000	sick
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥	1500	1000	Staple Foods	¥1547.51	900
b. Employment by			Other Foods		500
c. Employment by			Clothing	34.72	30
d. Land(farming)			Medical	26.20	
e. Aid from Relatives			Housing Expenses	62.74	20
f. Savings			Fuel	124.90	450
g. Other(Itemize)			School Expenses		200
TOTAL RESOURCES	1500	1000	Other(Itemize)	32.98	
Living aid	300	1800	TOTAL	1829.05	2100
Resources plus aid	1800	2800	Explain differences between (3) and (4). There is no record of determining the expenses.		

Difference between recorded requirements and resources plus assistances.
 Total column (1) ¥1800 Total column (4) 1829.05
 Greater by 29.05 Greater by 29.05
 Why is this a public assistance case? Explain.

Special problems. The householder cannot work hard on account of a sickness. Her husband was killed in the front.

Although the householder has a father who is a fisherman, he is also very poor.

Attitude of Minsei-in, officials: very kind.

Frequency of visits: Minsei-in lives very near from them and he

Regularity of assistance grants:

Other comments: It is sometimes received for 2 months at a time. visits to them unofficially very often.

Remarks and Evaluation:

no determination record.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Kominami Date of Review Jan. 27 '47 By Mrs. Hamaguchi
 Date of Visit July 18 '49 By TAKAHASHI Type of aid living Amount 2220

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Mitsue	householder	F.	35				
2.	Michiko	daughter	F.	12		knitting	¥1000	
3.	Joshiko	"	F.	10				
4.	Kiyoko	"	F.	7				
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥	1500	1000	Staple Foods	¥2916.87	2000
b. Employment by			Other Foods		1700
c. Employment by			Clothing	67.15	50
d. Land(farming)			Medical	66.05	70
e. Aid from Relatives			Housing Expenses	73.25	0
f. Savings			Fuel	180.36	400
g. Other(Itemize)			School Expenses		0
TOTAL RESOURCES	1500	1000	Other(Itemize)	34.25	0
Living aid	660	2220	TOTAL	3338.43	3240
Resources plus aid	2160	3220	Explain differences between (3) and (4). There is no record of determining the expenses.		

Difference between recorded requirements and resources plus assistances.
 Total column (1) ¥2160 Total column (4) _____
 Greater by _____ Greater by _____
 Why is this a public assistance case? Explain.

Special problems. Although the householder has a income through knitting, she hasn't sufficient works recently. Her husband was killed in the front.

Attitude of Minsei-iin, officials: very kind.
 Frequency of visits: some times in a month.
 Regularity of assistance grants: _____
 Other comments: It is sometimes received for 2 months at a time.
 Remarks and Evaluation: Determination record should be kept according to the recent standard.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Inoue Date of Review Jan. 17, 1949 By Mr. Fukurotani
 Date of Visit July 18, 1949 By TAKAHASHI Type of aid living Amount 4020 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Takabei	householder	M.	49		repairing umbrella	¥300	
2.	Shimo	mother	F.	72				paralysis of
3.	Sayono	wife	F.	41		day-labour	¥1000	one side.
4.	Fumie	daughter	F.	14				
5.	Kenichi	son	M.	8				
6.	Gojyo	"	M.	4				

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥	2000	300	Staple Foods	¥4716.96	3200
b. Employment by		1000	Other Foods		700
c. Employment by			Clothing	105.79	70
d. Land(farming)			Medical	172.31	90
e. Aid from Relatives			Housing Expenses	84.75	0
f. Savings			Fuel	210.41	700
g. Other(Itemize)			School Expenses		400
TOTAL RESOURCES	2000	1300	Other(Itemize)	34.25	0
Living aid	1350	4020	TOTAL	5324.52	5460
Resources plus aid	3350	5320	Explain differences between (3) and (4). There is no record of determining the expenses.		

