

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-200824 | CIV-100451

2020 Social Security Title II and Title XVI Cost of  
Living Adjustments (SSA COLA)

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# 1 OVERVIEW

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Per ACIN No. I-67-19, the Social Security Administration (SSA) increased to 1.6% percent for 2020.

Per ACWDL No. 19-24, the monthly Medicare Part B Supplemental Medical Insurance Base premium increased to \$144.60. The information for the Effective SSI/SSP Cash Grant Levels for Determining Pickle Eligibility from January 1, through December 31, 2020, and the 2020 Pickle Disregard Computation Chart were provided.

## 1.1 Current Design

**The Systems** store the income information of the customers and use the income information to evaluate the eligibility for any program.

Customer's Social Security Administration (SSA) income is updated every year based on the new SSA income increase rate effective the month of January of that year. As Federal Poverty Level (FPL)-related budgets also use this updated SSA income information and the new FPL increase rate is not effective until the month of April for FPL budgets, The Systems use a 'Backout Multiplier' to account for the difference. The Backout Multiplier holds the current year's SSA income increase rate value. When handling FPL budgets, The Systems take the current SSA income amount and divides it with the Backout Multiplier (CT335\_A2\_SSA\_INCOME\_INCREASE\_MULTIPLIER) which results in the SSA income amount being equal to the previous SSA income amount. It undoes the updated SSA rates for FPL-related budgets for benefit months January, February, and March.

DHCS provides the 'Pickle Disregard Computation Chart'. The Systems use this chart to determine the disregard amount for Pickle applicants and eligible persons.

EDBC compares the customer's income to the SSI/SSP payment standard amounts to evaluate the eligibility for certain budgets like '250% Working Disabled'.

Most beneficial logic is applied when CalFresh (CF), CalWORKs (CW), Immediate Need (IN), or Refugee Cash Assistance (RCA) EDBC is run for a mid-period month. As part of the most beneficial logic, if the countable amount of an existing income has increased, the system will instead use the previously counted, lower income value.

If a customer is paying the Medicare Part B premium, EDBC uses this amount as a deduction for certain budgets.

## 1.2 Requests

1. With the 2020 SSA Cost of Living Adjustment (COLA), SSA has approved a 1.6 percent increase for SSA benefits. This causes an increase in the income for a customer who is currently receiving the SSA benefits. Income information stored in The Systems for these customers will be updated to address the increase.
2. The 2020 SSA COLA published SSA income increase rate is 1.6%. The current value of the 'Backout Multiplier' does not match with the updated rate increase and needs to be updated.
3. With the 2020 SSA COLA information, DHCS provided the updated The 2019 Pickle Disregard Computation Chart effective 1/1/2020. The Systems Pickle values will be updated to match the new chart.
4. With the 2020 SSA COLA, SSI/SSP payment standards are updated. The Systems will be updated to match the new SSI/SSP payment standards.
5. With the 2020 SSA COLA, income would increase for the customer who is currently receiving SSA. As this income increase is predicted, most beneficial logic will not be triggered.
6. The 2020 Medicare Part B Premium changed from \$135.50 to \$144.60. Medicare Part B Premium amounts stored in The Systems for these customers will be updated to address the increase.
7. Per CDSS directive, CalSAWS will not apply data change to add the new OPA detail SSI amount effective 1/1/2020 for a person receiving SSI income for Cal Fresh (CF) program.

CIV-105832 will reverse the applied data changes on person receiving SSI income for CF program for C-IV cases.

## 1.3 Overview of Recommendations

1. Apply a data change to add the new SSA income and SSI income amount effective 1/1/2020 for a person receiving SSA and SSI income in continuing EDBC-based programs.
2. The 2020 SSA COLA published SSA income increase rate is 1.6%. Update the value of the 'Backout Multiplier' to match the rate increase.
3. Update The Systems Pickle values to match the 'Pickle Disregard Computation Chart' effective 1/1/2020.
4. Update The Systems to match the new SSI/SSP payment standards.

5. Income would increase for the customer who is currently receiving SSA. As this income increase is predicted, most beneficial logic will not be triggered.
6. Update Medicare Part B Premium amounts stored in The Systems for these customers to \$144.60 to address the increase.
7. Create a Journal entry to document the data changes for SSA Income and Medicare Part B Premium amounts.

## 1.4 Assumptions

1. The Systems do not maintain the Pickle In-kind and Support Maintenance (ISM) values.
2. The resource limit for both Medi-Cal and Pickle eligibility will remain the same (\$2,000 for one person and \$3,000 for two persons).
3. Medicare Part A premium amount is not relevant to SSA COLA. Existing Medicare Part A records in the database are entered by the user and will not be updated by this data change.
4. Other than what is referenced in this document, all EDBC-based program eligibility determination logic remains unchanged.
5. For Mixed Households (MAGI/Non-MAGI), when EDBC runs on Medi-Cal, it will run against the latest MAGI eligibility.
6. There are no changes to Forms or NOAs as a result of this SCR. If the SSA COLA adjustment results in a decrease or loss of benefits, the system will leverage existing negative change NOA logic to notify participants.

## 2 RECOMMENDATIONS

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### 2.1 Data Change to Apply the New SSA Income Amount

#### 2.1.1 Overview

The new SSA income amount has increased by 1.6% effective 1/1/2020. Apply a data change to add the new SSA income amount effective 1/1/2020 for a person receiving SSA income in continuing EDBC-based programs.

#### 2.1.2 Description of Changes

1. Identify SSA income records with all of the following:
  - a. The income category is Social Security
  - b. The income amount detail has a begin date on or after 1/1/2019 but before 1/1/2020
  - c. The income amount is not \$0
  - d. The income amount detail has no end date (high-dated)



e. The income record has either \$0 or no value in both the "Income Adjustment" and "Unreported Amount" field

**And** either of the following:

a. The participant with the eligible income record is Active on an EDBC-based program\* on or after 01/01/2020

**Or**

b. The participant Is Denied or Discontinued on an eligible EDBC-based program\* within the rescission period

Program	Rescission Period
Medi-Cal	90
CalFresh	30
Homeless – Temp	30
Immediate Need	30
Homeless – Perm	30
Diversion	30
CalWORKs	30
CAPI	30
General Assistance/General Relief	30

Note: The rescission period is the amount of time the user normally rescinds a denied or discontinued case instead of a reapplication.

\* For reference, these are the EDBC-based programs: Adoption Assistance Program (AAP), Cash Assistance Program for Immigrants (CAPI), CF, Nutrition Benefit (NB), CW, Diversion, Foster Care (FC), Homeless - Perm, Homeless - Temp, IN, Kin-GAP (KG), Medi-Cal (MC), RCA, General Assistance/General Relief (GA/GR), Approved Relative Caregiver (ARC), Transitional CalFresh (TCF)

2. End date the identified high-dated SSA income record effective 12/31/2019.
3. Create a new SSA income record for the person identified in #1 with a copy of the 2019 record and update the following values:
  - a. Begin date: 1/1/2020
  - b. Amount: increase the identified 2019 amount by 1.6% (multiplying by 1.016) and round down to the nearest whole dollar.
  - c. Change Reason: COLA
  - d. Reported Date: Implementation Date of the SCR

Note: The verification status will be the same as the verification status of the identified 2019 record.

### 2.1.3 Programs Impacted

EDBC-based programs: AAP, CAPI, CF, NB, CW, Diversion, FC, Homeless - Perm, Homeless - Temp, IN, KG, MC, RCA, GA/GR, ARC, TCF

### 2.1.4 Estimated Number of Records Impacted/Performance

~350,000 income records impacted in CalSAWS and ~430,000 income records impacted in C-IV.

## 2.2 **C-IV only**: Data Change to Apply the New OPA Detail SSI Amount

### 2.2.1 Overview

The new SSI amounts have increased by Standard amounts effective 1/1/2020. Apply a data change to add the new OPA detail SSI amount effective 1/1/2020 for a person receiving SSI income for Cal Fresh (CF) program. The SSI/SSP Payment Amount for the 'SSI/SSP' OPA records are updated when the page is saved.

### 2.2.2 Description of Changes

1. Identify the Other Program Assistance (OPA) detail SSI record with all of the following:
  - a. The 'Type of Assistance' category is "SSI Only" or 'SSI/SSP'
  - b. The OPA record has a begin date on or after 1/1/2019 but before 1/1/2020
  - c. The 'SSI Payment' and/or 'Amount or Value of Services' is \$771 or \$578.50
  - d. The amount detail has no end date (high-dated)

**And** either of the following:

  - a. The participant with the eligible OPA record is Active on a CF program on or after 01/01/2020
  - Or**
  - b. The participant Is Denied or Discontinued on a CF program within the rescission period of 30 days.
2. End date the identified high-dated OPA record effective 12/31/2019.
3. Create a new OPA detail record for the person identified in #1 with a copy of the 2019 record and update the following values:
  - a. Begin date: 1/1/2020
  - b. 'SSI Payment' and/or 'Amount or Value of Services': Update
    - i. \$771 to \$783

- ii. \$578.50 to \$587.50
- c. Do not update SSP Payment amounts for 'Type of Assistance': "SSI/SSP"
- d. 'SSI/SSP Payment Total': For 'Type of Assistance': "SSI/SSP", update the 'SSI/SSP Payment Total' to be a total of the updated 'SSI Payment' amount from 3.b above plus the existing 'SSP Payment'

Note: The verification status will be the same as the verification status of the identified 2019 record.

### **2.2.3 Programs Impacted**

CF person for EDBC-based programs: AAP, CAPI, CF, NB, CW, Diversion, FC, Homeless - Perm, Homeless - Temp, IN, KG, MC, RCA, GA/GR, ARC, TCF.

### **2.2.4 Estimated Number of Records Impacted/Performance**

~48,000 number of OPA records impacted in **C-IV** with SSI amount of \$771 and \$578.50.

## 2.3 Backout Multiplier

### 2.3.1 Overview

The SSA COLA will not be applied to certain Medi-Cal programs until the 2020 Federal poverty levels (FPLs) are updated, typically in April. The Federal Poverty Level (FPL) related budgets use the updated SSA income information and the new FPL increase rate is not effective until the month of April for FPL budgets, The System uses a 'Backout Multiplier' to account for the difference.

The following categories will trigger the backout logic:

- a) FPL Percent Programs
- b) Aged and Disabled
- c) Medicare Premium Payment Programs

### 2.3.2 Description of Changes

1. Update the 'Backout Multiplier'(CT335\_A2)
  - a. Set the 'Backout Multiplier'(CT335\_A2) value to 1.016 for year 2020.
  - b. Set the 'Backout Multiplier'(CT335\_A2) value to 1.00 for year 2021 and after. EDBC will use this value effective 01/01/2021 until the next SSA COLA changes are applied.
2. Update the "SSA COLA Adjustment End Month Number"(CT335\_A5) and the "SSA MPPP COLA Adjustment End Month Number"(CT335\_A6) in the code tables as below
  - a. End date the current records of CT335\_A5 and CT335\_A6 to '12/31/2019'.
  - b. Add new high-dated records for CT335\_A5 and CT335\_A6 with begin date of '01/01/2020' and value of '12' (December). This will allow the 'Backout Multiplier' from Recommendation 2.1 to be applied until the 2020 FPL limits are updated in the system.

