# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-200253 | DDID 1967 | DDCR 4005

Add Optimistic Lock Logic to Program Application Pages

| | **DOCUMENT APPROVAL HISTORY** | |
|---|---|---|
| CalSAWS | Prepared By | Erika Kusnadi-Cerezo |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 02.24.2020 | 1.0 | Initial | Erika Kusnadi-Cerezo |
| 05.04.2020 | 2.0 | Update the recommendation section so it's more specific by what browser functionality mean that will trigger the optimistic lock | Erika Kusnadi-Cerezo |
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# 1 OVERVIEW

## 1.1 Current Design

Currently in the C-IV system the Optimistic Lock logic is in place to prevent a user from resubmitting the same request that was already submitted using the browser functionality to the Program Application pages. This specific Optimistic Lock logic does not currently exist in LRS/CalSAWS.

## 1.2 Requests

Per DDCR 4005, update LRS/CalSAWS to add Optimistic Lock logic to the Program Application pages in order to prevent users from resubmitting the same request that was already submitted using the browser functionality.

## 1.3 Overview of Recommendations

Add an Optimistic Lock logic to display an Optimistic Lock message when users try to resubmit the same request for the Program Application pages (New/Reapplication Detail, Program Person Detail, Rescind Detail, and Administrative Role Detail) by navigating to the page by using browser functionality instead of supported navigation.

## 1.4 Assumptions

1. Existing Optimistic Lock logic that is currently existing in LRS/CalSAWS will not be impacted.
2. Existing Case Lock logic that is currently existing in the Program Application pages will not be impacted.

# 2 RECOMMENDATIONS

## 2.1 Optimistic Lock Logic Message

### 2.1.1 Overview

Optimistic Lock logic will be added to the Program Application pages so that an Optimistic Lock Error message will be displayed when the user resubmits the same request that was already submitted by navigating to the page by using browser functionality instead of supported navigation.

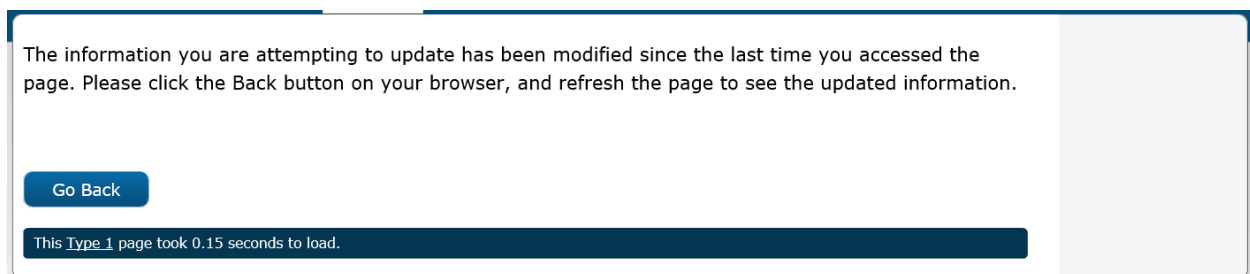### 2.1.2 Optimistic Lock Logic Error Message Mockup



The information you are attempting to update has been modified since the last time you accessed the page. Please click the Back button on your browser, and refresh the page to see the updated information.

Go Back

This Type 1 page took 0.15 seconds to load.

**Figure 2.1.1 – Optimistic Lock Logic Error Message Mockup**

### 2.1.3 Description of Changes

1. Add Optimistic Lock logic, so that an Optimistic Lock Error message will display when the user resubmits the same request that was already submitted by navigating to the page by using browser functionality instead of supported navigation.
   a. Optimistic Lock logic will be added to the following Program Application pages:
      i. New/Reapplication Detail
      ii. Program Person Detail
      iii. Rescind Detail
      iv. Administrative Role Detail
   b. When a user resubmits the same request that was already submitted by navigating to the page by using browser functionality instead of supported navigation the system will not save the same information again, but instead display an Optimistic Lock Error Message as shown on Figure 2.1.1. (Example: User is edited the 'Begin Month' field to '04/2020' on the Administrative Role Detail page and then click 'Save and Return'. The user then click the back button on the browser to go back to the 'Administrative Role Detail' page and click the 'Save and Return' button again with the 'Begin Month' field set to '04/2020'. The Optimistic Lock Error message should display at this point since the user tried to resubmit the same request again on the 'Administrative Role Detail page'

with the same information and the user navigated to the same page 'Administrative Role Detail'page by using a browser functionality).

  i. Optimistic Lock Error Message:
     "The information you are attempting to update has been modified since the last time you accessed the page. Please click the Back button on your browser, and refresh the page to see the updated information."

  ii. When the user clicks the "Go Back" button it will navigate the user to the previous page they were on prior to getting the error message.
     Note: The Optimistic Lock Error message that will display is the same message that already exists in LRS/CalSAWS.

### 2.1.4 Page Location

New/Reapplication Detail (for adding a new program)

- **Global: Eligibility**
- **Local: Case Summary**
- **Task: New Program**

New/Reapplication Detail (for reapplications)

- **Global: Case Info**
- **Local: Case Summary**
- **Task: Case Summary -> View Details -> Edit -> Reapply on the Program Persons block**

Program Person Detail

- **Global: Case Info**
- **Local: Case Summary**
- **Task: Case Summary -> View Details -> Edit -> Edit on the Program Persons block**

Rescind Detail

- **Global: Case Info**
- **Local: Case Summary**
- **Task: Case Summary -> View Details -> Edit -> Rescind on the Program Persons block**

Administrative Role Detail

- **Global: Case Info**
- **Local: Case Summary**
- **Task: Case Summary -> View Details -> Edit -> 'Edit' or 'Add' on the Administrative Roles block**

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.

The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.

As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.

- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | Optimistic Lock Logic will be added to the Program Application pages in the LRS/CalSAWS system to prevent a user from resubmitting the same request that was already submitted using browser functionality. The system will not save the same information in the database since it will display an Optimistic Lock Error message instead. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-200341 | DDID 1967

Update Application Opened in Error
Reassociations

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Yale Yee |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 02/06/2019 | 1.0 | Initial Document | Yale Yee |
| 5/26/2020 | 1.1 | Updated minor changes per QA review comments | Yale Yee |
| 6/25/2020 | 1.2 | Added a Content Revision to address C-IV SIR 100630 and C-IV SIR 104222 in a Recommendation | Yale Yee |
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# 1 OVERVIEW

A status reason of 'Application Opened in Error' is used to close an application that was created in error.

## 1.1 Current Design

When a status reason of 'Application Opened in Error' is used, all status records from the benefit month onward are re-associated to a prior application, if a prior application is available.

Applications that are not associated to any statuses can be processed through Negative Action EDBC with a reason of 'Application Opened in Error'. When this happens, the system performs a re-association of status records to a prior application. This occurs with Transitional CalFresh (TCF) and County Medical Services Program (CMSP) reapplications.

## 1.2 Requests

All status records associated to an application, closed for 'Application Opened in Error', will be re-associated to a prior application.

For example, a user denies an application, rescinds the application for the reason '2nd Month Ineligible', then closes it again for 'Application Opened in Error'. In this scenario, the first two months of the application would not be re-associated to a prior application.

Note: The example assumes a prior application exists. Refer to the Appendix section for an example scenario.

Applications that are not associated to any statuses, processed through Negative Action EDBC with a reason of 'Application Opened in Error', will not be re-associated to a prior application.

## 1.3 Overview of Recommendations

1. Reassociate all status records that are tied to an application that is closed for 'Application Opened in Error'.
2. When applications are closed for 'Application Opened in Error', and are not associated to any statuses, close the application without performing a re-association.

## 1.4 Assumptions

1. A mass Data Change Request (DCR) will not be performed.

# 2 RECOMMENDATIONS

The EDBC logic for 'Application Opened in Error' status reason will be updated.

## 2.1 Update EDBC Logic for Application Opened in Error Status Reason

### 2.1.1 Overview

The EDBC logic for 'Application Opened in Error' status reason will be updated.

### 2.1.2 Description of Changes

1. During EDBC Save & Continue, when the status reason 'Application Opened in Error' has been selected:
   a. Update all status records tied to the application that is closed for 'Application Opened in Error' so that:
      i. The status record is linked to a prior application.
         1. This assumes a prior application exists.
      ii. The status and status reason of the status record are set to the closure status and status reason of the prior application.

   Note: The user can select the status of 'Application Opened in Error' when performing a Negative Action or the user can override the EDBC and select the status of 'Application Opened in Error'.

2. When applications are closed for 'Application Opened in Error', and are not associated to any statuses, close the application without attempting to perform a re-association.

   Note: An application that is not associated to any program status only occurs when a TCF recertification is logged, or a CMSP reapplication is logged for a case with ongoing aid.

### 2.1.3 Programs Impacted

All EDBC Programs except General Assistance/General Relief and Nutrition Benefit.

### 2.1.4 Performance Impacts

N/A

## 2.2 C-IV SIR 100630 Solution - Incorrect Application Opened in Error Reassociation

### 2.2.1 Overview

An application closed for 'Application Opened in Error' can be linked to the wrong application when there exists an application that has an event closure status of 'Restoration of Aid Waiver Denied'.

Below are steps to create an example scenario:

1. Create a CF case, approve for the BDA, and then discontinue the application for the next month.

2. Reapply the CF case for the next month, approve for the BDA, and then discontinue the new application for the next month.

3. Rescind the 2nd application for Restoration of Aid Waiver and then run negative action to close the application.

4. Reapply the CF case for the next month and then run negative action to close the application for 'Application Opened in Error'.

### 2.2.2 Description of Changes

1. Status records tied to the application closed for 'Application Opened in Error' will have the following:
   a. The status record linked to the prior application.
   b. The status and status reason of the status record are set to the closure status and status reason of the prior application.

### 2.2.3 Programs Impacted

CalFresh, CalWORKs

### 2.2.4 Performance Impacts

N/A

## 2.3 C-IV SIR 104222 Solution - UEID for App Opened in Error with 2 applications closed at the same time

### 2.3.1 Overview

When two prior applications are closed on the same day and the current application is closed for Application Opened in Error, the Save and Continue logic will throw a UEID.

Below are steps to create an example scenario:

1. Create a TCF program

2. Recertify the TCF program and deny the recertification application.

3. Reapply the CF program and run Negative Action with a reason of Application Opened in Error and save the EDBC results.

### 2.3.2 Description of Changes

1. Update the reassociation logic to use the latest program application when there exist two program applications for the same closing event.

### 2.3.3 Programs Impacted

CalFresh

### 2.3.4 Performance Impacts

N/A

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | All status records that are tied to an application that is closed for 'Application Opened in Error' are reassociated.<br><br>When applications are closed for 'Application Opened in Error', and are not associated to any statuses, the application is closed without performing a re-association. |

# 4 APPENDIX

# Example Scenario 1:

Application #1 has a Beginning Date of Aid (BDA) of 01/01/2017 and was approved for the BDA. Then, application #1 was discontinued for 02/01/2017.

| Program Type: | Application Date: | | App #: |
|---|---|---|---|
| CalFresh | 01/01/2017 | | 1 |

| Event Date | Event Type | Reason | Effective Date | Updated By |
|---|---|---|---|---|
| 11/01/2017 | Discontinued | Written Withdrawal | 02/01/2017 | 272868 |
| 11/01/2017 | Approved | | 01/01/2017 | 272868 |
| 11/01/2017 | Pended | | 01/01/2017 | 272868 |

Application #2 has a BDA of 03/01/2017 and was denied for the BDA.

| Program Type: | Application Date: | | App #: |
|---|---|---|---|
| CalFresh | 03/01/2017 | | 2 |

| Event Date | Event Type | Reason | Effective Date | Updated By |
|---|---|---|---|---|
| 11/01/2017 | Denied | Written Withdrawal | 03/01/2017 | 272868 |
| 11/01/2017 | Pended | | 03/01/2017 | 272868 |

The statuses for 01/2017 to 02/2017 are linked to application #1, and the status for 03/2017 to high date is linked to application #2.

## Program Detail History

| App # | Program Type | Status | Status Reason | Begin Month | End Month |
|---|---|---|---|---|---|
| 2 | Regular | Denied | Written Withdrawal | 03/2017 | |
| 1 | Regular | Discontinued | Written Withdrawal | 02/2017 | 02/2017 |
| 1 | Regular | Active | | 01/2017 | 01/2017 |

| Program Type: | Application Date: | App #: |
|---|---|---|
| CalFresh | 03/01/2017 | 2 |

| Event Date | Event Type | Reason | Effective Date | Updated By |
|---|---|---|---|---|
| 11/01/2017 | Denied | Application Opened in Error | 05/01/2017 | 272868 |
| 11/01/2017 | Denial Rescinded | 2nd Month Ineligible | 05/01/2017 | 272868 |
| 11/01/2017 | Denied | Written Withdrawal | 03/01/2017 | 272868 |
| 11/01/2017 | Pended | | 03/01/2017 | 272868 |

## Previous Design:

The status for 03/2017 to 04/2017 is linked to application #2.

| App # | Program Type | Status | Status Reason | Begin Month | End Month |
|-------|-------------|--------|---------------|-------------|-----------|
| 1 | Regular | Discontinued | Written Withdrawal | 05/2017 | |
| (2) | Regular | Denied | Written Withdrawal | 03/2017 | 04/2017 |
| 1 | Regular | Discontinued | Written Withdrawal | 02/2017 | 02/2017 |
| 1 | Regular | Active | | 01/2017 | 01/2017 |

## After Implementation of CA-200341:

The status for 03/2017 to 04/2017 is linked to application #1.

| App # | Program Type | Status | Status Reason | Begin Month | End Month |
|-------|-------------|--------|---------------|-------------|-----------|
| 1 | Regular | Discontinued | Written Withdrawal | 05/2017 | |
| (1) | Regular | Denied | Written Withdrawal | 03/2017 | 04/2017 |
| 1 | Regular | Discontinued | Written Withdrawal | 02/2017 | 02/2017 |
| 1 | Regular | Active | | 01/2017 | 01/2017 |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

DDID 1967 | CA-200424

Children of Foster Care or Kin-GAP Recipients
Eligibility to CalWORKs Benefits

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Yale Yee |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 01/29/2020 | 1.0 | Initial Document | Yale Yee |
| 5/26/2020 | 1.1 | Updated minor changes per QA review comments | Yale Yee |
| 06/02/2020 | 1.2 | Updated to add new action fragment for partial approval. | Rainier Dela Cruz |
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# 1 OVERVIEW

Per MPP 82-832.1(a), a person excluded in CalWORKs (CW) is a child living with his/her minor or non-minor dependent parent who is receiving AFDC-FC or Kin-GAP (KG).

## 1.1 Current Design

A child of a Foster Care (FC) recipient is determined to be eligible to CW unless they are active on a FC program. Similarly, a child of a KG recipient is determined to be eligible to CW unless they are active on a KG program.

## 1.2 Requests

A child of a FC or KG recipient will be determined to be ineligible to CW benefits.

## 1.3 Overview of Recommendations

A child who lives with their FC or KG recipient parent will be denied or discontinued from CW with the following reasons: Child of Foster Care recipient or Child of Kin-GAP recipient. When a child of a FC or KG recipient is denied or discontinued with either reason, EDBC may auto-test the child of a FC or KG recipient for Medi-Cal. A CalWORKs Notice of Action (NOA) will also generate to inform the CalWORKs recipient the child of a FC or KG recipient was denied or discontinued.

## 1.4 Assumptions

N/A

# 2  RECOMMENDATIONS

## 2.1  Add new status reasons and update EDBC logic

### 2.1.1  Overview

Two new status reasons will be added and EDBC logic will be updated.

### 2.1.2  Description of Changes

1. Add the following status reasons for the CW program:
   a. Child of Foster Care Recipient
   b. Child of Kin-Gap Recipient

   These status reason will be person level closures.

2. Update the EDBC logic to apply the new status reason to a person who is the child of a FC or KG recipient, and the FC or KG recipient has parental control of the child.
3. When the child of a FC or KG recipient is denied or discontinued for either reason, the child of a FC or KG recipient may be automatically tested for Medi-Cal.
   Note: Medi-Cal benefits will not be granted if the child of a FC or KG recipient is already receiving Medi-Cal benefits (including cash based Medi-Cal through FC or KG).
4. These status reasons will be available when a regular CW, Immediate Need (IN), Diversion (DV), and Refugee Cash Assistance (RCA) EDBC are overridden or when a manual EDBC is ran for these programs.

**Technical Note:**

Priority of "Child of Foster Care Recipient" status reason will be 5100.

Priority of "Child of Kin-GAP Recipient" status reason will be 5090.

### 2.1.3  Programs Impacted

CW, IN, DV, RCA

### 2.1.4  Performance Impacts

N/A

## 2.2 Correspondence: Add New Reason and Message for CalWORKs

### 2.2.1 Overview

This section will cover the necessary changes to add a new reason and message fragment that will generate on a CalWORKs denial, benefit change or discontinuance Notice of Action when a child is denied or discontinued for reason of 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

### 2.2.2 Description of Change

1. Add the new CalWORKs reason fragment that will generate on a denial, benefit change or discontinuance NOA when a child is denied or discontinued for reason of 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

   **Noa Template:** NOA 290

   **Program:** CalWORKs

   **Action Type:** Denial, Benefit Change, Discontinuance

   **Fragment Level:** Person

   **Repeatable:** Yes

   **Languages:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

   **Include NA Back 9:** Yes

   **NOA Mockups/Examples:**
   - For an example of a CalWORKs Denial NOA, please refer to **Section 3 – Supporting Documents #1.**
   - For an example of a CalWORKs Benefit Change NOA, please refer to **Section 3 – Supporting Documents #2.**
   - For an example of a CalWORKs Discontinuance NOA, please refer to **Section 3 – Supporting Documents #3.**

   **Ordering on NOA:** The new reason fragment will be after the 'Here's why' of the action fragment.

   a. Create a new CalWORKs reason fragment with the verbiage below:

| Description | Text | Formatting |
|---|---|---|
| **Static** | \<Person> is receiving aid from the \<ProgramType> Program. | Arial Font Size 10 |

b. Add generation logic for the new fragment. Generate the fragment on a CalWORKs denial, benefit change or discontinuance NOA when all the following is true:
   a. The program is CalWORKs.
   b. The status of the child is 'Denied' or 'Discontinued'.
   c. The status reason applied to the child is either 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

c. Add population logic for the new fragment. The fragment will be populated as follows:

| Variable | Description | Population |
|---|---|---|
| **Person** | The name of the person. | This variable will be populated with the name of the child who is denied or discontinued for 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'. |
| **ProgramType** | The name of the program. | This variable will be populated with the name of the program. If the child is denied or discontinued for 'Child of Foster Care Recipient', the variable will populate with 'Foster Care'. If the child is denied or discontinued for 'Child of Kin-GAP Recipient', the variable will populate with 'Kin-GAP'. |

d. The following are the action and message details for the Child of Foster Care Recipient/ Child of Kin-GAP Recipient NOA:

| NOA | Action Fragment | Message Fragment |
|---|---|---|
| **Denial** | CW_DN_ACTION1 (4015) | The new message fragment defined in **Section 2.2.2.2** |
| **Benefit Change** | CW_CH_ACTION1 (4032) | The new message fragment defined in **Section 2.2.2.2** |
| **Discontinuance** | CW_TN_ACTION4 (4026) | The new message fragment defined in **Section 2.2.2.2** |

2. Add new CalWORKs message fragment that will generate on a denial, benefit change or discontinuance NOA when a person is denied or

discontinued for reason of 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

**Noa Template:** NOA 290

**Program:** CalWORKs

**Action Type:** Denial, Benefit Change, Discontinuance

**Fragment Level:** Program

**Repeatable:** No

**Languages:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

**NOA Mockups/Examples:**
- For an example of a CalWORKs Denial NOA, please refer to **Section 3 – Supporting Documents #1.**
- For an example of a CalWORKs Benefit Change NOA, please refer to **Section 3 – Supporting Documents #2.**
- For an example of a CalWORKs Discontinuance NOA, please refer to **Section 3 – Supporting Documents #3.**

**Ordering on NOA:** The new message fragment will be after the reason fragment(s) on the NOA.

a. Create a new CalWORKs message fragment with the verbiage below:

| Description | Text | Formatting |
|---|---|---|
| **Static** | If evaluated for Medi-Cal Eligibility, you will get another notice about your Medi-Cal. | Arial Font Size 10 |

b. Add generation logic for the new fragment. Generate the fragment on a CalWORKs denial, benefit change or discontinuance NOA when all the following is true:
    a. The program is CalWORKs.
    b. The status of the person is 'Denied' or 'Discontinued'.
    c. The status reason applied to the person is either 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

c. Add the following regulations for the new fragment: Title 22, CCR, Section 50179.5

3. Add a new CalWORKs reason fragment that generates on a CalWORKs approval NOA. This fragment will genereate on the approval NOA when a person is denied for reason of 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient', but the household is approved for benefits.

**Noa Template:** NOA 290

**Program:** CalWORKs

**Action Type:** Approval

**Fragment Level:** Person

**Repeatable:** Yes

**Languages:** English, Spanish

**NOA Mockups/Examples:** For an example of a CalWORKs Approval NOA, please refer to **Section 3 – Supporting Documents #4.**

**Ordering on NOA:** See supporting document for ordering.

a. Create a new CalWORKs reason fragment with the verbiage below:

| Description | Text | Formatting |
|---|---|---|
| **Static** | Aid has been denied for:<br><br><Person><br><br>Here's why:<br><br><Person> is receiving aid from the <ProgramType> Program. | Arial Font Size 10 |

b. Add generation logic for the new fragment. Generate the fragment on a CalWORKs approval NOA when all the following is true:
  a. The program is CalWORKs.
  b. The program status is 'Active'
  c. The status of the child is 'Denied' or 'Discontinued'.
  d. The status reason applied to the child is either 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'.

c. Add population logic for the new fragment. The fragment will be populated as follows:

| Variable | Description | Population |
|---|---|---|
| **Person** | The name of the person. | This variable will be populated with the name of the child who is denied for 'Child of Foster Care Recipient' or 'Child of Kin-GAP Recipient'. |
| **ProgramType** | The name of the program. | This variable will be populated with the name of the |

| | | program. If the child is denied for 'Child of Foster Care Recipient', the variable will populate with 'Foster Care'. If the child is denied for 'Child of Kin-GAP Recipient', the variable will populate with 'Kin-GAP'. |
|---|---|---|

d. The following are the action and message details for the reason fragment:

| NOA | Action Fragment | Message Fragment |
|---|---|---|
| **Approval** | CW_AP_ACTION1(4031) | The new message fragment defined in **Section 2.2.2.2** |

# 3   SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|---|---|---|---|
| 1 | Client Correspondence | Denial NOA Example | CW Denial NOA Example.pdf |
| 2 | Client Correspondence | Benefit Change NOA Example | CW Benefit Change NOA Example.pdf |
| 3 | Client Correspondence | Discontinuance NOA Example | CW Discontinuance NOA Example.pdf |
| 4 | Client Correspondence | Partial Approval NOA Example | CW Partial Approval NOA Example.pdf |
| 5 | Client Correspondence | Threshold translations for new CW Reason Fragment. | RSN_FC_KG_RECIPIENT_AE.pdf<br>RSN_FC_KG_RECIPIENT_CA.pdf<br>RSN_FC_KG_RECIPIENT_CN.pdf<br>RSN_FC_KG_RECIPIENT_FI.pdf<br>RSN_FC_KG_RECIPIENT_KO.pdf<br>RSN_FC_KG_RECIPIENT_RU.pdf<br>RSN_FC_KG_RECIPIENT_SP.pdf<br>RSN_FC_KG_RECIPIENT_VI.pdf |
| 6 | Client Correspondence | Threshold translations for new CW Message Fragment. | MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_AE.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_CA.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_CN.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_FI.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_KO.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_RU.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_SP.pdf<br>MSG_ANOTHER_NOTICE_FOR_MEDI_CAL_VI.pdf |
| 7 | Client Correspondence | Spanish Translation for the new CW Reason fragment for approvals. | AP_RSN_FC_KG_RECIPIENT_SP.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | A child of a FC child is denied or discontinued from CW or KG with the following reasons: Child of Foster Care recipient or Child of Kin-GAP recipient. When a child is denied or discontinued with either reason, EDBC may auto-test the child for Medi-Cal. |

# 5  OUTREACH

Provide a list of active persons, receiving CW, who are the child of a FC or KG recipient, and the FC or KG recipient has parent control of the child.

## 5.1  Lists

A list of cases with an active person, receiving CW, who is the child of a FC or KG recipient, and the FC or KG recipient has parent control of the child.

**List Name:** Cases_With_Child_of_a_FC_or_KG_Recipient
**List Criteria:** Cases with an active person, receiving CW, who is the child of a FC or KG recipient, and the FC or KG recipient has parent control of the child.
**Standard Columns:**
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker

**Additional Column(s):**
**Frequency:** One-time

The list will be posted to the following location:

| System | Path |
|--------|------|
| CalSAWS | CalSAWS Web Portal>System Changes>SCR and SIR Lists>2020>CA-200424 |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-201313 | DDCR 3012

Apply pre-EDBC validations prior to Running EDBC

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Jasmine Chen |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 2/20/2020 | 1.0 | Initial Document | Jasmine Chen |
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# Table of Contents

# 1   OVERVIEW

## 1.1   Current Design

Prior to an Eligibility Determination and Benefit Calculation (EDBC) run, pre-EDBC validations are applied to validate if there is sufficient information to run an EDBC for a program.

For example: The 'Run EDBC', 'Manual EDBC', or 'Negative Action' tabs of the Task navigation menu currently apply their respective sets of pre-EDBC validations.

Failed validations are displayed in black text as error messages and restrict the User from running EDBC until the validations are resolved.

In certain scenarios, pre-EDBC validations are being bypassed with no error messages and causing EDBC to invalidly run.

For example: Two browser windows are open for the same case and both initially passed the pre-EDBC validations to enable the EDBC run button. The User then saves a change to the data on the 1st window that would trigger a pre-EDBC validation, preventing EDBC from running. The 2nd window (EDBC run button still enabled) allows for an invalid EDBC run, as the 2nd window did not revalidate the latest data.

## 1.2   Requests

Update LRS/CalSAWS to apply pre-EDBC validations prior to any EDBC run, to confirm that EDBC can validly run. If data is missing or has been modified since the EDBC page was last loaded, display the relevant validation messages.

## 1.3   Overview of Recommendations

The LRS/CalSAWS will apply pre-EDBC validations prior to any run of EDBC from the following pages of: 'Run EDBC', 'Manual EDBC', or 'Negative Action'.

When data has been modified since the page was last loaded which would trigger a pre-EDBC validation, display a validation message indicating information has been updated since the page was loaded.

## 1.4   Assumptions

1. Existing pre-EDBC validation messages, Optimistic Lock validation message, and EDBC rules will remain the same.

# 2   RECOMMENDATIONS

## 2.1   Apply pre-EDBC validations prior to Running EDBC

### 2.1.1   Overview

Apply pre-EDBC validations prior to running EDBC. When data has been modified since the EDBC page was last loaded which would trigger a pre-EDBC validation, display the existing Optimistic Lock validation message.

### 2.1.2   Description of Changes

1. Apply pre-EDBC validations, prior to any EDBC run (with or without verifications received) on the following pages:
   - Run EDBC
   - Create Manual EDBC
   - Negative Action Detail

   When data has been modified since the page was last loaded, any action of running EDBC will revalidate the latest data and if a validation is triggered, display the existing Optimistic Lock message on the page.

   The existing Optimistic Lock validation message is:

   The information you are attempting to update has been modified since the last time you accessed the page. Please click the Back button on your browser, and refresh the page to see the updated information.

### 2.1.3   Programs Impacted

All programs that can run EDBC.

### 2.1.4   Performance Impacts

N/A

# 3  REQUIREMENTS

## 3.1  Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | Updated LRS/CalSAWS to apply pre-EDBC validations prior to any EDBC run, to confirm that EDBC can validly run. If data is missing or has been modified since the EDBC page was last loaded, display the relevant error messages. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-201517| DDID 1967 | DDCR 5508

IEVS Case Based Abstracts

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Erika Kusnadi-Cerezo |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 02/10/2020 | 1.0 | Initial | Erika Kusnadi-Cerezo |
| 03/30/2020 | 2.0 | Added the IEVS OBIEE Dashboards updates to the Description of changes and recommendation section. | Erika Kusnadi-Cerezo |
| 05/06/2020 | 3.0 | Added to the IEVS OBIEE section that the change from 'Assigned' to 'New' value is for backend purposes for the IEVS Disposition tab. | Erika Kusnadi-Cerezo |
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# Table of Contents

# 1 OVERVIEW

## 1.1 Current Design

Currently in the C-IV system, the Workload Status dropdown on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages has the value of 'New' for abstracts that have been assigned to a worker, but no action has been taken.

In LRS/CalSAWS, the Workload Status dropdown on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages has the values of 'Assigned' and 'Backlog' for abstracts that are assigned to a worker, but no action has been taken. However, these workload statuses are more dynamic in the LRS/CalSAWS system because they differentiate when these abstracts were assigned to a worker ('Assigned' is for abstracts assigned to a worker less than 45 days for all except IFDS and IFDS-Medical only abstracts which is less than 90 days, whereas 'Backlog' is for abstracts that have been assigned to a worker longer than 45 days for all except IFDS and IFDS-Medical only abstracts which is greater than 90 days.). The County Response section becomes mandatory in the LRS/CalSAWS system when the worker enters a Disposition Status of Impact or No Impact for IFDS, IFDS-Medical Only, and PVS abstract types. The County Response section does not exist in C-IV.

## 1.2 Requests

Per DDCR 5508, update the Workload Status dropdown on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages to relabel the 'Assigned' dropdown value to 'New' and update LRS/CalSAWS to make the County Response section non-mandatory.

## 1.3 Overview of Recommendations

1. Update the Workload Status dropdown on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages to relabel the 'Assigned' value to 'New'.
2. Convert the existing data with a workload status of 'Assigned' to the value of 'New'.
3. Update the IEVS Review Dispositions and IEVS Review Case Disposition Detail pages to make the County Response section non-mandatory.
4. Update the IEVS OBIEE dashboards to relabel the Workload Status dropdown value from 'Assigned' to 'New'.

## 1.4 Assumptions

1. The Earnings Clearance and Earnings Clearance (Medical) abstract type values in the C-IV system will be converted to 'IFDS' and 'IFDS – Medical Only' in CalSAWS during the conversion process.

2. Existing logic for how IEVS Abstracts are assigned to the Workload Status will remain unchanged.
3. No downstream impact will occur with the change to make the County Response section to be non-mandatory.

# 2 RECOMMENDATIONS

The value under the Workload Status dropdown on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages will be converted from 'Assigned' to 'New'. All existing abstracts that have 'Assigned' status will also need to be converted to 'New'. Secondly, the County Response will be non-mandatory for IFDS, IFDS – Medical only and PVS abstract types when a worker enters an Impact or No Impact Disposition Status.

## 2.1 Update IEVS Workload Status values

### 2.1.1 Overview

Update the Workload Status dropdown values to convert 'Assigned' to 'New.' This update will be visible on the IEVS Abstracts Search, IEVS Assignment and IEVS Review Case Disposition Search pages.

### 2.1.2 Mockup

N/A for dropdown value changes only.

### 2.1.3 Description of Changes

1. Update the Code Table for the Workload Status value to relabel 'Assigned' to 'New' (CT_1893).

   Note: Updates to the code table will also update all existing abstracts with status of 'Assigned' to 'New'.