Difference between recorded requirements and resources plus assistances.
 Total column (1) _____ Total column (4) _____
 Greater by _____ Greater by _____

Why is this a public assistance case? Explain.
 Being paralyzed of one side for about 11 years, the householder cannot work hard. The wife's income is also very small.
 Special problems.

Attitude of Minsei-in, officials: very kind.
 Frequency of visits: some times a month.
 Regularity of assistance grants: It is sometimes received for 2 months at a time.
 Other comments.

Remarks and Evaluation:
 Determination record should be kept according to the recent standard.

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Mima Date of Review Jan. 17 '49 By Mr. Fukurodani
 Date of Visit July 18 1949 By TAKAHASHI Type of aid living Amount 1500

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Shigeru	householder	F.	28		day-labour	¥1500	
2.	Nisa	mother	F.	20				
3.	Shinichi	son	M.	17				
4.	Huki	"	M.	13		apprentice on fishing	¥500	
5.	Keiko	daughter	F.	8				
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥		1500	Staple Foods	¥437.64	2400
b. Employment by		500	Other Foods		700
c. Employment by			Clothing	89.90	20
d. Land(farming)			Medical	137.00	80
e. Aid from Relatives			Housing Expenses	84.25	0
f. Savings			Fuel	181.36	500
g. Other(Itemize)			School Expenses		0
TOTAL RESOURCES		2000	Other(Itemize)	34.25	0
Living aid	1500	1500	TOTAL	4663.40	3700
Resources plus aid		3500	Explain differences between (3) and (4). There is no record for budgeting.		

Difference between recorded requirements and resources plus assistances.
 Total column (1) _____ Total column (4) _____
 Greater by _____ Greater by _____

Why is this a public assistance case? Explain.
 Having lost the husband, the female householder is hardly able to earn enough money.

Special problems.
 The first son is on probation of fishing and has no regular income.

Attitude of Minsei-in, officials: very kind
 Frequency of visits: some times a month.
 Regularity of assistance grants: It is sometimes received for 2 month at a time.
 Other comments:

Remarks and Evaluation:
 The record should be kept following the recent st

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Ishizae Date of Review 1/12 '49 By Mr. Tani
 Date of Visit 7/18 '49 By S. Masikawa Type of aid living Amount 3,600 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Taichiro	householder	male	53	NO			having slight brain trouble,
2.	Yamako	wife	female	39	yes			cart work.
3.	Matsuji	son	male	13	NO			At present, live at Asaka,
4.	Tiyoko	daughter	female	9	"			work as a maid.
5.	Mitsuho	"	"	6	"			school children
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥			Staple Foods	¥3,985.02	2,300	3,100
b. Employment by			Other Foods			
c. Employment by			Clothing	87.59	0	45
d. Land(farming)			Medical	175.61	155	175
e. Aid from (wife and brother) Relatives	1,000	2,000	Housing Expenses	84.25	0	0
f. Savings			Fuel	180.36	1,600	400
g. Other(Itemize)			School Expenses		0	225
TOTAL RESOURCES	1,000	2,000	Other(Itemize)	34.25	0	75
Living aid	1,200	3,600	TOTAL	4,567.08	4,055	4,020.00
Resources plus aid	2,200	5,600				

Explain differences between (3) and (4). *The client is family.*
The record was not made according to the 9th revision.

Difference between recorded requirements and resources plus assistances.
 Total column (1) 2,200
 Greater by _____

Total column (4) 4,055
 Greater by 1,855

Why is this a public assistance case?

Explain.

Formerly this family lived at ease. But his savings were all spent and properties were almost disposed for Taichiro's (householder) sickness. At present he can't make money and his eldest daughter is taken care by her unit.

Attitude of Minsei-in, officials: Kind.

