



Design Document

CA-48386 CIV-101999 Eliminate Appointment
Process for IEVS

DRAFT

DOCUMENT APPROVAL HISTORY	
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1 OVERVIEW

Employment and earnings data are received by CalACES and C-IV systems from IEVS (Income and Eligibility Verification System) over an inbound interface file. This data is stored in the database and compared with the participant reported data existing in the system. In CalACES, if there are any discrepancies detected between these two sets of data, a task is created and assigned to IEVS supervisor/worker. A face-to-face appointment is generated for the participant to verify the income and PA 2418B Form is sent to the participant if the income discrepancy is more than \$2500.

PA 2418C Form is generated for active Medi-Cal programs if there are any employment discrepancies detected.

PA 2418B Form and face-to-face appointment can also be generated by IEVS worker through online page 'IEVS Integrated Fraud Detection System Abstract'.

PA 2418A Form and face-to-face appointment can be generated by IEVS worker through online page 'IEVS New Hire Abstract' based on the employment discrepancies detected.

In C-IV system, IEVS workers manually review the abstracts received over the interface and generate face-to-face appointment and Forms (VER 200, VER 201) if necessary.

This SCR is about removing the automated appointment process generated through IEVS interface job and online pages 'IEVS Integrated Fraud Detection System Abstract' or 'IEVS New Hire Abstract'. Forms PA 2418A, PA 2418B, PA 2418C, VER 200 and VER 201 will be replaced with newer versions available.

1.1 Current Design

IFDS Abstracts

IEVS-IFDS (Integrated Fraud Detection System) abstracts are received by the system from the California Department of Social Services (CDSS) on a quarterly basis. Abstracts received by the system contain the demographic, income, SSP, DADS and employment information of the participants. Data received through the interface file is used to compare with the participant reported income of the person existing in the system.

CalACES:

If the income discrepancy is \$2500 or more, the abstract is auto assigned to an IEVS worker and an appointment is scheduled for the participant for a face-to-face interview with the IEVS worker and Form PA 2418B is sent to the participant to inform them of the details of the interview and the Forms/data to be submitted. Form MC 355 (Medi-Cal Eligibility) is also sent to the participant along with PA 2418B.

If the income discrepancy is below \$2500, abstract is assigned to IEVS supervisor who reassigns the abstracts to IEVS workers. These abstracts are reviewed by the assigned IEVS worker and if required, face-to-face appointment along with the Form PA 2418B is generated by the worker through 'IEVS Integrated Fraud Detection System Abstract' page.

C-IV:

If the income discrepancy is over \$1000, then the IEVS-IFDS abstract is assigned to an IEVS worker. IEVS-IFDS abstract will be manually reviewed by IEVS worker and schedule an appointment if necessary. IEVS worker can generate and send Form VER 201 to inform the participant of the interview details.

NHR Abstracts

IEVS-NHR (New Hire Registry) abstracts are received monthly by the system and contain the demographic and employer information of the participant who have been hired or rehired in the last 30 to 60 days. Data received through the interface file is used to compare the data from Employment Development Department (EDD) with the participant reported employment data.

CalACES:

PA 2418C Form is generated for active Medi-Cal programs if there are any discrepancies in employment data identified between the participant reported data and the data received through the interface.

Form PA 2418C NHR-MC (10/13) informs the participant to contact the IEVS worker within 10 days to report about the new job and income.

Form MC 355 (Medi-Cal Eligibility) is also sent to the participant along with PA 2418C.

Face-to-face appointment to verify the employment discrepancies for non Medi-Cal programs can be generated by IEVS worker along with the Form PA 2418A through 'IEVS New Hire Abstract' online page.

Form PA 2418A requests income verification and provides details of the scheduled appointment with the worker.

C-IV:

If employer data does not match, the NHR abstract is assigned to the IEVS worker. If required, IEVS worker will generate and send Form VER 200. This Form requests new employer details which can be submitted through mail or by appointment.

CalACES:

PA 2418A and PA 2418B Forms can be generated through online pages 'IEVS new Hire Abstracts' and 'IEVS Integrated Fraud Detection System Abstract' respectively.

On click of 'Generate PA 2418A' or 'Generate PA 2418B' buttons, an appointment is generated for the participant.

PA 2418A, PA 2418B and PA 2418C are controlled Forms. Upon receiving and verifying the documents, IEVS worker manually updates the received date on the Document Details page to update the Form Status to 'Received' in the system. When these Forms are not received by the due date and the abstract is not dispositioned with a review status Impact/No-Impact, Batch EDBC is run on these cases to discontinue the program.

PA 2418A and PA 2418B Forms are not available for download in YBN portal.

1.2 Requests

- Eliminate automated face-to-face appointment process from IEVS-IFDS interface (CalACES only).
- Eliminate automated face-to-face appointment process generated for IEVS abstracts through online pages (CalACES only).
- Replace existing Forms in CalACES (PA 2418B, and PA 2418C) with newer versions in template repository.
- Remove PA 2418A Form from the template repository (CalACES only).
- Remove system triggers for Form PA 2418A (CalACES only).
- Add new Form SAWS 30 to the template repository (CalACES and C-IV) in English and Spanish languages.
- Trigger SAWS 30 Form through 'IEVS New Hire Abstract' Page (CalACES only).
- Remove VER 200 Form from template repository (C-IV only).
- Replace existing Form VER 201 in C-IV with newer version in template repository in English and Spanish languages.
- Auto-discontinue the program with a new program failure status reason 'Failed to Comply with IFDS' if the Form PA 2418B is not received by the due date (CalACES only).
- Do not auto discontinue the program when the Form PA 2418A or PA 2418C is not received by the due date (CalACES only).
- Add new negative action reason 'Failed to Comply with IFDS'. (C-IV only)
- Create dispositions in both the systems (CalACES and C-IV) with review status 'No Impact' when the program is discontinued with program failure status reason 'Failed to Comply With IFDS'.
- Add new journal entry to the case in both the systems when the program is discontinued with a failure status reason 'Failed to Comply With IFDS'.
- Update IEVS Form PA 2418B status to 'Received' through Kofax webservice call.
- Create a task in CalACES for IEVS worker when the IEVS Form PA 2418B is marked as received in the system.

1.3 Overview of Recommendations

- Update IEVS-IFDS interface job to remove the automated face-to-face interview scheduling process (CalACES only).
- Replace below Forms with a newer version in CalACES:
 - PA 2418B
 - PA 2418C
- Replace VER 201 Form with a newer version in C-IV in English and Spanish languages.

- Add new Form SAWS 30 in template repository (CalACES and C-IV) in English and Spanish languages.
- Rename the button 'Generate PA 2418A' as 'Generate SAWS 30' on IEVS New Hire Abstract page (CalACES only).
- Generate SAWS 30 Form on click of 'Generate SAWS 30' button on IEVS New Hire Abstract page (CalACES only).
- Update Batch EDBC sweep job (PB19E432) to trigger EDBC on the program if the Form PA 2418B is not marked as 'Received' in the system by the Form due date (CalACES only).
- Update Batch EDBC sweep job (PB19E431) to not trigger EDBC when the Form PA 2418C is not received by the due date.
- Update the due date on PA 2418B Form to 30 calendar days from the day after Form generation (CalACES only).
- Update program failure status reasons in CalACES to display 'Failed to Comply with IFDS' instead of 'PA 2418B Form Not Received'.
- Add new negative action reason 'Failed to Comply with IFDS' (C-IV only).
- Create a link in CalACES between IEVS Abstracts received through the interface and the Forms (PA 2418B in CalACES and VER 201 in C-IV) that are generated based on the IEVS abstract.
- Create a new batch job to disposition the IEVS abstracts related to Form PA 2418B in CalACES when the program is discontinued with a failure status reason 'Failed to Comply with IFDS' and to create new journal entries.
- Create a new batch job to disposition the IEVS abstracts related to Form VER 201 when the program is discontinued with a failure status reason 'Failed to Comply with IFDS' and to create new journal entries.
- Update EDMS webservice to include CIN number as the parameter.
- Update EDMS request processing logic in CalACES to update the Form status as 'Received' when the webservice request is received for 'PA 2418B' Form through Kofax webservice call.
- Update EDMS Request processing logic in CalACES to create a task and assign to the IEVS worker when the employment/income verification Form PA 2418B is marked as 'Received' in the system through Kofax webservice call.
- Add a new customer reporting type for Form PA 2418B.
- Create PA 2418B Form with new customer reporting type.

1.4 Assumptions

- Forms VER 200 and VER 201 are not automated in C-IV.
- In C-IV, if required, workers may generate appointments manually based on the IEVS data.
- Program failure reason 'Failed to Comply with IFDS' is automated in CalACES. If necessary, worker can run EDBC or use EDBC override to set the failure reason to 'Failed to Comply with IFDS'.
- CalACES will continue the existing logic of not terminating the program if the IEVS abstract is dispositioned with a review status 'Impact' or 'No Impact' by the Form due date.

- Forms sent with the appointment details before the production deployment date of this SCR will be updated to 'Received' by IEVS worker. For these Forms, system will not generate tasks for IEVS workers. IEVS workers will be responsible to disposition the abstracts related to these Forms.
- Existing EDBC Rules to discontinue the program if the Form PA 2418B is not received will not be changed as part of this SCR except replacing the failure status reason 'PA 2418B Form Not Received' to 'Failed to Comply with IFDS'.
- Kofax Webservice call in EDMS will be updated before the implementation date of this SCR. EDMS will update the webservice to include Client Index Number (CIN) in the request and send the scanned Form PA 2418B to CalACES via Webservice.
- Auto discontinuance of Cash programs if IEVS-IFDS Form PA 2418B is not received will be implemented in CalACES only. C-IV counties can opt-in or opt-out of the automation during migration.
- PA 2418B Form generated through the template repository will have due date of 30 calendar days. If the Form status is not updated to 'Received' by the due date, EDBC will be run to discontinue the program for which the Form is generated. Note: Form status can be updated to 'Received' by entering the 'Received Date' on Document Detail page or by scanning the Form through EDMS.
- Kofax Webservices are used "as is" except where noted.