Note: According to ACWDL 19-24, the SSA COLA will not be applied to certain Medi-Cal programs until the Federal Poverty Levels are updated, typically in April. The values, CT335\_A5 and CT335\_A6 will be updated to '3' (March) once the 2020 FPL limits are updated in the system. Changing this value back to 3 will allow the full SSA Income amount to be applied beginning in the 04/2020 Benefit month, without the 'Backout Multiplier'.

### 2.3.3 Programs Impacted

Medi-Cal

### **2.3.4 Performance Impacts**

N/A

## **2.4 Pickle Disregard Computation**

### **2.4.1 Overview**

Pickle disregard for 2020 will be applied to the system.

### **2.4.2 Description of Change**

1. Update the Pickle Disregard Computation Chart (CT1790\_01) with the 2019 Pickle Multiplier values available in ACWDL 19-24 Enclosure #4 "The 2019 Pickle Disregard Computation Chart" effective 1/1/2020.

Note: The chart is titled with the year 2019 because the COLA disregard relates to individuals who were terminated from SSI/SSP in 2019.

### **2.4.3 Programs Impacted**

Medi-Cal

### **2.4.4 Performance Impacts**

N/A

## **2.5 SSI, SSP, and Total Payment Standard Amounts**

### **2.5.1 Overview**

The SSI, SSP and total payment standard amounts will be applied to the system.

### **2.5.2 Description of Change**

1. Update the SSI, SSP and total payment standard amounts for Individual and Couple effective 1/1/2020 (CT963). Refer to the 'Independent Living Arrangement' table of the ACWDL 19-24 Enclosure #1 "2020 SSI-SSP Payment Standards" for values.

### **2.5.3 Programs Impacted**

Medi-Cal

## 2.5.4 Performance Impacts

N/A

## 2.6 SSA Income COLA Mid-Period/Change Reason Logic

### 2.6.1 Overview

The SSA Income COLA will apply existing SSA income for mid-period/change reason logic.

### 2.6.2 Description of Change

1. **C-IV only:** Update the EDBC logic to allow the SSA Income COLA to apply existing SSA income in mid-period months by suppressing most-beneficial logic for those income types for January 2020(CT335\_SA).
2. **CalSAWS only:** Update the EDBC logic to allow the SSA Income COLA to apply existing SSA income by suppressing the Change Reason logic for January 2020 (CT335\_S1 and CT335\_S2).

### 2.6.3 Programs Impacted

Programs subject to mid-period/change reason logic.

**Note:** EDBC-based programs: CAPI, CF, NB, CW, Diversion, Homeless - Perm, Homeless - Temp, IN, MC, RCA, GA/GR, TCF

### 2.6.4 Performance Impacts

N/A

## 2.7 Data Change to Apply the Medicare Part B Premium Amount

### 2.7.1 Overview

The Medicare Part B Premium amount increased to \$144.60 effective 1/1/2020.

### 2.7.2 Description of Change

1. Identify the Medicare Part B Premium records with all of the following:
  - a. The Medicare Part B Premium amount is \$135.50
  - b. The Begin date of the Medicare Part B Premium record is prior to 01/01/2020
  - c. The Medicare Part B Premium record does not have an end date (high dated)

**And** either of the following:

- a. The participant with Medicare Premium Part B record is Active on an EDBC-based program\* on or after 01/01/2020

**Technical Note:** A person on the case should be included in the population of the data change.

**Or**

- b. A participant is Denied or Discontinued on an eligible EDBC-based program\* that is Denied or Discontinued within the rescission period

Program	Rescission Period
Medi-Cal	90
CalFresh	30
Homeless – Temp	30
Immediate Need	30
Homeless – Perm	30
Diversion	30
CalWORKs	30
CAPI	30
General Assistance/General Relief	30

Note: The rescission period is the amount of time the user normally rescinds a denied or discontinued case instead of a reapplication.

\* For reference, these are the EDBC-based programs: AAP, CAPI, CF, CW, Diversion, FC, Homeless - Perm, Homeless - Temp, IN, KG, MC, RCA, GA/GR, ARC, TCF,NB

**Note:** If there is more than one high dated Medicare Part B Premium record for the same person, do not apply the data change.

2. Apply the data change to the identified records with the following actions:
  - a. Duplicate the existing record
  - b. End date the existing record 12/31/2019
  - c. Set the begin date of the new record to 01/01/2020
  - d. Set the Medicare Part B amount on the new record to 144.60
  - e. Set the verification status of the new record the same as the verification status of previously existing record.
  - f. Change Reason: COLA
  - g. Reported Date: Implementation Date of the SCR

### 2.7.3 Programs Impacted

EDBC-based programs: AAP, CAPI, CF, NB, CW, Diversion, FC, Homeless - Perm, Homeless - Temp, IN, KG, MC, RCA, GA/GR, ARC, TCF.

### 2.7.4 Estimated Number of Records Impacted /Performance

~200,000 records impacted in CalSAWS and ~300,000 records impacted in C-IV.

## 2.8 Automatic Journal Entry

### 2.8.1 Overview

The Systems will create an automatic journal entry for cases updated by the SSA COLA data changes.

### 2.8.2 Description of Change

1. Create a Journal Entry for cases where an associated non-hidden person had the data change applied to their SSA income record due to Recommendation 2.1.

The Journal Entry will be displayed as follows on Journal Detail page:

**Journal Category:** All

**Journal Type:** Basic Information

**Short Description:** SSA COLA Income Record Update

**Long Description:** The system updated at least one SSA income record for this case in accordance with the 2020 SSA COLA.



Note: There will be one journal entry per case.

2. **C-IV only**: Create a Journal Entry for cases where an associated non-hidden person had the data change applied to their OPA record due to Recommendation 2.2.

The Journal Entry will be displayed as follows on Journal Detail page:

**Journal Category:** All

**Journal Type:** Basic Information

**Short Description:** SSA COLA OPA Record Update

**Long Description:** The system updated at least one OPA "SSI Only" or "SSI/SSP" record for this case in accordance with the 2020 SSA COLA.

Note: There will be one journal entry per case.

3. Create a Journal Entry for cases where an associated non-hidden person had the data change applied to their Medicare record due to Recommendation 2.7.

The Journal Entry will be displayed as follows on Journal Detail page:

**Journal Category:** All

**Journal Type:** Basic Information

**Short Description:** SSA COLA Medicare Premium Record Update

**Long Description:** The system updated at least one Medicare Premium record for this case in accordance with the 2020 SSA COLA.

Note: There will be one journal entry per case.

### 2.8.3 Programs Impacted

EDBC-based programs: AAP, CAPI, CF, NB, CW, Diversion, FC, Homeless - Perm, Homeless - Temp, IN, KG, MC, RCA, GA/GR, ARC, TCF.

### 2.8.4 Performance Impacts








N/A

## 2.9 Lists

### 2.9.1 Description of Change

Lists will be generated after the data change is run in recommendation 2.1 and 2.7. Refer to section 5 'Outreach' for further details.

### 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	ACWDL 19-24	 ACWDL 19-24.pdf
2	Eligibility	ACIN No. I-67-19 Social Security Administration Cost of Living Adjustment – Effective January 01, 2020	 ACIN I-67_19.pdf
3	Enclosures	Enclosure 1 2020 SSI-SSP Payment Standards	 Enclosure 1 2020 SSI-SSP Payment Sta
4	Enclosures	Enclosure 2 The 2020 In-Kind Support and Maintenance Values for Computing	 Enclosure 2 The 2020 In-Kind Suppo
5	Enclosures	Enclosure 3 The 2020 Resource Limit for both Medi-Cal and Pickle Cases	 Enclosure 3 The 2020 Resource Limit
6	Enclosures	Enclosure 4 The 2019 Pickle Disregard Computation Chart	 Enclosure 4 The 2019 Pickle Disregar
7	Eligibility	Draft 2020 Medicare Premium Part B	 Draft 2020 Medicare Premium P

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.2	The LRS shall include an automated method for implementing mass updates triggered by policy changes or mass participant financial changes, including Social Security or Veterans benefits cost of living adjustments (COLAs).	A data change will be implemented to update the income record and Medicare Part B record of a targeted population.
2.16.4.4	The LRS shall include the ability to process a mass update that involves the development of new policy in response to changes in federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	A data change will be implemented to update the income record and Medicare Part B record of a targeted population.

## 5 OUTREACH

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### 5.1 Lists

Lists will be generated after the data change is run in recommendation 2.1 and 2.7.

All lists will display the standard list columns.

**Standard Columns:**

- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker

1. **List Name:** Cases with SSA Income not updated

**List Criteria:** Cases that have at least one EDBC-based program where at least one of the identified EDBC-based programs has a non-hidden person who has an SSA income record end-dated on or after 01/01/2020 that was not changed by the 2020 SSA COLA data change. The non-hidden person with the SSA income record is Active on an EDBC-based program on or after

01/01/2020 – Or - the non-hidden person Is Denied or Discontinued on an eligible EDBC-based program within the rescission period.

Include additional columns to indicate which, if any, of the following are true:

- a. The identified SSA income record has an income amount which begins on or after 01/01/2020.
- b. The identified SSA income record has an amount entry with a begin date on or after 01/01/2019 and an amount of \$0.
- c. The identified SSA income record has a non-zero value entered in either "Income Adjustment" or "Unreported Amount" fields.
- d. The identified SSA income record has a begin date prior to 01/01/2019.
- e. The identified SSA income record has an end date on or after 01/01/2020.

**Additional Columns:**

- Begins 01/01/2020
- Begins before 01/01/2019
- SSA End Dated
- Reported Amount is \$0
- Adjusted Amount > \$0
- Unreported Amount > \$0
- Program Type

**County Action:** Counties can use this list to verify that SSA income amounts are correct and take action if needed.

2. **C-IV only: List Name:** Non-Automated EDBC Program Types with updates

**List Criteria:** Cases where both the following conditions are true:

- a. The data change has been applied by Recommendation 2.1.
- b. Case contains at least one program, that is not run by batch: AAP, CAPI, Homeless – Perm, Homeless – Temp, General Assistance, Approved Relative Caregiver(ARC).

**Additional column:**

- Program Type
- Reported Amount
- Inheritance
- Person Name

**County Action:** Counties can review cases and run EDBC to apply updated SSA Income amounts.

3. **List Name:** Cases with Medicare not updated

**List Criteria:** Cases that have at least one EDBC-based program, where at least one of the identified programs has a non-hidden person, who has a Medicare Part B record that was not changed by the 2020 SSA COLA data change. The non-hidden person with the Medicare Part B record is Active on an EDBC-based program on or after 01/01/2020 – Or - the non-hidden person Is Denied or Discontinued on an eligible EDBC-based program within the rescission period. The Medicare Part B record meets one of the following conditions:

- a. The amount was not \$135.50

- b. The begin date was 01/01/2020
- c. The end date was on or after 01/01/2020, or
- d. The person had more than one high-dated Medicare Part B premium record.

