CalSAWS

California Statewide Automated Welfare System

Design Document

CA- 203208

Send MEDS Non-Extended Aid Codes

For FC/KG Infants

CalSAWS	DOCUMENT APPROVAL HISTORY	
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	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/17/2020	1.0	Initial Draft	Sowmya Coppisetty

Table of Contents

1 OVERVIEW

The Medi-Cal Eligibility Data System (MEDS) tracks individual eligibility and supports the delivery of health care services for the Medi-Cal program. Any update to MEDS information in the CalSAWS system is submitted to the MEDS system by sending a transaction via a batch file.

1.1 Current Design

When a minor infant has a Medi-Cal Member Only (MMO) role in a Foster Care (FC) or Kin-GAP(KG) program, the Aid Code sent to MEDS for the minor infant is the same as the one sent to MEDS for their parent who is a Member in the FC or KG program. This does not cause a problem if the parent is a minor. However, if the parent is a Non Minor Dependent (NMD) who has an Aid Code for extended benefits, sending that Aid Code to MEDS for the infant will trigger an error that a worker must correct.

C-IV counties add FC and KG infants into the FC or KG program to pay Medi-Cal and Infant Supplementals and will continue to do so after migrating to CalSAWS. Due to interface design, LA County does not add infants to the FC and KG programs: they are added to a separate Medi-Cal block on the case, and Infant Supplementals are paid using the Additional Payment functionality which does not require the infant to be added to the program.

1.2 Requests

Update CalSAWS to send a valid Aid Code via the MEDS interface for a minor infant in FC or KG when the parent is an NMD with an Aid Code for extended benefits.

1.3 Overview of Recommendations

1. Add a new "MMO Aid Code" reference column to the Aid Code code table to provide the Aid Code to send to MEDS for an MMO on FC or KG. The table will use the program Aid Code determined by EDBC to lookup the MMO Aid Code. If the parent and child are both minors it will be the same Aid Code. If the parent is an NMD, the MMO Aid Code will be the minor equivalent of the extended Aid Code.
2. Add an MMO Aid Code column to the FC and KG EDBC Summary pages, and update EDBC logic to populate this field. Move overridden FC Aid Code information to a separate line to make room for the new column.
3. Add an MMO Aid Code column to the FC EDBC (Manual) page and remove the Overridden Aid Code column.
4. Add an MMO Aid Code dropdown to FC Aid Code Override Detail page. This field will be required if there is an MMO on the EDBC.
5. Update Case Summary page FC and KG program blocks to display the MMO Aid Code when there is an MMO in the program block.
6. Update MEDS daily outbound file writer and MEDS Recon writer jobs' aid code retrieval logic for FC/KG minor infant to use the new MMO Aid Code information.

7. Provide a list of active FC and KG cases that have an active MMO on the program. Workers can review the list and run EDBC to populate the new MMO Aid Code field after this SCR is implemented.

1.4 Assumptions

1. All minor children of a FC or KG recipient who are on the same program will have a role of 'Medi-Cal Member Only' (MMO) and a role reason of 'Child of Member'. That is the only type of person who ever gets this role on a FC or KG program.
2. If a Member in a FC or KG program has more than one child in the program with them, they will all be set to MMO role and they will all receive the same MMO Aid Code.
3. There will be no updates to existing trigger conditions for any MEDS outbound transactions. This SCR only changes the Aid Code that is being reported to MEDS for the minor infant whenever an Aid Code is reported to MEDS.
4. There will be no updates to KG EDBC override pages:
    - "Program Configuration Override List" (regular KG EDBC)
    - "Program Configuration List" (Manual KG EDBC).

    Those pages don't currently allow overrides of Aid Code information stored in the FC_AID_CODE table where the new field will reside. These pages will be updated in a future release when SCR CA-219462 (Update Logic When Overriding the Aid Code for KG and AAP EDBC) is implemented. The new field can be added to those pages at that time.
5. This SCR will be implemented after C-IV migrates into CalSAWS. It will only affect cases from former C-IV counties because they add the infant as a program person on the FC or KG program, and LA does not currently.
6. Existing FC and KG programs with a MMO infant will not display the new MMO Aid Code field on the Case Summary until EDBC is run and authorized for the program after this SCR is implemented. FC and KG EDBC pages will show the new MMO Aid Code field when this is implemented, but the field will only be populated on EDBC's with an MMO and a run date after the implementation of this change.
7. Transactions sent to MEDS after this SCR is implemented, but before a new EDBC is run and authorized, will continue to send the same Aid Code for both the NMD parent and infant in an FC/KG program because the new MMO Aid Code field will not yet be populated.

2 RECOMMENDATIONS

2.1 Eligibility: Add MMO Aid Code Reference Column

2.1.1 Overview

Add a new reference column to the Aid Code table for EDBC to look up the Aid Code to send to MEDS for a FC or KG MMO. Each FC or KG Aid Code will have a value in this new column indicating what to send to MEDS for a FC or KG MMO. If the Aid Code is not an extended Aid Code, the value in the new column will be the same as the Aid Code (i.e. Aid Code 40 will also send Aid Code 40 for an MMO). If the Aid Code is an extended Aid Code, the new column will have the corresponding minor Aid Code (i.e. Aid Code 43 will send Aid Code 40 for an MMO).

2.1.2 Description of Change

Add 'MMO Aid Code' reference column to the Aid Code table (CT 184) as shown below:

AID CODE	SHORT DECODE	New Column: MMO Aid Code
05	05 - SED-Non EA	05
40	40 - AFDC-FC (State)	40
42	42 - AFDC-FC (Fed)	42
43	**43 - FC Extended (State)**	**40**
45	45 - FC (County)	45
49	**49 - FC Extended (Federal)**	**42**
5K	5K - FC-EA	5K
2P	2P - ARC only	2P
2R	**2R - ARC only for NMD**	**2P**
2S	2S - ARC - Fed CW	2S
2T	2T - ARC - State CW	2T
2U	**2U - ARC - State CW for NMD**	**2T**
4F	4F - Kin-GAP (State)	4F
4G	**4G - Kin-GAP (State) beyond age 18 due to a disability**	**4F**
4S	**4S - Kin-GAP Extended (Fed)**	**4T**
4T	4T - Kin-GAP (Fed)	4T
4W	**4W - Kin-GAP Extended (State)**	**4F**

(*Note: rows where the MMO Aid Code differs from the Aid Code are bolded and indented for easier viewing.*)

Table 2.1.1 New 'MMO Aid Code' Reference Column

2.2 Eligibility: FC/KG EDBC Summary

2.2.1 Overview

An 'MMO Aid Code' column will be added to the Aid Code Information section on:

- Foster Care EDBC Summary
- Kin-GAP EDBC Summary.

When FC or KG EDBC is run online or in batch, and the EDBC has a person with the role MMO, the field will be populated from the new reference column added to Code Table 184. If there is no MMO on the program, the field will be blank. The MMO Aid Code(s) will be saved along with the other Aid Code information when the EDBC is Authorized.

Remove the existing Overridden Aid Code column from the Aid Code Information block on FC EDBC Summary. Overridden Aid Code information for FC, including overrides to the new MMO Aid Code, will display in bold on a separate line below the actual Aid Code only when an override has occurred. This change in layout will affect the display of existing and new EDBC's in CalSAWS. See the screenshots below for examples.

A page validation will prevent users from accepting FC EDBC results if there is an MMO on the EDBC and there is no MMO Aid Code. This is unlikely, but it is possible if a worker overrides a role to MMO without also overriding the Aid Code.

2.2.2 Foster Care EDBC Summary Mockups

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**Overridden Aid Code**	
40 - AFDC-FC (State)		09/01/2020	09/15/2020	CCR		Edit
43 - FC Extended (State)		09/16/2020	09/30/2020	CCR		Edit

Figure 2.2.2.1 FC EDBC Summary (from Run EDBC) – Current design

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**MMO Aid Code**	
40 - AFDC-FC (State)		09/01/2020	09/15/2020	CCR	40 - AFDC-FC (State)	Edit
43 - FC Extended (State)		09/16/2020	09/30/2020	CCR	40 - AFDC-FC (State)	Edit
Note: Overridden rows are in bold.						

Figure 2.2.2.2 FC EDBC Summary (from Run EDBC) – New design

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**Overridden Aid Code**	
42 - AFDC-FC (Fed)		09/01/2020	09/15/2020	CCR	40 - AFDC-FC (State)	Edit
49 - FC Extended (Federal)		09/16/2020	09/30/2020	CCR	43 - FC Extended (State)	Edit

Figure 2.2.2.3 FC EDBC Summary (from Run EDBC) – Current design with override

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**MMO Aid Code**	
42 - AFDC-FC (Fed)		09/01/2020	09/15/2020	CCR	42 - AFDC-FC (Fed)	Edit
40 - AFDC-FC (State)		**09/01/2020**	**09/15/2020**	**CCR**	**40 - AFDC-FC (State)**	
49 - FC Extended (Federal)		09/16/2020	09/30/2020	CCR	42 - AFDC-FC (Fed)	Edit
43 - FC Extended (State)		**09/16/2020**	**09/30/2020**	**CCR**	**40 - AFDC-FC (State)**	
Note: Overridden rows are in bold.						

Figure 2.2.2.4 FC EDBC Summary (from Run EDBC) – New design with override

Aid Code Information					
Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	Overridden Aid Code
40 - AFDC-FC (State)		09/01/2020	09/15/2020	CCR	
43 - FC Extended (State)		09/16/2020	09/30/2020	CCR	

Figure 2.2.2.5 FC EDBC Summary (from EDBC Results) – Current design

Aid Code Information					
Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	MMO Aid Code
40 - AFDC-FC (State)		09/01/2020	09/15/2020	CCR	40 - AFDC-FC (State)
43 - FC Extended (State)		09/16/2020	09/30/2020	CCR	40 - AFDC-FC (State)
Note: Overridden rows are in bold.					

Figure 2.2.2.6 FC EDBC Summary (from EDBC Results) – New design

Aid Code Information					
Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	Overridden Aid Code
42 - AFDC-FC (Fed)		09/01/2020	09/15/2020	CCR	40 - AFDC-FC (State)
49 - FC Extended (Federal)		09/16/2020	09/30/2020	CCR	43 - FC Extended (State)

Figure 2.2.2.7 FC EDBC Summary (from EDBC Results) – Current design with override

Aid Code Information					
Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	MMO Aid Code
42 - AFDC-FC (Fed)		09/01/2020	09/15/2020	CCR	42 - AFDC-FC (Fed)
40 - AFDC-FC (State)		**09/01/2020**	**09/15/2020**	**CCR**	**40 - AFDC-FC (State)**
49 - FC Extended (Federal)		09/16/2020	09/30/2020	CCR	42 - AFDC-FC (Fed)
43 - FC Extended (State)		**09/16/2020**	**09/30/2020**	**CCR**	**40 - AFDC-FC (State)**
Note: Overridden rows are in bold.					

Figure 2.2.2.8 FC EDBC Summary (from EDBC Results) – New design with override

Note: In CalSAWS, State and County Aid Codes (not including ARC Aid Codes) display as hyperlinks to the "Foster Care EDBC Aid Code Determination Detail" page. They are not hyperlinks once they are overridden.

2.2.3 Kin-GAP EDBC Summary Mockups

Aid Code Information			
Program Aid Code	**Begin Date**	**End Date**	**Rate Structure**
4W - Kin-GAP Extended (State)	09/01/2020	09/15/2020	CCR

Figure 2.2.3.1 KG EDBC Summary from Run EDBC & EDBC Results – Current design

Aid Code Information				
Program Aid Code *	**Begin Date**	**End Date**	**Rate Structure**	**MMO Aid Code**
4W - Kin-GAP Extended (State)	09/01/2020	09/15/2020	CCR	4F - Kin-GAP (State)

Figure 2.2.3.2 KG EDBC Summary from Run EDBC & EDBC Results – New design

2.2.4 Description of Changes

1. Add an MMO Aid Code column to the FC_AID_CODE, AID_CODE, and EDBC database tables.

2. Add an Overridden MMO Aid Code column to the FC_AID_CODE and EDBC database tables.

3. Remove the Overridden Aid Code column from the Aid Code Information section on the FC EDBC Summary.

4. Add text at the bottom of the Aid Code Information section on the FC EDBC Summary that says:

   Note: Overridden rows are in bold.

5. Add an MMO Aid Code column to the right of all the columns in the Aid Code Information section on the FC and KG EDBC Summary.

6. When EDBC runs for FC or KG and there is a person with Role of MMO, populate the MMO Aid Code column with the value from the new MMO Aid Code Reference column in the Aid Code Table that corresponds to the Program Aid Code.

   When there is no person with a Role of MMO on the program, the MMO Aid Code column will be blank.

If the reference column ever returns a null value, set the MMO Aid Code to the same value as the Program Aid Code. (This should not happen unless, for example, a new Aid Code is added to CalSAWS and the reference column is not updated.)

7. Whenever there is an Overridden Aid Code or Overridden MMO Aid Code on an FC EDBC, display a row in bold below the Aid Code to show what was overridden. See the mockups, above, for clarification. The MMO Aid Code will be blank on the overridden row if there was no MMO Aid Code to override.

8. Add the following validation message to the FC EDBC page:

   MMO Aid Code - Field is required when there is a person on the program with Role MMO.

   The message will display when Accept is clicked and both are true:
   a. There is an active person on the FC EDBC with the role MMO.
   b. There is an Aid Code on the FC EDBC without an MMO Aid Code.

   The worker will not be able to accept the results until an MMO Aid Code is added, or the role/status of persons on the program is updated so the validation no longer displays.
9. When the EDBC is authorized, the MMO Aid Code(s) from the EDBC result will be set on the program along with the Program Aid Code.

Note: the MMO Aid Code field will be populated for all Aid Code rows on EDBC's run after this change is implemented if there is a person with role MMO on the EDBC. The field will be blank on any EDBC's run before this change is implemented.

2.2.5 Programs Impacted

FC (including ARC), Kin-GAP

2.2.6 Performance Impacts

Impact on EDBC processing is negligible.

2.2.7 Page Mapping

Add Page Mapping for the new field.

2.3 Eligibility: FC Aid Code Override Detail

2.3.1 Overview

The FC Aid Code Override Detail page is accessed from the Aid Code Information section on:

- FC EDBC Summary *(by clicking Edit)*
- FC EDBC (Manual) *(by clicking Add or Edit)*.

A new MMO Aid Code dropdown will display only when there is a person with the Role MMO on the EDBC. When the field is visible, it is required.

When the page is saved, the selected MMO Aid Code will be saved and will display on the FC EDBC Summary or FC EDBC (Manual) page.

2.3.2 Foster Care Aid Code Override Detail Mockups

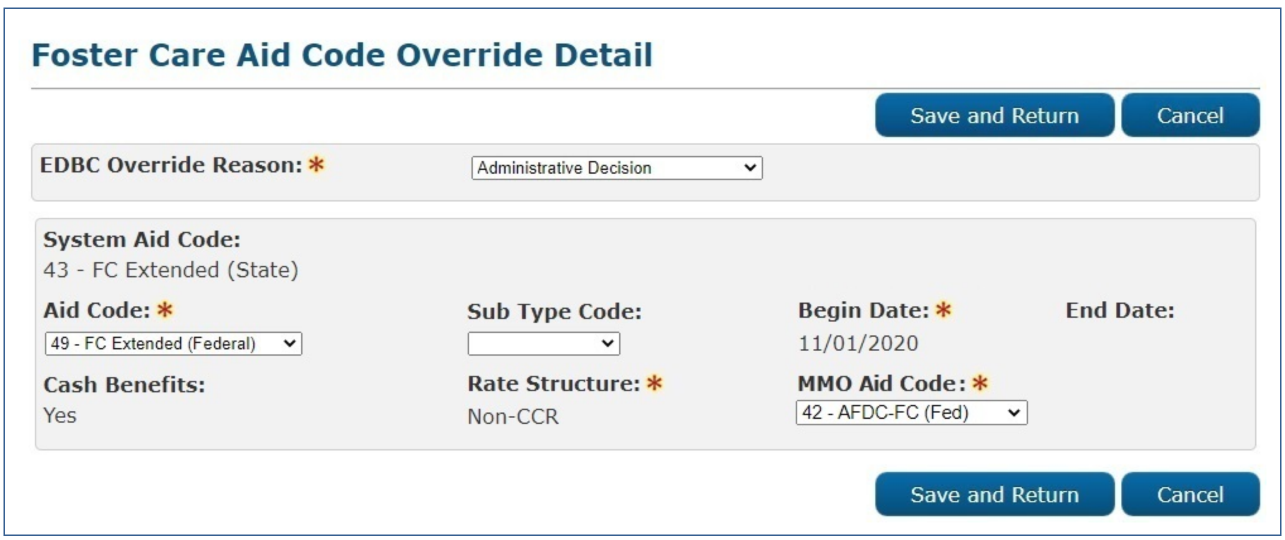


Figure 2.3.2.1 FC Aid Code Override Detail Mockup (from Regular EDBC)

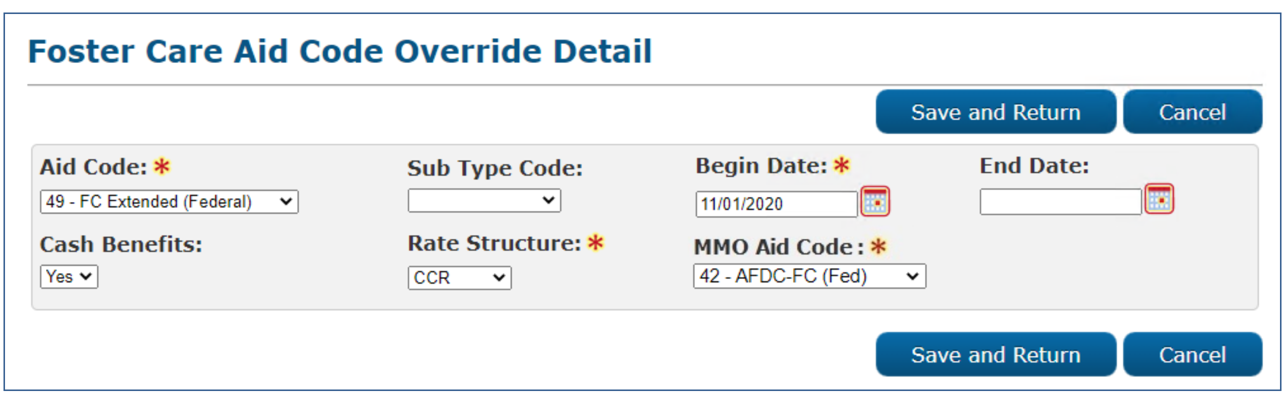


Figure 2.3.2.2 FC Aid Code Override Detail Mockup (from Manual EDBC)

2.3.3 Description of Changes

1. Add a new MMO Aid Code dropdown on the FC Aid Code Override Detail page for Regular and Manual EDBC with the following options (these are all the non-extended Aid Codes for FC and ARC):
   - – Select –
   - 05 - SED-Non EA
   - 2P - ARC only
   - 2S - ARC - Fed CW
   - 2T - ARC - State CW
   - 40 - AFDC-FC (State)
   - 42 - AFDC-FC (Fed)
   - 45 - FC (County)
   - 5K - FC-EA
2. The MMO Aid Code field will only display if the EDBC has a person with a role of MMO.
3. The MMO Aid Code field will display "– Select –" when the page initially displays.
4. When Save and Return is clicked, if the MMO Aid Code field is visible and no Aid Code was selected, display this message and remain on the page:

   MMO Aid Code - Field is required. Please select a value.

5. When Save and Return is clicked after all data passes validation, the MMO Aid Code will be saved and will display on the FC EDBC Summary or FC EDBC (Manual) page.

2.3.4 Programs Impacted

FC (including ARC)

2.3.5 Performance Impacts

Impact on EDBC processing is negligible.

2.3.6 Page Mapping

Add Page Mapping for the new field.

2.4 Eligibility: Foster Care EDBC (Manual)

2.4.1 Overview

Remove the Overridden Aid Code column and replace it with an MMO Aid Code column. This column will be blank until updates are made via FC Aid Code Override Detail. If there is no MMO on the program, the field will remain blank. MMO Aid Code(s) will be saved along with the other Aid Code information when the EDBC is Authorized.

A page validation will prevent users from accepting EDBC results if there is an MMO on the program and there is an Aid Code with no MMO Aid Code. This is unlikely, but it is possible if a worker sets a person to MMO role and doesn't update the Aid Code before attempting to accept the results.

Note: Overridden Aid Codes will not be displayed on the FC Manual EDBC page like they are on the regular FC EDBC page because there is no system-determined Aid Code to override and display for Manual EDBC.

2.4.2 Foster Care EDBC (Manual) Mockups

Aid Code Information

Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	Overridden Aid Code
					Add

Figure 2.4.2.1 FC EDBC (Manual) – Current design – Add Aid Code

Aid Code Information

Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	MMO Aid Code
					Add

Figure 2.4.2.2 FC EDBC (Manual) – New design – Add Aid Code

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**Overridden Aid Code**	
49 - FC Extended (Federal)		09/01/2020		CCR		Edit Add

Figure 2.4.2.3 FC EDBC (Manual) – Current design – Edit/Add Aid Code

Aid Code Information						
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**MMO Aid Code**	
49 - FC Extended (Federal)		09/01/2020		CCR	42 - AFDC-FC (Fed)	Edit Add

Figure 2.4.2.4 FC EDBC (Manual) – New design – Edit/Add Aid Code

Aid Code Information					
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**Overridden Aid Code**
49 - FC Extended (Federal)		09/01/2020	09/15/2020	CCR	

Figure 2.4.2.5 FC EDBC (Manual) EDBC Results– Current design

Aid Code Information					
Program Aid Code *	**Sub Type Code**	**Begin Date**	**End Date**	**Rate Structure**	**MMO Aid Code**
49 - FC Extended (Federal)		09/01/2020	09/15/2020	CCR	42 - AFDC-FC (Fed)

Figure 2.4.2.6 FC EDBC (Manual) EDBC Results – New design

2.4.3 Description of Changes

1. Remove the Overridden Aid Code column from FC EDBC (Manual).
2. Add an MMO Aid Code column to the right of existing columns in the Aid Code Information section on FC EDBC (Manual).
3. When the EDBC is authorized, if there is an MMO Aid Code on the EDBC result it will be set on the program along with the Program Aid Code information.
4. Add the following validation message to FC EDBC (Manual):

   MMO Aid Code - MMO Aid Code is required to save the Manual EDBC Detail page when an active person has the role MMO.

The message will display when Accept is clicked and both are true:

c. There is an active person on the EDBC with the role MMO.
d. There is an Aid Code on the EDBC without an MMO Aid Code.

The worker will not be able to accept the results until an MMO Aid Code is added, or the role/status of persons on the program is updated so the validation no longer displays.

Note: the MMO Aid Code field will be populated for all Aid Code rows on Manual EDBC's run after this change is implemented if there is a person with role MMO on the Manual EDBC. The field will be blank on any Manual EDBC's run before this change is implemented.

2.4.4 Programs Impacted

FC (including ARC)

2.4.5 Performance Impacts

Impact on EDBC processing is negligible.

2.4.6 Page Mapping

Add Page Mapping for the new field.

2.5 Online: Case Summary

2.5.1 Overview

Add a new MMO Aid Code field for the Foster Care and Kin-GAP programs on the Case Summary page.

2.5.2 Case Summary Mockup

Figure 2.2.1 – Case Summary – Foster Care

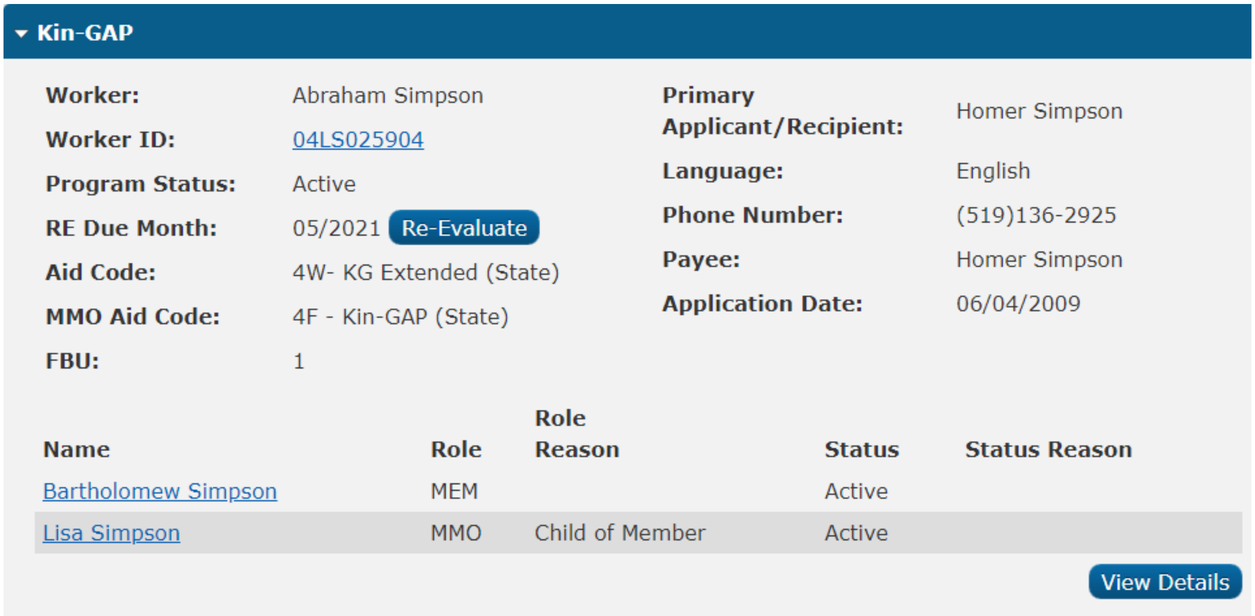


Figure 2.2.2 – Case Summary – Kin-GAP

2.5.3 Description of Change

1. Add MMO Aid Code field to the Foster Care and Kin-GAP program blocks of the Case Summary Page.
2. Only display the MMO Aid Code field for programs where the program block has a person with the role MMO and the Aid Code record has a value in MMO Aid Code.

   Note- MMO Aid code will be stored in a new column on the AID_CODE table and will only exist where EDBC has been run and authorized after this change is implemented.

2.5.4 Page Location

Global: Case Info

Local: Case Summary

Task: Case Summary

2.5.5 Page Mapping

Add Page Mapping for the added fields that are not mapped in other program sections.

2.5.6 Page Usage/Data Volume Impacts

No expected page usage or data volume impacts.

2.6 Batch: Update MEDS Outbound Interface Aid Code Retrieval Logic for FC/KG Minor Infant

2.6.1 Overview

Update the MEDS daily outbound and MEDS recon batch jobs to retrieve the Aid Code data element value for the person with role of MMO who is being aided in the same FC or KG program as their parent from the new column in the aid code table and send that value to MEDS.

2.6.2 Description of Changes

Update the MEDS outbound writer and MEDS Recon Writer jobs to retrieve the aid codes for the person with role of MMO who is in the same FC or KG program as their parent from the new column in the Aid Code table for the below mentioned transactions to MEDS (Refer to tables 2.5.1 and 2.5.2).

Meds Daily Outbound Transactions
AP19 – Citizenship Status / Identity Verification
EW05 – Transfer County of Responsibility
EW20 – Add/Update Client Eligibility Record
EW40 – Termination/Hold Status Change (Individual)

Table 2.5.1 Meds Daily Outbound Transactions

Meds Recon Transactions
RC20- Reconcile Client Eligibility for other than CalFresh

Table 2.5.2 Meds Recon File Transactions

Note - If the MMO Aid Code in the Aid Code table is null, send the regular Program Aid Code to MEDS for any person with the role MMO. (See Assumption #7).

2.6.3 Execution Frequency

MEDS daily outbound job – Daily

MEDS Recon job- Quarterly

2.6.4 Counties Impacted

All counties

2.6.5 Interface Partner

MEDS

2.7 Automated Regression Test

2.7.1 Overview

Create / update automated regression test scripts to save and verify the contents of the new MMO Aid Code details for the Foster Care and Kin-GAP programs, and the overridden aid code table details and structure for the Foster Care program.

2.7.2 Description of Change

1. Update the existing Foster Care Manual EDBC and EDBC Override scripts to select a MMO Aid Code value when appropriate.
2. Create new scripts to verify the following functionality, where existing coverage does not exist:
    a. Manual EDBC for a Foster Care program with a MMO individual and MMO Aid Code
    b. EDBC Override for a Foster Care program with a MMO individual and MMO Aid Code
    c. Regular EDBC for a Kin-GAP program with a MMO individual and MMO Aid Code
    d. Page validation on Manual EDBC or EDBC Override for a Foster Care program with an MMO individual and no MMO Aid Code selected

3 OUTREACH

3.1 Eligibility: List of FC and KG Cases With an Active MMO

Provide a list to the counties at the time that this SCR is implemented. The list will include active FC and KG cases that have an active MMO on the program. The list will include the current Aid Code. Workers reviewing the list can run EDBC on all the listed programs, or possibly just the ones with an extended FC or KG Aid Code to populate the new MMO Aid Code field with the value that will be sent to MEDS the next time a transaction to MEDS is triggered for the case.

List Name:

FC and KG Programs With an Active MMO

List Criteria:

- Cases with a FC or KG program where the high-dated program status is Active

  and

- A high-dated program person record on the program has an Active status and a role of MMO.

Standard Columns:

1. Case Name
2. Case Number
3. County
4. Unit
5. Unit Name
6. Office Name
7. Worker ID
8. Facility Name

Additional Column(s):

9. Program (Foster Care or Kin-GAP)
10. Aid Code (high-dated Aid Code from the Aid Code Table)
11. Aid Code Begin (Begin Date from the high-dated Aid Code in the Aid Code Table)

Frequency: This is a one-time list that will be provided to affected counties (which will be most of the former C-IV counties, but will not include Los Angeles County).

The list will be posted to the following location:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2022>CA-203208

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.20.1.2	The LRS shall trigger automated requests for LRS Data exchange of information with other systems, based on information captured during the application registration, application evaluation, intake, case maintenance, and referral processes.	Update the MEDS daily outbound and MEDS Recon batch jobs to send the minor infant aid code for Foster Care and Kin-GAP program

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207145 | DDID 2150

Migrate CalWIN County Batch jobs to CalSAWS:

CAPI RD Discontinuance

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jennifer Muna
	Reviewed By	Amy Gill, Adelaide Mendoza, Dennis Kong, Balakumar Murthy, Edgars Reinholds

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/18/2021	1.0	Initial version	Jennifer Muna
5/27/2021	2.0	• Updated description in Current Design and Description of Change section • Added assumptions #2 & 3	Jennifer Muna
6/1/2021	3.0	• Added Assumption #4 • Added Automated Regression Test requirements	Jennifer Muna, William Baretsky
6/2/2021	4.0	• Added Assumption #5 • Added additional requirements in Description of Change • Added County Code column to table	Jennifer Muna

Table of Contents

1 OVERVIEW

This SCR outlines the necessary requirements to create a new CAPI discontinuance batch job for the 57 Migration Counties in CalSAWS.

1.1 Current Design

CalSAWS existing CAPI Discontinuance batch job (PB00E183) triggers EDBC to automatically discontinue a CAPI program when the status of the CAPI Redetermination (RD) Packet is not updated to 'Received' for the RE Due Month. The CalWIN system has a CAPI Discontinuance batch job that does not check for the status of the CAPI RD Packet, as it is generated outside of the CalWIN system.

Per DDID 1110, the 57 Migration Counties had sent their CRFI responses to inherit the CalSAWS CAPI Discontinuance batch job. However, the CAPI RD Packet is specific for Los Angeles County only; therefore, the existing CAPI Discontinuance batch job will not pick up any CAPI programs for the 57 Migration Counties who opted-in the functionality.

1.2 Requests

Add a new batch job for the Migration Counties, to identify and automatically discontinue a CAPI program when the CAPI RE Due Date is within the current month.

1.3 Overview of Recommendations

Create a new batch job to run EDBC to discontinue a CAPI program for the Migration Counties that opted-in the functionality.

1.4 Assumptions

1. Recipients identified in the new CAPI Discontinuance batch job will receive an existing Notice of Action in CalSAWS for failure to cooperate in yearly redetermination.
2. There will be no Customer Reporting record for the Migration Counties, as their CAPI RD Packets are generated outside of the system.
3. The RE Due Date for the new batch job will be derived from the Case Summary page.
4. EDBC Rules will remain the same as the existing CalSAWS CAPI Discontinuance batch job (PB00E183).
5. Updates to remove Migration Counties from PB00E183 County Code List batch property will be addressed in CA-208599. PB00E183 will run for Los Angeles county only.

2 RECOMMENDATIONS

2.1 CAPI Discontinuance Batch Job for Migration Counties

2.1.1 Overview

This section outlines the necessary requirements to create a CAPI discontinuance batch job for the Migration Counties in CalSAWS.

2.1.2 Description of Change

1. Create a new batch job for the Migration Counties, who opted-in (*see table for list of county opt-in/opt-out*), to trigger negative action EDBC and discontinue a CAPI program for the come-up month, based on the following:
    a. CAPI program is Active
    b. CAPI RE Due Date is in the current month
    c. RE Completion Date is not set or is blank
2. Set Program Status Reason to 'CAPI RE not Complete'
3. Create a BSCR to schedule the new batch job to run before 10-day cutoff.

2.1.3 Execution Frequency

This batch job will be scheduled to run before the 10-day cutoff.

2.1.4 Key Scheduling Dependencies

Successor: Batch EDBC processing job

2.1.5 Counties Impacted

CalWIN Migration Counties and C-IV Counties that opted in to the CAPI Discontinuance job as part of DDID 1110. See table below for list of CalWIN and C-IV counties opt-in and opt-out decisions.

County	County Code	Opt-in	Opt-out
Alameda	01		X
Alpine	02	X	
Amador	03		X
Butte	04		X
Calaveras	05	X	
Colusa	06	X	
Contra Costa	07		X

County	County Code	Opt-in	Opt-out
Del Norte	08	X	
El Dorado	09		X
Fresno	10	X	
Glenn	11	X	
Humboldt	12		X
Imperial	13	X	
Inyo	14	X	
Kern	15	X	
Kings	16	X	
Lake	17	X	
Lassen	18	X	
Madera	20	X	
Marin	21		X
Mariposa	22	X	
Mendocino	23	X	
Merced	24		X
Modoc	25		X
Mono	26	X	
Monterey	27		X
Napa	28	X	
Nevada	29	X	
Orange	30		X
Placer	31	X	
Plumas	32	X	
Riverside	33	X	
Sacramento	34	X	
San Benito	35	X	
San Bernardino	36		X
San Diego	37	X	
San Francisco	38	X	
San Joaquin	39	X	
San Luis Obispo	40	X	
San Mateo	41	X	
Santa Barbara	42		X
Santa Clara	43	X	
Santa Cruz	44		X
Shasta	45	X	
Sierra	46	X	
Siskiyou	47		X
Solano	48	X	
Sonoma	49	X	

County	County Code	Opt-in	Opt-out
Stanislaus	50	X	
Sutter	51		X
Tehama	52	X	
Trinity	53	X	
Tulare	54	X	
Tuolumne	55	X	
Ventura	56	X	
Yolo	57		X
Yuba	58	X	

2.1.6 Data Volume/Performance

N/A

2.1.7 Failure Procedure/Operational Instructions

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

2.2 Automated Regression Test

2.2.1 Overview

Create new automated regression test scripts to verify the basic functionality of the migrated batch job.

2.2.2 Description of Change

Create new regression scripts to verify the staged data (or lack thereof) for the downstream Batch EDBC processing job in the following scenarios:

1. Active CAPI program with RE Due Date in the current month. Expected result: Data records staged for EDBC processing.
2. Active CAPI program with RE Due Date in a future month. Expected result: No data records staged for EDBC processing.
3. Active CAPI program with RE Due Date in the past. Expected result: No data records staged for EDBC processing.
4. Non-Active CAPI program with RE Due Date in the current month. Expected result: No data records staged for EDBC processing.
    a. Program status one of: Pending, Denied, Discontinued

Technical note: The following data points should be verified for positive staged data scenarios:

1. Case/program identifier
2. Discontinuance reason code

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2150	**Original:** The CONTRACTOR shall update and incorporate into the CalSAWS Software an agreed upon list of CalWIN County specific batch processes. The list of batch processes shall be defined at design. **Revised:** The CONTRACTOR shall update and incorporate into the CalSAWS Software CalWIN County specific batch processes.	N/A	CAPI RD Discontinuance job added for Migration Counties.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-214915

Task Mgt - Task Successors and Action Steps

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Mayuri Srinivas, Justin Dobbs
	Reviewed By	Sarah Cox, Dymas Pena, Pandu Gupta, Carlos Albances

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/18/2021	1.0	Version 1	Mayuri Srinivas

Table of Contents

1 OVERVIEW

This design outlines modifications to Task Management functionality within the CalSAWS System to add functionality for Task successors and action steps.

1.1 Current Design

The CalSAWS System contains a series of Task pages allowing county staff to view, manage and work tasks.

1.2 Requests

Update Task Management functionality within the CalSAWS System to allow configuration of Task Action Steps and resulting Task Type dependencies.

1.3 Overview of Recommendations

1. Update the Task Type Detail and Task Sub-Type Detail pages to allow configuration of Action Steps.
2. Update the Task Type Detail and Task Sub-Type Detail pages to allow configuration of Resulting Task information to be evaluated at Task completion.
3. Add a new page to display Task Type/Sub-Type Dependencies.
4. Update Task Detail pages to consider and display Action Step information for a Task when available.
5. Update the Position Detail page to allow a Position to be configured to require a User to complete Task Action Steps when indicated.

1.4 Assumptions

1. Staff that are currently configured with the appropriate security to complete Tasks will not be adversely affected by this enhancement. A Staff who can complete Tasks will not be required to complete Task Action Steps automatically with this enhancement.
2. Existing Task Types/Task Sub-Types will not be pre-configured with Action Steps and/or Dependencies. County Administrators will configure these settings as necessary.
3. Current Staff whose security profile includes edit capabilities for Task Types will by default be able to configure information in the new panels being added to the Task Type Detail and Task Sub-Type Detail pages per sections 2.1 and 2.2.
4. If a Task Type or Task Sub-Type is configured to have Action Steps, the setting will only reflect for newly created Tasks. There will be no retroactive adjustments to pre-existing Tasks.
5. The pop-up Task Detail page displayed through Guided Navigation initiated through the Worklist, Worklist PR RE and Pending Authorizations pages is the same as the Task Detail page accessed directly from the Worklist page.

6. Automated Task closure logic within the CalSAWS System will not enforce the completion of Task Action Steps.

2 RECOMMENDATIONS

This section will outline recommendations to introduce Task Management functionality that allows authorized users to specify which types of Tasks can be created in a flow to existing Tasks.

2.1 Task Type Detail Page

2.1.1 Overview

The Task Type Detail page is accessible from the Task Type List page. This page will be used to capture and display detailed information about the Task Type.

2.1.2 Task Type Detail Mockup

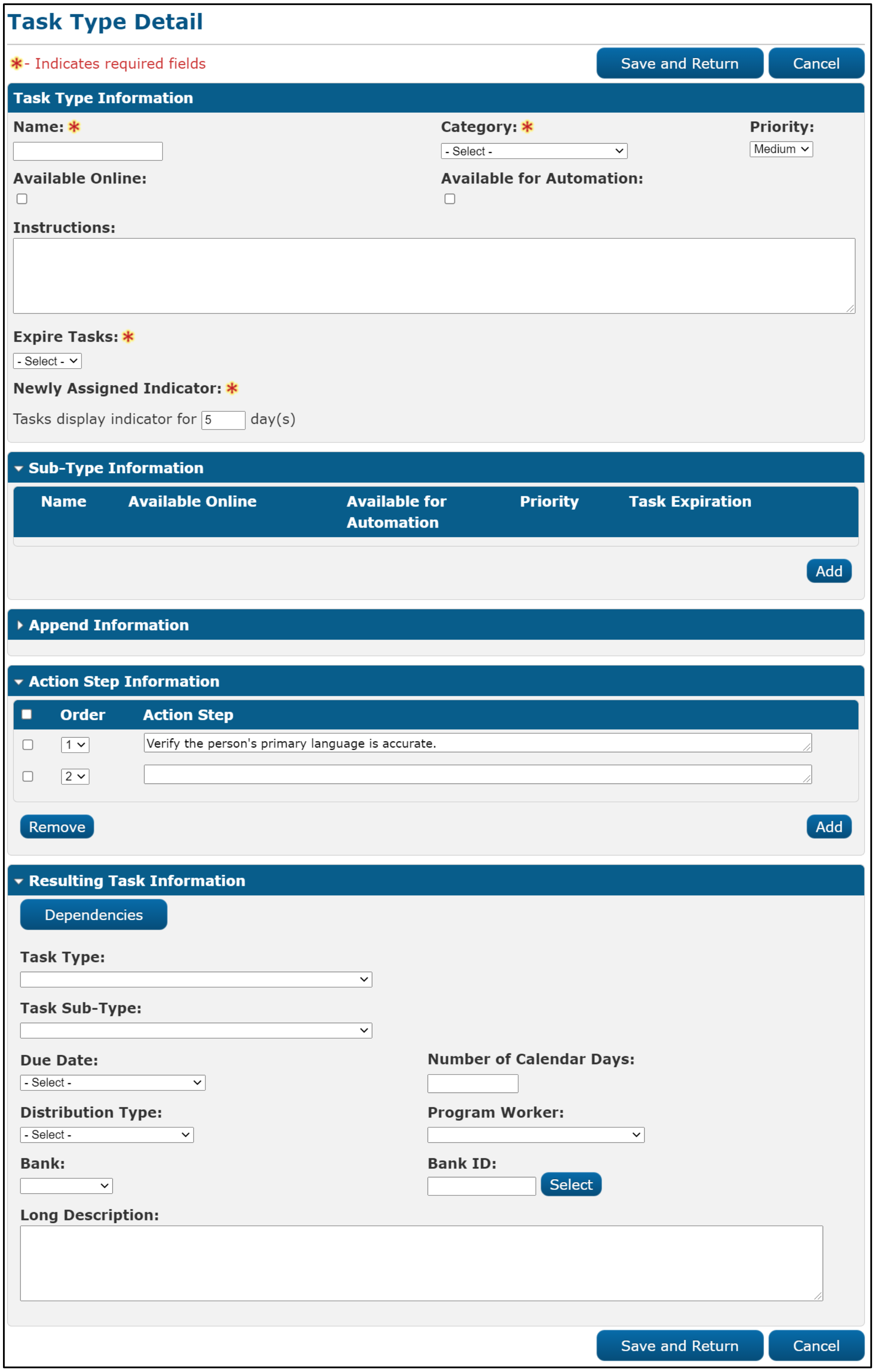


Figure 2.1.2.1 – Task Type Detail Page Create Mode Mockup

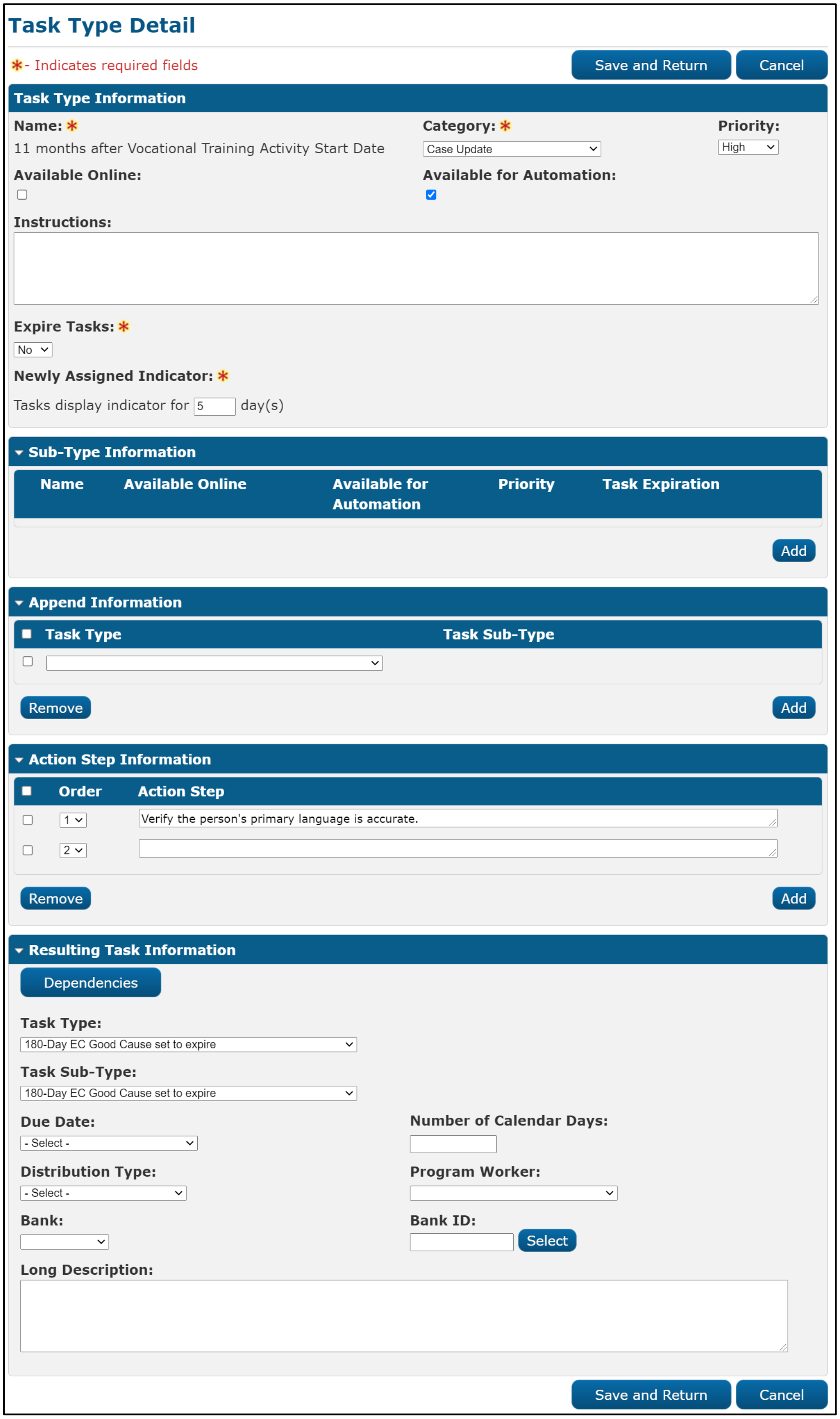
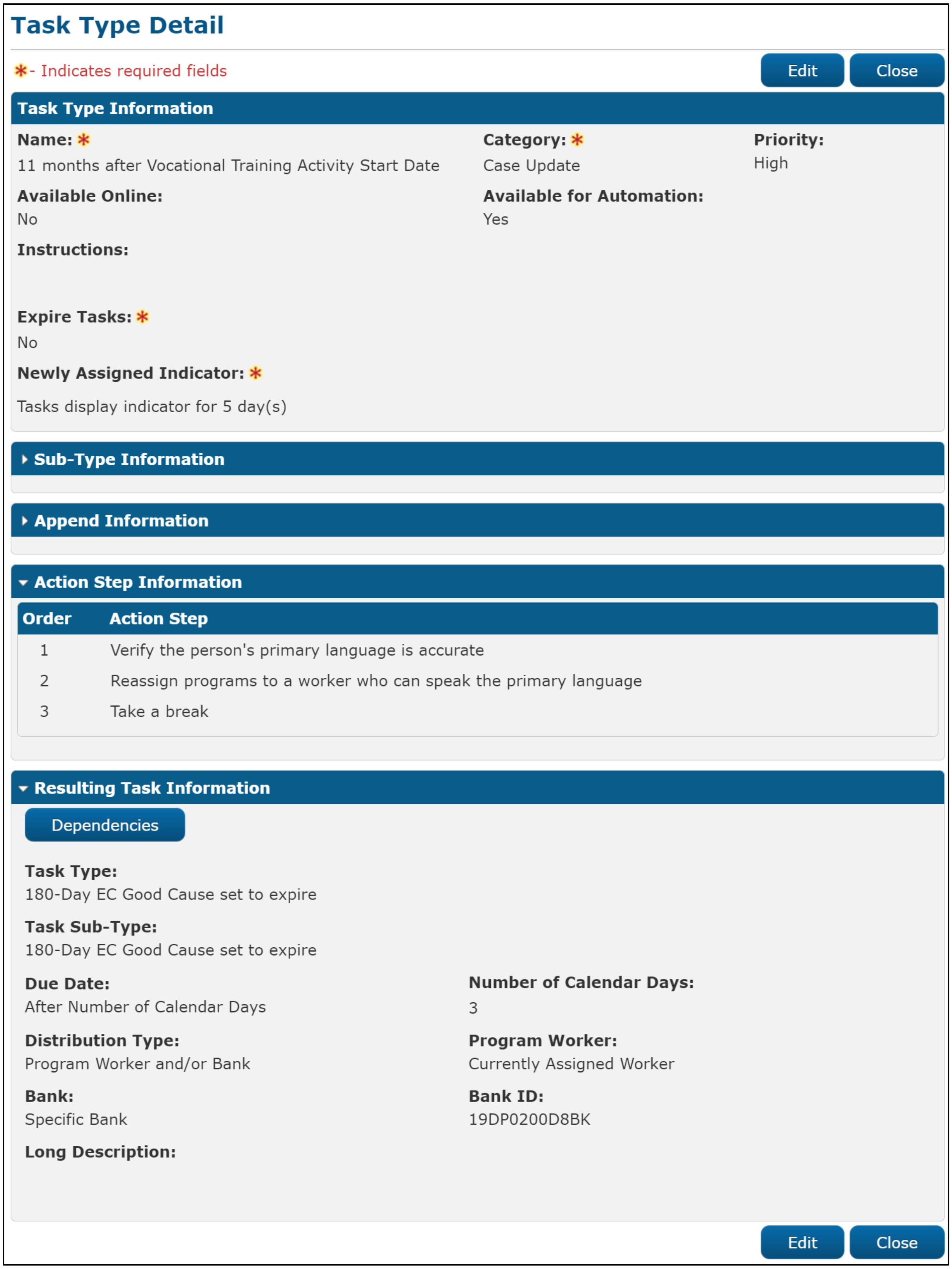


Figure 2.1.2.2 – Task Type Detail Page Edit Mockup



Task Type Detail

*- Indicates required fields

Edit | Close

Task Type Information

Name: *
11 months after Vocational Training Activity Start Date

Category: *
Case Update

Priority:
High

Available Online:
No

Available for Automation:
Yes

Instructions:

Expire Tasks: *
No

Newly Assigned Indicator: *
Tasks display indicator for 5 day(s)

Sub-Type Information

Append Information

Action Step Information

Order	Action Step
1	Verify the person's primary language is accurate
2	Reassign programs to a worker who can speak the primary language
3	Take a break

Resulting Task Information

Dependencies

Task Type:
180-Day EC Good Cause set to expire

Task Sub-Type:
180-Day EC Good Cause set to expire

Due Date:
After Number of Calendar Days

Number of Calendar Days:
3

Distribution Type:
Program Worker and/or Bank

Program Worker:
Currently Assigned Worker

Bank:
Specific Bank

Bank ID:
19DP0200D8BK

Long Description:

Edit | Close

Figure 2.1.2.3 – Task Type Detail Page View Mode Mockup

2.1.3 Description of Changes

Update the Task Type Detail page in the CalSAWS System to allow configurations for Task Type Dependencies and Action Steps. Task Dependencies will allow configuration of a specific flow of Task Types. For Example, if a Task of Type A is completed, the CalSAWS System will automatically attempt to create a Task of Type B.

Action Steps allow a user to configure one or more specific steps that a worker may be required to action prior to completing the Task. Action Steps for Tasks will be determined by the Action Step Information panel based on if the Task has a Sub-Type or not. If a Task does not have a Sub-Type, Action Steps will only be determined from the Task Type Detail page. Similarly, if a Task does have a Sub-Type, Action Steps will only be determined from the Task Sub-Type Detail page.

1. <u>Add an Action Step Information Panel</u>

   On initial load of the page, this panel will be collapsed if there are no Action Steps available for the Task Type. If one or more Action Steps are available, the panel will display as expanded with the Action Steps ordered ascending by the Order column.

   a. Selectable checkbox – In Create or Edit mode, for each row displayed, a selectable checkbox allows the user to select one or more Action Steps to be removed via the “Remove” button.

   b. Order – In Create or Edit mode, this column is a dropdown menu containing the numbers 1 through X where X is the number of Action Steps in the panel. This value controls the order the Action Steps will display on the Task Detail pages for Tasks that include Action Steps. When a new row is added in this panel, the default value in the Order field will be the total number of Action Steps in the panel. In view mode, Action Steps in this panel will display ordered ascending by this field.

      Example: If the panel includes three Action Steps, the numbers 1, 2, and 3 will be available in this dropdown menu.

   c. Action Step – In Edit or Create mode, this is a free form text field that allows the User to input verbiage for the Action Step limited to 150 characters. This field allows inclusion of alphanumeric and special characters. On save of the field, if the “<” or “>” characters are included in this field, they will be removed during the save operation.

   d. **BUTTON:** Remove -- This button displays when the page is in Create or Edit mode and there exists at least one row in the Action Step Information panel. This button will remove any rows within the panel that have a checkmark selected in the Selectable Checkbox. The remaining Action Steps will renumber automatically to account for the removal on 'Save and Return' of the page.

e. BUTTON: Add -- This button displays when the page is in Create or Edit mode. This button adds an additional row to the end of the Action Step Information panel and displays the Selectable Checkbox, Order and Action Step fields.

Reference Section 2.10 for additional information on Action Step functionality.

2. Add a Resulting Task Information Panel

This panel will allow a user to configure a relationship of one Task Type to another and build a flow of 2 or more Task Types/Sub-Types that will be created one after the other as each Task within a flow is completed. This panel includes the configuration options for the resulting Task that will be created at completion of the prior task. The panel will be collapsed on initial load of the page if there is no Resulting Task Information available, otherwise the panel will display expanded.

Example:

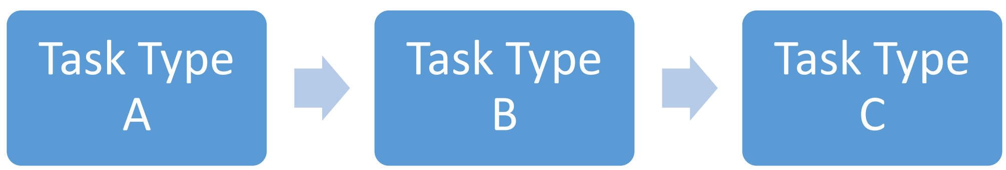


Figure 2.1.3.2.A – Task Type Dependencies Diagram

The above figure illustrates that Task Type A is configured to have a Task of Type B trigger to be created upon completion of a Task of Type A. Similarly, Task Type B is configured to have a Task of Type C trigger to be created upon completion of a Task of Type B.

Referencing Figure 2.1.3.2.A, a Task Type Dependency is one of the following:

- A Task Type/Sub-Type that precedes the current Task Type.
  - Task Type A is a preceding Dependency of Task Type B because creation of a Task with Task Type B will be triggered upon completion of a Task of Type A. Similarly, Task Type B is a preceding Dependency of Task Type C because creation of a Task with Task Type C will be triggered upon completion of a Task of Type B. Task Type

A is not a direct preceding Dependency of Task Type C even though it is part of the same flow.

- A Task Type/Sub-Type configured to succeed the current Task Type.
    - o Task Type B is a resulting Dependency of Task Type A because a Task of Type B is configured to be created upon completion of a Task of Type A. Similarly, Task Type C is a resulting Dependency of Task Type B because a Task with Type C is configured to be created upon completion of a Task of Type B. Task Type C is not a direct resulting Dependency of Task Type A even though it is part of the same flow; completion of a Task of Type A will not trigger the creation of a Type C Task.

a. **BUTTON:** Dependencies -- This button will direct the User to the Task Type and Sub-Type Dependencies page. (Reference Section 2.3 for page specifics). This button will display if the Task Type has preceding or succeeding dependencies regardless of the page mode. The button will not be restricted by a specific security group/right; a user with security rights to access the Task Type Detail page can view and click this button.

b. Task Type – The Task Type of the resulting Task to be created. When the page is in Create or Edit mode, this field will display as a dropdown with a maximum width of 50 characters that includes an alphabetical list of Task Types available to the county. A blank option will display at the top of the list allowing the user to remove a pre-selected Task Type. When the page is in View mode, this field will display the selected Task Type.

   In Create or Edit mode of the page, if the panel is being completed for the first time, this is the only field that will display within this panel. If a value is selected in the dropdown, the subsequent attributes listed below will dynamically display.

   If the Resulting Task Information panel was configured at a prior point in time, the user has the option to remove the configuration of this panel by selecting the blank value in the Task Type dropdown, which will remove all additional configurations within this panel on Save of the page.

c. Task Sub-Type – An optional field that allows the User to indicate a Task Sub-Type for the resulting Task to be created. In Create or Edit mode, if the selected Task Type in the Task Type dropdown contains one or more Sub-Types, this field will include the associated Sub-Types in alphabetical order as a dropdown menu with a maximum width of 50 characters. If the selected Task Type does not include any Sub-Types, this field will not display. When the page is in View mode, this field will display the

Task Sub-Type if one has been selected, otherwise the field will not display.

d. Due Date – A field indicating the rule that will be used to set the due date for the Task created by processing the configuration in Resulting Task Information Panel. Options included are:
   i. After Number of Calendar Days - Will set the due date based on the System date plus the number of calendar days specified by the User.
   ii. After Number of Business Days - Will set the due date based on the System date plus the number of business days specified by the User. Business days exclude weekends and County specific holidays.
   iii. Last Day of Month - Will set the due date to the last day of the month of the System date.
   iv. Last Day of Following Month - Will set the due date to the last day of the month following the month of the System date.

   Based on the option chosen in the Due Date field, a dynamic field may display for additional data entry as follows:

Due Date Value	Dynamic Field Display
After Number of Calendar Days	A required "Number of Calendar Days" field will display. The input value must be a number from 0 – 999.
After Number of Business Days	A required "Number of Business Days" field will display. The input value must be a number from 0 – 999.

e. Distribution Type – The Distribution Type that is applicable to the assignment configuration. When the page is in Create or Edit mode, this field is a dropdown that will display the following options:
   i. Previous Task Assignment – This option will assign the resulting Task to the same Worker and/or Bank that was assigned to the preceding Task at the time of Task Completion.
   ii. Program Worker and/or Bank – This option will cause the dynamic Program Worker and Bank fields to display for additional input.
   iii. Office Distribution – This option employs the Office Distribution assignment functionality. Office Distribution processing will attempt to assign a resulting Task as follows:

      Determine the case carrying worker by evaluating a hierarchy of the programs associated to the case and retrieving the worker associated to the highest priority program. If the case carrying worker can accept the Task, assign the Task. If the case carrying worker cannot accept the Task, attempt to assign the Task to a worker in the case carrying worker's Unit who can accept the Task. If the Task still has not been assigned, retrieve Banks for the case carrying worker's Office and attempt to assign the Task to one of the Banks. If there are no valid Banks, attempt to assign the Task to a worker in the case carrying worker's Office who can receive the Task, otherwise assign the Task to the Office Supervisor.

f. Program Worker– An optional field allowing a User to indicate a specific instruction for which worker to assign a resulting Task to. This field will display when the Distribution Type value is "Program Worker and/or Bank". The field will display as a dropdown menu when the page is in Create or Edit mode containing the following options:
    1. Currently Assigned Worker
    2. Most Recent Worker Within 30 Days
    3. Most Recent Worker Within 60 Days
    4. Most Recent Worker Within 90 Days
    5. Most Recent Worker Within 120 Days
    6. Most Recent Worker
    7. No Program Worker

g. Bank – An optional field allowing a User to indicate a specific instruction for Bank assignment of any resulting Tasks. This field will display when the Distribution Type value is "Program Worker and/or Bank". The field will display as a dropdown menu when the page is in Create or Edit mode containing the following options:
    i. Closest Bank – This option invokes processing to evaluate for a Bank that is the closest to the selected Program. Processing will first retrieve the most recent worker assigned to the program and retrieve Banks associated to the same Unit as the worker. The Bank must be configured to receive the Category of the Task. If no Banks are found, proceed to retrieve Banks associated to the same Office as the worker. The Bank must be configured to receive the Category of the Task. If no Banks are found, retrieve all Banks within the County that can receive the Category of the Task. If multiple Banks are returned, processing will select a single Bank. If a program worker cannot be retrieved, processing will evaluate Banks that can receive the Category of the Task at the County level.

ii. Specific Bank – This option will prompt the User to provide a specific Bank ID to assign a resulting Task to.

h. Bank ID – This attribute displays a single Bank ID that will be used for Task assignment. When the page is in Create or Edit mode and the Bank attribute value is "Specific Bank", this field will dynamically display. A 'Select' **BUTTON** will display to the right of the field that will navigate to the Select Bank page allowing the User to search for and select a specific Bank ID.

i. Long Description – A free text field will dynamically show when Task Type field is selected, allowing the User to add any additional details pertaining to the Task. This field will be limited to 2,000 characters.

2.1.4 Page Validations

1. "Order – Each Action Step must have a unique order value."
    a. A validation message displays when the User attempts to associate the same numeric value in the Order field for one or more Action Steps.
2. "Action Step – Duplicate Action Steps exist."
    a. A validation message displays when the User attempts to save a duplicate Action Step.
3. "Distribution Type – the Previous Task Assignment option cannot be chosen within the Resulting Task Information panel because a previous Task Type is not configured."
    a. A validation message displays when the User attempts to select "Previous Task Assignment" as the value for the Distribution Type field and there are no preceding Task Types configured.
4. "Due Date – Please select a value within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, and a value is not selected in the Due Date dropdown.
5. "Number of Calendar Days – Please input a value within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, the Due Date field value is "After Number of Calendar Days" and a value is not entered in the Number of Calendar Days field.
6. "Number of Business Days – Please input a value within the Resulting Task Information Panel."

    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, the Due Date field value is "After Number of Business Days" and the Number of Business Days value is NULL.

7. "Distribution Type – Please select a value in the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel and a value is not selected for the Distribution Type field.
8. "Program Worker and/or Bank – Please select a value in the Program Worker and/or Bank fields of the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, the Distribution Type is "Program Worker/Bank" both the Program Worker and Bank fields are not entered.
9. "Bank ID – Please enter a Bank ID within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected, the Distribution Type value is "Program Worker and/or Bank", the Bank value is "Specific Bank" without a value in the Bank ID field.
10. "Bank ID – Bank ID within the Resulting Task Information Panel does not exist."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected, the Distribution Type value is "Program Worker and/or Bank", the Bank value is "Specific Bank", and the Bank ID field includes a value that does not correspond to an existing Bank for the county.
11. "Program Worker – Tasks must be assigned to a Position or a Bank within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type, and Task Sub-Type if applicable, Due Date, its dynamic field, and Distribution Type are inputted and "Program Worker and/or Bank" is selected within Distribution Type with "No Program Worker" selected in the Program Worker field, and no Bank ID populated in the Bank ID field.
12. "Number of Calendar Days - Value must be a number from 0 – 999. Please enter a different value."
    a. When the User attempts to save a value other than a number from 0 – 999 in the Number of Calendar Days field in the Resulting Task Information panel, a validation message is triggered.

13. "Number of Business Days - Value must be a number from 0 – 999. Please enter a different value."
    a. When the User attempts to save a value other than a number from 0 – 999 in the Number of Business Days field in the Resulting Task Information Panel, a validation message is triggered.

2.1.5 Page Location

- **Global:** Admin Tools
- **Local:** Admin
- **Task:** Tasks > Task Types >

  Click on a hyperlink of the desired result displayed in the Task Type Search page or the "Add Task Type" button to navigate to the Task Type Detail page.

  The Task Navigation will display if the user profile contains the "TaskTypeListView" security right.

2.1.6 Security Updates

N/A – No Changes to Security

2.1.7 Page Mapping

Update page mapping for the Task Type Detail page.

2.1.8 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.2 Task Sub-Type Detail Page

2.2.1 Overview

The Task Sub-Type Detail page is accessible from the Sub-Type Information section of the Task Type Detail page. This page will be used to capture and display information about Task Sub-Types.

2.2.2 Task Sub-Type Detail Page Mockup

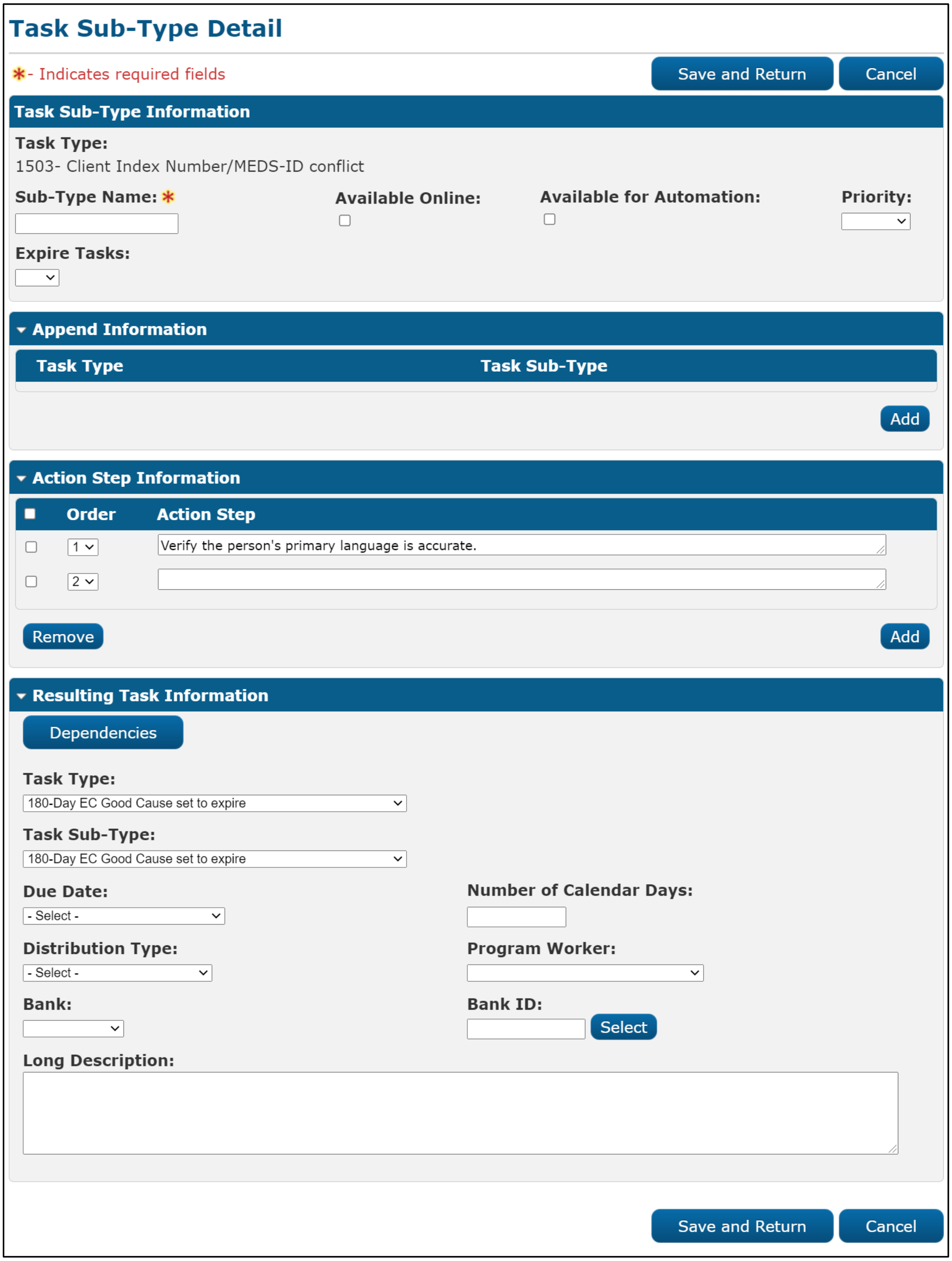


Figure 2.2.2.1 – Task Sub-Type Detail Page Create Mode Mockup

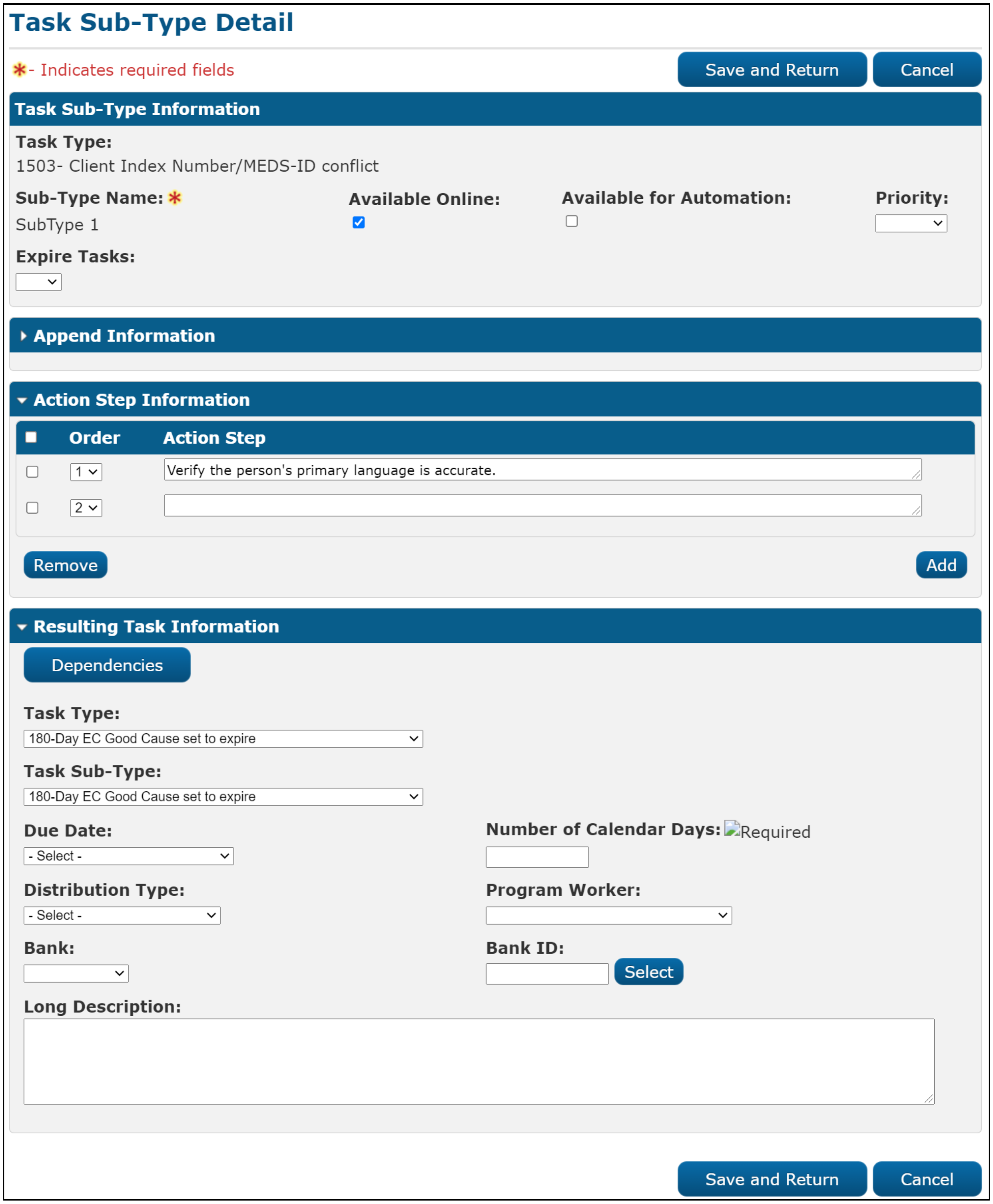


Figure 2.2.2.3 – Task Sub-Type Detail Page Edit Mode Mockup

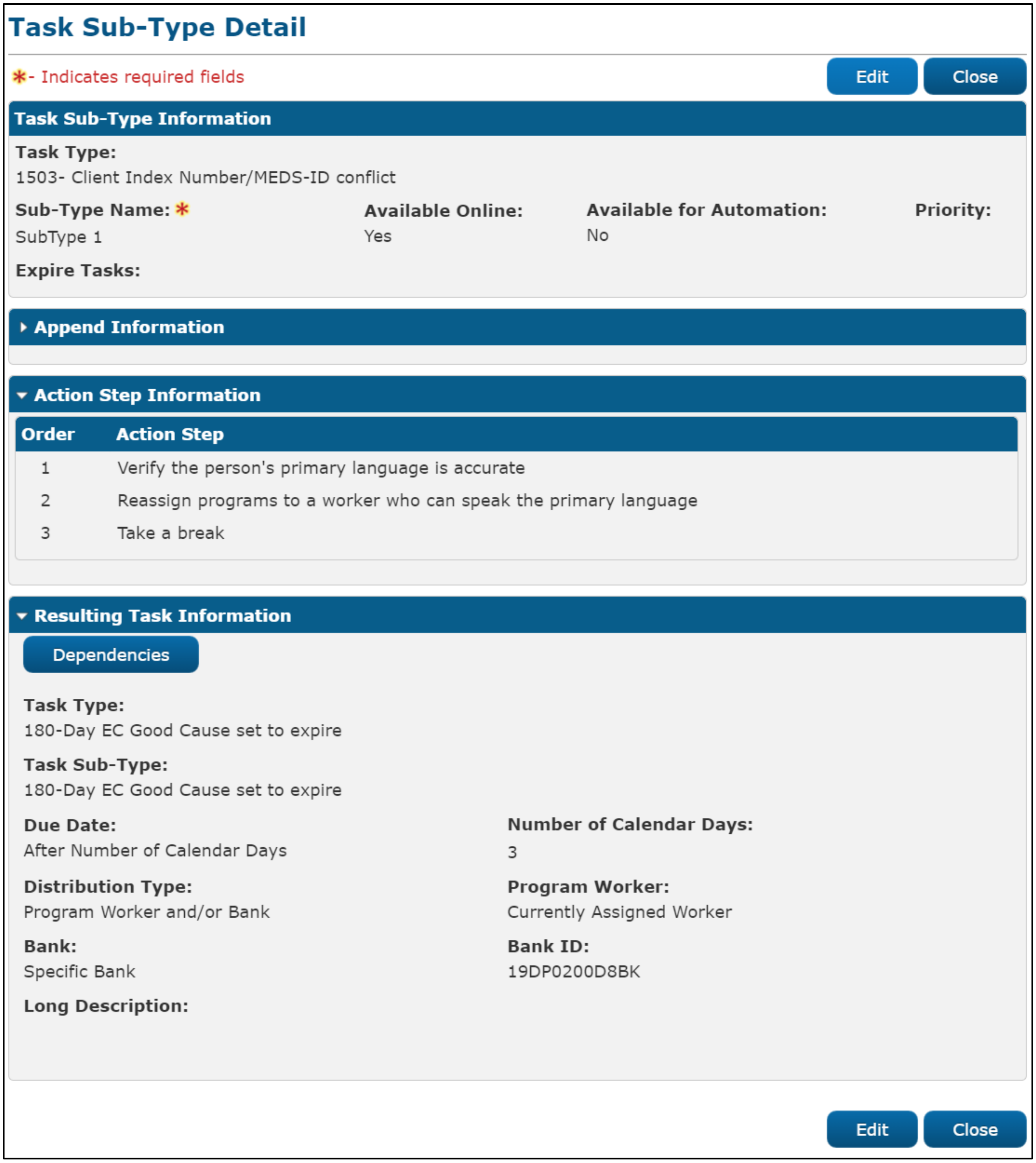


Figure 2.2.2.2 – Task Sub-Type Detail Page View Mode Mockup

2.2.3 Description of Changes

Update the Task Sub-Type Detail page in the CalSAWS System to allow configurations for Task Type/Task Sub-Type Dependencies and Action Steps.

Task Dependencies will allow configuration of a specific flow of Task Types/Task Sub-Types. For Example, if a Task of Type A is completed, the CalSAWS System will automatically attempt to create a Task of Type B.

Action Steps allow a user to configure one or more specific steps that a worker may be required to action prior to completing the Task. Action Steps for Tasks will be determined by the Action Step Information panel based on if the Task has a Sub-Type or not. If a Task does not have a Sub-Type, Action Steps will only be determined from the Task Type Detail page. Similarly, if a Task does have a Sub-Type, Action Steps will only be determined from the Task Sub-Type Detail page.

1. Add an Action Step Information Panel

On initial load of the page, this panel will be collapsed If there are no Action Steps available for the Task Sub-Type. If one or more Action Steps are available, the panel will display as expanded with the Action Steps ordered ascending by the Order column.

a. Selectable checkbox – In Create or Edit mode, for each row displayed, a selectable checkbox allows the user to select one or more Action Steps to be removed via the "Remove" button.

b. Order – In Create or Edit mode, this column is a dropdown menu containing the numbers 1 through X where X is the number of Action Steps in the panel. This value controls the order the Action Steps will display on the Task Detail pages for Tasks that include Action Steps. When a new row is added in this panel, the default value in the Order field will be the total number of Action Steps in the panel. In view mode, Action Steps in this panel will display ordered ascending by this field.

Example: If the panel includes three Action Steps, the numbers 1, 2, and 3 will be available in this dropdown menu.

c. Action Step – In Edit or Create mode, this is a free form text field that allows the User to input verbiage for the Action Step limited to 150 characters.

d. **BUTTON:** Remove -- This button displays when the page is in Create or Edit mode and there exists at least one row in the Action Step Information panel. This button will remove any rows within the panel that have a checkmark selected in the Selectable Checkbox. The remaining Action Steps will renumber automatically to account for the removal on 'Save and Return' of the page.

e. **BUTTON:** Add -- This button displays when the page is in Create or Edit mode. This button adds an additional row to the end of the Action Step Information panel and displays the Selectable Checkbox, Order and Action Step fields.

Reference Section 2.10 for additional information on Action Step functionality.

2. Add a Resulting Task Information Panel

   This panel will allow a user to configure a relationship of one Task Type/Task Sub-Types to another and build a flow of 2 or more Task Types/Sub-Types that will be created one after the other as each Task within a flow is completed. This panel includes the configuration options for the resulting Task that will be created at completion of the prior task. The panel will be collapsed on initial load of the page if there is no Resulting Task Information available, otherwise the panel will display expanded.

   Example:

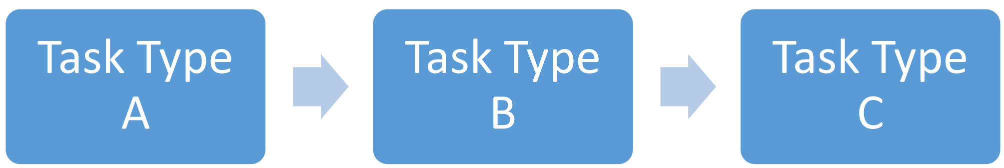


Figure 2.2.3.2.A – Task Type/Task Sub-Type Dependencies Diagram

   The above figure illustrates that Task Type A is configured to have a Task of Type B trigger to be created upon completion of a Task of Type A. Similarly, Task Type B is configured to have a Task of Type C trigger to be created upon completion of a Task of Type B.

   Referencing Figure 2.2.3.2.A, a Task Type/Task Sub-Type Dependency is one of the following:

   - A Task Type/Sub-Type that precedes the current Task Type/Task Sub-Type.
     - Task Type A is a preceding Dependency of Task Type B because creation of a Task with Task Type B will be triggered upon completion of a Task of Type A. Similarly, Task Type B is a preceding Dependency of Task Type C because creation of a Task with Task Type C will be triggered upon completion of a Task of Type B. Task Type A is not a direct preceding Dependency of Task Type C even though it is part of the same flow.
   - A Task Type/Sub-Type configured to succeed the current Task Type.

- Task Type B is a resulting Dependency of Task Type A because a Task of Type B is configured to be created upon completion of a Task of Type A. Similarly, Task Type C is a resulting Dependency of Task Type B because a Task with Type C is configured to be created upon completion of a Task of Type B. Task Type C is not a direct resulting Dependency of Task Type A even though it is part of the same flow; completion of a Task of Type A will not trigger the creation of a Type C Task.

a. **BUTTON:** Dependencies -- This button will direct the User to the Task Type and Sub-Type Dependencies page. (Reference Section 2.3 for page specifics). This button will display if the Task Type/Task Sub-Type has preceding or succeeding dependencies regardless of the page mode. The button will not be restricted by a specific security group/right; a user with security rights to access the Task Sub-Type Detail page can view and click this button.

b. Task Type – The Task Type of the resulting Task to be created. When the page is in Create or Edit mode, this field will display as a dropdown with a maximum width of 50 characters that includes an alphabetical list of Task Types available to the county. A blank option will display at the top of the list allowing the user to remove a pre-selected Task Type. When the page is in View mode, this field will display the selected Task Type.

   In Create or Edit mode of the page, if the panel is being completed for the first time, this is the only field that will display within this panel. If a value is selected in the dropdown, the subsequent attributes listed below will dynamically display.

   If the Resulting Task Information panel was configured at a prior point in time, the user has the option to remove the configuration of this panel by selecting the blank value in the Task Type dropdown, which will remove all additional configurations within this panel on Save of the page.

c. Task Sub-Type – An optional field that allows the User to indicate a Task Sub-Type for the resulting Task to be created. In Create or Edit mode, if the selected Task Type in the Task Type dropdown contains one or more Sub-Types, this field will include the associated Sub-Types in alphabetical order as a dropdown menu with a maximum width of 50 characters. If the selected Task Type does not include any Sub-Types, this field will not display. When the page is in View mode, this field will display the Task Sub-Type if one has been selected, otherwise the field will not display.

d. Due Date – A field indicating the rule that will be used to set the due date for the Task created by processing the configuration in Resulting Task Information Panel. Options included are:
    i. After Number of Calendar Days - Will set the due date based on the System date plus the number of calendar days specified by the User.
    ii. After Number of Business Days - Will set the due date based on the System date plus the number of business days specified by the User. Business days exclude weekends and County specific holidays.
    iii. Last Day of Month - Will set the due date to the last day of the month of the System date.
    iv. Last Day of Following Month - Will set the due date to the last day of the month following the month of the System date.

    Based on the option chosen in the Due Date field, a dynamic field may display for additional data entry as follows:

Due Date Value	**Dynamic Field Display**
After Number of Calendar Days	A required "Number of Calendar Days" field will display. The input value must be a number from 0 – 999.
After Number of Business Days	A required "Number of Business Days" field will display. The input value must be a number from 0 – 999.

e. Distribution Type – The Distribution Type that is applicable to the assignment configuration. When the page is in Create or Edit mode, this field is a dropdown that will display the following options:
    i. Previous Task Assignment – This option will assign the resulting Task to the same Worker and/or Bank that was assigned to the preceding Task at the time of Task Completion.
    ii. Program Worker and/or Bank – This option will cause the dynamic Program Worker and Bank fields to display for additional input.
    iii. Office Distribution – This option employs the Office Distribution assignment functionality. Office Distribution processing will attempt to assign a resulting Task as follows:

        Determine the case carrying worker by evaluating a hierarchy of the programs associated to the case and retrieving the worker associated to the highest priority program. If the case carrying worker can accept the Task, assign the Task. If the case carrying worker cannot accept the Task, attempt to assign the

Task to a worker in the case carrying worker's Unit who can accept the Task. If the Task still has not been assigned, retrieve Banks for the case carrying worker's Office and attempt to assign the Task to one of the Banks. If there are no valid Banks, attempt to assign the Task to a worker in the case carrying worker's Office who can receive the Task, otherwise assign the Task to the Office Supervisor.

f. Program Worker– An optional field allowing a User to indicate a specific instruction for which worker to assign a resulting Task to. This field will display when the Distribution Type value is "Program Worker and/or Bank". The field will display as a dropdown menu when the page is in Create or Edit mode containing the following options:
    1. Currently Assigned Worker
    2. Most Recent Worker Within 30 Days
    3. Most Recent Worker Within 60 Days
    4. Most Recent Worker Within 90 Days
    5. Most Recent Worker Within 120 Days
    6. Most Recent Worker
    7. No Program Worker

g. Bank – An optional field allowing a User to indicate a specific instruction for Bank assignment of any resulting Tasks. This field will display when the Distribution Type value is "Program Worker and/or Bank". The field will display as a dropdown menu when the page is in Create or Edit mode containing the following options:
    i. Closest Bank – This option invokes processing to evaluate for a Bank that is the closest to the selected Program. Processing will first retrieve the most recent worker assigned to the program and retrieve Banks associated to the same Unit as the worker. The Bank must be configured to receive the Category of the Task. If no Banks are found, proceed to retrieve Banks associated to the same Office as the worker. The Bank must be configured to receive the Category of the Task. If no Banks are found, retrieve all Banks within the County that can receive the Category of the Task. If multiple Banks are returned, processing will select a single Bank. If a program worker cannot be retrieved, processing will evaluate Banks that can receive the Category of the Task at the County level.
    ii. Specific Bank – This option will prompt the User to provide a specific Bank ID to assign a resulting Task to.

h. Bank ID – This attribute displays a single Bank ID that will be used for Task assignment. When the page is in Create or Edit mode and the Bank attribute value is "Specific Bank", this field will dynamically display. A 'Select' **BUTTON** will display to the right of the field that will navigate to the Select Bank page allowing the User to search for and select a specific Bank ID.

i. Long Description – A free text field will dynamically show when Task Type field is selected, allowing the User to add any additional details pertaining to the Task. This field will be limited to 2,000 characters.

2.2.4 Page Validations

1. "Order – Each Action Step must have a unique order value."
    a. A validation message displays when the User attempts to associate the same numeric value in the Order field for one or more Action Steps.
2. "Action Step – Duplicate Action Steps exist."
    a. A validation message displays when the User attempts to save a duplicate Action Step.
3. "Distribution Type – the Previous Task Assignment option cannot be chosen within the Resulting Task Information panel because a previous Task Type is not configured."
    a. A validation message displays when the User attempts to select "Previous Task Assignment" as the value for the Distribution Type field and there are no preceding Task Types configured.
4. "Due Date – Please select a value within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, and a value is not selected in the Due Date dropdown.
5. "Number of Calendar Days – Please input a value within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, the Due Date field value is "After Number of Calendar Days" and a value is not entered in the Number of Calendar Days field.
6. "Number of Business Days – Please input a value within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task

Information panel, the Due Date field value is "After Number of Business Days" and the Number of Business Days value is NULL.