Frequency of visits: Once a month

Regularity of assistance grants: Not monthly (sometimes assistance money for 2 months is given to recipient)

Other comments: Nil

Remarks and Evaluation: *At present this case has 4 family. According to him, about 1,600 yen is over budget. Minsei-in should inspect recipient's living circumstances on income and requirement every month.*

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Sano Date of Review 1/13 '49 By Mr. Terui
 Date of Visit 2/18 '49 By S. Morikawa Type of aid Living Amount 4,020

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Saichiro	householder	male	38	NO			
2.	Yuhiko	wife	female	35	Yes			having one hand and eye.
3.	Sayoko	daughter	"	17	"			day-labour
4.	Hiromi	"	"	15	NO			
5.	Toshinori	son	male	12	") school children
6.	Kenji	"	"	3	"			
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by	¥ 1,000	1,000	Staple Foods	¥ 4,876.48	3,050	3,920
b. Employment by			Other Foods			
c. Employment by			Clothing	107.40	0	105
d. Land(farming)			Medical	165.56	90	90
e. Aid from Relatives			Housing Expenses	84.25	0	20
f. Savings			Fuel	210.81	300	300
g. Other(Itemize)	500		School Expenses		0	200
TOTAL RESOURCES	1,500	1,000	Other(Itemize)	38.25	0	150
Living aid	1,350	4,020	TOTAL	5,478.55	3,440	4,845
Resources plus aid	2,850	5,020				

Explain differences between (3) and (4).

The record is very simple and was not made according to the 7th revision

Difference between recorded requirements

Total column (1) 2,850

Greater by _____

Why is this a public assistance case?

The householder can't work because of having one hand and eye. Although his wife and daughter work as day-labour (fishing helping, 10 yen per hour) she can't support this family with the Special problems. income because of a large family.

and resources plus assistances.

Total column (4) 3,440

Greater by 590

Explain.

Attitude of Minsei-iin, officials: Kind

Frequency of visits: Once a month

Regularity of assistance grants: Not monthly. (Sometimes assistance money for 2 months is given to recipient. Receiving date is not regular so he must borrow money from relative, sometimes he said.

Other comments:

Remarks and Evaluation:

Properly aided.

CASE REVIEW CHECK LIST

Municipality Shiokubai Town

Family name Watanabe Date of Review 11/13 '49 By Mr. Tazaki
 Date of Visit 7/18 '49 By S. Morikawa Type of aid living Amount 4,980 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Asano	householder						
2.	Gen		female	58	Yes	day-labour	500 yen	
3.	Shigetaro	mother-in-law	"	84	No			
4.	Kichitaro	brother-in-law	male	58	No	Fishing	900 yen	
5.		son	"	31	No	Having brain trouble, can't work.		

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	1,500	800	Staple Foods	¥ 3,271.10	2,200	2,350
b. Employment by		500	Other Foods			
c. Employment by			Clothing	77.26		27
d. Land(farming)			Medical	116.80	90	90
e. Aid from Relatives			Housing Expenses	73.75		
f. Savings			Fuel	180.36	340	370
g. Other(Itemize)			School Expenses			
TOTAL RESOURCES	1,500	1,300	Other(Itemize)	34.25	200	270
Living aid	660	1,980	TOTAL	3,753.52	2,840	3,110
Resources plus aid	2,160	3,280				

Explain differences between (3) and (4).
 The record was not made according to the 9th revision.

Difference between recorded requirements and resources plus assistances.
 Total column (1) 2,160 Total column (4) 2,840
 Greater by _____ Greater by 680

Why is this a public assistance case? Explain.
 Asano's husband died of sickness and her son have brain trouble so he can't work. Although Asano and her brother-in-law work as day-labour of fishing, they have not so much income nevertheless she must take care of old mother and feeble minded son so they have received public assistance.