**Additional Columns:**

- Part B Medicare Amount
- Not \$135.50
- Begins 01/01/2020
- Medicare End Dated
- Duplicate Medicare
- CIN#
- Program Type

**County Action:** Counties can use this list to verify that Medicare Premium Amounts are correct and take action if needed.

4. **List Name:** Cases with Person not receiving RSDI COLA

**List Criteria:** Cases with an active Medi-Cal program in January 2020 or later where there is an SSA income record and where the question "Has this person received a RSDI COLA increase in any month since SSI/SSP was discontinued?" is "No".

**Additional Columns:**

- Discontinued SSI Ind
- Received RSDI Ind
- CIN#
- Person Hidden Ind

**County Action:** Counties can review this list to ensure that the answer to the question "Has this person received a RSDI COLA increase in any month since SSI/SSP was discontinued ?" is correct and make any updates is needed.

The lists will be posted to the following locations:

System	Path : Date
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2019>CA-200824 : On December 13 <sup>th</sup> , 2019
C-IV	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2019>CIV-100451 : On December 11 <sup>th</sup> , 2019

## 6 APPENDIX

1. **The Systems:** "The Systems" refers to both CalSAWS and C-IV Systems. For instance, if the document mentions the below:

- The Systems must add ....

That implies:

- Both CalSAWS and C-IV must add ....



## **Design Document**

SCR CA-203787 | C-IV-104670

[Auto Discontinue of AAP When Youth Turn  
18/21 and Update NA 791]



DOCUMENT APPROVAL HISTORY	
Prepared By	Steve Hancock, Imran Bashir
Reviewed By	Dana Petersen, Priya Sridharan, Stephanie Hugo, Christine Altavilla, Himanshu Jain, Girish Chakkingal, Srinivasa Meenavalli, Karthikeyan Krishnamoorthy, Balakumar Murthy

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/18/2019	0.5	Added mockup, comparison and updated FDD	Bashir
10/01/2019	1.0	Final design submitted for approval	HancockS
10/30/2019	2.0	Made requested changes to Mockups	Bashir
11/5/2019	3.0	Updated logic for age extension.	HancockS
11/22/2019	3.1	Updated flow chart to add the new NOA and correct wording.	HancockS
12/03/2019	3.2	Updated mockups	Ng Jamie

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# 1 OVERVIEW

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Adoptions Assistance Program (AAP) eligibility workers currently manually track adoptive child's birthdates and run EDBC to discontinue at age 18 and/or 21. CalSAWS will develop batch sweeps to discontinue AAP programs for Non-Minor Dependents (NMDs) effective the first of the month after the month the NMDs turns 18 and/or 21. CalSAWS will also generate a NA 791 NOA seventy calendar days before the end of the NMDs 18<sup>th</sup> and 21<sup>st</sup> birthday month.

An exception to AAP program discontinuance is when the NMDs are turning Age 18 but their AAP benefits are extended to Age 21. These individuals will not be included in the batch sweep and instead will be discontinued by the batch job at Age 21.

## 1.1 Current Design

AAP eligibility workers perform the following actions manually:

- Evaluate adoptive child's birthdates for when they turn 18 and 21.
- Run EDBC to discontinue the AAP program when the NMD turns of age 18 and are not eligible for an extension of AAP benefits.
- Run EDBC to discontinue the AAP program when the NMD turns of age 21 who had extended benefits.
- The NA 791 (version 11/16) was available to manually generate from Template Repository.

## 1.2 Requests

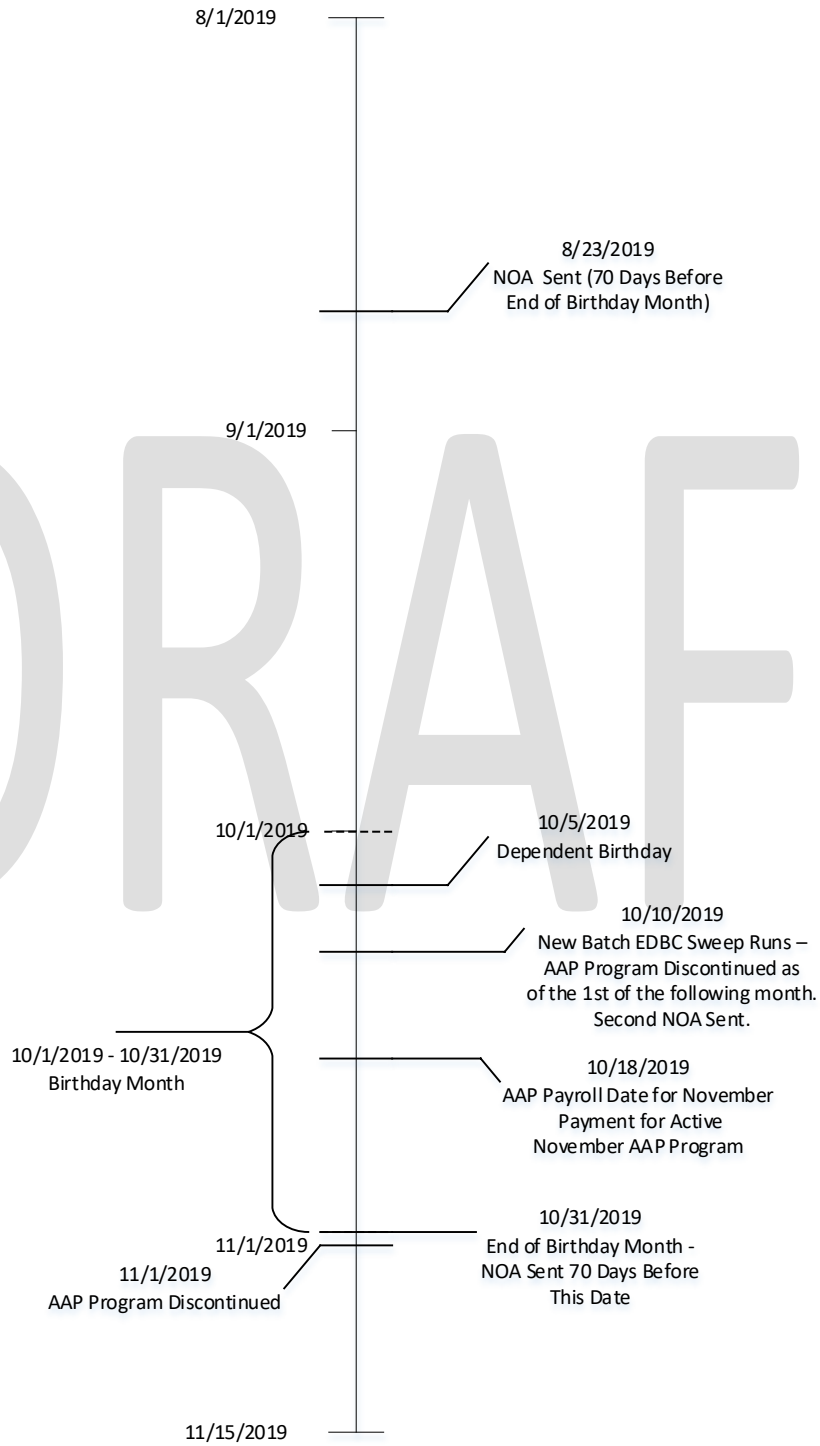
- Create new batch sweeps to evaluate NMD birthdates and run EDBC to re-evaluate the AAP program when a NMD turns age 18 and/or 21.
- Update the NA 791 to the newest State version (version 9/18).
- Automate sending NA 791 NOA seventy calendar days before the end of the month of the NMD 18<sup>th</sup> birthdate and 21<sup>st</sup> birthdate month and when the child is discontinued.

## 1.3 Overview of Recommendations

- Update the NA 791 to the newest 9/18 version.
- CalSAWS only: Automate sending the NA 791 seventy calendar days before the end of the month of the NMD 18<sup>th</sup> birthdate and 21<sup>st</sup> birthdate month and when the NMD is discontinued.
- Create new EDBC batch sweeps to evaluate NMD birthdates and run the batch sweeps on the 10<sup>th</sup> of the month of each month. When the NMDs turn 18 or 21 during the month the Batch EDBC is evaluating, Batch EDBC will discontinue the AAP program. If the NMD is turning 18, a check will also be done to confirm the NMD does not have an extension to stay on the program until age 21.
- Create a journal entry for each AAP program discontinued by the EDBC run.

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Example Timeline:



## 1.4 Assumptions

1. The NA 791 is only currently available in English in CalSAWS and available in English and Spanish in C-IV. This effort will only update/add English and Spanish. Threshold will be included in a separate SCR (SCR CA-210572/CIV-105082).
2. The NA 791 form has a Variable named <DATA006> that at the moment only populates the one LA County specific phone number. DDCR 1065 will address the phone numbers required for other counties.

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## 2 RECOMMENDATIONS

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Automate sending NA 791 NOA seventy calendar days before the end of the month of the NMD 18<sup>th</sup> birthdate and 21<sup>st</sup> birthdate month and when the NMD is discontinued.

Create new batch jobs for the AAP program to evaluate NMD birthdates and run EDBC to re-evaluate the AAP program as of the 1<sup>st</sup> of the next month after the birthday month when a NMD turns of age 18 and 21.

### 2.1 Updates to the NA 791 NOA

#### 2.1.1 Overview

Update the NA 791 to the newest State version (version 9/18). Update the NA 791 to generate the age 21 verbiage or age 18 verbiage based upon EDBC results. This notice will be generated 70 days before the last day of the month for the child's birthday month and when the child is discontinued via EDBC.

#### 2.1.2 Description of Change

The AAP NOA (NA 791) will be updated in Template Repository. The NOA will be updated to generate the applicable age 18 or age 21 verbiage when EDBC (see Recommendations 2.1.2.2 and 2.1.2.3) runs and fails the person for these reasons.