7. "Distribution Type – Please select a value in the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel and a value is not selected for the Distribution Type field.
8. "Program Worker and/or Bank – Please select a value in the Program Worker and/or Bank fields of the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected in the Resulting Task Information panel, the Distribution Type is "Program Worker and/or Bank" both the Program Worker and Bank fields are not entered.
9. "Bank ID – Please enter a Bank ID within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected, the Distribution Type value is "Program Worker and/or Bank", the Bank value is "Specific Bank" without a value in the Bank ID field.
10. "Bank ID – Bank ID within the Resulting Task Information Panel does not exist."
    a. Add a validation to display when the User attempts to save the page when a Task Type is selected, the Distribution Type value is "Program Worker and/or Bank", the Bank value is "Specific Bank", and the Bank ID field includes a value that does not correspond to an existing Bank for the county.
11. "Program Worker – Tasks must be assigned to a Position or a Bank within the Resulting Task Information Panel."
    a. Add a validation to display when the User attempts to save the page when a Task Type, and Task Sub-Type if applicable, Due Date, its dynamic field, and Distribution Type are inputted and "Program Worker and/or Bank" is selected within Distribution Type with "No Program Worker" selected in the Program Worker field, and no Bank ID populated in the Bank ID field.
12. "Number of Calendar Days - Value must be a number from 0 – 999. Please enter a different value."
    a. When the User attempts to save a value other than a number from 0 – 999 in the Number of Calendar Days field in the Resulting Task Information panel, a validation message is triggered.
13. "Number of Business Days - Value must be a number from 0 – 999. Please enter a different value."

a. When the User attempts to save a value other than a number from 0 – 999 in the Number of Business Days field in the Resulting Task Information Panel, a validation message is triggered.

2.2.5 Page Location

- **Global:** Admin Tools
- **Local**: Admin
- **Task**: Tasks > Task Types

  The Name hyperlink, Edit and Add buttons in the Sub-Type information section of the Task Type Detail page will navigate to the Task Sub-Type Detail page.

2.2.6 Security Updates

N/A – No Changes to Security

2.2.7 Page Mapping

Update page mapping for the Task Sub-Type Detail page.

2.2.8 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.3 Task Type and Sub-Type Dependencies Page

2.3.1 Overview

The Task Type and Sub-Type Dependencies page is accessible from the Task Type and Sub-Type Detail pages. This page will be used to capture and display information about Task Type and Task Sub-Type dependencies.

2.3.2 Task Type and Sub-Type Dependencies Mockup

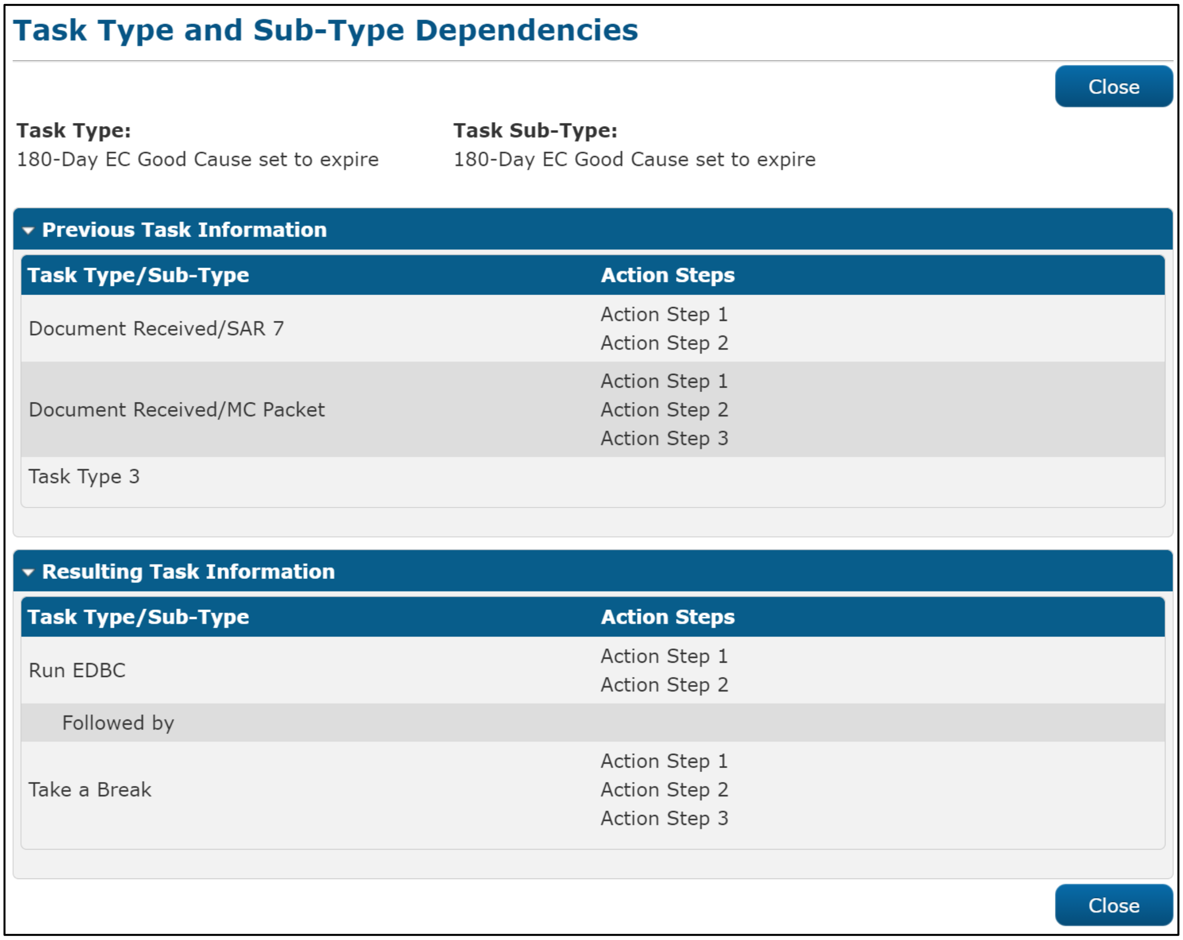


Figure 2.3.2.1 – Task Type and Sub-Type Dependencies Page View Mode Mockup

2.3.3 Description of Changes

Add a Task Type and Sub-Type Dependencies page to the CalSAWS System that is only available in View mode.

1. General Information
   a. Task Type – This page is accessed from the Task Type Detail or Task Sub-Type Detail page. This value displays the Task Type value from the page that the user clicked the Dependencies button on.
   b. Task Sub-Type – If this page was accessed via the Dependencies button the Task Sub-Type Detail page, this field displays the Sub-Type name from the Task Sub-Type Detail page. If this page was accessed via the Dependencies button on the Task Type Detail page, this field will not display.

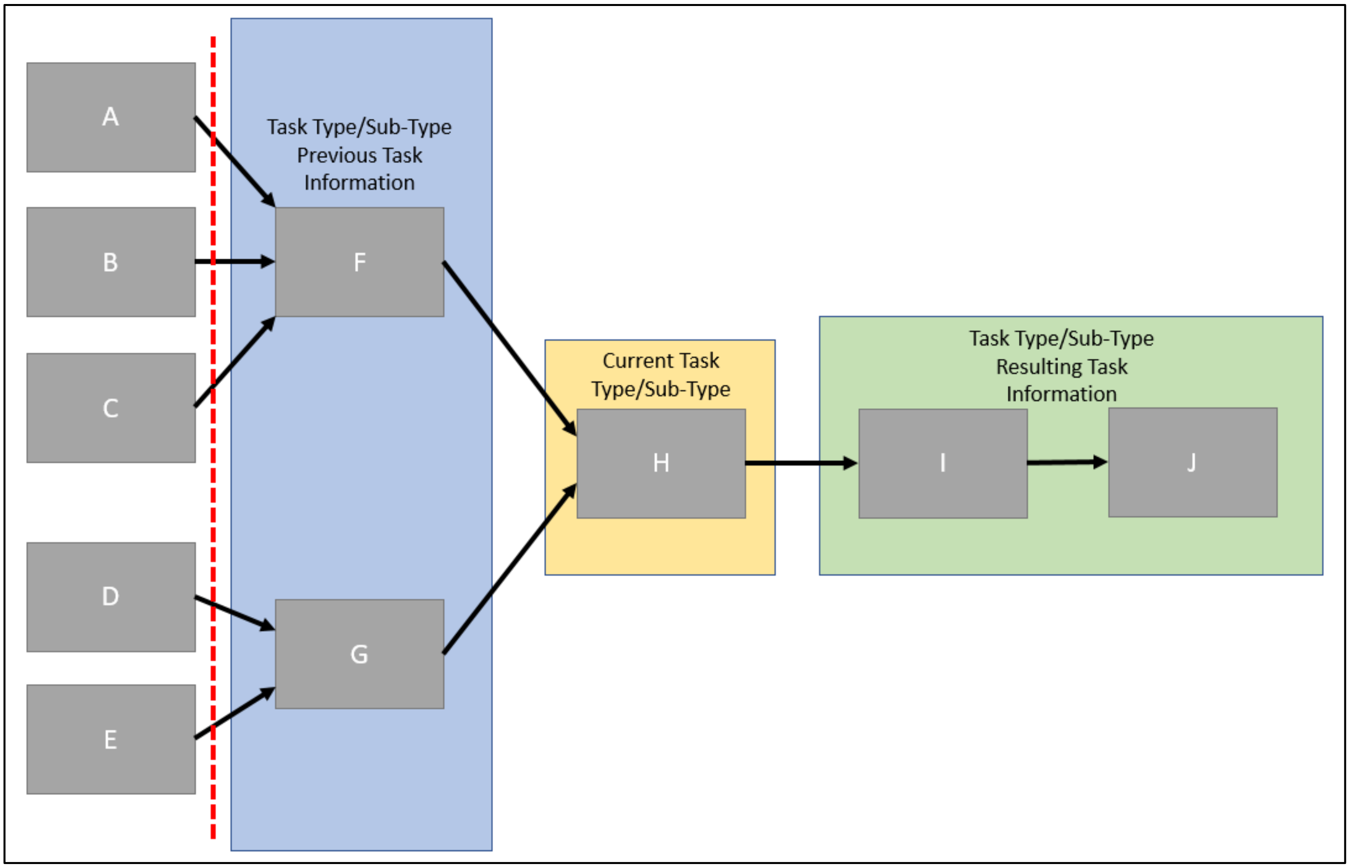


Figure 2.3.3.1.A: Dependencies Diagram

2. <u>Previous Task Information Panel</u>

   Displays Task Types/Task Sub-Types with the Resulting Task Information panel from the Task Type/Task Sub-Type Detail page configured with a Task Type/Task Sub-Type that matches the Task Type/Task Sub-Type header values on this page. In other words, this panel displays Task Types and Sub-Types that have been configured to result in the Task Type/Sub-Type in the General Information header of this page. This panel will only include the immediate predecessors, not the entire preceding chain of Task Type/Sub-Types. This panel will appear collapsed if there are no predecessors.

   Example: With reference to Figure 2.3.3.1.A, each grey box indicates a distinct Task Type/Sub-Type for the purpose of this example. If the Task Type and Sub-Type Dependencies page was accessed by clicking the Dependencies button for Task Type "H" on the Task Type Detail page, this panel will include Task Types "F" and "G". Task Types "A" through "E" are not included in this panel because these are not immediate predecessors to Task Type "H".

a. Task Type/Sub-Type – This column displays the Task Type, and Sub-type, if applicable with a "/" separating the Task Type and Sub-Type value. If a Sub-Type is not applicable, only the Task Type will display.
b. Action Steps – This column displays the Action Steps for the Task Type/Sub-Type column value. Action Steps will display ordered ascending by the Action Steps Order attribute. If the Task Type/Sub-Type does not include Action Steps for the row, this column will be blank.

3. Resulting Task Information Panel

   Displays existing Task Types/Task Sub-Types that are configured to follow the current Task Type/Task Sub-Type displayed in the General Information section of the page. This panel will include the entire flow of successors going forward from the Task Type/Task Sub-Type displayed in the General Information section of the page. This panel will appear collapsed if there is no Resulting Task Information configured.

   Example: With reference to Figure 2.3.3.1.A, if the Task Type and Sub-Type Dependencies page was accessed by clicking the Dependencies button for Task Type "H" on the Task Type Detail page, this panel will include Task Types "I" and "J".

   a. Task Type/Sub-Type – This column displays the Task Type, and Sub-type, if applicable with a "/" separating the Task Type and Sub-Type value. If a Sub-Type is not applicable, only the Task Type will display. Each Task Type/Sub-Type within this column after the first row will be preceded by a row that displays "Followed by". (Reference Figure 2.3.2.1).
   b. Action Steps – This column displays the Action Steps for the Task Type/Sub-Type column value. Action Steps will display ordered ascending by the Action Steps Order attribute. If the Task Type/Sub-Type does not include Action Steps for the row, this column will be blank. Similarly, if the value in the Task Type/Sub-Type column is "Followed by", this column will not be populated.

4. **BUTTON:** Close – This button displays when the page is in view mode, and because this page is available exclusively in View mode, this button will always display. Clicking the button will navigate back to the Task Type Detail page, or Task Sub-Type Detail that the user first clicked the "Dependencies" button on.

2.3.4 Page Location

- **Global:** Admin Tools

- **Local:** Admin
- **Task:** Tasks > Task Types >

  After accessing a specific Task Type Detail or Task Sub-Type Detail page, click on the Dependencies button to navigate to the Task Type and Sub-Type Dependencies page.

2.3.5 Security Updates

N/A – No Changes to Security

2.3.6 Page Mapping

Implement page mapping for the Task Type and Sub-Type Dependencies page.

2.3.7 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.4 Task Search Pop-Up Page

2.4.1 Overview

The Task Search Pop-Up page allows Users to search, view, create, and edit Tasks.

2.4.2 Task Search Pop-Up Page Mockup

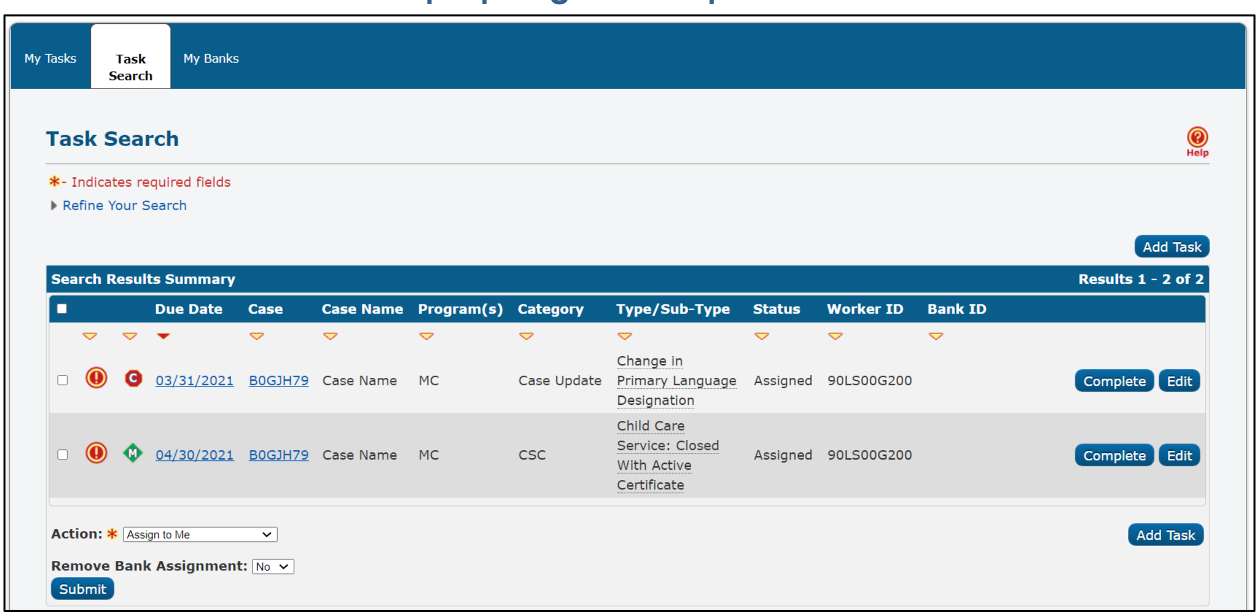


Figure 2.4.2.1 – Task Search Pop-Up Page Reference

2.4.3 Description of Changes

1. Update the Task Search Pop-Up page to evaluate for Task Action step completion when required. If a User attempts to complete a Task on this page via the Complete button, the Task has incomplete Action Steps and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "Yes"(reference Section 2.9 for more information), a validation message will display. This message informs the User that the Action Steps for the Task must be completed before the Task can be Completed. The validation message will read:

   a. "Complete – All Action Steps must be actioned before the Task can be completed."

   If the user that clicks the "Complete" button to complete a Task, and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "No", the Task will be completed regardless of the Action Steps being completed or not. A validation message will not display.

2.4.4 Page Location

N/A

2.4.5 Security Updates

N/A – No Changes to Security

2.4.6 Page Mapping

N/A – No Changes to Page Mapping

2.4.7 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.5 My Tasks Pop-Up Page

2.5.1 Overview

The My Tasks Pop-Up page allows Users to view and edit Tasks assigned to the logged in User.

2.5.2 My Tasks Pop-Up Page Mockup

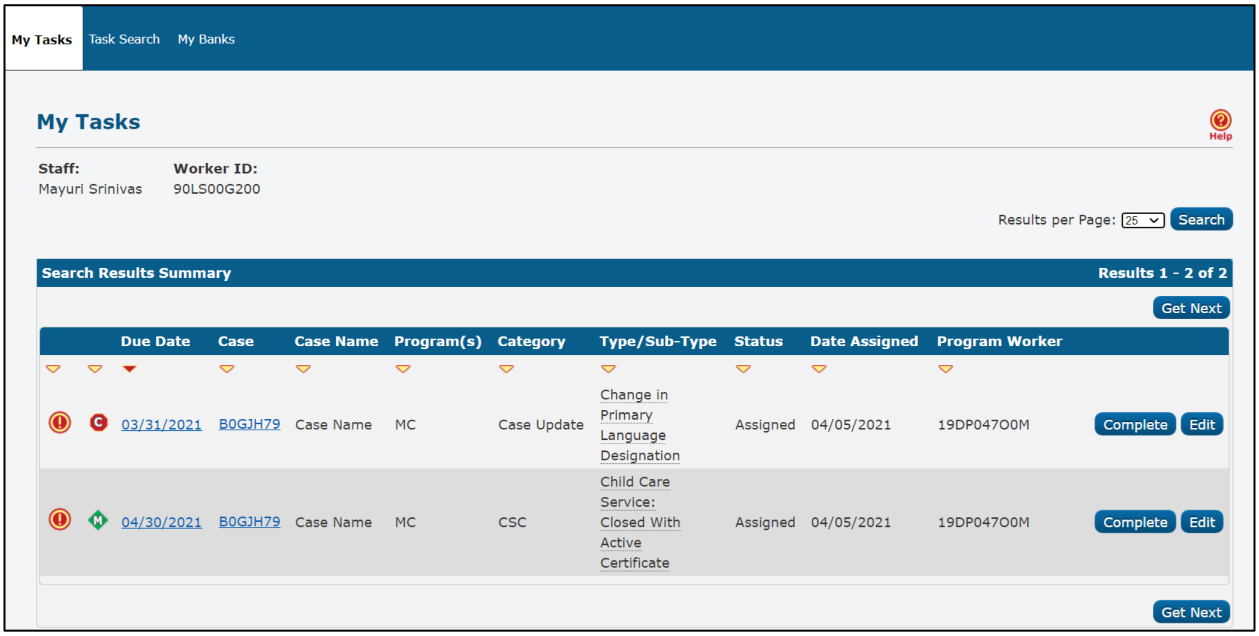


Figure 2.5.2.1 – My Tasks Pop-Up Page Reference

2.5.3 Description of Changes

1. Update the My Tasks Pop-Up page to evaluate for Task Action step completion when required. If a User attempts to complete a Task on this page via the Complete button, the Task has incomplete Action Steps and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "Yes"(Reference Section 2.9 for more information), a validation message will display. This message informs the User that the Action Steps for the Task must be completed before the Task can be Completed. The validation message will read:
   a. "Complete – All Action Steps must be actioned before the Task can be completed."

   If the user that clicks the "Complete" button to complete a Task, and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "No", the Task will be completed regardless of the Action Steps being completed or not. A validation message will not display.

2.5.4 Page Location

N/A

2.5.5 Security Updates

N/A – No Changes to Security

2.5.6 Page Mapping

N/A – No Changes to Page Mapping

2.5.7 Page Usage/Data Volume Impacts

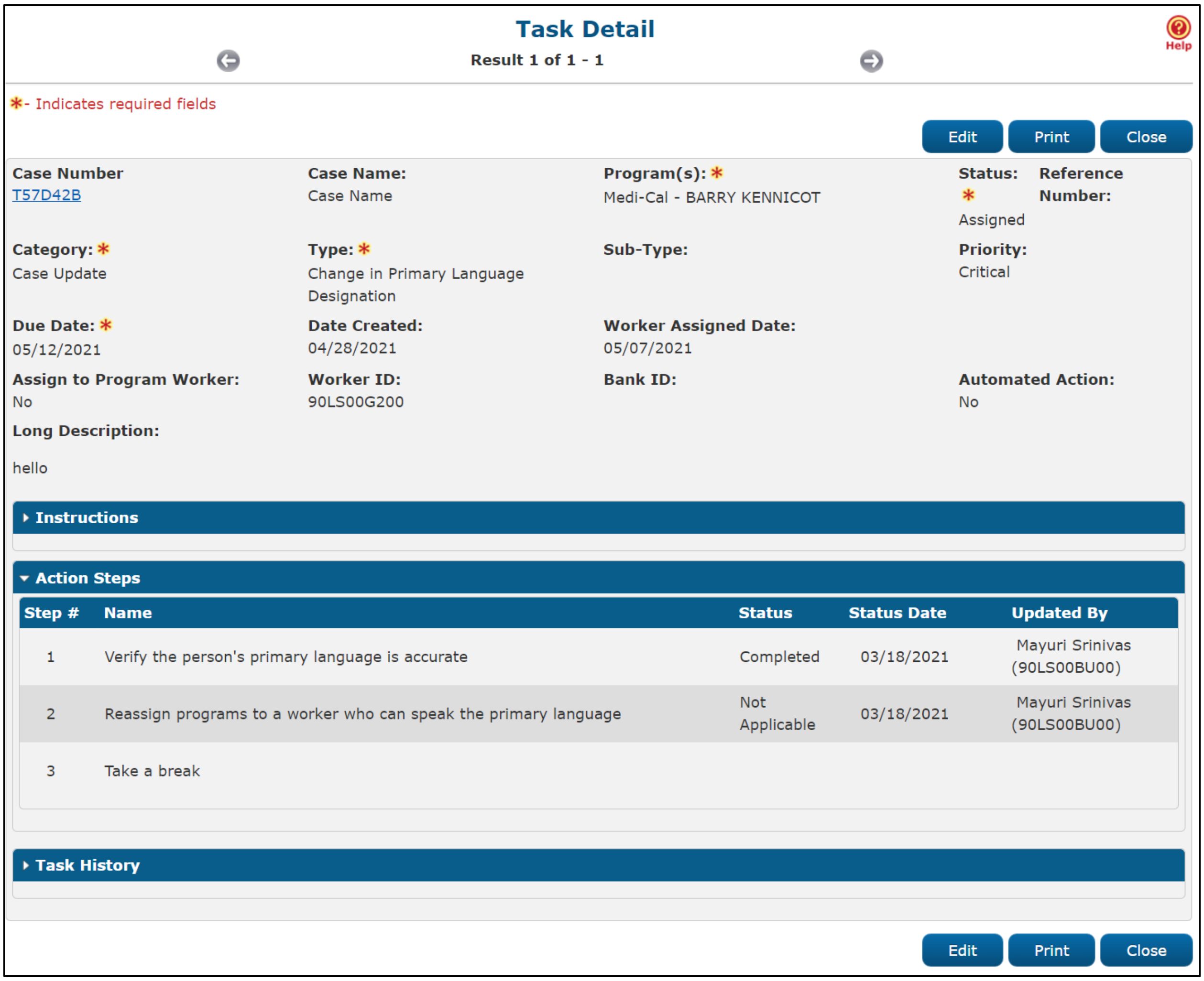
There are no expected page usage/volume impacts.

2.6 Task Detail Pop-Up Page

2.6.1 Overview

The Task Detail Pop-Up page is accessible from the Task Search page. This page can be used to view, edit, or create Tasks.

2.6.2 Task Detail Pop-Up Page Mockup



Task Detail

Result 1 of 1 - 1

Help

*- Indicates required fields

Edit | Print | Close

Case Number
T57D42B

Case Name:
Case Name

Program(s): *
Medi-Cal - BARRY KENNICOT

Status: *
Assigned

Reference Number:

Category: *
Case Update

Type: *
Change in Primary Language Designation

Sub-Type:

Priority:
Critical

Due Date: *
05/12/2021

Date Created:
04/28/2021

Worker Assigned Date:
05/07/2021

Assign to Program Worker:
No

Worker ID:
90LS00G200

Bank ID:

Automated Action:
No

Long Description:

hello

Instructions

Action Steps

Step #	Name	Status	Status Date	Updated By
1	Verify the person's primary language is accurate	Completed	03/18/2021	Mayuri Srinivas (90LS00BU00)
2	Reassign programs to a worker who can speak the primary language	Not Applicable	03/18/2021	Mayuri Srinivas (90LS00BU00)
3	Take a break			

Task History

Edit | Print | Close

Figure 2.6.2.1 – Task Pop-Up Task Detail Page View Mode Mockup

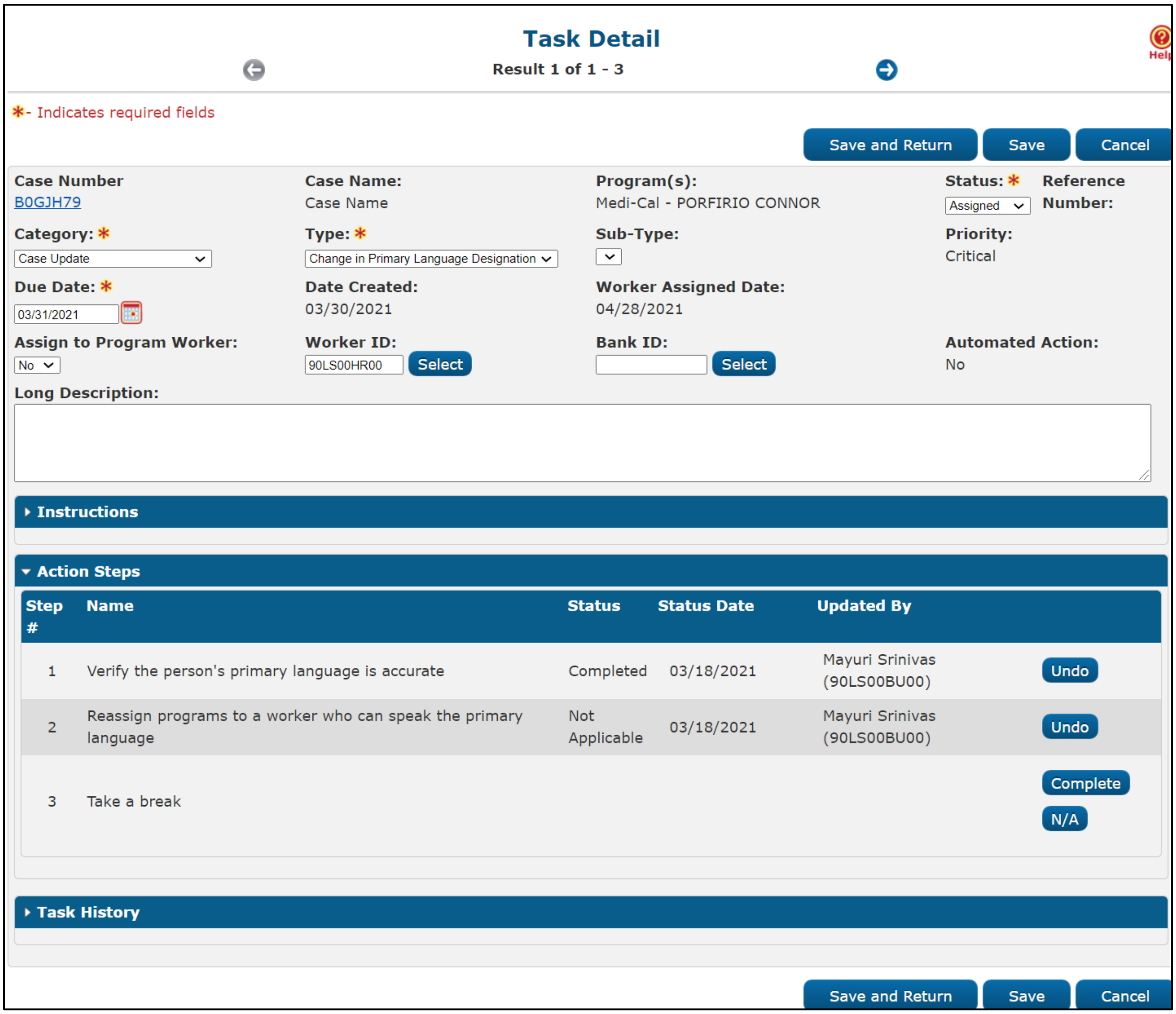


Figure 2.6.2.2 – Task Pop-Up Task Detail Page Edit Mode Mockup

2.6.3 Description of Changes

1. Add an Action Steps panel to the Task Detail Pop-Up page. This panel will be a collapsible panel below the "Instructions" panel. This panel will only display if the Task has one or more Action Steps otherwise the panel does not display on the page. The panel will display expanded by default. The Action steps will be ordered by the value in the "Step #" column.

    a. Step # – A column to display the Order attribute of the individual Action Step.

    b. Name – This column will display the "Action Step" attribute from the Action Step Information panel on the Task Type Detail/Task

Sub-Type Detail page. Text will wrap within the column if the length exceeds the column width.

c. Status – The Status of the Action Step. If an Action Step has not been actioned, this column will be blank. This column will populate with "Completed" or "Not Applicable" if it is not blank. Text will wrap within the column if the length exceeds the column width.

d. Status Date – A column to indicate the date the Action Step status was changed with via the Complete or N/A button. This column will only have a value once the Complete or N/A button is clicked for an Action Step and the page is saved. This column will be formatted as MM/DD/YYYY.

e. Updated By – A column to indicate the User that changed the status of the Action step by clicking the Complete or N/A button. This column will only have a value once the button is clicked and the page is saved from edit mode. The format is the First and Last name of the Staff followed by the Worker ID, in parentheses, that the User was in the context of while actioning the Action Step. Please refer to Mockup Figure 2.6.2.1 and 2.6.2.2 for more details. Text will wrap within the column if the length exceeds the column width.

f. **BUTTON:** Complete – Displays when the page is in edit mode. On click, the Action Step for the row will be set with a Status of "Completed", a Status date of the current date and the Updated By column will be populated. This button will display if the worker's security profile contains the "TaskDetailEdit" security right, the Action Step Status is blank, and the Task Status is Assigned or In Process.

g. **BUTTON:** Undo – Displays when the page is in edit mode. On click, the Status, Status Date and Updated by columns for the Action Step will be set to blank. This button will display if the worker's security profile contains the "TaskDetailEdit" security right and the Action Step has a Status of "Completed" or "Not Applicable".

h. **BUTTON:** N/A – Displays when the page is in edit mode. On click, the Action Step for the row will be set with a Status of "Not Applicable", a Status Date of the current date and the Updated By column will be populated. This button will display if the worker's security profile contains the "TaskDetailEdit" security right, the Action Step Status is blank, and the Task Status is Assigned or In Process.

2. Task History transactions will not be logged for Action Step Complete, Not Applicable, or Undo actions.

2.6.4 **Validations**

1. "Status – All Action Steps must be actioned before the Task can be completed."
    a. This validation message will display if the User attempts to complete a Task on this page by updating the Status of the Task to Completed and saving the page without setting a status to all Action Steps and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "Yes" (Reference Section 2.9 for more information).

2.6.5 **Page Location**

N/A

2.6.6 **Security Updates**

N/A – No Changes to Security

2.6.7 **Page Mapping**

Update page mapping for the Task Pop-Up Task Detail page.

2.6.8 **Page Usage/Data Volume Impacts**

There are no expected page usage/volume impacts.

2.7 Worklist List Page

2.7.1 **Overview**

The Worklist pages allow workers to search, view, create, and edit Tasks as well as request new Tasks.

2.7.2 Worklist List Page Mockup

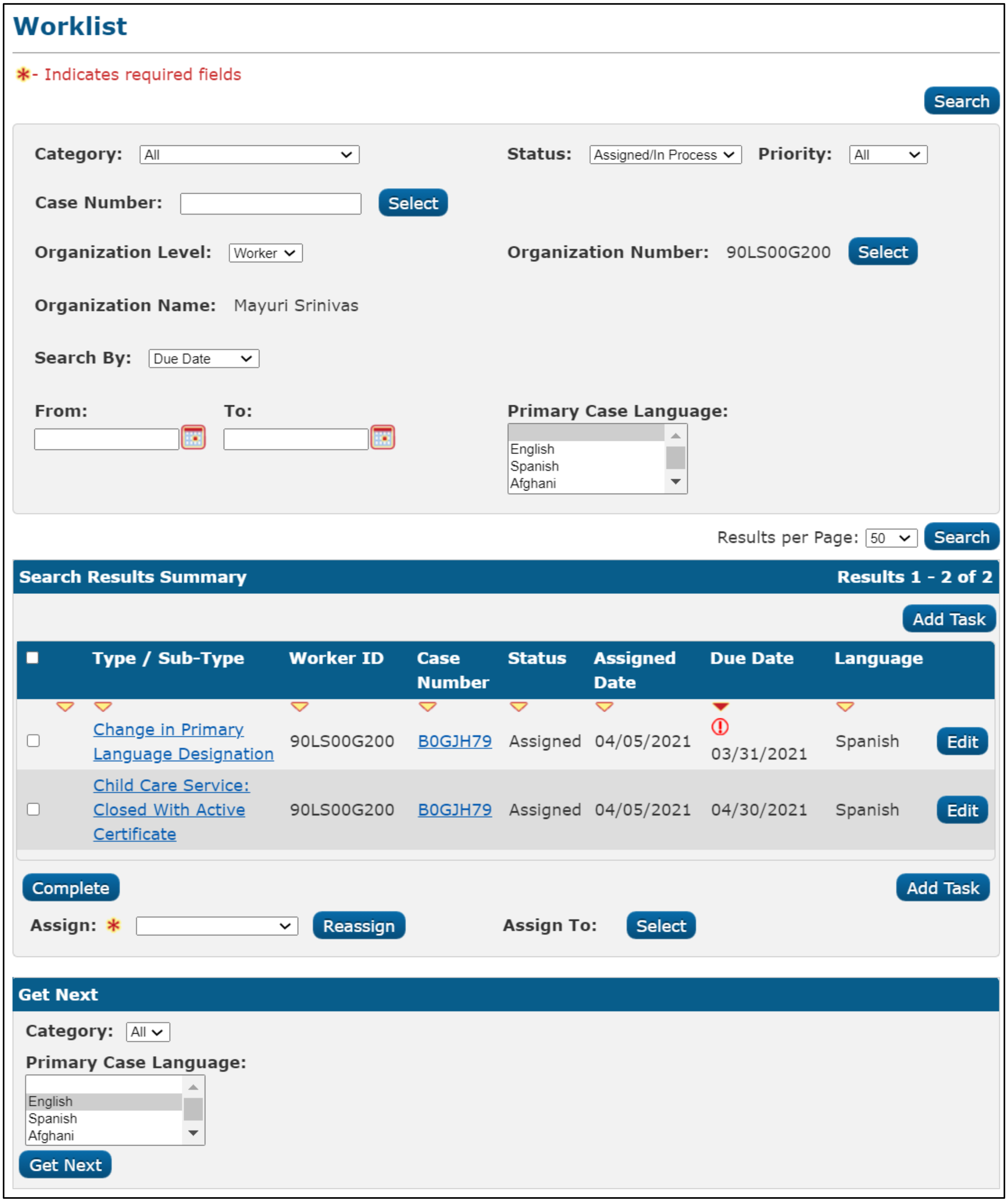


Figure 2.7.2.1 – Worklist List Page Reference

2.7.3 Description of Changes

1. If a User attempts to complete one or more Tasks on this page via the Complete button, at least one of the Tasks has incomplete Action Steps and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "Yes"(Reference Section 2.9 for more information), a validation message will display. This message informs the User that the Action Steps for the Tasks must be completed before the Tasks can be Completed. The validation message will read:
    a. "Complete – All Action Steps must be actioned before the Task(s) can be completed."

   If the user that clicks the "Complete" button to complete the Task(s), and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "No", the Task(s) will be completed regardless of the Action Steps being completed or not. A validation message will not display.

2.7.4 Page Location

- **Global:** Case Info
- **Local:** Tasks
- **Task:** Worklist

2.7.5 Security Updates

N/A – No Changes to Security

2.7.6 Page Mapping

N/A – No Changes to Page Mapping

2.7.7 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

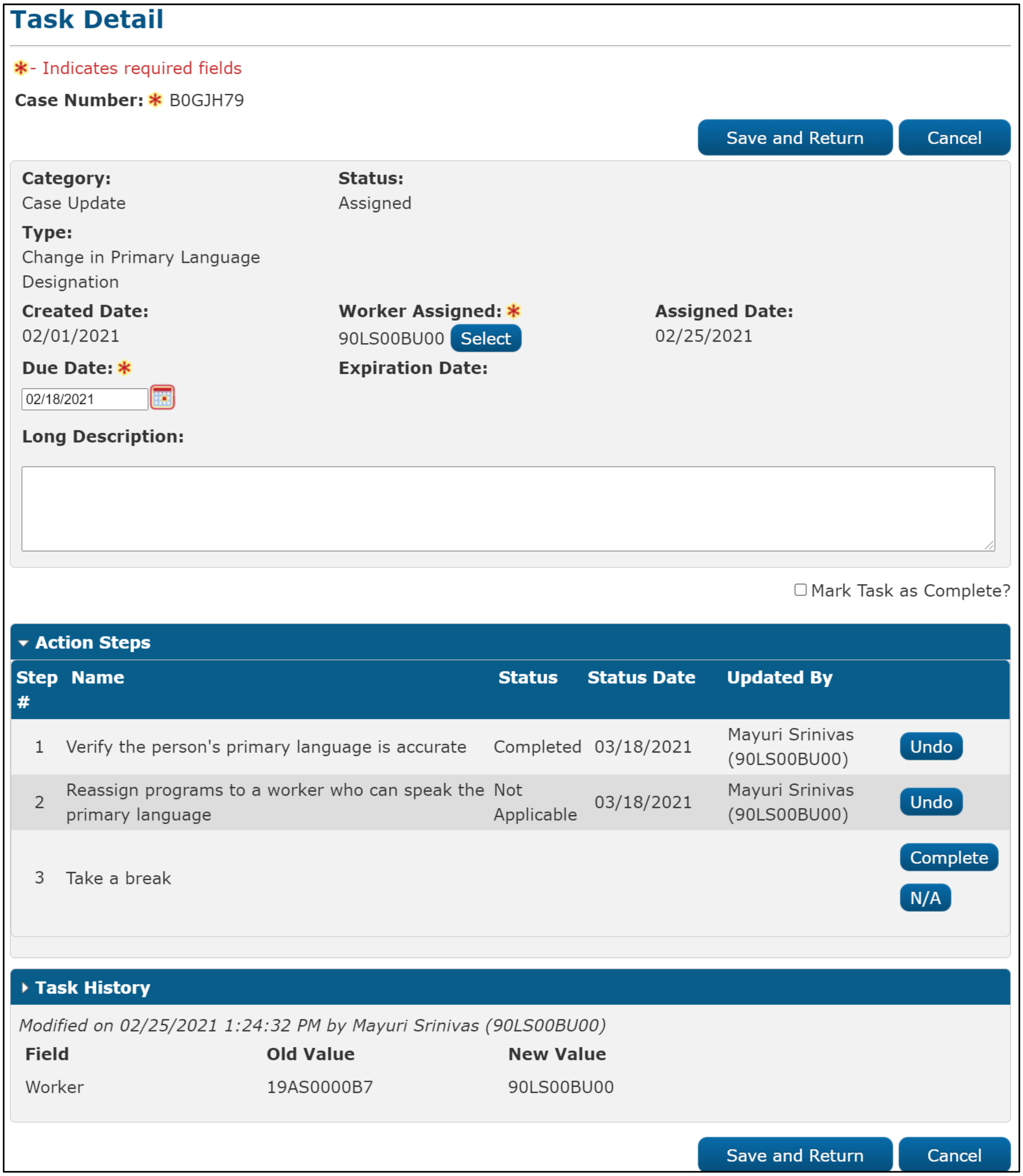
2.8 Worklist Task Detail Page

2.8.1 Overview

The Worklist Task Detail page allows a worker to create, edit and complete a Task. This page is also accessed by invoking Guided

Navigation from the Worklist, Worklist PR RE and Pending Authorizations pages.

2.8.2 Worklist Task Detail Page Mockup



Task Detail

*- Indicates required fields

Case Number: * B0GJH79

Save and Return | Cancel

Category:
Case Update

Status:
Assigned

Type:
Change in Primary Language Designation

Created Date:
02/01/2021

Worker Assigned: *
90LS00BU00 Select

Assigned Date:
02/25/2021

Due Date: *
02/18/2021

Expiration Date:

Long Description:

Mark Task as Complete?

Action Steps

Step #	Name	Status	Status Date	Updated By	
1	Verify the person's primary language is accurate	Completed	03/18/2021	Mayuri Srinivas (90LS00BU00)	Undo
2	Reassign programs to a worker who can speak the primary language	Not Applicable	03/18/2021	Mayuri Srinivas (90LS00BU00)	Undo
3	Take a break				Complete N/A

Task History

Modified on 02/25/2021 1:24:32 PM by Mayuri Srinivas (90LS00BU00)

Field	Old Value	New Value
Worker	19AS0000B7	90LS00BU00

Save and Return | Cancel

Figure 2.8.2.1 – Worklist Task Detail Page Edit Mode Mockup

2.8.3 Description of Changes

1. Add an Action Steps panel to the Worklist Task Detail page. This panel will be a collapsible panel between the general information panel and the Task History panel. This panel will only display if the Task has one or more Action Steps otherwise the panel does not display on the page. The panel will display expanded by default. The Action steps will be ordered by the value in the "Step #" column.

    a. Step # – A column to display the Order attribute of the individual Action Step.

    b. Name – This column will display the "Action Step" attribute from the Action Step Information panel on the Task Type Detail/Task Sub-Type Detail page. Text will wrap within the column if the length exceeds the column width.

    c. Status – The Status of the Action Step. If an Action Step has not been actioned, this column will be blank. This column will populate with "Completed" or "Not Applicable" if it is not blank. Text will wrap within the column if the length exceeds the column width.

    d. Status Date – A column to indicate the date the Action Step status was changed with via the Complete or N/A button. This column will only have a value once the Complete or N/A button is clicked for an Action Step and the page is saved. This column will be formatted as MM/DD/YYYY.

    e. Updated By – A column to indicate the User that changed the status of the Action step by clicking the Complete or N/A button. This column will only have a value once the button is clicked and the page is saved from edit mode. The format is the First and Last name of the Staff followed by the Worker ID, in parentheses, that the User was in the context of while actioning the Action Step. Please refer to Mockup Figure 2.6.2.1 and 2.6.2.2 for more details. Text will wrap within the column if the length exceeds the column width.

    f. **BUTTON:** Complete – Displays when the page is in edit mode. On click, the Action Step for the row will be set with a Status of "Completed", a Status date of the current date and the Updated By column will be populated. This button will display if the worker's security profile contains the "TaskDetailEdit" security right, the Action Step Status is blank, and the Task Status is Assigned or In Process.

g. **BUTTON:** Undo – Displays when the page is in edit mode. On click, the Status, Status Date and Updated by columns for the Action Step will be set to blank. This button will display if the worker's security profile contains the "TaskDetailEdit" security right and the Action Step has a Status of "Completed" or "Not Applicable".

h. **BUTTON:** N/A – Displays when the page is in edit mode. On click, the Action Step for the row will be set with a Status of "Not Applicable", a Status Date of the current date and the Updated By column will be populated. This button will display if the worker's security profile contains the "TaskDetailEdit" security right, the Action Step Status is blank, and the Task Status is Assigned or In Process.

2. Task History transactions will not be logged for Action Step Complete, Not Applicable, or Undo actions.

2.8.4 Validations

1. "Mark Task as Complete – All Action Steps must be actioned before the Task can be completed."

    a. This validation message will display if the User attempts to complete a Task on this page by selecting the "Mark Task as Complete?" checkbox and clicking Save and Return without first actioning all Action Steps and the User's "Task Action Step Completion Required" attribute on the Position Detail page is "Yes" (reference Section 2.9 for more information).

2.8.5 Page Location

- **Global:** Case Info
- **Local:** Tasks
- **Task:** Worklist

2.8.6 Security Updates

N/A – No Changes to Security

2.8.7 Page Mapping

Update page mapping for the Worklist Task Detail page.

2.8.8 Page Usage/Data Volume Impacts

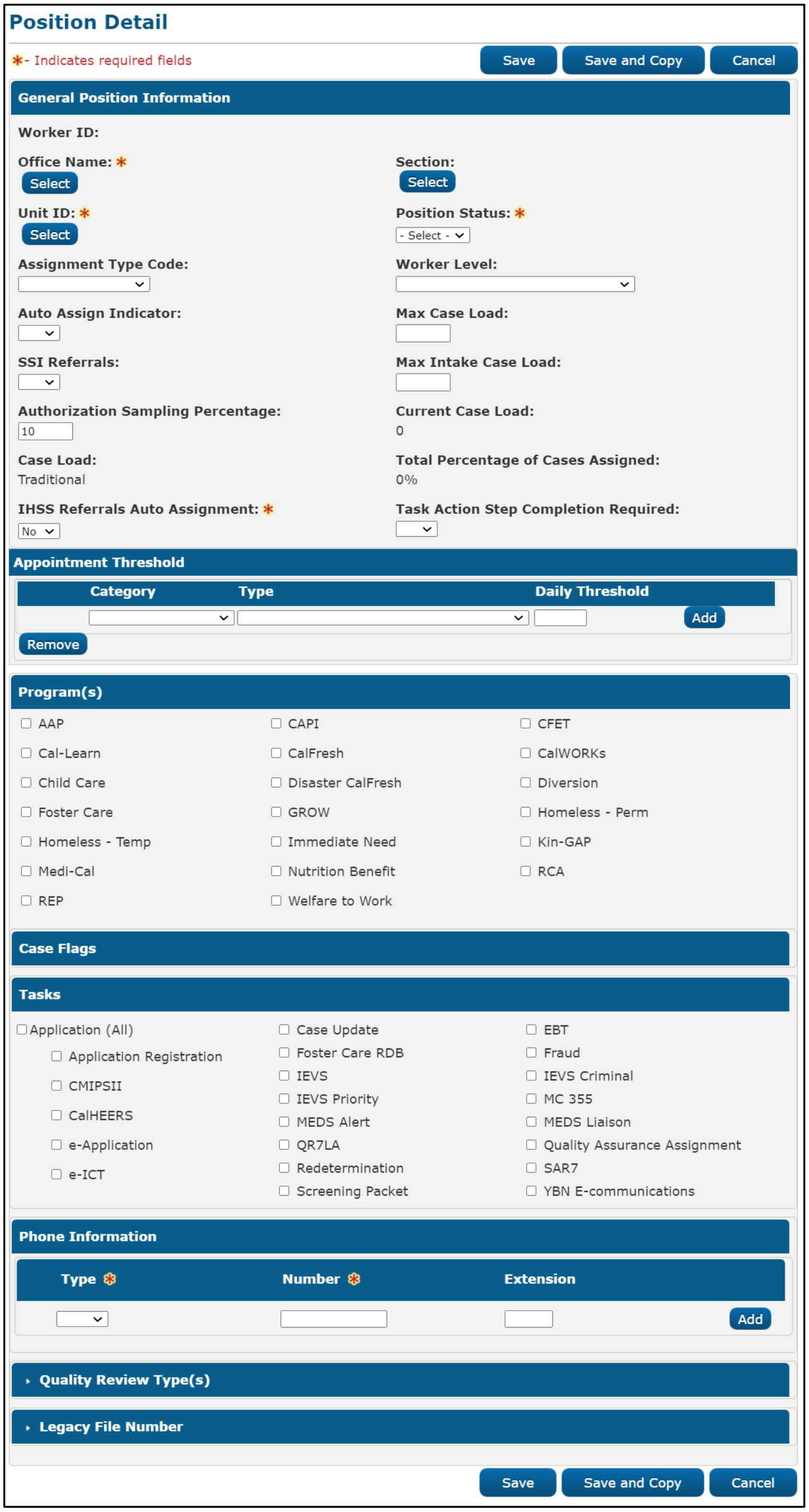
There are no expected page usage/volume impacts.

2.9 Position Detail Page

2.9.1 Overview

The Position Detail pages allow Users to create and configure Positions.

2.9.2 Position Detail Page Mockup



Position Detail

*- Indicates required fields

Save | Save and Copy | Cancel

General Position Information

Worker ID:

Office Name: * Select

Section: Select

Unit ID: * Select

Position Status: * - Select -

Assignment Type Code:

Worker Level:

Auto Assign Indicator:

Max Case Load:

SSI Referrals:

Max Intake Case Load:

Authorization Sampling Percentage: 10

Current Case Load: 0

Case Load: Traditional

Total Percentage of Cases Assigned: 0%

IHSS Referrals Auto Assignment: * No

Task Action Step Completion Required:

Appointment Threshold

Category	Type	Daily Threshold	
			Add

Remove

Program(s)

AAP, CAPI, CFET, Cal-Learn, CalFresh, CalWORKs, Child Care, Disaster CalFresh, Diversion, Foster Care, GROW, Homeless - Perm, Homeless - Temp, Immediate Need, Kin-GAP, Medi-Cal, Nutrition Benefit, RCA, REP, Welfare to Work

Case Flags

Tasks

Application (All): Application Registration, CMIPSII, CalHEERS, e-Application, e-ICT

Case Update, Foster Care RDB, IEVS, IEVS Priority, MEDS Alert, QR7LA, Redetermination, Screening Packet

EBT, Fraud, IEVS Criminal, MC 355, MEDS Liaison, Quality Assurance Assignment, SAR7, YBN E-communications

Phone Information

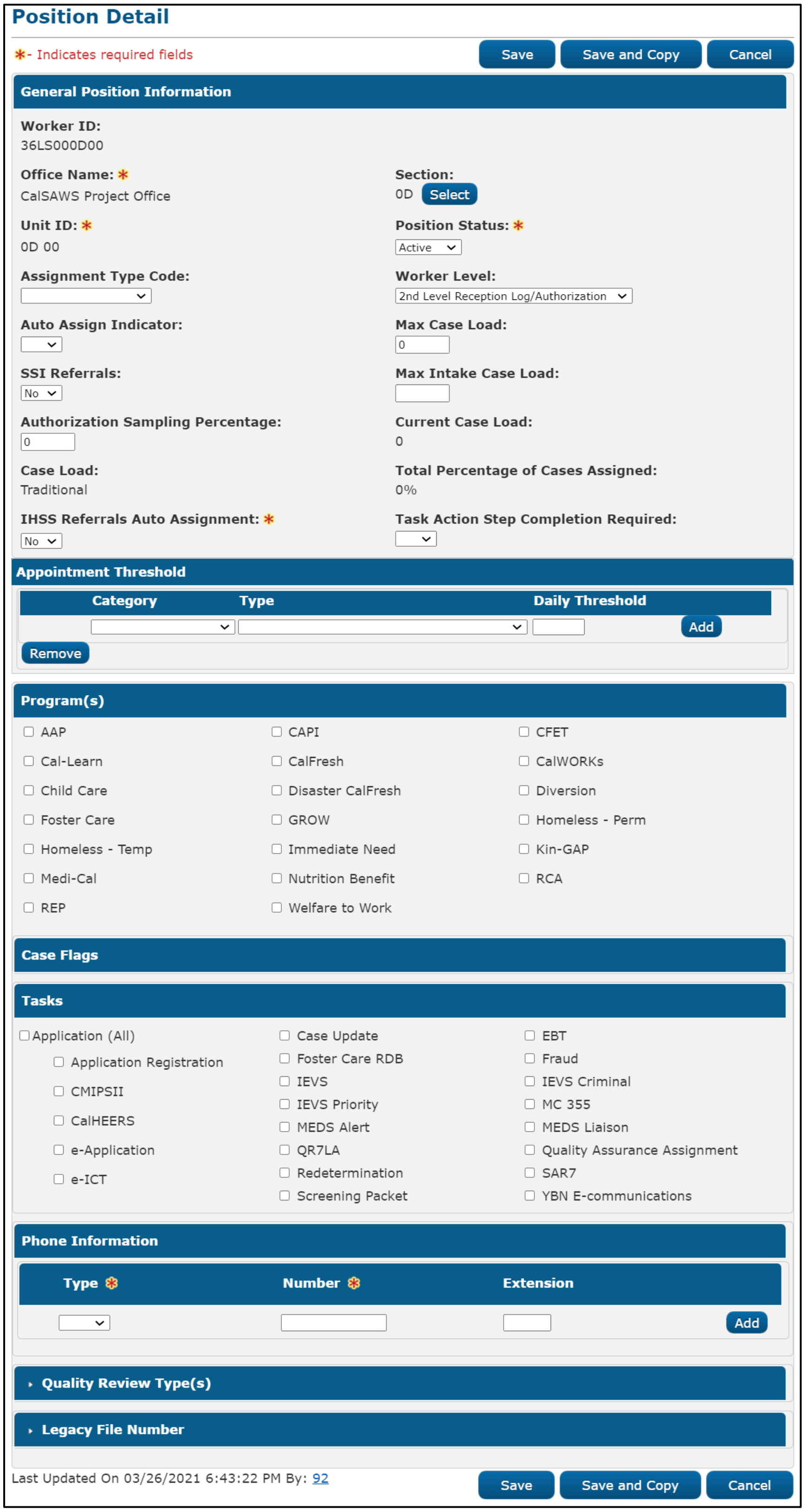
Type *	Number *	Extension	
			Add

Quality Review Type(s)

Legacy File Number

Save | Save and Copy | Cancel

Figure 2.9.2.1 – Position Detail Page Mockup Create Mode



Position Detail

*- Indicates required fields

Save | Save and Copy | Cancel

General Position Information

Worker ID:
36LS000D00

Office Name: *
CalSAWS Project Office

Section:
0D Select

Unit ID: *
0D 00

Position Status: *
Active

Assignment Type Code:

Worker Level:
2nd Level Reception Log/Authorization

Auto Assign Indicator:

Max Case Load:
0

SSI Referrals:
No

Max Intake Case Load:

Authorization Sampling Percentage:
0

Current Case Load:
0

Case Load:
Traditional

Total Percentage of Cases Assigned:
0%

IHSS Referrals Auto Assignment: *
No

Task Action Step Completion Required:

Appointment Threshold

Category	Type	Daily Threshold	
			Add

Remove

Program(s)

AAP	CAPI	CFET
Cal-Learn	CalFresh	CalWORKs
Child Care	Disaster CalFresh	Diversion
Foster Care	GROW	Homeless - Perm
Homeless - Temp	Immediate Need	Kin-GAP
Medi-Cal	Nutrition Benefit	RCA
REP	Welfare to Work	

Case Flags

Tasks

Application (All)	Case Update	EBT
Application Registration	Foster Care RDB	Fraud
CMIPSII	IEVS	IEVS Criminal
CalHEERS	IEVS Priority	MC 355
e-Application	MEDS Alert	MEDS Liaison
e-ICT	QR7LA	Quality Assurance Assignment
	Redetermination	SAR7
	Screening Packet	YBN E-communications

Phone Information

Type *	Number *	Extension	
			Add

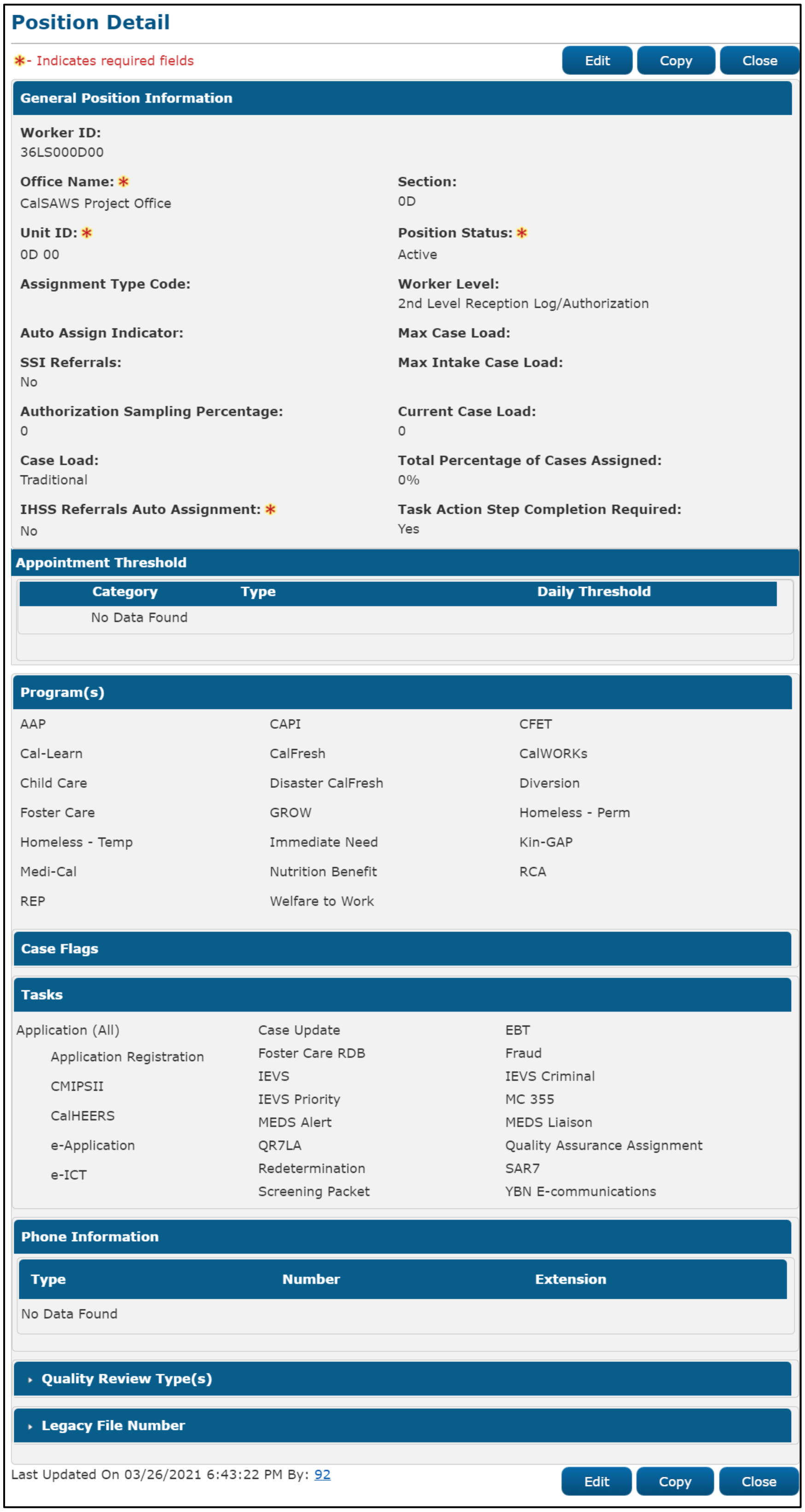
Quality Review Type(s)

Legacy File Number

Last Updated On 03/26/2021 6:43:22 PM By: 92

Save | Save and Copy | Cancel

Figure 2.9.2.2 – Position Detail Page Mockup Edit Mode



PositionAdetail

*- Indicates required fields

Edit | Copy | Close

General Position Information

Worker ID:
36LS000D00

Office Name: * CalSAWS Project Office	**Section:** 0D
Unit ID: * 0D 00	**Position Status:** * Active
Assignment Type Code:	**Worker Level:** 2nd Level Reception Log/Authorization
Auto Assign Indicator:	**Max Case Load:**
SSI Referrals: No	**Max Intake Case Load:**
Authorization Sampling Percentage: 0	**Current Case Load:** 0
Case Load: Traditional	**Total Percentage of Cases Assigned:** 0%
IHSS Referrals Auto Assignment: * No	**Task Action Step Completion Required:** Yes

Appointment Threshold

Category	Type	Daily Threshold
No Data Found		

Program(s)

AAP	CAPI	CFET
Cal-Learn	CalFresh	CalWORKs
Child Care	Disaster CalFresh	Diversion
Foster Care	GROW	Homeless - Perm
Homeless - Temp	Immediate Need	Kin-GAP
Medi-Cal	Nutrition Benefit	RCA
REP	Welfare to Work	

Case Flags

Tasks

Application (All)	Case Update	EBT
Application Registration	Foster Care RDB	Fraud
CMIPSII	IEVS	IEVS Criminal
CalHEERS	IEVS Priority	MC 355
e-Application	MEDS Alert	MEDS Liaison
e-ICT	QR7LA	Quality Assurance Assignment
	Redetermination	SAR7
	Screening Packet	YBN E-communications

Phone Information

Type	Number	Extension
No Data Found		

Quality Review Type(s)

Legacy File Number

Last Updated On 03/26/2021 6:43:22 PM By: 92

Edit | Copy | Close

Figure 2.9.2.3 – Position Detail Page Mockup View Mode

2.9.3 Description of Changes

1. Update the Position Detail page to include an optional "Task Action Step Completion Required" field. This field is a dropdown field within the General Position Information panel allowing a User to indicate if the position must first action all Task Action Steps before a Task is completed. This field will display the following options in the order displayed:

    a. Blank
    b. "Yes"
    c. "No"

    Note: This field will not be pre-populated for existing Positions and the default value will be a blank value.

2.9.4 Page Location

- **Global:** Admin Tools
- **Local:** Admin
- **Task:** Position

2.9.5 Security Updates

N/A – No Changes to Security

2.9.6 Page Mapping

Update page mapping for the Position Detail page.

2.9.7 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.10 Task Creation - Action Step Information Processing

1. Update Task Creation Processing to evaluate the Action Step Information panel for the Task Type/Sub-Type. Action Steps for Tasks will be determined by the Action Step Information panel based on if the Task has a Sub-Type or not. If the Task does not have a Sub-Type, Action Steps will only be determined from the Task Type Detail page. Similarly, if the Task does have a Sub-Type, Action Steps will only be determined from the Task Sub-Type Detail page. There will no hierarchical evaluation of Action Steps between the Task Type and Sub-Type.

Additionally, there will be no combination of Action Steps based on the Task Type and Sub-Type Action Step Information panels.

If Action Step Information is available, associate the Action Steps to the Task in the process of being created. Subsequent updates to the Action Step Information panel will not impact existing Tasks. Action Steps will be associated to a Task as of the time the Task is created based on the current configurations.

The following figure illustrates the behavior described:

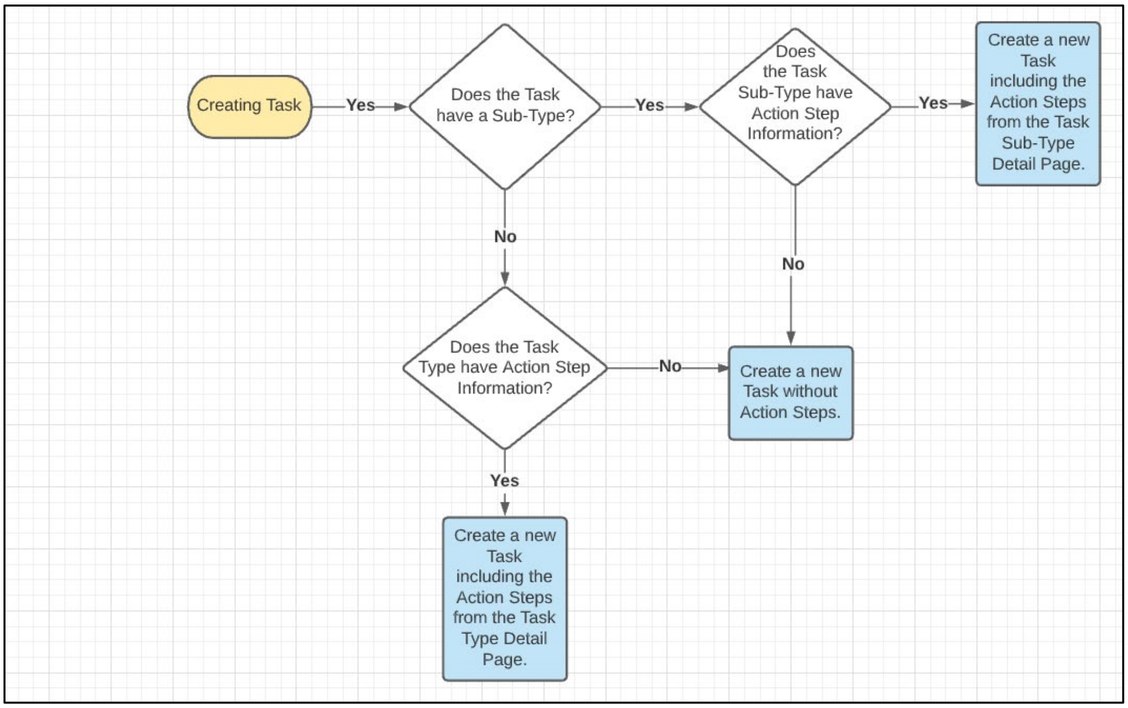


Figure 2.10.A: Action Step Information Processing Diagram

2.11 Task Completion - Resulting Task Information Processing

1. Implement logic to process Resulting Task Information during Task completion. A Task is considered complete when the Status is set to "Completed". Resulting Task Creation processing is as follows:
    a. **Retrieve Resulting Task Information**: Based on the Task that is being Completed, evaluate the Task Type/Task Sub-Type page for the Task to confirm if Resulting Task Information has been configured. If there are contents for the Task Type/Task Sub-Type, proceed to the "Process Resulting Task Information" section. If there are no configurations within this panel, no further processing is required, and the Task will be Completed.

b. **Process Resulting Task Information:** Based on the contents of the Resulting Task Information panel, attempt to create a Resulting Task as follows:

   i. Create a new Task respecting the configurations within the Resulting Task Information panel: i.e., Task Type, Due Date, Assignment, etc. (refer to Sections 2.1.3 and 2.2.3 for more information). If the Task Type/Sub-Type of the Task to be created contains configurations for both Append Information and Resulting Task Information, Append Information will not be evaluated/processed; the Resulting Task Information configuration takes precedence in this scenario.

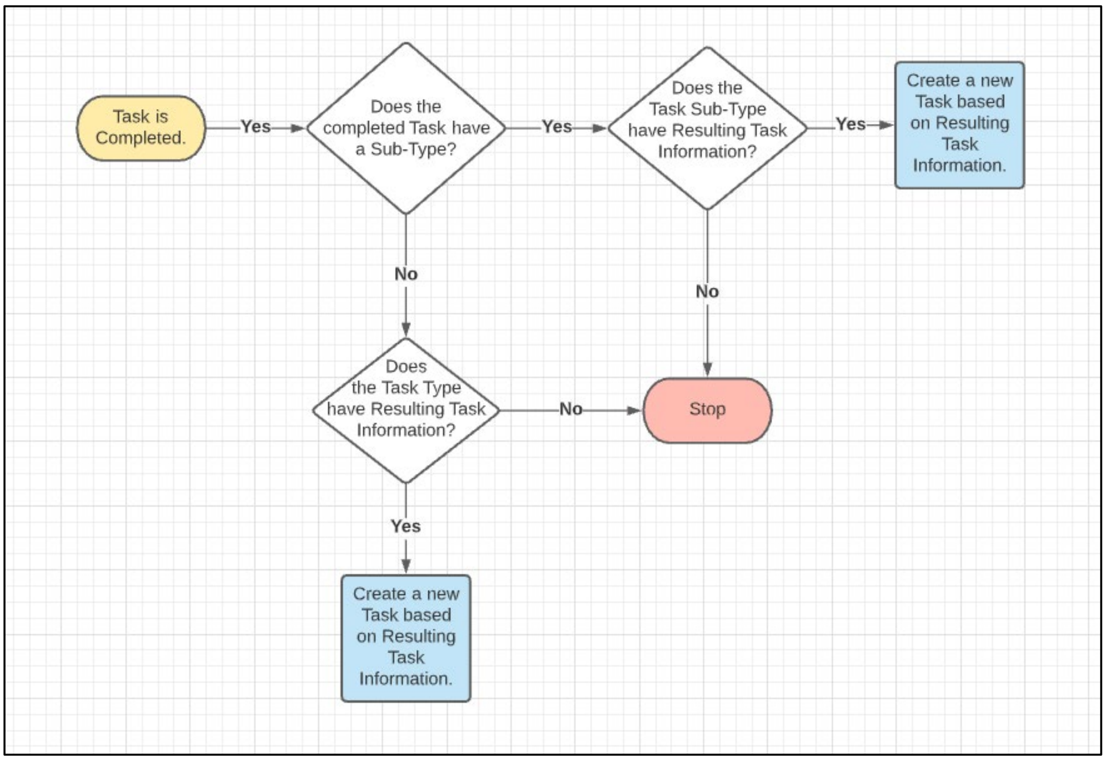


Figure 2.11.A: Resulting Task Information Processing Diagram

3 SUPPORTING DOCUMENTS

N/A

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2241	The CONTRACTOR shall update the Task Management solution to allow county administrators to define action steps for each task type that need to be completed or followed up on by workers. By default, workers must complete the action steps before marking the task complete. The solution must allow authorized workers to bypass the action steps and mark the task as complete.	- Task Reports do not require updates to include action steps upon implementation of this DDID. Report enhancements to be requested via CER after implementation.	This design makes updates to the CalSAWS pages to incorporate Task Action Step configurability.
2251	The CONTRACTOR shall update the Task Management solution to allow authorized users to configure a task type to generate a new task upon completion.	N/A.	This design makes updates to the CalSAWS pages to incorporate automated Resulting Task configurability.

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-214923

DDID 2389

Task Re-Open

Task Management

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Rakan Ali, Mayuri Srinivas, Justin Dobbs
	Reviewed By	Sarah Cox, Dymas Pena, Pandu Gupta, Carlos Albances

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/19/2021	1.0	Initial Revision	Rakan Ali

Table of Contents

1 OVERVIEW

This design includes recommendations to update the CalSAWS System to allow Tasks to be Re-Opened after reaching an end state.

1.1 Current Design

The CalSAWS System allows workers to view, edit and work Tasks within the Task Pop-Up and Worklist pages. Once a task reaches an end state (Completed, Expired, or Void), the Task status cannot be changed.

1.2 Requests

Modify the CalSAWS System to allow Tasks that have reached a Completed, Expired or Void status to be re-opened.

1.3 Overview of Recommendations

1. Update the following pages to allow a Task to be re-opened:
    a. Worklist: Task Detail
    b. Worklist PR RE: Task Detail
    c. Task Pop-Up: Task Search
    d. Task Pop-Up: Task Detail

1.4 Assumptions

1. If a Task with an Expiration Type of "After Task Is Created" has been Expired; if the Task is re-opened, the worker will action the Task on the same day. In this scenario, the nightly Task expiration processes will re-expire the Task during the next run.
2. Task attributes other than the ones described in the recommendations below will not be modified when a Task is re-opened.
3. Counties will administer the appropriate security needed to re-open Tasks as necessary. This enhancement will not automatically associate this security to any Staff as it is an administrator function.
4. The Task Detail page accessible from the Worklist and Worklist PR / RE pages is the same page. They are not two separate Task Detail pages.
5. Tasks that have been removed by Task purge processes will not be available to be re-opened. The Task purge process removes tasks that have been Completed, Expired, or Void for 90 or more days.

2 RECOMMENDATIONS

This section will outline recommendations to update the appropriate Task Management pages in the CalSAWS System to include Task re-open capabilities.

2.1 Worklist and Worklist PR / RE – Task Detail Page

2.1.1 Overview

A Task Detail page can be accessed for a Task via the Worklist and Worklist PR / RE pages in the CalSAWS System. This page displays Task attributes and allows workers to Complete a Task. Once a Task reaches an end state, this page is not editable. This section describes the recommendations to update the page to allow a Task to be re-opened.

2.1.2 Worklist and Worklist PR / RE – Task Detail Page Mockup

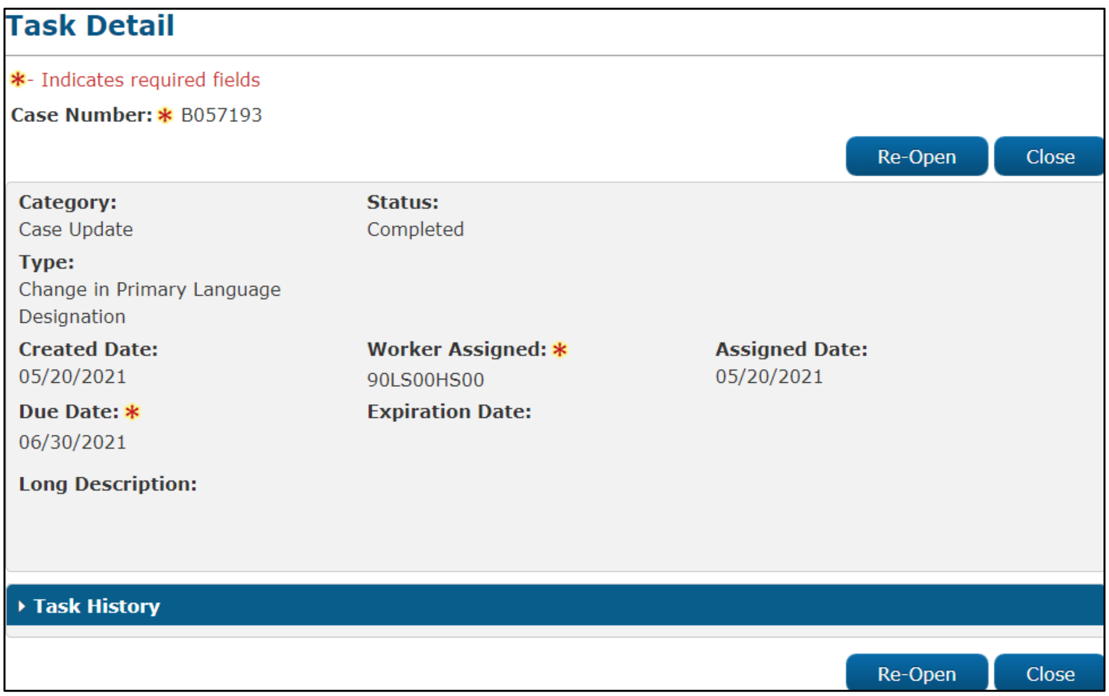


Figure 2.1.2.1 – Worklist – Task Detail Page Mockup

2.1.3 Description of Changes

1. Update the Task Detail Page to include a "Re-Open" **BUTTON** that will display if the Task Status is Completed, Expired or Void and the logged in user's security profile contains the "TaskReOpen" security right.
2. On click of the "Re-Open" button, the Task Status will be set to Assigned, the Task History transaction will be logged to indicate the change in Status and the Assign to Program Worker attribute will be re-

evaluated and updated if necessary. The re-evaluation of the Assign to Program Worker attribute is necessary in the scenario where a Task may have been assigned to the Program Worker at the time of expiration, but the program worker may have changed. No additional attributes will be modified.

2.1.4 Page Validations

N/A

2.1.5 Page Location

- **Global:** Case Info
- **Local:** Tasks
- **Task:** Worklist

Click on the "View" button of the desired result displayed in the Search Results Summary section.

2.1.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
TaskReOpen	Task Detail; Task Search;	• Task Re-Open

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Task Re-Open	Access to re-open tasks.	N/A

2.1.7 Page Mapping

N/A – No updates to page mapping

2.1.8 Page Usage/Data Volume Impacts

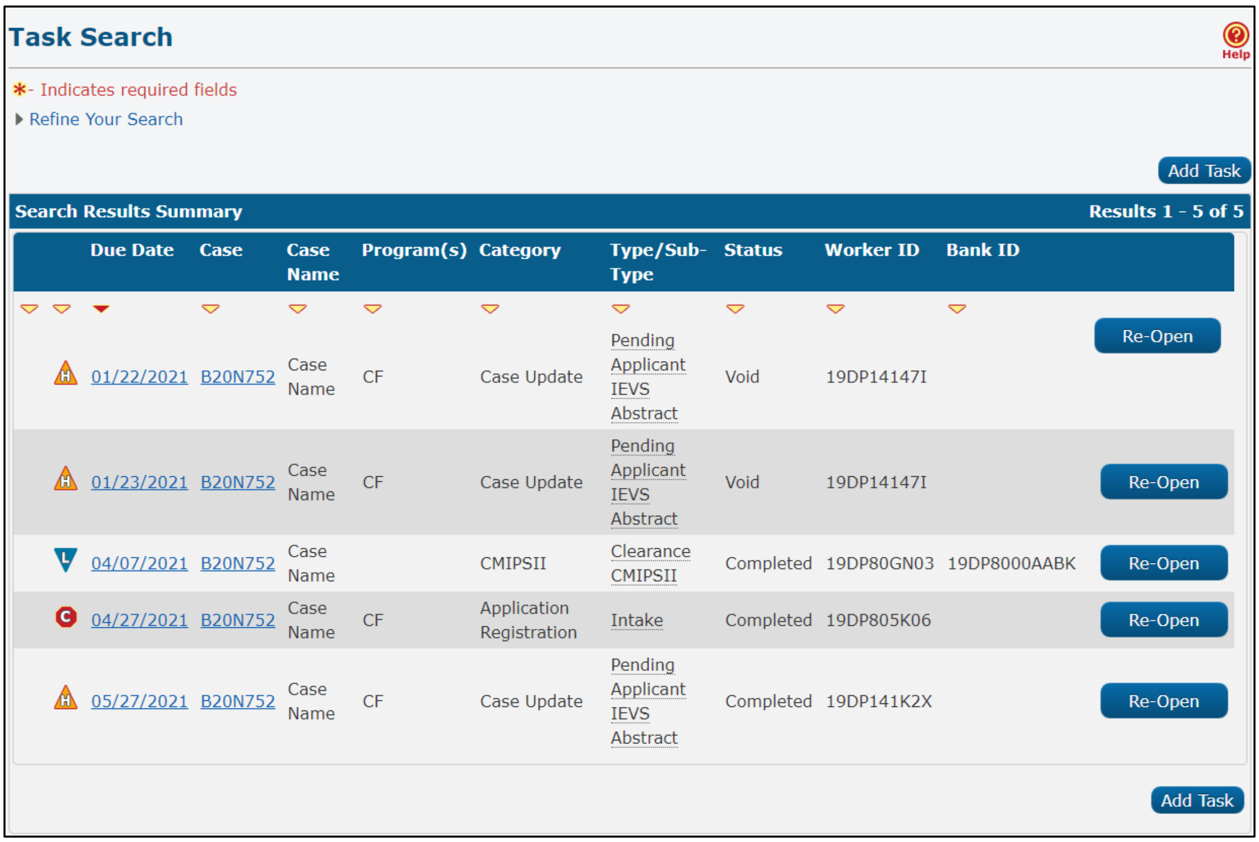
There are no expected page usage/volume impacts.

2.2 Task Pop-Up - Task Search Page

2.2.1 Overview

The Task Pop-Up – Task Search page can be accessed via the “Tasks” link in the Utilities navigation menu. This page allows workers to search/view, edit and work Tasks. Once a Task reaches an end state, a Task cannot be edited via this page. This section describes the recommendations to update the page to allow a Task to be re-opened.

2.2.2 Task Pop-Up – Task Search Page Mockup


Task Search

Help

*- Indicates required fields

Refine Your Search

Add Task

Search Results Summary — Results 1 - 5 of 5

Due Date	Case	Case Name	Program(s)	Category	Type/Sub-Type	Status	Worker ID	Bank ID	
01/22/2021	B20N752	Case Name	CF	Case Update	Pending Applicant IEVS Abstract	Void	19DP14147I		Re-Open
01/23/2021	B20N752	Case Name	CF	Case Update	Pending Applicant IEVS Abstract	Void	19DP14147I		Re-Open
04/07/2021	B20N752	Case Name		CMIPSII	Clearance CMIPSII	Completed	19DP80GN03	19DP8000AABK	Re-Open
04/27/2021	B20N752	Case Name	CF	Application Registration	Intake	Completed	19DP805K06		Re-Open
05/27/2021	B20N752	Case Name	CF	Case Update	Pending Applicant IEVS Abstract	Completed	19DP141K2X		Re-Open

Add Task

Figure 2.2.2.1 – Task Pop-Up – Task Search

2.2.3 Description of Changes

1. Update the Pop-Up Task Search page to include a “Re-Open” **BUTTON** that will display at the end of each row if the Task Status is Completed, Expired or Void and the logged in user’s security profile contains the “TaskReOpen” security right.
2. On click of the “Re-Open” button, the Task Status will be set to Assigned, the Task History transaction will be logged to indicate the change in Status and the Assign to Program Worker attribute will be re-evaluated and updated if necessary. The re-evaluation of the Assign to

Program Worker attribute is necessary in the scenario where a Task may have been assigned to the Program Worker at the time of expiration, but the program worker may have changed. No additional attributes will be modified.

2.2.4 Page Validations

N/A

2.2.5 Page Location

The Task Pop-Up window.

2.2.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
TaskReOpen	Task Detail; Task Search;	• Task Re-Open

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Task Re-Open	Access to re-open tasks.	N/A

2.2.7 Page Mapping

N/A – No updates to page mapping

2.2.8 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.3 Task Pop-Up – Task Detail Page

2.3.1 Overview

The Task Pop-Up – Task Detail page can be accessed via the "Tasks" link in the Utilities navigation menu. This page allows workers to search/view, edit and work Tasks. Once a Task reaches an end state, a Task cannot be edited via this page. This section describes the recommendations to update the page to allow a Task to be re-opened.

2.3.2 Task Pop-Up – Task Detail Page Mockup

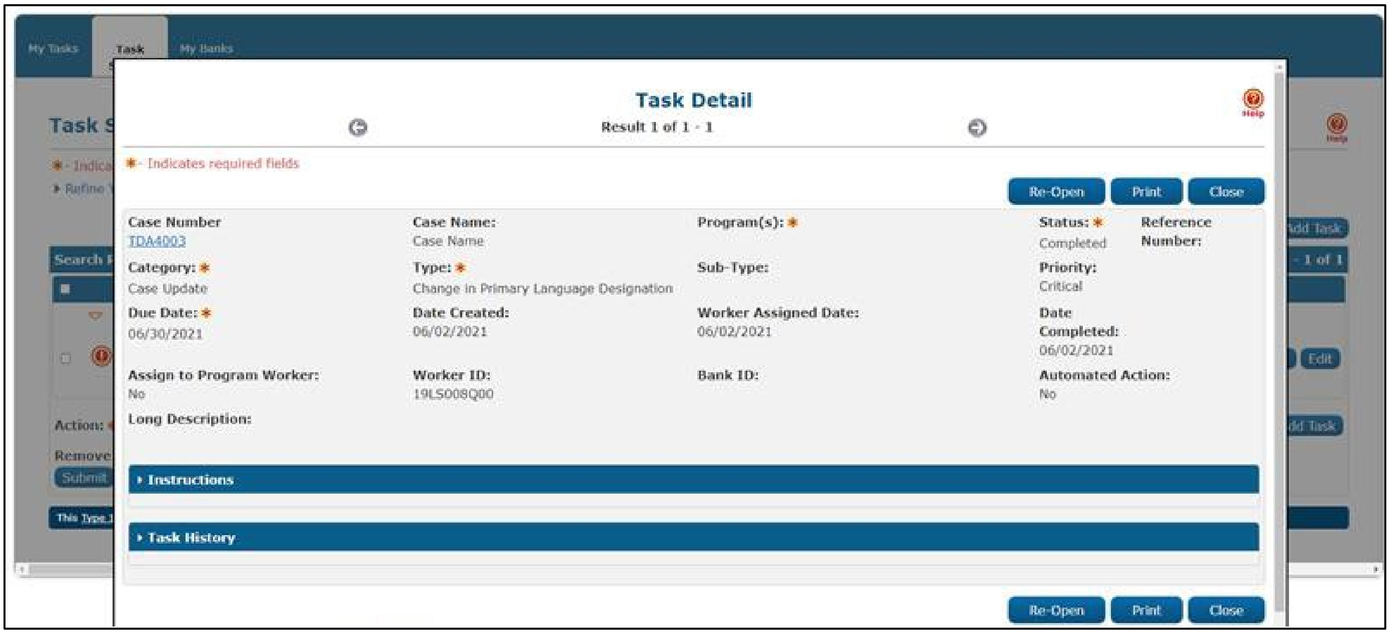


Figure 2.3.2.1 – Task Pop-Up – Task Detail Page Mockup

2.3.3 Description of Changes

1. Update the Task Detail Page to include a "Re-Open" **BUTTON** that will display if the Task Status is Completed, Expired or Void and the logged in user's security profile contains the "TaskReOpen" security right.
2. On click of the "Re-Open" button, the Task Status will be set to Assigned, the Task History transaction will be logged to indicate the change in Status and the Assign to Program Worker attribute will be re-evaluated and updated if necessary. The re-evaluation of the Assign to Program Worker attribute is necessary in the scenario where a Task may have been assigned to the Program Worker at the time of expiration, but the program worker may have changed. No additional attributes will be modified.

2.3.4 Page Validations

N/A

2.3.5 Page Location

The Task Pop-Up window.

2.3.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
TaskReOpen	Task Detail; Task Search;	• Task Re-Open

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Task Re-Open	Access to re-open tasks.	N/A

2.3.7 Page Mapping

N/A – No updates to page mapping

2.3.8 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Security	Security Matrix	CA-214923 DDID 2389 Security Matrix.)

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2389	The CONTRACTOR shall update the Task Management solution to allow authorized users to re-open a task that was previously completed, voided, or expired.	N/A	This design includes recommendations to allow a Task to be re-opened from a Status of completed, void or expired.

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215111

Add CW 788 - Request for Discontinuance Waiver (11/2020) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sureshnaidu Mullaguri
	Reviewed By	Raj Devidi

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/22/2021	0.1	Initial Draft	Sureshnaidu Mullaguri

Table of Contents

1 OVERVIEW

SCR CA-215110 added the CW 788 - Request for Discontinuance Waiver (11/2020) State form to the CalSAWS system in English and Spanish only. This SCR will add the CW 788 - Request for Discontinuance Waiver (11/2020) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CW 788 - Request for Discontinuance Waiver (11/2020) State form is implemented in the CalSAWS system in English and Spanish.

1.2 Requests

Implement State Form CW 788 - Request for Discontinuance Waiver (11/2020) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CW 788 - Request for Discontinuance Waiver (11/2020) in the 11 supported threshold languages.

1.4 Assumptions

1. Form Population logic, parameters, print, Mailing and barcode requirements for threshold CW 788 form remains the same as existing CW 788 form English and Spanish forms.
2. All the Requirements for the CW 788 Threshold forms will be the same as the existing CW 788 English version form.

2 RECOMMENDATIONS

2.1 Add Form CW 788 (11/2020) in threshold languages

2.1.1 Overview

This SCR will add the State form CW 788 - Request for Discontinuance Waiver (11/2020) to the CalSAWS system in the remaining threshold languages.

State Form: CW 788 (11/20)

Programs: All

Attached Forms: N/A

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CW 788 XDPs in threshold languages

1. Add CW 788 - Request for Discontinuance Waiver (11/2020) form to CalSAWS Template Repository in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

   Form Header: CalSAWS Standard Header

   Form Title: Request for Discontinuance Waiver

   Template Description: CW 788 Form is used for Requesting a discontinuance waiver by the applicant.

