

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-52597 | CIV-12446

CA 812 Collections Enhancement Report

CalSAWS	DOCUMENT APPROVAL HISTORY	
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DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/19/2019	1.0	Initial Draft	Esequiel Herrera-Ortiz
10/15/2019	2.0	Incorporated recommended changes from CIT 0007-19.	Esequiel Herrera-Ortiz
10/16/2019	2.1	Adding reason why the state form was not updated to comply with ACL 19-05	Esequiel Herrera-Ortiz
02/14/2020	2.2	Included requirement to update the transaction summary by month section of the detail sheets of Lines 3a, 3b, 4a, 4b.	Esequiel Herrera-Ortiz
03/12/2020	2.3	Made some verbiage updates and fixed some errors which were discovered during committee review.	Esequiel Herrera-Ortiz
03/17/2020	2.4	Reverted the Line 2b Detail sheet requirement to repurpose the Account Status and Status Date columns. The Account Approval Date will be added as a new column.	Esequiel Herrera-Ortiz
07/08/2020	3.0	Updated Line Count and Line Amount definitions in section 7.1.	Esequiel Herrera-Ortiz
08/31/2020	4.0	Update the dynamic 'Total Amount' logic for Line 8c – Cause Code Change To Tracked and Line 8c – Cause Code Change From Tracked	Esequiel Herrera-Ortiz

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1 OVERVIEW

The CA 812 is a quarterly state report that contains statistical information on Collections and Overpayments for the California Work Opportunity and Responsibility to Kids (CalWORKs) program. This includes dollar amount of overpayments identified, grant reductions, cash collections, overpayments that will not be pursued, and overpayments that have been fully recovered during the quarter. This data is comprised of both client-caused and agency caused overpayments.

1.1 Current Design

The CA 812 and the CA 812 Detailed Backup Reports are generated as two separate reports. This causes users the need to open both reports and go back and forth between them when validating information. The CA 812 Detail Sheets are also limited in the number of data fields it provides to help county workers validate information reported on the CA 812. Recovery Accounts that are in pending status and have no transactions posted to them at the beginning of the reporting quarter and become 'Void' at the end of the reporting quarter are known as same quarter void Recovery Accounts. Same quarter void Recovery Accounts should not be reported on the CA 812 state report. The Line 8c – New Void Overpayments backup detail sheet lists transactions that are posted to same quarter void Recovery Accounts. This sheet is only there for informational purposes. Cash and Tax intercept transactions are being reported as adjustments due to the transactions not being mapped to Line 4a and Line 4b. The transaction amount/claim by month totals on the detail sheets of lines 3a, 3b, 4a and 4b are not calculating based on how transactions are captured on the report.

For Los Angeles county, Recovery Accounts in the LRS specific status of 'Pending Approval' will be treated similarly as the 'Pending' status. These accounts will be considered established if a transaction has been posted to them and the transaction is effective before the end of the reporting quarter.

1.2 Requests

Update the CA 812 to help counties verify the data reported on the report. Some transaction types that are currently being reported on Line 8c will be mapped to Lines 4a and 4b. Update the CA 812 to consider the LRS specific Recovery Account status of 'Pending Approval' like the 'Pending' status. This means a Recovery Account in 'Pending Approval' status is considered established if it has a transaction posted to it.

The CA 812 will not be revised to the version in ACL 19-05. The committee voted to leave the existing version as it facilitates reconciliation of the data from quarter to quarter. The counties will submit the new state form by mapping the line items from the current report to the appropriate lines on the revised report. See CA-206566 CIV-103305 for more information

1.3 Overview of Recommendations

1. Combine the CA 812 State report and the CA 812 Detailed Backup report to a single CA 812 report.
2. Create a detailed backup sheet for Line 1b - Adjustments to Item 1a.
3. Add new fields to existing detail sheets.
4. Map cash and tax intercept transactions, currently being reported on Line 8c, to Lines 4a and 4b.
5. Update the logic for transaction amount/claim by month totals on the detail sheets of lines 3a, 3b, 4a and 4b. The 'Other' transaction amount/claim totals will be removed.
6. Remove the entire Line 8c – New Void Overpayments detail sheet.
7. Update the CA 812 logic to treat Recovery Accounts in 'Pending Approval' status the same as if the account was in 'Pending' status.
8. Update the report layout to adhere to reporting cosmetic standards.

1.4 Assumptions

1. It is no longer possible in the C-IV or CalSAWS system to post transactions to a Recovery Account in any pending status.

2 RECOMMENDATIONS

The CA 812 report will be updated to improve the data validation process. Some transactions currently reported as other adjustments will be mapped to transaction lines. Recovery Accounts in the LRS specific status of 'Pending Approval' will be treated similarly as the 'Pending' status.