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2 RECOMMENDATIONS

2.1 Interface

2.1.1 Link IFDS/NHR Abstracts with the generated Forms (CalACES and C-IV Change)

2.1.1.1 Overview

IFDS abstracts are processed quarterly and NHR abstracts are processed monthly through interface job. For each abstract after successful validations and identifying the income/employment discrepancies between the data received over the interface and the data reported by the participant that is existing in the system, the abstract is assigned to an IEVS worker and Form (PA 2418A/PA 2418B/PA 2418C in CalACES and VER 200,VER 201 in C-IV) is sent to the participant requesting to submit the new employment and earnings details and to return the Forms along with the supporting documents.

If Forms are not returned by the due date in CalACES, Batch EDBC will be run after the Form due date to discontinue the program with a failure status reason 'Failed to Comply with IFDS'. In C-IV negation action will be run by the worker manually to discontinue the program by selecting the reason 'Failed to Comply with IFDS'.

Corresponding IFDS/NHR abstracts for which the Form was created will be dispositioned with a review status 'No Impact' by the worker.

Currently there is no link between the IFDS/NHR abstracts and the generated Forms.

2.1.1.2 Description of Changes

1. Establish a link between the IEVS-IFDS abstracts and the Form that is generated based on the abstract.
2. This link will be used to assign a task to the IEVS worker when the IEVS Forms are updated to 'Received' status in the system.

Note: in CalACES, PA 2418A, PA 2418B and PA 2418C Forms are generated for IFDS/NHR abstracts. In C-IV, VER 201 and VER 200 Forms are generated for IFDS/NHR abstracts.

2.1.2 IFDS Interface (PI19C407) – (CalACES only change)

2.1.2.1 Overview

IFDS interface provides employment and wage information reported to EDD by California employers. Every quarter the data received over interface is used to compare the information submitted by counties for all the recipients with the employer-reported wage data from EDD. The match is used to detect cases in which recipients either failed to report employment income or under-reported the amount of income earned. If the income discrepancy found is more than \$2500, system creates a face-to-face appointment for the participant to verify the income and employment information. Form PA 2418B (Contains the information about the appointment details for income verification) and MC 355 (Medi-Cal eligibility Form) are generated and sent.

This SCR is to eliminate the face-to-face interview process currently created by this interface job.

2.1.2.2 Description of Change

Update IFDS Interface job (PI19C407) to remove the logic that creates an appointment for the participant when the wage difference is \$2500 or more.

Form PA 2418B will be generated with a due date of 30 calendar days from the next day of its generation (30 calendar days from Batch run date plus one day will be the due date). If 30th calendar day/due date falls on weekend/holiday, then the due date will be set to the next business day.

Example: if PA 2418B Form is generated on 11/29/2018, 30th calendar day falls on 12/29/2018 (Saturday). Since 12/29/2018 is weekend, the due date will be set to the next business day (12/31/2018).

Insert Interf_file_id into sys_transact_detl for the Forms batches.

Note: Form MC 355 will be generated along with PA 2418B.

2.1.2.3 Execution Frequency

As part of this SCR, there will not be any changes to the execution frequency of this job.

2.1.2.4 Key Scheduling Dependencies

As part of this SCR, there will not be any changes to the scheduling dependencies of this job.

2.1.2.5 Counties Impacted

Los Angeles (19) county only.

2.1.2.6 Interface Partner

CDSS (California Department of Social Services)

2.1.3 Kofax Webservice Updates (CalACES only change)

2.1.3.1 Overview

Current Functionality:

Employment and Earnings verification Forms (PA 2418A, PA 2418B and PA 2418C) are sent to the participant to verify any discrepancies detected by the system on the participant's employment and earnings. Participants are required to return these Forms during face-to-face appointment along with the supporting documents requested in the Form. Upon receiving and verifying, IEVS workers manually update the Document as 'Received' in the system through Documents Detail page.

Changes:

Kofax Webservice call will be updated to receive Form PA 2418B along with the Client Index Number (CIN) and update the forms status as 'Received' in the system.

2.1.3.2 Description of Change

Update Kofax webservice call (getForm) to perform the following actions.

- 1) Update the webservice to populate the Due Date of the Form PA 2418B in formMonth response field.

Note: formMonth is an optional Response field when the request is for Form PA 2418B.

If More than one Form (PA 2418B) with due dates not in the same month exists in the system for the participant in Sent status, then the formMonth field will be left blank.

Example 1: if 2 PA 2418B Forms are in the Sent status for the participant and the due date of the Forms is 6/1/2019 and 7/1/2019 respectively and webservice request is for PA 2418B. In this scenario, formMonth field will be sent blank in the response parameters to Kofax/EDMS.

Example 2: if 2 PA 2418B Forms are in the Sent status for the participant and the due date of the Forms are 6/1/2019 and 6/30/2019 respectively and webservice request is for PA 2418B. In this scenario, formMonth field will be sent as 1st June 2019 in the response parameters to Kofax/EDMS.

Note: Kofax/EDMS will have Due Month and Year fields on the IEVS Batch processing screen as required fields. When the formMonth from CalACES is sent blank, workers will manually enter the Due Month and Year fields.

- 2) Modify the 'updateForm' webservice to add CIN number as request parameter. Kofax/EDMS will send CIN# as request parameter when the request is for Form PA 2418B. CIN number along with the Case Number and the formMonth will be used to identify the document/Form in the Sent status.
- 3) When the webservice request is for IEVS Form PA 2418B and the Form's Bar Code ID is received as request parameter.
 - a. Identify the Form in Sent status using the Bar Code ID. If the Form is found in Sent status, update the status to 'Received'.
 - b. If the Form is not found in Sent status using the Bar Code ID, then log an exception.
- 4) When the webservice request (updateForm) is for IEVS Form PA 2418B and the Form's Bar Code ID is not received as request parameter OR is blank.
 - a. Use case number, CIN number, formMonth to identify the Form in Sent status in the system. If the Form is found, update the Form status to 'Received'. Note: the formStatus received from Kofax will not be validated when the request is for PA 2418B Form. Document Detail Page for these Forms will have the Received Date (Document Scanned date) populated.
 - b. If No Form is found in Sent status using the request parameters, then an exception will be logged, and no task will be created.
 - c. If multiple Forms are found in Sent status using the request parameters with due dates spanning across months, then an exception will be logged.
Example: Using the Case number and CIN Number if there are 2 PA 2418B Forms are found and one Form is due on 6/1/2019 and the other Form is due on 7/1/2019 then CalACES will not update the status of any Form. An exception will be logged.
 - d. If multiple Forms are found in Sent status using the request parameters with due dates falling in the same month, then all those Forms' status will be updated to 'Received'.
Example: Using the Case number and CIN Number if there are 2 PA 2418B Forms are found and one Form is due on 6/10/2019 and the other Form is due on 6/25/2019 and the formMonth request parameter received is 6/1/2019 then CalACES will update the status of both the Forms as 'Received'.

2.1.4 Employment and Earnings verification Task (CalACES only change)

2.1.4.1 Overview

Current Functionality:

Employment and Earnings verification Forms (PA 2418A, PA 2418B and PA 2418C) are sent to the participant to verify any discrepancies detected by the system on the participant's employment and earnings. Participants are required to

return these Forms along with the supporting documents requested in the Form. Upon receiving and verifying, IEVS workers manually update the Document as 'Received' in the system through Documents Detail page.

Changes:

Tasks will be created in the system when the tracked Form PA 2418B is updated to 'Received' in the system through Kofax (a webservice call).

2.1.4.2 Description of Change

Update Kofax/EDMS request processing logic to create a new task when the status of the Form PA 2418B is updated to 'Received' in the system.

A real time case level task will be created and assigned to the IEVS worker.

Below table provides the detailed information of the new task.

Note: task will be created for every PA 2418B Form that is updated to 'Received'.

Note: When the Form PA 2418B is generated through template repository, the form will not be associated with any of the IEVS abstracts. No task will be generated in CalACES for PA 2418B Forms scanned through EDMS that were generated through template repository.

When the Form number is PA 2418B

IFDS Abstract	
Task Details	
Trigger Condition	<i>A staff member has imaged a returned PA 2418B form in KOFAX</i>
Task Type	<i>IEVS IFDS Verification Received</i>
Task Category	<i>IEVS</i>
Task Priority	<i>High</i>
Task Due Date	<i>20 Calendar Days</i>
Task Expiration Date	<i>60 Calendar Days</i>
Task Long Description	<i>PA 2418B has been received, review IEVS Abstract and take appropriate actions.</i>
Task Initial Assignment	<i>IEVS Worker assigned</i>
Task Navigation Template	<i>Redirected to corresponding IEVS Review Case Disposition Detail page.</i>

2.2 Online

2.2.1 IEVS New Hire Abstract Page (CalACES only)

2.2.1.1 Overview

Current functionality:

'IEVS New Hire Abstract' page provides detailed information of the NHR Abstract received over IEVS Interface and associated dispositions, if any. IEVS worker can generate PA 2418A Form by clicking 'Generate PA 2418A' button and generate an appointment for the participant. Due date on the generated Form PA 2418A is auto set based on the appointment due date.

Changes:

With this SCR, 'Generate PA 2418A' button will be renamed to 'Generate SAWS 30' and the appointment generation logic will be removed. Also, the logic to set the due date for the Form will be removed.

2.2.1.2 IEVS New Hire Abstract Page Mockup

IEVS New Hire Abstract

Generate SAWS 30 Generate PA 2419 Close

Run Date: 01/03/2018

Case Identification			
Case Number: B1P7644	Case Name: Test User	Aid Code: 09 - CalFresh	Worker ID: 1U4F

Recipient Identification		
Last Name: User	First Name: Test	Middle Name:
Gender: Female	SSN: 111-22-3333	Date of Birth: 10/09/1970

Employee Identification			
Last Name: User	First Name: Test	Middle Name: A	
Address: 123 Fake St	City: LOS ANGELES	State: CA	Zip: 90020

Figure 2.1.1 – IEVS New Hire Abstract Page

2.2.1.3 Description of Changes

- 'Generate PA 2418A' button on the page will be renamed to 'Generate SAWS 30'
- On click of 'Generate SAWS 30' button, Form SAWS 30 will be generated.
- Auto generation of appointment for the participant will be removed from the system on click of 'Generate SAWS 30' button.
- There will not be any 'Due Date' set for the Form.