   Form Number: CW 788

   Include NA Back 9: No

   Imaging Form Name: Request for Discontinuance Waiver

   Imaging Document Type: Rights and Responsibilities

   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CW 788 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program, Language

3. The Print Options and Mailing Requirements for Form CW 788 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 788 Threshold Languages	CW_788_Arabic.pdf CW_788_Armenian.pdf CW_788_Cambodian.pdf CW_788_Chinese.pdf CW_788_Farsi.pdf CW_788_Hmong.pdf CW_788_Korean.pdf CW_788_Lao.pdf CW_788_Russian.pdf CW_788_Tagalog.pdf CW_788_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2638	The CONTRACTOR shall add State form CW 788 - Request for Discontinuance Waiver to the CalSAWS software. The form will be available in the Template Repository for all 58 counties.	1. Estimate is for implementing the new form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215111, State Form CW 788 – Request for Discontinuance Waiver (11/2020) form will be added to the CalSAWS in the threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215117

DDID 2641: Add CW 54 - Certification of Identification Document (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Raj Devidi

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/27/2021	0.1	Initial Draft	Maria Jensen
04/30/2021	0.2	QA Comments: Added Assumption regarding Form Header	Maria Jensen

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1 OVERVIEW

SCR CA-215116 added the CW 54 - Certification of Identification Document (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the CW 54 - Certification of Identification Document (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CW 54 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form CW 54 - Certification of Identification Document (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CW 54 - Certification of Identification Document (11/20) in the 11 supported threshold languages.

1.4 Assumptions

1. Document Parameters, Print Options, Mailing Requirements and Barcode Options for CW 54 threshold language forms remain the same as existing CW 54 English and Spanish forms.
2. Threshold form is to accompany the completed English version as this form is intended for the vendor/check cashing merchant.
3. Form header will consist of a Cover Page with CalSAWS Standard Header in Threshold Language on page 1, followed by a blank page, then CDSS static labels on page 3.

2 RECOMMENDATIONS

2.1 Add Form CW 54 - Certification of Identification Document in threshold languages

2.1.1 Overview

This SCR will add the State form CW 54 - Certification of Identification Document (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: CW 54 (11/20)

Programs: CalWORKs, Refugee Cash Assistance

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CW 54 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: Cover Page with CalSAWS Standard Header in Threshold Language (page 1); CDSS static labels (page 3)
   Form Title (Document List Page Displayed Name): Certification of Identification Document
   Template Description: CW 54 Form is issued for applicant as Temporary Identification document who is in the process of obtaining a Permanent Identification.
   Form Number: CW 54
   Include NA Back 9: No
   Imaging Form Name: Certification of ID
   Imaging Document Type: Person Verification
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CW 54 to the Template Repository in the rest of the threshold languages for all 58 counties.

   Required Document Parameters: Case Number, Customer Name, Program, Language

3. The Print Options and Mailing Requirements for Form CW 54 will carry over to the rest of the threshold languages.

4. The Barcode Options for Form CW 54 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 54 Threshold Languages	CW_54_Arabic.pdf CW_54_Armenian.pdf CW_54_Cambodian.pdf CW_54_Chinese.pdf CW_54_Farsi.pdf CW_54_Hmong.pdf CW_54_Korean.pdf CW_54_Lao.pdf CW_54_Russian.pdf CW_54_Tagalog.pdf CW_54_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2641	The CONTRACTOR shall add State form CW 54 - Certification of Identification Document to the CalSAWS software. The form will be available in the Template Repository for all 58 counties.	1. Estimate is for implementing the new form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215117, form CW 54 - Certification of Identification Document will be added to the CalSAWS system in the 11 supported threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215121

DDID 2643: Add GEN 100 - Examples of Verification (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/30/2021	0.1	Initial Draft	Maria Jensen

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1 OVERVIEW

SCR CA-215120 added the GEN 100 - Examples of Verification (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the GEN 100 - Examples of Verification (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the GEN 100 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form GEN 100 - Examples of Verification (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form GEN 100 - Examples of Verification (11/20) in the 11 supported threshold languages.

1.4 Assumptions

1. Document Parameters, Print Options, Mailing Requirements and Barcode Options for GEN 100 threshold language forms remain the same as existing GEN 100 English and Spanish forms.
2. Form header will consist of the CalSAWS Standard Header in Threshold Language on page 1, followed by a blank page, then CDSS static labels on page 3.

2 RECOMMENDATIONS

2.1 Add Form GEN 100 - Examples of Verification in threshold languages

2.1.1 Overview

This SCR will add the State form GEN 100 – Examples of Verification (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: GEN 100 (11/20)

Programs: All programs

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form GEN 100 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: CalSAWS Standard Header in Threshold Language (page 1); CDSS static labels (page 3)
   Form Title (Document List Page Displayed Name): Examples of Verification
   Template Description: This form is used to give customers examples of verification.
   Form Number: GEN 100
   Include NA Back 9: No
   Imaging Form Name: N/A
   Imaging Document Type: N/A
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form GEN 100 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program, Language

3. The Print Options and Mailing Requirements for Form GEN 100 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	GEN 100 Threshold Languages	GEN_100_Arabic.pdf GEN_100_Armenian.pdf GEN_100_Cambodian.pdf GEN_100_Chinese.pdf GEN_100_Farsi.pdf GEN_100_Hmong.pdf GEN_100_Korean.pdf GEN_100_Lao.pdf GEN_100_Russian.pdf GEN_100_Tagalog.pdf GEN_100_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2643	The CONTRACTOR shall add State form GEN 100 - Examples of Verification to the CalSAWS software. The form will be available in the Template Repository for all 58 counties.	1. Estimate is for implementing the new form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215121, form GEN 100 – Examples of Verification will be added to the CalSAWS system in the 11 supported threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215123

DDID 2644: Add CR 6181 - Interpreter Services Statement and Confidentiality Agreement (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/03/2021	0.1	Initial Draft	Maria Jensen

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1 OVERVIEW

SCR CA-215122 added the CR 6181 - Interpreter Services Statement and Confidentiality Agreement (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the CR 6181 - Interpreter Services Statement and Confidentiality Agreement (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CR 6181 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form CR 6181 - Interpreter Services Statement and Confidentiality Agreement (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CR 6181 - Interpreter Services Statement and Confidentiality Agreement (11/20) in the 11 supported threshold languages.

1.4 Assumptions

1. Form Variable Population, Document Parameters, Print Options, Mailing Requirements and Barcode Options for CR 6181 threshold language forms remain the same as existing CR 6181 English and Spanish forms.
2. Form header will consist of a Cover Page with CalSAWS Standard Header in Threshold Language on page 1, then CDSS static labels on page 2.

2 RECOMMENDATIONS

2.1 Add Form CR 6181 - Interpreter Services Statement and Confidentiality Agreement in threshold languages

2.1.1 Overview

This SCR will add the State form CR 6181 - Interpreter Services Statement and Confidentiality Agreement (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: CR 6181 (11/20)

Programs: All

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CR 6181 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: Cover Page with CalSAWS Standard Header in Threshold Language (page 1); CDSS static labels (page 2)
   Form Title (Document List Page Displayed Name): Interpreter Services Statement and Confidentiality Agreement
   Template Description: Form for Customer Interpreter Services and Confidentiality Agreement for Interpreter Services
   Form Number: CR 6181
   Include NA Back 9: No
   Imaging Form Name: Interpreter Agreement
   Imaging Document Type: Language
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CR 6181 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program, Language

3. Form Variable Population for Form CR 6181 will carry over to the rest of the threshold languages.

4. The Print Options and Mailing Requirements for Form CR 6181 will carry over to the rest of the threshold languages.

5. The Barcode Options for Form CR 6181 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CR 6181 Threshold Languages	CR_6181_Arabic.pdf CR_6181_Armenian.pdf CR_6181_Cambodian.pdf CR_6181_Chinese.pdf CR_6181_Farsi.pdf CR_6181_Hmong.pdf CR_6181_Korean.pdf CR_6181_Lao.pdf CR_6181_Russian.pdf CR_6181_Tagalog.pdf CR_6181_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2644	The CONTRACTOR shall add State form CR 6181 - Interpreter Services Statement and Confidentiality Agreement to the CalSAWS software. The form will be available in the Template Repository for all 58 counties.	1. Estimate is for implementing the new form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215123, form CR 6181 - Interpreter Services Statement and Confidentiality Agreement will be added to the CalSAWS system in the 11 supported threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215131

Add CW 786 - Income Exceeds Expense Letter (12/2020) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sureshnaidu Mullaguri
	Reviewed By	Raj Devidi

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/28/2021	0.1	Initial Draft	Sureshnaidu Mullaguri

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1 OVERVIEW

SCR CA-215130 added the CW 786 - Expense Exceeds Income Letter (12/2020) State form to the CalSAWS system in English and Spanish only. This SCR will add the CW 786 - Expense Exceeds Income Letter (12/2020) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CW 786 - Expense Exceeds Income Letter (12/2020) State form is implemented in the CalSAWS system in English and Spanish.

1.2 Requests

Implement State Form CW 786 - Expense Exceeds Income Letter (12/2020) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CW 786 - Expense Exceeds Income Letter (12/2020) in the 11 supported threshold languages.

1.4 Assumptions

1. Form Population logic, parameters, print, Mailing and barcode requirements for threshold CW 786 form remains the same as existing CW 786 form English and Spanish forms.
2. All the Requirements for the CW 786 Threshold forms will be the same as the existing CW 786 English version form.

2 RECOMMENDATIONS

2.1 Add Form CW 786 (12/2020) in threshold languages

2.1.1 Overview

This SCR will add the State form CW 786 - Expense Exceeds Income Letter (12/2020) to the CalSAWS system in the remaining threshold languages.

State Form: CW 786 (12/20)

Programs: CalWORKs, RCA

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CW 786 XDPs in threshold languages

1. Add CW 786 - Expense Exceeds Income Letter (12/2020) form to CalSAWS Template Repository in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

   Form Header: CalSAWS Standard Header in Threshold Languages
   Form Title (Document List Page Displayed Name): Expense Exceeds Income Letter
   Template Description: This form is used to inform customers that their reported expenses exceed their reported income.
   Form Number: CW 786
   Include NA Back 9: No

   Imaging Form Name: Refer SCR CA-215130

   Imaging Document Type: Refer SCR CA-215130

   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CW 786 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program, Language

3. The Print Options, Barcode Options and Mailing Requirements for Form CW 786 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 786 Threshold Languages	CW_786_Arabic.pdf CW_786_Armenian.pdf CW_786_Cambodian.pdf CW_786_Chinese.pdf CW_786_Farsi.pdf CW_786_Hmong.pdf CW_786_Korean.pdf CW_786_Lao.pdf CW_786_Russian.pdf CW_786_Tagalog.pdf CW_786_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2648	The CONTRACTOR shall add State form CW 786 - Expense Exceeds Income Letter to the CalSAWS software. The form will be available in the Template Repository for all 58 counties.	1. Estimate is for implementing the new form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215131, State Form CW 786 – Expense Exceeds Income Letter (12/2020) form will be added to the CalSAWS in the threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215135

Add CW 789 – New Residence Requirements (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Raj Devidi
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/08/2021	0.1	Initial Draft	Raj Devidi

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1 OVERVIEW

SCR CA-215134 added the CW 789 – New Residence Requirements (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the CW 789 – New Residence Requirements (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CW 789 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form CW 789 - New Residence Requirements (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CW 789 - New Residence Requirements (11/20) in the 11 supported threshold languages.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Add Form CW 789 - New Residence Requirements in threshold languages

2.1.1 Overview

This SCR will add the State form CW 789 – New Residence Requirements (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: CW 789 (11/20)

Programs: CalWORKS

Attached Forms: None

Forms Category: Form

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CW 789 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: CalSAWS Standard Header #1
   Form Title (Document List Page Displayed Name): New Residence Requirements
   Template Description: This form is sent to the Customer when verification of California residency is needed.
   Form Number: CW 789
   Include NA Back 9: No
   Imaging Form Name: New Residence Requirements
   Imaging Document Type: Address/Residency
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CW 789 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program and Language.

3. The Print Options and Mailing Requirements for Form CW 789 will carry over to the rest of the threshold languages.

4. The Variable Population for Form CW 789 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 789 Threshold Languages	CW_789_Arabic.pdf CW_789_Armenian.pdf CW_789_Cambodian.pdf CW_789_Chinese.pdf CW_789_Farsi.pdf CW_789_Hmong.pdf CW_789_Korean.pdf CW_789_Lao.pdf CW_789_Russian.pdf CW_789_Tagalog.pdf CW_789_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
3593	The CONTRACTOR shall add State Form CW 789 - New Residence Requirements in the threshold languages.	1. Estimate is for adding the State Form in the threshold languages. 2. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 3. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-215135, form CW 789 – New Residence Requirements will be added to the CalSAWS system in the 11 supported threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215168 | DDID 2669

Add GEN 201 – Income Verification Form to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sureshnaidu Mullaguri
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/04/2020	1.0	Original	Sureshnaidu Mullaguri
02/16/2021	2.0	Content Revision to update the pre population logic on GEN 201 form.	Pramukh Karla
03/24/2021	3.0	Content Revision to Replace PA 2418B form with GEN 201 form	Sureshnaidu Mullaguri
05/24/2021	4.0	Add Employment and Earnings verification Task for GEN 201 Form	Sureshnaidu Mullaguri

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1 OVERVIEW

The purpose of this change is to replace PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants with GEN 201 – Income Verification form version (1/21) in English and Spanish languages in CalSAWS.

1.1 Current Design

Currently PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants existing in CalSAWS and generated from Template Repository, IEVS Integrated Fraud Detection System Abstract Page and via Batch.

Current CalSAWS design doesn't include return envelope when CSF 144 form version (08/2020) is mailed to customers.

1.2 Requests

Replace PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants with GEN 201 – Income Verification form version (1/21) in English and Spanish languages in CalSAWS.

Update CSF 144 - Billing Statement form (FIN 107 form in CIV) version (08/2020) Mailing Requirements to include return envelope.

Update Form Name and Form Number in HyLand system from PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants to GEN 201 – Income Verification.

1.3 Overview of Recommendations

1. Replace PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants form with GEN 201 – Income Verification form (1/21) in CalSAWS Template Repository
2. Update 'PA 2418B' button on IEVS Integrated Fraud Detection System Abstract to 'Generate GEN 201' and generate GEN 201 form (1/21).
3. Update CSF 144 - Billing Statement form (FIN 107 form in CIV) version (08/2020) Mailing Requirements to include return envelope.
4. Update Form Name and Form Number in HyLand system from PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants to GEN 201 – Income Verification.
5. Add a new customer reporting type for Form GEN 201

1.4 Assumptions

1. GEN 201 forms body elements will be editable when generated through Template Repository.
2. No Changes required to PI00C407 batch jobs as GEN 201 (1/21) DOC_TEMPL_ID remains same as PA 2418B form DOC_TEMPL_ID.
3. BRM will be added to CSF 144 and GEN 201 forms with subsequent SCR CA-222353.
4. SCR CA-48386 (Section 2.2.3) added 'Controlled Forms' reporting type to PA 2418B Form. Existing PA 2418B form 'Controlled Forms' reporting type functionality carry over to GEN 201 form.

2 RECOMMENDATIONS

2.1 Add GEN 201 – Income Verification Form

2.1.1 Overview

This section will cover the updates needed to replace PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants form with GEN 201 – Income Verification form version (1/21) in CalSAWS.

State Form: GEN 201

Programs: All programs

Attached Forms: N/A

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: English and Spanish

2.1.2 Description of Change

1. Replace PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants form with GEN 201 – Income Verification form version (1/21) in CalSAWS Template Repository.

   Form Header: CalSAWS Standard Header

   Form Title: Income Verification

   Form Template Description: Used by counties to inform Customers that reported information does not match information received from the Employment Development Department.

Form Number: GEN 201
Include NA Back 9: No
Imaging Form Name: Income Verification
Imaging Document Type: IEVS
Form Mockup/Example: See Supporting Document #1

2. Replace PA 2418B form with GEN 201 version (1/21) to Template Repository. The following parameters will be required:

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

   GEN 201 form will be blank when generated from the Template Repository, but LRS/CalSAWS Standard Header will be populated with Customer and Worker Information. If worker is currently not assigned or end dated on selected program, populate GEN 201 form header with most recent program worker's information on program.

3. Images button on Distributed Documents (Figure 2.1.1) for Existing PA 2418B form connect to Imaging system and displays PA 2418B form scanned documents. Update this link to display Gen 201 scanned documents. Images button on Distributed Documents for existing PA 2418B forms (Current form name GEN 201) that are generated on or before this SCR production release date will fetch corresponding existing scanned PA 2418B documents and display.

   Tech Note: Add GEN 201 Imaging view name and Time Range in templNumIdentifHylandViewMapping and hylandViewTimeRangeMapping HashMaps defined in org.civ.utilities.common.Utilities .java file. If GEN 201 Form DOC_DATE is on or after SCR Production release date then pass GEN 201 Form imaging view name, else pass existing PA 2418B imaging view name to imaging system.


Search Results Summary — Results 1 - 3 of 3

Date	Document Name	Number	Program	Status	Viewed Via Self-Service Portal		
03/31/2021 2:02 PM	IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants (ENG)	PA 2418B	Medi-Cal	Printed Locally		Details	Images

Figure 2.1.1 – Images button on Distributed Documents

4. SCR CA-48386 (Section 2.2.3) added Customer Reporting type for Form PA 2418B to enable the scanning of PA 2418B through Kofax/EDMS. Add new Customer Reporting to GEN 201 form to enable the scanning of GEN 201 through Kofax/EDMS. After this change, Kofax/EDMS system displays both GEN 201 and PA 2418B form on the Kofax/EDMS Customer Reporting List Page. All other Customer Reporting requirements for GEN 201 (Previously PA 2418B) form remains unchanged with this SCR.
   Tech Note: Add a new CTCR in the system for Category 329 to insert a new code detail value for the Form GEN 201 and use this new CT329 value to create or update Customer Reporting entry when GEN 201 form is mailed out or received from customer. GEN 201 Form EDMS Form Id will be defined as GEN201.

5. SCR CA-48386 (Section 2.1.4) added IFDS Abstract Task to CalSAWS when controlled form PA 2418B is received. Create a new task when GEN 201 form status is updated to 'Received' in the system through Kofax (a webservice call). All task requirements remain same as PA 2418B form task and task message will be as follows.

IFDS Abstract Task Details	
Trigger Condition	*A staff member has imaged a returned GEN 201 form in KOFAX*
Task Type	*IEVS IFDS Verification Received*
Task Category	*IEVS*
Task Priority	*High*
Task Due Date	*20 Calendar Days*
Task Expiration Date	*60 Calendar Days*
Task Long Description	*GEN 201 has been received, review IEVS Abstract and take appropriate actions.*
Task Initial Assignment	*IEVS Worker assigned*
Task Navigation Template	*Redirected to corresponding IEVS Review Case Disposition Detail page.*

6. Add the following barcode options to the GEN 201 (1/21) form:

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

7. Add the following print options to the GEN 201 (1/21) Form:

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

Mailing Requirements:
Mail-To (Recipient): Applicant selected on the Document Parameters page.
Mailed From (Return): Worker's Office Address
Mail-back-to Address: N/A
Outgoing Envelope Type: Standard
Mailing Priority: Same Day Priority
Return Envelope Type: N/A

Additional Requirements:
Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N/A
Clock Indicator: N/A
Post to SSP (Self Service Portal): Yes

2.2 Update CSF 144 Mailing Requirements

2.2.1 Overview

This section will cover CSF 144 - Billing Statement form version (08/2020) new mailing requirements. Current CalSAWS design doesn't include return envelope when CSF 144 form is mailed to customers.

2.2.2 Description of Change

1. Update CSF 144 - Billing Statement form version (08/2020) Mailing Requirements to include return envelope of type Returned Envelope

(CT1482_EN). All other existing CSF 144 form requirements remains unchanged with this SCR.

2.3 Update IEVS Integrated Fraud Detection System Abstract Page

2.3.1 Overview

With this effort 'Generate PA 2418B' button on IEVS Integrated Fraud Detection System Abstract page will be updated to 'Generate GEN 201' and GEN 201 form will be triggered from IEVS Integrated Fraud Detection System Abstract page when clicking the "Generate GEN 201" Button for all 58 counties.

2.3.2 IEVS Integrated Fraud Detection System Abstract Mockups

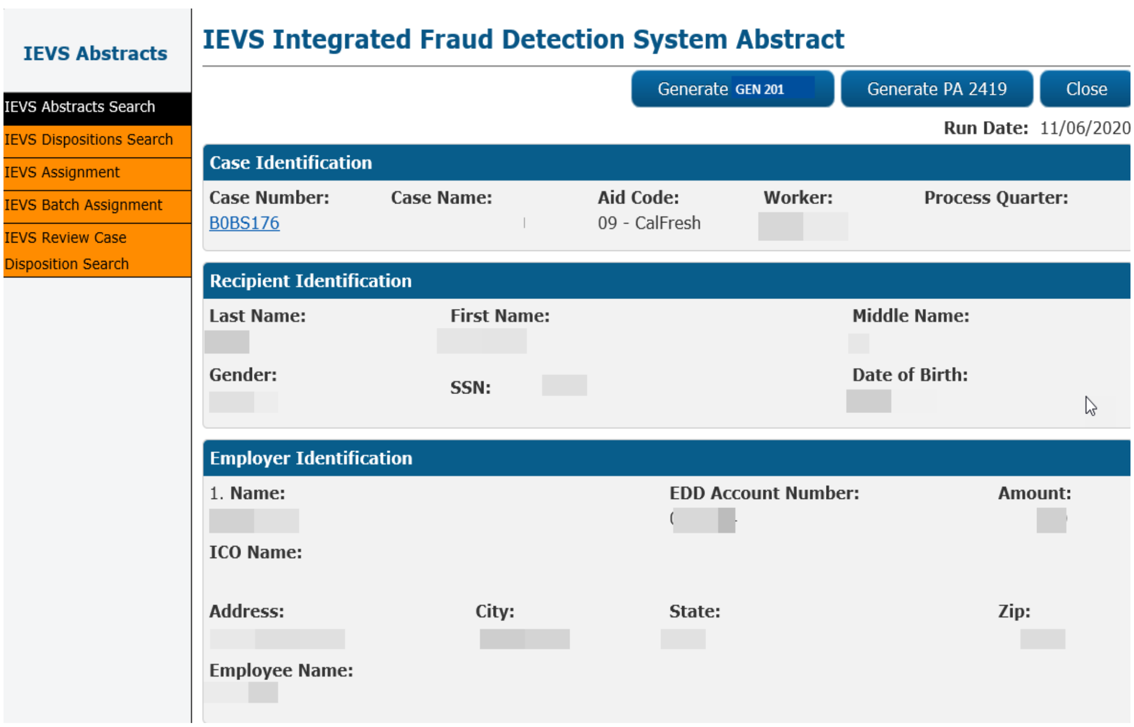


Figure 2.2.1 – Generate GEN 201 Button on IEVS Integrated Fraud Detection System Abstract Page

2.3.3 Description of Changes

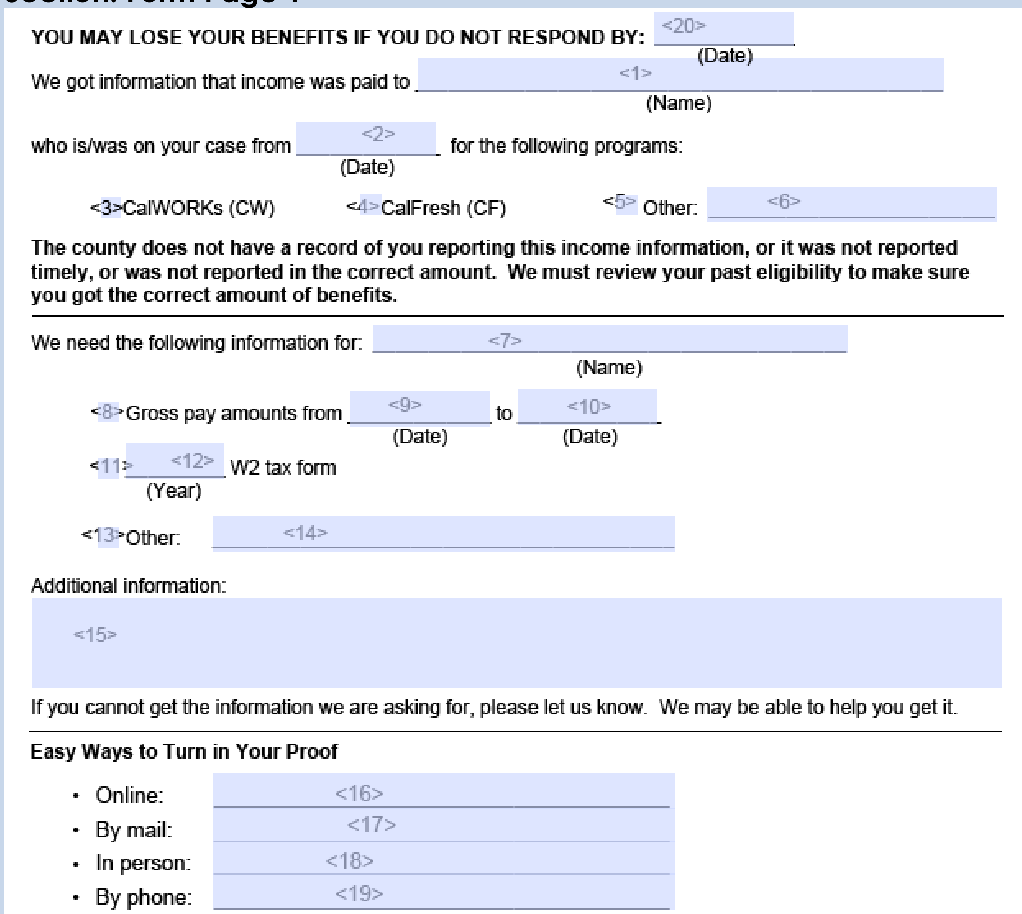
1. Update IEVS Integrated Fraud Detection System Abstract page to rename "Generate PA 2418B" button to "Generate GEN 201" and generate GEN 201 for all 58 counties when 'Generate GEN 201' button

is clicked. See the mockup Figure 2.2.1 for Generate GEN 201 button reference.

2. Mail GEN 201 (1/21) to IEVS IFDS Recipient when generated from IEVS Integrated Fraud Detection System Abstract page.
3. Following fields will be prepopulated on the GEN 201 form when generated from IEVS Integrated Fraud Detection System Abstract page.

Form Population

Section: Form Page 1



YOU MAY LOSE YOUR BENEFITS IF YOU DO NOT RESPOND BY: <20> (Date)

We got information that income was paid to <1> (Name)

who is/was on your case from <2> (Date) for the following programs:

<3>CalWORKs (CW) <4>CalFresh (CF) <5> Other: <6>

The county does not have a record of you reporting this income information, or it was not reported timely, or was not reported in the correct amount. We must review your past eligibility to make sure you got the correct amount of benefits.

We need the following information for: <7> (Name)

<8>Gross pay amounts from <9> (Date) to <10> (Date)

<11> <12> (Year) W2 tax form

<13>Other: <14>

Additional information:

<15>

If you cannot get the information we are asking for, please let us know. We may be able to help you get it.

Easy Ways to Turn in Your Proof

- Online: <16>
- By mail: <17>
- In person: <18>
- By phone: <19>

Field Number	Field Name	Type	Value
1	Person Name	Text Field	IFDS Abstract Recipient Full Name (First Name, Middle Name and Last Name)
2	Date when person was added on case	Date	Date when IFDS Abstract Recipient first added on case. Date Format: MM/DD/YYYY

3	CalWORKs (CW)	Check Box	Check this check box if IFDS Abstract Recipient is on CalWORKs program.
4	CalFresh (CF)	Check Box	Check this check box if IFDS Abstract Recipient is on CalFresh program.
5	Other	Check Box	Check if the IFDS Abstract Recipient is on another program besides CalWORKs, or CalFresh programs
6	Other	Text Area	Populate program name if other check box is checked and program name is other than CalWORKs, or CalFresh program.
7	Person Name	Text Field	IFDS Abstract Recipient Full Name (First Name, Middle Name and Last Name)
8	Gross pay amounts Check Box	Check Box	Blank
9	Gross pay amounts from Date	Date	Blank
10	Gross pay amounts to Date	Date	Blank
11	W2 tax form Check box	Check Box	Blank
12	W2 tax form year	Text Field	Blank
13	Other Check box	Check Box	Blank
14	Other information required field	Text Field	Blank
15	Additional information	Text Area	Blank
16	Online	Text Field	This field populates with the URL of the Self-Service Portal. If the case is managed in a migration

			county, this field populates with the URL of BenefitsCal (www.BenefitsCal.com). If case is managed in Los Angeles County, this field populates with the URL of YourBenefitsNow (www.dpssbenefits.lacounty.gov).
17	By mail	Text Field	Populate with IEVS IFDS Abstract Workers County Office mailing address. Office Address Format: Office Name, Address Line 1, Address Line 2 if exists, City, State Zip Code – Zip Code Suffix
18	In person	Text Field	Populate with IEVS IFDS Abstract Workers County Office Physical address. Office Address Format: Office Name, Address Line 1, Address Line 2 if exists, City, State Zip Code – Zip Code Suffix
19	By phone	Text Field	IEVS IFDS Abstract Workers County Office Phone #
20	YOU MAY LOSE YOUR BENEFITS IF YOU DO NOT RESPOND BY:	Text Field	Will be populated with 30 calendar days from current date. If the 30th day is a Holiday or a Weekend, then it'll be populated with next business day. Format: MM/DD/YYYY

2.3.4 Page Location

- **Global: Special Units**
- **Local: IEVS Abstracts**
- **Task: IEVS Abstracts Search**

2.3.5 Security Updates

1. Security Rights

   No impacts to this section.

2. Security Groups

No impacts to this section.

2.3.6 Page Mapping

No impacts to this section.

2.3.7 Page Usage/Data Volume Impacts

No impacts to this section.

2.4 Batch – Updates to PB19E432 and PB19C993 Batch Jobs

2.4.1 Overview

Currently, batch jobs PI00C407 generates the PA 2418B form. As we are replacing PA 2418B with GEN 201 (1/21) in Template Repository, batch job PI00C407 now generate GEN 201 form. Currently EDBC Trigger Sweep job PB19E432 and IEVS Disposition batch job PB19C993 using PA 2418B form and its customer reporting status in trigger criteria.

2.4.2 Description of Change

1. EDBC Sweep job PB19E432 trigger condition currently using to PA 2418B form name in sweep query. Update batch job PB19E432 trigger sweep query with GEN 201 to trigger batch EDBCs.
2. IEVS Disposition batch job PB19C993 trigger condition using PA 2418B Form due date as a trigger condition. Update PB19C993 trigger condition with new form name GEN 201. All existing PB19C993 batch job functionality and properties remain unchanged with this SCR.
3. Prepopulate the following elements on GEN 201 when generated through batch.

	Form Population
Section: Form Page 1	

YOU MAY LOSE YOUR BENEFITS IF YOU DO NOT RESPOND BY: <20>
(Date)

We got information that income was paid to <1>
(Name)

who is/was on your case from <2> for the following programs:
(Date)

<3>CalWORKs (CW) <4>CalFresh (CF) <5> Other: <6>

The county does not have a record of you reporting this income information, or it was not reported timely, or was not reported in the correct amount. We must review your past eligibility to make sure you got the correct amount of benefits.

We need the following information for: <7>
(Name)

<8>Gross pay amounts from <9> to <10>
(Date) (Date)

<11> <12> W2 tax form
(Year)

<13>Other: <14>

Additional information:

<15>

If you cannot get the information we are asking for, please let us know. We may be able to help you get it.

Easy Ways to Turn in Your Proof

- Online: <16>
- By mail: <17>
- In person: <18>
- By phone: <19>

Field Number	Field Name	Type	Value
1	Person Name	Text Field	IFDS Abstract Recipient Full Name (First Name, Middle Name and Last Name)
2	Date when person was added on case	Date	Date when IFDS Abstract Recipient first added on case. Date Format: MM/DD/YYYY
3	CalWORKs (CW)	Check Box	Check this check box if IFDS Abstract Recipient is on CalWORKs program.
4	CalFresh (CF)	Check Box	Check this check box if IFDS Abstract Recipient is on CalFresh program.
5	Other	Check Box	Check if the IFDS Abstract Recipient is on another program besides CalWORKs, or CalFresh programs

6	Other:	Text Area	Populate program name if other check box is checked and program name is other than CalWORKs, or CalFresh program.
7	Person Name	Text Field	IFDS Abstract Recipient Full Name (First Name, Middle Name and Last Name)
8	Gross pay amounts Check Box	Check Box	Checked when generated through batch
9	Gross pay amounts from Date	Date	Will be populated with 01/YYYY, 04/YYYY, 07/YYYY, or 10/YYYY Populate this field as below: 1. 01/YYYY if the form is generated in the month of Jan, Feb, Mar. 2. 04/YYYY if the form is generated in the month of Apr, May, Jun. 3. 07/YYYY if the form is generated in the month of Jul, Aug, Sep. 4. 10/YYYY if the form is generated in the month of Oct, Nov, Dec. Example: If form is generated through batch on 02 – Feb Month then the From Date will be populated with 01/YYYY Format: MM/YYYY
10	Gross pay amounts to Date	Date	Will be populated with 03/YYYY, 06/YYYY, 09/YYYY, or 12/YYYY Populate this field as below: 1. 03/YYYY if the form is generated in the month of Jan, Feb, Mar. 2. 06/YYYY if the form is generated in the month of Apr, May, Jun.

			3. 09/YYYY if the form is generated in the month of Jul, Aug, Sep. 4. 12/YYYY if the form is generated in the month of Oct, Nov, Dec. Example: If form is generated through batch on 02 – Feb Month then the To Date will be populated with 03/YYYY Format: MM/YYYY
11	W2 tax form Check box	Check Box	Blank
12	W2 tax form year	Text Field	Blank
13	Other Check box	Check Box	Blank
14	Other information required field	Text Field	Blank
15	Additional information	Text Area	Blank
16	Online	Text Field	This field populates with the URL of the Self-Service Portal. If the case is managed in a migration county, this field populates with the URL of BenefitsCal (www.BenefitsCal.com). If case is managed in Los Angeles County, this field populates with the URL of YourBenefitsNow (www.dpssbenefits.lacounty.gov).
17	By mail	Text Field	Populate with IEVS IFDS Abstract Workers County Office mailing address. Office Address Format:

			Office Name, Address Line 1, Address Line 2 if exists, City, State Zip Code – Zip Code Suffix
18	In person	Text Field	Populate with IEVS IFDS Abstract Workers County Office Physical address. Office Address Format: Office Name, Address Line 1, Address Line 2 if exists, City, State Zip Code – Zip Code Suffix
19	By phone	Text Field	IEVS IFDS Abstract Workers Office Phone #
20	YOU MAY LOSE YOUR BENEFITS IF YOU DO NOT RESPOND BY:	Text Field	Will be populated with 30 calendar days from current date. If the 30th day is a Holiday or a Weekend, then it'll be populated with next business day. Format: MM/DD/YYYY

2.4.3 Execution Frequency

No Change

2.4.4 Key Scheduling Dependencies

No Change.

2.4.5 Counties Impacted

All 58 counties

2.4.6 Data Volume/Performance

N/A

2.4.7 Failure Procedure/Operational Instructions

No Change

2.5 Hyland Changes for GEN 201

2.5.1 Overview

Current SCR replaces PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants with GEN 201 – Income Verification form version (1/21) in English and Spanish languages in CalSAWS. Update the Form Name in HyLand system from *IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants* to *Income Verification*. After this Form Name update, all existing PA 2418B (Current GEN 201) documents in Distributed documents that are printed before this SCR release date will also display respective imaging document if imaging document exists.

2.5.2 Description of Change

1. Update the form name from PA 2418B - IEVS-IFDS/NHR Statement Regarding Employment for Discontinued Participants to GEN 201 – Income Verification.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	GEN 201 Mockups	GEN201_EN.pdf GEN201_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2669	**Original:** Revised requirement approved at the App Dev Lead meeting on November 10, 2020: The CONTRACTOR shall add State Form GEN 201	Revised assumptions approved at App Dev Lead meeting on September 8, 2020: 1. Estimate is for adding the State Form in English and Spanish. 2. Spanish translations will be provided by the State.	With SCR CA-215168, GEN 201 – Income Verification form version (1/21) form is added to the CalSAWS System in English and Spanish languages

	- Income Verification to the CalSAWS Software. The CONTRACTOR shall update the IFDS batch job that generates the PA 2418B form to generate the GEN 201 instead, and hide the PA 2418B form in the Template Repository for all counties. The CONTRACTOR shall relabel the button and update the trigger on the IEVS pages to generate the GEN 201 instead of the PA 2418B. Revised requirement approved at the App Dev Lead meeting on September 8, 2020: The CONTRACTOR shall add State Form GEN 201 - Income Verification to the CalSAWS Software. Original requirement from CalSAWS DD&I SOR: The CONTRACTOR shall migrate the VER 201 - Statement Regarding Employment to the CalSAWS Software. **Revised:** The CONTRACTOR shall add State Form GEN 201 - Income Verification to the CalSAWS Software.	3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs. Original assumptions from Exhibit U: 1. Estimate is for migrating the form in English and Spanish. 2. Spanish translations will be provided by the Consortium. 3. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	which will replace PA 2418B and update IEVS Integrated Fraud Detection System Abstract Page to generate GEN 201 form.

	The CONTRACTOR shall turn off the IFDS batch job that generates the PA 2418B form. The CONTRACTOR shall relabel the button and update the trigger on the IEVS pages to generate the GEN 201 instead of the PA 2418B. The CONTRACTOR shall update CSF 144 - Billing Statement form version (1/21) to include return envelope.		

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-215665 & CA-215666

DDID 2314 FDS: GA GR Rules Phase 1 Online changes (Batch 1/2/3), Batch 1 (11 Rules) - Non-Financial Rules and corresponding NOA Reasons

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Taylor Fitzhugh, Stephanie Hugo, Peterson Etienne
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/28/2020	1.0	Initial Draft	Taylor Fitzhugh, Stephanie Hugo, Peterson Etienne
11/06/2020	2.0	Addressed comments from Business Analysis.	Taylor Fitzhugh, Stephanie Hugo, Peterson Etienne
11/25/2020	3.0	County approval	Taylor Fitzhugh, Stephanie Hugo, Peterson Etienne
03/02/2021	4.0	2.8 Household composition: Added additional sections: Leverage rule, Removed rules, Verification. Updated Data collection elements. Status reason names, Rule admin matrix.	Peterson Etienne
03/10/2021	5.0	2.7 EDBC Verification Logic Added additional changes to 2.7.2	Peterson Etienne
03/16/2021	6.0	Removed the rule functionality Non-cooperation mandatory program.	Peterson Etienne
3/18/2021	7.0	Added input mapping for employment status	Jennifer Chen
3/30/2021	8.0	Added input mapping	Peterson

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		for Drug and Alcohol.	Etienne
4/7/2021	9.0	Updated correspondence status reasons to match EDBC reasons	Stephanie Hugo
4/21/2021	10.0	Updated the rule EDX100C005 for San Diego to N.	Peterson Etienne
5/18/2021	11.0	Added Issuance Thresholds	Deron Schab
5/18/2021	12.0	Added Rules Admin Batch	Marqui Simmons
5/18/2021	13.0	Updated section 6.3 with CalSAWS tables mapping instead of CalWIN mapping. Added assumption for testing without household composition rules.	Jennifer Chen
5/20/2021	14.0	1. Updated design doc name to include both CA-215665 and CA-215666 2. Updated batch 2 to CA-228982. 3. Added the following sections: 2.30 Household composition 2.30.1 Fleeing Felon Functionality 2.30.2 Liens Functionality 2.30.3 QC Audit Functionality 2.30.4 Probation Functionality	Jennifer Chen

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		2.30.5 Drug Felon Functionality 2.30.6 Fraud Prevention Functionality 2.30.7 Striker Functionality 2.30.8 Voluntary Quit Functionality 2.30.9 Drug and Alcohol Functionality 2.30.10 Employment Status Functionality 2.30.11 Job Termination Functionality 4. Removed the following design: -Marital Status Functionality -Citizenship/Non-citizen status functionality -Undocumented Non-citizen Functionality -Adult Child Determination Functionality -Sponsored Non-Citizen Cert Period Functionality -Amount of GA Support Functionality -Identity Check Functionality -Included Individual Functionality	
5/20/2021	14.0	Updated Section 2.3 to include additional	Taylor Fitzhugh

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		changes to the SSN section of the individual Demographics page Added Sections 2.8 – 2.27 from SCRs CA-215926 and CA-228982	
5/20/2021	14.0	Added Correspondence Section 2.28 from CA-228982	Stephanie Hugo

Table of Contents

1 OVERVIEW

This SCR will implement the household composition and Non-Financial functionality for the new CalWIN General Relief (GR) solution in CalSAWS.

1.1 Current Design

The General Assistance/General Relief (GA/GR) solution in the CalSAWS system is designed to automate the rules for the Los Angeles county's implementation as well as the automation and monitoring of their General Relief Opportunities for Work (GROW) program. Currently CalWIN manages their GR program logic by using a Rule Matrix which can be accessed by the county to allow each county administrator to customize the behavior to their specific county.

1.1 Requests

A new CalWIN GA/GR solution will be developed in CalSAWS to automate the rules and administer the program for the 18 CalWIN counties. This solution will provide the framework for the remaining 39 C-IV counties to opt into this solution in the future. This change request will automate the household composition and Non-Financial functionality for the new solution

1.2 Overview of Recommendations

1. Add all the required Data Collection elements to implement the Household and Non-Financial functionalities for the new solution.
2. Create new Admin Summary and Detail pages that can be accessed in Admin tools by the County Admin staff.
3. Create new Rules Admin Batch Job to update requested changes from the Admin Detail pages.
4. A new set of Admin detail pages, Rules, Batch and NOA triggers will be added for the below Household Composition and Non-Financial.

    1. Fleeing Felon
    2. Liens
    3. QC Audit
    4. Probation
    5. Drug Felon
    6. Fraud Prevention
    7. Striker
    8. Voluntary Quit
    9. Drug and Alcohol Treatment
    10. Employment Status
    11. Job Terminated

1.3 Assumptions

1. The existing Los Angeles county rules will remain unchanged.
2. This SCR CA-215665 & CA-215666 is based on the WCDS approved documents.
3. The design of the rules is for each CalWIN county based on the DXC documents approved by the counties.
4. This SCR CA-215665 & CA-215666 is phase one of three which consists of 11 CalWIN rulesets for Household Composition and Non-Financial. The remaining rulesets will be designed in SCR CA-228982 and SCR CA-215926.
5. The functionality of this CA-215665 & SCR CA-215666 will be disabled until activated by the system property flag established in SCR CA 215669.
6. This SCR CA-215665 & CA-215666 will be an addition to SCR CA-228982 and will not state the additions and modification made in SCR CA-228982. Only new additions and modifications not stated in SCR CA-228982 will be stated in this design.
7. Any logic related to San Francisco explicitly called out in relevant WCDS approved use cases will be included in this design. Any, San Francisco sub program logic independent of the rule will be added in SCR CA-215677 DDID 2374 scheduled for 22.01.
8. Alerts will be handled separately outside the Rules design in a separate SCR CA-220119.
9. The following status reasons will be designed as CalWIN status codes in this SCR but will be translated in future designs:
    a. XAS853
    b. CAS306
    c. CAS668
    d. XAN005
    e. XAN766
    f. XAN791
    g. X10236
    h. X10067
    i. X10224
    j. X10233
    k. X10234
    l. X10235
10. The Compliance reason: 'Client failed to give a fingerprint and photo image' is not currently used in CalWIN but is stated in the WCDS approved document and will not be designed in this SCR.
11. EDBC will result in 0 benefit as resource will be set to PASS and income logic will be bypassed during the first phase. Income logic will be added in phase two (CA-215916, CA-215672, CA-215927). Resource and reporting logic will be added in phase 3 (CA-215917).
12. Leveraged rules are main rules from another use cases whose logic are also used in this use case. Leveraged rules in this SCR whose main use case are not designed in phase 1 cannot be tested using the admin page. Example: Institutional status use case has a leverage rule that is a main rule in Earned income use case. Since Earned income use case is not designed in phase 1, this leverage rule will not be able to be tested from the admin page.

13. EDBC summary page layout will follow current Los Angeles County GA EDBC summary. The following sections will be in the EDBC summary page, others will be added in later phases: EDBC Header, EDBC Information, Program Configuration, Reporting Configuration, Allotment, Page Mappings (PMCR) and Security (STCR). Note: Allotment will have all 0 for values, and Security will follow current Los Angeles county security framework.
14. All Data collection used in EDBC determination is effective for the benefit month.
15. For correspondences that trigger for Change action scenarios, these cannot be tested at this Phase due to the EDBCs not resulting in dollar amount approvals. These scenarios can be tested after implementation of EDBC Rules Phase 2 SCRs.
16. The term 'data selection date' is referencing the first day of the EDBC benefit month.
17. End to End testing of EDBC and Correspondence will not be possible until 22.01 release.
18. GR will use existing CalSAWS functionality that sets first day of the benefit month as data selection date. EDBC SFU and Non-financial evaluation for GR will use the data selection date to determine which data collection records will be used unless otherwise indicated.
19. All calculation for computed values will detailed in the Visio diagram.
20. 'Participation status' will be an internal flag in CalSAWS, when a participation status is set in the rule it will replace the previous set status for each individual.
21. Logic that checks or creates Sanctions cannot be tested until CA-227328 is implemented.
22. The detailed rules flow, requirement calculation, and status reason conditions will be specified in the Visio document.
23. Household composition rules cannot be tested until 21.11 with CA-228982. When testing the non-financial rules without household composition, only single adult program can be tested with positive household composition conditions such as in the home, US citizen, etc.
24. All page updates presented within the document will be available to all 58 counties at the time of implementation.
25. County-specific correspondences will not trigger for counties where the eligibility rule is turned off (see County Admin Matrix for any rule in section 2.30)

2 RECOMMENDATIONS

2.1 County Rule Summary Page

2.1.1 Overview

The County Rule Summary page will provide the user a list of rule functionalities broken down into different categories. The functionalities will lead the user to a detail page in which they can view the individual rules.

2.1.2 County Rule Summary Page Mockup

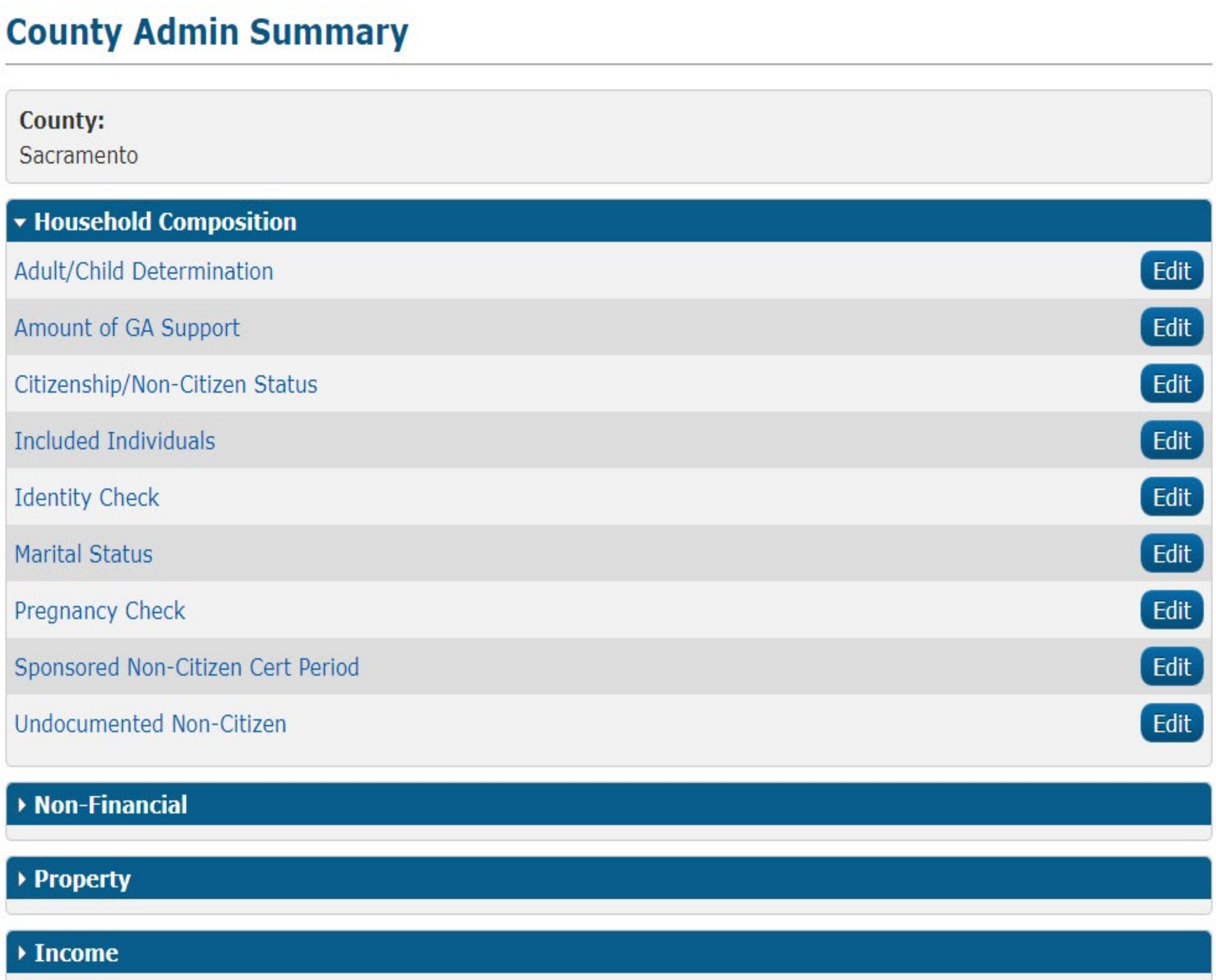


Figure 2.1.2.1 – County Rule Summary Page

2.1.3 Description of Changes

1. County – This field will display the county of the user.

2. Household Composition – This section will be an expandable section with the following functionalities listed beneath it. This section will be collapsed by default.
    a. Adult/Child Determination
    b. Amount of GA Support
    c. Citizenship/Non-Citizen Status
    d. Included Individuals
    e. Identity Check
    f. Marital Status
    g. Pregnancy Check
    h. Sponsored Non-Citizen Cert Period
    i. Undocumented Non-Citizen
3. Non-Financial – This section will be an expandable section with the functionalities listed beneath it. This section will be collapsed by default. Functionalities will be defined in a future SCR.
4. Property – This section will be an expandable section with the functionalities listed beneath it. This section will be collapsed by default. Functionalities will be defined in a future SCR.
5. Income – This section will be an expandable section with the functionalities listed beneath it. This section will be collapsed by default. Functionalities will be defined in a future SCR.

2.1.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: County Rules**

2.1.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
CountyRuleSummaryView	County Rule Summary	County Rule Summary View
CountyRuleDetailView	County Rule Summary	County Rule Detail View, County Rule Detail Edit
CountyRuleDetailEdit	County Rule Summary	County Rule Detail Edit

Security Groups

Security Group	Group Description	Group to Role Mapping
County Rule Summary View	This group has the capability to access the County Rule Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Rule Detail View	This group has the capability to access the County Rule Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Rule Detail Edit	This group has the capability to access the County Rule Summary page to view and make modifications to existing rule information.	See the Security Matrix for the group to role associations

2.1.6 Page Mapping

No page mappings are required.

2.1.7 Page Usage/Data Volume Impacts

This is a new page and will not be frequented often in a normal workflow.

2.2 County Rules Detail Page

2.2.1 Overview

The County Rules Detail page will provide the user a list of all rules contained within a specific functionality. The rules will display whether they are active or inactive for a given date.

2.2.2 County Rules Detail Mockup

County Rules Detail

Edit Close

Included Individuals

County:	View Month:
Sacramento	01/2020

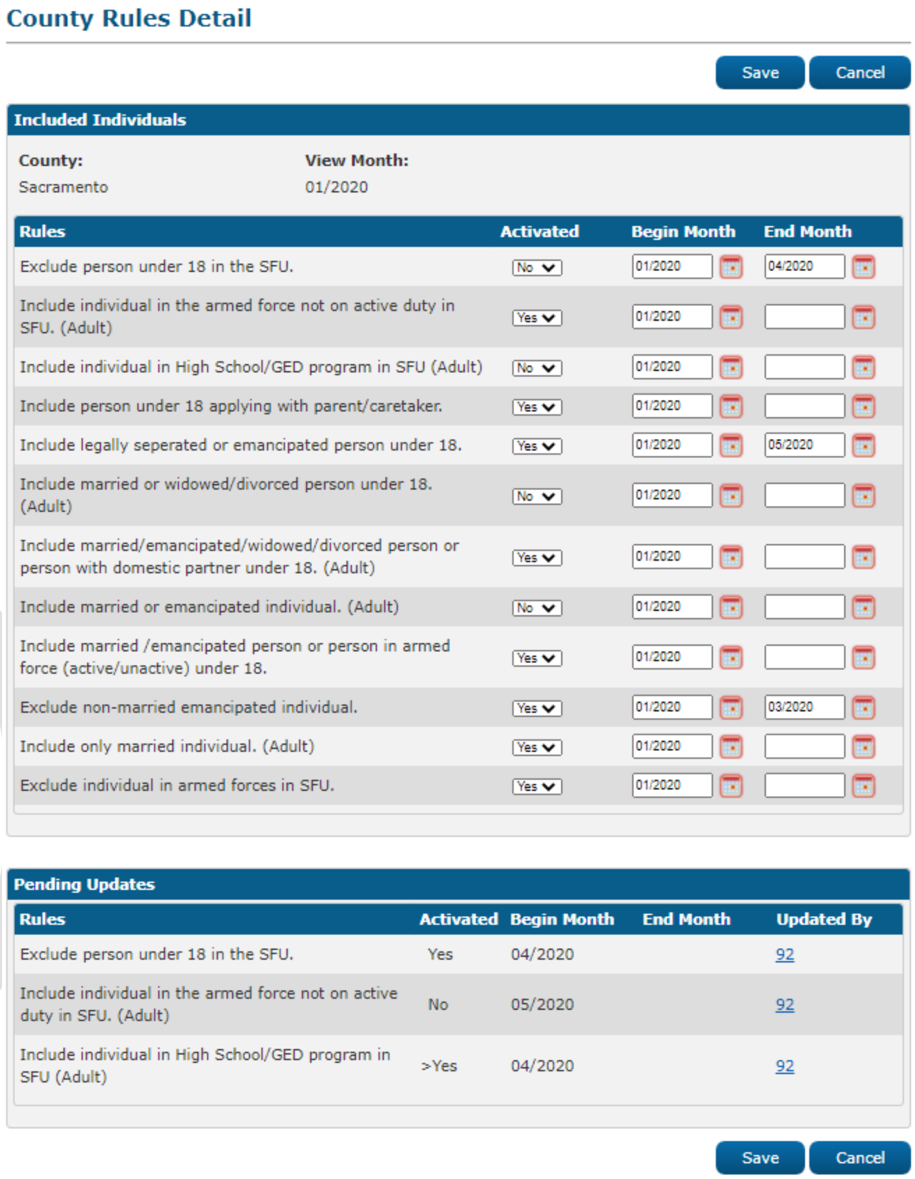
Rules	Activated	Begin Month	End Month
Exclude person under 18 in the SFU.	No	01/2020	04/2020
Include individual in the armed force not on active duty in SFU. (Adult)	Yes	01/2020	
Include individual in High School/GED program in SFU (Adult)	No		
Include person under 18 applying with parent/caretaker.	Yes	01/2020	
Include legally seperated or emancipated person under 18.	Yes	01/2020	05/2020
Include married or widowed/divorced person under 18. (Adult)	No	01/2020	
Include married/emancipated/widowed/divorced person or person with domestic partner under 18. (Adult)	Yes	01/2020	
Include married or emancipated individual. (Adult)	No	01/2020	
Include married /emancipated person or person in armed force (active/unactive) under 18.	Yes	01/2020	
Exclude non-married emancipated individual.	Yes	01/2020	03/2020
Include only married individual. (Adult)	Yes	01/2020	
Exclude individual in armed forces in SFU.	Yes	01/2020	

Pending Updates

Rules	Activated	Begin Month	End Month	Updated By
No Data Found				

Edit Close

Figure 2.2.2.1 – County Rule Detail (View)



County Rules Detail

Save Cancel

Included Individuals

County:	View Month:
Sacramento	01/2020

Rules	Activated	Begin Month	End Month
Exclude person under 18 in the SFU.	No	01/2020	04/2020
Include individual in the armed force not on active duty in SFU. (Adult)	Yes	01/2020	
Include individual in High School/GED program in SFU (Adult)	No	01/2020	
Include person under 18 applying with parent/caretaker.	Yes	01/2020	
Include legally seperated or emancipated person under 18.	Yes	01/2020	05/2020
Include married or widowed/divorced person under 18. (Adult)	No	01/2020	
Include married/emancipated/widowed/divorced person or person with domestic partner under 18. (Adult)	Yes	01/2020	
Include married or emancipated individual. (Adult)	No	01/2020	
Include married /emancipated person or person in armed force (active/unactive) under 18.	Yes	01/2020	
Exclude non-married emancipated individual.	Yes	01/2020	03/2020
Include only married individual. (Adult)	Yes	01/2020	
Exclude individual in armed forces in SFU.	Yes	01/2020	

Pending Updates

Rules	Activated	Begin Month	End Month	Updated By
Exclude person under 18 in the SFU.	Yes	04/2020		92
Include individual in the armed force not on active duty in SFU. (Adult)	No	05/2020		92
Include individual in High School/GED program in SFU (Adult)	>Yes	04/2020		92

Save Cancel

Figure 2.2.2.2 – County Rule Detail (Edit)

2.2.3 Description of Changes

1. The section title will match the functionality selected to reach the detail page
2. County – The County of the logged in user.
3. View Month – The date the user is viewing the associated rules for. The calendar icon will allow the user to select the date. The date will display in MM/YYYY format. Standard Date validation for the date format will apply. The default date will be the current month.
4. View – This button will refresh the rule display information based on dates provided.
5. Rules – The list of rules associated to this functionality.

6. Activated – The indicator of whether the rule is active or not based on the view date. This field will be a Yes/No dropdown. There will be no blank value.
7. Begin Month – The date the rule was activated/deactivated. This will be a date field in MM/YYY format. This date will always evaluate to the first day of the month selected. This field will only be editable in Create and Edit mode. The validation message, "Begin Month cannot be prior to the current month.", will display if the user attempts to Save with a month prior to the current month.
8. End Month – The date the rule stopped being active/inactive. This will be a date field in MM/YYY format. This date will always evaluate to the last day of the month selected. This field will only be editable in Create and Edit mode. The validation message, "End Month cannot be prior to the Begin Month.", will display if the user attempts to Save with a month prior to the Begin Month.
9. Pending Updates – This section will display the list of changes made throughout the day that have yet to be applied by users. Changes made by a user will be pending until they are applied via an overnight batch job. The section will display the same information inserted as well as an updated by column. The updated by column will display a staff id as a link to the worker detail page of the user specified.
10. Save - This button will save update the information based on the user's input and return the user to the County Rule Summary page. This button is only visible in Edit mode.
11. Cancel - This button will return the user to the County Rule Summary page without applying any changes. This button is only visible in Edit mode.
12. Edit - This button will take the user to the County Rule Summary Page in Edit mode. This button is only visible in View mode. This button will only display if the user has the "CountyRuleDetailEdit" right
13. Close - This button will return the user to the County Rule Summary. This button is only visible in View mode.
14. Records created will be effective dated so that there is always a high-dated determination for every rule.

2.2.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: County Rule**

2.2.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
CountyRuleDetailEdit	County Rule Summary	County Rule Detail View

Security Groups

Security Group	Group Description	Group to Role Mapping
County Rule Detail View	This group has the capability to access the County Rule Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Rule Detail Edit	This group has the capability to access the County Rule Summary page to view existing rule information.	See the Security Matrix for the group to role associations

2.2.6 Page Mapping

No page mappings are required.

2.2.7 Page Usage/Data Volume Impacts

This is a new page and will not be frequented often in a normal workflow.

2.3 Individual Demographics

2.3.1 Overview

This section will provide the data collection page changes required for Individual Demographics to store reasons for separation.

2.3.2 Individual Demographics Detail Mockup

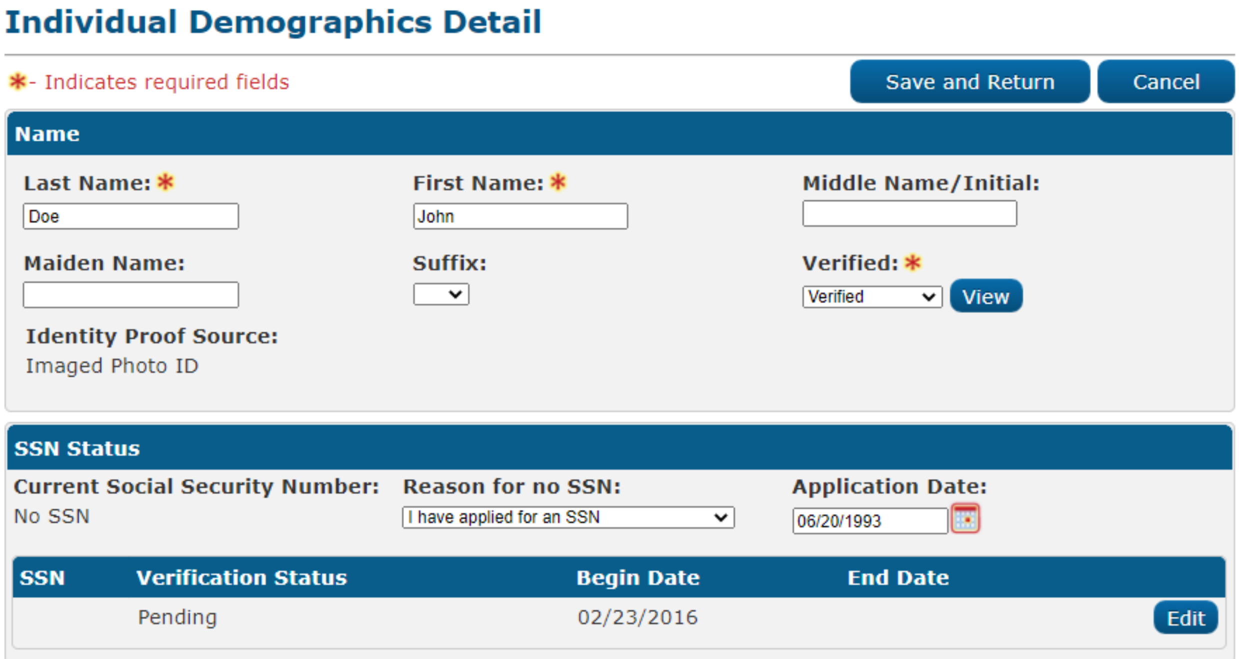


Figure 2.3.2.2 – Individual Demographics Detail (SSN Section Mockup)

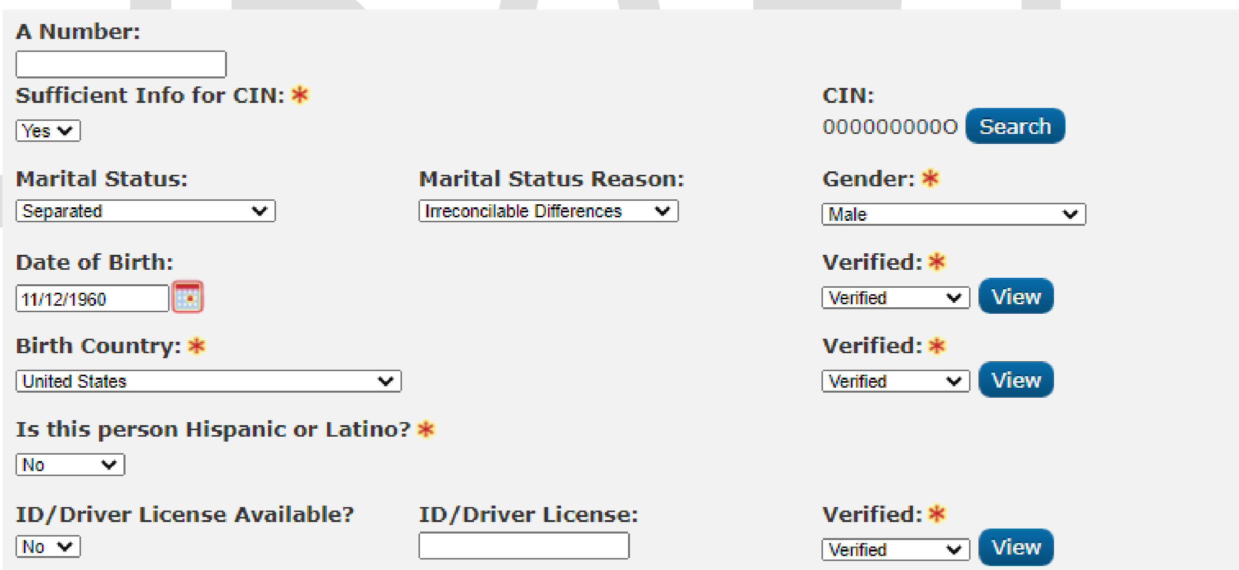


Figure 2.3.2.2 – Individual Demographics Detail (Martial Status Reason Mockup)

2.3.3 Description of Changes

1. Add a new dropdown labeled "Marital Status Reason" This dropdown will only display when the "Marital Status" field has a

value of “Separated”. The field will default to blank. This field will have the following options:

   a. Abused
   b. Battered
   c. Insanity
   d. Irreconcilable Differences
   e. Other
2. Add a new “Verified” dropdown field. This field will default to “Pending”. This field will utilize the existing verification framework. The verification type will be “ID/ Driver’s License”. The dropdown will be editable in Create and Edit Modes. This field will be required.
   a. Pending
   b. Refused
   c. Verified
   d. Not Applicable
3. Add a new “View” button next to the “Verified” Dropdown field. The “View” button will take the user to the “Verification Detail” page in View mode and will be available in all page modes.
4. Create a “Verified” verification record with a type of “ID/ Driver’s License” for all existing address records.
5. A Date field titled “Application Date” will display when the “Reason for no SSN” field has a value of “I have applied for an SSN”. The field will default to blank.
6. Add the following Reason for no SSN options:
   a. I am unable to apply for an SSN
   b. I am unwilling to apply for an SSN

2.3.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Individual Demographics

2.3.5 Security Updates

No Security Updates Required.

2.3.6 Page Mapping

Add page mappings for the new field.

2.3.7 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.4 Citizenship Detail

2.4.1 Overview

The Citizenship Detail page is used to track the Citizenship status and documentation of the participants. This page will be updated to track the Trujillo case status of the participant.

2.4.2 Citizenship Detail Mockup

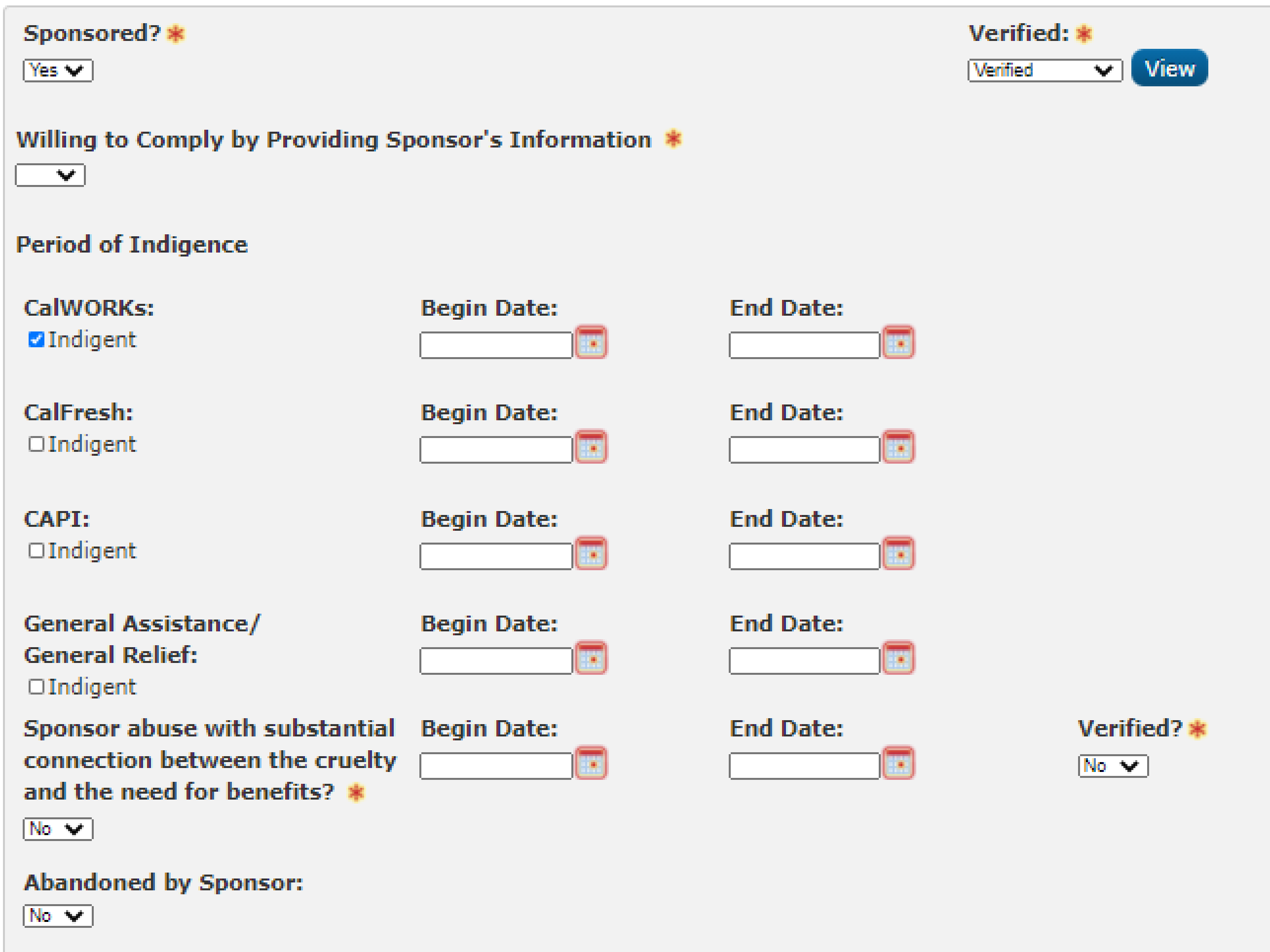


Figure 2.4.2.1 – Citizenship Detail (Sponsor Segment)

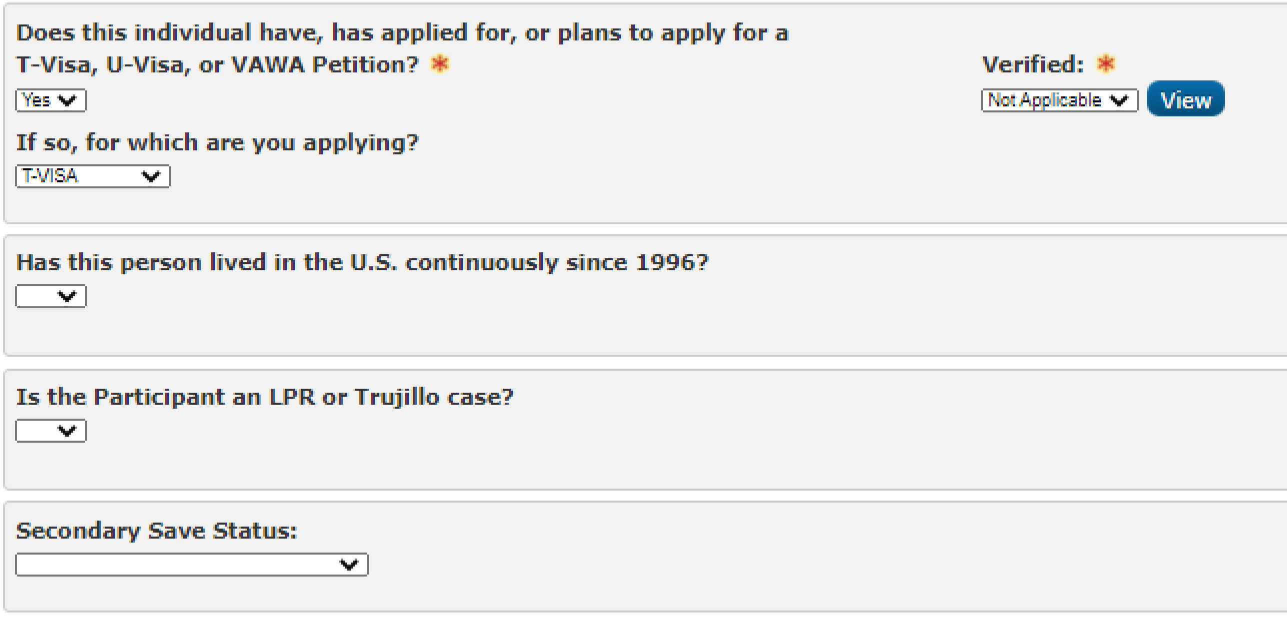


Figure 2.4.2.2 – Citizenship Detail (Bottom Segment)

2.4.3 Description of Changes

1. Add a new "NACARA" option to the Document field. When this is selected, the User's citizenship type will be "NACARA".
2. Add a new "General Assistance/General Relief" segment with the following fields:
    a. Indigent – Checkbox field
    b. Begin Date – Date field
    c. End Date – Date field
3. Add a new dropdown field labeled, "Abandoned by Sponsor" to the sponsor section.
    a. This field will be a Yes/No dropdown with a blank default value.
    b. This field will only be editable in create and edit mode.
    c. This field will only display when the "Sponsored?" dropdown has a value of "Yes".
4. Add a new section above the section containing the Secondary Save Status field. This section will hold the field, "Is the participant an LPR or Trujillo case?"
5. The "Is the participant an LPR or Trujillo case?" will be a Yes/No dropdown field. This field will not be required and will default to a blank option.

2.4.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information

- **Task:** Non-Financial-> Citizenship

2.4.5 Security Updates

No security updates.

2.4.6 Page Mapping

Page mappings are required for the new fields.

2.4.7 Page Usage/Data Volume Impacts

No additional page usage updates.

2.5 GR Health Assessment Detail

2.5.1 Overview

The GR Health Assessment Detail page is used to track medical conditions to determine if the participant is eligible to work. This page will be modified to provide a diagnosis field to track specific medical conditions.

2.5.2 GR Health Assessment Detail Mockup

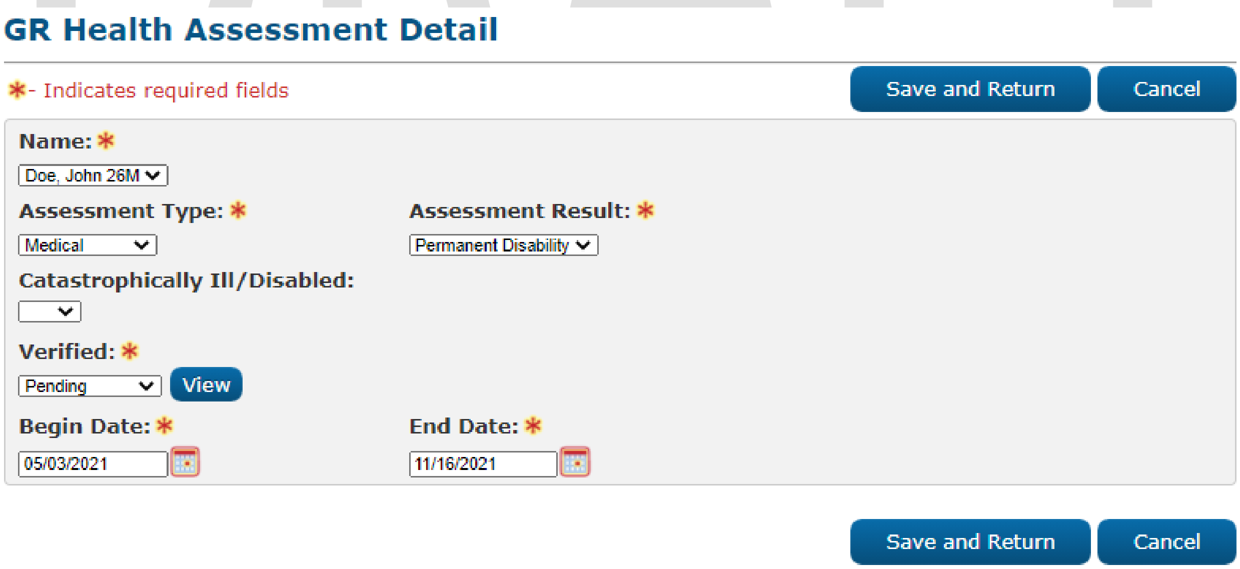


Figure 2.5.2.1 – GR Health Assessment Detail Page (Create Mode)

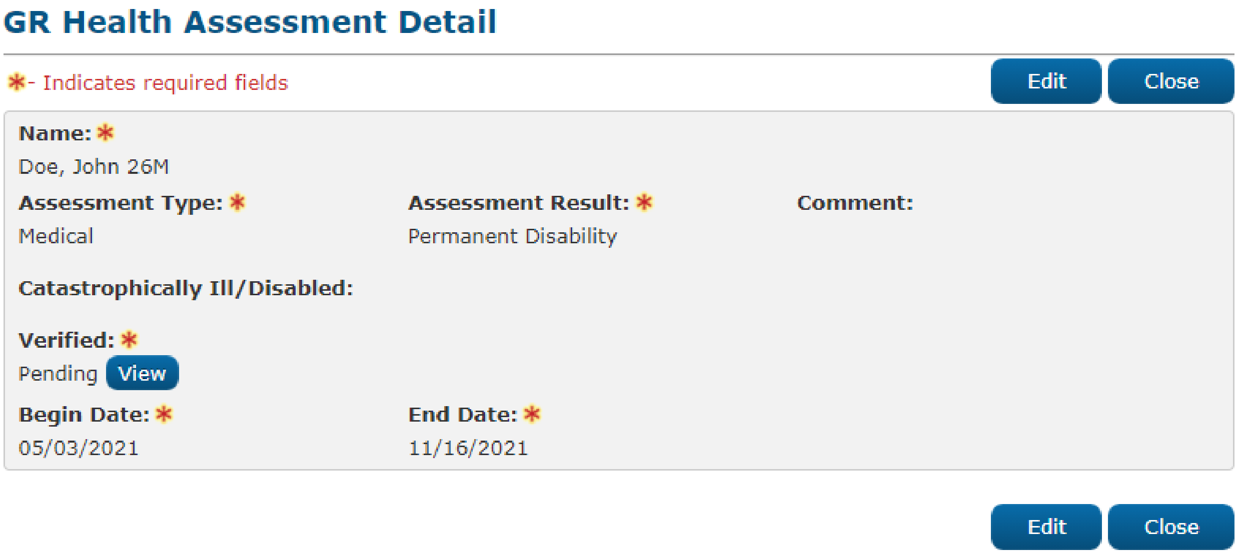


Figure 2.5.2.2 – GR Health Assessment Detail Page (View Mode)

2.5.3 Description of Changes

1. Add a new field labeled, "Catastrophically Ill/Disabled". This field will not be required. This field will be a Yes/No dropdown with a default value of blank. This field will only be editable in Create and Edit modes.
2. Add a new "Verified" dropdown field. This field will default to "Pending". This field will utilize the existing verification framework. The verification type will be "Disability". The dropdown will be editable in Create and Edit Modes.
    a. Pending
    b. Refused
    c. Verified
    d. Not Applicable
3. Add a new "View" button next to the "Verified" Dropdown field. The "View" button will take the user to the "Verification Detail" page in View mode and will be available in all page modes.

2.5.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** GR-> GR Health Assessment

2.5.5 Security Updates

No security updates.

2.5.6 Page Mapping

Page mappings are required for the new field.

2.5.7 Page Usage/Data Volume Impacts

No additional page usage updates.

2.6 GA/GR Support List

2.6.1 Overview

The GA/GR Support List page is used to display a list of GA/GR support records tied to individuals.

2.6.2 GA/GR Support List Mockup

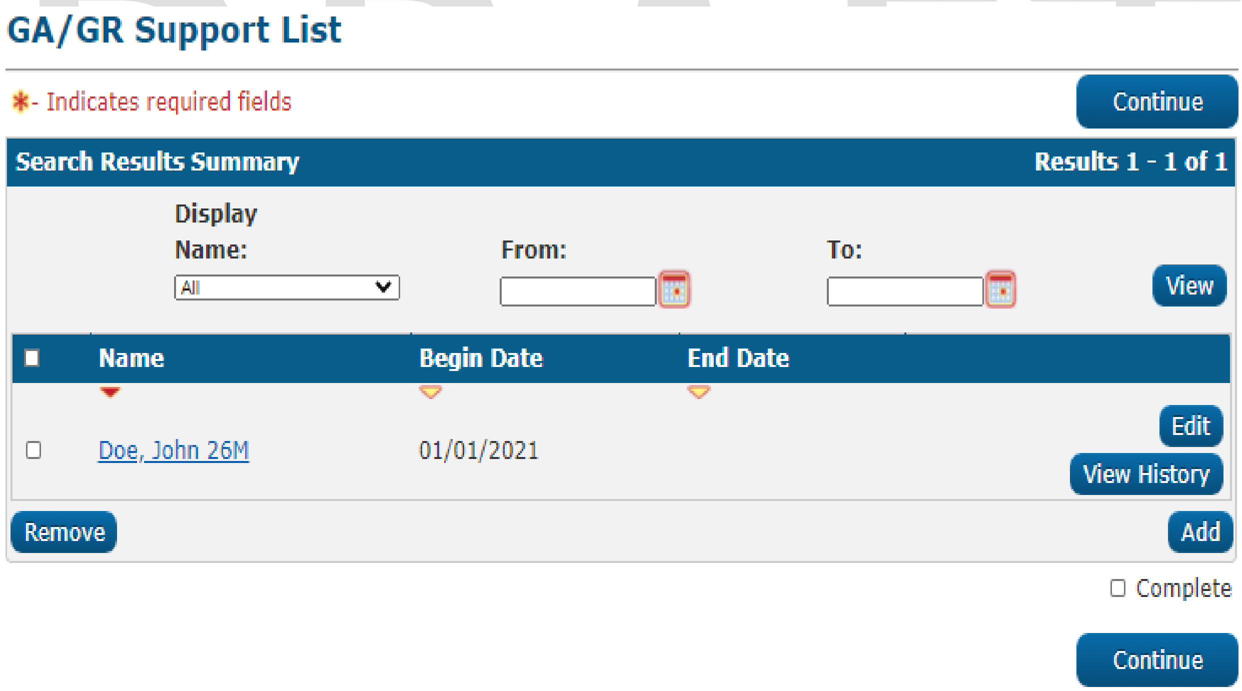


Figure 2.6.2.1 – GA/GR Support List Page

2.6.3 Description of Changes

1. The GA/GR Support task navigation option will appear as the last option beneath the GR task navigation sub menu.
2. Name - This dropdown will display all participants on the case that are not hidden or marked as duplicate. The default value will be "All".
3. From - The earliest date that a record of support can begin to appear in search results.

4. To - The latest date that a record of support can end to appear in search results.
5. View - This button will refresh the search results based on the filter criteria provided. The default search results will display all currently active records for eligible participants.
6. Name - The name of the participant associated with the record. The name will display in the <Last, First AgeGender> format. This field will be a hyperlink that will direct the user to the GA/GR Support Detail page in view mode when the user has the "GAGRSupportDetailView" right.
7. Begin Date - The date the support began.
8. End Date - The date the support ended.
9. Edit - This button will take the user to the GA/GR Support Detail page in Edit mode for the associated record. This button will only display when the user has the "GAGRSupportDetailEdit" right.
10. View History - This button will open the Transaction History Detail page for the associated record to view changes made to the record.
11. Remove - This button will delete all records with a checkbox selected. This button will only display when the user has the "GAGRSupportDetailRemove" right.
12. Add - This button will take the user to the GA/GR Support Detail page in Create mode. This button will only display when the user has the "GAGRSupportDetailEdit" right.
13. Continue - This button will direct the user to the Verification List page. If the Support Detail page was marked as a page required based on root questions, then if the complete checkbox has been selected, the page will be marked as complete on the to-do list.

2.6.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** GR-> GA/GR Support

2.6.5 Security Updates

Security Rights:

Security Right	Right Description	Right to Group Mapping
GAGRSupportDetailEdit	GAGR Support Detail	GAGR Support Detail Edit
GAGRSupportDetailView	GAGR Support Detail	GAGR Support Detail View, GAGR Support Detail Edit

Security Right	Right Description	Right to Group Mapping
GAGRSupportListView	GAGR Support List	GAGR Support List View, GAGR Support Detail View, GAGR Support Detail Edit

Security Groups:

Security Group	Group Description	Group to Role Mapping
GAGR Support Detail Edit	This group has the capability to access the GAGR Support Detail page to view, edit, and create information.	See the Security Matrix for the group to role associations
GAGR Support Detail View	This group has the capability to access the GAGR Support Detail page to view information.	See the Security Matrix for the group to role associations
GAGR Support List View	This group has the capability to access the GAGR Support List page to view information.	See the Security Matrix for the group to role associations

2.6.6 Page Mapping

Page mappings are required for the new page.

2.6.7 Page Usage/Data Volume Impacts

No additional page usage updates.

2.7 GA/GR Support Detail

2.7.1 Overview

The GA/GR Support Detail page is used to track if a participant is receiving support from a non-sponsor.