Attitude of Minsei-in, officials: Kind
 Frequency of visits: Once a month
 Regularity of assistance grants: not monthly (sometimes assistance money for 2 months is given to recipient)
 Other comments: Nil
 Remarks and Evaluation: Properly aided

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Aguro Date of Review 1/13 '49 By Mr. Tami
 Date of Visit 7/18 '49 By S. Marikawa Type of aid Living Amount 1,500 yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	<u>Yoshiko</u>	<u>householder</u>	<u>female</u>	<u>41</u>	<u>yes</u>	<u>day-labour</u>		
2.	<u>Waki</u>	<u>mother-in-law</u>	<u>"</u>	<u>66</u>	<u>No</u>			
3.	<u>Yoshifumi</u>	<u>son</u>	<u>male</u>	<u>15</u>				
4.	<u>Katsumi</u>	<u>daughter</u>	<u>female</u>	<u>12</u>				
5.) School children
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	<u>1,000</u>	<u>2,000</u>	Staple Foods	<u>¥3,195.55</u>	<u>2,300</u>	<u>2,650</u>
b. Employment by			Other Foods			
c. Employment by			Clothing	<u>73.35</u>		<u>59</u>
d. Land(farming)			Medical	<u>72.55</u>	<u>90</u>	<u>175</u>
e. Aid from Relatives			Housing Expenses	<u>73.75</u>		<u>0</u>
f. Savings			Fuel	<u>180.36</u>	<u>340</u>	<u>270</u>
g. Other (Itemize)			School Expenses			<u>300</u>
TOTAL RESOURCES	<u>1,000</u>	<u>2,000</u>	Other (Itemize)	<u>34.25</u>		<u>80</u>
Living aid	<u>510</u>	<u>1,500</u>	TOTAL	<u>3,656.81</u>	<u>2,730</u>	<u>3,534</u>
Resources plus aid	<u>1,510</u>	<u>3,500</u>				

Explain differences between (3) and (4).

The record was not made according to the 9th revision

Difference between recorded requirements and resources plus assistances.
 Total column (1) 1,510
 Greater by _____

Total column (4) 2,730
 Greater by 1,220

Why is this a public assistance case? Explain.

After her husband repatriated from China, he died of sickness. She works as a day-labour taking care of mother-in-law and 2 children but her income is irregular and is not enough to live on. So this case is on P.A.

Attitude of Minsei-in, officials: Good
 Frequency of visits: Once a month
 Regularity of assistance grants: Not monthly
 Other comments: Nil

Remarks and Evaluation: Properly aided

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Nakanishi Date of Review Jun 30 1949 By Ms. Rikata
 Date of Visit July 18 1949 By Reiko Kanga Type of aid living Amount _____

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Matsue	householder	F	47	Yes	hand work		
2.	Ei	mother	F	69		(making straw mat)		
3.	Kirashi	son	M	13				
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	1500	1000	Staple Foods ¥	2218.2	1629	2000
b. Employment by			Other Foods			
c. Employment by			Clothing	52.89	200	20
d. Land(farming)			Medical	73.35	90	50
e. Aid from Relatives			Housing Expenses	72.75	100	
f. Savings			Fuel	180.36	120	100
g. Other(Itemize)			School Expenses			
TOTAL RESOURCES			Other(Itemize)	34.25		30
Living aid	700	1200	TOTAL	2632.8	2139	2200
Resources plus aid	2200	2200				

Explain differences between (3) and (4).

Became this family lives in Matsue's Brothers house and other food are given by Brothers who are farmers

Difference between recorded requirements

Total column (1) ¥ 2200
 Greater by ¥ 61

and resources plus assistances.

Total column (4) ¥ 2139
 Greater by _____

Why is this a public assistance case?

Matsue's husband died in the front Matsue's brothers house although the householder's income is too small to live on Special problems.

Explain.

during the war. At present this family live in Matsue's brothers house although the householder works as making straw mat. but

Attitude of Minsei-in, officials:

Frequency of visits:

Regularity of assistance grants:

Other comments:

grave person. once a month monthly. but sometime receive the assistance allowance two month together.