2.2.1.4 Page Location

Global: Special Units

Local: IEVS Abstracts

Task: IEVS Abstracts Search

2.2.2 IEVS Integrated Fraud Detection System Abstract (CalACES only)

2.2.3.1 Overview

Current Functionality:

'IEVS Integrated Fraud Detection System Abstract' page provides detailed information of the IFDS Abstracts received over IEVS-IFDS Interface and dispositions, if any. IEVS worker can generate PA 2418B Form by clicking 'Generate PA 2418B' button and generate an appointment for the participant. Due date on the generated Form PA 2418B is set to the earliest available appointment date for the IEVS worker which is after 20 calendar days from the date of Form generation.

Changes:

With this SCR, appointment generation logic will be removed and due date on the Form will be set to 30 calendar days from the next day of Form generation.

2.2.3.1 IEVS Integrated Fraud Detection System Abstract Page Mockup

IEVS Integrated Fraud Detection System Abstract

Generate PA 2418B
Generate PA 2419
Close

Run Date: 08/27/2018

Case Identification

Case Number:	Case Name:	Aid Code:	Worker:	Process Quarter:
ABCD001	MARY CHR	09 - CalFresh	175858955	1-2018

Recipient Identification

Last Name:	First Name:	Middle Name:
CHR	MARY	
Gender:	SSN: XXX-XX-XXXX	Date of Birth:
Male		06/13/1989

Employer Identification

1. Name:	EDD Account Number:	Amount:
IMPERIAL	0914906	3,279.00
ICO Name:		
BEALL		
Address:	City:	State:
IMPERIAL HWY	SACRAMENTO	CA
Employee Name:	Zip:	
S ALCAZA	95814	

Total EDD Earnings	3,279.00
Total County Case Wages	0.00
Difference (EDD - County)	3,279.00

SSI/SSP Income

SSIM1:	SSIM2:	SSIM3:
SSPM1:	SSPM2:	SSPM3:

DADS

County ID:									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">Dup Aid 1</th> <th style="width: 33%;">Dup Aid 2</th> <th style="width: 33%;">Dup Aid 3</th> </tr> <tr> <td>Month</td> <td></td> <td></td> </tr> <tr> <td>Program</td> <td></td> <td></td> </tr> </table>	Dup Aid 1	Dup Aid 2	Dup Aid 3	Month			Program		
Dup Aid 1	Dup Aid 2	Dup Aid 3							
Month									
Program									

Associated Dispositions

Id	Program Code	Disposition Date	Disposition Status	Closure Date
No Data Found				

[Add Disposition](#)

Special Investigation Unit

SIU ID:	Created Date:
----------------	----------------------

[Add SIU Referral](#)

Select Reviewer

Reviewer Name:	Reviewer ID:	Reviewer Type:
ONE	175858955	Eligibility Worker II

Generate PA 2418B
Generate PA 2419
Close

Last Updated On 08/27/2018 8:18:22 PM By: [910664](#)

This Type_1 page took 1.34 seconds to load.

Figure 2.1.1 – IEVS Integrated Fraud Detection System Abstract page

2.2.3.1 Description of Changes

- Auto generation of appointment for the participant will be removed from the system on click of 'Generate PA 2418B' button.
- 'Due Date' on the generated PA 2418B Form will be set to 30 calendar days from the date of generation. If 30th day falls on weekend/holiday, then the due date will be set to the next business day.
Example: if PA 2418B Form is generated on 11/29/2018, 30th calendar day falls on 12/29/2018 (Saturday). Since 12/29/2018 is weekend, the due date will be set to the next business day (12/31/2018).
- Generated Form PA 2418B will be linked to the IEVS-IFDS abstract.

2.2.2.4 Page Location

Global: Special Units

Local: IEVS Abstracts

Task: IEVS Abstracts Search

2.2.3 IEVS New Hire Report Page (C-IV Only)

2.2.3.1 Overview

Current Functionality:

'IEVS New Hire Report' page provides detailed information of the Abstracts received over IEVS Interface. IEVS worker can generate VER 200 Form by clicking 'Generate Form' button and generate an appointment for the participant. Due date on the generated Form will be set by the IEVS worker.

Changes:

With this SCR, on Click of 'Generate Form' button, Form SAWS 30 will be generated instead of VER 200.

2.2.3.1 IEVS New Hire Report Mockup.

IEVS Reports

IEVS Reports Search
IEVS Findings Search
IEVS Assignment
IEVS Batch Assignment

IEVS New Hire Report

Generate Form Close

Run Date: 11/05/2018

Case Identification

Case Number: 2005898	Case Name: Case Name	Aid Code: 09 - CalFresh	Worker ID: P405
--------------------------------	--------------------------------	-----------------------------------	---------------------------

Recipient Identification

Last Name: [Red Circle]	First Name: [Red Circle]	Middle Name:
Gender: Male	SSN: [Red Circle]	Date of Birth: 04/01/1990

Employee Identification

[Red Circle]

Employer Identification

Name: [Red Circle]	Federal Employer Id:	Hire Date: 06/18/2018
Address: 123 Main St	City: BAKERSFIELD	State: CA
		Zip: 93390-0746

2.2.2.3 Description of Changes

On click of 'Generate Form' button, Form SAWS 30 will be generated.

2.2.3 New Customer Reporting Type for Form PA 2418B (CalACES only)

2.2.3.1 Overview

Form PA 2418B is currently generated with 'Controlled Forms' reporting type. This Form is not shown on the Customer reporting List page. Form ID (00) associated with the 'Controlled Forms' customer reporting type is used in the Barcode on PA 2418B. To Scan the Barcode in EDMS, the form ID value on the barcode should be other than (00). To enable the scanning of PA2418B through Kofax/EDMS, a new reporting type will be added in the CalACES.

2.2.3.2 Description of Changes

Add a new CTCR in the system for Category 329 to insert a new code detail value for the Form PA 2418B. Form PA 2418B will not be shown on the Customer Reporting List Page. Form status for PA 2418B can be updated to 'Received' via Document Detail page by updating the 'Received Date'.

2.3 Eligibility

2.3.1 Update Controlled Forms Statuses and Actions (CalACES only)

2.3.1.1 Overview

Current Functionality:

Controlled Forms PA 2418A, PA 2418B and PA 2418C are tracked for return. If the status of the Form is not 'Received' by the due date, batch EDBC is triggered and EDBC will close the program if the Form was not received. Running online EDBC will also discontinue the program if the Forms are not returned by the due date. Currently, the status reasons that are set when the Forms are not returned display: "<Form #> Form Not Received."

Changes:

The status reason will be modified to display "Failed to Comply with IFDS" if PA 2418B is not received by the due date. Status reasons 'PA 2418A Form Not Received', 'PA 2418B Form Not Received' and 'PA 2418C Form Not Received' will no longer be used.

2.3.1.2 Description of Changes

Effective-date the following three status reasons so they will no longer take any program actions or be available as override options as of the implementation of this SCR. They will still display correctly on statuses set prior to the implementation of this SCR.

Category	Code	Short / Long Decode
73	FR7	PA2418A Form Not Received
73	FR8	PA2418B Form Not Received
73	FR9	PA2418C Form Not Received

Update the reference columns on the following existing status reason in CT73 by copying all actions currently on FR8 onto the columns for A04:

Category	Code	Short Decode	Long Decode
73	A04	Failed to Comply with IFDS	Failed to Comply with Integrated Fraud Detection System

Update the EDBC controlled Forms logic to:

- No longer set the status reasons FR7, FR8, and FR9 when the above forms are not received by the due date;
- Set the status reason "Failed to Comply with IFDS" (Code A04) if PA 2418B is not received by the due date.

2.3.1.3 Programs Impacted

CalFresh, CalWORKs, RCA, GR, CAPI and Medi-Cal

2.3.2 Add Negative Action Reasons (C-IV only)

2.3.2.1 Overview

Current Functionality:

Forms VER 200 and VER 201 are generated manually by the IEVS workers and sent to the participant to verify the income and employment discrepancies detected by comparing the IEVS data with the participant provided data available in the system. If the status of the Form is not 'Received' by the due date, IEVS worker will manually run negative action to discontinue the program.

Changes:

As part of this SCR add a new negative action reason in C-IV.

2.3.2.2 Description of Changes

Insert this status reason that already exists in CalACES into CT73 in C-IV and make it available as a negative action reason in C-IV for the affected programs:

Category	Code	Short Decode	Long Decode
73	A04	Failed to Comply with IFDS	Failed to Comply with Integrated Fraud Detection System

2.3.2.3 Programs Impacted

CalFresh, CalWORKs, RCA and Medi-Cal.

2.4 Batch

2.4.1 EDBC Trigger Sweep PB19E432 (CalACES only)

2.4.1.1 Overview

Current Functionality:

PB19E432 is a Batch EDBC sweep job that picks up programs for processing which have the Forms PA 2418A or PA 2418B not in the 'Received' status after the due date has passed. EDBC will be run on these programs and the program is discontinued with a reason 'PA 2418A Form Not Received' or 'PA 2418B Form Not Received'. Currently the job is triggered based on the IEVS appointment information.

Changes:

This batch job will be updated to eliminate the requirement to check appointment information and add new trigger condition to check the Form due date. Also, the batch will be updated to not terminate the program due to 'PA 2418A not received'.

2.4.1.2 Description of Change

Update the trigger conditions of the Batch EDBC sweep job PB19E432 as below

- Remove the check for IEVS appointment information from the driving query.
- Add new trigger condition to check if the due date of the generated Form PA 2418B is passed and the Form's latest status is not 'Received'.
- Remove the check for 'PA 2418A' Form due date from the trigger conditions.

Note: IEVS workers can manually create dispositions for the abstract. Currently, this batch job does not pick the programs for processing if there is a disposition record exist for the IEVS abstract with a review status 'Impact' or 'No Impact'. This condition will not be changed as part of this SCR.

2.4.1.3 Execution Frequency

As part of this SCR, there will not be any changes to the execution frequency of this job.

Current Execution Frequency: Monthly

2.4.1.4 Key Scheduling Dependencies

As part of this SCR, there will not be any changes to the scheduling dependencies of this job.

2.4.1.5 Counties Impacted

Los Angeles (19) county only.

