

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-215677 DDID 2374 FDS GA GR San Francisco
Sub Programs

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Online Recommendations.....	6
2.1	Income Detail.....	6
2.1.1	Overview	6
2.1.2	Income Detail Mockup	6
2.1.3	Description of Changes	6
2.1.4	Page Location	7
2.1.5	Page Mapping.....	7
2.2	GA/GR Automated Solution Case Summary.....	7
2.2.1	Overview	7
2.2.2	GA/GR Automated Solution Mockup.....	7
2.2.3	Description of Changes	7
2.2.4	Page Location	8
2.2.5	Security Updates.....	8
2.2.6	Page Mapping.....	8
2.2.7	Page Usage/Data Volume Impacts	8
2.3	GA/GR Automated Solution Detail.....	9
2.3.1	Overview	9
2.3.2	GA/GR Automated Solution Detail Mockup.....	9
2.3.3	Description of Changes	10
2.3.4	Page Location	11
2.3.5	Security Updates.....	11
2.3.6	Page Mapping.....	11
2.3.7	Page Usage/Data Volume Impacts	11
2.4	Sub-Program Summary	11
2.4.1	Overview	11

2.4.2	Sub-Program Summary Mockup	11
2.4.3	Description of Changes	12
2.4.4	Page Location	13
2.4.5	Security Updates.....	13
2.4.6	Page Mapping.....	13
2.4.7	Page Usage/Data Volume Impacts	13
2.5	Rescind.....	14
2.6	County Admin Detail – SF Sub Program	14
2.6.1	Overview	14
2.6.2	Description of Changes	14
2.6.3	Eligibility Logic for Sub Program.....	14
3	EDBC.....	16
3.1	Additional Changes for rule functionalities.....	16
3.1.1	Earned Income Functionality.....	16
3.2	Correspondence.....	16
4	Requirement	20
4.1	Migration Requirements.....	20
5	Migration Impacts	21
6	Appendix.....	21
6.1	Rules Flow Diagram.....	21
6.2	Reference Table.....	25
6.3	Income Type.....	26

1 OVERVIEW

This SCR will implement the sub program functionality for the GA/GR Automated EDBC/CC Counties Solution in CalSAWS

1.1 Current Design

The GA/GR Automated EDBC/CC Counties 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 GA/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.

1.2 Requests

A GA/GR Automated EDBC/CC Counties 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 counties to opt into this solution in the future. This change request will provide the capability to add GA/GR sub-programs and use them in EDBC rules to determine Aid Codes for each of the 58 counties based on the sub-programs available for each county at the time of migration.

1.3 Overview of Recommendations

1. Add all the required Data Collection elements to implement the sub program functionalities for the new solution
2. Additional changes will be added for the below rules.
 1. Earned Income Functionality
 2. In-kind Income
 3. Grant Budget

1.4 Assumptions

1. The existing Los Angeles County rules will remain unchanged.
2. This SCR CA-215677 is based on the WCDS approved documents.
3. The design of the rules is for each CalWIN county based on the Gainwell documents approved by the counties.
4. The functionality of this SCR CA-215677 will be disabled until activated by the system property flag established in SCR CA-215687 which is part of the 20.11 release.
5. Alerts will be handled separately outside the Rules design in a separate SCR CA-220119.

6. All functionality related to new fields will only affect the rules related to an individual county's General Assistance/General Relief program and will not impact the rules of other programs, unless specified.
7. All Data collection used in EDBC determination is effective for the benefit month.
8. All calculation for computed values will be detailed in the Visio diagram.

2 ONLINE RECOMMENDATIONS

2.1 Income Detail

2.1.1 Overview

As part of In-kind income SFO sub program changes, a new dropdown 'Sub Type' will be added on the Income Detail.

2.1.2 Income Detail Mockup

The screenshot shows the 'Income Detail' form in a web application. The form is titled 'Income Detail' and is part of a larger system for San Francisco GAGR1. The navigation bar includes tabs for Case Info, Eligibility, Empl. Services, Child Care, Resource Databank, Fiscal, Special Units, Reports, Client Corresp., and Admin Tools. The form fields include Name (Dickerson, Leann 34M), Category (Income In-Kind - Earned), Type (Housing - Earned), Employment (Select), Frequency (Weekly), and Description. A dropdown menu for 'Sub-Type' is open, showing options: Other, SSIP/CALM/PAES/AGEX, Stabilization, and General Assistance/General Relief. Buttons for 'Save and Add Another', 'Save and Return', and 'Cancel' are visible.

Figure 2.2.2.1 – Drop down field 'Sub-Type'

2.1.3 Description of Changes

1. Add a new non-mandatory dropdown field 'Sub Type:'
2. The Sub Type dropdown field will have the following values:
 - a. Other
 - b. SSIP/CALM/PAES/AGEX
 - c. Stabilization
 - d. General Assistance/General Relief
3. The 'Sub Type' field will only display when the Type 'Housing Earned' is selected.

2.1.4 Page Location

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

2.1.5 Page Mapping

Update to page mapping for new field Sub Type.

2.2 GA/GR Automated Solution Case Summary

2.2.1 Overview

On the case summary page for GA/GR Automated Solution Summary block adding 'Sub-Program Type' new field.

2.2.2 GA/GR Automated Solution Mockup

GA/GR Automated Solution

Worker:	TECH AUTO_TEST	Primary Applicant/Recipient:	math, shreesanfancisco 29M	
Worker ID:	38LS00C400	Language:	English	
Program Status:	Pending	Phone Number:		
Sub-Program Type:	Personal Assisted Employment Services	Email:		
Aid Code:		Payee:	math, shreesanfancisco 29M	
FBU:	1	Application Date:	01/01/2022	
Name	Role	Role Reason	Status	Status Reason
math, shreesanfancisco 29M	MEM		Pending	

[View Details](#)

Figure 2.2.2.1 –GA/GR Automated Solution.

2.2.3 Description of Changes

Sub-Program Type: Display the Sub-Program Type for San Francisco County only. It will display Sub-Program Type applicable for the current date.

2.2.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** GA/GR Automated Solution

2.2.5 Security Updates

No Security Updates are required.

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 GA/GR Automated Solution Detail

2.3.1 Overview

GA/GR Automated Solution Detail page contains the program information. In this SCR, for San Francisco County Sub-Program Type dropdown will be removed from Program Detail page and will be creating new page for Sub-Program Type.

2.3.2 GA/GR Automated Solution Detail Mockup

GA/GR Automated Solution Detail

*- Indicates required fields

[View History](#) [Save and Return](#) [Cancel](#)

Date: *
 [View Date](#)

Program Information

Status: * Pending	Status Reason:	Source: * Other
-----------------------------	-----------------------	---------------------------

Application Date: *
[01/01/2022](#) [Edit](#)

Automatically Reassign When Activated:

Sub-Program Type: [Edit](#)
Personal Assisted Employment Services

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
math, shreesanfancisco 29M	Primary Applicant/Recipient	01/01/2022		Edit
math, shreesanfancisco 29M	Payee	01/01/2022		Edit

[Add](#)

Program Persons

Name	Role	Role Reason	Status	Status Reason
math, shreesanfancisco 29M	MEM		Pending	

[Edit](#)

Secondary Assignment

Worker
[Select](#)

[View History](#) [Save and Return](#) [Cancel](#)

Figure 2.2.2.1 –GA/GR Automated Solution Detail (Edit mode).

GA/GR Automated Solution Detail

*- Indicates required fields

[View History](#)

[Issuance Method](#)

[Edit](#)

[Close](#)

Date: *

02/01/2022

Program Information

Status: *

Pending

Status Reason:

Source: *

Other

Application Date: *

[01/01/2022](#)

Automatically Reassign When Activated:

No

Sub-Program Type:

Cash Aid Link to Medical

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
math, shreesanfancisco 29M	Primary Applicant/Recipient	01/01/2022		
math, shreesanfancisco 29M	Payee	01/01/2022		

Program Persons

Name	Role	Role Reason	Status	Status Reason
math, shreesanfancisco 29M	MEM		Pending	

Secondary Assignment

Worker

[View History](#)

[Issuance Method](#)

[Edit](#)

[Close](#)

Figure 2.2.2.1 –GA/GR Automated Solution Detail (View mode).

2.3.3 Description of Changes

Sub-Program Type: Remove the sub-program type drop-down. Now the field will be text field and display the Sub-program Type for the record added in Sub-Program Summary page where current date between begin date and the end date of the Sub-Program type.

Edit: The edit button beside Sub-Program Type field will display only in edit mode. Onclick of button user navigates to Sub-Program Summary page.

2.3.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** GA/GR Automated Solution → View Detail → Edit

2.3.5 Security Updates

No Security Updates are required.

2.3.6 Page Mapping

No page mappings are required.

2.3.7 Page Usage/Data Volume Impacts

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

2.4 Sub-Program Summary

2.4.1 Overview

Sub-Program Summary records the Sub-Program Type for GAGR Automated Solution program.

2.4.2 Sub-Program Summary Mockup

Sub-Program Summary

* - Indicates required fields

Save and Add Another Save and Return Cancel

Sub-Program Type *	Begin Date *	End Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Save and Add Another Save and Return Cancel

Figure 2.3.2.1 – Sub-Program Summary (Before adding records. Treated as Create mode).

Sub-Program Summary

*- Indicates required fields

Save and Add Another Save and Return

Sub-Program Type *	Begin Date *	End Date	
<input type="checkbox"/> Age Exempt	01/01/2021	03/30/2021	Edit View History
<input type="checkbox"/> Cash Aid Link to Medical	04/01/2021	06/30/2021	Edit View History
<input type="checkbox"/> Personal Assisted Employment Services	07/01/2021		Edit View History
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Remove Save and Add Another Save and Return

Figure 2.3.2.2 – Sub-Program Summary (After adding records. Treated as Create mode).

Sub-Program Type

*- Indicates required fields

Save Cancel

Sub-Program Type *	Begin Date *	End Date
SSI Pending	01/01/2021	01/31/2021
Cash Aid Link to Medical	03/16/2021	06/30/2021
Personal Assisted Employment Services	07/01/2021	

Save Cancel

Figure 2.3.2.3 – Sub-Program Summary (Edit Mode).

2.4.3 Description of Changes

- i) Sub-Program Type: This is the dropdown field. The field is required. Field can be edited in edit and create mode. The dropdown contains below Sub-Programs:
 - a) Age Exempt
 - b) Cash Aid Link to Medical
 - c) General Assistance/General Relief
 - d) Personal Assisted Employment Services

- e) SSI Pending
- ii) Begin Date: This is a date field. It is required field. Field can be edited in edit and create mode.
- iii) End Date: This is a date field. It is required field. Field can be edited in edit and create mode.
- iv) Save And Add Another: This button will not display in edit mode. On click on this button user should be able to save the record and new empty row should display to add another record.
- v) Save And Return: This button will not display in edit mode. On click on this button user should be able to save the record and should navigate back to GA/GR Automated Solution program detail page.
- vi) Cancel: This button will display both in create and edit mode. In edit mode on click of this button, discard the changes, and stay on the Sub-Program Summary Page (as shown in **Figure 2.3.2.2**). In Create mode on click of this button navigate back to GA/GR Automated Solution program detail page.
- vii) Save: On click of this button, user can save/update the record and will stay on a Sub-Program Summary Page (as shown in **Figure 2.3.2.2**). The button will display only in edit mode.
- viii) Remove: On click of this method user will be able to delete the records. User can use check box to delete multiple records.

Note: The value 'CAAP' on the drop-down 'Sub-Program Type' will be removed, since 'CAAP' is not a sub program Type. The Sub-Program Type dropdown was added in phase 1.

2.4.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** GA/GR Automated Solution → View Detail → Edit

2.4.5 Security Updates

No Security Updates are required.

2.4.6 Page Mapping

No page mappings are required.

2.4.7 Page Usage/Data Volume Impacts

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

2.5 Rescind

- If program is discontinued/denied and then rescinded, system retains its previous SFO Sub-Program type.

2.6 County Admin Detail – SF Sub Program

2.6.1 Overview

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

2.6.2 Description of Changes

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

	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
SF Sub Program Type	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N

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

CalWIN Number	CalWIN Rule	CalSAWS Rule
EDD005C002	SF CAAP Program Type	SF Sub Program Type

2.6.3 Eligibility Logic for Sub Program

- If there is no Sub-Program type selected on the GA/GR Automated Solution Detail the EDBC will determine the sub program based on the medical/IHSS aid codes and sanction records. (The logic is depicted in Visio Diagram for Driver)
 - If there is no medical/IHSS aid code or Sanction record, then EDBC will process the aid code as per regular GA/GR logic.
- EDBC determined temporary Sub program will be saved in the Case Summary and System will use this sub-Program next time onwards unless worker modifies the sub

program. Before running EDBC, worker will always have an option to change the sub program.

3. Aligning SFO sub program's earned income logic such that it will behave the same for all Sub programs.
4. For SFO county the income types in Appendix 6.3 will always be counted prospectively irrespective of retrospective or prospective Budgeting.
5. Based on Sub Type selected on the Income Detail Page, system will look up the county specified **Income In-Kind Chart** values for Income calculation.
6. If there is no Sub Type selected on the Income Detail page the system will use the values specified for regular GA/GR Income-in-Kind Chart.
7. The following aid codes will be set by EDBC based on SFO Sub program type on the GA/GR Automated Solution Detail as shown below. (The logic is depicted in Grant Budget Visio diagram)

SFO Sub Program	Aid Code
SSI Pending	9H
Cash Aid Link to Medical	9I
Personal Assisted Employment Services	9J
Age Exempt	9A
General Assistance / General Relief	Regular GA/GR aid code

8. The below use case functionalities are already implemented some of the SFO sub programs functionality in the respective SCR's.

Use Case	SCR #	SFO Sub Program Logic
EDX103S – Non-Financial – Voluntary Quit	CA-215665	Implemented
EDX103S – Non-Financial – Non-Cooperation with Mandatory Program Requirements:	CA-226620	22.05
EDX103S - Non-Financial - Drug Felon	CA-215665	Implemented
EDX103S – Non-Financial – Drug and Alcohol Treatment Program	CA-215665	Implemented
EDX103S – Non-Financial – Residency of Current County	CA-215926	Implemented
EDX103S – Non-Financial – Disability	CA-215926	Implemented
EDX105S – Financial – Unearned Income	CA-215672	Implemented
EDX104S - Liquid Recourses	Ca-233489	Implemented
EDX105S – Financial – Housing Test	CA-229096	Implemented

3 EDBC

3.1 Additional Changes for rule functionalities

3.1.1 Earned Income Functionality

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 status reason CT73 'Income Exceeds Limit' will be set as a program failure reason when all the following conditions are met:
 - a. The sub program is CALM or SSIP or GA or AGEX and the program is on-going.
 - b. The Earned income Net earned Income amount is more than GAGR Grant amount.

Category	Short Description
73	Net Earned Inc Exceeds Limit

2. The new program status reason CT73 'Income Exceeds Grant Amount' will be set as a program failure reason when all the following conditions are met:
 - a. The sub program is PAES, and the program is ongoing.
 - b. The Earned income remaining amount is more than GAGR Grant amount.

Category	Short Description
73	Income Exceeds Grant Amount

3.2 Correspondence

3.2.1.1.1 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.

3.2.1.1.2 Description of Change

1. **Reason Code: XAF301 – Income Exceeds Grant Amount**

a. Trigger Condition

i. This notice generates for the applicable counties when the program was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Income Exceeds Grant Amount'.

or

ii. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Income Exceeds Grant Amount'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Discontinuance	GA Disc - Excess Income	005 1 (10/10)	12652
Alameda	Denial	GA Denial - Excess Income	120 1 (10/10)	11462
Contra Costa	Denial	GA Denial - Excess Income	120 1	12525
Orange	Discontinuance	GR Disc - Income Exceeds Maximum Aid Payment	005 B	11617
Orange	Denial	GR Denial - Excess Income	120 B	12685
Placer	Discontinuance	Income Exceeds Needs	005	608580
Placer	Denial	Excess Non-Exempt Income	120-1	608583
Sacramento	Discontinuance	GA Discontinuance-Needs Met or Income from Various Sources Exceeds Needs	CDS 021-0 (5/93)	607891
Sacramento	Denial	GA DENIAL/EXCESS INCOME	CDS 160-1 (08/97)	12444
Santa Barbara	Discontinuance	GR - Disc - Excess Income	050-2	12333
Santa Barbara	Denial	GR Deny-Excess Income	150-0	12330

Santa Clara	Discontinuance	GA Discontinuance - Earnings Meet Needs	GA 005	12016
Santa Clara	Denial	GA Denial - Excess Income	GA 120	12026
Santa Cruz	Discontinuance	Discontinuance - Excess Income for GA	007-A	12094
Santa Cruz	Denial	Denial - GA Denial Excess Income	125-A	12089
San Diego	Discontinuance	GR Discontinuance - Excess Income	032-2	12725
San Luis Obispo	Denial	GA Denial/Discontinuance - Excess Income	GA 902/903	12475
San Luis Obispo	Discontinuance	GA Denial/Discontinuance - Excess Income	GA 902/903	12476
San Mateo	Discontinuance	GA Discontinuance - Excess income	003 2	11964
San Mateo	Discontinuance	GA Discontinuance - Excess anticipated income	026 0	11964
San Mateo	Denial	GA Denial - Income Exceeds Need	124 0	11953
Solano	Discontinuance	GA - Discontinuance - Excess Earned Income	051	12118
Solano	Denial	GA - Denial Excess Income	ga239h	12113
Sonoma	Discontinuance	GA Disc - Income/Support Exceeds GA Maximum Allowance	021-0 (09/99)	12531
Sonoma	Denial	GA Denial - Excess Income	121-5 (03/96)	12539
Tulare	Discontinuance	GA Disc - Excess Income	032-4	12336
Yolo	Discontinuance	General Assistance Discontinuance - Income Exceeds Need	005-3	611374
Yolo	Denial	General Assistance Denial - Excess Income	120-3	12244

2. Reason Code: XAF303 – Income Exceeds Limit

a. Trigger Condition

i. This notice generates for the applicable counties when the program was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Income Exceeds Limit.

or

ii. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Income Exceeds Limit'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Discontinuance	GA Discontinuance - Earnings Meet Needs	005 1 (04/99)	11524
Fresno	Discontinuance	General Relief Discontinuance - Income Meets Needs	008-B (01/05)	12614
Fresno	Denial	General Relief Denial - Income Exceeds Needs	117	12616
Orange	Discontinuance	GR Disc - Fully Employed	067 B	11617
San Francisco	Discontinuance	CAAP Discontinuance: Earned Income Too Great	023 2	12613
Solano	Denial	GA - Denial - Excess Income, Employed	151	12113

4 REQUIREMENT

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2374	<p>The CONTRACTOR shall provide the capability to add GA/GR sub-programs and use them in EDBC rules to determine Aid Codes for each of the 58 counties based on the sub-programs available for each county at the time of migration.</p>	<p>Batch/Interfaces: Existing LA jobs will not be configured for other counties to opt in/Out . Batch and Interface has no new requirement for this DDID. Eligibility - Rules/Web Pages: one Rule and EDBC Summary page changes for the sub programs will be developed in CalSAWS</p> <p>Online - Web Pages: Sub-program determinations shall be implemented based on each counties' programs at the time of migration</p> <p>Online - Page Mapping: Sub-program determinations shall be implemented based on each counties' programs at the time of migration.</p> <p>Online - CTCRs: Sub-program determinations shall be implemented based on each counties' programs at the time of migration</p> <p>Eligibility - Rules/Web Pages: one Rule and EDBC Summary page changes for the sub</p>	<p>This SCR CA-215677 will meet the migration requirements.</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		programs will be developed in CalSAWS	

5 MIGRATION IMPACTS

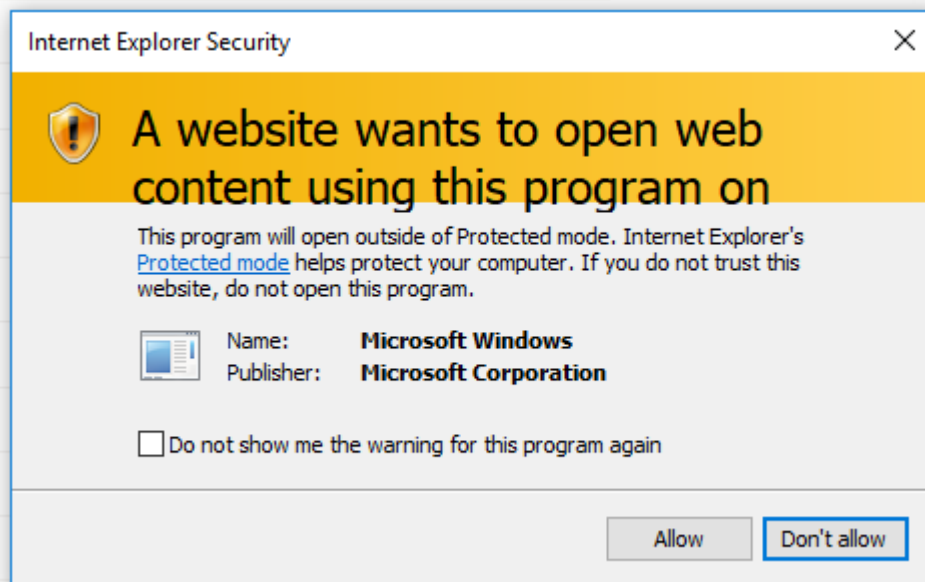
General Assistance/General Relief functionality will be implemented as a new program for the 57 counties excluding Los Angeles County. Los Angeles GA/GR functionality will not be modified.

6 APPENDIX

6.1 Rules Flow Diagram

[Viewing Visio Document in Internet Explorer](#)

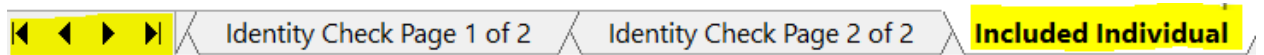
1. This is applicable for Laptops/Desktops that do not have Microsoft Visio software installed.
2. Once you double click the attachment or right click and open with Internet Explorer the Visio will open in internet explorer.
3. *If opening the Visio file from the SharePoint link the Visio file will need to be downloaded first then open with the downloaded file with internet explorer.
4. The following prompt will appear if opening the downloaded Visio file.



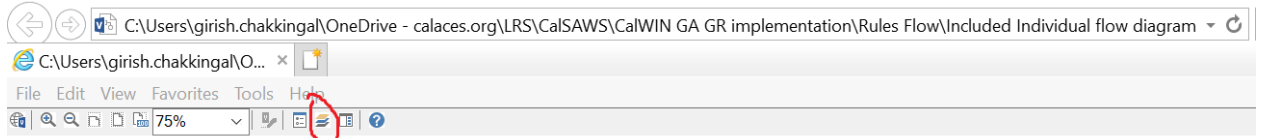
5. Click 'Allow' to open the file on Internet Explorer.
6. The internet Explorer will open with the below pop up in the bottom of the page



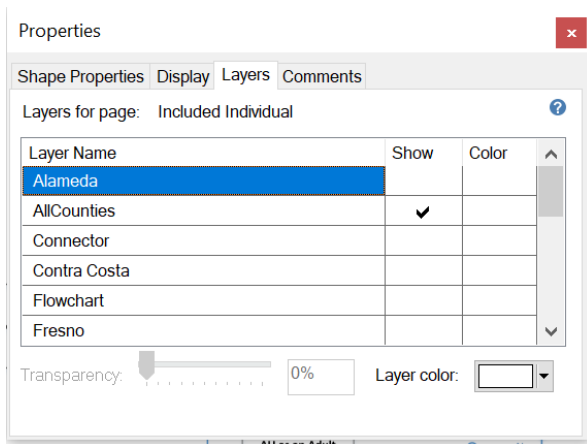
7. Click Allow Blocked Content.
8. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



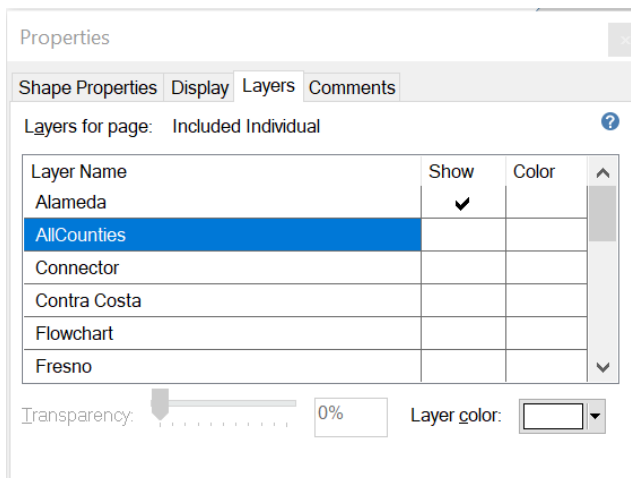
9. Click the layer icon circled in red color below



10. Once the layers button is clicked the Properties box will pop up.



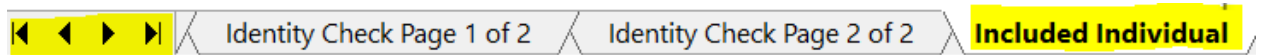
11. Then click the county name that is applicable to you, in this case Alameda



12. 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.

Viewing Visio Document in Microsoft Visio

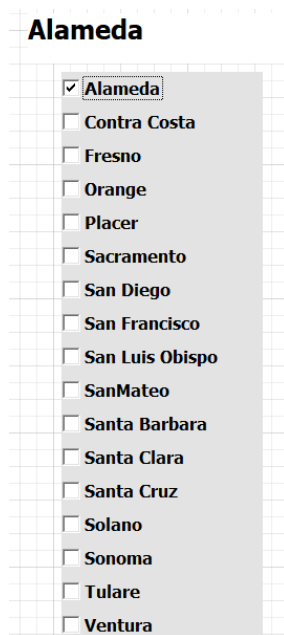
1. This is applicable for Laptops/Desktops that do have Microsoft Visio software installed
2. Once you double click the attachment or right click and open with Visio then it will open in Microsoft Visio
3. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the 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



The image shows a dropdown menu titled "Alameda" with a list of California counties. The "Alameda" option is selected, indicated by a checkmark in a small box to its left. The other counties listed are Contra Costa, Fresno, Orange, Placer, Sacramento, San Diego, San Francisco, San Luis Obispo, SanMateo, Santa Barbara, Santa Clara, Santa Cruz, Solano, Sonoma, Tulare, and Ventura. Each county name is preceded by an unchecked checkbox.

6. Once you select Alameda the flow diagram will show only the rules /functionalities applicable to Alameda.

6.2 Reference Table

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.

- a. Key:
 - i. GR Priority
 01. The lower the number the higher the priority
 - ii. GR Program Role
 01. FE – This indicator means the status reason will change the person role to FRE - 'Financially Responsible – Excluded'
 02. FI – This indicator means this status reason will change the person role to FRI 'Financially Responsible – Included'
 03. MM – This indicator means this status reason will change the person role to MMO 'Medi-Cal Member Only'
 04. UP – This indicator means this status reason will change the person role to UP 'Unaided Person'
 - iii. GR Close Person

- 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
- 02. Y – indicator means this status reason can close the person.
- iv. GR Close Program
 - 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
 - 02. Y – Indicator means this status reason can close the program.
- v. General Relief
 - 01. Y -Indicator means this status reason will be applicable for CalWINs General Relief Program

CalWIN Status	GR Priority	CalSAWs Status (Status Reason)	Set by Eligibility	GA/GR Program Role	GA/GR Close Person	GA/GR Close Program	General Relief	Use Case
XAF303	4240	Net Earned Inc Exceeds Limit				Y	Y	Earned income
XAF301	4220	Income Exceeds Grant Amount				Y	Y	Earned income

6.3 Income Type

CalWIN Income ID	CalWIN Income Description	CalSAWS ID	CalSAWS Description
BS	Basic Education Oppt Grant-BEOG	76	Grants, Loans - Needs Based
BI	BIA	D6	Other
EI	BIA Educational Grants/Loans	76	Grants, Loans - Needs Based
A5	BOGG	B7	Awards/Scholarships
GR	Cal Grant A	G1	Cal Grant A
O3	Cal Grant B	G3	Cal Grant B
B1	Cal Grant C	G6	Cal Grant C
BO	Cal-learn Bonus	D6	Other
PH	Carl D Perkins Loan	76	Grants, Loans - Needs Based
GL	CGSL: California Guaranteed Student Loan	76	Grants, Loans - Needs Based
MP	College Assistant Migrant Program	76	Grants, Loans - Needs Based

EW	Education Awards/Scholarships for Teens	B7	Awards/Scholarships
LB	FFEL: Federal Family Education Loan	76	Grants, Loans - Needs Based
ND	NDSL: National Direct Student Loan	75	Title IV, Other Federal
O4	Other Education loans, grants, scholarships, fellowships Non-exempt	77	Grants, Loans - Non Needs Based
DT	Paul Douglas Teacher Scholarship Program	B7	Awards/Scholarships
PG	Pell Grant	76	Grants, Loans - Needs Based
OP	SEOG: Supplemental Educational Opportunity Grant Pgm	76	Grants, Loans - Needs Based
FS	SLS: Supplemental Loans For Students	76	Grants, Loans - Needs Based
US	Stafford Loan Subsidized/Unsubsidized	76	Grants, Loans - Needs Based
EH	Title IV Educational Grant/Loan	75	Title IV, Other Federal
VB	Veterans Education Assistance Program (VEAP)	A12	VEAP
VG	Veterans Education GI Bill	A11	GI Bill - Educational
N7	Veteran's Student Service Program	84	Student Services Program
WK	Work Study State/Federal	17	College Work Study
D3	EOPS: Extended Opportunity Program Services	EM	Other Unearned All
D7	FISL: Federally Insured Student Loans	76	Grants, Loans - Needs Based
D8	Funds for readers or educational scholarships for ABD person	B7	Awards/Scholarships
EG	Other Education loans, grants, scholarships, fellowships, Exempt	B7	Awards/Scholarships
IG	SSIG: State Student Incentive Grants	76	Grants, Loans - Needs Based
N9	Work Study CalWORKs	17	College Work Study
NS	National Science Scholars Program	B7	Awards/Scholarships
OS	Federal Early Outreach Student Services Program	75	Title IV, Other Federal
PA	PLUS: Parent Loan Student Program	77	Grants, Loans - Non Needs Based

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-215921 DDID 2315 FDS GA GR Phase 3 -
Employment Services and EDBC changes

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math, Marqui Simmons
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/17/2022	1.0	Initial Draft	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math, Marqui Simmons
1/19/2022	1.1	Updated based on QA comments	Peterson Etienne, Justis Ketcham, Ramakrishna Kuchibhotla, Shreesha Venugopal Math
1/19/2022	1.2	Added Status reason 'ES Non-compliance – 6 month sanction', 'Age is over 59' and removed the status reason 'Failed to comply as an applicant' for Common routine sanction functionality	Peterson Etienne, Ramakrishna Kuchibhotla
1/20/2022	1.3	Added Assumption that logic related to non-cooperation mandatory program requirement cannot be tested in this SCR.	Peterson Etienne
01/24/2022	1.4	Updated the status reason 'Non-coop With Work Project – Attach MAPC letter' and the status reason 'Non-coop With Job Training – Attach MAPC letter'. From a display reason to failure reason. Added the mockup screen for Work Registration Detail page.	Peterson Etienne

1/26/2022	1.5	<p>In 2.9.2.2:</p> <p>Removed the condition "The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month." For all status reasons.</p> <p>Removed the condition "the status reason is not found for the corresponding non-compliance reason" for the status reason "Not Cooperating with Employment Services" when either EDX119C003, EDX119C004 , or EDX119C008 is active.</p> <p>Additional details are added to the last condition for status reason "ES Non-compliance - 6 month sanction".</p>	Justis Ketcham

Table of Contents

1	Overview	7
1.1	Current Design.....	7
1.2	Requests.....	7
1.3	Overview of Recommendations.....	7
1.4	Assumptions	7
2	Recommendations.....	8
2.1	GA/GR Sanction List.....	8
2.1.1	Overview	8
2.1.2	GA/GR Sanction List Mockup	9
2.1.3	Description of Changes	9
2.1.4	Page Location	10
2.1.5	Security Updates.....	10
2.1.6	Page Mapping.....	11
2.1.7	Page Usage/Data Volume Impacts	11
2.2	GA/GR Sanction Detail.....	11
2.2.1	Overview	11
2.2.2	GA/GR Sanction Detail Mockup	11
2.2.3	Description of Changes	12
2.2.4	Page Location	15
2.2.5	Security Updates.....	15
2.2.6	Page Mapping.....	15
2.3	Work Registration Detail.....	15
2.3.1	Overview	15
2.3.2	Work Registration Detail Mockup	16
2.3.3	Description of Changes	16
2.3.4	Page Location	16
2.3.5	Security Updates.....	16
2.3.6	Page Mapping.....	16
2.4	GA/GR Employment Services Status Detail.....	17
2.4.1	Overview	17

2.4.2	GA/GR Employment Services Status Detail Mockup	17
2.4.3	Description of Changes	18
2.4.4	Page Location	21
2.4.5	Security Updates.....	22
2.4.6	Page Mapping.....	22
2.4.7	Page Usage/Data Volume Impacts	22
2.5	GA/GR Employment Services Detail.....	23
2.5.1	Overview	23
2.5.2	GA/GR Employment Services Status Detail Mockup.....	23
2.5.3	Description of Changes	24
2.5.4	Page Location	25
2.6	Non-Compliance And Sanction Summary	26
2.6.1	Overview	26
2.6.2	Non-Compliance And Sanction Summary Page Mockup.....	26
2.6.3	Description of Changes	27
2.6.4	Page Location	28
2.6.5	Security Updates.....	28
2.6.6	Page Mapping.....	29
2.6.7	Page Usage/Data Volume Impacts	29
2.7	Sanction Type Detail Page.....	29
2.7.1	Overview	29
2.7.2	Sanction Type Detail Mockup	30
2.7.3	Description of Changes	32
2.7.4	Page Location	33
2.7.5	Security Updates.....	33
2.7.6	Page Mapping.....	34
2.7.7	Page Usage/Data Volume Impacts	34
2.8	Eligibility Employment Services Functionality	34
2.8.1	Eligibility Changes.....	34
2.8.2	Logic Overview - Auto creation of GA/GR Employment Services Program 37	
2.8.3	Sanction Functionality	39
2.9	Employable Status Functionality	62

2.9.1	County Admin Detail.....	62
2.9.2	EDBC Changes	67
2.9.3	Correspondence	77
2.9.4	Project Requirements	79
2.10	Batch – Create New Sanction Type Detail Batch	82
2.10.1	Overview	82
2.10.2	Description of Change.....	82
2.10.3	Execution Frequency.....	83
2.10.4	Key Scheduling Dependencies	83
2.10.5	Counties Impacted	83
2.10.6	Failure Procedure/Operational Instructions.....	83
3	Requirement	84
3.1	Migration Requirements.....	84
4	Migration Impacts	89
5	Appendix.....	89
5.1	Rules Flow Diagram.....	89
5.2	Reference Table.....	93

1 OVERVIEW

This SCR will implement the Eligibility functionality of the Employment Services program solution and the Non-financial functionality for the GA/GR Automated EDBC/CC Counties Solution in CalSAWS.

1.1 Current Design

The GA/GR Automated EDBC/CC Counties 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 GA/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.

1.2 Requests

A GA/GR Automated EDBC/CC Counties Solution and the new Employment Services program 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 non-financial functionality for the new solution.

1.3 Overview of Recommendations

1. Add Eligibility functionality for Employment Services and creating sanctions.
2. Add all the required Data Collection elements to implement the Employment Services and sanction functionalities for the new solution
3. Create new Admin Summary and Detail pages that can be accessed in Admin tools by the County Admin staff
4. A new set of Admin detail pages, Rules, Batch and NOA triggers will be added for the below Non-Financial rules.

1. Employable Status

1.4 Assumptions

1. The existing Los Angeles county rules will remain unchanged.
2. This SCR CA-215921 is based on the WCDS approved documents.
3. The design of the rules is for each CalWIN county based on the Gainwell documents approved by the counties.
4. The functionality of this SCR CA-215921 will be disabled until activated by the system property flag established in SCR CA-215687 which is part of the 20.11 release.

5. 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.
6. Alerts will be handled separately outside the Rules design in a separate SCR CA-220119.
7. All functionality related to new fields will only affect the rules related to an individual county's General Assistance/General Relief program and will not impact the rules of other programs, unless specified.
8. All Data collection used in EDBC determination is effective for the benefit month.
9. All calculation for computed values will be detailed in the Visio diagram. (Phase 3 Employment Services.vsdm" in the tab "Employable Status"," Common Routine Sanction")
10. '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.
11. Manual EDBC and negative action EDBC cannot be run with these changes.
12. Changes related to Time Clock functionality cannot be tested with this SCR as the time clock changes will be implemented with CA-215680 scheduled for 22.05 release.
13. User can reset the sanction instance number.
14. Sanctions will be carried along with person within the county but not across counties. So, sanctions created in one county are not available in another county.
15. The program description 'General Assistance/General Relief (GR)' represents 'GA/GR Automated EDBC/CC Counties Solution'.
16. Any logic related to non-cooperation/non-mandatory program requirement functionality cannot be tested until CA- 226620 scheduled for 22.05 release.
17. This functionality related to non-compliance related sanctions cannot be tested as the non-compliance is not designed yet and will be tested as part of SCR CA-226620 Phase 5 Batch 2 DDID 2314 & 2319 GA GR EDBC - Mandatory Program Requirements Rule.
18. The functionality related to the periodic report status checking can be tested as the periodic report functionality is not yet implemented.