2. Updated value will appear in the Workload Status dropdown on the following pages:
   a. IEVS Abstracts Search
   b. IEVS Assignment
   c. IEVS Review Case Disposition Search

   Dropdown values will not be re-ordered; 'New' will appear first in the list of dropdown values.

### 2.1.4 Page Location

- **Global:** Special Unit
- **Local:** IEVS Abstracts
- **Task:**
  - IEVS Abstracts Search
  - IEVS Assignment
  - IEVS Review Case Disposition Search

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

## 2.2 IEVS Review Dispositions

### 2.2.1 Overview

The IEVS Review Dispositions page will be updated so that the County Response section will be non-mandatory for IFDS, IFDS – Medical Only and PVS abstract types when a worker sets the Disposition Status to 'Impact'. The IEVS Review Dispositions page will also be updated so that the County Response section will be non-mandatory for IFDS and IFDS – Medical Only abstract type when a worker sets the Disposition Status to 'No Impact'.

## 2.2.2 IEVS Review Dispositions Mockup



**IEVS Review Dispositions**

*- Indicates required fields

Save    Cancel

**Case Number:** *
[Select]

**Case Name:**

**Abstract Type:** *
[IFDS]

**Program:** *
[CalWORKs]

**Review Date Range** *

**Begin Date:**

**End Date:**

**ECS Process Quarter:** *

**Disposition Status:** *
[Impact]

**Review Date:**

**Disposition Closure Code:** *

**Closure Date:**

**Discrepancy:** *

**Impact to AU:** *

**OP/OI Established:**

**County Response**

**Quarter Code:**

**What program(s) was affected and what the actual/potential amount of the overpayment/overissuances or monthly share of cost increase?:**

☐ CalWorks:

☐ CalFresh:

☐ MAO:

☐ Other:

**What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:**

☐ Earnings:    ☐ DUP Aid:    ☐ SSI/SSP:

☐ Other:

**Did the IEVS match information result in case being discontinued?:**

◉ Yes    ○ No

**Comments:**

Save    Cancel

**Figure 2.2.1 – IEVS Review Dispositions with IFDS Abstract Type and Impact Disposition Status**

**IEVS Review Dispositions**

✱- Indicates required fields                              [Save]  [Cancel]

**Case Number:** ✱              **Case Name:**
[Select]

**Abstract Type:** ✱            **Program:** ✱
[IFDS          ▾]               [- Select -            ▾]

**Review Date Range** ✱

**Begin Date:**          **End Date:**          **ECS Process Quarter:** ✱
[_____]              [_____]            [_____]

**Disposition Status:** ✱                       **Review Date:**
[No Impact ▾]

**Disposition Closure Code:** ✱                 **Closure Date:**
[_____▾]

**Discrepancy:** ✱                              **Impact to AU:** ✱
[_____▾]                                      [_____▾]

**OP/OI Established:**
[____▾]

**County Response**

**FRAUD REFERRAL INITIATED**

**Date:**                                    **Next Recert/Redet Due Date:**

**NO IMPACT**

  **Case Reviewed Prior Quarter - Date of Last Review:** [_____] 📅

  ☐ **Gross Income Input Error-CW Only:**

  ☐ **Exempt Earnings:**

  ☐ **3rd Party Documentation Not Recieved:**

  ☐ **Other Reasons:**        [_____▾]

**INVALID MATCH**

  ○ **SSN Error:**

  ○ **Other:**        [_____]

**Comments:**
[_____]

                                          [Save]  [Cancel]

**Figure 2.2.2 – IEVS Review Dispositions with IFDS Abstract Type and No Impact Disposition**

**IEVS Review Dispositions**

Save    Cancel

**Case Number:** ✱
Select

**Case Name:**

**Abstract Type:** ✱
IFDS - Medical only ∨

**Program:** ✱
- Select - ∨

**Review Date Range** ✱

**Begin Date:**

**End Date:**

**ECS Process Quarter:** ✱

**Disposition Status:** ✱
Impact ∨

**Review Date:**

**Disposition Closure Code:** ✱
∨

**Closure Date:**

**Discrepancy:** ✱
∨

**Impact to AU:** ✱
∨

**OP/OI Established:**
∨

**County Response**

**Quarter Code:**

**What program(s) was affected and what the actual/potential amount of the overpayment/overissuances or monthly share of cost increase?:**

☐ CalWorks:

☐ CalFresh:

☐ MAO:

☐ Other:

**What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:**

☐ Earnings:        ☐ DUP Aid:        ☐ SSI/SSP:

☐ Other:        ∨

**Did the IEVS match information result in case being discontinued?:**

◉ Yes        ○ No

**Comments:**

Save    Cancel

**Figure 2.2.3 – IEVS Review Dispositions with IFDS-Medical only Abstract Type and Impact Disposition Status**

## IEVS Review Dispositions

*- Indicates required fields      [ Save ] [ Cancel ]

**Case Number:** *      **Case Name:**
[ Select ]

**Abstract Type:** *      **Program:** *
[ IFDS - Medical only ▾ ]      [ CalWORKs ▾ ]

**Review Date Range** *

**Begin Date:**      **End Date:**      **ECS Process Quarter:** *
[_____]      [_____]      [_____]

**Disposition Status:** *      **Review Date:**
[ No Impact ▾ ]

**Disposition Closure Code:** *      **Closure Date:**
[_____ ▾ ]

**Discrepancy:** *      **Impact to AU:** *
[_____ ▾ ]      [_____ ▾ ]

**OP/OI Established:**
[____ ▾ ]

### County Response

**FRAUD REFERRAL INITIATED**

**Date:**      **Next Recert/Redet Due Date:**

**NO IMPACT**

     **Case Reviewed Prior Quarter - Date of Last Review:** [_____] 🗓

     ☐ **Gross Income Input Error-CW Only:**

     ☐ **Exempt Earnings:**

     ☐ **3rd Party Documentation Not Recieved:**

     ☐ **Other Reasons:**    [_____ ▾ ]

**INVALID MATCH**

     ○ **SSN Error:**

     ○ **Other:**    [_____]

**Comments:**
[_____]

[ Save ] [ Cancel ]

This Type 1 page took 0.37 seconds to load.

**Figure 2.2.4 – IEVS Review Dispositions with IFDS-Medical only Abstract and No Impact Disposition Status Type**

## IEVS Review Dispositions

[ Save ]    [ Cancel ]

**Case Number: \***          **Case Name:**
[ Select ]

**Abstract Type: \***          **Program: \***
[ PVS ▾ ]          [ CalWORKs ▾ ]

**Review Date Range \***

**Begin Date:**          **End Date:**
[        ] [📅]          [        ] [📅]

**Disposition Status: \***          **Review Date:**
[ Impact ▾ ]

**Disposition Closure Code: \***          **Closure Date:**
[               ▾ ]

**Discrepancy: \***          **Impact to AU: \***
[        ▾ ]          [              ▾ ]

**OP/OI Established:**
[     ▾ ]

### County Response

**Case:**          **Run Date:**
          [        ] [📅]

**What program(s) was affected by the match information and what the amount of the grant/issuance reduction or overpayment?:**

☐ **CalWorks:**

☐ **CalFresh:**

☐ **MAO:**

☐ **Other:**

**What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:**

☐ **UI**          ☐ **DI**          ☐ **RSDI**

**Did the match information result in the case being discontinued?:**

◉ **Yes**          ○ **No**

**Was an overpayment/over issuance prevented?:**

◉ **Yes**          ○ **No**

**Comments:**
[                                                  ]

[ Save ]    [ Cancel ]

This Type 1 page took 0.38 seconds to load.

**Figure 2.2.5 – IEVS Review Dispositions with PVS Abstract Type and Impact Disposition Status**

### 2.2.3 Description of Changes

1. Update the IEVS Review Dispositions page to make the County Response section non-mandatory for IFDS, IFDS – Medical only and PVS abstract type.
   a. For IFDS, IFDS – Medical Only, and PVS Abstract Type when the worker sets the Disposition Status to 'Impact' the County Response section will display, and all the fields will be non-mandatory.
   b. For IFDS and IFDS – Medical Only Abstract Type when the worker sets the Disposition Status to 'No Impact', the 'Case Reviewed Prior Quarter – Date of Last Review' field in the County Response Section will be non-mandatory.

### 2.2.4 Page Location

- **Global:** Special Unit
- **Local:** IEVS Abstracts
- **Task:** IEVS Dispositions Search

### 2.2.5 Security Updates

N/A

### 2.2.6 Page Mapping

N/A

### 2.2.7 Page Usage/Data Volume Impacts

N/A

## 2.3 IEVS Review Case Disposition Detail

### 2.3.1 Overview

The IEVS Review Case Disposition Detail page will be updated so that the County Response section will be non-mandatory for IFDS, IFDS – Medical Only and PVS abstract types when a worker sets the Disposition Status to 'Impact'.  The IEVS Review Case Disposition Detail page will also be updated so that the County Response section will be non-mandatory for IFDS and IFDS – Medical Only abstract types when a worker sets the Disposition Status to 'No Impact'.

## 2.3.2 IEVS Review Case Disposition Detail Mockup

**IEVS Review Case Disposition Detail**

✱- Indicates required fields                                      [ Save ]  [ Cancel ]

**Case Number:** ✱                          **Case Name:**
B0KIN20                                     Case Name

**Abstract Type:** ✱                        **Review Run Date:** ✱
IFDS                                        07/01/2008

**Associated Disposition**

| ☐ | Name | Gender | DOB | Review Date | Disposition Status | Closure Date |
|---|------|--------|-----|-------------|--------------------|--------------|
| ☑ | JANE DOE | Female | 10/28/1985 | 06/26/2016 | Impact | 06/26/2016 |

**Disposition**

**Disposition Status:** ✱              **Program:** ✱
[ Impact ▾ ]                           [ - Select - ▾ ]

**Disposition Closure Code:**
[ ▾ ]

**Discrepancy:**                       **Impact to AU:**
[ ▾ ]                                  [ ▾ ]

**OP/OI Established:**
[ ▾ ]

**County Response**

**Quarter Code:**

**What program(s) was affected and what the actual/potential amount of the overpayment/overissuances or monthly share of cost increase?:**

☐ CalWorks:

☐ CalFresh:

☐ MAO:

☐ Other:

**What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:**

☐ Earnings:     ☐ DUP Aid:     ☐ SSI/SSP:

☐ Other:     [ ▾ ]

**Did the IEVS match information result in case being discontinued?:**

◉ Yes          ○ No

**Comments:**
[                                                              ]

                                        [ Save ]  [ Cancel ]

This Type 1 page took 0.46 seconds to load.

**Figure 2.3.1 – IEVS Review Case Disposition Detail with IFDS Abstract Type and Impact Disposition Status.**

## IEVS Review Case Disposition Detail

✱- Indicates required fields

[Save] [Cancel]

**Case Number:** ✱
B0KIN20

**Case Name:**
Case Name

**Abstract Type:** ✱
IFDS

**Review Run Date:** ✱
07/01/2008

### Associated Disposition

| ■ | Name | Gender | DOB | Review Date | Disposition Status | Closure Date |
|---|------|--------|-----|-------------|--------------------|--------------|
| ☑ | JANE DOE | Female | 10/28/1985 | 02/10/2020 | No Impact | 02/10/2020 |

### Disposition

**Disposition Status:** ✱
No Impact ▾

**Program:** ✱
- Select - ▾

**Disposition Closure Code:**
▾

**Discrepancy:**
▾

**Impact to AU:**
▾

**OP/OI Established:**
▾

### County Response

**FRAUD REFERRAL INITIATED**

Date:

Next Recert/Redet Due Date:

**NO IMPACT**

Case Reviewed Prior Quarter - Date of Last Review: [         ] 📅

☐ Gross Income Input Error-CW Only:

☐ Exempt Earnings:

☐ 3rd Party Documentation Not Recieved:

☐ Other Reasons:     [        ▾]

**INVALID MATCH**

○ SSN Error:

○ Other:     [        ]

Comments:
[                                    ]

[Save] [Cancel]

This Type 1 page took 0.35 seconds to load.

**Figure 2.3.2 – IEVS Review Case Disposition Detail with IFDS Abstract Type and No Impact Disposition Status.**

**IEVS Review Case Disposition Detail**

✱- Indicates required fields                                    [Save]  [Cancel]

**Case Number:** ✱                          **Case Name:**
B0KIN20                                     Case Name

**Abstract Type:** ✱                        **Review Run Date:** ✱
IFDS - Medical only                         01/01/2019

**Associated Disposition**

| ☐ | Name | Gender | DOB | Review Date | Disposition Status | Closure Date |
|---|------|--------|-----|-------------|--------------------|--------------|
| ☑ | JANE DOE | Female | 10/28/1985 | 10/29/2019 | Impact | 10/29/2019 |

**Disposition**

**Disposition Status:** ✱                    **Program:** ✱
[Impact ▾]                                  [- Select - ▾]

**Disposition Closure Code:**
[          ▾]

**Discrepancy:**                            **Impact to AU:**
[      ▾]                                    [          ▾]

**OP/OI Established:**
[   ▾]

**County Response**

**Quarter Code:**

**What program(s) was affected and what the actual/potential amount of the overpayment/overissuances or monthly share of cost increase?:**

☐ **CalWorks:**

☐ **CalFresh:**

☐ **MAO:**

☐ **Other:**

**What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:**

☐ **Earnings:**       ☐ **DUP Aid:**       ☐ **SSI/SSP:**

☐ **Other:**          [          ▾]

**Did the IEVS match information result in case being discontinued?:**

◉ **Yes**             ○ **No**

**Comments:**
[                                                    ]

[Save]  [Cancel]

This Type 1 page took 0.44 seconds to load.

**Figure 2.3.3 – IEVS Review Case Disposition Detail with IFDS – Medical only Abstract Type and Impact Disposition Status.**

**IEVS Review Case Disposition Detail**

[Save] [Cancel]

**Case Number:** ✱
B0KIN20

**Case Name:**
Case Name

**Abstract Type:** ✱
IFDS - Medical only

**Review Run Date:** ✱
01/01/2019

**Associated Disposition**

| ■ | Name | Gender | DOB | Review Date | Disposition Status | Closure Date |
|---|------|--------|-----|-------------|--------------------|--------------| 
| ☑ | JANE DOE | Female | 10/28/1985 | 10/29/2019 | No Impact | 10/29/2019 |

**Disposition**

**Disposition Status:** ✱
[No Impact ▾]

**Program:** ✱
[- Select - ▾]

**Disposition Closure Code:**
[ ▾]

**Discrepancy:**
[ ▾]

**Impact to AU:**
[ ▾]

**OP/OI Established:**
[ ▾]

**County Response**

**FRAUD REFERRAL INITIATED**

**Date:**                                     **Next Recert/Redet Due Date:**

**NO IMPACT**

Case Reviewed Prior Quarter - Date of Last Review: [        ] 📅

☐ Gross Income Input Error-CW Only:

☐ Exempt Earnings:

☐ 3rd Party Documentation Not Recieved:

☐ Other Reasons:    [           ▾]

**INVALID MATCH**

○ SSN Error:

○ Other:    [          ]

**Comments:**
[                                                              ]

[Save] [Cancel]

This Type 1 page took 0.42 seconds to load.

**Figure 2.3.4 – IEVS Review Case Disposition Detail with IFDS – Medical only Abstract Type and No Impact Disposition Status.**

**IEVS Review Case Disposition Detail**

[ Save ]  [ Cancel ]

**Case Number:** ✱
B0KIN20

**Case Name:**
Case Name

**Abstract Type:** ✱
PVS

**Review Run Date:** ✱
10/01/2018

**Associated Disposition**

| ■ | Name | Gender | DOB | Review Date | Disposition Status | Closure Date |
|---|------|--------|-----|-------------|-------------------|--------------|
| ☑ | JOHN DOE | Male | 05/17/2006 | 10/01/2018 | Impact | 10/01/2018 |
| ☑ | JANE DOE | Female | 10/28/1985 | | | |

**Disposition**

**Disposition Status:** ✱
[ Impact ▾ ]

**Program:** ✱
[ - Select - ▾ ]

**Disposition Closure Code:**
[ ▾ ]

**Discrepancy:**
[ ▾ ]

**Impact to AU:**
[ ▾ ]

**OP/OI Established:**
[ ▾ ]

**County Response**

**Case:** B0WCW20

**Run Date:**
[ 10/01/2018 ] 📅

What program(s) was affected by the match information and what the amount of the grant/issuance reduction or overpayment?:

☐ CalWorks:

☐ CalFresh:

☐ MAO:

☐ Other:

What type(s) of unreported income was the reason for the actual/potential overpayment/overissuance for monthly share of cost increase?:

☐ UI          ☐ DI          ☐ RSDI

Did the match information result in the case being discontinued?:

◉ Yes          ○ No

Was an overpayment/over issuance prevented?:

◉ Yes          ○ No

**Comments:**
[                                                        ]

[ Save ]  [ Cancel ]

This Type 1 page took 0.47 seconds to load.

**Figure 2.3.5 – IEVS Review Case Disposition Detail with PVS Abstract Type and Impact Disposition Status.**

### 2.3.3  Description of Changes

1. Update the IEVS Review Case Disposition Detail page to make the County Response section non- mandatory for IFDS, IFDS – Medical only and PVS abstract types.
   a. For IFDS, IFDS – Medical only, and PVS Abstract Type when the worker sets the Disposition Status to 'Impact' the County Response section will display, and all the fields will be non-mandatory.

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b. For IFDS and IFDS – Medical only Abstract Types, when the worker sets the Disposition Status to 'No Impact' the 'Case Reviewed Prior Quarter – Date of Last Review' field in the County Response section will be non-mandatory.

### 2.3.4 Page Location

- **Global:** Special Unit
- **Local:** IEVS Abstracts
- **Task:** IEVS Review Case Disposition Search

### 2.3.5 Security Updates

N/A

### 2.3.6 Page Mapping

N/A

### 2.3.7 Page Usage/Data Volume Impacts

N/A

## 2.4 IEVS OBIEE Dashboards

### 2.4.1 Overview

Update the IEVS OBIEE Dashboards to reflect the change in value in the Workload Status from "Assigned" to "New".

### 2.4.2 Mockup

N/A for dropdown value changes only.

### 2.4.3 Description of Changes

1. Update the IEVS Workload Status dropdown values in the IEVS OBIEE Dashboard to replace the existing "Assigned" status to "New" status. With this change the IEVS OBIEE dashboards will reflect the updated "New" status instead of "Assigned" status in the data prompts.

2. Updated value will appear in the Workload Status data prompts for the following dashboards :
   a. IEVS Received
   b. IEVS Pending
   c. IEVS Disposition

**Note:** Currently in production there is no 'Assigned' value under the IEVS Dispostion Tab that display. However, technical team will update the value 'Assigned' to 'New' for backend data.

d. Dropdown values will be in alphabetical orders.

### 2.4.4 Page Location

IEVS OBIEE Dashboards

### 2.4.5 Security Updates

N/A

### 2.4.6 Page Mapping

N/A

### 2.4.7 Page Usage/Data Volume Impacts

N/A

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | The system will be updated to display 'New' Workload Status instead of 'Assigned'. Secondly, all fields within the County Response section will no longer be required. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-201992 | DDID 1967 | DDCR 3170

Updates to Correspondence Office Types for Migration Counties

| | **DOCUMENT APPROVAL HISTORY** | |
|---|---|---|
| **CalSAWS** | Prepared By | Jasmine Chen, Rainier Dela Cruz |
| | Reviewed By | Lawrence Samy, Amy Gill, Rainier Dela Cruz |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/16/2020 | 1.0 | Initial Document | Jasmine Chen |
| 04/13/2020 | 1.1 | Added Correspondence variable names | Rainier Dela Cruz |
| 05/07/2020 | 1.2 | Updated per CA-201992 Comments Log V1.0 | Jasmine Chen |
| 05/13/2020 | 1.3 | Updated per CA-201992 Comments Log V2.0 | Jasmine Chen |
| 05/20/2020 | 1.4 | Added Section 2.4 to include updates to the hearing and legal aid addresses population on RFA 100s forms.<br>Added Note for Section 2.3.2 | Rainier Dela Cruz<br><br>Jasmine Chen |
| 05/27/2020 | 1.5 | Updated Design and Assumption 1 per CalSAWS DEL 33 Comments Log | Jasmine Chen |
| 06/29/2020 | 1.6 | Extended Assumption 3 for LA County's new office type of 'DCFS Hearing' | Jasmine Chen |
| | | | |
| | | | |

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# 1 OVERVIEW

## 1.1 Current Design

In C-IV, County administrators use the Admin's Correspondence Detail page to add and edit their own county's correspondence office information with office types such as legal aid, hearing, and collections.

In LRS/CalSAWS, Los Angeles County administrators do not add or edit office information on the Correspondence Detail online page yet can still view the information. Instead, a System Change Request (SCR) is implemented to add or update correspondence office information in the database.

As all counties are migrating into one system, users from the 57 Migration counties with the appropriate security rights will be able to maintain their own county's legal aid, hearing, and collections information from the Correspondence Detail page.

## 1.2 Requests

1. Update the Correspondence Detail page for the 57 Migration counties to display 7 correspondence office types in the Type dropdown.
2. For the 57 Migration counties, update certain Forms/NOA logic to no longer pull information from Los Angeles County-specific correspondence office types.

## 1.3 Overview of Recommendations

1. For the 57 Migration counties, update the Correspondence Detail page to include 'Child Care Resource and Referral Agency' under the Type dropdown. Exclude Los Angeles County-specific types from the dropdown to display 7 correspondence office types.
2. For the 57 Migration counties, update certain Forms/NOA logic to no longer pull information from Los Angeles County-specific correspondence office types.
3. Update the population module to dynamically populate the Hearing and Legal Aid addresses of NA Back 9 for the following Forms/NOA to be used by all counties: RFA 100A-AB 110, RFA 100A, RFA 100-AB 110, RFA 100.

## 1.4 Assumptions

1. Los Angeles County's existing correspondence Type dropdown list, Forms and NOA logic will remain the same. Los Angeles County's current processes to add correspondence records will remain the same, whether it is via administrators using the online pages or submitting a County Enhancement Request (CER).
2. When a county does not have information for a specific office type and it is needed to populate a field in a Form/NOA, the Form/NOA will still generate but that field will be blank. This does not impact the current notices generation process nor the notices printing process.

3. For the 57 Migration counties, population for the Hearing and Legal Aid offices addresses on the NA Back 9 will be handled by CA-213557 (DDID 1065). This SCR will also introduce a new correspondence office type of 'DCFS Hearing' to be displayed only for Los Angeles County.

# 2 RECOMMENDATIONS

## 2.1 Correspondence Detail

### 2.1.1 Overview
For the 57 Migration counties, update the Correspondence Detail page to add 'Child Care Resource and Referral Agency' under the Type dropdown. For the 57 Migration counties, exclude Los Angeles County-specific types from the dropdown to display 7 correspondence office types.

### 2.1.2 Mockup
N/A - Added value in dropdown only

### 2.1.3 Description of Changes
1. For the 57 Migration counties (not Los Angeles), add to the Type dropdown the option of: 'Child Care Resource and Referral Agency'.
2. When logged into one of 57 Migration counties, exclude Los Angeles County-specific correspondence office types from the Type dropdown.

   For the 57 Migration counties, display the Type dropdown list in alphabetical order:
   1. CCWRO
   2. Child Care Hearing
   3. Child Care Resource and Referral Agency
   4. Collection Mail
   5. Collection Physical
   6. Hearing
   7. Legal Aid

### 2.1.4 Page Location
- **Global:** Admin Tools
- **Local:** Admin
- **Task:** Correspondence

### 2.1.5 Security Updates
N/A

### 2.1.6 Page Mapping
N/A

### 2.1.7 Page Usage/Data Volume Impacts
N/A

## 2.2 Update Correspondence using the 'Fiscal Operations Section' office type code

### 2.2.1 Overview

The LRS/CalSAWS system currently has a Los Angeles County-specific office type of Fiscal Operations Section (FO). The population logic for the following State Forms/NOA currently pulls information from this office type code: M44-352A and (WTW 11, WTW 13 for Refugee Employment Programs (REP)).

For WTW 11 and WTW 13 forms in the LRS/CalSAWS system associated to programs of Welfare-to-Work (WTW) or Cal-Learn (CL), the population logic populates with GAIN office information.

### 2.2.2 Description of Change

As the 57 Migration counties will also use these State Forms/NOA but will not have FO nor GAIN office information available, when logged into one of 57 Migration counties:

1. Update the relevant population logic that retrieves and populates information on the following State Forms/NOA, to pull information from that county's Collection Mail (CML) office type instead.

   a. M44-352A
   The following variables of the Form/NOA will populate with information to be retrieved using the CML office type code:

| Variable | Description | Population |
|---|---|---|
| **FO Name** | The office name. | The variable populates with the office name. |
| **Address Line 1** | The first line of the address. | The variable populates with the first line address. |
| **Address Line 2** | The second line of the address. | The variable populates with the second line address. |

| Variable | Description | Population |
|---|---|---|
| **Address Line 3** | The third line of the address. | The variable populates with the third line address. If there is no value for Address 2, the values in Address 3 is moved up to Address 2, and Address 3 becomes blank. |

b. WTW 11

The following variable of the form will populate with information to be retrieved using the CML office type code:

| Variable | Description | Population |
|---|---|---|
| **Cashier Address** | The office where the recipient sends their payments to. | The variable populates with the address where the recipient sends their payment to pay back the overpayment. |

c. WTW 13

The following variables of the form will populate with information to be retrieved using the CML office type code:

| Variable | Description | Population |
|---|---|---|
| **Cashier Address 1** | The first line of the address. | The variable populates with the office name. |
| **Cashier Address 2** | The second line of the address. | The variable populates with the office address. |
| **Cashier Address 3** | The third line of the address. | The variable populates with the city, state, and zip code. |

## 2.3 Update Correspondence using the 'Welfare Rights Office' office type code

### 2.3.1 Overview

The LRS/CalSAWS system currently has a Los Angeles County-specific office type of Welfare Rights Office (WR). The population logic for the following State NOAs currently pulls information from this office type code: NA 818 and NA 840.

### 2.3.2 Description of Change

As the 57 Migration counties will also use these State NOAs but will not have WR information available, when logged into one of 57 Migration counties:

1. Update the logic that retrieves and populates information on the following State NOAs, to use the CCWRO (CCW) office type code instead of WR.

    a. NA 818
    b. NA 840
       The NA 818 and NA 840 have the following variable and it will populate with information to be retrieved using the CCW office type code:

| Variable | Description | Population |
|---|---|---|
| **WRO Office Phone** | The office phone number. | The variable populates with the office phone number. |

Note: If a specific county does not have a CCWRO type record, use the default CCWRO address of '00' county code to populate the variable.

## 2.4 Update Correspondence using the 'Hearing Office' office type code

### 2.4.1 Overview

The existing NA Back 9 in LRS/CalSAWS included in Foster Care (FC), Kin-GAP (KG), and Adoption Assistance Program (AAP) NOAs and forms were updated to dynamically populate the Hearing and Legal Aid addresses.

The following forms contain the NA Back 9, but do not have the logic to populate the Hearing and Legal Aid addresses: RFA 100A-AB 110, RFA 100A, RFA 100-AB 110, RFA 100. Update the pre-population module of these forms to populate the Hearing and Legal Aid addresses on the NA Back 9.

## 2.4.2 Description of Change

1. Update the population logic of the following forms (to be used by all counties) to dynamically populate the Hearing and Legal Aid addresses.
    a. RFA 100A-AB 110
    b. RFA 100A
    c. RFA 100-AB 110
    d. RFA 100

| Variable | Description | Population |
|---|---|---|
| **HearingsAddress** | The address where the recipient can send the NA Back 9 to request a hearing. | This variable is populated with the hearing address retrieved from the document data table. |
| **LegalAidAddress** | The address where the recipient can get legal aid. | This variable is populated with the legal aid address retrieved from the document data table. This variable populates only for the 57 Migration Counties. For Los Angeles county, it will be blank. |

# 3 UPDATE REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | Requirement Text | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | Updated the Correspondence Detail page for the 57 Migration counties (not Los Angeles) Admin users to be able to maintain their own county's correspondence information.<br><br>For the 57 Migration counties, updated certain State Forms/NOA logic to no longer pull information from Los Angeles County-specific correspondence office types. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207140 | DDID 2191

Consolidation of Foster Care Payments

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Duke Vang, Justin Dobbs, Farhat Ulain, Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 2/6/2020 | 1.0 | Initial Revision | Duke Vang, Justin Dobbs, Farhat Ulain, Rainier Dela Cruz |
| 5/12/2020 | 1.1 | Various updates to the document based on QA review during the deliverable process | Duke Vang |
| 5/14/2020 | 1.2 | Further updates with comments from Michele Peterson | Duke Vang |
| 5/22/2020 | 1.3 | Fixed additional typos from DEL comments | Duke Vang |
| 6/3/2020 | 1.4 | Fixed additional typos from DEL comments | Duke Vang |
| | | | |
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# Table of Contents

# 1 OVERVIEW

This design outlines the changes to the CalSAWS System to consolidate Foster Care (FC) issuances and to allow the ability for the CalSAWS System to track separate fiscal expenditures for reporting purposes. For the purposes of this document, "Aid Code" will mean Aid Code and Pay Code. This design will also be applicable to Kin-GAP (KG) and Adoption Assistance Program (AAP). Note: The Approved Relative Caretaker (ARC) program is administered in CalSAWS as a FC program with ARC Aid Code.

## 1.1 Current Design

In CalSAWS, most of the Los Angeles County DCFS Child Placement data collection comes from the Child Welfare System/Case Management System (CWS/CMS) interface. Some Placement Rates (PR) from CWS/CMS may contain the Special Care Increment (SCI) rate. All Infant Supplemental Payment (ISP) and Infant Supplemental Rate Supplement (ISRS) rates come in from the CWS/CMS interface as Additional Payments (AP). The SCI rate that is combined with the PR is not separated and not displayed under the SCI line item on the EDBC budget. The "Infant Supplement – Family" and "Infant Supplement – Group Home" AP display under the Additional Rates line item on the EDBC budget. **Note:** The CWS/CMS Interface process described above only applies to LA County DCFS. The CWS/CMS interface does not apply to the other 57 counties.

Note: For the remainder of this document, "Additional Payments" or "AP" will be in reference to "Kidstep Supplement" and "County Authorized Allowance". Kidstep Supplement is a Los Angeles County DCFS rate.

Separate issuances are created for Supplemental Clothing Allowances (SCA), Incidental Payments (IP), and Emergency Stipends (ES). For FC, separate issuance records are also created for mid-month changes to a Placement Type, Rate Structure, or Aid Code. The SCI, ISP, ISRS, Education Travel Reimbursement (ETR), and AP expenditures including the PR are all combined into the FC benefit issuance. Though separate issuance records may be created for mid-month changes to Placement Type, Rate Structure, or Aid Code, eCAPS will roll up all issuance records into one warrant. Though Foster Care Funeral Costs can be issued within the CalSAWS System, Los Angeles County DCFS issues Foster Care Funeral Costs payments outside of the CalSAWS System. **Note**: eCAPS process mentioned above is only applicable to Los Angeles County. eCAPs is Los Angeles County's auditor controller process.