2.4.2 New Batch to create Dispositions and Journal Entry for Discontinued Programs. (CalACES and C-IV change)

2.4.2.1 Overview

CalACES:

Employment and Earnings verification Forms (PA 2418A, PA 2418B, and PA 2418C) are sent to the participant to verify any discrepancies detected by the system on the participant's employment and earnings. Participants are required to return these Forms along with the supporting documents. Programs that do not have PA 2418B Form received by the due date will be discontinued by the EDBC batch run with a reason 'Failed to Comply with IFDS'.

C-IV:

Employment and Earnings verification Forms (VER 200 and VER 201) are generated by the IEVS worker and sent to the participant to verify any discrepancies reviewed by the IEVS worker on the participant's employment and earnings. Participants are required to return these Forms along with the supporting documents. Programs that do not have these Forms received by the due date will be reviewed by IEVS workers who may set a negative action reason of 'Failed to Comply with IFDS' which will discontinue the program.

A new batch job will be created in the system to create new disposition records for all the abstracts that were generated for the case with the same run date when the program is discontinued with a failure status reason mentioned above. This batch job will also create case level journal entries when the program is discontinued with a failure status reason mentioned above.

2.4.2.2 Description of Change

Create a new batch job with the below trigger conditions.

- Program type is any of the below
 - CalFresh, CalWORKs, RCA, GR, CAPI, Medi-Cal.
- Program status is 'Discontinued'.

- Program discontinuance date (EDBC run date - Accepted and Saved) is between the last successful batch run date and current batch date.
- Program discontinuance status begin date is after the batch date.
- There does not exist a disposition record for the IFDS abstract with a review status 'Impact' or 'No Impact'.
- Document (PA 2418B) due date is between the last successful batch run date and current batch date (CalACES only).
- Program failure status reason is 'Failed to Comply with IFDS'.

Actions:

For each program picked up by the batch job for processing, following actions will be performed.

- Find the corresponding IFDS abstract for which the program is discontinued with a reason 'Failed to Comply with IFDS'. (IEVS abstract can be found using the generate_doc_id link created and the document due date) Note: Form VER 201 is generated through template repository. There will not be a link created between the IFDS abstracts and Form generated through template repository. In C-IV, Latest IFDS abstract will be used to disposition when the program is discontinued with a reason 'Failed to Comply with IFDS'.
- Create a new disposition record with the below values for the IEVS abstract identified from the above step.
 - Review status as 'No Impact' in LRS and 'Closed - No Findings' in C-IV.
 - System date as 'Closure Date'
 - 'Income/Change Not Reported' as 'Closure Code'
 - Discrepancy as 'None'
 - Impact to AU as 'Program Discontinued'
 - Program – program code on the abstract.
- Create a new disposition record with the below values for each IEVS abstract that were created for the same case with the same run date as of the abstract identified from the above step.
 - Review status as 'No Impact' in LRS and 'Closed - No Findings' in C-IV.
 - System date as 'Closure Date'
 - 'Income/Change Not Reported' as 'Closure Code'
 - Discrepancy as 'None'
 - Impact to AU as 'Program Discontinued'
 - Program – program code on the abstract.

Example1:

2 IFDS abstracts (AB1 and AB2) are created in the system for CASE1 with a run date of 12/1/2018. Form PA 2418B was generated and sent with a due date of 12/31/2019. If the Form for abstract AB1 was not returned by the due date, Batch EDBC will be run and the program will be discontinued with a program failure reason 'Failed to Comply with IFDS'.

In this scenario, new disposition records will be created in the system for both the abstracts (AB1 and AB2).

Example2:

3 IFDS abstracts (AB3, AB4, AB5) are created in the system for CASE2 with a run date of 12/1/2018. Form PA 2418B was generated and sent with a due date of 12/31/2019. If the Form for abstract AB3 and AB4 were returned but the Form for abstract AB5 was not returned by the due date,

Batch EDBC will be run and the program will be discontinued with a program failure reason 'Failed to Comply with IFDS'.

New disposition records will be created in the system for all 3 Abstracts as they belong to the same case and generated on the same run date.

Note: in the Example 2, if there are any pending abstracts that were created before the run date of (AB3, AB4, AB5), they will not be dispositioned.

Forms generated through template repository will not have any IEVS abstracts associated. No IEVS abstracts will be dispositioned if the program is discontinued with a failure reason 'Failed to Comply with IFDS' when the Form generated through template repository is not returned by the due date.

- Create a new journal entry for each discontinued program identified above.

Journal Entry details:

ID	TYPE	NAME	DESCRIPTION	TRIGGER CONDITION
1	Batch	IFDS Abstract Dispositioned as No Impact.	System determined a No Impact for IFDS abstract for QTR quarter of YEAR due to income verification not available to process abstract. Note: QTR will be populated with the values first/second/third/fourth depending on the current quarter of the year. YEAR: will be populated with current year in YYYY format.	Program is discontinued with failure status reason "Failed to Comply with IFDS"

2.4.2.3 Execution Frequency

This batch job will be scheduled to run Daily except Sunday/Holiday.

2.4.2.4 Key Scheduling Dependencies

This batch job will be scheduled to run after the Batch EDBC jobs.

2.4.2.5 Counties Impacted

All Counties.

2.4.3 EDBC Trigger Sweep PB19E431 (CalACES only)

2.4.3.1 Overview

Current Functionality:

PB19E431 is a Batch EDBC sweep job that picks up Medi-Cal programs for processing which have the Form PA 2418C not in the 'Received' status after the due date has passed. EDBC will be run on these programs and the program is discontinued with a reason 'PA 2418C Form Not Received'.

Changes:

Medi-Cal programs will not be terminated for the reason 'PA 2418C Form Not Received' by the due date.

2.4.3.2 Description of Change

Update the batch scheduling of the EDBC Trigger sweep job (PB19E431) to turn off the job in production by this SCR implementation date.

This Batch job will no longer be run in production after the SCR implantation date.

Medi-Cal programs will no longer be failed due to 'PA 2418C Form Not Received' reason.

2.5 Client Correspondence

2.5.1 Forms Trigger Batch (For MC 355 Form) – PB19R1933 (CalACES only change)

2.5.1.1 Overview

Current Functionality:

PB19R1933 is a Form trigger batch job for MC 355 (Medi-Cal Request for Information) that picks up programs for processing which have the Forms PA 2418A or PA 2418B not in the 'Received' status 10 days after appointment date is past and the appointment is not kept. Also, MC 355 is triggered if the Form PA 2418C is not in the 'Received' status by the Form due date. For each program picked up for processing, Form MC 355 is generated and sent. Currently this job is triggered based on the IEVS appointment information.

Changes:

This batch job will be updated to eliminate the requirement to check appointment information to trigger the generation of the Form MC 355.

2.5.1.2 Description of Change

Update the trigger conditions of the Form trigger batch job PB19R1933 as below

- Remove the check for IEVS interview/appointment information for PA 2418A and PA 2418B.
- Add new trigger condition to check if the due date of the generated Form PA 2418B is passed and the Form's latest status is not 'Received'
- Remove the Due date check for PA 2418C from the trigger conditions.
- MC 355 will be generated through this batch for every 'PA 2418B' Form which is in 'Sent' status and the Form due date is passed.

2.5.1.3 Execution Frequency

As part of this SCR, there will not be any changes to the execution frequency of this job.

Existing Frequency: Daily (Except Sunday/Holidays)

2.5.1.4 Key Scheduling Dependencies

As part of this SCR, there will not be any changes to the scheduling dependencies of this job.

2.5.1.5 Counties Impacted

Los Angeles (19) county only.

2.5.2 Forms Thread Batch Jobs – PB00R2XX (CalACES only change)

2.5.2.1 Overview

Current Functionality:

Form Thread jobs ranging from PB00R201 to PB00R299 process sys_transact and sys_transact_detl records (records inserted by various online pages or batch jobs for Forms Batches to generate Forms) and generate appropriate Forms. Program ID, Case ID, Language, Sub Type Code and few other parameters from Sys Transact table are used to determine which Form to generate. Additional parameters required for Form data population or any other extra computing process are used from sys_transact_detl table.

Changes:

Form Thread job processing will be updated to establish a link between the generated Form PA 2418B and IEVS abstracts.

2.5.2.2 Description of Change

Update the Forms thread job processing logic as be below

- Establish a link between the IEVS-IFDS abstract and the document generated.
- This link will be used to create any dispositions for the abstract or to assign a task for the IEVS worker when the Forms are marked as 'Received' in the system.

2.5.3 Form PA 2418A (CalACES only change)

2.5.3.1 Overview

This Form is generated for active CalFresh, CalWORKs, GR, RCA and CAPI Participants. New Hire/Registry of Employment information received via the IEVS New Hire Registry (NHR) Interface will be reviewed by the IEVS worker for any employment discrepancies between the participant provided data and the interface received data. If necessary, IEVS worker can generate Form PA 2418A by clicking 'Generate PA 2418A' button on 'IEVS New Hire Abstract' page. This Form will be removed from the template repository.

2.5.3.2 Description of Change

- Remove the existing Form PA 2418A (10/2013) from template repository.
- Removal of system trigger conditions and turning off the form effective the implementation date of this SCR is outlined in the attached Functional Design Document (FD_FRM_PA2418A.docx) for the Form.
- No negative action will be taken based on this Form.

- PA 2418A Forms generated before the implementation date of this SCR will be still shown on the Document List page.
 - Document Name: New Hire Registry Notification of Employment- CW, GR, CAPI, RCA, CalFresh
 - Number: PA 2418A

2.5.4 Form PA 2418B (CalACES only change)

2.5.4.1 Overview

This Form is auto generated for cases when income and employment information is received for a participant through IEVS-IFDS interface and discrepancy between the income amount received over interface and the system is above the threshold level \$2500. IFDS abstracts with income discrepancy below \$2500 will be reviewed by IEVS worker and if necessary, generate Form PA 2418B by clicking 'Generate PA 2418B' button on 'IEVS Integrated Fraud Detection System Abstract' page.