2 RECOMMENDATIONS

2.1 GA/GR Sanction List

2.1.1 Overview

GA/GR Sanction List page displays all the sanction records created for the given case. The sanction records are created on a person level. The person on a different case, but within the same county will be able to see the records.

2.1.2 GA/GR Sanction List Mockup

GA/GR Sanction List

*- Indicates required fields

Search Results Summary
Results 1 - 2 of 2

Display

From: To:

[View](#)

Name	Type	Reason	Begin Date	End Date	
<input type="checkbox"/> math. shreesacramento 28M	Timely report/Cal-Learn Child Progress Inadequate	Member of the Economic Unit falsified evidence about the responsible relative/alien sponsor's income	01/01/2022	01/31/2022	Edit View History
<input type="checkbox"/> math. shreesacramento 28M	Timely report/Cal-Learn Child Progress Inadequate	Member of the Economic Unit falsified evidence about the responsible relative/alien sponsor's income	12/01/2021	12/31/2021	Edit View History

[Remove](#)

Figure 2.1.2.1 – GA/GR Sanction List Mockup

2.1.3 Description of Changes

1. "GA/GR Sanction" link appears at the last under "GA/GR" Task Navigation. On click of this link user will navigate to "GA/GR Sanction List" page. The link is only visible if the user has "GAGRSanctionListView" right.
2. Display From: This field will be the limit for the earliest date that the displayed records will be available.
3. To: This field will be the upper limit for when a record ended.
4. View: This button will reload the search results based on the dates provided.
5. Add: if the user has the "GAGRSanctionDetailEdit" right, the Add button will display and take the user to the "GA/GR Sanction Detail" page in create mode.
6. Checkbox: The checkboxes will only display when the user has the "GAGRSanctionDetailRemove" right.
7. Name: This will display the name of the individual the record is applicable for. If the user has the "GAGRSanctionDetailView" right, the name will display as a hyperlink that will take the user to the "GA/GR Sanction Detail" page in view mode.
8. Type: The Type of the GA/GR Sanction record created.
9. Reason: The Reason for the GA/GR Sanction record created.
10. Begin Date: The begin Date of the GA/GR Sanction record.

11. End Date: The end Date of the GA/GR Sanction record.
12. Edit: if the user has the "GAGRSanctionDetailEdit" right, the edit button will display and take the user to the "GA/GR Sanction Detail" page in edit mode.
13. View History: This button will take the user to the Transaction History Detail for the associated record. This button will only display when the user has the "GAGRSanctionDetailView" right.
14. Remove: This button will delete the records with the checkboxes selected. This button will only display when the user has the "GAGRSanctionDetailRemove" right.

Note: Sanction record for a person belonging to same county(county where the sanction record got created) will be visible on a GA/GR Sanction List on the other case if the person moves to other case within the same county.

2.1.4 Page Location

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

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
GAGRSanctionView	GA/GR Sanction View	GA/GR Sanction View, GA/GR Sanction Edit
GAGRSanctionEdit	GA/GR Sanction Edit	GA/GR Sanction Edit
GAGRSanctionRemove	GA/GR Sanction Remove	GA/GR Sanction Remove
GAGRSanctionListView	GA/GR Sanction List View	GA/GR Sanction List View

2. Security Groups

Security Group	Group Description	Group to Role Mapping
GA/GR Sanction View	This group has the capability to view GA/GR Sanction records.	See the Security Matrix for the group to role associations
GA/GR Sanction Edit	This group has the capability to create and modify GA/GR Sanction records.	See the Security Matrix for the group to role associations
GA/GR Sanction Remove	This group has the capability to remove GA/GR Sanction records.	See the Security Matrix for the group to role associations
GA/GR Sanction List View	This group has the capability to view GA/GR Sanction records on the list page.	See the Security Matrix for the group to role associations

2.1.6 Page Mapping

Add page mapping for the new fields for this page.

2.1.7 Page Usage/Data Volume Impacts

[Where applicable, evaluate the projected page usage and data volume that will be created from all counties using this page.]

2.2 GA/GR Sanction Detail

2.2.1 Overview

GA/GR Sanction Detail page is used to create sanction records for GA/GR Automated Solution program.

2.2.2 GA/GR Sanction Detail Mockup

GA/GR Sanction Detail

*- Indicates required fields

Save and Return Cancel

Name: * john, helson 28M **Created By:** User

Type: * Timely report/Cal-Learn Child Progress Inadequate

Reason: Member of the Economic Unit falsified evidence about the responsible relative/alien sponsor's income

Instance: 1 **County:** San Luis Obispo

Begin Date: * 12/01/2021 **End Date:** 12/31/2021 **End Reason:** County Determined Good Cause

Save and Return Cancel

Figure 2.2.2.1 – GA/GR Sanction Detail Mockup (Create Mode)

2.2.3 Description of Changes

1. Name: Name of the Participant. This dropdown will have a list of all case members having GA/GR Automated Solution program. This dropdown will default to “ -Select- “. This field will be required. This field will only be editable in create mode.
2. Created By: It is a non-editable field. When EDBC creates the record, the value will be “System” and when User creates the record the value will be “User”.
3. Type: The dropdown containing sanction Types. This field will be required. This field will only be editable in create mode. The types listed under Sanction section on the page Non-Compliance And Sanction Summary and having Activated Indicator as ‘Y’ for the current date, will be displayed under Type dropdown.
4. Reason: The dropdown containing sanction Reasons. This field will only be editable in create mode. Below is the list of sanction reason:
 - a. Application is denied because client provided fraudulent information
 - b. Applied for and/or received GR using a false identity and/or SSN.
 - c. Cashing duplicate warrant.
 - d. Committed an act of violence or vandalism in a Social Services office or related location
 - e. Convicted of welfare fraud

- f. Currently under a fraud sanction from receiving GA
 - g. Did not provide proof of current status of SSI/SSP application.
 - h. Failed to coop with an SIU investigation, incl failure to keep appointment(s) with an investigator
 - i. Failed to report and/or apply for all persons in the GR AU.
 - j. Failed to report anticipated income.
 - k. Failed to report application for or receipt of income.
 - l. Failed to report ownership of property.
 - m. Fails to report all facts.
 - n. Falsified evidence or info- resp relative/alien sponsor's inc, prop, willingness to provide support
 - o. Falsified evidence or information about the residence of the GR AU
 - p. Falsified incapacity documentation.
 - q. Gives the county fraudulent documents or did not give the county complete information
 - r. Knowingly accepted or negotiated GR benefits to which the GR AU is not entitled
 - s. Member of Economic Unit falsified evidence about response. Relative/ sponsor's willingness to support
 - t. Member of Economic Unit falsified evidence about the responsible relative/alien sponsor's property.
 - u. Member of Economic Unit falsified info about the response relative sponsor's willingness to support
 - v. Member of Economic Unit falsified info about the responsible relative/alien sponsor's property.
 - w. Member of the Economic Unit falsified evidence about the responsible relative/alien sponsor's income
 - x. Member of the Economic Unit falsified info about the responsible relative/alien sponsor's income.
 - y. Misrepresented info provided on the GR application and/or Statement of Facts
 - z. Previously committed fraud.
 - aa. Provided apparent fraudulent documents.
 - bb. Receiving a lump sum.
 - cc. Reports a false place of residence.
 - dd. Serving a fraud sanction
 - ee. Serving a previous sanction.
 - ff. Simultaneously applied for and/or received GR in two or more jurisdictions
5. Instance: This is the dropdown field containing instance values from 1 to 5. It is not a required field. The field is editable in both create and edit mode.
 6. County: The drop-down containing list of counties. The field is editable in both create and edit mode.
 7. Begin Date: The Date field. This field will be required. The field is editable in both create and edit mode.

8. End Date: The Date field. The field is editable in both create and edit mode.
9. End Reason: The drop-down field containing End reason. The field is editable in both create and edit mode. The Dropdown contains following values:
 - a. Admin Hearing Reversal
 - b. Allowable Negligent Act
 - c. County Determined Good Cause
 - d. Custodial Parent Sanction
 - e. End of Sanction Period
 - f. Exemption
 - g. Not Eligible to CalWORKs
 - h. Participant is Complying
 - i. Sanction Cured
 - j. Sanction Lifted
 - k. Sanction Sent in Error
 - l. Sanction Suspended
 - m. SSI Recipient
 - n. State Hearing Reversal
10. Save and Return: This button will only appear in Create and Edit Modes. This button will save the record to the database and return the user to the GA/GR Sanction List page. Records will be effective dated based on the participant and type.
11. Edit: This button will appear in View Mode if the user has the "GAGRSanctionDetailEdit" right. This button will reload the page in Edit mode for the given record.
12. Cancel: This button will only appear in Create and Edit Modes. This button will discard all changes and return the user to the GA/GR Sanction List page.
13. Close: This button will only appear in View Modes. This button will return the user to the GA/GR Sanction List page.
14. On click of 'Save and Return' please trigger the below validations if applicable:
 - (a) Trigger the validation error message, 'End Date must be after Begin Date.' For the End Date field if the End Date is before Begin Date.
 - (b) Trigger the validation error message, 'The selected Type is not active for the selected Begin Date and End Date. Please adjust Begin Date or End Date.' If the type is not activated for the selected begin date and end date (User can check the status of Types in Sanction Detail page).

Note: As the technical changes, one should persist the logged in county while saving the details. And if the person belongs to the same county but moves to other case then in the other case under GA/GR Sanction List page one can see the record of the person who moved to different case within the same county.

2.2.4 Page Location

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

2.2.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
GAGRSanctionView	GA/GR Sanction View	GA/GR Sanction View, GA/GR Sanction Edit
GAGRSanctionEdit	GA/GR Sanction Edit	GA/GR Sanction Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
GA/GR Sanction View	This group has the capability to view GA/GR Sanction records.	See the Security Matrix for the group to role associations
GA/GR Sanction Edit	This group has the capability to create and modify GA/GR Sanction records.	See the Security Matrix for the group to role associations

2.2.6 Page Mapping

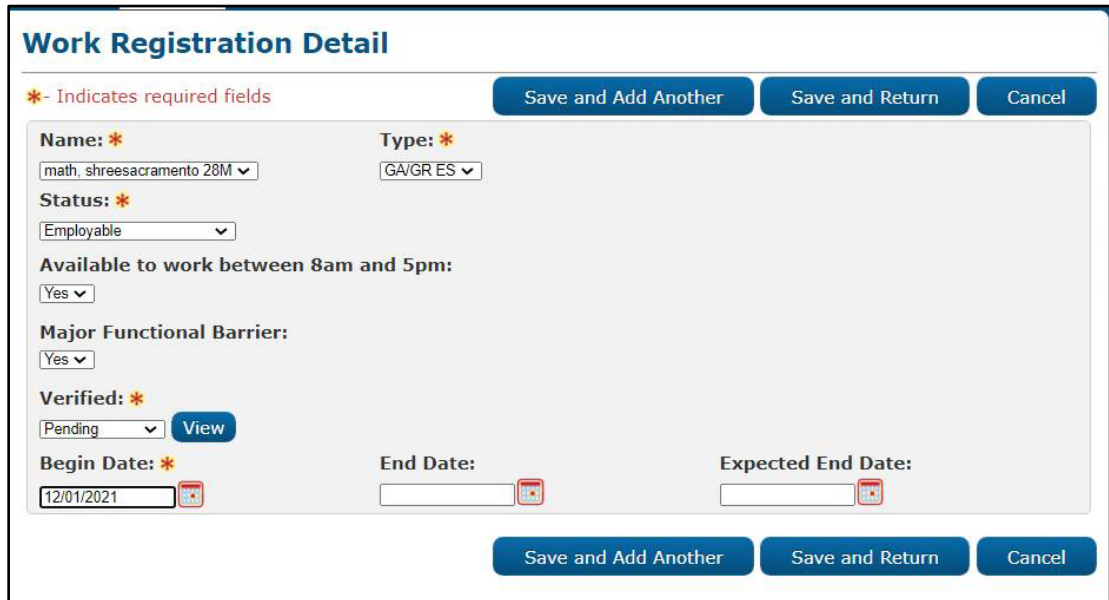
Add page mapping for the new fields for this page.

2.3 Work Registration Detail

2.3.1 Overview

The "Work Registration Detail" page is used to track the employability status for the GA/GR Employability Service program.

2.3.2 Work Registration Detail Mockup



The mockup shows a form titled "Work Registration Detail". At the top left, there is a legend: "* - Indicates required fields". At the top right, there are three buttons: "Save and Add Another", "Save and Return", and "Cancel". The form fields are as follows:

- Name: ***: A dropdown menu with the value "math, shreesacramento 28M".
- Type: ***: A dropdown menu with the value "GA/GR ES".
- Status: ***: A dropdown menu with the value "Employable".
- Available to work between 8am and 5pm:** A dropdown menu with the value "Yes".
- Major Functional Barrier:** A dropdown menu with the value "Yes".
- Verified: ***: A dropdown menu with the value "Pending" and a "View" button next to it.
- Begin Date: ***: A date input field with the value "12/01/2021" and a calendar icon.
- End Date:**: An empty date input field with a calendar icon.
- Expected End Date:**: An empty date input field with a calendar icon.

At the bottom right, there are three buttons: "Save and Add Another", "Save and Return", and "Cancel".

Figure 2.3.2.1 – Work Registration Detail Mockup

2.3.3 Description of Changes

1. Add a new Yes/No dropdown labeled "Major Functional Barrier". The field will default to blank. This field will be editable in Create and Edit modes. This dropdown is visible only for GA/GR Employment Services program (Type is 'GA/GR ES').

2.3.4 Page Location

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

2.3.5 Security Updates

No Security updates.

2.3.6 Page Mapping

Add page mapping for the new fields for this page.

2.4 GA/GR Employment Services Status Detail

2.4.1 Overview

The "GA/GR Employment Services Status Detail" page is used to display or create detailed information regarding a program status.

2.4.2 GA/GR Employment Services Status Detail Mockup

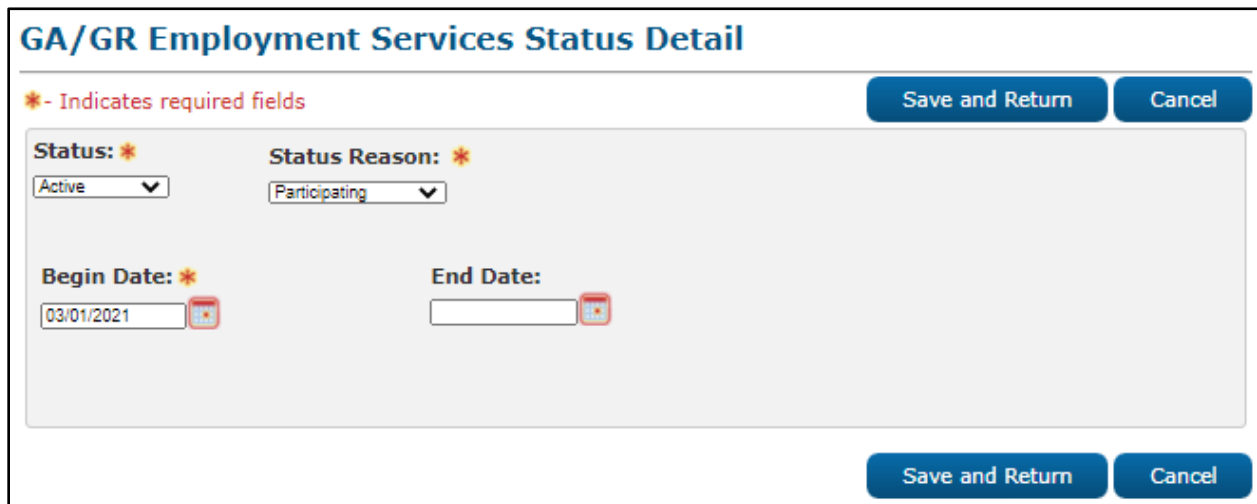


The mockup shows a form titled "GA/GR Employment Services Status Detail". At the top left, there is a legend: "* - Indicates required fields". A "Close" button is located at the top right. The form contains the following fields:

Status: * Active	Status Reason: * Conversion
Begin Date: * 11/04/2019	End Date: 07/31/2021

A second "Close" button is located at the bottom right of the form area.

Figure 2.4.2.1 – GA/GR Employment Services Status Detail – (View)



The mockup shows a form titled "GA/GR Employment Services Status Detail". At the top left, there is a legend: "* - Indicates required fields". "Save and Return" and "Cancel" buttons are located at the top right. The form contains the following fields:

Status: * Active	Status Reason: * Participating
Begin Date: * 03/01/2021	End Date:

"Save and Return" and "Cancel" buttons are also located at the bottom right of the form area.

Figure 2.4.2.2 – GA/GR Employment Services Status Detail – (Create)

GA/GR Employment Services Status Detail

*- Indicates required fields

Save and Return Cancel

Status: *
 Deregistered ▼

Begin Date: * End Date:

Save and Return Cancel

**Figure 2.4.2.3 – GA/GR Employment Services Status Detail – (Create)
 (Status is Deregistered)**

2.4.3 Description of Changes

1. When the Status in GA/GR Employment Services Status Detail page is 'Deregistered' then 'Status Reason' drop down will not be shown in the screen to capture the status reason.
2. Update the Status Reason dropdown for Status Sanction and Non-Comp with the following status reasons and that these status reasons only available for GA/GR Employment Services program.
 - a. Status Sanction

Status Reason	
Attending a school or training program	Failing to attend a scheduled comprehensive assessment meeting
Client fails to cooperate with Employment Services (Job Club) and is sanctioned for a period	Fails to attend a case management appointment
Client not followed rules he/she has failed to cooperate with job search sanctioned for a period	Fails to attend a Substance Abuse Counselor appointment
Client provided fraudulent info about job search to qualify for a grant and sanction for 6 months	Fails to meet requirement to participate in the training or ESL component of the GATE program
Client submitted a job search form Dept is unable to verify job search contacts Sanction for 6 months	Fails to register with the Work Program without good cause.

Cond Employable-fails without good cause to report to the GR Work Program Employment Specialist	Fails to report the GRWP Coordinator/Employment Specialist without good cause
Conditionally Employable fails without good cause to register with the GR Work Program	Fails to report to an assigned work site without good cause
Conditionally Employable-fails without good cause to report to an assigned job site	Failure to Comply with Work Project Requirements
Conditionally Employable-fails without good cause to report to an assigned training	Failure to Co-operate with GAADDs 1st Time
Conditionally Employable-fails without good cause to complete a required job search report	Failure to Co-operate with GAADDs 2nd Time
Did not accept a referral to a formal training program	Failure to Co-operate with GAADDs 3rd Time
Did not attend your job preparation class(es)	Failure to cooperate with GR employable program requirement
Did Not Complete 24 Hour Work Test	Failure to provide verification of incapacity (disability)
Did not complete job search	Failure to Provide Verification that they Complied
Did Not Complete Job Training	Failure/Refusal to Comply with Work Referrals
Did not complete required tests/exam available at no cost	Harassing co-workers
Did not go to job interview	Ineligible: Failure to comply with work project requirements
Did not keep an appointment for an employability assessment at Vocational Services	Ineligible: Client failed to verify ongoing presence in the City/County of San Francisco
Did not report to a job as instructed	Ineligible: Client failed verify ongoing presence in the City/County of San Francisco
Did not report to training as expected	Ineligible: Essential information for verification being unacceptable
Disrespectful/insubordinate of supervision	Ineligible: Failed to attend GEP
Disruptive during class/assignment.	Ineligible: Failed to attend IGEP
Documents/information that seem to be false, and it violates the work program requirements	Ineligible: Failed to carry out treatment program

Failed to accept a job offer without good cause.	Ineligible: Failed to keep appointment for referral for evaluation for a work assignment/job search
Failed to appear for an interview with Sbs Abs Cnslr	Ineligible: Non-participation in required program
Failed to appear for Employability Assessment	Ineligible: SF PAES client failed for missing GEP first session
Failed to attend CAM/Return Questionnaire/Medical History	Left the work site without good cause prior to completing the assigned hours
Failed to attend CAM/Return Questionnaire/Medical History AND in AIK	Missing their appointment with the Special Medical worker
Failed to attend the work program orientation	Missing their medical appointment
Failed to complete address for employers on Job Search form.	Negligent failure to complete assigned hours on the work project - missed scheduled orientation
Failed to complete the Work Program Assigned activity	Negligent failure to complete work search satisfactorily because work search form not received
Failed to comply with GA Regulations AND in AIK	Negligent failure to properly complete assigned hours on the work project because of absence(s)
Failed to cooperate with Early Fraud Detctn & Prvnt	Negligent failure to properly complete assigned hours on the work project on three different dates
Failed to cooperate with SET Refugee Program AND Not in AIK	Non-cooperation for a non-specified reason
Failed to cooperate with SETA Refugee Program AND in AIK	Not available for full time employment or is employed full-time
Failed to cooperate with VRS/EDD	Not Available for Work without Good Cause
Failed to file application	Not Coop with Vocational
Failed to keep a scheduled appointment with the MRT	Not cooperating with SETA refugee program
Failed to keep an employability determination appointment at VHC	Observed in the act of theft/vandalism

Failed to keep appointment	Refused to accept and keep employment at minimum wage
Failed to keep appointment with DCM	Refused to complete any/all forms.
Failed to keep SSI advocacy assessment appointment	Refused to complete/participate in any or all exercises during the assignments
Failed to keep your appointment with vocational rehabilitation services	Santa Clara GA client is in school and is not, therefore available for work
Failed to participate in a required program of rehabilitation	Training assignment ended because of misconduct
Failed to participate in GATE/ESL Training AND in AIK	Turned in a Job Search form with the wrong month
Failed to participate in the Emp/Training Component of GATE and resides in AIK Facility	Under the apparent influence of alcohol/drugs
Failed to present proof of current EDD work registration	Unsatisfactory work performance without good cause
Failed to provide a Job Search form	Violent or threatening violence on the premises of vrs
Failed to provide Job Search form by 5th of the month	When client is enrolled or expects to be enroll in school and cannot accept full time job
Failed to provide verification	Willfully damaged work materials/property
	Work project assignment ended because of misconduct

b. Non-Comp

Status Reason
Failed to present proof of current EDD work
Did not accept a referral to a formal training program
Did not attend your job preparation class(es)
Did not go to job interview
Other

2.4.4 Page Location

- **Global:** Empl. Services
- **Local:** Case Summary

- **Task:** GA/GR Employment Services

2.4.5 Security Updates

No security updates.

2.4.6 Page Mapping

Add page mapping for the new fields for this page.

2.4.7 Page Usage/Data Volume Impacts

No page usage or data volume impacts.

2.5 GA/GR Employment Services Detail

2.5.1 Overview

The "GA/GR Employment Services Detail" page is used to display program related information.

2.5.2 GA/GR Employment Services Status Detail Mockup

GA/GR Employment Services Detail

*- Indicates required fields

View History Save and Return Cancel

Date: *
 View Date

Program Information

Status: * Pending Status Reason: Source: * Other

Program Begins on: *
 01/01/2022

Automatically Reassign When Activated:

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
math, shreesacramentothree 29M	Primary Applicant/Recipient	01/01/2022		
math, shreesacramentothree 29M	Payee	01/01/2022		

Program Persons

Name	Role	Role Reason	Status	Status Reason
math, shreesacramentothree 29M	MEM		Pending	

Secondary Assignment

Worker

View History Save and Return Cancel

Figure 2.5.2.1 – GA/GR Employment Services Detail – (Edit)

GA/GR Employment Services Detail

*- Indicates required fields

[View History](#) [Issuance Method](#) [Edit](#) [Close](#)

Date: *
02/01/2022

Program Information

Status: * Pending **Status Reason:** **Source: *** Other

Program Begins on: *
01/01/2022

Automatically Reassign When Activated:
No

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
math, shreesacramentothree 29M	Primary Applicant/Recipient	01/01/2022		
math, shreesacramentothree 29M	Payee	01/01/2022		

Program Persons

Name	Role	Role Reason	Status	Status Reason
math, shreesacramentothree 29M	MEM		Pending	

Secondary Assignment

Worker

[View History](#) [Issuance Method](#) [Edit](#) [Close](#)

Figure 2.5.2.2 – GA/GR Employment Services Detail – (View)

2.5.3 Description of Changes

1. Do not display Edit and Add button under Program Person Section.
2. Update CT18 for GA/GR Employment Services (GE) program and set refer_table_25_descr (Is Application Considered) to 'N'.
3. Rename 'Application Date' to 'Program Begins on'.

Note: The GA/GR Employment Services Program was added initially under the SCR CA-215644.

2.5.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** Case Summary -> GA/GR Employment Services ->View Details

2.6 Non-Compliance And Sanction Summary

2.6.1 Overview

The Non-Compliance and Sanction Summary page will provide the user a list of Non-Compliance and Sanction Types. The functionalities will lead the user to detail page in which they can view the individual types.

2.6.2 Non-Compliance And Sanction Summary Page Mockup

Non-Compliance And Sanction Summary	
County:	Sacramento
Non-Compliance	
Sanction	
Age Exempt Fraud	Edit
Aid Received More Than Time Limit	Edit
Audit	Edit
CALM Fraud	Edit
Cessation of Expense	Edit
Date of Strike	Edit
Failed work project	Edit
Failure to complete Quarterly Reporting	Edit
Fleeing Felon/GA	Edit
GA Fraud	Edit
GAADS	Edit
Housing Expense	Edit
IPV	Edit
Job Refusal	Edit
Job Refusal - PAES	Edit
Job Search	Edit
Job Termination	Edit
Lump Sum POI	Edit
Lump Sum Reported	Edit
Lump Sum Timely Reported	Edit
Mandatory Requirement	Edit
Non Compliance	Edit
Non Compliance #2	Edit
Non Cooperation with Medical Evaluation	Edit
PAES ES Non Compliance	Edit
PAES Fraud	Edit
PAES Mandatory Requirement	Edit
POI Code Excess Resource	Edit
POI for Resource (Restricted account WD)	Edit
Procedural Requirement	Edit
QC	Edit
Reapplied before waiting period	Edit
SSI	Edit
SSI Advance Non Cooperation	Edit
SSIP Fraud	Edit
Time Limited Assistance	Edit
Voluntary Quit	Edit

Figure 2.6.2.1 – Non-Compliance and Sanction Summary Page

2.6.3 Description of Changes

1. User can navigate to Non-Compliance And Sanction Summary Page by clicking on Non-Compliance/Sanction link from task navigation(Global navigation: Admin Tools, Local navigation: Admin,Task Navigation: GA/GR County Admin -> Non-Compliance/Sanction). The link will display if the user is having 'NonComplianceAndSanctionSummaryView'.
2. County – This field will display the county of the user.
3. Non-Compliance – This section will be an expandable section with the following Types listed beneath it. Functionalities will be defined in a future SCR.
4. Sanction – This section will be an expandable section with the Types listed beneath it. All the Types will be hyper link and on click of each type the user will navigate to Sanction Type Detail Page in view mode. The types will be hyper link only if user has 'NonComplianceAndSanctionDetailView' right. This section will be collapsed by default.
 - a. Age Exempt Fraud
 - b. Aid Received More Than Time Limit
 - c. Audit
 - d. CALM Fraud
 - e. Cessation of Expense
 - f. Date of Strike
 - g. Failed work project
 - h. Failure to complete Quarterly Reporting
 - i. Fleeing Felon/GA
 - j. GA Fraud
 - k. GAADS
 - l. Housing Expense
 - m. IPV
 - n. Job Refusal
 - o. Job Refusal - PAES
 - p. Job Search
 - q. Job Termination
 - r. Lump Sum POI
 - s. Lump Sum Reported
 - t. Lump Sum Timely Reported
 - u. Mandatory Requirement
 - v. Non Compliance
 - w. Non Compliance #2
 - x. Non Cooperation with Medical Evaluation
 - y. PAES ES Non Compliance
 - z. PAES Fraud
 - aa. PAES Mandatory Requirement
 - bb. POI Code Excess Resource

- cc. POI for Resource (Restricted account WD)
 - dd. Procedural Requirement
 - ee. QC
 - ff. Reapplied before waiting period
 - gg. SSI
 - hh. SSI Advance Non Cooperation
 - ii. SSIP Fraud
 - jj. Time Limited Assistance
 - kk. Voluntary Quit
5. Edit: On click of Edit button the user will navigate to Sanction Type Detail Page in Edit mode. The Button will only display if the user has 'NonComplianceAndSanctionDetailEdit' right.

2.6.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: GA/GR County Admin -> Non-Compliance/Sanction**

2.6.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
NonComplianceAndSanctionSummaryView	Non-Compliance And Sanction Summary	Non-Compliance And Sanction Summary View
NonComplianceAndSanctionDetailView	Non-Compliance And Sanction Detail	Non-Compliance And Sanction Detail View, Non-Compliance And Sanction Detail Edit
NonComplianceAndSanctionDetailEdit	Non-Compliance And Sanction Detail	Non-Compliance And Sanction Detail Edit

Security Groups

Security Group	Group Description	Group to Role Mapping
Non-Compliance And Sanction Summary View	This group has the capability to access the Non-Compliance And Sanction Summary page to view existing Types information.	See the Security Matrix for the group to role associations
Non-Compliance And Sanction Detail View	This group has the capability to access the Non-Compliance And Sanction Detail page to view existing Types information.	See the Security Matrix for the group to role associations
Non-Compliance And Sanction Detail Edit	This group has the capability to access the Non-Compliance And Sanction Detail page to view and edit existing Types information.	See the Security Matrix for the group to role associations

2.6.6 Page Mapping

Add page mapping for the new fields for this page.

2.6.7 Page Usage/Data Volume Impacts

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

2.7 Sanction Type Detail Page

2.7.1 Overview

The Sanction Type Detail page will provide the user a list of values associated to the selected type. The Values for the type can be changed for the given begin and end month.

2.7.2 Sanction Type Detail Mockup

Sanction Type Detail

SSI Advance Non Cooperation

County:
 San Francisco

View Month:
 12/2021

Item	Value
Activated	<input type="text" value="Yes"/>
Begin Month	<input type="text" value=""/> <input type="button" value="Calendar"/>
End Month	<input type="text" value=""/> <input type="button" value="Calendar"/>
Sanction Duration Units	<input type="text" value="Days"/>
Sanction Duration 1st Occurrence	<input type="text" value="326.64"/>
Sanction Duration 2nd Occurrence	<input type="text" value="326.64"/>
Sanction Duration 3rd Occurrence	<input type="text" value="326.64"/>
Sanction Duration 4th Occurrence	<input type="text" value="326.64"/>
Sanction Duration 5th Occurrence or more	<input type="text" value="326.64"/>
San Francisco Program	<input type="text" value="Personal Assisted Employment Services"/>

Pending Updates

Activated	Begin Month	End Month	Sanction Duration Unit	Sanction Duration Occurrence					SFO Program	Updated By
				1	2	3	4	5		
Yes	01/2022	04/2022	Days	3	134	123	345	345	Personal Assisted Employment Services	123456
No	05/2022		Days	3	134	123	345	345	Personal Assisted Employment Services	123456
Yes	01/2022	04/2022	Months	12	4	5	6	7	Personal Assisted Employment Services	123456

Figure 2.7.2.1 – Sanction Type Detail (Edit Mode)

Sanction Type Detail

Edit Close

SSI Advance Non Cooperation

County: San Francisco View Month: 01/2022

Item	Value
Activated	Yes
Begin Month	01/2021
End Month	12/2022
Sanction Duration Units	Days
Sanction Duration 1st Occurance	1000.66
Sanction Duration 2nd Occurance	326.66
Sanction Duration 3rd Occurance	326.66
Sanction Duration 4th Occurance	326.66
Sanction Duration 5th Occurance or more	326.66
San Francisco Program	Personal Assisted Employment Services

Pending Updates

Activated	Begin Month	End Month	Sanction Duration Unit	Sanction Duration Occurance					SFO Program	Updated By
				1	2	3	4	5		
Yes	01/2022	04/2022	Days	3	134	123	345	345	Personal Assisted Employment Services	123456
No	05/2022		Days	3	134	123	345	345	Personal Assisted Employment Services	123456
Yes	01/2022	04/2022	Months	12	4	5	6	7	Personal Assisted Employment Services	123456

Edit Close

Figure 2.7.2.2 – Sanction Type Detail (View Mode)

2.7.3 Description of Changes

1. The section title will match the 'Type' 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 type 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 type values display information based on dates provided.
5. Item – The list of items associated to the selected type.
6. Value – The values of the items.
7. The following table below table contains the list of items and the value description for those items:

Items	Value and its Description
Activated	It's the dropdown field having the value Yes/No. This field will only be editable in Create and Edit mode.
Begin Month	The date the item start being active/inactive. This will be a date field in MM/YYYY format. This field will only be editable in Create and Edit mode.
End Month	The date the item stopped being active/inactive. This will be a date field in MM/YYYY format. 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.
Sanction Duration Units	The Dropdown containing the values Days, Month. This field will only be editable in Create and Edit mode.
Sanction Duration 1st Occurrence	The input field that accepts the numerical values. This field will only be editable in Create and Edit mode.
Sanction Duration 2nd Occurrence	The input field that accepts the numerical values. This field will only be editable in Create and Edit mode.
Sanction Duration 3rd Occurrence	The input field that accepts the numerical values. This field will only be editable in Create and Edit mode.
Sanction Duration 4th Occurrence	The input field that accepts the numerical values. This field will only be editable in Create and Edit mode.

Sanction Duration 5th Occurrence or more	The input field that accepts the numerical values. This field will only be editable in Create and Edit mode.
San Francisco Program	The dropdown field containing sub program for San Francisco. The Item will only appear when the county selected is San Francisco. This field will only be editable in Create and Edit mode. It contains below values: 1) Age Exempt 2) Cash Aid Link to Medical 3) General Assistance/General Relief 4) Personal Assisted Employment Services 5) SSI Pending

8. 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. The Pending Update Section will not have SFO Program Section When county is not San Francisco.
9. Save - This button will save update the information based on the user's input and return the user to the Non-Compliance And Sanction page. This button is only visible in Edit mode.
10. Cancel - This button will return the user to the Non-Compliance And Sanction page without applying any changes. This button is only visible in Edit mode.
11. Edit - This button will take the user to the Sanction Type Detail Page in Edit mode. This button is only visible in View mode.
12. Close - This button will return the user to the Non-Compliance And Sanction page. This button is only visible in View mode.
13. Records created will be effective dated so that there is always a high-dated determination for every rule.

2.7.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: GA/GR County Admin -> Non-Compliance/Sanction**

2.7.5 Security Updates

Security Rights needs to be updated.

2.7.6 Page Mapping

Add page mapping for the new fields for this page.

2.7.7 Page Usage/Data Volume Impacts

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

2.8 Eligibility Employment Services Functionality

2.8.1 Eligibility Changes

2.8.1.1 Overview

When the 'GA/GR Automated Solution' program is in pending status and doesn't have the corresponding 'GA/GR Employment Services' program in the same case then the following 'Automated Program Actions' section will be shown to create the 'GA/GR Employment Services' program.

2.8.1.2 General Assistance/General Relief (GR) EDBC Summary' Section Mockup

Automated Program Actions				
Name	DOB	Program	Status	Status Reason
GR, Sample 23M	10/10/1998	GA/GR Employment Services	Pending	Mandatory

Apply Program Actions

2.8.1.2.1 General Assistance/General Relief (GR) EDBC Summary – Automated Program Actions section with Apply Program Actions button.

Automated Program Actions				
Name	DOB	Program	Status	Status Reason
GR, First 26M	10/10/1995	GA/GR Employment Services	Pending	Mandatory
GR, Second 23F	10/10/1998	GA/GR Employment Services	Pending	Mandatory

Apply Program Actions

2.8.1.2.2 General Assistance/General Relief (GR) EDBC Summary – Automated Program Actions section with Apply Program Actions button for more than one person.

- Activated GA/GR Employment Services program as indicated by the Automated Program Actions section.

2.8.1.2.3 General Assistance/General Relief (GR) EDBC Summary – Validation Message.

- Warning: To activate the required GA/GR Employment Services program, press the "Apply Program Actions" button (or if you're sure you don't want to, press "Accept" again now).