When claiming a FC issuance, a daily rate is calculated for the program, placement, and benefit month based on the issuance amount. All the possible Aid Code, Placement Type, and Rate Structure combinations are also determined for the same program, placement, and benefit month. The daily rate is multiplied by the number of days in each Aid Code, Placement Type, and Rate Structure combination for the program, placement, and benefit month to determine how

the FC issuance will be claimed. Claiming makes no distinction on the composition of the FC issuance's various expenditure types (SCI, ISP, ETR, AP, etc.). Similarly, Fiscal Reports that read from Claiming are unable to distinguish the expenditure types.

## 1.2 Requests

Per Design Differences ID (DDID) 2191, FC issuances need to be consolidated and the following fiscal expenditures need to be distinguished on fiscal and State reports:

- PR
- SCI
- ISP
- ETR
- ISRS
- AP

## 1.3 Overview of Recommendations

1. FC/KG/AAP EDBC will be updated to separate the SCI rate from the PR.
2. FC/KG/AAP EDBC will be updated to separate the ISP and ISRS amounts from the Additional Payment ISP data.
3. FC/KG/AAP EDBC will be updated to store the individual potential amounts of each fiscal expenditure when calculating the FC benefit issuance potential amount. The fiscal expenditures include:
   a. PR
   b. SCI
   c. ISP
   d. ETR
   e. ISRS
   f. AP
      i. Kidstep Supplement
      ii. County Authorized Allowance
4. Update the Foster Care/Kin-GAP/AAP EDBC Summary page:
   a. Update the Budget section to calculate and display the SCI amount from the PR.
   b. Update the Budget section to calculate and display the ISP amount from the AP Infant Supplemental – Family and Infant Supplemental – Group Home rates.
   c. Update the Budget section to calculate and display the ISRS amount from the AP Infant Supplemental – Family and Infant Supplemental – Group Home rates.
   d. Update the Amount Authorized Per Aid Code section to be broken down by Aid Code, Pay Code, Placement Type, and Rate Structure.
   e. Add a new Infant Supplemental Rate Supplement Detail page.
   f. Add a new Final Placement Payment Detail page.
5. Update the data mappings for the FC Approval NOAs to utilize the new Fiscal Potential Benefit tables from EDBC.

6. Update the data mappings for the FC 18 and SOC 158a to utilize the new Fiscal Potential Benefit tables from EDBC.
7. Update Fiscal History pages to display the fiscal expenditures.
8. Create a new Claiming child table (CLAIM_HIST_DETL).
9. Update FC/KG/AAP Claiming batch jobs to populate the new Claiming child table based on expenditure percentages from the latest Accepted and Saved EDBC for the same placement, program, and benefit month.
10. The following Los Angeles County Fiscal Reports will be updated:
    a. DCFS Claim Data Report
    b. DCFS LRS Daily Warrant Report
    c. Retroactive Aid Code Adjustment Report

## 1.4 Assumptions

1. Any updates to Manual EDBC will be addressed by DDID 2117.  Until DDID 2117 is implemented, Manual FC/KG/AAP EDBCs will not be populating the new child tables.  Issuances created from Manual FC/KG/AAP EDBCs will not have any Claiming Detail records when claimed.  Fiscal Reports for these issuances will not have the Claiming Details populated either.
2. There will be no data conversion to populate the new EDBC or Claiming child tables.  Viewing historical EDBC or Fiscal History records may display blank for the new values.
3. All Claiming and Claiming Adjustment updates are only applicable to FC/KG/AAP issuances authorized by EDBC.  Claiming and Claiming Adjustments for FC/KG/AAP issuances authorized by Payment Request and Recovery Account refunds will not be updated.
4. Updates to reports in CalSAWS will be done under the Oracle Business Intelligence Enterprise Edition (OBIEE) and Business Intelligence (BI) Publisher tools.
5. There will be no updates to the auditor controller files.
6. There will be no updates nor impacts to the Los Angeles County DCFS CWS/CMS interface.
7. Until the implementation of Foster Care Eligibility Determination (FCED), all counties will utilize Additional Payments for their ISP and ISRS data collection. All ISP and ISRS rates will be issued through the EDBC authorized benefit issuance.  Should the implementation of FCED get delayed, a separate migration SCR will be logged to normalize the ISP and ISRS data collection pages prior to the C-IV Migration go-live.
8. The following standard Fiscal Reports will not be updated as such changes would also impact non-Foster Care program reports. If enhancements to these reports are necessary, a subsequent enhancement will be necessary:
    a. Main Payroll Benefit Issuance Direct Deposit Register
    b. Main Payroll Benefit Issuance Warrant Register
    c. Supplemental Benefit Issuance Direct Deposit Register
    d. Supplemental Benefit Issuance Warrant Register
    e. Supplemental Benefit Manual Direct Deposit Issuance Register
    f. Supplemental Benefit Manual Warrant Issuance Register
    g. Daily Claiming Adjustment Report

9. The following DCFS Fiscal Reports will not be updated since they do not read data from Claiming or do not need to have the data mapping for the SCI, ISP, or ISRS updated:
    a. Community Treatment Facility Report
    b. Foster Care Facility – GH and FFA Report
    c. MTFC-ITFC Payment Report
    d. DCFS Child Welfare Trust (CWT) Abatement Report
    e. Out of State Facility Report
10. The following state reports will not be modified. Modifications to the logic of these reports per this enhancement will be done via DDID 1057 (CA-207388) as these reports currently only exist in C-IV System.
    a. CA 800 CCR PIA (Placement Information Addendum)
    b. CA 800 CCR RIA (Rate Information Addendum)
11. The Foster Care Integrated Reports will be updated with CA-216018.
12. Pay Codes and Fund Codes for Fiscal Expenditures will be addressed with CA-215806.
13. All SCI, ETR, ISP, ISRS, and AP rates are treated as monthly rates in EDBC and are prorated based on the actual number of days within the month. **Note: This is the observed behavior of the current functionality in the CalSAWS System.**
14. The $200 Parental Supplement Payment (PSP) Infant Supplemental Payment can be entered as an Additional Payment of County Authorized Allowance. Any PSP data collection that is entered as County Authorized Allowance will not be identified in the System and will need to be manually tracked by the county.
15. Though the "Infant Supplemental – Group Home" rate should not be paid to the KG program, the current functionality in the System does not prevent the rate from being added to a KG program.  In the event the rate is entered in for a KG program from a user or the Los Angeles County DCFS CWS/CMS interface, the logic outlined in recommendation 2.5.2 will be applied.
16. Though the ISP and ISRS rates are not paid to an AAP program, the current functionality in the System does not prevent the rate from being added to an AAP program.  In the event that the rates are entered for an AAP program from a user or the Los Angeles County DCFS CWS/CMS interface, the logic outline in recommendation 2.8.2 will be applied.

# 2 RECOMMENDATIONS

## 2.1 Foster Care EDBC

### 2.1.1 Overview

FC EDBC will be updated to separate out multiple rates from the data collection rates and store the potential benefit amounts for the PR, SCI, ISP, ISRS, ETR, and AP on the EDBC in a centralized location.

### 2.1.2 Description of Changes

1. Create a new Fiscal Potential Benefit table to store the Potential Benefits of each Fiscal Expenditure. The new table will contain at minimum the following data points:
   a. Expenditure Type: The expenditure type from recommendation 2.2.3.1
   b. Potential Benefit: The potential benefit amount of the expenditure type

   Technical Note 1: It is at the developer's discretion to add additional data points and data constraints as necessary to accommodate the functional and technical needs of this table (i.e. primary keys, foreign keys, etc.).

   Technical Note 2: These values are something the buildout logic is already calculating. The change is to store this information in a central location so it can be referenced later in the fiscal logic.

2. Update FC EDBC to calculate and store the PR and SCI potential benefit amount from the Placement Rate to the new Fiscal Potential Benefit table. The PR and SCI amount will be determined as follows:
   a. If the Placement Rate is a Level of Care rate (CCR):
      i. Determine the Standard Rate of the Placement Rate using the Facility CCR Rates lookup table (CT 536) for the effective FC Benefit Month. The Standard Rate will be stored as the PR Potential Benefit under the Fiscal Potential Benefit table.
   b. If the Placement Rate is an Age-Based Rate (Non-CCR):
      i. Determine the Standard Rate of the Placement Rate using the Foster Care Facility Rate lookup table (CT 404) for the effective FC Benefit Month. The Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.

c. If the Placement Rate is neither Level of Care nor Age-Based Rate, the Placement Rate will be the Standard Rate. The Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.

d. Subtract the Standard Rate from the Placement Rate. The difference will be the SCI Potential Benefit. The SCI Potential Benefit will be stored as the SCI under the Fiscal Potential Benefit table.

Note 1: If there is an SCI data collection under the Child Placement Detail page, the SCI Potential Benefit from step c will be added to the SCI amount from the data collection.

Note 2: If the total SCI rate is $0, that means that the Child Placement Rate is the Standard Rate and there is no SCI rate from data collection. An SCI Rate of $0 will not be stored on the Fiscal Potential Benefit table.

Note 3: If the month is prorated, the expectation is that the PR and SCI potential benefit amounts will be prorated accordingly.

Note 4: If there is a change to the PR, Aid Code, Placement Type, or Rate Structure mid-month (i.e. multiple budgets), the sum of all PRs will be stored as one entry in the Fiscal Potential Benefit table.

3. Update FC EDBC to calculate and store the ISP and ISRS potential benefit amounts from the Additional Payment Infant Supplementals to the new Fiscal Potential Benefit table. The ISP and ISRS amounts will be determined as follows:
   a. For "Infant Supplemental – Family" Additional Payment
      i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
      ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (FFH – FFA)" for the effective FC Benefit Month
   b. For "Infant Supplemental – Group Home" Additional Payment
      i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
      ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (Group Home)" for the effective FC Benefit Month

   Note 1: The amounts from the "Infant Supplemental – Family" and "Infant Supplemental – Group Home" Additional Payment data collections are not used in EDBC. The ISP and ISRS amounts will be derived from CT 335.

Note 2: If the month is prorated, the expectation is that the ISP and ISRS potential benefit amounts that are calculated will be prorated accordingly.

4.  Update Foster Care EDBC to calculate and store the potential benefit amounts of the remaining Fiscal Expenditures (ETR, Kidstep Supplemental, and County Authorized Allowance) in the Fiscal Potential Benefit table.

    Technical Note: This is something the Foster Care buildout logic is already doing.  The change is to store this information in a central location so it can be referenced later in the fiscal logic.

    Note: If the month is prorated, the expectation that all the calculated potential benefit amounts will be prorated accordingly.

### 2.1.3  Programs Impacted

Foster Care

### 2.1.4  Performance Impacts

The new EDBC child tables may impact performance during the EDBC buildout.

## 2.2  Foster Care EDBC Summary

### 2.2.1  Overview

The Foster Care EDBC Summary page will be updated to display the new ISRS line item in the budget section and link the Final Placement Payment amount to the new Final Placement Payment Detail page to display all the fiscal expenditure's Potential Benefit Amounts separated by Aid Code, Placement Type, and Rate Structure when in View mode.

### 2.2.2 Foster Care EDBC Summary Mockup

| Foster Care Budget | | Regular |
|---|---|---|
| Rate Payment | $ | 2,617.00 |
| Special Care Increment | + | 300.00 |
| Infant Supplemental Payment | + | 411.00 |
| Infant Supplemental Rate Supplement Payment | + | 489.00 |
| Additional Rate | + | 1,000.00 |
| Educational Travel Reimbursement | + | 347.00 |

**Figure 2.2.1 – Foster Care EDBC Summary Foster Care Budget**

**Authorized Amount Per Aid Code**

| Aid Code | Auth Amount | Number of Days | Rate Structure | Placement Type | Pay Code |
|---|---|---|---|---|---|
| 5K | $ 5,164.00 | 31 | Non-CCR | Nonrelative Extended Family Member Home | EC EA Ineligible Emergency Placement Prior to Home Approval ⌄ |

**Figure 2.2.2 – Foster Care EDBC Summary Authorized Amount Per Aid Code**

| Placement Payment | = | 5,164.00 |
|---|---|---|
| Combined Placement Payment | $ | 5,164.00 |
| Final Placement Payment | $ | 5,164.00 |

**Figure 2.2.3 – Final Placement Payment Line Item**

### 2.2.3 Description of Changes

1. Create a new category for Expenditure Types. The Expenditure Types will be used to capture the various expenditure types for DCFS programs during EDBC.
   a. Add the following codes table entries for the new Expenditure Types category with MIN_DATE and HIGH_DATE as the effective dates:

| Code | Short Description | Long Description |
|---|---|---|
| PR | Placement Rate | Placement Rate |
| SC | Special Care Increment | Special Care Increment |
| IP | Infant Supplemental Payment | Infant Supplemental Payment |

| IR | Infant Supplemental Rate Supplement | Infant Supplemental Rate Supplement |
|----|-------------------------------------|-------------------------------------|
| ET | Education Travel Reimbursement | Education Travel Reimbursement |
| KS | Kidstep Supplement | Kidstep Supplement |
| CA | County Authorized Allowance | County Authorized Allowance |

Note: Expenditures from "Infant Supplemental – Family" and "Infant Supplemental – Group Home" under the Additional Payments will be mapped to ISP and ISRS.

2. Create a new child table to EDBC called the Fiscal Expenditure table. This child table will at minimum contain the following data points:
   a. Expenditure Type: The expenditure type code
   b. Aid Code: The Aid Code
   c. Pay Code: The Pay Code
   d. Placement Type: The Placement Type of the Child Placement
   e. Rate Structure: The rate structure of the rate
   f. Expenditure Potential Benefit: The potential benefit amount of the expenditure

Technical Note: It is at the developer's discretion to add additional data points and data constraints as necessary to accommodate the functional and technical needs of this table (i.e. primary keys, foreign keys, etc.).

3. Update the Budget section as follows:
   a. Remove the following Additional Payments from the Additional Rates line item and Additional Rate Proration Detail page:
      i. Infant Supplemental – Family
      ii. Infant Supplemental – Group Home
   b. Populate the Infant Supplemental Payment line item with the ISP amount from the Fiscal Potential Benefit table. Under the Infant Supplemental Payment Detail page, "Infant Supplemental – Family" or "Infant Supplemental – Group Home" will show up under the Description depending on the Additional Payment data collection that is populated, the ISP amount from the Fiscal Potential Benefit table will show up under the Countable Amount, and blank will show up under the Infant Name.
   c. Create a new Infant Supplemental Rate Supplement Payment line item. The new line item will be populated with the ISRS amount from the Fiscal Potential Benefit table (see Figure 2.2.1). The Infant Supplemental Rate Supplement Amount will link to the new Infant Supplemental Rate Supplement Detail page.
   d. Populate the Special Care Increment line item with the SCI amount from the Fiscal Potential Benefit table.

Note: All changes to the budget section also apply to ARC budgets.

4. Update the Foster Care EDBC Summary page to display Placement Type under the Authorized Amount Per Aid Code section (see Figure 2.2.2). The Placement Type will word wrap within the column if the Placement Type description is too long.

   Technical Note: The width for the Auth Amount column should be set to fixed percentage to prevent the amount from wrapping. In the mockup, a width of 20% was defined for the Auth Amount column. The developer should experiment to find the optimal width.

5. Update the Accept button on the Foster Care EDBC Summary as follows:
   a. Update the Fiscal Potential Benefit table if there are rates that have been overridden by the user.
   b. Populate the Fiscal Expenditure table as follows on click (refer to Section 4 Appendix 1 for a technical proof of concept):
      i. Get all the Aid Code, Placement Type, and Rate Structure combinations for the impacted benefit month under the Authorized Amount Per Aid Code section.
      ii. For each combination of Aid Code, Placement Type, and Rate Structure, determine the Combination Ratio. The Combination Ratio will be calculated as follows:
         1. Take the "Number of Days" (CALC_DESCR) and divide it by the sum of all the "Number of Days" in the impacted benefit month.
      iii. Get all the FC expenditure potential benefit amounts from the new Fiscal Potential Benefit table. Multiply each FC expenditure potential benefit amount by each Combination Ratios from step ii. The results will be rounded to the nearest dollar and stored as the Expenditure Potential benefit in the new Fiscal Expenditure based on the following rounding hierarchy:
         1. Placement Rate
         2. Special Care Increment
         3. Infant Supplemental Payment
         4. Infant Supplemental Rate Supplement
         5. Education Travel Reimbursement
         6. Kidstep Supplement
         7. County Authorized Allowance

         Note: The sum of all the results should still add up back to the FC Total Potential Benefit Amount.

iv. Copy all corresponding data elements from the EDBC (EDBC_PERS_MISC and Fiscal Potential Benefit table) to the Fiscal Expenditure table (Expenditure Type, Aid Code, Pay Code, Placement Type, Rate Structure).

6. Update the amount of the Final Placement Payment line item to link to the new Final Placement Payment Detail page when in View Mode.

Note: The amount will only be a URL when viewing FC EDBCs with Fiscal Expenditure data.  Historical FC EDBCs will not display the amount as a URL (see Figure 2.2.3).  This change is also applicable to ARC budgets.

### 2.2.4 Page Location
- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.2.5 Security Updates
N/A

### 2.2.6 Page Mapping
Update the page mappings for all the updated budget line items and the Authorized Amount Per Aid Code section.

### 2.2.7 Page Usage/Data Volume Impacts
N/A

## 2.3 Infant Supplemental Rate Supplement Detail

### 2.3.1 Overview
Create a new child page to the Foster Care EDBC Summary page to display the detail information for the ISRS rate.

### 2.3.2 Infant Supplemental Rate Supplement Detail Mockup

## Infant Supplemental Rate Supplement Detail

<div align="right">

**Close**

</div>

| Infant Name | Description | Countable Amount |
|---|---|---|
| | Infant Supplemental - Family | $489.00 |

<div align="right">

**Close**

</div>

**Figure 2.3.1 – Infant Supplemental Rate Supplement Detail**

### 2.3.3 Description of Changes

1. Create a new child page called the Infant Supplemental Rate Supplement Detail page with the following values:
   a. Infant Name: This will be the name of the infant.

      Note: Until FCED is implemented to normalize the Infant Supplemental Payment data collection, this value will be blank.

   b. Description: This will be the description of the "Infant Supplemental – Family" or "Infant Supplemental – Group Home" rate depending on the Additional Payment data collection.
   c. Countable Amount: The amount of the ISRS rate from the Fiscal Potential Benefit table.
   d. Close: This will be a button that will navigate back to the EDBC Summary page.

### 2.3.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.3.5 Security Updates

N/A – This page will have the same security as the EDBC. If the user can view the EDBC, the user will be able to view this page.

### 2.3.6 Page Mapping

Create new page mappings for the Infant Supplemental Rate Supplement Detail page.

### 2.3.7 Page Usage/Data Volume Impacts

N/A

## 2.4 Final Placement Payment Detail

### 2.4.1 Overview

A new child page to the Foster Care EDBC Summary page will be created to display all the Fiscal Expenditure table data when clicking on the Final Placement Payment URL.

### 2.4.2 Final Placement Payment Detail Mockup

**Final Placement Payment Detail**

Close

| Expenditure | Aid Code | Pay Code | Placement Type | Rate Structure | Potential Benefit |
|---|---|---|---|---|---|
| Placement Rate | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $2,617.00 |
| Special Care Increment | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $300.00 |
| Infant Supplemental Payment | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $411.00 |
| Infant Supplemental Rate Supplement | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $489.00 |
| Education Travel Reimbursement | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $347.00 |
| County Supplemental Allowance | 5K | EC EA Ineligible Emergency Placement Prior to Home Approval | Nonrelative Extended Family Member Home | Non-CCR | $1,000.00 |

**Total: $5,146.00**

Close

**Figure 2.4.1 – Final Placement Payment Detail**

### 2.4.3 Description of Changes

1. Create a new Final Placement Payment Detail page. The page will be populated by the EDBC's Fiscal Expenditure table and will contain the following columns and values:
   a. Expenditure: This will be the Expenditure Type from the Fiscal Expenditure table.
   b. Aid Code: This will be the Aid Code from the Fiscal Expenditure table.
   c. Pay Code: This will be the Pay Code from the Fiscal Expenditure table.
   d. Placement Type: This will be the Placement Type from the Fiscal Expenditure table
   e. Rate Structure: This will be the Rate Structure from the Fiscal Expenditure table
   f. Potential Benefit: This will be the Expenditure Potential Benefit from the Fiscal Expenditure table
   g. Total: This will be the sum of all the Expenditure Potential Benefit amounts for the EDBC
   h. Close: This will be a button that navigates back to the Foster Care EDBC Summary page when clicked

   Note: The Expenditure Types will be listed in the following order:
   - Placement Rate
   - Special Care Increment
   - Infant Supplemental Payment
   - Infant Supplemental Rate Supplement
   - Education Travel Reimbursement
   - Additional Payments (in alphabetical order by short description)

### 2.4.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.4.5 Security Updates

N/A – This page will have the same security as the EDBC. If the user can view the EDBC, the user will be able to view this page.

### 2.4.6 Page Mapping

Create new page mappings for the Final Placement Payment Detail page.

### 2.4.7 Page Usage/Data Volume Impacts

N/A

## 2.5 Kin-GAP EDBC

### 2.5.1 Overview

KG EDBC will be updated to separate out multiple rates from the data collection rates and store the potential benefit amounts for the PR, SCI, ISP, ISRS, and AP on the EDBC in a centralized location.

### 2.5.2 Description of Changes

1. Update KG EDBC to calculate and store the PR and SCI potential benefit amount from the Placement Rate to the new Fiscal Potential Benefit table. The PR and SCI amount will be determined as follows:
   a. If the Placement Rate is a Level of Care rate (CCR):
      i. Determine the Standard Rate of the Child Placement Rate using the Facility CCR Rates lookup table (CT 536) for the effective FC Benefit Month. The Standard Rate will be stored as the PR Potential Benefit under the Fiscal Potential Benefit table.
   b. If the Placement Rate is an Age-Based Rate (Non-CCR):
      i. Determine the Standard Rate of the Child Placement Rate using the Foster Care Facility Rate lookup table (CT 404) for the effective FC Benefit Month. The Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.
   c. If the Placement Rate is neither Level of Care nor Age-Based Rate, the Placement Rate will be the Standard Rate. The Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.
   d. Subtract the Standard Rate from the Placement Rate. The difference will be the SCI Potential Benefit. The SCI Potential Benefit will be stored as the SCI under the Fiscal Potential Benefit table.

      Note 1: If there is an SCI data collection for the KG program, the SCI Potential Benefit from step c will be added to the SCI amount from the data collection.

      Note 2: If the total SCI rate is $0, that means that the Placement Rate is the Standard Rate and there is no SCI rate from data collection. An SCI Rate of $0 will not be stored on the Fiscal Potential Benefit table.

Note 3: If the month is prorated, the expectation is that the PR and SCI potential benefit amounts will be prorated accordingly.

Note 4: If there is a change to the PR, Aid Code, Placement Type, or Rate Structure mid-month (i.e. multiple budgets), the sum of all PRs will be stored as one entry in the Fiscal Potential Benefit table.

2. Update KG EDBC to calculate and store the ISP and ISRS potential benefit amounts from the Additional Payment Infant Supplementals to the new Fiscal Potential Benefit table.  The ISP and ISRS amounts will be determined as follows:
    a. For "Infant Supplemental – Family" Additional Payment
        i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
        ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (FFH – FFA)" for the effective FC Benefit Month
    b. For "Infant Supplemental – Group Home" Additional Payment
        i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
        ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (Group Home)" for the effective FC Benefit Month

    Note 1: The amounts from the "Infant Supplemental – Family" and "Infant Supplemental – Group Home" Additional Payment data collections are not used in EDBC.  The ISP and ISRS amounts will be derived from CT 335.

    Note 2: If the month is prorated, the expectation is that the ISP and ISRS potential benefit amounts that are calculated will be prorated accordingly.

3. Update KG EDBC to calculate and store the potential benefit amounts of the remaining Fiscal Expenditures (Kidstep Supplemental, and County Authorized Allowance) in the Fiscal Potential Benefit table.

    Technical Note: This is something the KG buildout logic is already doing.  The change is to store this information in a central location so it can be referenced later in the fiscal logic.

    Note: If the month is prorated, the expectation that all the calculated potential benefit amounts will be prorated accordingly.

### 2.5.3  Programs Impacted

Kin-GAP

### 2.5.4 Performance Impacts

The new EDBC child tables may impact performance during the EDBC buildout.

## 2.6 Kin-GAP EDBC Summary

### 2.6.1 Overview

Update the Kin-GAP EDBC Summary page to display the SCI and ISRS line items under the budget and aid payment section.

### 2.6.2 Kin-GAP EDBC Summary Mockup

| Aid Payment | | Regular |
|---|---|---|
| Full Month Aid Payment | $ | 1,441.00 |
| Dates to Prorate | | 1-31 |
| Aid Payment | $ | 1,441.00 |
| Infant Supplemental Payment | + | 411.00 |
| Infant Supplemental Rate Supplement Payment | + | 489.00 |
| Additional Rate | + | 0.00 |
| Combined Aid Payment | $ | 2,341.00 |
| Final Aid Payment | $ | 2,341.00 |

**Figure 2.6.1 – Kin-GAP EDBC Summary Aid Payment**

| Foster Care Basic Rate | $ | 1,341.00 |
|---|---|---|
| Special Care Increment | + | 100.00 |
| Total Net Nonexempt Income | - | 0.00 |
| Potential Grant | = | 1,441.00 |

**Figure 2.6.2 – Kin-GAP EDBC Summary Budget**

### 2.6.3 Description of Changes

1. Update the Aid Payment section as follows:
   a. Remove the following Additional Payments from the Additional Rates line item and Additional Rate Proration Detail page:
      i. Infant Supplemental – Family
      ii. Infant Supplemental – Group Home

b. Populate the Infant Supplemental Payment line item with the ISP amount from the Fiscal Potential Benefit table. Under the Infant Supplemental Payment Detail page, "Infant Supplemental – Family" or "Infant Supplemental – Group Home" will show up under the Description depending on the Additional Payment data collection that is populated, the ISP amount from the Fiscal Potential Benefit table will show up under the Countable Amount, and blank will show up under the Infant Name.

c. Create a new Infant Supplemental Rate Supplement Payment line item. The new line item will be populated with the ISRS amount from the Fiscal Potential Benefit table (see Figure 2.6.1). The Infant Supplemental Rate Supplement Amount will link to the new Infant Supplemental Rate Supplement Detail page.

2. Relabel the Special Needs line item under the budget section to Special Care Increment. The line item will be populated with the SCI amount from the Fiscal Potential Benefit table (see Figure 2.6.2). The Special Care Increment Amount will link to the existing Special Care Increment Detail page.

3. Update the Accept button on the Kin-GAP EDBC Summary as follows:
   a. Update the Fiscal Potential Benefit table if there are rates that have been overridden by the user.
   b. Populate the Fiscal Expenditure table as follows on click:
      i. Get all the Aid Code, Placement Type, and Rate Structure combinations for the impacted benefit month under the Authorized Amount Per Rate Structure.
      ii. For each combination of Aid Code, Placement Type, and Rate Structure, determine the Combination Ratio. The Combination Ratio will be calculated as follows:
         1. Take the "Number of Days" (CALC_DESCR) and divide it by the sum of all the "Number of Days" in the impacted benefit month.
      iii. Get all the KG expenditure potential benefit amounts from the new Fiscal Potential Benefit table. Multiply each KG expenditure potential benefit amount by each Combination Ratios from step ii. The results will be stored in the new Fiscal Expenditure table and rounded to the nearest dollar based on the rounding hierarchy defined in recommendation 2.2.5.b.iii.

         Note: The sum of all the results should still add up back to the FC Total Potential Benefit Amount.

      iv. Copy all corresponding data elements from the EDBC (EDBC, EDBC_PERS_MISC and Fiscal Potential Benefit table) to the Fiscal Expenditure table (Expenditure Type, Aid Code, Pay Code, Placement Type, Rate Structure).

4. Update the amount of the Final Aid Payment line item under the budget to link to the new Final Aid Payment Detail page when in View Mode.

Note: The amount will only be a URL when viewing KG EDBCs with Fiscal Expenditure data. Historical KG EDBCs will not display the amount as a URL (see Figure 2.6.1).

### 2.6.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.6.5 Security Updates

N/A

### 2.6.6 Page Mapping

Update page mappings for the new budget and aid payment line item sections.

### 2.6.7 Page Usage/Data Volume Impacts

N/A

## 2.7 Final Aid Payment Detail

### 2.7.1 Overview

A new child page to the Kin-GAP EDBC Summary page will be created to display all the Fiscal Expenditure table data when clicking on the Final Aid Payment URL.

### 2.7.2 Final Aid Payment Detail Mockup

## Final Aid Payment Detail

<div align="right">Close</div>

| Expenditure | Aid Code | Pay Code | Placement Type | Rate Structure | Potential Benefit |
|---|---|---|---|---|---|
| Placement Rate | 4T | | Relative Home | CCR | $1,341.00 |
| Special Care Increment | 4T | | Relative Home | CCR | $100.00 |
| Infant Supplemental Payment | 4T | | Relative Home | CCR | $411.00 |
| Infant Supplemental Rate Supplement | 4T | | Relative Home | CCR | $489.00 |
| | | | | **Total:** | **$2,341.00** |

<div align="right">Close</div>

**Figure 2.7.1 – Final Aid Payment Detail**

### 2.7.3 Description of Changes

1. Create a new Final Aid Payment Detail page. The page will be populated by the EDBC's Fiscal Expenditure table and will contain the following columns and values:
   a. Expenditure: This will be the Expenditure Type from the Fiscal Expenditure table.
   b. Aid Code: This will be the Aid Code from the Fiscal Expenditure table.
   c. Pay Code: This will be the Pay Code from the Fiscal Expenditure table.
   d. Placement Type: This will be the Placement Type from the Fiscal Expenditure table
   e. Rate Structure: This will be the Rate Structure from the Fiscal Expenditure table
   f. Potential Benefit: This will be the Expenditure Potential Benefit from the Fiscal Expenditure table
   g. Total: This will be the sum of all the Expenditure Potential Benefit amounts for the EDBC
   h. Close: This will be a button that navigates back to the Kin-GAP EDBC Summary page when clicked

   Note: The Expenditure Types will be listed in the following order:
   - Placement Rate
   - Special Care Increment
   - Infant Supplemental Payment
   - Infant Supplemental Rate Supplement
   - Education Travel Reimbursement
   - Additional Payments (in alphabetical order by short description)

### 2.7.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.7.5 Security Updates

N/A – This page will have the same security as the EDBC. If the user can view the EDBC, the user will be able to view this page.

### 2.7.6 Page Mapping

Create new page mappings for the Final Aid Payment Detail page.

### 2.7.7 Page Usage/Data Volume Impacts

N/A

## 2.8 AAP EDBC

### 2.8.1 Overview

AAP EDBC will be updated to separate out multiple rates from the data collection rates and store the potential benefit amounts for the PR, SCI, and AP on the EDBC in a centralized location.

### 2.8.2 Description of Changes

1. Update AAP EDBC to calculate and store the PR and SCI potential benefit amount from the Placement Rate to the new Fiscal Potential Benefit table.  The PR and SCI amount will be determined as follows:
   a. If the Placement Rate is a Level of Care rate (CCR):
      i. Determine the Standard Rate of the Child Placement Rate using the Facility CCR Rates lookup table (CT 536) for the effective FC Benefit Month.  The Standard Rate will be stored as the PR Potential Benefit under the Fiscal Potential Benefit table.
   b. If the Placement Rate is an Age-Based Rate (Non-CCR):
      i. Determine the Standard Rate of the Child Placement Rate using the Foster Care Facility Rate lookup table (CT 404) for the effective FC Benefit Month.  The Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.
   c. If the Placement Rate is neither Level of Care nor Age-Based Rate, the Placement Rate will be the Standard Rate.  The

Standard Rate will be stored as the PR Potential Benefit under the Foster Care Potential Benefit table.

d. Subtract the Standard Rate from the Placement Rate. The difference will be the SCI Potential Benefit. The SCI Potential Benefit will be stored as the SCI under the Fiscal Potential Benefit table.