2.5.4.2 Description of Change

- Replace the existing Form PA 2418B (10/2013) with a new version PA 2418B (10/2017) in template repository. New version of the Form can be found as an attachment in the supporting documents section.
- Detailed data population rules are outlined in the attached Functional Design Document (FD_FRM_PA2418B.docx) for the Form.
- Due date on the Form will be set to 30 calendar days from the next day of its generation. If 30th day falls on weekend/holiday, then the due date will be set to the next business day.
Example: if PA 2418B Form is generated on 11/29/2018, 30th calendar day falls on 12/29/2018 (Saturday). Since 12/29/2018 is weekend, the due date will be set to the next business day (12/31/2018).
- A new customer reporting type will be added to the system for PA 2418B.
- Form PA 2418B will be created with the new customer reporting type created above.
- PA 2418B Form status can be updated to 'Received' via Document Detail page by updating the 'Received Date'.
- Bar Code on the Form PA 2418B will be generated with the following logic
 - 1st 7 Digits will be the case number.
 - Next 2 digits will be 00
 - Next 2 digits are populated as the Form number/Form ID (35) from CT-329.
 - Next 2 digits are populated as month (MM) derived based on the RE Due date of the program and Reporting type.
 - Next 4 digits are populated as year (YYYY) derived based on the RE Due date of the program and Reporting type.
 - Next 10 digits are populated as the generate_doc_id from database.

Note: As part of this SCR, Form ID 35 will be assigned for PA 2418B. Remaining logic to form the barcode will remain unchanged.

2.5.5 Form PA 2418C (CalACES only change)

2.5.5.1 Overview

PA 2418C Form is sent to Medi-Cal cases when New Hire/Registry of Employment information is received for an individual(s) in the case via the IEVS New Hire Registry (NHR) Interface. Form will be replaced with a newer version in the system.

2.5.5.2 Description of Change

- Replace the existing Form PA 2418C (10/2013) with a new version PA 2418C (10/2017) in template repository. New version of the Form can be found as an attachment in the supporting documents section.
- Detailed data population rules and trigger conditions are outlined in the attached Functional Design Document (FD_FRM_PA2418C.docx) for the Form.
- No negative action will be taken based on this Form. Current Due date population logic will be removed for PA 2418C.

2.5.6 Form VER 200 (C-IV only change)

2.5.6.1 Overview

VER 200 Form informs the participants of their Income Reporting Threshold (IRT). Participants are requested to provide the employment/income information from the new employer. Appointment information is populated if an IEVS appointment was scheduled before the Form is generated. With this SCR, VER 200 Form will be removed from template repository.

2.5.6.2 Description of Change

- Remove the existing Form VER 200 CIV (09/2017) from template repository.
- Workers will be able to print SAWS 30 Form for new hire abstracts in place of VER 200.

2.5.7 Form VER 201 (C-IV only change)

2.5.7.1 Overview

VER 201 Form informs the participants that the county has received information from EDD that the wages paid to them by employer were not reported to the county. Participants are requested to provide the income information which is not reported or underreported to county. Appointment information is populated on the Form if an IEVS appointment was scheduled before the form is generated. With this SCR, face-to-face appointment requirement will be removed. VER 201 Form is revised to remove the appointment details section on the form.

2.5.7.2 Description of Change

- Replace the existing Form VER 201 CIV (09/2017) with a new version VER 201 CIV (11/2018) in template repository in English and Spanish languages. New version of the Form can be found as an attachment in the supporting documents section.
- IEVS appointment details section will be removed from the template.
- Due date on the Form will be populated as 30 days from the next day of its generation. If 30th day falls on weekend/holiday, then the due date will be set to the next calendar day.
Example: if PA 2418B Form is generated on 11/29/2018, 30th calendar day falls on 12/29/2018 (Saturday). Since 12/29/2018 is weekend, the due date will be set to the next business day (12/31/2018).

2.5.8 Form SAWS 30 (CalACES and C-IV)

2.5.8.1 Overview

SAWS 30 Form informs the participants that the county has received information from state and/or federal agencies that recently they became employed and the employment data were not reported to the county. Participants are provided with an IRT limit. If the income exceeds the IRT limit, then the participants are requested to provide the employment and/or income information.

2.5.8.2 Description of Change

- Add new Form SAWS 30 (01/2019) in template repository in English and Spanish languages. Form can be found as an attachment in the supporting documents section.
- Current IRT Limits and Family size will be populated on the Form.
- Detailed data population logic is provided in the attached Functional design document (FR_FRM_SAWS30.docx).

- In C-IV, SAWS 30 Form will be generated on click of 'Generate Form' button on 'IEVS New Hire Report' Page.
- In CalACES, SAWS 30 Form will be generated on click of 'Generate SAWS 30' button on 'IEVS New Hire Abstract' page.

Note: Auto population of Employer details on SAWS 30 Form based on the latest NHR abstract is only for LRS system. This is due to variable population logic already existing in LRS but not in C-IV. This functionality will be implemented in C-IV with a future SCR, CA-206520/CIV-103772.

2.5.9 CTCR to Update NOA Snippets in CT-73 (CalACES only change)

CT-73 will be updated to insert the NOA snippet IDs for A04 codes by copying the Snippet IDs from FR8 Code.

2.5.10 NOA Rule Updates (CalACES only change)

Current Functionality:

Discontinuance NOA Rules for CalWORKs, CalFresh, General Assistance and CAPI programs are triggered based on the existing CT-73 Codes (FR7 and FR8) set by EDBC.

Discontinuance NOA Rules for Medi-Cal program is triggered based on the existing CT-73 Code (FR9) set by EDBC.

2.5.10.1 Description of Change

- Discontinuance NOA Rules for CalWORKs, CalFresh, General Assistance and CAPI programs will be updated to trigger based on the new CT-73 Codes A04 set by EDBC.
- CalFresh Denial NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- CalFresh Discontinuance NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- CalWORKs Denial NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- CalWORKs Discontinuance NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- GR Discontinuance NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- GR Denial NOA currently generated for the reason 'PA2418A Form Not Received' (FR7) will not be generated.
- Medi-Cal Termination NOA (Fail Due to NHR - with SOC) - (M371T) currently generated for the reason 'PA2418C Form Not Received' (FR9) will not be generated.
- Medi-Cal Termination NOA (Fail Due to NHR - No SOC) - (M370T) currently generated for the reason 'PA2418C Form Not Received' (FR9) will not be generated.

- Medi-Cal Termination NOA (Fail Due to IFDS – No SOC) - (M366T) currently generated for the reason 'PA2418C Form Not Received' (FR9) will not be generated.
- Medi-Cal Termination NOA (Fail Due to IFDS – With SOC) - (M367T) currently generated for the reason 'PA2418C Form Not Received' (FR9) will not be generated.







Existing Code values used by Discontinuance NOA Rules






Category	Code	Short / Long Decode
73	FR7	PA2418A Form Not Received
73	FR8	PA2418B Form Not Received
73	FR9	PA2418C Form Not Received




New Code values from CT-73 that will be used by the Discontinuance NOA Rules.

Category	Code	Short Decode
73	A04	Failed to Comply with IFDS

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Forms/NOA	PA 2418A Functional Design Document	 FD_FRM_PA2418A.docx
2	Forms/NOA	PA 2418B Functional Design Document	 FD_FRM_PA2418B.docx
3	Forms/NOA	PA 2418C Functional Design Document	 FD_FRM_PA2418C.docx
4	Forms/NOA	SAWS 30 – Notification of New Employment English template	 SAWS 30.pdf
5	Forms/NOA	PA 2418B Revised Form template	 PA 2418B Template.docx
6	Forms/NOA	PA 2418C Revised Form template	 PA 2418 C Template.docx
8	Forms/NOA	VER 201	 VER 201 CIV.pdf
9	Forms/NOA	CalWORKs denial NOA	 NOA_A650D_6157_S PD.docx
10	Forms/NOA	CalWORKs Discontinuance NOA	 NOA_A650T_6332_S PD.Doc.docx

11	Forms/NOA	CalFresh Denial NOA	 NOA_F133D_7232_S PD.Doc.docx
12	Forms/NOA	CalFresh Discontinuance NOA	 NOA_F133T_7233_S PD.Doc.docx
15	Forms/NOA	General Relief Denial NOA for 'Failed to Comply with IFDS' reason.	 NOA_G425D_6932_S PD.Doc.docx
16	Forms/NOA	General Relief Discontinuance NOA for 'Failed to Comply with IFDS' reason.	 NOA_G425T_6933_S PD.Doc.docx
17	Forms/NOA	Medical- Discontinuance NOA Failed to Comply with NHR – With SOC	 NOA_M371T_6652_F DD.docx
18	Forms/NOA	Medical- Discontinuance NOA Failed to Comply with NHR – No SOC	 NOA_M370T_6651_F DD.docx
19	Forms/NOA	Medical- Discontinuance NOA Failed to Comply with IFDS – With SOC	 NOA_M367T_6650_F DD.docx
20	Forms/NOA	Medical- Discontinuance NOA Failed to Comply with IFDS – No SOC	 NOA_M366T_6649_F DD.docx
21	Forms/NOA	SAWS 30 – Notification of New Employment FDD.	 FD_FRM_SAWS30.do cx
22	Forms/NOA	MC 355 – MediCal Request for Information.	 FD_FRM_MC355.doc x

23	Webservice	Kofax Webservice Data elements(Technical reference document)	 Kofax webservice data elements.docx
24	Forms/NOA	SAWS 30 – Spanish Template	 SAWS 30 Spanish translation.docx
25	Forms/NOA	VER 201 – Spanish template	 VER 201 CIV_SP.PDF

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4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.20.1.5	The LRS shall identify, determine the significance of, and report discrepancies between LRS Data received via external interfaces and existing applicant, participant, and/or case records.	IEVS-IFDS interface job is updated to compare the external data received from interface with the existing participant data and trigger appropriate Forms based on the comparison.
2.18.3.11	The LRS shall generate notices and NOAs in accordance with COUNTY-specified case and individual trigger conditions.	County specific forms SAWS 30, PA 2418B, PA 2418C, VER 200 and VER 201 forms are generated with the updated/new trigger conditions.
2.8.3.5	The LRS shall support the storage of the specific program rule(s) that cause a failure of an eligibility factor(s) in such a manner that COUNTY-specified Users in simulation or production mode can view and track the reason for failing an eligibility factor within the ED/BC process for any case.	New program failure status reasons added to the system. 'Failed to Comply with IFDS'.
2.20.1.10	The LRS shall update the appropriate case and/or individual LRS Data, recalculate eligibility, and redetermine benefit amounts when interface LRS Data affects eligibility, to the maximum extent possible.	IEVS Interface job and Kofax processing logic are updated in the system based on the data received from CDSS and EDMS to determine the eligibility of the participants.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	How Requirement Met

5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?
CA-48386/CIV-10199	Eligibility	Negative Action Reason 'Failed to Comply with IFDS' is available on Negative Action page in C-IV and not available in CalACES system	In CalACES, workers will not be able to run Negative actions for this reason. In C-IV, this failure reason is not automated.		Yes

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NA

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NA

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Design Document

SCR 203779 – Restrict FC eligibility supervisors
from authorizing their own EDBC's



DOCUMENT APPROVAL HISTORY

Prepared By	Sonali Sidana
Reviewed By	Girish Chakkingal

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/22/2019	1.0	Revised Document	Sonali Sidana
4/19/2019	1.1	Document updated for manual and regular EDBC.	Sonali Sidana

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1 OVERVIEW

EBDCs run by eligibility supervisor will now require deputy authorization to ensure that program payment amounts are reviewed by an approver independent of the eligibility supervisor who is initiating the change. The scope of this change is for Foster Care (FC) includes Approved Relative Caregiver (ARC), Kinship Guardianship Assistance Payment Program (Kin-GAP) and Adoption Assistance Program (AAP) programs supervisor pending authorization process.