2.1 CA 812

2.1.1 Overview

The CA 812 report and CA 812 Detailed Backup Report will be combined into a single report. A Line 1b detailed backup sheet will be created. See the attachment CA 812 Mockup in the Supporting Documents section for the new CA 812 layout. Several detailed backup sheets will be updated to include additional fields. See Appendix 7.1 for column definitions of the new columns. Several specific transaction types will be moved from Line 8c – Miscellaneous to Lines 4a and 4b. The Line 8c - New Void Overpayments detail sheet will be removed. The logic for the transaction amount/claim by month totals found on the detail sheets of line 3a, 3b, 4a and 4b will be updated and the 'Other' totals for transaction amount/claim will be removed. Recovery Accounts in 'Pending Approval' status will be reported on the CA 812 if a transaction has been posted to it and the transaction is effective before the end of the reporting quarter. Aside from adding transaction types to line 4 and adding the LA specific Recovery Account status of 'Pending Approval' the CA 812 state report logic will remain the same in the way it processes claims and amounts.

2.1.2 CA 812 Mockup

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY		CALIFORNIA DEPARTMENT OF SOCIAL SERVICES DATA SYSTEMS AND SURVEY DESIGN BUREAU	
Quarterly Report of Overpayments and Collections - CalWORKs		<small>SEND ONE COPY OF THIS REPORT TO: California Department of Social Services Data Systems and Survey Design Bureau, M.S. 9-081 P.O. Box 944243 Sacramento, CA 94244-2430 FAX: (916) 657-2074</small>	
COUNTY NAME Stanislaus		REPORT QUARTER AND YEAR 07/2018	
Items	Claims (A)	Amounts (B)	
1. Overpayments carried forward from end of last quarter (Items a plus or minus b).....	1 0	2 \$0.00	
a. Item 9 from last quarter.....	3 0	4 \$0.00	
b. Adjustment to Item 1a (positive or negative number).....	5 0	6 \$0.00	
2. Overpayments identified during quarter	7 0	8 \$0.00	
3. Total reduction of assistance payments (Items a plus b).....	9 0	10 \$0.00	
a. Overpayment claims and amounts of grant reductions.....	11 0	12 \$0.00	
b. Overpayments versus underpayments.....	13 0	14 \$0.00	
4. Total cash collections (Items a plus b).....	15 0	16 \$0.00	
a. Cash collections.....	17 0	18 \$0.00	
b. Tax intercept collections.....	19 0	20 \$0.00	
5. Overpayments for which collection will not be pursued.....	21 0	22 \$0.00	
6. Overpayments fully recovered.....	23 0		
7. Overpayments at the end of the quarter (CLAIMS (A) = Items 1 plus 2, minus 5, minus 6) (AMOUNTS (B) = Items 1 plus 2, minus 3, minus 4, minus 5).....	24 0	25 \$0.00	
8. Overpayment adjustments (Items a minus b plus or minus c).....	26 0	27 \$0.00	
a. Claims/dollars transferred from other counties.....	28 0	29 \$0.00	
b. Claims/dollars transferred to other counties (negative number).....	30 0	31 \$0.00	
c. Other adjustments (positive or negative number).....	32 0	33 \$0.00	
9. Net overpayments at the end of the quarter (Item 7 plus or minus 8).....	34 0	35 \$0.00	
10. Total collections during the quarter (Item 3 plus 4).....		36 \$0.00	
COMMENTS			
CONTACT PERSON (Print)		TELEPHONE	DATE COMPLETED
TITLE/CLASSIFICATION		FAX	

Figure 2.1.1 – CA 812

2.1.3 Description of Changes

1. Combine the CA 812 State report and the CA 812 Detailed Backup report to a single CA 812 report.
 - a. The new merged CA 812 and CA 812 Detailed Backup report will be generated under the existing 'CA 812' report name and existing CA 812 navigation. All historical CA 812 reports will remain available.
 - b. Deactivate the CA 812 Detailed Backup Report. All generated historical reports will remain available.
 - c. The Summary sheet of the consolidated CA 812 report will be the layout of the CA 812 state report.
 - d. The Table of Contents sheet found on the CA 812 Detailed Backup report will be removed entirely.
 - e. Updated the CA 812 to comply with report cosmetic standards: excessive column widths will be adjusted; column alignment will

be updated; the summary hyperlinks will be relocated to the top-right of each detail sheet. Please see the attached mockup for reference.

2. Update the header of the CA 812 detail sheets.
 - a. Rename the Date header on all the detail sheets to Month.
 - b. Rename the 'Table of Contents' link on every detail sheet to 'Summary'.
 - c. Rename the report title in the header of all backup sheets to read CA 812 instead of CA 812 Detailed Backup Report.
3. Update each line item under the Summary Sheet's Amounts (B) column to display the amount without rounding the cents. The format will be \$X.XX.
4. CalSAWS Only: Update all columns on the detail sheet that display dates to 'MM/DD/YYYY' format. Currently the detail sheets on the report displays dates as 'YYYY/MM/DD'.
5. Update the CA 812 logic to treat Recovery Accounts in 'Pending Approval' status the same as Recovery Accounts that are in 'Pending' status. This means the CA 812 will consider a Recovery Account established if the Recovery Account is in 'Pending Approval' status and a transaction has been posted to the Recovery Account.