##### 2.1.2.1 Update the NA 791 to the newest State Version (9/18)

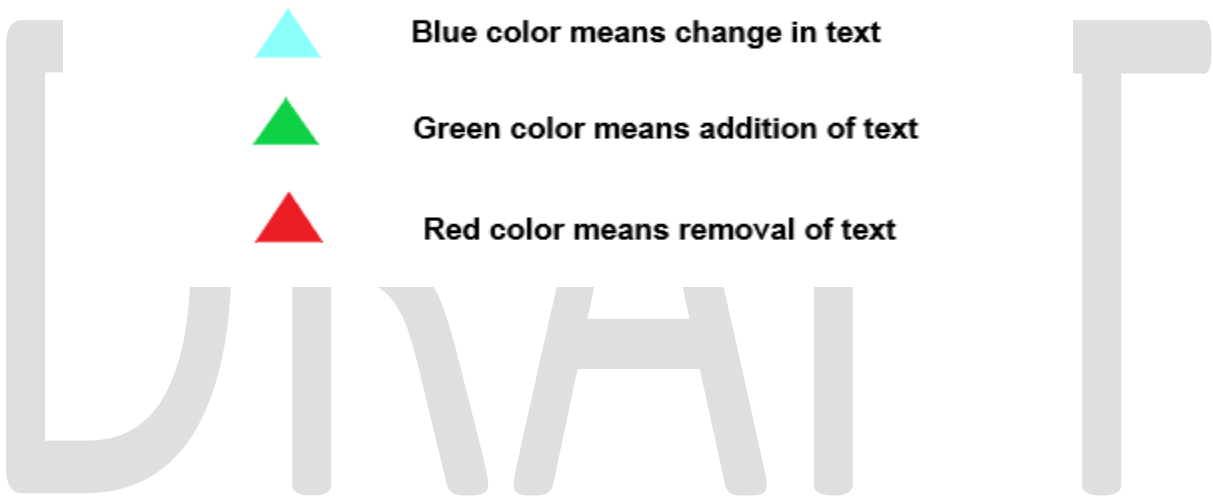
Update the NA 791 to the newest version available from the State (version 9/18). This NOA will be updated in English in The Systems. It will also be added in Spanish for CalSAWS and the existing Spanish version will be updated for C-IV. This will update both the version generated in CalSAWS from EDBC and the one available in Template Repository in The Systems.

Note: The NA 791 currently has a NA Back 9.

See Supporting Documents section for Mockup and FDD.

The following are the updates to the NA 791:

**Legend:**



## Notice of Action

If you have questions or want more information about this action, please contact your adoption worker.

Case Name :  
CPS Case Number : 1  
Case Number :  
Adoption Worker : 2  
Phone :  
Date :

## Notice of Action

If you have questions or want more information about this action, please contact your adoption worker.

Case Name :  
Case Number : 2  
Adoption/Post Adoption Worker :  
Phone :  
Email : 3  
Date :

Description of the Action Effective Date \_\_\_\_\_, the following action will be taken regarding your child's Adoption Assistance Program (AAP) benefits:

- A.  Monthly negotiated rate of \$ \_\_\_\_\_ is approved.
- B.  Your child's Medi-Cal/Medicaid benefit is approved.
- C.  Your child does not meet AAP eligibility criteria to receive AAP benefits. (refer to comments section)
- D.  Your child is not eligible to receive the requested benefits. (refer to comments section)

Monthly negotiated rate is increased to \$ \_\_\_\_\_.

- A.  You have signed an amended AAP Agreement

Your monthly negotiated AAP rate has increased from \_\_\_\_\_ to \_\_\_\_\_.

The California Necessities Index (CNI) has increased for Fiscal Year \_\_\_\_\_.

Rules: These rules apply: SENATE BILL (SB) 1013, CHAPTER 35, STATUTES OF 2012; ASSEMBLY BILL (AB) 403, CHAPTER 773, STATUTES OF 2015; AB 1997, CHAPTER 612, STATUTES OF 2016; WELFARE AND INSTITUTIONS CODE (WIC) SECTIONS 11364, 11387, 11453, 11460, 11461, 11461(d)(2)(A), 11462, 11463, 11464, 18254, 18358.30; ACL NO 19-58.

Monthly negotiated rate is decreased to \$ \_\_\_\_\_.

- A.  You have signed an amended AAP agreement.
- B.  You have requested Medi-Cal/Medicaid only benefits.
- C.  The rate is greater than what your child would be eligible to receive had they not been placed for adoption.
- D.  Your child's out of home placement has ended.
- E.  Your child's Wraparound services have ended.

You have signed a deferred AAP agreement. If your child requires AAP benefits in the future, contact Post Adoptions Services at \_\_\_\_\_.

Your child's AAP benefits, including Medi-Cal coverage will be terminated:

- A.  Your child will be age 18.

Your child may be eligible for the extension of AAP benefits to age 21. Contact Post Adoptions Services \_\_\_\_\_ to request: the extension of benefits prior to your child's 18th birthday if:

- They have a mental or physical disability.
- OR
- The initial AAP agreement was signed on or after your child's 16th birthday and one of the five participation criteria are met:
  1. Completing high school or an equivalency program.
  2. Enrolling in post-secondary or vocational school.
  3. Participating in a program or activity that promotes or removes barriers to employment.
  4. Employed at least 80 hours per month.
  5. Is incapable of participating in 1 through 4 above, due to a documented physical or mental condition.

- B.  Your child will be age 21

C.  You are no longer legally responsible for your child.

- 7. a.  Your child has married.
- b.  Your child has enlisted and is on active duty in the military.
- c.  Your parental rights have been terminated.

D.  You are no longer supporting your child.

Description of the Action Effective Date \_\_\_\_\_, the following action will be taken regarding your child's Adoption Assistance Program (AAP) benefits:

- A.  Monthly negotiated rate of \$ \_\_\_\_\_ is approved.
- B.  Your child's Medi-Cal/Medicaid benefit is approved.
- C.  Your child does not meet AAP eligibility criteria to receive AAP benefits. (refer to comments section)
- D.  Your child is not eligible to receive the requested benefits. (refer to comments section)

Monthly negotiated rate is increased to \$ \_\_\_\_\_.

- A.  You have signed an amended AAP Agreement

B.  Due to the California Necessities Index (CNI) Increase Fiscal Year \_\_\_\_\_.

Monthly negotiated rate is decreased to \$ \_\_\_\_\_.

- A.  You have signed an amended AAP agreement.
- B.  You have requested Medi-Cal/Medicaid only benefits.
- C.  The rate is greater than what your child would be eligible to receive had they not been placed for adoption.
- D.  Your child's out of home placement has ended.
- E.  Your child's Wraparound services have ended.

You have signed a deferred AAP agreement. If your child requires AAP benefits in the future, contact Post Adoptions Services (PAS) at \_\_\_\_\_.

Your child's AAP benefits, including Medi-Cal coverage will be terminated:

- A.  Your child will be age 18.

Your child may be eligible for the extension of AAP benefits to age 21. Contact PAS at \_\_\_\_\_ to request: the extension of benefits prior to your child's 18th birthday if:

- They have a mental or physical disability.
- OR
- The initial AAP agreement was signed on or after your child's 16th birthday and one of the five participation criteria are met:
  1. Completing high school or an equivalency program.
  2. Enrolling in post-secondary or vocational school.
  3. Participating in a program or activity that promotes or removes barriers to employment.
  4. Employed at least 80 hours per month.
  5. Is incapable of participating in 1 through 4 above, due to a documented physical or mental condition.

- B.  Your child will be age 21

C.  You are no longer legally responsible for your child.

- 7. 1.  Your child has married.
- 2.  Your child has enlisted and is on active duty in the military.
- 3.  Your parental rights have been terminated.

D.  You are no longer supporting your child.

An overpayment of \$ \_\_\_\_\_ has occurred for the period of \_\_\_\_\_ to \_\_\_\_\_ :

An overpayment of \$ \_\_\_\_\_ has occurred for the period of \_\_\_\_\_ to \_\_\_\_\_ :

MONTH/DATE OF PAYMENT	AMOUNT RECEIVED	AMOUNT SHOULD HAVE RECEIVED	MONTH/DATE OF PAYMENT	AMOUNT RECEIVED	AMOUNT SHOULD HAVE RECEIVED

MONTH/DATE OF PAYMENT	AMOUNT RECEIVED	AMOUNT SHOULD HAVE RECEIVED	MONTH/DATE OF PAYMENT	AMOUNT RECEIVED	AMOUNT SHOULD HAVE RECEIVED

You were overpaid because you failed to report:

- A.  You were no longer supporting your child
- B.  You were no longer legally responsible for your child
  - a.  Your child has married
  - b.  Your child has enlisted and is on active duty in the military
  - c.  Your parental rights have been terminated

You may have committed fraud in your application for or reassessment of the AAP benefits, and as a result have received checks/deposits to which your child was not entitled to receive.

Description of the alleged fraud:

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The county shall not demand overpayment collection when the overpayment was due to county error.

Comments:

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**Regulations:** This action is required by the following state regulations which are available for review at the Adoption Agency: California Code of Regulations Title 22, Division 2, Chapter 3, Subchapter 7, Articles 1-10, Sections 35325-35352.2

**State Hearing:** If you are dissatisfied with this action, your aid may continue unchanged if you ask for a State Hearing before the effective date of the action. Read the back for important information about your right to appeal this action.

NA 701 (1/16)- REQUIRED FORM

10

You were overpaid because you failed to report:

- A.  You were no longer supporting your child
- B.  You were no longer legally responsible for your child
  - 1.  Your child has married
  - 2.  Your child has enlisted and is on active duty in the military
  - 3.  Your parental rights have been terminated

You may have committed fraud in your application for or reassessment of the AAP benefits, and as a result have received checks/deposits to which your child was not entitled to receive.

Description of the alleged fraud:

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The county shall not demand overpayment collection when the overpayment was due to county error.

Comments:

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**Regulations:** This action is required by the following state regulations which are available for review at the Adoption Agency: California Code of Regulations Title 22, Division 2, Chapter 3, Subchapter 7, Articles 1-10, Sections 35325-35352.2

**State Hearing:** If you are dissatisfied with this action, your aid may continue unchanged if you ask for a State Hearing before the effective date of the action. Read the back for important information about your right to appeal this action.