Note 1: If there is an SCI data collection for the AAP program, the SCI Potential Benefit from step c will be added to the SCI amount from the data collection.

Note 2: If the total SCI rate is $0, that means that the Placement Rate is the Standard Rate and there is no SCI rate from data collection. An SCI Rate of $0 will not be stored on the Fiscal Potential Benefit table.

Note 3: If the month is prorated, the expectation is that the PR and SCI potential benefit amounts will be prorated accordingly.

Note 4: If there is a change to the PR, Aid Code, Placement Type, or Rate Structure mid-month (i.e. multiple budgets), the sum of all PRs will be stored as one entry in the Fiscal Potential Benefit table.

2. Update AAP EDBC to calculate and store the ISP and ISRS potential benefit amounts from the Additional Payment Infant Supplementals to the new Fiscal Potential Benefit table. The ISP and ISRS amounts will be determined as follows:
   a. For "Infant Supplemental – Family" Additional Payment
      i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
      ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (FFH – FFA)" for the effective FC Benefit Month
   b. For "Infant Supplemental – Group Home" Additional Payment
      i. ISRS will be the CT 335 lookup for "FC Infant Supplemental Rate Supplement" for the effective FC Benefit Month
      ii. ISP will be the CT 335 lookup for "FC Infant Supplemental Payment (Group Home)" for the effective FC Benefit Month

Note 1: The amounts from the "Infant Supplemental – Family" and "Infant Supplemental – Group Home" Additional Payment data collections are not used in EDBC. The ISP and ISRS amounts will be derived from CT 335.

Note 2: If the month is prorated, the expectation is that the ISP and ISRS potential benefit amounts that are calculated will be prorated accordingly.

3. Update AAP EDBC to calculate and store the potential benefit amounts of the remaining Fiscal Expenditures (Kidstep Supplemental, and County Authorized Allowance) in the Fiscal Potential Benefit table.

Technical Note: This is something the AAP buildout logic is already doing.  The change is to store this information in a central location so it can be referenced later in the fiscal logic.

Note: If the month is prorated, the expectation that all the calculated potential benefit amounts will be prorated accordingly.

### 2.8.3  Programs Impacted

Adoption Assistance Program

### 2.8.4  Performance Impacts

The new EDBC child tables may impact performance during the EDBC buildout.

## 2.9   AAP EDBC Summary

### 2.9.1  Overview

Update the AAP EDBC Summary page to display the SCI and ISRS line items under the Aid Payment section.

### 2.9.2  AAP EDBC Summary Mockup

| Aid Payment | Regular | |
|---|---|---|
| Rate Payment | $ | 795.00 |
| Special Care Increment | + | 100.00 |
| Infant Supplemental Payment | + | 411.00 |
| Infant Supplemental Rate Supplement | + | 489.00 |
| Additional Rate | + | 0.00 |
| Placement Payment | = | 1,795.00 |
| Combined Placement Payment | $ | 1,795.00 |
| Final Placement Payment | $ | 1,795.00 |

**Figure 2.9.1 – AAP EDBC Summary Aid Payment**

### 2.9.3 Description of Changes

1. Update the Aid Payment section as follows:
   a. Remove the following Additional Payments from the Additional Rates line item and Additional Rate Proration Detail page:
      i. Infant Supplemental – Family
      ii. Infant Supplemental – Group Home
   b. Create a new Infant Supplemental Payment line item. The new line item will be populated with the ISP amount from the Fiscal Potential Benefit table (see Figure 2.9.1). The Infant Supplemental Payment line item will link to the existing Infant Supplemental Payment Detail page. Under the Infant Supplemental Payment Detail page, "Infant Supplemental – Family" or "Infant Supplemental – Group Home" will show up under the Description depending on the Additional Payment data collection that is populated, the ISP amount from the Fiscal Potential Benefit table will show up under the Countable Amount, and blank will show up under the Infant Name.
   c. Create a new Infant Supplemental Rate Supplement Payment line item. The new line item will be populated with the ISRS amount from the Fiscal Potential Benefit table (see Figure 2.9.1). The Infant Supplemental Rate Supplement Amount will link to the new Infant Supplemental Rate Supplement Detail page.
   d. Populate the Special Care Increment line item with the SCI amount from the Fiscal Potential Benefit table (see Figure 2.6.1). The Special Care Increment Amount will link to the existing Special Care Increment Detail page.

2. Update the Accept button on the AAP EDBC Summary as follows:
   a. Update the Fiscal Potential Benefit table if there are rates that have been overridden by the user.
   b. Populate the Fiscal Expenditure table as follows on click:
      i. Get all the Aid Code, Placement Type, and Rate Structure combinations for the impacted benefit month under the Authorized Amount Per Rate Structure.
      ii. For each combination of Aid Code, Placement Type, and Rate Structure, determine the Combination Ratio. The Combination Ratio will be calculated as follows:
         1. Take the "Number of Days" (CALC_DESCR) and divide it by the sum of all the "Number of Days" in the impacted benefit month.
      iii. Get all the AAP expenditure potential benefit amounts from the new Fiscal Potential Benefit table. Multiply each AAP expenditure potential benefit amount by each Combination Ratios from step ii. The results will be stored in the new Fiscal Expenditure table and rounded to the nearest dollar based on the rounding hierarchy defined in recommendation 2.2.5.b.iii.

Note: The sum of all the results should still add up back to the AAP Total Potential Benefit Amount.

iv. Copy all corresponding data elements from the EDBC (EDBC, EDBC_PERS_MISC and Fiscal Potential Benefit table) to the Fiscal Expenditure table (Expenditure Type, Aid Code, Pay Code, Placement Type, Rate Structure).

3. Update the amount of the Final Placement Payment line item under the budget to link to the new Final Placement Payment Detail page when in View Mode.

Note: The amount will only be a URL when viewing AAP EDBCs with Fiscal Expenditure data. Historical AAP EDBCs will not display the amount as a URL (see Figure 2.9.1).

### 2.9.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC

### 2.9.5 Security Updates

N/A

### 2.9.6 Page Mapping

Update page mappings for the new budget and aid payment line item sections.

### 2.9.7 Page Usage/Data Volume Impacts

N/A

## 2.10 Fiscal History Search

### 2.10.1 Overview

The Fiscal History Search page will be updated to link the Amount (Amt.) column to the Fiscal History Expenditure Detail page.

Note: This change also applies to the Fiscal History Search Detail Results page.

### 2.10.2 Fiscal History Search Mockup

| Benefit / Service Month | Trans Type | Trans Date | Issue Date | Control Number | Amt. | Pgm | Aid Code | Case Number | Pay Code |
|---|---|---|---|---|---|---|---|---|---|
| 12/2019 | MP | 01/15/2020 | 01/15/2020 | 1128544097 | 3,617.00 | FC | 45 | L158638 | |

**Figure 2.10.1 – Fiscal History Search**

### 2.10.3 Description of Changes

1. Update the Fiscal History Search page to link all Amt. column values to the new Fiscal History Expenditure Detail page.
   a. Only FC/KG/AAP transactions for FC/KG/AAP issuances authorized by EDBC will have their Amt. column values linked
   b. FC/KG/AAP transactions with no FC/KG/AAP Expenditure data (historical FC/KG/AAP transactions, FC/KG/AAP issuances authorized by Manual FC/KG/AAP EDBC, or FC/KG/AAP issuances authorized by legacy FC/KG/AAP EDBC with no fiscal expenditure data) will not have their Amt. column values linked to the new Fiscal History Expenditure Detail page

### 2.10.4 Page Location

- **Global:** Fiscal
- **Local:** Fiscal History
- **Task:** Fiscal History Search

### 2.10.5 Security Updates

N/A

### 2.10.6 Page Mapping

N/A

### 2.10.7 Page Usage/Data Volume Impacts

N/A

## 2.11 Fiscal History Expenditure Detail

### 2.11.1 Overview

A new Fiscal History Expenditure Detail page will be created to display the new Claiming Detail data.

### 2.11.2 Fiscal History Expenditure Detail Mockup

## Fiscal History Expenditure Detail

<div style="text-align: right;">Close</div>

| Expenditure Type | Aid Code | Pay Code | Fund Code | Placement Type | Rate Structure | Amount |
|---|---|---|---|---|---|---|
| Placement Rate | 5K | | | Nonrelative Extended Family Member Home | Non-CCR | $2,000.00 |
| Special Care Increment | 5K | | | Nonrelative Extended Family Member Home | Non-CCR | $1,617.00 |
| | | | | | **Total:** | **$3,617.00** |

<div style="text-align: right;">Close</div>

**Figure 2.11.1 – Fiscal History Expenditure Detail**

### 2.11.3 Description of Changes

1. Create a new Fiscal History Expenditure Detail page.  The page will be populated by the new Claiming Detail table.  The new page will only display in View mode and will contain the following:
   a. Expenditure Type: The decoded Expenditure Type from the Claiming Detail record
   b. Aid Code: The Aid Code from the Claiming Detail record
   c. Pay Code: The Pay Code from the Claiming Detail record.  Will be blank if there is no value.
   d. Fund Code: The Fund Code from the Claiming Detail record. Will be blank if there is no value.
   e. Placement Type: The decoded Placement Type from the Claiming Detail record
   f. Rate Structure: The decoded Rate Structure from the Claiming Detail record
   g. Amount: The Expenditure Amount from the Claiming Detail record
   h. Total: This will be the sum of all the Amounts for the Claiming Detail record
   i. Close: A button that will navigate back to the previous page in the context of the current search criteria

   Note: The Expenditure Types will be listed in the following order:
   - Placement Rate
   - Special Care Increment
   - Infant Supplemental Payment
   - Infant Supplemental Rate Supplement
   - Education Travel Reimbursement

- Additional Payments (in alphabetical order by short description)

### 2.11.4 Page Location

- **Global:** Fiscal
- **Local:** Fiscal History
- **Task:** Fiscal History Search

### 2.11.5 Security Updates

N/A – This page will have the same security as the Fiscal History Search and Fiscal History Search Detail Results. If the user can view the Fiscal History pages, the user will be able to view this page.

### 2.11.6 Page Mapping

Create new page mappings for the Fiscal History Expenditure Detail page

### 2.11.7 Page Usage/Data Volume Impacts

N/A

## 2.12 Foster Care Claiming Batch (PBXXF202)

### 2.12.1 Overview

The Foster Care Benefit Issuance Claiming batch module, Kin-GAP Benefit Issuance Claiming batch module, and AAP Benefit Issuance Claiming batch modules will be updated to populate a new Claiming Detail table containing the fiscal expenditure breakout for each Claiming transaction.

The Foster Care Benefit Issuance Adjustment Claiming batch module, Kin-GAP Benefit Issuance Adjustment Claiming batch module, and AAP Benefit Issuance Adjustment Claiming batch module will be updated to utilize the new expenditure amounts and percentages from EDBC to determine if an adjustment should occur.

### 2.12.2 Description of Change

1. Create a new Claiming Detail table (CLAIM_HIST_DETL). The new table will at minimum contain the following data points:
   a. Expenditure Type: The expenditure type code
   b. Expenditure Amount: The amount of the expenditure
   c. Aid Code: The Aid Code for the expenditure
   d. Placement Type: The Placement Type for the expenditure

e. Rate Structure: The Rate Structure for the expenditure
f. Pay Code: The Pay Code for the expenditure
g. Fund Code: The Fund Code for the expenditure

Technical Note 1: It is at the developer's discretion to add additional data points and data constraints as necessary to accommodate the functional and technical needs of this table (i.e. primary keys, foreign keys, type code, etc.).

Technical Note 2: The addition of Aid Code, Pay Code, Fund Code, Placement Type, and Rate Structure to the Claiming Detail table implies that these fields on the parent Claiming table (CLAIM_HIST) are deprecated for FC/KG/AAP Issuances authorized via EDBC, however those fields will remain populated for existing Fiscal Reports that were not updated.

Note: The Fund Code column will be created but will not be populated with anything.  The field is added in anticipation that the counties will want it populated as a future enhancement.  Adding the field now will allow the reports to consume the column so that when it is populated at a future release, no updates to reports will be required.

2. Update the Foster Care, Kin-GAP, and AAP Benefit Issuance Claiming module to populate the new Claiming Detail table when claiming a FC EDBC authorized issuance.  The Claiming Detail table will be populated as follows:
   a. Retrieve the Fiscal Expenditure data from the authorizing EDBC.
   b. For each Expenditure Type, determine the expenditure ratio for the Expenditure Type.  The expenditure ratio will be the Expenditure Type's Expenditure Potential Benefit divided by the sum of all the Expenditure Potential Benefits for the same EDBC ID.
   c. For each expenditure ratio from step b, determine the Expenditure Amount for the Claiming Detail table.  The Expenditure Amount will be the Claiming Payment Amount (the parent CLAIM_HIST.PMT_AMT) multiplied by the expenditure ratio.  The Expenditure Amount will be rounded to the nearest penny based on the following expenditure type rounding hierarchy:
      i. Placement Rate
      ii. Special Care Increment
      iii. Infant Supplemental Payment
      iv. Infant Supplemental Rate Supplement
      v. Education Travel Reimbursement
      vi. Kidstep Supplement
      vii. County Authorized Allowance

Note: With rounding hierarchies, the expenditure type that is highest in the hierarchy may receive the extra penny when rounding two or more expenditure types.

  d. The Expenditure Type on the Claiming Detail table will be the Expenditure Type from the EDBC Fiscal Expenditure table.
  e. The Aid Code on the Claiming Detail table will be the Aid Code from the EDBC Fiscal Expenditure table.
  f. The Pay Code on the Claiming Detail table will be the Pay Code from the EDBC Fiscal Expenditure table.
  g. The Placement Type on the Claiming Detail table will be the Placement Type from the EDBC Fiscal Expenditure table.
  h. The Rate Structure on the Claiming Detail table will be the Rate Structure from the EDBC Fiscal Expenditure table.
  i. The Fund Code on the Claiming Detail table will be null.

Note 1: There will be no changes to how the parent Claiming table is populated by the FC/KG/AAP Benefit Issuance Claiming module.

Note 2: Due to the nature of rounding and rounding hierarchies, there may be instances where the "Claiming End of Day Summary" may be off by a penny for an expenditure type. Claiming End of Day Summary is the reconciliation of all claimed expenditures with the latest Accepted and Saved EDBC of the same placement, program, and benefit month.

Note 3: The new Claiming Detail table will not be populated for FC/KG/AAP Issuances authorized by an EDBC that does not have Fiscal Expenditure data (high dated EDBC created before the implementation of this design or FC/KG/AAP Manual EDBC). For these issuances, only the parent Claiming table (CLAIM_HIST) will be populated.

3. Update the Foster Care, Kin-GAP, and AAP Benefit Issuance Adjustment Claiming module to detect when an adjustment should occur by comparing the claimed amount and percentages of a FC/KG/AAP issuance with the Claiming Transaction EBBC's fiscal expenditure amounts and percentages for the same placement, program, and benefit month. The Claiming Transaction EDBC is the EDBC that triggered the adjustment. The logic will be as follows given an EDBC and a potentially impacted FC/KG/AAP issuance:
  a. Retrieve the Fiscal Expenditure amounts and percentages of the EDBC.
  b. For each Expenditure Type, determine the expenditure ratio for the Expenditure Type. The expenditure ratio will be the Expenditure Type's Expenditure Potential Benefit divided by the

sum of all the Expenditure Potential Benefits for the same EDBC ID.

c. For each expenditure ratio from step b, determine the Expenditure Amount. The FC/KG/AAP issuance Payment Amount multiplied by the expenditure ratio will be the Expenditure Amount. The Expenditure Amount will be rounded to the nearest penny based on the following rounding expenditure type hierarchy:

    i. Placement Rate
    ii. Special Care Increment
    iii. Infant Supplemental Payment
    iv. Infant Supplemental Rate Supplement
    v. Education Travel Reimbursement
    vi. Kidstep Supplement
    vii. County Authorized Allowance

d. Compare all the Expenditure Amounts by Aid Code, Placement Type, and Rate Structure from step c with the latest claimed Expenditure Amounts by Aid Code, Placement Type, and Rate Structure for the same FC/KG/AAP issuance in Claiming.

    i. If the Expenditure Amounts by Aid Code, Placement Type, and Rate Structure from step c and Claiming are the same, no adjustment is necessary.

    ii. If the Expenditure Amounts by Aid Code, Placement Type, and Rate Structure from step c and Claiming are not the same, an adjustment is necessary. Negate the current claimed FC/KG/AAP issuance transaction from the Claiming and Claiming Detail tables and reclaim the FC/KG/AAP issuance to the Claiming and Claiming Detail tables using the logic outlined in recommendation 2.12.2.2 using the Claiming Transaction EDBC.

    Technical Note: If the Expenditure Amounts are not the same (i.e. an adjustment is required), do not discard the Expenditure Amounts from step c as they will be the new claimed Expenditure Amounts for the issuance.

Note: When adjusting a historical FC/KG/AAP transaction of a FC/KG/AAP issuance with no Claiming Detail data, only the Claiming data will be negated in the negative adjustment. The positive adjustment will start populating the Claiming Detail data with the fiscal expenditure information of the new EDBC.

4. Update the Foster Care, Kin-GAP, and AAP Benefit Issuance Pay Code Adjustment Claiming module to also post negative and positive adjustments to the new Claiming Detail table when processing a Pay Code adjustment. The positive adjustment will have the same fiscal expenditure amounts as the last Claiming Detail record before the Pay Code adjustment.

Note 1: The Pay Code and Fund Code for the Claiming Detail record will remain unchanged.

Note 2: Pay Code adjustments on historical FC/KG/AAP issuances with no Claiming Detail data will have no negative or positive adjustments posted for the Claiming Detail table.

### 2.12.3 Execution Frequency

Daily

### 2.12.4 Key Scheduling Dependencies

N/A – No scheduling dependencies are changing

### 2.12.5 Counties Impacted

All Counties

### 2.12.6 Data Volume/Performance

**FC/KG/AAP Benefit Issuance Claiming module**

Los Angeles County: 24,533 records per month

C-IV Counties: 22,986 records per month

CalWIN Counties: Not Available

**FC/KG/AAP Benefit Issuance Adjustment Claiming module**

Los Angeles County: 45,276 records per month

C-IV Counties: 2,780 records a month

CalWIN Counties: Not Available

**FC/KG/AAP Benefit Issuance Pay Code Adjustment Claiming module**

Los Angeles County: 0 records per month

C-IV Counties: 0 records per month

CalWIN Counties: Not Available

### 2.12.7 Failure Procedure/Operational Instructions

N/A

## 2.13 Correspondence

### 2.13.1 Overview

Certain fragment that generate on Foster Care Notices of Action (NOA) and forms display the SCI and ISP amounts. EDBC will retrive the SCI and ISP values from the new Fiscal Potential Benefit table. Since the values are available on the EDBC, the population logic of the fragment will be updated to retrieve the amount from the EDBC. For forms, the population logic will be updated to retrieve the values from the new Fiscal Potential Benefit table.

### 2.13.2 Description of Change

1. Update the Foster Care Budget fragment population logic.

   **Budget Fragment Name:** BUDGT_FC_APPROVAL
   **Fragment Id:** 25
   **Current Program:** Foster Care
   **Current Action Type:** Approval, Benefit Change
   **Current Fragment Level:** Program
   **Existing Language:** English, Spanish

```
Your monthly payment was computed as
follows:

Monthly Rate:                              <MonthlyRate>
        Facility Rate Frequency           <FacilityRateFreq>
        Prorated (per day) Rate           <ProratedRate>
        Number of Days                    <NumberOfDaysOnFC>
Rate Payment                              <FcRatePaymentAmount>
        Unearned Income                   <FcUnearnedIncome>
        Earned Income                     <FcEarnedIncome>
        Earned Income Disregard           <FcEarnedIncomeDisregard>
        Special Care Increment            <FcSpecialCareIncrement>
        Infant Supplemental Payment       <FcInfantSupplementalPayment>
Eligible Amount*                          <FcEligibleAmount>

*This payment is rounded down to the
nearest dollar.
```

**Figure 2.8.1 – Foster Care Budget Fragment**

| Variable | Description | Population |
|---|---|---|
| **FcSpecialCareIncrement** | The Foster Care Special Care Increment amount. | This variable is populated with the Special Care Increment amount. Update the population logic to populate the variable with the summation of the SCI, Kidstep Supplement, and County Authorized Allowance amounts from the Foster Care EDBC. |
| **FcInfantSupplementPayment** | The Foster Care Infant Supplement Payment amount. | This variable is populated with the Infant Supplement Payment amount. Update the population logic to populate the variable with the summation of the Infant Supplement Payment and Infant Supplement Rate Supplement amounts from the Foster Care EDBC. |

**Note:** All changes to the population of budget fragment also apply to ARC.

2. Update the trigger conditions for the following rules:
   a. The Foster Care and Kin-GAP Special Care Increment NOA rules: **_700FcChSupplementalCareIncrement** and **_700KgChSupplementalCareIncrement** compare the SCI amount from the previous EDBC with the current EDBC to determine if the benefit change was due to an addition of an SCI. Update the logic to retrieve the SCI, Kidstep Supplement, and County Authorized Allowance amounts from the EDBC.
   b. The Foster Care and Kin-GAP Infant Supplement Payment NOA rules: **_700FcChInfantSupplementalPayment** and **_700KgChInfantSupplementalPayment** compare the ISP amount from the previous EDBC with the current EDBC to determine if the benefit change or supplement was due to the addition of an ISP. Update the logic to retrieve the Infant Supplement Payment and Infant Supplement Rate Supplement amounts from the EDBC.

3. Update the population logic for the FC 18 form.

   **State Form:** FC 18 (11/04)
   **Current Programs:** Foster Care

**Current Attached Form(s):** N/A
**Current Forms Category:** Forms
**Existing Languages:** English

| Variable | Description | Population |
|---|---|---|
| **SPECIALIZED_CARE_RATE** | The Foster Care Special Care Increment amount. | This variable is populated with the Special Care Increment amount. Update the population logic to populate the variable with the summation of the SCI, Kidstep Supplement, and County Authorized Allowance amounts from the new Fiscal Potential Benefit table. |
| **INFANT_SUPPLEMENT** | The Foster Care Infant Supplement Payment amount. | This variable is populated with the Infant Supplement Payment amount. Update the population logic to populate the variable with the summation of the Infant Supplement Payment and Infant Supplement Rate Supplement amounts from the new Fiscal Potential Benefit table. |

4. Update the population logic for the SOC 158A form.

   **State Form:** SOC 158A (11/12)
   **Current Programs:** Foster Care
   **Current Attached Form(s):** N/A
   **Current Forms Category:** Forms
   **Existing Languages:** English

| Variable | Description | Population |
|---|---|---|
| **ADDITIONAL_AMOUNT** | The total of the Foster Care Special Care Increment and Infant Supplemental Payment amounts. | This variable is populated with the total of the SCI and ISP amounts. Update the population logic to populate the variable with the summation of the SCI, Kidstep Supplement, County |

| | | Authorized Allowance, Infant Supplement Payment and Infant Supplement Rate Supplement amounts from the new Fiscal Potential Benefit table. |
|---|---|---|

## 2.14 Reports

### 2.14.1 Overview

This section will outline the recommendations for reports modifications to distinguish the distinct payment types that comprise the Foster Care issuances. Following reports will be modified:

1. DCFS LRS Daily Warrant Report
2. DCFS Claim Data Report
3. Retroactive Aid Code Adjustment Report`

### 2.14.2 DCFS LRS Daily Warrant Report

Update the logic of the report which populates the Special Care Increment column of the Details worksheet to read SCI data from the new Fiscal Potential Benefit table. Reference section 2.1.2. Modifications are not required for any of the other additional payment columns as the new table will contain the same information that the existing logic pulls.

Note: The cosmetic report layout will not be modified.

### 2.14.3 DCFS Claim Data Report

Update the logic of the report to populate the 'Special Care Increment' column of the Details worksheet of the report from the new Fiscal Potential Benefit table. Reference section 2.1.2. Modifications are not required for any of the other additional payment columns as the new table will contain the same information that the existing logic pulls.

Note: The cosmetic report layout will not be modified.

### 2.14.4 Retroactive Aid Code Adjustment Report

Update the logic of the report to populate the 'Special Care Increment' column to the following worksheets of the report from the new Fiscal Potential Benefit table. Reference section 2.1.2. Modifications are not required for any of the other additional payment columns as the new table will contain the same information that the existing logic pulls.

     i.     Current Month Detail worksheet.
    ii.     Current Month Aid Code Summary worksheet
   iii.     Prior Month Detail Worksheet
   iv.     Prior Month Aid Code Summary worksheet.

Note: The cosmetic report layout will not be modified.

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 2191 | **Original:**<br><br>The CONTRACTOR shall update existing Eligibility and Fiscal functionality to account for payment consolidation for Foster Care, Kin-GAP, and AAP, in order to consolidate issuances and break down expenditures. This includes consolidation of the following payment types with the benefit grant, including:<br>1) Special Care Increment<br>2) Infant Supplement Payment<br>3) Educational Travel Reimbursement<br>4) School Clothing Allowance<br>5) Funeral Cost<br>6) Additional Payment<br><br>**Revised:**<br><br>The CONTRACTOR shall update existing Eligibility and Fiscal functionality to account for payment consolidation for Foster Care, Kin-GAP, and AAP in order to consolidate issuances and break down expenditures. This includes consolidation of the following payment types with the benefit grant, including:<br>1) Special Care Increment | **Original:**<br><br>1. To minimize impact to reports, a new sub transaction type value will be added to the CLAIM_HIST table which can be used to identify the different payment types and amounts.<br><br>2. No more than 9 traditional reports will require modifications to add new column(s) to identify the specific payment types and amounts:<br><br>  - DCFS Claim Data Report<br><br>  - DCFS LRS Daily Warrant Report<br><br>  - Retroactive Aid Code Adjustment Detail Report<br><br>  - Foster Care Facility - GH and FFA Report<br><br>  - Integrated Payroll Summary Report<br><br>  - Integrated Payroll Foster Care Issuance Detail Claiming Report<br><br>  - Integrated Payroll Foster Care Issuance Detail Claiming Report By Case<br><br>3. The manual EDBC changes required for payment consolidation is | 1. Foster Care, Kin-GAP, and AAP EDBC rules and Foster Care, Kin-GAP, and AAP EDBC buildout was updated to split and store the SCI from the PR.<br><br>2. Foster Care, Kin-GAP, and AAP EDBC rules and Foster Care, Kin-GAP, and AAP EDBC build out was updated to split and store the ISP and ISRS from the AP ISP.<br><br>3. Foster Care, Kin-GAP, and AAP EDBC Summary was updated to:<br><br>  a. Display new line items for ISRS<br><br>  b. Display the Placement Type on the Authorized Amount Per Aid Code section<br><br>  c. Display the FC Expenditure breakout as a child page<br><br>4. The following FC NOA and forms were updated to utilize the new data |

| | | |
|---|---|---|
| 2) Infant Supplement Payment<br>3) Educational Travel Reimbursement<br>4) Infant Supplemental Rate Supplement<br>5) Additional Payment | covered under DDID# 2117<br><br>**Revised:**<br>The manual EDBC changes required for payment consolidation is covered under DDID# 2117. | mappings for SCI, ISP, and ISRS:<br>  a. FC Approval NOA<br>  b. FC 18<br>  c. SOC 158a<br>5. Foster Care, Kin-GAP, and AAP Benefit Issuance Claiming, Foster Care, Kin-GAP, and AAP Benefit Issuance Adjustment, and Foster Care, Kin-GAP, and AAP Benefit Issuance Pay Code Adjustment modules were updated to utilize the new Fiscal Expenditure data from EDBC.<br>6. DCFS Fiscal Reports were updated to utilize the new data mappings for SCI. |

# 4 APPENDIX

1. This is a proof of concept (POC) query to determine the FC expenditure amounts broken out by Aid Code, Pay Code, Placement Type, and Rate Structure. Please note that this is just a POC to help give the developer guidance and direction and not meant to be used "as is". The developer is still ultimately responsible for fully developing and testing the functionality of the query. This POC assumes that a Fiscal Potential Benefit (FC_POT_BEN) table is created to hold the expenditure type code and potential benefit amount. Note: the final name of the Fiscal Potential Benefit table and columns may vary with the actual implementation.

```
with fc_splits as
(select epm.edbc_id
     ,epm.calc_descr num_of_day --days in the month
     ,sum(epm.calc_descr) over () tot_days
     ,epm.calc_descr / sum(epm.calc_descr) over () unrounded_ratio
     ,epm.fc_aid_code aid_code
     ,epm.claim_code pay_code
     ,epm.facility_type_code
     ,epm.rate_structr_code
  from edbc_pers_misc epm
 where epm.edbc_id = :p_edbc_id --binded EDBC ID
   and epm.class_code = '89' --CT 321: FC Aid Code
   and epm.type_code = '71' --CT 322: FC Aid Code Detail
)
select fcpb.expenditure_type_code
     ,fcs.aid_code
     ,fcs.pay_code
     ,fcs.facility_type_code
     ,fcs.rate_structr_code
     ,fcs.unrounded_ratio
     ,fcs.unrounded_ratio * 100 unrounded_percnt --its possible that the percent that will display on the
page need to be recalculated once the potential amount below are rounded (to the nearest dollar)
     ,fcpb.pot_ben_amt * fcs.unrounded_percnt expenditure_pot_ben_amt
  from fc_splits fcs
     ,fc_pot_ben fcpb --new EDBC child table
 where fcs.edbc_id = fcpb.edbc_id
```

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207158 | DDID 2127

Enhance Recovery Account Correspondence
to be generated and sent in batch

| CalSAWS | DOCUMENT APPROVAL HISTORY | |
|---------|---------------------------|---|
| | Prepared By | Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|------|------------------|----------------------|--------|
| 04/10/2020 | 1.0 | Initial Revision | Rainier Dela Cruz |
| 05/08/2020 | 2.0 | Updates from QA feedback | Rainier Dela Cruz |
| 05/26/2020 | 3.0 | Updates from Deliverable comments | Rainier Dela Cruz |
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# Table of Contents

# 1 OVERVIEW

## 1.1 Current Design

The Recovery Account Activation batch job (PB19F107) will activate recovery accounts and send out correspondence to the responsible party regarding their recovery account. The following forms are generated and sent out:

- GA/GW OP Set - contains the ABP 4023 C and ABP 4023 OP forms
- CalFresh Potential IPV Set - contains the CF 377.7B, DFA 377.7C, NA 1263, and PA 1820 forms
- CalFresh Admin Set - contains the CF 377.7D3, NA 1263, DFA 377.7E1, and PA 1820 forms
- CalFresh IPV Set - contains the DFA 377.7G, NA 1263, and PA 1820 forms
- M44-350I and NA 274G Set - contains the M44-350I and NA 274G forms

## 1.2 Requests

As part of Design Differences ID (DDID) 1652 (CA-207266), the Recovery Account Activation batch job will be enabled for the 57 Migration Counties. However, the CalFresh Potential IPV, CalFresh Admin, and CalFresh IPV form sets that generate and sent through the batch job contain a Los Angeles County specific form (PA 1820). Add new CalFresh form sets without the Los Angeles County specific form for the 57 Migration Counties.