Code (120)	Short Description
AP	Pending Approval

6. Create a Line 1b Detailed Backup Sheet.
 - a. Create a new detailed backup sheet titled 'Line 1b – Adjustments to Line 1a'. It will be located between the Summary sheet and the Line 2 detailed backup sheet.
 - b. The Line 1b detailed sheet will include the following columns:
 - Case Number
 - Case Name
 - Account Number
 - Discovery Date
 - Overpayment Total
 - Prior Quarter – Line 9 - Account Status
 - Prior Quarter - Line 9 - Transaction Total
 - Prior Quarter - Line 9 - Ending Balance
 - Current Quarter – Account Status
 - Current Quarter – Transaction Total
 - Current Quarter – Beginning Balance
 - Current Quarter – Ending Balance
 - Line Count
 - Line Amount
 - c. The Line 1b – Adjustments to Line 1a detailed backup sheet will capture any Recovery Account that caused a discrepancy in the number of claims or amount between Line 9 of the prior

quarter CA 812 and Line 1 of the current quarter CA 812. The data in the backup sheet will match what is reported on Line 1b of the Summary sheet.

*Note Recovery Account that have been deleted can be identified when Prior Quarter – Line 9 information is available but the Current Quarter information is blank.

- d. Add the following Static totals to the top left of the detail sheet:
- Current Quarter Claims – Presents the number of Recovery Accounts reported on Line 1 that caused a discrepancy with the prior quarter's Line 9 Claim or Amount total. The static total is calculated as the count of every row presented in the sheet in which the Current Quarter – Account Status information is populated.
 - Current Quarter Amounts - Presents the dollar amount collected on Recovery Accounts reported on Line 1 that caused a discrepancy from the prior quarter's Line 9 Claim or Amount total. The static total is calculated as a summation over the entire Current Quarter – Beginning Balance column. The format shall be \$X.XX.
 - Prior Quarter – Line 9 - Claims – Presents the number of Recovery Accounts reported in the prior quarter's Line 9 that caused a discrepancy with the Line 1 Claim or Amount total. The static total is a count of every row presented in the sheet in which the Prior Quarter – Account Status information is populated.
 - Prior Quarter – Line 9 - Amounts – Presents the amount collected on Recovery Accounts reported on the prior quarter's Line 9 that caused a discrepancy with the Line 1 Claim or Amount total. The static total is calculated as the summation over the entire Prior Quarter – Line 9 – Ending Balance column. The format shall be \$X.XX.
- e. Add the following dynamic total to the top right of the detail sheet:
- Number of Claims – Presents the adjusted number of Recovery Accounts captured on the Line 1b detail sheet. The dynamic total is calculated as a count over the Current Quarter – Account Status column minus the count over the Prior Quarter – Line 9 - Account status column. The count shall change dependent on filters applied to the data set.
 - Total Amount - Presents the adjusted dollar amount collected on Recovery Accounts captured on the Line 1b detail sheet. The dynamic total is calculated as a sum over the Current Quarter – Beginning Balance column minus the sum over the Prior Quarter – Line 9 – Ending Balance. The Total Amount shall change dependent on the filters applied to the data set. The format shall be \$X.XX.

7. Update Line 2 – Overpayments Identified During Quarter
 - a. Add the following data fields to the detail sheet:
 - Account Program Type
 - Account Creation Date
 - First Transaction Date
 - Transaction Total
 - Line Count
 - Line Amount
 - Account Approval Date
 - b. Reformat the existing static and dynamic totals. The static totals will be aligned to the left. The dynamic totals will be aligned to the right. See the attached mockup for reference. The logic to calculate the totals will remain the same.
8. Update Line 3a - Overpayment Claims and Amounts of Grant Reductions
 - a. Add the following data field to the detail sheet:
 - Account Program Type
 - Related Transaction Type
 - Line Count
 - Line Amount
 - b. Rename the Effective Date column in the detail sheet to Effective Month and present the data in 'MM/YYYY' format. This is to match the Transaction Summary Online page.
 - c. In the detail sheet, update the existing 'Distinct Total' row label in the totals table to 'Total' and update the 'Claims' column label to 'Distinct Claims'.
 - d. Add the following dynamic totals to the top right of the detail sheet:
 - Distinct Claims – The total is calculated as a count of distinct rows over the Account Number column. The count shall change dependent on filters applied to the data set.
 - Total Amount – Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.
 - e. Remove the Other – Distinct Claims and Other – Transaction Amount totals located at the top left side of the detail sheet.
 - f. Update the logic for the following static totals located on the top left of the detail sheet:
 - Month 1 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
 - Month 1 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective

Month is equal to the first month of the reporting quarter.