NA 701 (09/12)- REQUIRED FORM

10



Number	Description	Existing Text	Updated Text	Formatting *
1	Removal of CPS Case Number	CPS Case Number	-	Arial Font Size 10
2	Change in Adoption Worker text	Adoption Worker	Adoption/Post Adoption Worker	Arial Font Size 10
3	Addition of Email	-	Email	Arial Font Size 10
4	CNI verbiage change	<p>Your monthly negotiated AAP rate has increased from &lt;OLD_RATE&gt; to &lt;NEW_RATE&gt;. The California Necessities Index (CNI) has increased for Fiscal Year &lt;MONTY_YEAR&gt;.</p> <p>Rules: These rules apply: SENATE BILL (SB) 1013, CHAPTER 35, STATUTES OF 2012; ASSEMBLY BILL (AB) 403, CHAPTER 773, STATUTES OF 2015; AB 1997, CHAPTER 612, STATUTES OF 2016; WELFARE AND INSTITUTIONS CODE (WIC)</p>	Due to the California Necessities Index (CNI) Increase Fiscal Year	Arial Font Size 10

		SECTIONS 11364, 11387, 11453, 11460, 11461, 11461(d)(2)(A), 11462, 11463, 11464, 18254, 18358.30; ACL NO 19-58.		
5	<b>Addition of an abbreviation</b> -You have signed deferred AAP agreement. If your child requires AAP benefits in the future, contact Post Adoption Services at <DATA006>	Post Adoption Services  <DATA006>	Post Adoption Services (PAS)  <DATA006>	Arial Font Size 10
6	<b>Replacement by an Abbreviation</b> - Your child may be eligible for the extension of AAP benefits to age 21. Contact Post Adoption Services at <DATA007>	Post Adoption Services  <DATA007>	PAS  <DATA007>	Arial Font Size 10
7	<b>Usage of a numbered list for option C of</b> -Your child AAP benefits, including Medi-Cal coverage will be terminated -Option C is 'you are no longer legally responsible for your child.'	Earlier there were three choices numbered as (a) (b)(c)	Now there are three choices numbered as (1) (2) (3)	Arial Font Size 10
8	Revision No/Form Footer	NA 791 (11/16)	NA 791 (9/18)	Arial Font Size 5.5
9	<b>Usage of a numbered list for option B of</b> -You were overpaid because you failed to report Option B is 'you are no longer legally responsible for your child.'	Earlier there were three choices numbered as (a) (b)(c)	Now there are three choices numbered as (1) (2) (3)	Arial Font Size 10
10	Revision No/Form Footer	NA 791 (11/16)	NA 791 (9/18)	Arial Font Size 5.5

### 2.1.2.2 CalSAWS Only: Add Section Generation logic for AAP NOA (NA 791) for age 18

#### For EDBC:

Add this new Fragment on a AAP NOA for the program when all of the following are true:

- The AAP Program is failing in the newly run EDBC for the status reason of 'Disc NMD turned 18'.
- there is at least one existing AAP EDBC for the current Benefit month and in the most recent saved AAP EDBC of the existing AAP EDBCs for that month the program had an active status

or

there is not a previously existing AAP EDBC for the current Benefit month and there is at least one AAP EDBC for the previous month and in the most recent saved AAP EDBC for the previous month the program had an active status

#### For Batch:

Generate this Section on the AAP NOA (NA 791) when the NA 791 Form Sweep (See Recommendation 2.2) generates the NA 791 form and the child will be turning 18 in 70 or less days.

### 2.1.2.3 CalSAWS Only: Add Section Generation logic for AAP NOA (NA 791) for age 21

#### For EDBC:

Add this new Fragment on a AAP NOA for the program when all of the following are true:

- The AAP Program is failing in the newly run EDBC for the status reason of 'Disc NMD turned 21'.
- there is at least one existing AAP EDBC for the current Benefit month and in the most recent saved AAP EDBC of the existing AAP EDBCs for that month the program had an active status

or

there is not a previously existing AAP EDBC for the current Benefit month and there is at least one AAP EDBC for the previous month and in the most recent saved AAP EDBC for the previous month the program had an active status

#### For Batch:

Generate this Section on the AAP NOA (NA 791) when the NA 791 Form Sweep (See Recommendation 2.2) generates the NA 791 form and the child will be turning 21 in 70 or less days.

## 2.2 CalSAWS only: Create NA 791 Form Sweep

### 2.2.1 Overview

A nightly batch will be created to check for cases with active AAP that contain the following:

- There is a NMD on the case turning 18 years of age in 70 or less calendar days
- NA 791 with the over 18 years of age reason has not been sent out in the 71 days prior to the NMD turning 18 years of age.
- NMD does not have an AAP program extension to Age 21.
- The NMD has an AAP program extension if the following exist on the AAP Summary Page > Extended Benefits section.
  - a. For a Participation Extension the following requirements must be met:
    1. Was the Initial AAP Agreement signed on or after the youth's 16th birthday?" = Yes
    2. "Is the AAP youth meeting participation requirements for extended benefits?" = Yes
    3. At least one of the following check boxes are checked:
      - "Completing secondary education"
      - "Completing post-secondary or vocational education"
      - "Participating in a program or activity to remove barriers to employment"
      - "Employed for at least 80 hours per month"
      - "Incapable of doing any of the above activities due to a mental or medical condition?"
  - b. For a Medical Extension the following requirements must be met:
    1. "Does the AAP youth have a mental or physical disability that meets the requirements for extended benefits?" = Yes

OR

- There is a NMD on the case turning 21 years of age in 70 or less calendar days
- NA 791 with the over 21 years of age reason has not been sent out in the 71 days prior to the NMD turning 21 years of age.

### 2.2.2 Description of Change

For each record returned in the driving query, a record will be inserted into the batch transaction table to generate a NA791 during forms processing.

Transaction values:

- Case ID: Case associated to the AAP program
- Program ID: Active AAP Program
- Person ID: Primary Applicant of Active AAP Program
- Type Code: FR
- Sub Type Code: TBD
- Eff Date: The Batch Run Date
- Created By: Batch
- Updated By: Batch

### 2.2.3 Execution Frequency

This Batch Job will run every business day (Monday – Saturday).

### 2.2.4 Key Scheduling Dependencies

This job will run before forms balancers.

### 2.2.5 Counties Impacted

19 - Los Angeles

### 2.2.6 Data Volume/Performance

N/A

### 2.2.7 Failure Procedure/Operational Instructions

Batch Support/Operations staff will diagnose the nature of the failure and determine the appropriate action.

## 2.3 CalSAWS Only: Re-evaluate AAP Program for NMDs Turning 18 and 21

### 2.3.1 Overview

Create new Batch EDBC Sweep jobs to trigger Batch EDBC to re-evaluate NMD's (any person active on AAP) turning 18 and/or 21. These new batch sweep jobs will run on the 10<sup>th</sup> calendar day of each month. The batches will evaluate if and when the NMDs turn 18 or 21 during the month the batch is running for. If the NMD is turning 18 or 21 the EDBC batch sweep will trigger EDBC to re-evaluate the AAP program. When the NMD is turning 18, a check will also be done to confirm the NMD does not have an extension to stay on the program until age 21.

### 2.3.2 Description of Change

1. Create a CTCR to add new Batch Eligibility Sweep codes for the journal entry Category 942 (Batch Eligibility Sweep Codes).

Batch EDBC Sweep Code	Description
New/Update	New
Category Id	942
Short Decode Name	NMD turned 18
Long Decode Name	NMD turned 18
Begin date	Default / System Min Date / 01-JAN-00 00:00:00
End date	Default / System High Date /31-DEC-99 00:00:00

Batch EDBC Sweep Code	Description
New/Update	New
Category Id	942
Short Decode Name	NMD turned 21
Long Decode Name	NMD turned 21
Begin date	Default / System Min Date / 01-JAN-00 00:00:00
End date	Default / System High Date /31-DEC-99 00:00:00

2. Add new monthly batch sweep jobs to trigger Batch EDBC when the following conditions are met:
  - i. Program Type = Adoptions Assistance Program (AAP)
  - ii. Program Status is Active on the 1<sup>st</sup> of the month following the batch month.
    1. Example: Birthday is August 15<sup>th</sup>. Batch is ran on August 10<sup>th</sup> for the month of August birthdays. If a birthday is in August, batch will evaluate that the program is active effective September 1st.
  - iii. First Batch Sweep: If NMD (Any Person Active on AAP) is turning 18:

1. Birthdate is during the batch month.
2. NMD does not have an AAP program extension to Age 21.
3. The NMD has an AAP program extension if the following exist on the AAP Summary Page > Extended Benefits section.
  - a. For a Participation Extension the following requirements must be met:
    - i. "Was the Initial AAP Agreement signed on or after the youth's 16<sup>th</sup> birthday?" = Yes
    - ii. "Is the AAP youth meeting participation requirements for extended benefits?" = Yes
    - iii. At least one of the following check boxes are checked:
      1. "Completing secondary education"
      2. "Completing post-secondary or vocational education"
      3. "Participating in a program or activity to remove barriers to employment"
      4. "Employed for at least 80 hours per month"
      5. "Incapable of doing any of the above activities due to a mental or medical condition"
  - b. For a Medical Extension the following requirements must be met:
    - i. "Does the AAP youth have a mental or physical disability that meets the requirements for extended benefits?" = Yes

**Extended Benefits**

Was the Initial AAP Agreement signed on or after the youth's 16th birthday? \* - Select - ▾

Does the AAP youth have a mental or physical disability that meets the requirements for extended benefits? ▾

Is the AAP youth meeting participation requirements for extended benefits? ▾

Which participation requirements is the AAP youth meeting?

Completing secondary education.

Completing post-secondary or vocational education.

Participating in a program or activity to remove barriers to employment.

Employed for at least 80 hours per month.

Incapable of doing any of the above activities due to a mental or medical condition.

- iv. Second Batch Sweep: If NMD is turning 21:
  1. Birthdate is during the batch month.
3. The new monthly batch sweep jobs will perform the following actions:
  - i. Trigger Batch EDBC with the following parameters:

1. Run Type Code = Single Program Mode
2. Effective Date = The month following the batch month
3. Sub Type Code = If 18 Years Old (NMD turned 18); If 21 Years Old (NMD turned 21)

### 2.3.3 Execution Frequency

The jobs will be ran on the 10<sup>th</sup> calendar day monthly in order to trigger EDBC prior to the monthly AAP payroll process. If the 10<sup>th</sup> falls on a Sunday or holiday, the batches will run on the prior business day.

### 2.3.4 Key Scheduling Dependencies

The batches will run before the existing Batch EDBC processing job.

### 2.3.5 Counties Impacted

19 - Los Angeles

### 2.3.6 Data Volume/Performance

No measurable amount of data volume or performance change.

### 2.3.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc...)

## 3 REQUIREMENTS

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### 3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.21	The CalSAWS shall automate eligibility determination and benefit calculation for certain individual and case changes.	AAP Eligibility Determination will be automatically re-evaluated based on a new EDBC sweep triggering the Batch EDBC.



## 4 MIGRATION IMPACTS




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This SCR is only for CalSAWS which creates a gap with C-IV. For migration, this automation will be evaluated to determine if this should be made available for C-IV counties or if this will stay a Los Angeles County only functionality.

DRAFT

## 5 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	NOA/Form	NA 791 Mockup age 18	 Age 18 - Mockup.docx
2	NOA/Form	NA 791 Mockup age 21	 Age 21 - Mockup.docx
3	NOA/Form	NA 791 FDD Updates  (Updates are highlighted)	 updated_NOA_P009 C_6032_SPD.DOCX

DRAFT

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-209221 | CIV-102606

Add State PINs to Integrated Service Payment /  
Valuable Detail Claiming Report

DOCUMENT APPROVAL HISTORY		
CalSAWS	Prepared By	Greg Deogracia
	Reviewed By	Justin Dobbs Jyothirmayi Chavata Kapil Santosh Naresh Barsagade Akira Moriguchi Christine Altavilla Himanshu Jain Sheryl Eppler Claudia Pinto

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/12/2019	1.0	Initial Release of the Design Document Containing Report Modifications.	Greg Deogracia

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# 1 OVERVIEW

---

These SCRs for C-IV and LRS are requests for improvements to the current reports that will assist in providing information to aid in, and more easily complete, county required state reports.

