

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-227118 | CIV-108857

SB 80 - Changes to Resource Asset Limits

<b>CalSAWS</b>	<b>DOCUMENT APPROVAL HISTORY</b>	
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	Reviewed By	

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# 1 OVERVIEW

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This document identifies required changes to CalSAWS and C-IV related to the asset limits for the CalWORKs (CW) and Refugee Cash Assistance (RCA) programs for Federal Fiscal Year (FFY) 2021 effective July 1, 2021 as informed by the All County Letter (ACL) 21-XX.

## 1.1 Current Design

The vehicle and asset limits for CW/RCA were last updated for FFY 2020 in SCR CA-209360\_CIV-104559 with the following values:

- For CW/RCA Assistance Units (AUs) that do not contain a member who is 60 years of age or older or disabled, the property limit increased to \$10,000 (CT 335-84 CalWORKs Property Limit).
- For CW/RCA AUs that do contain a member who is age 60 years of age or older or disabled, the property limit increased to \$15,000 (CT 335-03 CW Elderly and Disabled Property Limit).

## 1.2 Requests

Per ACL 21-XX effective July 1, 2021, the resource threshold will increase by an amount equal to the increase in the California Necessities Index for the most recent fiscal year (2021) to the following values:

- a. When a CW/RCA AU does not include a member who is 60 years of age or older or disabled, the maximum asset limit will be increased from \$10,000 to \$10,211.
- b. When a CW/RCA AU includes a member, who is 60 years of age or older or disabled, the maximum asset limit will be increased from \$15,000 to \$15,317.

## 1.3 Overview of Recommendations

1. Update CW/RCA EDBC rules that apply the resource test for CW Property Limit and Elderly and Disabled Property Limit to perform the calculations based on the new limits.
2. Regression test impacted NOAs and Forms that populate the CalWORKs Property Limits Disregard. Update the SAWS 2A SAR to auto-populate the CalWORKs Property Limits Disregard when generated in a RE packet.
3. Create C-IV and CalSAWS lists for CW/RCA Cases Denied/Discontinued due to 'Over Resources' for June and July 2021.

## 1.4 Assumptions

1. The Federal AFDC eligibility determination for Foster Care (FC) is made based on current property CW property limit. SCR CA-213138\_CIV-106687 has been drafted to update the EDBC logic to determine federal AFCD determination based on Foster Care property limit.

## 2 RECOMMENDATIONS

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### 2.1 CW/RCA EDBC: Property Limit and Elderly and Disabled Property Limit

#### 2.1.1 Overview

Update CW/RCA EDBC rules that apply the resource test for CW Property Limit and Elderly and Disabled Property Limit to perform the calculations based on the new limits effective July 1, 2021.

#### 2.1.2 Description of Changes

1. Effective July 1, 2021 the property limit will increase from \$10,000 to \$10,211 for CW/RCA AUs that do not contain a member who is 60 years of age or older or disabled (CT 335-84 CalWORKs Property Limit) and from \$15,000 to \$15,317 for CW/RCA AUs that do contain a member who is age 60 years of age or older or disabled (CT 335-03 CW Elderly and Disabled Property Limit).

#### 2.1.3 Programs Impacted

CW  
RCA

### 2.2 Regression Test Impacted CalWORKs NOA Variable Population

#### 2.2.1 Overview

CW NOAs populate with the property limits for the program in both CalSAWS and C-IV.

## 2.2.2 Description of Changes

The following NOA Fragments in CalSAWS and C-IV populate the property limits for CalWORKs. These Fragments need to be regression tested to confirm that they populate with the newest values.

CalSAWS NOA Fragments:

ID	Fragment Name	Fragment Text	Languages
6132	CW_DN_PROP_CNT_EXCD_A104	<p>You can not get cash aid if your total countable property is more than &lt;PROP_LIMIT&gt;.</p> <p>If the County figured your car or other vehicle was worth more than you think it's worth, you can give the County proof that it is worth less. Ask the County how. If you can prove it is worth less you may get cash aid.</p>	EN, SP
6200	CW_TN_RES_AMT_LMT_A104	<p>You can not get cash aid if your total countable property is more than &lt;PROP_LIMIT&gt;.</p> <p>If the County figured your car or other vehicle was worth more than you think it's worth, you can give the County proof that it is worth less. Ask the County how. If you can prove it is worth less you may get cash aid.</p>	EN, SP
7333	CW_CH_ARCO_MID_PERIOD_PROPERTY_CHANGE_A996	<p>You recently told the County about a change in property.</p> <p>Normally, the amount of property you reported would make you ineligible for cash aid. The rules say that the County only looks at your property once a year. This means that we will not change your cash aid at this time.</p> <p>Your next report is at your annual redetermination. All information must be reported and verified on your redetermination form.</p> <p>The property limit is &lt;LIMIT&gt; or &lt;LIMIT2&gt; if some on the grant is 60 or disabled.</p> <p>To stay eligible for cash aid, you must sell the property for a fair price, and then spend the money to below the property limit or put</p>	EN, SP

		<p>it into a restricted bank account. You cannot give it away or get a price lower than what is fair.</p> <p>A restricted bank account protects savings for education, housing, or to start a business. You must call your worker and get the CalWORKs paperwork filled out and approved and then open a special (separate) bank account for these savings.</p>	
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C-IV NOA Fragments:

Note: Fragment IDs 168 and 239 also are used for RCA.

ID	Fragment Name	Fragment Text	Languages
168	MSG_PROP_OTHER_THAN_HOME_MORE_THAN_PROP_LIMIT	<p>You own property that is worth more than the &lt;LIMIT&gt; limit. You have property that is available to you and the value of this property counts against you.</p> <p>We must count the value of all the property you own other than your home.</p>	EN, AE, AR, CA, CH, FA, HM, KO, LA, RU, SP, TG, VI
239	RSN_EXCEEDED_PROPERTY_LIMIT	<p>Your property is more than the &lt;LIMIT&gt; allowable limit.</p> <p>Here is how we figured your countable property:</p> <p>Property:            Countable Value: &lt;PROP&gt;            &lt;VALUE&gt;</p> <p>Total Value &lt;TOTAL&gt;</p>	EN, AE, AR, CA, CH, FA, HM, KO, LA, RU, SP, TG, VI
432	RSN_NO_CHANGE_PROPERTY	<p>You recently told the County about a change in property. Normally, the amount of property you reported would make you ineligible for &lt;PGM&gt;. The rules say that the County only looks at your property &lt;DURATION&gt;. This means that we will not change your &lt;PGM&gt; at this time.</p> <p>The property limit is &lt;LIMIT&gt;, or &lt;LIMIT_2&gt; if someone on the grant is over 60 or disabled.</p> <p>To stay eligible for &lt;PGM&gt;, you must sell the property for a fair price, and then spend the money to below the property limit, or put</p>	EN, AE, AR, CA, CH, FA, HM, KO, LA, RU, SP, TG, VI

		<p>it into a restricted bank account. You cannot give it away or get a price lower than what is fair.</p> <p>A restricted bank account protects savings for education, housing, or to start a business. You must call your worker and get the CalWORKs paperwork filled out and approved and then open a special (separate) bank account for these savings.</p>	
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## 2.3 Add and Regression Test CalWORKs Form Variable Population

### 2.3.1 Overview

CalSAWS and C-IV Forms were updated to auto-populate the property limits for CalWORKs per SCR CA-209033/CIV-104383 in release 20.03. These Forms will be tested to ensure that they are populating the new values ongoing.

Currently the SAWS 2A SAR does not auto-populate when generated as part of the CW RE and CW/CF RE packets. This effort will add auto-population to the Form when generated for a RE packet for both CalSAWS and C-IV.

Impacted Forms:

- CW 2218
- SAWS 2A SAR
- CW 86 – LA (CalSAWS only)
- M44-316C SAR (C-IV only)

### 2.3.2 Description of Change

#### 1. Regression Test Form Variable Population

Regression test the following Forms to verify that the correct property limit is populating for CalWORKs.