- Month 2 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
- Month 2 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
- Month 3 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.
- Month 3 - Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.

9. Update the Line 3b – Overpayments Versus Underpayments

- a. Add the following data fields to the detail sheet:
 - Account Program Type
 - Related Transaction Type
 - Line Count
 - Line Amount
- b. Rename the Effective Date column in the detail sheet to Effective Month and present the data in 'MM/YYYY' format. This is to match the Transaction Summary Online page.
- c. In the detail sheet, update the existing 'Distinct Total' row label in the totals table to 'Total' and update the 'Claims' column label to 'Distinct Claims'.
- d. Add the following dynamic totals to the top right of the detail sheet:
 - Distinct Claims – Calculated as a count of distinct rows over the Account Number column. The count shall change dependent on filters applied to the data set.
 - Total Amount - Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.
- e. Remove the Other – Distinct Claims and Other – Transaction Amount totals located at the top left side of the detail sheet.
- f. Update the logic for the following static totals located on the top left of the detail sheet:

- Month 1 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
- Month 1 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
- Month 2 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
- Month 2 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
- Month 3 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.
- Month 3 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.

10. Update Line 4a – Cash Collections

- a. Add the following data field to the detail sheet:
 - Account Program Type
 - Related Transaction Type
 - Line Count
 - Line Amount
- b. Rename the Effective Date column in the detail sheet to Effective Month and present the data in 'MM/YYYY' format. This is to match the Transaction Summary Online page.
- c. Update the line logic to include the following LRS specific transaction types to Line 4a if the transaction is posted on or before the last day of the reporting quarter and is effective during the reporting quarter or if effective month occurred in a prior quarter but the transaction was posted during the reporting quarter.

Code (412)	Short Description
CT	Collection Fee - TTC
OT	Other Agency Collection - TTC
OD	Other Agency Collection - DPSS
US	AP- USCB OCA
LB	AP-Linebarger OCA

- d. Any of the below listed related transactions that are placed on the LRS specific transactions listed in 2.1.3.10(c) should be reported on Line 4a if the related transaction is posted during the same reporting quarter as the original cash transaction.

Code (412)	Short Description
AR	External Refund
BC	Bad Check
BO	Back Out
RF	Refund
RR	R & R Refund
RS	Refund Reversal
TN	Transfer

- e. In the detail sheet, update the existing 'Distinct Total' row label in the totals table to 'Total' and update the 'Claims' column label to 'Distinct Claims'.
- f. Add the following dynamic totals to the top right of the detail sheet:
- Distinct Claims – Calculated as a count of distinct rows over the Account Number column. The count shall change dependent on filters applied to the data set.

- Total Amount - Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.
- g. Remove the Other – Distinct Claims and Other – Transaction Amount totals located at the top left side of the detail sheet.
- h. Update the logic for the following static totals located on the top left of the detail sheet:
- Month 1 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
 - Month 1 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
 - Month 2 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
 - Month 2 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
 - Month 3 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.
 - Month 3 - Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.

11. Update Line 4b – Tax Intercept Collections

- a. Add the following data field to the detail sheet:
- Account Program Type
 - Related Transaction Type
 - State Cycle Number
 - Line Count
 - Line Amount

- b. Rename the Effective Date column in the detail sheet to Effective Month and present the data in 'MM/YYYY' format. This is to match the Transaction Summary Online page.
- c. Update the line logic to include the following transaction types to Line 4b if the transaction is posted on or before the last day of the reporting quarter and is effective during the reporting quarter or if effective month occurred in a prior quarter but the transaction was posted during the reporting quarter.

Code (412)	Short Description
FT	TI-FTB (65%)
T17	TTC 545 - IRS (17.5%)
T82	TTC 547 - IRS (82.5%)
TX	TI - IRS (17.5% State)
TY	TI - IRS (17.5% County)

- d. Include the LRS specific tax intercept related transaction type to line 4b if the tax intercept related transaction is posted during the same reporting quarter as the original tax intercept transaction.

Code (412)	Short Description
AV	Advance Refund

- e. Any of the below existing tax intercept related transactions types that are placed on the transactions listed in section 2.1.3.11(c), should be reported on Line 4b if the related transaction is posted during the same reporting quarter as the original tax intercept transaction.