## 1.1 Current Design

The current Integrated Service Payment/Valuable Detail Claiming Report (Daily and Monthly) includes multiple total columns for the different data elements. However, the report does not include a total for a single transaction (row) on the Summary Tab. Also, the report does not include the state PIN and, does not include EBT expungements.

## 1.2 Requests

Requests from the SCR are divided into three areas;

- a) Add transaction total on the Summary Page.
- b) For claiming on the County Expense Claim (CEC), the counties use the state PINS. The reports include a pay code and fund code that the workers use to decrypt the state PINS that will be used. The pay code and fund code in this regard are not used for anything besides decrypting into the state PINS for completion of the CEC.
- c) Include EBT expungements in both the Daily and Monthly Integrated Service Payment/Valuable Detail Claiming Report.

## 1.3 Overview of Recommendations

Modify the Integrated Service Payment/Valuable Detail Claiming Reports (Daily and Monthly) to include additional data columns, added EBT expungement transactions and adjust summary totals for ease of use and include expungement information.

## 1.4 Assumptions

1. No Impact to other Fiscal Reports.
2. The data set size of Excel report worksheets will not exceed 65,500 rows.
3. Excel reports implemented via RTF Data can exceed 65,500 rows under presentation restrictions but not exceed 1.2 million rows.
4. Development will include accommodation for update of State PINs to 8 digits per SCRs CA-210119 and CIV-104879 in the future.

## 2 RECOMMENDATIONS

This section describes the requirements and design changes.

### 2.1 Integrated Service Payment / Valuable Detail Claiming Report Mockup (Daily) - C-IV and LRS

Transaction Category	Transaction Type	Fund Code	Pay Code	Need Category	Need Type	Issuance Method	Employed	Transaction Count	Total	
								Totals:	0	\$0.00

Figure 2.1.1.1 – Transaction Summary Worksheet

Fund Code	Pay Code	Transaction Type	Issuance Method	Transactions	Transaction Type	
				Totals:	0	\$0.00

Figure 2.1.1.2 – Fund Code Summary Worksheet

Figure 2.1.1.3 – Details Worksheet

**\*Note:** C-IV version of a Report will display the C-IV logo in the worksheets and LRS logo will display in the LA County version as required.

## 2.2 Integrated Service Payment / Valuable Detail Claiming Report Mockup (Monthly) - C-IV

Figure 2.2.1.1 – Transaction Summary Worksheet



Organization:		San Bernardino
Date:		06/2019
Run Date:		
<b>Fund Code Summary</b>		
Totals:		0 \$0.00
Fund Code	Pay Code	Transaction Type
Issuance Method	Transactions	Transaction Type Total

Figure 2.2.1.2 – Fund Code Summary Worksheet


Transaction Category	Office	Need Category	Customer Need Type	Transaction Type	Issuance Method	Pgm	Aid	Case	Case Name	Payee Name	Service Month	Issue Date	Transaction Date	Control Number	Fund Code	Pay Code	State PIN	Employed	Amount
Total:																			\$0.00

Figure 2.2.1.3 – Details Worksheet


## 2.3 Integrated Service Payment / Valuable Detail Claiming Report Mockup (Monthly) - LRS

Organization:		Los Angeles							
Date:		06/2019							
Run Date:									
<b>Transaction Summary</b>									
Totals:		0 \$0.00							
Transaction Category	Transaction Type	Fund Code	Pay Code	Need Category	Need Type	Issuance Method	Employed	Transaction Count	Total

Figure 2.3.1.1 – Sheet 1 Worksheet

1	A	B	C	D	E	F
2		<b>Integrated Service Payment / Valuable Detail Claiming Report</b>				
3		<b>(Monthly)</b>				
4						
5	<b>Organization:</b>	Los Angeles				
6	<b>Date:</b>	06/2019				
7	<b>Run Date:</b>					
8	<b>Fund Code Summary</b>					
9						
10				<b>Totals:</b>	0	\$0.00
11						
12	<b>Fund Code</b>	<b>Pay Code</b>	<b>Transaction Type</b>	<b>Issuance Method</b>	<b>Transactions</b>	<b>Transaction Type Total</b>
13						
14						
15						
16						
17						

**Figure 2.3.1.2 – Sheet 2 Worksheet**

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
2		<b>Integrated Service Payment / Valuable Detail Claiming Report (Monthly)</b>																				
3																						
4																						
5	<b>Organization:</b>	Los Angeles																				
6	<b>Date:</b>	06/2019																				
7	<b>Run Date:</b>																					
8	<b>Details</b>																					
9																						
10																					<b>Total:</b>	\$0.00
11																						
12	<b>Transaction Category</b>	<b>Transaction Type</b>	<b>Office</b>	<b>Need Category</b>	<b>Customer Need Type</b>	<b>Issuance Method</b>	<b>Pgm</b>	<b>Aid Code</b>	<b>Case Number</b>	<b>Case Name</b>	<b>Payee Name</b>	<b>Service Month</b>	<b>Issue Date</b>	<b>Transaction Date</b>	<b>Control Number</b>	<b>Fund Code</b>	<b>Pay Code</b>	<b>State PIN</b>	<b>Employed</b>	<b>Amount</b>		
13																						
14																						
15																						
16																						
17																						
18																						
19																						

**Figure 2.3.1.3 – Sheet 3 Worksheet**

## 2.4 Description of Change

- All Reports; Integrated Service Payment (Monthly) and Integrated Service Payment (Daily); All Worksheets, add; "Run Date:" to the Worksheet Header.
  - Formatted as: MON-DD-YY HH:MM AM/PM.
- All Reports; Integrated Service Payment (Monthly) and Integrated Service Payment (Daily), All Detail Worksheets;
  - Add a new "State PIN" column to the right of the "Pay Code" column.

Element	Description
State PIN	The pay code, fund code, county code and program code are used for identifying State PINs. If State PIN is not available, the entry will be blank.

3. All Reports; Integrated Service Payment (Monthly) and Integrated Service Payment (Daily); Transaction Summary and Detail worksheets;
  - a. Update the logic to include Expungement transaction information. The Transaction Category column will populate with 'Unclaimed' if the expungement for the Service Payment issuance has not been claimed. If the Expungement has been claimed, the Transaction Category column will populate with 'Claimed'.  
All columns on the report will populate based on information for the issuance that was expunged.
  - b. Remove "Transaction Type Total" and "Need Category Total" columns.
  - c. Rename "Pay Code Total" to "Total".
  - d. Calculate "Total" for each data entry line for; Transaction Category, Transaction Type, Fund Code, Pay Code, Need Category, Need Type, Issuance Method, Employed.
  
4. **LRS Development Only; Daily and Monthly report:** Per SCR 53070 (C-IV); update CalFresh-specific Fiscal Reports to exclude all SUAS issuances Pay Codes "L2" and "L3". (SCR 53070 Fiscal Reports to Exclude SUAS payments). (Notice; action complete in C-IV, see Appendix a)





#### 2.4.1 Report Location

- **Global Navigation:** Reports
- **Local:** Scheduled
- **Task:** Fiscal
- **Report Search:** Integrated Service Payment / Valuable Detail Claiming Report (Daily)
- Or -
- **Report Search:** Integrated Service Payment / Valuable Detail Claiming Report (Monthly)

#### 2.4.2 Counties Impacted

All counties on LRS or C-IV.

### 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1		Integrated Service Payment / Valuable Detail Claiming Report (Daily) (Note; Logo Requirements)	 Integrated Service Payment _ Valuable
2		Integrated Service Payment / Valuable Detail Claiming Report (Monthly) – C-IV	 Integrated Service Payment _ Valuable
3		Integrated Service Payment / Valuable Detail Claiming Report (Monthly) – LRS	 Integrated Service Payment _ Valuable
4		Data Example Integrated Service Payment / Valuable Detail Claiming Report (Note; Mock Data not reconciled)	 DATA EXAMPLE_2-Integrated Service P:

## 4 REQUIREMENTS

---

### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.2.1	The LRS shall produce reports daily, weekly, monthly, quarterly, semi-annually, annually, and as needed, as specified by COUNTY.	This SCR is enhancing the existing reports as needed by the counties.

### 4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
N/A			

## 5 MIGRATION IMPACTS

---

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?
N/A					

## 6 OUTREACH

---

Include outreach to Training upon document approval for content review.

## 7 APPENDIX

---

### Appendix

#### a) Code examples, reference paragraph 2.1.1

#### LRS

```
641 where claim_hist.county_code = :P_COUNTY_ID
642     and trunc(claim_hist.trans_date)= to_date(to_char(trunc(:P_DATE), 'yyyy/mm/dd'), 'yyyy/mm/dd')
643     and claim_hist.pgm_code != 'CC'                               /*SCR 13687 REMOVE CHILD CARE PAYMENTS FROM REPORT*/
644     and claim_hist.trans_type_code in ('CP', 'RS', 'SP', 'RV', 'VA', 'VL', 'SJ')
645     and (claim_hist.pay_code <> 'L1' or claim_hist.pay_code is null)
646 /*JOIN THE DECODES*/
647     and claim_hist.serv_cat_code = categorydecode.code(+)
648     and claim_hist.serv_type_code = typedecode.code(+)
649 Union All
650 select null, null, null, null, null, null, null, null, null, 1
```

#### C-IV

```
652 where claim_hist.county_code = :P_COUNTY_ID
653     and trunc(claim_hist.trans_date)= to_date(to_char(trunc(:P_DATE), 'yyyy/mm/dd'), 'yyyy/mm/dd')
654     and claim_hist.pgm_code != 'CC'                               /*SCR 13687 REMOVE CHILD CARE PAYMENTS FROM REPORT*/
655     and claim_hist.trans_type_code in ('CP', 'RS', 'SP', 'RV', 'VA', 'VL', 'SJ')
656     and (claim_hist.pay_code not in ('L1', 'L2', 'L3') or claim_hist.pay_code is null)
657 /*JOIN THE DECODES*/
658     and claim_hist.serv_cat_code = categorydecode.code(+)
659     and claim_hist.serv_type_code = typedecode.code(+)
660 Union All
```

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-210439 | CIV-105046

Batch EDBC to apply 2020 SSA Cost of Living  
Adjustments (COLA)

DOCUMENT APPROVAL HISTORY		
CalSAWS	Prepared By	Tisha Mutreja
	Reviewed By	Renee Gustafson, Derek Goering, Prakash Thota, Prashant Goel, Naga Chinduluru, Ritu Chinya, Richard Weeks, Akira Moriguchi, Himanshu Jain, Appalraju Indala, Praveen Badabhagni, Chris Larson, Stephanie Hugo

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/04/2019	1.0	Initial Draft	Tisha Mutreja
11/12/2019	1.0	Including all values from the draft ACWDL and ACIN published by DHCS	Tisha Mutreja
11/21/2019	1.0	Batch Run Date changed for C-IV targeted populations	Tisha Mutreja
12/03/2019	1.1	Updated ACIN Number and added assumption 1.4.3	Tisha Mutreja
12/05/2019	1.2	Updated ACDWL number	Tisha Mutreja
12/06/2019	1.3	Updated design document <ul style="list-style-type: none"> <li>- To not include OPA of SSI or OPA of SSI/SSP targeted population</li> <li>- Removed Assumption 1.4.3 on SSI reversal logic</li> <li>- Updated Recommendation 2.1.6.2 to Run Minimum Wage driving Query for both systems</li> <li>- Updated Posted List Date for C-IV changes to December 16<sup>th</sup>, 2019</li> <li>- Updated Batch Run Date to 12/14/2019</li> </ul>	Tisha Mutreja
12/10/2019	1.4	Updated Batch Exception 2.1.2.e to exclude all the packets due in December, 2019	Tisha Mutreja



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# 1 OVERVIEW

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Per ACIN No. I-67-19, the Social Security Administration (SSA) income increased to 1.6% percent for 2020.

