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CalsAWS

California Statewide Automated Welfare System

Design Document

CA-55990

Store Latest EDBC Authorization Date

CalSAWS	DOCUMENT APPROVAL HISTORY	
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1 OVERVIEW

The CalSAWS 'Pending Authorization' logic requires that EDBC's meeting certain criteria must be authorized by a 1st Level Approver (referred to as 'Supervisor' in Los Angeles County) and/or 2nd Level Approver (referred to as 'Deputy' in Los Angeles County) in addition to the Eligibility Worker (EW). The purpose of this SCR is to store and track the final EDBC authorization date in order to accurately process cases based on that final EDBC authorization date.

1.1 Current Design

In CalSAWS, an EDBC authorization is a multi-step process that requires one of the following:

1. EW authorization only.
2. EW and 1st Level Approver authorization.
3. EW, 1st Level Approver, and 2nd Level Approver authorization.

The initial authorization is tracked by the EDBC 'Run Date' which displays the date the eligibility worker accepted and saved the EDBC. The majority of processed authorizations only require EW authorization. However, if the system determines that a 1st Level or 2nd Level Approver authorization is needed, the system does not track the dates of the subsequent authorizations by a 1st Level Approver and/or 2nd Level Approver.

1.2 Requests

1. Create a new table with an 'Authorization Date' field to store and track EDBC authorizations and rejections.
2. Modify EDBC logic to populate a new record in the database table when the following actions occur:
 - a. 'Save and Continue' – When a user chooses to accept EDBC results and then selects 'Save and Continue', the EDBC Run Status will either be set to 'Accepted – Saved' if no additional approval is needed, or 'Pending Authorization' if 1st Level or 2nd Level approval is required.
 - b. 'Authorize' – When a 1st Level Approver or 2nd Level Approver chooses to authorize an EDBC with a Run Status of 'Pending Authorization'.
 - c. 'Reject' - When a 1st Level Approver or 2nd Level Approver chooses to reject an EDBC with a Run Status of 'Pending Authorization'.
3. If the final authorization occurs after the EDBC Run Date, the GR Time Clock will never be established. Therefore, update the Daily GR Timeclock Batch Job to use the latest 'Authorization Date' for EDBC's with a status of 'Accepted-Saved'.

1.3 Overview of Recommendations

1. Create a new database table to track EDBC authorizations and rejections.

2. Update EDBC authorization logic to insert a new record into the new database table whenever an EDBC is accepted and saved, authorized, or rejected.
3. Modify Daily GR Time Limit batch job (PB19F308) to use the new 'Authorization Date'.

1.4 Assumptions

1. SCR CA-203750 will address downstream updates such as Issuance Detail page display, Reports and other Fiscal changes.
2. 1st Level and 2nd Level Authorization types have been configured for the county.
3. Existing authorization task generation will remain unchanged.
4. EDBCs with a status of 'Accepted-Saved' or 'Rejected' prior to the implementation of this SCR will not have a record added to this new table.
5. EDBCs with a status of 'Pending Authorization' prior to the implementation of this SCR will have a record added to this new table when the EDBC is authorized or rejected after this SCR is implemented.
6. Existing criteria for the Daily GR Time Limit batch job (PB19F308) other than the update specified in this SCR will remain unchanged.

2 RECOMMENDATIONS

2.1 Create New Database Table for EDBC Authorizations

2.1.1 Overview

A new database table will be created to store and track EDBC authorizations and rejections. Records will be written to this table after the eligibility determination is complete and the user chooses to authorize or reject an EDBC.

2.1.2 Description of Changes

1. Create a new database table that will store and track EDBC authorizations and rejections. The following attributes will be part of this table:
 - a. Authorized By – Staff ID of the person who authorized or rejected an EDBC.
 - b. Authorization Date– Date that the EDBC was authorized or rejected.
 - c. EDBC ID – Unique identifier of the EDBC that was authorized or rejected.

- d. EDBC Run Status – Run status of the EDBC after the user has acted on it. NOTE: The Run status will either be 'Accepted - Saved', 'Pending Authorization' or 'Rejected' which are values from Code Table 274 EDBC Run Status Code.

2.2 Update EDBC Authorization Logic

2.2.1 Overview

EDBC authorization logic will be updated to insert a record into the new database table whenever an EDBC is authorized or rejected. Batch EDBC, Online EDBC, Negative Action and Manual EDBC will insert records into the new table after eligibility determination is complete and the EDBC is authorized or rejected.

The EDBC authorization can be a one or multiple step process that requires one of the following:

1. EW authorization only.
2. EW and 1st Level Approver authorization.
3. EW, 1st Level Approver, and 2nd Level Approver authorization.

The majority of processed authorizations only require EW authorization. However, EDBCs for certain programs such as Homeless Assistance-Permanent can require 1st Level Approver and 2nd Level Approver authorization.