Code (412)	Short Description
AR	External Refund

BO	Back Out
RF	Refund
RR	R & R Refund
RS	Refund Reversal
TN	Transfer

- f. In the detail sheet, update the existing 'Distinct Total' row label in the totals table in the detail sheet to 'Total' and update the 'Claims' column label to 'Distinct Claims'.
- g. Add the following dynamic totals to the top right of the detail sheet:
 - Distinct Claims – Calculated as a count of distinct rows over the Account Numbers column. The count shall change dependent on filters applied to the data set.
 - Total Amount - Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.
- h. Remove the Other – Distinct Claims and Other – Transaction Amount totals located at the top left side of the detail sheet.
- i. Update the logic for the following static totals located on the top left of the detail sheet:
 - Month 1 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
 - Month 1 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the first month of the reporting quarter.
 - Month 2 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the second month of the reporting quarter.
 - Month 2 – Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective

Month is equal to the second month of the reporting quarter.

- Month 3 – Distinct Claims: The distinct Account Number count of all transactions on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.
- Month 3 - Transaction Amounts: The summation of all transaction amounts on the detail sheet where the greater of the transaction's Posted Date or Effective Month is equal to the third month of the reporting quarter.

12. Update Line 5 – Overpayments for Which Collection Will Not Be Pursued – Terminated Claims

- a. Add the following data field to the detail sheet:
 - Account Program Type
 - Account Creation Date
 - Line Count
 - Line Amount
- b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 5 – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the claim or amount, the cell will be grayed out. The last row in the table will be labeled as 'Total' and will be the summation of all the sub line item's claims and amounts.
- c. Add the following dynamic total to the top right of the detail sheet.
 - Number of Claims – Calculated as a count over the Account Numbers column. The count shall change dependent on filters applied to the data set.

13. Update Line 5 – Overpayments for Which Collection Will Not Be Pursued – Terminated Transactions

- a. Add the following data field to the detail sheet:
 - Account Program Type
 - Account Creation Date
 - Termination Date
 - Ending Balance
 - Line Count
 - Line Amount
- b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 5 – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line

item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.

- c. Add the following dynamic total to the top right of the detail sheet.
 - Total Amount – Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.

14. Update Line 6 – Overpayments Fully Recovered

- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
- b. Reformat the existing static and dynamic totals. The static totals will be aligned to the left. The dynamic totals will be aligned to the right. See the attached mockup for reference. The logic to calculate the totals will remain the same.

15. Update Line 8a – Claims/Dollars Transferred In From Other Counties

- a. Add the following data field to the Line 8a detail sheet:
 - Line Count
 - Line Amount
- b. Reformat the existing static and dynamic totals. The static totals will be aligned to the left. The dynamic totals will be aligned to the right. See the attached mockup for reference. The logic to calculate the totals will remain the same.

16. Update Line 8b - Claims/Dollars Transferred Out to Other Counties - Transferred Out to Other Counties

- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
- b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8b – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
- c. Add the following dynamic total to the top right of the detail sheet.

- Number of Claims – Calculated as a negative count over the Account Numbers column. The count shall change dependent on filters applied to the data set.
17. Update Line 8b - Claims/Dollars Transferred Out to Other Counties – Inter County Out Transactions
- a. Add the following data field to the detail sheet:
 - Transaction Number
 - Posted Date
 - Related Transaction
 - Effective Month
 - Line Count
 - Line Amount
 - b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8b – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
 - c. Add the following dynamic total to the top right of the detail sheet.
 - Total Amount – Calculated as a sum over the Transaction Amount column times negative one. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be \$X.XX.
18. Update Line 8c – Other Adjustments – Recovery Account Reactivations
- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
 - b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
 - c. Add the following dynamic total to the top right of the page.

- Number of Claims – Calculated as a count over the Account Numbers column. The count shall change dependent on filters applied to the data set.
19. Update Line 8c – Other Adjustments – Prior Quarter Voids
- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
 - b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
 - c. Add the following dynamic total to the top right of the page.
 - Number of Claims – Calculated as a negative count over the Account Numbers column. The count shall change dependent on filters applied to the data set.
20. Remove the entire Line 8c - New Void Overpayments detail sheet. The CA 812 state report does not report same quarter void Recovery Accounts.
21. Update Line 8c – Other Adjustments – Cause Code Change To Tracked
- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
 - b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
 - c. Add the following dynamic total to the top right of the page.
 - Number of Claims – Calculated as a count over the Account Numbers column. The count shall change dependent on filters applied to the data set.
 - Total Amount – Calculated as a sum over the Account Balance column times negative one. The Transaction

Amount total shall change dependent on the filters applied to the data set. The format shall be as \$X.XX.

22. Update Line 8c – Other Adjustments – Cause Code Change From Tracked

- a. Add the following data field to the detail sheet:
 - Line Count
 - Line Amount
- b. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
- c. Add the following dynamic totals to the top right of the page.
 - Number of Claims – Calculated as a negative count of distinct rows over the Account Numbers column. The count shall change dependent on filters applied to the data set.
 - Total Amount – Calculated as a sum over the **Account Balance** column times negative one. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be as \$X.XX.