2.7.2 GA/GR Support Detail Mockup

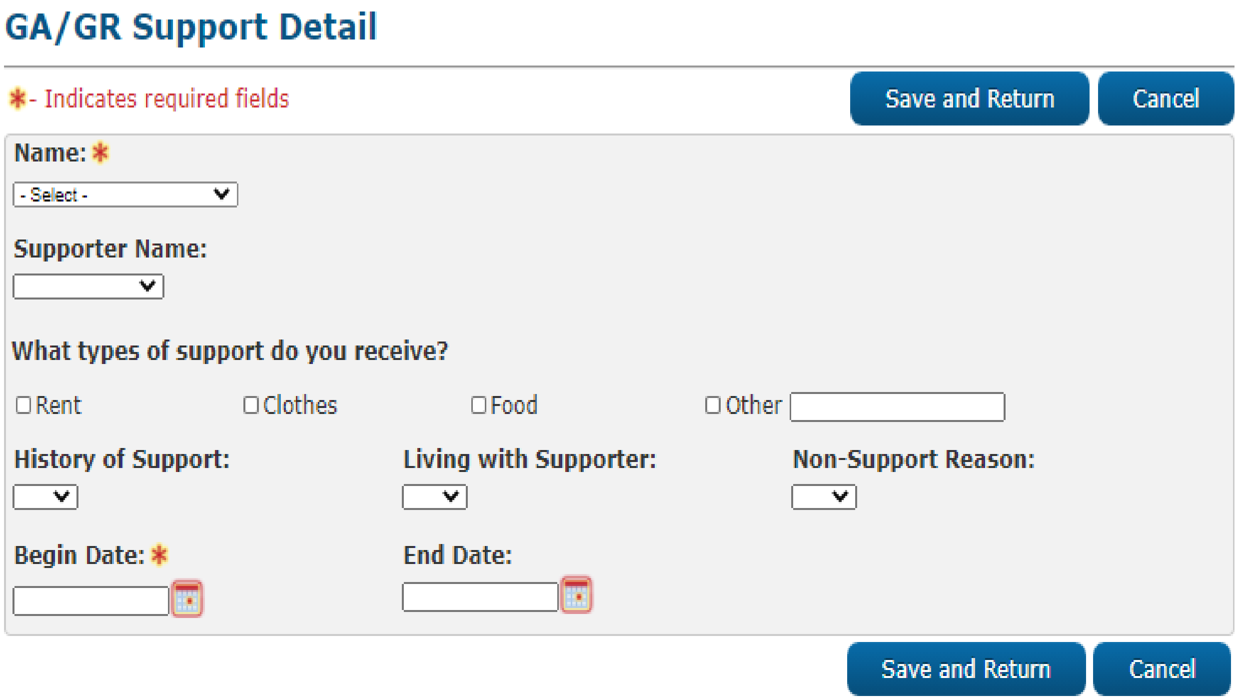


Figure 2.7.2.1 – GA/GR Support Detail

2.7.3 Description of Changes

1. Name – This dropdown will display all GA/GR program participants on the case that are not hidden or marked as duplicate. The name will display in the <Last, First AgeGender> format. The default value will be "-Select". This field will be required.
2. Supporter Name – This dropdown will display all GA/GR program participants on the case that are not hidden or marked as duplicate. The name will display in the <Last, First AgeGender> format. The default value will be blank.
3. What types of support do you receive? – This field will have checkboxes to allow the user to select between the following support types received.
   a. Clothing
   b. Food
   c. Housing
   d. Other – Other will also have an input field with a 30-character limit to allow the user to specify their own support types.
4. History of Support – This field will be a yes/no dropdown field. The default value will be blank.
5. Living with Supporter – This field will be a yes/no dropdown field. The default value will be blank.
6. Non-Support Reason – This field will be a dropdown with the following options. The default value will be blank.

a. Abandonment
b. Abuse
c. Accepted In Home without Rent
d. Addition to Family
e. Car Accident
f. Change in Landlord
g. Change in Living Arrangements
h. Client Failed to Provide Information
i. Court Appearance
j. Death
k. Disabled
l. Drug/Alcohol Problem
m. Establish Paternity
n. Expenses Increased
o. Family
p. Fighting
q. Homelessness
r. Hospitalization
s. Illness
t. Inappropriate Conduct
u. Incarceration
v. Insufficient Income
w. Institutionalized
x. Loss of Contact
y. Loss of Resources
z. Mandatory Member of Food Stamp Household
aa. Marriage
bb. Medical Appointment
cc. Mental Disability
dd. Needs still Being Met
ee. No Good Cause for Non-Support
ff. No Longer Able to
gg. No Longer Able to Support Financially
hh. No longer living with sponsor
ii. No Longer subject to sponsor deeming
jj. No Longer Want to
kk. Not Legally Responsible
ll. Other - Good Cause for Non-Support
mm. Other - No Good Cause for Non-Support
nn. Other Household Members No Longer Receiving CalWORKs
oo. Other Household Members Receiving CalWORKs
pp. Other Obligations
qq. Out of Jail
rr. Physical Disability
ss. Quit Job
tt. Refusal to Accept Employment
uu. Refusal to Attend School
vv. Refusal to Attend Training

ww. Source is Receiving Cash Aid and Cannot Support
xx. Sponsor/Responsible Relative will Support Client in Own Home
yy. Sponsor/Responsible Relative Refuses to Provide Info
zz. Sponsor/Responsible Relative on Public Assistance
aaa. Sponsor/Responsible Relative Refuses to Support
bbb. Unemployment
ccc. Unsubstantiated
ddd. Whereabouts of Source of Support Unknown
eee. Whereabouts of Sponsor/Responsible Relative Unknown

7. Begin Date – The date the support began. This field will be required. The date will be stored in the MM/DD/YYYY format.
8. End Date – The date the support ended. The date will be stored in the MM/DD/YYYY format.
9. Edit – This button will take the user to the GA/GR Support Detail page in Edit mode for the associated record. This button will only display when the user has the "GAGRSupportDetailEdit" right. This button will only display in View Mode.
10. Close – This button will take the user to the GA/GR Support List page. This button will only display in View mode.
11. Cancel – This button will take the user to the GA/GR Support List page. This button will only display in Edit mode.
12. Save and Continue – This button will take the user to the GA/GR Support List page and commit all modified information into the database. Changes saved to the database will be stored in a history table to be used with the transaction history functionality. This button will only display in Edit mode.

2.7.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** GR-> GA/GR Support

2.7.5 Security Updates

Security Rights:

Security Right	Right Description	Right to Group Mapping
GAGRSupportDetailEdit	GAGR Support Detail	GAGR Support Detail Edit
GAGRSupportDetailView	GAGR Support Detail	GAGR Support Detail View, GAGR Support Detail Edit

Security Groups:

Security Group	Group Description	Group to Role Mapping
GAGR Support Detail Edit	This group has the capability to access the GAGR Support Detail page to view, edit, and create information.	See the Security Matrix for the group to role associations
GAGR Support Detail View	This group has the capability to access the GAGR Support Detail page to view information.	See the Security Matrix for the group to role associations

2.7.6 Page Mapping

Page mappings are required for the new page.

2.7.7 Page Usage/Data Volume Impacts

No additional page usage updates.

2.8 Case Review - Non-Cooperation

2.8.1 Overview

The Case Review Non-Cooperation page is used for QA Auditors to track the status of a participant's cooperation with a Quality Assurance/Quality Control Audit. This page will be updated to allow the users to declare whether good cause was deemed for the participant's non-cooperation.

2.8.2 Case Review - Non-Cooperation Mockup

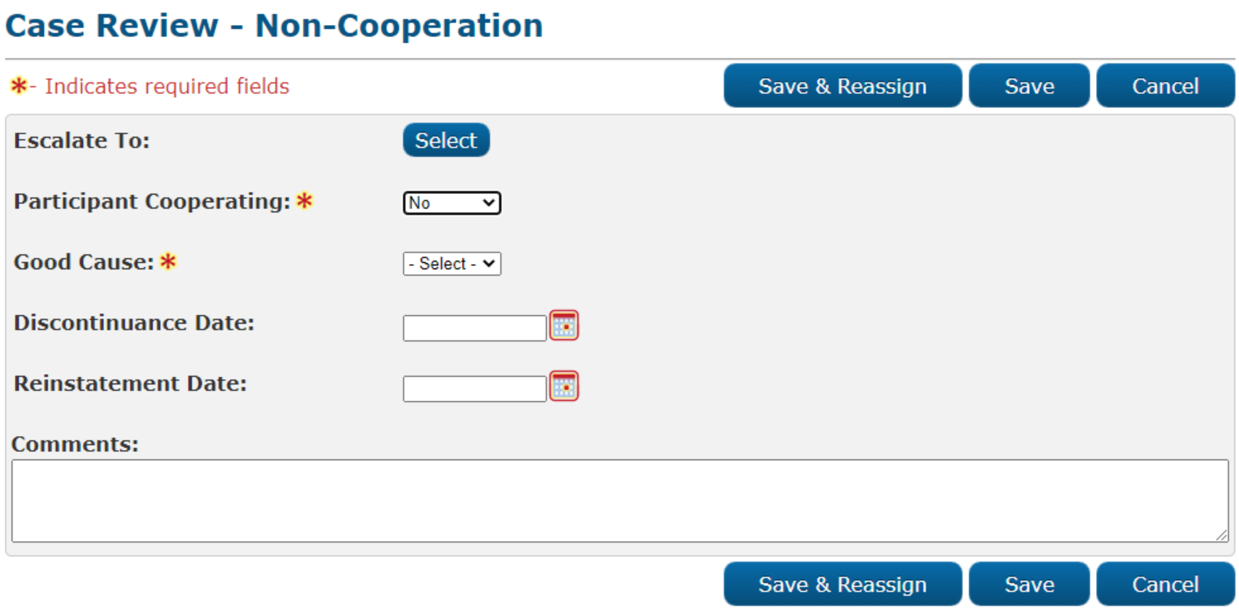


Figure 2.8.2.1 – Case Review - Non-Cooperation

2.8.3 Description of Changes

1. Add a 'Good Cause' dropdown field. This field will be a Yes/No dropdown field with a default value of '-Select-'. This field will be required, when visible.
2. The 'Good Cause' dropdown will only ~~display~~ when the 'Participant Cooperating' field is set to 'No'

2.8.4 Page Location

- **Global:** Special Units
- **Local:** Quality Review
- **Task:** Case Review

2.8.5 Security Updates

No security updates.

2.8.6 Page Mapping

Add page mappings for the new field.

2.8.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.9 Sponsorship Detail

2.9.1 Overview

The Sponsorship Detail page for Individual sponsors is used to track sponsor information for individuals sponsored on a case. An additional field will be added to track whether the sponsor has signed the lien for sponsorship as well.

2.9.2 Sponsorship Detail Mockup

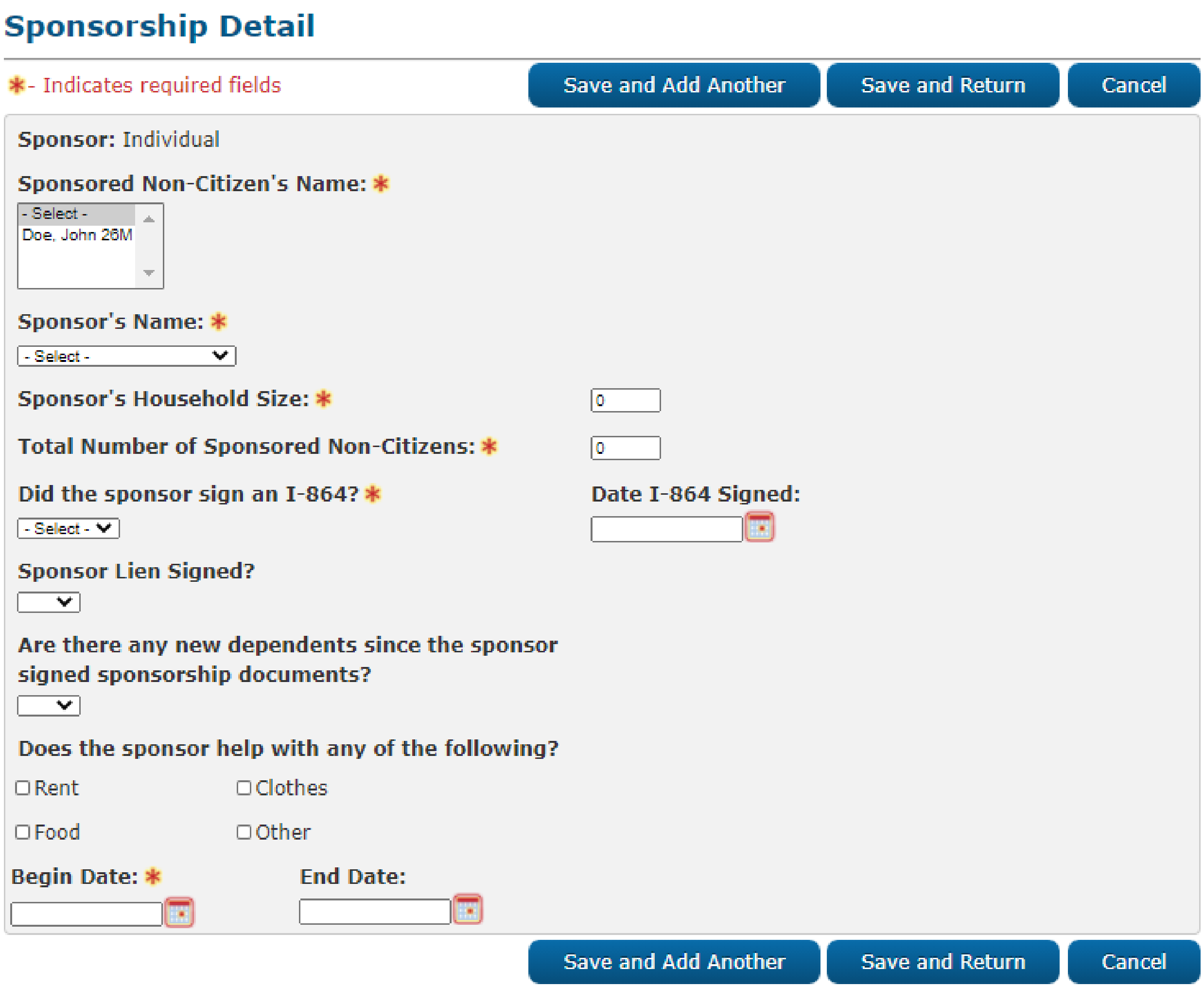


Figure 2.9.2.1 – Sponsorship Detail

2.9.3 Description of Changes

1. Add a new 'Sponsor Lien Signed?' dropdown field. This field will be a Yes/No dropdown field with a default value of blank. This field will be editable in Create and Edit Mode.

2. Add a new 'Are there any new dependents since the sponsor signed sponsorship documents?' dropdown field. This field will be a Yes/No dropdown field with a default value of blank. This field will be editable in Create and Edit Mode.

2.9.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Non-Financial-> Sponsorship

2.9.5 Security Updates

No security updates.

2.9.6 Page Mapping

Add page mappings for the new field.

2.9.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.10 Employment Detail

2.10.1 Overview

The Employment Detail page is used to track a user's employment information including their employer, hours, and employment type. This page will be modified to add an additional termination reason to specify if the user refused to start their employment at a job site.

2.10.2 Employment Detail Mockup

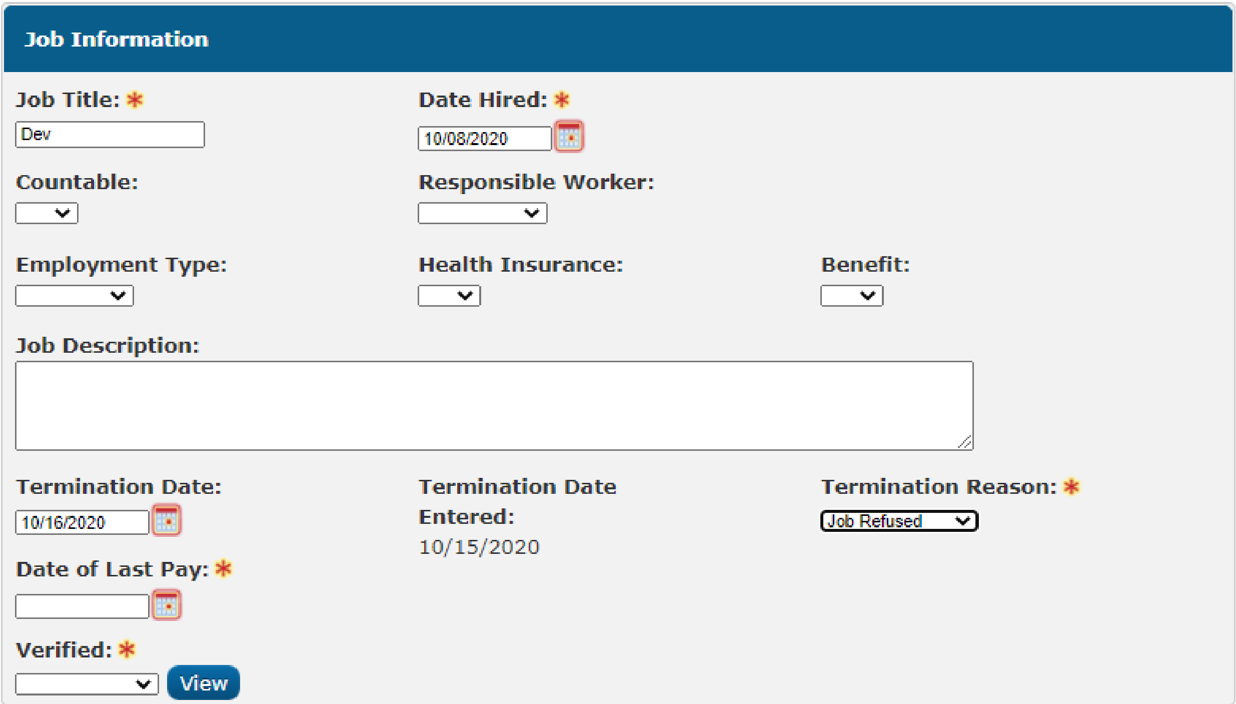


Figure 2.10.2.1 – Employment Detail (Job Information Section)

2.10.3 Description of Changes

1. Add the following new options to the 'Termination Reason' dropdown field:
    a. Business Closure
    b. Discrimination
    c. Household Emergency
    d. Inadequate Wages
    e. Job Refused
    f. Labor Dispute
    g. Language
    h. Legal Reasons
    i. Medical Reasons
    j. Other
    k. Other Good Cause
    l. Physical/Mental Safety
    m. Transportation

2.10.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Non-Financial-> Employment

2.10.5 Security Updates

No security updates.

2.10.6 Page Mapping

No new page mappings required

2.10.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.11 Eligibility Non-Compliance Detail

2.11.1 Overview

The Eligibility Non-Compliance Detail page is used to track non-compliance reasons for the eligibility programs such as CalFresh, Medi-Cal, and General Assistance/General Relief. This page will be modified to enhance the ability to view and track additional non-compliance reasons for GA/GR programs.

2.11.2 Eligibility Non-Compliance Detail Mockup

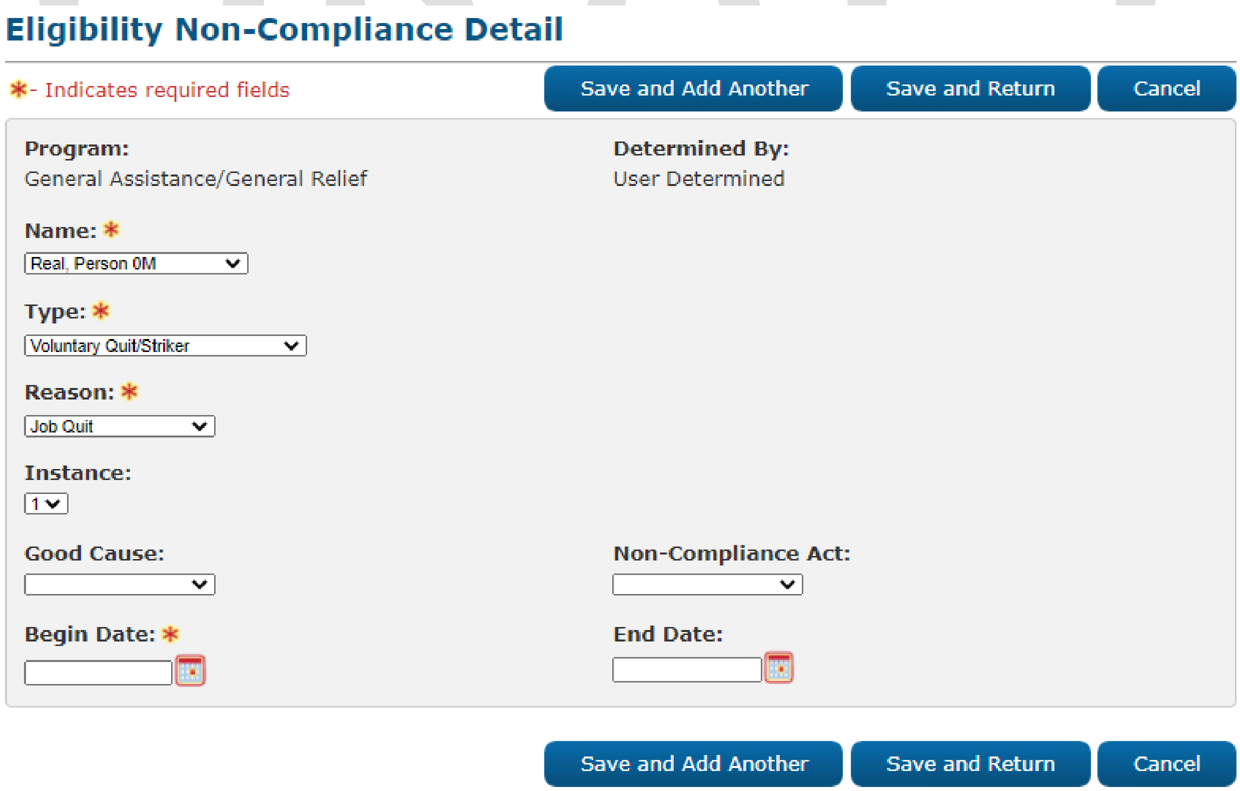
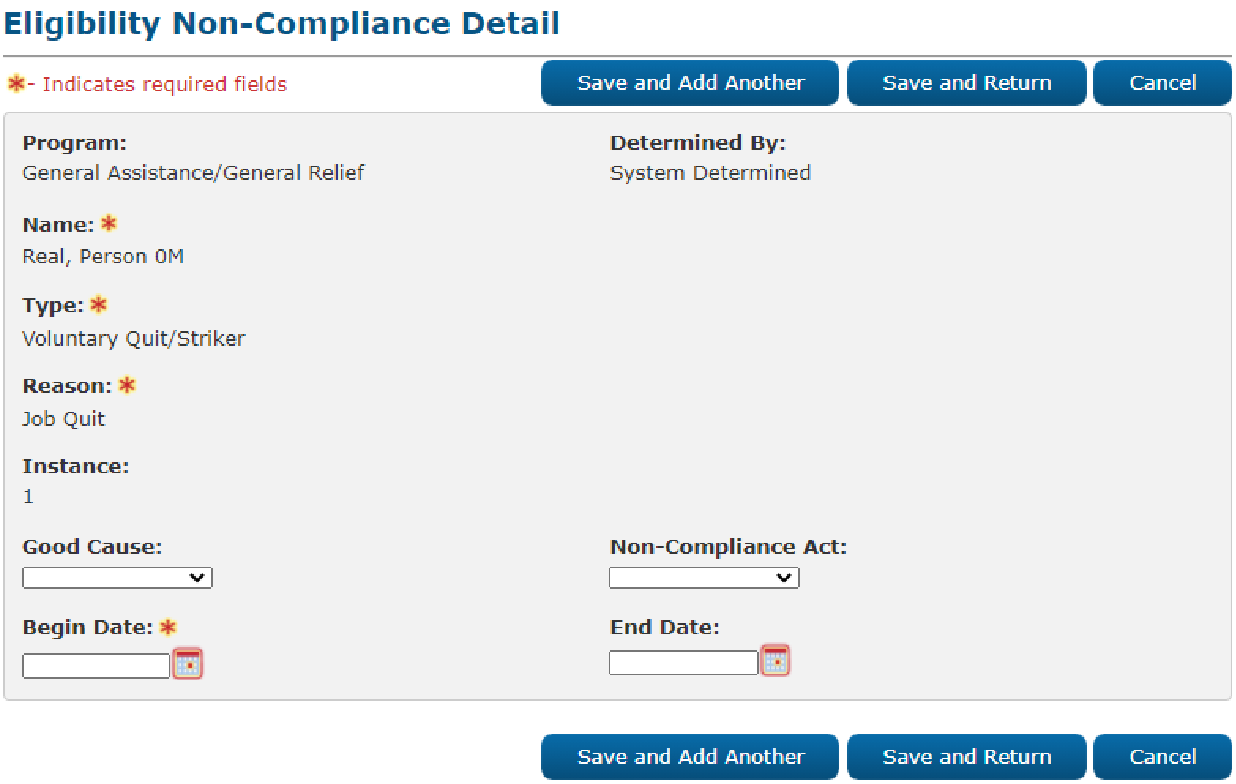


Figure 2.11.2.1 – Eligibility Non-Compliance Detail (User Determined)


Eligibility Non-Compliance Detail

*- Indicates required fields

Save and Add Another | Save and Return | Cancel

Program: General Assistance/General Relief

Determined By: System Determined

Name: * Real, Person 0M

Type: * Voluntary Quit/Striker

Reason: * Job Quit

Instance: 1

Good Cause:

Non-Compliance Act:

Begin Date: *

End Date:

Save and Add Another | Save and Return | Cancel

Figure 2.11.2.2 – Eligibility Non-Compliance Detail (System Determined)

2.11.3 Description of Changes

1. Update the instance dropdown to permanently display for the General Assistance/General Relief type. Current positioning and dynamic field logic will apply when determining the location of the field. Only one instance field label will display at any given time.
2. Add a new field, "Determined By". This field will be un-editable in all page modes and will populate to a value of "User Determined" when a user creates the record or "System Determined" when the record is created by the system through an automated action. When the record is system determined, only the following fields will be editable:
   a. Good Cause
   b. Begin Date
   c. End Date
3. Add a new "Good Cause" dropdown field. This field will be editable in Create and Edit Mode. This field will be located below all dynamic fields. This field will have the following values with a default value of blank.
   a. Agency error
   b. Circumstances beyond control
   c. Conceived thru rape/incest
   d. County Determined
   e. Counseling regarding adoption
   f. Death in the family

g. Emotional Harm
h. Employment obtained
i. FC not best interest of child
j. Illness
k. Inadequate License
l. Incarceration
m. Individual has a disability
n. Lack of available appointments
o. Language
p. Legal Adoption Pending
q. Legal difficulties
r. Mandatory court appearance
s. Medical Appt that cannot be rescheduled
t. Moved out of county
u. Needed to Care for Verifiably Ill Immediate Family Member
v. No care for child or incap family member
w. Other
x. Physical Harm
y. Remoteness
z. Sexual Harassment
aa. Sexual Harm
bb. Transportation problems
cc. Unable to Read/Write
dd. Wage Below Minimum Wage
ee. Worksite Unsafe
ff. Would interrupt high school or GED study
gg. Would interrupt training increasing employability

4. Add a dropdown labeled 'Non-Compliance Act'. This dropdown will default to blank and will have the following values in Alphabetical order.
   a. Negligence
   b. Willful
5. Add the following Type and Reason options based on the associated type. Note that some types listed below already exist for the corresponding program and only need reasons added. Existing order methods will apply for the Type and Reason dropdowns:
   a. Type: Audit
      i. Refused to Cooperate
   b. Type: CAPI
      i.No CAPI Application
   c. Type: Employment
      i. Job Termination or Job Refusal
   d. Type: Employment Services
      i. GRWP
      ii. Failure to Meet Requirements
   e. Type: Failure to Attend
      i. Comprehensive Assessment
      ii. Disability Case management Appointment
      iii. Drug Treatment

    iv. Drug Treatment Outside of County Residence
    v. Evaluation
    vi. Medical Consultant Appointment
    vii. Multilingual Assessment
    viii. Orientation
    ix. Substance Abuse Treatment

f. Type: Failure to Provide
    i. Choice of Representation Form
    ii. Earnings
    iii. False Information Provided
    iv. Interest Income/Property
    v. Lawsuit Information
    vi. Lawyer Release
    vii. Medical Assessment/Questionnaire
    viii. Medical Report
    ix. Notice of Appeal Filed
    x. Real/Personal Property
    xi. Release of Information
    xii. Requested Information
    xiii. SSI/SSP Status
    xiv. Timely Information

g. Type: Fiscal
    i. Check Cashed After Replacement Issued
    ii. Out of County EBT Transaction

h. Type: IPV/Fraud
    i. Fraud Conviction
    ii. Fraud Prevention
    iii. Non-Cooperation

i. Type: Living Arrangement
    i. Housing Claimed while Sheltered

j. Type: Medical
    i. Medical Evaluation

k. Type: Participant
    i. Participant Requested

l. Type: Procedural Requirement
    i. CalWORKs Eligible Minor
    ii. Failed Reinstatement Appointment
    iii. Failed to Complete Orientation
    iv. Failed to Comply with Work Audit
    v. Failed to Cooperate with Child Support
    vi. Failed to Maintain DHS Housing
    vii. Failed to Register EDD
    viii. Failure to Comply with SSI
    ix. Failure to Comply with Veteran's Benefit Requirements
    x. Failure to Contact TLCS
    xi. Failure to Cooperate with Disability Management Services Program
    xii. Failure to Cooperate with SETA refugee Program
    xiii. Failure to file Administrative Appeal for SSI/SSP

xiv. Failure to request SSI/SSP Denial Hearing
xv. Found on SFIS
xvi. SSN
m. Quality Control
i. Refused to Cooperate
n. SSI/SSP
i. Failed to Cooperate with IAP Advocate
ii. Failed to Cooperate with SSI Advocate
iii. Failed to Cooperate with SSA Office/ Agency
iv. SSI Process
o. Voluntary Quit/Striker
i. Job Quit more than 45 days ago
6. Update the Date Convicted field to display when the following conditions are met. All existing field-specific validations will apply:
a. Type: Felony/Violation
b. Reason Fleeing Felon
c. Program: General Assistance/General Relief

2.11.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Non-Financial-> Non-Compliance

2.11.5 Security Updates

No security updates.

2.11.6 Page Mapping

Add page mappings for the new fields.

2.11.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.12 Customer Options Detail

2.12.1 Overview

The Customer Options Detail page is used to allow unique options to be related to a participant. This page will be updated to add additional option required for rules.

2.12.2 Customer Options Detail Mockup

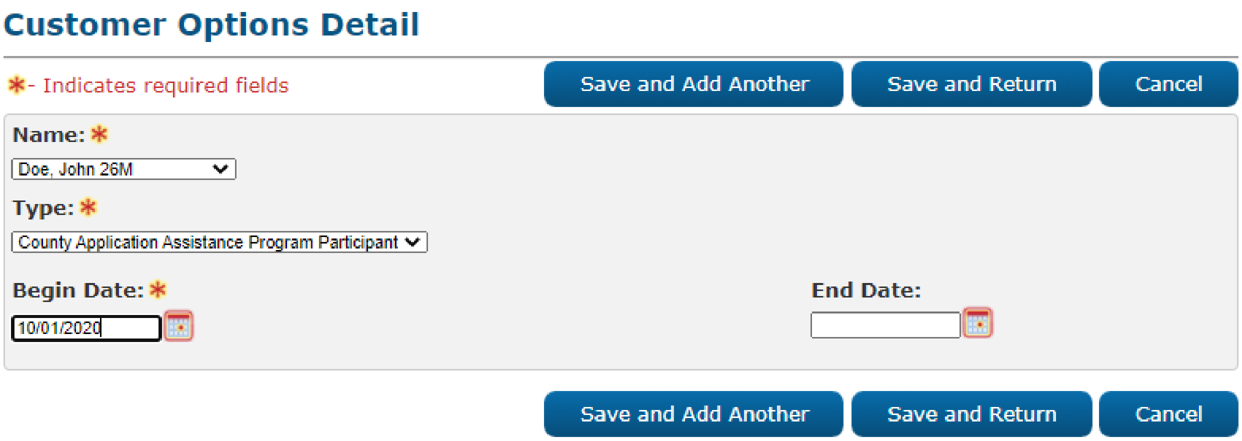


Figure 2.12.2.1 – Customer Options Detail

2.12.3 Description of Changes

1. Add the following options to the Type dropdown. This option will follow the existing sorting method of the dropdown.
    a. County Application Assistance Program Participant
    b. SBR Director's Exception

2.12.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Non-Financial-> Customer Options

2.12.5 Security Updates

No security updates.

2.12.6 Page Mapping

Add page mappings for the new fields.

2.12.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.13 GA/GR Document Signature Detail

2.13.1 Overview

The GA/GR Document Signature page is used to track the date that particular document types were signed. This page will be updated to include additional documents.

2.13.2 GA/GR Document Signature Mockup

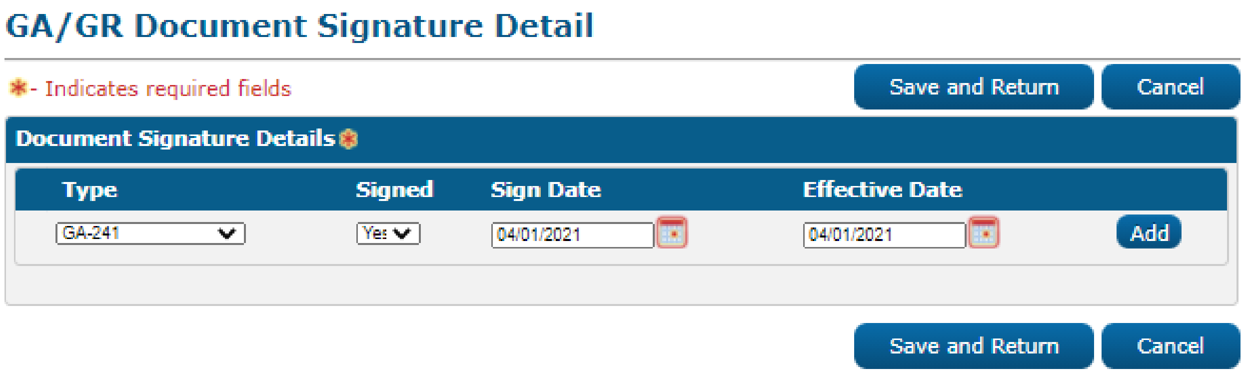


Figure 2.13.2.1 – GA/GR Document Signature Detail

2.13.3 Description of Changes

1. Add the following options to the Type dropdowns:
   a. GA-241
   b. GA-243
   c. SC-20

2.13.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** GR->Document Signature

2.13.5 Security Updates

No security updates.

2.13.6 Page Mapping

No page mapping impacts.

2.13.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.14 SSN Detail

2.14.1 Overview

The "SSN Detail" page is used to add and modify a Social Security Number for an individual. This page will be updated to display a new field labeled "Attempted to Obtain" when the SSN Number field is blank.

2.14.2 SSN Detail Mockup

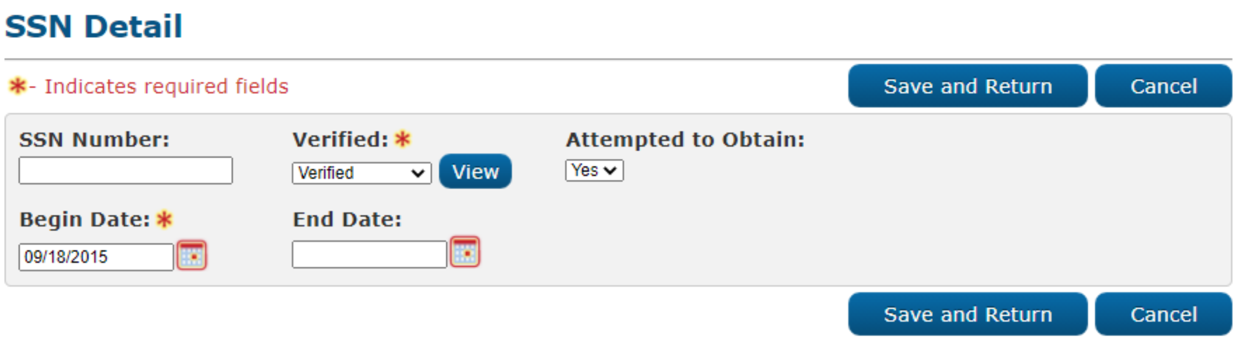


Figure 2.14.2.1 – SSN Detail Mockup

2.14.3 Description of Changes

Add a new Yes/No dropdown labeled "Attempted to Obtain". This field will only display while the SSN Number field is blank. The field will default to blank.

2.14.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Individual Demographics

2.14.5 Security Updates

No Security Updates.

2.14.6 Page Mapping

Add page mapping for the New Field.

2.14.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.15 Residency Detail

2.15.1 Overview

The Residency Detail page is used to track the participant's residency information within a given county. This page will be updated to allow the users to track the participant's right and ability to reside.

2.15.2 Residency Detail Mockup

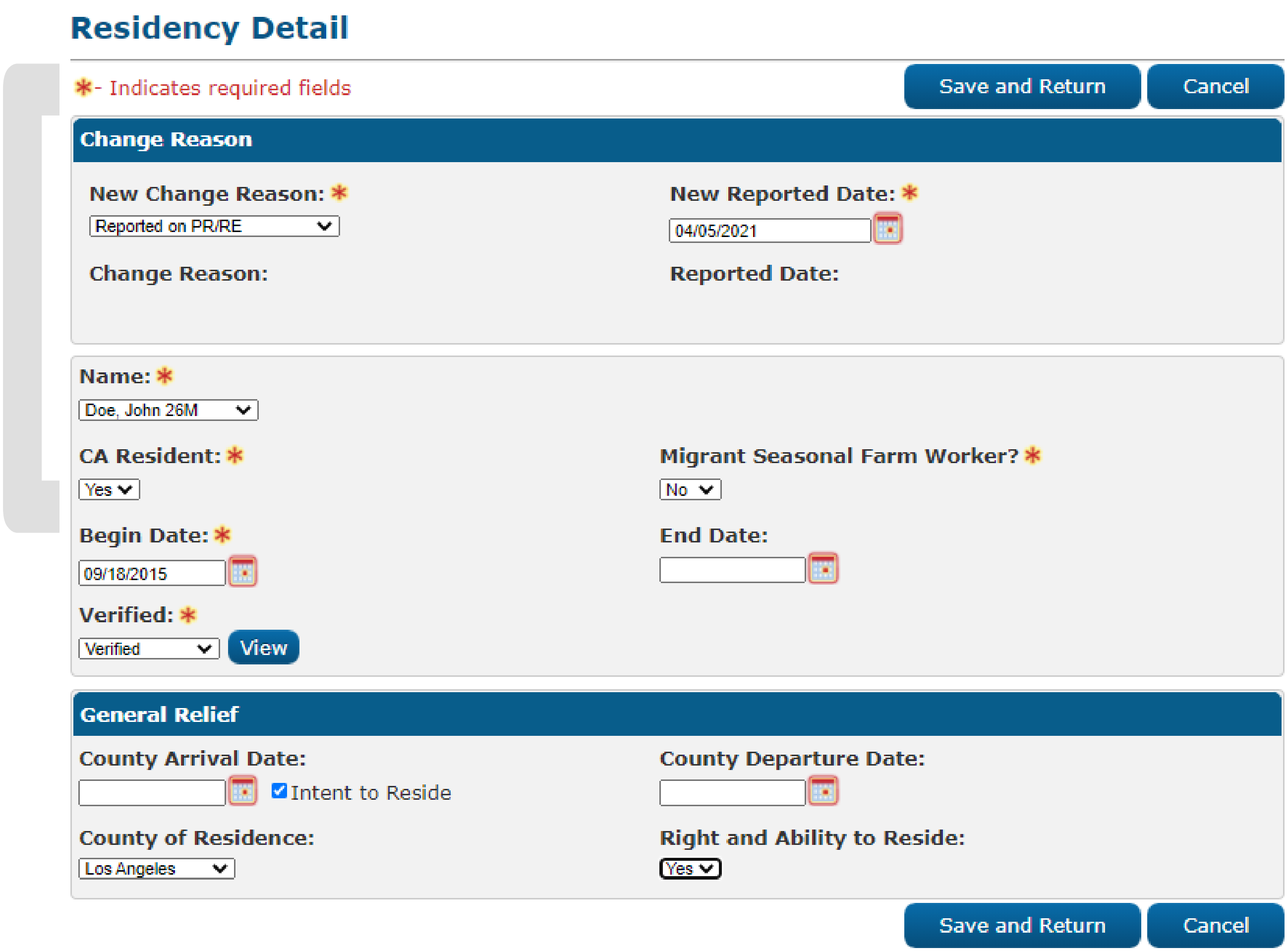


Figure 2.15.2.1 – Residency Detail Mockup

2.15.3 Description of Changes

1. Add a new Yes/No dropdown labelled "Right and Ability to Reside". This field will default to blank. This field will only be editable in Create and Edit modes.

2.15.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Residency

2.15.5 Security Updates

No Security Updates Required.

2.15.6 Page Mapping

Page mapping updates are required.

2.15.7 Page Usage/Data Volume Impacts

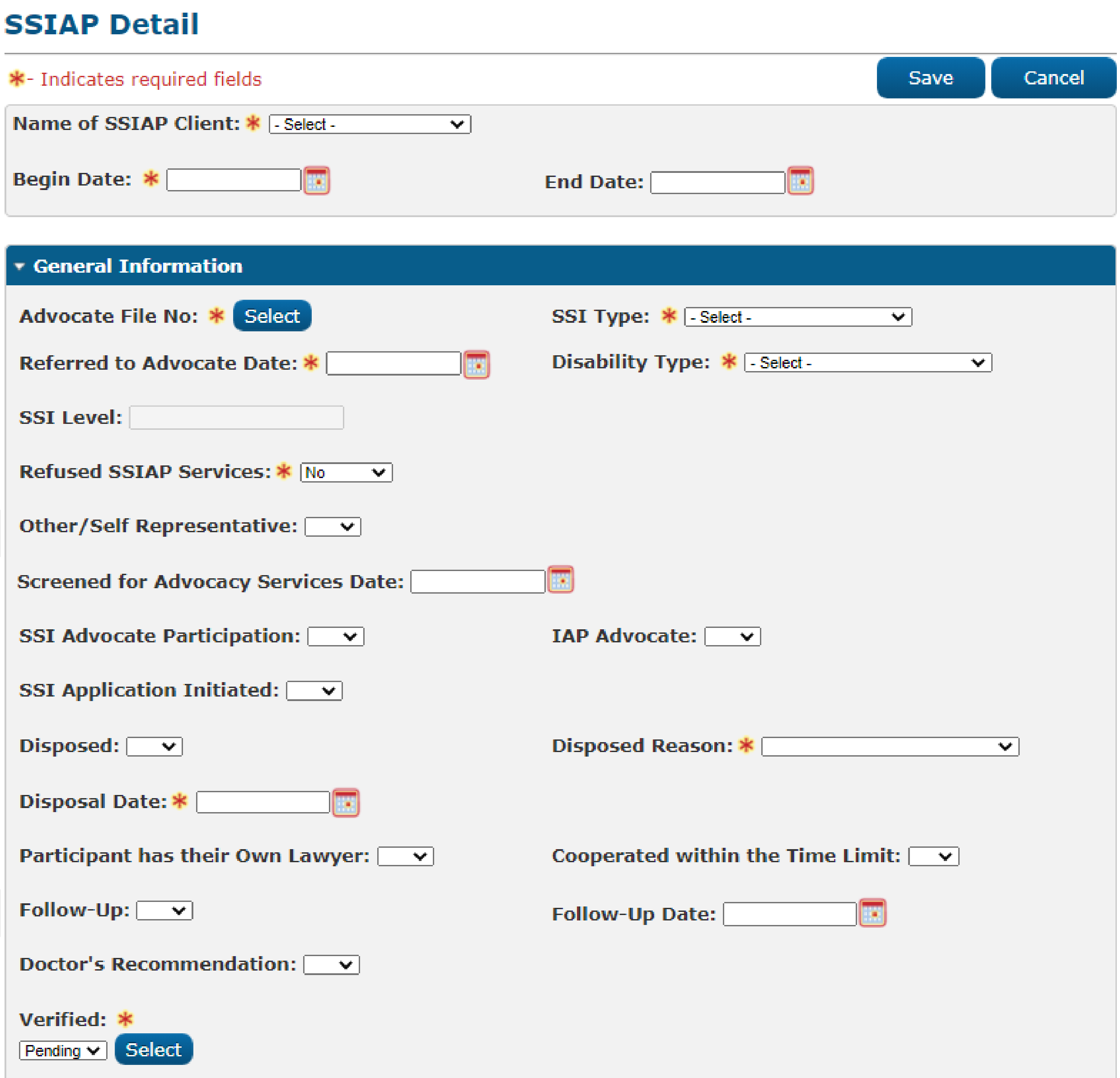
No additional page usage is expected from this update.

2.16 SSIAP Detail

2.16.1 Overview

The SSIAP Detail page is used to track SSI Advocacy and Hearing information and statuses. This page will be updated to accommodate additional fields to support the new GA/GR rulesets.

2.16.2 SSIAP Detail Mockup


SSIAP Detail

*- Indicates required fields

Save Cancel

Name of SSIAP Client: * - Select -

Begin Date: *

End Date:

General Information

Advocate File No: * Select

SSI Type: * - Select -

Referred to Advocate Date: *

Disability Type: * - Select -

SSI Level:

Refused SSIAP Services: * No

Other/Self Representative:

Screened for Advocacy Services Date:

SSI Advocate Participation:

IAP Advocate:

SSI Application Initiated:

Disposed:

Disposed Reason: *

Disposal Date: *

Participant has their Own Lawyer:

Cooperated within the Time Limit:

Follow-Up:

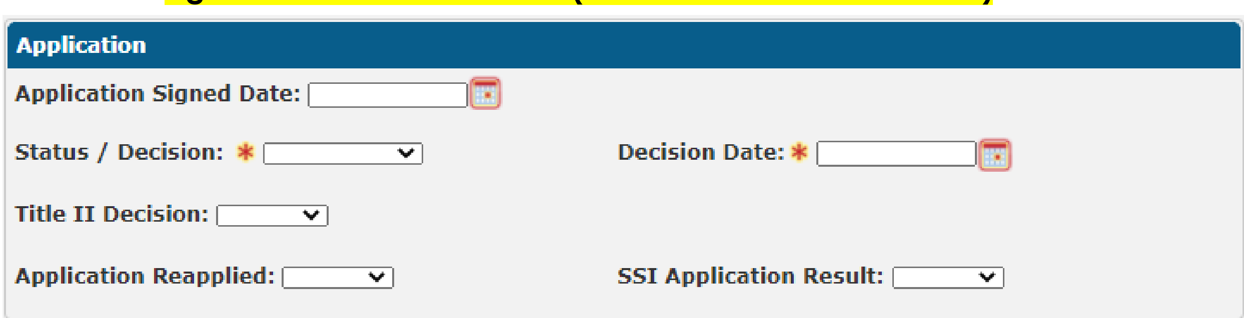
Follow-Up Date:

Doctor's Recommendation:

Verified: *

Pending Select

Figure 2.16.2.1 – SSIAP Detail (General Information Section)


Application

Application Signed Date:

Status / Decision: *

Decision Date: *

Title II Decision:

Application Reapplied:

SSI Application Result:

Figure 2.16.2.2 – SSIAP Detail (Application Section)

2.16.3 Description of Changes

1. Add a new Yes/No dropdown labeled "Doctor's Recommendation". The field will default to blank. This field will only be editable in Create and Edit modes.
2. Add a new Yes/No dropdown labeled "Follow Up". The field will default to blank. This field will only be editable in Create and Edit modes.
3. Add a new Date field labeled "Follow Up Date". The field will default to blank. The Date will be in the DD/MM/YYYY format. This field will only be editable in Create and Edit modes.
4. Add a new Yes/No dropdown labeled "Application Reapplied". The field will default to blank. This field will only be editable in Create and Edit modes.
5. Add a new Yes/No dropdown labeled "SSI Advocate Participation". The field will default to blank. This field will only be editable in Create and Edit modes.
6. Add a new Yes/No dropdown labeled "IAP Advocate". The field will default to blank. This field will only be editable in Create and Edit modes.
7. Add a new Yes/No dropdown labeled "Participant has their Own Lawyer". The field will default to blank. This field will only be editable in Create and Edit modes.
8. Add a new Yes/No dropdown labeled "Cooperated within the Time Limit". The field will default to blank. This field will only be editable in Create and Edit modes.
9. Add a new dropdown labeled "SSI Application Result" with the following options. The field will default to blank. This field will only be editable in Create and Edit modes.
    a. Approved
    b. Rejected
    c. Pending
10. Add a new "Verified" dropdown field. This field will default to "Pending". This field will utilize the existing verification framework. The verification type will be "SSIAP". The dropdown will be editable in Create and Edit Modes. This field will be required.
    a. Pending
    b. Refused
    c. Verified
    d. Not Applicable
11. Add a new "View" button next to the "Verified" Dropdown field. The "View" button will take the user to the "Verification Detail" page in View mode and will be available in all page modes.

2.16.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information

- **Task:** Non-Financial->SSIAP

2.16.5 Security Updates

No Security Updates Required.

2.16.6 Page Mapping

No new page mappings are required.

2.16.7 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.17 Address Detail

2.17.1 Overview

The "Address Detail" page is used to track a participant's home and mailing address. This page will be updated to track whether an Address is Long Term.

2.17.2 Address Detail Mockup

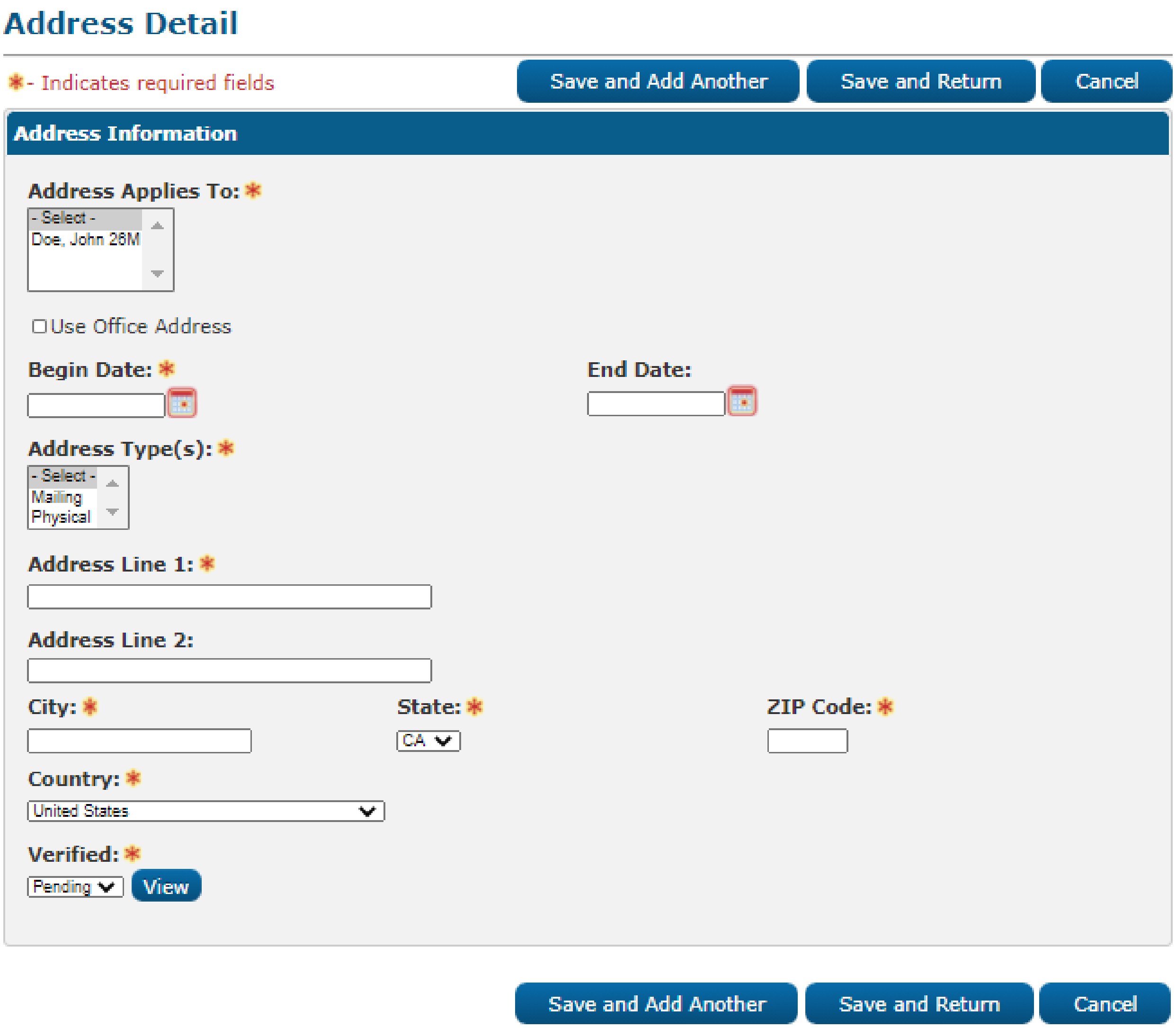


Figure 2.17.2.1 – Address Detail Mockup

2.17.3 Description of Changes

1. Add a new "Verified" dropdown field. This field will default to "Pending". This field will utilize the existing verification framework. The verification type will be "Living Address". The dropdown will be editable in Create and Edit Modes. This field will be required.
    a. Pending
    b. Refused
    c. Verified
    d. Not Applicable
2. Add a new "View" button next to the "Verified" Dropdown field. The "View" button will take the user to the "Verification Detail" page in View mode and will be available in all page modes.

2.17.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Contact

2.17.5 Security Updates

No Security Updates.

2.17.6 Page Mapping

Add page mapping for the New Fields.

2.17.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.18 Living Arrangement Detail

2.18.1 Overview

The "Living Arrangement Detail" page is used to track the living situation for people living in facilities outside of standard housing situations. This page will be updated to track additional information related to the user's housing circumstances.

2.18.2 Living Arrangements Detail Mockup

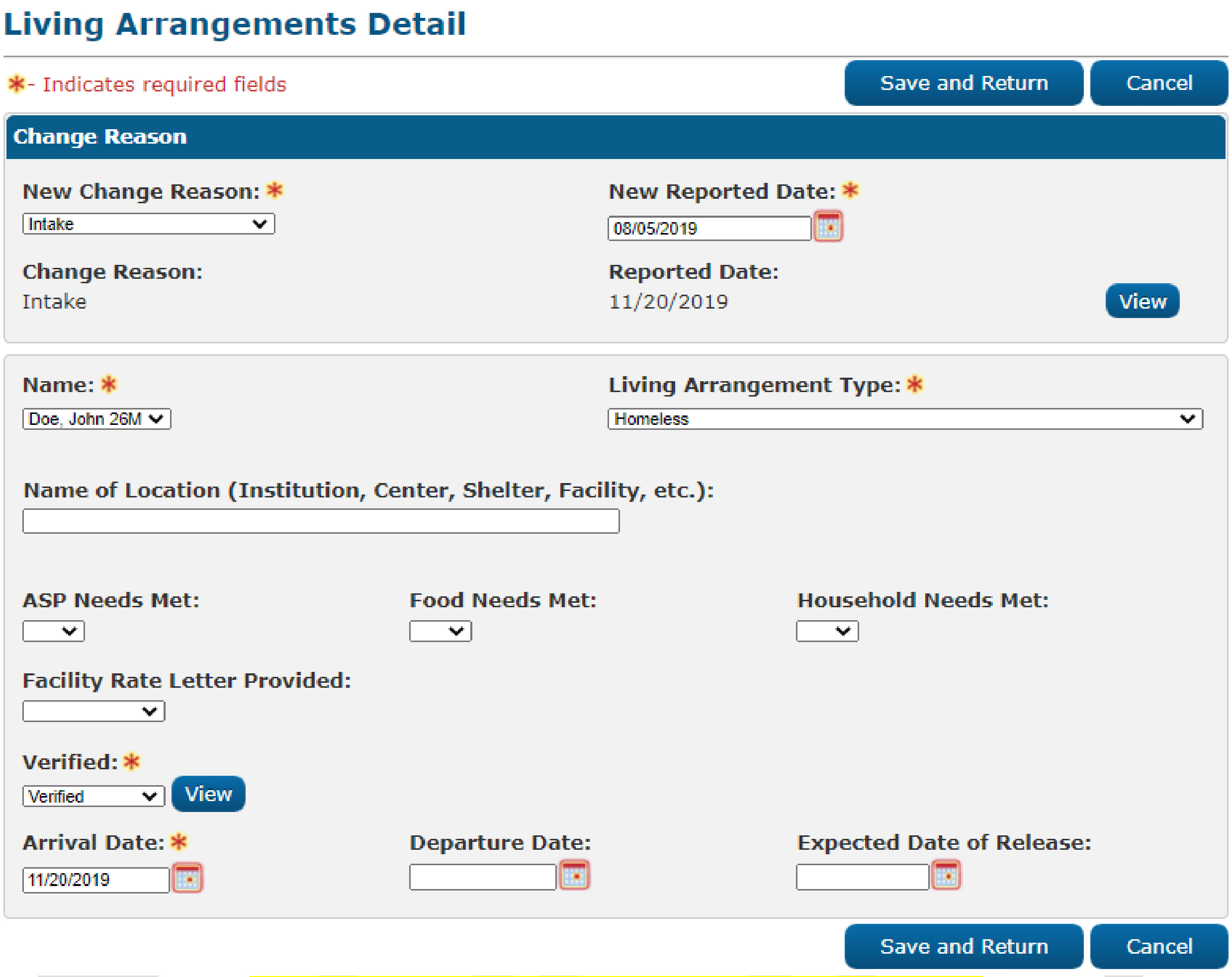


Figure 2.18.2.1 – Living Arrangements Detail Mockup

2.18.3 Description of Changes

1. Add the following Living Arrangement Type options:
    a. Maternity Home
    b. Medical Institution
    c. Mission
    d. Special Program Housing
2. Add a new Yes/No dropdown labeled "ASP Needs Met". The field will default to blank. This field will only be Editable in Create and Edit modes.
3. Add a new Yes/No dropdown labeled "Food Needs Met". The field will default to blank. This field will only be Editable in Create and Edit modes.
4. Add a new Yes/No dropdown labeled "Household Needs Met". The field will default to blank. This field will only be Editable in Create and Edit modes.

5. Add a new Yes/No dropdown labeled "Facility Rate Letter Provided". The field will default to blank. This field will only be Editable in Create and Edit modes.
6. Add a new "Verified" dropdown field. This field will default to "Pending". This field will utilize the existing verification framework. The verification type will be "Living Arrangement". The dropdown will be editable in Create and Edit Modes. This field will be required.
   a. Pending
   b. Refused
   c. Verified
   d. Not Applicable
7. Add a new "View" button next to the "Verified" Dropdown field. The "View" button will take the user to the "Verification Detail" page in View mode and will be available in all page modes.

2.18.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Living Arrgmt

2.18.5 Security Updates

No Security Updates.

2.18.6 Page Mapping

Add page mapping for the New Fields.

2.18.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.19 Work Registration Detail

2.19.1 Overview

The "Work Registration Detail" page is used to track the employability status for the GROW program. This page will be enhanced to represent all General Assistance Employment Service programs.

2.19.2 Work Registration Detail Mockup

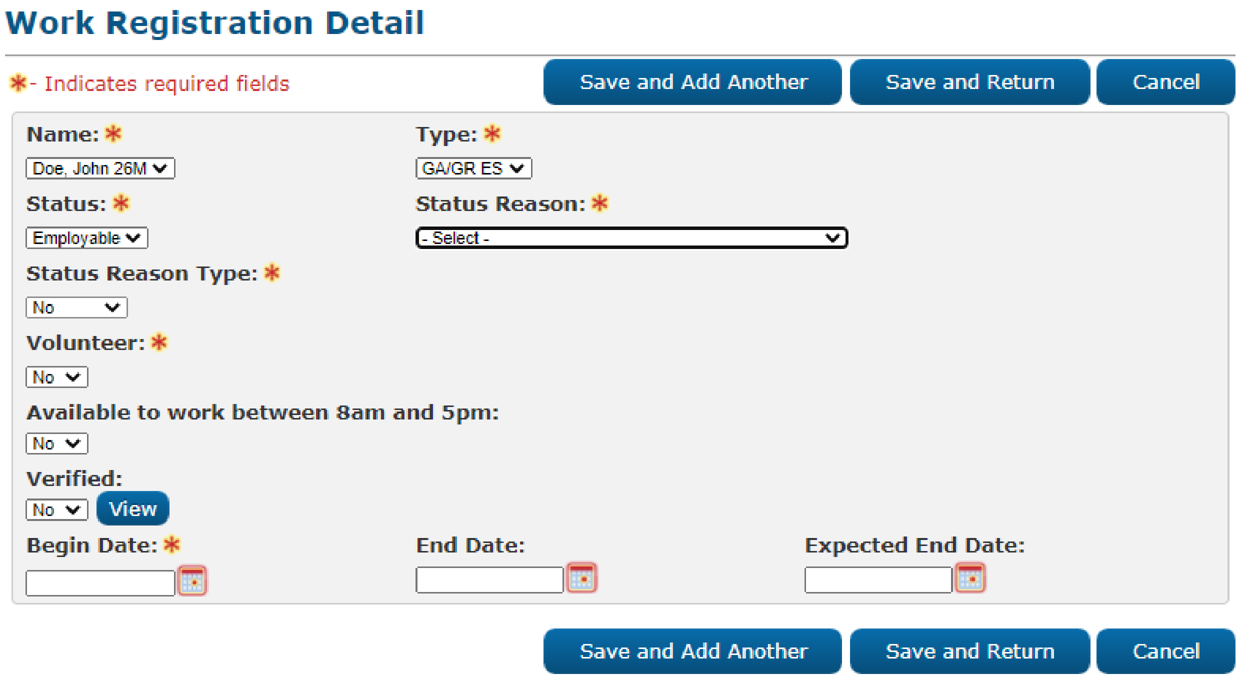


Figure 2.19.2.1 – Work Registration Detail Mockup

2.19.3 Description of Changes

1. Add a new option, "GA/GR ES" under the "Type" dropdown to represent all employment services for General Assistance/General Relief aside from the GROW program. This option will be available to select from the Type dropdown when adding a new Work Registration record.
2. Update the Status Dropdown to display the following options when the "Type" is "GA/GR ES":
    a. Employable
    b. Unemployable
    c. Conditionally Employable
3. Add a new Yes/No dropdown labeled "Available to work between 8am and 5pm". The field will default to blank. This field will be editable in Create and Edit modes.
4. Add a new "Verified" dropdown field. This field will default to "Pending". This field will utilize the existing verification framework. The verification type will be "Work Registration". The dropdown will be editable in Create and Edit Modes. This field will be required.
    a. Pending
    b. Refused
    c. Verified
    d. Not Applicable

5. Add a new “View” button next to the “Verified” Dropdown field. The “View” button will take the user to the “Verification Detail” page in View mode and will be available in all page modes.

2.19.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Work Regist.

2.19.5 Security Updates

No Security Updates.

2.19.6 Page Mapping

Add page mapping for the New Fields.

2.19.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.20 School Attendance Detail

2.20.1 Overview

The “School Attendance Detail” page is used to track the Information of a student. This page will be modified to track course information and add additional School types.

2.20.2 School Attendance Detail Mockup

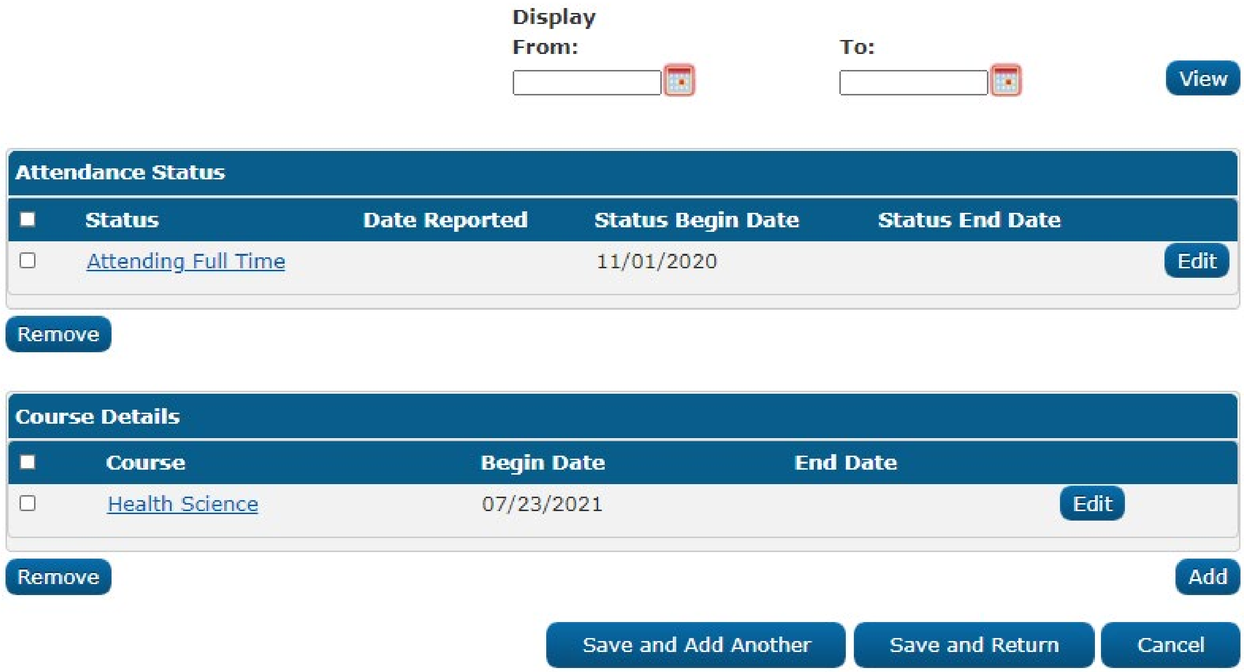


Figure 2.20.2.1 – School Attendance Detail Mockup (Bottom Section)

2.20.3 Description of Changes

1. Add the following School Attendance Type options:
    a. ESL
    b. Health Rehabilitation
    c. Home School
    d. Library
    e. Prescribed by Doctor
2. Add a new "Course Details" Section. This section will have a table to display a list of the courses associated with the school attendance detail record with the following fields:
    a. Checkbox – This check box will be used to select records for removal.
    b. Course – This field will be a hyperlink to the "School Attendance Course Detail" page. This link will take the user to the detail page in view mode.
    c. Begin Date- The Begin Date of the Course in MM/DD/YYYY format.
    d. End Date – The End date of the course in MM/DD/YYYY format.
    e. Edit – This button will allow the user to navigate to the School Attendance Course Detail page in Edit mode for the given record. This button will only appear if the user has the "School

Attendance Detail Edit" right. This button will display in all page modes.

3. Add the Remove button for the Course Details Section. This button will only display in create and edit mode. This button will remove all selected courses. This button will only display if the user has the right, "SchoolAttendanceCourseRemove".
4. Add the Add button for the Course Details Section. This button will only display In Create and Edit modes. This button will lead the user to the School Attendance Course Detail page in Create mode.

2.20.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** School Attend

2.20.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
SchoolAttendanceCourseRemove	County Admin Summary	Information Remove

2.20.6 Page Mapping

Add page mapping for the New Fields.

2.20.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.21 School Attendance Course Detail

2.21.1 Overview

The "School Attendance Course Detail" page will be used to track the course Information of a student.

2.21.2 School Attendance Course Detail Mockup

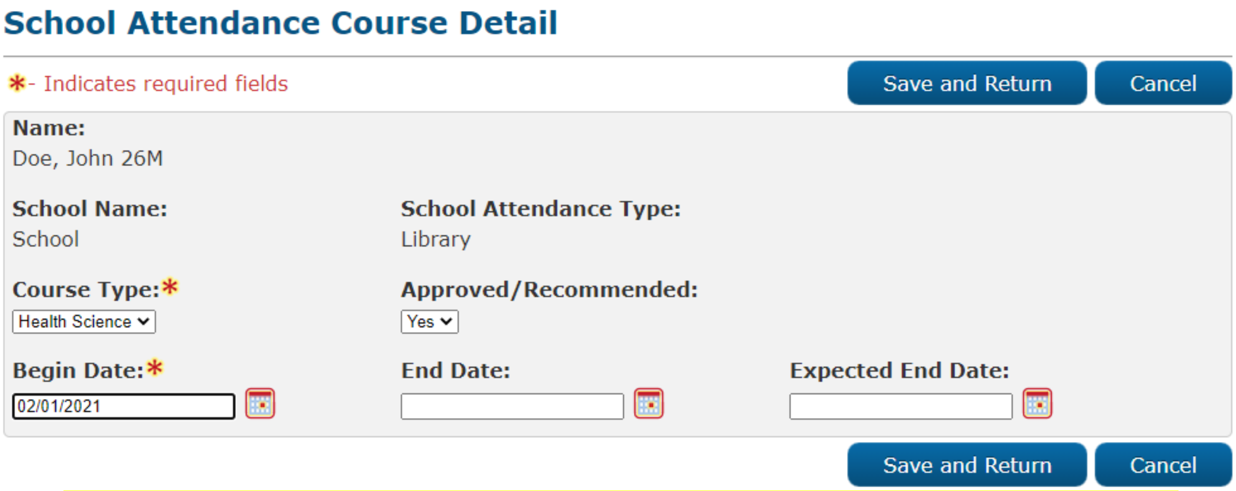


Figure 2.21.2.1 – School Attendance Course Detail Mockup (Create/Edit Mode)

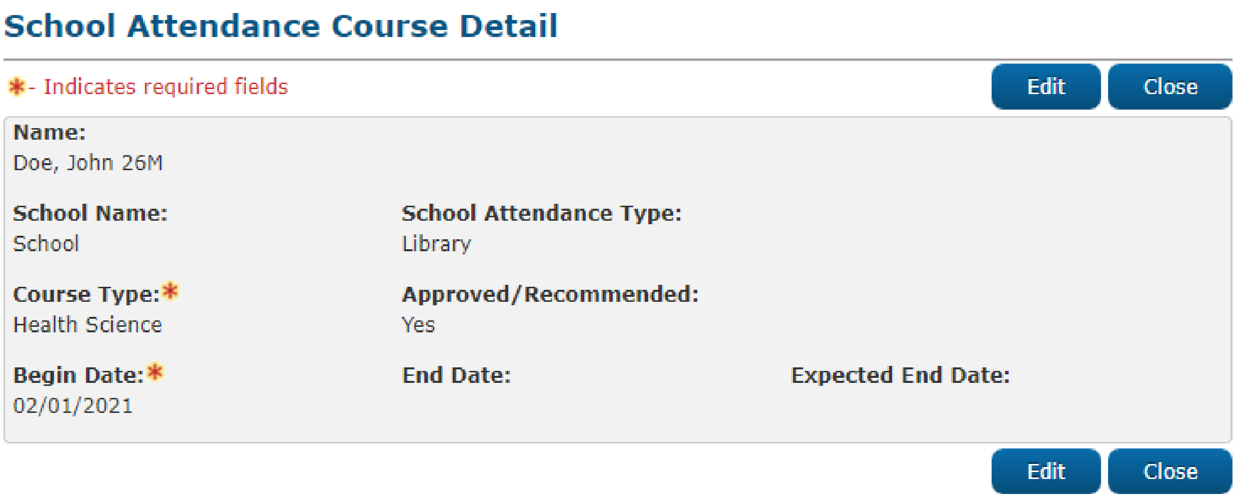


Figure 2.21.2.2 – School Attendance Course Detail Mockup (View Mode)

2.21.3 Description of Changes

1. Name – This field will display the name of the participant selected on the School Attendance Detail page. This field will be uneditable.
2. School – The name of the school selected on the School Attendance Detail page. This field will be uneditable.
3. School Type – The name of the School Attendance Type selected on the School Attendance Detail page. This field will be uneditable.
4. Course Type – This field will be a dropdown in Create and Edit modes. The default value will be "- Select – ". This field will be required. This field will have the following options:
    a. Accounting
    b. Anthropology
    c. Architecture

d. Art
e. Astronomy
f. Automotive Technology
g. Aviation
h. Biology
i. Business
j. Carpentry
k. Chemistry
l. Communications
m. Computer Information Science
n. Construction
o. Cosmetology
p. Criminal Justice
q. Dental Assistant
r. Design Technology
s. Driver (Truck, Van, Bus, etc)
t. Early Childhood Education
u. Economics
v. Electronics Technology
w. Engineering
x. English
y. Family & Consumer Science
z. Fashion
aa. Fire Technology
bb. Funeral Service Education
cc. Geography
dd. Geology
ee. Gerontology
ff. Hazardous Materials
gg. Health Education
hh. Health Science
ii. History
jj. Home Economics
kk. Horticulture
ll. Hospitality Management
mm. Human Career Development
nn. Human Resources
oo. Human Services
pp. Humanities
qq. Interdisciplinary Studies
rr. Interior Design
ss. Janitorial
tt. Journalism
uu. Language
vv. Legal Assisting
ww. Library
xx. Management
yy. Marketing

zz. Mathematics
aaa. Medical
bbb. Music
ccc. Natural Resources
ddd. Nursing
eee. Nutrition and Foods
fff. Paralegal
ggg. Paramedic
hhh. Philosophy
iii. Photography
jjj. Physical Education
kkk. Physical Science
lll. Physics
mmm. Political Science
nnn. Psychology
ooo. Real Estate
ppp. Recreation
qqq. Respiratory Care
rrr. Social Science
sss. Sociology
ttt. Speech
uuu. Statistics
vvv. Student Government
www. Theatre Arts
xxx. Veterinarian
yyy. Welding Technology

5. Approved/Recommended – This field will be a yes/no dropdown editable in Create and Edit modes only. This field will default to blank.
6. Begin Date – The Date the Course began. This field will be editable in Create and Edit modes only. This field will default to blank. This field will display in MM/DD/YYYY format.
7. End Date – The Date the Course ends. This field will be editable in Create and Edit modes only. This field will default to blank. This field will display in MM/DD/YYYY format.
8. Expected End Date – The Date the Course is expected to end. This field will be editable in Create and Edit modes only. This field will default to blank. This field will display in MM/DD/YYYY format.
9. Edit – This button will take the user to the School Attendance Course Detail page in Edit mode. This button will only display in View mode and only if the user has the "SchoolAttendanceDetailEdit" right.
10. Save And Return - This button will save the record and return the user to the School Attendance Detail page in the page mode it was in previously. This button will only display in Edi mode.
11. Course information saved will display on the Transaction History Detail page in relation to the parent School Attendance record under a section labeled, "School Attendance Course Detail" using the existing Transaction History Framework

2.21.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** School Attend

2.21.5 Security Updates

No Security Updates.

2.21.6 Page Mapping

Add page mapping for the New Fields.

2.21.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.22 School Attendance Status Detail

2.22.1 Overview

The "School Attendance Status Detail" page will be used to track the student's school attendance. An additional status of "Dropped Out" will be added.

2.22.2 School Attendance Status Detail Mockup

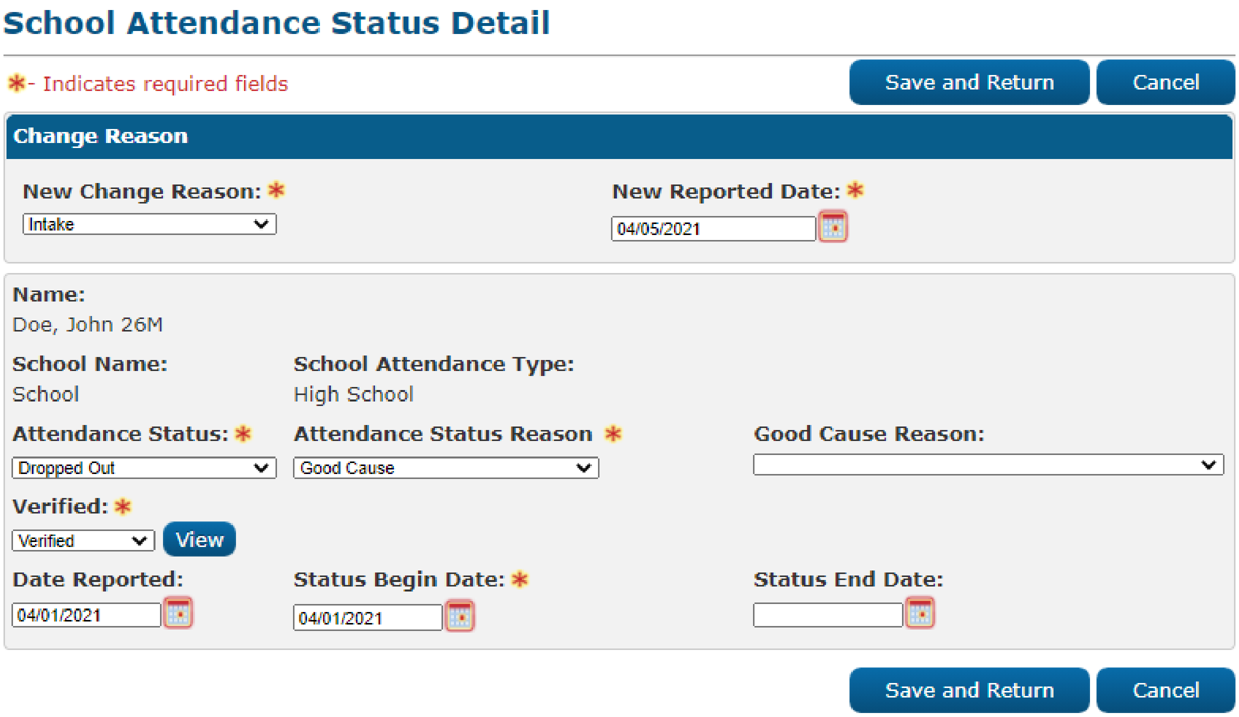


Figure 2.22.2.1 – School Attendance Status Detail Mockup

2.22.3 Description of Changes

1. Add the "Dropped Out" option to the Attendance Status dropdown.

2.22.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** School Attend

2.22.5 Security Updates

No Security Updates.

2.22.6 Page Mapping

Add page mapping for the New Fields.

2.22.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.23 Third Party Liability Detail

2.23.1 Overview

The "Third Party Liability Detail" page is used to store information regarding the participant's compensation request related to injuries received. This page will be updated to add fields to indicate the appropriate forms have been signed.

2.23.2 Third Party Liability Detail Mockup

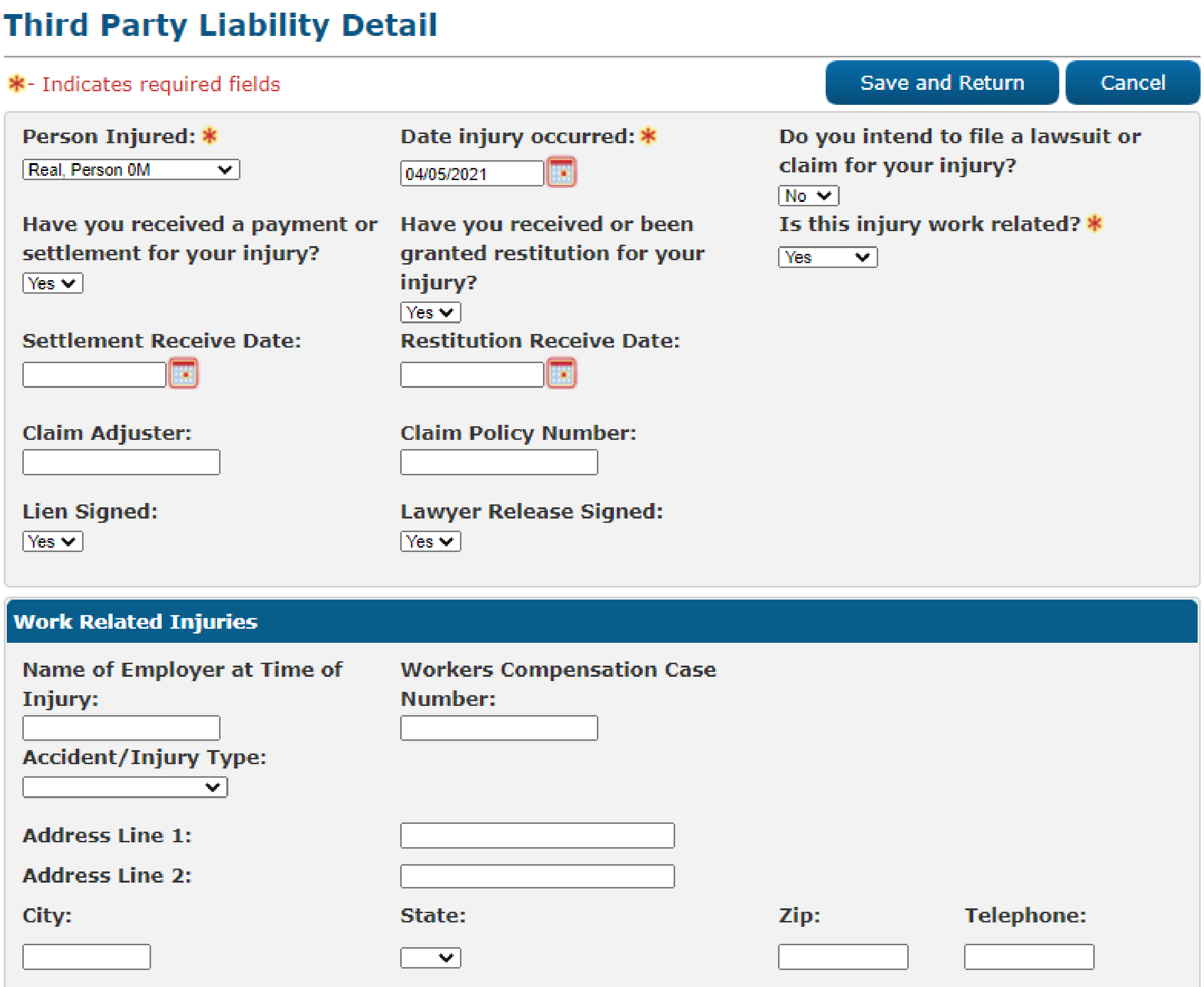


Figure 2.24.2.1 – Third Party Liability Detail Mockup

2.23.3 Description of Changes

1. Add a new Yes/No dropdown labeled "Lien Signed". The field will default to blank. This field will only be Editable in Create and Edit modes.

2. Add a new Yes/No dropdown labeled "Lawyer Release Signed". The field will default to blank. This field will only be Editable in Create and Edit modes.
3. Add the option, "Other Possible Settlement" to the Accident/Injury Type dropdown under the Work Related Injuries section.

2.23.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Financial -> Third Party Liability

2.23.5 Security Updates

No Security Updates.

2.23.6 Page Mapping

Add page mapping for the New Fields.

2.23.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.24 Return to Residence List

2.24.1 Overview

The "Return to Residence List" page is used to display a list of residents returning to out of state locations.

2.24.2 Return to Residence List Mockup

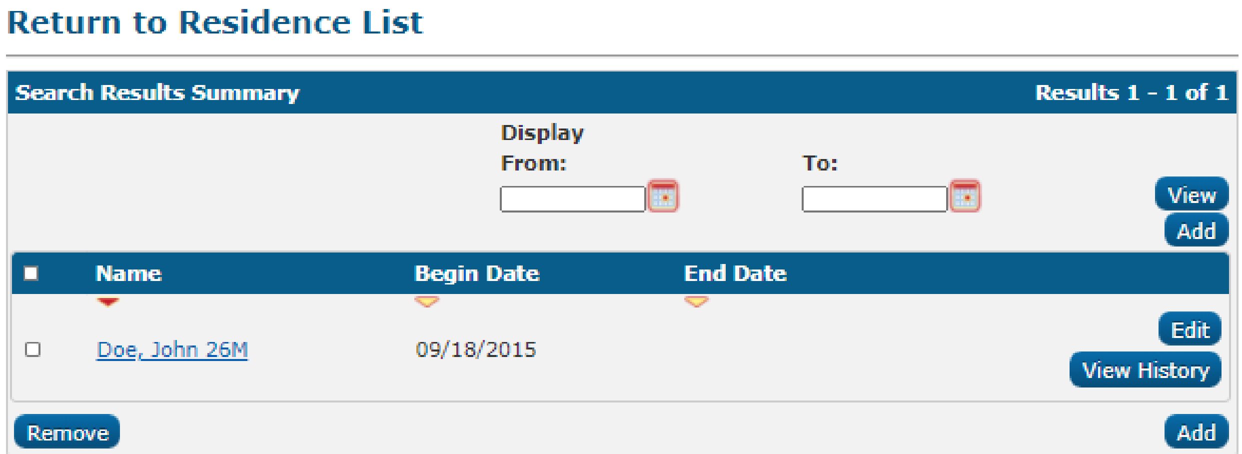


Figure 2.25.2.1 – Return to Residence List Mockup

2.24.3 Description of Changes

1. Display From – The earliest effective date for a record.
2. To – The latest end date of a record.
3. View – This button will reload the search results based on the dates provided.
4. Checkbox – The checkboxes will be used to select records for removal.
5. Name – The name of the participant. This field will be a hyperlink to the Return to Residence Detail page in View mode for the associated record when the user has the "ReturnToResidenceDetailView" right.
6. Begin Date – The begin date of the record.
7. End Date – The end date of the record.
8. Edit – This button will navigate to the Return to Residence Detail page in Edit mode for the associated record when the user has the "ReturnToResidenceDetailEdit" right.
9. View History – This button will open the Transaction History popup to display the historical changes for the given record when the user has the "ReturnToResidenceDetailView" right.
10. Add – This button will navigate to the Return to Residence Detail page in Create mode for the associated record when the user has the "ReturnToResidenceDetailEdit" right.
11. Remove – This button will delete all selected records. This button will only display when the user has the "ReturnToResidenceDetailRemove" right.

2.24.4 Page Location

- **Global:** Case Info
- **Local:** Customer Information
- **Task:** GR -> Return to Residence

2.24.5 Security Updates

Security Rights:

Security Right	Right Description	Right to Group Mapping
ReturnToResidenceDetailView	The right to view Return to Residence records	Return to Residence View, Return to Residence Edit
ReturnToResidenceEdit	The right to create and Edit Return to Residence records	Return to Residence Edit
ReturnToResidenceRemove	The right to remove existing Return to Residence records	Return to Residence Remove

Security Groups:

Security Group	Group Description	Group to Role Mapping
Return to Residence View	This group has the capability to view Return to Residence records	See the Security Matrix for the group to role associations
Return to Residence Edit	This group has the capability to create and modify Return to Residence records	See the Security Matrix for the group to role associations
Return to Residence Remove	This group has the capability to remove Return to Residence records	See the Security Matrix for the group to role associations

2.24.6 Page Mapping

Add page mappings for the new field.

2.24.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.25 Return to Residence Detail

2.25.1 Overview

The “Return to Residence Detail” page is used to track residents returning to out of state locations.