## 1.3 Overview of Recommendations

1. Add a new CalFresh Potential IPV, CalFresh Admin, and CalFresh IPV form set for the 57 Migration Counties.
2. Update the logic in the Recovery Account Overpayment Notification module to generate and send the new form sets only for the 57 Migration Counties.

## 1.4 Assumptions

1. The existing CalFresh form sets will continue to generate and be sent out for Los Angeles County.
2. The M44-350I and NA 274G Set will generate and be sent out for both Los Angeles County and the 57 Migration Counties.
3. The trigger conditions to generate the M44-350I and NA 274G Set will not be updated.
4. The form sets are only generated through the Recovery Account Activation batch job. The updates to the Generate Form button on the Recovery Account Detail page will be addressed with SCR CA-207159 (DDID 2126).
5. The GA/GW OP Set will only generate and be sent out for Los Angeles County.
6. The PA 1820 form will be available in Template Repository for all 57 Migration Counties until SCR CA-215160 DDID 2663 is implemented.

# 2   RECOMMENDATIONS

## 2.1   Add New Recovery Account Form Sets

### 2.1.1   Overview

The CalFresh Potential IPV, CalFresh Admin, and CalFresh IPV form sets that generate and are sent out through the Recovery Account Activation batch job contain a Los Angeles County specific form. Add new CalFresh form sets without the Los Angeles County specific form for the 57 Migration Counties.

### 2.1.2   Description of Change

1. Create new form sets for the 57 Migration Counties.
   a. Create a new CalFresh Potential IPV form set that contains the CF 377.7B, DFA 377.7C, and NA 1263 forms.
   b. Create a new CalFresh Admin form set that contains the CF 377.7D3, NA 1263, and DFA 377.7E1 forms.
   c. Create a new CalFresh IPV form set that contains the DFA 377.7G and NA 1263 forms.
2. Update the logic in the Recovery Account Overpayment Notification module to generate and send out the new form sets for the 57 Migration Counties. Continue to generate and send out the existing form set (including the PA 1820) for only Los Angeles County.

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 2127 | **Original:**<br>The CONTRACTOR shall add the ability for NOAs (informing notice of action with budget, repayment agreement, and EBT Release Form) to be generated and sent in batch for all responsible party(s) indicated on the Recovery Account Detail page.<br>Note: For CalWORKs - NOA with budget<br>For CalFresh - NOA with budget, repayment agreement, EBT Release Form<br><br>**Revised:**<br>The CONTRACTOR shall update the CalFresh correspondence generated and sent in batch for all responsible party(s) indicated on the Recovery Account Detail page to not include the PA 1820 for the 57 Migration Counties. | N/A | Current functionality supports sending recovery account notices in Batch.<br>New CalFresh Potential IPV, CalFresh Admin, and CalFresh IPV form sets are added for the migration counties that will generate and be sent out through the Recovery Account Activation batch job. |

California Statewide Automated Welfare System

# Design Document

## CA-207214 | DDID 2060

## Update Vital Statistics Detail page

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Linda Zeng |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/24/2020 | 1.0 | Initial document | Linda Zeng |
| 05/07/2020 | 1.1 | Added updates per QA review. | Melissa Mendoza |
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# Table of Contents

# 1 OVERVIEW

The Vital Statistics Detail page allows the user to view, add or edit citizenship and identify status information about United States citizens associated with a case.

## 1.1 Current Design

The Vital Statistics Detail page has a mandatory question, "Was this person born in a US State/Territory?" and a mandatory dropdown field labeled "Birth State/U.S. Territory:".

This dropdown field is displayed dynamically if the user selects "Yes" to the question, "Was this person born in a US State/Territory?:" displayed on the same page.

## 1.2 Requests

Per DDID 2060, update the Vital Statistics Detail page to make both the question field "Was this person born in a US State/Territory?" and the dropdown field labeled "Birth State/U.S. Territory" non-mandatory.

## 1.3 Overview of Recommendations

Update fields "Was this person born in a US State/Territory?:" and "Birth State/U.S. Territory:" so they are both non-mandatory.

## 1.4 Assumptions

There are no impacts to existing Birth Match functionality (MEDS Automation Job for alert 9036), MEDS interface (AP19 transaction) or MEDS Alerts (MEDS Automation Job for alerts 9044, 9045, 9047 and 9048).

# 2 RECOMMENDATIONS

## 2.1 Vital Statistics Detail

### 2.1.1 Overview

Update fields "Was this person born in a US State/Territory?:" and "Birth State/U.S. Territory:" so they are both non-mandatory. How the dropdown logic displays will remain the same.

### 2.1.2 Vital Statistics Detail Mockup

**Vital Statistics Detail**



**Figure 2.1.1 Vital Statistics Detail Mockup (truncated)**

### 2.1.3 Description of Changes

1. On the Vital Statistics Detail page, remove the asterisk next to the question "Was this person born in a US State/Territory?" and corresponding validation so that it is non-mandatory.

2. On the Vital Statistics Detail page, remove the asterisk next to the dropdown field labeled, "Birth State/U.S. Territory" and corresponding validation so that the response is non-mandatory.
   a. Note: The Birth Match functionality for California will remain.

### 2.1.4 Page Location

**Global Navigation:** Eligibility

**Local Navigation:** Customer Information

**Task Navigation:** Vital Statistics

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3 MIGRATION REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 2060 | The CONTRACTOR shall make the Birth State/US Territory field a non-mandatory field on the Vital Statistics Detail page.<br><br>The CONTRACTOR shall make the question "Was this person born in a US State/Territory"? a non-mandatory field on the Vital Statistics Detail page.<br>Note: The Birth Match functionality for California will remain. | • None | The Vital Statistics Detail page is updated to make the dropdown field labeled "Birth State/U.S. Territory:" non-mandatory field; and the question "Was this person born in a US State/Territory"? is made a non-mandatory field. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207220 | DDID 2054

Add Notification message when User exits page without saving

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Erika Kusnadi-Cerezo |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/13/2020 | 1.0 | Initial | Erika Kusnadi-Cerezo |
| 05/04/2020 | 2.0 | Added to the design specifics on what counts as 'Create' and 'Edit' mode and when alert notification will display | Erika Kusnadi-Cerezo |
| 05/13/2020 | 3.0 | Remove 'bn' from the top of page 1. Updated Section 2, 2.1 and 2.1.3 (point#1) to add 'saving or cancelling the change' appropriately to each paragraph. | Erika Kusnadi-Cerezo |
| 5/27/2020 | 4.0 | Updated the title of the design document to DDID 2054 – Add Notification message when User exits page without saving. Added more explanation on why certain pages are not included to display the notification message. Updated the design to be more consistent in using notification message instead of alert. | Erika Kusnadi-Cerezo |
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# 1   OVERVIEW

## 1.1   Current Design

Currently both the C-IV system and LRS/CalSAWS do not have any type of notification when a user makes an update to a page in "Create" or "Edit" mode and then navigates away from the page without using the "Save", "Cancel", or other similarly named buttons such as "Save and Add Another" or "Save and Return" button.

## 1.2   Requests

Update LRS/CalSAWS to display a notification message when users make a change to a page in "Create" or "Edit" mode to confirm whether they would like to stay or leave the page. Message to only display if they are navigating away from the page without going the route of using the "Save", "Cancel", or other similar buttons that are part of the page.

## 1.3   Overview of Recommendations

Update LRS/CalSAWS to display a notification message whenever a user applied changes to a page in "Create" or "Edit" mode but then navigated away from the page prior to saving the changes (i.e., clicking the save button) or navigating away from the page by way of the "Cancel" button.

## 1.4   Assumptions

1.  Existing functionality will remain unchanged with the addition of the notification message being added to all "Create" and "Edit" mode pages.

# 2 RECOMMENDATIONS

Update the LRS/CalSAWS system to display a notification message to all "Create" and "Edit" mode type page(s), that will ask the user to confirm whether they would like to navigate away from the page without saving or cancelling the change and have the changes be discarded or cancel and stay on the page.

## 2.1 Update "Create" and "Edit" mode pages

### 2.1.1 Overview

Update all "Create" and "Edit" mode pages within LRS/CalSAWS to display a notification message that will ask the user to confirm whether they would like to navigate away from the page without saving or cancelling the change and have the changes be discarded or cancel and stay on the page.

### 2.1.2 "Create" and "Edit" mode page notification message Mockup



**Figure 2.1.1 – "Create" and "Edit" mode type page notification message Mockup**

### 2.1.3 Description of Changes

1. Create a notification message that will display when the user makes a change to a page in "Create" or "Edit" mode but then navigates away from the page without saving or cancelling the change. The notification message will display as in Figure 2.1.1.

   a. Message to display on the notification message: "One or more fields has been changed. Would you like to proceed and navigate away from the page? Press Yes to discard the current entry and continue, Press No to Cancel and stay on the page.

   b. Two buttons will be displayed at the bottom of the notification alert and labeled as follows:
      i. Yes, Continue
         1. Clicking this button will take the user to the page that they were trying to navigate to and the changes that were made to the page will be discarded.
      ii. No, Cancel
         1. Clicking this button will keep the user on the current page and changes that were applied will still be displayed the same way prior to the user trying to navigate away.

   c. The page displayed in the background behind the notification message will be greyed out (as shown on figure 2.1.1) and users must take action by clicking on the 'Yes, Continue' button or 'No, Cancel' button on the notification message before the user is able to continue.
      i. If the user uses the browser functionality (i.e. back or forward button) while the notification message is in the foreground, the page in the background will change accordingly based on which browser functionality is applied. However, the notification message will remain in the foreground and the page will continue to be greyed out in the background. User will need to take action on the notification message before they are able to continue.
      **Note:** The same logic will apply as what is currently existing in Journal when the notification message is displayed and browser functionality is applied.

2. Notification message will display when the following criteria is met:
   a. User is in a "Create" or "Edit" mode page of the main window in the LRS/CalSAWS system.
      i. This functionality will not be in place for EDBC and EDBC related pages due to these pages being unique and the amount of data being inputted are limited. Pop-up windows such as Audit pages, Document parameters, editable forms, Journal, Task, Call Log, and Reception Log are excluded since workers will need to close out the

window in order to navigate away other than clicking the 'Save' button or the 'Cancel' button. Closing the window using the 'X' button will not trigger the notification message since it is browser functionality, not a functionality within the LRS/CalSAWS application.

b. User made a change to one or more fields on the page then navigated away without applying the change by saving it first by way of the "Save" button or other similar type buttons that apply the changes to the page.

    i. In order for the notification message to display, users must navigate away by the following options:

        1. Clicking on one of the available options in the Local navigator.

        2. Clicking on one of the available options in the Task navigator.

        3. Entering a case number on the "Case Number field" on the Task navigator bar and then clicking "Go".

        4. Clicking the "LRS" logo on the top left hand corner to take the user to the home page.

        5. Clicking the "Log Out" button on the Utilities navigation bar.

        **Note:** If users navigate away from the page via other methods that are not listed above, the notification message will not display regardless if other criteria/conditions are met that are listed in this design document.

    ii. In order for the notification message to display users must apply a change to an editable field within the page in "Create" or "Edit" mode.

    Value or information that was inputted into an "Editable" field was updated. This means the value or information does not equal to the value or information from when the page originally loaded to when the user tried to navigate away from the page (navigating away through one of the options listed above).

    **Note:** If the value or information was changed but then changed back to the original value when the page initially loaded, the notification alert will not display.

        1. If a user applies a change to an editable field on a page and then navigates away to a child page by using a button or a hyperlink within the page (this will not trigger the notification message since the user did not navigate away from the page by using one of the option listed above), and then

returns to the original page, the notification message will not display if the user does not make any other changes to an editable field at that point and navigates away by using one of the options listed above.

**Example:** User updated an editable field on the 'Income Detail' page then navigated to the 'Income Amount Detail' page, and then returned to the 'Income Detail' page. If the user did not make another change to an editable field at this point, the notification message will not display when they navigate away from the 'Income Detail' page by using one of the option listed above.

**Note: For the purposes of this design, "Create" and "Edit" mode pages are defined as a page that allows the user to commit/save/update the information to the database by clicking the 'Save', Save and Return', or 'Save and Add Another' button.**

### 2.1.4 Page Location

- **Global: N/A**
- **Local: N/A**
- **Task: N/A**

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3  REQUIREMENTS

## 3.1  Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 2054 | **Original:**<br>The CONTRACTOR shall add a validation message on all pages when in "Edit" mode on the page and the user makes a change and tries to exit the page without saving.<br>Assumption: This would not apply when the user hits the Cancel button.<br><br>**Revised:**<br>The CONTRACTOR shall add a validation message on all pages when in "Create" or "Edit" mode on the page and the user makes a change and tries to exit the page without saving.<br>Assumption: This would not apply when the user hits the Cancel button. | It is assumed the validation message would occur when a user tries to leave a page from edit or create mode. | Notification message will display when user tries to navigate away from the page when changes were made to the page. This will only display for "Create" and "Edit" mode pages and they are navigating away from the page without saving the change or navigating by other means other than clicking the "Cancel" button. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207225 | DDID 2049

Update Expense Detail page

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Sadia Islam |
| | Reviewed By | Amy Gill, Melissa Mendoza |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 04/23/2020 | 1.0 | Original document | Sadia Islam |
| 05/27/2020 | 1.1 | Updated "CalSAWS" to "LRS/CalSAWS" in Overview | Sadia Islam |
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# 1 OVERVIEW

This System Change Request (SCR) documents the changes to the Expense Detail page in LRS/CalSAWS.

## 1.1 Current Design

In LRS/CalSAWS, the Expense Detail page is used to add the participant's costs based on the Expense Category selected from the Expense List page. Within the Expense Category of Dependent Care, the "Name of Provider" and "Address of Provider" fields are mandatory fields as indicated by an asterisk.

## 1.2 Requests

Per Design Difference ID (DDID) 2049, update the Expense Detail page when the expense category type is Dependent Care to make the "Name of Provider" field and "Address of Provider" field to be non-mandatory fields.

## 1.3 Overview of Recommendations

1. Update the "Name of Provider" field to be non-mandatory when the Expense Category is Dependent Care.
2. Update the "Address of Provider" field to be non-mandatory when the Expense Category is Dependent Care.

## 1.4 Assumptions

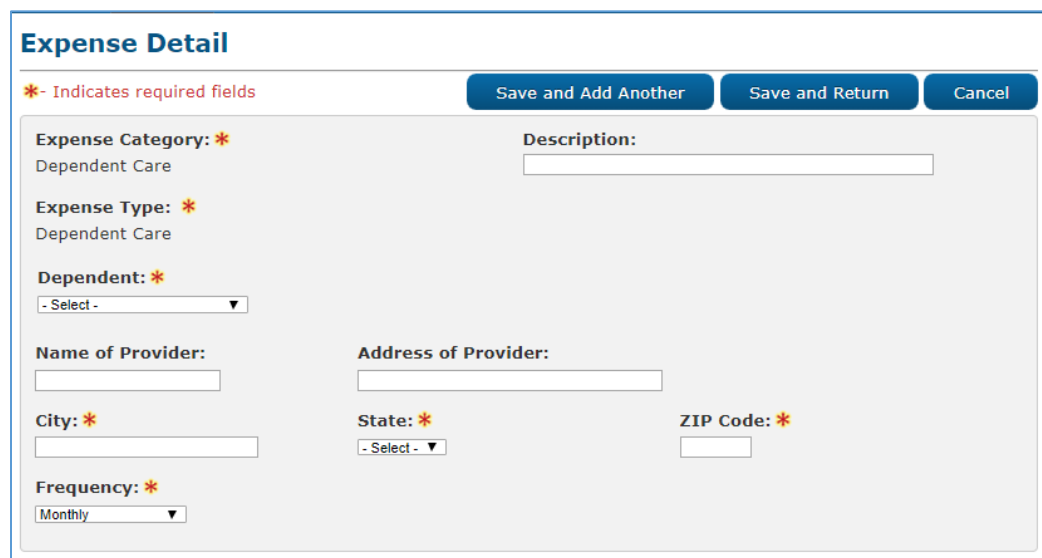1. There are no other functional areas in the system that require this field to be mandatory.

# 2 RECOMMENDATIONS

## 2.1 Expense Detail

### 2.1.1 Overview

The Expense Detail page allows the user to add, edit, view or remove expense details for a particular expense type. The user will add the Expense Category of 'Dependent Care' from the Expense List page in order to navigate to the Expense Detail page.

### 2.1.2 Expense Detail Mockup



**Figure 2.1.1 – Expense Detail with Dependent Care**

### 2.1.3 Description of Changes

1. Make the following updates when Dependent Care is selected as the Expense Category:
   a. Update the "Name of Provider" field to be non-mandatory
   b. Update the "Address of Provider" field to be non-mandatory

### 2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Financial > Expenses**

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 2049 | The CONTRACTOR shall update the Expense Detail Page when the expense category type is Dependent Care and make the "Name of Provider" field and "Address of Provider" field to be non-mandatory fields. | N/A | Update the "Name of Provider" field and "Address of Provider" field to be non-mandatory fields when the Expense Category is Dependent Care. |

# CalSAWS

California Statewide Automated Welfare System

# Design Document

CA-207271 | DDID 1627

Update "Send Worker Alert" field on Workload Reassignment Detail

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Erika Kusnadi-Cerezo |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03.06.2020 | 1.0 | Initial | Erika Kusnadi-Cerezo |
| 05.06.2020 | 1.1 | Updated section 2.1.3 to include a reference to where the 'Send Worker Alert' field currently being display | Erika Kusnadi-Cerezo |
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# 1 OVERVIEW

## 1.1 Current Design

Currently in LRS/CalSAWS there is a required field on the Workload Reassignment Detail page titled "Send Worker Alert".

## 1.2 Requests

Update the Workload Reassignment Detail page to not display the "Send Worker Alert" field.

## 1.3 Overview of Recommendations

1. Remove the "Send Worker Alert" field from the Workload Reassignment Detail page.

## 1.4 Assumptions

1. No downstream impact to the system with the removal of the "Send Worker Alert" field from the Workload Reassignment Detail page.

# 2 RECOMMENDATIONS

Update the Workload Reassignment Detail page so that the "Send Worker Alert" field no longer displays in LRS/CalSAWS.

## 2.1 Workload Reassignment Detail

### 2.1.1 Overview

Update the Workload Reassignment Detail page so that the "Send Worker Alert" field no longer displays by removing the field entirely.

### 2.1.2 Workload Reassignment Detail Mockup

**Workload Reassignment Detail**

**❋- Indicates required fields**                                      [ Reassign ]

Unconfirmed Assignments: 0

**From:**

◉ **Worker ID:** [ Select ]
○ **Case Number:** [_____] [ Select ]
○ **From Any Eligible Position**          **Office:** CalSAWS Project Office [ Select ]

**Reassign Quantity:**

◉ **Number of Cases:** [_____]
○ **Entire Workload**

**Program:** ❋                    **Language:** ❋
[ - Select - ⌄]                   [ Any ⌄]
**Case Flag:**                    **Status:**
[_____⌄]                      [_____⌄]

**To:**

◉ **Worker ID:**
[ Select ]
○ **Unit**                        **Office:**                    [ Select ] **Unit:** [⌄]
○ **Auto Assign to Eligible**     **Office:** ☐ CalSAWS Project Office
**Positions**
                                                                 [ Select ] [ Remove ]
○ **Auto Assign to Eligible Position**
**in County**

**Effective Date:**

○ **Effective Date:** [_____] 📅
◉ **Immediate Assignment**

**Reassignment Option**

**Automatically Reassign When Activated:** ❋
[ - Select - ⌄]

☐ Print New Worker Letter

                                                                          [ Reassign ]

This Type 1 page took 16.03 seconds to load.

**Figure 2.1.1 – Workload Reassignment Detail**

### 2.1.3 Description of Changes

1. Update the Workload Reassignment Detail page so that the "Send Worker Alert" field (which currently displays underneath the 'Automatically Reassign When Activated' field) on the Reassignment Option block no longer displays as shown in Figure 2.1.1.

### 2.1.4 Page Location

- **Global: Admin Tools**
- **Local: Workload Assignment**
- **Task: Workload Reassignment**

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

Update page mapping to accommodate the removal of the "Send Worker Alert" field.

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3  REQUIREMENTS

## 3.1  Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1627 | The CONTRACTOR shall update the "Send Worker Alert" field on the Workload Reassignment Detail page to not display for all 58 Counties. | | The "Send Worker Alert" field will be removed from the Workload Reassignment Detail page. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207291 | DDID 530, 1549

Update "Child Care Agency" field

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Kim Lam |
| | Reviewed By | Melissa Mendoza, Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 11/14/2019 | 1.0 | Initial Document | Kim Lam |
| 02/20/2020 | 2.0 | Updated Section 2.2.2 with mockups for Special Investigation Detail page<br><br>Updated Section 2.3.2 with mockups for Special Investigation Referral page<br><br>Updated Assumptions | Kim Lam |
| 05/01/2020 | 3.0 | Updated design to remove Resource Search and Select Resource pages and replace with new page called Select Child Care Agency. | Kim Lam |
| 05/08/2020 | 4.0 | Updates per QA feedback. Updated 2.1.3b, 2.1.3c 2.2.3b and 2.2.3c to use the Select Child Care Agency page instead of Select Resource page. | Melissa Mendoza |
| 05/26/2020 | 5.0 | Updates per Deliverable Comments. | Melissa Mendoza |
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# 1  OVERVIEW

This SCR will allow users to add Child Care Agencies to the Resource Databank (RDB) and display the agencies by County on the Special Investigations pages.

## 1.1  Current Design

Child Care Agencies on the Special Investigations pages currently display values for Los Angeles County only and cannot be updated by a user in CalSAWS.

## 1.2  Requests

Update functionality so that Child Care Agencies can more easily be added as Resources into the Resource Databank (RBD) by a user, rather than displaying values from a codes table.

## 1.3  Overview of Recommendations

1. Child Care Agencies will be added as Resources into the RDB and historic records impacted by this SCR will be redirected to the RDB.
2. Update the Special Investigations Referral page.
3. Update the Special Investigations Detail page.
4. Create a new page called Select Child Care Agency.
5. Update the Resource Search and Detail pages.

## 1.4  Assumptions

1. This SCR will only change how Child Care Agencies are tracked for Special Investigation pages. Other pages that display Child Care Agencies in a dropdown, including the Child Care Authorizations Detail and Child Care Request Search pages, will not be updated with this SCR and will continue to display Child Care Agencies for Los Angeles County only. Los Angeles County Child Care Agencies or Alternative Payment Programs (APP's) on those pages will not utilize the RDB, and any changes must be requested through a separate SCR.
2. This SCR will leave the "Worker ID" field blank as part of the one-time data change to create the Child Care Agency records in the RDB. The User will need to update the field when updating the Resource Detail page.
3. Reports changes will be addressed with separate SCR CA-213817.

# 2 RECOMMENDATIONS

## 2.1 Special Investigation Referral

### 2.1.1 Overview

Update the Special Investigation Referral page to reference Child Care Agencies from the Resource Data Bank (RDB).

### 2.1.2 Special Investigation Referral



**Figure 2.1.2 – Special Investigation Referral page (Create Mode)**

## Special Investigation Referral

**✱- Indicates required fields**

| | Submit Referral | Clear |

**Case Number:** ✱
Select

**Case Name:**

**Language:** ✱
English ▼

**Investigation Id:**

**Status:**

**Address:** ✱
[_____]

**City:** ✱
[_____]

**State:** ✱
- Select - ▼

**Zip Code:**
[_____]

**Fraud Type:** ✱
Early ▼

**Early Fraud Type:**
▼

**Child Care Agency**
Crystal Stairs  Remove

**Phone Number:**
[_____]

**CIN:**

**Hazardous Case Indicator:**
[___] ▼

**ID/Driver's License:**

**Involved Person:**

| Type | Name | SSN | DOB |
|------|------|-----|-----|
| ▼ | | | |

**Figure 2.1.2b – Special Investigation Referral page (Create Mode) – Add Remove button**

### 2.1.3 Description of Changes

1. Update the Special Investigation Referral page to:
   a. Remove the existing dropdown field for Child Care Agency. The page will no longer use the codes table values to display the values for Child Care Agency.
   b. Replace the dropdown with a Select button that opens the Select Child Care Agency page to select a Child Care Agency resource from the RDB, with the Category of "Agency" and Type of "Child Care Agency."
      i. The Select button will display in Create mode.
   c. Once a Resource is selected from the Select Child Care Agency page, navigate the User back to the Special Investigation Referral page and display the selected Child Care Agency resource as a hyperlink. Clicking on the hyperlink will navigate the User to the Resource Detail page for that Resource.
      i. The hyperlink will display in Create mode.
   d. Add a Remove button to right of Child Care Agency resource. When User selects the Remove button, the selected resource will be removed and only the Select button will display.
      i. The Remove button will display in Create mode.

### 2.1.4 Page Location

- **Global:** Special Units
- **Local:** Special Investigations
- **Task:** Special Investigation Referral

### 2.1.5 Security Updates

The Add and Remove button for the Child Care Agency field will be attached to the Edit security rights of the page.

### 2.1.6 Page Mapping

Update page mapping for the Child Care Agency field to reference the RDB.

### 2.1.7 Page Usage/Data Volume Impacts

N/A

## 2.2 Special Investigation Detail

### 2.2.1 Overview

Update the Special Investigation Detail page to reference Child Care Agencies from the Resource Data Bank (RDB).

### 2.2.2  Special Investigation Detail page

## Special Investigation Detail

*- Indicates required fields                                    [Save]  [Cancel]

**Investigation ID:**        **Legacy Fraud Number:**          **Investigation Status:** *
                                                               [Referral ▼]

**DPA 266 Type:** *                                            **Source Category:**
[- Select -                    ▼]                               [                    ▼]

**Allegation:**                                                **Project Code:**
[                              ▼]                               [                    ▼]

**Origin:** *                                                  **Investigation Priority:**
[- Select - ▼]                                                 [                    ▼]

**Restricted Access - Internal Investigation?** *
[No ▼]

**Case Type:** *
[Internal ▼]

**Case Number:**                          **Case Name:**       **Language:** *
[Select]                                                        [English            ▼]

**Disposition Type:**                                          **Disposition Date:**
[                    ▼]                                         [          ] [📅]

**Fraud Type:** *                                              **Historical Fraud Type:** *
[Historical ▼]                                                 [          ▼]

**Child Care Agency**
[Select]

**Internal Investigation Target:**
[Select]

**CIN:**                                                       **CDL:**

**Figure 2.2.2 – Special Investigation Detail page (Create Mode)**

## Special Investigation Detail

**✱** - Indicates required fields

[ Save ]  [ Cancel ]

**Investigation ID:**    **Legacy Fraud Number:**

**DPA 266 Type: ✱**
[ Child Care ▼ ]

**Allegation:**
[ ▼ ]

**Origin: ✱**
[ Analytics ▼ ]

**Restricted Access - Internal Investigation? ✱**
[ No ▼ ]

**Case Type: ✱**
[ Internal ▼ ]

**Case Number:**         **Case Name:**
L000001 [ Remove ]        Kim Test

**Disposition Type:**
[ ▼ ]

**Fraud Type: ✱**
[ Historical ▼ ]

**Child Care Agency**
Options for Learning [ Remove ]

**CIN:** 999371529

**Investigation Status: ✱**
[ Referral ▼ ]

**Source Category:**
[ ▼ ]

**Project Code:**
[ ▼ ]

**Investigation Priority:**
[ ▼ ]

**Language: ✱**
[ English ▼ ]

**Disposition Date:**
[          ] 📅

**Historical Fraud Type: ✱**
[ Child Care ▼ ]

**CDL:**

**Figure 2.2.2b – Special Investigation Detail page (Create Mode) – Add Remove button**

## Special Investigation Detail

View Images   Edit   Close

**Investigation ID:**
F800195642

**Legacy Fraud Number:**

**Investigation Status:** *
Referral

**DPA 266 Type:** *
Child Care

**Source Category:**

**Allegation:**

**Project Code:**

**Origin:** *
Analytics

**Investigation Priority:**

**Restricted Access - Internal Investigation?** *
No

**Case Type:** *
Internal

**Case Number:**
L000001

**Case Name:**
Kim Test

**Language:** *
English

**Disposition Type:**

**Disposition Date:**

**Fraud Type:** *
Historical

**Historical Fraud Type:** *
Child Care

**Child Care Agency**
Options for Learning

**CIN:** 999371529

**CDL:**

**Figure 2.2.2c – Special Investigation Detail page (View Mode)**

### 2.2.3 Description of Changes

1. Update the Special Investigation Detail page to:
   a. Remove the existing dropdown field for Child Care Agency. The page will no longer use the codes table values to display the values for Child Care Agency.
   b. Replace the dropdown with a Select button that opens the Select Child Care Agency page to select a Child Care Agency resource from the RDB, with the Category of "Agency" and Type of "Child Care Agency."
      i. The Select button is displayed while the User is in Create and Edit mode.
   c. Once a Resource is selected from the Select Child Care Agency page, navigate the User back to the Special Investigation Detail page and display the selected Child Care Agency resource as a hyperlink. Clicking on the hyperlink will navigate the User to the Resource Detail page for that Resource.
      i. The hyperlink will display in Create, Edit, and View mode.

d. Add a Remove button to right of Child Care Agency resource. When User selects the Remove button, the selected resource will be removed and only the Select button will display.
   i. The Remove button will display in Create and Edit mode.

### 2.2.4 Page Location

- **Global:** Special Units
- **Local:** Special Investigations
- **Task:** Special Investigation Search → Add Special Investigation → Special Investigation Detail

### 2.2.5 Security Updates

N/A

### 2.2.6 Page Mapping

1. Update page mapping for the Child Care Agency field to reference the RDB.

### 2.2.7 Page Usage/Data Volume Impacts

N/A

## 2.3 Resource Search and Resource Detail

### 2.3.1 Overview

Update the Resource Search and Resource Detail pages to add a new Category of "Agency" and a new Agency Type of "Child Care Agency". This will enable the user to add new Child Care Agencies as resources.

### 2.3.2 Resource Detail

**Figure 2.3.2 – Resource Detail page – Add new Category: Agency; new Agency Type: Child Care Agency; and remove Tax Information section**

### 2.3.3 Description of Changes

1. Update the Resource Detail page:
   a. Add a new checkbox of "Agency" in the Category section that is placed in alphabetical order.
   b. When selecting the Category of "Agency," the following actions will be triggered:
      i. Agency Type section will dynamically display and will be a mandatory field.
      ii. The Tax Information section will not appear on the page.
   c. Add a new Agency Type section with a checkbox of "Child Care Agency".
2. Update the Resource Search page:
   a. Add a new value of "Agency" to the Category dropdown
   b. Add a new dropdown of "Type" with the following values:
      i. Blank
      ii. "Child Care Agency"

   The Type dropdown will default to blank.

### 2.3.4 Page Location

- **Global:** Resource Databank
- **Local:** Resources
- **Task:** Resource Search → Add Resource → Resource Detail

### 2.3.5 Security Updates

N/A

### 2.3.6 Page Mapping

1. Update page mapping on Resource Detail for the new field "Agency Type."

### 2.3.7 Page Usage/Data Volume Impacts

N/A

## 2.4 Select Child Care Agency

### 2.4.1 Overview

Create a new page called Select Child Care Agency that will allow the user to select the appropriate Child Care Agency resource for both the Special Investigation Detail page and the Special Investigation Referral page.