Remarks and Evaluation:

Properly Aid

CASE REVIEW CHECK LIST

Municipality Shishikui Town

Family name Kabinti Date of Review Jan 27 1949 By Mr. Hamaguti
 Date of Visit July 18 1949 BY Reiko Kangahi Type of aid living Amount 1000

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Huhne	householder	F	29	no	land work	1000	
2.	Emiko	daughter	F	6	no	(making straw bag)		
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Standard (3)	Amount	
	Record (1)	Client (2)			Record (4)	Client (5)
a. Employment by ¥	500	1000	Staple Foods	¥ 1314.15	1663	1700
b. Employment by			Other Foods			
c. Employment by			Clothing	34.05	100	150
d. Land(farming)			Medical	35.26	220	
e. Aid from Relatives	500	500	Housing Expenses	62.94		
f. Savings			Fuel	124.90		100
g. Other(Itemize)	500		School Expenses			
TOTAL RESOURCES		1500	Other(Itemize)	32.98		70
Living aid	483	520	TOTAL	1608.18	1983	2020
Resources plus aid	1983	2020				

Explain differences between (3) and (4).
The expenses were not correctly determined on the record.

Difference between recorded requirements and resources plus assistances.
 Total column (1) 1983 Total column (4) 1983
 Greater by _____ Greater by _____

Why is this a public assistance case? Explain.
Huhne's husband died in the front during the war and now she lives her mother's house with daughter, and her mother helping her live a little. the householder makes money by making straw bag, but her income is not enough to live with her daughter.

Attitude of Minsei-in, officials: Kind
 Frequency of visits: 3 times a month
 Regularity of assistance grants: Sometimes receive the assistance allowance for two month.
 Other comments:

Remarks and Evaluation:
Determination record should be kept according to the recent standard.

CASE REVIEW CHECK LIST

Municipality _____

Family name _____ Date of Review _____ By _____
 Date of Visit _____ By _____ Type of aid _____ Amount _____

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Requirements		
	Record (1)	Client (2)		Standard (3)	Amount Record (4)	Client (5)
a. Employment by ¥	_____	_____	Staple Foods ¥	_____	_____	_____
b. Employment by	_____	_____	Other Foods	_____	_____	_____
c. Employment by	_____	_____	Clothing	_____	_____	_____
d. Land(farming)	_____	_____	Medical	_____	_____	_____
e. Aid from Relatives	_____	_____	Housing Expenses	_____	_____	_____
f. Savings	_____	_____	Fuel	_____	_____	_____
g. Other(Itemize)	_____	_____	School Expenses	_____	_____	_____
TOTAL RESOURCES	_____	_____	Other(Itemize)	_____	_____	_____
Living aid	_____	_____	TOTAL	_____	_____	_____
Resources plus aid	_____	_____	Explain differences between (3) and (4).			

Difference between recorded requirements and resources plus assistances.
 Total column (1) _____ Total column (4) _____
 Greater by _____ Greater by _____
 Why is this a public assistance case? Explain. _____

Special problems.

Attitude of Minsei-in, officials:
 Frequency of visits:
 Regularity of assistance grants:
 Other comments:

Remarks and Evaluation:

CASE REVIEW CHECK LIST

Municipality Shishikuni Town

Family name Ohsumura Date of Review Jan 27 1949 By Mrs Hamaguchi
 Date of Visit July 18 1949 By Riho Kanagaki Type of aid living Amount 491 Yen

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Mitsun	householder	F	64	no			
2.								
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥			Staple Foods ¥	600.49	600
b. Employment by			Other Foods		
c. Employment by			Clothing	18.17	
d. Land(farming)			Medical	17.95	90
e. Aid from Relatives			Housing Expenses	62.30	
f. Savings			Fuel	74.93	301
g. Other(Itemize)			School Expenses		
TOTAL RESOURCES	500	500	Other(Itemize)	32.98	
Living aid	491	491	TOTAL	806.82	991
Resources plus aid	991	991			1000

Explain differences between (3) and (4).
The record is not correct.

Difference between recorded requirements and resources plus assistances.
 Total column (1) 991
 Greater by

Total column (4) 991
 Greater by

Why is this a public assistance case?

Explain.