2.8.1.2.4 General Assistance/General Relief (GR) EDBC Summary – Validation Message.

Sanction Information				
Name	Type	Instance	Begin Date	End Date
GR, First 23F	Non Compliance	1	01/01/2022	01/30/2022

2.8.1.2.5 General Assistance/General Relief (GR) EDBC Summary – Sanction Information Section.

2.8.1.3 Description of Changes

1. The 'Automated Program Actions' section will be shown at the end of the 'General Assistance/General Relief (GR) EDBC Summary' page for BDA month when all the following conditions are met:
 - a. The General Assistance/General Relief (GR) BDA month is currently in the pending status.
 - b. There is no 'GA/GR Employment Services' program created for the program person(s) OR the status of the 'GA/GR Employment Services' is 'Deregistered' for the program person(s).
2. The 'Automated Program Actions' section will have a button 'Apply Program Actions'.
3. Clicking on 'Apply Program Actions' button, a pending 'GA/GR Employment Services' program will be created for each program person(s).
 - a. If the program does not exist or if the program exists for the program person(s) then the status of the program will be changed from 'Deregistered' to 'Pending'.
4. Clicking on 'Apply Program Actions' button in the 'Automated Program Actions' section to create 'GA/GR Employment Services' program is not mandatory for authorizing the General Assistance/General Relief (GR) EDBC.
5. When clicking on the 'Accept' button without clicking on 'Automated Program Actions' button then the following message will display on the 'General Assistance/General Relief (GR) EDBC Summary' page:

- a. Warning: To activate the required GA/GR Employment Services program, press the "Apply Program Actions" button (or if you're sure you don't want to, press "Accept" again now).
6. When the 'Apply Program Actions' button on the 'Automated Program Actions' section is clicked the following message is displayed on the EDBC summary page:
 - a. "Activated GA/GR Employment Services program as indicated by the Automated Program Actions section."
7. After the button 'Apply Program Actions' is clicked and when the 'GA/GR Employment Services' program is created, or program status is changed then the 'Apply Program Actions' button will no longer be available in the 'Automated Program Actions' section.

Please Note:

- EDBC will consider only the sanction details created in the current county (current county is maintained in the backend and not shown in the online page). To consider the sanctions created for the GA/GR Automated Solution program persons, current case county and sanction created county should match along with the person id.
- A new 'Sanction Information' section (Figure 2.3.1.2.5) will be added to the General Assistance/General Relief (GR) EDBC Summary page with sanction details for each person created in the current EDBC run. This information will be saved in the EDBC staging table along with sanction created county information. Once the EDBC is authorized the information will be saved to the sanction table.
- When the sanction instance is greater than 5 then the sanction duration value is considered from the value that is defined for 'Sanction Duration 5th Occurrence or more' in 'Sanction Type Detail' page.

2.8.1.4 Page Location

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

2.8.1.5 Page Mapping

Add page mapping for the new fields for 'General Assistance/General Relief (GR) EDBC Summary' page.

2.8.2 Logic Overview - Auto creation of GA/GR Employment Services Program

2.8.2.1 Overview

When the 'GA/GR Automated Solution' program is in pending status and case don't have the corresponding 'GA/GR Employment Services' program then the following two options will enable the worker to create the 'GA/GR Employment Services' program.

2.8.2.2 Creating GA/GR Employment Services – Option 1

Create the 'GA/GR Employment Services' manually by adding the program from 'New Program' option.

Case Summary	Program Detail
Case Number: <input type="text"/> <input type="button" value="Go"/>	<p>*- Indicates required fields</p> <p>Select Program: * <input type="text" value="GA/GR Employment Services"/> <input type="button" value="Go"/></p> <p>This Type_1 page took 0.22 seconds to load.</p>
Person Search	
EBT Account Search	
Application Registration	
Case Summary	
Contact	
Authorized Representative	
Application Questions	
Negative Action	
New Program	
New Person	
Hide Person	
EBT Account List	

2.8.2.2.1 Program Detail Page

2.6.2.2.1.1 – Choosing the Select Program: GA/GR Employment Services

2.8.2.3 Creating GA/GR Employment Services - Option 2

1. Run EDBC for 'GA/GR Automated Solution' for BDA month which is currently in the pending status.
2. Open 'General Assistance/General Relief (GR) EDBC Summary' page for BDA month and the following 'Automated Program Actions' section will be shown at the end of the page. This section will have a button 'Apply Program Actions' and when worker clicks on the button a 'GA/GR Employment Services' program with 'Pending' status will be created if it does not exist or if 'GA/GR Employment Services' program exists and the status is 'Deregistered' then GA/GR Employment Service program block will be reactivated by end dating the 'Deregistered' status and adding a Pending status.

General Assistance/General Relief (GR) EDBC Summary - Automated Program Actions

Automated Program Actions				
Name	DOB	Program	Status	Status Reason
GR, Sample 23M	10/10/1998	GA/GR Employment Services	Pending	Mandatory
Apply Program Actions				

2.6.2.3.1 – The Automated Program Actions section for one person in the program.

Automated Program Actions				
Name	DOB	Program	Status	Status Reason
GR, First 26M	10/10/1995	GA/GR Employment Services	Pending	Mandatory
GR, Second 23F	10/10/1998	GA/GR Employment Services	Pending	Mandatory
Apply Program Actions				

2.6.2.3.2 – The Automated Program Actions section for more than one person in program.

3. Clicking this button and creation of 'GA/GR Employment Services' program is not **mandatory** from this page but is preferable. However, this will not prevent the worker from authorizing the EDBC without creating the 'GA/GR Employment Services' program for BDA month. Also, EDBC 'Type' will be 'Regular' (not 'Read Only') and no 'Type Reason' will be populated.

EDBC Information	
Quarterly Reporting Period Begin Month:	12/2021
Reporting Type Reason:	
Type:	Regular
Recalculation:	No

2.6.2.3.3 – The General Assistance/General Relief (GR) EDBC Summary - EDBC Information Section

4. The following message will be displayed in the EDBC summary page when clicking the 'Accept' button without clicking 'Apply Program Actions' button:
Warning: To activate the required GA/GR Employment Services program, press the "Apply Program Actions" button (or if you're sure you don't want to, press "Accept" again now).

5. Clicking 'Apply Program Actions' in 'Automated Program Actions' section then
 - i. The following message will be displayed in the EDBC summary page:
"Activated GA/GR Employment Services program as indicated by the Automated Program Actions sections."
 - ii. The button 'Apply Program Actions' will no longer be available in 'Automated Program Actions' section.
6. A new 'GA/GR Employment Services' program block will be created if not exists or status of the program will be changed from 'Deregistered' to 'Pending' with the begin date as the EDBC run date.

2.8.3 Sanction Functionality

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
Non-Compliance - Sacramento.	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N
Non-Compliance - San Francisco.	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N
Employable Status-Alameda.	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.	N	Y	N	N	N	N	N	N	N	N	Y	N	N	N	Y	Y	N	N
Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N
Earned income – San Francisco Only.	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N

CalWIN Number	CalWIN Rule	CalSAWS Rule
EDX111C005	MPR-Sacramento	Non-Compliance - Sacramento.
EDX111C014	MPR-SanFrancisco	Non-Compliance - San Francisco.
EDX119C004	Employable Status-Alameda	Employable Status-Alameda.
EDX119C005	Fail applicant if employable/conditionally employable, not cooperating with ES without good cause	Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.
EDX119C022	Fail Employable Spouse of Indiv that has Emp Svcs Non Coop Sanction and send MAPC to Scnt indiv if Snct >= 3 mnths dur and 1st 3 mnths snct in 6 mnths	Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.
EDX309C008	Earned income method 8 - San Francisco Only	Earned income – San Francisco Only.

2.8.3.1 EDBC Changes

2.8.3.1.1 Overview

This section will provide the Eligibility Rules flow for Sanction that can be filtered for each CalWIN County.

2.8.3.1.2 Description of Change

Sanction **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.

Please refer the [Rules Flow Diagram](#) in the Appendix section on how to open and navigate the Visio diagram.

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 status reason CT73 'Indv is Prev Sanctioned and Still Not Complying' will be set as a person failure reason when all the following conditions are met:
 - a. The individual already has a sanction applicable for the benefit month.
 - b. The program mode is intake.

Category	Short Description
73	Indv is Prev Sanctioned and Still Not Complying

2. The new status reason CT73 s a person failure reason when all the following conditions are met:
 - a. The individual has a sanction applicable for the benefit month
 - b. Either I or II are true:
 - I. The following:
 - i. The GAGR Automated program BDA month is not the same as the benefit month.
 - ii. Any of the following:
 - a. The 'SFO PAES Sanction Exists' is True. (This is determined in the common routine sanction Visio flow)
 - b. The rule 'Non-Compliance - San Francisco.' is not active.
 - c. The rule 'Earned income – San Francisco Only.' is active.
 - II. All the following
 - i. The GAGR program BDA month is the same as the benefit month.
 - ii. The rule 'Earned income – San Francisco Only.' Is active.
 - c. The individual has a sanction applicable for the benefit month.
 - d. The County (County from GA/GR Sanction Detail page) is the current case county.

Category	Short Description
73	Indv is Within the Sanction Period

3. The new status reason CT73 'Another Counties Sanction Entered by the Worker' will be set as a program/person failure reason when all the following conditions are met:
 - a. The individual has a sanction applicable for the benefit month
 - b. Either I or II are true:
 - I. The following:
 - i. The GAGR program BDA month is not the same as the benefit month.
 - ii. Any of the following:
 - a. The 'SFO PAES Sanction Exists' is True. (This is determined in the common routine sanction Visio flow)
 - b. The rule 'Non-Compliance - San Francisco.' Is not active.
 - c. The rule 'Earned income – San Francisco Only.' Is not active.
 - II. All the following
 - i. The GAGR program BDA month is the same as the benefit month.
 - ii. The rule 'Earned income – San Francisco Only.' Is active.
 - iii. Any of the following:
 - a. The 'SFO PAES Sanction Exists' is True. (This is determined in the common routine sanction Visio flow)
 - b. The rule 'Non-Compliance - San Francisco.' Is not active.
 - c. The individual has a sanction applicable for the benefit month.
 - d. The County (County from GA/GR Sanction Detail page) is NOT the current case county.

Category	Short Description
73	Another Counties Sanction Entered by the Worker

4. The new status reason CT73 'CalWORKs Sanction is Applied - Fail Case/Indv' will be set as a person failure reason when all the following conditions are met:
 - a. The individual has a non-compliance applicable for the benefit month.
 - b. The non-compliance program type is 'Cash'.

- c. The non-compliance type is not 'Drug/Fleeing Felon'.

Category	Short Description
73	CalWORKs Sanction is Applied - Fail Case/Indv

- 5. The new status reason CT73 'Indv Received 3 Months of Time-Limited GA Within the Last 12 Months' will be set as a person failure reason when all the following conditions are met:
 - a. The rule 'Employable Status-Alameda.' is active.
 - b. The individual has a sanction applicable for the benefit month.
 - c. The sanction type is 'Non-compliance'.

Category	Short Description
73	Indv Received 3 Months of Time-Limited GA Within the Last 12 Months

- 6. The new status reason CT73 'Individual is Under CalWORKs Drug Felony Sanction' will be set as a person failure reason when all the following conditions are met:
 - a. The individual has a non-compliance applicable for the benefit month.
 - b. The Non-compliance program type is 'Cash'.
 - c. The Non-compliance type is 'Drug/Fleeing Felon'.

Category	Short Description
73	Individual is Under CalWORKs Drug Felony Sanction

- 7. The new status reason CT73 'In POI for CalWORKs or RCA' will be set as a person failure reason when all the following conditions are met:
 - a. The individual has a non-compliance applicable for the benefit month.
 - b. The non-compliance program type is 'Cash'.
 - c. The non-compliance type is 'Transferred Property/Income'.

Category	Short Description
73	In POI for CalWORKs or RCA

8. The new status reason CT73 'Serving a Previous Sanction' will be set as a person failure reason when all the following conditions are met:
- The individual has a sanction applicable for the benefit month.
 - The sanction type is 'IPV'
 - The rule 'Non-Compliance - Sacramento.' is active.
 - The program is intake.

Category	Short Description
73	Serving a Previous Sanction

9. The new status reason CT73 'Previously Committed Fraud' will be set as a person failure reason when all the following conditions are met:
- The individual has a sanction applicable for the benefit month.
 - The sanction type is 'GA Fraud'
 - The program mode is intake.

Category	Short Description
73	Previously Committed Fraud

10. The new status reason CT73 'Committed an Act of Violence /Vandalism' will be set as a display reason when all the following conditions are met:
- There is an existing individual sanction applicable for the benefit month.
 - The sanction reason 'Committed an act of violence or vandalism in a social services office or related location' was selected and the reason is applicable for the county.

Category	Short Description
73	Committed an Act of Violence/Vandalism

11. The new status reason CT73 'Applicant is Serving a 90-Day Disqualification Period' will be set as a person failure reason when all the following conditions are met:
- a. The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' is active.
 - b. The individual has a sanction applicable for the benefit month and the sanction type is one of the following:
 - Voluntary Quit
 - Job Refusal
 - Job Termination
 - b. There is a sanction reason selected but there is no status reason for that sanction reason. (Determined by Reference Table)

Category	Short Description
73	Applicant is Serving a 90-Day Disqualification Period

12. The new status reason CT73 'Existing Sanc. for Failure to Comply with Work Project and/or Emp Req' will be set as a person failure reason when all the following conditions are met:
- a. The individual has a sanction applicable for the benefit month
 - b. Either I or II are true:
 - I. The following:
 - i. The GAGR program BDA month is not the same as the benefit month.
 - ii. Any of the following:
 - a. The 'SFO PAES Sanction Exists' is True. (This is determined in the common routine sanction Visio flow)
 - b. The rule 'Non-Compliance - San Francisco.' Is not active.
 - c. The rule 'Earned income – San Francisco Only.' is active.
 - II. All the following
 - i. The GAGR program BDA month is the same as the benefit month.
 - ii. The rule 'Earned income – San Francisco Only.' Is active.
 - c. The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' is active.
 - d. The individual has a Sanction applicable for the benefit month.

- e. The sanction type is non-compliance.
- f. There is a sanction reason selected and the sanction reason does not have a status reason (Determined by RT Table)

Category	Short Description
73	Existing Sanc. for Failure to Comply with Work Project and/or Emp Req

13. The following status reasons will be set based on the sanction status reason (Reason from GA/GR Sanction Detail page). Below table shows Sanction status reason and the corresponding status reason.

GA/GR Sanction Detail Reason	CalSAWS Status Reason
Simultaneously applied for and/or received GR in two or more jurisdictions	Applied for and/or Received GR in Two or More Jurisdictions
Applied for and/or received GR using a false identity and/or SSN.	Applied for and/or Received GR Using a False Identity and/or SSN
Knowingly accepted or negotiated GR benefits to which the GR AU is not entitled	Knowingly Accepted or Negotiated GR Benefits
Failed to report application for or receipt of income.	Failed to Report Application For or Receipt of Income
Failed to report anticipated income.	Failed to Report Anticipated Income
Failed to report ownership of property.	Failed to Report Ownership of Property
Falsified incapacity documentation.	Falsified Incapacity Documentation
Failed to report and/or apply for all persons in the GR AU.	Failed to Report and/or Apply for All Persons in GR Economic Unit
Falsified evidence or info- resp relative/Non-citizen sponsor's inc, prop, willingness to provide support	False Info Abt Rel/Non-citiz. Sponsor's Inc or Prop or Supp.
Falsified evidence or information about the residence of the GR AU	False Evidence or Info Abt Res of the GR Economic Unit
Failed to coop with an SIU investigation, incl failure to keep	Failed to Cooperate with Appt and Investigation

appointment(s) with an investigator	
Misrepresented info provided on the GR application and/or Statement of Facts	False Info Provided On GR App and/or Statement of Facts
Committed an act of violence or vandalism in a Social Services office or related location	Committed an Act of Violence or Vandalism
Gives the county fraudulent documents or did not give the county complete information	Provided County Fraudulent Docs or Not Provided Comp Info
Convicted of welfare fraud	Convicted of Welfare Fraud
Fails to report all facts.	Fails to Report all Facts
Cashing duplicate warrant.	Cashing Duplicate Warrant
Receiving a lump sum.	Receiving a Lump Sum
Serving a fraud sanction	Serving a Fraud Sanction
Serving a previous sanction.	Serving a Previous Sanction
Did not provide proof of current status of SSI/SSP application.	Did not Provide Proof of Current Status of SSI/SSP App
Previously committed fraud.	Previously Committed Fraud
Member of the Economic Unit falsified evidence about the responsible relative/ Non-citizen sponsor's income	False Evidence about Resp Relative/ Non-citizen Sponsor's Income
Member of Economic Unit falsified evidence about the responsible relative/ Non-citizen sponsor's property.	False Evidence about Resp Relative/ Non-citizen Sponsor's Property
Member of Economic Unit falsified evidence about respons. Relative/ sponsor's willingness to supprt	False Info about Resp Rel/Non-citiz. Sponsor's Willingness to Supp.
Member of the Economic Unit falsified info about the responsible relative/ Non-citizen sponsor's income.	False Information about Resp Relative/ Non-citizen Sponsor's Income
Member of Economic Unit falsified info about the responsible relative/ Non-citizen sponsor's property.	False Information about Resp Relative/ Non-citizen Sponsor's Property
Member of Economic Unit falsified info about the respons	False Info about Resp Rel/Non-citizen Sponsor's Willingness to Supp.

relative sponsor's willingness to support	
Currently under a fraud sanction from receiving GA	Under a Fraud Sanction from Receiving GA
Provided apparent fraudulent documents.	Provided Apparent Fraudulent Documents
Reports a false place of residence.	Reports a False Place of Residence
Application is denied because client provided fraudulent information	Client provided fraudulent information

2.8.3.2 Correspondence

2.8.3.2.1 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.

2.8.3.2.2 Description of Change

1. **Reason Code: XAN078 - Indv is Within the Sanction Period**

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Indv is Within the Sanction Period'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Sanction Period Still In Effect	132 3 (10/10)	11462
Orange	Denial	GR Denial - Under Sanction	143 B	11608

Sacramento	Denial	DENIAL/FAILURE TO COMPLY WITH SANCTION RESTORATION REQM	CDS 190-0 (12/95)	11746
Santa Barbara	Denial	GR - Deny - Still Serving Sanction/POI	159-0	12332
Santa Clara	Denial	GA Denial - Client Serving Sanction	GA 229	12042
San Mateo	Denial	GA Denial - Penalty Period Not Expired	127 0	607394
Yolo	Denial	General Assistance - sanction period	136-3	611376

2. Reason Code: XAN178 - Another Counties Sanction Entered by the Worker

a. Trigger Condition

i. This notice generates for the applicable counties when the program was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Another Counties Sanction Entered by the Worker'.

or

ii. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Another Counties Sanction Entered by the Worker'.

b. Program Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Discontinuance	GA Disc - Other County/Other State Sanction	009 3 (10/10)	12652
Alameda	Denial	GA Denial - Other County/Other State Sanction	123 1 (10/10)	11462
Orange	Denial	GR Denial: Sanctioned in Another County/Jurisdiction.	147 A	11608
Santa Barbara	Denial	GR - Deny - Still Serving Sanction/POI	159-0	12332
Yolo	Discontinuance	General Assistance Discontinuance - CalWORKs Exclusions	010-3	107879
Yolo	Denial	General Assistance Denial - CalWORKs Exclusions	125-3	611466

3. Reason Code: XAN180 - CalWORKs Sanction is Applied - Fail Case/Indv

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'CalWORKs Sanction is Applied - Fail Case/Indv'.

or

- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'CalWORKs Sanction is Applied - Fail Case/Indv'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Ineligible Due to CalWORKs Penalty or Sanction	116 3 (10/10)	11462
Santa Barbara	Discontinuance	GR - Disc - Other Cash Program	053-1	12334
Santa Barbara	Denial	GR - Deny - Eligible to CalWORKs/Honor CalWORKs POI/Sanction	153-0	12332
San Diego	Denial	GR Person/Case Denied Due to CalWORKs Ineligibility	143-2	12733
Yolo	Discontinuance	General Assistance Discontinuance - CalWORKs Exclusions	010-3	107879

4. Reason Code: XAN506 - Indv Received 3 Months of Time-Limited GA Within the Last 12 Months

a. Trigger Condition

- i. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Indv Received 3 Months of Time-Limited GA Within the Last 12 Months'.
- ii. This notice generates for the applicable counties when the program was 'Active' in the previous saved EDBC and is still 'Active' on the current EDBC with a change in benefits and has the reason 'Indv Received 3 Months of Time-Limited GA Within the Last 12 Months'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Time Limit	241 1 (10/10)	12645
Orange	Change	GR Status Change NOA - Incap to Employable	262 C	609322

5. Reason Code: XAN809 - In POI for CalWORKs or RCA

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'In POI for CalWORKs or RCA'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Denial	GR Denial - Cash Ineligibility due to Lump Sum Payment in CalWORKs/RCA	234 A	11608
San Diego	Denial	GR Person/Case Denied Due to CalWORKs Ineligibility	143-2	12733

6. Reason Code: XAN889 - Serving a Previous Sanction

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Serving a Previous Sanction'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Denial	GA Denial/imposing fraud sanction: investigations/court order	CDS 191-0 (01/96)	11748

7. Reason Code: XAN896 - Previously Committed Fraud

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Previously Committed Fraud'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Denial	DENIAL/PERMANENT FRAUD DISQUALIFICATION	CDS 186-0 (1/96)	11746
Sacramento	Denial	GA Denial/imposing fraud sanction: investigations/court order	CDS 191-0 (01/96)	11748

8. Reason Code: XAN919 - Committed an Act of Violence/Vandalism

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued'

on the current EDBC with the reason 'Committed an Act of Violence/Vandalism'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
San Diego	Discontinuance	GR Discontinuance - Acts of Violence	003.2	12726

9. Reason Code: XAN986 - Applicant is Serving a 90-Day Disqualification Period

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Applicant is Serving a 90-Day Disqualification Period'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Sonoma	Denial	GA Denial - Disqualification Period for Job Quit Not Met	125-0 (01/98)	12539

10. Reason Code: XAN994 - Existing Sanc. for Failure to Comply with Work Project and/or Emp Req

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Existing Sanc. for Failure to Comply with Work Project and/or Emp Req'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Sonoma	Denial	GA Denial - Failure to Comply with Work Project/Emp & Trng Requirements	112-2 (08/98)	12539

11. Reason Code: XAN870 - Applied for and/or Received GR in Two or More Jurisdictions

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Applied for and/or Received GR in Two or More Jurisdictions'.
- or

- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Applied for and/or Received GR in Two or More Jurisdictions'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

12. Reason Code: XAN871 - Applied for and/or Received GR Using a False Identity and/or SSN

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Applied for and/or Received GR Using a False Identity and/or SSN'.

or

- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Applied for and/or Received GR Using a False Identity and/or SSN'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

13. Reason Code: XAN872 - Knowingly Accepted or Negotiated GR Benefits

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Knowingly Accepted or Negotiated GR Benefits'.

or

- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Knowingly Accepted or Negotiated GR Benefits'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

14. Reason Code: XAN873 - Failed to Report Application For or Receipt of Income

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to Report Application For or Receipt of Income'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to Report Application For or Receipt of Income'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

15. Reason Code: XAN874 - Failed to Report Anticipated Income

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to Report Anticipated Income'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to Report Anticipated Income'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

16. Reason Code: XAN875 - Failed to Report Ownership of Property

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to Report Ownership of Property'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to Report Ownership of Property'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

17. Reason Code: XAN876 - Falsified Incapacity Documentation

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Falsified Incapacity Documentation'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Falsified Incapacity Documentation'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

18. Reason Code: XAN877 - Failed to Report and/or Apply for All Persons in GR Economic Unit

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to Report and/or Apply for All Persons in GR Economic Unit'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to Report and/or Apply for All Persons in GR Economic Unit'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

19. Reason Code: XAN878 - False Info Abt Rel/Non-citiz. Sponsors Inc or Prop or Supp.

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Info Abt Rel/Non-citiz. Sponsors Inc or Prop or Supp.'

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248

20. Reason Code: XAN879 - False Evidence or Info Abt Res of the GR Economic Unit

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Evidence or Info Abt Res of the GR Economic Unit'.

- or
- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'False Evidence or Info Abt Res of the GR Economic Unit'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

21. Reason Code: XAN880 - Failed to Cooperate with Appt and Investigation

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Failed to Cooperate with Appt and Investigation'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Failed to Cooperate with Appt and Investigation'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

22. Reason Code: XAN881 - False Info Provided On GR App and/or Statement of Facts

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Info Provided On GR App and/or Statement of Facts'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'False Info Provided On GR App and/or Statement of Facts'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

23. Reason Code: XAN882 - Committed an Act of Violence or Vandalism

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Committed an Act of Violence or Vandalism'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Committed an Act of Violence or Vandalism'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249
San Diego	Discontinuance	GR Discontinuance - Acts of Violence	003.2	12726

24. Reason Code: XAN883 - Provided County Fraudulent Docs or Not Provided Comp Info

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Provided County Fraudulent Docs or Not Provided Comp Info'.

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
San Diego	Discontinuance	GR Disc - Fraud - 30 Day Sanction	051-2	12726

25. Reason Code: XAN890 - Did not Provide Proof of Current Status of SSI/SSP App

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Did not Provide Proof of Current Status of SSI/SSP App'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Sacramento	Discontinuance	GA-Cash: Disc and 1 month sanction for various failures to cooperate	CDS 213-0 (04-97)	11806

26. Reason Code: XAN931 - False Evidence about Resp Relative/Non-citizen Sponsors Income

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Evidence about Resp Relative/Non-citizen Sponsors Income'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248

27. Reason Code: XAN932 - False Evidence about Resp Relative/ Non-citizen Sponsors Property

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Evidence about Resp Relative/ Non-citizen Sponsors Property'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248

28. Reason Code: XAN933 - False Info about Resp Rel/Non-citiz. Sponsors Willingness to Supp.

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Info about Resp Rel/Non-citiz. Sponsors Willingness to Supp.'

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'False Info about Resp Rel/Non-citiz. Sponsors Willingness to Supp.'

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

29. Reason Code: XAN934 - False Information about Resp Relative/ Non-citizen Sponsors Income

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Information about Resp Relative/ Non-citizen Sponsors Income'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248

30. Reason Code: XAN935 - False Information about Resp Relative/ Non-citizen Sponsors Property

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Information about Resp Relative/ Non-citizen Sponsors Property'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248

31. Reason Code: XAN936 - False Info about Resp Rel/Non-citizen Sponsors Willingness to Supp.

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'False Info about Resp Rel/Non-citizen Sponsors Willingness to Supp.'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'False Info about Resp Rel/Non-citizen Sponsors Willingness to Supp.'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Orange	Discontinuance	GR Discontinuance - (90/180 Day Sanction)	083/084 B	609248
Orange	Denial	GR Denial - (90/180 Day Sanction)	115/116 B	609249

32. Reason Code: XAN941 - Reports a False Place of Residence

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Reports a False Place of Residence'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Santa Clara	Discontinuance	GA Discontinuance - Report of False Place of Residence - 3 month POI	GA 067	12013

33. Reason Code: XAN942 - Client provided fraudulent information

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Client provided fraudulent information'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Contra Costa	Denial	GA Denial - Provided Fraudulent Information - 6 Month POI	244 0	610771

2.8.3.3 Miscellaneous Parameters

The below miscellaneous parameters will be triggered and sent to the correspondence service based on the reason code triggered from EDBC:

Reason Code	Miscellaneous Parameter Code	Miscellaneous Parameter Description	Format/Example
XAN180 XAN896 XAN986 XAN994 XAN078 XAN178 XAN506	"ST"	The Sanction Type Code. Concatenated if there are multiple.	"STX6 STNA STNG"

2.9 Employable Status Functionality

2.9.1 County Admin Detail

2.9.1.1 Overview

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

2.9.1.2 Description of Changes

- a. The Admin page detail for Employable Status 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 Name	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
Employable/Conditionally Employable and not cooperating with Employment Services.	N	N	N	N	Y	N	N	N	N	N	N	N	Y	Y	N	N	N	N
Employable Status-San Francisco.	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N
Employable Status-Alameda.	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.	N	Y	N	N	N	N	N	N	N	N	Y	N	N	N	Y	Y	N	N
Sanction if employable/conditionally employable, not cooperating with ES without good cause.	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N
Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N
Employable Status – Yolo.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	Y
Fail if employable/conditionally employable, not cooperating with ES without good cause.	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N
Sanction on reapplication within 12 months.	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Not cooperating with employment services.	N	N	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	N
Fail Employable Spouse of Indiv that has emp	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N

services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.																			
Employability Determination – Alameda.	Y	N	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 Number	CalWIN Rule	CalSAWS Rule
EDX119C002	Employable/Conditionally Employable and not cooperating with Employment Services	Employable/Conditionally Employable and not cooperating with Employment Services.
EDX119C003	Employable Status-San Francisco	Employable Status-San Francisco.
EDX119C004	Employable Status-Alameda	Employable Status-Alameda.
EDX119C005	Fail applicant if employable/conditionally employable, not cooperating with ES without good cause	Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.
EDX119C006	Sanction if employable/conditionally employable, not cooperating with ES without good cause	Sanction if employable/conditionally employable, not cooperating with ES without good cause.
EDX119C007	Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause	Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.
EDX119C008	Employable Status - Yolo	Employable Status – Yolo.
EDX119C009	Fail if employable/conditionally employable, not	Fail if employable/conditionally employable, not cooperating with ES without good cause.

	cooperating with ES without good cause	
EDX119C017	Sanction on reapplication within 12 mos.	Sanction on reapplication within 12 months.
EDX119C018	Not cooperating with employment services.	Not cooperating with employment services.
EDX119C022	Fail Employable Spouse of Indiv that has Emp Svcs Non Coop Sanction and send MAPC to Scnt indiv if Snt >= 3 mnths dur and 1st 3 mnths snt in 6 mnths	Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.
EDX119C026	Employability Determination – Alameda	Employability Determination – Alameda.

The following CalWIN rules has been removed for this functionality.

CalWIN Number	CalWIN Description	Reason
EDX119C001	Employable Status-Solano, Orange	The rule is not used in this functionality. This is based on Gainwell notation 'Not in copy book.'
EDX119C010	Fail if not cooperating with ES without good cause	The rule is not used in this functionality. This is based on Gainwell notation 'Not in copy book.'
EDX119C011	Employable Status - Santa Cruz	The rule is not used in this functionality. This is based on Gainwell notation 'Not in copy book.'
EDX119C012	Employable Status-Most counties	The rule is not used in this functionality.

		This is based on Gainwell notation 'Not in copy book.'
EDX119C013	County does not aid employable /conditionally employable if aided for 3 months in the last 12 months	Not used in the use case
EDX119C014	County does not aid employable/conditionally employable if aided for 90 days in the last 12 months	Not used in the use case
EDX119C015	County does not aid employable/conditionally employable if aided for 4 weeks	Not used in the use case
EDX119C016	Conditionally employable	The rule is not used in this functionality. This is based on Gainwell notation 'Not in copy book.'
EDX119C019	Program applied	Not used in the use case
EDX119C020	GR client is approved for benefits	The rule is not used in this functionality. This is based on Gainwell notation 'Not in copy book.'
EDX119C021	Maintain a 3 month clock for employables if BDOA is the 1st of the month and a 90 day clock for employables if BDOA is not the 1st of the month.	Not used in the use case
EDX119C023	Extend Aid to 6 months when Individual is Employable and in	Not used in the use case

	Approved Trade or Technical Schools	
EDX119C024	County does not aid employable/conditionally employable if aided for 6 months within last 12 months.	Not used in the use case
EDX119C025	Employable Time Clocks Exemption – Alameda	Not used in the use case
EDX119C027	Trigger Employability and Time Limit NOAs for Individual - Alameda	Not used in the use case
EDX119C028	Require new Application for new 12 Month Period	Not used in the use case
EDX119C029	GA 12 month period - Cut off date is 12 months back	Not used in the use case

2.9.2 EDBC Changes

2.9.2.1 Overview

This section will provide the Eligibility Rules flow for Employable Status that can be filtered for each CalWIN County.

2.9.2.2 Description of Change

Employable Status 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.

Please refer the [Rules Flow Diagram](#) in the Appendix section on how to open and navigate the Visio diagram.

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 status reason CT73 ' Not Cooperating with Employment Services - No Comply' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following I or II:
 - I. The following:
 - i. The rule 'Employable/Conditionally Employable and not cooperating with Employment Services.' is active.
 - ii. The rule 'Not cooperating with employment services.' Is active.
 - iii. There is no status reason for the non-compliance. (This is determined based on the Non compliance reference table)
 - II. The following:
 - i. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'
 - viii. 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.'
 - ix. 'Fail if employable/conditionally employable, not cooperating with ES without good cause.'
 - ii. The rule 'Sanction on reapplication within 12 months.' Is active.
 - iii. The program mode is intake.
 - iv. The individual's BDA is in the benefit month.

Category	Short Description
----------	-------------------

73	Not Cooperating with Employment Services - No Comply
----	------------------------------------------------------

2. The new status reason CT73 'Not Cooperating with Employment Services - Seeking Emp' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. The rule 'Employable/Conditionally Employable and not cooperating with Employment Services.' is active.
 - d. The rule 'Not cooperating with employment services.' is not active.

Category	Short Description
73	Not Cooperating with Employment Services - Seeking Emp

3. The new status reason CT73 ' Not Cooperating with Employment Services - No Good Cause' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'
 - viii. 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.'

- d. The rule 'Fail if employable/conditionally employable, not cooperating with ES without good cause.' is active.

Category	Short Description
73	Not Cooperating with Employment Services - No Good Cause

- 4. The new status reason CT73 ' Not Cooperating with Emp Serv - Refused to Comply' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. The rule 'Employable/Conditionally Employable and not cooperating with Employment Services.' is not active.
 - d. Either I or II are true:
 - I. The following:
 - i. The rule 'Employable Status-San Francisco.' is not active.
 - ii. The rule 'Employable Status-Alameda.' is not active.
 - iii. The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' is active.
 - iv. The program is intake.
 - II. The following:
 - i. The rule 'Employable Status-San Francisco.' is active.
 - ii. The sub program type is 'Personal Assisted Employment Services'
 - iii. There is no status reason for the non-compliance. (This is determined based on the RT_CMPPLY)

Category	Short Description
73	Not Cooperating with Emp Serv - Refused to Comply

- 5. The new status reason CT73 'Non-Coop With Work Project – Attach MAPC Letter' will be set as a failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.

- c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'
- d. The rule 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.' is active.
- e. The individual has a sanction type 'Non-compliance #2' applicable for the benefit month.

Category	Short Description
73	Non-Coop With Work Project – Attach MAPC Letter

- 6. The new status reason CT73 'Non-Coop With Job Training – Attach MAPC Letter' will be set as a failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'

- d. The rule 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.' is active.
- e. The individual has a sanction type 'Non-compliance #2' applicable for the benefit month.

Category	Short Description
73	Non-Coop With Job Training – Attach MAPC Letter

- 7. The new status reason CT73 'ES Non-Compliance – Individual is an Applicant' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - d. The rule 'Employable Status-Alameda.' is active.
 - e. The program mode is intake.

Category	Short Description
73	ES Non-Compliance – Individual is an Applicant

- 8. The new status reason CT73 'Not Cooperating with Employment Services – Recipient' will be set as a person failure reason when all the following conditions are met:
 - a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'

- iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'
 - viii. 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.'
 - ix. 'Fail if employable/conditionally employable, not cooperating with ES without good cause.'
- d. The rule 'Sanction on reapplication within 12 months.' Is active.
- e. The program mode is ongoing.

Category	Short Description
73	Not Cooperating with Employment Services – Recipient

9. The new display-only status reason CT73 'Not Cooperating with the Employment Services - Applicant' will be set as a display-only reason when all the following conditions are met:
- a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - iv. 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - v. 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vi. 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - vii. 'Employable Status – Yolo.'

- viii. 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.'
- ix. 'Fail if employable/conditionally employable, not cooperating with ES without good cause.'
- d. The rule 'Sanction on reapplication within 12 months.' Is active.
- e. The program mode is intake.
- f. The individual's BDA is not in the benefit month.
- g. The individual is not sanctioned with type "Non Compliance"" within the last 12 months from program application date.

Category	Short Description
73	Not Cooperating with the Employment Services - Applicant

10. The new display-only status reason CT73 'Not Cooperating with Employment Services' will be set as a display-only reason when all the following conditions are met:
- a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - iii. 'Employable Status-Alameda.'
 - d. Any of the following I, II, III, or VI:
 - I. All the following:
 - i. The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' is active.
 - ii. The program mode is not intake.
 - iii. The status reason is not found for the corresponding non-compliance reason.
 - II. All the following:
 - i. The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' is not active.
 - ii. One of the following rules is active:
 - 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'

- 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - 'Employable Status – Yolo.'
- iii. ~~The status reason is not found for the corresponding non-compliance reason.~~
- III. All the following:
- i. All the following rules are not active:
 - 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'
 - 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'
 - 'Employable Status – Yolo.'
 - ii. The rule 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.' is active.
- IV. All the following:
- i. All the following rules are not active:
 - 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.'.
 - 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.'.
 - 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.'.
 - 'Employable Status – Yolo.'.
 - 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.'
 - 'Fail if employable/conditionally employable, not cooperating with ES without good cause.'
 - 'Sanction on reapplication within 12 months.'
 - ii. The status reason is not found for the corresponding non-compliance reason.