2.25.2 Return to Residence Detail Mockup

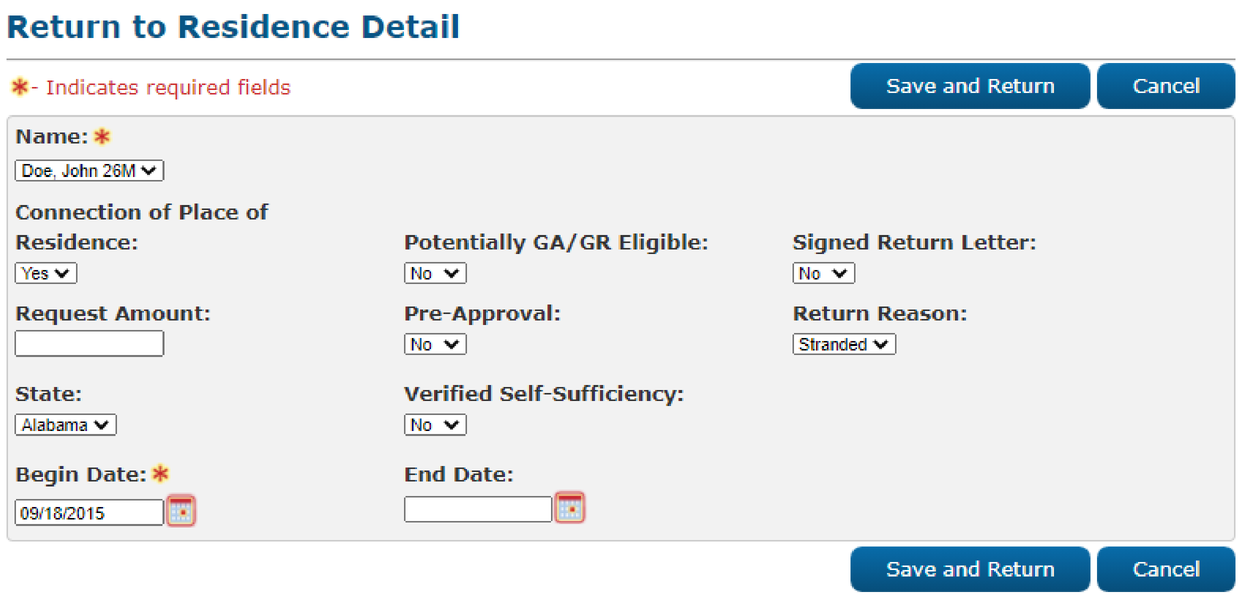


Figure 2.26.2.1 – Return to Residence Detail Mockup (Create and Edit Mode)

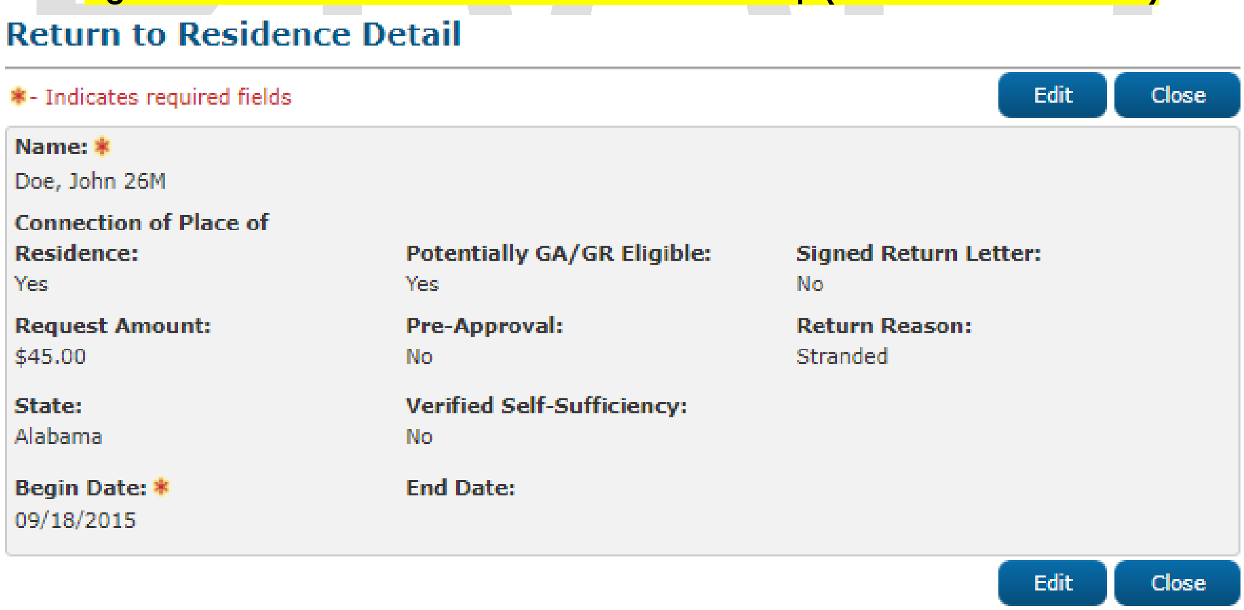


Figure 2.26.2.2 – Return to Residence Detail Mockup (View Mode)

2.25.3 Description of Changes

1. Name – Displays the name of the case members. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "-Select-".
2. Connection of Place of Residence – This field will be a Yes/No dropdown. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank".
3. Potentially GA/GR Eligible – This field will be a Yes/No dropdown. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank".
4. Signed Return Letter – This field will be a Yes/No dropdown. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank".
5. Pre-Approval – This field will be a Yes/No dropdown. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank".
6. Return Reason – This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank". This will have the following options:
    a. Absent Parent Returned Home
    b. Alternative housing
    c. Better neighborhood
    d. Better Schools
    e. Better Services
    f. Cheaper rent
    g. Child Returned from Guardian
    h. Child Returned from Relative Caretaker
    i. Children
    j. Closer to schools
    k. Closer to work
    l. Completed Counseling
    m. Completed drug rehab
    n. Did Not Work Out
    o. Family
    p. Finished school
    q. Foster Child Returned Home
    r. Homeless Returning to Verified Residence
    s. Job Available
    t. Lack of Local Services
    u. Legal Residence
    v. Missed home
    w. Needed help
    x. Ran out of money
    y. Released from hospital
    z. Released from jail
    aa. Returning to family
    bb. Shared Housing Available

cc. Someone Will Take In
dd. Stranded
ee. Worked out problems

7. State – This field will be a dropdown listing the following states and territories. This dropdown will only be editable in Create and Edit modes. This dropdown will default to “blank”.
    a. Alabama
    b. Alaska
    c. American Samoa
    d. Arizona
    e. Arkansas
    f. California
    g. Colorado
    h. Connecticut
    i. Delaware
    j. District of Columbia
    k. Federated States of Micronesia
    l. Florida
    m. Georgia
    n. Guam
    o. Hawaii
    p. Idaho
    q. Illinois
    r. Indiana
    s. Iowa
    t. Kansas
    u. Kentucky
    v. Louisiana
    w. Maine
    x. Marshall Islands
    y. Maryland
    z. Massachusetts
    aa. Michigan
    bb. Minnesota
    cc. Mississippi
    dd. Missouri
    ee. Montana
    ff. Nebraska
    gg. Nevada
    hh. New Hampshire
    ii. New Jersey
    jj. New Mexico
    kk. New York
    ll. North Carolina
    mm. North Dakota
    nn. Northern Mariana Islands
    oo. Ohio
    pp. Oklahoma

qq. Oregon
rr. Palau
ss. Pennsylvania
tt. Puerto Rico
uu. Rhode Island
vv. South Carolina
ww. South Dakota
xx. Tennessee
yy. Texas
zz. Utah
aaa. Vermont
bbb. Virgin Islands
ccc. Virginia
ddd. Washington
eee. West Virginia
fff. Wisconsin
ggg. Wyoming

8. Verified Self-Sufficiency – This field will be a Yes/No dropdown. This dropdown will only be editable in Create and Edit modes. This dropdown will default to "blank".
9. Begin Date – This field will only be editable in Create and Edit modes. This field is required. This field will use the date constraints in the MM/DD/YYYY format.
10. End Date – This field will only be editable in Create and Edit modes. This field will use the date constraints in the MM/DD/YYYY format.
11. Edit – This button will be available in View mode. This button will load the Return to Residence Detail page in Edit mode
12. Close – This button will be available in View mode. This button will return the user to the Return to Residence List page.
13. Cancel – This button will be available in Create and Edit mode. This button will return the user to the Return to Residence List page.
14. Save and Return – This button will be available in Create and Edit mode. This button will save the changes made to the record and return the user to the Return to Residence List page. Records saved on this page will be effective dated.

2.25.4 Page Location

- **Global:** Case Info
- **Local:** Customer Information
- **Task:** GR -> Return to Residence

2.25.5 Security Updates

No Security Updates.

2.25.6 Page Mapping

Add page mappings for the new field.

2.25.7 Page Usage/Data Volume Impacts

No page usage impacts.

2.26 EDBC Summary Update

2.26.1 Overview

Update the EDBC Summary to have an additional section showing the sanction individual for that benefit month. This section will reflect the information on the Eligibility Non-Compliance Detail that is valid for the benefit month.

▸ **Work Registration**

▾ **Sanctions and Penalties**

Name	Type	Reason/Instance	Begin Date	End Date
Last Name, First Name 32M	Job Training	Failed/Refused Job Training	10/01/2020	

EDBC Summary page Mockup 2.27.1

2.26.1 Description of Changes

1. Update the EDBC Results page to display the "Sanctions and Penalties" section which will show the sanctions and/or penalties of an applicant or recipient.
    a. The Sanctions and/or penalties will be displayed in the following form:
        i. Name – This will display the name of the individual who has the sanction and/or penalties.
            1. The Name will be displayed in rows due to its length
        ii. Type – This field will display the type based on the Eligibility Non-Compliance Detail
        iii. Reason/Instance – This field will display the reason and the instance for which the sanction or penalty has been imposed.
            1. The Reasons will be displayed in rows due to its length.

iv. Begin Date – This date will be determined by the EDBC when the sanction will be applied.
v. End Date - This field will map to End Date of the sanction on the Eligibility Non-Compliance Detail.
vi. The section will be displayed below the "Work Registration" section in the EDBC summary page.

2.26.2 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Run EDBC -> [Program] EDBC Summary

2.26.3 Security Updates

No security updates.

2.26.4 Page Mapping

Add page mappings for the new fields.

2.26.5 Page Usage/Data Volume Impacts

No page usage impacts.

2.27 EDBC Verification Logic

2.27.1 Overview

Currently in CalWIN verifications when they are due, and the verification results is managed by each individual CalWIN county administrators through an administration page. Migrating into CalSAWS, CalWIN will inherit CalSAWS existing verification logic.

In CalSAWS, all verification due dates are automatically set to 10 calendar days. If the last day falls on a weekend or holiday, the verification due date will be moved to the next business day. The worker will have access to the Verification Detail Page to update the due date for each verification.

There are three types of verifications in CalSAWS: Mandatory Verifications, Mandatory Verification after due date or Non-Mandatory Verification.

For Mandatory Verifications:

a. If the verification is pending before the verification due date:
   i. The following soft validation will be displayed before running the EDBC: 'The following verification(s) have not been received'.
   ii. The EDBC will have the status of 'Pending Verification'.

iii. The user will not be able to authorize the EDBC.

b. If the verification is pending after the verification due date

i. A soft validation will be displayed before running the EDBC: 'The following verification(s) have not been received:'

ii. The EDBC will be discontinued or denied.

iii. The user will be able to authorize the EDBC.

For Mandatory Verification after due date:

a. If the verification is pending before the verification due date:

i. A soft validation will be displayed before running the EDBC: 'The following verification(s) have not been received.'

ii. The EDBC will be a regular EDBC.

iii. The user can authorize the EDBC.

b. If the verification is pending after the verification due date:

i. A soft validation will be displayed before running the EDBC: 'The following verification(s) have not been received'.

ii. The EDBC will be discontinued or denied.

iii. The user can authorize the EDBC.

For Non-Mandatory Verification:

a. If the verification is pending before the verification due date, there will be no soft validation check.
b. The EDBC will be a regular EDBC.
c. The user can authorize the EDBC.
d. The verification type will not impact the person.

2.27.2 Description of Changes

1. Each county current verification for future and current action will be set according to the table below. The table will map the different combinations of current and future actions currently in CalWIN for verification to CalSAWS M – Mandatory Verification, Y- Mandatory Verification after due date and N- Non-Mandatory Verification. The CalWIN verification types will not have an administration page and any change to the verification types will now be managed in the back end.

CalWIN Current Action	CalWIN Future Action	CalSAWS verification Type	CalSAWS Verification Status
Pend	Fail	M – Mandatory Verification	Pending
Pass	Pass	N - Non-Mandatory Verification	Pending / Not Applicable
Pass	Fail	Y – Mandatory Verification after due date	Pending

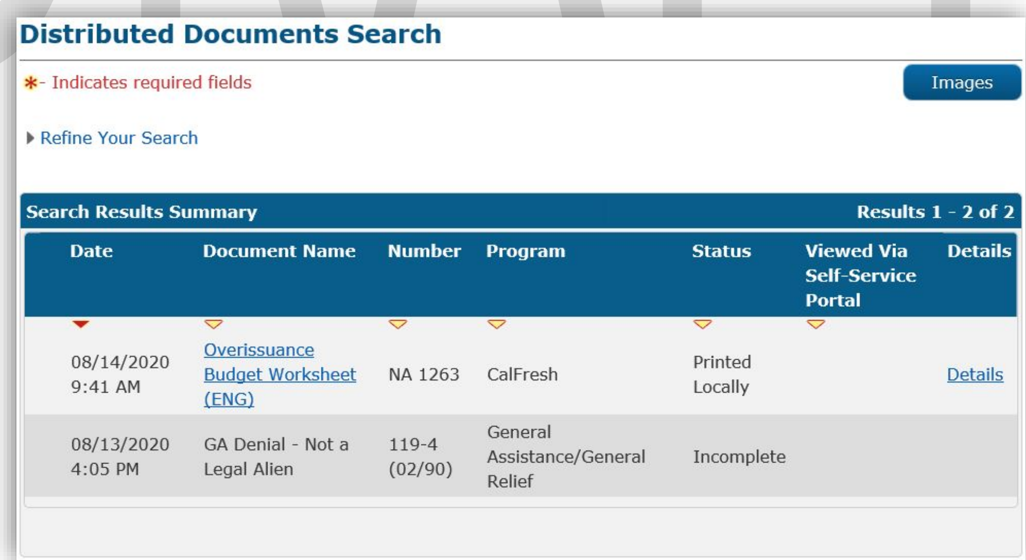
Fail	Fail	Y – Mandatory Verification after due date & M - Mandatory Verification	Refused

2. Add a new reference column name ‘GR’ in CT 170 Verification Type Code.
3. For existing verification types being updated for ‘GR’ set the indicator as ‘Y’ for the reference column ‘GR’ in CT 170 Verification Type Code.
4. For existing verification types not being updated for ‘GR’ set the indicator as ‘N’ for the reference column ‘GR’ in CT 170 Verification Type Code.
5. For new verification types being added for ‘GR’ set the indicator as ‘Y’ for the reference column ‘GR’ in CT 170 Verification Type Code and set ‘N’ for all other program reference columns.

2.28 Correspondence Changes

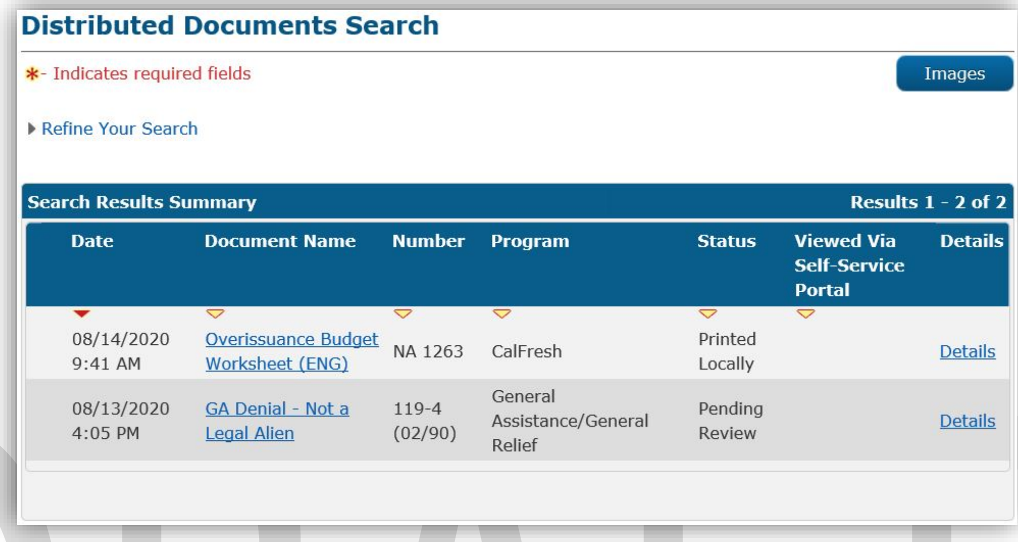
2.28.1 Overview

Prior to the new architecture implementation, the notice triggers will be created upon Accepting and Saving EDBC. After which, the user will be navigated to the Distributed Documents page where the document name of the correspondence to be generated will be displayed as text instead of a hyperlink (see below image).



Mockup of Distributed Documents Page after Saving EDBC and a Notice Trigger is Generated prior to CalWIN Correspondence Solution

When the Correspondence Service is implemented, it will become a hyperlink that, upon clicking, will display the notice or trigger the Correspondence Service Window in a new tab (see below image).



Distributed Documents Search

*- Indicates required fields

Images

Refine Your Search

Search Results Summary — Results 1 - 2 of 2

Date	Document Name	Number	Program	Status	Viewed Via Self-Service Portal	Details
08/14/2020 9:41 AM	Overissuance Budget Worksheet (ENG)	NA 1263	CalFresh	Printed Locally		Details
08/13/2020 4:05 PM	GA Denial - Not a Legal Alien	119-4 (02/90)	General Assistance/General Relief	Pending Review		Details

Mockup of Distributed Documents Page after Saving EDBC and a Notice is Generated after CalWIN Correspondence Solution is implemented.

CalSAWS has a "Preview NOA" functionality where a worker can preview a NOA through clicking the "Preview NOA" button before Saving and Authorizing EDBC. This functionality will be disabled for CalWIN GA/GR-only EDBCs. The worker will still be able to view the NOAs, however, it will be after Saving and Authorizing EDBC.

2.29 Non-Financial Composition

2.29.1 Fleeing Felon Functionality

2.29.1.1 County Admin Matrix – Fleeing Felon

2.29.1.1.1 Overview

A new County Admin Detail page for Fleeing Felon will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Fleeing Felon functionality to their county.

2.29.1.1.2 Description of Changes

a. The Admin page matrix for Fleeing Felon will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.

c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Fail person who is a Fleeing Felon.	N	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	N
Fail person who is a fleeing felon convicted after the county defined date.	N	N	N	N	N	N	N	N	Y	N	N	Y	N	N	N	N	N	Y

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX107C001	Fail person who is a Fleeing Felon.
EDX107C002	Fail person who is a fleeing felon convicted after the county defined date.

2.29.1.2 EDBC Changes

2.29.1.2.1 Overview

This section will provide the Eligibility Rules flow for Fleeing Felon Program Person Eligibility that can be filtered for each CalWIN County

2.29.1.2.2 Description of Change

<u>Fleeing Felon Rules Flow Diagram:</u>

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '[Viewing Visio Document in Internet Explorer'] for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Name	Name	Existing	Eligibility Non-Compliance Detail
Conviction Date	Date Convicted	Existing	Eligibility Non-Compliance Detail
Type of Felony	Type: Felony/Violation	Existing	Eligibility Non-Compliance Detail
Fleeing	Type: Felony/Violation Reason: Fleeing Felon	Existing	Eligibility Non-Compliance Detail
Fleeing felon pending verification	Non-compliance type: Felony/Violation Non-compliance reason: Unverified Fleeing Felon	New	Eligibility Non-Compliance Detail
Fleeing felon failing verification	Non-compliance type: Felony/Violation Non-compliance reason: Fleeing Felon Pending Verification	New	Eligibility Non-Compliance Detail

Existing Program/Person Status:

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The existing program/person status reason 'CT73_C1 Fleeing Felon' will be set as a display status reason when all the following conditions are met.
    a. The individual has the following non-compliance entry:
        i. Non-compliance type: Felony/Violation
        ii. Non-compliance reason: Fleeing Felon
    b. The rule 'Fail person who is a Fleeing Felon.' is active.

Category	Short Description
73	Fleeing Felon

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Fleeing Felon After County Date' will be set as a display status reason when all the following conditions:
   a. The individual has the following non-compliance entry:
      i. Non-compliance type: Felony/Violation
      ii. Non-compliance reason: 'Fleeing Felon'
   b. The rule 'Fail person who is a Fleeing Felon.' is not active.
   c. The rule 'Fail person who is a fleeing felon convicted after the county defined date.' is not active.
   d. The individual's date convicted for fleeing felon is after the convicted start date for fleeing felon '12/31/1997'.

Category	Short Description
73	Fleeing Felon After County Date

2. The existing program/person status reason CT73 'FTP No Proof Fleeing Felon' will be set as a display status reason when all the following conditions in either A or B are met.
   A. All the following are met:
      a The individual has the following non-compliance entry:
         i. Non-compliance type: Felony/Violation
         ii. Non-compliance reason: Unverified Fleeing Felon
   B. All the following are met:
      a The individual has the following non-compliance entry:
         i. Non-compliance type: Felony/Violation
         ii. Non-compliance reason: Fleeing Felon Pending Verification

Category	Short Description
73	FTP No Proof Fleeing Felon

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.1.3 Correspondence

2.29.1.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.1.3.2 Description of Change

1. <u>Reason Code: XAN057 - Fleeing Felon</u>
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Fleeing Felon'.
         or
      ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Fleeing Felon' and the program is also Discontinued
         or
      iii. This notice generates for the applicable counties when there is a change in benefit amount and the program was 'Active' in the previous saved EDBC and is still 'Active' on the current EDBC with the reason 'Fleeing Felon'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Discontinuance	GA Discontinuance - Fleeing Felon, Parole/Probation Violation	014 2	11524
Contra Costa	Denial	GA Denial - Fleeing Felon, Parole/Probation Violation	109 2	11512
Fresno	Discontinuance	General Relief Discontinuance - Various Reasons	022-B	11539
Fresno	Denial	General Relief Denial - Various Reasons	241-A	610728

Orange	Discontinuance	GR Disc - Fleeing Felon.	051 B	11600
Orange	Denial	GR Denial - Fleeing Felon	151 C	11608
Placer	Denial	Drug Conviction, Fleeing Felon or Parole/Probation Violator	145-1	608582
Sacramento	Discontinuance	DISCONTINUANC E-Various Reasons	CDS 013-1	12450
Sacramento	Denial	GA-Denial - Various Non-Financial Reason	CDS 112-1	11787
Santa Barbara	Discontinuance	GR - Disc - Outstanding arrest warrant	076-0	12334
Santa Barbara	Denial	GR- Deny - Outstanding Warrant For Arrest	162-0	12332
Santa Cruz	Discontinuance	GA Disc - Drug Felon, Fleeing Felon or Parole/Probation Violator	021-C (06/02)	12094
Santa Cruz	Denial	Denial - GA Denial Due to Fleeing Felon Status	130-B	610717
San Diego	Change	GR Change - Person Discontinuance - Outstanding Warrant	042-2	12718
San Diego	Denial	GR Person/Case Denied Outstanding Warrant – Marshal	129-1	610681
San Francisco	Discontinuance	CAAP Discontinuance:	047 1	12599

		Fleeing Felon (non-fraud)		
San Francisco	Denial	CAAP Denial - Fleeing Felon	CP 20	12604
Solano	Denial	GA - Denial - Felony Arrest Warrant Issued	173	12131

2. Reason Code: XAN058 - Fleeing felon after county date
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Fleeing felon after county date'.
      or
      ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Fleeing felon after county date'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Yolo	Discontinuance	General Assistance Discontinuance - CalWORKs Exclusions	010-3	12247
Yolo	Denial	General Assistance Denial - CalWORKs Exclusions	125-3	12240

2.29.1.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Indiv is a Fleeing Felon} CalSAWS must fail a fleeing felon for GA/GR.]	The rule 'Fail person who is a Fleeing Felon.' will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Individual is Fleeing Felon convicted after county defined date} CalSAWS must fail a fleeing felon if the conviction date is after county defined date for GA/GR.]	The rule ‘Fail person who is a fleeing felon convicted after the county defined date.’ will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.2 Liens Functionality

2.29.2.1 County Admin Matrix - Liens

2.29.2.1.1 Overview

A new County Admin Detail page for Liens will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Liens functionality to their county.

2.29.2.1.2 Description of Changes

a. The Admin page matrix for Liens will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County.
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date.
d. The rule functionality can be viewed as of a date using the view date.

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Approve Lien signed by client.	Y	Y	N	Y	N	N	N	N	Y	Y	N	N	N	Y	Y	Y	N	Y
Sponsor Non-Citizen needs to sign sponsor lien.	N	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N

Sponsor Non-Citizen needs to sign lien.	N	N	N	N	Y	Y	Y	N	N	N	N	N	Y	N	N	N	Y	N
Determine if Liens needs to be signed.	Y	Y	N	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	N
Non-Citizen sponsor needs to sign Lien within 3 years of US Entry date.	N	N	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N	N
Fail the person if the lien is not signed.	Y	Y	N	N	N	Y	N	N	N	Y	N	N	N	Y	N	N	N	N
Lien is not applicable if it's not signed and there is no good reason.	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	Y	N	N	N
Lien signature is not required on a re-application.	N	N	N	N	N	N	Y	N	N	Y	N	Y	Y	N	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX100C001	Approve Lien signed by client.
EDX100C003	Sponsor Non-Citizen needs to sign sponsor lien.
EDX100C004	Sponsor Non-Citizen needs to sign lien.
EDX100C005	Determine if Liens needs to be signed.
EDX100C007	Non-Citizen sponsor needs to sign Lien within 3 years of US Entry date.
EDX100C008	Fail the person if the lien is not signed.
EDX100C009	Lien is not applicable if it's not signed and there is no good reason.
EDX100C010	Lien signature is not required on a re-application.

Leverage Rule

Below is the corresponding leveraged CalWIN rule County Admin Matrix and the CalWIN number mapped to CalSAWS rules

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Earned Income – Sacramento.	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N
Earned Income - Contra Costa.	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Do not deem the sponsor if the sponsor non-citizen has been the in US for more than 3 years.	Y	N	N	Y	N	Y	Y	N	N	Y	N	N	N	N	N	N	Y	N

CalWIN Rule	CalSAWS Rule
EDX309C006	Earned Income – Sacramento.
EDX309C002	Earned Income - Contra Costa.
EDX013C006	Do not deem the sponsor if the sponsor non-citizen has been the in US for more than 3 years.

2.29.2.2 EDBC Changes

2.29.2.2.1 Overview

This section will provide the Eligibility Rules flow for Liens/Program Person Eligibility that can be filtered for each CalWIN County

2.29.2.2.2 Description of Change

<u>Liens Rules Flow Diagram:</u>

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '[Viewing Visio Document in Internet Explorer'](#) for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details

Non-Citizen Sponsor Lien Signed	Sponsor Lien Signed	New	Sponsorship Detail
Signed Lien	Signed	New	GA/GR Document Signature Detail
US entry	US Entry Date	Existing	Citizenship Detail
Good Cause	Good Cause	New	Eligibility Non-Compliance Detail
Not complying with Sign GA/GR Lien	Non-compliance type: Procedural Requirement Non-compliance reason: Failed to sign Lien	New	Eligibility Non-Compliance Detail
GA-241 form signed and signed date	Add new type: GA-241	New	GA/GR Document Signature List
GA-243 form signed and signed date	Add new type: GA-243	New	GA/GR Document Signature List
SC-20 form signed and signed date	Add new type: SC-20	New	GA/GR Document Signature List

New Program/Person Status:
New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason 'CT73 'Non-Citizen Lien Not Signed' will be set as a display status reason when all of the following conditions are met in either A or B.
   A. All the conditions are met:
      a. The rule 'Determine if Liens needs to be signed.' is active.
      b. The individual has a non-compliance entry and no good cause selected.
         i. Non-compliance type: Procedural Requirement
         ii. Non-compliance reason: Failed to sign Lien.
      c. The rule 'Approve Lien signed by client.' is not active.
      d. The individual has a sponsor. This is checked by having a sponsorship record.
      e. The rule 'Sponsor Non-Citizen needs to sign sponsor lien.' is active.
      f. Any non-citizen individual in the household has the 'sponsor lien signed' as 'No'.
   B. All the conditions are met:
      a. The rule 'Determine if Liens needs to be signed.' is active.

b. The rule 'Approve Lien signed by client.' is not active.
c. The individual has a sponsor. This is checked by having a sponsorship record.
d. The rule 'Sponsor Non-Citizen needs to sign sponsor lien.' is not active.
e. The rule 'Sponsor Non-Citizen needs to sign lien.' is active.
f. The non-citizen individual 'Sponsor lien signed' is 'No'.
g. The rule 'Non-Citizen sponsor needs to sign Lien within 3 years of US Entry date.' is active.
h. The rule 'Do not deem the sponsor if the sponsor non-citizen has been the in US for more than 3 years.' is active.
i. The individual has a valid 'Date of entry' into the United states.
j. The benefit begin month is after the individual 'Date of Entry + 3 years'.

Category	Short Description
73	Non-Citizen Lien Not Signed

2. The new program/person status reason 'CT73 'Did Not Sign Lien' will be set as a display status reason when all of the following conditions are met in either A or B.
   A. All the conditions are met:
      a. The rule 'Determine if Liens needs to be signed.' is active.
      b. The individual has a non-compliance entry and no good cause selected.
         i. Non-compliance type: Procedural Requirement
         ii. Non-compliance reason: Failed to sign Lien.
      c. The rule 'Approve Lien signed by client.' is not active.
      d. The individual has a sponsor. This is checked by having a sponsorship record.
      e. The rule 'Sponsor Non-Citizen needs to sign sponsor lien.' is not active.
      f. The rule 'Sponsor Non-Citizen needs to sign lien.' is active.
      g. The non-citizen individual 'Sponsor lien signed' is 'No'.
      h. The rule 'Non-Citizen sponsor needs to sign Lien within 3 years of US Entry date.' is active.
   B. All the conditions are met:
      a. The Non-citizen in the household does not have a sponsor (sponsorship record exists) or the Non-Citizen Sponsor Lien Signed is false.
      b. The signed Lien is 'false', or the 'signed date' is before the application date.
      c. The rule 'Fail the person if the lien is not signed.' is active.

Category	Short Description
73	Did Not Sign Lien

3. The new program/person status reason CT73 'SC-20 Not Signed' will be set as a display status reason when all the following conditions are met.
    a. The rule 'Determine if Liens needs to be signed.' is active
    b. The rule 'Earned Income – Sacramento.' is active.
    c. The case has an entry in the GA/GA Document signature List with the type: SC-20 and the form is not signed.

	Short Description
73	SC-20 Not Signed

4. The new program/person status reason CT73 'GA-241 Not Signed' will be set as a display status reason when all of the following conditions are met.
    a. The rule 'Determine if Liens needs to be signed.' is active.
    b. The rule 'Earned Income – Sacramento.' is active.
    c. The case has an entry in the GA/GA Document signature List with the type: SC-20 and the form is signed.
    d. The rule 'Earned Income - Contra Costa.' is active
    e. The case has an entry in the GA/GA Document signature List with the type: GA-241 and the form is not signed.

Category	Short Description
73	GA-241 Not Signed

5. The new program/person status reason CT73 'Lien Not Signed' will be set as a display status reason when all the following conditions:
    a. The non-citizen in the household does not have a sponsor (sponsorship record exists).
    b. The signed Lien is 'No', and the 'signed date' is before the application date
    c. The rule 'Fail the person if the lien is not signed.' or 'Lien signature is not required on a re-application.' is not active.
    d. The rule 'Lien is not applicable if it's not signed and there is no good reason.' is not active

Category	Short Description
73	Lien Not Signed

6. The new program/person status reason CT73 'GA-243 Not Signed' will be set as a display status reason when all of the following conditions are met.
    a. The rule 'Determine if Liens needs to be signed.' is active.
    b. The rule 'Earned Income - Contra Costa.' is active.
    c. The case has an entry in the GA/GA Document signature List with the type: GA-241 and the form is signed
    d. The case has an entry in the GA/GA Document signature List with the type: GA-243 and the form is not signed.

Category	Short Description
73	GA-243 Not Signed

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.2.3 Correspondence

2.29.2.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.2.3.2 Description of Change

1. Reason Code: XAN062 - Non-Citizen lien not signed
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Non-Citizen lien not signed'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Santa Clara	Denial	GA Denial - Needs Being Met by Sponsor	GA 129	12043

2. Reason Code: XAN064 – Did not sign lien
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Did not sign lien'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template

Alameda	Denial	GA Denial - Reimbursement Agreement	136 0 (10/10)	11462
Sacramento	Denial	GA-Denial-Various Non-Financial Reason	CDS 112-1	11787

3. <u>Reason Code: XAN065 – Lien not signed</u>
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Lien not signed'.
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Lien not signed'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Disc - Lien on Real Property	072 A	11611
Orange	Denial	GR Denial - Reimbursement Agreement Not Signed	136 A	11608
Santa Clara	Discontinuance	GA Discontinuance - Refused to Sign Reimbursement Agreement	GA 065	12013
Santa Clara	Denial	GA Denial - refused to sign the Reimbursement Agreement	GA 136	12038
Santa Cruz	Denial	Denial - GA Denial for Failure to Sign Reimbursement Form	123-A	610712

4. <u>Reason Code: XAN026 – SC-20 not signed</u>
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'SC-20 not signed'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Denial	GA-Denial-Various Non-Financial Reason	CDS 112-1	11787

5. Reason Code: XAN124 – GA-241 not signed
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'GA-241 not signed'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Denial	GA Denial - Failure to Comply with Sponsor Requirements	110 4	12552

6. Reason Code: XAN131 – GA-243 not signed
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'GA-243 not signed'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Denial	GA Denial - Failure to Comply with Sponsor Requirements	110 4	12552

2.29.2.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Client signed lien alone is enough} CalSAWS must check for Client signed lien and date. for GA/GR.]	The rule 'Approve Lien signed by client.' will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Alien Sponsor needs to sign the sponsor lien} CalSAWS must verify that Alien Sponsor needs to sign the sponsor lien for GA/GR.].	The rule 'Sponsor Non-Citizen needs to sign sponsor lien.' will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Alien sponsor needs to sign lien} CalSAWS must assure that Alien sponsor needs to sign lien for GA/GR.]	The rule 'Sponsor Non-Citizen needs to sign lien.' will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Liens apply to these counties} CalSAWS must determine whether sponsor liens are applicable to an individual applying for GA/GR.]	The rule 'Determine if Liens needs to be signed.' will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Alien Sponsor Signed Lien} CalSAWS must determine whether there is good cause for not signing the GA/GR sponsor lien.]	The rule 'Non-Citizen sponsor needs to sign Lien within 3 years of US Entry date.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Client did not sign lien} CalSAWS must fail a GA/GR applicant who has not signed the sponsor lien.]	The rule 'Fail the person if the lien is not signed.' will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Generic lien not applicable} CalSAWS must verify that generic lien is not applicable for GA/GR.]	The rule 'Lien is not applicable if it's not signed and there is no good reason.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {GA Generic Lien Signature is not required on re–application} CalSAWS must not require a GA Generic lien signature when the client reapplies.]	The requirement 'Lien signature is not required on a re-application.' will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

2.29.3 QC Audit Functionality

2.29.3.1 County Admin Matrix – QC Audit

2.29.3.1.1 Overview

A new County Admin Detail page for QC Audit will be created. This page is viewed by the County Administrator to view the list of rules applicable for the QC Audit functionality to their county.

2.29.3.1.2 Description of Changes

a. The Admin page matrix for QC Audit will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Determine if a person should be sanctioned based on QC/Audit cooperation.	Y	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N

Sanction the person if they are not cooperating with Audit and have no good cause.	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction the person if they are not cooperating with QC and have not good cause.	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX105C001	Determine if a person should be sanctioned based on QC/Audit cooperation.
EDX105C002	Sanction the person if they are not cooperating with Audit and have no good cause.
EDX105C003	Sanction the person if they are not cooperating with QC and have not good cause.

2.29.3.2 EDBC Changes

2.29.3.2.1 Overview

This section will provide the Eligibility Rules flow for QC Audit/Program Person Eligibility that can be filtered for each CalWIN County

2.29.3.2.2 Description of Change

QC Audit Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** 'Viewing Visio Document in Internet Explorer' for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details

Did not cooperate with Quality control	Non-compliance type: Quality control Non-compliance reason: Refused to cooperate	New	Eligibility Non-compliance
Did not cooperate with Audit	Non-compliance type: Audit Non-compliance reason: Refused to cooperate	New	Eligibility Non-compliance
Good Cause	Good Cause	New	Eligibility Non-Compliance Detail

New Program/Person Status:
New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Failed to Comply: QC' will be set as a display status reason when all the following conditions:
    a. The rule 'Determine if a person should be sanctioned based on QC/Audit cooperation.' is active.
    b. The person is not cooperating with QC. This will be indicated by having the following non-compliance entry:
        i. Non-compliance Type: Quality Control
        ii. Non-compliance Reason: Refused to cooperate
    c. The rule 'Sanction the person if they are not cooperating with QC and have not good cause.' is active.
    d. There is no good cause reason for not cooperating with QC for the payment month or the good cause reason is not valid for that county.
    e. The individual is receiving GR aid.

Category	Short Description
73	Failed to Comply: QC

2. The new program/person status reason CT73 'Failed to Comply: Audit' will be set as a display status reason when all the following conditions:
    a. The rule 'Determine if a person should be sanctioned based on QC/Audit cooperation.' is active.

b. The person is not cooperating with QC. This will be indicated by having the following non-compliance entry:
    i. Non-compliance Type: Quality Control
    ii. Non-compliance Reason: Refused to cooperate
c. The rule 'Sanction the person if they are not cooperating with Audit and have no good cause.' is active.
d. The person is receiving GR aid.
e. The person is not cooperating with audit. This will be indicated by having the following non-compliance entry:
    i. Non-compliance Type: Audit
    ii. Non-compliance Reason: Refused to cooperate
f. There is no good cause reason selected for not cooperating with audit for the payment month or the good cause reason selected is not valid for that county.

Category	Short Description
73	Failed to Comply: Audit

3. The new program/person status reason CT73 'Not Cooperating' will be set as a display status reason when all the following conditions:
    a. The rule 'Determine if a person should be sanctioned based on QC/Audit cooperation.' is active.
    b. The person is not cooperating with QC. This will be indicated by having the following non-compliance entry:
        i. Non-compliance Type: Quality Control
        ii. Non-compliance Reason: Refused to cooperate
    c. The rule 'Sanction the person if they are not cooperating with QC and have not good cause.' is active.
    d. There is no good cause for not cooperating with QC for the payment month.
    e. The person is not currently receiving GR aid.

Category	Short Description
73	Not Cooperating

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.3.3 Correspondence

2.29.3.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.3.3.2 Description of Change

1. Reason Code: XAN087 - Failed to Comply: Audit
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to comply: Audit'.
   b. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Discontinuance	GA Disc - Audit Requirement - 180 Day Sanction	043 1 (10/10)	12652

2.29.3.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {QC/AUDIT applies} CalSAWS must determine whether the individual cooperating with QC is applicable or not.]	The rule 'Determine if a person should be sanctioned based on QC/Audit cooperation.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Client cooperating with QC and Audit} CalSAWS must determine whether the individual cooperating with QC/Audit is applicable or not for an ongoing case.]	The rule 'Sanction the person if they are not cooperating with Audit and have no good cause.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Client not cooperating with QC, then sanction} CalSAWS must determine whether the individual not cooperating with QC has a good cause or not.]	The rule 'Sanction the person if they are not cooperating with QC and have not good cause.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

2.29.4 Probation Functionality

2.29.4.1 County Admin Matrix - Probation

2.29.4.1.1 Overview

A new County Admin Detail page for Probation will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Probation functionality to their county.

2.29.4.1.2 Description of Changes

a. The Admin page matrix for Probation will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Fail the person if they violated their probation/parole.	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX104C001	Fail the person if they violated their probation/parole.

2.29.4.2 EDBC Changes

2.29.4.2.1 Overview

This section will provide the Eligibility Rules flow for Probation /Program Person Eligibility that can be filtered for each CalWIN County

2.29.4.2.2 Description of Change

Probation Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '[Viewing Visio Document in Internet Explorer']() for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Probation for Parole Violator	Type: Felony/Violation Reason: Probation/ Parole Violator	Existing	Non-Compliance List
Type of felony	Type: Felony/Violation Reason: All reasons	Existing	Non-Compliance List

Existing Program/Person Status:

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The existing program/person status reason CT73_C3 'Probation/Parole Violator' will be set as a display status reason when all of the following conditions are met.
   a. The individual has a non-compliance:
      i. Non-compliance type: Felony/Violation entry
      ii. Non-compliance reason: 'Probation/Parole Violator'.
   b. The Rule 'Fail the person if they violated their probation/parole' is active.

Category	Short Description
73	Probation/Parole Violator

Please refer the [Rules Flow Diagram]() in the Appendix section on how to open and navigate the Visio diagram

2.29.4.3 Correspondence

2.29.4.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.4.3.2 Description of Change

1. Reason Code: XAN044 - Probation/Parole Violator
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Probation/Parole Violator'.
         or
      ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Probation/Parole Violator'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Discontinuance	GA Disc - Individuals With Felony Warrant/Parole Violation	027 2 (10/10)	12652
Alameda	Denial	GA Denial - Felony Warrant or Parole/Probation	111 2 (11/08)	11462
Contra Costa	Discontinuance	GA Discontinuance - Fleeing Felon, Parole/Probation Violation	014 2	11524
Contra Costa	Denial	GA Denial - Fleeing Felon, Parole/Probation Violation	109 2	11512
Orange	Discontinuance	GR Disc - Probation/Parole Violation.	052 B	11600
Orange	Denial	GR Denial - Probation/Parole Violation	152 C	11608
Placer	Denial	Drug Conviction, Fleeing Felon or Parole/Probation Violator	145-1	608582
Sacramento	Discontinuance	DISCONTINUANCE-Various Reasons	CDS 013-1	12450
Sacramento	Denial	GA-Denial-Various Non-Financial Reason	CDS 112-1	11787
Santa Cruz	Discontinuance	GA Disc - Drug Felon, Fleeing Felon or Parole/Probation Violator	021-C (06/02)	12094
Santa Cruz	Denial	Denial - GA Denial Due to Fleeing Felon Status	130-B	610717

Yolo	Discontinuance	General Assistance Discontinuance - CalWORKs Exclusions	010-3	12247
Yolo	Denial	General Assistance Denial - CalWORKs Exclusions	125-3	12240

2.29.4.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Indiv is a Probation/Parole Violator} CalSAWS must fail an individual who is a probation or parole violator for GA/GR.]	The rule 'Fail the person if they violated their probation/parole.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

2.29.5 Drug Felon Functionality

2.29.5.1 County Admin Matrix - Drug Felon

2.29.5.1.1 Overview

A new County Admin Detail page for Drug Felon will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Drug Felon functionality to their county.

2.29.5.1.2 Description of Changes

a. The Admin page matrix for Drug Felon will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County.
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date.
d. The rule functionality can be viewed as of a date using the view date.

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Aid Drug Felon.	Y	N	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	N	Y	N	N	Y	N
Consider person as a drug felon if convicted after the	N	Y	N	N	N	N	Y	N	N	Y	N	Y	Y	N	Y	Y	N	Y

county defined date.																		
Fail person convicted of drug felony after the county defined date.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fail person with drug felony after county defined date.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	Y	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX108C001	Aid Drug Felon.
EDX108C002	Consider person as a drug felon if convicted after the county defined date.
EDX108C003	Fail person convicted of drug felony after the county defined date.
EDX108C005	fail person with drug felony after county defined date.

2.29.5.2 EDBC Changes

2.29.5.2.1 Overview

This section will provide the Eligibility Rules flow for Drug Felon /Program Person Eligibility that can be filtered for each CalWIN County

2.29.5.2.2 Description of Change

Drug Felon Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '<u>Viewing Visio Document in Internet Explorer'</u> for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Drug Felon	Type: IPV/Fraud Reason: Drug	Existing	Eligibility Non-Compliance Detail
Date of Conviction	Date Convicted	Existing	Eligibility Non-Compliance Detail

Existing Program/Person Status:

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The existing program/person status reason CT73 QC 'Drug Felon' will be set as a display status reason when all of the following conditions are met.
    a. The individual has a non-compliance entry:
        i. Non-compliance Type: IPV/Fraud.
        ii. Non-compliance Reason: Drug.
    b. The following is not true:
        i. The rule 'Aid Drug Felon.' is active.
        ii. The county is San Francisco (SFO) and GR sub program is Age Exempt.
    c. The rule 'Consider person as a drug felon if convicted after the county defined date.' is active.
    d. The rule 'fail person with drug felony after county defined date.' is active.
    e. The individual's date convicted for drug felony is after the county reference convicted start date for drug felony.

Category	Short Description
73	Drug Felon

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Drug Felon (GA)' will be set as a display status reason when all the following conditions:
    a. The individual has a non-compliance entry:
        i. Non-compliance Type: IPV/Fraud
        ii. Non-compliance Reason: Drug
    b. All of the following is not true:
        i. The rule 'Aid Drug Felon.' is active.
        ii. The county is San Francisco (SFO) and GR sub program is Age Exempt.
    c. The rule 'Consider person as a drug felon if convicted after the county defined date.' is not active.
    d. The rule 'Fail person convicted of drug felony after the county defined date.' is not active.

Category	Short Description
73	Drug Felon (GA)

2. The new program/person status reason CT73 'Drug Felon Committed After County Date' will be set as a display status reason when all the following conditions:
   a. The individual has a non-compliance entry:
      i. Non-compliance Type: IPV/Fraud
      ii. Non-compliance Reason: Drug
   b. All of the following is not true:
      i. The rule 'Aid Drug Felon.' is active.
      ii. The county is San Francisco (SFO) and GR sub program is Age Exempt.
   c. The rule 'Consider person as a drug felon if convicted after the county defined date.' is not active.
   d. The rule 'Fail person convicted of drug felony after the county defined date.' is active.
   e. The individual's Date Crime Committed, and Date convicted for drug felony is after the county reference committed effective start date and the convicted effective start date for drug felony respectively.

Category	Short Description
73	Drug Felon Committed After County Date

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.5.3 Correspondence

2.29.5.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.5.3.2 Description of Change

1. Reason Code: XAN061 - Drug Felon (GA)
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Drug Felon (GA)'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Placer	Denial	Drug Conviction, Fleeing Felon or Parole/Probation Violator	145-1	608582
Yolo	Denial	General Assistance Denial - CalWORKs Exclusions	125-3	12240

2. Reason Code: XAN031 – Drug Felon
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Drug Felon'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Drug Felon'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Santa Cruz	Discontinuance	GA Disc - Drug Felon, Fleeing Felon or Parole/Probation Violator	021-C (06/02)	12094
Santa Cruz	Denial	Denial - GA Denial Due To Felony Drug Conviction	124-C	610713

3. Reason Code: XAN069 - Drug Felon committed after county date
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Drug felon committed after county date'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Drug felon committed after county date'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template

Contra Costa	Discontinuance	GA Discontinuance - Drug Felon	012 2	11524
Contra Costa	Denial	GA Denial - Felony Drug/Connected to CalWORKs	111 3	607363

2.29.5.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {County aids Drug Felon} CalSAWS must determine if a drug felon is eligible for GA/GR.]	The rule 'Aid Drug Felon.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Indv is a drug felon convicted after a county defined date} CalSAWS must determine GA/GR eligibility for a client with a drug felony conviction after a county defined felony date.]	The rule 'Consider person as a drug felon if convicted after the county defined date.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Indv is a drug felon convicted after a county defined date and is Contra Costa or San Diego} CalSAWS must fail a GA/GR client convicted of a drug felony.]	The rule 'Fail person convicted of drug felony after the county defined date.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Convicted of a drug felony} CalSAWS must pass or fail a GA/GR client based on the county defined felony date.]	The rule 'fail person with drug felony after county defined date.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

2.29.6 Fraud Prevention Functionality

2.29.6.1 County Admin Matrix - Fraud Prevention

2.29.6.1.1 Overview

A new County Admin Detail page for Fraud Prevention will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Fraud Prevention functionality to their county.

2.29.6.1.2 Description of Changes

a. The Admin page matrix for Fraud Prevention will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Allow Fraud Prevention as a determination factor in eligibility.	Y	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	N	Y	N	Y	Y	Y
Fail person who is not cooperating with fraud prevention.	N	Y	N	N	Y	N	N	N	Y	N	Y	Y	N	Y	N	Y	N	Y
Fail applicants for non-cooperation with Fraud Prevention.	Y	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N
Allow good cause for not cooperating with fraud prevention.	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX106C001	Allow Fraud Prevention as a determination factor in eligibility.
EDX106C003	Fail person who is not cooperating with fraud prevention.
EDX106C004	Fail applicants for non-cooperation with Fraud Prevention.
EDX106C005	Allow good cause for not cooperating with fraud prevention.

2.29.6.2 EDBC Changes

2.29.6.2.1 Overview

This section will provide the Eligibility Rules flow for Fraud Prevention /Program Person Eligibility that can be filtered for each CalWIN County.

2.29.6.2.2 Description of Change

Fraud Prevention Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '[Viewing Visio Document in Internet Explorer'] for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Non-cooperation with Fraud Prevention	Non-compliance Type: IPV/Fraud Non-compliance Reason: Non-cooperation	New	Eligibility Non-Compliance Detail
Type	Type	Existing	Eligibility Non-Compliance Detail
Good Cause	Good Cause	New	Eligibility Non-Compliance Detail

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Non-Comply with Fraud Prevention' will be set as a display status reason when all the following conditions in either A or B are met:
    A. All the conditions are met:
        a. The rule 'Allow Fraud Prevention as a determination factor in eligibility.' is active and the individual has a non-compliance entry.
        b. The individual has the non-compliance entry :
            i. Non-compliance Type: IPV/Fraud
            ii. Non-compliance Reason: Non-cooperation

c. The rule 'Fail person who is not cooperating with fraud prevention.' is not active.
d. The rule 'Fail applicants for non-cooperation with Fraud Prevention.' is not active.
e. The rule 'Allow good cause for not cooperating with fraud prevention.' is active.
f. The individual has a good cause for Non-compliance:
    i. Non-compliance Type: IPV/Fraud
    ii. Non-compliance Reason: Non-cooperation
g. The good cause reason selected is not applicable for that county.

B. All the conditions are met:
a. The rule 'Allow Fraud Prevention as a determination factor in eligibility.' is active and the individual has a non-compliance entry.
b. The individual has the non-compliance entry:
    i. Non-compliance Type: IPV/Fraud
    ii. Non-compliance Reason: Non-cooperation
c. The rule 'Fail person who is not cooperating with fraud prevention.' is not active.
d. The rule 'Fail applicants for non-cooperation with Fraud Prevention.' is active.
e. The program is ongoing.
f. The individual is receiving Aid-in-kind.

C. All the conditions are met:
a. The rule 'Allow Fraud Prevention as a determination factor in eligibility.' is active and the individual has a non-compliance entry.
b. The individual Non-compliance entry:
    i. Non-compliance Type: IPV/Fraud
    ii. Non-compliance Reason: Non-cooperation
c. The rule 'Fail person who is not cooperating with fraud prevention.' is active.

Category	Short Description
73	Non-Comply with Fraud Prevention

2. The new program/person status reason CT73 'Non-Compliant' will be set as a display status reason when all the following conditions in either A or B are met:

A. All the conditions are met:
a. The rule 'Allow Fraud Prevention as a determination factor in eligibility.' is active and the individual has a non-compliance entry.
b. The individual has the non-compliance entry:
    i. Non-compliance Type: IPV/Fraud

ii. Non-compliance Reason: Non-cooperation
c. The rule 'Fail person who is not cooperating with fraud prevention.' is not active.
d. The rule 'Fail applicants for non-cooperation with Fraud Prevention.' is active.
e. The program is intake.

B. All the conditions are met:
   a. The rule 'Allow Fraud Prevention as a determination factor in eligibility.' is active and the individual has a non-compliance entry.
   b. The individual has the non-compliance entry:
      i. Non-compliance Type: IPV/Fraud
      ii. Non-compliance Reason: Non-cooperation
   c. The rule 'Fail person who is not cooperating with fraud prevention.' is not active.
   d. The rule 'Fail applicants for non-cooperation with Fraud Prevention.' is active.
   e. The program is ongoing.
   f. The individual is not receiving Aid-in-kind.

Category	Short Description
73	Non-Compliant

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.6.3 Correspondence

2.29.6.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.6.3.2 Description of Change

1. Reason Code: XAN029 – Non-Comply with fraud prevention
   a. Trigger Condition

    i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Non Comply with fraud prevention'.

b. Person Level Reason
c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Discontinuance	GA - Provided Fraudulent Information - 6 Month POI	004 0 (12/97)	610772
Sacramento	Discontinuance	Disc - Fraud Sanction - Civil or Criminal Court Order	CDS 478-0 (08/97)	608042

2.29.6.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Fraud Prevention applies} CalSAWS must determine if the GA/GR individual is cooperating with fraud prevention.]	The rule 'Allow Fraud Prevention as a determination factor in eligibility' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Fail for non–cooperation with Fraud Prevention} CalSAWS must fail the non–complaint GA/GR individual for non–cooperation with fraud prevention.]	The rule 'Fail person who is not cooperating with fraud prevention 'Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Fail applicants for non–cooperation with Fraud Prevention} CalSAWS must determine fail or pass the GA/GR individual receiving Aid Inkind on an intake case.]	The rule 'Fail applicants for non– non-cooperation with Fraud Prevention ' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Good Cause allowed for non–cooperation with Fraud Prevention} CalSAWS must allow good cause for an individual on a GA/GR case who does not comply with fraud prevention.]	The rule 'Allow good cause for not cooperating with fraud prevention' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.7 Striker Functionality

2.29.7.1 County Admin Matrix - Striker

2.29.7.1.1 Overview

A new County Admin Detail page for Striker will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Striker functionality to their county.

2.29.7.1.2 Description of Changes

a. The Admin page matrix for Striker will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
County does not aid Strikers.	N	N	Y	N	Y	Y	N	N	Y	Y	Y	Y	Y	N	N	Y	Y	Y
Fail active striker without good cause.	Y	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N

Fail strikers without a good cause.	N	Y	N	N	N	N	N	N	N	N	N	N	N	Y	Y	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX113C001	Fail active striker without good cause.
EDX113C002	County does not aid Strikers.
EDX113C003	Fail strikers without a good cause.

* Please note the following rule will not be migrated over. For the corresponding reason.

CalWIN Rule	CalWIN Description	Reason
EDX113C004	Striker-Orange	Not Used

2.29.7.2 EDBC Changes

2.29.7.2.1 Overview

This section will provide the Eligibility Rules flow for Striker /Program Person Eligibility that can be filtered for each CalWIN County

2.29.7.2.2 Description of Change

Striker Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** 'Viewing Visio Document in Internet Explorer' for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Striker Status	Striker	Existing	Striker Detail
Begin Date	Begin Date	Existing	Striker Detail
Good Cause	Good Cause	New	Eligibility Non-Compliance Detail

Striker Sanction:

To create a Striker, sanction a Non-Compliance entry will need to be created in the Eligibility Non-Compliance Detail page with the following type and reason:

a. Non-Compliance Type: Volunteer Quit/Striker
b. Non-Compliance Reason: Striker

Existing Program/Person Status:

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The existing program/person status reason CT73 20 'Striker' will be set as a display status reason when all of the following conditions are met in either A, B or C are met.
   A. All the conditions are met:
      a. There is at least one entry in Striker Detail.
      b. The individual has a striker entry and its effective for the benefit month.
      c. The rule 'Fail active striker without good cause.' Is active.
      d. There is no good cause for the strike.
   B. All the conditions are met:
      a. There is at least one entry in Striker Detail.
      b. The individual entry is not effective for the benefit month or the rule 'Fail active striker without good cause.' is not active.
      c. The rule 'County does not aid Strikers' is active.
   C. All the conditions are met:
      a. There is at least one entry in Striker Detail.
      b. The individual entry is not effective for the benefit month or the rule 'Fail active striker without good cause.' is not active.
      c. The rule 'County does not aid Strikers' is not active.
      d. There is no good cause for strike.
      e. The rule 'Fail strikers without a good cause.' is not active
      f. The program is intake.

Category	Short Description
73	Striker

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Striker No Good Cause' will be set as a display status reason when all the following conditions:
   a. There is at least one entry in Striker Detail.
   b. The individual entry is not effective for the benefit month or the rule 'Fail active striker without good cause.' is not active.
   c. The rule 'County does not aid Strikers' is not active.
   d. There is no good cause for strike.

e. The rule 'Fail strikers without a good cause.' is active.

Category	Short Description
73	Striker No Good Cause

2. The new program/person status reason CT73 'Sanction - Striker' will be set as a display status reason when all the following conditions:
    a. There is at least one entry in Striker Detail.
    b. The individual entry is not effective for the benefit month or the rule 'Fail active striker without good cause.' is not active.
    c. The rule 'County does not aid Strikers' is not active.
    d. There is no good cause for strike.
    e. The rule 'Fail strikers without a good cause.' is not active
    f. The program is not intake.

Category	Short Description
73	Sanction - Striker

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.7.3 Correspondence

2.29.7.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.7.3.2 Description of Change

1. Reason Code: XAN047 - Striker
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Striker'.
    b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Denial	GA-Denial-Various Non-Financial Reason	CDS 112-1	11787

2.29.7.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule:{ County does not aid Strikers} CalSAWS must not aid Strikers for GA/GR.]	The rule 'County does not aid Strikers ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule:{ Striker without good cause} CalSAWS must allow good cause for an individual who is a striker who has applied for GA/GR.]	The rule 'Fail strikers without a good cause. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.8 Voluntary Quit Functionality

2.29.8.1 County Admin Matrix - Voluntary Quit

2.29.8.1.1 Overview

A new County Admin Detail page for Voluntary Quit will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Voluntary Quit functionality to their county.

2.29.8.1.2 Description of Changes

a. The Admin page matrix for Voluntary Quit will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Determine if Volunteer Job Quit should be considered	Y	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
Allow good cause for applicant	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction individual for volunteer quit trigger Notice of Action.	N	N	N	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N
Sanction voluntary quit no good cause.	N	N	N	N	N	N	N	Y	N	N	Y	N	N	N	N	N	N	N
Sanctioned individual cured of volunteer quit.	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N
Sanction individual for volunteer quit do not trigger Notice of Action	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fail individual who re-applies within 12 months after ending sanction.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction the individual if they are not cured of voluntary quit.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	Y
Sanction individual voluntary quit their job.	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
Allow good cause for Volunteer Quit	N	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N
Voluntary Job Quit – Santa Cruz, Solano.	N	N	N	N	N	N	N	N	N	N	N	N	Y	Y	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX118C001	Determine if Volunteer Job Quit should be considered
EDX118C002	Allow good cause for applicant
EDX118C003	Sanction voluntary quit no good cause.
EDX118C005	Sanction individual for volunteer quit trigger Notice of Action.

EDX118C009	Sanctioned individual cured of volunteer quit.
EDX118C004	Voluntary Job Quit – Santa Cruz, Solano.
EDX118C010 & EDX118C012	Sanction individual for volunteer quit do not trigger Notice of Action.
EDX118C006	Fail individual who re-applies within 12 months after ending sanction.
EDX118C007	Sanction the individual if they are not cured of voluntary quit.
EDX118C008	Sanction individual voluntary quit their job.
EDX118C011	Allow good cause for Volunteer Quit.

The tables below show the combined rules and the combined indicators in the admin matrix format:

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Sanction individual for volunteer quit do not trigger Notice of Action	N	N	N	Y	N	N	N	N	N	N	N	N	Y	Y	N	N	N	N
CalWIN Rule																		
EDX118C010	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
EDX118C012	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N

Leverage Rule

Below is the corresponding leveraged CalWIN rule County Admin Matrix and the CalWIN number mapped to CalSAWS rules

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Earned income method 3 - Fresno Only	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Mandatory Program Requirements - Fail individual who previously was an Aid-In-Kind recipient	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N

Determine GR grant amount based on program, number of persons and BDA.	N	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N

CalWIN Rule	CalSAWS Rule
EDX309C003	Earned income method 3 - Fresno Only
EDX111C005	Mandatory Program Requirements - Fail individual who previously was an Aid-In-Kind recipient
EDX321C005	Determine GR grant amount based on program, number of persons and BDA.

* Please note the following rule will not be migrated over. For the corresponding reason.

CalWIN Rule	**CalWIN Description**	**Reason**
EDX118C013	Apply 30 day penalty from date of application	Not Used

2.29.8.2 EDBC Changes

2.29.8.2.1 Overview

This section will provide the Eligibility Rules flow for Voluntary Quit /Program Person Eligibility that can be filtered for each CalWIN County

2.29.8.2.2 Description of Change

<u>Voluntary Quit Rules Flow Diagram:</u>

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '<u>Viewing Visio Document in Internet Explorer'</u> for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	**CalSAWS Field**	**Type**	**Location Details**
Volunteer Quit	Type: Voluntary Quit/Striker Reason: Job Quit	Existing	Eligibility Non-Compliance Detail

Good Cause	Good Cause	Existing	Eligibility Non-Compliance Detail
Reapplied within 12 months of sanction	n/a	Calculated Value	n/a
Sanction cured by getting a new job at the same pay	n/a	Calculated Value	n/a
Another County's Penalty	n/a	Calculated Value	n/a

<u>Existing Program/Person Status:</u>

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The existing program/person status reason 'CT73_J1 'Refused Job Offer/Volunteer Quit Job' will be set as a display status reason when all of the following conditions are met.
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
   d. The individual applied for GR.
   e. The rule 'Allow good cause for Volunteer Quit' is not active.
   f. The rule 'Allow good cause for applicant' is not active.
   g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
   h. The rule 'sanction voluntary quit no good cause' is not active.
   i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action' is active.
   j. The rule 'Sanction individual for volunteer quit trigger Notice of Action' is active.

Category	Short Description
73	Refused Job Offer/Volunteer Quit Job

2. The existing program/person status reason 'CT73_ GGY 'Refused Job Offer/Volunteer Quit Job No Show' will be set as a display status reason when all of the following conditions in either A or B are met.
   A. All the conditions are met:
      a. The individual has a non-compliance record:
         i. Non-compliance Type: Volunteer Quit/Strike
         ii. Non-compliance Reason: Job Quit
      b. Either of the conditions is true:
         i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
         ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
      c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
      d. The individual applied for GR.
      e. The rule 'Allow good cause for Volunteer Quit.' is not active.
      f. The rule 'Allow good cause for applicant.' is not active.
      g. There is no good cause reason selected for the non-compliance record:
         i. Non-compliance Type: Volunteer Quit/Striker
         ii. Non-compliance Reason: Job Quit
      h. The rule 'sanction voluntary quit no good cause.' is not active.
      i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action.' is not active.
      j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is not active.
      k. The rule 'Earned income method 3 - Fresno Only.' is not active.
      l. The rule 'Sanction the individual if they are not cured of voluntary quit.' Is not active.
      m. The rule 'Sanction individual voluntary quit their job.' is active.
   B. All the conditions are met:
      a. The individual has a non-compliance record:
         i. Non-compliance Type: Volunteer Quit/Strike
         ii. Non-compliance Reason: Job Quit
      b. Either of the conditions is true:
         i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
         ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.

c. The rule ‘Determine if Volunteer Job Quit should be considered.’ is active.
d. The rule ‘Allow good cause for Volunteer Quit.’ is active.
e. There is a good cause for the non-compliance record:
    i. Non-compliance Type: Volunteer Quit/Striker
    ii. Non-compliance Reason: Job Quit

Category	Short Description
73	Refused Job Offer/Volunteer Quit Job No Show

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 ‘No Good Cause - Volunteer Quit’ will be set as a display status reason when all the following conditions in either A, B, or C are met:
    A. All the conditions are met:
        a. The individual has a non-compliance record:
            i. Non-compliance Type: Volunteer Quit/Strike
            ii. Non-compliance Reason: Job Quit
        b. Either of the conditions is true:
            i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
            ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
        c. The rule ‘Determine if Volunteer Job Quit should be considered.’ is active.
        d. The individual applied for GR.
        e. The rule ‘Allow good cause for Volunteer Quit.’ is not active.
        f. The rule ‘Allow good cause for applicant.’ is not active.
        g. There is no good cause reason selected for the non-compliance record:
            i. Non-compliance Type: Volunteer Quit/Striker
            ii. Non-compliance Reason: Job Quit
        h. The rule ‘sanction voluntary quit no good cause. ‘is not active.
        i. The rule ‘Sanction individual for volunteer quit do not trigger Notice of Action.’ is not active.
        j. The rule ‘Fail individual who re-applies within 12 months after ending sanction.’ is not active.

k. The rule 'Earned income method 3 - Fresno Only.' is not active.
l. The rule 'Sanction individual voluntary quit their job.' Is not active.
m. The rule 'Sanction the individual if they are not cured of voluntary quit.' is not active.
n. The rule 'Sanction individual voluntary quit their job.' Is not active.
o. The rule 'Sanctioned individual cured of volunteer quit.' is not active.
p. The program is intake.

B. All the conditions are met:
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
   d. The individual applied for GR.
   e. The rule 'Allow good cause for Volunteer Quit.' is not active.
   f. The rule 'Allow good cause for applicant.' is not active.
   g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
   h. The rule 'sanction voluntary quit no good cause. ' is not active.
   i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action' is not active.
   j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is active.
   k. The program is intake.
   l. The individual has the status reason 'Within sanction time limit' in any authorized and regular EDBC between (application date minus county defined time limit) to application date.

C. All the conditions are met:
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:

i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.

c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
d. The individual applied for GR.
e. The rule 'Allow good cause for Volunteer Quit.' is not active.
f. The rule 'Allow good cause for applicant.' is not active.
g. There is no good cause for the non-compliance record:
    i. Non-compliance Type: Volunteer Quit/Striker
    ii. Non-compliance Reason: Job Quit
h. The rule 'sanction voluntary quit no good cause. 'is active.

Category	Short Description
73	No Good Cause - Volunteer Quit

2. The new program/person status reason 'CT73 'Sanction > 30 w/ Aid Inkind' will be set as a display status reason when all of the following conditions are met.
    a. The individual has a non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Strike
        ii. Non-compliance Reason: Job Quit
    b. Either of the conditions is true:
        i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
        ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
    c. The rule 'Determine if Volunteer Job Quit should be considered.' is not active.
    d. The rule 'Mandatory Program Requirements - Fail individual who previously was an Aid-In-Kind recipient.' is active.
    e. Any individual on the case has a sanction for volunteer quit and the program is ongoing, and the individual sanction is more than 30 days and they are receiving Aid-in-kind.

Category	Short Description
73	Sanction > 30 w/ Aid Inkind

3. The new program/person status reason 'CT73 'Sanction <30 w/ Aid Inkind' will be set as a display status reason when all of the following conditions are met.
    a. The individual has a non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Strike
        ii. Non-compliance Reason: Job Quit
    b. Either of the conditions is true:
        i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
        ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
    c. The rule 'Determine if Volunteer Job Quit should be considered.' is not active.
    d. The rule 'Mandatory Program Requirements - Fail individual who previously was an Aid-In-Kind recipient.' is active.
    e. Any individual on the case does not have a sanction for volunteer quit or the program is not active, or the individual sanction is less than 30 days, and they are receiving Aid-in-kind.

Category	Short Description
73	Sanction <30 w/ Aid Inkind

4. The new program/person status reason CT73 'Volunteer Quit (Self-Imposed)' will be set as a display status reason when all the following conditions:
    a. The individual has a non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Strike
        ii. Non-compliance Reason: Job Quit
    b. Either of the conditions is true:
        i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
        ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
    c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
    d. The individual applied for GR.
    e. The rule 'Allow good cause for Volunteer Quit.' is not active.
    f. The rule 'Allow good cause for applicant.' is not active.
    g. There is no good cause reason selected for the non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Striker
        ii. Non-compliance Reason: Job Quit

h. The 'sanction voluntary quit no good cause.' is not active.
i. The rule 'Voluntary Job Quit – Santa Cruz, Solano.' is active.
j. The rule 'Sanction individual for volunteer quit trigger Notice of Action' is not active.
k. The program is intake.

Category	Short Description
73	Volunteer Quit (Self-Imposed)

5. The new program/person status reason CT73 'Volunteer Quit (Not Cured)' will be set as a display status reason when all the following conditions:
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
   d. The individual applied for GR.
   e. The rule 'Allow good cause for Volunteer Quit.' is not active.
   f. The rule 'Allow good cause for applicant.' is not active.
   g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
   h. The rule 'sanction voluntary quit no good cause.' is not active.
   i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action.' is not active.
   j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is not active.
   k. The rule 'Earned income method 3 - Fresno Only.' is not active.
   l. The rule' Sanction individual voluntary quit their job.' is not active.
   m. The rule 'Sanction the individual if they are not cured of voluntary quit.' is active.

Category	Short Description
73	Volunteer Quit (Not Cured)

6. The new program/person status reason CT73 'Volunteer Quit (County Decision)' will be set as a display status reason when all the following conditions:
    a. The individual has a non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Strike
        ii. Non-compliance Reason: Job Quit
    b. Either of the conditions is true:
        i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
        ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
    c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
    d. The individual applied for GR.
    e. The rule 'Allow good cause for Volunteer Quit.' is not active.
    f. The rule 'Allow good cause for applicant.' is not active.
    g. There is no good cause reason selected for the non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Striker
        ii. Non-compliance Reason: Job Quit
    h. The rule 'sanction voluntary quit no good cause.' is not active.
    i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action.' is not active.
    j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is not active.
    k. The rule 'Earned income method 3 - Fresno Only' is not active.
    l. The rule 'Sanction individual voluntary quit their job.' Is not active.
    m. The rule 'Sanction the individual if they are not cured of voluntary quit.' is not active.
    n. The rule 'Sanctioned individual cured of volunteer quit.' is active.
    o. The program is intake.

Category	Short Description
73	Volunteer Quit (County Decision)

7. The new program/person status reason CT73 'Volunteer Quit Job No Show(Recipient)' will be set as a display status reason when all the following conditions:
    a. The individual has a non-compliance record:
        i. Non-compliance Type: Volunteer Quit/Strike
        ii. Non-compliance Reason: Job Quit
    b. Either of the conditions is true:

i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.

c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
d. The individual applied for GR.
e. The rule 'Allow good cause for Volunteer Quit.' is not active.
f. The rule 'Allow good cause for applicant.' is not active.
g. There is no good cause reason selected for the non-compliance record:
   i. Non-compliance Type: Volunteer Quit/Striker
   ii. Non-compliance Reason: Job Quit
h. The rule 'sanction voluntary quit no good cause.' is not active.
i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action.' is not active.
j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is active.
k. The program is ongoing.

Category	Short Description
73	Volunteer Quit Job No Show(Recipient)

8. The new program/person status reason CT73 'Quit Job' will be set as a display status reason when all the following conditions in either A, B, C or D are met:
   A. All the conditions are met:
      a. The individual has a non-compliance record:
         i. Non-compliance Type: Volunteer Quit/Strike
         ii. Non-compliance Reason: Job Quit
      b. Either of the conditions is true:
         i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
         ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
      c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
      d. The individual applied for GR.
      e. The rule 'Allow good cause for Volunteer Quit.' is not active.
      f. The rule 'Allow good cause for applicant.' is not active.

g. There is no good cause reason selected for the non-compliance record:
    i. Non-compliance Type: Volunteer Quit/Striker
    ii. Non-compliance Reason: Job Quit
h. The rule 'sanction voluntary quit no good cause' is not active.
i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action' is not active.
j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is not active.
k. The rule 'Earned income method 3 - Fresno Only.' is not active.
l. The rule 'Sanction individual voluntary quit their job.' Is not active.
m. The rule 'Sanction the individual if they are not cured of voluntary quit.' is not active.
n. The rule 'Sanctioned individual cured of volunteer quit.' is active.
o. The program is ongoing.

B. All the conditions are met:
  a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
  b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
  c. The rule 'Determine if Volunteer Job Quit should be considered' is active.
  d. The individual applied for GR.
  e. The rule 'Allow good cause for Volunteer Quit.' is not active.
  f. The rule 'Allow good cause for applicant.' is not active.
  g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
  h. The rule 'sanction voluntary quit no good cause.' is not active.
  i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action' is not active.
  j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is not active.
  k. The rule 'Earned income method 3 - Fresno Only' is not active.

l. The rule 'Sanction the individual if they are not cured of voluntary quit.' is not active.
m. The rule 'Sanction individual voluntary quit their job.' Is not active.
n. The rule 'Sanctioned individual cured of volunteer quit.' is not active.
o. The program is ongoing.

C. All the conditions are met:
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
   d. The individual applied for GR.
   e. The rule 'Allow good cause for Volunteer Quit.' is not active.
   f. The rule 'Allow good cause for applicant.' is not active.
   g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
   h. The rule 'sanction voluntary quit no good cause.' is not active.
   i. The rule 'Voluntary Job Quit – Santa Cruz, Solano.' is active.
   j. The rule 'Sanction individual for volunteer quit trigger Notice of Action.' is not active.
   k. The program is ongoing.

D. All the conditions are met:
   a. The individual has a non-compliance record:
   b. Non-compliance Type: Volunteer Quit/Strike
   c. Non-compliance Reason: Job Quit
   d. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   e. The rule 'Determine if Volunteer Job Quit should be considered.' is active.

f. The individual applied for GR.
g. The rule 'Allow good cause for Volunteer Quit.' is not active.
h. The rule 'Allow good cause for applicant.' is active.
i. the program is intake.

j. There is no good cause reason selected or the good cause was not valid for the that county.

Category	Short Description
73	Quit Job

8. The new program/person status reason CT73 'Within Sanction time Limit' will be set as a display status reason when all the following conditions are met:
   a. The individual has a non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Strike
      ii. Non-compliance Reason: Job Quit
   b. Either of the conditions is true:
      i. The program is intake and the county defined time limit for voluntary quit effective for the benefit month subtracted from the program application date is greater or equal to the non-compliance begin date.
      ii. The individual non-compliance record begin date is before program application date and application date is in the benefit month.
   c. The rule 'Determine if Volunteer Job Quit should be considered.' is active.
   d. The individual applied for GR.
   e. The rule 'Allow good cause for Volunteer Quit.' is not active.
   f. The rule 'Allow good cause for applicant.' is not active.
   g. There is no good cause reason selected for the non-compliance record:
      i. Non-compliance Type: Volunteer Quit/Striker
      ii. Non-compliance Reason: Job Quit
   h. The rule 'sanction voluntary quit no good cause.' is not active.
   i. The rule 'Sanction individual for volunteer quit do not trigger Notice of Action.' is not active.
   j. The rule 'Fail individual who re-applies within 12 months after ending sanction.' is active.
   k. The program is intake.
   l. The individual does have the reason code XAN509 in any authorized and regular EDBC between (application date minus county defined time limit) to application date.

Category	Short Description
73	Within sanction Time Limit

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.8.3 Correspondence

2.29.8.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.8.3.2 Description of Change

1. Reason Code: XAN370 - Sanction > 30 w/ Aid inkind
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Sanction > 30 w/ Aid inkind'.
    b. Person Level Status
    c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Discontinuance	GA-Disc &Mult Months Sanction-Failure to Coop-Various reasons	CDS 233-0 (04/97)	611003

2. Reason Code: XAN369 - Sanction < 30 w/ Aid Inkind
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Sanction < 30 w/ Aid inkind'.
        Or
        ii. This notice generates for the applicable counties when there is a change in benefit amount and the program was 'Active' in the previous saved EDBC and is still 'Active' on the current EDBC with the reason 'Sanction < 30 w/ Aid inkind'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Change	GA MULTI-MONTH SANCTION - FAMILY	CDS 232-0 (01/01)	610979
Sacramento	Discontinuance	GA-Disc &Mult Months Sanction-Failure to Coop-Various reasons	CDS 233-0 (04/97)	611003

3. Reason Code: XAN156 - Refused Job Offer/Volunteer Quit Job no show
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Refused Job Offer/Volunteer Quit Job no show'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Yolo	Denial	General Assistance Denial - Job Quit Sanction	112-3	12214

4. Reason Code: XAN085 - No good cause - Volunteer quit
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'No good cause - Volunteer quit'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'No good cause - Volunteer quit'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Denial	GA Denial - Failure to Continue Employment - 60 Day Penalty	137 0	11519
Fresno	Denial	General Relief Denial - Employable Requirements	138-A	11550
Santa Barbara	Discontinuance	GR - Disc - Job Responsibility	061-0 (08/97)	12375
Santa Barbara	Denial	GR - Deny - Job Responsibility	161-0	12701
San Francisco	Denial	CAAP Denial - 45-day Job Quit	CP 16	12604
Sonoma	Denial	GA Denial - Job Quit	124-1 (02/90)	12539

5. Reason Code: XAN076 - Refused Job offer/Volunteer quit job
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Refused job offer/Volunteer quit job'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Solano	Denial	GA - Denial - Job Responsibility	161	12112

6. Reason Code: XAN152 - Volunteer quit (self-imposed)
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Volunteer quit (self-imposed)'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Santa Cruz	Denial	Denial – GA Denial for Termination of Employment in Past 30 Days	126-B	610714
Yolo	Denial	General Assistance Denial - Job Quit Sanction	112-3	12214

7. Reason Code: XAN508 - Volunteer Quit Job no show(Recipient)
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Volunteer Quit Job no show(Recipient)'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Fresno	Discontinuance	General Relief Discontinuance - Employable Requirements	017-C	12624

8. Reason Code: XAN157 - Volunteer Quit (Not Cured)
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Volunteer Quit (Not Cured)'.

b. Person Level Reason
c. County-specific information:

County	Action	Document Description	Number	Template
Placer	Denial	Quit Job without Good Cause - 180 day penalty	137-0	608582

9. Reason Code: XAN023 - Volunteer Quit (County decision)
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Volunteer Quit (County decision)'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Denial	DENIAL/VOLUNTARY TERM OF EMPLOYMENT 90DAY DISQUALIF.	CDS 141-0 (12/97)	11746

2.29.8.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Vol.JobQuit applies} CalSAWS must apply Voluntary Job Quit verification for GA/GR.]	The rule 'Determine if Volunteer Job Quit should be considered ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Allow good cause for applicant} CalSAWS must allow good cause for voluntary quit applicant for GA/GR.]	The rule 'Allow good cause for applicant ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply County–defined penalty period from date of quit without good cause} CalSAWS must apply County–defined penalty period from date of quit without good cause for GA/GR.]	The rule 'Sanction individual for volunteer quit trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {VolJobQuit–Santacruz, Solano} CalSAWS must determine Voluntary Job Quit applicability for GA/GR.]	The rule 'Sanction individual for volunteer quit do not trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Compare county penalty with other county's penalty} CalSAWS must compare county penalty with other county's penalty for GA/GR.]	The rule 'Sanction individual for volunteer quit trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply penalty for applicant at end of 30 day wait period} CalSAWS must apply penalty for applicant at end of 30 day voluntary job quit wait period for GA/GR.]	The rule 'Fail individual who re-applies within 12 months after ending sanction. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Sanction if not cured by getting a job at the same pay} CalSAWS must apply sanction if not cured by getting a job at the same pay for GA/GR.]	The rule 'Sanction the individual if they are not cured of voluntary quit. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply sanction for 6 months from date of quit} CalSAWS must apply sanction for 6 months from date of voluntary job quit for GA/GR.]	The rule 'Sanction the individual if they are not cured of voluntary quit. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Apply sanction from first day of the month that timely notice can be given following the month of job quit} CalSAWS must apply sanction from first day of the month that timely notice can be given following the month of job quit for GA/GR.]	The rule 'Sanctioned individual cured of volunteer quit. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Vol.JobQuit–Orange(Applicant)} CalSAWS must apply program check for voluntary job quit applicant for GA/GR.]	The rule 'Sanction individual for volunteer quit do not trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply penalty, if no good cause–SantaClara} CalSAWS must apply penalty if no good cause exists for GA/GR.]	The rule 'Allow good cause for Volunteer Quit ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Vol.JobQuit–Orange(Recipient)} CalSAWS must apply program check for voluntary job quit recipient for GA/GR.]	The rule 'Sanction individual for volunteer quit do not trigger Notice of Action. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.9 Drug and Alcohol Functionality

2.29.9.1 County Admin Matrix - Drug and Alcohol

2.29.9.1.1 Overview

A new County Admin Detail page for Drug and Alcohol will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Drug and Alcohol functionality to their county.

2.29.9.1.2 Description of Changes

a. The Admin page matrix for Drug and Alcohol will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Fail person if not cooperating with drug and alcohol treatment program.	N	N	Y	N	N	N	N	N	N	N	N	Y	N	N	Y	N	N	Y
Sanction for not cooperating with drug and alcohol treatment program.	N	Y	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N
Don't Sanction individual receiving aid GA SSIP.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction person with at least one non-compliance entry.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	Y	N	N
Fail the person if they did not attend and pass the orientation.	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N
Sanction the person with two or more non-compliance entries.	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Determine Sanction based on Drug & Alcohol.	Y	Y	Y	N	N	Y	Y	N	Y	N	Y	Y	N	Y	Y	Y	N	Y

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	**CalSAWS Rule**
EDX112C001	Fail person if not cooperating with drug and alcohol treatment program.
EDX112C002	Sanction for not cooperating with drug and alcohol treatment program.
EDX112C003	Don't Sanction individual receiving aid GA SSIP.

EDX112C004	Sanction person with at least one non-compliance entry.
EDX112C005	Fail the person if they did not attend and pass the orientation.
EDX112C006	Sanction the person with two or more non-compliance entries.
EDX112C007	Determine Sanction based on Drug & Alcohol.

Leverage Rule

Below is the corresponding leveraged CalWIN rule County Admin Matrix and the CalWIN number mapped to CalSAWS rules

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis Obispo	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Exempt burial, funeral reserves, or trusts $500 or less.	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N

CalWIN Rule	CalSAWS Rule
EDX200C025	Exempt burial, funeral reserves, or trusts $500 or less.

2.29.9.2 EDBC Changes

2.29.9.2.1 Overview

This section will provide the Eligibility Rules flow for Drug and Alcohol /Program Person Eligibility that can be filtered for each CalWIN County

2.29.9.2.2 Description of Change

Drug and Alcohol Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** 'Viewing Visio Document in Internet Explorer' for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Choice of CAAP Program	Sub-Program Type	Existing	General Assistance/General Relief Detail
Good Cause	Good Cause	New	Eligibility Non-Compliance Detail
Admission Date	Arrival Date	Existing	Living Arrangement Detail
Not complying with Compliance type: Failure to Attend	Non-compliance Type: Failure to Attend Non-compliance Reason: Orientation	New	Eligibility Non-compliance Detail
Not complying with Compliance type: Passed Orientation	Non-compliance Type: Procedural Requirement Non-compliance Reason: Failure to Complete Orientation	New	Eligibility Non-Compliance Detail
Not complying with Compliance type: Dug Treatment as county resident	Non-compliance Type: Failure to Attend Non-compliance Reason: Drug Treatment	New	Eligibility Non-Compliance Detail
Not complying with Compliance type: Drug Treatment	Non-compliance Type: Failure to Attend Non-Compliance Reason: Drug Treatment Outside County Residence	New	Eligibility Non-Compliance Detail

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Failed to Comply: Drug/Alcohol' will be set as a display status reason when all the following conditions I either are met in A, B, C or D:
   A. When all the conditions are met:
      a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.

b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
c. the individual has the individual does has the non-compliance entry:
    i. Non-compliance Type: Failure to Attend
    ii. Non-compliance Reason: Drug Treatment Outside County of Residence
d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is not active.
f. The rule 'Don't Sanction individual receiving aid GA SSIP.' is not active.
g. The rule 'Sanction person with at least one non-compliance entry.' is not active.
h. The rule 'Fail the person if they did not attend and pass the orientation.' is not active.
i. There is no good cause reason selected or the good cause is not accept by county as a good cause for the non-compliance entry.

B. When all the conditions are met:
    a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
    b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
    c. the individual has the individual does has the non-compliance entry:
        i. Non-compliance Type: Failure to Attend
        ii. Non-compliance Reason: Drug Treatment Outside County of Residence
    d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
    e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is not active.
    f. The rule 'Don't Sanction individual receiving aid GA SSIP.' is not active.
    g. The rule 'Sanction person with at least one non-compliance entry.' is active.

C. When all the conditions are met:
    a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
    b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
    c. the individual has the individual does has the non-compliance entry:
        i. Non-compliance Type: Failure to Attend
        ii. Non-compliance Reason: Drug Treatment Outside County of Residence

d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is active.

D. When all the conditions are met:
  a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
  b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
  c. the individual has the individual does has the non-compliance entry:
    i. Non-compliance Type: Failure to Attend
    ii. Non-compliance Reason: Drug Treatment Outside County of Residence
  d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is active.

Category	Short Description
73	Failed to Comply: Drug/Alcohol

2. The new program/person status reason CT73 'Failed to Comply: Drug/ Alchl. ' will be set as a display status reason when all the following conditions are met in either A or B:
  A. When all the conditions are met:
    a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
    b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
    c. the individual has the individual does has the non-compliance entry:
      i. Non-compliance Type: Failure to Attend
      ii. Non-compliance Reason: Drug Treatment Outside County of Residence
    d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
    e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is not active.
    f. The rule 'Don't Sanction individual receiving aid GA SSIP.' is not active.
    g. The rule 'Sanction person with at least one non-compliance entry.' is not active.
    h. The rule 'Fail the person if they did not attend and pass the orientation.' is active.
    i. The individual has not attended orientation. This is determined by the individual having the non-compliance entry:

            i. Non-compliance Type: Failure to Attend
            ii. Non-compliance Reason: Orientation

B. When all the conditions are met:
   a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
   b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
   c. the individual has the individual does has the non-compliance entry:
      i. Non-compliance Type: Failure to Attend
      ii. Non-compliance Reason: Drug Treatment Outside County of Residence
   d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
   e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is not active.
   f. The rule 'Don't Sanction individual receiving aid GA SSIP.' is active.
   g. The individual is not currently aided in GR with aid code as '9H' or aid end date is before the data selection date.
   h. The county is SFO and GA/GR sub program is 'Personal Assisted Employment Services'.
   i. The individual is currently aided in GA/GR.

Category	Short Description
73	Failed to Comply: Drug/ Alchl.