Form	Variable	Languages
CW 2218	Located on Page 5 (C-IV) and Page 6 (CalSAWS):	CalSAWS:



	<p>“There is a \$&lt;LIMIT&gt; limit on the value of the property (e.g. bank accounts, stocks, etc.) that the child can own and be eligible to receive CalWORKs benefits. That limit increases to \$&lt;LIMIT2&gt; if the child has a disability. A child under age 18 can own a vehicle (for example a car, truck, van, motorcycle, etc.) to drive to work, school, job training or to look for work. This also applies during temporary periods of unemployment for the child who customarily drives to and from work. Any motor vehicle with an equity value of \$&lt;LIMIT_VD&gt; or less will not count against the \$&lt;LIMIT&gt;. For each motor vehicle with an equity value of more than \$&lt;LIMIT_VD&gt;, the value that exceeds \$&lt;LIMIT_VD&gt; counts against the child’s property. If it was given to the child as a gift, a donation, or a family member transferred it to the child, we also do not count it. You will be asked to give the county proof from the Department of Motor Vehicles that it was a gift, donation or transfer from a family member.”</p>	<p>AE, CA, CH, EN, KO, RU, SP, VI</p> <p>C-IV: EN, SP</p>
SAWS 2A SAR	<p>Located on Page 9:</p> <p>“There is a \$&lt;LIMIT&gt; limit on the value of the property (e.g. bank accounts, stocks, etc.) that your family can own and be eligible to receive CalWORKs benefits. If someone in your family is at least 60 years of age or disabled the limit is \$&lt;LIMIT2&gt;. Your residence and furniture are not part of the limit. You can own a vehicle (for example a car, truck, van, motorcycle, etc.) as long as what it’s worth minus what you owe is less than \$&lt;LIMIT_VD&gt;. If it was given to you as a gift, a donation, or a family member transferred it to you, we do not count it. You will be asked to give the County proof from the Department of Motor Vehicles that it was a gift, donation or transfer from a family member. The vehicle will not count if used by your family for certain special reasons. Ask your worker what those reasons are. Your worker can explain to you how to figure the value of any vehicle.”</p>	<p>AE, AR, CA, CH, EN, FA, HM, KO, LA, RU, SP, TG, VI</p>

<p>CW 86 – LA (CalSAWS only)</p>	<p>Located on Page 3:</p> <p>“Money in your restricted account(s) DO NOT count against the property limit you can have and <u>keep getting</u> cash aid. (The property limit is \$&lt;LIMIT&gt; or \$&lt;LIMIT2&gt; if there is at least one person in the household who is age 60 or older.) But money in a restricted account DOES count against your property limit if you are <u>applying</u> for cash aid. So if your cash aid stops and you reapply for cash aid, your total countable personal property including any money in your restricted account(s), cannot be more than the property limit.”</p> <p>Located on Page 5.</p> <p>“I have read the coversheet. I understand the rules and my responsibilities for starting and keeping a restricted account; the rules for a period of ineligibility; and the need to have resources close to my \$&lt;LIMIT&gt; property limit (\$&lt;LIMIT2&gt; if there is at least one household member who is age 60 or older) for emergencies or other expenses before I start a restricted account. I understand and agree that: ”</p> <p>“If my cash aid stops for any reason, and if I reapply for cash aid, my total countable personal property, including any money in the restricted account(s), cannot be more than the \$&lt;LIMIT&gt; property limit (or \$&lt;LIMIT2&gt; if there is at least one household member who is age 60 or older).”</p>	<p>AE, CA, CH, EN, KO, RU, SP, TG, VI</p>
<p>M44-316C SAR (C-IV only)</p>	<p>Located on Page 1:</p> <p>“The property limit is &lt;LIMIT&gt;, or &lt;LIMIT2&gt; if someone on the grant is over 60 or disabled.”</p>	<p>EN, SP</p>

**2. Add Variable Population for CW RE and CW/CF RE packets**

Update the Form Variable Population logic for the SAWS 2A SAR to populate with the CT 335-84 CalWORKs Property Limit and CT 335-03 CW Elderly and Disabled Property Limit when generated as part of the CW RE and CW/CF RE packets in both CalSAWS and C-IV.

### 3 REQUIREMENTS

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#### 3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.2	The LRS shall include an automated method for implementing mass updates triggered by policy changes or mass participant financial changes, including Social Security or Veterans benefits cost of living adjustments (COLAs).	The maximum property limit for CalWORKs AUs will be increased to \$10,211 and \$15,317 for Assistant Units (AU) that include at least one member who is aged 60 or older or disabled.