Category	Short Description
----------	-------------------

73	Not Cooperating with Employment Services
----	------------------------------------------

11. The new display-only status reason CT73 'ES Non-compliance - 6 month sanction' will be set as a display-only reason when all the following conditions are met:
- a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - a. The rule 'Employable Status-Alameda.' is active.
 - b. The program mode is ongoing.
 - c. The following is not true: The individual's age is greater than 'GAGR Max Age for GA Time Limit. (This is determined in CT 10634)
 - d. 'Major Functional Barrier' is true (Major Functional Barrier = 'Y' in Work Registration Detail page and in the latest work registration detail record applicable for the benefit month i.e. the begin date of the work registration detail record is equal to the maximum begin date of all work registration records applicable for the benefit month)

Category	Short Description
73	ES Non-compliance - 6 month sanction

12. The new display-only status reason CT73 'Age is over 59' will be set as a display-only reason when all the following conditions are met:
- a. The individual is either 'Employable' or 'Conditionally Employable'.
 - b. The individual has an active non-compliance record of type 'Employment Services' applicable for the benefit month.
 - c. All the following rules are not active.
 - i. 'Employable/Conditionally Employable and not cooperating with Employment Services.'
 - ii. 'Employable Status-San Francisco.'
 - a. The rule 'Employable Status-Alameda.' is active.
 - b. The program mode is ongoing.

- c. The individual's age is greater than 'GAGR Max Age for GA Time Limit'. (This is determined in CT 10634)

Category	Short Description
73	Age is over 59

2.9.3 Correspondence

2.9.3.1 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.

2.9.3.2 Description of Change

1. **Reason Code: XAN053 - Not Cooperating with Employment Services - Seeking Emp**

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Not Cooperating with Employment Services - Seeking Emp'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Placer	Denial	Available and Seeking Employment	125-0	608582

2. **Reason Code: XAN120 - Not Cooperating with Emp Serv - Refused to Comply**

a. Trigger Condition

- i. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Not Cooperating with Emp Serv - Refused to Comply'.

or

- ii. This notice generates for the applicable counties when the program was 'Pending' and is now 'Active' on the current EDBC with the reason 'Not Cooperating with Emp Serv - Refused to Comply'

- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Sonoma	Approval	GA Approve recertification	109	12542
Tulare	Denial	GA Denial -Refusal to Comply with Requirements	139-4	12520
Tulare	Denial	GA Denial -Refusal to Comply with Requirements	139-4	12341

3. Reason Code: XAN270 - Non-coop With Work Project – Attach MAPC letter

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Non-coop With Work Project – Attach MAPC letter'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
San Diego	Discontinuance	GR Disc and Sanction - Non-coop With Work Project	072-0	12726

4. Reason Code: XAN720 - Non-coop With Job Training – Attach MAPC letter

- a. Trigger Condition
 - i. This notice generates for the applicable counties when the program was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Non-coop With Job Training – Attach MAPC letter'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
San Diego	Discontinuance	GR Disc and Sanction - Non-coop With Job Training	071-2	12726

2.9.3.3 Miscellaneous Parameters

The below miscellaneous parameters will be triggered and sent to the correspondence service based on the reason code triggered from EDBC:

Reason Code	Miscellaneous Parameter Code	Miscellaneous Parameter Description	Format/Example
XAN270 XAN720	"ST"	The Sanction Type Code. Concatenated if there are multiple.	"STX6 STNA STNG"

2.9.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Employable/Conditionally employable and not cooperating with Employment Services} CalSAWS must apply sanction for non-compliance with Employable/Conditionally employable and not cooperating with Employment Services for GA/GR.]	The rule 'Employable/Conditionally Employable and not cooperating with Employment Services.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Employable Status-San Francisco} CalSAWS must fail individual for non-compliance with employable status program for GA/GR.]	The rule 'Employable Status-San Francisco.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Employable Status-Alameda} CalSAWS must check for county defined age for compliance with employable status program for GA/GR.]	The rule 'Employable Status-Alameda.' will meet this requirement.	Set in the Visio Flow chart

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Fail applicant if employable/conditionally employable, not cooperating with ES without good cause} CalSAWS must fail applicant if employable/conditionally employable, and not cooperating with ES without good cause for employabe status program for GA/GR.]	The rule 'Fail applicant if employable/conditionally employable, not cooperating with ES without good cause.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Sanction if employable/conditionally employable, not cooperating with ES without good cause} CalSAWS must apply sanction if employable/conditionally employable, not cooperating with ES without good cause for GA/GR.]	The rule 'Sanction if employable/conditionally employable, not cooperating with ES without good cause.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause} CalSAWS must Clear sanction greater than 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause for employable status program for GA/GR.]	The rule 'Clear sanction > 24 months old and sanction if employable/conditionally employable, not cooperating with ES without good cause.' will meet this requirement.	Set in the Visio Flow chart

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Employable Status–Yolo} CalSAWS must apply sanction for non-compliance when employable/conditionally employable and non-compliance with Employment Service for GA/GR.]	The rule 'Employable Status – Yolo.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Fail if employable/conditionally employable, not cooperating with ES without good cause} CalSAWS must fail individual if employable/conditionally employable, and not cooperating with Employment Service without good cause for GA/GR.]	The rule 'Fail if employable/conditionally employable, not cooperating with ES without good cause.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Sanction on reapplication within 12 mos.} CalSAWS must apply sanction on reapplication within 12 mnths for GA/GR.]	The rule 'Sanction on reapplication within 12 months.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Not cooperating with employment services.} CalSAWS must apply sanction for not cooperating with employment services for GA/GR.]	The rule 'Not cooperating with employment services.' will meet this requirement.	Set in the Visio Flow chart

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Fail Employable Spouse of Indiv that has Emp Svcs Non Coop Sanction and send MAPC to Scnt indiv if Snct >= 3 mnths dur and 1st 3 mnths snct in 6 mnths} CalSAWS must fail Employable Spouse of Individual that has Emp Svcs Non Coop Sanction and send MAPC to Sanctioned individual if Sanction is equal to or greater than 3 months duration and 1st 3 months sanction in 6 months for GA/GR.]	The rule 'Fail Employable Spouse of Indiv that has emp services non-coop sanction and send MAPC to Sanction Indv if Sanction >= 3months during and 1st 3 months sanction in 6 months.' will meet this requirement.	Set in the Visio Flow chart
	[Business Rule: {Employability Determination – Alameda} CalSAWS must determine for employability for GA/GR.]	The rule 'Employability Determination – Alameda.' will meet this requirement.	Set in the Visio Flow chart

2.10 Batch – Create New Sanction Type Detail Batch

2.10.1 Overview

The Sanction Type Detail batch will process each requested sanction type change that are listed on the pending updates section of the Sanction Type Detail page.

2.10.2 Description of Change

Create a new batch job that will process each requested sanction type change for a county. The job will do the following:

1. Retrieve the pending sanction type changes from the transact table that were requested by the worker for processing.
2. End date the current sanction type record using the begin date of the transaction record if it currently exists.
3. Insert a new sanction type record with the details of the sanction type 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.

2.10.3 Execution Frequency

Daily (Monday-Saturday).

2.10.4 Key Scheduling Dependencies

This batch job should run before Batch EDBC.

2.10.5 Counties Impacted

GA/GR Automated EDBC/CC Counties.

2.10.6 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 REQUIREMENT

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2315	<p>The CONTRACTOR shall update the CalSAWS Software to provide the following GA/GR functionality for the 58 Counties:</p> <p>1) Prorate benefit amounts based upon the Beginning Date of Aid for the GA/GR Program</p> <p>2) Add a hard validation message at EDBC when the GA/GR residency arrival date field on the Residency Detail Page is not completed. The validation message shall only display for those counties that opt into the 15-day residency rule. The CalSAWS Software should not allow the user to run EDBC when this validation occurs. Add a batch exception reason when the case is ran in batch.</p> <p>3) Update the Pre-Screening-Mandatory Substance Use Disorder Recovery Program (MSUDRP) page to allow the 58 Counties to add additional pre-</p>	<p>Requirement 1: Online: Prorate benefit amounts based upon the BDA for the GA/GR Program will be determined by the Eligibility rules in CalSAWS system.</p> <p>Requirement 2: Online: Validation for GA/GR Residency arrival date is included on the GA/GR Request page</p> <p>Eligibility: Pre-EDBC Validation rule to check for Residency Batch/Interfaces - Batch Programs: Add new batch Skip logic for null arrival date</p> <p>Requirement 3: Online: a. The questions per county must be defined at the time of design and by default, the LA questions shall be used. b. The configuration of the questions for the MSUDRP Pre-Screening page will be through a code table on the back end of the application.</p>	<p>1. Add Eligibility functionality for Employment Services and creating sanctions.</p> <p>2. Add all the required Data Collection elements to implement the Employment Services and sanction functionalities for the new solution</p> <p>3. Create new Admin Summary and Detail pages that can be accessed in Admin tools by the County Admin staff</p> <p>4. A new set of Admin detail pages, Rules, Batch and NOA triggers will be added for the below Non-Financial rules.</p> <p>1. Employable Status</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>screening questions based on each of the 58 Counties GA/GR eligibility rules. The CalSAWS Software shall only display the Pre-Screening questions based on the county of the logged in user.</p> <p>4) Add the ability to display prior GA/GR aid received in other counties within the CalSAWS Software (sanctions, Unemployable, Employable status, BDA, reapplication within a 12-month period and their time on aid in GR). Note: The requirement is contingent upon county agreement and legal review</p> <p>5) Create an automatic task when a participant has applied for SSI for the GA/GR program. The task shall be customizable by county and all 58 Counties shall have the ability to opt in/opt out of the task</p> <p>6) Add the ability to issue a GA/GR need or supplement prior to approving the GR program (i.e. immediate need).</p> <p>7) Add the ability to determine eligibility for</p>	<p>Batch/Interfaces - Batch Programs: No batch Skip logic for MSUDRP</p> <p>Requirement 4: TBD</p> <p>Requirement 5: Online: The trigger for the SSI application task will be from the SSI/SSP Page. It will be controlled based on the automated action page which will be part of the unified task solution.</p> <p>Batch/Interfaces - Batch Programs: It will be controlled based on the automated action page which will be part of the unified task solution.</p> <p>Requirement 6: Online: There will be a new GR Immediate Need program in order to segment the logic for County and State immediate Need Requirements</p> <p>Eligibility: A New GR Immediate Need Rules and EDBC Summary page will be developed to address this requirement.</p> <p>Correspondence: Add NOA call to DXC service in template repository for</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>GA/GR aid paid pending based on the eligibility rules of each of the 58 Counties.</p> <p>8) Add the ability to allow each county to determine the income multiplier based on each of the 58 Counties GA/GR eligibility rules.</p> <p>9) Add a verification field on the GR Work Requirement page when a work requirement type has been selected. If the verification field is left pending it shall populate on the county specific verification checklist for GA/GR. This functionality for the 58 Counties shall be opt in/out.</p> <p>10) Create an automated task when the vendor for GA/GR is no longer going to get paid based on the Money Management Detail page end month. This functionality will be based on each counties GA/GR program rules</p> <p>11) Add GA/GR specific page(s) to capture physical and mental disability details as it relates to GA/GR</p>	<p>Immediate Need. As per current logic, there is no known NOA in CalWIN for Immediate Need.</p> <p>Fiscal:</p> <p>Changes for deducting Immediate Need grant.</p> <p>1. The Functionality for new GA/GR Immediate Need Program would only be available to 18 CalWIN Counties at migration. Therefore, no changes are required for LA County or 39 CIV Counties Auditor Controller Process/files.</p> <p>2. No Updates Required to 18 CalWIN Counties Warrant Templates.</p> <p>3. No Updates Required to CIV or LA County Warrant Templates.</p> <p>4. The System will not Suggest Grant Reductions towards a recovery account associated to GA/GR Immediate Need Program. Those Recovery Accounts will be marked as Terminated/Suspended on the night they are created.</p> <p>Requirement 8:</p> <p>Eligibility:</p> <p>The income multiplier must be defined by county at the time of design and will be implemented in the CalSAWS code tables. This cannot be modified through the County Admin</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>assessment screening. The new page(s) shall be controlled via security to allow the 58 counties to opt in/out. NOTE: Page(s) should function similar to the MSDURP Assessment page.</p> <p>12) Add the ability to automatically create a CalFresh CFET record when the customer is already participating in GA/GR for reporting purposes. The CalSAWS Software should not have the user enter a CFET record when GA/GR exists. The 58 Counties must have the ability to opt in/out of this functionality</p> <p>13) Update all GA/GR related supportive services need types on the Needs List and Need Detail pages when the category of GROW is selected to be inclusive of all 58 counties.</p> <p>14) Auto create and register a GA/GR ES program for employable individuals when there is a GA/GR/CF combo case when a county does not have CFET program active in their county. This functionality shall be</p>	<p>Auto creation of CFET and ESP will be handled in CalSAWS Eligibility Authorization logic</p> <p>Requirement 9: Online: The verification field will be consistent across the page for all counties. The rules will determine if the value is used or not based on county</p> <p>Requirement 10: Online: The automated task on the Money Management page shall be part of the unified task solution. Batch/Interfaces - Batch Programs: Batch will be using task management solution for all task creation.</p> <p>Requirement 11: Online: The new page will be available for all people with the appropriate security.</p> <p>Requirement 12, 14 and 15: Eligibility Auto Creation of CFET and/or GA-GR Employment Service program will be handled as part of CalSAWS Authorization logic.</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>made configurable for counties to opt in or out.</p> <p>15) Auto create and register a GA/GR ES program for employable individuals who are on a GA/GR program only. This functionality shall be made configurable for counties to opt in or out</p> <p>16) Add additional non-compliance types for GA/GR on the GA/GR Non-Compliance page. The Non-Compliance types shall be specific to each of the 58 Counties GA/GR policy rules</p> <p>17) Migrate the existing C-IV GA/GR Functionality into the CalSAWS Software</p>	<p>Requirement 12: Batch/Interfaces - Batch Programs: Add the ability to automatically create a CalFresh CFET record through batch when the customer is already participating in GA/GR for reporting purposes</p> <p>Requirement 13: Fiscal: All existing need types at point of migration will be added to CalSAWS</p> <p>Requirement 14/15: Batch/Interfaces - Batch Programs: Automatic new Employment service program creation for GA/GR/CR combo case through batch</p> <p>Requirement 16: Online: a. The Non-Compliance Detail page shall show different values and fields based on the new GR program for CalWIN Solution type selected. b. Existing CalWIN Rules for new eligibility non-compliance types will be developed in CORE CalSAWS system.</p> <p>Batch/Interfaces - Batch Programs:</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		<p>Add new non-compliance category to existing non-compliance sweeps.</p> <p>Requirement 17: The effort to port the C-IV solution is part of SCR CA 201377</p>	

4 MIGRATION IMPACTS

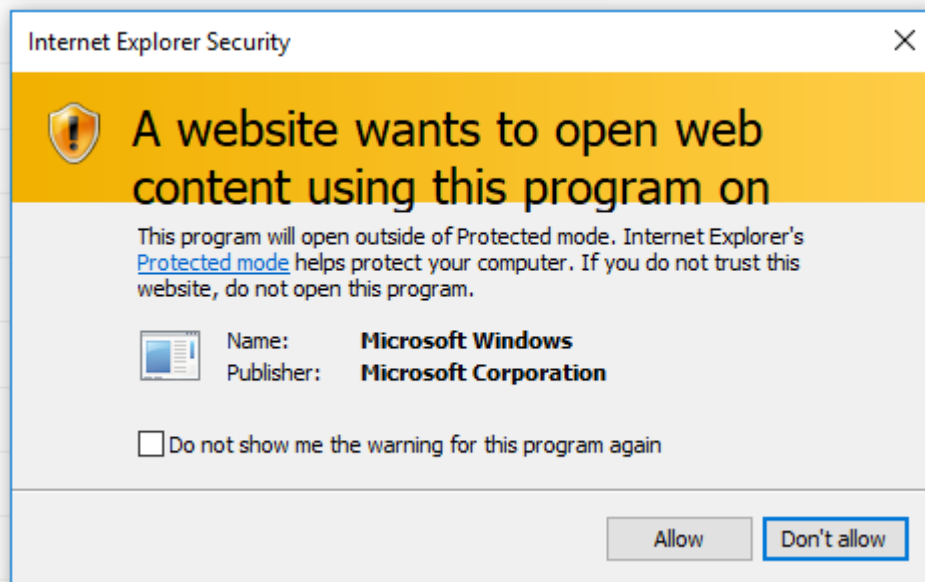
General Assistance/General Relief functionality will be implemented as a new program for the 57 counties excluding Los Angeles county. Los Angeles GA/GR functionality will not be modified.

5 APPENDIX

5.1 Rules Flow Diagram

[Viewing Visio Document in Internet Explorer](#)

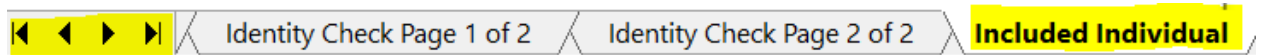
1. This is applicable for Laptops/Desktops that do not have Microsoft Visio software installed.
2. Once you double click the attachment or right click and open with Internet Explorer the Visio will open in internet explorer.
3. *If opening the Visio file from the SharePoint link the Visio file will need to be downloaded first then open with the downloaded file with internet explorer.
4. The following prompt will appear if opening the downloaded Visio file.



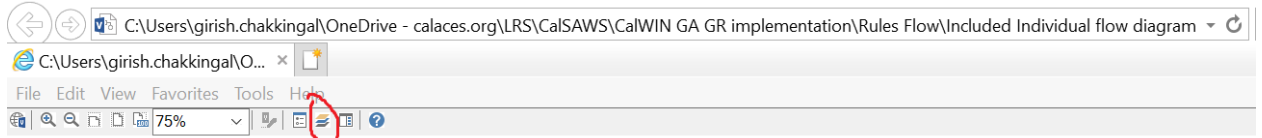
5. Click 'Allow' to open the file on Internet Explorer.
6. The internet Explorer will open with the below pop up in the bottom of the page



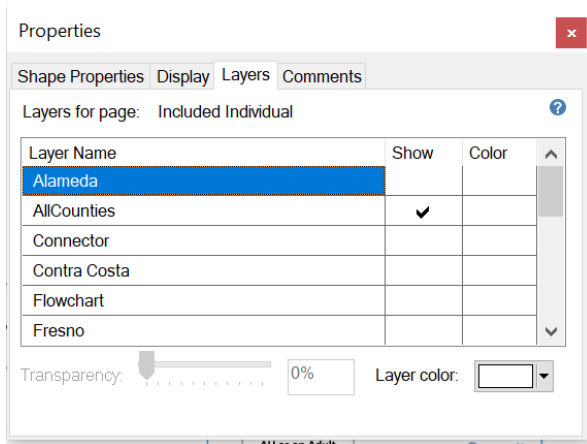
7. Click Allow Blocked Content.
8. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



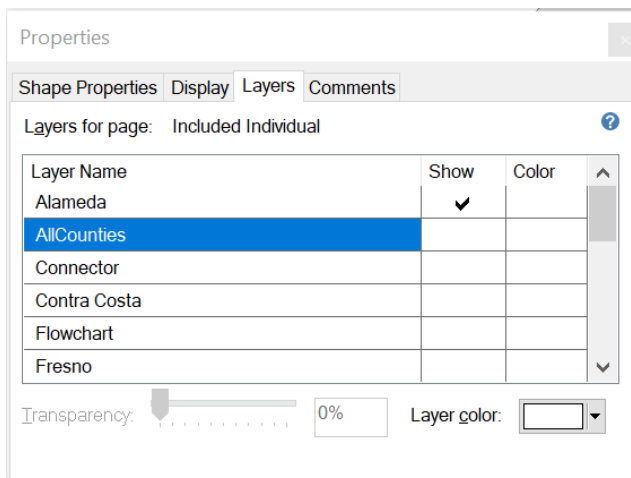
9. Click the layer icon circled in red color below



10. Once the layers button is clicked the Properties box will pop up.



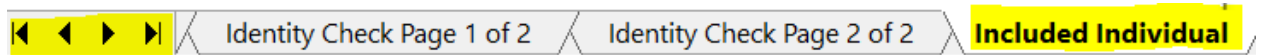
11. Then click the county name that is applicable to you, in this case Alameda



12. 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.

Viewing Visio Document in Microsoft Visio

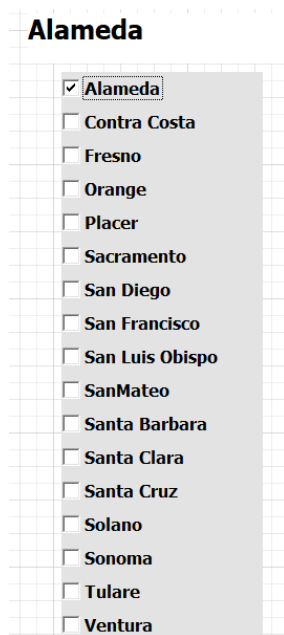
1. This is applicable for Laptops/Desktops that do have Microsoft Visio software installed
2. Once you double click the attachment or right click and open with Visio then it will open in Microsoft Visio
3. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the 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



The image shows a dropdown menu titled "Alameda" with a list of counties. The "Alameda" option is selected, indicated by a checkmark in a small box to its left. The other options are unchecked. The list includes: Contra Costa, Fresno, Orange, Placer, Sacramento, San Diego, San Francisco, San Luis Obispo, SanMateo, Santa Barbara, Santa Clara, Santa Cruz, Solano, Sonoma, Tulare, and Ventura.

6. Once you select Alameda the flow diagram will show only the rules /functionalities applicable to Alameda.

5.2 Reference Table

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.

- a. Key:
 - i. GR Priority
 01. The lower the number the higher the priority
 - ii. GR Program Role
 01. FE – This indicator means the status reason will change the person role to FRE - 'Financially Responsible – Excluded'
 02. FI – This indicator means this status reason will change the person role to FRI 'Financially Responsible – Included'
 03. MM – This indicator means this status reason will change the person role to MMO 'Medi-Cal Member Only'
 04. UP – This indicator means this status reason will change the person role to UP 'Unaided Person'
 - iii. GR Close Person

- 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
- 02. Y – indicator means this status reason can close the person.
- iv. GR Close Program
 - 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
 - 02. Y – Indicator means this status reason can close the program.
- v. General Relief
 - 01. Y -Indicator means this status reason will be applicable for CalWINs General Relief Program

CalWIN Status	GR Priority	CalSAWs Status (Status Reason)	Set by Eligibility	GA/GR Program Role	GA/GR Close Person	GA/GR Close Program	General Relief	Use Case
XAN004		Indv is Prev Sanctioned and Still Not Complying			Y		Y	Common Routine Sanction
XAN078		Indv is Within the Sanction Period			Y		Y	Common Routine Sanction
XAN178		Another Counties Sanction Entered by the Worker			Y	Y	Y	Common Routine Sanction
XAN180		CalWORKs Sanction is Applied - Fail Case/Indv			Y		Y	Common Routine Sanction
XAN506		Indv Received 3 Months of Time-Limited GA Within the Last 12 Months	Y				Y	Common Routine Sanction
XAN517		Individual is Under CalWORKs Drug Felony Sanction			Y		Y	Common Routine Sanction
XAN809		In POI for CalWORKs or RCA			Y		Y	Common Routine Sanction

XAN889		Serving a Previous Sanction			Y		Y	Common Routine Sanction
XAN896		Previously Committed Fraud	Y				Y	Common Routine Sanction
XAN919		Committed an Act of Violence /Vandalism	Y				Y	Common Routine Sanction
XAN986		Applicant is Serving a 90-Day Disqualification Period	Y				Y	Common Routine Sanction
XAN994		Existing Sanc. for Failure to Comply with Work Project and/or Emp Req	Y				Y	Common Routine Sanction
XAN052		Not Cooperating with Employment Services - No Comply			Y		Y	Employable Status
XAN053		Not Cooperating with Employment Services - Seeking Emp			Y		Y	Employable Status
XAN054		Not Cooperating with Employment Services - No Good Cause			Y		Y	Employable Status
XAN120		Not Cooperating with Emp Serv - Refused to Comply			Y		Y	Employable Status
XAN870		Applied for and/or Received GR in			Y		Y	Sanction Reference Table

		Two or More Jurisdictions						
XAN871		Applied for and/or Received GR Using a False Identity and/or SSN			Y		Y	Sanction Reference Table
XAN872		Knowingly Accepted or Negotiated GR Benefits			Y		Y	Sanction Reference Table
XAN873		Failed to Report Application For or Receipt of Income			Y		Y	Sanction Reference Table
XAN874		Failed to Report Anticipated Income			Y		Y	Sanction Reference Table
XAN875		Failed to Report Ownership of Property			Y		Y	Sanction Reference Table
XAN876		Falsified Incapacity Documentation			Y		Y	Sanction Reference Table
XAN877		Failed to Report and/or Apply for All Persons in GR Economic Unit			Y		Y	Sanction Reference Table
XAN878		False Info Abt Rel/Non-citiz. Sponsor s Inc or Prop or Supp.			Y		Y	Sanction Reference Table
XAN879		False Evidence or Info Abt Res of the GR Economic Unit			Y		Y	Sanction Reference Table
XAN880		Failed to Cooperate with			Y		Y	Sanction Reference Table

		Appt and Investigation						
XAN881		False Info Provided On GR App and/or Statement of Facts			Y		Y	Sanction Reference Table
XAN882		Committed an Act of Violence or Vandalism			Y		Y	Sanction Reference Table
XAN883		Provided County Fraudulent Docs or Not Provided Comp Info			Y		Y	Sanction Reference Table
XAN884		Convicted of Welfare Fraud			Y		Y	Sanction Reference Table
XAN885		Fails to Report all Facts			Y		Y	Sanction Reference Table
XAN886		Cashing Duplicate Warrant			Y		Y	Sanction Reference Table
XAN887		Receiving a Lump Sum			Y		Y	Sanction Reference Table
XAN888		Serving a Fraud Sanction			Y		Y	Sanction Reference Table
XAN889		Serving a Previous Sanction			Y		Y	Sanction Reference Table
XAN890		Did not Provide Proof of Current Status of SSI/SSP App			Y		Y	Sanction Reference Table
XAN896		Previously Committed Fraud			Y		Y	Sanction Reference Table

XAN931		False Evidence about Resp Relative/ Non-citizen Sponsors Income			Y		Y	Sanction Reference Table
XAN932		False Evidence about Resp Relative/ Non-citizen Sponsors Property			Y		Y	Sanction Reference Table
XAN933		False Info about Resp Rel/Non-citiz. Sponsors Willingness to Supp.			Y		Y	Sanction Reference Table
XAN934		False Information about Resp Relative/ Non-citizen Sponsors Income			Y		Y	Sanction Reference Table
XAN935		False Information about Resp Relative/ Non-citizen Sponsors Property			Y		Y	Sanction Reference Table
XAN936		False Info about Resp Rel/Non-citizen Sponsors Willingness to Supp.			Y		Y	Sanction Reference Table
XAN939		Under a Fraud Sanction from Receiving GA			Y		Y	Sanction Reference Table
XAN940		Provided Apparent Fraudulent Documents			Y		Y	Sanction Reference Table

XAN941		Reports a False Place of Residence			Y		Y	Sanction Reference Table
XAN942		Client provided fraudulent information			Y		Y	Sanction Reference Table
XAN056		Not Cooperating with Employment Services					Y	Employable Status
XAN511		Not Cooperating with the Employment Services - Applicant					Y	Employable Status

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-215922 DDID 2315 FDS GA GR Phase 4 GA GR
Immediate Need Changes

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math, Deron Schab
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/07/2022	1.0	Draft	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math, Deron Schab
1/10/2022	1.1	Updated Immediate Need admin parameter and included immediate Need Threshold based on county CRFI 21-074	Peterson Etienne
1/24/2022	1.2	Updated missing immediate Need Threshold and admin rule parameter based on county CRFI 21-074. Removed Appendix reference in GAGR Immediate Need Detail. Updated the description of changes mandatory field information on the GA/GR Immediate Need Summary Page Added additional negative action reasons applicable for GA/GR Immediate need program. Added additional point to 2.5.1 Over of Changed under 2.5 Immediate Need – Eligibility Logic.	Peterson Etienne Ramakrishna Kuchibhotla

Table of Contents

1	Overview	9
	1.1 Current Design.....	9
	1.2 Requests.....	9
	1.3 Overview of Recommendations.....	9
	1.4 Assumptions	9
2	Recommendations.....	10
	2.1 Program Detail.....	10
	2.1.1 Overview	10
	2.1.2 Program Detail Mockup.....	10
	2.1.3 Description of Changes	11
	2.1.4 Page Location	11
	2.1.5 Security Updates.....	11
	2.1.6 Page Mapping.....	11
	2.1.7 Page Usage/Data Volume Impacts	12
	2.2 Case Summary	12
	2.2.1 Overview	12
	2.2.2 Case Summary Mockup.....	12
	2.2.3 Description of Changes	12
	2.2.4 Page Location	13
	2.2.5 Security Updates.....	13
	2.2.6 Page Mapping.....	13
	2.2.7 Page Usage/Data Volume Impacts	13
	2.3 GA/GR Immediate Need Detail	13
	2.3.1 Overview	13
	2.3.2 GA/GR Immediate Need Detail Mockup.....	14
	2.3.3 Description of Changes	15
	2.3.4 Page Location	17
	2.3.5 Security Updates.....	17
	2.3.6 Page Mapping.....	17

2.3.7	Page Usage/Data Volume Impacts	17
2.4	GA/GR Immediate Need Summary	18
2.4.1	Overview	18
2.4.2	GA/GR Immediate Need Summary Mockup.....	18
2.4.3	Description of Changes	18
2.4.4	Page Location	20
2.4.5	Security Updates.....	20
2.4.6	Page Mapping.....	21
2.4.7	Page Usage/Data Volume Impacts	21
2.5	Immediate Need - Eligibility Logic	21
2.5.1	Overview of Changes	21
2.6	Run EDBC Page, Negative Action Page	23
2.6.1	Overview	23
2.6.2	Description of Changes	23
2.6.3	Programs Impacted	26
2.6.4	Performance Impacts	26
2.7	GA/GR Immediate Need EDBC Summary Page	26
2.7.1	Overview	26
2.7.2	GA/GR Immediate Need EDBC summary Mockup.....	27
2.7.3	Page Location	28
2.7.4	Security Updates.....	28
2.7.5	Page Mapping.....	28
2.7.6	Page Usage/Data Volume Impacts	28
2.8	GA/GR Immediate Need Program Functionality	28
2.8.1	County Admin Detail – Immediate Need Functionality	28
2.8.2	EDBC Changes	31
2.9	Issuance Threshold updates	32
2.9.1	Overview	32
2.9.2	Description of Changes	32
2.10	Administrative Role Detail page	32
2.10.1	Overview	32
2.10.2	Description of Changes	33

2.10.3	Page Location	33
2.10.4	Security Updates.....	33
2.10.5	Page Mapping.....	33
2.10.6	Page Usage/Data Volume Impacts	33
2.11	Issuance Method Detail page	33
2.11.1	Overview	33
2.11.2	Description of Changes	33
2.11.3	Page Location	34
2.11.4	Security Updates.....	34
2.11.5	Page Mapping.....	34
2.11.6	Page Usage/Data Volume Impacts	35
2.12	Update Previous Potential Benefit Logic	35
2.12.1	Overview	35
2.12.2	Description of Changes	35
2.13	Update Overpayment Adjustment Logic	35
2.13.1	Overview	35
2.13.2	Description of Changes	35
2.14	Issuance Detail Page	35
2.14.1	Overview	35
2.14.2	Description for Changes	35
2.14.3	Page Location	36
2.14.4	Security Update	36
2.14.5	Page Mapping.....	36
2.14.6	Page Usage/Data Volume Impacts	36
2.15	Recovery Account Detail.....	36
2.15.1	Overview	36
2.15.2	Description of Changes	36
2.15.3	Page Location	37
2.15.4	Security Updates.....	37
2.15.5	Page Mapping.....	37
2.15.6	Page Usage/Data Volume Impacts	37
2.16	Expungement Detail page.....	37

2.16.1 Overview	37
2.16.2 Description for Changes	37
2.16.3 Page Location	37
2.16.4 Security Updates.....	38
2.16.5 Page Mapping.....	38
2.16.6 Page Usage/Data Volume Impacts	38
2.17 Update Issuance Batch Skip Issuance logic	38
2.17.1 Overview	38
2.17.2 Description of Changes	38
2.17.3 Execution Frequency.....	38
2.17.4 Key Scheduling Dependencies	38
2.17.5 Counties Impacted	38
2.17.6 Data Volume/Performance.....	38
2.17.7 Failure Procedure/Operational Instructions.....	39
2.18 Update EBT Benefit Writer Batch (POXXF403-Daily, POXXF404-Monthly)	39
2.18.1 Overview	39
2.18.2 Description of Changes	39
2.18.3 Execution Frequency.....	39
2.18.4 Key Scheduling Dependencies	39
2.18.5 Counties Impacted	39
2.18.6 Data Volume/Performance.....	39
2.18.7 Failure Procedure/Operational Instructions.....	39
2.19 Uncollectable Recovery Batch (PB00F310).....	40
2.19.1 Overview	40
2.19.2 Description of Changes	40
2.19.3 Execution Frequency.....	40
2.19.4 Key Scheduling Dependencies	40
2.19.5 Counties Impacted	40
2.19.6 Data Volume/Performance.....	40
2.19.7 Failure Procedure/Operational Instructions.....	40
2.20 Benefit Issuance Claiming (PBXXF204).....	41
2.20.1 Overview	41

2.20.2	Description for Changes	41
2.20.3	Execution Frequency.....	41
2.20.4	Key Scheduling Dependencies	41
2.20.5	Counties Impacted	41
2.20.6	Data Volume/Performance.....	41
2.20.7	Failure Procedure/Operational Instructions.....	41
2.21	Recovery Account Claiming (PBXXR203).....	42
2.21.1	Overview	42
2.21.2	Description for Changes	42
2.21.3	Execution Frequency.....	42
2.21.4	Key Scheduling Dependencies	42
2.21.5	Counties Impacted	42
2.21.6	Data Volume/Performance.....	42
2.21.7	Failure Procedure/Operational Instructions.....	42
2.22	Correspondence.....	Error! Bookmark not defined.
2.22.1	Overview	Error! Bookmark not defined.
2.22.2	Description of Change.....	Error! Bookmark not defined.
2.23	Project Requirements.....	42
3	Requirement	43
3.1	Migration Requirements.....	43
4	Migration Impacts	49
5	Appendix.....	50
5.1	Rules Flow Diagram.....	50
5.2	List of Affected pages.....	54
5.3	Immediate Need Threshold.....	54

1 OVERVIEW

This SCR will implement the financial functionality for the GA/GR Automated EDBC/CC Counties Solution in CalSAWS

1.1 Current Design

The GA/GR Automated EDBC/CC Counties 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 GA/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.

1.2 Requests

A GA/GR Automated EDBC/CC Counties 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 financial functionality for the new solution.

1.3 Overview of Recommendations

1. Add all the required Data Collection elements to implement the 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. A new set of Admin detail pages, Rules, Batch and NOA triggers will be added for the below financial rules.

1. Immediate Need

1.4 Assumptions

1. The existing Los Angeles County rules will remain unchanged.
2. This SCR CA-215922 is based on the WCDS approved documents.
3. The design of the rules is for each CalWIN county based on the Gainwell documents approved by the counties.
4. 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.

5. Alerts will be handled separately outside the Rules design in a separate SCR CA-220119.
6. All functionality related to new fields will only affect the rules related to an individual county's General Assistance/General Relief program and will not impact the rules of other programs, unless specified.
7. All Data collection used in EDBC determination is effective for the benefit month.
8. All calculation for computed values will be detailed in the Visio diagram 'immediate need flow in the tab 'Immediate Need''.
9. '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.
10. Logic that checks or creates Sanctions cannot be tested until SCR CA-227328 is implemented.
11. Manual EDBC can be run but should not be tested with these changes.
12. EDBC summary page layout will follow current Los Angeles County Immediate Need EDBC summary.
13. The program description 'GA/GR Automated Solution' and 'General Assistance/General Relief (GR)' represents 'GA/GR Automated EDBC/CC Counties Solution'.

2 RECOMMENDATIONS

2.1 Program Detail

2.1.1 Overview

The "Program Detail" page is used to add new programs to an existing case.

2.1.2 Program Detail Mockup

The screenshot shows a form titled "Program Detail". Below the title is a legend: "* - Indicates required fields". The main form area contains the label "Select Program: *" followed by a dropdown menu showing "GA/GR Immediate Need" and a blue "Go" button.

Figure 2.1.1.1 – Program Detail

GA/GR Immediate Need Detail

*- Indicates required fields

- [Select Program](#) - This program requires a Pending GA/GR Automated Solution program.

Select Program: *

GA/GR Immediate Need

Figure 2.1.1.2 – Program Detail (Validation Error Message)

GA/GR Immediate Need Detail

*- Indicates required fields

- [Select Program](#) - This program is turned off by your county administrator.

Select Program: *

GA/GR Immediate Need

Figure 2.1.1.3 – Program Detail (Validation Error Message)

2.1.3 Description of Changes

1. Add the "GA/GR Immediate Need" program to the Select Program dropdown. A list of reference table values for the new program can be found in Appendix 5.4
2. Update the page to trigger the validation, "This program requires a Pending GA/GR Automated Solution program." upon clicking 'Go' if the case does not have a GA/GR Automated Solution program.
3. Update the page to trigger the validation, "This program is turned off by your county administrator" upon clicking 'Go' if the rule 'Immediate need applies.' Is 'N' for that county.