Mitsun's son died in the front of during the war and now she hasn't any children. She has some relatives in this town but she is now not associate with them. The householder is old man and weak person so she can't work.

Attitude of Minsei-in, officials: Kind
 Frequency of visits: 3 times a month
 Regularity of assistance grants: sometime receive the assistance allowance
 Other comments: two month together

Remarks and Evaluation:

Properly Aid

CASE REVIEW CHECK LIST

Municipality Shishikuni Town

Family name Sato Date of Review Jan 27 1949 By Mr. Hamaguchi
 Date of Visit July 18 1949 By Reiko Kanagaki Type of aid living Amount _____

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Atsumi	householder	F	30		hand work		
2.	Toshie	daughter	F	6	no			
3.								
4.								
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount	
	Record (1)	Client (2)		Standard (3)	Record (4)
a. Employment by ¥			Staple Foods	¥ 1714.15	1100
b. Employment by			Other Foods		
c. Employment by			Clothing	34.05	100
d. Land(farming)			Medical	25.26	50
e. Aid from Relatives		1000	Housing Expenses	62.74	
f. Savings			Fuel	124.90	150
g. Other(Itemize)			School Expenses		
TOTAL RESOURCES			Other(Itemize)	32.98	25
Living aid		425	TOTAL	1603.08	1425
Resources plus aid					

Explain differences between (3) and (4).

Difference between recorded requirements and resources plus assistances.

Total column (1) _____ Total column (4) _____
 Greater by _____ Greater by _____

Why is this a public assistance case? Explain.

Atsumi's husband died in the front during the war. her mother keeps a inn, she helps her mothers work but her mother cant aid her living enough. Special problems. so this case has received public assistance.

Attitude of Minsei-in, officials: *Kind*

Frequency of visits: *twice a month*

Regularity of assistance grants: *Sometime receive the assistance allowance*

Other comments: *two month together.*

Remarks and Evaluation:

CASE REVIEW CHECK LIST

Municipality Shishibui Town

Family name Goto Date of Review Jan 30 1949 By Ms. Ributa
 Date of Visit July 18 1949 By Reiko Kanagaki Type of aid living Amount 455

No.	Name	Rel.	Sex	Age	Employed?	Typework	Income	Remarks
1.	Kinne	householder	F	52	Yes	peddling	2000	
2.	Hisako	daughter	F	20				At present, she works at Osaka
3.	Makio	son	M	15				school boy
4.	Hitomi	son	M	11				school boy
5.								
6.								
7.								
8.								

Income

Requirements

Source of income	Amount		Expense Items	Amount		
	Record (1)	Client (2)		Standard (3)	Record (4)	Client (5)
a. Employment by ¥	2000	2000	Staple Foods	¥ 2164.95	2870	2560
b. Employment by			Other Foods			
c. Employment by			Clothing	73.35	400	300
d. Land(farming)			Medical	117.55	120	
e. Aid from Relatives		600	Housing Expenses	73.75	50	50
f. Savings			Fuel	180.36	215	210
g. Other (Itemize)	1200		School Expenses			
TOTAL RESOURCES	3200		Other (Itemize)	37.25		120
Living aid	455	450	TOTAL	2641.21	3655	3240
Resources plus aid	3655	3050				

Explain differences between (3) and (4).

The expenses were not correctly determined on the record.

Difference between recorded requirements

Total column (1) 3655

Greater by

and resources plus assistances.

Total column (4) 3855

Greater by

Explain.

Why is this a public assistance case?

Kinne's eldest son died in the front during the war. She is now working as a pedlar, and day-labour at farmer's busy season and earns about 2000 yen. Hisako works at Osaka now, and sends money (about 600 yen a month) to this family, but the income is not enough to live.

Attitude of Minsei-in, officials:

Frequency of visits: once a month grave person

Regularity of assistance grants:

Other comments: sometimes receive the assistance allowance two month together.

Remarks and Evaluation:

The record is not correct. Determination record should be kept according to the recent standard.