### 2.4.2 Select Child Care Agency



**Figure 2.4.2 – Select Child Care Agency page**

### 2.4.3 Description of Changes

1. Create a new page called Select Child Care Agency page that will be modeled after the Select Resource page. Starting from the Select Resource page, make the following changes:
   a. Rename the page title to "Select Child Care Agency".
   b. The Category dropdown field will be defaulted to the new value "Agency" and have no other values.
   c. The Type dropdown field will be defaulted to the new value "Child Care Agency" and have no other values.

   Note: The County Approved column from the Select Resource page will not be displayed.

### 2.4.4 Page Location

The Select Child Care Agency page will appear after the user clicks the Select button for the Child Care Agency field on both the Special Investigation Detail and Special Investigation Referral pages.

- **Global:** Special Units
- **Local:** Special Investigation
- **Task:** Special Investigation Search → Add Special Investigation button → Special Investigation Detail → Select button under Child Care Agency field

- **Global:** Special Units
- **Local:** Special Investigation
- **Task:** Special Investigation Referral → Select button under Child Care Agency field

### 2.4.5 Security Updates

Page security will inherit the same security rights as the existing prior page.

### 2.4.6 Page Mapping

1. Create page mapping for the new page Select Child Care Agency and for all fields on the page.

### 2.4.7 Page Usage/Data Volume Impacts

N/A

## 2.5 Data Change: Add new Child Care Agencies into the RDB and Update historic records

### 2.5.1 Overview

This SCR introduces new functionality whereby users can enter new Child Care Agencies as Resources into the RDB. A Data Change Request is needed to add the Child Care Agencies as resources into the Resource Databank and update historic Special Investigation records to point to the RDB for the Child Care Agency field.

### 2.5.2 Description of Change

1. Perform a one-time data change to create new Child Care Agencies in the Resource Databank for the resources listed in the table below.
   a. Note: Worker ID will be blank for the Data Change, but it is a required field that a User must input when updating the Resource Detail page.

2. Perform a one-time data change to update existing Special Investigation records to use the newly created Child Care Agencies from the RDB.

| Name/ Payee Name | Category | Agency Type | Status | Address Type | Address |
|---|---|---|---|---|---|
| Pathways | Agency | Child Care Agency | Active | Physical, Mailing | 3325 Wilshire Blvd #1100 Los Angeles, CA 90010 |
| Crystal Stairs | Agency | Child Care Agency | Active | Physical, Mailing | 5110 West Goldleaf Circle, Suite 150 Los Angeles, CA 90056 |
| CHILD CARE INFORMATION SERVICE | Agency | Child Care Agency | Active | Physical, Mailing | 2465 East Walnut Street Pasadena, CA 91107 |
| Options | Agency | Child Care Agency | Active | Physical, Mailing | 13100 Brooks Drive, Suite 100 Baldwin Park, CA 91706 |
| Mexican-American Opportunity Foundation | Agency | Child Care Agency | Active | Physical, Mailing | 401 N. Garfield Avenue Montebello, CA 90640 |
| Pomona Unified School District | Agency | Child Care Agency | Active | Physical, Mailing | 1460 E Holt Ave #174 Pomona, CA 91767 |
| Connections for Children | Agency | Child Care Agency | Active | Physical, Mailing | 5901 W. Century Blvd, Suite 400 Los Angeles, CA 90045 |
| Child Care Resource Center | Agency | Child Care Agency | Active | Physical, Mailing | 20001 Prairie Street Chatsworth, CA 91311 |

| Name/ Payee Name | Category | Agency Type | Status | Address Type | Address |
| --- | --- | --- | --- | --- | --- |
| CHILDREN HOME SOCIETY OF CALIORNIA | Agency | Child Care Agency | Active | Physical, Mailing | 1300 West Fourth Street<br>Los Angeles, CA 90017 |
| EQUIPOISE INCORPORATED | Agency | Child Care Agency | Active | Physical, Mailing | 220 E Bennett Street<br>Compton, CA 90222 |
| City of Norwalk | Agency | Child Care Agency | Active | Physical, Mailing | 11929 Alondra Blvd<br>Norwalk, CA 90650 |
| CENTER FOR COMMUNITY AND FAMILY SERVICES | Agency | Child Care Agency | Active | Physical, Mailing | 508 East Mendocino Street Altadena, CA 91001 |
| International Institute of Los Angeles | Agency | Child Care Agency | Active | Physical, Mailing | 3845 Selig Place<br>Los Angeles, CA 90031 |
| Drew Child Development Corporation | Agency | Child Care Agency | Active | Physical, Mailing | 3737 Martin Luther King Jr. Blvd., #525, Lynwood, CA 90262 |

### 2.5.3 Estimated Number of Records Impacted/Performance

1. Fourteen records of Child Care Agencies will be added as resources into the RDB with this data change.
2. Approximately 32,242 Special Investigation records with the child care agency code will be impacted by this SCR.

# 3 MIGRATION REQUIREMENTS

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 530 | **Original:**<br>The CONTRACTOR shall update the "Child Care Agency" field on the Special Investigation Detail page to display the child care agencies from the RDB page across all 58 Counties.<br><br>**Revised:**<br>The CONTRACTOR shall update the "Child Care Agency" field on the Special Investigation Detail page to display the child care agencies from the RDB page across all 58 Counties. Update the Resource Data Bank to support a new Category of Agency and a Type of Child Care Agency. | N/A | The Special Investigation Detail and Special Investigation Referral pages have been updated to pull in Child Care Agency values from the RDB instead of from the codes tables. The new page Select Child Care Agency will allow the user to select a Child Care Agency from RDB for the Special Investigation pages. |
| 1549 | The CONTRACTOR shall update the "Childcare Agency" field on the Special Investigation Referral page to display the childcare agencies from the RDB page across all 58 Counties. | N/A | The Special Investigation Referral page has been updated to pull in Child Care Agency values from the RDB instead of from the codes table. |

# CalSAWS

## California Statewide Automated Welfare System

# Design Document

CA-207302 DDID 1527

CalFresh Denial Due to Missed Interview

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Avi Bandaranayake |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 1/20/2020 | 1.0 | Initial Draft | Avi Bandaranayake |
| 4/30/2020 | 1.1 | Updated Overview and Section 1.1 based on review comments. Revised requirement for clarity. | Avi Bandaranayake |
| 5/26/2020 | 1.2 | Updated section 2.1.2 and 2.1.3 | Avi Bandaranayake |
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# 1 OVERVIEW

This design describes the changes needed to modify the Notice of Missed Interview (NOMI) CalFresh (CF) denial batch job in order for it to run for multiple counties.

## 1.1 Current Design

The NOMI is sent if a CF program in Pending status and has an appointment with a status of either No Show or Scheduled (prior to the batch running).

The batch job will deny CF programs when the latest intake interview status is 'No Show' or 'Scheduled' and the interview appointment date is between the application date and the 25th day from the application date. The appointment type code must be either General Appointment with sub type code of Telephone Interview Intake or Intake Interview.

The batch job (PB19E472) is currently a County 19 (Los Angeles only) job. The batch job uses a county code list that currently has only County 19.

## 1.2 Requests

Enable or disable the Batch job that denies the CalFresh program when the Status is set to No Show or left in Pending on the Customer Appointment Detail for all 58 Counties.

## 1.3 Overview of Recommendations

1. Update the batch job to be a County "00" job (all-county job).
2. Create a Batch Properties Change Request (BPCR) to add all 58 counties to the county code list.

## 1.4 Assumptions

1. This batch job is currently Los Angeles County (County 19) specific.
2. All batch scheduling will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605, for counties that have opted in to the batch job.
3. The scheduling SCRs mentioned above will cover the opt in/out functionality and can be verified once implemented.

# 2 RECOMMENDATIONS

## 2.1 Missed Interview Batch

### 2.1.1 Overview

Update the FindDenyFSMissInt (PB19E472) batch job to be a "00" job and update the county parameter list so that the batch job can run for multiple counties.

### 2.1.2 Description of Change

1. Rename the batch job to be a "00" job.
2. Create a BPCR to update the county code list property to include all 58 counites.
3. Create a BSCR to schedule the new "00" job to run for LA County.

### 2.1.3 Execution Frequency

Daily.

### 2.1.4 Key Scheduling Dependencies

No change.

### 2.1.5 Counties Impacted

All counties.

### 2.1.6 Data Volume/Performance

Unknown.

### 2.1.7 Failure Procedure/Operational Instructions

No change.

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1527 | **Original:** The CONTRACTOR shall enable or disable the Batch job that denies the CalFresh program when the Status is set to No Show or left in Pending on the Customer Appointment Detail for all 58 Counties. The decision on which Counties opt in or out of this functionality will be captured during migration. The decision to modify the date the batch job is run will be captured at the time of the specific system migration for each county (Los Angeles county is currently running for the 25th of the month).<br><br>**Revised:** The CONTRACTOR shall enable or disable the Batch job that denies a pending CalFresh program when the Interview Status is set to No Show or Scheduled and the interview appointment date is between the application date and the 25th day from the application date for all 58 Counties. The decision on which Counties opt in or out of this functionality will be captured during migration. | The Batch properties and scheduling will have to be updated for each wave separately | Update batch job to be a 00 job. Update county code list to include all 58 counties. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-207468 | DDID 342

Relabel 'Request New BIC' button to 'Reissue BIC' on Medi-Cal Person Detail page

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Kim Lam |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/17/2020 | 1.0 | Initial Document | Kim Lam |
| 05/06/2020 | 2.0 | Updated Section 1.1 per QA comments | Kim Lam |
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# 1 OVERVIEW

This SCR relabels a button on the Medi-Cal Person Detail page.

## 1.1 Current Design

In LRS/CalSAWS, there exists a "Request New BIC" button on the Medi-Cal Person Detail page, which when clicked will initiate a MEDS transaction to reissue a Benefits Identification Card (BIC) to the Customer.

## 1.2 Requests

Per DDID 342, relabel the "Request New BIC" button to "Reissue BIC" on the Medi-Cal Person Detail page.

## 1.3 Overview of Recommendations

1. Relabel the "Request New BIC" button to "Reissue BIC" on the Medi-Cal Person Detail page.

## 1.4 Assumptions

1. The associated Batch/Interface in LRS/CalSAWS is not county specific and the underlying functionality will not change.

# 2 RECOMMENDATIONS

## 2.1 Medi-Cal Person Detail

### 2.1.1 Overview

This SCR will relabel the "Request New BIC" button to "Reissue BIC".

### 2.1.2 Medi-Cal Person Detail Mockup

**Medi-Cal Person Detail**

✱- Indicates required fields                    [ Edit ]  [ Reissue BIC ]  [ Close ]

**Recipient Information**

**Name:** ✱
Test, John 34M

**Application Detail**

**Application Date:** ✱            **Beginning Date Of Aid:** ✱
01/24/2020                          01/24/2020

**Requested Medi-Cal Type**

| Type | Begin Month | End Month |
|------|-------------|-----------|
| Medi-Cal | 01/2020 | |

**Retro Months**

| Month | Requested Medi-Cal Type |
|-------|-------------------------|
| | |

[ Edit ]  [ Reissue BIC ]  [ Close ]

**Figure 2.1.1 – "Reissue BIC" button on Medi-Cal Person Detail page**

### 2.1.3 Description of Changes

1. On the Medi-Cal Person Detail page, relabel "Request New BIC" button to "Reissue BIC".

### 2.1.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary > Medi-Cal > View Details > Program Person > Medi-Cal Person Detail

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

N/A

### 2.1.7 Page Usage/Data Volume Impacts

N/A

# 3   REQUIREMENTS

## 3.1   Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 342 | The CONTRACTOR shall relabel the "Request New BIC" button to "Reissue BIC" on the Medi-Cal Person Detail page. | The associated Batch/Interface in CalSAWS is not county specific and the underlying functionality will not change. | "Request New BIC" button on the Medi-Cal Person Detail page has been relabeled to "Reissue BIC". |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-208252 DDID 713

Update Automated Regression Test (ART) scripts to account for CalSAWS Migration R6 system modifications

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | William Baretsky |
| | Reviewed By | Amy Gill, Sharon Teramura |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 4/30/2020 | 1.0 | Original | William Baretsky |
| 5/12/2020 | 1.1 | Added SCRs that were approved through previous deliverables and are targeted for the R6 release (CA-207219, CA-207157) | William Baretsky |
| 5/27/2020 | 1.2 | Removed SCRs that have been pulled from the R6 release (CA-207101, CA-207347) | William Baretsky |
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# 1 OVERVIEW

## 1.1 Current Design

The suite of Automated Regression Test (ART) scripts are executed against the C-IV and LRS applications on a scheduled basis throughout each major release cycle. The ART scripts are updated as needed to account for system modifications implemented within each of the C-IV (M&O) and LRS (M&E) releases.

## 1.2 Requests

The ART scripts should also be updated to account for the system modifications being made as part of each CalSAWS Migration (DD&I) release.

## 1.3 Overview of Recommendations

Update the ART scripts to account for the system modifications being made as part of the CalSAWS Migration R6 release. Update the underlying framework code modules used by the ART scripts as needed to support these changes.

## 1.4 Assumptions

1. No technical enhancements to the ART framework are required for CalSAWS R6.
2. The functional scope of the ART suite and each ART script will remain unchanged.
3. No more than 70% of the ART scripts will need to be updated.
4. No more than 30% of the ART framework code modules will need to be updated.

# 2 RECOMMENDATIONS

## 2.1 CalSAWS System Change Scope

### 2.1.1 Description of Changes

Update the ART scripts and underlying code modules to account for the system modifications being made under each of the following R6 SCRs:

| SCR # | Summary |
|-------|---------|
| 200253 | DDID 1967: DDCR 4005: Add Optimistic Lock Logic to Program Application Pages |
| 200341 | DDID 1967: Update Application Opened in Error Reassociations |
| 200424 | DDID 1967: Children of Foster Care or Kin-GAP Recipients Eligibility to CalWORKs Benefits |
| 201313 | DDID 1967: DDCR 3012: Apply pre-EDBC validations prior to Running EDBC |
| 201517 | DDID 1967: DDCR 5508: IEVS Case Based Abstracts |
| 201992 | DDID 1967: DDCR 3170:  Updates to Correspondence Office Types for Migration Counties |
| 207140 | DDID 2191 - Consolidation of Foster Care Payments |
| 207151 | DDID 2136 - Update Child Placement pages to view deleted records |
| 207157 | DDID 2128 - Migrate the Tax Intercept Jobs into CalSAWS |
| 207158 | DDID 2127 - Enhance Recovery Account Correspondence to be generated and sent in batch |
| 207214 | DDID 2060 - Update Vital Statistics Detail page |
| 207219 | DDID 2055 - Remove CFAP Sponsor Requirement |
| 207220 | DDID 2054 - Add Validation when User exits page without saving |
| 207225 | DDID 2049 - Update Expense Detail page |
| 207232 | DDID 1964, 1955 - Update MEDS Alert Configurability |
| 207246 | DDID 1819, 1854 - Updates to Automatic Journals |
| 207271 | DDID 1627 - Update "Send Worker Alert" field on Workload Reassignment Detail |
| 207291 | DDID 530, 1549: Update "Child Care Agency" Field |
| 207302 | DDID 1527 - Update Batch job for CalFresh No Show Appointments to be configurable |

| SCR # | Summary |
|-------|---------|
| 207468 | DDID 342 - Relabel 'Request New BIC' button to 'Reissue BIC' on Medi-Cal Person Detail page |
| 210615 | DDID 1967, 1955: Automated Action Configurability |
| 210772 | DDID 1787 - Migrate the C-IV County Specific Batch Jobs (Phase 3) |
| 211749 | DDID 1967: Migrate the CIV NA 1268 - CalFresh Informing Notice of Sending Intercounty Transfer form (04/13) |
| 211751 | DDID 1967: Migrate the C-IV NA 835 (10/17) |
| 211754 | DDID 1967: Update Batch Configuration for NA 820 (01/01) version |
| 211757 | DDID 1967: Update Batch Configuration for CW 2186A CalWORKs Time Limit Exemption Request (12/12) |
| 211772 | DDID 1967: Migrate the CF 29 (10/13) |
| 213557 | DDID 1065 - Update NOAs to remove county-specific references - Phase 2 |
| 213817 | DDID 1967: Update WFPI Reports that utilize Child Care Agencies |
| 214352 | DDID 374 - Update Homeless Assistance Notices of Action for Money Management changes |
| 215513 | DDID 1967: Migrate EBT 2216 |
| 215516 | DDID 1967: Migrate CW 2166 |

# 3   REQUIREMENTS

## 3.1   Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 713 | The CONTRACTOR shall review and update the C-IV and LRS suite of Automated Regression Test (ART) scripts as required to account for the system modifications being made as part of the CalSAWS Migration. A complete set of regression scripts leveraging existing C-IV and LRS scripts is to be utilized and run automatically on an agreed upon frequency against the CalSAWS Software.<br><br>The CONTRACTOR shall update the ART framework to support all browser versions supported by the CalSAWS Software. | N/A | Update the ART scripts to account for the system modifications being made under the CalSAWS Migration R6 SCRs.<br><br>Update the ART framework code modules as needed to support the ART script changes mentioned above. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-210772 | DDID1787, 1789

Migrate C-IV County Specific Batch Jobs

Phase 3

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Avi Bandaranayake |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 1/2/2020 | 1.0 | Initial Draft | Avi Bandaranayake |
| 4/30/2020 | 1.1 | Updated Title and requirement to associate DDID 1789. Removed number of active C-IV jobs. | Avi Bandaranayake |
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# 1 OVERVIEW

There are currently 5,158 C-IV batch jobs identified as needing to be evaluated for migration into CalSAWS. This DDID is Phase 3 of a multi-phase effort to evaluate active C-IV batch jobs for migration into CalSAWS. The batch jobs identified by this DDID cover a variety of functional areas.

## 1.1 Current Design

The jobs identified in Supporting Document 1 are batch jobs that currently exist only in the C-IV system, also known as C-IV Jobs.

The jobs identified in Supporting Document 2 are batch jobs that exist in both C-IV and CalSAWS, also known as Common Jobs.

## 1.2 Requests

Per DDID 1787, migrate the C-IV County Specific Batch Jobs into CalSAWS.

Per DDID 1789, update the Batch scheduler with new jobs created for 58 counties.

## 1.3 Overview of Recommendations

1. Identify batch jobs that are currently active in the C-IV system that do not exist in CalSAWS.
2. Identify batch jobs that are currently active in both the C-IV and CalSAWS systems.
3. Port over C-IV code and batch jobs identified in Supporting Document 1.
4. Verify configuration and batch properties for jobs listed in Supporting Document 2.
5. All non-county specific batch jobs in LRS/CalSAWS will be updated to run for all 58 counties.

## 1.4 Assumptions

1. Scheduling of any migrated batch jobs in will be handled by DDID 1789.
2. The 5,158 jobs identified include active and inactive jobs. The inactive jobs will be identified during development. The final number of jobs to be migrated may be less than the initial count identified.

# 2 RECOMMENDATIONS

## 2.1 C-IV Jobs

### 2.1.1 Overview

The C-IV jobs identified will be listed in Supporting Document 1. These will be migrated and configured to run in CalSAWS.

### 2.1.2 Description of Change

1. For each batch job listed in Supporting Document 1:
   a. Port any code associated with the jobs.
   b. Update associated configurations and properties.
2. '00' jobs: Majority of these jobs will fall under Common Jobs and will have the configuration and properties updated to include C-IV and CalWIN counties.
3. County 'XX' jobs (County-specific jobs):
   a. If the job is only specific to one county and has no overlap in either system, the batch job will remain unchanged.
   b. If the batch job exists for multiple counties or exists in both systems and is functionally and logically the same, then these will be converted to a '00' job with a county parameter list to handle the multiple counties.
4. If new jobs are created to support 58 counties add these jobs to the batch scheduler.

### 2.1.1 Execution Frequency

Varies. Refer to associated BSCR for details.

### 2.1.2 Key Scheduling Dependencies

Varies. Refer to associated BSCR for details.

### 2.1.3 Counties Impacted

All Counties.

### 2.1.4 Data Volume/Performance

No Change.

### 2.1.5 Failure Procedure/Operational Instructions

No Change.

## 2.2 Common Jobs

### 2.2.1 Overview

The Common Jobs identified will be listed in Supporting Document 2. These will be inspected for configuration and batch property discrepancies. Any jobs identified as having discrepancies will be updated so that the job continues to run for all counties.

### 2.2.2 Description of Change

1. Compare the batch job configuration between C-IV and CalSAWS.
2. If any discrepancies are found, merge configurations to allow the job to run for all counties.
3. Compare the batch job properties between the two systems.
4. If any discrepancies are found, merge properties to allow the job to run for all counties.
5. '00' jobs: Majority of these jobs will fall under Common Jobs and will have the configuration and properties updated to include C-IV and CalWIN counties.
6. County 'XX' jobs (County-specific jobs):
   a. If the job is only specific to one county and has no overlap in either system, the batch job will remain unchanged.
   b. If the batch job exists for multiple counties or exists in both systems and is functionally and logically the same, then these will be converted to a '00' job with a county parameter list to handle the multiple counties.
7. If new jobs are created to support 58 counties add these jobs to the batch scheduler.

### 2.2.3 Execution Frequency

Varies. Refer to associated BSCR for details.

### 2.2.4 Key Scheduling Dependencies

Varies. Refer to associated BSCR for details.

### 2.2.5 Counties Impacted

All Counties.

### 2.2.6 Data Volume/Performance

No Change.

### 2.2.7 Interface Partner

No Change.

### 2.2.8 Failure Procedure/Operational Instructions

No Change.

## 3 SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|--------|-----------------|-------------|------------|
| 1 | Batch | List of C-IV jobs to be migrated | Phase3_SupportingDocument1C-IVJobs.xlsx |
| 2 | Batch | List of Common jobs to be merged | Phase3_SupportingDocument2Common Jobs.xlsx |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1787 | The CONTRACTOR shall migrate the C-IV County Specific Batch Jobs across the impacted Batch modules into the CalSAWS Software as determined during the migration design phase. | • All 58 counties will be incorporated into the same batch schedule.<br>• The jobs that are new since side by side will be migrated into the CalSAWS System.<br>• C-IV County interfaces that were included in LRS baseline will not require functional updates.<br>• The Batch properties and scheduling will have to be updated for each wave separately. | C-IV County specific batch jobs will be migrated to CalSAWS through multiple SCRs. |
| 1789 | The CONTRACTOR shall update the CalSAWS Batch Scheduler to account for all the new CalSAWS Batch Jobs that are applicable to all 58 Counties. | - There will be one combined Batch Scheduler for all 58 Counties.<br>- All non County-specific Batch jobs that exist in LRS will run for all 58 Counties, unless otherwise specified in other DDIDs to be County configurable.<br>- The CalSAWS batch schedule will be run nightly, excluding holiday and system down days, unless otherwise agreed to by the Consortia.<br>- The Batch properties and scheduling will have to be updated for each wave separately | New jobs are added to the scheduler.<br><br>Non county jobs will be updated to run for all counties. |

# CalSAWS

# Design Document

CA-211749 | DDID-1967

Migrate CIV NA 1268 – CalFresh Informing Notice
of Sending Intercounty Transfer form (04/13)

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Harish Katragadda |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/05/2020 | 1.0 | Original | Harish Katragadda |
| 05/11/2020 | 2.0 | Revised | Harish Katragadda |
| 05/26/2020 | 3.0 | Updated Assumption 2 and Form Population | Harish Katragadda |
| 06/10/2020 | 4.0 | Updated Mail-To (Recipient) | Harish Katragadda |
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# Table of Contents

# 1 OVERVIEW

The purpose of this change is to add the NA 1268 to LRS/CalSAWS Template Repository.

## 1.1 Current Design

NA 1268 does not exist in LRS/CalSAWS.

## 1.2 Requests

Migrate NA 1268 (04/13) to LRS/CalSAWS Template Repository.

## 1.3 Overview of Recommendations

Add NA 1268 form to LRS/CalSAWS Template Repository.

## 1.4 Assumptions

1. NA 1268 will have the LRS/CalSAWS Standard Header.
2. NA 1268 form will not have any fields populated when generated from Template Repository except for the standard header and NA BACK 9 fields.
3. NA 1268 will be available to all the 58 counties.

# 2  RECOMMENDATIONS

## 2.1  Add NA 1268 (04/13) – CalFresh Informing Notice of Sending Intercounty Transfer form to Template Repository

### 2.1.1  Overview

This section will cover the updates needed to add NA 1268 Form to LRS/CalSAWS.

**State Form:** NA 1268
**Programs:** CalFresh
**Attached Forms:** N/A
**Forms Category:** Forms
**Languages:** English, Spanish

### 2.1.2  Description of Change

Migrate NA 1268 – CalFresh Informing Notice of Sending Intercounty Transfer form that can be generated from the Template Repository.

1.  Create NA 1268 Form XDP with 2 impressions. The first page will have NA 1268 form and the second page will have NA Back 9 form.

    **Form Header:** LRS/CalSAWS Standard Header
    **Form Title:** CalFresh Informing Notice of Sending Intercounty Transfer
    **Form Number:** NA 1268
    **Include NA Back 9:** Yes
    **Form Mockup/Example:** See Supporting Document #1

2.  Add the NA 1268 – CalFresh Informing Notice of Sending Intercounty Transfer form to Template Repository. The following parameters will be required:

    **Required Form Input:** Case Number, Customer Name, Program, and Language.

3.  **Variable Population for NA 1268 Form**
    CalSAWS Standard Header will be populated with worker and case information.

| Section | Field | Description |
|---------|-------|-------------|
| **Header** | | CalSAWS Standard Header |
| **NA 1268 - Page 1** | County Name | County of the logged in Worker |
| **NA 1268 - Page 1** | Worker Name | Name of Worker who is assigned to the Program |
| **NA 1268 - Page 1** | Worker ID | ID of Worker who is assigned to the Program |
| **NA 1268 - Page 1** | Worker Phone Number | Phone Number of Worker who is assigned to the Program<br>Format (###) ###-#### |
| **NA 1268 - Page 1** | Case Name | Case Name on the Case |
| **NA 1268 - Page 1** | Date | Date on which NA 1268 generated |
| **NA 1268 - Page 1** | Customer ID | Customer Id of the Participant |
| **NA 1268 - Page 1** | Case Number | Case Number on the Case |
| **NA BACK 9** | | |
| **NA 1268 - Page 2** | Send or take this page to (In Space Below) | Hearing Office Address |
| **NA 1268 - Page 2** | You may get free legal help at your local legal aid or welfare rights office (In Space Below) | Legal Office Details |
| **NA 1268 - Page 2** | COUNTY NAME in Hearing Request block | County of the logged in Worker |

4. Add the following barcode options to the NA 1268 Form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|:---:|:---:|:---:|
| N | N | Y |

5. Add the following print options for the NA 1268 Form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|:---:|:---:|:---:|:---:|:---:|:---:|
| Y | Y | Y | Y | Y | Y |

**Mailing Requirements:**
Mail-To (Recipient): Customer Selected in the Document parameters page
Mailed From (Return): Office Address of the worker assigned to the CalFresh program
Mail-back-to Address: N/A
Outgoing Envelope Type: Standard
Return Envelope Type: N/A

**Additional Requirements:**
Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N/A
Post to YBN/C4Y: Yes

# 3   SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|:---:|---|---|---|
| 1 | Correspondence | NA 1268 | NA1268_EN.pdf<br>NA1268_SP.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | With SCR CA-211749, NA 1268 form will be added to LRS/CalSAWS where the form can be generated through Template Repository |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-211751 | DDID-1967

Migrate the C-IV NA 835 (10/17)

| CalSAWS | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| | Prepared By | Pramukh Karla |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 01/06/2019 | 1.0 | Original | Pramukh Karla |
| 05/05/2020 | 2.0 | Updated design document to address DEL Comments about prepopulating case and worker information | Pramukh Karla |
| 05/22/2020 | 3.0 | Updated design document to address DEL Comments | Pramukh Karla |
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# Table of Contents

# 1 OVERVIEW

The purpose of this change is to migrate the NA 835 (10/17) to the LRS/CalSAWS Template Repository.

## 1.1 Current Design

NA 835 form does not exist in LRS/CalSAWS.

## 1.2 Requests

Migrate the NA 835 (10/17) version of the form to the LRS/CalSAWS

## 1.3 Overview of Recommendations

Add the NA 835 to LRS/CalSAWS to Template Repository

## 1.4 Assumptions

1. NA 835 form will have the LRS/CalSAWS Standard Header.
2. NA 835 form will be made available for all 58 counties.

# 2 RECOMMENDATIONS

## 2.1 Add NA 835 (10/17) – Child Care Discontinuance NOA to Template Repository

### 2.1.1 Overview

This section will cover the updates needed to add NA 835 Form to LRS/CalSAWS.

**State Form:** NA 835
**Programs:** Child Care
**Attached Forms:** N/A
**Forms Category:** Form
**Languages:** English, Spanish

### 2.1.2 Description of Change

Create a new NA 835 – Child Care Discontinuance NOA form that can be generated from Template Repository.

1. Create NA 835 form XDP with 2 impressions. First page will have NA 835 and the second page will have NA Back 9.

   **Form Header:** LRS/CalSAWS Standard Header
   **Form Title:** Child Care Discontinuance NOA
   **Form Number:** NA 835
   **Include NA Back 9:** Yes
   **Form Mockup/Example:** See Supporting Document #1

   > **Commented [PS1]:** Please specify what header needs to be populated

2. Add the NA 835 – Child Care Discontinuance NOA to Template Repository. The following parameters will be required:

   **Required Form Input:** Case Number, Customer Name, Program, and Language.

3. LRS/CalSAWS Standard Header will be populated with worker and case information. Apart from that, the following elements on the NA 835 will be populated when the form is triggered from Template Repository.

| Section | Field | Description |
|---|---|---|
| **NA 835 Page 1** | Stop on – Date Field | Will be populated with Begin Date of a Child Care program with Discontinued status.<br>Format: MM/DD/YYYY |

4. Add the following barcode options to the NA 835 Form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|---|---|---|
| N | N | Y |

5. Add the following print options for the NA 835 Form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|---|---|---|---|---|---|
| Y | Y | Y | Y | Y | Y |

**Mailing Requirements:**
Mail-To (Recipient): Primary Applicant of the Child Care Program
Mailed From (Return): Office Address of the worker assigned to the Child Care Program
Mail-back-to Address: N/A
Outgoing Envelope Type: Standard
Return Envelope Type: N/A

**Additional Requirements:**
Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N/A
Clock Indicator: N
Post to YBN/C4Y: Yes

> **Commented [PS2]:** The existing JSP page will list all participant names in the drop down in parameter page. For all template repository forms, we will be mailing it to the participant being selected from the drop down. If this form has to go to primary applicant, then we should have new jsp page which will only display primary applicant of a case. Please clarify this.

## 3 SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|---|---|---|---|
| 1 | Correspondence | NA 835 | NA_835_EN.pdf<br>NA_835_SP.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | With SCR CA-211751, NA 835 form will be added to LRS/CalSAWS, where the form can be generated through Template Repository. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-211754 | DDID 1967

Update the NA 820 Form Batch Job

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Pramukh Karla |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/11/2020 | 1.0 | Draft | Pramukh Karla |
| 05/06/2020 | 2.0 | Update document to address DEL comment | Pramukh Karla |
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# Table of Contents

# 1 OVERVIEW

This DDID covers changes to update the existing NA 820 form batch job to allow it to run for all 58 counties.