23. Line 8c – Other Adjustments – Miscellaneous

- a. Add the following data field to the detail sheet:
 - Related Transaction Type
 - Line Count
 - Line Amount
- b. The Effective Date column in the detail sheet will be renamed to Effective Month and the data will be presented in 'MM/YYYY' format. This is to match the Transaction Summary Online page.
- c. The following transaction types have been mapped to Line 4a and Line 4b. These transaction types or any related transaction should no longer appear on Line 8c – Other Adjustments - Miscellaneous:

Code (412)	Short Description
CT	Collection Fee - TTC
OT	Other Agency Collection - TTC

OD	Other Agency Collection - DPSS
US	AP- USCB OCA
LB	AP-Linebarger OCA
FT	TI-FTB (65%)
T17	TTC 545 - IRS (17.5%)
T82	TTC 547 - IRS (82.5%)
TX	TI - IRS (17.5% State)
TY	TI - IRS (17.5% County)
AV	Advance Refund

- d. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
 - e. Add the following dynamic total to the top right of the page:
 - Total Amount – Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be as \$X.XX.
 - f. Update the line logic to exclude 'Void' transactions posted to same quarter void Recovery Accounts. These transactions are being removed from Line 8c – Other Adjustment – Transactions and these same transactions should not appear on this line.
24. Update Line 8c – Other Adjustments – Transactions
- a. Add the following data field to the detail sheet:
 - Related Transaction Type
 - Line Count
 - Line Amount
 - b. Any related transactions that is placed on one of the newly added transaction types listed in section 2.1.3.10(c) and

2.1.3.11(c) shall be reported on this sheet if the original transaction was reported on a prior quarter CA 812 but the related transaction was posted during the current reporting quarter.

- c. Exclude 'Void' transactions that are posted to same quarter void Recovery Accounts. These 'Void' transaction was reported on this sheet to balance out the 'Void' transaction posted on Line 8c – New Void Overpayments sheet. Since the Line 8c – New Void Overpayments sheet is being removed the 'Void' transactions also need to be removed from Line 8c - Transactions to balance out the transaction down to \$0. These same transactions should also not appear on Line 8c – Other Adjustments – Miscellaneous ether.
- d. Replace the existing totals at the top of the detail sheet and replace with a new static table which includes all the Line 8c – sub totals. Each row will present the static total for Claims and Amounts that the sub line items account for in the overall line item total. The first column presents the sheet name which links to the corresponding detail sheet. The second column presents the claims count for the sub line item. The third column presents the amount total for the sub line item. If the sub line item does not affect the line item claim or amount, the cell will be grayed out. The last row in the table will be labeled as Total and will be the summation of all the sub line item's claims and amounts.
- e. Add the following dynamic total to the top right of the page:
 - Total Amount – Calculated as a sum over the Transaction Amount column. The Transaction Amount total shall change dependent on the filters applied to the data set. The format shall be as \$X.XX.

25. Update Line 9 – Net Overpayments At The End of the Quarter (Both sheets)

- a. Add the following data fields to the detail sheet:
 - Cause
 - Line Count
 - Line Amount
- b. Reformat the existing static and dynamic totals. The static totals will be alighted to the left. The dynamic totals will be aligned to the right. See the attached mockup for reference. The logic to calculate the totals will remains the same.

2.1.4 Report Location

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

2.1.5 Counties Impacted

All CalSAWS counties will be affected by the changes outlined in this SCR.

2.1.6 Security Updates

No security changes will be made with this SCR.

2.1.7 Report Usage/Performance

The changes outlined in this SCR will not cause any significantly change in the report's performance.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	CA 812 Mockup	 CA 812 Mockup.xlsx
2	Reports	ACL 19-05	 ACL 19-05 CA-812.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.1.11	The LRS shall support all reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures, including statistical, operational, workload, and fiscal reports.	The CA 812 report is a state mandated report. It is being modified in compliance with State policy.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

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

6 OUTREACH

NA

7 APPENDIX

7.1 Column Definitions

Field Name	Field Description
Account Approval Date	This column displays the date the Recovery Account first went to Active status if it occurred before the end of the reporting quarter. This information should reflect what is on the Recovery Account History section of the Recovery Account Detail page. The column will be blank if the account was not approved before the end of the reporting quarter.
Account Creation Date	This column will display the date the Recovery Account was created in the database. This information can be found on the Recovery Account Detail page.
Account Number	This column will display the system-generated unique identifying number of the Recovery Account. This information can be found on the Recovery Account Detail page.
Account Program Type	This column will display the program type for which the Recovery Account was created for. This information can be found on the Account Details section of the Recovery Account Detail page.
Case Name	This column will display the case name of the case for which the Recovery Account was created for. This information can be found on the Recovery Account Detail page.
Case Number	This column will display the case number for the case which the Recovery Account was created for. This information can be found on the Recovery Account Detail page.
Cause	This column will display the Recovery Account Cause as of the end of the reporting quarter. This information can be found under the Account Details section of the Recovery Account Detail page.
Current Quarter - Account Status	This column will display the status of the Recovery Account as of the beginning of the current reporting quarter. The column will be blank if the Recovery Account is not reported on Line 1.
Current Quarter - Beginning Balance	This column will display the balance of the recovery account as of the beginning of the reporting quarter. The column will be blank if the Recovery Account is not reported on Line 1.