The authorization approval flow will be maintained within the manage personnel functionality of CALACES.

1.1 Current Design

This document describes the Eligibility Determination Benefit Calculation (EDBC) Authorization processes within the CALACES FC, Kin-GAP and AAP programs.

Currently EDBC authorization is the process of Eligibility Worker (EW) and supervisor reviewing cases for accuracy after an EDBC has been generated by an EW or supervisor and prior to a Notice of Action (NOA) and/or Benefit(s) distributed to a participant.

Authorization is a 2-step process that will require: 1. EW authorization only or 2. EW and supervisor authorization.

1.2 Requests

Configure CALACES system to add deputy level approval to **regular and manual** EDBC to ensure that FC, Kin-GAP and AAP program payment amounts are reviewed and approved by an approver independent of the eligibility supervisor who is initiating the change.

Note: Updated design document to specify both manual and regular EDBC. Please find highlighted.

1.3 Overview of Recommendations

Regular and manual EDBC authorization is a 3-step process prior to NOA and/or Benefit(s) distributed to a participant that will require: 1. EW authorization only or 2. EW and supervisor authorization or 3. EW, supervisor, and deputy authorization.

The authorization approval flow will be maintained within the manage personnel functionality of CALACES.

1.4 Assumptions

1. Supervisor (Human Services Administrator 1 (HSA1) categorized as a supervisor in LA County, Eligibility Supervisor from Eligibility Resolution Unit / Payment Resolution Unit (ERU/PRU)) must have Deputy level position within CalACES manage personnel to authorize EDBC.
2. CALACES manage personnel functionality is flexible to allow authorized users to turn on/off controls to authorize EDBC based on business needs.
3. Existing supervisor authorization task generation will remain unchanged.
4. Manage personnel profile setup must be completed prior to implementation of CA-203779.
5. There is no impact to existing reports related to pending authorization functionality.
6. LA County, all EDBC runs require supervisor approval except for those run by staff in ERU/PRU.

2 RECOMMENDATIONS

2.1 Eligibility Rules Updates

2.1.1 Overview

For FC, AAP and KG program deputy authorization will be required for **regular and manual** EDBC run by eligibility supervisor

2.1.2 Description of Changes

EDBC rule will be updated for FC, KG and AAP programs to check the worker position and require deputy level authorization for **regular and manual** EDBCs run by eligibility supervisor.

If eligibility supervisor run EDBC for KG, FC and AAP programs, EDBC will be saved as 'Pending Authorization' EDBC. This EDBC will require deputy level authorization to be saved and authorized.

Note- The **regular or manual** EDBC processed by one supervisor cannot be authorized by another supervisor. Only worker with deputy level can authorize the same.

2.1.3 Programs Impacted

Foster Care, KIN-GAP and AAP programs will be impacted by this change.

2.1.4 Performance Impacts

No performance impacts.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.11	The LRS shall allow applications to remain pending, based upon program requirements, until eligibility is determined, and the case has been approved or denied.	By updating eligibility rule to add deputy level authorization when eligibility supervisor runs regular or manual EDBC.

4 MIGRATION IMPACTS

This change currently applies only to the CalACES system and will be configurable by county security roles after migration.

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Design Document

CA-203993 CIV-101933 - Update Diaper Benefit
Functionality



DOCUMENT APPROVAL HISTORY	
Prepared By	Rainier Dela Cruz
Reviewed By	Jyothi Chavata, Eric Chu, Kapil Santosh, Naresh Barsagade, Alexia England, Carl Moore

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/13/2018	0.1	Initial Revision	Rainier Dela Cruz
03/14/2019	0.2	<p>Updated the recommendation to the daily and monthly approval sweeps to check if the participant is a parent or a non-parental caretaker.</p> <p>Updated the recommendation to include the check for Pending or Active Cal-Learn.</p> <p>Updated the recommendation to include Cal-Learn participant for CW MMO.</p>	Rainier Dela Cruz
03/29/2019	0.3	<p>Added recommendation to update the Daily and Monthly Auxiliary Payment Authorization batch job to not create the need, service arrangement, and payment request for diaper allowance when the CW program is discontinued.</p> <p>Added recommendation to update the page validation on the Service Arrangement Detail page.</p>	Rainier Dela Cruz
04/25/2019	0.4	<p>Updated the validation message on the Service Arrangement Detail page based on Region 8 feedback. For LRS, the validation message will reference WTW and CW REP. For C-IV, it will only reference WTW. A migration SCR has been logged to address the difference (Please see Section 5 for more information).</p>	Rainier Dela Cruz

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR

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1 OVERVIEW

ACL 18-38 required County Welfare Departments (CWDs) to issue thirty dollars (\$30) per month, for each qualified child under age three on the first of the payment month, to California Work Opportunity and Responsibility to Kids (CalWORKs) recipients (and CW sanctioned persons, in the process of curing or have cured their WTW/CW REP sanction) who are qualified Cal-Learn (CL) or Welfare-to-Work (WTW)/CW Refugee Employment Program (REP) participants, as WTW/CW REP supportive service to assist with diaper costs. SCR CA-202085/CIV-100986 (Diaper Benefit Functionality Phase I) provided system functionality for users to manually create a need, service arrangement, and payment request to issue diaper allowance via EBT or another payment method. SCR CA-59192 CIV-100305 (Add Diaper Benefit Functionality Phase II) implemented the automated functionality that determines qualified children with qualified participants and creates the need, service arrangement and payment request to automatically issue a diaper allowance and generates the appropriate NA 823 NOA through different batch processes.

With the implementations of the SCR CA-202085/CIV-100986 and SCR CA-59192 CIV-100305, there were several issues/conditions not covered in the design:

1. The Cal-Learn Report Card Bonus payment cannot be issued to the Senior Parent on a Nested Parent Case as required in MPP 42-769.12.123 because only the Cal-Learn primary applicant can be set as a payee when creating service arrangement for this payment type.
2. The Diaper Allowance benefit cannot be issued manually for eligible child(ren) of WTW/REP participant with WTW/REP program status "Sanction" but still remains "Active" in CW program while batch process was already programmed to create Diaper Allowance Payment Request for this condition.
3. The batch automation was **not** programmed to include child in CW under the age of three with a status of Denied or Discontinued and the qualified participant is the parent or nonparental caretaker of the child when determining qualified children.
4. The batch automation was **not** programmed to include active CW program persons with a role of Medi-Cal Member Only (MMO) when determining qualified participants.
5. The qualified participants are not notified for the discontinuance/or ineligibility of Diaper Allowance when they are no longer eligible to diaper allowance due to other factors **and** their SAR 7 or RE packets are not received or incomplete because the NA 960 X/Y or NA RE X/Y only indicates the reason 'SAR 7/RE Incomplete'.

6. The batch automation was **not** programmed to check the status of the CalWORKs program before creating the need, service arrangement, and payment request to issue diaper allowance.
7. The Customer Options for "Diaper Allowance" from Empl. Services global navigation displays the "Complete" checkbox field which is not relevant to this page.

This document describes changes needed to the on-line Payment Request Detail page and the modification to the Diaper Payment Request batch sweeps to handle the issues/conditions mentioned above.

1.1 Current Design

With the implementation of SCR CA-202085/CIV-100986 (Diaper Benefit Functionality Phase I), the functionality was developed to allow users to manually create diaper allowance in the system. Users must manually create a need, a service arrangement, and a payment request to issue diaper allowance manually in the system. When creating a service arrangement for Cal-Learn "Rpt Card Bonus", the payee can only be set to the primary applicant, which is Cal-Learn participant. Furthermore, when a payment request is created for diaper allowance, if the status of the WTW program/ CW REP is 'Sanction', the payment request cannot be approved.

With the implementation of SCR CA-59192 CIV-100305 (Add Additional Diaper Benefit Functionality Phase II), the functionality was developed to automatically create and pay diaper allowance to eligible participants. The automation is performed by different batch processes. The daily and monthly diaper allowance approval sweeps determine qualified children with qualified participants. The sweeps currently exclude child in CW under the age of three with a status of Denied or Discontinued and the qualified participant is the nonparental caretaker of the child when determining qualified children. The sweeps also exclude active CW program persons with a role of Medi-Cal Member Only (MMO) when determining qualified participants.

In addition, the monthly diaper allowance discontinuance sweep evaluates whether the qualified children with qualified participants currently receiving diaper allowance are no longer eligible. If the participant is no longer eligible to diaper allowance and their SAR 7 is not received or incomplete, the discontinuance reason applied is 'SAR 7/RE Incomplete'.

A qualified child can be opted out of diaper allowance by creating a Customer Options record with the type of 'Diaper Allowance Opt-out'. The Customer Options List page where the record can be created was updated to be accessible through the Empl. Services global navigation. The 'Continue' button is hidden on the page. However, the 'Complete' checkbox is still visible.