### 4 OUTREACH

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#### 4.1 Lists

**List Name:** CW/RCA Cases Denied/Discontinued due to 'Over Resources' for June and July 2021

**List Criteria:**

- CW/RCA case has an effective property record for the program person effective for June or July 2021 benefit month.
- An EDBC has already been processed for the CW/RCA case for June or July 2021 benefit months.
- CW/RCA program has been denied/discontinued for June or July 2021 due to 'Over Resources' status reason.
- One of the following:
  - a. For CW/RCA AUs that do contain a member who is age 60 years of age or older or disabled, check to see if resource total is equal to or below \$15,317.
  - b. For CW/RCA Assistance Units (AUs) that do not contain a member who is 60 years of age or older or disabled, check to see if resource total is equal to or below \$10,211.

**Standard Columns:**

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

- Office Name
- Worker

**Additional Column(s):** EDBC Benefit Month, Program Status

**Frequency:** One-time

The list will be posted to the following locations:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2021>CA-227118
C-IV	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2021>CIV-108857

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CIV-108430

Cutover Activity – Create an Announcement message to C4Yourself site to notify the public that C4Yourself site will be sunsetting in September 2021

<b>CalSAWS</b>	<b>DOCUMENT APPROVAL HISTORY</b>	
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# 1 OVERVIEW

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C4Yourself is an online application that allows participants to apply benefits along with providing pertinent information to the participants. This SCR will add an additional information to the Announcement section of the C4Yourself website to inform participants that C4Yourself will be replaced by BenefitsCal starting in September of 2021.

## 1.1 Current Design

C4Yourself is an online application that allows participants to apply benefits along with providing pertinent information to the participants.

## 1.2 Requests

To create an Announcement message to C4Yourself to notify the customers and CBOs that C4Yourself site will be sunsetting on September 27, 2021 and will stop accepting application. The announcement message needs to be in English, Spanish and any threshold language currently available in C4Yourself.

## 1.3 Overview of Recommendations

1. Add an additional message to the Announcement section of the C4Yourself website informing participants that C4Yourself will no longer be available starting on September 27, 2021 and will be replaced by BenefitsCal. Message will be available in all threshold languages.

## 1.4 Assumptions

1. BenefitsCal will effective/available to the participants starting on September 27, 2021.



## 2 RECOMMENDATIONS

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Add a new message to the Announcement section of the C4Yourself website to inform participants that C4Yourself will no longer be available and will be replaced by BenefitsCal starting in September 2021. This message will also be available in all threshold languages.

### 2.1 C4Yourself

#### 2.1.1 Overview

A new message will be added to the Announcement section of the C4Yourself website that will inform participants that C4Yourself will soon be no longer available and will be change to BenefitsCal Starting in September.

#### 2.1.2 Mockup

N/A

#### 2.1.3 Description of Changes

1. Add the following message to the C4Yourself website announcement section: "C4Yourself.com is changing to BenefitsCal.com effective September 27, 2021. C4Yourself.com will no longer be available to you beginning September 24, 2021. Make sure your information is up to date to help with the move. Go to My Account – Manage My Account Profile – Update Your Profile Information, including your email address and phone number. To apply for benefits during the transition period, 9/24 – 9/26, please contact your local county office."
  - a. "local county office." will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>
2. The above message will be available in all threshold languages.
  - a. Armenian message, will be split into two different announcement due to messaged being too long:
    - i. First announcement will display the following message:
      1. "C4Yourself.com-ը դառնում է BenefitsCal.com՝ սկսած 2021 թվականի սեպտեմբերի 27-ից: C4Yourself.com-ն այլևս հասանելի չի լինի ձեզ՝ սկսած 2021 թվականի սեպտեմբերի 24-ից: Համոզվեք, որ ձեր տեղեկությունները թարմացված են՝ օգնելու մեզ այս տեղափոխման գործում: Անցեք Իմ հաշիվ (My Account) – Կառավարել իմ հաշվի պրոֆիլը (Manage My Account Profile) – Թարմացնել իմ պրոֆիլի տեղեկությունները (Update Your Profile Information)՝

យក ៧ ថ្ងៃ ដំបូង គឺ ៧ ថ្ងៃ ដំបូង គឺ ៧ ថ្ងៃ ដំបូង គឺ ៧ ថ្ងៃ ដំបូង (Part 1 of 2)

ii. Second announcement will display the following message:

1. “Stenaphonhoun ជំរឿន ប្រើប្រាស់ ប្រព័ន្ធប្រតិបត្តិការ (9/24 – 9/26) ប្រើប្រាស់ប្រព័ន្ធប្រតិបត្តិការ ប្រើប្រាស់ប្រព័ន្ធប្រតិបត្តិការ ប្រើប្រាស់ប្រព័ន្ធប្រតិបត្តិការ ប្រើប្រាស់ប្រព័ន្ធប្រតិបត្តិការ (Part 2 of 2)

a. “ប្រើប្រាស់ប្រព័ន្ធប្រតិបត្តិការ” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>

b. Cambodian message: “C4Yourself.com កំពុងផ្លាស់ប្តូរទៅជា BenefitsCal.com ដែលមានប្រសិទ្ធភាពចាប់ពីថ្ងៃទី 27 កញ្ញា ឆ្នាំ 2021 តទៅ។ C4Yourself.com នឹងមិនអាចមើលបានទេចាប់ពីថ្ងៃទី 24 ខែកញ្ញា ឆ្នាំ 2021 តទៅ។ ត្រូវប្រាកដថាព័ត៌មានរបស់អ្នក គឺទាន់សម័យដើម្បីបន្ត។ ចូលទៅគណនីរបស់ខ្ញុំ ចាត់ចែងរូបភាពនៅក្នុងគណនីរបស់ខ្ញុំ ធ្វើឱ្យព័ត៌មានរូបភាពប្រសើរឡើង រួមមានដូចជាអាសយដ្ឋានអ៊ីមែល និងលេខទូរស័ព្ទរបស់អ្នក។ ដើម្បីដាក់ពាក្យសុំអត្ថប្រយោជន៍អំឡុងពេលអន្តរកាលពីថ្ងៃទី 24 ខែ 9 ដល់ទី 26 ខែ 9។ សូមទាក់ទងទៅការិយាល័យនៅក្នុងខោនធីក្រុងមូលដ្ឋានរបស់អ្នក។”

i. “ការិយាល័យនៅក្នុងខោនធីក្រុងមូលដ្ឋាន” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>

c. Cantonese (Chinese) message: “C4Yourself.com 將自 2021 年 9 月 27 日起變更為 BenefitsCal.com。自 2021 年 9 月 24 日起，您將無法再使用 C4Yourself.com。請確保您的資訊為最新狀態，以幫助我們進行遷移。進入「我的帳戶 - 管理我的帳戶設定檔 - 更新您的設定檔資訊」，包括您的電子郵件地址和電話號碼。若要在過渡期（9 月 24 日至 9 月 26 日）期間申請福利，請聯絡您當地的縣辦事處。”

i. “當地的縣辦事處” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>

d. Hmong message: “C4Yourself.com yuav hloov pauv mus uas BenefitsCal.com pib txij li lub Cuaj Hlis Tim 27, 2021. C4Yourself.com yuav tsis muaj rau koj lawm pib txij li lub Cuaj Hlis Tim 24, 2021. Nco ntsoov ua koj tej xwm kom nws ncau txhawm rau kev hloov mus. Mus rau ntawm My Account – Manage My Account Profile – Hloov Kho Tej Xwm ntawm Koj Tus Profile, xam nrog chaw nyob email thiab naj npawb xov tooj tib si. Yuav tso npe thov cov nyiaj pab nyob rau ncau sij hawm hloov pauv, 9/24-9/26, caw tiv tauj rau koj qhov chaw ua hauj lwm hauv cheeb nroog.”