Current Quarter - Ending Balance	This column will display the balance of the recovery account as of the end of the reporting quarter. The column will be blank if the Recovery Account is not reported on Line 1.
Current Quarter - Transaction Total	This column will display the transaction total posted to the recovery account as of the beginning of the reporting quarter. The column will be blank if the information is not available. An example of this column being blank is if a data change request sets these recovery accounts to an untracked cause code for the prior quarter or if the account is deleted from the database. Format: \$X.XX
Discovery Date	This column will display the date of discovery of the overpayments for which the recovery account was created for. This information can be found under the Account Details section of the Recovery Account Detail page. Format: MM/DD/YYYY
Effective Month	This column will display the month in which the transaction becomes effective. This information can be found under the Transaction Detail page. Format: MM/YYYY
Ending Balance	This column will display the difference between the original balance minus the total recovered amount as of the end of the reporting quarter. Format: \$X.XX
First Transaction Date	This column will display the earliest Posted Date of any transaction posted to the Recovery Account that was posted and effective before the end of the reporting quarter. This information should reflect what is seen on the Search Results Summary in the Transaction Summary page. This column will be blank if no transaction has been posted to the recovery account. Format: MM/DD/YYYY
Line Amount	This column will display the dollar amount in which the line item impacts the Net overpayment balance at the end of the reporting quarter. Depending on the line item, the column logic will be as follows: Line 1b: Equal to (Current Quarter – Beginning Balance minus Prior Quarter - Line 9 – Ending Balance). Line 2: Equal to Original Overpayment Amount. Line 3a: Equal to Transaction Amount * -1. Line 3b: Equal to Transaction Amount * -1.

	<p>Line 4a: Equal to Transaction Amount * -1. Line 4b: Equal to Transaction Amount * -1. Line 5 Terminated Claims: Equal to \$0.00. Line 5 Terminated Transactions: Equal to Transaction Amount * -1. Line 6: Equal to \$0.00. Line 8a: Equal to Overpayment Total. Line 8b – Transferred Out to Other Counties: Equal to \$0.00. Line 8b – Inter County Out Transactions: Equal to Transaction Amount * -1. Line 8c – Recovery Account Reactivations: Equal to \$0.00. Line 8c – Prior Quarter Voids: Equal to \$0.00. Line 8c – Cause Code Change To Tracked: Equal to Account Balance. Line 8c – Cause Code Change From Tracked: Equal to Account Balance * -1. Line 8c – Miscellaneous: Equal to the Amount column * -1. Line 8c – Transaction: Equal to the Amount column * -1. Line 9 - Equal to the Ending Balance column. Format: \$X.XX</p>
Line Count	<p>This column will display 0, 1 or -1 depending how the line item record impacts the ending number of claims on the CA 812 for the given report quarter. The column logic will be as follows:</p> <p>Line 1b: Equal to</p> <ul style="list-style-type: none"> • 1 - If the account was not part of the last quarter Line 9 count but is included in this quarter Line 1 count. • -1 – If the account was part of the last quarter Line 9 count but is not included in this quarter Line 1 count. • 0 – If the adjustment is solely an amount adjustment. <p>Line 2: Equal to 1. Line 3a: Equal to 0. Line 3b: Equal to 0. Line 4a: Equal to 0. Line 4b: Equal to 0. Line 5 Terminated Claims: Equal to -1. Line 5 Terminated Transactions: Equal to 0. Line 6: Equal to -1. Line 8a: Equal to 1.</p>