## 1.1 Current Design

The PB19R1957 batch job triggers the NA 820 form generation.

## 1.2 Requests

Make the NA 820 form Batch Job available to the 57 Migration Counties that opt into the functionality.

## 1.3 Overview of Recommendations

Create a new Batch Property Change Requests (BPCR) to add counties to the County Code List.

Convert the job to a '00' job and update the batch job to run for the counties in the list.

## 1.4 Assumptions

1. This batch job currently runs for only Los Angeles County (County 19).
2. All batch scheduling will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605, for counties that have opted into the batch job.
3. The scheduling SCRs mentioned above will cover the opt in/out functionality and can be verified once implemented.

# 2 RECOMMENDATIONS

## 2.1 NA 820 forms Batch Job

### 2.1.1 Overview

Convert the job to be a '00' job.

Update the NA 820 form (PB19R1957) batch job to use a county parameter list so that the batch job can run for multiple counties.

### 2.1.2 Description of Change

1. Update the job (PB19R1957) to be a '00' job.
2. Update the job (PB19R1957) to use the CountyCodeList to determine which counties the job should run for.

### 2.1.3 Execution Frequency

No change.

### 2.1.4 Key Scheduling Dependencies

No change.

### 2.1.5 Counties Impacted

All counties.

### 2.1.6 Data Volume/Performance

Unknown.

### 2.1.7 Failure Procedure/Operational Instructions

No change.

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| **1967** | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | Update job to use a county parameter list so it can also run for counties which opt into the functionality. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-211757 | DDID 1967

Update Batch Configuration for CW 2186A
CalWORKs Time Limit Exemption Request (12/12)

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Harish Katragadda |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/11/2020 | 1.0 | Draft | Harish Katragadda |
| 05/26/2020 | 2.0 | Updated Migration Requirements | Harish Katragadda |
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# Table of Contents

# 1 OVERVIEW

This DDID covers changes to update the existing WTW 24-Month Time Clock & CalWORKs Exemption forms batch job to allow it to run for all 58 counties.

## 1.1 Current Design

The PB19R1972 batch job triggers the WTW 43 and CW 2186A to be generated as a set.

## 1.2 Requests

Make the WTW 24-Month Time Clock & CalWORKs Exemption forms Batch Job available to the 57 Migration Counties.

## 1.3 Overview of Recommendations

1. Create a new Batch Property Change Request (BPCR) to add counties to the County Code List.
2. Convert the job to a '00' job and update the batch job to run for the counties in the County Code list.

## 1.4 Assumptions

1. This batch job currently runs for only Los Angeles County (County 19).
2. All batch scheduling will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605, for counties that have opted into the batch job.
3. The scheduling SCRs mentioned above will cover the opt in/out functionality and can be verified once implemented.

# 2 RECOMMENDATIONS

## 2.1 WTW 24-Month Time Clock & CalWORKs Exemption forms Batch Job

### 2.1.1 Overview

Convert the job to be a '00' job.

Update the WTW 24-Month Time Clock & CalWORKs Exemption forms (PB19R1972) batch job to use a county parameter list so that the batch job can run for multiple counties.

### 2.1.2 Description of Change

1. Update the job (PB19R1972) to be a '00' job.
2. Update the job (PB19R1972) to use the CountyCodeList to determine which counties the job should run for.

### 2.1.3 Execution Frequency

No change.

### 2.1.4 Key Scheduling Dependencies

No change.

### 2.1.5 Counties Impacted

All Counties.

### 2.1.6 Data Volume/Performance

Unknown.

### 2.1.7 Failure Procedure/Operational Instructions

No change.

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| **1967** | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | Update WTW 24-month Time Clock & CalWORKs Exemption forms batch job to use a county parameter list so it can also run for counties which opt into the functionality. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-211772 | DDID1967

Migrate CF 29 (10/13)

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Pramukh Karla |
| | Reviewed By | Lawrence Samy, Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 04/20/2020 | 1.0 | Original | Pramukh Karla |
| 05/07/2020 | 2.0 | Updated design document to address DEL comments | Pramukh Karla |
| 05/26/2020 | 3.0 | Updated design document to address DEL Comments | Pramukh Karla |
| 06/05/2020 | 4.0 | Cosmetic update to remove internal design comment | Amy Gill |
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# Table of Contents

# 1 OVERVIEW

The purpose of this change is to add the CF 29 form to LRS/CalSAWS.

## 1.1 Current Design

CF 29 does not exist in LRS/CalSAWS.

## 1.2 Requests

Migrate the CF 29 (10/13) version of the form from C-IV to the LRS/CalSAWS to all 58 counties with the following updates:

1. Add <checkbox> with the following verbiage:
   a. We do not have a telephone number on file for you. You must call us and provide a telephone number where you can be reached for your interview.
   b. Add "APPOINTMENT DATE", "APPOINTMENT TIME" under the newly added checkbox
2. Add the form in all threshold languages.
3. Remove the FS 29 LA-1A from the Template Repository as the newly added CF 29 form will replace FS 29 LA-1A form.
4. Remove the FS 29 LA-1B from the Template Repository as the newly added CF 29 form will replace FS 29 LA-1B form.
5. Add a new CF Packet - LA to Template Repository.
6. Remove CF Packet – 1A and CF Packet - 1B from Template Repository as the newly added CF Packet – LA will replace CF Packet -1A and CF Packet – 1B forms.

## 1.3 Overview of Recommendations

1. Migrate CF 29 (10/13) version of the form to the LRS/CalSAWS to all 58 counties. Add an additional checkbox field labeled 'Your phone number' field with the following verbiage:
   a. We do not have a telephone number on file for you. You must call us and provide a telephone number where you can be reached for your interview.
   b. Add "APPOINTMENT DATE", "APPOINTMENT TIME" under the newly added Box
2. Remove FS 29 LA-1A and FS 29 LA-1B forms from the Template Repository.
3. Add new CF Packet - LA to Template Repository.
4. Remove CF Packet – 1A and CF Packet -1B from Template Repository.
5. Update PB19C902 and PB19C909 batch jobs to generate CF Packet - LA instead of CF Packet – 1A and CF Packet – 1B.

## 1.4 Assumptions

1. CF 29 will have the LRS/CalSAWS Standard Header.
2. CF 29 will be added to LRS/CalSAWS for all 58 counties.

3. Comment section on the CF 29 form will not be translated to threshold languages when a threshold language version of CF 29 form is generated.
4. PB19C902 and PB19C909 batch trigger conditions will not be updated.
5. The new CF Packet - LA form will only be visible to Los Angeles County.

# 2   RECOMMENDATIONS

## 2.1   Add CF 29 (10/13) - CalFresh Recertification Appointment Letter to Template Repository

### 2.1.1   Overview

This section will cover the updates needed to add CF 29 Form to the LRS/CalSAWS.

**State Form:** CF 29

**Programs:** CalFresh

**Attached Forms:** N/A

**Forms Category:** Form

**Languages:** English, Spanish, Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong, Korean, Lao, Russian, Vietnamese

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.*

### 2.1.2   Description of Change

Create CF 29 – CalFresh Recertification Appointment Letter that can be generated from Template Repository.

1. Create CF 29 Form XDP with just 1 impression. An additional checkbox field labeled 'Your phone number' field with the following verbiage:
   a. We do not have a telephone number on file for you. You must call us and provide a telephone number where you can be reached for your interview.
   b. Add "APPOINTMENT DATE", "APPOINTMENT TIME" under the newly added Box

   NOTE: Please see Supporting Documents #2 for Additional Text

   **Form Header:** LRS/CalSAWS Standard Header
   **Form Title:** CalFresh Recertification Appointment Letter
   **Form Number:** CF 29
   **Include NA Back 9:** No
   **Form Mockup/Example:** See Supporting Document #1

2. Add the CF 29 - CalFresh Recertification Appointment Letter form to Template Repository. The following parameters will be required:

**Required Form Input:** Case Number, Customer Name, Program, and Language.

3.  Populate the following elements on the CF 29 when the form is triggered from Template Repository.

| Section | Field | Description |
|---|---|---|
| **CF 29 Page 1** | Your CalFresh certification period ends on – Date Field | Will be populated with Recertification Due Date of CalFresh program |

4.  Add the following barcode options for the CF 29 Form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|---|---|---|
| N | N | Y |

5.  Add the following print options for the CF 29 Form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|---|---|---|---|---|---|
| Y | Y | Y | Y | Y | Y |

**Mailing Requirements:**

Mail-To (Recipient): Primary Applicant of the CalFresh Program

Mailed From (Return): CalFresh Program Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

**Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N/A

Post to YBN/C4Y: Yes

## 2.2 Remove LRS FS 29 LA-1A and FS 29 LA-1B from Template Repository

### 2.2.1 Overview

Since CF 29 replaces FS 29 LA-1A and FS 29 LA-1B forms in LRS/CalSAWS, these forms will be removed from Template Repository.

### 2.2.2 Description of Change

1. Remove LRS FS 29 LA-1A and LRS FS 29 LA-1B forms from Template Repository.

## 2.3 Add CF Packet - LA Form to Template Repository

### 2.3.1 Overview

This section will cover the updates needed to add CF Packet - LA Form to LRS/CalSAWS for Los Angeles County only.

**Form:** CF Packet - LA

**Programs:** CalFresh

**Attached Forms:** N/A

**Forms Category:** Form

**Languages:** English, Spanish, Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Korean, Russian, Vietnamese

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.*

### 2.3.2 Description of Change

Create a new CF Packet - LA that can be generated from Template Repository. The form will be available only for Los Angeles County.

1. Create CF Packet - LA Form XDP with 3 impressions. First page will be CF 29, Second Page will be a blank template, and Third Page will be the Coversheet from existing packet (CF Packet-1A, CF Packet-1B).

**Form Header:** LRS/CalSAWS Standard Header

**Form Title:** CalFresh Packet – CF 29 LA

**Form Number:** CF Packet - LA

**Include NA Back 9:** No

**Form Mockup/Example:** See Supporting Document #3

2. Add the CF Packet - LA to Template Repository. The following parameters will be required:

   **Required Form Input:** Case Number, Customer Name, Program, RE Month, and Language.

3. Populate the following elements on the CF Packet - LA when the form is triggered through Batch.

Your CalFresh certification period ends on _____. You need an interview to keep getting CalFresh benefits.
This is your appointment letter.                    MM/DD/CCYY

☐ You have a telephone CalFresh recertification interview appointment. **If you prefer to be interviewed in person, please call your worker at the number above for an appointment.** The county will call you for your telephone appointment on:

| APPOINTMENT DATE: | APPOINTMENT TIME: |
| --- | --- |
| | |

YOUR PHONE NUMBER:

                                                                                                <1>

☐ You have a face-to-face CalFresh recertification interview appointment on: _____
                                                                              MM/DD/CCYY

| APPOINTMENT DATE: | APPOINTMENT TIME: |
| --- | --- |
| | |

COUNTY OFFICE NAME:

| COUNTY OFFICE ADDRESS | CITY: | STATE: | ZIP CODE: |
| --- | --- | --- | --- |
| | | | |

☐ We do not have a telephone number on file for you. You must call us and provide a telephone number where you can be reached for your interview.

| APPOINTMENT DATE: | APPOINTMENT TIME: |
| --- | --- |
| | |

                                                                                                <2>

We will call you at the number above. If the number is not correct, you must call us and provide a number where you can be reached for your interview. It is very important that we are able to reach you. You may also want to provide an alternative phone number where you can be reached. County phone numbers may be blocked. If your phone does not accept blocked numbers, you may miss the phone call for your telephone interview, and your benefits may be delayed. You will have to reschedule your interview. If you miss the phone interview, call your worker at the number above or go to the above office to reschedule your interview.

**IMPORTANT REMINDERS**

- Failure to complete this interview may result in a delay or may end your CalFresh benefits.
- If you do not keep the scheduled appointment, it is your responsibility to reschedule it.
- To change your appointment, please contact your worker.
- Required verification must be turned in within 10 days of your worker asking for it. Please tell your worker if you need help getting this information. Your worker can help you get it.

**COMMENTS:**

**Fig 2.3.2 CF Packet - LA Field Pre-population Mockup**

| Section | Field | Description | Trigger Conditions |
|---|---|---|---|
| **<1> - See Fig 2.3.2 for section details** | You have a Telephone - Checkbox | Will be populated with Person Phone Number in the following Phone Number type order.<br>1) Home<br>2) Cell<br>3) Message<br>4) Everything else<br><br>Format: (999)999-9999 | If phone number exists |
| | Appointment Date | CUST_APPT.APPT_DATE | If phone number exists |
| | Appointment Time | CUST_APPT.START_TIME | If phone number exists |
| | Your Phone Number | PH_NUM.PH_NUM | If phone number exists |
| **<2>** | We do not have a telephone number - Checkbox | Checked | If phone number does not exist |
| | Appointment Date | CUST_APPT.APPT_DATE | If phone number does not exist |
| | Appointment Time | CUST_APPT.START_TIME | If phone number does not exist |
| **CF Packet - CF 29 Page 1** | Your CalFresh certification period ends on – Date Field | Will be populated with Recertification Due Date of CalFresh program | |

4. Add the following barcode options for the CF Packet - LA Form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|---|---|---|
| Y | Y | Y |

5. Add the following print options for the CF Packet - LA Form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|:---:|:---:|:---:|:---:|:---:|:---:|
| Y | Y | Y | Y | Y | Y |

**Mailing Requirements:**

Mail-To (Recipient): Primary Applicant of the CalFresh Program

Mailed From (Return): CalFresh Program Worker's Office Address

Mail-back-to Address: BRM Address

Outgoing Envelope Type: Flat Mail

Return Envelope Type: BRM

**Additional Requirements:**

Enclosures: N/A

Electronic Signature: N/A

Post to YBN/C4Y: Yes

## 2.4 Remove CF Packet-1A and CF Packet-1B from Template Repository

### 2.4.1 Overview

Since CF Packet – LA will replace the CF Packet-1A and CF Packet-1B form in the LRS/CalSAWS, these packets will be removed from Template Repository.

### 2.4.2 Description of Change

1. Remove CF Packet-1A and CF Packet-1B from Template Repository.

## 2.5 Update CF Packet-1A and CF Packet-1B sweep job to generate new CF Packet – LA

### 2.5.1 Overview

Currently PB19C902 generates CF Packet – 1A and PB19C909 generates CF Packet - 1B forms in LRS/CalSAWS system. Since CF Packet – LA will replace CF Packet-1A and CF Packet-1B, update PB19C902 and PB19C909 to generate CF Packet – LA going forward.

### 2.5.2 Description of Change

1. Update PB19C902 and PB19C909 jobs to generate CF Packet instead of CF Packet-1A and CF Packet-1B. The jobs will continue to run only for Los Angeles County.

# 3 SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|--------|-----------------|-------------|------------|
| 1 | Correspondence | CF 29 | CF29_EN.pdf<br>CF29_AE.pdf<br>CF29_AR.pdf<br>CF29_CA.pdf<br>CF29_CN.pdf<br>CF29_FI.pdf<br>CF29_FA.pdf<br>CF29_HM.pdf<br>CF29_KO.pdf<br>CF29_LA.pdf<br>CF29_RU.pdf<br>CF29_SP.pdf<br>CF29_VI.pdf |
| 2 | Correspondence | CF 29 Additional Text | CF29_ADD_TEXT_EN.pdf<br>CF29_ADD_TEXT_AE.pdf<br>CF29_ADD_TEXT_AR.pdf<br>CF29_ADD_TEXT_CA.pdf<br>CF29_ADD_TEXT_CN.pdf<br>CF29_ADD_TEXT_FI.pdf<br>CF29_ADD_TEXT_FA.pdf<br>CF29_ADD_TEXT_HM.pdf<br>CF29_ADD_TEXT_KO.pdf<br>CF29_ADD_TEXT_LA.pdf<br>CF29_ADD_TEXT_RU.pdf<br>CF29_ADD_TEXT_SP.pdf<br>CF29_ADD_TEXT_VI.pdf |
| 3 | Correspondence | CF Packet – LA Sample English Mockup | CF_PACKET_LA_EN.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | With SCR CA-211772, CF 29 form and CF Packet will be added to LRS/CalSAWS and existing FS 29 LA-1A, FS 29 LA-1B, CF Packet –1A, and CF Packet -1B will be removed from Template Repository. |

# CalSAWS

California Statewide Automated Welfare System

# Design Document

SCR CA-213086 – Convert to Stream Architecture – MEDS EW10 Transaction

# Table of Contents

# 1 OVERVIEW

The MEDS-ID Number Change (EW10) transaction transmits data to the Medi-Cal Eligibility Data System (MEDS) when there is a change in a participant's social security number. The EW10 transaction will be rearchitected to leverage the "Stream Processing Architecture".

## 1.1 Current Design

Currently, the EW10 MEDS job runs nightly. The data changes are made through the CalSAWS online application during the day. However, the same data changes are captured, processed into EW10 transaction records, and sent to MEDS as part of an outbound file during the nightly batch process.

## 1.2 Requests

Refactor MEDS-ID Number Change (EW10) transaction to leverage "Stream Processing Architecture" to run during business hours. This will eliminate EW10 transaction processing batch job and reduces the number of batch jobs running during batch window to accommodate all 58-counties in CalSAWS system.

## 1.3 Overview of Recommendations

The MEDS-ID Number Change (EW10) transaction will be rearchitected to leverage the "Stream Processing Architecture".

## 1.4 Assumptions

1. New streaming application will have no functional differences from the existing EW10 batch job
2. Data volume and data format should exactly match the current interface
3. Existing EW10 batch job will not be modified
4. As per current implementation EW10 transactions will still be sent to MEDS in the nightly outbound file

# 2   RECOMMENDATIONS

## 2.1   MEDS Transaction – EW10

### 2.1.1   Overview

<u>MEDS-ID Number Change (EW10) Transaction Background</u>

Daily MEDS transactions are generated during a nightly batch process. The MEDS-ID Number Change (EW10) transaction, which is generated to report a change in MEDS-ID whenever there is a change in a participant's social security number.

<u>Current Architecture</u>

Currently, there exist nightly batch jobs that captures the demographic changes – SSN change in intermediate tables in the CalSAWS.

The MEDS-ID Number Change (EW10) transaction job queries these intermediate tables to process the demographic changes and generate EW10 transactions. These transactions are staged in the MEDS transaction table for the final job to create an outbound file with all the transactions.

### 2.1.2   Description of Changes

1. Demographic changes from the online application will be retrieved and the corresponding person ID will be published to a source topic for downstream processing by a consumer processing application. No PII data will be stored in the source topic.
2. A consumer application will take data from the source topic, generate EW10 transactions using the existing logic, and stage them in the MEDS transaction table for the final job to create an outbound file. In alignment with existing implementation, no duplicate records will be sent to MEDS.
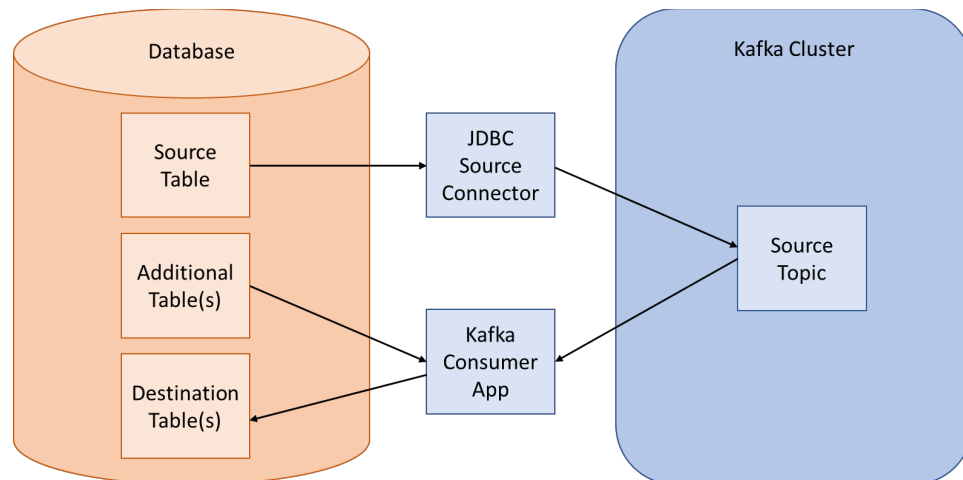
*Figure 1. Streams Processing Architecture for EW10 Transaction*

### 2.1.3  Execution Frequency

Consumer Application – Configurable to run 24X7 and will stage changes near real time.

### 2.1.4  Key Scheduling Dependencies

N/A

### 2.1.5  Counties Impacted

All counties.

### 2.1.6  Data Volume/Performance

N/A

### 2.1.7  Failure Procedure/Operational Instructions

The Batch\Tech Operation Support Team will evaluate errors, diagnose the issue and work with the appropriate teams to the resolve the failure.

### 2.1.8  Production Validation

After production deployment both new EW10 streaming application and existing EW10 job will be running parallel, after comparing the results existing job will be decommissioned.

Below is the production validation and comparison flow:

1. A separate MEDS file will be generated from the EW10 streaming application and will be made available in S3 to compare records with nightly EW10 job.
2. Generated MEDS file from EW10 streaming application will never sent to meds till validation is complete.
3. Once the validation is complete, nightly EW10 batch jobs will be decommissioned gracefully and EW10 streaming application will be start sending transaction to MEDS through nightly file.
4. In addition to file comparison, a new batch job will be scheduled to send an email with processed record counts of streaming and nightly EW10 job for comparison.

### 2.1.9 Enable Streaming Architecture/Operational Instructions

After validation nightly EW10 job will be turned off and the EW10 streaming application will be configured to send transaction to MEDS through nightly file. With client approval, these actions will be taken through BPCRs\BSCRs.

## 3 SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|--------|----------------|-------------|------------|
|        |                |             |            |

## 4 REQUIREMENTS

## 4.1 Project Requirements

| REQ # | REQUIREMENT TEXT | How Requirement Met |
|-------|------------------|---------------------|
|       |                  |                     |
|       |                  |                     |

## 4.2   Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
|        |                  |                        |                     |
|        |                  |                        |                     |

# CalSAWS

California Statewide Automated Welfare System

# Design Document

SCR CA-213087 – Convert to Stream
Architecture – Batch Sweep for Deceased Date

# Table of Contents

# 1  OVERVIEW

The Batch Sweep for Deceased Date will stage cases to trigger EBDC for those who are deceased in system, but still enrolled in active programs/cases. This sweep job will be rearchitected to leverage the "Stream Processing Architecture."

## 1.1  Current Design

Currently, this sweep runs monthly and stages cases to trigger EDBC for the cases for which the deceased date of the participant is updated in CalSAWS application throughout the month.

## 1.2  Requests

Refactor Batch Sweep for Deceased Date to leverage "Stream Processing Architecture" to run during business hours. This new implementation will eliminate the batch sweep processing during the batch window which eventually will reduce the total number of batch jobs running during batch window.

## 1.3  Overview of Recommendations

The Batch Sweep for Deceased Date will be rearchitected to leverage the "Stream Processing Architecture".

## 1.4  Assumptions

1. No functional changes to the Deceased Date sweep logic
2. Data volume and data format should exactly match the current batch job
3. Existing deceased date sweep job will not be modified

# 2 RECOMMENDATIONS

## 2.1 Death Sweep

### 2.1.1 Overview

<u>Batch Sweep for Deceased Date Background</u>

The Batch Sweep for Deceased Date stages cases to trigger EBDC for those who are deceased in system, but still enrolled in active programs/cases. A record is inserted into the database so that Batch EDBC can act on identified individuals.

<u>Current Architecture</u>

The Batch Sweep for Deceased Date runs monthly and queries multiple tables in the database and stages records into SYS_TRANSACT. The successor jobs trigger batch EDBC to determine eligibility.

### 2.1.2 Description of Changes

1. Decease date changes from the CalSAWS system will be retrieved and the corresponding person ID will be published to a source topic for downstream processing by a streams processing application.
2. A streams processing application takes the data from the source topic and executes the existing logic in the current Batch Sweep for Deceased Date. The transaction data will be published in a new sink topic. The data in the sink topic will be same as we store in the current SYS_TRANSACT table.
Note : No PII will be stored in source and sink topic.
3. A consumer module will read from the sink topic and write the transaction into SYS_TRANSACT. In alignment with existing implementation, no duplicate transaction will be created in SYS_TRANSACT.
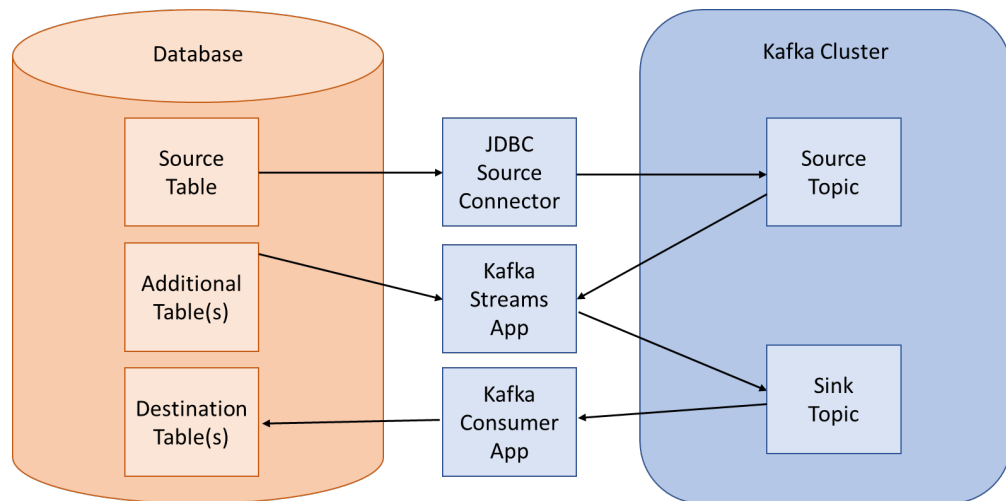
*Figure 1. Stream Processing Architecture for Deceased Date Batch Sweep*

### 2.1.3  Execution Frequency

Streams Application – Configurable to be near real time 24X7.

Consumer Application – Scheduled to run monthly to match the schedule of the existing sweep job (10 day cut off batch sweep).

### 2.1.4  Key Scheduling Dependencies

Consumer Application will run before the existing Batch EDBC process.

### 2.1.5  Counties Impacted

LA county only.

### 2.1.6  Data Volume/Performance

N/A

### 2.1.7  Failure Procedure/Operational Instructions

The Batch/Tech Operations Support Team will evaluate errors, diagnose the issue and work with the appropriate teams to the resolve the failure.

### 2.1.8  Production Validation

Initially, Consumer Application will be configured to write transactions to a new table: SYS_TRANSACT_EV to compare the cases.

A batch job will be developed to email processed record count statistics comparing Death batch sweep and streaming application.

After validation death batch sweep will be decommissioned and streaming application will be enabled.

### 2.1.9 Enable Streaming Architecture/Operational Instructions

After validation, the existing batch job will be turned off. At the same time, the consumer job will be reconfigured to begin writing records to the existing table. With client approval, these actions will be taken through BPCRs/BSCRs.

## 3 SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|--------|-----------------|-------------|------------|
|        |                 |             |            |

## 4 REQUIREMENTS

### 4.1 Project Requirements

| REQ # | REQUIREMENT TEXT | How Requirement Met |
|-------|------------------|---------------------|
|       |                  |                     |
|       |                  |                     |

## 5 MIGRATION REQUIREMENTS

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
|        |                  |                        |                     |
|        |                  |                        |                     |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-213557 | DDID 1065

Update NOAs to remove county-specific references – Phase 2

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/11/2020 | 1.0 | Initial Revision | Rainier Dela Cruz |
| 05/06/2020 | 2.0 | Updates from QA feedback | Rainier Dela Cruz |
| 05/19/2020 | 3.0 | Updates from Build Team feedback: Added MSP template | Rainier Dela Cruz |
| 05/26/2020 | 4.0 | Updates from Deliverable comments | Rainier Dela Cruz |
| 06/09/2020 | 5.0 | Added a note about the version of the NA Back 9 | Rainier Dela Cruz |
| | | | |
| | | | |
| | | | |
| | | | |

# Table of Contents

# 1 OVERVIEW

## 1.1 Current Design

The 57 Migration Counties will be inheriting the CalSAWS Notices of Action (NOAs) that generate after running EDBC. There exists NOA templates and fragments which include System, Los Angeles County, or Agency references.

## 1.2 Requests

Update and/or remove any System, Los Angeles County, or Agency references from NOA templates and fragments so that it can be used by all counties.

## 1.3 Overview of Recommendations

1. Update the header on the existing LRS/CalSAWS Notice of Action (NOA) templates to change 'Department of Social Services' to 'California Department of Social Services'.
2. Update the existing NA Back 9 in LRS/CalSAWS that generates on the Foster Care (FC), Kin-GAP (KG), and Adoption Assistance Program (AAP) NOAs to dynamically populate the Hearing address.
3. Update the population logic for the Hearing address and Legal Aid address on the NA Back 9 to populate the Hearing and Legal Aid address listed on the Correspondence List page for the 57 Migration Counties.

## 1.4 Assumptions

1. Existing NOA trigger conditions will NOT be updated.
2. Templates for CalSAWS GA/GR and GROW NOAs will NOT be updated.
3. Each migration county will have one record for the Hearing address and one record for the Legal Aid address.

# 2 RECOMMENDATIONS

## 2.1 Update NOA Templates and NA Back 9

### 2.1.1 Overview

The NOA templates and NA Back 9 currently in LRS/CalSAWS will be used by all counties. Update the agency name on the header section of the NOA templates. Update the population logic of the NA Back 9 to populate the Hearing and Legal Aid address based on what county the case is managed in.

### 2.1.2 Description of Change

1. Update the header on the CalFresh (CF), CalWORKs (CW), Medi-Cal (MAGI, Non-MAGI, MSP), Cash Assistance Program for Immigrants (CAPI), Refugee Cash Assistance (RCA) templates to change 'Department of Social Services' to 'California Department of Social Services'. Please refer to **Section 3.0 Supporting Document #1** for list of templates.

2. Update the population logic for the Hearing address and Legal Aid address on the NA Back 9 to populate the Hearing and Legal Aid address listed on the Correspondence List page for the 57 Migration Counties. For Los Angeles County, it will continue to use the existing logic of retrieving the Hearing and Legal Aid addresses.
   **Note:** The current version of the NA Back 9 is 04/2013.

   **Fragment Name:** NA_BACK9_FRAGMENT
   **Fragment Id**: 670
   **Current Program:** CalFresh, CalWORKs, Medi-Cal, CAPI, RCA
   **Existing Language**: English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Filipino/Tagalog, Korean, Russian, Vietnamese

   a. Update the population logic that retrieves and populates the Hearing address on the NA Back 9 to retrieve the Hearing address listed on the Correspondence List page if the case is managed in a Migration County. The Hearing address will be in the document data table with an office type code of 'HR' and will be retrieved by the county code. For Los Angeles County, the existing logic retrieves the Los Angeles County Hearing address from the document data table.

   b. Update the population logic that retrieves and populates the Legal Aid address on the NA Back 9 to retrieve the Legal Aid address listed on the Correspondence List page if the case is managed in a Migration County. The Legal Aid address will be in the document data table with an office type code of 'LA' and will be retrieved by the county code. For Los

Angeles County, the existing logic retrieves the Legal Aid address that is closest to the district office of the worker from the document data table.