2.1.4 Page Location

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

2.1.5 Security Updates

No security updates.

2.1.6 Page Mapping

Add page mappings for the new page title.

2.1.7 Page Usage/Data Volume Impacts

No page usage or data volume impacts.

2.2 Case Summary

2.2.1 Overview

The “Case Summary” page displays a short amount of information for all programs and case members based on the view month. This page will be expanded to also display program information for the New GA/GR Immediate Need program.

2.2.2 Case Summary Mockup

GA/GR Immediate Need				
Worker:		Primary Applicant/Recipient:	math, sacramento	
Worker ID:		Language:	29M	
Program Status:	Pending	Phone Number:	English	
FBU:	1	Email:		
		Application Date:	12/01/2021	
Name	Role	Role Reason	Status	Status Reason
math, sacramento 29M	MEM		Pending	
View Details				

Figure 2.2.2.1 – Case Summary (GA/GR Immediate Need)

2.2.3 Description of Changes

1. Worker: The name of the Staff assigned to the position that is assigned to the program.
2. Worker ID: The Identifier for the position. This field will be a hyperlink to the Worker Detail page for the selected position. When no staff is assigned to the position, this field will be blank.
3. Program Status: The status of the program on the given view Date.
4. FBU: The Family Budget Unit for the program.
5. Primary Applicant/Recipient: The primary applicant of the program on the given view date.
6. Language: The spoken Language of the primary Applicant.
7. Phone Number: The main phone number for the primary Applicant.

8. Email: The email of the primary applicant.
9. Application Date: The application date - the same date as the Sign Date if the application is submitted during regular business hours or the first business day if the application is submitted after regular business hours.
10. Name: This field will list the names of the participant on the program. The name will be a hyperlink to the Program Person History page for the program person selected if the user has the 'PersonHistoryView' right associated to their profile.
11. Role: The Role code of the program person at the given view date.
12. Role Reason: The Reason the role was assigned at the given view date.
13. Status: The status of the participant in the program at the given view date.
14. Status Reason: The status reason of the participant's program status at the given view date.
15. View Details: This button will navigate to the GA/GR Immediate Need Detail page for the associated program.

2.2.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** Case Summary

2.2.5 Security Updates

No security updates.

2.2.6 Page Mapping

Add page mappings for the new page title.

2.2.7 Page Usage/Data Volume Impacts

No page usage or data volume impacts.

2.3 GA/GR Immediate Need Detail

2.3.1 Overview

The "GA/GR Immediate Need Detail" page displays the program information for a given month.

2.3.2 GA/GR Immediate Need Detail Mockup

GA/GR Immediate Need Detail

*- Indicates required fields

View History
View GA/GR Immediate Need Summary
Issuance Method
Edit
Close

Date: *
01/07/2022

Program Information

Status: * Pending	Status Reason:	Source: * Other
Application Date: * 01/01/2022	Request Date: * 01/07/2022	

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
John,Helson 29M	Primary Applicant/Recipient	01/01/2022		
John,Helson 29M	Payee	01/01/2022		

Program Persons

Name	Role	Role Reason	Status	Status Reason
John,Helson 29M	MEM		Pending	
John,Nelson 29M	MEM		Pending	

Secondary Assignment

Worker

View History
View Immediate Need Summary
Issuance Method
Edit
Close

Figure 2.3.2.1 – GA/GR Immediate Need Detail (View Mode)

GA/GR Immediate Need Detail

*- Indicates required fields

[View History](#)
[View GA/GR Immediate Need Summary](#)
[Save and Return](#)
[Cancel](#)

Date: *
 [View Date](#)

Program Information

Status: * Pending **Status Reason:** **Source: *** Other
Application Date: * [Edit](#) **Request Date: *** [Edit](#)

Administrative Roles

Name	Administrative Role	Begin Date	End Date	Use Between Payees
math, sacramento 29M	Primary Applicant/Recipient	12/01/2021		

[Add](#)

Program Persons

Name	Role	Role Reason	Status	Status Reason
math, sacramento 29M	MEM		Pending	

[Edit](#)

Secondary Assignment

Worker
[Select](#)

[View History](#)
[View GA/GR Immediate Need Summary](#)
[Save and Return](#)
[Cancel](#)

Figure 2.3.2.2 – GA/GR Immediate Need Detail (Edit Mode)

2.3.3 Description of Changes

1. View History button: This button will navigate the worker to the “GA/GR Immediate Need History” page.
2. View GA/GR Immediate Need Summary: this button will navigate to “GA/GR Immediate Need Summary Page”. This button is available on Create and Edit Mode. This button will only display when the user has the “GAGRImmediateNeedSummaryView” right.
3. Issuance Method: This button will appear in view mode. The button will display only if there is a pyee as administrative role and the user has ‘IssuanceMethodDetailView’ right.

4. Edit button: This button will refresh the page in 'Edit' mode. This button is only available in 'View' mode.
5. Close button: This button will navigate the worker to the Case Summary page. This button is only available in 'View' mode.
6. Save and Return button: Saves the changes that have been made to the "GA/GR Immediate Need" page and will navigate the worker to the Case Summary page. This button is only available in 'Edit' mode.
7. Cancel button: Returns the worker to the Case Summary page. This button is only available in 'Edit' mode.
8. Date: The view date of the program information. This is a required field. By default, display first day of the come-up month.
9. View Date button: Pressing this button will refresh the page with the program information as of the Date. This button is only available in 'Create'/'Edit' mode.
10. Program Information Section
 - a. Status: Status of the program as of the Date. This field is required.
 - b. Status Reason: Reason for the value displayed in the Status column.
 - c. Source: Source of the Application that is tied to the Status as of the Date. This field is required.
 - d. Application Date: The date the county was informed about the Customer's request for aid.
 - e. Requested Date: The date when a request is done.
11. Administrative Roles section
 - a. Name: Name of the person assigned to the Administrative Roles as of the Date.
 - b. Administrative Role: Administrative Role that is assigned to the person in the Name column.
 - c. Begin Date: Date that the person in the Name column was assigned to the Administrative Role.
 - d. End Date: Date that the person in the Name column ended the Administrative Role.
 - e. Use Between Payees: The word "and", "or", "for" to be used between a program payee and the secondary payee on a warrant.
 - f. Edit button: Navigate the worker to the Administrative Role Detail page in 'Edit' mode. This button is only available in 'Create'/'Edit' mode.

- g. Add button - Navigate the worker to the Administrative Role Detail page in 'Create' mode. This button is only available in 'Create'/'Edit' mode.

12. Program Persons section

- a. Name: Name of the Program Person. This field will be a hyperlink that navigates the user to the GA/GR Immediate Need Person Detail page in view mode.
- b. Role: Role of the Person as of the Date.
- c. Role Reason: Reason for the value displayed in the Role column.
- d. Status: Status of the Person as of the Date.
- e. Status Reason: Reason for the value displayed in the Status column.

13. Secondary Assignment section

- a. Worker: Name of the Worker that is assigned as a secondary assignment. Clicking on the Worker will navigate the worker to the Worker Detail page.
- b. Select button: Pressing button will navigate the worker to the Select Worker page to find a worker for the secondary assignment. This button is only available in 'Create'/'Edit' mode.
- c. Remove button: Pressing the button will Remove the secondary assignment. This button is only available in 'Create'/'Edit' mode.

2.3.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** Case Summary

2.3.5 Security Updates

No security updates.

2.3.6 Page Mapping

Add page mappings for the new page title.

2.3.7 Page Usage/Data Volume Impacts

No page usage or data volume impacts.

2.4 GA/GR Immediate Need Summary

2.4.1 Overview

The "GA/GR Immediate Need Summary" page is used to record the Immediate needs required. The page has a set of questions and responses are used in the EDBC rules.

2.4.2 GA/GR Immediate Need Summary Mockup

GA/GR Immediate Need Summary

* - Indicates required fields

Save and Return Cancel

Immediate Needs

Is the Household Eligible for Immediate Need: *

Yes ▾

Immediate Need Amount to be Issued: *

\$200

Aid Code: *

90 - GA General Relief Independent Living-CNTY ▾

Save and Return Cancel

Figure 2.4.2.1 – GA/GR Immediate Need Summary (Create or Edit Mode)

GA/GR Immediate Need Summary

* - Indicates required fields

Save and Return Cancel

Immediate Needs

Is the Household Eligible for Immediate Need: *

No ▾

Save and Return Cancel

Figure 2.4.2.2 – GA/GR Immediate Need Summary (Create or Edit Mode)

2.4.3 Description of Changes

1. Add a new Yes/No dropdown field labeled, "Is the Household Eligible for Immediate Need:". This field will default to "Yes". This field will only be editable in create and edit modes. This field is mandatory.
2. Add a new input text field "Immediate Need Amount to be Issued:". The field will have the Money Constraint. The field will only visible when

"Is the Household Eligible for Immediate Need:" is "Yes". This field is mandatory when visible.

3. Add the new dropdown field labeled, "Aid Code". The field will only visible when "Is the Household Eligible for Immediate Need:" is "Yes". This field is mandatory when visible. The dropdown contains below GA/GR Aid Codes(Refer CT184 and 'Third Program' is 'GR') :
 - a. 90 - GA General Relief Independent Living-CNTY
 - b. 91 - GA General Relief-B/C Non Independent Living-CNTY
 - c. 92 - GA General Relief-R/B Non Independent Living-CNTY
 - d. 93 - GA General Relief-MFG Child-CNTY
 - e. 94 - GRI Emergency Assistance
 - f. 95 - Unemployable, Independent Living, Single
 - g. 96 - Unemployable, Facility, Family Group
 - h. 97 - Unemployable, Facility, Single
 - i. 98 - Aid In Kind
 - j. 9A - SF AGEX
 - k. 9G - Return to Residence
 - l. 9H - Healthy Families Child
 - m. 9I - SF CALM
 - n. 9J - SF PAES
 - o. 9B - Indigent Burial
 - p. RE - SF Retention
4. Save and Return button: Saves the changes that have been made to the "GA/GR Immediate Need Summary" page and will navigate the "GA/GR Immediate Need Detail" page. This button is available in 'Create' or 'Edit' mode.
5. Cancel button: Returns to "GA/GR Immediate Need Detail" page. This button is available in 'Create' or 'Edit' mode.
6. Edit – This button will take the user to the "GA/GR Immediate Need Summary" page in Edit mode for the associated record. This button will only display when the user has the "GAGRImmediateNeedSummaryEdit" right. This button will only display in View Mode.
7. Close – This button will take the user to the "GA/GR Immediate Need Detail" page. This button will only display in View mode.

2.4.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** Case Summary

2.4.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
GAGRImmediateNeedSummaryView	GAGR Immediate Need Summary View	GAGR Immediate Need Summary View, GAGR Immediate Need Summary Edit
GAGRImmediateNeedSummaryEdit	GAGR Immediate Need Summary Edit	GAGR Immediate Need Summary Edit

Security Groups

Security Group	Group Description	Group to Role Mapping
GAGR Immediate Need Summary View	This group has the capability to access the GA/GR Immediate Need Summary page to view the record.	See the Security Matrix for the group to role associations
GAGR Immediate Need Summary Edit	This group has the capability to access the GA/GR Immediate Need Summary page to view and edit the information.	See the Security Matrix for the group to role associations

2.4.6 Page Mapping

Add page mappings for the new page title.

2.4.7 Page Usage/Data Volume Impacts

No page usage or data volume impacts.

2.5 Immediate Need - Eligibility Logic

2.5.1 Overview of Changes

1. The GA/GR Immediate Need program is created through the Application Registration process. A validation will prevent GA/GR Immediate Need program from being added unless a GA/GR Automated EDBC/CC Counties Solution is also being added or already exists on the case.
2. If the applicant requests GA/GR Immediate Need after the GA/GR Automated EDBC/CC Counties Solution added to the case, then the User will add the GA/GR Immediate Need program separately to the case. A validation will prevent the User from adding the GA/GR Immediate Need program unless there is a Pending GA/GR Automated EDBC/CC Counties Solution program in the current case.
3. The Beginning Date of Aid (BDA) for GA/GR Immediate Need program should be on or after the BDA for GA/GR Automated EDBC/CC Counties Solution.
4. If GA/GR Immediate Need program is applied, then all program persons from GA/GR Automated EDBC/CC Counties Solution must be part of the GA/GR Immediate Need program.
5. GA/GR Immediate Need program cannot be created without corresponding GA/GR Automated EDBC/CC Counties Solution in the same case.
6. To run EDBC for GA/GR Immediate Need program, GA/GR Automated EDBC/CC Counties Solution should be in pending status. The GA/GR Immediate Need program will not be available in Run EDBC program list to run EDBC once the GA/GR Automated EDBC/CC Counties Solution is active. However, the EDBC for GA/GR Immediate Need program can be re-run until GA/GR Automated EDBC/CC Counties Solution is in pending status.
7. The eligibility for GA/GR Immediate Need program is **not** dependent on apparent eligibility of GA/GR Automated EDBC/CC Counties Solution.
8. The GA/GR Immediate Need Program will have the Aid Code set by the worker and it can be different from Aid Code for GA/GR Automated EDBC/CC Counties Solution.

9. The GA/GR Immediate Need Program will always be one-month program. The program will pass and the benefit will be issued only for the BDA month and the program will be discontinued in the month after the BDA month.
10. When Pending GA/GR Immediate Need Program exists, then EDBC for GA/GR Immediate Need program should be run activated prior to running EDBC for GA/GR Automated EDBC/CC Counties Solution.
11. The details entered in GA/GR Immediate Need Summary page is used by EDBC to determine the eligibility of the program. However, if the information in the GA/GR Immediate Need Summary page is not entered and saved by the worker then the value for "Is the Household Eligible for Immediate Need" is considered as 'No' while running EDBC and EDBC will fail the program with the reason 'Not Eligible'.

2.5.1.1 Treatment of Immediate Need Benefit Amount in GAGR program

1. The following new admin rules are added for GA/GR Immediate Need program.
 - Immediate need applies.
 - Deduct Immediate Need Amount from GA/GR Grant.
 - Issue Full GA/GR Grant in Addition to Immediate Need Amount.
 - Issue Only Immediate Need Amount and Zero out GA/GR Grant.
2. When the Rule 'Immediate need applies' is active for any county then **only** one of the following rules should be active for that county.
 - Deduct Immediate Need Amount from GA/GR Grant.
 - Issue Only Immediate Need Amount and Zero out GA/GR Grant.
 - Issue Full GA/GR Grant in Addition to Immediate Need Amount.
3. When the Rule 'Immediate need applies' is active for any county and none of the following admin rules are active
 - Deduct Immediate Need Amount from GA/GR Grant.
 - Issue Only Immediate Need Amount and Zero out GA/GR Grant.
 - Issue Full GA/GR Grant in Addition to Immediate Need Amount.
 then set the rule 'Deduct Immediate Need Amount from GA/GR Grant' to active for that county.
4. When the Rule 'Immediate need applies' is active for any county and the rule 'Deduct Immediate Need Amount from GA/GR Grant' is active then set the following rules to not active.

- Issue Only Immediate Need Amount and Zero out GA/GR Grant.
 - Issue Full GA/GR Grant in Addition to Immediate Need Amount.
5. When the Rule 'Immediate need applies' is active for any county and the rule 'Issue Only Immediate Need Amount and Zero out GA/GR Grant' is active then set the following rules to not active.
 - Deduct Immediate Need Amount from GA/GR Grant
 - Issue Full GA/GR Grant in Addition to Immediate Need Amount.
 6. When the rule 'Deduct Immediate Need Amount from GA/GR Grant' is active then deduct the GA/GR Immediate Need benefit amount from GAGR potential Benefit amount. The benefit amount issued for GAGR Immediate Need program is shown as 'Previous Potential Benefit' in Aid Payment Section. If the GAGR Immediate Need benefit amount is greater than GAGR potential Benefit amount, then it will be treated as over payment as per the current CalSAWS functionality.
 7. When the rule 'Issue Only Immediate Need Amount and Zero out GA/GR Grant' is active then GA/GR Automated EDBC/CC Counties Solution will pass with Zero Benefit for BDA month.
 8. When the rule 'Issue Full GA/GR Grant in Addition to Immediate Need Amount' is active then GA/GR Automated EDBC/CC Counties Solution will pass with the actual allowed benefit amount for BDA month.

2.6 Run EDBC Page, Negative Action Page

2.6.1 Overview

The run EDBC page and Negative Action Page is used to process EDBC for GA/GR Immediate Need Program. This program will always be a one month EDBC run for the BDA month only.

2.6.2 Description of Changes

1. Soft validations on run EDBC page:
 - a. Name/Identity verification is the only required verification for GA/GR Immediate Need program which is treated as follows:
 - i. When name/identity verification is 'Pending' during run EDBC the following validation message will be given
Message:

The following verification(s) have not been received:

{Person Name}
Name/Identity

Trigger: Name/Identity verification is 'Pending'

- ii. When Name/Identity verification is 'Refused' then the following validation message will be given

Message:

The following verification(s) have been refused.

{Person Name}
Name/Identity

Trigger: Name/Identity verification is 'Refused'

- 2. Hard validations that stop the worker from processing the EDBC for GA/GR Immediate Need program:
 - a. Add a new hard validation on Run EDBC and Negative Action Detail Page when EDBC is being run for any month but the BDA month. This validation will be thrown upon selecting the begin or end month on the Run EDBC page or Benefit month on Negative action page.

Message:
Immediate Need program is a one-month EDBC run with BDA as begin month.

Trigger: when any of the following conditions are satisfied

 - i. EDBC begin month is not same as BDA month on Run EDBC Page.
 - ii. Benefit Month is not same as BDA month on Negative Action Detail page.
 - b. Add a new hard validation on Run EDBC page when clicked on Run EDBC in the left navigation:

Message:
GA/GR Immediate Need Program cannot be Pending to run EDBC for General Assistance/General Relief (GR) program. Run EDBC and Activate the GA/GR Immediate Need Program.

Trigger: when the following conditions are satisfied

 - i. When General Assistance/General Relief (GR) program is in pending status
 - ii. When GA/GR Immediate Need program is in pending status
 - iii. When the BDA for both programs is in the benefit month
 - iv. Worker is running EDBC for General Assistance/General Relief (GR) program only

3. Add a new validation on GA/GR Immediate Need EDBC Summary page when the Authorized amount is greater than issuance threshold amount while accepting the GA/GR Immediate Need EDBC.
Message:
The authorization amount of your issuance exceeds the county limit. Please correct the EDBC authorization amount or see your supervisor for assistance.
4. Add the existing hard validation on Run EDBC, Negative Action Detail pages that prevents the user from running EDBC for GA/GR Immediate Need Program when there is no worker assigned to the program for the benefit month.
5. Add the existing hard validation on Run EDBC, Negative Action Detail pages that prevents the user from running EDBC for GA/GR Immediate Need Program when administrative roles (Primary applicant or payee) information is missing for the program for the benefit month.
6. Timely notice exception does not apply to Immediate Need program.
7. GA/GR Immediate Need program is issued always for BDA month and the program and program persons are discontinued the month after BDA month with the reason "One Month Immediate Need".

Program Detail History

Program Detail History				
App #	Status	Status Reason	Begin Month	End Month
1	Discontinued	One Month Immediate Need	01/2022	
1	Active		12/2021	12/2021

Figure 2.6.2.1 - Showing Program Detail History in GA/GR Immediate Need History page.

Event History

Event Date	Event Type	Reason	Effective Date	Updated By
12/03/2021	Discontinued	One Month Immediate Need	01/01/2022	513396
12/03/2021	Approved		12/01/2021	513396
12/03/2021	Pended		12/01/2021	520315

Figure 2.6.2.2 - Showing Event history in Program History Detail page.

Program Persons Section

Program Persons				
Name	Role	Role Reason	Status	Status Reason
IN First Name	MEM		Discontinued	One Month Immediate Need
IN Second Name	MEM		Discontinued	One Month Immediate Need

Figure 2.6.2.3 - Showing Program Persons section in GA/GR Immediate Need Detail page.

8. The following status reasons are used as Negative Action Reasons for GA/GR Immediate Need program in Negative Action Detail page to run Negative Action EDBC:
 - a. Requested Disc. - Verbal
 - b. Whereabouts Unknown
 - c. Application Opened in Error
 - d. Duplicate Application
 - e. Written Withdrawal
 - f. No Eviction Notice
 - g. No Utility Shut-Off
 - h. No Valid Emergency
 - i. On Aid Another Case
 - j. Verbal Withdrawal
 - k. Requested Disc. - Written

2.6.3 Programs Impacted

GA/GR Immediate Need

2.6.4 Performance Impacts

None

2.7 GA/GR Immediate Need EDBC Summary Page

2.7.1 Overview

A new GA/GR Immediate Need EDBC summary page will be added to the system which will have the following Sections:

- a. EDBC Information
- b. Program Configuration
- c. Reporting Configuration
- d. Aid Payment

2.7.2 GA/GR Immediate Need EDBC summary Mockup

GA/GR Immediate Need EDBC Summary

* - Indicates required fields Close

Begin Month	End Month	Run Date	Run Status	Accepted By
12/2021	12/2021	12/03/2021	Accepted - Saved	Worker Name

EDBC Information

Type: Regular
Recalculation: No

Program Configuration

System Determination
EDBC Source: Online EDBC Rules
Aid Code: XX - Aid Code
Program Status: Active

Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
IN First Name	05/29/2020	MEM		Active	
IN Second Name	04/15/1997	MEM		Active	

▼ Reporting Configuration

Name	Role	Adult/Child	Claiming	Deprivation
IN First Name	MEM	Adult	Non Federal	
IN Second Name	MEM	Adult	Non Federal	

Figure 2.7.2.1 GA/GR Immediate Need EDBC summary - Active

Payment	Regular	
Aid Payment	\$	200.00
Previous Potential Benefit	-	40.00
Potential Benefit	=	160.00
Authorized Amount	\$	160.00
Pay Code: <input type="text"/>		
Delivery Method: * <input type="text" value="Mail"/>	Immediacy Indicator: * <input type="text" value="Routine"/>	Issuance Method:
		<input type="button" value="Change Reason"/> <input type="button" value="Accept"/> <input type="button" value="Cancel"/>

Figure 2.7.2.2 GA/GR Immediate Need EDBC summary – Aid Payment section

2.7.3 Page Location

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

2.7.4 Security Updates

No Change.

2.7.5 Page Mapping

Add page mapping for the new fields

2.7.6 Page Usage/Data Volume Impacts

No expected impacts to page usage or data volume impacts

2.8 GA/GR Immediate Need Program Functionality

2.8.1 County Admin Detail – Immediate Need Functionality

2.8.1.1 Overview

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

2.8.1.2 Description of Changes

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

Rule Name	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
Immediate need applies.	N	N	N	Y	Y	Y	N	N	Y	N	N	Y	N	N	N	N	N	N

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

CalWIN Number	CalWIN Rule	CalSAWS Rule
EDX401C001	Immediate need applies to	Immediate need applies.

Below are the new rules introduced in CalSAWS for GA/GR Immediate Need Program.

Rule Name	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
Deduct Immediate Need Amount from GA/GR Grant.	N	N	N	Y	Y	Y	N	N	Y	N	N	Y	N	N	N	N	N	N

Issue Full GA/GR Grant in Addition to Immediate Need Amount.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Issue Only Immediate Need Amount and Zero out GA/GR Grant.	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N

The following CalWIN rules has been removed for this functionality.

CalWIN Number	CalWIN Description	Reason
EDX401C002	Immediate need for Shelter or Utilities	based on the agreed design, the following rules are no longer needed
EDX401C003	Individual is homeless	based on the agreed design, the following rules are no longer needed
EDX401C004	Individual is an applicant and requesting for EA	based on the agreed design, the following rules are no longer needed
EDX401C005	Immediate need greater than 25% of GA/GR grant amount	based on the agreed design, the following rules are no longer needed
EDX401C006	Client is an applicant and client has a history of non-cooperation	This rule is not used in any of the copybook.
EDX401C007	Client's valid need been identified	based on the agreed design, the following rules

		are no longer needed
EDX401C008	Individual is an applicant and requesting for EA	This rule is not used in any of the copybook.
EDX401C009	Client has a history of non-cooperation	based on the agreed design, the following rules are no longer needed

2.8.2 EDBC Changes

2.8.2.1 Overview

This section will provide the Eligibility Rules flow for Immediate Need that can be filtered for each CalWIN County.

2.8.2.2 Description of Change

Immediate Need 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.

Please refer the [Rules Flow Diagram](#) in the Appendix section on how to open and navigate the Visio diagram.

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 status reason CT73 'Not Eligible' will be set as a program failure reason when any of the following conditions are met:
 - a. The rule 'Immediate need applies.' is not active.
 - b. The following is not true: 'Is the Household Eligible for Immediate Need' is true ('Is the Household Eligible for Immediate Need' in GA/GR Immediate Need Summary Page).

Category	Short Description
73	Not Eligible

2. The new display-only status reason CT73 'Imm Need Approved' will be set as a display-only reason when all the following conditions are met:
 - a. The rule 'Immediate need applies.' is active.
 - b. 'Is the Household Eligible for Immediate Need' is true ('Is the Household Eligible for Immediate Need' in GA/GR Immediate Need Summary Page).

Category	Short Description
73	Imm Need Approved

2.9 Issuance Threshold updates

2.9.1 Overview

Issuance thresholds are established to determine the amount of benefits or service payments that can be approved by an Eligibility worker without requiring a supervisor override. A Data Change Request (DCR) will insert the initial GA/GR Immediate Need Issuance Threshold values. Once loaded into the CalSAWS system, the Issuance Threshold values will be maintained by the county via the County Benefit Issuance Threshold list.

2.9.2 Description of Changes

Create a Codes Table Change Request (CTCR) to:

- a) Insert the GA/GR Automated EDBC/CC Counties solution program Issuance Threshold values for the GA/GR Immediate Need program into the county_fiscal_auth program table.
- b) Update the system to allow the GA/GR Immediate Needs program Issuance Thresholds to be modified by the counties on the County Benefit Issuance Thresholds page.

2.10 Administrative Role Detail page

2.10.1 Overview

The Administrative Role Detail page for the GA/GR Immediate Need program allows the user to view, edit and add Administrative.

2.10.2 Description of Changes

Create a CTCR to enable the following Administrative Roles (CT255) for GA/GR Immediate Need program:

- Primary Applicant/Recipient
- Payee
- Secondary Payee

2.10.3 Page Location

- **Global:** Case
- **Local:** Case Summary
- **Task:** Program Detail

2.10.4 Security Updates

No Change.

2.10.5 Page Mapping

No Change

2.10.6 Page Usage/Data Volume Impacts

No Change.

2.11 Issuance Method Detail page

2.11.1 Overview

The Issuance Method Detail page allows the user to choose a method of payment for the issuance which can be EBT, Warrant or Direct Deposit. This update is to allow EBT, Direct Deposit and Warrant to be used by the GA/GR Immediate Need program

2.11.2 Description of Changes

Update the Issuance Method Detail page to only allow EBT, Direct Deposit and Warrant as selectable issuance methods for the GA/GR Immediate Need program.

Create a CTCR to:

- a. Create an entry in the Issuance Method category (Category 112) for the GA/GR Immediate Need program
- b. Enable the EBT, Direct Deposit, and Warrant Issuance Methods to be available for the GA/GR Immediate Need program

- c. Create an entry in the Issuance Method Status Reason category (Category 10110) for the GA/GR Immediate Need program.
- d. Enable the following Issuance Method Status Reasons for the GA/GR Immediate Need program:
 - Bank Account Closed
 - Client Has Limited Access
 - Client in Public Housing
 - Client is Aged
 - Client is Incapacitated
 - Client Lives Out of State
 - Client Lives Outside County
 - Direct Deposit - Stop (Customer Request)
 - Direct Deposit - Stop (Bank Account Closed)
 - Direct Deposit - Start
 - Eviction Threat/Lndlord Hrdshp
 - EBT Host-to-Host Failure
 - EBT Host-to-Host Successful
 - Client Request
 - Administrative Decision
 - CAPI Customer
 - Payee Change

Note: Issuance Method Status Reasons are used when changing issuance method.

2.11.3 Page Location

- **Global:** Fiscal
- **Local:** Case Summary
- **Task:** View Details (Under Program Block)

2.11.4 Security Updates

No Change.

2.11.5 Page Mapping

No Change

2.11.6 Page Usage/Data Volume Impacts

No Change

2.12 Update Previous Potential Benefit Logic

2.12.1 Overview

The Previous Potential Benefit logic calculates the total amount of benefits previously issued for a given Program and Benefit Month.

2.12.2 Description of Changes

Update the Previous Potential Benefit logic to apply benefits for the GA/GA Immediate Need program to the GA/GR Automated Solutions program Previous Potential Benefit amount if the "Deduct Immediate Need Amount from GA/GR Grant" Rule has been selected in the County Admin rules.

2.13 Update Overpayment Adjustment Logic

2.13.1 Overview

The EDBC Overpayment Adjustment Amount represents a benefit reduction due to any open recovery accounts. The System will not suggest benefit reductions towards a recovery account associated to GA/GR Immediate Need Program. Those Recovery Accounts will be marked as Terminated/Suspended on the night they are created.

2.13.2 Description of Changes

Add logic to set the EDBC Overpayment Adjustment Amount to \$0 for the GA/GR Immediate Need Program.

2.14 Issuance Detail Page

2.14.1 Overview

The Issuance Detail page allows the user to view and edit benefit issuance information. Additionally, for warrant and EBT issuances in "Ready for Issuance" status, the user can issue the benefits from the Issuance Detail page.

2.14.2 Description for Changes

Update the logic on the Issuance Detail page to process issuances for the GA/GR Immediate Need program as follows:

- a. Update the Issuance Detail page to make the Pay Code field required.

- b. Update the page to send an EBT Benefit Type of "GA" via host to host when rushing a "GR" issuance.
- c. Update the Issuance Detail page to assign the 'GA' EBT Benefit Type for GA/GR Immediate Need program lost or stolen benefits when rushing benefits.

2.14.3 Page Location

- **Global: Case Info**
- **Local: Case Information**
- **Task: Issuance History > Issuance Detail**

2.14.4 Security Update

N/A

2.14.5 Page Mapping

N/A

2.14.6 Page Usage/Data Volume Impacts

N/A

2.15 Recovery Account Detail

2.15.1 Overview

The Recovery Account Detail page allows the user to Create, View, Edit the recovery account. The recovery account page displays the information related to the Cause Code, Reason, Status, Balance information and the responsible party associated to the account. This update is to configure the page to allow recovery accounts for the GA/GR Immediate Need program.

2.15.2 Description of Changes

Update the Issuance Method Detail page to only allow EBT, Direct Deposit and Warrant as selectable issuance methods for the GA/GR Immediate Need program.

Create a CTCR to:

- a. Update the program category (CT 18) to display the GA/GR Immediate Need program in the Recovery Account Program Type drop-down menu.
- b. Update the Code Hierarchy table used to display the Cause Code drop down menu values on the Recovery Account Detail page.

2.15.3 Page Location

- **Global:** Fiscal
- **Local:** Collections
- **Task:** Recovery Account Search

2.15.4 Security Updates

No Change.

2.15.5 Page Mapping

No Change

2.15.6 Page Usage/Data Volume Impacts

No Change.

2.16 Expungement Detail page

2.16.1 Overview

The Expungement Detail displays information about Expunged issuances. Additionally, for GA/GR expunged issuances, the user can use the Reactivate button to set the Expungements to "Pending Reactivation", so that the nightly batch issuance process will reactivate and create a reactivated issuance for this expungement. This update is to make the "Reactivate" button available for GA/GR Immediate Need Expungements.

2.16.2 Description for Changes

Update the logic used to enable the Reactivate button to display the button when all the following conditions are met:

- a. The Expunged Benefit Type is "General Assistance".
- b. The County is a CalWIN county, and the expungement is for a GA/GR Immediate Need Issuance
- c. The Expungement Status is "Received".
- d. The latest EBT Cash Account Type on the case is "Active".
- e. The user has the "Expungement Reactivate" security group.

2.16.3 Page Location

- **Global:** Case Summary
- **Local:** Case Info
- **Task:** Expungement History

2.16.4 Security Updates

No Change.

2.16.5 Page Mapping

No Change

2.16.6 Page Usage/Data Volume Impacts

No Change

2.17 Update Issuance Batch Skip Issuance logic

2.17.1 Overview

Issuance Batch is responsible for creating an Issuance record for each authorization that is subject to be paid on a Monthly/Nightly basis. This update is to configure the Issuance Batch to process authorizations for the GA/GR Immediate Need program.

2.17.2 Description of Changes

Update the Skip Issuance logic in the Issuance Batch to apply the following skip issuance reasons to the EDBC authorizations associated to GA/GR Immediate Need program:

- a. Future Month Issuance Cannot be Created Before Last Business Day.
- b. Payee Mailing Address Cannot be Determined.
- c. Aid Code Does Not Exist on Authorization Record.

2.17.3 Execution Frequency

PB00F400-PB00F499 – Daily.

2.17.4 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

2.17.5 Counties Impacted

CalWIN Counties.

2.17.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

2.17.7 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

2.18 Update EBT Benefit Writer Batch (POXXF403-Daily, POXXF404-Monthly)

2.18.1 Overview

The EBT Benefit Writer batch jobs create interface files to be sent to the EBT Vendor. These files contain information of benefits to be posted to customer EBT Accounts.

2.18.2 Description of Changes

Update the EBT Cash Benefit Writer logic to assign the 'GA' EBT Benefit Type for GA/GR Immediate Need program lost or stolen benefits.

2.18.3 Execution Frequency

POXXF403 - Daily

POXXF404 – Monthly.

2.18.4 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

2.18.5 Counties Impacted

CalWIN Counties.

2.18.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

2.18.7 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

2.19 Uncollectable Recovery Batch (PB00F310)

2.19.1 Overview

The Uncollectable Recovery Account Batch (PB00F310) finds and updates Recovery Accounts that need to be Terminated or Suspended. This update is to configure the batch to Terminate recovery accounts for the GA/GR Immediate Need program.

2.19.2 Description of Changes

Update the Uncollectable Recovery Account Batch to terminate all GA/GR Immediate Need in Pending or Active status that have been created since the last success date of the batch job.

This batch job will:

- a. Pick up all GA/GR Immediate Need Recovery Accounts in Pending or Active status that have been created since the last success date of the batch job.
- b. Create a Terminated transaction to zero out the Recovery Account balance.
- c. Set the status of the Recovery Account to "Terminated", and the status reason to "Cost".

2.19.3 Execution Frequency

No Change.

2.19.4 Key Scheduling Dependencies

No Change.

2.19.5 Counties Impacted

All CalWIN Counties

2.19.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

2.19.7 Failure Procedure/Operational Instructions

No Change

2.20 Benefit Issuance Claiming (PBXXF204)

2.20.1 Overview

The Benefit Issuance Claiming process picks up Benefit Issuances, Benefit Issuance Adjustments, and Expungement issuances and calculates the benefit claiming information. This update will add the GA/GR Immediate Need program to the Issuance Claiming logic.

2.20.2 Description for Changes

- a. Update the Non-Foster Care Benefit Issuance Claiming module to include benefit issuances for the GA/GR Immediate Need program.

- b. Update the Non-Foster Care Benefit Issuance Adjustment Claiming module to include benefit issuances for GA/GR Immediate Need program.

- c. Update the Issuance Expungement Claiming module to include benefit issuances for the GA/GR Immediate Need program

2.20.3 Execution Frequency

PBXXF204 – Daily.

2.20.4 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

2.20.5 Counties Impacted

CalWIN Counties.

2.20.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

2.20.7 Failure Procedure/Operational Instructions

No Change.

2.21 Recovery Account Claiming (PBXXR203)

2.21.1 Overview

The Recovery Account Claiming process picks up Recovery Account Transactions and calculates the benefit claiming information. This update will add the GA/GR Immediate Need program to the Recovery Account Claiming logic.

2.21.2 Description for Changes

Update the Recovery Account Claiming module to include Recovery Account transactions for the CalWIN counties' GA/GR program.

2.21.3 Execution Frequency

PBXXR203 – Daily.

2.21.4 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

2.21.5 Counties Impacted

CalWIN Counties.

2.21.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

2.21.7 Failure Procedure/Operational Instructions

Set the use restart data flag to true and resubmit the job.

2.22 Project Requirements

DDID 2315	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Immediate Need Applies} CalSAWS must determine whether immediate need applies to a GA/GR case.]	The rule 'Immediate need applies.' Will meet this requirement.	The following rule is stated in the business flow diagram and admin matrix.