- i. “ghov chaw ua hauj lwj hauv cheeb nroog.” will be a hyperlink and clicking on the hyperlink will take the participants to the following website:  
<https://www.cdss.ca.gov/county-offices>
- e. Korean message: “C4Yourself.com이 2021년 9월 27일부터 BenefitsCal.com으로 변경됩니다. C4Yourself.com은 2021년 9월 24일부터 더 이상 사용할 수 없게 됩니다. 전환에 도움이 되려면 정보가 최신 상태여야 합니다. '내 계정' - '내 계정 프로필 관리'로 이동하여 이메일 주소와 전화번호를 비롯한 프로필 정보를 업데이트하십시오. 전환 기간(9/24~9/26) 중에 혜택을 신청하려면 현지 카운티 사무소에 문의하십시오.”
  - i. “현지 카운티 사무소” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>
- f. Lao message: “C4Yourself.com ກຳລັງປ່ຽນເປັນ BenefitsCal.com ຈະເລີ່ມມີຜົນນຳໃຊ້ນັບແຕ່ວັນທີ 27 ກັນຍາ, 2021 ເປັນຕົ້ນໄປ. C4Yourself.com ຈະຖືກລະງັບໃຊ້ເລີ່ມແຕ່ວັນທີ 24 ກັນຍາ, 2021. ໃຫ້ແນ່ໃຈວ່າຂໍ້ມູນຂອງທ່ານແມ່ນໄດ້ແກ້ໄຂໃຫມ່ ເພື່ອຊ່ວຍໃຫ້ມີການດຳເນີນການດີ. ເຂົ້າໄປທີ່ My Account - Manage My Account Profile - Update Your Profile Information, ລວມທັງ ທີ່ຢູ່ອີເມວ ແລະ ເບີໂທລະສັບຂອງທ່ານ. ເພື່ອສະໜັກຂໍສະຫວັດດີການໃນໄລຍະການໂອນຖ່າຍ, 9/24 - 9/26, ກະລຸນາຕິດຕໍ່ຫາຫ້ອງການຄາວຕີ້ປະຈຳເຂດຂອງທ່ານ.”
  - i. “ຫ້ອງການຄາວຕີ້ປະຈຳເຂດ” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>
- g. Mandarin (Chinese) message: “C4Yourself.com 将自 2021 年 9 月 27 日起变更为 BenefitsCal.com。自 2021 年 9 月 24 日起，您将无法再使用 C4Yourself.com。请确保您的信息为最新状态，以帮助我们进行迁移。进入“我的帐户 - 管理我的帐户配置文件 - 更新您的资料信息”，包括您的电子邮件地址和电话号码。若要在过渡期间 9/24 - 9/26 申请福利，请联系您当地的县办事处。”
  - i. “当地的县办事处。” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>
- h. Russian message: “Адрес C4Yourself.com меняется на BenefitsCal.com, начиная с 27 сентября 2021 года. Адрес C4Yourself.com будет недоступен вам с 24 сентября 2021 года. Убедитесь, что ваша информация находится в актуальном состоянии, что поможет переходу. Перейдите в Моя учетная

запись – Управлять профилем моей учетной записи – Обновить информацию профиля, включая адрес электронной почты и номер телефона. Чтобы подать заявление на получение пособий в период перехода (24 сентября – 26 сентября), пожалуйста, обратитесь в местный офис вашего округа.”

i. “местный офис вашего округа.”

will be a hyperlink and clicking on the hyperlink will take the participants to the following website:

<https://www.cdss.ca.gov/county-offices>

i. Spanish message: “A partir del 27 de septiembre de 2021, C4Yourself.com cambiará a BenefitsCal.com. C4Yourself.com ya no estará disponible a partir del 24 de septiembre de 2021. Asegúrese de que su información esté actualizada para ayudar con el cambio. Vaya a My Account – Manage My Account Profile – Update Your Profile Information (Mi cuenta – Administrar mi perfil de cuenta – Actualizar su información de perfil), incluida su dirección de correo electrónico y número de teléfono. Para solicitar beneficios durante el período de transición, del 9/24 al 9/26, comuníquese con la oficina local del condado.”

i. “oficina local del condado.” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>

j. Tagalog, Filipino message: “Simula sa Setyembre 27, 2021, magiging BenefitsCal.com na ang C4Yourself.com. Hindi mo na magagamit ang C4Yourself.com simula sa Setyembre 24, 2021. Tiyaking napapanahon ang iyong impormasyon para makatulong sa paglilipat na ito. Pumunta sa Aking Account – Pamahalaan ang Profile ng Aking Account – I-update ang Impormasyon sa Iyong Profile, kasama ang iyong email address at numero ng telepono. Para makapag-apply para sa mga benepisyo sa panahon ng transition period, 9/24 – 9/26, mangyaring makipag-ugnayan sa lokal na tanggapan ng iyong county.”

i. “lokal na tanggapan ng iyong county.” will be a hyperlink and clicking on the hyperlink will take the participants to the following website:

<https://www.cdss.ca.gov/county-offices>

k. Vietnamese message: “C4Yourself.com sẽ đổi thành BenefitsCal.com từ ngày 27/9/2021. Quý vị sẽ không thể sử dụng C4Yourself.com từ ngày 24/9/2021. Hãy nhớ cập nhật thông tin của quý vị để giúp cho việc di chuyển này. Truy cập vào Tài khoản của Tôi - Quản Lý Hồ sơ Tài khoản của

Tôi - Cập nhật Thông tin Hồ sơ của Quý vị, bao gồm địa chỉ email và số điện thoại của mình. Để nộp đơn xin trợ cấp trong giai đoạn chuyển tiếp, 24/9 - 26/9, vui lòng liên hệ với văn phòng quận tại địa phương của quý vị.”

- i. “văn phòng quận tại địa phương” will be a hyperlink and clicking on the hyperlink will take the participants to the following website: <https://www.cdss.ca.gov/county-offices>

#### **2.1.4 Page Location**

N/A

#### **2.1.5 Security Updates**

N/A

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CIV-108698

CalSAWS Imaging Migration – Add required  
fields to DOC\_TEMPL

<b>CalSAWS</b>	<b>DOCUMENT APPROVAL HISTORY</b>	
	Prepared By	Dana Petersen, Erika Kusnadi-Cerezo
	Reviewed By	Long Nguyen, Michael Wu, Alexia England, Himanshu Jain, Robyn Anderson, Stephanie Hugo, Sreekanth Kalvoju

<b>DATE</b>	<b>DOCUMENT VERSION</b>	<b>REVISION DESCRIPTION</b>	<b>AUTHOR</b>
5/4/2021	1.0	Initial	Erika Kusnadi-Cerezo

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# 1 OVERVIEW

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C-IV stores system generated document templates and metadata in the DOC\_TEMPL table. As part of migration, the C-IV's Document Template metadata will be migrated as is to the CalSAWS Database. This SCR will update the C-IV database with the necessary requirement for migration and will allow for imaging-specific attributes that are required for historical/legacy documents that are migrated to CalSAWS to be present when a C-IV system-generated document is scanned into the CalSAWS Imaging Solution (Hyland).

## 1.1 Current Design

C-IV stores system-generated document template and metadata in the DOC\_TEMPL table and does not contain any data points for documents that are necessary for the new CalSAWS Imaging Solution (Hyland).

## 1.2 Requests

Update the C-IV database with the necessary data points for Documents that are required for the new CalSAWS Imaging Solution (Hyland). These will allow the C-IV's Document Template metadata to be migrated as is to the CalSAWS Database.

## 1.3 Overview of Recommendations

1. Update the DOC\_TEMPL table to match CalSAWS Database to allow the document template and metadata to be migrated as is during migration.
2. Create a new Category ID 10602 that will captures the Hyland System's mapped Document Types and Type Codes.
3. Update the following CODE\_NUM\_IDENTIF B3 and B2 from Category ID 452 for migration purposes and all appropriate data to reflect the new values to match.

## 1.4 Assumptions

1. Hyland and ICT info captured in the C-IV DOC\_TEMPL table will be migrated as is to the CalSAWS Database during migration.

## 2 RECOMMENDATIONS

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Update the C-IV database with the necessary changes to allow the DOC\_TEMPL table to be migrated as is to the CalSAWS Database.

### 2.1 DOC\_TEMPL table

#### 2.1.1 Overview

Update the DOC\_TEMPL table with new columns that are required for the new CalSAWS Imaging Solution and repurposing the IMG\_TYPE column to display the Imaging document type.