	<p>Line 8b – Transferred Out to Other Counties: Equal to -1.</p> <p>Line 8b – Inter County Out Transactions: Equal to 0.</p> <p>Line 8c – Recovery Account Reactivations: Equal to 1.</p> <p>Line 8c – Prior Quarter Voids: Equal to -1.</p> <p>Line 8c – Cause Code Change To Tracked: Equal 1.</p> <p>Line 8c – Cause Code Change From Tracked: Equal to -1.</p> <p>Line 8c – Miscellaneous: Equal to 0.</p> <p>Line 8c – Transaction: Equal to 0.</p> <p>Line 9 - Equal 1.</p>
Overpayment Total	<p>This column will display the Overpayment amount of the Recovery Account as of the end of the reporting quarter. This information can be verified under the Original Balance field in on the Overpayment Summary page.</p> <p>Format: \$X.XX</p>
Posted Date	<p>This column will display the date the transaction was posted to the Recovery Account. This information can be found on the Transaction Details Detail page.</p> <p>Format: MM/DD/YYYY</p>
Prior Quarter - Line 9 - Account Status	<p>This column will display the status of the Recovery Account as it was reported on Line 9 of the prior quarter CA 812. This column will be blank if the Recovery Account was not captured on Line 9 of the prior quarter.</p>
Prior Quarter - Line 9 - Ending Balance	<p>This column will display the ending balance on the he Recovery Account as it was reported on Line 9 of the prior quarter CA 812. This column will be blank if the Recovery Account was not captured on Line 9 of the prior quarter. This column will be blank if the Recovery Account was not captured on Line 9 of the prior quarter.</p> <p>Format: \$X.XX</p>
Prior Quarter - Line 9 - Transaction Total	<p>This column will display the Transaction Total of the recovery account as it was reported on Line 9 of the prior quarter CA 812. This column will be blank if the Recovery Account was not captured on Line 9 of the prior quarter.</p> <p>Format: \$X.XX</p>
Related Transaction	<p>This column will display the initial transaction number for which all related transactions were initiated for. This information can be verified on the Transaction Summary Detailed Results page. The column will be blank if the transaction has no related transaction.</p>

Related Transaction Type	This column will display the Transaction Type of the Related Transaction. The column will be blank if the transaction has no related transaction. This information can be verified on the Transaction Detail page.
State Cycle Number	This column will display the corresponding TOP cycle number for the tax intercept transaction. This information can be verified in the Transaction Detail page.
Termination Date	This column will display the date the recovery account was terminated. The column will be blank if the recovery account is not terminated. Format: MM/DD/YYYY
Transaction Number	This column will display the transaction number for the transaction. This information can be found on the Transaction Details Detail page.
Transaction Total	This column will display the summation of all transactions posted to the recovery account where the posted date and effective month of each transaction occurred before the end of the reporting quarter. Format: \$X.XX

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-56515 CIV-106691 – Update Overpayment Adjustment Logic to stop Excess Recoupments

CalSAWS	DOCUMENT APPROVAL HISTORY	
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1 OVERVIEW

1.1 Current Design

Currently LRS/CalSAWS system does not consider the unposted recovery account recoupments that are associated to same recovery account and to a different case when that recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.

1.2 Requests

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.
2. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

1.3 Overview of Recommendations

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.
2. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

1.4 Assumptions

1. There will be no impact or change to the existing logic for looking at Recovery accounts without multiple responsible parties.

2 RECOMMENDATIONS

2.1 Overpayment Adjustment Logic

2.1.1 Overview

The overpayment adjustment is a process where if an individual is overpaid and is eligible for benefits, then the system suggests an adjustment. This adjustment is a percentage-based calculation per the cause code of the recovery account. This

helps in reducing the balance of recovery account. The transaction is posted as a Benefit Reduction.

2.1.2 Description of Changes

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case **or same case that have the EDBC run date is last 6 months from the current run month.** This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month. Please refer to 'CA-56515 Scenarios.xlsx' in Section 3.

2.2 Benefit Reduction Redistribution 10-Day Cut-Off Batch EDBC Sweep

2.2.1 Overview

Benefit Reduction Redistribution Batch EDBC Sweep runs on 10-day cut-off and it identifies the recovery accounts which are being recovered through EDBC benefit recoupments and are fully recouped or will go excessively recouped in next month. Once identified, the System automatically re-triggers the EDBC so that fresh EDBC calculations can come into effect from Next month.

There are certain recovery accounts that are being over collected on and are not being picked up by our batch EDBC process to stop/adjust recoupments. The main reason for this is when we have two responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

When we suggest a benefit reduction amount, it is based on the maximum that we can take for a case and it does not take into consideration other cases that we may be collecting on from the same recovery accounts. This will cause an over collection if during the same month we take two benefit reductions from different cases that give the account a negative balance

2.2.2 Description of Change

1. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

2.2.3 Execution Frequency

No Change.

2.2.4 Key Scheduling Dependencies

No Change.

2.2.5 Counties Impacted

All CalSAWS Counties

2.2.6 Data Volume/Performance

N/A.

2.2.7 Failure Procedure/Operational Instructions

N/A.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Fiscal	CA-56515 Scenarios	 CA-56515%20Scenarios.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.13.2.9	The LRS shall initiate the termination of a case or payment reduction if the participant/caregiver has not met the Redetermination, Recertification, and/or Annual Agreement requirements within a COUNTY-specified period of time.	This requirement is met by enhancing the LRS/CalSAWS system to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.

5 MIGRATION IMPACTS

None.

6 OUTREACH

None.

7 APPENDIX

None.

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