3 REQUIREMENT

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2315	<p>The CONTRACTOR shall update the CalSAWS Software to provide the following GA/GR functionality for the 58 Counties:</p> <p>1) Prorate benefit amounts based upon the Beginning Date of Aid for the GA/GR Program</p> <p>2) Add a hard validation message at EDBC when the GA/GR residency arrival date field on the Residency Detail Page is not completed. The validation message shall only display for those counties that opt into the 15-day residency rule. The CalSAWS Software should not allow the user to run EDBC when this validation occurs. Add a batch exception reason when the case is ran in batch.</p> <p>3) Update the Pre-Screening-Mandatory Substance Use Disorder</p>	<p>Requirement 1:</p> <p>Online:</p> <p>Prorate benefit amounts based upon the BDA for the GA/GR Program will be determined by the Eligibility rules in CalSAWS system.</p> <p>Requirement 2:</p> <p>Online:</p> <p>Validation for GA/GR Residency arrival date is included on the GA/GR Request page</p> <p>Eligibility:</p> <p>Pre-EDBC Validation rule to check for Residency Batch/Interfaces - Batch Programs:</p> <p>Add new batch Skip logic for null arrival date</p> <p>Requirement 3:</p> <p>Online:</p> <p>a. The questions per county must be defined at the time of design and by default, the LA questions shall be used.</p> <p>b. The configuration of the questions for the MSUDRP Pre-</p>	<p>The following subsequent Rules migrated in this SCR will met these requirements.</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>Recovery Program (MSUDRP) page to allow the 58 Counties to add additional pre-screening questions based on each of the 58 Counties GA/GR eligibility rules. The CalSAWS Software shall only display the Pre-Screening questions based on the county of the logged in user.</p> <p>4) Add the ability to display prior GA/GR aid received in other counties within the CalSAWS Software (sanctions, Unemployable, Employable status, BDA, reapplication within a 12-month period and their time on aid in GR). Note: The requirement is contingent upon county agreement and legal review</p> <p>5) Create an automatic task when a participant has applied for SSI for the GA/GR program. The task shall be customizable by county and all 58 Counties shall have the ability to opt in/opt out of the task</p> <p>6) Add the ability to issue a GA/GR need or</p>	<p>Screening page will be through a code table on the back end of the application.</p> <p>Batch/Interfaces - Batch Programs: No batch Skip logic for MSUDRP</p> <p>Requirement 4: TBD</p> <p>Requirement 5: Online: The trigger for the SSI application task will be from the SSI/SSP Page. It will be controlled based on the automated action page which will be part of the unified task solution.</p> <p>Batch/Interfaces - Batch Programs: It will be controlled based on the automated action page which will be part of the unified task solution.</p> <p>Requirement 6: Online: There will be a new GR Immediate Need program in order to segment the logic for County and State immediate Need Requirements</p> <p>Eligibility: A New GR Immediate Need Rules and EDBC Summary page</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>supplement prior to approving the GR program (i.e. immediate need).</p> <p>7) Add the ability to determine eligibility for GA/GR aid paid pending based on the eligibility rules of each of the 58 Counties.</p> <p>8) Add the ability to allow each county to determine the income multiplier based on each of the 58 Counties GA/GR eligibility rules.</p> <p>9) Add a verification field on the GR Work Requirement page when a work requirement type has been selected. If the verification field is left pending it shall populate on the county specific verification checklist for GA/GR. This functionality for the 58 Counties shall be opt in/out.</p> <p>10) Create an automated task when the vendor for GA/GR is no longer going to get paid based on the Money Management Detail page end month. This functionality will be</p>	<p>will be developed to address this requirement.</p> <p>Correspondence: Add NOA call to DXC service in template repository for Immediate Need. As per current logic, there is no known NOA in CalWIN for Immediate Need.</p> <p>Fiscal: Changes for deducting Immediate Need grant.</p> <ol style="list-style-type: none"> 1. The Functionality for new GA/GR Immediate Need Program would only be available to 18 CalWIN Counties at migration. Therefore, no changes are required for LA County or 39 CIV Counties Auditor Controller Process/files. 2. No Updates Required to 18 CalWIN Counties Warrant Templates. 3. No Updates Required to CIV or LA County Warrant Templates. 4. The System will not Suggest Grant Reductions towards a recovery account associated to GA/GR Immediate Need Program. Those Recovery Accounts will be marked as Terminated/Suspended on the night they are created. <p>Requirement 8: Eligibility: The income multiplier must be defined by county at the time of</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>based on each counties GA/GR program rules</p> <p>11) Add GA/GR specific page(s) to capture physical and mental disability details as it relates to GA/GR assessment screening. The new page(s) shall be controlled via security to allow the 58 counties to opt in/out. NOTE: Page(s) should function similar to the MSDURP Assessment page.</p> <p>12) Add the ability to automatically create a CalFresh CFET record when the customer is already participating in GA/GR for reporting purposes. The CalSAWS Software should not have the user enter a CFET record when GA/GR exists. The 58 Counties must have the ability to opt in/out of this functionality</p> <p>13) Update all GA/GR related supportive services need types on the Needs List and Need Detail pages when the category of GROW is selected to be inclusive of all 58 counties.</p>	<p>design and will be implemented in the CalSAWS code tables. This cannot be modified through the County Admin</p> <p>Auto creation of CFET and ESP will be handled in CalSAWS Eligibility Authorization logic</p> <p>Requirement 9: Online: The verification field will be consistent across the page for all counties. The rules will determine if the value is used or not based on county</p> <p>Requirement 10: Online: The automated task on the Money Management page shall be part of the unified task solution.</p> <p>Batch/Interfaces - Batch Programs: Batch will be using task management solution for all task creation.</p> <p>Requirement 11: Online: The new page will be available for all people with the appropriate security.</p> <p>Requirement 12, 14 and 15:</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	<p>14) Auto create and register a GA/GR ES program for employable individuals when there is a GA/GR/CF combo case when a county does not have CFET program active in their county. This functionality shall be made configurable for counties to opt in or out.</p> <p>15) Auto create and register a GA/GR ES program for employable individuals who are on a GA/GR program only. This functionality shall be made configurable for counties to opt in or out</p> <p>16) Add additional non-compliance types for GA/GR on the GA/GR Non-Compliance page. The Non-Compliance types shall be specific to each of the 58 Counties GA/GR policy rules</p> <p>17) Migrate the existing C-IV GA/GR Functionality into the CalSAWS Software</p>	<p>Eligibility</p> <p>Auto Creation of CFET and/or GA-GR Employment Service program will be handled as part of CalSAWS Authorization logic.</p> <p>Requirement 12: Batch/Interfaces - Batch Programs: Add the ability to automatically create a CalFresh CFET record through batch when the customer is already participating in GA/GR for reporting purposes</p> <p>Requirement 13: Fiscal: All existing need types at point of migration will be added to CalSAWS</p> <p>Requirement 14/15: Batch/Interfaces - Batch Programs: Automatic new Employment service program creation for GA/GR/CR combo case through batch</p> <p>Requirement 16: Online: a. The Non-Compliance Detail page shall show different values and fields based on the new GR program for CalWIN Solution type selected.</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		<p>b. Existing CalWIN Rules for new eligibility non-compliance types will be developed in CORE CalSAWS system.</p> <p>Batch/Interfaces - Batch Programs: Add new non-compliance category to existing non-compliance sweeps.</p> <p>Requirement 17: The effort to port the C-IV solution is part of SCR CA 201377</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

4 MIGRATION IMPACTS

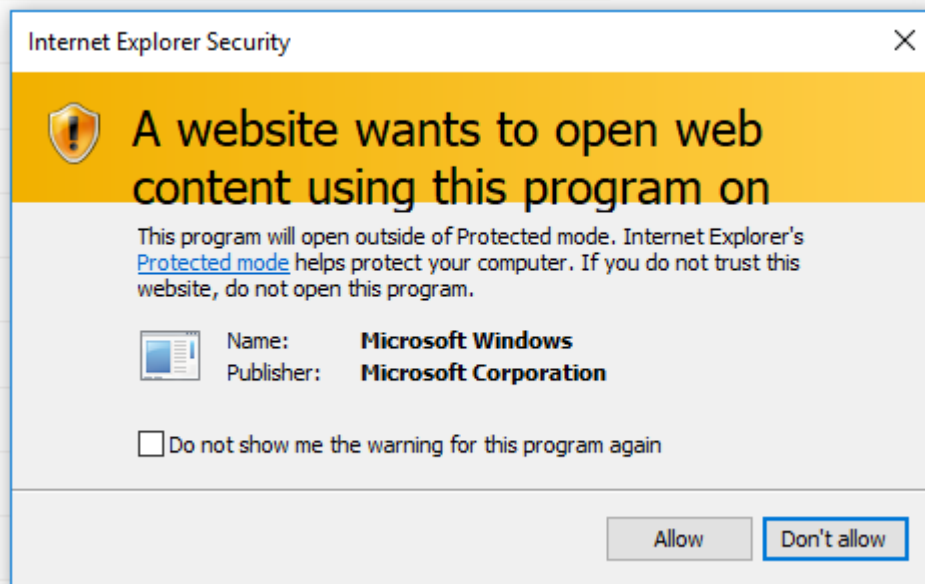
General Assistance/General Relief functionality will be implemented as a new program for the 57 counties excluding Los Angeles county. Los Angeles GA/GR functionality will not be modified.

5 APPENDIX

5.1 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. *If opening the Visio file from the SharePoint link the Visio file will need to be downloaded first then open with the downloaded file with internet explorer.
4. The following prompt will appear if opening the downloaded Visio file.

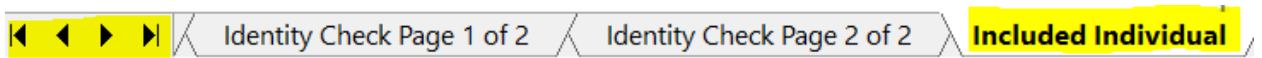


Curint Inia

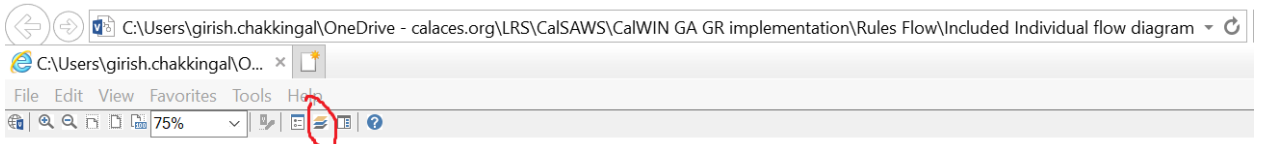
5. Click 'Allow' to open the file on Internet Explorer.
6. The internet Explorer will open with the below pop up in the bottom of the page



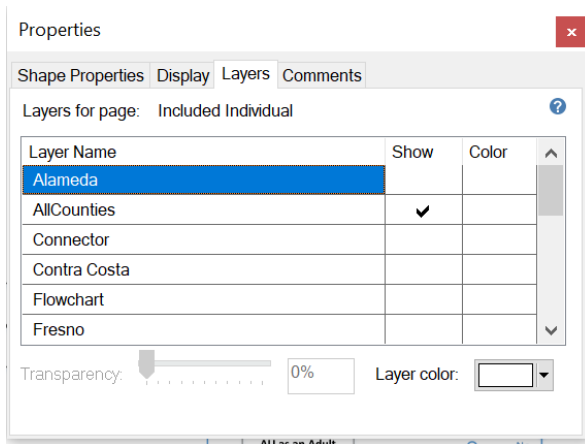
7. Click Allow Blocked Content.
8. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



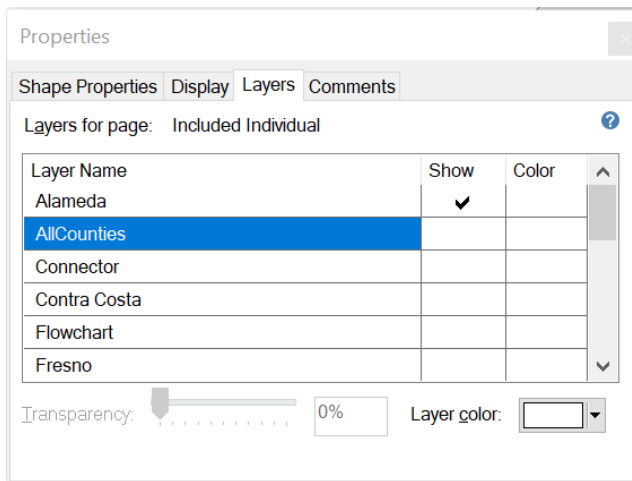
9. Click the layer icon circled in red color below



10. Once the layers button is clicked the Properties box will pop up.



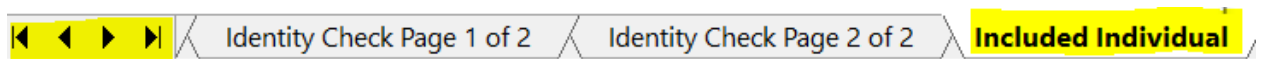
11. Then click the county name that is applicable to you, in this case Alameda



12. 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.

Viewing Visio Document in Microsoft Visio

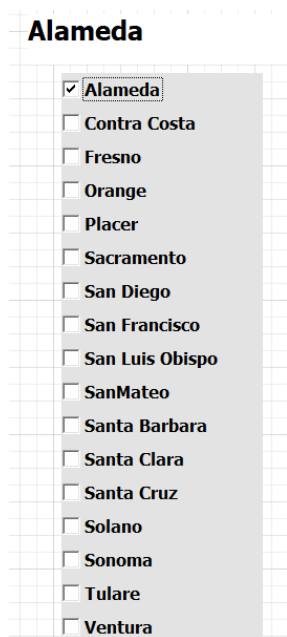
1. This is applicable for Laptops/Desktops that do have Microsoft Visio software installed
2. Once you double click the attachment or right click and open with Visio then it will open in Microsoft Visio
3. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the 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.

5.2 List of Affected pages.

- 1) Distributed Documents Search
- 2) Findings Detail
- 3) Fiscal History Search
- 4) Foster care Recovery Account Detail
- 5) Hearing Detail
- 6) Invoice Search
- 7) Office Detail
- 8) Other Program Assistance Detail
- 9) Pending Authorizations
- 10) Pending Workload Assignment List
- 11) Performance Analysis detail
- 12) Quality Review Detail
- 13) Receipt Mass Upload Search
- 14) Recovery Account Search
- 15) Recovery Account Workload Inventory
- 16) Service Arrangements List
- 17) Special Investigation Detail
- 18) Special Investigations Referral
- 19) Standards Detail
- 20) Template Repository Search
- 21) Unreimbursed Assignment pool
- 22) Valuable Request Search
- 23) Verification Detail
- 24) Workload Reassignment Detail

5.3 Immediate Need Threshold

County	Immediate Need Threshold
Alameda	N/A
Contra Costa	N/A
Fresno	N/A
Orange	\$88.75
Placer	130

Sacramento	\$326.64
San Diego	N/A
San Francisco	N/A
San Luis Obispo	\$200.00
San Mateo	N/A
Santa Barbara	N/A
Santa Clara	\$85.75
Santa Cruz	N/A
Solano	N/A
Sonoma	N/A
Tulare	N/A
Ventura	N/A
Yolo	N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-215924 DDID 2328 FDS: GA GR Phase 2 -
Two party check Changes for all programs
(CalWIN counties)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Deron Schab
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/21/2021	1.0	Initial Revision	Deron Schab
1/4/2022	2.0	Implemented changes based on Review feedback	Deron Schab

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	6
	2.1 Modify functionality used to enable Two-Party Check functionality.....	6
	2.1.1 Overview	6
	2.1.2 Description of Changes	6
	2.2 Add Two Party Check information to CalWIN County Rush Warrants.....	7
	2.2.1 Overview	7
	2.2.2 Description of Changes	7
3	Requirements.....	8
	3.1 Migration Requirements.....	8

1 OVERVIEW

This SCR will update the system to issue two-party checks for the CalWIN Counties in CalSAWS.

1.1 Current Design

The nightly and monthly batch processes send a Warrant Print file to counties that contains information the counties require to create and print warrants. This information includes Payee name and address, along with the benefit amount.

SCR 215675 added Two-Party check functionality for LA and the C-IV Counties. This functionality allows a Secondary Payee along with a prefix of “and”, “or” or “for” to be specified for EDBC Programs. This information is sent to the counties in the nightly Warrant Print file to allow the counties to add the secondary payee information to the warrants. Additionally, the secondary payee information is included in the Auditor Controller files, and Positive Pay files for banks that allow for Secondary Payees.

The functionality to include the secondary payee information on issuances and in the respective interface files is currently turned off for Los Angeles and C-IV counties. The functionality can be turned on based upon system flags that specify the date to implement two-party check functionality.

1.2 Requests

Update the logic used to turn allow the two-party check functionality to be turned on for specific consortia. Update the system flags to turn on two-party check functionality for Los Angeles and CalWIN counties. Additionally, the ability to include the secondary payee information on Rush Warrants will be added for the CalWIN counties.

1.3 Overview of Recommendations

1. Modify the functionality used to enable Two-Party Check functionality to allow Los Angeles and the CalWIN counties to be enabled separately from the C-IV counties
2. Add Two Party Check information to CalWIN County Rush Warrants.

1.4 Assumptions

1. The Los Angeles County Two-Party check functionality will not change from what was included in SCR-215675.
2. SCR 207137 CalWIN Fiscal Interfaces will create the BPCRs to implement the Warrant Print and Auditor Controller interface files with the CalWIN counties.
3. Interface Partner Testing (IPT) will be done post-22.03 once interface connections are established with the CalWIN Counties.

4. All batch scheduling will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605, for counties that have opted into the batch job.
5. Two-Party check functionality will not be enabled for the C-IV counties until after the 22.05 release.
6. CalWIN county Rush Warrants will be formatted to include secondary payee information.
7. The CalWIN County Rush Warrants will be added with SCRs CA-213675 and CA-229976.

2 RECOMMENDATIONS

2.1 Modify functionality used to enable Two-Party Check functionality.

2.1.1 Overview

The ability to include secondary payee information on issuances, and in the Warrant Print, Auditor Controller, and Positive Pay is determined by a system flag that specifies the date to enable the functionality.

2.1.2 Description of Changes

1. Modify the logic used to enable two-party check functionality to allow Los Angeles and CalWIN counties to be enabled, while the C-IV counties are disabled.
2. Create a Codes Table Change Request (CTCR) to update and add records to Component Effect Date table (CT2799) to specify dates to turn on the Los Angeles, CalWIN Counties, and C-IV counties two party check functionality.

2.2 Add Two Party Check information to CalWIN County Rush Warrants

2.2.1 Overview

Rush Warrants can be created when the Immediacy Method on the EDBC is set to Rush, and the EDBC is Accepted and Saved.

2.2.2 Description of Changes

Update the Rush Issuance logic to include secondary payee information on Rush Warrants for counties that have two-party check functionality enabled.

Note: The secondary payee information will not be included on Rush warrants that are not formatted to support a secondary payee.

Note: The CalWIN County Rush Warrants will be added with SCRs CA-213675 and CA-229976

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2328	<p>The CONTRACTOR shall update the system to issue two-party checks that indicate and/or/for related to GA/GR policy for each of the 58 Counties.</p>	<p>Fiscal:</p> <ol style="list-style-type: none"> 1) Updates will be required for the 18 CalWIN County warrant print Files. 2) Updates will also be made to Warrant Print files and Auditor Controller Files for C-IV Counties. 3) LA County SWR (Daily and Monthly) Interface will be modified to send the two-Party information to LA County Auditor Controller (eCAPS) . 4) The existing LA County TWR interface that issues the refunds to the Responsible person on the recovery account will remain unchanged and will not be available for the 57 counties. 5) This change is contingent upon the acceptance of the two party check information by the counties respective Auditor Controller. 6) This functionality will not be county configurable. 7) No Updates are required to C-IV or CalWIN Counties Rush Warrant Template or Warrant Print Templates. 8) The two-party check functionality is only available to warrants for issuances that are a result of EDBC Authorizations.. 	<p>Added two-party check functionality for the 18 CalWIN counities.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-218788

DDID 1003, DDID 1609 - Migrate CalWIN Districts
and Regions to the Office Detail page

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Gerald Limbrick
	Reviewed By	Amy Gill, Himanshu Jain, William Baretsky, Michael Wu

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/24/2022	1.0	Initial draft	Gerald Limbrick

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Office Detail.....	5
	2.1.1 Overview	5
	2.1.2 Office Detail Mockup.....	5
	2.1.3 Description of Changes	5
	2.1.4 Page Location	5
	2.1.5 Security Updates.....	5
	2.1.6 Page Mapping.....	5
	2.1.7 Page Usage/Data Volume Impacts	5
	2.2 Automated Regression Test.....	6
	2.2.1 Overview	6
	2.2.2 Description of Change.....	6
3	Supporting Documents	7
4	Requirements.....	7
	4.1 Migration Requirements.....	7

1 OVERVIEW

1.1 Current Design

The Office Detail page is used to view and edit office information including an office's District and Region associations.

When there are Districts associated to the logged in user's county, the 'District' dropdown shows the list of Districts allowing them to be associated to an office; when there are no Districts associated to the county, the dropdown is hidden.

When there are Regions associated to the logged in user's county, the 'Region' dropdown shows the list of Regions allowing them to be associated to an office; when there are no Regions associated to the county, the dropdown is hidden.

CalSAWS does not have information associating Districts or Regions with CalWIN counties.

Technical Note: Reference Table columns within Codes Tables CT212 (District Code) & CT244 (Region Code) associate Districts and Regions to Counties.

1.2 Requests

Migrate the CalWIN Counties' Districts and Regions to the Office Detail page.

1.3 Overview of Recommendations

1. Make CTCR updates to include CalWIN specific Regions on the Office Detail page.

1.4 Assumptions

1. CalWIN counties do not have any Districts requiring migration.

2 RECOMMENDATIONS

2.1 Office Detail

2.1.1 Overview

Make CTCR updates to include the CalWIN counties' specific Regions on the Office Detail page.

Note: CalWIN does not have any Districts requiring migration.

2.1.2 Office Detail Mockup

N/A. Only dropdown values will be changed.

2.1.3 Description of Changes

1. Update the codes tables marking the existing CalSAWS Districts and Regions as not applicable to any CalWIN county.
2. Update the codes table for the 'Region' dropdown to include the specific Regions for the applicable CalWIN Counties as listed in Supporting Document 1.

2.1.4 Page Location

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

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 Automated Regression Test

2.2.1 Overview

Create new automated regression test scripts (or update existing scripts) to verify the 'Region' values based on the County of the logged-in user, and to verify that the 'District' dropdown does not display for CalWIN counties.

2.2.2 Description of Change

1. Create a new regression script to verify that the 'Region' dropdown on the Office Detail page either:
 - a. Contains all appropriate values for the county in context, when one or more values exist
 - b. Is not displayed, when no values exist for the county in context
2. Create a new regression script to verify that the 'District' dropdown does not display on the Office Detail page when in the context of a CalWIN county.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Online	Regions to be added	CalWIN Regions.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1003	The CONTRACTOR shall migrate the 57 County specific Districts on the Office Detail page and only display those Districts that apply to each CONSORTIUM County.		CalWIN Districts are migrated per CRFI responses.
1609	The CONTRACTOR shall migrate the 57 County specific Regions in the Region dropdown on the Office Detail page and update the Region dropdown field to only display those Regions that apply to each CONSORTIUM County.		Existing CalSAWS Regions are updated to not display for CalWIN counties. CalWIN counties do not have any Districts requiring migration.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-224767

DDID 2686 2314 FDS: GA GR - Batch Sweeps for
CalWIN GA GR MU triggers - Phase 2

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Marqui Simmons
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/29/2021	1.0	Initial Draft.	Marqui Simmons
12/27/2021	2.0	Updates to the design document to add more MU Triggers.	Marqui Simmons
01/25/2022	3.0	Updated the counties impacted for Indigent Burial EDBC sweep.	Marqui Simmons

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Batch EDBC Sweep for Indigent Burial	5
	2.1.1 Overview	5
	2.1.2 Description of Change.....	5
	2.1.3 Execution Frequency.....	5
	2.1.4 Key Scheduling Dependencies	5
	2.1.5 Counties Impacted	5
	2.1.6 Data Volume/Performance.....	5
	2.1.7 Failure Procedure/Operational Instructions.....	6
3	Requirements.....	7
	3.1 Migration Requirements.....	7

1 OVERVIEW

This SCR will implement new Batch EDBC Sweeps in CalSAWS to replace the MU (Mass Update) Triggers that exist for the GA/GR Automated EDBC/CC Counties. Since CalSAWS does not currently have MU Trigger framework, the requirements for the existing MU Triggers will be converted into Batch EDBC sweeps.

1.1 Current Design

Currently, MU Triggers do not exist in CalSAWS in any capacity for the GA/GR Automated EDBC/CC Counties.

1.2 Requests

New Batch EDBC Sweeps will be developed to replace the MU Triggers that exist for the GA/GR Automated EDBC/CC Counties.

1.3 Overview of Recommendations

1. Create a new Batch EDBC Sweep for Indigent Burial.

1.4 Assumptions

1. The GA/GR Batch EDBC Sweep Batch jobs designed in this document do not affect any existing Los Angeles County jobs.
2. The existing Los Angeles County rules will remain unchanged.

2 RECOMMENDATIONS

2.1 Batch EDBC Sweep for Indigent Burial

2.1.1 Overview

This Batch EDBC Sweep will retrieve GA/GR Automated EDBC/CC cases that have an Indigent Burial result code of pass within the current benefit month. The Indigent Burial result will fail in the following month as this is only valid for one month and should not continue to be afterwards.

2.1.2 Description of Change

1. Create a new batch to trigger EDBC when the indigent burial aid code is Approved for the current month.
 - a. Program code is GR.
 - b. Program status is Active.
 - c. EDBC run of the current month for the GR program has an Indigent Burial result code of pass.
 - d. County is Indigent Burial Applicable through the County Rules Admin page.
 - e. Run EDBC for the upcoming two months.
2. EDBC run type for the Batch EDBC Sweep should be targeted program (GR and CF).
3. Create a new Batch Eligibility Sweep code (CT942) for this Batch EDBC Sweep.

2.1.3 Execution Frequency

Monthly - Last day of the month.

2.1.4 Key Scheduling Dependencies

Successor: Batch EDBC Processing jobs.

2.1.5 Counties Impacted

Contra Costa, Orange, Placer, San Luis Obispo, and Tulare currently. Other counties can opt-in through the County Rules Admin page in CalSAWS.

2.1.6 Data Volume/Performance

TBD.

2.1.7 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
2314	<p>The CONTRACTOR shall update the CalSAWS Software to determine the benefit levels, resource limits and benefit allocation amounts (housing, utility, etc.) based on each counties GA/GR eligibility determination rules with updates through security rights. Eligibility determination rules shall include the following:</p> <ol style="list-style-type: none"> 1) Residency 2) Income 3) Aid paid pending 4) Immediate need 5) Property/resource 6) Deductions 7) Household composition/Assistance Unit 8) Aid codes 9) Hearings 10) Sanctions 11) Non-compliances 12) Living Arrangement 13) Citizenship 14) Expenses 15) Special Need 	<p>Eligibility: The existing 705 rules/attributes shared by DXC will be consolidated by functionality into 110 rules in CalSAWS but still providing the existing flexibility available to the County Admin to turn on or off a functionality specific to their county. The breakdown of the complexity is as shown below</p> <p>Create new</p> <ul style="list-style-type: none"> • 21 Difficult rules • 24 Medium rules • 13 Easy rules <p>Modify existing</p> <ul style="list-style-type: none"> • 14 Difficult rules • 23 Medium rules • 15 Easy rules <p>Batch/Interfaces</p> <p>Up to 20 new Batch sweeps will be created in CalSAWS to handle the MU triggers that is currently existing for CalWIN GR program</p> <p>Note: This does not include data</p>	<p>This SCR partially meets the Batch/Interface requirements for DDID 2314. There are future SCRs/Phases that will contain more Batch EDBC Sweeps to meet the requirements. The other team requirements are met in the respective SCRs for those teams.</p>

		<p>collection MU trigger since CalSAWS as a system does not support Data Collection batch triggers for all programs including GR.</p> <p>Fiscal Existing CalSAWS Fiscal framework will be leveraged for the new CalWIN GR program for benefit Issuance, Claiming and Adjustments.</p>	
2686	<p>The CONTRACTOR shall integrate the CalWIN GA/GR rules into the CalSAWS Software.</p> <p>The Contractor shall migrate the existing C-IV GA/GR functionality which includes:</p> <ul style="list-style-type: none"> - Creation of a GA/GR (Managed/Non-Managed) case - Ability to select the Issuance Method to EBT, Direct Deposit, or Warrant (check) - Ability to run a Manual EDBC to issue benefits to the customer, landlord or utility vendor - Ability to create a Service Arrangement/Payment Request to issue services / valuables 	<p>Requirement 1:</p> <p>Online:</p> <ol style="list-style-type: none"> 1) The Existing GR Program Detail and New/Reapplication Detail pages can be used for program Creation. 2) No Updates are required to the workload assignment logic for the new GR Program. 3) No More than 10 Non-GR Data Collection will need to be updated with additional elements. <p>Eligibility:</p> <ol style="list-style-type: none"> 1. The existing CalWIN GA/GR rules will be developed in CalSAWS. 2. The Forms/NOA will be rendered by DXC using the Correspondence 	<p>This SCR partially meets the Batch/Interface requirements for DDID 2686. There are future SCRs/Phases that will contain more Batch EDBC Sweeps to meet the requirements. The other team requirements are met in the respective SCRs for those teams.</p>

		<p>Service. The triggers conditions for the Forms/NOAs will be developed in CalSAWS.</p> <p>3. The Users will use Run EDBC page to run GA/GR EDBC and authorizes the results like other programs. The Users will navigate to Correspondence page after Authorization to check the existence of a NOA. A NOA hyperlink will be created if EDBC resulted in a NOA. When the User clicks the NOA hyperlink a webservice call will be made to DXC Correspondence Service to render the NOA and return the pdf back to CalSAWS in real time. During this webservice call the entire data related to the case will be transferred. This includes but not limited to Data Collection, Prior Issuances, Address, Assigned worker details</p> <p>4. Override functionality for the EDBC determined by GA/GR service will be available in CalSAWS.</p> <p>5. Manual EDBC functionality will be available in CalSAWS.</p> <p>6. The new GR solution</p>	
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>will have a separate program code in backend so that the existing LA county GR and C-IV Managed/Non-Managed GR programs will not be impacted.</p> <p>7. Preview NOA functionality will not be available for the new GA/GR solution</p> <p>8. This solution will be subject to a different SLA standard due to external NOA service interaction.</p> <p>9. The use case for current CalWIN GA/GR rules, NOAs/Forms triggers and MU triggers will be provided by DXC.</p> <p>10. Based on Use case CalWIN GA/GR rules, NOAs/Forms triggers and Batch Sweeps for MU triggers will be designed and developed in CalSAWS.</p> <p>11. The existing NOA/form templates and County Admin's ability to create a customizable pdf version for the county will be maintained and updated by DXC in the new solution.</p> <p>Batch/Interface:</p> <p>1. Only one web service call will be made to DXC to generate the</p>	
--	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>NOA/Form for GA/GR Participants</p> <ol style="list-style-type: none">2. All information to generate correspondence will be provided in one single request3. Web service response will have the generated NOAs/Forms pdf.4. Emulator will be available to get standard NOAs/Forms response for all correspondence request.5. No webservice is required for rules since it will be handled in CalSAWS.6. Estimates for web services is covered in DDID 2319 <p>Fiscal:</p> <ol style="list-style-type: none">1) New GR Program will not be available to C-IV and LRS counties, so county specific interfaces will not need to be updated to exclude these programs.2. Issuance, Adjustment and Claiming logic for GA/GR will be handled in CalSAWS using existing Fiscal framework. <p>Requirement 2: The effort to port the C-IV solution is part of SCR CA 201377</p>	
--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-226035

Advanced Standard Ancillary Payments

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jimmy Tu
	Reviewed By	John B., Kapil S.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/15/2012	1.0	Initial Version	Jimmy Tu

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	7
2.1	Need Detail page	7
2.1.1	Overview	7
2.1.2	Need Detail Page Mockup.....	7
2.1.3	Description of Changes	8
2.1.4	Page Location	8
2.1.5	Security Updates.....	9
2.1.6	Page Mapping.....	9
2.1.7	Page Usage/Data Volume Impacts	9
2.2	Service Arrangement Detail page	9
2.2.1	Overview	9
2.2.2	Need Detail Page Mockup.....	10
2.2.3	Description of Changes	10
2.2.4	Page Location	10
2.2.5	Security Updates.....	10
2.2.6	Page Mapping.....	11
2.2.7	Page Usage/Data Volume Impacts	11
2.3	Code Table Change Request.....	11
2.3.1	Overview	11
2.3.2	Description of Change.....	11
2.3.3	Estimated Number of Records Impacted/Performance.....	11
2.4	Data Change Request	11
2.4.1	Overview	11
2.4.2	Description of Change.....	12
2.4.3	Estimated Number of Records Impacted/Performance.....	12
2.5	Automated Regression Test.....	12
2.5.1	Overview	12

2.5.2	Description of Changes	12
2.6	Fund Code Determination	13
2.6.1	Overview	13
2.6.2	Description of Changes	13
2.7	County Interface Partner Testing	13
2.7.1	Overview	13
2.7.2	Description of Changes	13
2.7.3	Counties Impacted	14
3	Supporting Documents	14
4	Requirements.....	15
4.1	Project Requirements.....	15
5	Migration Impacts	16
6	Outreach.....	17
7	Appendix.....	18

1 OVERVIEW

This document describes the changes needed to issue Standard Ancillary Payments for WTW/REP participants who are enrolled in a publicly funded postsecondary educational institution and are making satisfactory progress. Eligible participants will receive an advanced, standard payment for required books and college supplies. Full time and part-time participants will receive \$500 or \$250 for a semester and \$350 or \$175 for a quarter of enrollment respectively.

Participants may also request reimbursement for the actual costs associated with attending their postsecondary educational institution if the WTW participant provides verification of expenses for books and college supplies that are required for the classes in which the individual is enrolled which exceed the applicable standard payments.

The WTW/REP Standard Ancillary Payment will be issued in the system by creating a Need, Service Arrangement and Payment Request.

1.1 Current Design

Currently CalSAWS is not using the Advanced Standard Ancillary Payments need type to issue WTW/REP standard ancillary payments to participants to receive payments for required books and college supplies.

1.2 Requests

ACL 21-04 allows a WTW/REP participant enrolled in a publicly funded post-secondary educational institution to receive benefits for costs associated with attending their educational institution.

We need to update the CalSAWS system to introduce new Need Types for Advanced Standard Ancillary Payments, Internet/Data Fees, and Internet/Data Equipment.

1.3 Overview of Recommendations

1. Update the Need Detail Page to include new need types for Advanced Standard Ancillary Payments, Internet/Data Fees, and Internet/Data Equipment.
2. Update Codes Table 164 to include the new need types being added.
3. Update Code Hierarchy Table to include parent and child mappings for Category 163 and Category 164.
4. Create new Fund Code and Pay Codes for Advanced Standard Ancillary Payments, Internet/Data Fees, and Internet/Data Equipment.

1.4 Assumptions

1. Users will be able to set and control the authorization level and threshold value for the new need types being added via the County Authorizations and County Benefit Issuance Threshold pages.

2 RECOMMENDATIONS

2.1 Need Detail page

2.1.1 Overview

This page allows users to add, edit, or view existing needs for participants.

2.1.2 Need Detail Page Mockup

Need Detail

*- Indicates required fields

Save And Return

Cancel

Name: *

[Redacted]

Category: *

Ancillary - Education

Begin Date: *

11/22/2021

Description:

[Empty text field]

Status: *

Indicated

Type: *

Adult School Fees

- Select -

Advanced Standard Ancillary Payment

Background Check

Basic School Supply Allowance

Car Seats

Clothing

Drug Testing

Education Related

Family Reunification

Family Reunification Housing Support

Family Reunification Moving Assistance

Fees

Gift Certificate

High School Diploma/GED

Internet/Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Internet/Data Fees

Internet/Data Equipment

Save & Add New: Service Arrangement

Go

Save And Return

Cancel

Figure 2.1.1 – Need Detail Page – Ancillary Education

Need Detail

*- Indicates required fields

Save And Return

Cancel

Name: *

[Redacted]

Category: *

Ancillary - Work Related

Begin Date: *

11/22/2021

Description:

[Empty text box]

Status: *

Indicated

Type: *

Internet/Data Equipment

- Select -
- Background Check
- Books
- Car Seats
- Clothing
- Drug Testing
- Education Related
- English Language Skills
- Family Reunification
- Family Reunification Housing Support
- Family Reunification Moving Assistance
- Fees
- Gift Certificate
- High School Diploma/GED
- Impact Cook
- Internet/Data Equipment
- Internet/Data Fees
- Job Services
- Job Skills Training

Save & Add New: Service Arrangement

Go

Save And Return

Cancel

Figure 2.1.2 – Need Detail Page – Ancillary Work Related

Service Type Description	Total *
[Empty text box]	250

Figure 2.1.2 – Service Arrangement Detail Page – Service Type Description for New Need Types

2.1.3 Description of Changes

1. Add the following new need types under the Need Category of Ancillary – Education:
 - a. Advanced Standard Ancillary Payment
 - b. Internet/Data Equipment
 - c. Internet/Data Fees
2. Add the following new need types under the Need Category of Ancillary – Work Related:
 - a. Internet/Data Equipment
 - b. Internet/Data Fees
3. The above need types will use the default Service Type Description on the Service Arrangement Detail Page

2.1.4 Page Location

- **Global:** Empl. Services

- **Local:** Supportive Services
- **Task:** Needs

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.1.6 Page Mapping

No Changes.