3. The new program/person status reason CT73 'Failed Orientation' will be set as a display status reason when all the following conditions:
   a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
   b. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is not active.
   c. the individual has the individual does has the non-compliance entry:
      i. Non-compliance Type: Failure to Attend
      ii. Non-compliance Reason: Drug Treatment Outside County of Residence
   d. The rule 'Fail person if not cooperating with drug and alcohol treatment program.' is not active.
   e. The rule 'Sanction for not cooperating with drug and alcohol treatment program.' is not active.
   f. The rule 'Don't Sanction individual receiving aid GA SSIP.' is not active.
   g. The rule 'Sanction person with at least one non-compliance entry.' is not active.

h. The rule 'Fail the person if they did not attend and pass the orientation.' is active.
i. The individual has attended orientation. This is determined by the individual not having the non-compliance entry:
    i. Non-compliance Type: Failure to Attend
    ii. Non-compliance Reason: Orientation.
j. The individual did not complete the orientation. This is determined by the individual having the non-compliance entry:
    i. Non-compliance Type: Procedural Requirement
    ii. Non-compliance Reason: Failure to Complete Orientation

Category	Short Description
73	Failed Orientation

4. The new program/person status reason CT73 'Drug Treatment' will be set as a display status reason when all the following conditions:
    a. The rule 'Determine Sanction based on Drug & Alcohol.' is active.
    b. If any of the following is not true:
        i. The rule 'Exempt burial, funeral reserves, or trusts $500 or less' is active.
        ii. The individual has the non-compliance entry:
            1. Non-compliance Type: Failure to Attend
            2. Non-compliance Reason: Drug Treatment Outside County of Residence
    c. The individual has the individual does has the non-compliance entry:
        i. Non-compliance Type: Failure to Attend
        ii. Non-compliance Reason: Drug Treatment

Category	Short Description
73	Drug Treatment

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.9.3 Correspondence

2.29.9.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.9.3.2 Description of Change

1. Reason Code: XAN022 – Failed to Comply: Drug/alcohol
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to comply: Drug/alcohol'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to comply: Drug/alcohol'.
    b. Program Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Yolo	Discontinuance	GA DISC.-Noncooperation with D&A Treatment/Assessment	071-3	12247
Yolo	Denial	General Assistance Denial - Noncooperation with D&A Treatment/Assessment	130-3	12240

2. Reason Code: XAN162 – Failed to Comply: Drug/Alchl
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to comply: Drug/Alchl'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
San Diego	Discontinuance	GR Disc and Sanction - Non-cooperation GRADS Program Requirements	015-0	12726

3. Reason Code: XAN163 - Failed Orientation
    a. Trigger Condition

i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed orientation'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Discontinuance	GA Disc - Failure to Accept Employment - 2, 4, 6 Month Sanction	031 1	12270
Santa Barbara	Discontinuance	GR - Disc - Job Responsibility	061-0 (08/97)	12375

2.29.9.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Fail individual if failed to cooperate with drug and alcohol treatment program} CalSAWS must fail individual if failed to cooperate with drug and alcohol treatment program for GA/GR.]	The rule 'Fail person if not cooperating with drug and alcohol treatment program. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Sanction if failed to cooperate with drug and alcohol treatment program} CalSAWS must apply sanction individual if failed to cooperate with drug and alcohol treatment program for GA/GR.]	The rule 'Sanction for not cooperating with drug and alcohol treatment program. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Drug & Alcohol–San Francisco} CalSAWS must apply drug and alcohol treatment program – San Francisco for GA/GR.]	The rule 'Don't Sanction individual receiving aid GA SSIP. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Sanction if >1 offense or 1st offense not cured} CalSAWS must apply sanction if greater than 1 offense or 1st offense not cured for GA/GR.]	The rule 'Sanction person with at least one non-compliance entry. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Fail, if individual has not attended orientation} CalSAWS must fail individual if individual has not attended orientation for GA/GR.]	The rule 'Fail the person if they did not attend and pass the orientation. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Sanction if more than 2 occurrences of negligence in 24 months} CalSAWS must apply sanction if more than 2 occurrences of negligence in 24 months for GA/GR.]	The rule 'Sanction the person with two or more non-compliance entries. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Drug & Alcohol applies} CalSAWS must apply drug and alcohol treatment program for GA/GR.]	The rule 'Determine Sanction based on Drug & Alcohol. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.10Employment Status Functionality

2.29.10.1 County Admin Matrix – Employment Status

2.29.10.1.1 Overview

A new County Admin Detail page for Employment will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Employment functionality to their county.

2.29.10.1.2 Description of Changes

a. The Admin page matrix for Employment will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Determine if Employee status can fail individual.	N	N	N	**Y**	N	**Y**	**Y**	N	**Y**	N	N	**Y**	**Y**	N	N	N	N	N
Fail person with working hours > county defined hours above minimum wage.	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fail applicant if self-employed.	N	N	N	N	N	**Y**	**Y**	N	**Y**	N	N	**Y**	N	N	N	N	N	N
Fail applicant if employed.	N	N	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N
Fail applicant with working hours > county defined hours.	N	N	N	N	N	N	N	N	N	N	N	N	**Y**	N	N	N	N	N
Fail person with working hours > county defined hours.	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX115C001	Determine if Employee status can fail individual.
EDX115C002	Fail person with working hours > county defined hours above minimum wage.
EDX115C003	Fail applicant if self-employed.
EDX115C004	Fail applicant if employed.
EDX115C005	Fail applicant with working hours > county defined hours.
EDX115C006	Fail person with working hours > county defined hours.

2.29.10.2 EDBC Changes

2.29.10.2.1 Overview

This section will provide the Eligibility Rules flow for Employment /Program Person Eligibility that can be filtered for each CalWIN County

2.29.10.2.2 Description of Change

Employment Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** 'Viewing Visio Document in Internet Explorer' for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Currently Employed	N/A	Calculated	Employment Detail
Income Amount	Amount	Existing	Income Amount Detail
Number of Working Hours	Total Monthly hours	Existing	Employment Hours Detail
Self-Employment	Category: Unsubsidized Type: Self-employment	Existing	Employment Detail
Monthly Amount Earned	Hourly wage * Total Hours (If Total hours not exist then Hours/Week *4.33)	Existing	Employment Detail

Verifications

Verifications will be applied before the non-financial rules.

1. Add a non-mandatory verification for employment detail that will set a new status reason of CT73 'FTP Employment' for GA/GR as per current CalSAWS verification framework. In addition, check the following conditions:
    a. The Rule 'Determine if Employee status can fail individual.' is active.
    b. The individual is currently employed.
    c. The Rule 'Fail person with working hours > county defined hours above minimum wage.' is active.
    d. The individual is currently intake.

Please Note:

1. This status reason will not be displayed on the EDBC summary page, it will be used by correspondence to trigger Form E10020.
2. When updating this verification set the reference column 'GR' to 'Y' and set all the other program reference columns to 'N'.

New Program/Person Status:

New Program/Person Status Reasons will be added to be used by this Rule Flow. The following reasons will set to the program/person level when the following conditions are met:

1. The new program/person status reason CT73 'Employed More Than County Hours' will be set as a display status reason when all the following conditions:
   a. The rule 'Determine if Employee status can fail individual.' is active.
   b. The individual is currently employed this is indicated by having an employment record effective for the benefit month.
   c. The rule 'Fail person with working hours > county defined hours above minimum wage.' is active.
   d. The program is intake.
   e. The individual's total number of working hours in the benefit month is greater than the county defined time limit for number of working hours in a month.
   f. The individual's total income amount is greater than county defined minimum wage amount.

Category	Short Description
73	Employed More Than County Hours

2. The new program/person status reason CT73 'Employed' will be set as a display status reason when all the following conditions:
   a. The rule 'Determine if Employee status can fail individual.' is active.
   b. The individual is currently employed this is indicated by having an employment record effective for the benefit month.
   c. The rule 'Fail person with working hours > county defined hours above minimum wage.' is not active.
   d. The rule 'Fail applicant if employed.' is active.

Category	Short Description
73	Employed

3. The new program/person status reason CT73 'Over County Working Hours' will be set as a display status reason when all the following conditions in A or B are met:
   A. When all the conditions are met:
      a The rule 'Determine if Employee status can fail individual.' is active.
      b The individual is currently employed, and the employment record type is not Self-employment from employment detail page.
      c The rule 'Fail person with working hours > county defined hours.' is active.

d The individual's total number of working hours in the benefit month and check if it is greater than the county defined time limit for number of working hours in a month.

B. When all the conditions are met:

a The rule 'Determine if Employee status can fail individual.' is active.

b The individual is currently employed, and the employment record type is not Self-employment from employment detail page.

c The rule 'Fail person with working hours > county defined hours above minimum wage.' is not active.

d The rule 'Fail applicant if employed.' is not active.

e The rule 'Fail applicant with working hours > county defined hours.' is active.

f The individual's total number of working hours in the benefit month (computed input) and check if it is greater than the county defined time limit for number of working hours in a month.

Category	Short Description
73	Over County Working Hours

4. The new program/person status reason CT73 'Self Employed' will be set as a display status reason when all the following conditions:
   a. The rule 'Determine if Employee status can fail individual.' is active.
   b. The individual is currently employed.
   c. The rule 'Fail applicant with working hours > county defined hours.' is active.
   d. The individual employment record type is 'Self-Employment' from employment detail page.
   e. The rule 'Fail applicant if self-employed.' is active.

Category	Short Description
73	Self Employed

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.10.3 Correspondence

2.29.10.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.10.3.2 Description of Change

1. Reason Code: E10020 – FTP Employment
    a. Trigger Condition

    b. Person
    c. County-specific information:

County	Action	Document Description	Number	Template
Orange	N/A	Employee's Earnings Record	F0912-26-309 (09/15)	610121

2. Reason Code: XAN060 – Employed more than County hours
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Employed more than County hours'.
    b. Program Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Denial	GR Denial - Employed Full Time	134 A	11608

3) Reason Code: XAN082 – Over county working hours
    a) Trigger Condition
        i) This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'over county working hours'.
    b) Program Level Reason
    c) County-specific information:

County	Action	Document Description	Number	Template
Fresno	Denial	General Relief Denial - Income Exceeds Needs	117	12616
Sacramento	Denial	GA-Denial-Various Non-Financial Reason	CDS 112-1	11787

2.29.10.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {EmpStatus applies } CalSAWS must determine whether to fail an individual applying for GA/GR based on employment status]	The rule 'Determine if Employee status can fail individual. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Working > 64 hours a month at minimum wage } CalSAWS must determine whether to fail an individual applying for GA/GR who is working more than county defined working hours and earning more than minimum wage]	The rule 'Fail person with working hours > county defined hours above minimum wage. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: { Fail if self employed } CalSAWS must determine whether to fail an individual applying for GA/GR who is self employed]	The rule 'Fail applicant if self-employed. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Fail if employed } CalSAWS must determine whether to fail an individual applying for GA/GR who is employed]	The rule 'Fail applicant if employed. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: { Working > 100 hours a month } CalSAWS must determine whether to fail an individual applying for GA/GR who is working more than county defined working hours]	The rule 'Fail applicant with working hours > county defined hours. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: { Working more than county defined number of hours } CalSAWS must determine whether to fail an individual applying for GA/GR who is not self employed]	The rule 'Fail person with working hours > county defined hours. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.29.11 Job Terminated Functionality

2.29.11.1 County Admin Matrix - Job Terminated

2.29.11.1.1 Overview

A new County Admin Detail page for Job Terminated will be created. This page is viewed by the County Administrator to view the list of rules applicable for the Job Terminated functionality to their county.

2.29.11.1.2 Description of Changes

a. The Admin page matrix for Job Terminated will have the below functional categories and its associated flag turned on or off based on the current GA/GR functionality for each County
b. The activate switch Yes/No indicate if that functionality is applicable to the displayed county.
c. The functionality is effective dated with begin and end date
d. The rule functionality can be viewed as of a date using the view date

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Determine sanction for individual with job termination.	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	N	N	N	**Y**	**Y**	N	**Y**	**Y**	**Y**	N	N
Determine sanction for job termination based on good cause.	N	N	**Y**	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N

Do not allow good cause for job termination for recipients.	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction self-imposed job termination reason.	N	N	N	N	N	N	N	N	N	N	N	N	**Y**	N	N	N	N	N
Apply Sanction to recipient with no good cause for job termination.	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Apply Sanction to individual with no good cause for job termination.	N	N	N	N	**Y**	**Y**	N	N	N	N	N	N	N	N	N	N	N	N
Determine sanction based on Job Termination Reason.	N	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N
Sanction recipient who refused job or training.	N	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N
Do not allow good cause for job refusal.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	**Y**	**Y**
Penalize individual for job refusal. (Most Counties)	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	**Y**	N	**Y**	**Y**	N	**Y**	**Y**	**Y**	N	N
Penalize individual for job refusal or training without good cause. (San Mateo, Santa Cruz)	N	N	N	N	N	N	N	N	N	**Y**	N	N	**Y**	N	N	N	N	N
Do not penalize applicants for refusing job offer.	N	N	N	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N
Do not allow good cause for any job termination reasons.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	**Y**	**Y**
Sanction applicants for refusing job or training.	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N
Do not penalize refused job offers without good cause.	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction applicant for refusing job or training trigger Notice of Action.	N	N	N	Y	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N
Sanction recipient for refusing job offer or training.	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N
Do not penalize Good cause for job refusal.	N	N	N	N	N	N	N	N	N	N	N	N	**Y**	N	N	N	N	N
Sanction individual for job termination without good cause.	N	N	**N**	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sanction individual for job termination without good cause. (San Diego)	N	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N
Sanction recipient who refused job offer or training trigger Notice of Action.	N	N	N	**Y**	Y	Y	N	N	N	N	N	N	N	N	N	N	N	N

Below is the corresponding CalWIN rule number mapped to CalSAWS rules.

CalWIN Rule	CalSAWS Rule
EDX109C001	Determine sanction for individual with job termination.
EDX109C002	Determine sanction for job termination based on good cause.
EDX109C003	Do not allow good cause for job termination for recipients.
EDX109C004	Sanction self-imposed job termination reason.
EDX109C005	Apply Sanction to recipient with no good cause for job termination.
EDX109C006	Apply Sanction to individual with no good cause for job termination.
EDX109C007	Determine sanction based on Job Termination Reason.
EDX109C008	Sanction recipient who refused job or training.
EDX109C009	Do not allow good cause for job refusal.
EDX109C010	Penalize individual for job refusal. (Most Counties)
EDX109C012	Penalize individual for job refusal or training without good cause. (San Mateo, Santa Cruz)
EDX109C013	Do not penalize applicants for refusing job offer.
EDX109C014	Do not allow good cause for any job termination reasons.
EDX109C015	Sanction applicants for refusing job or training.
EDX109C016	Do not penalize refused job offers without good cause.
EDX109C017 & EDX109C021	Sanction applicant for refusing job or training trigger Notice of Action.
EDX109C018	Sanction recipient for refusing job offer or training.
EDX109C020	Do not penalize Good cause for job refusal.
EDX109C022	Sanction individual for job termination without good cause.
EDX109C023	Sanction individual for job termination without good cause. (San Diego)
EDX109C024 & EDX109C025	Sanction recipient who refused job offer or training trigger Notice of Action.

The tables below show the combined rules and the combined indicators in the admin matrix format:

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Sanction applicant for refusing job or training trigger Notice of Action.	N	N	N	Y	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N
CalWIN Rule																		
EDX109C017	N	N	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N
EDX109C021	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N

Rule Description	Alameda	Contra Costa	Fresno	Orange	Placer	Sacramento	San Diego	San Francisco	San Luis	San Mateo	Santa Barbara	Santa Clara	Santa Cruz	Solano	Sonoma	Tulare	Ventura	Yolo
Sanction recipient who refused job offer or training trigger Notice of Action.	N	N	N	**Y**	Y	Y	N	N	N	N	N	N	N	N	N	N	N	N
CalWIN Rule																		
EDX109C024	N	N	N	**Y**	N	N	N	N	N	N	N	N	N	N	N	N	N	N
EDX109C025	N	N	N	N	**Y**	**Y**	N	N	N	N	N	N	N	N	N	N	N	N

* Please note the following rule will not be migrated over. For the corresponding reason.

CalWIN Rule	CalWIN Description	Reason
EDX109C019	Recipient refused job offer in the last 30 days without good cause.	Not Used.

2.29.11.2 EDBC Changes

2.29.11.2.1 Overview

This section will provide the Eligibility Rules flow for Job Terminated /Program Person Eligibility that can be filtered for each CalWIN County

2.29.11.2.2 Description of Change

Job Terminated Rules Flow Diagram:

A Consolidated Rules Flow Visio document will be provided as a separate Attachment in addition to this design Document that will depict the rules for a selected County. Reference **Appendix 6.1 Rules Flow Diagram** '[Viewing Visio Document in Internet Explorer'] for instruction on how to access Visio.

The following Data Collection elements will be used by this Rule Flow.

CalWIN Field	CalSAWS Field	Type	Location Details
Employment Termination	Termination Date	Existing	Employment Detail
End Date	Termination Date	Existing	Employment Detail
Good Cause	Termination Reason	Existing	Employment Detail
Job refusal Termination date	Termination Date with a Termination Reason of "Job Refused"	New	Employment Detail
Training	Type: Job Training Reason: Failed/Refused Job Training	Existing	Eligibility Non-Compliance Detail

Job Terminated Sanction:

To create a Job Termination or Job Refusal sanction a Non Compliance entry will need to be created in the Eligibility Non Compliance Detail page with the following type and reason:

a. Non Compliance Type: Employment
b. Non Compliance Reason: Job Termination or Job Refusal

Existing Program/Person Status:

The following existing program/person status reason will be leveraged by this rule flow when the following conditions are met.

1. The program/person status reason CT73 B6 'Refused Job' will be set as a display status reason when all the following conditions in either A or B are met:
    A. All the conditions are met:
        a Either of the following true:
            i. The program is intake and employment termination date is after or the same as Job Termination time limit date. (Individual program application date – county defined Time limit duration.
            ii. The Individual is active and Employment termination date is within payment month.

b The rule 'Determine sanction for individual with job termination.' is active.
c The rule 'Determine sanction for job termination based on good cause' is not active.
d The rule 'Do not allow good cause for job termination for recipients' is active.
e The program is intake.
f The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g Either of the following conditions are true:
  i. The individual's employment termination reason is 'job refused'.
  ii. The individual has a Non-compliance record Type:
    - Non-compliance Type: Job Training
    - Non-compliance Reason: Failed/Refused Job Training
h Either of the following conditions is not true:
  i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
  ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
i The rule 'Do not allow good cause for job refusal.' is not active.
j The rule 'Penalize individual for job refusal (Most Counties)' is active.
k The rule 'Sanction recipient who refused job or training' is not active.
l The individual is intake.
m The rule 'Sanction applicants for refusing job or training.' is not active.
n The rule 'Do not penalize refused job offers without good cause.' is not active.
o The rule 'Sanction applicant for refusing job or training trigger Notice of Action' is not active.

B. All the conditions are met:
  a Either of the following true:
    i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
    ii. The Individual is active and Employment termination date is within payment month.

b The rule 'Determine sanction for individual with job termination.' is active.
c The rule 'Determine sanction for job termination based on good cause' is not active.
d The rule 'Do not allow good cause for job termination for recipients' is not active.
e Either of the following conditions are true:
   i. The individual's employment termination reason is 'job refused'.
   ii. The individual has a Non-compliance record Type:
      - Non-compliance Type: Job Training
      - Non-compliance Reason: Failed/Refused Job Training
f Either of the following conditions is not true:
   i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
   ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
g The rule 'Do not allow good cause for job refusal.' is not active.
h The rule 'Penalize individual for job refusal (Most Counties)' is active.
i The rule 'Sanction recipient who refused job or training' is not active.
j The individual is intake.
k The rule 'Sanction applicants for refusing job or training.' is not active.
l The rule 'Do not penalize refused job offers without good cause.' is not active.
m The rule 'Sanction applicant for refusing job or training trigger Notice of Action' is not active.

Category	Short Description
73	Refused Job

2. The program/person status reason CT73 B9 'Quit Job' will be set as a display status reason when all the following conditions in either A or B are met:
   A. All the conditions are met:
      a Either of the following true:

i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.

ii. The Individual is active and Employment termination date is within payment month.

b The rule ‘Determine sanction for individual with job termination.’ is not active.

c The rule ‘Determine sanction based on Job Termination Reason.’ is not active.

d The rule ‘Sanction self-imposed job termination reason.’ is not active.

e The rule ‘Do not allow good cause for any job termination reasons.’ is active.

f The program is intake.

B. All the conditions are met:

a Either of the following true:

i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.

ii. The Individual is active and Employment termination date is within payment month.

b The rule ‘Determine sanction for individual with job termination.’ is not active.

c The rule ‘Determine sanction based on Job Termination Reason.’ is not active.

d The rule ‘Sanction self-imposed job termination reason.’ is active.

e The job termination has a reason selected.

f The program is intake.

Category	Short Description
73	Quit Job

3. The program/person status reason CT73 QR ’Refused Job Offer/Voluntarily QuitJob’ will be set as a display status reason when all the following conditions in either A or B are met:

A. All the conditions are met:

a. Either of the following true:

i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.

ii. The Individual is active and Employment termination date is within payment month.

b. The rule 'Determine sanction for individual with job termination.' is active.

c. The rule 'Determine sanction for job termination based on good cause' is not active.

d. The rule 'Do not allow good cause for job termination for recipients' is not active.

e. Either of the following conditions are true:

i. The individual's employment termination reason is 'job refused'.

ii. The individual has a Non-compliance record Type:

- Non-compliance Type: Job Training
- Non-compliance Reason: Failed/Refused Job Training

f. Either of the following conditions is not true:

i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.

ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.

g. The rule 'Do not allow good cause for job refusal.' is not active.

h. The rule 'Penalize individual for job refusal (Most Counties)' is active.

i. The rule 'Sanction recipient who refused job or training' is not active.

j. The program is intake.

k. The rule 'Sanction applicants for refusing job or training.' is active.

B. All the conditions are met:

a. Either of the following true:

i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.

ii. The Individual is active and Employment termination date is within payment month.

b. The rule 'Determine sanction for individual with job termination.' is active.

c. The rule 'Determine sanction for job termination based on good cause' is not active.
d. The rule 'Do not allow good cause for job termination for recipients' is not active.
e. Either of the following conditions are true:
    i. The individual's employment termination reason is 'job refused'.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
f. Either of the following conditions is not true:
    i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date
g. The rule 'Do not allow good cause for job refusal.' is not active.
h. The rule 'Penalize individual for job refusal (Most Counties)' is active.
i. The rule 'Sanction recipient who refused job or training' is not active.
j. The program is intake.

Category	Short Description
73	Refused Job Offer/Voluntarily Quit Job

New Program/Person Status:

The following new program/person status reason will be used by this rule flow when the following conditions are met.

1. The new program/person status reason CT73 'Job Term No Good Cause' will be set as a display status reason when all the following conditions are met:
    A. All of the following conditions:
        a. Either of the following true:
            i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.

        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause.' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients.' is active.
    e. The program is intake.
    f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
    g. Either of the following conditions are true:
        i. The individual's employment termination reason is 'job refused'.
        ii. The individual has a Non-compliance record Type:
            - Non-compliance Type: Job Training
            - Non-compliance Reason: Failed/Refused Job Training
    h. Either of the following conditions is not true:
        i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
        ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
    i. The rule 'Do not allow good cause for job refusal.' is not active.
    j. The rule 'Penalize individual for job refusal. (Most Counties)' is not active.
    k. The rule 'Penalize individual for job refusal or training without good cause(San Mateo, Santa Cruz)' is active.
    l. The rule 'Do not penalize applicants for refusing job offer.' is active.
    m. The individual is active.
    n. There is no good cause reason selected for the non-compliance or the good cause reason is not accepted by the county.

B. All the conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is active.
    d. The rule 'Sanction individual for job termination without good cause (San Diego)' is active.

        e. The individual does have a Termination Reason on employment detail or it is not a county defined good cause reason.
C. All of the following conditions:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is not active.
    e. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
    f. The individual is active.
    g. The rule 'Apply Sanction to recipient with no good cause for job termination.' is active.
D. All of the following conditions:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is not active.
    e. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
    f. The individual is active.
    g. The rule 'Apply Sanction to recipient with no good cause for job termination.' is not active.
E. All the conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.

b. The rule 'Determine sanction for individual with job termination.' is not active.
c. The rule 'Determine sanction based on Job Termination Reason.' is not active.
d. The rule 'Sanction self-imposed job termination reason.' is active.
e. The job termination has a reason selected.
f. The individual is active.

F. All the conditions are met:
  a. Either of the following true:
    i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
    ii. The Individual is active and Employment termination date is within payment month.
  b. The rule 'Determine sanction for individual with job termination.' is not active.
  c. The rule 'Determine sanction based on Job Termination Reason.' is not active.
  d. The rule 'Sanction self-imposed job termination reason.' is not active.
  e. The rule 'Do not allow good cause for any job termination reasons.' is active.
  f. The individual is active.

Category	Short Description
73	Job Term No Good Cause

2. The program/person status reason CT73 'Job Terminated No Good Cause (Recipient)' will be set as a display status reason when all the following conditions in either A, B, C or D are met:
  A. All the conditions are met:
    a. Either of the following true:
      i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
      ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is active.

e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual's employment termination reason is 'job refused'.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
h. Either of the following conditions is not true:
    i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date
i. The rule 'Do not allow good cause for job refusal.' is not active.
j. The rule 'Penalize individual for job refusal (Most Counties)' is active.
k. The rule 'Sanction recipient who refused job or training' is not active.
l. The individual is active.
m. The rule 'Sanction recipient for refusing job offer or training.' is not active.
n. The rule Do not penalize refused job offers without good cause.' is not active.
o. The rule 'Sanction recipient who refused job offer or training trigger Notice of Action' is active.

B. All the conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is active.

e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual's employment termination reason is 'job refused'.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
h. Either of the following conditions is not true:
    i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date
i. The rule 'Do not allow good cause for job refusal.' is not active.
j. The rule 'Penalize individual for job refusal. (Most Counties)' is active.
k. The rule 'Sanction recipient who refused job or training' is active.
l. The individual is active.

C. All the conditions are met:
a. Either of the following true:
    i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
    ii. The Individual is active and Employment termination date is within payment month.
b. The rule 'Determine sanction for individual with job termination.' is active.
c. The rule 'Determine sanction for job termination based on good cause' is not active.
d. The rule 'Do not allow good cause for job termination for recipients' is active.
e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual's employment termination reason is 'job refused'.

        ii. The individual has a Non-compliance record Type:
            - Non-compliance Type: Job Training
            - Non-compliance Reason: Failed/Refused Job Training
    h. Either of the following conditions is not true:
        i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
        ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
    i. The rule 'Do not allow good cause for job refusal.' is not active.
    j. The rule 'Penalize individual for job refusal. (Most Counties)' is active.
    k. The rule 'Sanction recipient who refused job or training.' is not active.
    l. The individual is active.
    m. The rule 'Sanction recipient for refusing job offer or training.' is not active.
    n. The rule Do not penalize refused job offers without good cause.' is not active.
    o. The rule 'Sanction recipient who refused job offer or training trigger Notice of Action' is not active.

D. All the conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is not active.
    c. The rule 'Determine sanction based on Job Termination Reason.' is not active.
    d. The rule 'Sanction self-imposed job termination reason.' is not active.
    e. The rule 'Do not allow good cause for any job termination reasons.' is active.
    f. The program is intake.

Category	Short Description
73	Job Terminated No Good Cause (Recipient)

3. The new program/person status reason CT73 'Job Terminated' will be set as a display status reason when all the following conditions:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is active.
    d. The rule 'Sanction individual for job termination without good cause. (San Diego)' is not active.
    e. The rule 'Sanction individual for job termination without good cause.' is active.

Category	Short Description
73	Job Terminated

4. The new program/person status reason CT73 ' Job Termination No Good Cause' will be set as a display status reason when all the following conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is not active.
    e. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
    f. The program is intake.

Category	Short Description
73	Job Termination No Good Cause

5. The new program/person status reason CT73' County Decision No Good Cause' will be set as a display status reason when all the following conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.
    c. The rule 'Determine sanction for job termination based on good cause.' is not active.
    d. The rule 'Do not allow good cause for job termination for recipients' is active.
    e. The program is intake.
    f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
    g. Either of the following conditions are true:
        i. The individual's employment termination reason is 'job refused'.
        ii. The individual has a Non-compliance record Type:
            - Non-compliance Type: Job Training
            - Non-compliance Reason: Failed/Refused Job Training
    h. Either of the following conditions is not true:
        i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
        ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
    i. The rule 'Do not allow good cause for job refusal.' is active.

Category	Short Description
73	County Decision No Good Cause

6. The new program/person status reason CT73 ' Refused Job (Applicant)' will be set as a display status reason when all the following conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule 'Determine sanction for individual with job termination.' is active.

c. The rule 'Determine sanction for job termination based on good cause' is not active.
d. The rule 'Do not allow good cause for job termination for recipients' is active.
e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual's employment termination reason is 'job refused'.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
h. Either of the following conditions is not true:
    i. The individual has an employment termination reason is 'job refused' and the program is intake and the individual's application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is 'job refused' and the individual application Date is before the Job Refusal termination date.
i. The rule 'Do not allow good cause for job refusal.' is not active.
j. The rule 'Penalize individual for job refusal (Most Counties)' is active.
k. The rule 'Sanction recipient who refused job or training' is not active.
l. The individual is the intake.
m. The rule 'Sanction applicants for refusing job or training.' is not active.
n. The rule 'Do not penalize refused job offers without good cause.' is not active.
o. The rule 'Sanction applicant for refusing job or training trigger Notice of Action' is active.

Category	Short Description
73	Refused Job (Applicant)

7. The new program/person status reason CT73' Refused Job (recipient)' will be set as a display status reason when all the following conditions in either A or B are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.

b. The rule ‘Determine sanction for individual with job termination.’ is active.
c. The rule ‘Determine sanction for job termination based on good cause.’ is not active.
d. The rule ‘Do not allow good cause for job termination for recipients’ is active.
e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual’s employment termination reason is ‘job refused’.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
h. Either of the following conditions is not true:
    i. The individual has an employment termination reason is ‘job refused’ and the program is intake and the individual’s application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is ‘job refused’ and the individual application Date is before the Job Refusal termination date.
i. The rule ‘Do not allow good cause for job refusal.’ is not active.
j. The rule ‘Penalize individual for job refusal. (Most Counties)’ is active.
k. The rule ‘Sanction recipient who refused job or training’ is not active.
l. The individual is active.
m. The rule ‘Sanction recipient for refusing job offer or training.’ is not active.
n. The rule Do not penalize refused job offers without good cause.’ is not active.
o. The rule ‘Sanction recipient who refused job offer or training trigger Notice of Action’ is active.

Category	Short Description
73	Refused Job (Recipient)

8. The new program/person status reason CT73’ Refused Job No good cause (County Decision)’ will be set as a display status reason when all the following conditions are met:
    a. Either of the following true:
        i. The program is intake and employment termination date is after or the same as Job Termination time limit date (Individual program application date – county defined Time limit duration.
        ii. The Individual is active and Employment termination date is within payment month.
    b. The rule ‘Determine sanction for individual with job termination.’ is active.
    c. The rule ‘Determine sanction for job termination based on good cause’ is not active.

d. The rule ‘Do not allow good cause for job termination for recipients’ is active.
e. The program is intake.
f. The individual has a Termination Reason on employment detail and it is a county defined good cause reason.
g. Either of the following conditions are true:
    i. The individual’s employment termination reason is ‘job refused’.
    ii. The individual has a Non-compliance record Type:
        - Non-compliance Type: Job Training
        - Non-compliance Reason: Failed/Refused Job Training
h. Either of the following conditions is not true:
    i. The individual has an employment termination reason is ‘job refused’ and the program is intake and the individual’s application date is after the job refusal time limit = employment termination date + county defined time limit.
    ii. The individual has an employment termination reason is ‘job refused’ and the individual application Date is before the Job Refusal termination date.
i. The rule ‘Do not allow good cause for job refusal.’ is not active.
j. The rule ‘Penalize individual for job refusal. (Most Counties)’ is not active.
k. The rule ‘Penalize individual for job refusal or training without good cause. (San Mateo, Santa Cruz)’ is active.
l. The rule ‘Do not penalize applicants for refusing job offer.’ is not active.
m. The rule ‘Do not penalize Good cause for job refusal.’ is active.
n. The individual does not have a valid good cause for job refusal.

Category	Short Description
73	Refused Job No Good Cause (County Decision)

Please refer the Rules Flow Diagram in the Appendix section on how to open and navigate the Visio diagram

2.29.11.3 Correspondence

2.29.11.3.1 Overview

This section describes the Notice of Action (NOA) triggers that will be created depending on the resulting EDBC reason code in the previous sections. Notices only trigger from certain reason codes listed in this section.

The reason codes listed in the rule recommendations are formatted as <CalWIN Reason Code> - <CalSAWS EDBC Display Reason>. The trigger condition describes the statuses and reasons in which the notice will trigger for. The county-specific information describes which counties and actions the notices will generate for, as well as the document name and number that will be displayed on the distributed documents page. The template column determines how notices are grouped when generated.

2.29.11.3.2 Description of Change

1. Reason Code: XAN028 - Refused Job
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Refused Job'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Denial	GA Denial - Refused Employment - 60 Day Penalty	134 0	11519
Santa Barbara	Denial	GR - Deny - Job Responsibility	161-0	12701

2. Reason Code: XAN074 – Job Terminated no good cause (recipient)
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Job Terminated no good cause (recipient)'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
San Francisco	Discontinuance	CAAP Discontinuance: Refused Employment	031 1	12599

3. Reason Code: XAN075 - Job Terminated no good cause (recipient)
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Job Terminated no good cause (recipient)'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Placer	Discontinuance	Discontinuance - failure to accept employment/referral	074-0	608577

4. Reason Code: XAN147 – Job Terminated
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Job Terminated'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Job Terminated'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Fresno	Discontinuance	General Relief Discontinuance - Employable Requirements	017-C	12624
Fresno	Denial	General Relief Denial - Employable Requirements	138-A	11550
Santa Clara	Discontinuance	GA Discontinuance - Voluntary Quit	GA 082	610074

5. Reason Code: XAN151 – Job Termination No Good Cause
    a. Trigger Condition
        i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Job Termination No Good Cause'.
        or
        ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Job Termination No Good Cause'.
    b. Person Level Reason
    c. County-specific information:

County	Action	Document Description	Number	Template
Santa Barbara	Discontinuance	GR - Disc - Job Responsibility	061-0 (08/97)	12375
Santa Barbara	Denial	GR - Deny - Job Responsibility	161-0	12701
Santa Clara	Denial	GA Denial - Quit Job Without Good Cause	GA 137	12038
Solano	Denial	GA - Denial - Job Responsibility	161	12112

6. Reason Code: XAN152 - Quit Job
    a. Trigger Condition

i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Quit Job'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Santa Cruz	Denial	Denial - GA Denial for Termination of Employment in Past 30 Days	126-B	610714
Yolo	Denial	General Assistance Denial - Job Quit Sanction	112-3	12214

7. Reason Code: XAN154 - County Decision No good cause
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'County Decision No good cause'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Yolo	Discontinuance	GA Discontinuance - Sanction - Failure to Accept or Appear for a Job	074-8	12217

8. Reason Code: XAN158 – Refused Job (applicant)
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Refused Job (applicant)'.
   b. Person Level Reason
   c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Disc - GRWP Non-Cooperation	070/071 A	609248

9. Reason Code: XAN159 - Refused Job (applicant)
   a. Trigger Condition
      i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Refused Job (applicant)'.
   b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Solano	Denial	GA - Denial - Job Responsibility	161	12112

10. Reason Code: XAN163 - Refused Job (recipient)

a. Trigger Condition
   i. This notice generates for the applicable counties when an individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Refused Job (recipient)'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Discontinuance	GA Disc - Failure to Accept Employment - 2, 4, 6 Month Sanction	031 1	12270
Santa Barbara	Discontinuance	GR - Disc - Job Responsibility	061-0 (08/97)	12375

11. Reason Code: XAN165 - Refused Job No good cause (County Decision)

a. Trigger Condition
   i. This notice generates for the applicable counties when an individual was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Refused Job No good cause (County Decision)'. or
   ii. An individual was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Refused Job No good cause (County Decision)'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Santa Cruz	Discontinuance	Sanction for GA - Failed to Fulfill Employable Requirements	006-A	12094
Santa Cruz	Denial	Denial - GA Denial for Failure to Comply w/Employable Person Agreement	128-B	610716

2.29.11.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Job Termination –Most of the Counties } CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated.]	The rule 'Determine sanction for individual with job termination. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Job terminated within last 30 days} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated within last 30 days based on Good cause and Program mode.]	The rule 'Determine sanction for job termination based on good cause ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {County does not allow good cause for job termination of recipients} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated based on Good cause and program mode]	The rule 'Do not allow good cause for job termination for recipients ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Self imposed job termination} CalSAWS must determine whether to apply sanction on an individual applying for GA/GR whose self imposed job was terminated based on program mode]	The rule 'Sanction self-imposed job termination reason. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Apply sanction from day following the day last aided} CalSAWS must determine whether to apply Sanction from day following the day last aided on an individual applying for GA/GR whose job was terminated]	The rule 'Apply Sanction to recipient with no good cause for job termination. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply sanction from first month timely notice can be given} CalSAWS must determine whether to apply Sanction from first month timely notice can be given on an individual applying for GA/GR whose job was terminated]	The rule 'Apply Sanction to individual with no good cause for job termination. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Must apply for UIB} CalSAWS must determine whether to apply UIB on an individual applying for GA/GR whose job was terminated]	The rule 'Fail applicant if employed ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Recipient of GA refusing job offer without good cause} CalSAWS must determine whether to apply a Sanction from date of refusal on an individual applying for GA/GR whose job was refused based on program mode]	The rule 'Determine sanction based on Job Termination Reason. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Do not allow good cause for job refusal} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was refused based on program mode]	The rule 'Sanction recipient who refused job or training ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Job refusal most of the counties} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was refused based on program mode and good cause]	The rule 'Do not allow good cause for job refusal. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Job Refusal–Senate, Santacruz} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was refused based on Good Cause AND Program mode]	The rule 'Penalize individual for job refusal (Most Counties) ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {County does not penalize applicants for refusing job offer} CalSAWS must determine whether to penalize an individual applying for GA/GR whose job was refused based on Program mode]	The rule 'Penalize individual for job refusal or training without good cause(San Mateo, Santa Cruz) ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Do not allow good cause for job termination} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated based on program mode]	The rule 'Do not penalize applicants for refusing job offer. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply penalty from date of refusal for applicants} CalSAWS must determine whether to apply penalty from date of refusal on an individual applying for GA/GR whose job was refused]	The rule 'Do not allow good cause for any job termination reasons. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {County does not penalize refused job offers without good cause beyond the last 30 days} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was refused without good cause beyond last 30 days]	The rule 'Sanction applicants for refusing job or training. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Apply POI from date of refusal for applicants for job refusal without good cause} CalSAWS must determine whether to apply POI from date of refusal on an individual applying for GA/GR whose job was refused without a good cause]	The rule 'Do not penalize refused job offers without good cause. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Apply POI from date of refusal for applicants for job refusal without good cause} CalSAWS must determine whether to apply POI from date of refusal on an individual applying for GA/GR whose job was refused without a good cause]	The rule 'Sanction applicant for refusing job or training trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Recipient refused job offer without good cause} CalSAWS must determine whether to apply sanction on an individual applying for GA/GR whose job was refused without a good cause]	The rule 'Sanction recipient for refusing job offer or training. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Good cause for job refusal in last 30 days and reported within 3 days} CalSAWS must determine whether to apply sanction on an individual whose job was refused within last 30 days with good cause and reported within 3days]	The rule 'Do not penalize Good cause for job refusal. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Sanction from date of refusal} CalSAWS must determine whether to apply Sanction from date of refusal on an individual applying for GA/GR whose job was refused]	The rule 'Sanction applicant for refusing job or training trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow Diagram
	[Business Rule: {Individual job terminated in the last 12 months} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated within last 12 months]	The rule 'Sanction individual for job termination without good cause. ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Individual job terminated 30 days ago} CalSAWS must determine whether to apply a Sanction, Penalty or POI on an individual applying for GA/GR whose job was terminated 30 days ago based on Good cause and Program mode]	The rule 'Sanction individual for job termination without good cause(San Diego) ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Job Refusal–Sanction from day following the day last aided} CalSAWS must determine whether to apply a Sanction, Penalty or POI from day following the day last aided on an individual applying for GA/GR whose job was refused]	The rule 'Sanction recipient who refused job offer or training trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix
	[Business Rule: {Job Refusal–Sanction from first month that timely notice can be given} CalSAWS must determine whether to apply a Sanction, Penalty or POI from first month that timely notice can be given on an individual applying for GA/GR whose job was refused]	The rule 'Sanction recipient who refused job offer or training trigger Notice of Action ' Will meet this requirement	The following rule is stated in the business flow diagram and admin matrix

2.30 Data Change Request to add Issuance Threshold values

2.30.1 Overview

Issuance Thresholds are established to determine the amount of benefits or services payments for each Program that can be approved by an Eligibility Worker without requiring a supervisor override. These issuance thresholds are maintained in the System, and can be updated by the county on the County Benefit Threshold page.

2.30.2 Description of Change

Perform a data change to add a default value of 1000 for the General Assistance/General Relief (GA/GR) program issuance thresholds for the CalWIN counties. The GA/GR issuance threshold values for the CalWIN counties will be updated with county provided values with SCR CA-215927 in 21.11.

2.30.3 Estimated Number of Records Impacted/Performance

Approximately 54 records.

2.31 Batch/Interfaces - Create Rules Admin Batch

2.31.1 Overview

The county rules admin batch will process each requested rules admin change that are listed on the pending updates section of the County Rules Detail page as displayed in sections 2.1 and 2.2.

2.31.2 Description of Change

Create a new batch job that will process each requested rules admin change for a county. The job will do the following:

1. Retrieve the pending rule admin changes from the transact table that were requested by the Online users for processing.
2. End date the current rules admin record using the begin date of the transaction record if it currently exists.
3. Insert a new rules admin record with the details of the rules admin transact table.
4. Update the transact record from the table once successfully processed with a Complete status or an Error status if there was an issue processing.

2.31.3 Execution Frequency

Daily (Mon-Sat).

2.31.4 Key Scheduling Dependencies

This batch job should run before Batch EDBC.

2.31.5 Counties Impacted

All Counties.

2.31.6 Failure Procedure/Operational Instructions

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

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.			
2.			

4 MIGRATION IMPACTS

This SCR is LA county specific. There are no migration impacts.

5 OUTREACH

NONE

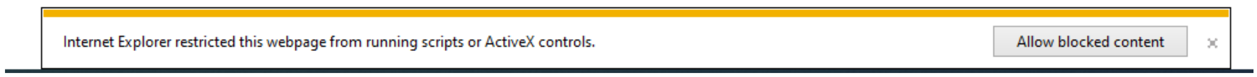
6 APPENDIX

6.1 Rules Flow Diagram

Viewing Visio Document in Internet Explorer

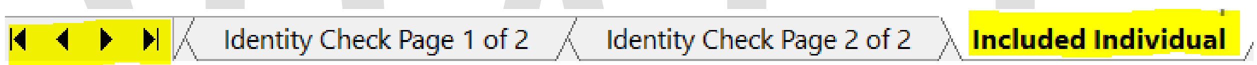
1. This is applicable for Laptops/Desktops that do not have Microsoft Visio software installed
2. Once you double click the attachment or right click and open with Internet Explorer the Visio will open in internet explorer.

3. The internet Explorer will open with the below pop up in the bottom of the page

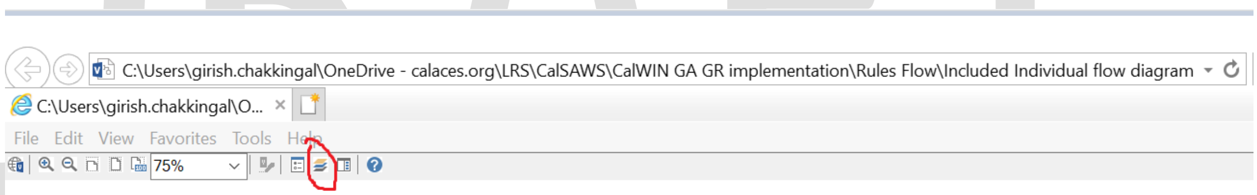


4. Click Allow Blocked Content.

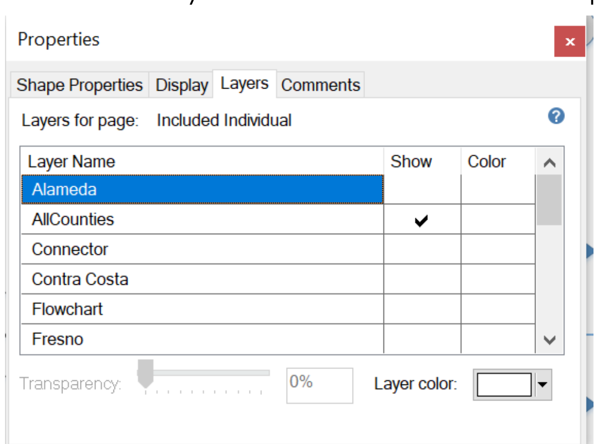
5. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



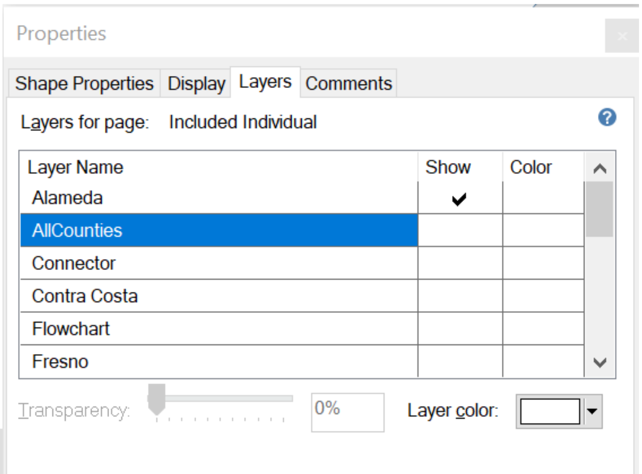
6. Click the layer icon circled in red color below



7. Once the layers button is clicked the Properties box will pop up.



8. Then click the county name that is applicable to you, in this case Alameda



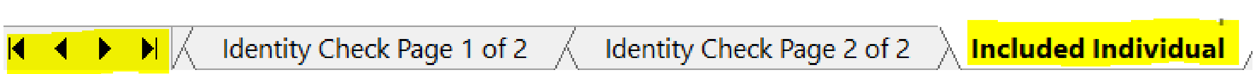
9. Once you select Alameda and close the properties pop up (by clicking the x button at top right corner like closing a tab or window) the flow diagram will show only the rules /functionalities applicable to Alameda.

<u>Viewing Visio Document in Microsoft Visio</u>

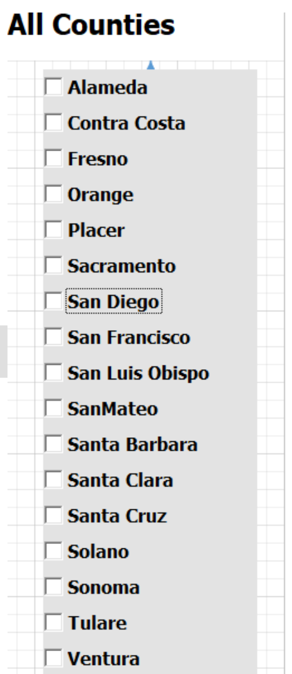
1. This is applicable for Laptops/Desktops that do have Microsoft Visio software installed

2. Once you double click the attachment or right click and open with Visio then it will open in Microsoft Visio

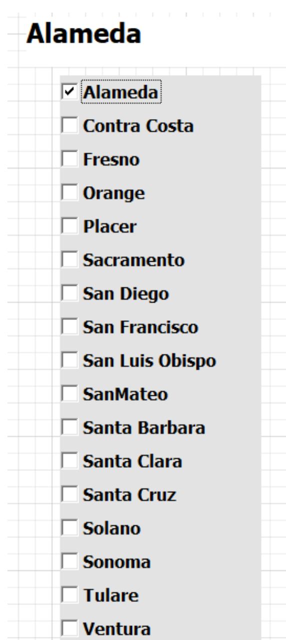
3. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



4. On the right side of the flow diagram the counties names will be displayed as shown below



5. Then click the county name that is applicable to you, in this case Alameda as shown below



6. Once you select Alameda the flow diagram will show only the rules /functionalities applicable to Alameda.

6.2 Status Reason (CT73)

A. Reference table for CT73 (Program status reason) and corresponding status reason in this design document. This table shows the values for the new columns added.
    i. Key:
        1. GA/GR Priority
            a. The lower the number the higher the priority
        2. GA/GR Program Role
            a. FE – This indicator means the status reason will change the person role to FRE - 'Financially Responsible – Excluded'
            b. FI – This indicator means this status reason will change the person role to FRI 'Financially Responsible – Included'
            c. MM – This indicator means this status reason will change the person role to MMO 'Medi-Cal Member Only'
            d. UP – This indicator means this status reason will change the person role to UP 'Unaided Person'
        3. GA/GR Close Person
            a. CanCloseBoth – Indicator means this status reason can close both person and program level.
            b. Y – indicator means this status reason can close the person.
        4. GA/GR Close Program
            a. CanCloseBoth – Indicator means this status reason can close both person and program level.
            b. Y – Indicator means this status reason can close the program.
        5. General Relief
            a. Y -Indicator means this status reason will be applicable for CalWINs General Relief Program

CalWIN Status	GR Priority	CalSAWs Status (Status Reason)	GA/GR Program Role	GA/GR Close Person	GA/GR Cl Program
XAN154	5660	County Decision No Good Cause		Y	
XAN064	1300	Did Not Sign Lien			Y
XAN031	5600	Drug Felon		Y	
XAN061	5620	Drug Felon (GA)		Y	

XAN069	5640	Drug Felon Committed After County Date		Y	
XAN984	1380	Drug Treatment			Y
XAN081	5980	Employed		Y	
XAN060	1400	Employed More Than County Hours			Y
XAN163*	5820	Failed Orientation		Y	
XAN162	5900	Failed to Comply: Drug/Alchl.		Y	
XAN087	5440	Failed to Comply: Audit		Y	
XAN022	5920	Failed to Comply: Drug/Alcohol		Y	
XAN079	5460	Failed to Comply: QC		Y	
XAN057	5540	Fleeing Felon		Y	
XAN058	5560	Fleeing Felon After County Date		Y	
E10020	not displayed on EDBC	FTP Employment			
XAN470	5580	FTP No Proof Fleeing Felon		Y	
XAN124	1340	GA-241 Not Signed			Y
XAN131	1360	GA-243 Not Signed			Y
XAN043	5680	Job Term No Good Cause		Y	
XAN145	5680	Job Term No Good Cause		Y	
XAN149	5680	Job Term No Good Cause		Y	
XAN150	5680	Job Term No Good Cause		Y	
XAN153	5680	Job Term No Good Cause		Y	
XAN155	5680	Job Term No Good Cause		Y	
XAN164	5680	Job Term No Good Cause		Y	
XAN147	5700	Job Terminated		Y	
XAN074	5720	Job Terminated No Good Cause (Recipient)		Y	
XAN075	5720	Job Terminated No Good Cause (Recipient)		Y	
XAN151	5740	Job Termination No Good Cause		Y	
XAN065	1320	Lien Not Signed			Y
XAN085	6120	No Good Cause - Volunteer Quit		Y	
XAN062	1280	Non-Citizen Lien Not Signed			Y
XAN030	5480	Non-Compliant		Y	
XAN412	5480	Non-Compliant		Y	
XAN029	5500	Non-Comply with Fraud Prevention		Y	
XAN007	5520	Not Cooperating		Y	
XAN082	1420	Over County Working Hours			Y
XAN044	5420	Probation/Parole Violator		Y	
XAN152*	6140	Quit Job		Y	
XAN025	6140	Quit Job		Y	

XAN073	6140	Quit Job		Y	
XAN148	6140	Quit Job		Y	
XAN161	6140	Quit Job		Y	
XAN028	5780	Refused Job		Y	
XAN159	5800	Refused Job (Applicant)		Y	
XAN158	5800	Refused Job (Applicant)		Y	
XAN163*	5880	Refused Job (Recipient)		Y	
XAN165	5840	Refused Job No Good Cause (County Decision)		Y	
XAN070	5860	Refused Job Offer/Voluntarily Quit Job		Y	
XAN071	5860	Refused Job Offer/Voluntarily Quit Job		Y	
XAN076	6160	Refused Job Offer/Volunteer Quit Job		Y	
XAN156	6180	Refused Job Offer/Volunteer Quit Job No Show		Y	
XAN808	5940	Sanction - Striker		Y	
XAN369	6200	Sanction <30 w/ Aid Inkind		Y	
XAN370	6220	Sanction > 30 w/ Aid Inkind		Y	
XAN026	1260	SC-20 Not Signed			Y
XAN013	6000	Self Employed		Y	
XAN047	3060	Striker		CanCloseBoth	CanClose
XAN068	5960	Striker No Good Cause		Y	
XAN023	6240	Volunteer Quit (County Decision)		Y	
XAN157	6260	Volunteer Quit (Not Cured)		Y	
XAN152*	6280	Volunteer Quit (Self-Imposed)		Y	
XAN508	6300	Volunteer Quit Job No Show(Recipient)		Y	
XAN509	6320	Within Sanction Time Limit		Y	

6.3 Reference table search (used by developers and testers)

This table lists information on what database table, category, and values to search and retrieve when use case conditions requires retrieving county defined values. Developers and testers will use this information to search the database for the required values.

Use Case	CalSAWs Table	Description (summary of what we are doing in this table)	Example	Category ID	Reference Columns used to search	Colum values retriev

Volunteer Quit	County Defined Time Limit	The table 'County Defined Time Limit' (CT 10634) will provide the time limit duration for the CaLWIN GAGR CalWIN County. Seach based on the Code number identif 'VQ' . Retrieve the following reference columns: Reference column '[County Name] TIME LIMIT' which will give a numeric value (1,2,3.....). Reference column "[County Name] UNIT OF MEASUREMENT" will give a String Value (D,H,M or Y) with (D = Days, H=Hours, M = Months, Y = Years). These two values will give the duration of 'County Defined Specific Period'. Note - [County Name] is a placeholder for whatever county being searched for.	Example for Searching the time limit table for Voluntary Quit for the county of Alameda : Seach: Reference Column: Alameda Time Limit Reference Column: Alameda Unit of measurement From: Code Detail Table Where: Code number identif = VQ Category Id = 10634 Result: "Alameda Time Limit" = 24 "Alameda Unit of measurement" = D Meaning:Alameda time limit duration for 'Voluntary Quit' is 24 Days	10634	Code number Id = VQ	Colum [Coun LIMIT Value: Numer (1,2,3. Colum 'Coun OF MEASU Value: Value (D,M,H

Employment status	County Defined Time Limit	The table 'County Defined Time Limit' (CT 10634) will provide the time limit duration for the CaLWIN GAGR CalWIN County. Seach based on the Code number identif 'ES' . Retrieve the following reference columns: Reference column '[County Name] TIME LIMIT' which will give a numeric value (1,2,3.....). Reference column "[County Name] UNIT OF MEASUREMENT" will give a String Value (D,H,M or Y) with (D = Days, H=Hours, M = Months, Y = Years). These two values will give the duration of 'County Defined Specific Period'. Note - [County Name] is a placeholder for whatever county being searched for.	Example for Searching the time limit table for Number of working hours in a month for the county of Alameda : Seach: Reference Column: Alameda Time Limit Reference Column: Alameda Unit of measurement From: Code Detail table Where: Code number identif = ES Category Id = 10634 Result: "Alameda Time Limit" = 100 "Alameda Unit of measurement" = H Meaning: Alameda time limit duration for 'Number of working hours in a month' is 100 Hours	10634	Code number Id = ES	Colum [Coun LIMIT Value: Numer (1,2,3. Colum 'Coun OF MEASU Value: Value (D,M,H

Job Terminated	County Defined Time Limit	The table 'County Defined Time Limit' (CT 10634) will provide the time limit duration for the CalWIN GAGR County. Seach based on the Code number identif 'JR' . Retrieve the following reference columns: Reference column '[County Name] TIME LIMIT' which will give a numeric value (1,2,3.....). Reference column "[County Name] UNIT OF MEASUREMENT" will give a String Value (D,H,M or Y) with (D = Days, H=Hours, M = Months, Y = Years). These two values will give the duration of 'County Defined Specific Period'. Note - [County Name] is a placeholder for whatever county being searched for.	Example for Searching the time limit table for Job Refusal for the county of Alameda : Seach: Reference Column: Alameda Time Limit Reference Column: Alameda Unit of measurement From: Code Detail Table Where: Code number identif = JR Category Id = 10634 Result: "Alameda Time Limit" = 14 "Alameda Unit of measurement" = D Meaning: *Alameda time limit duration for 'Job Refusal' is 14 Days	10634	Code number Id = JR	Colum [Coun LIMIT Value: Numer (1,2,3. Colum 'Coun OF MEASU Value: Value (D,M,H

QC Audit	GAGR Good Cause Reason County Referenc e Table	The table 'GAGR Good Cause Reason County Reference Table' (CT10650) will provide if the good cause reason for Non-cooperation is accepted by the CalWIN GAGR County. Using the reference column 'County code' (which reference CT15 County Code) and 'Good Cause' (which reference CT10346 County Hearing Good Cause Reason') to search in the Reference table 'GAGR Good Cause Reason County Reference Table' (CT 10650) to get the value in the reference column 'Applicable' . If the reference column 'Applicable' is Y - The county specified in Reference column 'County Code' accepts the good cause reason. If the reference column 'Applicable' is N or the entry cannot be found in CT 10650 - Then that county does not accept the good cause reason.	Example: Search: Reference Column: Applicable From: Code Detail Table Where: Reference Column: County Code = 01 Reference Column:Good Cause Reason Code = 'AE' Category Id = 10650 Result Applicable = Y The county Alameda (01) accepts the Good Cause Reason Agency Error (AE).	10650	County Code Good Cause Reason	Colum Applic Values null

Fraud Prevention	GAGR Good Cause Reason County Referenc e Table	The table 'GAGR Good Cause Reason County Reference Table' (CT10650) will provide if the good cause reason for Non-cooperation is accepted by the CalWIN GAGR County. Using the reference column 'County code' (which reference CT15 County Code) and 'Good Cause' (which reference CT10346 County Hearing Good Cause Reason') to search in the Reference table 'GAGR Good Cause Reason County Reference Table' (CT 10650) to get the value in the reference column 'Applicable' . If the reference column 'Applicable' is Y - The county specified in Reference column 'County Code' accepts the good cause reason. If the reference column 'Applicable' is N or the entry cannot be found in CT 10650 - Then that county does not accept the good cause reason.	Example: Search: Reference Column: Applicable From: Code Detail Table Where: Reference Column: County Code = 01 Reference Column:Good Cause Reason Code = 'AE' Category Id = 10650 Result Applicable = Y The county Alameda (01) accepts the Good Cause Reason Agency Error (AE).	10650	County Code Good Cause Reason	Colum Applic Values null

Drug and Alcohol Treatment	GAGR Good Cause Reason County Reference Table	The table 'GAGR Good Cause Reason County Reference Table' (CT10650) will provide if the good cause reason for Non-cooperation is accepted by the CalWIN GAGR County. Using the reference column 'County code' (which reference CT15 County Code) and 'Good Cause' (which reference CT10346 County Hearing Good Cause Reason') to search in the Reference table 'GAGR Good Cause Reason County Reference Table' (CT 10650) to get the value in the reference column 'Applicable' . If the reference column 'Applicable' is Y - The county specified in Reference column 'County Code' accepts the good cause reason. If the reference column 'Applicable' is N or the entry cannot be found in CT 10650 - Then that county does not accept the good cause reason.	Example: Search: Reference Column: Applicable From: Code Detail Table Where: Reference Column: County Code = 01 Reference Column:Good Cause Reason Code = 'AE' Category Id = 10650 Result Applicable = Y The county Alameda (01) accepts the Hearing Good Cause Reason Agency Error (AE).	10650	County Code Good Cause Reason	Colum Applic Values null
Job Terminated	GAGR Termination Reason County	Use case condtion: Determine if individual has a Termination Reason on employment detail and it is a county	Search: Reference Column: Applicable From: Code Detail Table	10649	County Code Termination Reason	Colum Applic Values null

	Reference Table	defined good cause reason. The table 'GAGR Termination Reason County Reference Table' (CT10649) will provide if the termination reason for end of employment is accepted by the CalWIN GAGR County. Using the reference column 'County code' (Which reference CT15 County Code) and column 'Termination Reason' (Which reference CT 1792 Termination Reason) to search in the Reference table 'GAGR Termination Reason County Reference Table' (CT 10649) to get the value in the reference column 'Applicable' . If the reference column 'Applicable' is Y - The county specified in Reference column 'County Code' accepts the termination Reason is a good cause. If the reference column 'Applicable' is N or the entry cannot be found in CT 10649 - Then that county does not accept the termination reason is a good cause.	Where: Reference Column: County Code = 01 Reference Column: Termination Reason = 'LO' Category Id = 10649 Result Applicable = Y The county Alameda (01) accepts the Termination Reason 'Laid Off' (LO).			

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-217298

DDID 1629 – Existing GA/GR Tasks

(Los Angeles County)

Task Management

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Justin Dobbs, Mayuri Srinivas, Rakan Ali
	Reviewed By	Sarah Cox, Dymas Pena, Pandu Gupta, Carlos Albances

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/26/2021	1.0	Initial Revision	Justin Dobbs
6/10/2021	1.1	Responses to comment log	Rakan Ali

Table of Contents

1 OVERVIEW

This design outlines modifications to a population of existing CalSAWS automated tasks to function per the Automated Action framework introduced with CA-214928 (DDID 34 – Unified Task Management).

1.1 Current Design

The CalSAWS System includes functionality to create tasks in an automated fashion via the nightly batch processes or by specific worker actions. SCR CA-214928 for DDID 34 includes recommendations to introduce Automated Action functionality as part of the Unified Task Management solution. This framework allows a level of configuration for automated tasks that can be maintained by the counties.

1.2 Requests

Update the existing Los Angeles county General Assistance/General Relief automated CalSAWS tasks to function within the Automated Action framework.

1.3 Overview of Recommendations

Update the population of Los Angeles county General Assistance/General Relief automated CalSAWS tasks to function within the Automated Action framework.

1.4 Assumptions

1. SCRs CA-214927 and CA-214928 related to DDID 34 have set up the underlying data model and front-end Automated Action pages to support Automated Action processing.
2. SCR CA-226064 will address "GROW E-Communications" Task type, so it will not be included in this SCR.

2 RECOMMENDATIONS

This section will outline recommendations to adjust a population of CalSAWS automated tasks to function within the Automated Action framework.

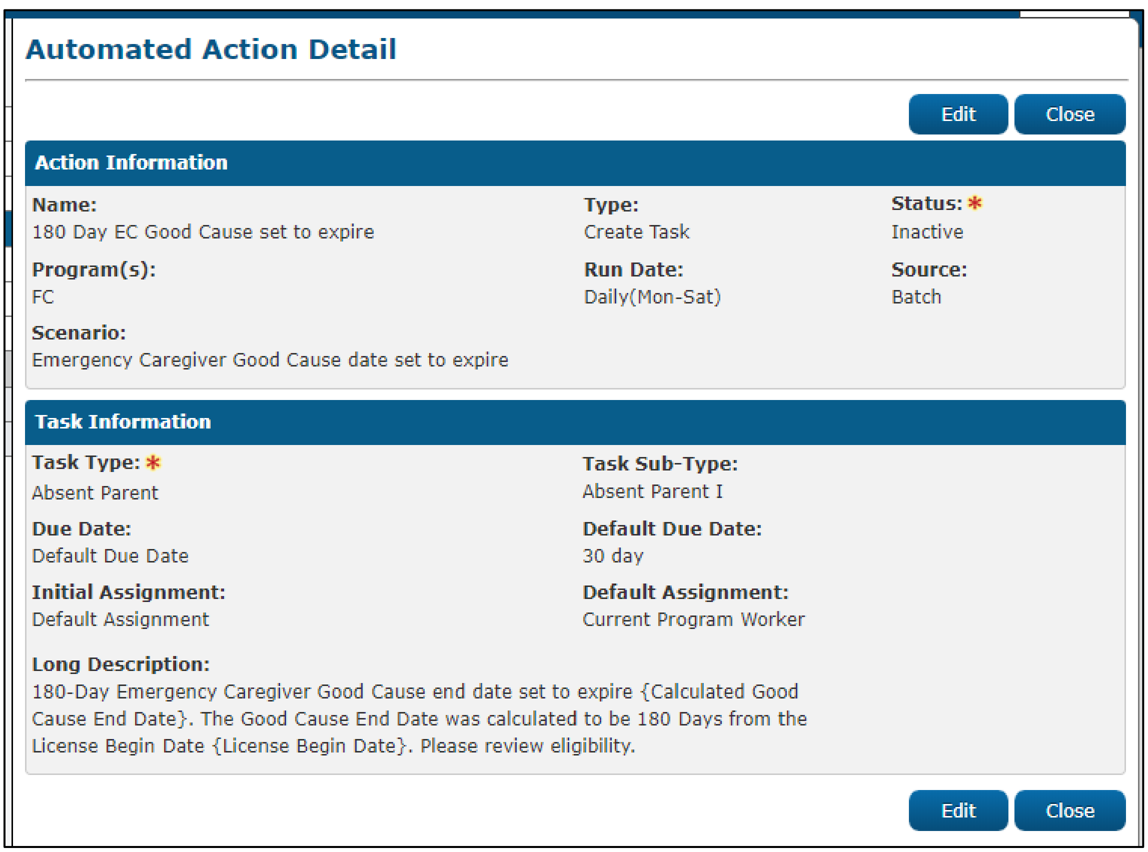
2.1 Update CalSAWS Automated Tasks Per Automated Action Framework

2.1.1 Overview

The Automated Action framework allows county users a level of configurability for automated task generation. For example, the county can choose to deactivate a specific automated task within their county outside of the project enhancement process. They also can define attributes such as Task Type, Task Sub-Type, the due dates and initial assignment information for the resulting tasks through the Automated Action Detail page. (Reference CA-214928 – DDID 34 for the specifics of the Automated Action pages).

This section outlines the modifications required to support a population of Los Angeles county General Assistance/General Relief CalSAWS automated tasks in the Automated Action framework.

2.1.2 Automated Action Detail – Reference Example



Automated Action Detail

Edit | Close

Action Information

Name: 180 Day EC Good Cause set to expire	**Type:** Create Task	**Status:** * Inactive
Program(s): FC	**Run Date:** Daily(Mon-Sat)	**Source:** Batch
Scenario: Emergency Caregiver Good Cause date set to expire		

Task Information

Task Type: * Absent Parent	**Task Sub-Type:** Absent Parent I
Due Date: Default Due Date	**Default Due Date:** 30 day
Initial Assignment: Default Assignment	**Default Assignment:** Current Program Worker

Long Description:
180-Day Emergency Caregiver Good Cause end date set to expire {Calculated Good Cause End Date}. The Good Cause End Date was calculated to be 180 Days from the License Begin Date {License Begin Date}. Please review eligibility.

Edit | Close

Figure 2.1.1 – Automated Action Detail

2.1.3 Description of Changes

Update the following CalSAWS automated tasks to define the required Automated Action attributes in order to function with the Automated Action Framework. (Please reference the Automated Action Detail page in Figure 2.1.1 for display of the attributes.)

The Automated Actions defined in this section will only be available for Los Angeles county; they will not be available for the 57 migration counties as these counties will have a modified GA/GR solution.

Attribute values such as "Program(s)" and "Run Date" are based on the existing logic of the automated Task in the CalSAWS System. The current processing was evaluated to determine which programs the Task is applicable to, how the due date is calculated and when the automated Task creation runs. Automated Actions configured for the Initial Assignment value of "Current Program Worker" will set the "Action" attribute to "Assign to Program Worker" at Task creation.

1. Employment: Added or Updated by WTW/GROW Worker
    a. Action Information
        i. Name: Employment: Added or Updated by WTW/GROW Worker
        ii. Type: Create Task
        iii. Status: Active
        iv. Program(s): GA, GW, WT
        v. Run Date: Real Time
        vi. Source: Online
        vii. Scenario: Employment information has been added or updated by a WTW/GROW Worker.

    b. Task Information
        i. Task Type: Employment Added/Updated by WTW/GROW
        ii. Task Sub-Type: N/A
        iii. Due Date: Default Due Date
        iv. Default Due Date: 15 days
        v. Initial Assignment: Default Assignment
        vi. Default Assignment: Current Program Worker
        vii. Long Description: Participant reported Employment changes to the WTW/GROW Worker.

2. GA/GR Program: Active with GROW Non-Compliance
    a. Action Information

        i. Name: GA/GR Program: Active with GROW Non-Compliance
        ii. Type: Create Task
        iii. Status: Active
        iv. Program(s): GA, GR
        v. Run Date: Real Time
        vi. Source: Online
        vii. Scenario: A GA/GR program is Active with GROW Non-Compliance. Take appropriate action.

    b. Task Information
        i. Task Type: GR is active with GROW Non-Compliance
        ii. Task Sub-Type: N/A
        iii. Due Date: Default Due Date
        iv. Default Due Date: 30 days
        v. Initial Assignment: Default Assignment
        vi. Default Assignment: Current Program Worker
        vii. Long Description: GR is active with GROW Non-Compliance. Review the Active GR.

3. GROW Program: Non-Compliance Reversed
    a. Action Information
        i. Name: GROW Program: Non-Compliance Reversed
        ii. Type: Create Task
        iii. Status: Active
        iv. Program(s): GW
        v. Run Date: Real Time
        vi. Source: Online
        vii. Scenario: A GROW program Non-Compliance has been reversed. Take appropriate action.

    b. Task Information
        i. Task Type: GROW Non-Compliance Reversed
        ii. Task Sub-Type: N/A
        iii. Due Date: Default Due Date
        iv. Default Due Date: 5 days
        v. Initial Assignment: Default Assignment
        vi. Default Assignment: Current Program Worker
        vii. Long Description: GROW Non-Compliance Reversed - Assign GROW Activity.

4. GROW Program: Orientation Completed
    a. Action Information
        i. Name: GROW Program: Orientation Completed

ii. Type: Create Task
iii. Status: Active
iv. Program(s): GA, GW
v. Run Date: Real Time
vi. Source: Online
vii. Scenario: A GROW orientation has been completed. Review and process the GA/GR program.

b. Task Information
   i. Task Type: GROW Orientation is Completed.
   ii. Task Sub-Type: N/A
   iii. Due Date: Default Due Date
   iv. Default Due Date: 15 days
   v. Initial Assignment: Default Assignment
   vi. Default Assignment: Current Program Worker
   vii. Long Description: GROW Orientation is Completed - GR case can be processed/approved.

5. GROW Program: Activity Closed
   a. Action Information
      i. Name: GROW Program: Activity Closed
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GW
      v. Run Date: Real Time
      vi. Source: Online
      vii. Scenario: A GROW Activity has been Closed. Review for Overpayment.

   b. Task Information
      i. Task Type: GROW Overpayment
      ii. Task Sub-Type: N/A
      iii. Due Date: Default Due Date
      iv. Default Due Date: 15 days
      v. Initial Assignment: Default Assignment
      vi. Default Assignment: Current Program Worker
      vii. Long Description: Create an alert to the GROW Case Manager to review and create GROW Ancillaries Overpayment.

6. GROW Program: Worker Assigned
   a. Action Information
      i. Name: GROW Program: Worker Assigned

ii. Type: Create Task
iii. Status: Active
iv. Program(s): GW
v. Run Date: Real Time
vi. Source: Online
vii. Scenario: A worker has been assigned to a GROW program. Take action to review/complete an appraisal as necessary.

b. Task Information
i. Task Type: GROW Appraisal Review
ii. Task Sub-Type: N/A
iii. Due Date: Default Due Date
iv. Default Due Date: 30 days
v. Initial Assignment: Default Assignment
vi. Default Assignment: Current Program Worker
vii. Long Description: GROW Appraisal Review

7. GROW Program: Recovery Account Activated
   a. Action Information
      i. Name: GROW Program: Recovery Account Activated
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GW
      v. Run Date: Real Time
      vi. Source: Online
      vii. Scenario: A GROW Recovery Account has been activated. Take appropriate action.

   b. Task Information
      i. Task Type: GROW Recovery Account has been activated
      ii. Task Sub-Type: N/A
      iii. Due Date: Default Due Date
      iv. Default Due Date: 30 days
      v. Initial Assignment: Default Assignment
      vi. Default Assignment: Current Program Worker
      vii. Long Description: GROW Recovery Account has been activated need to review.

8. GROW Program: Deregistered
   a. Action Information
      i. Name: GROW Program: Deregistered
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GW

v. Run Date: Real Time
vi. Source: Batch/Online
vii. Scenario: A GROW program has been Deregistered or Sanctioned. Take appropriate action.

b. Task Information
   i. Task Type: GROW Program is de-register
   ii. Task Sub-Type: N/A
   iii. Due Date: Default Due Date
   iv. Default Due Date: 30 days
   v. Initial Assignment: Default Assignment
   vi. Default Assignment: Current Program Worker
   vii. Long Description: GROW Program is Deregistered, GROW Case Manager needs to send paper case to X-File.

9. GROW Program: Work Registration Updated
   a. Action Information
      i. Name: GROW Program: Work Registration Updated
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GA, GW
      v. Run Date: Daily(Mon-Sat)
      vi. Source: Batch
      vii. Scenario: A GROW participant's Work Registration status has been changed from Employable to Unemployable. Take appropriate action.

   b. Task Information
      i. Task Type: GR Employability Status Changed
      ii. Task Sub-Type: N/A
      iii. Due Date: Default Due Date
      iv. Default Due Date: 30 days
      v. Initial Assignment: Default Assignment
      vi. Default Assignment: Current Program Worker
      vii. Long Description: GR Employability Status Changed need to de-register GROW or assign new activity.

10. GROW Program: Vocational Assessment Completed
   a. Action Information
      i. Name: GROW Program: Vocational Assessment Completed
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GW
      v. Run Date: Real Time

vi. Source: Online
vii. Scenario: A GROW orientation vocational assessment has been completed. Take appropriate action.

b. Task Information
i. Task Type: GROW/WTW - Vocational Assessment Result Completed
ii. Task Sub-Type: N/A
iii. Due Date: Default Due Date
iv. Default Due Date: 7 days
v. Initial Assignment: Default Assignment
vi. Default Assignment: Current Program Worker
vii. Long Description: Close the assessment activity and enter a verification date for the Vocational Assessment Invoice to be generated.

11. GROW Program: No Activity
a. Action Information
i. Name: GROW Program: No Activity
ii. Type: Create Task
iii. Status: Active
iv. Program(s): GW
v. Run Date: Daily(Mon-Sat)
vi. Source: Batch
vii. Scenario: An Active GROW participant has not been assigned to an activity for 45 or more days.

b. Task Information
i. Task Type: 45 days no GROW activity
ii. Task Sub-Type: N/A
iii. Due Date: Default Due Date
iv. Default Due Date: 15 days
v. Initial Assignment: Default Assignment
vi. Default Assignment: Current Program Worker
vii. Long Description: GROW Program is "Active" but no GROW activity is assigned. Assign GROW activity.

12. GROW Program: MSARP Ended
a. Action Information
i. Name: GROW Program: MSARP Ended
ii. Type: Create Task
iii. Status: Active
iv. Program(s): GW
v. Run Date: Daily(Mon-Sat)

vi. Source: Batch
vii. Scenario: A GROW MSARP Program has completed/ended. Take appropriate action.

b. Task Information
   i. Task Type: MSARP Program Completed/Ended
   ii. Task Sub-Type: N/A
   iii. Due Date: Default Due Date
   iv. Default Due Date: 5 days
   v. Initial Assignment: Default Assignment
   vi. Default Assignment: Current Program Worker
   vii. Long Description: MSARP Substance Abuse Program ended, close MSARP Activity and/or assign participant to "CORE" activity.

13. Document Received: CAPI or GA/GR RD Packet
   a. Action Information
      i. Name: Document Received: CAPI or GA/GR RD Packet
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GA, CP
      v. Run Date: Real Time
      vi. Source: Online
      vii. Scenario: A General Relief Annual Agreement or CAPI Annual Agreement has been received.

   b. Task Information
      i. Task Type: CAPI/GR RD Packet Received
      ii. Task Sub-Type: N/A
      iii. Due Date: Default Due Date
      iv. Default Due Date: 3 days
      v. Initial Assignment: Default Assignment
      vi. Default Assignment: Current Program Worker
      vii. Long Description: RD packet has been received for CAPI or GR.

14. Vendor: GR Board and Care License Expired
   a. Action Information
      i. Name: Vendor: GR Board and Care License Expired
      ii. Type: Create Task
      iii. Status: Active
      iv. Program(s): GA
      v. Run Date: Daily(Mon-Sat)
      vi. Source: Batch

vii. Scenario: A GR Board and Care vendor license has expired. Take appropriate action.

b. Task Information
   i. Task Type: Board & Care Vendor License Expire
   ii. Task Sub-Type: N/A
   iii. Due Date: Default Due Date
   iv. Default Due Date: 7 days
   v. Initial Assignment: Default Assignment
   vi. Default Assignment: Current Program Worker
   vii. Long Description: Change living arrangement.

3 SUPPORTING DOCUMENTS

N/A

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1629	The CONTRACTOR shall update the existing LRS automated tasks, as specified in the "Task Management LRS Automated Task Inventory" appendix, into the CalSAWS Software for all 58 Counties; as well as update current task configurations for Los Angeles County into the CalSAWS Software as default settings for Los Angeles County.	- Existing thresholds for authorization based tasks will remain the same, and threshold amounts will not be configurable by county. - Support for mapping CalWIN automated tasks to LRS automated tasks is not included. - Automated tasks included in this DDID would be set to "Inactive" at cutover for CalWIN counties. - Please refer to CalSAWS Agreement Exhibit U Schedule 1 – Attachment 1 Contractor Assumptions Inventory List, worksheet 'LRS Automated Tasks'	A population of automated Tasks in LRS/CalSAWS are being converted into the Automated Action framework with this enhancement.

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-217945

Increase child support pass-through and disregard for CalWORKs families

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Yale Yee, Phong Xiong
	Reviewed By	Jason Francis, Ritu Chinya

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/21/2021	1.0	Initial Document	Yale Yee

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1 OVERVIEW

ACL 20-115 provides guidance to increase the child support pass-through and disregard in the California Work Opportunity and Responsibility to Kids (CalWORKs) program. AB 79 increases the current child support pass-through and disregard for up to the first $50 of the child support collected in a month to up to $100 for a family with one child and up to $200 for a family with two or more children living in the home. The term "pass-through" refers to the assigned support collection (applied to either current support or arrearages) that the State elects to pay to the family rather than retain to reimburse assistance. And, "disregard" refers to the amount of pass-through that is disregarded when determining eligibility for and the amount of assistance.

1.1 Current Design

EDBC applies a disregard of the first $50 of any amount of child support in a month that is passed through to the recipient of CalWORKs aid. The remaining child support collected in the month is used to repay CalWORKs payments made on behalf of the family. CalFresh(CF) EDBC does not apply a child support disregard when the CW EDBC granted a child support disregard.

Per CA-200785, effective 11/1/18, ACL 18-82 provided guidance regarding the implementation of SB 380, which allows an assistance unit to elect to receive full child support payments for a stepsibling or half-sibling of an eligible child in the AU in lieu of cash aid for the step/half-sibling, as specified, and exempts those child support payments from consideration in determining CalWORKs eligibility or grant amounts.

1.2 Requests

Effective 01/01/2022, the amount of child support passed through to the CalWORKs recipient will increase from the first $50 collected to the first $100 for a family with one child and the first $200 for a family with two or more children.

Add a new data element to the CCSAS outbound file to indicate the number of children in the assistance unit in the benefit month.

Due to these potential impacts to applicant and recipients, the counties are required to notify applicants and recipients using the attached TEMP CW 2225. The SAWS must ensure the TEMP CW 2225 is sent to all CalWORKs AUs at least 30 days prior to implementation of the disregard changes. CWDs must also provide new applicants with the TEMP CW 2225 at application beginning no later than 30 days prior to implementation. The CW 2215 will also have its title and verbiage updated to make the content more current.

1.3 Overview of Recommendations

1. Update EDBC to apply the new child support disregard amounts.
2. Add a new data element 'AB 79 Indicator' to the CCSAS Outbound file to indicate the number of children in the assistance unit during the month indicated in the benefit month.
3. Update the verbiage and title of the existing CW 2215.
4. Add the new form TEMP CW 2225 to be generated via batch and sent to all active CalWORKs AUs 30 days prior to implementation of the disregard changes.
    a. For new CalWORKs applicants, the TEMP CW 2225 is available in the Template Repository for CWDs to include this form 30 days prior to the implementation of the disregard changes.

1.4 Assumptions

1. Although the system currently tracks step-sibling relationships, it is not able to differentiate between a full-sibling and a half-sibling. SCR CA-205112 will enhance tracking step-sibling relationships . It will be the case worker's responsibility to not exclude children that are considered a full-sibling.
2. Child support income will continue to be counted as unearned income in the CF program, per existing system design.
3. There are no updates to the MEDS interface. Children removed from the AU will receive cash-based medical benefits.
4. Currently, there is no CW Intake packet to include the TEMP CW 2225, it is the CWDs' responsibility to provide the TEMP CW 2225 from the Template Repository to new applicants at intake beginning no later than 30 days prior to implementation of the disregard changes.
5. SCR CA-229005 is created to send out the new TEMP CW 2225 to all CalWORKs AU for a one-time mailing. The Client Correspondence portion of this SCR is to add the TEMP CW 2225 to the system, but will be sent out with the new SCR.
6. The forms in sections 2.4 and 2.5 are implemented in the languages provided by the State. Any other language will be implemented in a future effort if they are provided by the State.

2 RECOMMENDATIONS

EDBC will be updated to apply the new child support disregard amounts of either $100 for a family with one child or $200 for a family with two or more children.

A new data element will be added to the CCSAS Outbound file to indicate the number of children in the AU.

The verbiage on the CW 2215 will be updated.

A new form, TEMP CW 2225, will be generated via batch and sent to all active CW AUs.

2.1 Update EDBC to apply the increased child support disregard

2.1.1 Overview

EDBC will be updated to apply a disregard of the first $100 of any amount of child support in a month for a family with one child and the first $200 of any amount of child support in a month for a family with two or more children.

2.1.2 Description of Changes

1. Update EDBC to apply the new amount of child support disregard as the following:
    a. Child support disregard of $100 for a family with one child.
    b. Child support disregard of $200 for a family with two or more children.
        i. This amount does not apply to Kin-Gap.
2. The definition of a child is one of the following:
    a. The child is in the Assistance Unit (AU).
    b. A child has a role of MMO and a role reason of Optional Child - Receives Child Support.

2.1.3 Programs Impacted

CW, DV, IN, RCA, HT, HP, and KG

2.1.4 Performance Impacts

N/A

2.2 Update CF EDBC to apply child support disregard

2.2.1 Overview

The CF EDBC will count the child support disregard.

2.2.2 Description of Changes

1. Update the CF EDBC to count the child support disregard as unearned income if the CW EDBC granted a disregard for Child Support.

2.2.3 Programs Impacted

CF

2.2.4 Performance Impacts

N/A

2.3 Add new data element to the CCSAS Outbound File

2.3.1 Overview

In order to track two different pass-through/disregard amounts, a new data element will be added to the CCSAS Outbound file that will indicate the number of children in the assistance unit during the month indicated in the benefit month.

2.3.2 Description of Change

A new data element 'CHILDREN_IN_AU' will be added to the unused space field (as shown in Table 2.3.1) in the benefit issuance record in the CCSAS outbound file as follows:

1. The indicator will be of length '1' and will be sent with either of the below values
    a. A: One child
    b. B: Two or more children
2. The value of the 'AB 79 Indicator' for the CalWORKs/Immediate Need program will be derived from the number of children in the CalWORKs/ Immediate Need EDBC Summary page with an 'Active' status and a role of either 'Member' or 'Medi-Cal Member Only (MMO)' with a role reason of 'Optional Child' for the monthly/supplemental issuance record and the value will be sent as follows:
    a. Send the value of 'A' if the number of children in the CalWORKs/ Immediate Need EDBC Summary page is 1.
    b. Send the value of 'B' if the number of children in the CalWORKs/ Immediate Need EDBC Summary page is 2 or more.
    c. Send a null value if there are no children in the CalWORKs/ Immediate Need EDBC Summary page
3. The value for the 'AB 79 Indicator' for the Foster Care/ARC and Kin-GAP programs will be sent with a default value of 'A'.
4. The indicator is expected when either the Amount Aid Paid or the Supplemental Amount data elements are populated, regardless of the

aid code/ program type associated to the benefit amount (i.e., the indicator is expected on CalWORKS, Immediate Need, KinGAP, FC/ARC, and Foster Care grant records).

BENEFIT ISSUANCE RECORD					
FIELD NAME	FIELD DESCRIPTION	TYPE	POSITION	LENGTH	REQUIRED
RECORD_TYPE	Record type	AN	1	4	Y
CASE_NUMBER	IV-A serial number	AN	5	7	Y
CHILDREN_IN_AU	Children in Assistance Unit	AN	12	1	N
FBU	Family Budget Unit	AN	13	2	Y
AID_CODE	Aid code	AN	15	2	Y
ELIG_STAT	Eligibility status indicator	A	17	1	Y
IVD_CASE_NUMBER	IV-D case number	AN	18	10	Y
CIN	Payee Client Identification Number	AN	28	9	Y
PERSON_NUMBER	Payee person number	AN	37	2	Y
SSN	Payee Social Security Number	AN	39	9	Y
DOB	Payee date of birth	N	48	8	Y
PAYEE_LAST_NAME	Payee last name	AN	56	25	Y
PAYEE_FIRST_NAME	Payee first name	AN	81	25	Y
PAYEE_MIDDLE_I	Payee middle initial	AN	106	1	Y
PAYEE_NAME_SUFFIX	Payee name suffix	AN	107	5	Y
PAYEE_ST_PRE_DIR	Payee street prefix	AN	112	2	Y
PAYEE_ST_NUMBER	Payee street number	AN	114	8	Y
PAYEE_ST_NAME	Payee street name	AN	122	30	Y
PAYEE_ST_SUFFIX	Payee street suffix	AN	152	4	Y
PAYEE_ST_POST_DIR	Payee street direction	AN	156	2	Y
PAYEE_UNIT_TYPE_CODE	Payee unit type code	AN	158	4	Y
PAYEE_UNIT_NUMBER	Payee unit number	AN	162	20	Y

BENEFIT ISSUANCE RECORD					
FIELD NAME	FIELD DESCRIPTION	TYPE	POSITION	LENGTH	REQUIRED
PAYEE_CITY	Payee city	AN	182	30	Y
PAYEE_STATE	Payee state	AN	212	2	Y
PAYEE_ZIP	Payee ZIP code	AN	214	5	Y
PAYEE_ZIP_PLUS_4	Payee ZIP+4 code	AN	219	4	Y
AMOUNT_AID_PAID	Amount of aid paid	AN	223	10	Y
PAYMENT_MONTH	Payment month	AN	233	6	Y
SUPP_AMOUNT	Supplemental amount	AN	239	10	Y
SUPP_PYMT_MONTH	Supplemental payment amount	AN	249	6	Y
CHECK_ISSUE_DATE	Check issuance date	AN	255	8	Y
DIRECT_CS_PYMT_AMOUNT	Direct child support payment amount	AN	263	10	Y
DIRECT_CS_PYMT_DATE	Direct child support payment date	AN	273	8	Y
OVERPYMT_AMOUNT	Benefit repayment amount	AN	281	10	Y
OVERPYMT_AID_CODE	Benefit repayment aid code	AN	291	2	Y
DATE_OF_DISCOVERY	Date of discovery	N	293	8	Y
UNUSED_SPACE	N/A	AN	301	3	Y
PROGRAM_CODE	Program code	AN	304	2	Y
BENEFIT_MONTH	Benefit month / year	AN	306	6	Y
DIRECT_PAYEE_IDENTIF	Direct payee identifier	AN	312	15	Y
DIRECT_PAYEE_IDENTIF_TYPE	Direct payee type	AN	327	1	Y
RECORD_DELIMITER	End of record indicator	AN	328	1	Y

Table 2.3.1 Benefit Issuance Record Layout

2.3.3 Execution Frequency

No Change

2.3.4 Key Scheduling Dependencies

No Change

2.3.5 Counties Impacted

All counties

2.3.6 Data Volume/Performance

Unknown

2.3.7 Interface Partner

California Child Support Automation System (CCSAS)

2.3.8 Failure Procedure/Operational Instructions

No Change

2.4 Updates to Existing CW 2215 Form Recommendation

2.4.1 Overview

The CW 2215 is used to inform CalWORKs participants that there are Child Support rule changes that affects their case. It is being revised with ACL 20-115 to only update the form title and the verbiage.