3. Update the existing NA Back 9 in LRS/CalSAWS that generates on the Foster Care (FC), Kin-GAP (KG), and Adoption Assistance Program (AAP) NOA to dynamically populate the Hearing and Legal Aid address.

    **Note:** The current version of the NA Back 9 is 04/2013.

    **Fragment Name:** NA_BACK9_DCFS_FRAGMENT
    **Fragment Id**: 671
    **Current Program:** Foster Care, Kin-GAP, Adoption Assistance Program
    **Existing Language**: English, Spanish
    **NOA Mockups/Examples:** Please refer to **Section 3 Supporting Documents #2**.

    a. Update the NA Back 9 fragment to remove the hardcoded Hearing address and replace it with a dynamically populated variable. Add a new variable to populate the Legal Aid address.

| Variable | Description | Population |
|---|---|---|
| **HearingsAddress** | The address where the recipient can send the NA Back 9 to request a hearing. | This variable is populated with the hearing address retrieved from the document data table. For the migration counties, it will use the new logic to retrieve the address listed on the Correspondence List page. Each migration county will have their own Hearing Address. For example, if the case is managed in San Bernardino, it will retrieve the Hearing Address for San Bernardino. For Los Angeles county, it will use the existing logic to retrieve the Hearing Address. |
| **LegalAidAddress** | The address where the recipient can get legal aid. | This variable is populated with the legal aid address retrieved from the document data table. This variable populates only for the 57 Migration Counties and it will use the new logic to retrieve the Legal Aid Address listed on the Correspondence List page. Each migration county will |

| | | have their own Legal Aid Address. For example, if the case is managed in San Bernardino, it will retrieve the Legal Aid Address for San Bernardino. |
| --- | --- | --- |

b. Add the Department of Children and Family Services (DCFS) Hearing address to the document data table.

c. Update the DCFS NA Back 9 fragment population logic to use the existing LRS/CalSAWS logic that retrieves an address from the document data table to retrieve the DCFS Hearing address and populate it on the NA Back 9 if the case resides in Los Angeles County.

d. If the case resides in a non-Los Angeles County, use the new logic defined in **Section 2.1.2.2** to retrieve the Hearing and Legal Aid address that is listed on the Correspondence List page.

# 3   SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|--------|-----------------|-------------|------------|
| 1 | Client Correspondence | List of templates that require header updates. | List of Templates.xlsx |
| 2 | Client Correspondence | The NA Back 9 that generates on FC, KG, and AAP NOAs. | NA Back 9 DCFS.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 1065 | The CONTRACTOR shall update and or remove any System, County, or Agency specific references/logos from all NOAs except for GA/GR and GROW NOAs for Los Angeles County. | • The LRS NOA fragments are based on State language, so it is assumed no more than 250 NOA fragments will need to be modified to remove or update System, County, or Agency specific references/logos.<br>• The LRS GA/GR and GROW NOA templates are not shared by other programs. | Fragments updated as specified in the requirement. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-213817 | DDID 1967

Update WFP&I Reports that utilize Child Care Agencies

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Linda Zeng |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 04/13/2020 | 1.0 | Initial document | Linda Zeng |
| 05/08/2020 | 1.1 | Updates per QA Feedback. | Melissa Mendoza |
| 05/27/2020 | 1.2 | Updated reports' title from WFPI to be WFP&I throughout the document to make it consistent<br>Added a verbigage to specify the change to-be of the reports' logic | Farhat Ulain |
| | | | |
| | | | |
| | | | |
| | | | |

# Table of Contents

# 1 OVERVIEW

This document describes the requirements and design changes for the WFP&I (Welfare Fraud Prevention and Investigations) Child Care Referrals By Agency Monthly Report and the WFP&I (Welfare Fraud Prevention and Investigations) Production Report.

## 1.1 Current Design

Currently, these two scheduled reports are populating the Child Care Agency information from the code detail table.

## 1.2 Requests

Modify the report logic for the WFP&I Child Care Referrals By Agency Monthly Report and the WFP&I Production Report to capture Child Care Agency data following the changes implemented by CA-207291. Once the SCR CA-207291 is implemented, report will be pulling Child Care Agency data from the Resource Databank. Report will not be pulling Child Care Agency data from the Code_detl table.

## 1.3 Overview of Recommendations

Modify the report logic for the WFP&I Child Care Referrals By Agency Monthly Report and the WFP&I Production Report.

## 1.4 Assumptions

1. Modifications in the SCR CA-207291 will be in place prior to updating WFP&I Child Care Referrals By Agency Monthly Report and the WFP&I Production Report.
2. The report layouts will not be modified.

# 2 RECOMMENDATIONS

## 2.1 WFP&I Reports Updates

### 2.1.1 WFP&I Child Care Referrals By Agency Monthly Report Example

## WFP&I Child Care Referrals By Agency Monthly Report

**Monterey**
**Run Date:** NOV-20-14 10:35 PM
**Report Month:** 11/14

|  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|
| **Total** | 1 | 0 | 0 | 1 | 0 |
| **Subtotal** | 1 | 0 | 0 | 1 | 0 |

| Agency Worker ID | Agency Name | Received | Number Rejected | Number Subsequent | Assigned CC Unit | Assigned Early Fraud |
|---|---|---|---|---|---|---|
| 19DP27PG8W | CRYSTAL STAIRS INC | 1 | 0 | 0 | 1 | 0 |

**Figure 2.1.1 WFP&I Child Care Referrals By Agency Monthly Report Example**

### 2.1.2 WFP&I Production Report Example

**WFP&I Production Report**

**Los Angeles**
**Run Date:** JUL-28-15 02:05 PM
**Report Month:** 06/2015

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 11 | | | | | | | | | | | | | | | |
| Subtotal | 11 | | | | | | | | | | | | | | | |

| Unit | Investigator Name | Investigator Worker ID | Prior Month Balance | Received in Month | Positive to DAT | Pos To AE | Negative to Susp | Positive to Susp | Admin Dis | Returned From DAT | DA Email Declined | Transferred | End of Month Balance | Identified Over Payments | Identified Over Issuances | Total OPIOI Detected | Total Cash Collected | Positive | Completed |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 60 | Jane Smith | 27ES000000 | 100 | 11 | 10 | 20 | 333 | 145 | 4561 | 99 | | 11045.63 | 11,157 | $34,516.88 | $220.99 | | | 345 | |

**Figure 2.1.2 WFP&I Production Report Example**

### 2.1.3 Description of Changes

1. Modify the report logic for the WFP&I Child Care Referrals By Agency Monthly Report to pull the data from Resource Databank.
2. Modify the report logic for the WFP&I Production Report following the changes to pull the data from Resource Databank.

   Note: Updates will be transparent to the end user and will not change the base logic.

### 2.1.4 Report Location

**Global Navigation:** Reports

**Local Navigation:** Scheduled

**Task Navigation:** Special Units

### 2.1.5 Counties Impacted

All Counties

### 2.1.6 Security Updates

N/A

### 2.1.7 Report Usage/Performance

No change.

# 3  MIGRATION REQUIREMENTS

## 3.1  Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br><br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | The WFP&I Child Care Referrals By Agency Monthly Report and the WFP&I Production Report are updated to account for changes to Child Care Agencies to use the Resource Databank with SCR CA-207291. |

# CalSAWS

California Statewide Automated Welfare System

# Design Document

CA-214352 | DDID 374

Update Homeless Assistance Notices of Action for Money Management changes

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| CalSAWS | Prepared By | Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 03/25/2020 | 1.0 | Initial Revision | Rainier Dela Cruz |
| 05/11/2020 | 2.0 | Updates from QA feedback | Rainier Dela Cruz |
| 05/19/2020 | 3.0 | Updates from Build Team feedback: specified the Money Management amount is displayed on the EDBC Summary page. | Rainier Dela Cruz |
| 05/26/2020 | 4.0 | Updates from Deliverable comments. | Rainier Dela Cruz |
| 06/03/2020 | 5.0 | Udpated to add example scenarios. | Rainier Dela Cruz |
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# Table of Contents

# 1 OVERVIEW

CA-207463 DDID 374 added Money Management functionality to the Homeless Assistance (HA) program in order to issue single party checks to vendors without the Payee/Case name, split Utility payments, and issue the remainder amount of a Homeless Temporary (HT) payment to the Customer when the hotel cost is less than the amount issued.

## 1.1 Current Design

The Authorized Amount populates on the Homeless Permanent (HP) approval Notice of Action (NOA) and the HT approval, benefit change, and supplement NOAs. The Authorized Amount on the Homeless Permanent or Homeless Temporary EDBC is determined by subtracting the Previous Potential Benefit and Overpayment Adjustment Amount, if any, from the Potential Benefit Amount. The Potential Benefit Amount is determined by subtracting the Money Management amount and any penalties from the Aid Payment amount. If the Money Management amount is the same amount as the Aid Payment amount, it can result in a zero-dollar Authorized Amount. Since the Authorized Amount is displayed on certain HA NOAs, the NOAs will show a zero-dollar amount.

## 1.2 Requests

Update the population logic of the action and budget fragments that generate on Homeless Assistance NOAs to display Authorized Amount as the summation of the Authorized Amount and the Money Management amount.

## 1.3 Overview of Recommendations

1. Update the population logic of the action fragment that generate on the HP approval NOA to display the summation of the Authorized Amount and the Money Management amount when there is a Money Management record for the benefit month.
2. Update the population logic of the budget fragment that generate on the HP approval NOA to display the summation of the Potential Benefit amount and the Money Management amount when there is a Money Management record for the benefit month.
3. Update the population logic of the action and budget fragments that generate on the HT approval, benefit change, and supplement NOAs to display the summation of the Authorized Amount and the Money Management amount when there is a Money Management record for the benefit month.
4. Update the Benefit Change NOA rule to not trigger a HT benefit change NOA when the only change between the previous benefit month and the current benefit month is a change in the Money Management amount.
5. Update the Supplement NOA rule to not trigger a HT supplement NOA when the only change is a change in the Money Management amount within the same benefit month.

## 1.4 Assumptions

N/A

# 2 RECOMMENDATIONS

## 2.1 Updates to Homeless Permanent Fragments

### 2.1.1 Overview

There are fragments on the Homeless Permanent approval NOA that populate the Authorized Amount and the Potential Benefit amount. Update the population logic of those fragments to display the correct amount when there is a Money Management record for the benefit month.

### 2.1.2 Description of Change

1. Update the population logic of the action fragment below to populate the sum of the Authorized Amount and the Money Management amount.

   **Fragment Name:** CW_AP_ACTION5
   **Fragment Id:** 4069
   **Current Action Type:** Approval
   **Current Fragment Level:** Program
   **Existing Language:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

   The fragment has the following verbiage:

   | Description | Text | Formatting |
   |---|---|---|
   | **Static** | YOU CAN GET HOMELESS AID ONLY ONCE EVERY 12 MONTHS UNLESS YOU MEET AN EXCEPTION.<br>As of \<EffectiveApprovalDate\>, the County has approved your request for Permanent Housing. The amount of your homeless aid is \<HomelessAid\>. | Arial Font Size 10 |

   Update the population logic to use the sum of the Authorized Amount and the Money Management amount when populating the Authorized Amount on the action fragment when the program is Homeless Permanent. The Money Management amount is displayed on the EDBC Summary page.

   | Variable | Description | Population |
   |---|---|---|
   | **HomelessAid** | The Authorized Amount. | Populate with the sum of the Authorized Amount and the Money Management amount |

| | | when the program is Homeless Permanent. |
|---|---|---|

2. Update the population logic of the budget fragment below to populate the sum of the Potential Benefit amount and the Money Management amount.

   **Fragment Name:** BUDGT_HA_AP_PERM
   **Fragment Id:** 905
   **Current Action Type:** Approval
   **Current Fragment Level:** Program
   **Existing Language:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

   The fragment has the following verbiage:

   **Permanent Housing Move in Costs**

   You have been approved for permanent homeless assistance because your rent is less than 80% of your total monthly household income.

   **Your Actual Cost of Housing**
   Last Month's Rent                        _____
   Security Deposits                    +    _____
   Utility Deposits                     +    _____
   Your Total Move In Costs             =    _____

   Amount of Monthly Rent                   _____
   80% of Total Monthly Household Income    _____
   Number of Months:                        _____
                                     x 2    _____
                                       =    _____
   Amount of Utility Deposits           +   _____

   Most homeless assistance you can get =   _____

   Update the population logic to use the sum of the Potential Benefit amount and the Money Management amount when populating the maximum aid amount ('Most homeless assistance you can get' line item) on the budget.

| Variable | Description | Population |
|---|---|---|

| | | |
|---|---|---|
| **HaMaxHomelessAid** | The potential benefit amount. | Populate with the sum of the Potential Benefit amount and the Money Management amount. |

## 2.2 Updates to Homeless Temporary Fragments

### 2.2.1 Overview

There are fragments on the Homeless Temporary approval, supplement, and benefit change NOAs that populates the Authorized Amount. Update the population logic of those fragments to display the correct amount when there is a Money Management record for the benefit month.

### 2.2.2 Description of Change

1. Update the population logic of the action fragment below to populate the sum of the Authorized Amount and the Money Management amount.

   **Fragment Name:** CW_AP_ACTION6
   **Fragment Id:** 4070
   **Current Action Type:** Approval, Supplement, Benefit Change
   **Current Fragment Level:** Program
   **Existing Language:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

   The fragment has the following verbiage:

| Description | Text | Formatting |
|---|---|---|
| **Static** | YOU CAN GET HOMELESS AID ONLY ONCE EVERY 12 MONTHS UNLESS YOU MEET AN EXCEPTION.<br>As of <EffectiveApprovalDate>, the County has approved your request for Temporary Shelter. The amount of your homeless aid is <HomelessAid>. | Arial Font Size 10 |

   Update the population logic to use the sum of the Authorized Amount and the Money Management amount when populating the Authorized Amount on the action fragment when the program is Homeless Temporary.

| Variable | Description | Population |
|---|---|---|

| HomelessAid | The Authorized Amount. | Populate with the sum of the Authorized Amount and the Money Management amount when the program is Homeless Temporary. |
|---|---|---|

2. Update the population logic of the budget fragment below to populate the sum of the Authorized Amount and the Money Management amount.

**Fragment Name:** BUDGT_HA_AP_TEMP
**Fragment Id:** 909
**Current Action Type:** Approval
**Current Fragment Level:** Program
**Existing Language:** English, Spanish, Armenian, Cambodian, Chinese, Filipino/Tagalog, Korean, Russian, Vietnamese

The fragment has the following verbiage:

## Temporary Shelter

Temporary Shelter Aid Per Night: _____
Number of Nights:                          x _____
Total Temporary Shelter:              = _____

If you are still homeless after your temporary shelter aid stops, you may be able to get permanent housing aid when you find a place to live.  You can get permanent housing aid if your rent is no more than 80% of your total monthly household income (TMHI).  80% of your TMHI is .  If your income changes this amount could change.  When you find a place to live, get a signed statement or rental agreement from the landlord telling how much your rent will be.

Update the population logic to use the sum of the Authorized Amount and the Money Management amount when populating the total temporary shelter amount ('Total Temporary Shelter' line item) on the budget.

| Variable | Description | Population |
|---|---|---|
| **HaTotalTemporaryShelter** | The Authorized Amount. | Populate with the sum of the Authorized Amount and the Money Management amount. |

3. Update the following rule: **_950BenefitChange**. Update the rule to not trigger a benefit change NOA when the change in authorized amount between the previous benefit month and the current benefit month is caused by a change in the Money Management amount.
   a. The benefit change is caused by an addition of a Money Management. In the previous EDBC, the Money Management amount is zero, and in the current EDBC, the Money Management amount is greater than zero.

      For example, in the first month, the full benefit month is $100, and the Money Management amount is $0, and the authorized amount is $100. In the second month, the full benefit amount is still $100, but a Money Management amount of $50 is added, resulting in a $50 authorized amount.

      | Amounts | Month 1 | Month 2 |
      | --- | --- | --- |
      | Full Benefit Amount | $100 | $100 |
      | Money Management Amount | $0 | $50 |
      | Authorized Amount (Full Benefit Amount – Money Management Amount) | $100 | $50 |

      In the scenario where the full benefit amount changes between months and there is an addition of a Money Management amount, a benefit change NOA will generate. For example, in the first month, the full benefit month is $100, and the Money Management amount is $0, and the authorized amount is $100. In the second month, the full benefit amount increases to $200 and a Money Management amount of $50 is added, it will result in a $150 authorized amount.

      | Amounts | Month 1 | Month 2 |
      | --- | --- | --- |
      | Full Benefit Amount | $100 | $200 |
      | Money Management Amount | $0 | $50 |

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Authorized Amount (Full Benefit Amount – Money Management Amount) | $100 | $150 |

Another example of when the benefit change NOA will generate is in the first month, the full benefit month is $200 and the Money Management amount is $0, and the authorized amount is $200, then in the second month, the full benefit amount decreases to $100 and a Money Management amount of $50 is added and results in a $50 authorized amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $200 | $100 |
| Money Management Amount | $0 | $50 |
| Authorized Amount (Full Benefit Amount – Money Management Amount) | $200 | $50 |

b. The benefit change is caused by the removal of a Money Management. In the previous EDBC, there was a Money Management amount greater than zero, and in the current EDBC, the Money Management amount is zero.

For example, in the first month, the full benefit month is $100, and the Money Management amount is $50, and the authorized amount is $50. In the second month, the full benefit amount is still $100, but a Money Management amount of $50 is removed, resulting in a $100 authorized amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $100 | $100 |
| Money Management Amount | $50 | $0 |
| Authorized Amount (Full Benefit Amount – Money Management Amount) | $50 | $100 |

In the scenario where the full benefit amount changes between months and the Money Management amount is removed, a benefit change NOA will generate. For example, in the first month, the full benefit month is $100, and the Money Management amount is $50, and the authorized amount is $50. In the second month, the full benefit amount increases to $200 and a Money Management amount of $50 is removed, it will result in a $200 authorized amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $100 | $200 |
| Money Management Amount | $50 | $0 |
| Authorized Amount (Full Benefit Amount – Money Management Amount) | $50 | $200 |

Another example where the benefit change NOA will generate is in the first month, the full benefit month is $200 and the Money Management amount is $50, and the authorized amount is $150. In the second month, the full benefit amount decreases to $100 and a Money Management amount of $50 is removed, it will result in a $100 authorized amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $200 | $100 |
| Money Management Amount | $50 | $0 |
| Authorized Amount (Full Benefit Amount – Money Management Amount) | $150 | $100 |

c. The benefit change is caused by an increase of the Money Management amount. The Money Management amount on the current EDBC is greater than the amount in the previous EDBC.

For example, in the first month, the full benefit amount is $100, and the Money Management amount is $50. In the following

month, the full benefit amount remains the same, but the Money Management amount increases to $75.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $100 | $100 |
| Money Management Amount | $50 | $75 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $50 | $25 |

In the scenario where both the full benefit amount and the Money Management amount changes, a benefit change NOA will generate. For example, in the first month, the full benefit amount is $200, and the Money Management amount is $50, then in the following month, the full benefit amount decreases to $150 and the Money Management amount increases to $75.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $200 | $150 |
| Money Management Amount | $50 | $75 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $150 | $75 |

Another scenario where a benefit change NOA will generate is when the both the full benefit amount and the Money Management amount changes, however, the authorized amount remains the same. The benefit change NOA should generate because there is a change in the benefit amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $200 | $225 |
| Money Management Amount | $25 | $50 |

| Amounts | Month 1 | Month 2 |
|---|---|---|
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $175 | $175 |

d.  The benefit change is caused by a decrease of the Money Management amount. The Money Management amount on the current EDBC is less than the amount in the previous EDBC.

For example, in the first month, the full benefit amount is $100, and the Money Management amount is $50. In the following month, the full benefit amount remains the same, but the Money Management amount decreases to $25.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $100 | $100 |
| Money Management Amount | $50 | $25 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $50 | $75 |

In the scenario where both the full benefit amount and the Money Management amount changes, a benefit change NOA will generate. For example, in the first month, the full benefit amount is $200, and the Money Management amount is $50, then in the following month, the full benefit amount decreases to $150 and the Money Management amount decreases to $25.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| Full Benefit Amount | $200 | $150 |
| Money Management Amount | $50 | $25 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $150 | $125 |

Another scenario where a benefit change NOA will generate is when the both the full benefit amount and the Money Management amount changes, however, the authorized amount remains the same. The benefit change NOA should generate because there is a change in the benefit amount.

| Amounts | Month 1 | Month 2 |
|---|---|---|
| **Full Benefit Amount** | $225 | $200 |
| **Money Management Amount** | $50 | $25 |
| **75Authorized Amount (Full Benefit Amount – Money Management Amount)** | $175 | $175 |

4. Update the following rule: **_950Supplement**. Update the rule to not trigger a supplement NOA when the only change in the authorized amount is due to a change in the Money Management amount within the same benefit month.
   a. The supplement is caused by the removal of a Money Management. In the previous EDBC, there was a Money Management amount greater than zero, and in the current EDBC, the Money Management amount is zero.

   For example, when the EDBC is first ran, the full benefit amount is $200, and the Money Management amount is $50. Then, when the EDBC is rerun for the same month, the full benefit month remains the same, but the Money Management amount is $0.

| Amounts | First Run | Re-run |
|---|---|---|
| **Full Benefit Amount** | $200 | $200 |
| **Money Management Amount** | $50 | $0 |
| **75Authorized Amount (Full Benefit Amount – Money Management Amount)** | $150 | $200 |

   In scenario where both the benefit amount and the Money Management amount is changing, a supplement NOA will generate. For example, if the benefit amount was $200 and the Money Management amount is $50, then when the EDBC is re-

run, the benefit amount increases to $300 and the Money Management amount is $0.

| Amounts | First Run | Re-run |
|---|---|---|
| Full Benefit Amount | $200 | $300 |
| Money Management Amount | $50 | $0 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $150 | $300 |

b. The supplement is caused by a decrease of the Money Management amount. The Money Management amount on the current EDBC is less than the amount in the previous EDBC.

For example, when the EDBC is first ran, the full benefit amount is $200, and the Money Management amount is $50. Then, when the EDBC is rerun for the same month, the full benefit month remains the same, but the Money Management amount is decreased to $25.

| Amounts | First Run | Re-run |
|---|---|---|
| Full Benefit Amount | $200 | $200 |
| Money Management Amount | $50 | $25 |
| 75Authorized Amount (Full Benefit Amount – Money Management Amount) | $150 | $175 |

In scenario where both the benefit amount and the Money Management amount is changing, a supplement NOA will generate. For example, if the benefit amount was $200 and the Money Management amount is $50, then when the EDBC is re-run, the benefit amount increases to $300 and the Money Management amount is $25.

| Amounts | First Run | Re-run |
|---|---|---|

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| | | |
|---|---|---|
| **Full Benefit Amount** | $200 | $300 |
| **Money Management Amount** | $50 | $25 |
| **75Authorized Amount (Full Benefit Amount – Money Management Amount)** | $150 | $275 |

# 3 REQUIREMENTS

## 3.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 374 | The Contractor shall update the Homeless Assistance functionality as follows:<br><br>1) Add the ability to evaluate for the Homeless Permanent program that the total monthly household income (TMHI) is at or below the approved State Standard percentage (currently 80%) and the rent amount should be broken out month by month for 2 months separately for each month on the Expense Amount Detail page for the expense category of shelter and expense type homeless-past due rent. Generate a Denial Notice of Action if the back rent amount exceeds TMHI.<br><br>2) Add Money Management functionality for Homeless Permanent and Homeless Temporary in order to:<br><br>  a) Issue single party checks to vendors without the Payee/Case name (e.g., landlord, hotel, utility company).<br><br>  b) Split Utility Payments.<br><br>  c) Issue the remainder amount of the Temporary Homeless payment to the customer when hotel cost is less than the amount issued.<br><br>3) Add the ability to issue Homeless Assistance vouchers for the service arrangement types in C-IV that allow voucher payments. | The Past Due Rent eligibility rules that evaluate whether the total monthly household income (TMHI) is below the approved State Standard percentage (currently 80%) and that break out the rent amount for each month for a maximum of 2 months will be developed in accordance to regulation 44-211.531B. | HT/HP NOA logic updated as a result of changes to the Authorized Amount made in CA-207463. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

## CA-215513 | DDID 1967

## Migrate EBT 2216

| | DOCUMENT APPROVAL HISTORY | |
|---|---|---|
| **CalSAWS** | Prepared By | Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|---|---|---|---|
| 04/21/2019 | 1.0 | Initial Revision | Rainier Dela Cruz |
| 05/07/2020 | 2.0 | Updates from QA feedback. | Rainier Dela Cruz |
| 06/04/2020 | 3.0 | Updated to add a note about how the State version was missing a couple of closing parenthesis and a colon and the version implemented will have the closing parenthesis and colon. | Rainier Dela Cruz |
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# Table of Contents

# 1 OVERVIEW

The purpose of this system change request is to add the EBT 2216 (03/19) – EBT Surcharge Free Direct Deposit Handout to LRS/CalSAWS.

## 1.1 Current Design

The EBT 2216 form does not exist in LRS/CalSAWS.

## 1.2 Requests

Add the EBT 2216 (03/19) form to LRS/CalSAWS.

## 1.3 Overview of Recommendations

Add the EBT 2216 form to LRS/CalSAWS Template Repository. The EBT 2216 will be available for all 58 counties.

## 1.4 Assumptions

1. Only English and Spanish of the EBT 2216 form will be implemented with this system change request. The implementation of the EBT 2216 form in threshold languages will be done with CA-215821.

# 2  RECOMMENDATIONS

## 2.1  Add EBT 2216 (03/19) – EBT Surcharge Free Direct Deposit Handout

### 2.1.1  Overview

Add the EBT 2216 form to LRS/CalSAWS Template Repository. The EBT 2216 will be available for all 58 counties.

**State Form:** EBT 2216 (03/19)

**Programs:** CalWORKs, Refugee Cash Assistance, Cash Assistance Program for Immigrants, General Assistance/General Relief

**Attached Forms:** N/A

**Forms Category:** Forms

**Languages:** English, Spanish

### 2.1.2  Description of Change

1. Create EBT 2216 form XDP with two impressions.

   **Note:** The State version of the form is missing a closing parenthesis at the end of the first sentence (EBT Customer Service phone number) and a colon and closing parenthesis in the third sentence (TTY). The version that will be implemented in the system will add the missing closing parenthesis and colon.

   **Form Header:** N/A

   **Form Title:** EBT Surcharge Free Direct Deposit Handout

   **Form Number:** EBT 2216

   **Include NA Back 9:** No

   **Form Mockup/Example:** Please refer to **Section 3.0 Supporting Document #1**

2. Add the EBT 2216 form to Template Repository. The following parameters will be required:

   **Required Form Input:** Case Number, Customer Name, Program, and Language.

3. Add the following barcode options to the EBT 2216 form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|---|---|---|

| | | |
|---|---|---|
| N | N | Y |

4. Add the following print options for the EBT 2216 form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|---|---|---|---|---|---|
| Y | Y | Y | N | Y | N |

**Mailing Requirements:**
Mail-To (Recipient): N/A
Mailed From (Return): N/A
Mail-back-to Address: N/A
Outgoing Envelope Type: N/A
Return Envelope Type: N/A

**Additional Requirements:**
Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N/A
Clock Indicator: N
Post to YBN/C4Y: N

# 3   SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|---|---|---|---|
| 1 | Client Correspondence | EBT 2216 Form Mockup | EBT_2216_EN.pdf EBT_2216_SP.pdf |

# 4   REQUIREMENTS

## 4.1   Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|---|---|---|---|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | The EBT 2216 is added to LRS/CalSAWS and it is available in Template Repository. |

# CalSAWS

California Statewide Automated Welfare System

## Design Document

CA-215516 | DDID-1967

Migrate CW 2166

| CalSAWS | DOCUMENT APPROVAL HISTORY | |
|---------|---------------------------|---|
| | Prepared By | Rainier Dela Cruz |
| | Reviewed By | Amy Gill |

| DATE | DOCUMENT VERSION | REVISION DESCRIPTION | AUTHOR |
|------|------------------|---------------------|--------|
| 04/21/2020 | 1.0 | Initial Revision | Rainier Dela Cruz |
| 04/23/2020 | 2.0 | Updated form version | Rainier Dela Cruz |
| 05/07/2020 | 3.0 | Updates from QA feedback | Rainier Dela Cruz |
| 05/26/2020 | 4.0 | Updates from Deliverable comments. | Rainier Dela Cruz |
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# Table of Contents

# 1 OVERVIEW

The purpose of this system change request is to add the CW 2166 (07/19) – Work Pays Notice to LRS/CalSAWS.

## 1.1 Current Design

The CW 2166 form does not exist in LRS/CalSAWS.

## 1.2 Requests

Add the CW 2166 (07/19) form to LRS/CalSAWS.

## 1.3 Overview of Recommendations

Add the CW 2166 form to the LRS/CalSAWS Template Repository. The CW 2166 will be available for all 58 counties.

## 1.4 Assumptions

1. Only English and Spanish of the CW 2166 form will be implemented with this system change request. The implementation of the CW 2166 form in the threshold languages will be done with CA-215819.

# 2  RECOMMENDATIONS

## 2.1  Add CW 2166 (07/19) – Work Pays Notice

### 2.1.1  Overview

Add the CW 2166 form to LRS/CalSAWS Template Repository. The CW 2166 will be available for all 58 counties.

**State Form:** CW 2166 (07/19)
**Programs:** CalWORKs, Welfare-To-Work, Refugee Employment Program
**Attached Forms:** N/A
**Forms Category:** Forms
**Languages:** English, Spanish

### 2.1.2  Description of Change

1. Create CW 2166 form XDP with three impressions.

   **Form Header:** N/A
   **Form Title:** Work Pays Notice
   **Form Number:** CW 2166
   **Include NA Back 9:** No
   **Form Mockup/Example:** Please refer to **Section 3.0 Supporting Document #1**

2. Add the CW 2166 form to the Template Repository. The following parameters will be required:

   **Required Form Input:** Case Number, Customer Name, Program, and Language.

3. Add the following barcode options to the CW 2166 form:

| Tracking Barcode | BRM Barcode | Imaging Barcode |
|------------------|-------------|-----------------|
| N                | N           | Y               |

4. Add the following print options for the CW 2166 form:

| Blank Template | Print Local without Save | Print Local and Save | Print Central and Save | Reprint Local | Reprint Central |
|---|---|---|---|---|---|
| Y | Y | Y | N | Y | N |

**Mailing Requirements:**
Mail-To (Recipient): N/A
Mailed From (Return): N/A
Mail-back-to Address: N/A
Outgoing Envelope Type: N/A
Return Envelope Type: N/A

**Additional Requirements:**
Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N/A
Clock Indicator: N
Post to YBN/C4Y: N

# 3   SUPPORTING DOCUMENTS

| Number | Functional Area | Description | Attachment |
|---|---|---|---|
| 1 | Client Correspondence | CW 2166 Form Mockup | CW_2166_EN.pdf CW_2166_SP.pdf |

# 4 REQUIREMENTS

## 4.1 Migration Requirements

| DDID # | REQUIREMENT TEXT | Contractor Assumptions | How Requirement Met |
|--------|------------------|------------------------|---------------------|
| 1967 | As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.<br><br>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.<br><br>As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | - Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.<br>- For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | The CW 2166 is added to LRS/CalSAWS and it is available in Template Repository. |