2.1.7 Page Usage/Data Volume Impacts

No Changes.

2.2 Service Arrangement Detail page

2.2.1 Overview

This page allows users to add, edit, or view existing Service Arrangements for a participant.

2.2.2 Need Detail Page Mockup

Service Type Description	Total 
	250

Figure 2.2.1 – Service Arrangement Detail Page – Service Type Description for New Need Types

2.2.3 Description of Changes

1. Update the Service Arrangement Detail Page to display the default Service Type Description (displayed in Figure 2.2.1) when the need types are one of the following:
 - a. Advanced Standard Ancillary Payment
 - b. Internet/Data Equipment
 - c. Internet/Data Fees

2.2.4 Page Location

- **Global:** Empl. Services
- **Local:** Supportive Services
- **Task:** Service Arrangements

2.2.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

Security Group	Group Description	Group to Role Mapping

2.2.6 Page Mapping

No Changes.

2.2.7 Page Usage/Data Volume Impacts

No Changes.

2.3 Code Table Change Request

2.3.1 Overview

This code table change request is to add the new need types to Category 164.

2.3.2 Description of Change

1. Update Category 164 to include the following new need types:
 - a. Advanced Standard Ancillary Payment
 - b. Internet/Data Equipment
 - c. Internet/Data Fees

2.3.3 Estimated Number of Records Impacted/Performance

Three records impacted.

2.4 Data Change Request

2.4.1 Overview

This data change request is to update the Code Hierarchy table to include new mappings for parent and child tables for the new need types being added with this SCR.

2.4.2 Description of Change

1. Update Code Hierarchy Table to include new parent and child mappings for the following Need Category and Need Types:

Parent Table Category	Parent Table – Short Decode Name	Child Table Category	Child Table – Short Decode Name
163	Ancillary – Education	164	Advanced Standard Ancillary Payment
163	Ancillary – Education	164	Internet/Data Equipment
163	Ancillary – Education	164	Internet/Data Fees
163	Ancillary – Work Related	164	Internet/Data Equipment
163	Ancillary – Work Related	164	Internet/Data Fees

2. Create new Fund Code and Pay Codes for Standard Ancillary Payments.

2.4.3 Estimated Number of Records Impacted/Performance

Five records impacted.

2.5 Automated Regression Test

2.5.1 Overview

Create a new Automated Regression Test script to confirm the changes in this SCR.

2.5.2 Description of Changes

Create a case with WTW/REP. Add a Need, Service Arrangement, and Payment Request for the following Need Categories and Need Types.

1. Ancillary – Education
 - a. Advanced Standard Ancillary Payment
 - b. Internet/Data Equipment
 - c. Internet/Data Fees

2. Ancillary – Work Related
 - a. Internet/Data Equipment
 - b. Internet/Data Fees

2.6 Fund Code Determination

2.6.1 Overview

Currently in the System, fund codes are used to store the accounting String information for a County. This information helps in claiming the funding for County from State (Federal/Non-Federal). This update will add the appropriate funding codes and accounting strings for the new Advanced Standard Ancillary payments for all 40 counties.

2.6.2 Description of Changes

- 1) Add the new Fund Codes in the system to store the accounting string information for all Counties for Advanced Standard Ancillary Payments.
- 2) Add the new Pay Code in the system for all counties for Advanced Standard Ancillary Payments.

NOTE: Please refer to the attached CA-226035_Fund_Code_Mapping.xlsx file under **Section 3.0** for the appropriate fund codes and accounting string information for each county.

2.7 County Interface Partner Testing

2.7.1 Overview

Each CalSAWS county has their separate warrant print & auditor control file exchange process. This section describes the recommendations to perform interface testing for each county file.

2.7.2 Description of Changes

1. Perform the interface file testing for following counties:
 - a. Los Angeles – eCAPS Special Warrant Request (SWR)
 - b. Merced – FIRMS
 - c. Riverside – OASIS
 - d. San Bernardino – Warrant Print
 - e. Stanislaus – Warrant Print
 - f. Migration – Auditor Controller File


NOTE: Except for Los Angeles County and San Bernardino County, all interface test files will be uploaded to the CalSAWS Web Portal under Application Development > Design SharePoint > Fiscal > 2022 > 22.05 > CA-226035 Advanced Standard

Ancillary Payments. San Bernardino County test files will be uploaded to their production FTP servers. Los Angeles County test file will be uploaded to eCAPS test FTP servers

2.7.3 Counties Impacted

Los Angeles, Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Imperial, Inyo, Kern, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Plumas, Riverside, San Benito, San Bernardino, San Joaquin, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yuba

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Section 2.5	Fund Code Mapping Excel for Advanced Standard Ancillary Payments.	 CA-226035 Fund Code Mapping.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.4.4	The LRS shall include the ability to process a mass update that involves the development of new policy in response to changes in federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	This SCR is meeting requirements by updating the Need Detail page to include new Need Types that are required for SB 1232.

5 MIGRATION IMPACTS

None.

6 OUTREACH

None.

7 APPENDIX

None.



Case Data Removal

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Case Data Removal Strikeforce
	Reviewed By	Deb Saha, Frederick Gains, Henry Arcangel, Kristin Pepper, Don Coffey

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
7/23/2020	1.0	Initial Revision using CA-208415 Draft document as a starting point	Chris Paige
7/29/2020	1.1	Modify for Epic 1	Inder Kainth
8/17/2020	1.2	Modify for Epic 1	Evan Orman
8/17/2020	1.3	Modify for Epic 1 Sprint 1 Batch Program Design	Inder Kainth
8/17/2020	1.4	Updated Section 2.0	Pradeep Goel
8/19/2020	1.5	Added rule IPV type and program codes to section 2.3.2	Michael Wright
8/19/2020	1.6	Modified document to just cover overview and the details of what is being implemented in Sprint 1	Chris Paige
8/21/2020	1.7	Modified document to contain the Overall SCR and Sprint SCR information in the last section	Michael Wright
8/28/2020	1.8	Added each Case Data Removal Status to section 2.1.1	Michael Wright
9/10/2020	1.9	Updated for Case Data Removal Report Layout and Run Information	Inder Kainth
9/10/2020	1.10	Updated Upcoming Sprint features and removed all CR references from Supporting Documents section	Michael Wright
9/15/2020	1.11	Replaced 'Purge' with 'Data Removal' where applicable	Michael Wright
9/17/2020	1.12	Updated document based on review with Deb and Don	Chris Paige
9/30/2020	1.13	Updated document to contain Sprint 3 features	Michael Wright
10/2/2020	1.14	Addressed feedback from Consortium/QA Reviews	Chris Paige
10/8/2020	1.15	Updated entire list of Time Limit forms to retain	Michael Wright
10/21/2020	1.16	Updated document to contain Sprint 4 features	Pradeep Goel
11/10/2020	1.17	Updated document to contain Sprint 5 features	Michael Wright
11/30/2020	1.18	Updated document to contain Sprint 6 features	Michael Wright

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/4/2021	1.19	Updated document to contain Sprint 7 features	Michael Wright
1/5/2021	1.20	Added technical section	Pradeep Goel
1/26/2021	1.21	Updated document to contain Sprint 8 features	Michael Wright
2/16/2021	1.22	Updated document to contain Sprint 9 features	Michael Wright
2/17/2021	1.23	Update document for Sprint 9 features (Document Removal/Reports Update)	Chris Larson
3/10/2021	1.24	Update Document to contain Sprint 10 features and refactors.	Chris Larson
3/31/2021	1.25	Updated document to contain Sprint 11 Technical section updates	Michael Wright
4/2/2021	1.26	Added completion report and updated document removal.	Chris Larson
4/14/2021	1.27	Finalized document to add to Shell SCR	Michael Wright
6/1/2021	1.28	Updated document to include new CalSAWS porting SCRs and Sprint 1 features	Michael Wright
8/30/2021	1.29	Updated document to include new tables to delete from per CalHEERS SCR scope changes	Michael Wright
11/17/2021	1.30	Updated document with CalSAWS Porting Sprint 1 changes	Michael Wright
12/8/21	1.31	Updated document with CalSAWS Porting Sprint 2 changes	Michael Wright
1/18/22	1.32	Updated document with CalSAWS Porting Sprint 3 changes	Michael Wright
1/19/22	1.33	Updated document with CalSAWS Porting Sprint 4 changes	Michael Wright

Table of Contents

1	Overview	6
1.1	Current Design	6
1.2	Requests	6
1.3	Overview of Recommendations	7
1.4	Assumptions	7
2	Proposed solution	8
2.1	Case Data Removal Process Overview.....	8
2.1.1	Case Data Removal.....	8
2.2	Case Data Removal Identification	13
2.2.1	Overview	13
2.2.2	Rules:.....	13
2.2.3	Case Data Removal Identification Report	14
2.2.4	Batch Jobs	15
2.2.5	Batch job Schedule	15
2.2.6	Restart Logic	15
2.3	Case Data Removal Override.....	15
2.3.1	Case Data Removal Override Report	15
2.3.2	Batch Jobs	16
2.3.3	Batch job Schedule.....	16
2.3.4	Restart Logic	17
2.4	Case Data Removal Online Page changes	17
2.4.1	Case Summary Page updates	17
2.4.2	Case Data Removal Status on Case Summary Page	17
2.4.3	Case Data Removal Detail page	24
2.5	Case Verification	28
2.6	Data Deletion Process.....	28
2.6.1	PDF Creation Batch Job - PB00P802	29
2.6.2	Document Removal – PB00P804	30
2.6.3	Image Removal – PB00P806	31
2.6.4	Data Deletion Batch Job - PB00P801	31
2.6.5	Batch Dependencies.....	33
2.6.6	Batch Process Load Balancing.....	33

2.6.7	Exception Logging	34
2.6.8	Batch Restart.....	34
2.7	Case Completion Report.....	34
2.7.1	Batch Job.....	34
2.8	What's Next.....	34
3	Technical Design	34
3.1	Delete Process	35
3.2	Stage Document Utility	37
4	Requirements.....	39
4.1	Project Requirements	39
5	Migration Impacts.....	39
6	Supporting Documents	39

1 OVERVIEW

California county welfare departments are generally governed by the Code of Federal Regulations (CFR) and State of California Welfare and Institutions (W&I) Code. In addition, the Department of Health Care Services and California Department of Social Services publish All County Welfare Directors Letters (ACWDLs), All County Letters (ACLs), and the CDSS Manual of Policies and Procedures (MPP) to give counties added guidance to meet regulations. The CalSAWS Data Retention Policy pertains to the data related to the eligibility programs administered by the Counties and stored within the CalSAWS systems. This data retention policy was approved by Project Steering Committee members during the September 19, 2019 PSC meeting. This approval can be found in the following [Approved Meeting Minutes](#).

The Case Data Removal feature for CalSAWS will first be implemented for the C-IV System. This will be done using the Agile methodology. This design document will be updated as features are deployed to Production at the conclusion of each of our planned three-week Sprints.

1.1 Current Design

Case and Person level data is currently retained indefinitely within both the LRS/CalSAWS System and the C-IV System.

1.2 Requests

The following are the case record retention guidelines as approved by the Consortium:

- Identify and remove appropriate data from cases which have been closed for 6 years or more.
- There are multiple exceptions to the 6-year rule:
 - Retain cases that currently have open recovery accounts
 - Retain cases associated with a Special Investigation, Criminal, or Civil Litigation record for three years after the final claim is submitted for federal reimbursement.
 - Retain all cases that include one of the following programs, regardless of status:
 - Adoptions Assistance
 - Foster Care
 - Kin-GAP
 - Retain all cases currently under Federal, State, or County Audit until the audit(s) have been resolved.
 - Retain all cases that included an Intentional Program Violation
- Warrant Register data will be retained indefinitely (as will all Scheduled Reports).
- Each case with removed data will remain in the System as a Shell Case. See Section 2.1.1 for details on what data will be retained in Shell Cases.
- Case data removal is permanent. Once a case has been purged, there will be no mechanism for retrieval of data removed from the System. I.e., Case Data Removal is NOT an Archive capability.

- Migration DDID 2261 (“The CONTRACTOR shall configure the imaging solution to permanently delete documents based on the approved CalSAWS Software document retention policies for all 58 Counties.”) is in scope for this effort.

1.3 Overview of Recommendations

The following is a high-level overview of the features that will be implemented as part of the Case Data Removal functionality:

- Create a new page in the system for users to view the current dispensation of a Case with regards to whether it is eligible for Removal. This determination would likely be implemented as a batch job (frequency TBD)
- Create a report to show summary and detail information regarding Cases identified for Removal.
- Create a capability for users to override the Removal decision made by the user. This would also require the user to document a Reason for their override.
- Create a report for supervisors to see lists of Cases that have had their Purge decision overridden.
- Develop a series of batch processes responsible for removing branches of the CASE and PERS tables. PERS records would only be removed when the PERS was only associated to Removable Cases. The current target date for running the Data Removal batch jobs in the C-IV System is April 16, 2021. CalSAWS scheduling has yet to be determined.
- Remove Case and Person documents stored in the Document Storage system (Alfresco for C-IV, AWS S3 for CalSAWS) for each Removed Case/Person
- Remove Images from the imaging system for each removed case. The one exception is we will retain any Image with a Document Type = Time Limits.

1.4 Assumptions

- The ICT tables are not in scope for this effort as they do not have CASE as a parent table. I.e., Any removal of ICT data would be separate from the Case Data Removal.
- The Removal feature for CalSAWS will first be implemented for the C-IV System. This will be done using the Agile methodology. This design document will be updated as features are deployed to Production at the conclusion of each of our planned three-week Sprints.
- Once the entire Removal feature has been implemented for the C-IV System, we will have a Planning Sprint to determine the necessary modifications to port this functionality to the CalSAWS System
- CalWIN data retention is being implemented by DXC as part of Conversion and will be applied during each CalWIN Wave. The two teams are periodically checking in with each other to make sure both teams are on the same page with regards to overall approach.

- The contents of the CASE_PURGE and RPT_CASE_PURGE tables will be converted from C-IV to CalSAWS as part of the overall Migration conversion effort.
- CalSAWS legal counsel has reviewed details associated with the ongoing county litigation related to opioid addiction and found no impact to the current CalSAWS data retention policy.

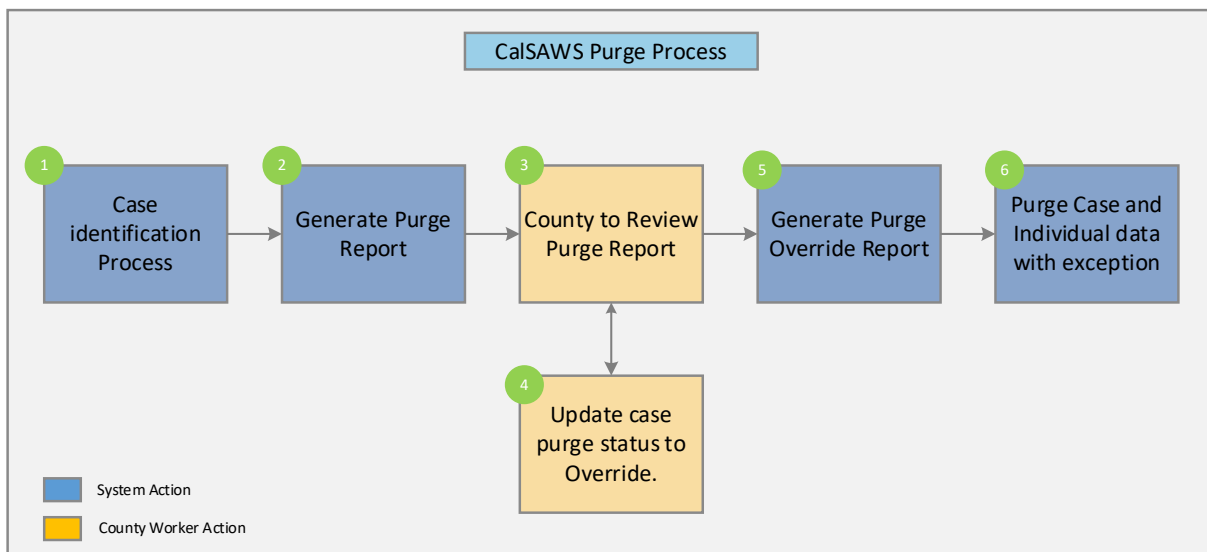
2 PROPOSED SOLUTION

2.1 Case Data Removal Process Overview

The removal process will remove dormant data that falls outside of the retention guidelines approved by the Consortium, leaving behind a shell case for those that have been removed. Initially, this process will be built for the C-IV System, given the direct impacts to C-IV conversion cutover activities and the length of time that C-IV has existed (since 2004 for the original four C-IV counties). Future sprints will then transform what was built for C-IV to work in the CalSAWS system, where it will run on some (undetermined) regular schedule as part of the ongoing operations of that System.

2.1.1 Case Data Removal

The following diagram defines the high-level 6-step process to remove a Case in the System:



Step 1: Identify a list of removable cases based on the approved retention rules. The details of the case selection criteria are defined in Epic 1 of this document.

Step 2: Generate a report containing list of removable cases selected in step 1 for the counties to review.

Step 3: Counties to review the list and perform step 4 (as needed).

Step 4: If the case needs to be excluded from the remove process, users with appropriate security rights will be able to override this decision

Step 5: Generate a report containing a list of overridden cases. This list will be excluded from the Case Data Removal process.

Step 6: Execute Case Data Remove processes to delete data from database tables following the approved retention rules.

2.1.1.1 CalSAWS Application Case Data Removal Status

Identified: The Case has been identified as one that will have data removed from the System per Data Retention Policies

In Process: The removal of data for this case has begun

Override: Someone has decided to override the System's automated decision to removal this Case's data. The reason for this override will also be captured

Complete: Data has been removed. This is now a Shell Case

2.1.1.2 Shell Case

While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:

- 1) Serial Number and Case Name will remain unchanged
- 2) The "All People Associated With the Case" section of the Case Summary page will be retained.
- 3) Case Confidentiality
- 4) Companion Case relationship
- 5) Journal Entries (stored as a PDF attached to the case)
- 6) Issuance History (stored as a PDF attached to the case)
- 7) ADDR and PERS_ADDR table data will be retained.
- 8) Time Limit data for all people associated to the case. This will include the following forms:

Form Number	Form Name
CF 377.11A	CalFresh Time Limit Notice for Expiration of Three Consecutive Months for ABAWDs
CF 377.11B	CalFresh Countable Month Letter
CF 377.11C	CalFresh Time Limit for ABAWDs

CF 377.11D	CalFresh Discretionary Exemption for Able-Bodied Adults Without Dependents (ABAWD)
CF 377.11E	CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form
CW 61	Medical Report
CW 215	Notification of Intercounty Transfer
CW 2184	CalWORKs 48 Month Time Limit
CW 2186A	CalWORKs Time Limit Exemption Request
CW 2186B	CalWORKs Time Limit Exemption Determination
CW 2187	Your CalWORKS 48 Month Time Limit
CW 2188	Verification of Aid for the TANF Program
CW 2189	Notice of Your CalWORKs Time Limit at 42nd Month On Aid
CW 2190A	CalWORKs 48-Month Time Limit Extender Request Form
CW 2190B	CalWORKs 48-Month Time Limit Extender Determination Denial Form
CW 2191	Time on Aid Verification for CalWORKs 48-Month / TANF 60-Month Time Limits
CW 2192	Tracking Non-California TANF Assistance for the Time Limits
CW 2208	Your Welfare-To-Work 24-Month Time Clock
M40-107D	Time on Aid To Former CalWORKs Recipient
NA 840	Sanction / Removal from Aid of Participant Notice
NA 845	Removal of Second Parent Notice
NA 1276	Welfare-to-Work 24-Month Time Clock Limit Notice
PLAN 106 CIV	Family Plan
PLAN 112 CIV	Care of a Household Member Verification
TEMP CW 2186A	CalWORKs Time Limit Exemption Request
WTW 38	Welfare-To-Work 24-Month Time Clock Notice
WTW 43	Notice Of Your Welfare-To-Work (WTW) 24-Month Time Clock Ending Soon
WTW 44	Welfare To Work (WTW) 24-Month Time Clock Extension Request Form

WTW 45	Welfare To Work (WTW) 24-Month Time Clock Extension Determination
WTW 46	End Of Welfare-To-Work 24-Month Time Clock Review Appointment Letter

The following tables under the CASE and PERS Trees will be retained during the Data Removal process:

CASE TABLES NOT BEING DELETED
CASE_PERS
COMPAN_CASE
CONFID
CONFID_DETL
CS_COLLECT
CS_OUT_TRANSACT
CS_OUT_TRANSACT_DETL
TIME_LIMIT_AID
TIME_LIMIT_AID_DETL
TIME_LIMIT_DETL
TL_AID_CASE_TRANSACT
TL_AID_CS_COLLECT_XREF
TO_DO_LIST

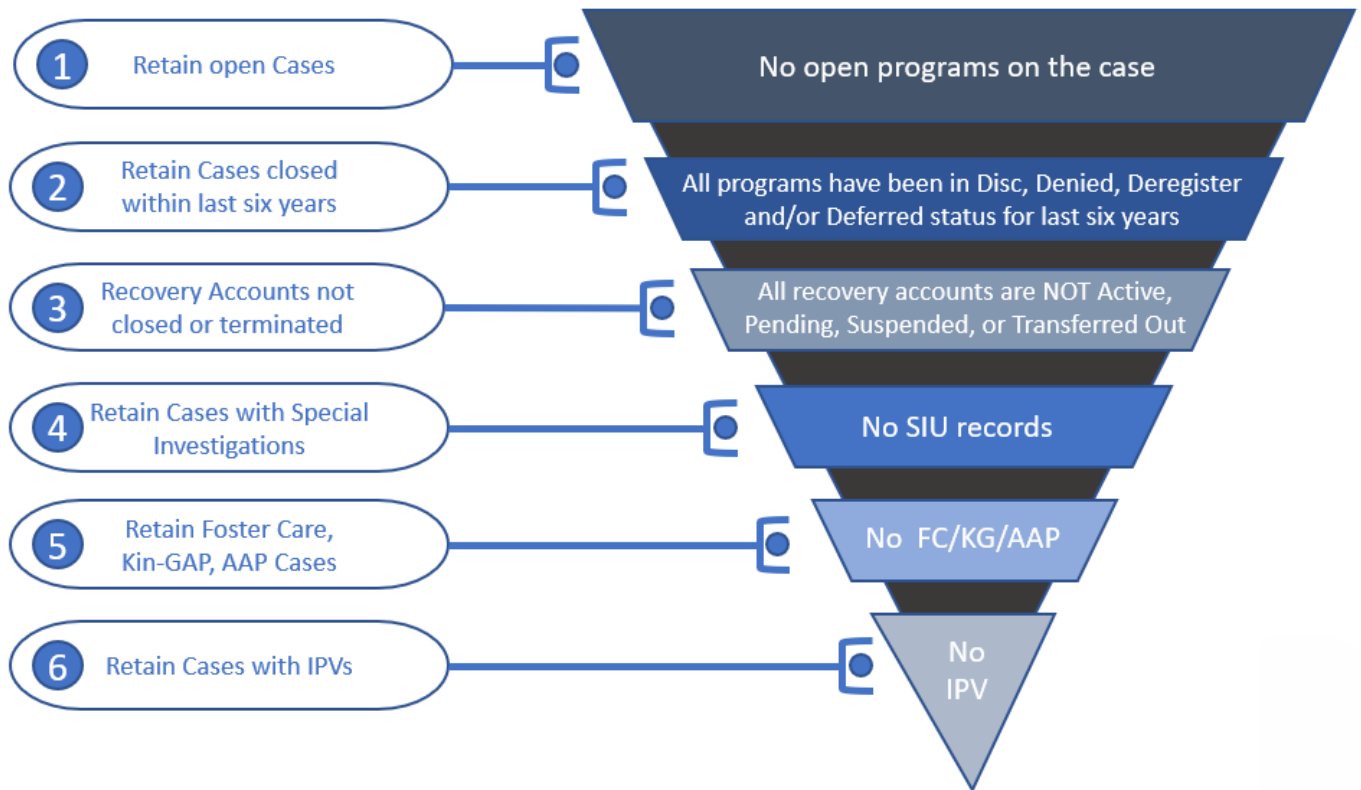
PERS TABLES NOT BEING DELETED
C4Y_PERS
CASE_PERS
CITZ
CITZ_PERS_DETL
DUPL_PERS

OTHER_PGM_ASSIST
OTHER_SSN
PERS_ADDR
PERS_RELSHP
RECEIPT
RES
TIME_LIMIT
TIME_LIMIT_CASH_AID
TIME_LIMIT_CLOCKS
TIME_LIMIT_DETL
TIME_LIMIT_DIVERSN
TIME_LIMIT_EXCEPT
TIME_LIMIT_NON_CAL
TIME_LIMIT_NON_CAL_EXCEPT
TIME_LIMIT_PGM_PARTICPTN
VITAL_STAT
VITAL_STAT_BIRTH_CERT
VITAL_STAT_DOC
VITAL_STAT_REQ
VITAL_STAT_SENT
VLP_CASE_PERS
WDTIP_NON_CAL_PARTICPTN
WDTIP_PGM_EXCEPTION

2.2 Case Data Removal Identification

2.2.1 Overview

A batch job will identify cases eligible for removal based on the approved record retention guidelines:



2.2.2 Rules:

Case must meet **all** the following criteria in order to be considered removable:

- The Case must have no open programs
- All programs on the Case must be closed for more than six years. A program is defined as Closed if it is in one of the following statuses:
 - Discontinued (DS)
 - Denied (DE)
 - Deferred (DF)
 - Deregistered (DG)
- If the Case has any recovery accounts, they must all be Closed. Open recovery accounts are defined as any that are currently in one of the following statuses:
 - Active (AC)
 - Transferred Out (TO)
 - Pending (PE)
 - Suspended (SU)

- Uncollectible (UF)
 - Pending Agreement (PA) (CalSAWS Only)
 - Pending Approval (AP) (CalSAWS Only)
- If the Case has a recovery account in a status representing Closed, but has a Recovery Account balance, it will not be Identified for purge.
- The Case cannot have any Special Investigation records (regardless of the status of those investigations).
- The Case cannot contain any of the following programs, regardless of status:
 - Foster Care (FC)
 - Kin-GAP (KG)
 - Adoption Assistance (AA)
- The Case cannot have an open Federal or State audit. Federal/State audits are conducted within the first two years of Case closure and it may take up to a year to complete the investigation. Therefore, selecting cases that are closed for more than six years covers this rule without any additional automation.

Please Note there are multiple types of audits that can be conducted on a case; and not every audit is necessarily captured in Cal SAWS. This could end up being a potential Override reason when that functionality is designed.

- The Case cannot have any Intentional Program Violations. The following types of IPV sanctions are considered:
 - Child Support IPV (06)
 - Cal Fresh IPV (24)
 - General Assistance IPV (29) (CalSAWS Only)

2.2.3 Case Data Removal Identification Report

The purpose of this report is to provide counties a list of which cases have been identified by the System as those that will have data removed during the next deletion batch run. The Report will be split into multiple sheets for counties with over 1M rows. Some highlights of items included in this report:

- Identification Date is the date the Case was selected for removal having met all the requirements outlined above.
- Closure Month represents the month the case program was closed (i.e., Denied, Discontinued, Deregistered, or Deferred).
- When possible, the Aid Code for the program in question will be displayed on the Report. This column is populated using the same method as the Aid Code that is displayed on the Case Summary page. For example, Medi-Cal aid codes exist at the person level and are not displayed on the Case Summary page. The same is true this report: All MC programs listed on the report will have the Aid Code blank.
- Recovery Account Closure Date reflects the latest Closed status date of any recovery accounts associated to the purged case.

- Navigation to the Report: Homepage > Reports > Scheduled > Case Activity > Title 'Case Data Removal Identification Report'

Report image TBD using the new reporting solution

2.2.4 Batch Jobs

A new process (PB00P800) will be created to identify cases that can have data removed. This module will search the CalSAWS database to identify data removal cases and insert into the purge table with an initial status of 'Identified'.

- A new database table called CASE_PURGE will store the case ID and purge status, along with other information required for auditing and reporting.
- A new batch process (PB00P800) will execute the core SQL to identify cases and insert them into the purge table.
- After PB00P800, the Report Load Job – TBD – is run to load the RPT_CASE_PURGE Table to facilitate Report Creation for each County.
 - The Identification Report as shown above is created by TBD Jobs for each of the Counties.

2.2.5 Batch job Schedule

Specifics related to run frequency and schedule date/time will be determined during a later phase of the project. The present run frequency for the Case Data Removal Identification Reporting processes is monthly on 11th of each month.

2.2.6 Restart Logic

See section 2.5.6

2.3 Case Data Removal Override

2.3.1 Case Data Removal Override Report

The purpose of this report is to provide counties a list of which cases have been overrode by users. The report will also display the Override Reason of why these cases should not have any case data removed on them. This report will contain each column contained in the Identification reports with three additional columns. The following bullets detail each of the additional columns on the Override report:

- Override Reason represents the reason for the Override, based on the agreed upon set of reasons across each County. These reasons are all situations that cannot be automatically identified by the System.
 - The current Override reasons:
 - Board of Supervisors Decision
 - Hearing/Court Order
 - Pending Litigation
 - Under QA/QC Review
- Override Date represents the date the County Staff member switched the Data Removal Status from Identified to Override on the Case Data Removal detail page.
- Worker ID represents the ID of the County Staff member that switched the status from Identified to Override on the Case Data Removal detail page.
- Recovery Account Closure Date reflects the latest Closed status date of any recovery accounts associated to the purged case.

Navigation to the Report: Homepage > Reports > Scheduled > Case Activity > Title 'Case Data Removal Override Report'

Report image TBD using the new reporting solution

2.3.2 Batch Jobs

The batch job (PB00P800) identifies cases that can be removed. This module will search the C-IV database to identify data removal cases and insert into the purge table with an initial status of 'Identified'

- The CASE_PURGE table will store the case ID and purge status, along with other information required for auditing and reporting.
- The batch job (PB00P800) will execute the core SQL to identify cases and insert them into the CASE_PURGE table.
- After PB00P800, the Report Load Job – TBD – is run to load the RPT_CASE_PURGE Table to facilitate Report Creation for each County.
- The Override Report as shown above is generated by the TBD Jobs for each of the Counties. It will load the RPT_CASE_PURGE table cases that have a status of Override and populate the Override report in the application.

2.3.3 Batch job Schedule

Specifics related to run frequency and schedule date/time will be determined during a later phase of the project. The present run frequency for the Case Data Removal Identification and Override Reporting processes is monthly on 11th of each month. Initially, the Case Identification batch will run on (TBD in a future Sprint)

2.3.4 Restart Logic

See section 2.5.6

2.4 Case Data Removal Online Page changes

2.4.1 Case Summary Page updates

For cases that have been identified for Case Data Removal only, the Case Summary page will now show Case Data Removal Status changes as we progress from Identified to Complete in the deletion process.

C-IV Application Case Data Removal Status:

- **Identified:** The Case has been identified as one that will have data removed from the System per Data Retention Policies
- **In Process:** The removal of data for this case has begun. This status will only be set once the Case Data Removal process has started on the case through the deletion batch process. Once this Status has been set, the user cannot Override it.
- **Override:** Someone has decided to override the System's automated decision to remove this Case's data. The reason for this override will also be captured.
 - Please reference section 2.3.1 for the listing of current Override Reason Codes.
- **Complete:** Data has been removed. This is now a Shell Case. This status will only be set once the Case Data Removal process has completed on the case through the deletion batch process. Once this Status has been set, the user cannot Override it.

2.4.2 Case Data Removal Status on Case Summary Page

The C-IV Case Summary page will now show a Case Data Removal Status, which will be a hyperlink to display the current status in the Case Data Removal process. This link will also take you to the Case Data Removal Detail page when clicked.

The following image represents the Identified Data Removal Status on the Case Summary page for a County Staff member that does not have rights to edit the Data Removal Status.

CalSAWS Case Name: Case Name Case Number: Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1 Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: Go

Person Search EBT Account Search Application Registration Case Summary Contact Authorized Representative Application Questions Negative Action New Program New Person Hide Person EBT Account List Issuance History Auxiliary Authorization List Expungement History Child Support Collections Time Limit Aid Summary Case Flag Legacy Case

Case Summary Images Capture Generate Coversheet

Case Name [Case Name](#) County San Bernardino

Data Removal Status **Identified** Identification Date 09/11/2020

Companion Cases

Case Number Case Name Add

Display: 01/01/2022 View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe	03/07/1947	74	M	[REDACTED]	[REDACTED]	01	

Images

This Type_1 page took 0.36 seconds to load.

The following image represents the Identified Data Removal Status on the Case Summary page for a County Staff member that has rights to edit the Data Removal Status. The Case must also have a removal status of 'Identified' or 'Override' for this Edit button to appear.

CalSAWS Case Name: Case Name Case Number: Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1 Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: Go

Person Search EBT Account Search Application Registration Case Summary Contact Authorized Representative Application Questions Negative Action New Program New Person Hide Person EBT Account List Issuance History Auxiliary Authorization List Expungement History Child Support Collections Time Limit Aid Summary Case Flag Legacy Case

Case Summary

Images Capture Generate Coversheet

Case Name County
[Case Name](#) San Bernardino

Data Removal Status Identification Date
[Identified](#) [Edit](#) 09/11/2020

Companion Cases

Case Number Case Name [Add](#)

Display:
 [View](#)

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe	03/07/1947	74	M	[REDACTED]	[REDACTED]	01	

[Images](#)

This Type_1 page took 0.36 seconds to load.

The following image represents the Override Data Removal Status on the Case Summary page for a County Staff member that has rights to edit the Data Removal Status. The Case must also have a removal status of 'Identified' or 'Override' for this Edit button to appear.

CalSAWS Case Name: Case Name Case Number: Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1 Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary Images Capture Generate Coversheet

Case Number: Go

Person Search EBT Account Search Application Registration **Case Summary** Contact Authorized Representative Application Questions Negative Action New Program New Person Hide Person EBT Account List Issuance History Auxiliary Authorization List Expungement History Child Support Collections Time Limit Aid Summary Case Flag Legacy Case

Case Summary

Case Name [Case Name](#) County San Bernardino

Data Removal Status [Override](#) [Edit](#) Identification Date 09/11/2020

Companion Cases

Case Number Case Name [Add](#)

Display: 01/01/2022 [View](#)

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe	03/07/1947	74	M	[REDACTED]	[REDACTED]	01	

[Images](#)

This Type_1 page took 0.36 seconds to load.

{Insert CalSAWS Case Summary page with Override Reasons once delivered}

When a case is in a Data Removal status of Complete on the Case Summary page, the status hyperlink of 'Complete' will display in the Data Removal section and can navigate you to the Case Data Removal Detail page where further details are listed.

CalSAWS Case Name: Case Name Case Number: 22 Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1 Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: Go Images

Case Name	County	
Case Name	San Bernardino	
Data Removal Status	Identification Date	Completion Date
Complete	09/11/2020	06/02/2021

Companion Cases

Case Number	Case Name
	Add

Display: 01/01/2022 View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe	03/07/1947	74	M	906-57-4390	06497516E	01	

When a case is in the Complete Data Removal status it is known as a Shell Case. When in the context of this type of case while on the Case Summary page, the page option to add a new program will display on the page. Once 'New Program' is clicked a violation message will appear 'Cannot add programs to a shell case' preventing a program from being added to the case, as shown below.

Case Summary

Case Number:

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collection

Case Summary

Images

Case Name

[Case Name](#)

County

San Bernardino

Data Removal Status

[Complete](#)

Identification Date

09/11/2020

Completion Date

06/02/2021

Companion Cases

Case Number

Case Name

Add

Display:

01/01/2022



View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe		74	M			01	

This feature is in place for Shell Cases in order to lock them down from having any new programs pended or activated on them. In this situation the Worker should create a brand new case, if needed, to add the shell case members and begin activation of a new case, linking the new one to the aged out shell case.

In addition to preventing programs from being added to Shell Cases, a new feature to disable the Image 'Scan' and 'Generate Worksheet' buttons has been implemented on the Case Summary page, leaving only the Images button itself as shown below.