#### 2.1.2 Description of Change

1. Add 5 new columns to the DOC\_TEMPL table.
  - a. IMG\_TITLE\_NAME
    - i. Data Type: VARCHAR2
    - ii. Data Length: 40
    - iii. Nullable: Y
    - iv. Comment: This column captures the Imaging form name.
  - b. CASE\_PERS
    - i. Data Type: VARCHAR2
    - ii. Data Length: 6
    - iii. Nullable: Y
    - iv. Comment: This column captures case level or person level.
  - c. ICT\_INBND\_DOC\_TYPE\_CODE
    - i. Data Type: VARCHAR2
    - ii. Data Length: 3
    - iii. Nullable: Y
    - iv. Comment: 558- This is the document type that is transmitted over the eICT interface.
  - d. ICT\_OUTBND\_DOC\_TYPE\_CODE
    - i. Data Type: VARCHAR2
    - ii. Data Length: 3
    - iii. Nullabe: Y
    - iv. Comment: 558- This is the document type that is transmitted over the eICT interface.
  - e. ICT\_DOC\_CATGRY\_CODE
    - i. Data Type: VARCHAR2
    - ii. Data Length: 3
    - iii. Nullabe: Y
    - iv. Comment: 554 – This is the document category type.
2. Repurpose the IMG\_TYPE column on the DOC\_TEMPL table to reference the Imaging document type.

- a. Update the column's comment from 'This column captures how the form will be imaged as. C-IV will indicate the form will be imaged as a Case and RDB will indicate the form will be imaged as a Collaborator.' To '10602 – This code captures the Imaging document type.'
- 3. Update the DOC\_TEMPL table to populate the values for the following columns. Please reference the CIV-108698 DOC\_TEMPL values.xlsx for more details.
  - a. IMG\_TITLE\_NAME
  - b. CASE\_PERS
  - c. ICT\_INBND\_DOC\_TYPE\_CODE
  - d. ICT\_OUTBND\_DOC\_TYPE\_CODE
  - e. ICT\_DOC\_CATGRY\_CODE
- 4. Update the existing values on the IMG\_TYPE column to match the values listed in CIV-108698 DOC\_TEMPL values.xlsx
  - a. For documents that are not listed in CIV-108698 DOC\_TEMPL values.xlsx replace existing values (such as C-IV, RDB, CLH and CWH) to be 'blank' (null).

### 2.1.3 Estimated Number of Records Impacted/Performance

New values will need to be added to the following six columns for about 327 documents. There is roughly a total of 327 documents that will need to be updated with new values to the following six columns (IMG\_TITLE\_NAME, CASE\_PERS, ICT\_INBND\_DOC\_TYPE\_CODE, ICT\_OUTBND\_DOC\_TYPE\_CODE, ICT\_DOC\_CATGRY\_CODE, IMG\_TYPE).

## 2.2 CATGRY\_ID 10602

### 2.2.1 Overview

Add a new CATGRY\_ID 10602 to the CODE\_DETL table to the C-IV database as this will capture the Hyland System's mapped Document Types and Types Code to be referenced by the DOC\_TEMPL table.

### 2.2.2 Description of Change

1. Create a new CATGRY\_ID '10602' to the CODE\_DETL table.
  - a. CATGRY\_NAME: Imaging Type Codes.
  - b. Reference the attach file titled: CAT 10602 CTCR for CIV 108698.xlsx for additional details.

### 2.2.3 Estimated Number of Records Impacted/Performance

There's a total of 64 new Hyland document types that will need to be added to the new Category ID 10602.

## 2.3 CATGRY\_ID 452

### 2.3.1 Overview

Two of the CODE\_NUM\_IDENTIF from Category ID 452 needs to be updated in order to allow data to be migrated as is to CalSAWS. All applicable data will need to be updated as well to match the new value from multiple tables for consistency.

### 2.3.2 Description of Change

1. Update the code detail table (CT 452) CODE\_NUM\_IDENTIF 'B2' to 'FF' and 'B3' to 'BB'.
  - a. Replace all existing 'B2' values from the following tables to its new value of 'FF' and 'B3' to 'BB'
    1. ICT\_IMG
      - a. IMG\_TYPE\_CODE column
    2. ICT\_ADDL\_DOC
      - a. TYPE\_CODE column
    3. CH\_IMG
      - a. IMG\_TYPE\_CODE column
    4. C4Y\_UPLOAD\_DOC
      - a. TYPE\_CODE column
    5. C4Y\_DOC\_TXFR\_STG
      - a. IMG\_DOC\_TYPE\_CODE

### 2.3.3 Estimated Number of Records Impacted/Performance

There are an roughly a total of 2,333 records that will need to be updated to their new IMG Type Code.

## 3 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	CC	DOC_TEMPL updates	<a href="#">CIV-108698 DOC_TEMPL values</a>

2	CC	CATGRY_ID 10602	<a href="#">CAT 10602 CTCR for CIV 108698</a>
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