1.2 Requests

1. As part of Phase II, the Service Arrangement Detail page was updated to set the payee on the service arrangement to the primary applicant of the employment services program when the program payee is selected. This change allowed the need to be setup for the child and the payments made to the qualified participant when manually issuing diaper allowance. However, for Cal-Learn, a person can have an administrative role of 'Payee' on the program. The update removed the existing functionality that sets the payee on the service arrangement to the payee on the Cal-Learn program when the program payee is selected. The Service Arrangement Detail page needs to be updated to add the previous functionality back in to allow user to issue "Rpt Card Bonus" to the caretaker relative (Senior Parent in a nested case).
2. When manually issuing the diaper allowance, the need will be created for the qualified child and the service arrangement and payment request will be created for the qualified participant. Current page validation prevents the creation of a service arrangement and associated payment request for diaper allowance when the qualified participant has a WTW or REP program status of 'Sanction'. Specific to the support service of diaper allowance, the requirement is to create a service arrangement, and approved payment request, when the WTW or CW REP program status is 'Sanction' and the qualified participant is both caretaker of the eligible child and is an Active (not yet CW sanctioned) Member or MMO on the CW program, unless the participant has an active or pending Cal-Learn program.
3. The daily and monthly diaper allowance approval sweeps will identify a qualified child with a qualified participant for the payment month. Currently, the definition of a qualified child does not include a child under the age of three who is on an active CW program with a status of Denied or Discontinued and the qualified participant, who is on the same CW program with a status of Active and a Role of Member or MMO, is the parent or nonparental caretaker of the child and is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction or is a Cal-Learn participant with a program status of Pending or Active. The approval sweeps will need to be updated expand the definition of a qualified child to include a child under the age of three who is on an active CW program with a status of Denied or Discontinued and the qualified participant is the nonparental caretaker of the child.
4. The daily and monthly diaper allowance approval sweeps currently do not define a qualified participant as an active CW program person with a role of MMO, who is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause or Sanction or a Cal-Learn participant with a program status of Pending or Active. The approval sweeps will need to be updated to expand the definition of a qualified participant to include an Active CW program person with a role of MMO who is

a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause or Sanction or is a Cal-Learn participant with a program status of Pending or Active.

5. When the qualified participant is no longer eligible to diaper allowance and the qualified participant's SAR 7 or RE packet has not been received or is incomplete, the participant will only receive the NA 960 X/Y or NA RE X/Y to notify them that they will lose their diaper allowance because they failed to turn in their SAR 7 or RE packet, or the packet is incomplete. Since only the NA 960 or NA RE will be generated in this scenario, the participant is unaware of other factors affecting their eligibility to the diaper allowance, whereas, had both the NA 960 X/Y or NA RE X/Y and the NA 823 generated, the participant would be made aware of all the factors affecting their eligibility. The monthly diaper allowance discontinuance sweep needs to be updated to set the discontinuance reason as 'Participant Not Eligible' to have both the NA 960 X/Y or NA RE X/Y and the NA 823 generate.
6. The purpose of the Daily and Monthly Auxiliary Payment Authorization batch jobs is to create the need, service arrangement, and payment request for diaper allowance. The daily job authorizes the diaper allowance for the current month and the monthly job authorizes the diaper allowance the upcoming month. When the Auxiliary Payment Authorization batch jobs run to create the need, service arrangement, and payment request to issue diaper allowance, the current logic does not check the status of the CW program. When the batch job runs at the end of the month without a check of the CW status, it will create the need, service arrangement, and payment request to issue diaper allowance for the upcoming month even though the CW program is discontinued. The Daily and Monthly Auxiliary Payment Authorization batch jobs will be updated to not create the need, service arrangement, and payment request, thereby preventing the issuance of a payment for diaper allowance when the CW program is discontinued.
7. The 'Continue' button is hidden on the Customer Options List when navigating to the page through Empl. Services. The 'Complete' checkbox needs to be hidden.

1.3 Overview of Recommendations

This system change request will do the following:

1. The Service Arrangement Detail page will be updated add the previous functionality that sets the payee on the service arrangement as the payee on the Cal-Learn program when the program payee is selected.
2. The page validation on the Service Arrangement Detail page will be updated to allow the user to save a service arrangement for diaper allowance when the qualified participant's status on the WTW program or CW REP is 'Sanction and the qualified participant is an Active Member or MMO on CW. The Payment

Request Detail page will also be updated to allow the user to approve a payment request created for diaper allowance if the qualified participant's status on the WTW program or CW REP is 'Sanction and the qualified participant is an Active Member or MMO on CW.

3. The daily and monthly diaper allowance approval sweep will be updated to define a qualified child as a child under the age of three who is on an active CW program with a status of Active, Denied or Discontinued and the qualified participant, who is on the same CW program with a status of Active and a Role of Member or MMO, is the parent or nonparental caretaker of the child and is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction or is a Cal-Learn participant with a program status of Pending or Active.
4. The daily and monthly diaper allowance approval sweep will be updated to expand the definition of a qualified participant to include an Active CW program person with a role of MMO who is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause or Sanction or a Cal-Learn participant with a program status of Pending or Active.
5. The monthly diaper allowance discontinuance sweep will be updated to set the discontinuance reason as 'Participant Not Eligible' if the participant is no longer eligible to diaper allowance and their SAR 7 or RE packet is not received or incomplete.
6. The daily and monthly Auxiliary Payment Authorization batch job will be updated to not create the need, service arrangement, and payment request for diaper allowance if the CalWORKs program is discontinued.
7. The Customer Option List Page will be updated to hide the 'Complete' checkbox when navigating to the page through Empl. Services.

1.4 Assumptions

1. When the qualified child is no longer eligible and the qualified participant's SAR 7 or RE packet has not been received or is incomplete, the household will receive the NA 960 X/Y or NA RE X/Y stating they will lose their cash aid due to not turning in or completing the SAR 7 or RE packet and the NA 823 stating the child is no longer eligible to diaper allowance.
2. If the worker discontinues the CalWORKs program after the 10-day cutoff, the diaper payment creation batch job will no longer create the need, service arrangement, and payment request for the upcoming month after the update in **Section 2.5** has been implemented. Therefore, the diaper allowance will not be issued for the upcoming month. Within the CW discontinuance process, the worker will also notify (through the NA 823) the participant that they are no longer eligible to the diaper allowance for the upcoming month.

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2 RECOMMENDATIONS

2.1 Service Arrangement Detail

2.1.1 Overview

The Service Arrangement Detail page allows users to create a service arrangement for a requested supportive service need. As part of Phase II, the Service Arrangement Detail page was updated to set the payee on the service arrangement to the primary applicant of the employment services program when the program payee is selected. This allowed the need to be setup for the child and the payments made to the qualified participant when manually issuing diaper allowance. However, for Cal-Learn, a person can have an administrative role of 'Payee' on the program. The update removed the existing functionality that sets the payee on the service arrangement to the payee on the Cal-Learn program when the program payee is selected. This section will describe the update to the Service Arrangement Detail page to re-add the previous functionality to allow user to issue "Rpt Card Bonus" to the caretaker relative (Senior Parent in a nested case).

Currently, a page validation prevents a service arrangement from being created for diaper allowance if the status of the qualified participant's WTW program or CW REP is 'Sanction'. This section will describe the changes to allow the creation of a service arrangement when the status of the WTW program or CW REP is 'Sanction', but the CW sanction is not imposed.

2.1.2 Description of Changes

1. Update the Service Arrangement Detail page to set the Cal-Learn program payee as the payee on the service arrangement when the program payee is selected. If there is no Cal-Learn program payee, set the primary applicant of the Cal-Learn program as the payee on the service arrangement when the program payee is selected. This update is only for service arrangements created for non-diaper allowance. If the need category is "Other Supportive Services" and the need type is "Diaper Allowance," when the program payee is selected on the Service Arrangement Detail page, the payee will be set as the primary applicant of the Cal-Learn program.
2. Update the page validation on the Service Arrangement Detail page to allow a service arrangement to be created for diaper allowance when **all** the following conditions are met:
 - a. The status on the qualified participant's WTW program or CW REP is Active, Good Cause, Sanction or Non-Compliant.
 - b. The qualified participant has a role of Member or MMO and a status of Active on the CalWORKs program.

3. For **C-IV**, update the validation message to say 'The program is not Active, Pending (Cal-Learn Only), Good Cause, Sanction (Welfare-to-Work only) or Non-Comp (Welfare-to-Work only) on <Date> and the parent or non-parental caretaker is not an Active Member or MMO in CalWORKs, which falls within the Arrangement Period. Please adjust the dates.'
- For **LRS**, update the validation message to say 'The program is not Active, Pending (Cal-Learn Only), Good Cause, Sanction (Welfare-to-Work or CalWORKs Refugee Employment Program only) or Non-Comp (Welfare-to-Work or CalWORKs Refugee Employment Program only) on <Date> and the parent or non-parental caretaker is not an Active Member or MMO in CalWORKs, which falls within the Arrangement Period. Please adjust the dates.'

2.1.3 Page Location

Global: Employment Services

Local: Supportive Services

Task: Service Arrangements

2.1.4 Security Updates

No changes.

2.1.5 Page Mapping

No changes.

2.1.6 Page Usage/Data Volume Impacts

No changes.

2.2 Payment Request Detail

2.2.1 Overview

The user can create or approve a recipient's request for a supportive service on the Payment Request Detail page. When manually issuing diaper allowance, the need is created for the qualified child and the service arrangement and payment request are created for the qualified participant. Currently, there is a page validation that prevents a payment request from being approved if the status of the qualified participant's WTW program or CW REP is 'Sanction'. This section will describe the changes to allow a payment request created for diaper allowance to be approved when the status of the WTW program or CW REP is 'Sanction'.

2.2.2 Description of Changes

1. Update the page validation on the Payment Request Detail page to allow a payment request to be approved for diaper allowance when **all** the following conditions are met:
 - a. The status on the qualified participant's WTW program or CW REP is Active, Good Cause, Sanction or Non-Compliant.
 - b. The qualified participant has role of a Member or MMO and a status of Active on the CalWORKs program.