The EDBC authorization process can include the following user actions:

- i. 'Save and Continue' – When an EW chooses to accept an EDBC result and selects 'Save and Continue', the EDBC Run Status will either be set to 'Accepted – Saved' if no other authorization is needed, or 'Pending Authorization' if 1st Level Authorization and/or 2nd Level Authorization is required.
- ii. 'Authorize' – When a 1st Level Approver or 2nd Level Approver chooses to authorize an EDBC with a Run Status of 'Pending Authorization' which will either set the EDBC Run Status to 'Accepted – Saved' or 'Pending Authorization' if 2nd Level Authorization is required.
- iii. 'Reject' - When a 1st Level Approver or 2nd Level Approver chooses to reject an EDBC with a Run Status of 'Pending Authorization' which will set the EDBC Run Status to 'Rejected'.

The following scenarios show how multiple levels of authorization would work with the new logic. The 'Authorization Date' of the inserted record will always be set to the date and time of the user action.

Scenario 1: EW authorization only.

Initial Authorization: EW clicks 'Save and Continue' to accept the EDBC and the Run Status shows 'Accepted – Saved' indicating final authorization. Under the new logic, one record would be inserted into the new database table with the 'EDBC Run Status' set to 'Accepted-Saved'.

Scenario 2: EW authorization with 1st Level Approver acceptance.

Initial Authorization: EW clicks 'Save and Continue' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 1st Level approval. Under the new logic, the 1st record would be inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

1st Level Authorization: 1st Level Approver accesses the EDBC and clicks 'Authorize' to accept the EDBC and the Run Status shows 'Accepted – Saved' indicating final authorization. Under the new logic, the 2nd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Accepted-Saved'.

Scenario 3: EW authorization with 1st Level Approver and 2nd Level Approver acceptance.

Initial Authorization: EW clicks 'Save and Continue' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 1st Level approval. Under the new logic, the 1st record would be inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

1st Level Authorization: 1st Level Approver accesses the EDBC and clicks 'Authorize' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 2nd Level approval. Under the new logic, the 2nd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

2nd Level Authorization: 2nd Level Approver accesses the EDBC and clicks 'Authorize' to accept the EDBC and the Run Status shows 'Accepted - Saved' indicating final authorization. Under the new logic, the 3rd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Accepted-Saved'.

Scenario 4: EW authorization with 1st Level Approver rejection.

Initial Authorization: EW clicks 'Save and Continue' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 1st Level approval. Under the new logic, the 1st record would be

inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

1st Level Authorization: 1st Level Approver accesses the EDBC and clicks 'Reject' to reject the EDBC and the Run Status shows 'Rejected'. Under the new logic, the 2nd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Rejected'.

Scenario 5: EW authorization with 1st Level Approver acceptance and 2nd Level Approver rejection.

Initial Authorization: EW clicks 'Save and Continue' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 1st Level approval. Under the new logic, the 1st record would be inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

1st Level Authorization: 1st Level Approver accesses the EDBC and clicks 'Authorize' to accept the EDBC and the Run Status shows 'Pending Authorization' requiring 2nd Level approval. Under the new logic, the 2nd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Pending Authorization'.

2nd Level Authorization: 2nd Level Approver accesses the EDBC and clicks 'Reject' to reject the EDBC and the Run Status shows 'Rejected'. Under the new logic, the 3rd record would be inserted into the new database table with the 'EDBC Run Status' set to 'Rejected'.

2.2.2 Description of Changes

1. Update EDBC logic to insert record into the new database table during EDBC authorization. The new record will capture the following data elements:
 - a. Authorization Date
 - b. Authorized By (i.e. Staff ID of the user who authorized or rejected the EDBC)
 - c. EDBC ID
 - d. EDBC Run Status which matches the Run Status of the EDBC after the user has acted on it, and can be one of the following:
 - i. Pending Authorization
 - ii. Accepted – Saved
 - iii. Rejected

Note: Since the new database table will be a child table to EDBC, it will be subject to the EDBC cascade delete functionality. If an EDBC is reprocessed for a case, any temporary EDBC data that has not been fully

authorized or rejected (i.e. EDBC Run Status is not 'Accepted - Saved' or 'Rejected') will be deleted before the new EDBC is calculated.

2.2.3 Programs Impacted

All EDBC Programs

2.2.4 Performance Impacts

None

2.3 Update Daily GR Time Limit Batch Job (PB19F308)- LA County Only

2.3.1 Overview

The Daily GR Timeclock Time Limit Batch Job currently processes cases based on the initial EDBC Run Date, which does not always reflect when the case is authorized. This update is to allow the Daily GR Timeclock Time Limit Batch Job to use the 'Authorization Date' field in the new database table, which will more accurately reflect when the case was authorized.

2.3.2 Description of Change

Modify the driving query for the batch to identify 'Accepted-Saved' EDBCs for processing based on the following criteria:

- The most recent 'Authorization Date' for the EDBC in the new database table is between the Last Success Date and Batch Date.
- If the record does not exist in the new table, continue to use current logic to check if EDBC Run Date on EDBC table is between the Last Success Date and Batch Date.

2.3.3 Execution Frequency

No Change.

2.3.4 Key Scheduling Dependencies

No Change.

2.3.5 Counties Impacted

LA County

2.3.6 Data Volume/Performance

No Change.

2.3.7 Failure Procedure/Operational Instructions

No Change.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.9.1.4	The LRS shall record the authorization and disposition of a case/program.	This SCR will allow LRS to record and store the final EDBC authorization.