State Form: CW 2215 (10/20)

Current Program(s): CalWORKs

Current Attached Form(s): None

Current Forms Category: Forms

Existing Languages: English

2.4.2 Description of Change

The CW 2215 (10/20) will have verbiage updates in its message and title.

Updated Languages: English, Chinese, Farsi, Russian, & Spanish

Form Header: None

Form Title: New Rules in CalWORKs Opportunity for Safety Net and Certain Child-Only Cases

Form Number: CW 2215

Forms Category: Forms

Include NA Back 9: No

Imaging Form Name: New Rules in CalWORKs Opportunity

Imaging Document Type: Forms

Form Mockups/Examples: See supporting document #1

Existing Text	Updated Text	Location in Document
NEW RULES IN CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) FOR SAFETY NET AND CERTAIN CHILD-ONLY CASES	CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) IMPORTANT INFORMATION FOR SAFETY NET AND CERTAIN CHILD-ONLY CASES	Title of document
You are no longer required to "assign" your child support rights to the county, however there are benefits for you and your child(ren) by having a child support case with the Local Child Support Agency (LCSA);	Your child support rights will not be assigned to the county, however there are benefits for you and your child(ren) by having a child support case with the Local Child Support Agency (LCSA);	First bullet point
Your grant amount will not be changed if you do not want LCSA's child support services, including finding the non-custodial (absent) parent of your child(ren) or establishing	Your grant amount will not be changed if you do not want LCSA's child support services, including finding the non-custodial parent of your child(ren) or establishing parentage for your child(ren);	Second bullet point

paternity for your child(ren);		
You should be aware that finding the non-custodial parent and establishing of paternity will help you in the future in collecting child support if you need it; and	You should be aware that finding the non-custodial parent and establishing of parentage will help you in the future in collecting child support if you need it; and	First sub-bullet point
In the future, if you become eligible for cash aid, different child support rules may apply.	In the future, if you become eligible for cash aid in your child(ren)'s case, different child support rules may apply.	Second sub-bullet point
N/A	People get child support in different ways. Some have it collected by the county then have the LCSA send it to them and some get it directly from the NCP.	New bullet point 4
If you already have an open child support case with the LCSA, you do not have to do anything to keep getting your child support collected for you. Keep track of the amount of child support you get and the date you got it. You will need it to report the child support money you get to the county;	If you already have an open child support case with the LCSA, you do not have to do anything to keep getting your child support collected for you.	Bullet point 4 (Move to Sub-bullet 3)

N/A	However you get your child support, keep track of the amount of child support you get and the date you got it. You will need it to report the child support money you get to the county if the income reporting rules for your case require you to;	New sub-bullet (Sub-bullet 4)
If you do not have an open child support case with the LCSA, you will have to apply for child support services at the LCSA to have paternity established for your child if needed, and to have your child support collected and sent to you. The county can help you do this;	If you do not have an open child support case with the LCSA, you will have to apply for child support services at the LCSA to have parentage established for your child if needed, and to have your child support collected and sent to you. The county can help you do this;	Bullet point 5
Child support collected by the LCSA and sent to you will no longer repay aid paid to your family so the adult's 48-month CalWORKs time clock will no longer "untick" months of aid;	Child support collected by the LCSA and sent to you will no longer repay aid paid to your family so the adult's 60-month CalWORKs time clock will no longer "untick" months of aid;	Bullet point 6
N/A	When you get your child support money directly, you	New bullet point 7

	will now have to report the child support as income if the income reporting rules for your case require you to;	
If you get child support income, for your child(ren) on CalWORKs, we do not count the first $50 each month. The rest may count against your CalWORKs grant;	If you get child support income, for your child(ren) on CalWORKs, we do not count the first $100 each month if you have one child in the assistance unit (AU) or $200 each month if you have more than one child in the AU. The rest may count against your CalWORKs grant;	Bullet point 8

2.4.3 Updates to Form Generation

The updates to the form generation of the CW 2215 is only to include the generation of the added threshold languages (see section 2.4.2).

2.4.4 Update Form to Template Repository

Add threshold language versions of the form to the Template Repository listed in section 2.2.

Required Document Parameters: Case Number, Customer Name, Program, Language

2.5 Add New TEMP CW 2225 Form Recommendation

2.5.1 Overview

The TEMP CW 2225 (10/20) form will be implemented into the system to inform applicants and recipients of changes to the child support disregards from AB 79 and the potential impact of the change.

State Form: TEMP CW 2225 (10/20)

Programs: CalWORKs

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

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

2.5.2 Create TEMP CW 2225 Form XDP

A new XDP will need to be created for the TEMP CW 2225 form.

Form Header: None

Form Title (Document List Page Displayed Name): Changes to CalWORKs Child Support Disregard/Pass-Through Rules

Form Number: TEMP CW 2225

Include NA Back 9: No

Imaging Form Name: Changes to CalWORKs Child Support Rules

Imaging Document Type: Forms

Form Mockups/Examples: See supporting document #2

2.5.3 Add Form Generation for TEMP CW 2225

This form will be generated via batch process for a one-time mailing for all CalWORKs AUs at least 30 days prior to the implementation of the disregard changes in section 2.2. This will be done with SCR CA-229005 for the one-time mailing.

For new CalWORKs applicants, the form will be available in the Template Repository for the CWDs to include the form at intake at least 30 days prior to the implementation of the disregard changes.

Required Form Input: Case Number, Customer Name, Program, Language

2.5.4 Add Form Control

Add an Imaging Barcode for the TEMP CW 2225 form.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: All new forms being added into the system will require at least an Imaging Barcode.

2.5.5 Add TEMP CW 2225 Form to Template Repository

Add the TEMP CW 2225 Form to the Template Repository.

Required Document Parameters: Case Number, Customer Name, Program, Language

2.5.6 Add Form Print Options and Mailing Requirements

The print options checked below will be available for this form.

BLANK TEMPLATE	PRINT LOCAL WITHOUT SAVE	PRINT LOCAL AND SAVE	PRINT CENTRAL AND SAVE	REPRINT LOCAL	REPRINT CENTRAL
Y	Y	Y	Y	Y	Y

The PRINT LOCAL WITHOUT SAVE option is only available when printing a blank template.

The PRINT AND SAVE options are only available when printing a document containing case or resource information.

Mailing Requirements:

Mail-To (Recipient): Applicant

Mailed From (Return): Sending Office

Mail-back-to Address: N/A

Outgoing Envelop Type: Standard

Return Envelop Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: None

Electronic Signature: No

Post to SSP: Yes

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	CW 2215 Mockup	CW2215_EN.pdf CW2215_CH.pdf CW2215_FA.pdf CW2215_RU.pdf CW2215_SP.pdf
2	Form	TEMP CW 2225 Mockup	TEMP_CW2225_EN.pdf TEMP_CW2225_AE.pdf TEMP_CW2225_AR.pdf TEMP_CW2225_CA.pdf TEMP_CW2225_CH.pdf TEMP_CW2225_FA.pdf TEMP_CW2225_HM.pdf TEMP_CW2225_KO.pdf TEMP_CW2225_LA.pdf TEMP_CW2225_RU.pdf TEMP_CW2225_SP.pdf TEMP_CW2225_TA.pdf TEMP_CW2225_VI.pdf

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-219232 | DDID 2306

Text Messaging Updates with Self-Service Portal

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Michael Barillas
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
3/15/2021	1.0	Initial Draft	Michael Barillas

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1 OVERVIEW

YourBenefitsNow (YBN) is being retired and replaced with the statewide BenefitsCal Self-Service Portal. CalSAWS has some existing text messages that are sent from the Los Angeles County Information Technology Division (ITD) and not directly from CalSAWS, that instruct a customer to log into YBN. Additionally, BenefitsCal is implementing text messages that will replace some existing CalSAWS text messages. CalSAWS will turn off text messages being sent from Los Angeles County ITD and implement needed text messages in the CalSAWS text message framework introduced with CA-207106, with verbiage updates instructing customers to log into BenefitsCal.

1.1 Current Design

The following text messages are sent from the Los Angeles County Information Technology Division (ITD) and have references to YBN:

- 'GR/GROW Paperless Text' (Campaign 252), 'GEAR Paperless Text' (Campaign 261), and 'Paperless Text' (Campaign 251), notifies a customer that a form was created and is available in YBN.
- 'Upload Verification Text' (Campaign 258), notifies a customer that CalSAWS has received their form and instructs the customer to log into YBN for more details.
- 'General Relief Needs Special Assistance Expiration Reminder Text' (Campaign 271), instructs a customer to log into YBN to view a notice from Los Angeles County when CalSAWS generates a '10 Day Employability Status Change Notice' form (ABP 23A-MH, ABP 23A, ABP 23A-AU).

1.2 Requests

1. Turn off all text message batch jobs for text messages sent from Los Angeles County ITD: 'General Relief Needs Special Assistance Expiration Reminder Text' 'GR/GROW Paperless Text', 'GEAR Paperless Text', 'Paperless Text', 'Upload Verification Text'.
2. Add a new CalSAWS Text message for Los Angeles County for 'General Relief Needs Special Assistance Expiration Reminder Text' with updated verbiage to reference BenefitsCal.

1.3 Overview of Recommendations

1. Create a new CalSAWS Text Outreach Automated Action and corresponding batch sweep for the current 'General Relief Needs Special Assistance Expiration Reminder' for Los Angeles County.
2. Turn off all batch jobs for Paperless Text, Upload Verification Text, and General Relief Needs Special Assistance Expiration Reminder Text.

1.4 Assumptions

1. This change will be implemented when Los Angeles County moves to BenefitsCal.

2. Target population for ‘GR NSA Expiration Reminder’ will not be modified.

2 RECOMMENDATIONS

2.1 Add new Text ‘General Relief Needs Special Assistance Expiration Reminder’ to Automated Action Detail

2.1.1 Overview

Add a new Text message entry to the Automated Action Detail page for ‘General Relief Needs Special Assistance Expiration Reminder’.

2.1.2 Page Mockup

N/A – no page change

2.1.3 Description of Change

1. Add a new Automated Action with following details:
   Name: General Relief Needs Special Assistance Expiration Reminder
   Type: Text Outreach
   Status: Active for Los Angeles County only.
   Program: GA/GR
   Run Date: Daily (Mon-Fri)
   Source: Batch
   Scenario: 10-Day Employability Status Change Notice Form was generated
   Message Text (English): CalSAWS: You have an important notice from the County. Please log in to your BenefitsCal account or call us at (844) 859-2100 for detailed information.
   Message Text (Spanish): CalSAWS: Tiene una notificacion importante de sue condado. Por favor entre a sue accuenta de BenefitsCal o llame a (844) 859-2100 para informacion detallada.

2.1.4 Page Location

- **Global: Tools**
- **Local: Admin**
- **Task: Automated Actions**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Create 'General Relief Needs Special Assistance Expiration Reminder' Batch Sweep Job

2.2.1 Overview

Create a new batch sweep job to gather a target population and send a text message for the 'General Relief Needs Special Assistance Expiration Reminder'.

2.2.2 Description of Change

1. Create a batch sweep to gather the target population and a batch job to send a text message.
   a. Text message will be sent for counties with an Active status as indicated on the Automated Action Detail page. (Los Angeles County only)
   b. Text message will be sent in Spanish if the person's written language preference is 'Spanish', otherwise text message will be sent in 'English'.

Message Name	General Relief Needs Special Assistance Expiration Reminder Text
Message (English)	CalSAWS: You have an important notice from the County. Please log in to your BenefitsCal account or call us at (844) 859-2100 for detailed information.
Message (Spanish)	CalSAWS: Tiene una notificacion importante de sue condado. Por favor entre a sue accuenta de BenefitsCal o llame a (844) 859-2100 para informacion detallada.
Target Population	10-Day Employability Status Change Notice form is generated (ABP 23A-MH, ABP 23A, ABP 23A-AU) for one of the following: 1. GA person's health assessment as 'Mental Health' with a result of Temporary NSA, Permanent NSA 2. GA person's health assessment as 'Mental Health' with a result of Temporary Disability, Permanent Disability

	3. GA person's health assessment as 'Admin-U' with a result of DD/DDD, pending 1st Paycheck, Return to Residence, MSUDRP, Full Time Care, Rehab
Run Dates	Daily (Monday – Friday)
Programs	GA/GR
Applicable Counties	Los Angeles
Automated Action Scenario	General Relief Needs Special Assistance Expiration Reminder
Contact History Reason	General Relief Needs Special Assistance Expiration Reminder

2.2.3 Execution Frequency

Daily – No Change

2.2.4 Key Scheduling Dependencies

N/A

2.2.5 Counties Impacted

Los Angeles County

2.2.6 Data Volume/Performance

N/A

2.2.7 Failure Procedure/Operational Instructions

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

2.3 Turn off Outbound Text Campaigns

2.3.1 Overview

Turn off Outbound Text batch jobs 'GR/GROW Paperless Text', 'GEAR Paperless Text', 'Paperless Text', 'Upload Verification Text', 'General Relief Needs Special Assistance Expiration Reminder' and their respective FTP jobs as of this SCR release.

2.3.2 Description of Change

1. Turn off Outbound text batch and FTP jobs:
    a. PO19C1196/PO19C1296: 'GR/GROW Paperless Text' (Campaign 252)
    b. PO19C1184/PO19C1284: 'GEAR Paperless Text' (Campaign 261)
    c. PO19C1179/PO19C1279: 'Paperless Text' (Campaign 251)
    d. PO19C1182/PO19C1282: 'Upload Verification Text' (Campaign 258)
    e. PO19C1169/PO19C1269: 'General Relief Needs Special Assistance Expiration Reminder' (Campaign 271)

2.3.3 Execution Frequency

N/A

2.3.4 Key Scheduling Dependencies

N/A

2.3.5 Counties Impacted

Los Angeles County

2.3.6 Data Volume/Performance

N/A

2.3.7 Failure Procedure/Operational Instructions

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

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2306	The CONTRACTOR shall review the nightly batch jobs of text messages sent by LRS, C-IV, and CalWIN core systems and consolidate them into one set of nightly SMS batch jobs.		CalSAWS is updating the automated text instructions given to a customer.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-220610

Add GEN 102 - Appointment Letter (09/20)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/08/2021	0.1	Initial Draft	Maria Jensen
04/13/2021	0.2	PR Comments: Added Mailing Priority field Added form recommendation for CW/CF RE Packet and CW RE Packet	Maria Jensen
04/19/2021	0.3	PR Comments for Variable table: Added Packet Population and No Appt scenario	Maria Jensen
04/28/2021	0.4	Added Requirement to replace LA County form	Maria Jensen
05/05/2021	0.5	BA Comments: Fixed form name for LA County Split Requests section Made checkboxes editable Added Assumption for CF RE Packet Added Assumption for LA County CW, CW/CF RE Packets Added Assumption for C-IV Counties RE appointments	Maria Jensen, Caroline Bui
05/06/2021	0.6	BA Comments: Added Programs note for LA County	Maria Jensen, Caroline Bui
06/15/2021	0.7	Removing Programs note for LA County Corrected Assumption 4	Maria Jensen

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1 OVERVIEW

This SCR will add the GEN 102 - Appointment Letter (09/20) State form to the CalSAWS system.

1.1 Current Design

Currently the GEN 102 - Appointment Letter State form does not exist in the CalSAWS system.

The forms to be replaced are CSF 105 - Appointment Letter and CSF 156 – Appointment Letter.

CSF 105 was added to the CalSAWS system with CA-214990 in English and Spanish for the 57 Migration Counties. This form is included in the CW/CF RE Packets, CW RE Packets and it generates Online from the Appointment Detail page, or from the Template Repository.

CSF 156 was added to the CalSAWS system with CA-212469 in all system supported languages for the LA County. This form generates Online from the Appointment Detail page, or from the Template Repository.

1.2 Requests

1. Replace the CSF 105 for all Migrating Counties and CSF 156 for LA County with the State form GEN 102 in the Template Repository (all system supported languages). Remove the CSF 105 and CSF 156 from the Template Repository.

~~1.~~2. Replace CSF 105 with GEN 102 in the CW/CF RE Packets and CW RE Packets (English/Spanish only) for Migrating Counties only. ~~Remove the CSF 105 and CSF 165 from the Template Repository.~~

~~2.~~3. Generate the GEN 102 instead of the CSF 105 and CSF 156 on the Appointment Detail page. Populate generate_doc_cust_appt table when GEN 102 is associated to an appointment and saved.

~~3.~~4. Add all system supported threshold languages for GEN 102 including: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

1. Replace the CSF 105 for all Migrating Counties and CSF 156 for LA County with the State form GEN 102 in the Template Repository (all system supported languages). Remove the CSF 105 and CSF 156 from the Template Repository.

~~1.~~2. Replace CSF 105 with GEN 102 in the CW/CF RE Packets and CW RE Packets (English/Spanish only) for Migrating Counties only.

~~2.~~3. Generate the GEN 102 instead of the CSF 105 and CSF 156 on the Appointment Detail page.

~~3.~~4. Make the form available with the CalSAWS standard header information, in English and the 12 system-supported threshold languages.

1.4 Assumptions

1. When generated in the context of a case, the body fields will be editable for all counties, as per CalSAWS standards.
2. There will be no change ~~in regard to~~regarding which Appointment types and subtypes trigger the generic Appointment Letter from the Online page.
3. The State form CF 29 will continue to be generated for the CF RE Packet for all 58 counties.
4. LA County will replace the Non-State form FS 29 LA 3 Series with State form GEN 102 for CW/CF RE Packets and CW RE Packets with SCR CA-227797.
5. ~~2.~~ C-IV Counties manually schedule CW RE and CW/CF RE appointments.

2 RECOMMENDATIONS

2.1 Add Form GEN 102 - Appointment Letter

2.1.1 Overview

This SCR will add the State form GEN 102 – Appointment Letter (revision 09/20) to the CalSAWS system.

State Form: GEN 102 (09/20)

Programs: All

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

English, Spanish, Arabic, Armenian, Cambodian, Chinese**, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form GEN 102 XDP

1. The new form will have 1 impression which will consist of static verbiage provided by the State and several input fields. Please see the Supporting Documents #1-2 for details.

   Form Header: CalSAWS Standard Header #1
   Form Title (Document List Page Displayed Name): Appointment Letter
   Template Description: Appointment Letter
   Form Number: GEN 102
   Include NA Back 9: No
   Imaging Form Name: Appointment Letter
   Imaging Document Type: Appointment Letter
   Form Mockups/Examples: See Supporting Documents #1-2 for PDF Mockups

2. Barcode options for the GEN 102 - Appointment Letter Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add Form GEN 102 - Appointment Letter to the Template Repository in all threshold languages for all 58 counties. Remove the CSF 105 and CSF 156 forms from the Template Repository for all counties.

   Required Document Parameters: Case Number, Customer Name, Program, Language

4. For the 57 migrating counties, ~~R~~replace form CSF 105 with State form GEN 102 in the CW/CF RE Packets and CW RE Packets for English and Spanish. When the RE Packet is generated via the Template Repository, the following document parameters will be required:

   Case Number, Customer Name, Program, RE Month, Language

5. Include the following Print Options and Mailing Requirements for Form GEN 102 - Appointment Letter:

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

   Mailing Requirements:
   Mail-To (Recipient): Participant selected on the document parameters page
   Mailed From (Return): Standard Population
   Mail-back-to Address: N/A
   Outgoing Envelope Type: Standard Outgoing Mail
   Mailing Priority: Same Day Priority
   Return Envelope Type: N/A

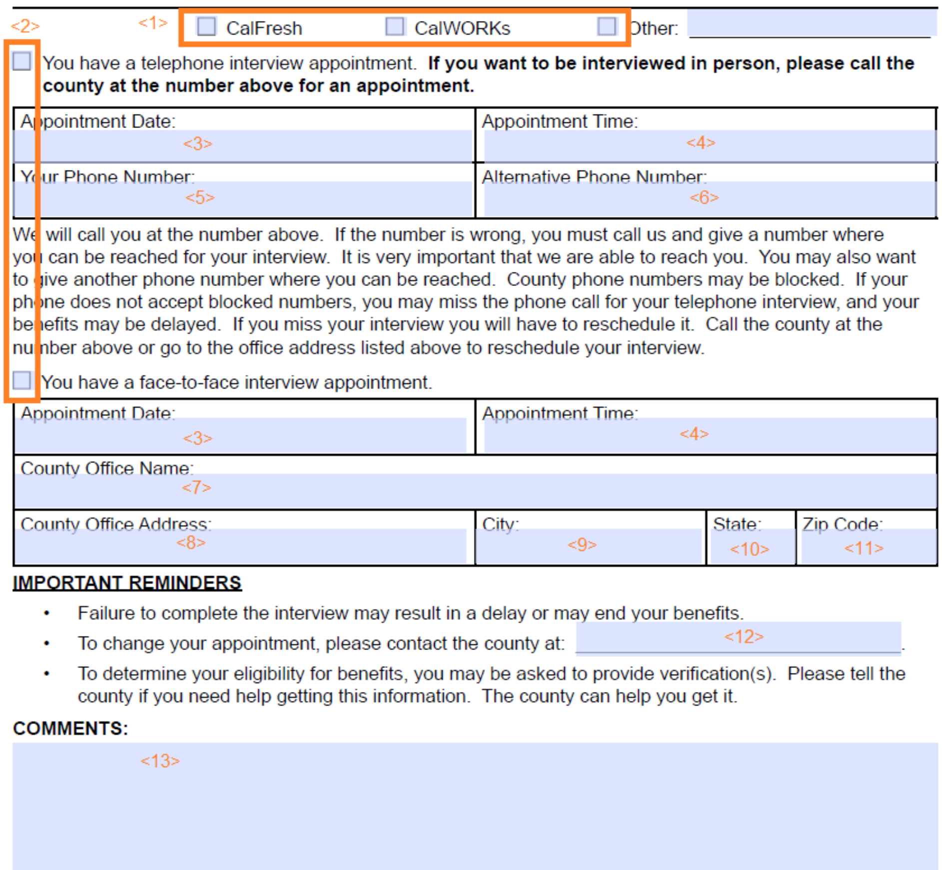
   Additional Requirements:
   Special Paper Stock: N/A
   Enclosures: No
   Electronic Signature: No
   Post to SSP: Yes
   Clock Indicator: N/A

6. **Form Variable Population**
   GEN 102 form body will be blank when generated from the Template Repository.

   Several variables will be automatically populated when form GEN 102 is generated either in a CW/CF RE Packet or CW RE Packet, or via the

Formatted: Not Highlight

Customer Appointment Detail page after “Print Appointment Letter” is checked.


<2> <1> CalFresh CalWORKs Other:

You have a telephone interview appointment. **If you want to be interviewed in person, please call the county at the number above for an appointment.**

Appointment Date: <3>	Appointment Time: <4>
Your Phone Number: <5>	Alternative Phone Number: <6>

We will call you at the number above. If the number is wrong, you must call us and give a number where you can be reached for your interview. It is very important that we are able to reach you. You may also want to give another phone number where you can be reached. County phone numbers may be blocked. If your phone does not accept blocked numbers, you may miss the phone call for your telephone interview, and your benefits may be delayed. If you miss your interview you will have to reschedule it. Call the county at the number above or go to the office address listed above to reschedule your interview.

You have a face-to-face interview appointment.

Appointment Date: <3>	Appointment Time: <4>		
County Office Name: <7>			
County Office Address: <8>	City: <9>	State: <10>	Zip Code: <11>

IMPORTANT REMINDERS

- Failure to complete the interview may result in a delay or may end your benefits.
- To change your appointment, please contact the county at: <12>.
- To determine your eligibility for benefits, you may be asked to provide verification(s). Please tell the county if you need help getting this information. The county can help you get it.

COMMENTS:

<13>

Figure 2.1.2.5 – Form GEN 102 body

Form Body Variables:

Section	Variable Name	Population	Editable*	Online Population	Packet Population**
<1>	PROGRAM_CHECKBOX	Taken from Appointment Details page	Y	Y	Y
<2>	APPT_TYPE_CHECKBOX	Taken from Appointment Details page	Y	Y	Y
<3>	CUST_APPT_DATE	Taken from Appointment Details page	Y	Y	Y

		Format: MM/DD/YYYY			
<4>	CUST_APPT_START_TIME	Taken from Appointment Details page Format: HH:MM	Y	Y	Y
<5>	CUST_PHONE_NUM	Taken from Appointment Details page Note: If multiple phone numbers exist for a Customer, populate only one phone number. Select the phone number from the following phone number type hierarchy: 1) Main 2) Home 3) Cell 4) Work	Y	Y	Y
<6>	CUST_PHONE_NUM_2	Taken from Appointment Details page Note: Take the 2nd phone number following the above hierarchy	Y	Y	Y
<7>	CUSTOMER_APPT_OFFICE_NAME	Taken from Appointment Details page	Y	Y	Y
<8>	COUNTY_OFFICE_ADDRESS	Taken from Appointment Details page	Y	Y	Y
<9>	COUNTY_OFFICE_CITY	Calculated from Office Address	Y	Y	Y
<10>	COUNTY_OFFICE_STATE	Calculated from Office Address	Y	Y	Y
<11>	COUNTY_OFFICE_ZIP	Calculated from Office Address	Y	Y	Y
<12>	STAFF_PHONE	Inherited from standard header population	Y	Y	Y
<13>	CUST_APPT_DESCR	Static generic message: "You will get a separate letter with an interview appointment date and time. Call your worker right away if you do not get the appointment letter within 10 days of this notice. Your appointment letter will tell you if you have a phone interview or if you have to come into the office for your interview."	Y	N	Y

* Note: The Editable column of the table above refers to if the variable will be editable when populated. When generating a Blank Form from Template Repository the field will be editable unless otherwise indicated.
** Note: If there is an appointment, fields <1> through <12> will be populated. If the Customer Schedule is not completed before the RE Packet is generated, field <13> will be populated.

7. **Update the Online trigger** via Customer Appointment Detail page to generate GEN 102 instead of CSF 105 for the 57 migrating counties, and to generate GEN 102 instead of CSF 156 for the LA County. There will be no change ~~in regard to~~regarding which Appointment types and subtypes trigger the generic Appointment Letter from the Online page.

8. Populate generate_doc_cust_appt table when GEN 102 is associated to an appointment and saved.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	GEN 102 (English)	Final GEN102.pdf
2	Correspondence	GEN 102 Threshold Languages	GEN_102_Arabic.pdf GEN_102_Armenian.pdf GEN_102_Cambodian.pdf GEN_102_Chinese.pdf GEN_102_Farsi.pdf GEN_102_Hmong.pdf GEN _02_Korean.pdf GEN_102_Lao.pdf GEN_102_Russian.pdf GEN_102_SP.pdf GEN_102_Tagalog.pdf GEN_102_Vietnamese.pdf

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-221803

Add threshold languages for CAPI COLA NOA

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jasmine Chen
	Reviewed By	Priya Sridharan, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/29/2021	1.0	Initial Document	Jasmine Chen

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1 OVERVIEW

The Cash Assistance Program for Immigrants (CAPI) provides cash assistance to eligible aged, blind, and/or disabled legal immigrants who are non-citizens and successfully completed an application process.

1.1 Current Design

The CAPI COLA (Cost-of-Living Adjustment) Change NOA (NA 692) is triggered when there is an update to the CAPI COLA payment standards, causing a change in the benefit amount for an active CAPI recipient. Currently the NOA is only available in English, Spanish, Armenian, Korean, and Russian languages.

1.2 Requests

Create the CAPI COLA NOA in the remaining CalSAWS supported threshold languages.

1.3 Overview of Recommendations

1. Translate the CAPI COLA reason fragment in the remaining CalSAWS supported threshold languages.
2. Translate the CAPI COLA regulations in all available threshold languages.

1.4 Assumptions

1. The triggering conditions of the CAPI COLA NOA remains the same and are not being updated.
2. The NOA template remains the same and is not being updated.
3. The existing variable population is not being updated with this effort.

2 RECOMMENDATIONS

2.1 Correspondence: Add CAPI COLA NOA Threshold Language Fragments

2.1.1 Overview

Add the missing threshold language versions of the CAPI COLA NOA into CalSAWS.

Reason Fragment Name and ID: CP_CH_COLA_C409 (ID: 7518)
Reason Fragment Verbiage:

Description	Text	Formatting*
Static	Implementation of <COLA Year> CAPI Payment Standards.	Arial Font Size 10

*English only; Spanish and threshold will generate based on project standards for that language.

State Form/NOA: NA 692 (12/17)
Current NOA Template: CI_NOA_TEMPLATE
Current Program(s): CAPI
Current Action Type: Change
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: N/A
Existing Languages: English, Spanish, Armenian, Korean, Russian

2.1.2 Add CAPI COLA Reason Fragment XDP for Threshold

Add the CAPI COLA Change reason fragment in the following threshold languages:

Languages Added: Arabic, Cambodian, Chinese, Farsi, Hmong, Lao, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #1

2.1.3 Add Regulations for CAPI COLA Reason for Threshold

The CAPI COLA Reason has associated regulations. The regulations will be translated in the below threshold languages. See Supporting Documents #2 for translated Regulations.

Regulation: MPP 49-001 through 49-070

Languages Added: Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	A .zip folder containing PDFs of the CAPI COLA NOA reason fragments in threshold languages	221803 - CAPI COLA - Reason - PDFs.zip
2	Client Correspondence	A .zip folder containing PDFs of CAPI COLA regulations in threshold languages	221803 - CAPI COLA - Regulations - PDFs.zip

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
(CAR-1207) 2.18.1.3	The LRS shall include the ability to add threshold languages for written material, including notices, NOAs, forms, flyers, letters, and stuffers, as required by COUNTY, as well as for any other language for which the State provides a translation.	This SCR adds threshold languages for the CAPI COLA reason.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-223872 DDID 1631 Create Main Payroll Direct Deposit Reports for Foster Care

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Greg Deogracia
	Reviewed By	Ravneet Bhatia, Thao Ta

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/24/2021	1.0	Initial Release	Greg Deogracia

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1 OVERVIEW

This SCR, CA-223872 DDID 1631 Create Main Payroll Direct Deposit Reports for Foster Care, was created to separate and manage the incorporation of identified reports for CA-217791 DDID 1967: Update Resource Data Bank (RDB) With Direct Deposit Data Collection.

1.1 Current Design

The necessary Foster Care reports do not currently exist in C-IV or LRS/CalSAWS.

1.2 Requests

With Policy/Design Consortium review, define required reports for use in CalSAWS.

1.3 Overview of Recommendations

From Policy/Design Consortium review, create the defined reports for use in CalSAWS.

1. Main Payroll Foster Care Direct Deposit Reconciliation Report
2. Main Payroll Foster Care Direct Deposit Summary

1.4 Assumptions

1. No Impact to other reports.
2. SCR CA-223872 came as a split from CA-217791 in 21.03 to separate reports for release 21.11 since the first report will be in December.

2 RECOMMENDATIONS

2.1 Main Payroll Foster Care Direct Deposit Production Reconciliation Report Mockup

Summary Tab

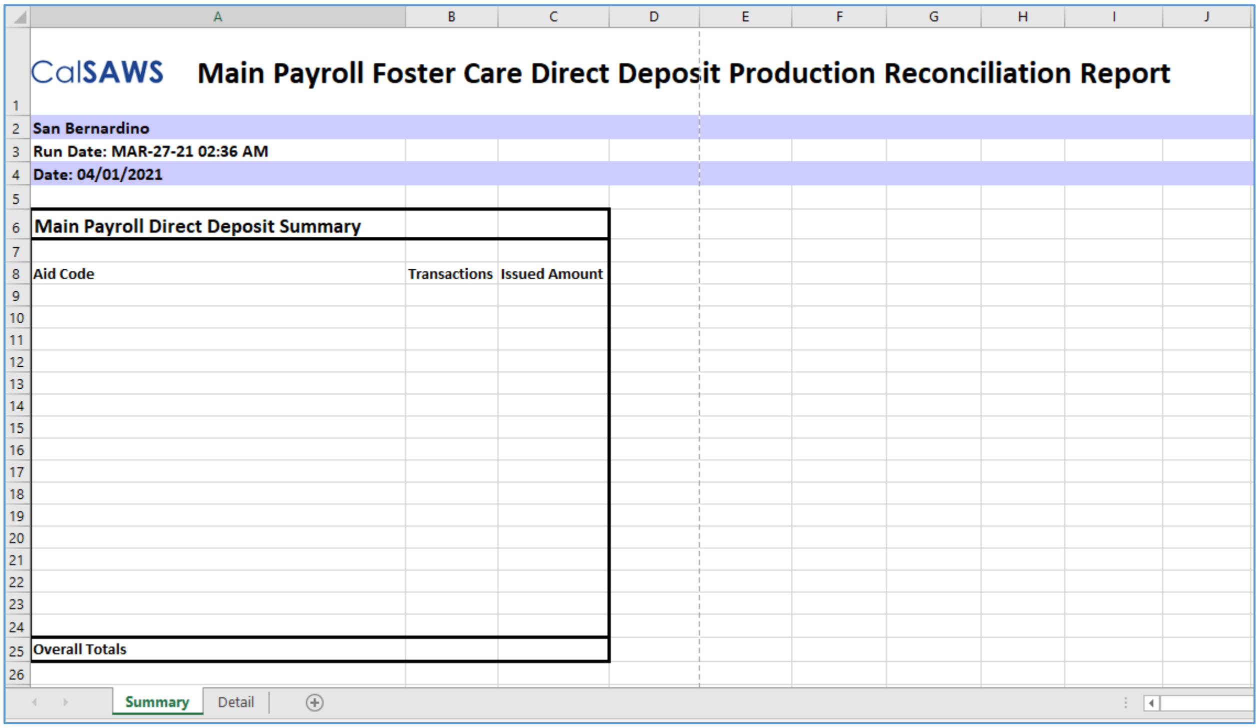


Figure 2.1.1 – Main Payroll Foster Care Direct Deposit Reconciliation Report Summary Tab Mockup

Detail Tab

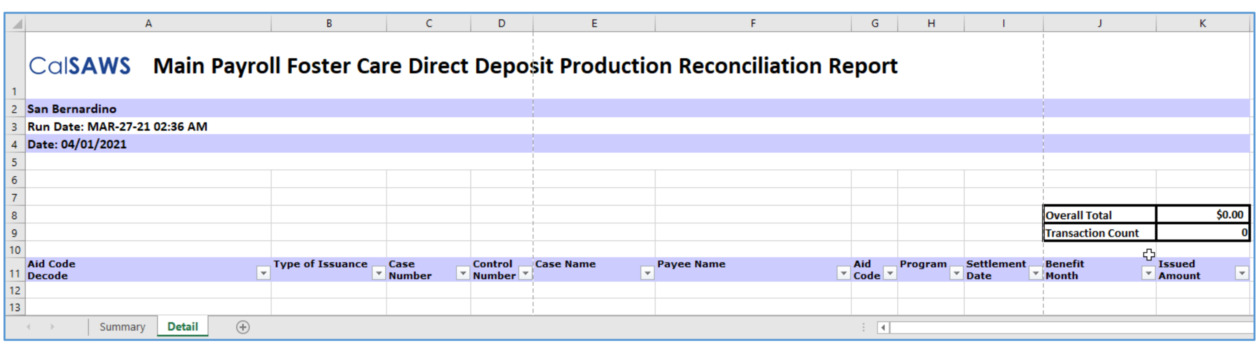
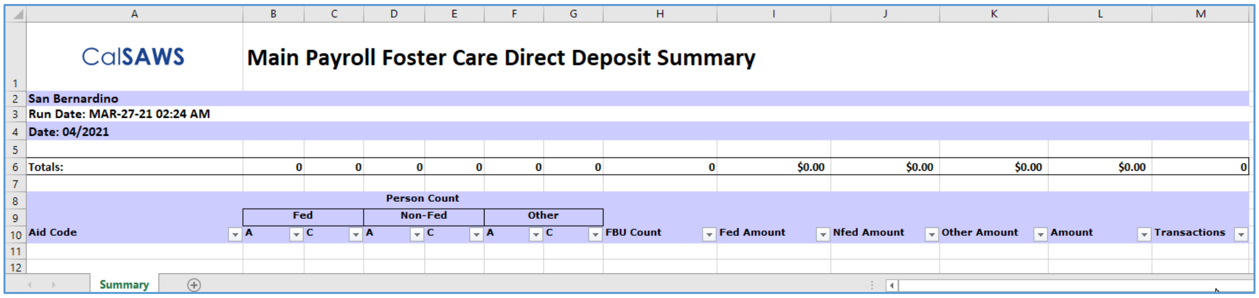


Figure 2.1.2 – Main Payroll Foster Care Direct Deposit Reconciliation Report Detail Tab Mockup

2.2 Main Payroll Foster Care Direct Deposit Summary Mockup

Summary Tab


CalSAWS

Main Payroll Foster Care Direct Deposit Summary

San Bernardino
Run Date: MAR-27-21 02:24 AM
Date: 04/2021

	Person Count											
	Fed		Non-Fed		Other							
Aid Code	A	C	A	C	A	C	FBU Count	Fed Amount	Nfed Amount	Other Amount	Amount	Transactions
Totals:	0	0	0	0	0	0	0	$0.00	$0.00	$0.00	$0.00	0

Summary

Figure 2.2.1 – Main Payroll Foster Care Direct Deposit Summary Tab Mockup

2.3 Description of Change

From Policy/Design Consortium review and direction, emulate existing similar reports to create the defined reports for use in CalSAWS.

1. Main Payroll Foster Care Direct Deposit Reconciliation Report
2. Main Payroll Foster Care Direct Deposit Summary

2.3.1 Main Payroll Foster Care Direct Deposit Reconciliation Report

Base Population

Main Payroll Foster Care Direct Deposit Reconciliation Report
Provides summary and detailed information for main payroll Foster Care Direct Deposit issuances for the prior one month period. This is available 3 days after main payroll runs.

Main Payroll Foster Care Direct Deposit Reconciliation Report

Summary TAB

Header

Line	Header	Description
1	Logo and Title	CalSAWS logo with report title
2	County Name	County name from user profile
3	Run Date:	Report run date Format: MM-DD-YY hh:mm AM/PM
4	Date:	Benefit month Format: MM/DD/YYYY

Columns

Columns	Description
Aid Code	Total count per line of unique Aid Codes

Transactions	Total count of Transactions per Aid Code
Issued Amount	Sum Total of Issued Amount per Aid Code

Details TAB

Header

Line	Header	Description
1	Logo and Title	CalSAWS logo with report title
2	County Name	County name from user profile
3	Run Date:	Report run date Format: MM-DD-YY hh:mm AM/PM
4	Date:	Benefit Month Format: MM/DD/YYYY
8	Overall Total	Total sum value of displayed report transactions Format $0.00 (report right justified)
9	Transaction Count	Total count of displayed report transactions Format 0 (report right justified)

Columns

Column Header	Description
Aid Code Decode	Description of Aid code from column 7 Example: 2R - ARC only for NMD 4T - Kin-GAP (Fed)
Type of Issuance	Monthly Benefit
Case Number	The CalSAWS assigned case number
Control Number	The CalSAWS control number of the issuance
Case Name	The case name from the case Format – First Name Last Name

Payee Name	The name of the payee on the issuance Format – First Name Last Name
Aid Code	This captures the aid code for the person (catgy ID = 184) Possible Values: • 05 - SED-Non EA • 2P - ARC only • 2R - ARC only for NMD • 2S - ARC - Fed CW • 2T - ARC - State CW • 2U - ARC - State CW for NMD • 40 - AFDC-FC (State) • 42 - AFDC-FC (Fed) • 43 - FC Extended (State) • 45 - FC (County) • 49 - FC Extended (Federal) • 5K - FC-EA
Program	The program code associated with a given program. (catgy ID=18) Format - FC
Settlement Date	The date that funds are available to the customer Format – MM/DD/YYYY
Benefit Month	The month that the aid was issued for Format – MM/YYYY
Issued Amount	Total of the issued amount

2.3.2 Main Payroll Foster Care Direct Deposit Summary

Base Population

Main Payroll Foster Care Direct Deposit Summary
Provides a listing of all Main Payroll Foster Care Direct Deposit information as a summary for the prior one month period. This report is available 3 days after main payroll runs.

Summary Tab

Header

Line	Header	Description
1	Logo and Title	CalSAWS logo with report title
2	County Name	County name from user profile
3	Run Date:	Report run date Format: MM-DD-YY hh:mm AM/PM
4	Date:	Benefit Month Format: MM/DD/YYYY

Columns

Column Header	Description
Aid Code	This captures the aid code for the person (catgy ID 184) Possible Values: • 05 - SED-Non EA • 2P - ARC only • 2R - ARC only for NMD • 2S - ARC - Fed CW • 2T - ARC - State CW • 2U - ARC - State CW for NMD • 40 - AFDC-FC (State) • 42 - AFDC-FC (Fed) • 43 - FC Extended (State) • 45 - FC (County) • 49 - FC Extended (Federal) • 5K - FC-EA
Person Count FED A	This column holds the count of all federally funded adults in the case at the time of the issuance
Person Count FED C	This column holds the count of all federally funded children in the case at the time of the issuance
Person Count Non-Fed A	This column holds the count of all state or county funded adults in the case at the time of issuance
Person Count Non-Fed C	This column holds the count of all state or county funded children in the case at the time of the issuance

Person Count Other A	This column holds the count of all non-state and non-federally funded adults in the case at the time of the issuance.
Person Count Other C	This column holds the count of all non-state and non-federally funded children in the case at the time of the issuance.
FBU Amount	Family Base Unit (also known as AU =Assistance unit) number of claims for the month.
Fed Amount	The portion of the original issuance amount that is claimed by the federal government
Non-Fed Amount	The portion of the original issuance amount that is not claimed by the federal government
Other Amount	The portion of the original issuance amount that is not claimed by either the state OR federal government
Amount	Total dollar amount of issuances
Transactions	Total count of transactions for issuances

2.4 Report Location

Global: Reports
Local: Scheduled
Task: Fiscal
Frequency: See 2.5 Batch Job Execution
Title: Main Payroll Foster Care Direct Deposit Reconciliation Report
Description: Provides summary and detailed information for main payroll Foster Care Direct Deposit issuances

Global: Reports
Local: Scheduled
Task: Fiscal
Frequency: See 2.5 Batch Job Execution
Title: Main Payroll Foster Care Direct Deposit
Description: Provides listing of all Main Payroll Foster Care Direct Deposit information

2.5 Batch Job Execution

Create Batch Jobs in CalSAWS to support multiple county run dates and be compatible with existing jobs found in LRS as PB19R113 and C-IV counties as PB02R112 / PB02R113. Noting that LRS batch Jobs run on the last day of the month and C-IV jobs run 3 business days after payroll runs.

2.6 Security Update

Security Right	Right Description	Right to Group Mapping
MainPayrollFosterCareDirectDepositReconciliationReport	Main Payroll Foster Care Direct Deposit Reconciliation Report	CalSAWS Fiscal Reports.
MainPayrollFosterCareDirectDepositSummary	Main Payroll Foster Care Direct Deposit Summary	CalSAWS Fiscal Reports.

2.7 Counties Impacted

All counties will have access to the new reports.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	Main Payroll Foster Care Direct Deposit Reconciliation Report Mockup	Main Payroll Foster Care Direct Deposit
2	Reports	Main Payroll Foster Care Direct Deposit Summary Mockup	Main Payroll Foster Care Direct Deposit

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.4.4	The LRS shall include ad hoc capabilities that allow COUNTY-specified Users to create multiple ad hoc reports simultaneously, as specified by COUNTY.	This SCR is emulating existing reports redefined for Foster Care as needed by the counties.

5 OUTREACH

N/A

6 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-224050

[CLONE of CA-50804] - DDID 1631: DDCR 5068: Update the RE Date Report to Include Additional Information

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Esequiel Herrera-Ortiz, Linda Zeng
	Reviewed By	Ravneet Bhatia, Thao Ta

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/26/2020	1.0	Initial Document	Esequiel Herrera-Ortiz
07/10/2020	1.1	Continuation of Document	Linda Zeng
9/14/2020	1.2	Updated document per QA/ClearBest comments log	Linda Zeng
12/31/2020	1.3	Updated document per Report review Figures 2.1.2-2, 2.1.2-3 3.1 Mockup.xlsx	Greg Deogracia
04/01/2021	2.0	SCR has been cloned and additional requirements have been included. The RE Date report has been converted to an Qlik Sense report.	Esequiel Herrera-Ortiz
05/05/2021	2.1	Updating the Medi-Cal base population logic and detail sheet.	Esequiel Herrera-Ortiz
05/19/2021	2.2	Added a mismatch indicator to the Medi-Cal Details sheet and summary tables.	Esequiel Herrera-Ortiz
05/27/2021	2.3	Update design to remove 36 RE Due Month historic limit per committee request.	Esequiel Herrera-Ortiz

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1 OVERVIEW

This design outlines functional changes that will be adopted from the C-IV version of the RE Date report and will be applied to the CalSAWS version of report.

The RE Date Report is an On Request management report used by county workers in processing redeterminations (RE) that are coming due. The report provides a listing of cases with an Active or Ineligible CalWORKs, CalFresh or Medi-Cal program where there is an RE that is coming due. The report also identifies cases with differing RE dates between the CalWORKs and CalFresh programs.

The C-IV RE Date Report was updated per SCR (CCM)1199 to include Active, Ineligible, and Discontinued statuses for CalWORKs (CW), CalFresh (CF), Transitional CalFresh (TCF) or (optional) Medi-Cal (MC) programs when a Redetermination (RE) is due.

The C-IV RE Date Report was also updated per SCR (Tracker) 57505 which added customer reporting information to the report's details sheets. The same SCR updated the 'RE Due Date' column name to 'RE Due Month'.

The RE Date report will be updated to include the changes outlined in SCR 1199 and 57505. The report will also include new changes.

1.1 Current Design

1. The CalSAWS version of the RE Date Report does not:
    a. Provide information for programs whose status is not Active or Ineligible during the RE due month. There is a need to include cases in Discontinued status as a case which was discontinued due to not providing verification can be rescinded for a period after being discontinued.
    b. Provide Transitional CalFresh program information.
    c. Include Customer Report information that is generated for the RE.
    d. Include information for Transitional Nutrition Benefit REs.
    e. Provide parameters to limit data based on RE due month. The report generates for all redeterminations with a blank completion date.
    f. Provide Organization level selection other than County.
    g. Provide an ESAP indicator for the CalFresh program.
    h. Include all available Medi-Cal RE packets.
    i. Include all Medi-Cal REs for cases which have more than 2 Medi-Cal blocks.

1.2 Requests

Per DDCR 5068, migrate existing C-IV report functionalities for the RE Date Report to CalSAWS.

1.3 Overview of Recommendations

1. Update the RE Date Report logic to:
    a. Include programs which have been Discontinued for no more than 30 days for CalWORKs, CalFresh, and Transitional Nutrition Benefit and 90 days for Medi-Cal
    b. Include TCF information
    c. Include Transitional Nutritional Benefit (TNB) Redetermination information
    d. Include an ESAP indicator for the CalFresh programs
    e. Exclude Medi-Cal redeterminations for programs that have been discontinued for over 90 days
    f. Include the full list of Medi-Cal redetermination packets.
    g. Update the Medi-Cal logic to report every renewal independent from each other for a given case. This is to include all Medi-Cal renewals for cases which have more than 2 Medi-Cal blocks.

2. Update the report layout to be in the new Qlik tool and include the following columns:
    a. Transitional CalFresh in the CW and CF Details sheet
    b. Current Status in the CW and CF Details and MC Details sheets
    c. Discontinuance Date in the CW and CF Details and MC Details sheets
    d. Add an Elderly Simplified Application Project (ESAP) indicator to the CW and CF Details sheet
    e. Transitional CalFresh column in the CW and CF Details sheet
    f. Rename the RE Due Date Mismatch column to RE Due Month Mismatch
    g. Rename the RE Due Date column to RE Due month

3. Include a new sheet for Transitional Nutrition Benefit Redetermination information.

4. Add the following parameters to the report:
    a. RE Due Month
    b. Office
    c. Unit
    d. Worker
    e. Department
    f. Region

5. Update the MC Details sheet to reflect only a single Medi-Cal program.

6. Update the Medi-Cal table in the Summary sheet to reflect only a single Medi-Cal program.

1.4 Assumptions

- With SCR 1199, the C-IV version of the report was updated to include completed Redeterminations. This requirement was intentionally not migrated over as it hurts the usability of the report due to an increase in data size and no further action needed for the redetermination.
- County workers do not need to know of Redeterminations for CalWORKs, CalFresh and Transitional Nutrition Benefit programs which have been discontinued for over 30 days and Medi-Cal programs that have been discontinued for over 90 days. At this point the Redetermination should not be processed and instead a new application should be submitted.
- The report will include Transitional Nutrition Benefit and not Supplemental Nutrition Benefits redeterminations as Supplemental Nutrition Benefit redeterminations are always tied to and dependent on the CalFresh redetermination.
- In CalSAWS, a customer report can have a Sent status without having a Generated status. The Generated Date column found in the C-IV version of the report will be modified to look at the earliest date of ether the Sent or Generated status.
- The 'Resulting Program Status' and 'Completion Date' column found on the C-IV version of the report will not be migrated over because processed redeterminations will not be included.
- The 'Begin Month' and the 'End Month' parameters found on the C-IV version of the report will be implemented instead as a single 'RE Due Month' parameter which allows for multiple RE Due Month selection. This should not be an issue for users as the report is typically not generated for a wide RE Due Month range.
- The 'Include Medi-Cal' parameter found on the C-IV version of the report will not be adopted. The parameter is assumed to have been included for performance reasons. With the new Qlik reporting tool, the performance will not be issue.
- The column definition for 'Discontinuance Date' has been modified from the C-IV version of the report. The C-IV version of the report required the Discontinuance to be effective during the RE Due Month. Typically, if a case is discontinued during a redetermination, the Discontinued status is effective the month after the RE Due Month.
- The C-IV version of the report only includes Transitional CalFresh information which are Active during the RE Due Month. We are updating this requirement to include Transitional CalFresh information for Active, Ineligible and Discontinued programs as there is a rescission period. This information is useful for county workers.
- The new reporting tool does not allow for merged header titles. This was previously used to signify that a group of columns were related. In the new reporting tool, the merged header title will be brought down and included to each sub column header.
  Example:
  Before:

CalWORKs
Worker
Worker Begin Date
Application Date

Now:

CalWORKs Worker
CalWORKs Worker Begin Date
CalWORKs Application Date

- The ‘Case Number’ column has been updated to be a link which navigates the user to the Case’s Case Summary page. This is useful for county workers.
- Currently there is no solution to export case list data that is formatted. A user can only obtain an Excel export that is unformatted. Please see in the attached document section for an example.
- The Medi-Cal base population will no longer join two Medi-Cal programs on a case to a single row. There is no reconciliation effort for cases which have Mismatching REs between Medi-Cal blocks.
- The TMC 176 S Packet, which is included in the C-IV version of the report, will not be included in the CalSAWS version of the report. This is because the completion of the TMC 176 S does not cause the RE Due Month to be advanced.
- Qlik load times for the subject report will not exceed the time out window set by CalSAWS (20 minutes), this will eliminate the possibility of the report not being able to generate in production due to a time out issue.
- The C-IV version of the report excludes REs that are older than 36 months. This limit will not be migrated over as counties need to know of Active programs with REs older than 36 months for cleanup efforts.

2 RECOMMENDATIONS

2.1 RE Date Report

2.1.1 Overview

The following section outlines the changes for the RE Date Report. The report will also be updated to the new Qlik reporting tool.

2.1.2 RE Date Report Summary Sheet Mockup

*Note this mockup was created using the new Qlik reporting tool.

2.1.3 Description of Change

1. **Base Populations –** This report has three distinct base populations. Each base population will be defined as follows:

   CalWORKs / CalFresh:

   - The program is CalWORKs and/or CalFresh.

Code-18	Short Description

FS	CalFresh
CW	CalWORKs

- For CalFresh, the sub program is blank or equal to Transitional CalFresh.

Code-368	Short Description
TC	Transitional CalFresh

- The program has an RE due. An RE due is defined as having no completion date.

  Example:
  On 05/19/2021 the report will include REs that have not been completed with an RE Due Month of 05/2018 or greater. This includes all future RE Due Months.

- The program status is Active, Ineligible or Discontinued during the RE Due Month.

Code-72	Short Description
AC	Active
IN	Ineligible
DS	Discontinued

- Exclude cases which have a current program status of 'Discontinued' effective for more than 30 days from the current date.
- This base population joins the CalFresh and CalWORKs redeterminations for a given case into a single row. If only one program redetermination exists, then only the corresponding program section will be populated while the other is left blank.
  *Note both redeterminations will be displayed on the report if the provided RE Due Month parameter matches any one of the two programs.

  See Appendix 5.1 and 5.2 for examples.

Medi-Cal:

- The program is Medi-Cal.

Code-18	Short Description
MC	Medi-Cal

- The program has an RE due. An RE due is defined as having no completion date.

- The program status is Active, Ineligible or Discontinued during the RE Due Month.

Code-72	Short Description
AC	Active
IN	Ineligible
DS	Discontinued

- Exclude cases which have a current program status of 'Discontinued' effective for more than 90 days from the current date.

  Note a case can appear multiple times on the report because a case can have multiple Medi-Cal programs each with an independent renewal date.

  See Appendix 5.5 and 5.6 for examples.

Transitional Nutrition Benefit:

- The program is Nutrition Benefit.

Code-18	Short Description
NB	Nutrition Benefit

- The sub program is Transitional Nutrition Benefit.

Code-368	Short Description
TNB	Transitional Nutrition Benefit

- The program has an RE due. An RE due is defined as having no completion date.

- The program status is Active, Ineligible or Discontinued during the RE Due Month.

Code-72	Short Description
AC	Active
IN	Ineligible
DS	Discontinued

- Exclude cases which have a current program status of 'Discontinued' effective for more than 30 days from the current date.

2. **Header –** Every sheet on the report will have the following header located at the top of the page. See the report mockup for reference:

Line	Field Name	Field Description
1	System Logo and Report Title	The system logo followed by the report title.
2	County Name	The county name the logged in user is associated to. Format: [County Name]
2	User	The user's username. Format: User [Username]
3	Data Refresh Date	The day the report data was last refreshed. Format: Data extracted daily as of: MM/DD/YYYY HH:MM:SS AM/PM

3. **Navigation –** Each sheet will provide the following navigation buttons at the top of the sheet right below the report header:

Navigation Button	Description
Summary	The link navigates the user to the Summary sheet.
CW and CF Details	The link navigates the user to the CW and CF details sheet.
MC Details	The link navigates the user to the MC Details sheet.

Navigation Button	Description
TNB Details	The link navigates the user to the TNB Details sheet.

4. **Summary Sheet Filters –** The Summary sheet will provide the following filters:

Filter Name	Description
RE Due Month	Restricts the base population based on the program's **RE Due Month**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **RE Due Months** within the county that are captured by the base population logic. The values are displayed in descending order. Format: MM/YYYY Note for CW/CF only one of the two programs need to match the parameter(s) provided to satisfy the condition.
Department	Restricts the base population based on the program assigned Worker's **Department**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Department** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Department Number] – [Department Name] Note for CW/CF only one of the two programs need to match the parameter(s) provided to satisfy the condition.

<table>
<tr><th>Filter Name</th><th>Description</th></tr>
<tr><td>Office</td><td>Restrict the base population based on the program assigned Worker’s Office.

Values:
Blank (Default) – Will not place any restriction on the data.
All Offices within the county that are captured by the base population logic. The values are displayed in ascending order.
Format:
[Office Number] – [Office Name]
Note for CW/CF only one of the two programs need to match the parameter(s) provided to satisfy the condition.</td></tr>
<tr><td>Unit</td><td>Restricts the base population based on the program assigned Worker’s Unit.

Values:
Blank (Default) – Will not place any restriction on the data.
All Units within the county that are captured by the base population logic. The values are displayed in ascending order.
Format:
[Unit Number] – [Unit Name]
Note for CW/CF only one of the two programs need to match the parameter(s) provided to satisfy the condition.</td></tr>
</table>

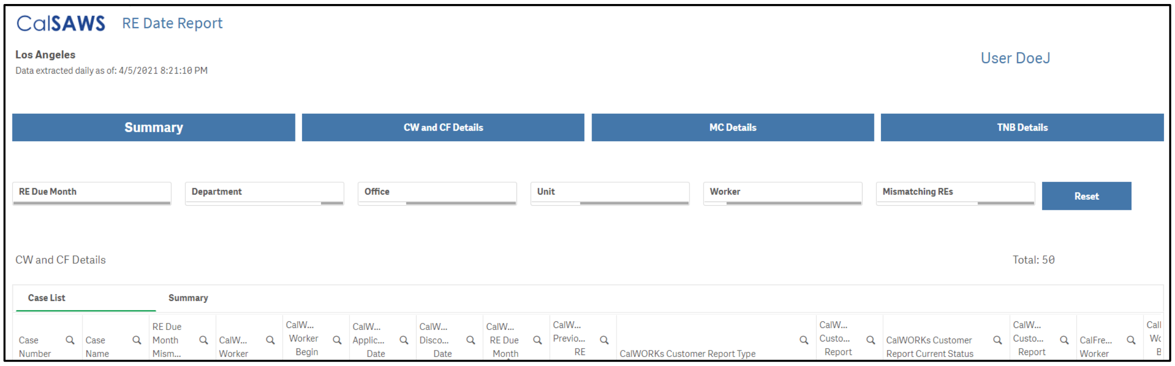
Filter Name	Description
Worker	Restrict the base population based on the program assigned **Worker**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Worker Numbers** within the county that are captured by the base population logic. The values are displayed in ascending order. Note for CW/CF only one of the two programs need to match the parameter(s) provided.
Mismatching REs	Restrict the base population to those cases which have **mismatching RE Due Months**. This filter does not apply to the Transitional Nutrition Benefit Summary. **Values:** • Blank (Default) – Will not place any restriction on the data. • Yes – Restricts the data to only those cases which have mismatching redeterminations. • No – Restricts the data to only those cases which do not have mismatching redeterminations.

5. **Summary Sheet Totals-** Update the 'Summary' sheet totals to be dynamic counts dependent on the parameters selected. The summary sheet will also include new totals related to Customer Reports as well as new totals related to the Transitional Nutrition Benefit program.

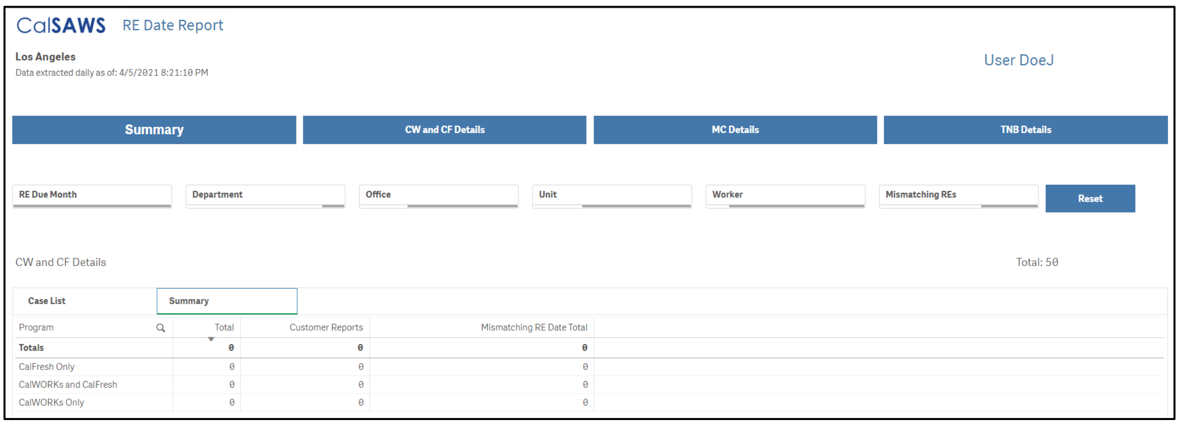
Field Name	Field Description
CalWORKs Only – Total	A dynamic total of the number of cases in the base population which have a CalWORKs RE due but not a CalFresh RE.
CalFresh Only – Total	A dynamic total of the number of cases in the base population which have a CalFresh RE due but not a CalWORKs RE.
CalWORKs and CalFresh – Total	A dynamic total of the number of cases in the base population which have a CalWORKs RE due and a CalFresh RE due.

CalWORKs Only – Customer Reports	A dynamic total of the number of cases in the base population which have a CalWORKs RE due but not a CalFresh RE and a customer report was generated for the RE.
CalFresh Only – Customer Reports	A dynamic total of the number of cases in the base population which have a CalFresh RE due but not a CalWORKs RE and a customer report was generated for the RE.
CalWORKs and CalFresh – Customer Reports	A dynamic total of the number of cases in the base population which have a CalFresh RE due and a CalWORKs RE due and a customer report was generated for the REs.
CalWORKs and CalFresh - Mismatching RE Date Total	A dynamic total of the number of cases in the base population which have a CalFresh RE due and a CalWORKs RE due and the two programs' RE Due Months are mismatching.
Totals	A Total row in the CalWORKs/CalFresh summary section which displays the of each individual column. See the mockup for placement.
Medi-Cal - Total	A dynamic total of the number of cases in the base population which have a Medi-Cal RE due.
Medi-Cal – Customer Reports	A dynamic total of the number of cases in the base population which have a Medi-Cal RE due and a customer report was generated for the RE.
Medi-Cal – Mismatching RE Date Total	A dynamic total of the number of cases in the Medi-Cal base population which have an RE Due Month Mismatch indicator set to 'Y'.
Transitional Nutrition Benefit – Total	A dynamic total of the number of cases in the base population which have a Transitional Nutrition Benefit RE due.
Transitional Nutrition Benefit – Customer Reports	A total of the number of cases in the base population which have a Transitional Nutrition Benefit RE due and a customer report was generated for the RE.

6. **CW and CF Details – Case List Tab Mockup**



7. CW and CF Details – Summary Tab Mockup



8. CW and CF Details – Filters

Filter Name	Description
RE Due Month	Restrict the base population based on the **RE Due Month**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **RE Due Months** within the county that are captured by the base population logic. The values are displayed in descending order. Format: MM/YYYY Note ether the CalWORKs or CalFresh RE Due Month needs to match the parameter(s) provided to satisfy the condition.
Department	Restrict the base population based on the program assigned Worker's **Department**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Department** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Department Number] – [Department Name] Note ether the CalWORKs or CalFresh program assigned worker needs to match the parameter(s) provided to satisfy the condition.

Filter Name	Description
Office	Restrict the base population based on the program assigned Worker's **Office**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Offices** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Office Number] – [Office Name] Note ether the CalWORKs or CalFresh program assigned worker needs to match the parameter(s) provided to satisfy the condition.
Unit	Restrict the base population based on the program assigned Worker's **Unit**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Units** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Unit Number] – [Unit Name] Note ether the CalWORKs or CalFresh program assigned worker needs to match the parameter(s) provided to satisfy the condition.

Filter Name	Description
Worker	Restrict the base population based on the program assigned **Worker**'s selected. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Worker Numbers** within the county that are captured by the base population logic. The values are displayed in ascending order. Note ether the CalWORKs or CalFresh program assigned worker needs to match the parameter(s) provided to satisfy the condition.
Mismatching REs	Restrict the base population to those cases which have **mismatching RE Due Months**. **Values:** • Blank (Default) – Will not place any restriction on the data. • Yes – Restricts the data to only those cases which have mismatching redeterminations. • No – Restricts the data to only those cases which do not have mismatching redeterminations.

9. **CW and CF Details - Summary Tab –** Add a 'Summary' tab to the 'CW and CF Details' sheet. The tab will contain the same 'CalWORKs/CalFresh' Summary table found on the 'Summary' sheet.

Field Name	Field Description
CalWORKs Only – Total	A dynamic total of the number of cases in the base population which have a CalWORKs RE due but not a CalFresh RE.
CalFresh Only – Total	A dynamic total of the number of cases in the base population which have a CalFresh RE due but not a CalWORKs RE.
CalWORKs and CalFresh – Total	A dynamic total of the number of cases in the base population which have a CalWORKs RE due and a CalFresh RE due.
CalWORKs Only – Customer Reports	A dynamic total of the number of cases in the base population which have a CalWORKs RE due but not a

	CalFresh RE and a customer report was generated for the RE.
CalFresh Only – Customer Reports	A dynamic total of the number of cases in the base population which have a CalFresh RE due but not a CalWORKs RE and a customer report was generated for the RE.
CalWORKs and CalFresh – Customer Reports	A dynamic total of the number of cases in the base population which have a CalFresh RE due and a CalWORKs RE due and a customer report was generated for the REs.
CalWORKs and CalFresh - Mismatching RE Date Total	A dynamic total of the number of cases in the base population which have a CalFresh RE due and a CalWORKs RE due and the two programs RE Due Months are mismatching.
Totals	A Total row in the CalWORKs/CalFresh summary section which displays the summation of each individual column. See the mockup for placement.

10. **CW and CF Details - Case List Tab –** Add a 'Case List' tab to the 'CW and CF Details' sheet. All the existing columns found on the old 'CW and CF Details' sheet will be brought over defined using the same logic. See Appendix 5.3 for the list of columns and the order they are positioned. The case list is ordered by Case Number ascending by default.
    Note columns which had multi row column headers will be combined with each sub column header to form a single title.

Column Name	Column Description
Case Number	The Case Number column will be updated to be a hyper link which navigates the user to the related Case Summary page. The existing logic which populated the column will remain the same.
RE Due Month Mismatch	Rename the 'RE Due Date Mismatch' column to 'RE Due Month Mismatch'. The logic which populates this filed will remain the same.
CalWORKs Discontinuance Date	Displays the effective date of discontinuance for the CalWORKs program effective during or after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY

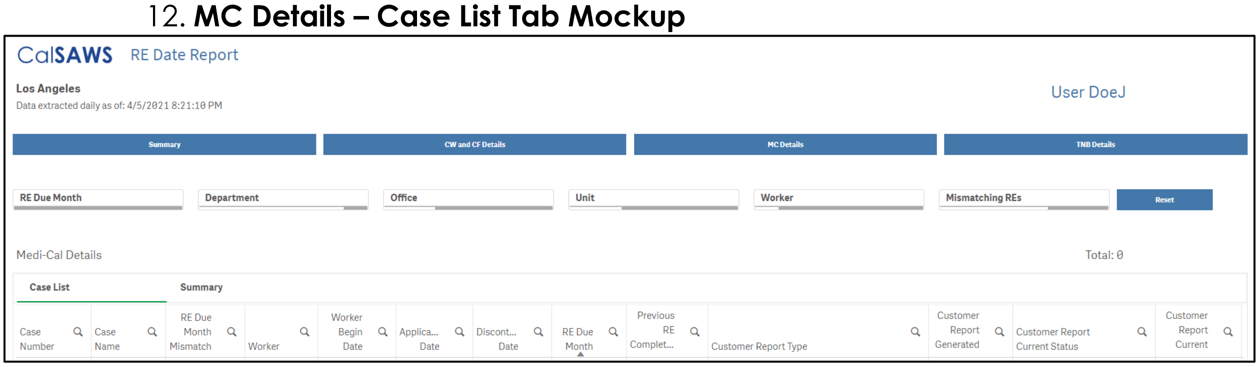
Column Name	Column Description
CalWORKs RE Due Month	Update the column header to 'RE Due Month' previously named 'RE Due Date'. The column displays the redetermination due month for the CalWORKs program. Format: MM/YYYY
CalWORKs Customer Report Type	329 - Displays the latest customer report type generated for the RE. Possible Values: • CW RE Packet • CW/CF RE Packet • SAR 7 • *Blank – The column will be blank if no customer report was generated for the case. *Technical Note: A Customer Report's due date will be in the same month as the RE Due Month.
CalWORKs Customer Report Generated Date	Displays the earliest date the CalWORKs Customer Report was Generated or Sent (Code 258). Format: MM/DD/YYYY The column will be blank if a customer report was not Generated or Sent.
CalWORKs Customer Report Current Status	258 - Displays the current status of the CalWORKs Customer Report. Possible Values: • Generated • Sent • Received • Reviewed- Ready to Run EDBC • Complete- EDBC Accepted • Incomplete • Error • Not Applicable Note this list is not restrictive. If a new status is introduced the report will automatically display the value.
CalWORKs Customer Report Current Status Date	This column will populate with the event date of the CalWORKs customer report's Current Status. Format: MM/DD/YYYY

Column Name	Column Description
CalFresh Discontinuance Date	Displays the effective date of discontinuance for the CalFresh program effective during or after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY
CalFresh RE Due Month	Update the column header to 'RE Due Month' previously named 'RE Due Date'. The column displays the redetermination due month for the CalWORKs program. Format: MM/YYYY
CalFresh Transitional CalFresh	This column populates with a 'Y' if the RE information is associated to a TCF program, otherwise this column will be blank. Technical Note – TCF is identified by looking at the sub program of the CalFresh program.
CalFresh ESAP	Displays the Elderly Simplified Application Project (ESAP) indicator tied to the program status which is effective during the RE Due Month. Possible Values: Y- The household is considered a CalFresh ESAP household During the RE Due Month. blank- The field will be blank if the household is not considered a CalFresh ESAP household during the RE Due Month.
CalFresh Customer Report Type	329 - Displays the latest customer report type generated for the CalFresh RE. Possible Values: • CF RE Packet • CW/CF RE Packet • SAR 7 • *Blank – The column will be blank if no customer report was generated for the case. *Technical Note: A Customer Report's due date will be in the same month as the RE Due Month.
CalFresh Customer Report Generated Date	Displays the earliest date the CalFresh Customer Report was Generated or Sent (Code 258). Format: MM/DD/YYYY The column will be blank if a customer report was not Generated or Sent.

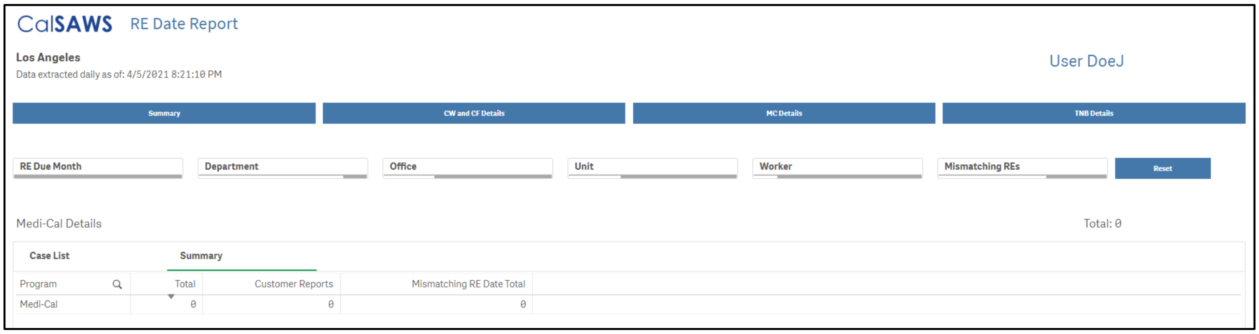
Column Name	Column Description
CalFresh Customer Report Current Status	258 - Displays the current status of the CalFresh Customer Report. Possible Values: • Generated • Sent • Received • Reviewed- Ready to Run EDBC • Complete- EDBC Accepted • Incomplete • Error • Not Applicable Note this list is not restrictive. If a new status is introduced the report will automatically display the value.
CalFresh Customer Report Current Status Date	Displays the event date of the CalFresh customer report's Current Status. Format: MM/DD/YYYY

11. **CW and CF Details – Total**
    Add a dynamic total above the Case List / Summary container. The total represents the number of records selected from the base population. The total should equal the number of records displayed in the Case List tab view.
    Format:
    Total: [Row Count]

12. **MC Details – Case List Tab Mockup**



13. **MC Details – Summary Tab Mockup**



14. **MC Details – Filters**

Filter Name	Description
RE Due Month	Restrict the base population based on the **RE Due Month**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **RE Due Months** within the county that are captured by the base population logic. The values are displayed in descending order. Format: MM/YYYY
Department	Restrict the base population based on the program assigned Worker's **Department**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Department** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Department Number] – [Department Name]

<table>
<tr><th>Filter Name</th><th>Description</th></tr>
<tr><td>Office</td><td>Restrict the base population based on the program assigned Worker’s Office.

Values:
Blank (Default) – Will not place any restriction on the data.
All Offices within the county that are captured by the base population logic. The values are displayed in ascending order.
Format:
[Office Number] – [Office Name]</td></tr>
<tr><td>Unit</td><td>Restrict the base population based on the program assigned Worker’s Unit.

Values:
Blank (Default) – Will not place any restriction on the data.
All Units within the county that are captured by the base population logic. The values are displayed in ascending order.
Format:
[Unit Number] – [Unit Name]</td></tr>
<tr><td>Worker</td><td>Restrict the base population based on the program assigned Worker’s selected.

Values:
Blank (Default) – Will not place any restriction on the data.
All Worker Numbers within the county that are captured by the base population logic. The values are displayed in ascending order.</td></tr>
</table>

Filter Name	Description
Mismatching REs	Restrict the base population to those cases which have the **RE Due Month Mismatch** indicator set to 'Y'. **Values:** • Blank (Default) – Will not place any restriction on the data. • Yes – Restricts the data to only those cases which have mismatching redeterminations. • No – Restricts the data to only those cases which do not have mismatching redeterminations.

15. **MC Details - Summary Tab –** Add a 'Summary' tab to the 'MC Details' sheet. The tab will contain the same 'Medi-Cal' Summary table found on the 'Summary' sheet.

Field Name	Field Description
Medi-Cal - Total	A dynamic total of the number of cases in the base population which have a Medi-Cal RE due.
Medi-Cal – Customer Reports	A dynamic total of the number of cases in the base population which have a Medi-Cal due and a customer report was generated for the RE.
Medi-Cal – Mismatching RE Date Total	A dynamic total of the number of cases in the Medi-Cal base population which have an RE Due Month Mismatch indicator set to 'Y'.

16. **MC Details – Case List Tab -** Add a 'Case List' tab to the 'MC Details' sheet. The existing Case Number, Case Name, Worker, and all the Medi-Cal 1 columns will be brought over. The Medi-Cal 2 columns will be removed. See Appendix 5.4 for the list and positioning of the columns. The case list is ordered by Case Number ascending by default.
Note columns which had multi row column headers will be combined with each sub column header to form a single title.

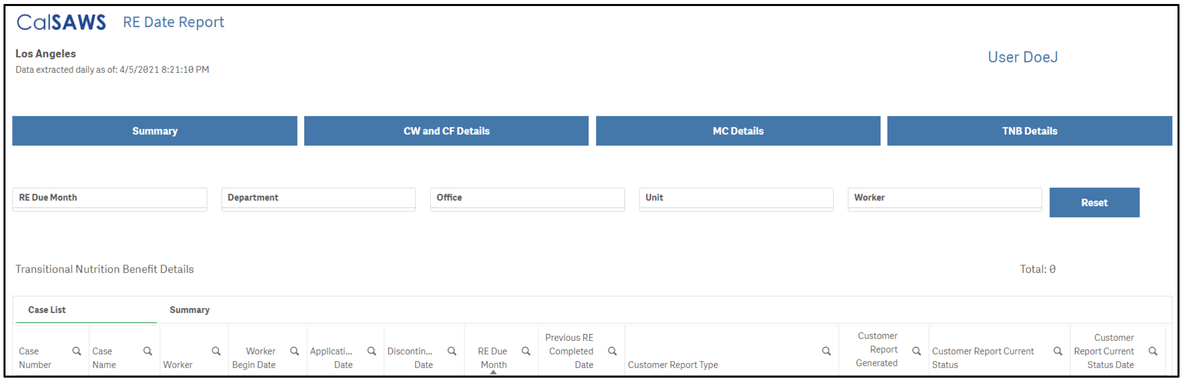
Column Name	Column Description
Case Number	The Case Number column will be updated to be a hyper link which navigates the user to the related Case Summary page. The existing logic which populated the column will remain the same.

Column Name	Column Description
RE Due Month Mismatch	Update the column logic to indicate that a given case has at least two different Medi-Cal REs (separate Medi-Cal blocks) in the base population with mismatching RE Due Months. Possible Values: Y – The case has at least two different Medi-Cal REs in the base population and at least two of the RE Due Months are mismatched. Blank – The column will be blank if the case does not have at least two different Medi-Cal REs in the base population and at least two of the RE Due Months are mismatched.
Discontinuance Date	Displays the effective date of discontinuance for the Medi-Cal program effective during or after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY
RE Due Month	Update the column header to 'RE Due Month' previously named 'RE Due Date'. The column displays the redetermination due month for the Medi-Cal program. Format: MM/YYYY
Customer Report Type	329 - Displays the latest customer report type generated for the Medi-Cal RE. Possible Values: • ABD MC RE Packet • Former Foster Youth Packet • LTC MC RE Packet • MAGI MC Packet • MC 604 IPS Packet • MC RE Packet • Mixed MC RE Packet • MSP Packet • Non-MAGI Screening Packet • Non-MAGI Turning 65 Packet • Pre-ACA MC RE Packet • *Blank – The column will be blank if no customer reports were generated for the case. *Technical Note: A Customer Report's due date will be in the same month as the RE Due Month.

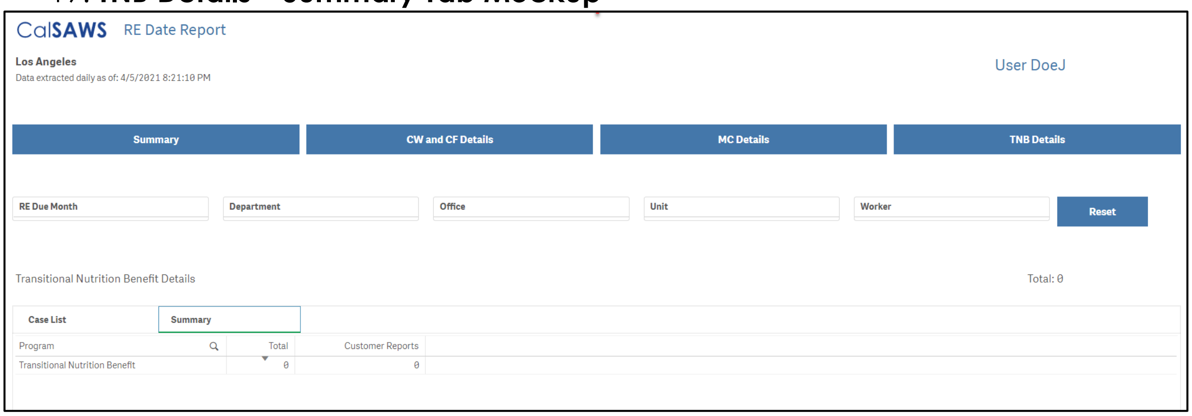
Column Name	Column Description
Customer Report Generated Date	Displays the earliest date the Medi-Cal Customer Report was Generated or Sent (Code 258). Format: MM/DD/YYYY The column will be blank if a customer report was not Generated or Sent.
Customer Report Current Status	258 - Displays the current status of the Medi-Cal Customer Report. Possible Values: • Generated • Sent • Received • Reviewed- Ready to Run EDBC • Complete- EDBC Accepted • Incomplete • Error • Not Applicable Note this list is not restrictive. If a new status is introduced the report will automatically display the value.
Customer Report Current Status Date	This column will populate with the event date of the Medi-Cal customer report's Current Status. Format: MM/DD/YYYY

17. **MC Details - Total**
    Add a dynamic total above the Case List / Summary container. The total represents the number of records selected from the base population. The total should equal the number of records displayed in the Case List tab view.
    Format:
    Total: [Row Count]

18. **TNB Details - Case List Tab Mockup**



19. **TNB Details – Summary Tab Mockup**



20. **TNB Details – Filters**

Filter Name	Description
RE Due Month	Restrict the base population based on the **RE Due Month**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **RE Due Months** within the county that are captured by the base population logic. The values are displayed in descending order. Format: MM/YYYY

Filter Name	Description
Department	Restrict the base population based on the program assigned Worker's **Department**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Department** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [**Department** Number] – [Department Name]
Office	Restrict the base population based on the program assigned Worker's **Office**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Offices** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Office Number] – [Office Name]
Unit	Restrict the base population based on the program assigned Worker's **Unit**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Units** within the county that are captured by the base population logic. The values are displayed in ascending order. Format: [Unit Number] – [Unit Name]

Filter Name	Description
Worker	Restrict the base population based on the program assigned **Worker**'s selected. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Worker Numbers** within the county that are captured by the base population logic. The values are displayed in ascending order.

21. **TNB Details – Summary Tab -** Add a 'Summary' tab to the 'TNB Details' sheet. The tab will contain the same 'Transitional Nutrition Benefit' Summary table found on the 'Summary' sheet.

Field Name	Field Description
Transitional Nutrition Benefit Total	A dynamic total of the number of cases in the base population which have a Transitional Nutrition Benefit RE due.
Transitional Nutrition Benefit Customer Reports	A dynamic total of the number of cases in the base population which have a Transitional Nutrition Benefit RE due and a customer report was generated for the RE.

22. **TNB Details – Case List Tab –** Add a 'Case List' tab to the 'TNB Details' sheet. The columns will be ordered from left to right as listed in the table.

Column Name	Column Description
Case Number	Displays the case number on the case.
Case Name	Displays the case name on the case.
Worker	Displays the latest known program assigned worker.
Worker Begin Date	Displays the begin date the program assigned worker. Format: MM/DD/YYYY

Column Name	Column Description
Application Date	Displays the application date of the latest program application associated to the Transitional Nutrition Benefit program. Format: MM/DD/YYYY
Discontinuance Date	Displays the effective date of discontinuance for the Transitional Nutrition Benefit program effective during or after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY
RE Due Month	The column displays the redetermination due month for the Transitional Nutrition Benefit program. Format: MM/YYYY
Customer Report Type	329 - Displays the latest customer report type generated for the Transitional Nutrition Benefit RE. Possible Values: • TNB 4 RE Packet • *Blank – The column will be blank if no customer reports were generated for the case. *Technical Note: A Customer Report's due date will be in the same month as the RE Due Month.
Customer Report Generated Date	Displays the earliest date the Nutrition Benefit Customer Report was Generated or Sent (Code 258). Format: MM/DD/YYYY The column will be blank if a customer report was not Generated or Sent.

Column Name	Column Description
Customer Report Current Status	258 - Displays the current status of the Transitional Nutrition Benefit Customer Report. Possible Values: • Generated • Sent • Received • Reviewed- Ready to Run EDBC • Complete- EDBC Accepted • Incomplete • Error • Not Applicable Note this list is not restrictive. If a new status is introduced the report will automatically display the value.
Customer Report Current Status Date	This column will populate with the event date of the Transitional Nutrition Benefit customer report's Current Status. Format: MM/DD/YYYY

23. **TNB Details – Total**
    Add a dynamic total above the Case List / Summary container. The total represents the number of records selected from the base population. The total should equal the number of records displayed in the Case List tab view.
    Format:
    Total: [Row Count]

2.1.4 Report Location

Global: Reports

Local: On Request

Task: Case Activity

2.1.5 Counties Impacted

All CalSAWS' counties will be impacted by the changes outlined in this section.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	Sample of CF/CW Case List Export Data	Case List Export Data Sample.xlsx
2	Reports	Sample of MC Case List Export Data	MC Case List Export Sample.xlsx
3	Reports	Sample of NB Case List Export Data	NB Case List Export Sample.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.13.4.7	"The LRS shall provide reports on Redeterminations and Recertifications for specified months, with information for COUNTY-specified Users that includes: a. Redeterminations and Recertifications that are due; b. Redeterminations and Recertifications that have been completed; c. Redeterminations and Recertifications that are incomplete, with a detail listing available; d. Summaries available to supervisors of one or all workers in a unit, for Redeterminations and Recertifications; and e. Summaries available to managers, in a view similar to that for supervisors, of one or all units in a section or office, for Redeterminations and Recertifications."	The RE Date Report parameter page and report logic will be modified to include additional information.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	CONTRACTOR ASSUMPTIONS	How Requirement Met
1631	The CONTRACTOR shall set aside an allowance of nine thousand hours (9,000) to create new reports or update existing reports as part of Migration for the 58 Counties. These reports will be defined during the migration design effort. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As requirements for the new reports are identified, they will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	- Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. - For the revised or new reporting requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	The RE Date Report, parameter page, and report logic will be modified to include additional information.

5 APPENDIX

5.1 Examples of CalWORKs and CalFresh Base Population

Example 1 – The RE Date Report is generated for the RE Due Months of 02/2021.

Case: A000001

Program CalWORKs

RE Due Month: 02/2021

Current Program Status: Active

Current Program Status Date: 01/01/2021

Program CalFresh

RE Due Month: 06/2021

Current Program Status: Active

Current Program Status Date: 05/01/2021

Case Number	RE Due Month Mismatch	CalWORKs Date of Disc.	CalWORKs RE Due Month	CalFresh Date of Disc.	CalFresh RE Due Month
A000001	Y		02/2021		06/2021

*Note Only columns pertinent to the example are displayed.

Case A000001 appears as a single record due to one of two RE Due Months being equal to the RE Due Month parameter.

Example 2 – The RE Date Report is generated for the RE Due Months of 02/2021. The case only has an associated CalWORKs program.

Case: A000001

Program CalWORKs

RE Due Month: 02/2021

Current Program Status: Active

Current Program Status Date: 01/01/2021

Case Number	RE Due Month Mismatch	CalWORKs Date of Disc.	CalWORKs RE Due Month	Cal Fresh Date of Disc.	CalFresh RE Due Month
A000001			02/2021		

*Note Only columns pertinent to the example are displayed.

Example 3 – The RE Date Report is generated for the RE Due Months of 06/2021. The case only has an associated CalFresh program.

Case: A000001

Program CalFresh

RE Due Month: 06/2021

Current Program Status: Active

Current Program Status Date: 05/01/2021

Case Number	RE Due Month Mismatch	CalWORKs Date of Disc.	CalWORKs RE Due Month	CalFresh Date of Disc.	CalFresh RE Due Month
A000001					06/2021

5.2 Examples of CalWORKs and CalFresh Base Population to Exclude

Example 1 – The program was discontinued for CalFresh over 30 days. The report Is generated 04/01/2021. The report is generated for the RE Due Month of 02/2021

Case: A000001

Program CalWORKs

RE Due Month: 02/2021

Current Program Status: Active

Current Program Status Date: 03/01/2021

Program CalFresh

RE Due Month: 02/2021

Current Program Status: Discontinued

Current Program Status Date: 03/01/2021

Case Number	RE Due Month Mismatch	CalWORKs Date of Disc.	CalWORKs RE Due Month	CalFresh Date of Disc.	CalFresh RE Due Month
A000001	Y		02/2021		

Only the CalWORKs RE portion of the case will populated since the CalFresh exceeds the 30-day discontinuance limit from when the report was generated.