2. For **C-IV**, update the validation on the page to prevent a payment request from being approved when the status of the WTW program or CW REP is not Active, Non-Compliance, Good Cause, or Sanction and display the following validation message: 'The status of the Welfare-to-Work program must be Active, Non-Comp, Good Cause, or Sanction and the parent or non-parental caretaker is not an Active Member or MMO in CalWORKs during the Service Month for a Diaper Allowance need type'.
For **LRS**, update the validation on the page to prevent a payment request from being approved when the status of the WTW program or CW REP is not Active, Non-Compliance, Good Cause, or Sanction and display the following validation message: 'The status of the Welfare-to-Work program or CalWORKs Refugee Employment Program must be Active, Non-Comp, Good Cause, or Sanction and the parent or non-parental caretaker is not an Active Member or MMO in CalWORKs during the Service Month for a Diaper Allowance need type'.

2.2.3 Page Location

Global: Fiscal

Local: Payment Request

Task: Payment Request Search

2.2.4 Security Updates

No changes.

2.2.5 Page Mapping

No changes.

2.2.6 Page Usage/Data Volume Impacts

No changes.

2.3 Daily and Monthly Diaper Allowance Approval Sweep

2.3.1 Overview

The daily and monthly approval sweeps identify a qualified child with a qualified participant for the payment month (current month for the daily sweep and the following month for the monthly sweep).

Currently, the definition of a qualified child does not include a child under the age of three, who is on an active CW program with a status of Denied or Discontinued and the qualified participant, who is on the same CW program, is the parent or nonparental caretaker of the child and is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction with CW status of Active and a Role of Member or Active MMO or the parent or nonparental caretaker of the child is a Cal-Learn participant with program status is Active or Pending with CW status of Active Member or Active MMO. The approval sweeps will need to be updated to expand the definition of a qualified child to include a child under the age of three who is on an active CW program with a status of Denied or Discontinued and the qualified participant is the nonparental caretaker of the child.

The daily and monthly approval sweeps currently do not define a qualified participant as an active CW program person with a role of MMO, who is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction or who is a Cal-Learn participant with Cal-Learn program status of Active or Pending. The approval sweeps will need to be updated to expand the definition of a qualified participant to include an active CW program person with a role of MMO, who is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction or who is a Cal-Learn participant with Cal-Learn program status Active or Pending.

2.3.2 Description of Change

1. Update the daily and month diaper allowance approval sweeps to define a qualified child as a child under the age of three who has a status of Active, Denied, or Discontinued on an active CW program and the qualified participant, who is on the same CW program with an Active status and a Role of Member or MMO, is the parent or nonparental caretaker with the parental control set to 'Yes' of the child and is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause, or Sanction with CW status of Active Member or Active MMO or who is a Cal-Learn participant with programs status Pending or Active with CW status of Active Member or Active MMO.

2. Update the daily and month diaper allowance approval sweep to modify the definition of a qualified participant to include an active CW program person with a role of MMO, who is a WTW or CalWORKs REP participant and the program status on the WTW or CW REP program is Active, Non-Compliant, Good Cause or Sanction or who is a Cal-Learn participant with Cal-Learn program status Active or Pending.

2.4 Monthly Diaper Allowance Discontinuance Sweep (C-IV Only)

2.4.1 Overview

The Monthly Diaper Allowance Discontinuance Sweep will evaluate whether the qualified children with qualified participants, currently receiving diaper allowance, are no longer eligible. When the qualified participant is no longer eligible and the qualified participant's SAR 7 or RE packet has not been received or is incomplete, the participant will only receive the NA 960 X/Y or NA RE X/Y to notify them that they will lose their diaper allowance because they failed to turn in their SAR 7 or RE packet, or the packet is incomplete.

The NA 823 batch sweep determines if the NA 823 needs to be generated for the discontinuance of diaper allowance by searching the auxiliary payment table for records that have been updated with a discontinuance date and the discontinuance reason is either Child Not Eligible or Participant Not Eligible. The NA 823 discontinuance notice does not generate in this scenario because the monthly diaper allowance discontinuance sweeps applies a reason of SAR7/RE Incomplete.

Since only the NA 960 or NA RE will be generated in this scenario, the participant is unaware of other factors affecting their eligibility to the diaper allowance, whereas, had both the NA 960 X/Y or NA RE X/Y and the NA 823 generated, the participant would be made aware of all the factors affecting their eligibility to diaper allowance. The monthly discontinuance sweep will be updated to set the discontinuance reason as 'Participant Not Eligible' to have both the NA 960 X/Y or NA RE X/Y and the NA 823 generate.

2.4.2 Description of Change

1. Update the Monthly Diaper Allowance Discontinuance Sweep to set the discontinuance reason to 'Participant Not Eligible' (which will trigger the generation of the NA 823) when participant no longer eligible for diaper allowance and their SAR7 or RE Packet (CW RE or CF/CW RE) is in a status of not received or incomplete for the payment month.

NOTE: This update is for C-IV only, CalACES has already implemented this update to the monthly discontinuance sweep.

2. The discontinuance sweep currently uses the same logic as the Diaper Allowance Approval Sweep when determining if a qualified child with a qualified participant are still eligible for diaper allowance for the upcoming month. The discontinuance sweep will verify if the child or the participant still meets the same eligibility conditions for diaper allowance established in the approval sweep. In **Section 2.3**, the definition of a qualified child and a qualified participant are being updated. The same update will be made to the discontinuance sweep.

2.5 Daily and Monthly Auxiliary Payment Authorization Batch Job

2.5.1 Overview

The purpose of the Daily and Monthly Auxiliary Payment Authorization batch jobs is to create the need, service arrangement, and payment request for diaper allowance. The daily job authorizes the diaper allowance for the current month and the monthly job authorizes the diaper allowance the upcoming month. When the Auxiliary Payment Authorization batch jobs run to create the need, service arrangement, and payment request to issue diaper allowance, the current logic does not check the status of the CW program. When the batch job runs at the end of the month without a check of the CW status, it will create the need, service arrangement, and payment request to issue diaper allowance for the upcoming month even though the CW program is discontinued. The Daily and Monthly Auxiliary Payment Authorization batch jobs will be updated to not create the need, service arrangement, and payment request, thereby preventing the issuance of a payment for diaper allowance when the CW program is not active (status is not Active or Ineligible).

2.5.2 Description of Change

Update the Daily and Monthly Auxiliary Payment Authorization batch job to not create the need, service arrangement, and payment request for diaper allowance if the CalWORKs program is not active (status is not Active or Ineligible).

2.6 Customer Option List

2.6.1 Overview

The Customer Option List page allows the user to view, add, edit, and remove Customer Option records. For diaper allowance, the Customer Option List page was made accessible through the Customer Options task navigation under the Empl. Services global navigation tab. The user can add a Customer Option record to opt out a qualified child from receiving diaper allowance. The 'Continue' button was hidden when accessing the page through the Empl.

Services navigation, however, the 'Complete' checkbox remained. The Customer Option List page will be updated to hide the checkbox.

2.6.2 Customer Options List Mockup

The screenshot shows a web interface titled "Customer Options List". At the top, there is a "Search Results Summary" header with "Results 1 - 1 of 1" on the right. Below this is a "Display" section with "From:" and "To:" labels, each followed by a date picker icon. There are "View" and "Add" buttons to the right of the date pickers. Below the display section is a table with the following columns: "Name", "Type", "Begin Date", and "End Date". The table contains one row with the following data: "Test, Child" (Name), "Diaper Allowance Opt-Out" (Type), "08/01/2018" (Begin Date), and an empty cell (End Date). There are checkboxes in the first column of the table, and "Edit" and "Remove" buttons are located below the table. There is also an "Add" button at the bottom right of the table area.

Name	Type	Begin Date	End Date
<input type="checkbox"/> Test, Child	Diaper Allowance Opt-Out	08/01/2018	

Figure 2.4.2.1 – Customer Options List

2.6.3 Description of Changes

Update the Customer Option List page to hide the 'Complete' checkbox when navigating to the page through Empl. Services.

2.6.4 Page Location

Global: Employment Services

Local: Case Summary or Appraisal

Task: Customer Options

2.6.5 Security Updates

No changes.

2.6.6 Page Mapping

No changes.

2.6.7 Page Usage/Data Volume Impacts

No changes.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

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4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.1.1	<p>The LRS shall include the ability to issue and maintain the history of the following benefits:</p> <ul style="list-style-type: none"> a. Monthly benefits issued on a recurring basis, on either a calendar month or fiscal (cyclical) period; b. Emergency issuances (e.g., Immediate Need, Expedited Services and Emergency Aid Requests); c. Diversion payments; d. Supplemental benefits; e. Recovery refunds; f. Special needs payments; g. Retroactive payments; h. Vendor and/or Service Provider payments; i. Tokens and cash bus passes; j. Non-traditional/alternative transportation (e.g., car pool, taxi vouchers, and parking fees); k. Vouchers/cash for special payments, ancillary payments and other services; l. Interim assistance payments; m. Transportation payments; n. Petty cash; o. Cal-Learn bonus; p. Cal-Learn graduation bonus; q. Vehicle repair program; r. Additional transportation expense payments; s. Ancillary payments; and t. Child care payments. 	<p>The updates to the monthly and daily approval sweeps will pick up the population that were not issuing diaper allowance to or the workers were issuing manual diaper allowance.</p>

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	How Requirement Met

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5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?
CA-208225	Fiscal	The validation message on the Service Arrangement Detail page is different between the two systems. In LRS, the validation message references both WTW and CW REP. However, C-IV only references WTW.	There is no functional impact. Currently, the message will trigger for WTW in both systems. In LRS, it will also trigger for CW REP. Need to determine if the C-IV counties are fine with having CW REP reference in the message.	TBD	TBD

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7 APPENDIX

7.1 Update the Need Type Code for Diaper Allowance (CalACES Only)

7.1.1 Overview

When the diaper allowance need category and need type were added as part of Diaper Benefit Functionality Phase I, a code num identification of 'DA' was used for the code value inserted into the Customer Need Type Code codes table (CT164) in C-IV. CalACES already had an existing need type of Diaper Allowance and uses the code num identification of '90'. The purpose of this update is to align the two systems to use the code num identification of 'DA' for the diaper allowance need type.

7.1.2 Description of Changes

1. Create a CTCR to update the end date of code value in CT164 with a code num identification of '90' with a date of 03/31/2019 and update the begin date of code value in CT164 with a code num identification of 'DA' with a date of 04/01/2019.
2. Create a DCR to convert records using the code num identification of '90' as the need type code to use the code num identification of 'DA'.