Per ACWDL No. 19-24, the monthly Medicare Part B Supplemental Medical Insurance Base premium increased to \$144.60.

Run Batch EDBC to correctly apply the 2020 SSA COLA values.

## 1.1 Current Design

**The Systems** stores the customers SSA income and uses the information to evaluate the eligibility for any program.

If a customer is paying the Medicare Part B premium, EDBC uses this amount as a deduction for certain budgets.

CA-200824/CIV-100451 updated the SSA income and Medicare Part B Premium records as per the 2020 SSA COLA ACWDL 19-24 and ACIN I-67-19.

## 1.2 Requests

CA-200824/CIV-100451 updated the SSA income and Medicare Part B Premium records as per the 2020 SSA COLA ACWDL 19-24 and ACIN I-67-19. Any 2020 EDBC run prior to the update used the previous 2019 values in the EDBC budget. Run Batch EDBC to correctly apply the 2020 SSA COLA values.

## 1.3 Overview of Recommendations

1. Run Batch EDBC for the targeted Populations on 12/14/2019.
2. Generate lists to aid the counties after Batch EDBC completes.

## 1.4 Assumptions

1. In CalSAWS, a standard Journal Entry will be created automatically based on the Sub Type code = 'CT942-SA' – Annual SSA COLAs and Related Changes when the batch is run. In CIV, a standard journal will not be created; CIV-100452 was created to address the functionality. The SCR has not yet been prioritized.
2. In CalSAWS, when records are inserted in SYS\_TRANSACT in 'All Programs' mode with same Run Reason during Batch Run, 'SSA COLA' Run Reason will display only for one program record instead of all the program records.

## 2 RECOMMENDATIONS

---

### 2.1 Batch EDBC

#### 2.1.1 Overview

CA-200824/CIV-100451 updated the SSA income and Medicare Part B Premium records as per the 2020 SSA COLA ACWDL 19-24 and ACIN I-67-19. Run Batch EDBC to correctly apply the 2020 SSA COLA values.

#### 2.1.2 Description of Change

1. Run Batch EDBC for the targeted Populations on 12/14/2019
  - a. Run Batch EDBC for January 2020 with 'SSA COLA' Run Reason for SSA COLA cases affected by CA-200824/CIV-100451, defined as follows:
    - i. The program type is CalFresh (CF), CalWORKs (CW), General Relief (GR), CAPI, Kin-GAP (KG), Medi-Cal (MC) (Non-MAGI or Mixed MAGI/Non-MAGI), Refugee Cash Aid (RCA)  
Note: Batch EDBC will not be run on AAP, Diversion, Homeless – Perm, Homeless – Temp, and Immediate Need programs, even if the SSA income only data change has been applied. But, Batch EDBC may run these programs due to batch running in All Programs mode (EDBC will be triggered for all the programs in the case).
    - ii. The program contains an active person whose SSA income and/or Medicare Part B Premium amount was modified by CA-200824/CIV-100451.
  - b. Run Batch EDBC for January 2020 with 'SSA COLA' Run Reason for Foster Care cases which are active in that benefit month with a person who had an SSA income modified by CA-200824/CIV-100451.
2. Batch EDBC Exceptions:
  - a. EDBC has been processed since 2020 SSA COLA rate changes with CA-200824 went live with the 19.12.12 release on 12/12/2019 and CIV-100451 went live with 19.12.05 release on 12/05/2019.
  - b. Transitional CalFresh (TCF) programs. However, if another program on the same case is targeted, TCF may be processed as well due to 'All Programs' mode but existing rules preventing changes to TCF will still apply.
  - c. MAGI-only Medi-Cal programs. However, if another program on the same case is targeted, Medi-Cal EDBC may get processed on the MAGI-only Medi-Cal program due to 'All Programs'

mode. If Medi-Cal EDBC gets processed, it will use the existing MAGI determination response which is relevant to that benefit month and will not trigger the new Eligibility Determination Request(EDR) to CalHEERS.

- d. The program is MC, CW, CF, RCA, FC, KG, or GR (Annual Agreement) and the RE for the program is due prior to January 01, 2020.
- e. The case has a Semi Annual Reporting (SAR7) packet **due in December, 2019** which has a status of 'Generated', 'Sent', 'Received' or 'Incomplete'. For GR, the case has a QR7 **due in December, 2019**.

Note: Cases with missing or incomplete SAR7s or RE packets will have EDBC run by the worker or the existing SAR7 Discontinuance or Redetermination Discontinuance batch processes.

- 3. C-IV Only Batch EDBC Exceptions:
  - a. FC programs with a Non-Related Legal Guardianship placement authority with a Probate court established guardianship and the rate level is set to a value other than Schedule A, Schedule B, Age-Based, or Basic.
  - b. FC programs with a Non-Related Legal Guardianship placement authority with a Juvenile court established guardianship and the rate level is set to a value other than Schedule A, Schedule B, Age-Based, Basic, Level Of Care (LOC) 2, LOC 3, or LOC 4.
  - c. FC programs with an Intensive Services Foster Care (ISFC) rate with no Approved or Licensed ISFC License for the duration of the rate within the placement and benefit month.
  - d. FC programs with a Short Term Residential Therapeutic Program (STRTP) rate with no Approved or Licensed STRTP License for the duration of the rate within the placement and benefit month.
  - e. FC programs with a Foster Family Agency (FFA), FFA Treatment, FFA Intensive Programs, Multidimensional Treatment, or FFA Non-Treatment placement with a 'County or FFA ISFC' Standard State Rate and no ISFC State Program Number.
- 4. Generate lists to aid the counties after batch EDBC completes. Refer to section 5 'Outreach' for further details.

### **2.1.3 Execution Frequency**

One Time Change Only.

### **2.1.4 Key Scheduling Dependencies**

No Dependencies.







### 2.1.5 Data Volume/Performance

There will be approximately 350,000 programs processed in each system. The exceptions from the batch run will be available online through the 'On Request' "Batch Eligibility Report". Users can run the "Batch Eligibility Report" to see list of cases processed by batch EDBC the previous night.

### 2.1.6 Operational Instructions

1. Run the Data Change Request (DCR) to insert into SYS\_TRANSACT records from recommendation 1a and 1b for January 2020. These records will have a run type code of 'All Programs'.
2. Run the driving query for 2020 State Minimum Wage from CA-206224/CIV-103088.
3. Run Batch EDBC.  
*Operational Note: The Order of the steps mentioned above matters. Allow each step to complete before moving to the next step.*
4. **C-IV only:** Run Batch job PBXXP298 after SSA COLA to release the NOAs from 'Batch Hold' status to be printed and mailed the same night.

### 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	ACWDL 19-24	 ACWDL 19-24.pdf
2	Eligibility	ACIN No. I-67-19 Social Security Administration Cost of Living Adjustment – Effective January 01, 2020	 ACIN I-67_19.pdf
3	Enclosures	Enclosure 1 2020 SSI-SSP Payment Standards	 Enclosure 1 2020 SSI-SSP Payment Sta
4	Enclosures	Enclosure 2 The 2020 In-Kind Support and Maintenance Values for Computing	 Enclosure 2 The 2020 In-Kind Suppo
5	Enclosures	Enclosure 3 The 2020 Resource Limit for both Medi-Cal and Pickle Cases	 Enclosure 3 The 2020 Resource Limit
6	Enclosures	Enclosure 4 The 2019 Pickle Disregard Computation Chart	 Enclosure 4 The 2019 Pickle Disregar
7	Eligibility	Draft 2020 Medicare Premium Part B	 Draft 2020 Medicare Premium P

## 4 REQUIREMENTS

---

### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.2	The LRS shall include an automated method for implementing mass updates triggered by policy changes or mass participant financial changes, including Social Security or Veterans benefits cost of living adjustments (COLAs).	A data change will be implemented to update the income record and Medicare Part B record of a targeted population.
2.16.4.4	The LRS shall include the ability to process a mass update that involves the development of new policy in response to changes in federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	A data change will be implemented to update the income record and Medicare Part B record of a targeted population.

## 5 OUTREACH

---

### 5.1 Lists

Generate lists to aid the counties after batch EDBC completes.

All lists will have the standard list columns to display on the listings.

**Standard Columns:**

- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name

- Worker

1. **List Name:** Cases with Program Closed by Batch  
**List Criteria:** Cases where this Batch EDBC process closed a program.  
**Additional Column(s):** Program Type, Program Closure Reason  
**County Action:** These are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close households, review these cases to verify the closure was accurate.
2. **List Name:** Cases with Person Closed by Batch  
**List Criteria:** Cases where this Batch EDBC process with Active program and closed person.  
**Additional Column(s):** CIN#, Program Type, Person Closure Reason  
**County Action:** These are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close persons, review these cases to verify the closure was accurate.
3. **List Name:** Cases with Read-Only EDBCs by Batch  
**List Criteria:** Cases where this Batch EDBC resulted in a Read-Only EDBC.  
**Additional Column(s):** Program Type, Read-Only Reason  
**County Action:** Since Batch EDBC could not automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable.
4. **List Name:** Medi-Cal Cases with FPL \$1 under Limit  
**List Criteria:** Cases which have a passed Medi-Cal FPL program with a person receiving SSA, and have a net income that is one dollar under the limit.  
**County Action:** These cases could have passed the FPL program in error due to rounding in the 'Back out' process. Counties can use this list to verify that the income test results are correct, and take action if needed.
5. **List Name:** Cases Skipped by Batch  
**List Criteria:** Cases skipped in the Batch EDBC run.  
**Additional Column(s):** Program Type, Skip Reason  
**County Action:** Since Batch EDBC did not automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable.

The lists will be posted on December 16<sup>th</sup> after the Batch EDBC process is completed to the following locations:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2019>CA-210439
C-IV	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2019>CIV-105046



## 6 APPENDIX

---

1. **The Systems:** "The Systems" refers to both CalSAWS and C-IV Systems.  
For instance, if the document mentions the below:

- The Systems must add ....

That implies:

- Both CalSAWS and C-IV must add ....