5.3 CW and CF Details Case List Column Position

1. Case Number

2. Case Name
3. RE Due Month Mismatch
4. CalWORKs Worker
5. CalWORKs Worker Begin Date
6. CalWORKs Application Date
7. CalWORKs Discontinuance Date
8. CalWORKs RE Due Month
9. CalWORKs Previous RE Completed Date
10. CalWORKs Customer Report Type
11. CalWORKs Customer Report Generated Date
12. CalWORKs Customer Report Current Status
13. CalWORKs Customer Report Current Status Date
14. CalFresh Worker
15. CalFresh Worker Begin Date
16. CalFresh Application Date
17. CalFresh Discontinuance Date
18. CalFresh RE Due Month
19. CalFresh Previous RE Completed Date
20. CalFresh Transitional CalFresh
21. CalFresh ESAP
22. CalFresh Customer Report Type
23. CalFresh Customer Report Generated Date
24. CalFresh Customer Report Current Status
25. CalFresh Customer Report Current Status Date

5.4 MC Details Case List Column Position

1. Case Number
2. Case Name
3. RE Due Month Mismatch
4. Worker
5. Worker Begin Date
6. Application Date
7. Discontinuance Date
8. RE Due Month
9. Previous RE Completed Date
10. Customer Report Type
11. Customer Report Generated Date
12. Customer Report Current Status
13. Customer Report Current Status Date

5.5 Examples of Medi-Cal Base Population

Example 1 – The RE Date Report is generated for the RE Due Month of 02/2021.

Case: A000001

Program Medi-Cal

RE Due Month: 02/2021

Current Program Status: Active

Current Program Status Date: 01/01/2021

Program Medi-Cal (Second MC Block)

RE Due Month: 06/2021

Current Program Status: Active

Current Program Status Date: 05/01/2021

Case Number	Date of Disc.	RE Due Month
A000001		02/2021

*Note Only columns pertinent to the example are displayed.

Case A000001 appears once as single record due to one of two Medi-Cal programs having an RE Due Month equal to the RE Due Month parameter.

Example 2 – The RE Date Report is generated for the RE Due Months of 02/2021; 03/2021; 04/2021; 05/2021; 06/2021.

Case: A000001

Program Medi-Cal

RE Due Month: 02/2021

Current Program Status: Active

Current Program Status Date: 01/01/2021

Program Medi-Cal (Separate MC Block)

RE Due Month: 06/2021

Current Program Status: Active

Current Program Status Date: 05/01/2021

Case Number	Date of Disc.	RE Due Month
A000001		02/2021
A000001		06/2021

*Note Only columns pertinent to the example are displayed.

Case A000001 appears twice, once for each Medi-Cal program block that has a redetermination coming due.

5.6 Examples of Medi-Cal Base Population to Exclude

Example 1 – The program was discontinued for Medi-Cal over 90 days. The report Is generated 06/20/2021. The report is generated for the RE Due Months of 01/2021; 02/2021; 03/2021; 04/2021.

Case: A000001

Program Medi-Cal

RE Due Month: 04/2021

Current Program Status: Active

Current Program Status Date: 03/01/2021

Program Medi-Cal

RE Due Month: 01/2021

Current Program Status: Discontinued

Current Program Status Date: 02/01/2021

Case Number	Date of Disc.	RE Due Month
A000001		04/2021

Only one Medi-Cal RE will be reported since the second Medi-Cal program exceeds the 90-day discontinuance limit from when the report was generated.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-225045

Update CalSAWS Project Staff Profiles in Production

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Franchine Ninh
	Reviewed By	Matthew Lower

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
4/12/2021	1.0	Initial Document	Franchine Ninh

Table of Contents

1 OVERVIEW

Project Staff are users who maintain the CalSAWS system. They can view/edit specific project level pages and have specialized functionality in the system including access to view all county information. These users have a county code designation of 90. Project Staff differs from County Staff because they are responsible for keeping the CalSAWS system maintained for multiple counties.

1.1 Current Design

Currently, when a Project Staff user is added through the Staff Detail page, the user information is stored in the Active Directory. They are assigned County Code 19, which means that Project Staff cannot view case data in production for counties outside of county 19. Project Staff are not using project-maintained security roles, but instead they are using Los Angeles county security roles. This results in their security profiles not being updated with the release and they are not able to utilize the current role updates to the system. They can have their security changed through the front end and can be assigned cases or tasks by workers. Unfortunately, Project Staff are visible in Staff searches and there is no clear way to differentiate them from County Staff. This creates issues with security assignment.

A Universal User (County 90 Staff users) is a project or consortium staff who will have access to the system in the context of any county in the CalSAWS system. A Universal User is determined by the staff having a county code of 90. This functionality is currently in the system but is not utilized as there are no county 90 Staff.

1.2 Requests

Update the application to facilitate the adding and maintenance of Project Staff through the front end. Change the Project Staff county declaration to be non-county specific.

1.3 Overview of Recommendations

1. Relabel 'Oversight Agency Staff Search' and 'Oversight Agency Staff Detail' pages to 'Non-County Staff Search' and 'Non-County Staff Detail'.
2. Update Non-County Staff Search and Non-County Staff Detail pages to maintain new and existing Project Staff.
3. Update Project Staff with the 'View Only - LAC' role to use the system-maintained security role of 'View Only'.
4. Create for the CalSAWS Project an Office, Units and Positions to assign Project Staff to.
5. Implement a data change to convert all existing Project Staff to have a county code of 90.

1.4 Assumptions

1. Fields not modified within the description of changes will retain their current functionality.

2 RECOMMENDATIONS

2.1 Non-County Staff Search (Previously Oversight Agency Staff Search)

2.1.1 Overview

The Non-County Staff Search page allows a user to search for a Non-County Staff profiles. Update this page to search for Project Staff users.

2.1.2 Non-County Staff Search Mockup

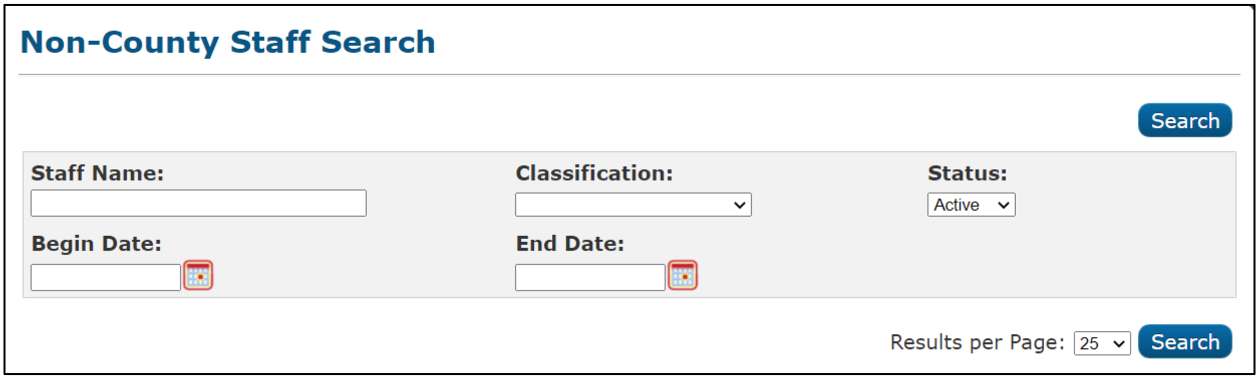


Figure 2.1.2.1 – Non-County Staff Search Mockup

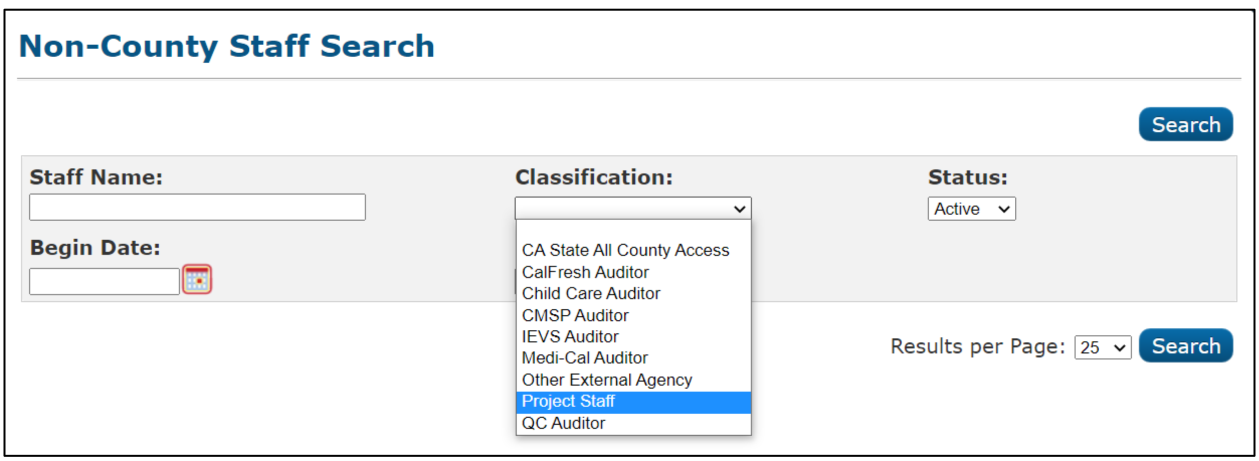


Figure 2.1.2.2 – Non-County Staff Search Classification Field Mockup

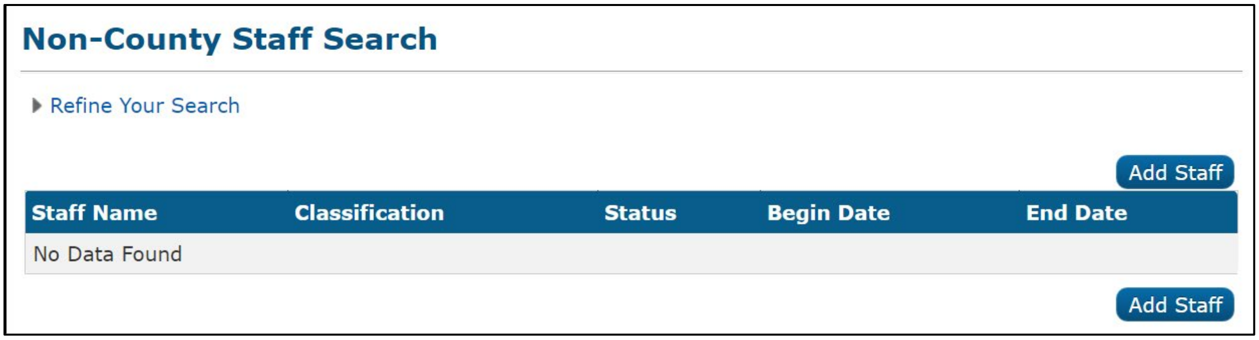


Figure 2.1.2.3 – Non-County Staff Search Results - No Data Found Mockup

2.1.3 Description of Changes

1. Update the name of the 'Oversight Agency Staff Search' page to be 'Non-County Staff Search'
2. Classification – This field denotes the title of the Non-County Staff user. Update this list to be alphabetical. Add the following in of the existing list:
    a. Project Staff
        i. Only Universal Users will be able to view this option.
3. Search button – This existing button initiates a search to identify Non-County Staff who meet the filter criteria. If the Classification field is set to "Project Staff" and other necessary search fields are properly provided, then users that are classified as Project Staff will be displayed in the results table. Additionally, if no value is set in the Classification field and the user is a Universal User, the Project Staff will also be displayed if the remaining filters would not filter them out.

2.1.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: Non-County Staff Search (Previously Oversight Agency Staff Search)**

2.1.5 Security Updates

1. Security Rights – Relabel the current security rights to the following.

Note: Only the right and group names are changing, not the association to the existing groups.

Security Right	Right Description	Right to Group Mapping
NonCountyStaffSearchView (Previously OversightAgencyStaffSearchView)	Update the current Right Description to the following: View the Non-County Staff Search page.	Non-County Staff Access (Previously Oversight Agency Staff Access), Non-County Staff Search Edit (Previously Oversight Agency Staff Search Edit), Non-County Staff Search View (Previously Oversight Agency Staff Search View)
NonCountyStaffSearchEdit (Previously OversightAgencyStaffSearchEdit)	Update the current Right Description to the following: View the Non-County Staff Search page with Add and Edit Staff capabilities. LRS Technical Analysts only.	Non-County Staff Search Edit (Previously Oversight Agency Staff Search Edit)

2. Security Groups - Relabel the current security groups to the following.

Note: Only the group names are changing, not the association to the existing roles.

Security Group	Group Description	Group to Role Mapping
Non-County Staff Access (Previously	Update the current Group Description to the following:	System Administrator, View Only

Security Group	Group Description	Group to Role Mapping
Oversight Agency Staff Access)	Activate or Deactivate Non-County accounts on the Non-County Staff Detail page.	
Non-County Staff Search Edit (Previously Oversight Agency Staff Search Edit)	Update the current Group Description to the following: View the Non-County Staff Search page with Add and Edit Staff capabilities. LRS Technical Analysts only.	System Administrator
Non-County Staff Search View (Previously Oversight Agency Staff Search View)	Update the current Group Description to the following: View the Non-County Staff Search page.	System Administrator, View Only

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Non-County Staff Detail (Previously Oversight Agency Staff Detail)

2.2.1 Overview

The Non-County Staff Detail page allows the user to view or modify Non-County Staff profiles. Update this page to support the creation and maintenance of Project Staff.

2.2.2 Non-County Staff Detail Mockup

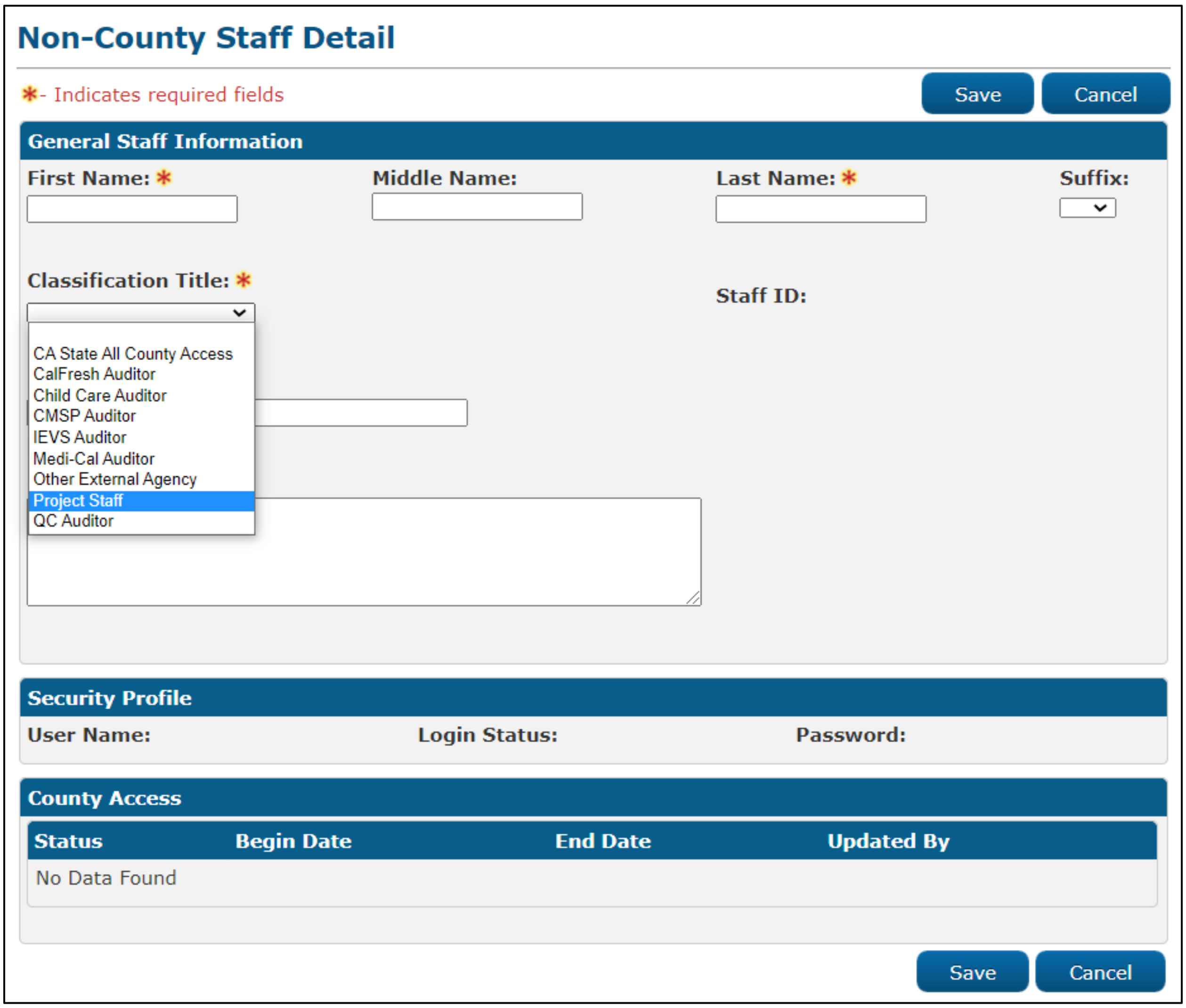


Figure 2.2.2.1 – Non-County Staff Detail Project Staff Classification Title Edit Mode Mockup

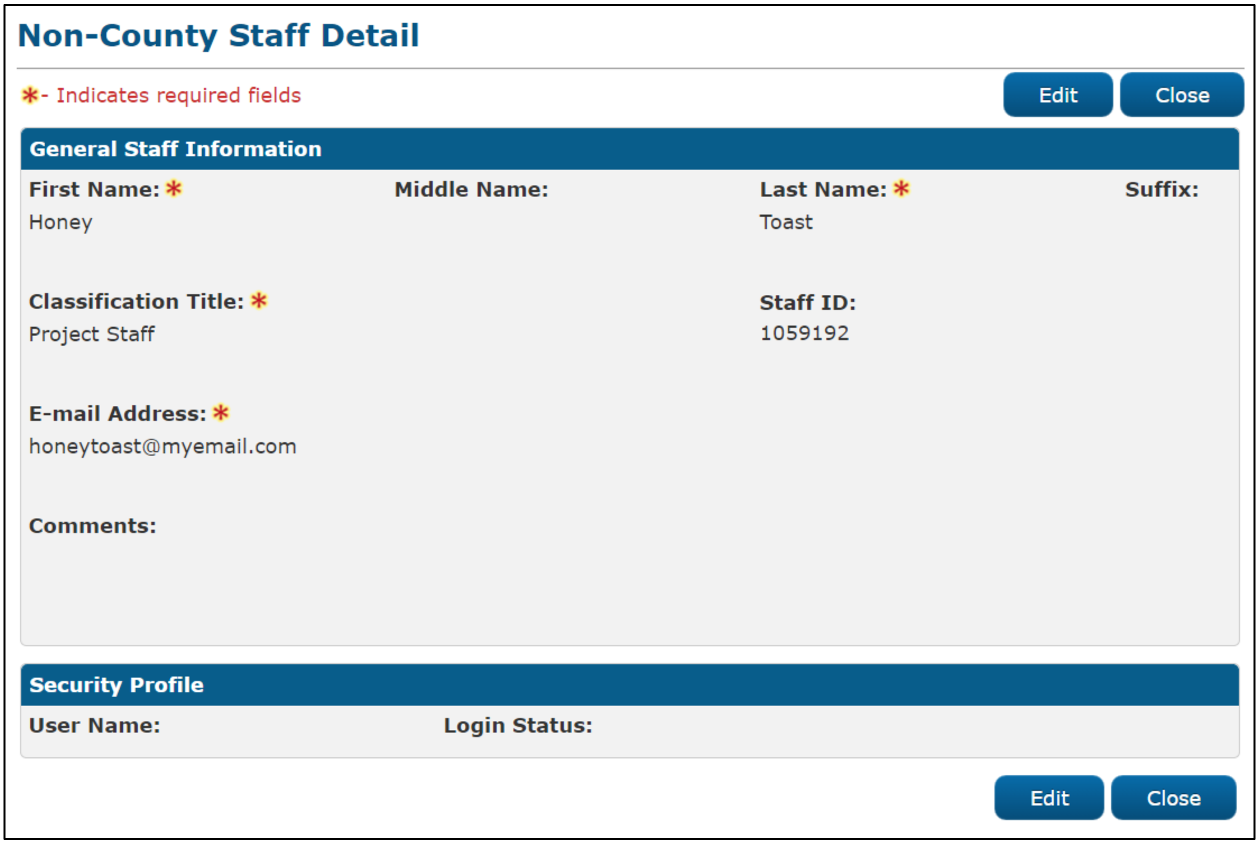


Figure 2.2.2.2 – Non-County Staff Detail Project Staff View Mode Mockup

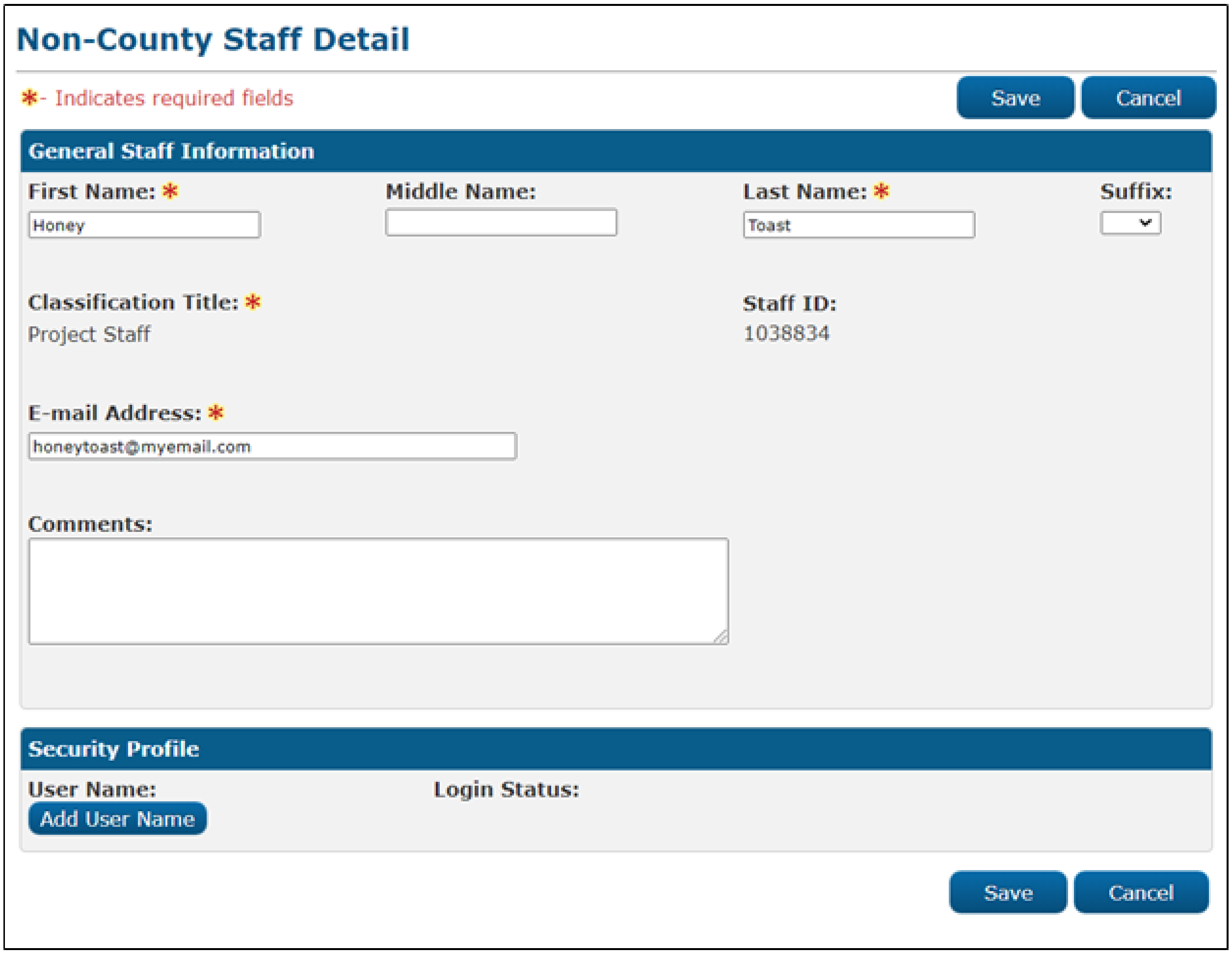


Figure 2.2.2.3 – Non-County Staff Detail Project Staff Edit Mode Mockup

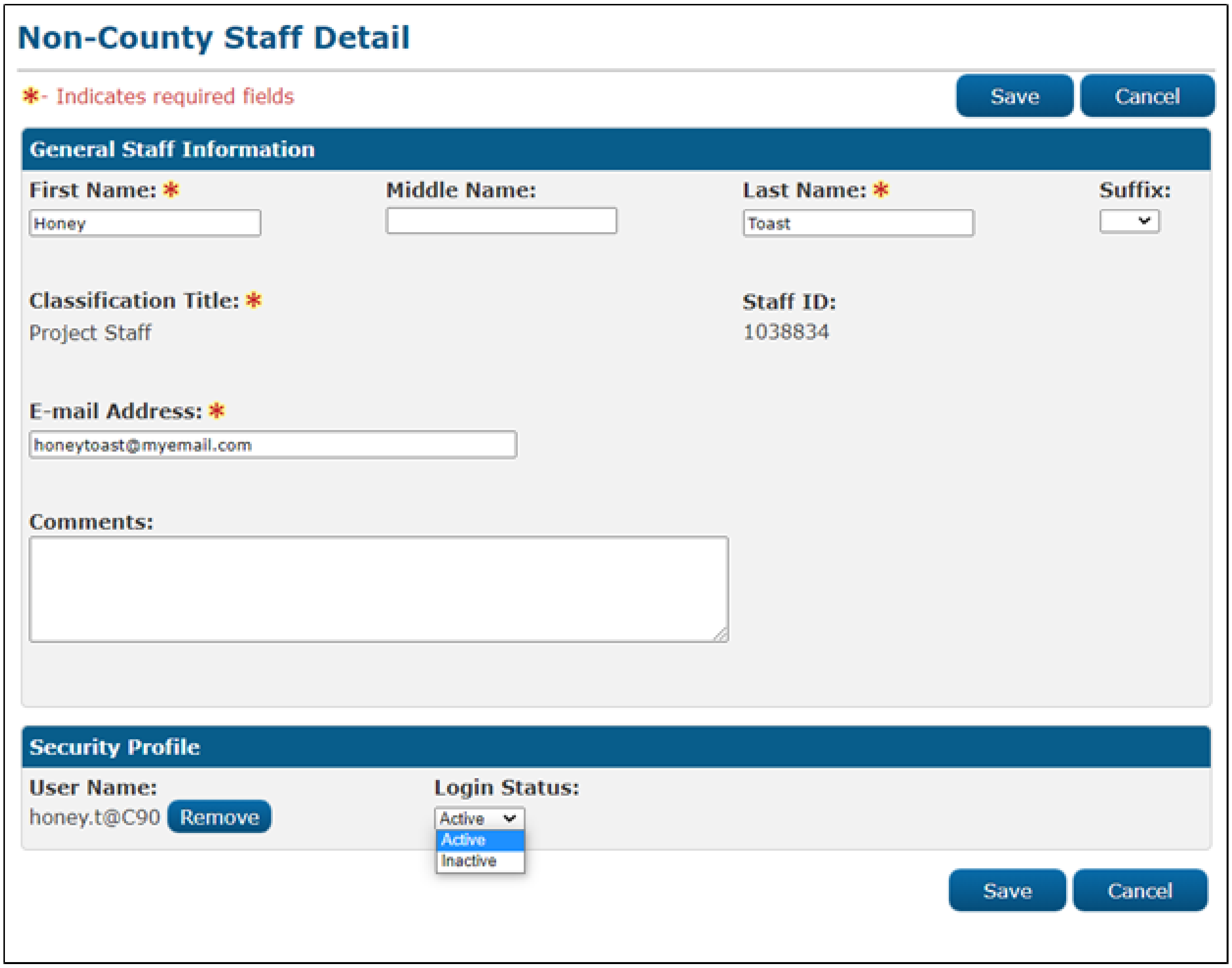


Figure 2.2.2.4 – Non-County Staff Detail Project Staff Edit Mode with User Name Mockup

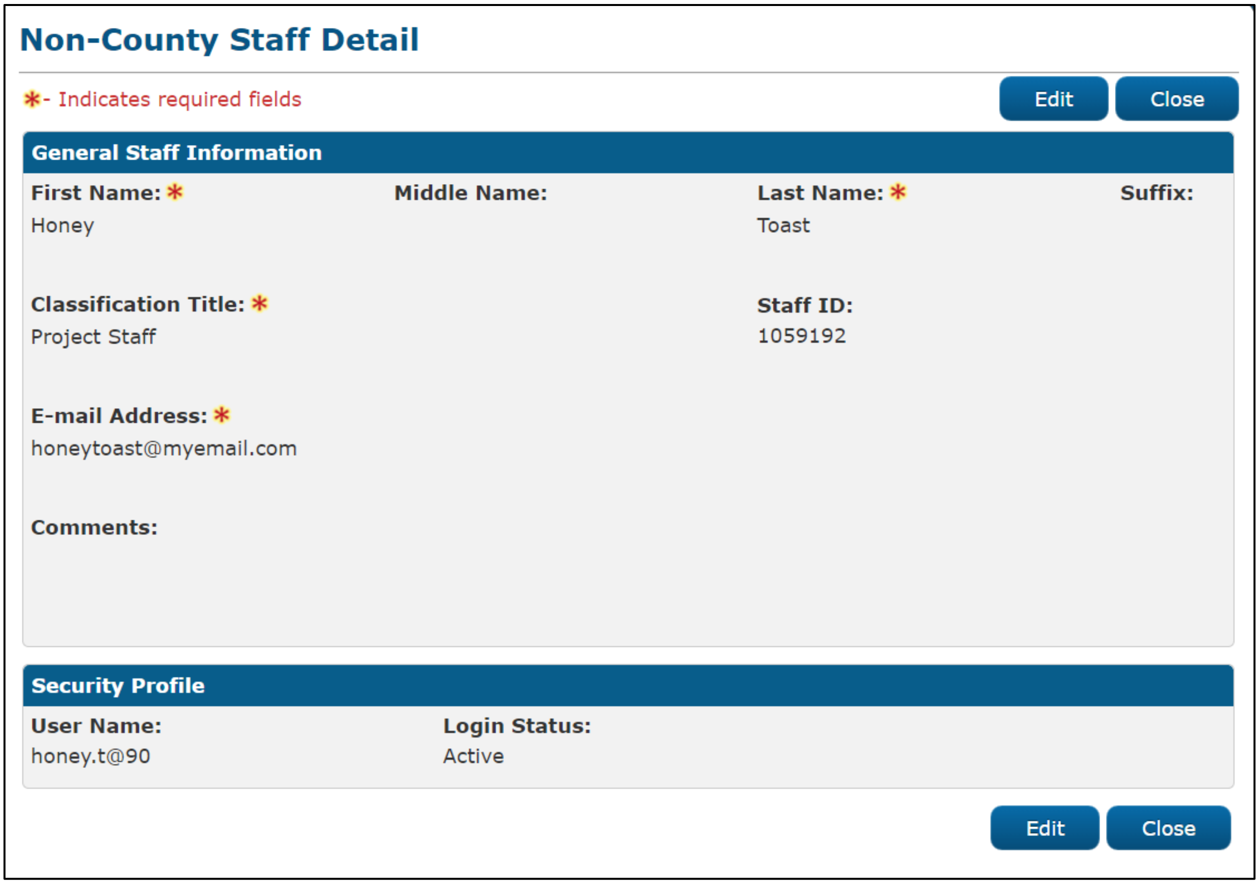


Figure 2.2.2.5 – Non-County Staff Detail View Mode with User Name Mockup

2.2.2.1 Description of Changes

1. Update the name of the 'Oversight Agency Staff Detail' page name to 'Non-County Staff Detail'.
2. Classification Title dropdown – Update the existing list to be alphabetical. Add 'Project Staff' type as an option to the existing list. Only Universal Users will be able to view this option. When this option is selected or if the users was created with this Classification, the County Access section and the Password field will not display. Additionally, the following buttons will not display:
   a. Activate
   b. Activate All
   c. Deactivate
   d. Deactivate All
3. User Name – When the Classification is 'Project Staff', this field will display the User name that was linked through the Active Directory Search page or it will display the Add User Name button if no user has been linked.

4. Add User Name button – This button will navigate the user to the Active Directory Search page for the user to link Project User to the Non-County Staff record. This button will only be available in Edit mode.
5. Remove button – This button will allow for the removal of the associated user. When pressed the User Name field will replace the user's name and replace it with the Add User Name button. This will allow for searching for another user to associate to the Non-County Staff record. This button will also remove the dropdown from the Login Status field. This button will only be available in Edit mode.
   Note: If another user is linked to the page via the Active Directory Search page, then the new User Name will appear in the User Name field and the Login Status dropdown will be available again with Active selected.
6. Login Status – If the Classification is set to 'Project Staff', update this field to have a dropdown menu in the Edit mode of this page if a user was linked to the record. Below are the options for the dropdown.
   a. Active
   b. Inactive
7. Save button – If the Classification option selected is 'Project Staff' and a user has been linked to the record, do the following:
   a. If the Login Status has been changed from 'Inactive' to 'Active', Assign the Non-County Staff to an available Project Position (These are Positions created in the Project Staff Data Change section) effective the system date.
      i. If there are no available Project Positions, display the following validation message: "Login Status – There are no open positions in the CalSAWS Project Office".
      ii. Only Project Positions without a Project Staff assigned as of system date will be available.
      iii. If the begin date of a new assignment is the same as the end date of a user's old assignment, then update the end date to the day before the original date.
   b. If the Login Status has been changed from 'Active' to 'Inactive', end the position assignment for the Non-County Staff effective the system date.
   c. If the User was removed from the record via the Remove button, end the position assignment for the Non-County Staff effective the system date. If the User was replaced with a new user, this will not occur.
   d. If the Classification Title is set to Project Staff, update the button to assign the Project Staff an Office, an open unit, and a unique county 90 position within that unit. Set their County Code to 90, Permission Code to 'BA', and assign the system maintained 'View Only' role to them.

2.2.2.2 Page Location

- **Global: Admin Tools**
- **Local: Admin**

- **Task: Oversight Agency Staff**

2.2.2.3 Security Updates

1. Security Rights - Relabel the current security rights to the following.
   Note: Only the right and group names are changing, not the association to the existing groups

Security Right	Right Description	Right to Group Mapping
NonCountyStaffAccess (Previously OversightAgencyStaffAccess)	Update the current Right Description to the following: Activate or Deactivate Non-County accounts on the Non-County Staff Detail page.	Non-County Staff Access (Previously Oversight Agency Staff Access)
NonCountyStaffDetailEdit (Previously OversightAgencyStaffDetailEdit)	Update the current Right Description to the following: View and Edit the Non-County Staff Detail page. LRS Technical Analysts only.	Non-County Staff Detail Edit (Previously Oversight Agency Staff Detail Edit)
NonCountyStaffDetailView (Previously OversightAgencyStaffDetailView)	Update the current Right Description to the following: View the Non-County Staff Detail page.	Non-County Staff Access (Previously Oversight Agency Staff Access), Non-County Staff Detail Edit (Previously Oversight Agency Staff Detail Edit), Non-County Staff Detail View (Previously Oversight Agency Staff Detail View)

2. Security Groups - Relabel the current security groups to the following
Note: Only the group names are changing, not the association to the existing roles

Security Group	Group Description	Group to Role Mapping
Non-County Staff Access (Previously Oversight Agency Staff Access)	Update the current Group Description to the following: Activate or Deactivate Non-County accounts on the Non-County Staff Detail page.	System Administrator, View Only
Non-County Staff Detail Edit (Previously Oversight Agency Staff Detail Edit)	Update the current Group Description to the following: View and Edit the Non-County Staff Detail page. LRS Technical Analysts only.	System Administrator
Non-County Staff Detail View (Previously Oversight Agency Staff Detail View)	Update the current Group Description to the following: View the Non-County Staff Detail page.	System Administrator, View Only

2.2.3 Page Mapping

N/A

2.2.4 Page Usage/Data Volume Impacts

N/A

2.3 Active Directory Search

2.3.1 Overview

This page allows the user to search for an Active Directory ID either by name or login. Update this page to search only in the CalSAWS Active Directory if a user is coming from the Non-County Staff Detail page.

2.3.2 Active Directory Search Mockup

Figure 2.3.2.1 – Active Directory Search Positions Validation Message Mockup

2.3.3 Description of Change

1. Search button – When navigating from the Non-County Staff Detail page, only perform the search in the CalSAWS Active Directory.
2. Select button – When navigating from the Non-County Staff Detail page, link the user to the Non-County Staff record and set the user to Active. Assign an open project position (as outlined in the Data Change section) to the Staff record that this user is being linked to. Once linked, the user is navigated back to the Non-County Staff Detail page. If there are no opened positions in the CalSAWS Project Office display the following validation message.
    a. "Login – [Login] cannot be added. There are no open positions in the CalSAWS Project Office."

2.4 Project Staff Data Change

2.4.1 Overview

The Project Staff Data Change is to update Project Staff to have a County Code of '90' indicating they are not county workers. In addition, the creation of project specific data elements will occur to support existing and future project staff.

2.4.2 Description of Change

1. Create the CalSAWS Project Office for county 90 with the following parameters:
   a. Name – CalSAWS Project Office
   b. Office Type – Main
   c. Address (Mailing and Physical) – 123 Main St, Norwalk, CA 90650
   d. Address Effective Date – 01/01/1999 (End Date = High Date)
   e. Phone Type - Main
   f. Phone Number – 9168513333
   g. Begin Date – 01/01/1999
2. Create three Project Units for county 90 with the following parameters:
   a. Unit ID – 00, 01, 02
      Technical Note: This maps to UNIT_NUM_IDENTIF.
   b. Unit Name – CalSAWS Project Unit
   c. Unit Type – Administrative Support
   d. Unit Department – Administrative Services
      Technical Note: Division Code – AS
   e. Begin Date – 01/01/1999
3. Create 3888 Project Positions for county 90 with the following parameters:
   a. Position Number – These will be two-digit alpha-numeric values from '00' to 'ZZ' with all possible combinations of letters and numbers
   b. Unit ID – 00, 01, 02

      Note: There will be a total of 1296 for each of the units listed as that is the maximum combination of two-digit alpha-numeric values that are outlined in the Position Number description.

   c. County Code – 90
   d. Office – CalSAWS Project Office

e. Position Status - Active
f. Phone Type - Main
g. Phone Number - 9168513333

Note: The creation of the Positions will generate the Worker ID.

4. Update the existing Project Staff to have the following parameters:
    a. County Code – 90
    b. Permission Code – BA (This will prevent Project Staff from returning in Staff Search results)
    c. Classification Code – Project Staff
5. For each Project Staff do the following:
    a. Replace the existing position assignment for the Project Staff with one of the newly created positions.
    Technical Note: Update POS_ID in the Staff Assignment table.
    b. If the Project Staff is assigned the 'View Only – LAC' security role, replace it with the system managed 'View Only' security role.
6. Update the Project Staff Creation Script, which is used in the test environments, to account for the project staff being assigned to county 90.

2.4.3 Estimated Number of Records Impacted/Performance

5000 records

2.5 [Automated Regression Test]

2.5.1 Overview

[Provide an overview of the automated regression test that needs to be updated.]

2.5.2 Description of Change

1. [Provide a detailed description of what needs to be updated in the automated regression test.]
    a. Sub point (if needed)
        i. additional sub point (if needed)
            1. Additional sub point (if needed)
2. Next Change (if needed)

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.9.2.1	The LRS shall maintain organization and staffing structures, including back-ups, for hierarchical approval of authorizations.	Functionality will be implemented to facilitate the administration of project staff using the existing CalSAWS framework. This will be modified to support the creation and management of those who are non-county users by utilizing the Non-County Search and Non-County Detail page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-226042

CalSAWS Imaging Solution: ICT updates to ICT process

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Dana Petersen
	Reviewed By	Long Nguyen, Michael Wu, Alexia England, Balakumar Murthy, Sang Yoon, Supritha Sundaram, Shilpa Suddavanda, and Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/22/2021	1	Initial Revision	Dana Petersen

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1 OVERVIEW

Update the CalSAWS eICT Imaging pages and batch jobs for compatibility between C-IV Migration/ LRS Legacy documents, and their respective Imaging Solutions.

1.1 Current Design

1) With the implementation of SCR CA-214039, ICT pages and Batch jobs that interact with the Imaging Systems (EDMS in LA County, Hyland for Migration Counties) determines the system from which to get/display images based on the context of the County of the user. The ICT Document List page displays images sent and received via the eICT process and/or via the subsequent ICT Image Request process. In CalSAWS, the page has been configured to display images from the LA County File Server (located on an Amazon S3 bucket) or from the CalSAWS Imaging Solution (Hyland), depending on if the user is within the context of LA County or a Migration County, respectively. This configuration does not currently account for Migrated C-IV ICT's in which the associated images have not yet been moved from Alfresco to Perceptive in C-IV prior to Migration. These images will reside in the CalSAWS S3 Bucket instead of the Hyland External Staging Drawer.
2) Similarly, when an ICT is linked to a CalSAWS Case, an automated batch job will detect that the ICT has been linked to a case, and depending on the ICT receiving County, will copy the images from the appropriate external image storage location and move them into the appropriate Imaging Solution.
3) C-IV currently houses unlinked ICT images in the Alfresco file server. These images are viewable on the ICT Document List Page. Once the ICT is linked to a Case in C-IV, these images are moved into the C-IV Imaging System during batch.
4) As part of CA-214039, the ICT Document List page and the ICT Document Detail page currently is only pulling information from DOC_TEMPL_IMG table. For this reason, images/documents that are not Imaging Exclusive are not being referenced. Secondly, the PB00C101 cyclic job is only referencing the DOC_TEMPL_IMG table as well.

1.2 Requests

1) Configure the ICT Document List page and automated ICT Image Batch Jobs to continue to display ICT Images and metadata for Legacy/migrated ICT records.
2) Update the ICT Document List page, ICT Document Detail page and the PB00C101 cyclic job to pull/check information from both the DOC_TEMPL and DOC_TEMPL_IMG table.

1.3 Overview of Recommendations

1. Update the ICT Document List page to display metadata and retrieve documents from the Amazon S3 Bucket for legacy and migration ICT records

2. Update the Hyland ICT Image Copy Cyclic Batch Job to search S3 for legacy/migration documents
3. Update the ICT Document List page and ICT Document Detail page to pull/reference information from both the DOC_TEMPL and DOC_TEMPL_IMG table.
4. Update the PB00C101 cyclic job to check both the DOC_TEMPL and DOC_TEMPL_IMG table.

1.4 Assumptions

1. SCR CA-225513 will migrate ICT-related images from the C-IV Alfresco location to the CalSAWS S3 bucket. This SCR will allow for these migrated records to continue to display on the ICT Document List page as well as be moved to the Hyland Imaging Solution as the Migration Counties work their ICTs within CalSAWS.
2. CA-225456 will add ICT information to the DOC_TEMPL table and will need to be implemented prior or at the same time as this SCR (CA-226042).

2 RECOMMENDATIONS

The ICT Document List Page, the new cyclic ICT Imaging Staging/Copying Images job, will be updated to allow for backwards-compatibility with migrated/legacy ICT Image records. Secondly, the ICT Document List page, ICT Document Detail page and the PB00C101 cyclic job will be updated to reference both the DOC_TEMPL_IMG and DOC_TEMPL table.

2.1 ICT Document List Page

2.1.1 Overview

The ICT Document List page displays a list of all documents associated to an e-ICT. It lists original ICT documents as well as additional document requests/transfers. This page was updated via SCR CA-214039 to display images from the CalSAWS Imaging Solution (Hyland) if the user was within the context of a Hyland County. Additionally, the 'Category' and 'Type' fields are populated based on ICT Document Type Mappings within the Imaging-Exclusive lookup table (DOC_TEMPL_IMG) IF the logged-in User is within the context of a Hyland County. If the User is in the context of LA County prior to LA County's adoption of Hyland, these values are being displayed from legacy data-mapping.

With this SCR, the approach to determining how to display Images and Image metadata will be updated to correspond with the data in the system for each ICT Image record.

2.1.2 ICT Document List Mockup

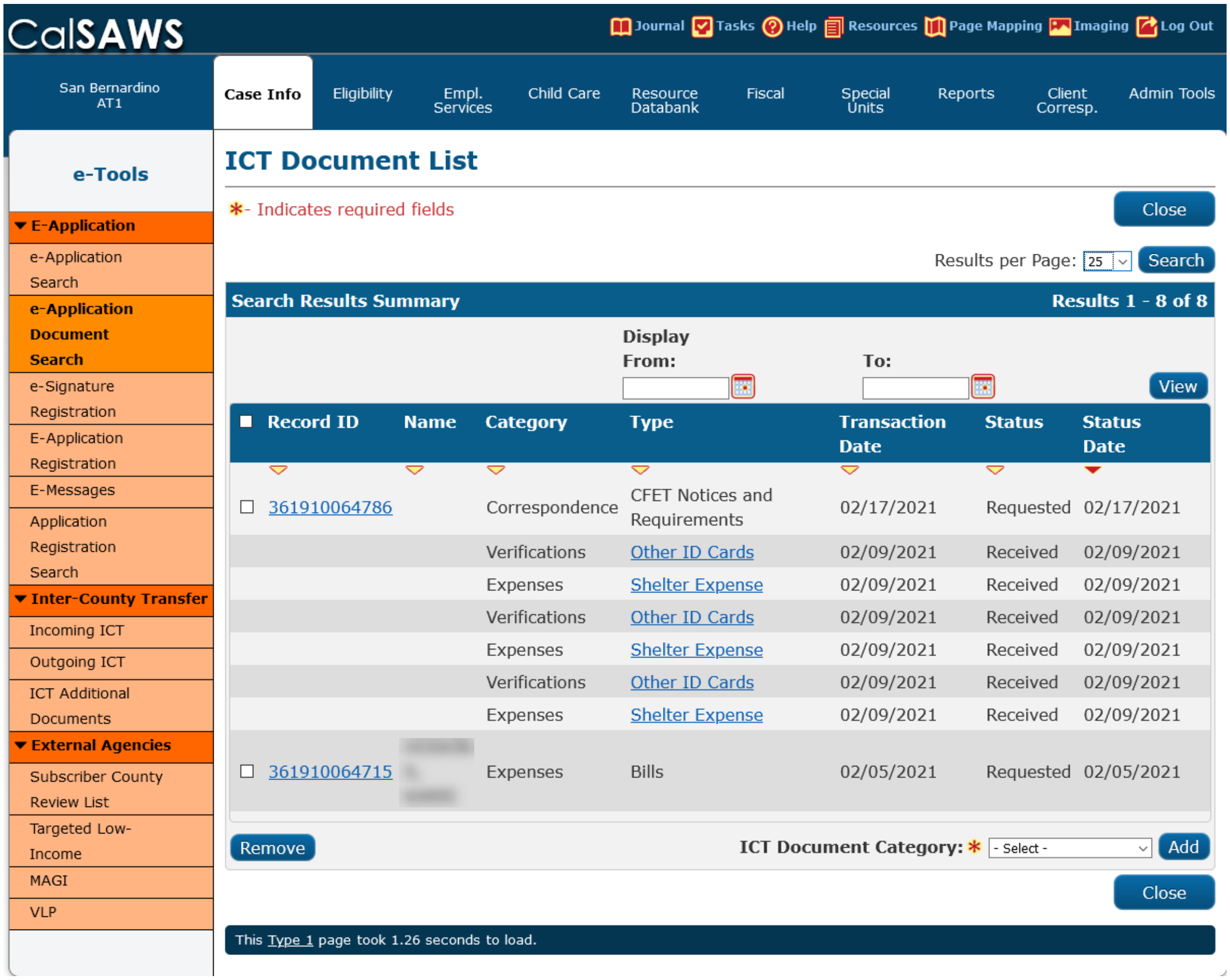

Figure 2.1.1 – ICT Document list Mockup (reference only)

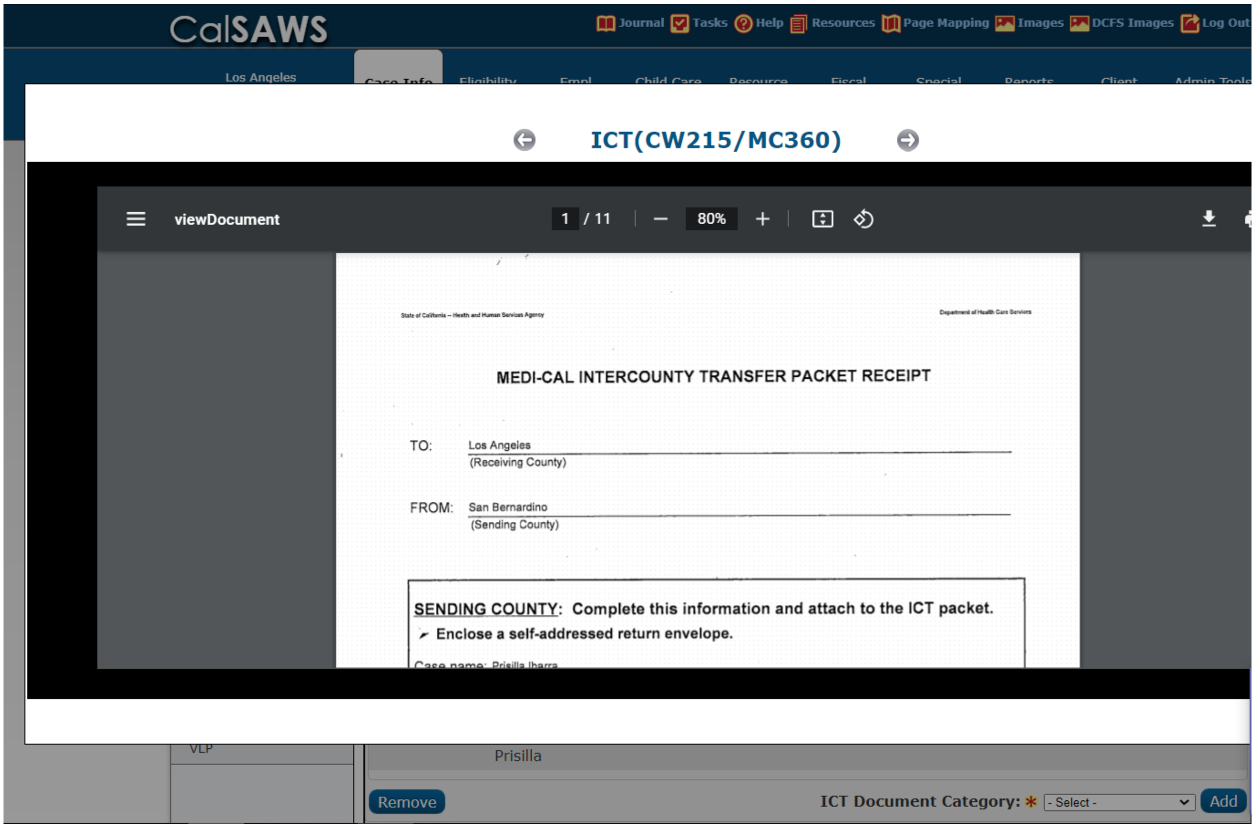

Figure 2.1.2 ICT Document List page pulling from S3 (reference only)

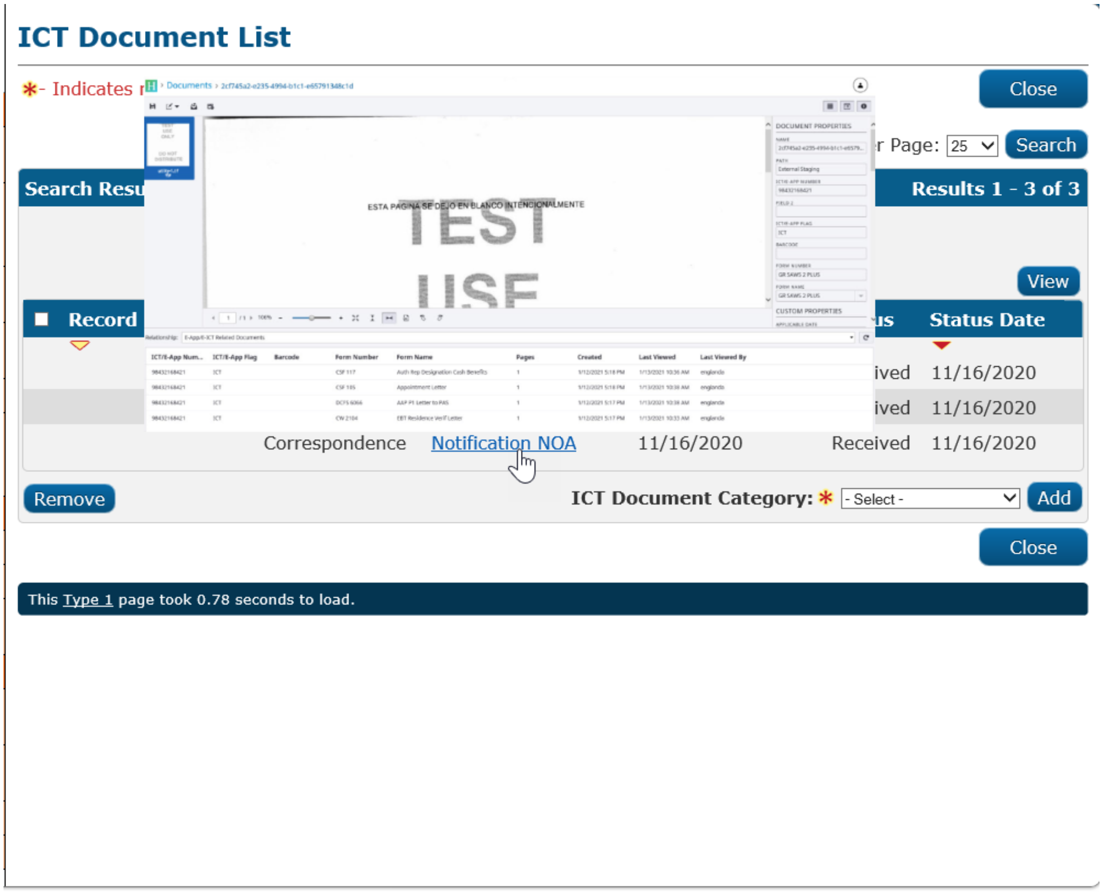

Figure 2.1.3 ICT Document List page pulling from Hyland (reference only)

2.1.3 Description of Changes

1. Update the logic used on the ICT Document List page to check the Database to retrieve/display documents/images from the appropriate Imaging System based on the following:
   a. Check Category 15 to determine if it's a Hyland County or a Non-Hyland County.
      i. For a Hyland County, the system will first check in the database for an Image Document Number (ICT_IMG.IMG_DOC_NUM).
         1. If there is an Image Document Number, the system will pull information from the Hyland External Staging Drawer.
            a. Display the 'Category' and 'Type' fields using the DOC_TEMPL_IMG or DOC_TEMPL tables (for imaging-exclusive or system-generated documents, respectively)
            b. Clicking the Hyperlink on the Type field will open a Hyland pop up window as shown on Figure 2.1.3.

2. If there's no Image Document Number, the system will check the database for an FMS number (ICT_IMG.FMS_NUM).
    a. If there is an FMS number, the system will pull information from the S3 bucket.
        i. Display the 'Category' and 'Type' fields using existing lookup logic from CT452
        ii. Clicking the Hyperlink on the Type field will display the documents/images in an overlay as shown on Figure 2.1.2 (this will follow existing functionality for images that are not being pulled from Hyland).
3. If there's no Image Document Number and FMS number in the Database, the system will display the Category and Type information (if available, if not these fields will be blank) and a hyperlink will not be available under the 'Type' field.

2. Update the ICT Document Category drop down field to populate with the Hyland's ICT Category by checking in both the DOC_TEMPL.ICT_DOC_CATGRY_CODE and the DOC_TEMPL_IMG.ICT_DOC_CATGRY_CODE for users that are working in the context of a Hyland County.
    a. For users working in the context of Non-Hyland County (i.e., Los Angeles) the page will continue to display information as its currently doing.

    Note: Currently the ICT Document Category field is only pulling from the DOC_TEMPL_IMG.ICT_DOC_CATGRY_CODE for users that are working in the context of a Hyland County.

3. Update the ICT Document List search query to display the ICT Document Type code when the Hyland Image Name field is blank on the ICT_IMG record. This will allow the ICT Document List page to continue to display Document Type data for legacy records that were transferred prior to Hyland implementation.

2.1.4 Page Location

- **Global: Case Info**
- **Local: e-Tools**
- **Task: Incoming ICT/ Outgoing ICT**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

Update Page Mapping

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 ICT Document Detail Page

2.2.1 Overview

The ICT Document Detail page displays detailed information about an ICT Document Request or Transfer. This page was updated via SCR CA-214039 to save e-ICT information to the database when additional documents are being transferred to the receiving County. As well as updating the information being display on the Imaging Document Types, ICT Category, and Interface Document Type field for Counties that are using the Hyland application. Additionally, the 'Category', 'Type' and 'Interface Document Type' fields are populated based on ICT Document Type Mappings within the Imaging-Exclusive lookup table (DOC_TEMPL_IMG) IF the logged-in User is within the context of a Hyland County. If the User is in the context of a Non Hyland County (i.e., LA County prior to LA County's adoption of Hyland), these values are being displayed from legacy data-mapping.

With this SCR, the page will be updated to populate information from both the Imaging Exclusive lookup table (DOC_TEMPL_IMG) and system-generated documents (DOC_TEMPL) for users working within the context of a Hyland County. For users that are in the context of a Non-Hyland County (i.e., LA County prior to LA County's adoption of Hyland), there will be no change on how the page will populate information.

2.2.2 ICT Document Detail Mockup

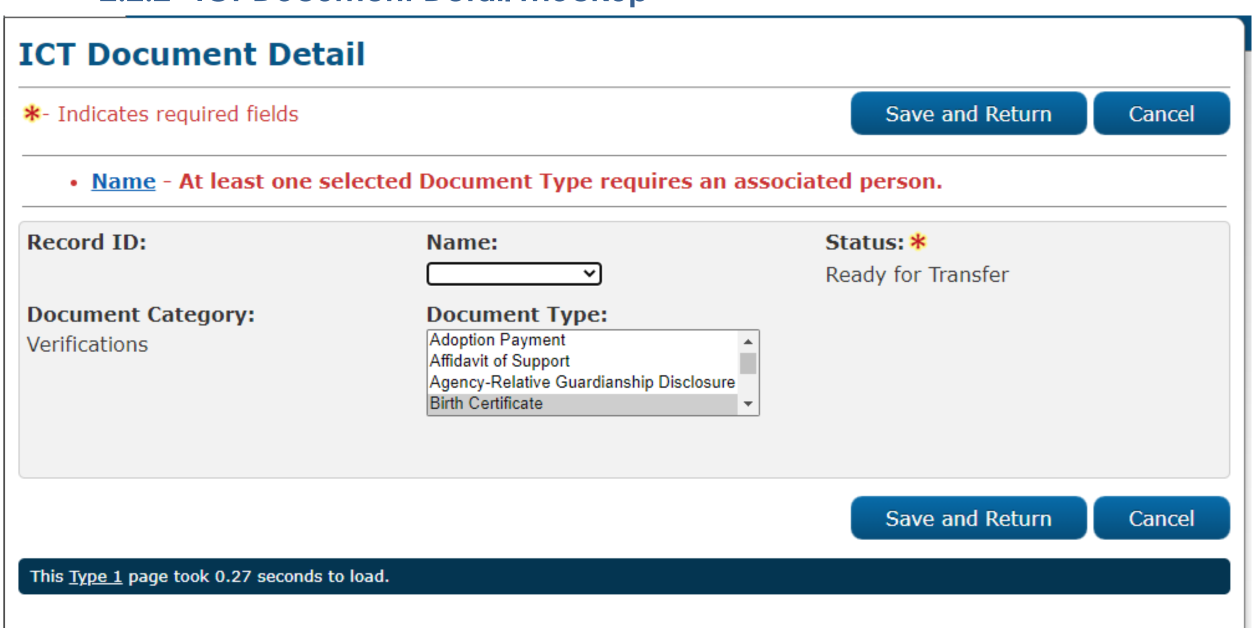

Figure 2.2.1 – ICT Document Detail Created Mode Mockup (reference only)

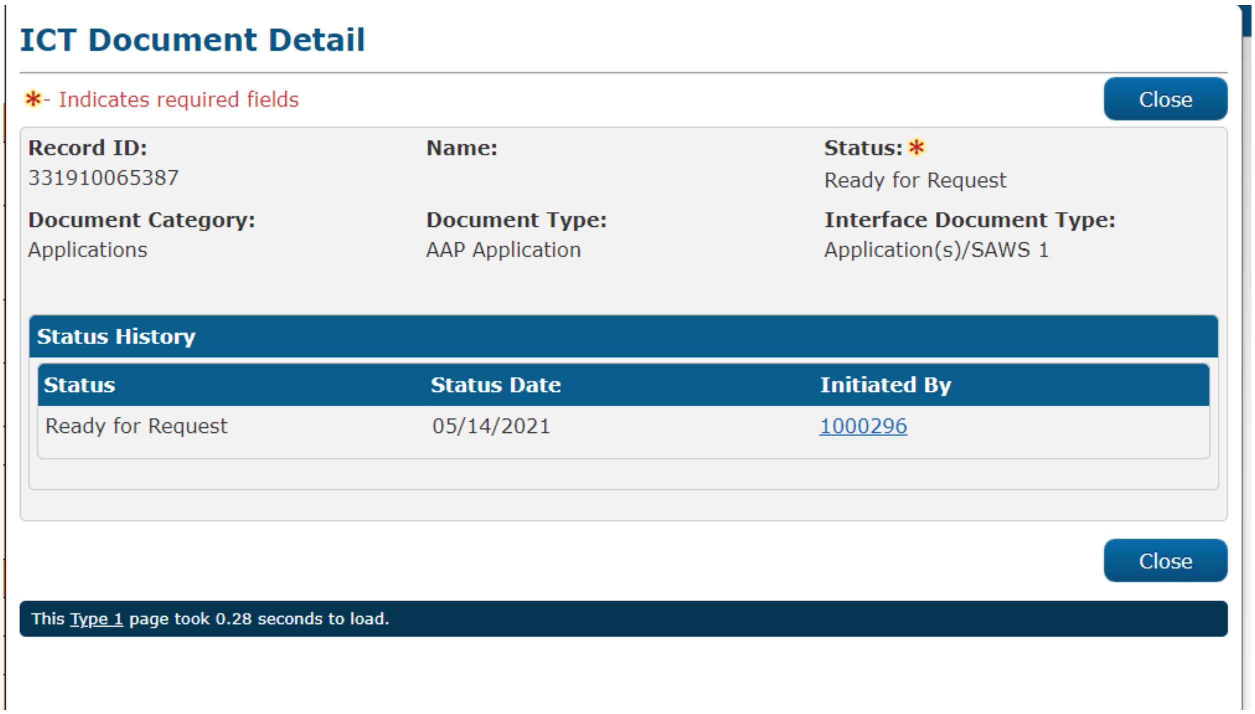

Figure 2.2.2 – ICT Document Detail View Mode Mockup (reference only)

2.2.3 Description of Changes

1. Update the ‘Document Category’ field on the ICT Document Detail page to display the Hyland’s ICT Category by checking in both the DOC_TEMPL.ICT_DOC_CATGRY_CODE and the DOC_TEMPL_IMG.ICT_DOC_CATGRY_CODE for users that are working in the context of a Hyland County.
    a. For users that are working in the context of a Non-Hyland County (i.e., Los Angeles), the page will continue to pull information as its currently doing.
2. Update the ICT Document Detail page to pull the list of documents on the ‘Document Type’ field from both the DOC_TEMPL.IMG_TITLE_NAME (system-generated documents) and DOC_TEMPL_IMG.IMG_TITLE_NAME (imaging-exclusive documents) tables based on the value that was selected on the Document Category field for users that are working in the context of a Hyland County.
    a. Display the list of documents on the ‘Document Type’ field in alphabetical ordered based on the return result from both the DOC_TEMPL and DOC_TEMPL_IMG table.
    b. For users that are working in the context of a Non-Hyland County (i.e., Los Angeles), the page will continue to display information as its currently doing.
3. Update the ICT Document Detail page to check in both the DOC_TEMPL_IMG and DOC_TEMPL table for the value to be displayed on the ‘Interface Document Type’ for users working in the context of a Hyland County.

   a. For users working in the context of Non-Hyland County (i.e., Los Angeles) the page will continue to display information as its currently doing.
4. Display the following validation 'Name – At least one selected Document Type requires an associated person.' when the user clicks on the 'Save and Return' button'.
   a. The Validation will be triggered when the 'Name' field is left blank and the value selected on the Document Type is for a Person level document pulled from the DOC_TEMPL table.
5. Update the query for the 'Document Type' field to display the ICT Document Type (CT558) for a Hyland County if the Hyland Imaging Title Name field is empty.

Note: Currently the Document Category, Document Type, and Interface Document Type field on the ICT Document Detail page only check in the DOC_TEMPL_IMG table for users working in the context of a Hyland County.

2.2.4 Page Location

- **Global: Case Info**
- **Local: e-Tools**
- **Task: Incoming ICT/ Outgoing ICT**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

Update Page Mapping

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Update the Hyland ICT Image Copy Cyclic Batch Job to search S3 for legacy/migration documents

2.3.1 Overview

SCR CA-214039 created a new cyclic Batch Job that runs every 30 minutes In CalSAWS. This job is responsible for copying images to the appropriate location in Hyland for a multitude of scenarios, and supports the following types of ICT Image Transfers:

- EDMS (LA County) to Hyland (C-IV Migration County)
  - Initial ICT Image Transfer
  - Additional Document Request Transfer
  - Link an ICT to a CalSAWS Case

- Hyland (C-IV Migration County) to EDMS (LA County)
    - Initial ICT Image Transfer
    - Additional Document Request Transfer
    - Link an ICT to a CalSAWS Case
- Hyland to Hyland county transfer (when both Counties are in CalSAWS AND have adopted the Hyland Imaging Solution)
    - Initial ICT Image Transfer
    - Additional Document Request Transfer
    - Link an ICT to a CalSAWS Case
- CalWIN to Hyland ICT
    - Link an ICT to a CalSAWS Case

During ICT Case Linkage, the New Cyclical Job assumes Inbound ICTs to a Hyland-configured County has the unlinked ICT's images temporarily housed within the Hyland Imaging System's External Staging Drawer.

While the new Cyclic Job handles the above scenarios for ongoing ICT's, ICT records that have been migrated into CalSAWS during C-IV Migration may not have completed the ICT process. The Images associated to these ICT's have not yet moved to the Perceptive Imaging Solution. These images associate to migrated, unlinked ICT's (unlinked to a Case at time of Migration), exist in the Alfresco File Server in C-IV. These Images will be migrated to the CalSAWS Amazon S3 Bucket as part of SCR CA-225513. For these "migration" ICT-Image records, the new Cyclical Batch Job will be updated to look for ICT Images in the Amazon S3 location as well as within Hyland's External Staging drawer.

2.3.2 Description of Change

1. Update the Hyland ICT Image Copy Cyclic Job to search the Amazon S3 Bucket in addition to the Hyland External Staging Drawer if the ICT_IMG.IMG_DOC_NUM column is blank and the ICT_IMG.FMS_NUM value is populated with a valid S3 location.
2. Update the PB00C101 cyclic job to not require a 'Ready for Linkage' ICT Image Status code if the ICT Transact record is migrated (based on Migration Date (9/27/2021, etc.)) into CalSAWS prior to Linkage. Fetch the images from Amazon S3 and store them in the Hyland External Staging Drawer.

3. Update the Hyland ICT Image Copy Cyclic Job to no longer route images in the Hyland External Staging Drawer to the Pre-OCR queue. The job will continue to route to the Pre-OCR queue when the images are linked to a Case.

4. Update the CalWIN to CalSAWS ICT Inbound Image Job (PICWE101) to no longer route images in the Hyland External Staging Drawer to the Pre-OCR queue. The job will continue to route to the Pre-OCR queue when the images are linked to a Case.

5. Update the PB00C101 cyclic job to check in both DOC_TEMPL and DOC_TEMPL_IMG table for applicable images.

2.3.3 Execution Frequency

No Change. This job is currently configured to run every 30 minutes.

2.3.4 Key Scheduling Dependencies

N/A

2.3.5 Counties Impacted

Counties utilizing the CalSAWS Imaging System will be impacted. C-IV, LRS and CalWIN counties will be impacted in phases in that order.

2.3.6 Data Volume/Performance

N/A

2.3.7 Failure Procedure/Operational Instructions

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

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2509	The CONTRACTOR shall create a process for e-ICT transfers where images/documents shall be linked to multiple counties.		This SCR will modify e-ICT process to connect with the CalSAWS Imaging Solution.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-226340

Add GEN 111 – Employer Statement Form (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Raj Devidi
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/08/2021	0.1	Initial Draft	Raj Devidi

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1 OVERVIEW

SCR CA-222515 added the GEN 111 – Employer Statement Form (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the GEN 111 – Employer Statement Form (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the GEN 111 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form GEN 111 - Employer Statement Form (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form GEN 111 - Employer Statement Form (11/20) in the 11 supported threshold languages.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Add Form GEN 111 - Employer Statement Form in threshold languages

2.1.1 Overview

This SCR will add the State form GEN 111 – Employer Statement Form (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: GEN 111 (11/20)

Programs: All programs

Attached Forms: None

Forms Category: Form

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form GEN 111 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: CalSAWS Standard Header #1
   Form Title (Document List Page Displayed Name): Employer Statement Form
   Template Description: This form is used for the Employee to authorize the release of information and for the Employer to provide information about the Customer's employment.
   Form Number: GEN 111
   Include NA Back 9: No
   Imaging Form Name: Employer Statement Form
   Imaging Document Type: Verification Requests
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form GEN 111 to the Template Repository in the rest of the threshold languages for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program and Language.

3. The Print Options and Mailing Requirements for Form GEN 111 will carry over to the rest of the threshold languages.

4. The Variable Population for Form GEN 111 will carry over to the rest of the threshold languages.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	GEN 111 Threshold Languages	GEN_111_Arabic.pdf GEN_111_Armenian.pdf GEN_111_Cambodian.pdf GEN_111_Chinese.pdf GEN_111_Farsi.pdf GEN_111_Hmong.pdf GEN_111_Korean.pdf GEN_111_Lao.pdf GEN_111_Russian.pdf GEN_111_Tagalog.pdf GEN_111_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2678	The CONTRACTOR shall add State Form GEN 111 - Employer Statement Form in the threshold languages.	1. Estimate is for adding the State Form in the threshold languages. 2. See DDID 2664 assumption for listing of the threshold languages included in the estimate. 3. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-226340, form GEN 111 – Employer Statement Form will be added to the CalSAWS system in the 11 supported threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-226779 | CIV-108815

ACL 21-23 Golden State Grant Program: Add New Issuance Category for Customer Non-Benefit (Phase I)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Duke Vang
	Reviewed By	[individual(s) from build and test teams that reviewed document]

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
4/22/2021	1.0	Initial Revision	Duke Vang

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1 OVERVIEW

1.1 Current Design

The Time Limit Aid Summary page aggregates all cash aid the Customer has received broken out by Benefit Month. Only issuances considered as "Benefits" are included.

The Reimbursement Assistance Pool (UAP) page aggregates all cash aid the Customer has received broken out by Aid Code. Only issuances considered as "Benefits" are included.

A $600 Golden State Grant (GSG) payment was issued to eligible CalWORKs (CW) households on 3/27/2021. The GSG payments were issued as a CalWORKs Special Needs payment "benefit". These $600 GSG payments are showing up as cash aid assistances under the Time Limit Aid Summary and UAP pages for the impacted CW households.

1.2 Requests

Add a new Issuance Category to track issuances that should not count towards a Customer's cash assistance.

1.3 Overview of Recommendations

1. Update Claiming batch modules to map the new Issuance Category "Customer Non-Benefit" to existing claiming transaction type codes.
2. Add a new Issuance Category for "Customer Non-Benefit".
3. Data change the March 2021 GSG Payments to update their Issuance Category to "Customer Non-Benefit".
4. Do a data change to the Time Limit Aid Summary Balancer batch job transaction table to force a rebalancing of cases with a March 2021 GSG Payment.

1.4 Assumptions

1. There will be no updates to the Fiscal online pages, issuance batches, fiscal interfaces, issuance claiming, or fiscal reports. Subsequent updates to fully automate the new Issuance Category for "Customer Non-Benefit" will be implemented with a separate SCR. Though there are updates to the claiming batch, these updates are only to determine the claiming transaction type code for the new Issuance Category. There are no updates to any claiming logic.
2. Only the Issuance Category on the GSG Issuance will be updated. The Claiming data points for Claiming Transaction code will not be updated.

3. GSG Issuances that were data changed to have the new "Customer Non-Benefit" will:
    a. Still be adjusted in Claiming when the CW Aid Code changes
    b. Still have the ability to be Reissued or Replaced or Cancelled
        i. Reissued/Replaced GSG issuances with the new Customer Non-Benefit issuance category will not be picked up by the warrant/EBT/direct deposit interfaces. If the payment needs to go out, they will need to be rushed.
    c. Still show on Fiscal Reports under the old Claiming Transaction Code (SI – Supplemental Issuance)
    d. Still be expunged or reactivated based on cash rules
4. There are no impacts to any fiscal interfaces (warrant print, auditor controller, EBT, direct deposit, and positive pay). The data change to the new Customer Non-Benefit issuance category is occurring after the GSG issuance have already been issued and claimed.
5. No Claiming or fiscal reports will be rerun.
6. The Unreimbursed Assistance Pool (UAP) pages will automatically reflect the updated balance after the GSG issuances have been updated.
7. Users that have already manually adjusted the Time Limit Aid Summary for a case that received a GSG Issuance will need to undo those adjustments.

    Note: As of 5/13/2021, there have been no manual adjustments to the Time Limit Aid Summary for the 3/2021 benefit month in both C-IV and CalSAWS.
8. Issuances with a Customer Non-Benefit Issuance Category will not be included in the Previous Potential Benefit calculation on EDBC.
9. Reissue/Replaced issuances with the new Customer Non-Benefit Issuance Category will show on all the following recon reports:
    a. Direct Deposit Production Reconciliation Report
    b. Warrant Production Reconciliation Report
    c. Cash EBT Production Reconciliation Report

    In addition to the recon reports mentioned above, the issuances will also show up on the supplemental registers and integrated fiscal reports depending on the issuance type (warrant, direct deposit, EBT) and immediacy (rush and routine).

    Note: Updates to subsequent Fiscal Reports will be done with a future effort.

2 RECOMMENDATIONS

2.1 Claiming Updates

2.1.1 Overview

The Claiming batch modules will be updated to map the Customer Non-Benefit issuance category to an existing claiming transaction type.

Note: This update is only to map the transactions. No claiming logic will be modified with this update.

2.1.2 Description of Change

1. Update the Claiming batch modules to map the Customer Non-Benefit issuance category to a claiming transaction type as follows:
    a. When claiming an issuance, reissued issuance, or replacement issuance, use the "Supplemental Issuance" (SI) transaction type code.
    b. When claiming an issuance adjustment for Aid Code, Pay Code, or Person Count, use the "Benefit Adjustment" (AJ) transaction type code
    c. When claiming an issuance cancelation, use the "Cancel Benefit" (CN) transaction type code.

2.1.3 Execution Frequency

N/A

2.1.4 Key Scheduling Dependencies

N/A

2.1.5 Counties Impacted

All Counties

2.1.6 Data Volume/Performance

N/A

2.1.7 Failure Procedure/Operational Instructions

N/A

2.2 Add new Customer Non-Benefit Issuance Category

2.2.1 Overview

A new Issuance Category (CT 313) of Customer Non-Benefit will be added to the System.

2.2.2 Description of Change

1. Add a new Issuance Category of "Customer Non-Benefit".

2.2.3 Estimated Number of Records Impacted/Performance

1 record

2.3 Data Change March 2021 GSG Issuances

2.3.1 Overview

All GSG Issuances issued for the March 2021 benefit month will have their Issuance Categories updated to "Customer Non-Benefit".

2.3.2 Description of Change

1. Update Issuance Category of all GSG issuances authorized on March 27, 2021 to the new "Customer Non-Benefit".
    a. Any reissued or replaced GSG issuance will need to have their issuance category updated too.
2. Create a journal entry for each issuance updated from recommendation 2.3.2.1. The journal will contain the following verbiage:
    a. Filter Type: All
    b. Journal Type: Narrative
    c. Short Description: $600 Golden State Grant created on 03/27/2021 has been updated to a Customer Non-Benefit issuance.
    d. Long Description: $600 Golden State Grant payment with issuance control number [control number] was updated to a Customer Non-Benefit issuance. The issuance amount will no longer be included in the balance of the Unreimbursed Assistance Pool and Time Limit Aid Summary pages.

       Note: if the issuance control number is blank (i.e. not in an issued status), use "TBD".

2.3.3 Estimated Number of Records Impacted/Performance

Los Angeles County: ~101,844 records

C-IV Counties: ~102,888 records

2.4 Rebalance Time Limit Aid Summary

2.4.1 Overview

All cases that received a GSG issuance in March 2021 will have their Time Limit Aid Summary rebalanced to reflect a new balance without the GSG issuance.

2.4.2 Description of Change

1. Manually insert the cases that received a GSG issuance in March 2021 into the Time Limit Aid Balancer transaction table. These cases will be rebalanced to reflect a balance without the GSG issuances that were issued from March 2021.

2.4.3 Estimated Number of Records Impacted/Performance

Los Angeles County: ~101,844 records

C-IV Counties: ~102,888 records

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.1.1	The LRS shall include the ability to issue and maintain the history of the following benefits: a. Monthly benefits issued on a recurring basis, on either a calendar month or fiscal (cyclical) period. b. Emergency issuances (e.g., Immediate Need, Expedited Services and Emergency Aid Requests); c. Diversion payments. d. Supplemental benefits. e. Recovery refunds. f. Special needs payments. g. Retroactive payments. h. Vendor and/or Service Provider payments. i. Tokens and cash bus passes. j. Non-traditional/alternative transportation (e.g., carpool, taxi vouchers, and parking fees); k. Vouchers/cash for special payments, ancillary payments and other services. l. Interim assistance payments. m. Transportation payments. n. Petty cash. o. Cal-Learn bonus. p. Cal-Learn graduation bonus. q. Vehicle repair program. r. Additional transportation expense payments. s. Ancillary payments; and t. Childcare payments.	Data Change Request will update the GSG issuances created in March 2021 to a new Issuance Category. The issuances will still be tracked and reported in the system, however they will be excluded from the UAP and Time Limit Aid Summary pages.

California Statewide Automated Welfare System

Design Document

CA-227142

Add CF 100 – CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Raj Devidi
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/20/2021	1.0	Initial Draft	Raj Devidi

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1 OVERVIEW

SCR CA-222516 added the CF 100 – CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the CF 100 – CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CF 100 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form CF 100 - CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CF 100 - CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (11/20) in the 11 supported threshold languages.

1.4 Assumptions

1. The CF 100 form in threshold languages will have CalSAWS Standard Header in respective threshold language.
2. Form population logic, Document parameters, Print Options, Mailing and Barcode requirements for threshold CF 100 forms remain the same as existing CF 100 English and Spanish forms.

2 RECOMMENDATIONS

2.1 Add Form CF 100 - CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident in threshold languages

2.1.1 Overview

This SCR will add the State form CF 100 – CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: CF 100 (11/20)

Programs: CalFresh

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CF 100 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: CalSAWS Standard Header #1
   Form Title (Document List Page Displayed Name): CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident
   Template Description: This form allows customers to request an Authorized Representative for a resident of a Drug or Alcohol Treatment Center.
   Form Number: CF 100
   Include NA Back 9: No
   Imaging Form Name: CF Request for AR Drug/Alcohol Resident
   Imaging Document Type: Authorized Rep and Release of Info
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CF 100 to the Template Repository in the rest of the threshold languages for all 58 counties.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CF 100 Threshold Languages	CF_100_Arabic.pdf CF_100_Armenian.pdf CF_100_Cambodian.pdf CF_100_Chinese.pdf CF_100_Farsi.pdf CF_100_Hmong.pdf CF_100_Korean.pdf CF_100_Lao.pdf CF_100_Russian.pdf CF_100_Tagalog.pdf CF_100_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
3493	The CONTRACTOR shall make any newly added, modified or migrated Non-State Form available in all threshold languages in the CalSAWS Software.	Estimates for Non State Forms Functional Design Session requirements includes English, Spanish and the following threshold languages: • Arabic • Armenian • Cambodian • Cantonese • Chinese • Farsi • Hmong • Korean	With SCR CA-227142, form CF 100 – CalFresh Request for Authorized Representative Drug or Alcohol Treatment Center Resident will be added to the CalSAWS system in the 11 supported

		• Lao • Other Chinese Language • Russian • Tagalog • Vietnamese	threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-227143

Add CF 101 – CalFresh Request for Authorized Representative (11/20) in threshold languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Raj Devidi
	Reviewed By	Suresh Mullaguri

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/20/2021	1.0	Initial Draft	Raj Devidi

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1 OVERVIEW

SCR CA-222517 added the CF 101 – CalFresh Request for Authorized Representative (11/20) State form to the CalSAWS system in English and Spanish only.

This SCR will add the CF 101 – CalFresh Request for Authorized Representative (11/20) form to CalSAWS in the remaining supported threshold languages.

1.1 Current Design

Currently the CF 101 State form is implemented in the CalSAWS system in English and Spanish with the version date of 11/20.

1.2 Requests

Implement State Form CF 101 - CalFresh Request for Authorized Representative (11/20) in the CalSAWS system for all 58 counties in the remaining system supported threshold languages which include Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.3 Overview of Recommendations

Add State Form CF 101 - CalFresh Request for Authorized Representative (11/20) in the 11 supported threshold languages.

1.4 Assumptions

1. The CF 101 form in threshold languages will have CalSAWS Standard Header in respective threshold language.
2. Form population logic, Document parameters, Print Options, Mailing and Barcode requirements for threshold CF 101 forms remain the same as existing CF 101 English and Spanish forms.

2 RECOMMENDATIONS

2.1 Add Form CF 101 - CalFresh Request for Authorized Representative in threshold languages

2.1.1 Overview

This SCR will add the State form CF 101 – CalFresh Request for Authorized Representative (revision 11/20) to the CalSAWS system in the remaining threshold languages.

State Form: CF 101 (11/20)

Programs: CalFresh

Attached Forms: None

Forms Category: Forms

Template Repository Visibility: All Counties

Languages:

Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

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

2.1.2 Create Form CF 101 XDPs in threshold languages

1. The newly added threshold languages will be made available in the Template Repository. Please see the Supporting Documents #1 for details.

   Form Header: CalSAWS Standard Header #1
   Form Title (Document List Page Displayed Name): CalFresh Request for Authorized Representative
   Template Description: This form gives the participant the opportunity to appoint an Authorized Representative to pick up and negotiate their benefits and make the application on their behalf.
   Form Number: CF 101
   Include NA Back 9: No
   Imaging Form Name: CalFresh Request for Auth Rep
   Imaging Document Type: Authorized Rep and Release of Info
   Form Mockups/Examples: See Supporting Documents #1 for PDF Mockups

2. Add Form CF 101 to the Template Repository in the rest of the threshold languages for all 58 counties.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CF 101 Threshold Languages	CF_101_Arabic.pdf CF_101_Armenian.pdf CF_101_Cambodian.pdf CF_101_Chinese.pdf CF_101_Farsi.pdf CF_101_Hmong.pdf CF_101_Korean.pdf CF_101_Lao.pdf CF_101_Russian.pdf CF_101_Tagalog.pdf CF_101_Vietnamese.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
3493	The CONTRACTOR shall make any newly added, modified or migrated Non-State Form available in all threshold languages in the CalSAWS Software.	Estimates for Non State Forms Functional Design Session requirements includes English, Spanish and the following threshold languages: • Arabic • Armenian • Cambodian • Cantonese • Chinese • Farsi • Hmong • Korean	With SCR CA-227143, form CF 101 – CalFresh Request for Authorized Representative will be added to the CalSAWS system in the 11 supported threshold languages.

		• Lao • Other Chinese Language • Russian • Tagalog • Vietnamese	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-227260 | DDID 2150

Migrate CalWIN County Fiscal Batch Jobs

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ishrath Khan
	Reviewed By	Duke Vang, Kapil Santosh, Naresh Barsagade

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/16/2021	1.0	Initial Revision	Ishrath Khan
6/7/2021	2.0	Revised Section 4.1 DDID wording to match approved wording in Jira.	Amy Gill

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1 OVERVIEW

1.1 Current Design

There are approximately 21 different Issuance Batch Sweeps in CalSAWS. Some of these batch sweeps run daily whereas some run monthly. These batch sweeps target authorization records (EDBC, Payment Request, and Recovery Account Refund) for all programs where Customers are eligible to benefits or Supportive Service Payments.

There are a set of core Issuance Creation Batch jobs that create issuance records based on the authorization records identified by the Issuance Batch Sweeps. The Daily (PBXXF101) and Monthly (PBXXF100) Issuance County Batch job are the preamble to all the Issuance Batch Sweep jobs and tells the core Issuance Creation Batch jobs if the issuances will be created as supplemental benefits or main payroll benefits.

1.2 Requests

1. Per Design Differences ID 2150, enabling county specific fiscal batches for CalWIN counties. As a guiding principle, the CalWIN Counties will adopt any existing CalSAWS batch jobs whenever possible.

1.3 Overview of Recommendations

1. Enable specific fiscal jobs for CalWIN counties in the CalSAWS system.
2. The CalSAWS Batch Scheduler will be updated to account for these CalSAWS Batch Jobs.

Note: No new batch jobs for CalWIN counties are being created as part of this SCR.

1.4 Assumptions

1. All migration county batch scheduling changes will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605.

2 RECOMMENDATIONS

2.1 CalWIN County Fiscal Jobs

2.1.1 Overview

Migrate the list of CalWIN county specific fiscal jobs on the spreadsheet named "Batch_Jobs_Not_Migrated_for_CalWIN".

2.1.2 Description of Change

1. Migrate/Enable the latest versions of all the batch modules and batch properties for the CalWIN batch jobs into CalSAWS for the ones listed on the spreadsheet named "Batch_Jobs_Not_Migrated_for_CalWIN".
2. Submit a Batch Scheduling Change Request (BSCR) to update the batch scheduler for the batch jobs referenced in the Supporting Document.
   Note: Some of these batch jobs may have been added to the scheduler in prior migration phases.

2.1.3 Key Scheduling Dependencies

None

2.1.4 Counties Impacted

CalWIN Migration Counties

2.1.5 Data Volume/Performance

No known data volume or performance impacts.

2.1.6 Failure Procedure/Operational Instructions

For all issuance sweep batch jobs, the jobs can be resubmitted after deleting the batch restart data. This may produce duplicate entries into the ISSUANCE_TRANSACT table, however there is a cleanup job that will delete duplicate entries before the actual issuance batch create job runs.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Fiscal	List of CalWIN batch jobs that are to be migrated into CalSAWS	Batch_Jobs_Not_Migrated_for_CalWIN.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2150	The CONTRACTOR shall update and incorporate into the CalSAWS Software an agreed upon list of CalWIN County specific batch processes.		The Fiscal batch jobs and batch properties for CalWIN counties will be migrated to CalSAWS as part of this SCR.