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-211697 | CIV-105596

ACL 19-50 FNS 209 and FNS 209 Line 3b Backup  
Report Enhancement

<b>CalSAWS</b>	<b>DOCUMENT APPROVAL HISTORY</b>	
	Prepared By	Esequiel Herrera-Ortiz
	Reviewed By	Justin Dobbs

<b>DATE</b>	<b>DOCUMENT VERSION</b>	<b>REVISION DESCRIPTION</b>	<b>AUTHOR</b>
11/12/2019	1.0	Initial Revision	Esequiel Herrera-Ortiz
12/16/2019	1.1	Updated the technical notes on section 2.1.3 and 2.2.3 to remove lines that were incorrectly identified as having been impacted by this SCR.	Esequiel Herera-Ortiz

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# 1 OVERVIEW

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With this design the FNS 209 and the FNS 209 Line 3b Backup Report will be updated to exclude CalFresh recovery accounts that have not been established due to being set to 'Discharged' status then later set to 'Void'.

## 1.1 Current Design

With SCR CA-208685 CIV-104217 a new CalFresh recovery account status of 'Discharged' will be introduced to system per state instructions outlined in ACL 19-50. In the same SCR the FNS 209 will be updated to exclude recovery accounts in 'Discharged' status per ACL 19-50 instruction. It is the case that a recovery account in 'Discharged' status can then be set to 'Void'. If a recovery account goes from 'Discharged' status at the beginning of a reporting quarter to 'Void' in the current quarter, the recovery account will incorrectly appear on the FNS 209 and the FNS 209 Line 3b Backup Report.

## 1.2 Requests

1. Update the FNS 209 and the FNS 209 Line 3b Backup Report to exclude recovery accounts that go from 'Discharged' status to 'Void' status.

## 1.3 Overview of Recommendations

1. Update the FNS 209 report to exclude recovery accounts that go from 'Discharged' status to 'Void'.
2. Update the FNS 209 Line 3b Backup Report to exclude recovery accounts that go from 'Discharged' status to 'Void' and the related posted 'Void' transaction.

## 1.4 Assumptions

1. A recovery account that was ever in 'Discharged' status can only be set to 'Void' and no later status change can be made.
2. A recovery account that was ever in 'Discharged' status cannot have a cash or non-cash transactions posted to it.
3. A Recovery account that was in 'Discharged' status that was later set to 'Void' will have a zero balance.

## 2 RECOMMENDATIONS

The FNS 209 and the FNS 209 Line 3b Backup Report will be updated to exclude recovery accounts that go from 'Discharged' to 'Void'.

### 2.1 FNS 209

#### 2.1.1 Overview

The FNS 209 will be updated to exclude recovery accounts that go from 'Discharged' status at the beginning of the reporting quarter to 'Void' at the end of the reporting quarter. By current functionality, the FNS 209 will correctly exclude recovery accounts that go from a pending status at the beginning of the reporting quarter to 'Discharged' to 'Void' by the end of the same report quarter.

#### 2.1.2 FNS 209 Screenshot

U.S. DEPARTMENT OF AGRICULTURE FOOD AND NUTRITION SERVICE STATUS OF CLAIMS AGAINST HOUSEHOLDS				1a. State Name Riverside		2a. Quarter Covered Second	
				1b. State Code 33		2b. Fiscal Year 2055	
Claims Summary	Intentional Program Violation		Inadvertent Household Error		State Agency Administrative Error		
	Number	Amount	Number	Amount	Number	Amount	
3a. Beginning Balance	0	\$0.00	0	\$0.00	0	\$0.00	
b. Balance Adjustments (+) or (-)	0	\$0.00	0	\$0.00	0	\$0.00	
4. Newly Established	0	\$0.00	0	\$0.00	0	\$0.00	
5. Transfer (+) or (-) (See Instructions)	0	\$0.00	0	\$0.00	0	\$0.00	
6. Refunds (20a+20b)		\$0.00		\$0.00		\$0.00	
7. Total (3a+3b+4+5+6)	0	\$0.00	0	\$0.00	0	\$0.00	
8. Closed	0	\$0.00	0	\$0.00	0	\$0.00	
9. Terminated	0	\$0.00	0	\$0.00	0	\$0.00	
10. Compromised		\$0.00		\$0.00		\$0.00	
11a. Collection (18a)		\$0.00		\$0.00		\$0.00	
b. Collection Adj. (18b+18c)		\$0.00		\$0.00		\$0.00	
12. Total (See Instructions)	0	\$0.00	0	\$0.00	0	\$0.00	
13. Ending Balance (7 Less 12)	0	\$0.00	0	\$0.00	0	\$0.00	
<b>COLLECTION SUMMARY</b>							
14. Cash, Check, M.O.		\$0.00		\$0.00		\$0.00	
15. Food Stamps		\$0.00		\$0.00		\$0.00	
16. Recoupment		\$0.00		\$0.00		\$0.00	
17. Offset		\$0.00		\$0.00		\$0.00	
18a. Total (14+15+16+17)		\$0.00		\$0.00		\$0.00	
b. Cash Adj. (+) or (-)		\$0.00		\$0.00		\$0.00	
c. Non-Cash Adj. (+) or (-)		\$0.00		\$0.00		\$0.00	
19. Transfers (+) or (-) (See Instructions)		\$0.00		\$0.00		\$0.00	
20a. Cash Refunds		\$0.00		\$0.00		\$0.00	
b. Non-Cash Refunds		\$0.00		\$0.00		\$0.00	
21. Total (18a+18b+18c+19-20a-20b)		\$0.00		\$0.00		\$0.00	
22. Retention Amount (See Instructions)							
23. Net Cash Collection (14+18b-20a)							
24. Total SA Retention (22a+22b)							
25. Local Adj. (+) or (-) (23-24)							
26. Reimbursements Due FNS (See Inst.)							
27. Billing Adjustments (See Instructions)							
28. Total Letter Of Credit Adjustments (25+26-27)							
I certify that the above information is true and correct to the best of my knowledge.							
30. Date	31. Title			32. Signature			

Figure 2.1.2 – FNS 209

Note: There are no changes being made to the template, this figure is strictly for reference.

### 2.1.3 Description of Change

1. Update the FNS 209 to not include recovery accounts that go from 'Discharged' status to 'Void'.

**Technical Note** – The below listed report sections have been identified as being impacted by this request. Without changes to the report logic, recovery accounts that go from 'Discharged' status at the beginning of the reporting quarter to 'Void' at the end of the quarter will appear on the following lines:

- Summary Sheet (Sheet1)
  - Line 3a Number and Amount Totals for SAE and IHE
  - Line 3b Number and Amount Totals for SAE and IHE

Please see Appendix item #1 for examples.

### 2.1.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: State**

### 2.1.5 Counties Impacted


The changes outlined in this design will impact all counties.

## 2.2 FNS 209 Line 3b Backup Report

### 2.2.1 Overview

The FNS 209 Line 3b Backup Report will be updated to exclude recovery accounts that go from 'Discharged' status at the beginning of the reporting quarter to 'Void' at end of the reporting quarter.

## 2.2.2 FNS 209 Line 3b Backup Report Screenshot

 <b>FNS 209 Line 3b Backup Report</b>							
Riverside							
Run Date: 11/13/2019 05:03 pm							
Date: 01/2055							
Table of Contents	Summary						
	Intentional Program Violation		Inadvertent Household Error		State Agency Administrative Error		
	Number	Amount	Number	Amount	Number	Amount	
<a href="#">3b - Overpayments Added to Carried Forward Recovery Accounts</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Cause Code Changes</a>	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
<a href="#">3b - Recovery Account Reactivations</a>	0		0		0		
<a href="#">3b - Inter County Transfer In</a>	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
<a href="#">3b - Inter County Transfer Out - Claims</a>	0		0		0		
<a href="#">3b - Inter County Transfer Out - Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Inter County Transfer Out - Back Out Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Reactivated Void Account Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Other Agency and Courtesy Collections Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Prior Collection Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Prior Quarter Voids</a>	0		0		0		
<a href="#">3b - Newly Established Void and Terminated Accounts with Ending Balance</a>	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
<a href="#">3b - Void Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Written Off Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - ICT IN From Another County Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Transfer to General Fund Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Expungement Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Prior Quarter Non Tracked Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<a href="#">3b - Misc. Transactions</a>		\$0.00		\$0.00		\$0.00	\$0.00
<b>Totals:</b>	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00

**Figure 2.2.2 – FNS 209 Line 3b Backup Report**

**Note:** There are no changes being made to the template, this figure is strictly for reference.

## 2.2.3 Description of Change

1. Update the FNS 209 Line 3b Backup Report to not include recovery accounts that go from 'Discharged' status to 'Void'. Also update the report to exclude the 'Void' transactions posted to the 'Discharged' recovery account that made it 'Void'.

**Technical Note –** The below listed report sections have been identified as being impacted by this request. Without changes to the report logic, recovery accounts that go from 'Discharged' status at the beginning of the reporting quarter to 'Void' at the end of the quarter will appear on the following lines:

- Table of Contents
  - 3b - Prior Quarter Voids Number and Amount Totals for SAE and IHE.
  - 3b – Void Transactions Number and Amount Totals for SAE and IHE.
- 3b – Prior Quarter Voids detail sheet
- 3b – Void Transactions detail sheet

Please see Appendix item #1 for examples.



#### **2.2.4 Report Location**


- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

#### **2.2.5 Counties Impacted**

The changes outlined in this design will impact all counties.

### 3 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	Reports	ACL 19-50	 ACL 19-50 (1).pdf

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.1.11	The LRS shall support all reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures, including statistical, operational, workload, and fiscal reports.	The ACIN mandating these changes is state policy. This SCR will support the state policy.

### 4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
NA			

## 5 MIGRATION IMPACTS

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SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?
NA					

## 6 OUTREACH

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1	NA

## 7 APPENDIX

### 1. Example Case Scenarios

Recovery Account	Prior Quarter		Current Quarter	
	Beginning 04/01/19 12AM	End 06/30/19 11:59PM	Beginning 07/01/19 12AM	End 09/30/19 11:59 PM
1		Pending	Pending	Discharged
2		Pending	Pending	Void (Was Discharged Previously)
3	Discharged	Discharged	Discharged	Void

1. The recovery account was created and pending in the prior quarter and was 'Discharged' in the current reporting quarter. This recovery account will not appear on the report by the changes implemented with SCR CA-208685 CIV-104217 which excluded 'Discharged' recovery accounts from the FNS 209.
2. The recovery account was created and pending last quarter, which means it is pending at the beginning of the current quarter and is set to 'Discharged' sometime in the current quarter. The FNS 209 is already set up to treat this scenario as a same quarter void recovery account and will exclude it from the FNS 209. This is the correct functionality and no code change is required.
3. The recovery account is 'Discharged' in the prior quarter, which means it is 'Discharged' at the beginning of the current quarter and sometime within the current quarter is set to 'Void' status. This recovery account should not appear on the FNS 209 or the FNS 209 Line 3b Backup with the changes outlined in this SCR.