CalSAWS Case Name: Case Name Case Number: 22 Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1 Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: Go

Person Search EBT Account Search Application Registration Case Summary Contact Authorized Representative Application Questions Negative Action New Program New Person Hide Person EBT Account List Issuance History Auxiliary Authorization List Expungement History

Case Summary

Case Name: Case Name County: San Bernardino

Data Removal Status: Complete Identification Date: 09/11/2020 Completion Date: 06/02/2021

Companion Cases

Case Number Case Name Add

Display: 01/01/2022 View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
Edwin Holcombe		74	M			01	

The Images button remains on the Case Summary page for Workers to have access to any of the retained Images required from the Retention Policy –

- Personal images where a person is shared on other cases that have not gone through the Data Removal process
- Time Limit images attached to the Shell Case

2.4.3 Case Data Removal Detail page

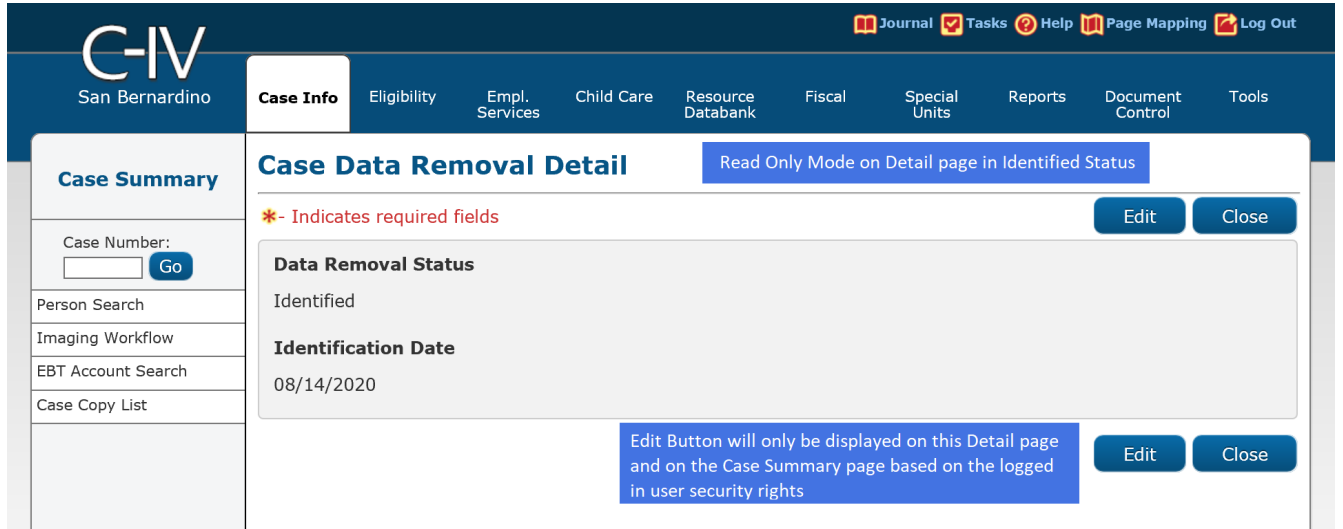
The Case Data Removal Detail page is where County Staff members with the appropriate rights can update the Status from 'Identified' to 'Override', or back to 'Identified' from 'Override'. If the Status on this detail page is changed from the original Status of 'Identified' (as determined by the Data Removal Identification batch job) to the 'Override' status, the case will be excluded from having any case data removed. If the status is left in 'Identified' status, the case will have case data removed once the Deletion Batch is executed [Note that the run date of the first execution of the Deletion Batch is currently TBD, no earlier than January 2021].

Security Group for Edit functionality:

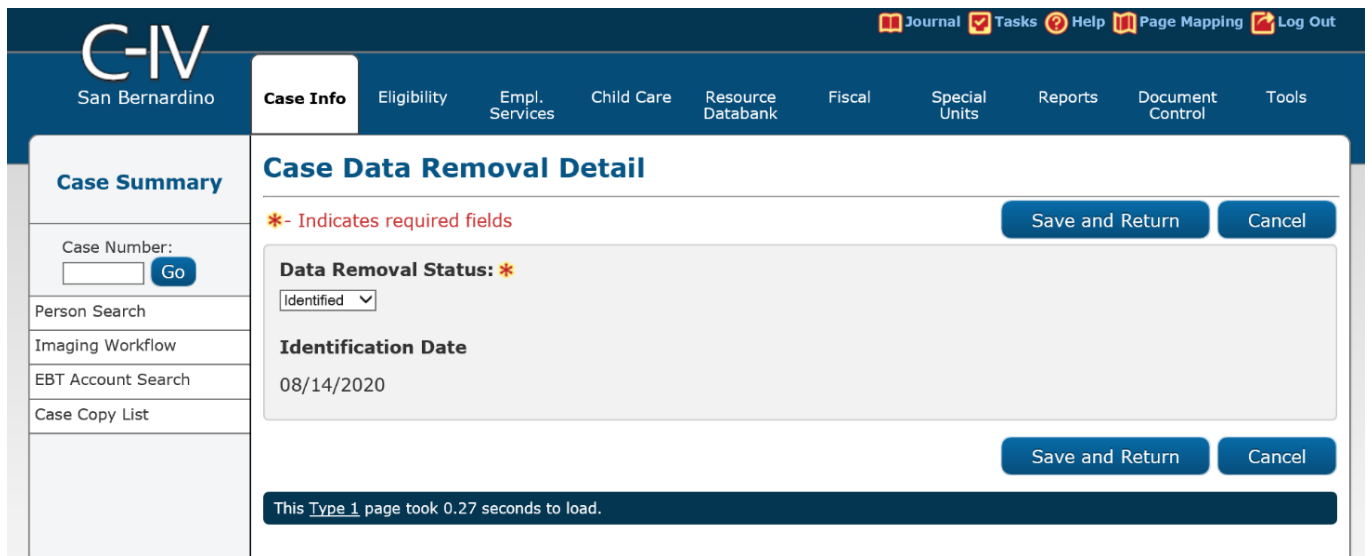
The Case Data Removal Detail page Edit functionality is accessible for users who are joined to the new 'Case Data Removal Edit' security group. This also applies to the Edit button on Case Summary, next to the status, for those cases having a Case Data Removal status of 'Identified' or 'Override'. The 'Case Data Removal Edit' group, which

contains the 'CaseDataRemovalEdit' right, is not assigned to any security role. The local Security Administrators will need to add the approved users to this new security group.

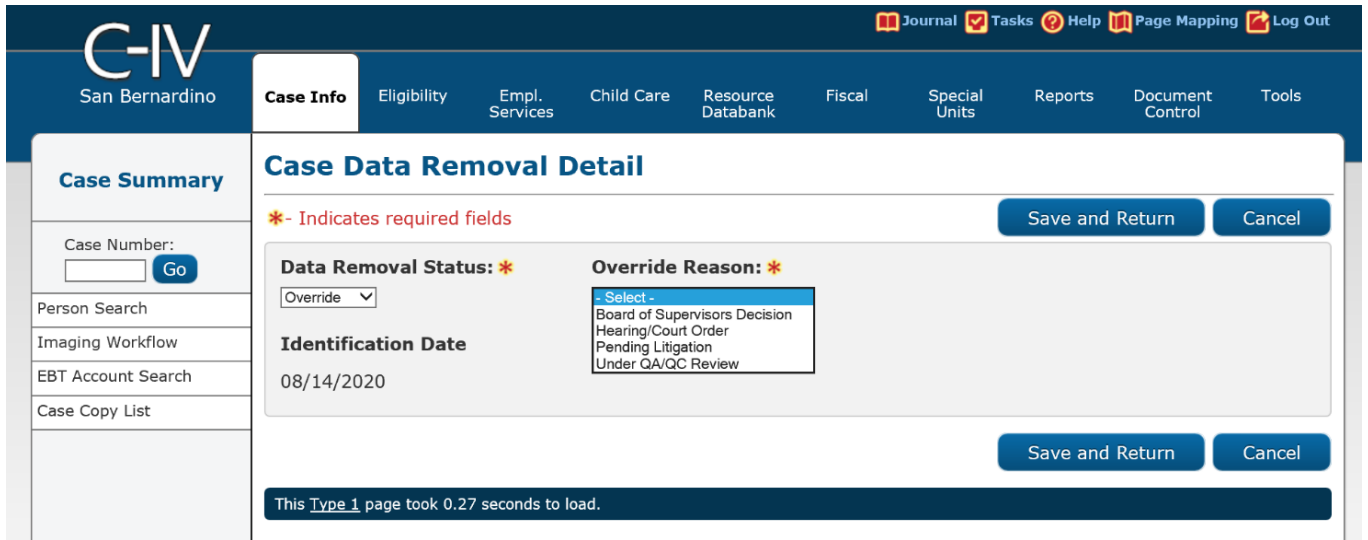
The following image represents the Case Data Removal Detail page in Read Only mode when left in 'Identified' status.



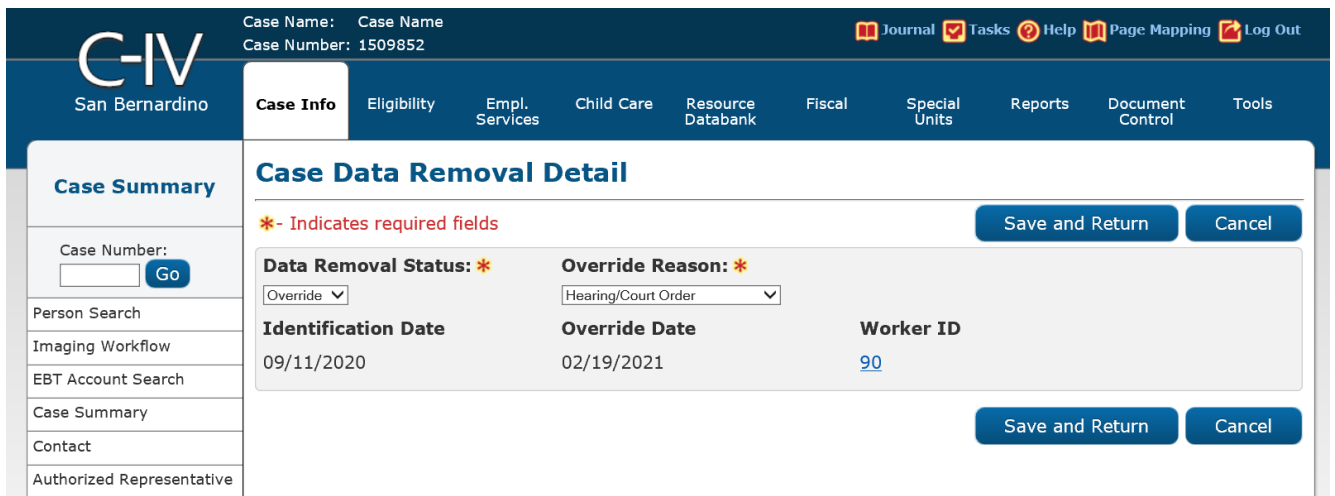
The following image represents the Case Data Removal Detail page in Edit Mode when left in 'Identified' status.



The following image represents the Case Data Removal Detail page in Edit Mode when changing from 'Identified' status to 'Override' status. This status change allows the 'Override Reason' field to display (see Section 2.3.1 for a list of Override Reasons).



The following image represents the Case Data Removal Detail page in Edit Mode when the status has already been updated to 'Override'. The County Staff member will be able to see the Override Date the Override was made in addition to the Worker ID that made the change.



When the Worker switches the Data Removal status between both Identified and Override status, that Worker's ID gets captured on the Detail page as a hyperlink. Clicking on that hyperlink takes you to the Staff Detail page of that Worker that made the change. Once you click the Close button on the Staff Detail page it will route you back to the Data Removal Detail page.

Case Name: Case Name
Case Number: Case Number

Journal Tasks Help Page Mapping Log Out

G-IV
Tehama

Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Document Control Tools

Case Summary

Case Number: **Go**

Person Search
Imaging Workflow
EBT Account Search
Case Summary
Contact
Authorized Representative
Application Questions
Negative Action
New Program
New Person
Hide Person
EBT Account List
Issuance History

Staff Detail

*- Indicates required fields **Close**

General Staff Information

First Name:	Middle Name:	Last Name: *	Suffix:
Staff Status Code: *	Classification Title: *		Staff ID:
Active - FT			2
Regional Call Center:			
Available Hours: (Day-Day Time-Time):			
Additional Information:			

Spoken Language Information

Spoken Language *	Proficiency *
English	Primary

{Insert CalSAWS Case Data Removal Detail page with Data Removal section}

The Case Data Removal Detail page in Complete status displays as follows –

Case Name: Case Name
Case Number: 22

Journal Tasks Help Resources Page Mapping Imaging Log Out

San Bernardino SYS1

Case Info **Eligibility** Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: **Go**

Person Search
EBT Account Search
Application Registration
Case Summary
Contact
Authorized Representative
Application Questions
Negative Action
New Program
New Person
Hide Person
EBT Account List
Issuance History

Case Data Removal Detail

*- Indicates required fields **Close**

Data Removal Status

Complete

Identification Date	Completion Date
09/11/2020	06/02/2021

[Journal History](#)

Close

2.5 Case Verification

Workers have been given time, since the original reporting run date of September 11, 2020, to evaluate identified cases before the case data removal is performed. During this time, it is possible that changes on identified cases will make them no longer eligible for the case data removal process. The nightly Re-Verification Job (PB00P803) will evaluate identified cases to confirm their eligibility for the purge.

The Re-verification batch process will execute the same query criteria (section 2.2.2 criteria rules) used in the PB00P800 (case Identification) job. This is a standalone job that will run daily in Production to identify any of the cases in the CASE_PURGE table that no longer meet the criteria and will remove those cases from the table. Cases removed from this table will not be picked up in any downstream case-purge process.

Note: Cases in Overridden status will be excluded from this nightly Re-verification process.

A batch scheduler change request will deactivate the Re-Verification batch job after the final set of data deletions have taken place.

Once this batch job runs in Production and removes the cases from the CASE_PURGE table the following will occur in the C-IV application:

- These cases will have their Case Data Removal status section on Case Summary removed and they will not have a Detail page
- For the Case Data Removal Reports, these cases will drop off from the next version of the reports (generated on the 11th business calendar date of each month), decreasing the overall record counts and total case counts

2.6 Data Deletion Process

The final removal of data associated to identified cases has been split into four separate batch jobs.

- 1) PDF Generation for Journals and Issuances
- 2) Removing NOAs and Forms
- 3) Removing Imaged documents
- 4) Remove case data

2.6.1 PDF Creation Batch Job - PB00P802

The PDF batch process will write each of the records for the Issuance and Journal History to a separate file for each case and store them to the file server. For cases that have historic information, these PDF files will be accessible on the Case Data Removal Detail page as hyperlinks. These hyperlinks will appear on the page after the case data deletion process has processed the case (reference section 2.3.3 for Batch Deletion Schedule). Further information and examples of each PDF type can be found below in section 2.6.

The initial steps of the Batch Deletion process are to check each case originally identified for deletion still meets the criteria. If so, the System will generate PDFs to capture any Journal and Issuance History prior to deleting any case data. If there is no data for the PDF in question (e.g., if no Issuance History exists for a case), then no PDF will be generated. The generation of each PDF file will be processed through a batch job (reference section 2.5.1.1 for the batch jobs) that will retrieve data from the following C-IV pages per PDF type.

2.6.1.1 Issuance History PDF

This PDF will retrieve the same data from the Issuance Search Detailed Results Page for every issuance record on that case. An example of the Issuance History PDF is shown below:

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

All data elements within the document are searchable using the 'Find' option within the PDF application, as shown above.

2.6.1.2 Journal History PDF

This PDF will retrieve the same data from the Journal Detail page results for each journal entry on that case. An example of the Journal History PDF is shown below:

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

2.6.1.3 History PDF Hyperlinks in the C-IV Application

The PDF files behind the hyperlink targets will be stored on the AWS S3 storage after the PB00P802 job completes per each case. Each file will be unique and will exclusively contain journal and issuance history data specific to the case processed. The file names, as created on the file storage, are generated as follows:

- journalEntry.pdf
- issuance.pdf

They are stored in the following folder structure:

- CasePurge/[county name]/[case_id]/journalEntry.pdf
- CasePurge/[county name]/[case_id]/issuance.pdf

The Journal and Issuance History PDF hyperlinks will display on the Case Data Removal Detail page if there is data to export from the C-IV database for the case. These hyperlinks will display in the application only after the case deletions batch process has completed for a given case. The following screenshot shows where each hyperlink will display on the Detail page.

2.6.2 Document Removal – PB00P804

The Document Removal batch job (PB00P804) will remove generated notice of actions (NOAs) and forms from the file management system passing in the identified set of cases. It considers records discovered by the Case Identification batch (PB00P804) that are not in either a “Complete” or “Overridden” status. This job will remove all generated NOAs and forms, with the following exceptions:

- 1) Retain all documents outlined under section 2.1.1.2, which describes what data remains in the shell case.
- 2) Retain all documents associated to a person who is associated to a case not eligible for case purge. This may occur when a person is associated to multiple cases in the SAWS system. A case is not considered eligible for case purge if:
 - a. The case was not discovered by the Case Identification batch (PB00P800).
 - b. The case has been overridden in the case purge process (a.k.a. that Case Purge status is set to “Override”).

After removing all eligible documents, this job will update the Document Status on the associated case purge record to indicate that documents have been removed for the case by setting CASE_PURGE.DOC_STAT_IDENTIF = 'Y'.

A small percentage of documents this job attempts to remove from the file store will be unavailable, due to broken links between the database and the document. Two batch properties are used to set an error threshold, which allows for some broken links but will terminate the job if too many are missing (potentially indicating a connection issue with the file store):

- 1) maxErrorPercentage: Compare the number of records processed vs the number of records missing. If the percentage of number of records missing is greater than

the maxErrorPercentage, the job will terminate. The following property will make sure that the job won't terminate if the first case happens to be missing documents. This threshold is currently set to 5%.

- 2) minErrorCount: The minimum number of errors that occur before the job terminates. This sets an error threshold, where the job won't terminate until we reach the minimum number of errors. This threshold is currently set to 100 errors.

2.6.3 Image Removal – PB00P806

The Image Removal Job (PB00P806) removes all images associated to the case people eligible for the purge associated to the case.

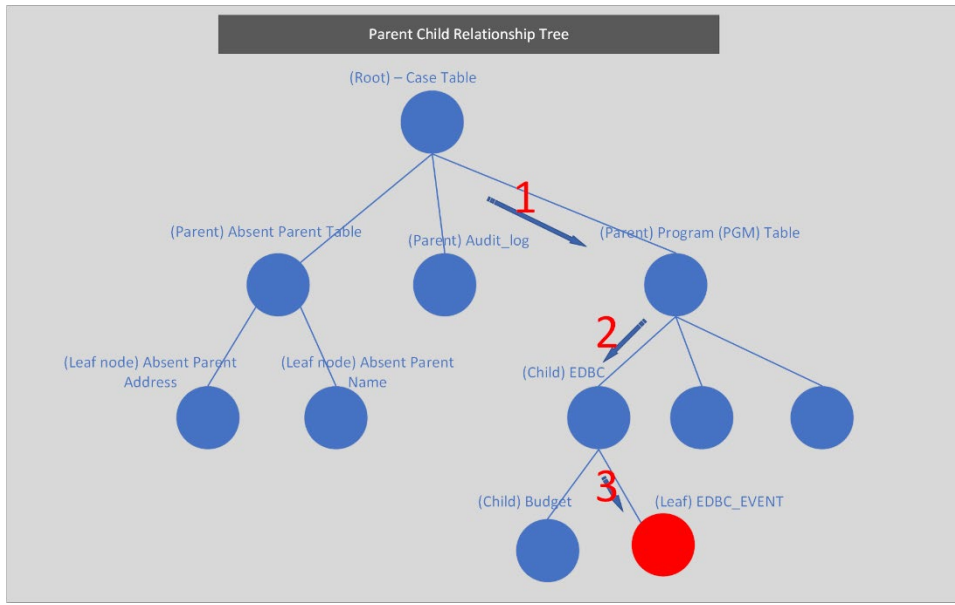
This job reports all Identified cases to the Imaging system that have neither been overridden or already reported to the Imaging server. The imaging system will then execute scripts (invoking third party software's APIs) to remove all images associated to the identified records. Time Limit documents are retained.

The Image Removal batch will also review the status of people and cases who were reported to the imaging system in prior runs. Once processed, this job will update the associated CASE_PURGE record with an IMG_STAT_IDENTIF of "Y" to signify that the image removal is complete.

2.6.4 Data Deletion Batch Job - PB00P801

Data Deletion is an Oracle procedure that physically deletes the data from the database tables for a given Case. The procedure uses configuration tables, defined in the below section, to traverse through the tree to find the leaf node, build the delete SQL statement based on the table key to uniquely identify the data, and execute the SQL statement to physically delete the data. Once the data is deleted from the table, it moves up in the hierarchy to find the next leaf and repeat the process.

The list of database tables that are identified for deletion is loaded into the configuration tables (described in detail in technical design document) with parent and child relationships and appropriate keys to identify unique data. The process reads the configuration tables and will traverse through the relationship to find the leaf node (lowest child). Once the leaf node is identified, it starts deleting the data and moves up the hierarchy until the data from parent table is deleted. An example of the parent and child relationship (tree structure) and traversing logic is defined in the following diagram.



The above diagram represents the parent and child relationship of database tables in a tree structure. This structure is used to traverse through the branches to find the children (leaf node) to start deleting the data. The highlighted steps in red describe how the deletion leaf node logic identifies the child tables at a high level.

- 1) When a Case is selected from the CASE_PURGE table, Program IDs associated to the Case are selected from the PGM table
- 2) Based on the Program ID, appropriate records from the EDBC table are selected
- 3) As we traverse through the EDBC tables, the EDBC_EVENT table is a leaf node, and hence the data from EDBC_EVENT table can be deleted
- 4) After deleting the data, the logic flow is moved up to find the next child and the leaf node

A new batch process (section 2.5.3) will be created to delete the case data from the database tables. This module will perform the following steps to remove the data:

- Once the Case is verified to still meet all the deletion criteria (section 2.5.1 batch job), the initial step of the PDF Generation batch job will update the Status to 'In Process' and the PDF creation module is called to create PDF files for Journal Entries and Issuance history data.
- Upon successful creation of PDFs, the data deletion module is called to delete the data from identified tables.
- Upon successful deletion of Case data, the process updates the Case Data Removal Status to 'Complete' and will begin processing the next Case for deletion.

2.6.4.1 Configuration table

The data deletion logic will be driven by two configuration tables. The first configuration table lists the immediate child of the root and the second table contains children of the

parent and their level, as noted in section 2.6.4. The details of these tables are defined in the technical section 3 of this document.

2.6.4.2 Deletion Logging Mode

The batch deletion process will have an option to turn the deletion logging on or off by passing a parameter in the main batch job. When the logging mode is on, the data deletion module will start logging every action performed in the function, including table name where data is being deleted with the Case ID, Person ID and other key columns to identify a unique record in the table.

2.6.5 Batch Dependencies

The Case Deletion batch (PB00P801) must wait for the PDF Generation (PB00P802) and Document Deletion (PB00P804) to complete processing a case before it can move forward with removing that case's data. It does not wait on the Image Deletion (PB00P806) job. This allows the case data and image removal to occur in parallel.

2.6.6 Batch Process Load Balancing

The PDF creation, Document Deletion and Case Deletion processes each work in single modules. For the April 2021 C-IV run, there are approximately 1.78 million cases up for purge with their respective program records to be processed. Using a single flow to process this many cases will take a significant amount of time and is not feasible. To process a large volume of cases in a reasonable window, we have added a multi-threading capability for both the PDF creation and the case deletion modules.

The following batch properties are available to configure our multi-threading approach for the Case Delete (PB00P801), Generate PDFs (PB00P802) and Delete Documents (PB00P804) batch jobs:

- 1) `restrictStatuses`: Used in testing environments to limit which records are processed by the job. Normally, the job pulls all records where the status on the case purge record is set to either null or "N". When `restrictStatuses=Y`, the job will exclude any records where the status is null and instead only process records where the status is explicitly set to "N".
- 2) `verbose`: Adds additional logging that tracks which documents are removed and which documents are skipped, along with the skip reason. This property should be left off in production, since it results in much larger log files.
- 3) `numOfThreads`: This job employs multiple threads to allow for parallel processing. In test environments we default the thread count to 15, while in production we will default to 100.
- 4) `max.workload.size`: Since this job may run for millions of records, this property allows us to set the size of the "chunks" of data being considered at a given time. Increasing the size of the max workload will reduce the amount of time spent waiting for threads to complete, at the trade-off of increasing the amount of memory required to run the job.

2.6.7 Exception Logging

A standard batch framework is used to log all exceptions encountered in the data deletion process. These exceptions will be monitored as part of standard batch operations. Depending on the reason for the exception, Defects or Changes will be logged and tracked in Jira.

2.6.8 Batch Restart

Restartability for all jobs is managed by records inserted and updated in the CASE_PURGE table. Should a job terminate unexpectedly, it should be resubmitted with restart.mode=false. It will continue from the last commit of the previous run.

2.7 Case Completion Report

The Case Completion report lists all cases that have successfully completed the case purge process. It will display the following information:

Case Number: Case that has completed the case purge.

Case Name: Name associated to the Case.

Identification Date: The date the case was originally identified for the case purge process.

Completion date: Date that the case was purged from the system.

Navigation to the Report: Homepage > Reports > Scheduled > Case Activity > Title 'Case Data Removal Completion Report'

2.7.1 Batch Job

The PBxxR803 job will be run on-demand once the case deletion process is complete.

2.8 What's Next

Our planned timeline for the C-IV scheduling of these jobs are shown below. The Completion Report will be scheduled to run in Production after the final case has completed through Data Removal. Once all jobs have completed for C-IV Case Purge we will submit the BPCR's to deactivate each job.

The CalSAWS porting Epic for Case Purge includes a ten Sprint product timeline to modify and port in the original solution, with customizations made for the CalSAWS application and system.

The following is a list of pending scope that will be developed in the upcoming sprints. These sprints will focus on implementing the changes for CalSAWS.




Sprint #	Sprint Scope
Sprint 1	Case Summary and Data Removal Detail page updates, PDF's to S3 Storage from Alfresco
Sprint 2	Case Locking, Image View only
Sprint 3	Remove CalHEER's related tables, Add new EDBC/RA Rules to Identification Sweeps, PDF Character Limit increase
Sprint 4	Deletion Batch process for PGM_DETL and Child Tables, Case Data Removal Identification Report, PDF Configuration to S3
Sprint 5	Document Removal process, Re-Verification logic, YBN e-app logic to block transfers, History PDF Batch, Override Report
Sprint 6	Image Removal, CalSAWS PDF Generation process
Sprint 7	Time Limit Aid Summary page, Completion Report
Sprint 8	Disaster Recovery Document Deletion, OBIEE/EDR Cleanup for Delete Track, VLP
Sprint 9	Batch Performance Environment Preparation & Test Execution
Sprint 10	Performance Environment Preparation & Execution

3 TECHNICAL DESIGN

3.1 Delete Process

The case purge process is driven primarily off the CASE_PURGE and the CASE_PURGE_DEL_TABLE_CONF tables. The Case Purge table identifies the list of cases to be deleted from the C-IV database tables and the Case Purge Configuration table identifies the list of tables where case data will be deleted. The tables logical structure is as follows:

Case Purge table structure:

CASE_PURGE				
 ID	NUMBER	NN (PK)	(IX2)	
 CASE_ID	NUMBER	NN (FK)	(AK0,IX6)	
SELECT_DATE	DATE	NN		
START_DATE	DATE		(IX3)	
COMPL_DATE	DATE		(IX4)	
STAT_CODE	VARCHAR2 (3 Byte)		(IX5)	
OVERRD_DATE	DATE		(IX8)	
 OVERRD_STAFF_ID	NUMBER	(FK)	(IX7)	
OVERRD_RSN_CODE	VARCHAR2 (3 Byte)		(IX1)	
CREATED_BY	VARCHAR2 (30 Byte)	NN		
UPDATED_BY	VARCHAR2 (30 Byte)	NN		
CREATED_ON	TIMESTAMP(6)	NN		
UPDATED_ON	TIMESTAMP(6)	NN		
ISSUANCE_FORMS_STAT_IDENTIF	VARCHAR2 (1 Byte)			
ISSUANCE_FORMS_URL	VARCHAR2 (500 Byte)			
JOURNAL_FORMS_STAT_IDENTIF	VARCHAR2 (1 Byte)			
JOURNAL_FORMS_URL	VARCHAR2 (500 Byte)			

CASE_PURGE_DEL_TABLE_CONF:

CASE_PURGE_DEL_TABLE_CONF	
TABLE_GRP	VARCHAR2 (50 Byte)
DEL_SEQ	INTEGER
PARENT_TABLE	VARCHAR2 (50 Byte)
CHILD_TABLE	VARCHAR2 (50 Byte)
DML_ACTION	VARCHAR2 (2 Byte)
FOREIGN_KEY	VARCHAR2 (50 Byte)
CHILD_TABLE_KEY	VARCHAR2 (50 Byte)
DML_QUERY	VARCHAR2 (500 Byte)

As part of the deletion process, two batch jobs (PB00P801 and PB00P802) along with a PL/SQL stored procedure have been developed, as defined in section 2.5.1 and 2.5.2. The batch job (PB00P801) picks up all the cases that are identified for deletion (CASE_PURGE) and calls the PL/SQL stored procedure for each case to delete the case/person data from the database tables. The procedure uses the configuration table, list of tables where case/person data can be deleted, to drive the deletion process as defined in section 2.5.

The attached spreadsheet contains two tab pages – Delete Tables and Do not Delete Tables. The first tab page contains list of tables configured in CASE_PURGE_DEL_TABLE_CONF table for data deletion. The second tab page contains the list of tables where case/person data will be retained. For example – Time tracking data.



Delete Tables.xlsx

To support the deletion process we have created a series of DBCR's to perform On Delete Set to Null value operations for the following tables:

- On Delete Set EXPNGMNT_ID to Null on ISSUANCE table
- On Delete set ISSUANCE_ID to NULL on ISSUANCE table
- On Delete set RELATED_TRANSMACT_ID to NULL on RECOV_ACCT_TRANSMACT table
- On Delete set PGM_PERS_ID to Null on TIME_LIMIT_DETL table
- On Delete set TEMP_EDBC_SRC_PGM_ID to Null on PGM table
- On Delete set PGM_ID to Null on GENERATE_DOC table
- On Delete set SERV_ARRGMT_ID to Null on GENERATE_DOC table

To break the CalHEER's linkage to purged cases we are deleting from the following list of tables, per CalHEER's Design and Development Teams:

- ICT_CIV_CASE
- ICT_CIV_PERS
- CH_TRANSMACT_INFO
- CH_CASE_INFO

3.2 Stage Document Utility

Testing environments do not include copies of forms and NOAs from the production environment. References to forms and documents stored in GENERATE_DOC end up as broken links since the documents don't exist in the testing file management system.

The Stage Documents Utility (PB00P805) will resolve these broken links by mocking files in the testing file management system. This ultimately allows for more accurate testing of the Document Removal batch (PB00P804).

The Stage Documents utility is also capable of storing mocked image files for the ImageNow system. You can control whether mocked forms or mocked images are generated with the following batch properties:

- 1) generateDocuments: Set to "Y" if you would like to generate documents.
- 2) generatelmages: Set to "Y" if you would like to generate images.

Generating images also requires setting the following property:

- 1) sampleImagePath: The filepath of a sample .TIF image file. Note: it is best to keep the filesize of this image relatively small, since the job will generate several thousand copies of the image.

The Stage Documents Utility will identify all generated documents for a given case ID. Case IDs can be provided to the utility in two ways:

- 1) `caseId`: Set this property to match a single case ID which contains documents you would like to mock.
- 2) `caseListPath`: You may provide a list of Case IDs to feed into the utility by employing the `caseListPath` property. First, you need to create a text file that contains all the case IDs you would like to mock with each case ID on its own line. You'll need to upload this file to the batch server, then provide the file's path as the `caseListPath` parameter. For example: `caseListPath="/export/batch/scripts/CaseList.txt"`.

Mocked files will appear on the testing file management system under the `casePurge/mockedExceptions`. Mocked images will appear under the server's `output_agent` directory under `eict_import`.

Note: This utility cannot (and should not) be run in production. All batch properties associated to this job have been labeled as test properties, which prevents the job's execution on production batch servers.

4 REQUIREMENTS

4.1 Project Requirements

DDID	Description	Notes
CIV-105446	Monthly Batch job - case data removal – Discontinued / Inactive cases.	The scope of this DDID is covered in SCR-107763.
CA-208415	Monthly Batch job - case data removal - Discontinued / Inactive cases.	

5 MIGRATION IMPACTS

It was determined to start with building a C-IV Case Data Removal process first, due to the large amount of data that would get removed from that database. Deletion of a large amount of data will help with the conversion cutover window when C-IV migrates to CalSAWS. The current timeline of the planned Sprints has been confirmed to dovetail nicely with the Conversion timeline.

6 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
107763	SCR	Create Case Data Removal Functionality	
107825	SCR	Implement Case Data Removal Sprint 1 Features	
107834	SCR	Implement Case Data Removal Sprint 2 Features	
107924	SCR	Implement Case Data Removal Sprint 3 Features	
107957	SCR	Implement Case Data Removal Sprint 4 Features	

108104	SCR	Implement Case Data Removal Sprint 5 Features	
108106	SCR	Implement Case Data Removal Sprint 6 Features	
108107	SCR	Implement Case Data Removal Sprint 7 Features	
108108		Implement Case Data Removal Sprint 8 Features	
108109	SCR	Implement Case Data Removal Sprint 9 Features	
108110	SCR	Implement Case Data Removal Sprint 10 Features	
108111	SCR	Implement Case Data Removal Sprint 11 Features	
108215	SCR	Data Change - Sutter County - Override 2014 cases from data removal per Board of Supervisors Decision	
220458	SCR (CalSAWS)	Create CASE_PURGE table and Codes Table references to align with C-IV	
224147	SCR (CalSAWS)	Update CASE_PURGE table to include deletion status fields for documents and images to align with C-IV	
108554	SCR	Tehama County - Data Retention Flag Due to Opioid Litigation	
108616	SCR	Case Data Removal Sprint 9 On Delete Set Null CR's	
108630	SCR	Case Data Removal Sprint 10 On Delete Set Null CR's	
CA 229298	SCR (CalSAWS)	Port Case Data Removal Functionality into CalSAWS	
CA 229300	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 1	
CA 229302	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 2	

CA 229301	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 3	
CA 229303	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 4	
CA 229305	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 5	
CA 229306	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 6	
CA 229308	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 7	
CA 229309	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 8	
CA 235667	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 9	
CA 235669	SCR (CalSAWS)	Implement CalSAWS Case Data Removal Functionality Sprint 10	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-232486

Create an Automated Process to Send CDSS
the Stage One Child Care Home Provider

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya Coppisetty
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/30/2021	1.0	Initial Design	Sowmya Coppisetty

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 New Automated Process To Generate Monthly File to CDSS.....	5
	2.1.1 Overview	5
	2.1.2 Description of Change.....	5
	2.1.3 Execution Frequency.....	7
	2.1.4 Key Scheduling Dependencies.....	7
	2.1.5 Counties Impacted	7
	2.1.6 Data Volume/Performance.....	8
	2.1.7 Interface Partner.....	8
	2.1.8 Failure Procedure/Operational Instructions.....	9
3	Requirements.....	9
	3.1 Project Requirements.....	9

1 OVERVIEW

1.1 Current Design

Currently in CalSAWS, a .xlsx file containing personally identifiable information of licensed childcare home providers and license-exempt childcare providers who received a state childcare subsidy is generated and uploaded manually to California Department of Social Services (CDSS) monthly.

1.2 Requests

Create an automated process to generate and send a monthly .xlsx file with a list of licensed childcare home providers and license-exempt childcare providers to CDSS.

1.3 Overview of Recommendations

Create a new outbound Stage One childcare home provider writer interface job to generate and send a monthly.xlsx file with a list of childcare home providers and license exempt childcare providers who have been received a subsidy in CalSAWS over the past month to CDSS.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 New Automated Process to Generate Monthly File to CDSS

2.1.1 Overview

Create an automated process to generate an .xlsx file containing the list of all active providers of service category 'Licensed Child Care' and 'Exempt Child Care' that have received a subsidy in CalSAWS over the past month and send it to CDSS.

2.1.2 Description of Change

1. Create a new outbound Stage One childcare home provider writer interface job to generate and send a list of all active licensed childcare home providers and license-exempt childcare providers that have received a subsidy in the prior month to CDSS as follows-
 - a) Identify the list of all the 'Active' providers who have been issued a payment for the batch month as follows –
 - i. The issuance was made to person on an 'Active' 'Stage 1' Child Care program.
 - ii. The program person is an Active member and is listed as a child in the childcare program.
 - b) Identify all the Stage1 childcare program issuances made to the licensed childcare home providers and license-exempt childcare providers as follows-
 - i. A payment was issued to the provider that is not in 'Cancelled' or 'Voided' status.
 - ii. The payment issuance date is within the report period .
 - iii. The service offered by the provider should be in 'Active' status
 - iv. The service begin date should be greater than or equal to the 1st of the requested/prior month and the service end date should be less than or equal to the last day of the requested/prior month.
 - v. The service offered by the provider is within the report period.
 - vi. The service category of the provider is either 'Exempt Child Care' or 'License Child Care'
 - vii. The service type is not 'Center' or 'Exempt Center'
 - viii. The service arrangement period begin date should be greater than or equal to the 1st of the requested/prior month and the period end date is less than or equal to the last day of the requested/prior month

c) Generate the .xlsx file with a list of 'active' providers with the following columns –

Column	Column Description	Notes
A	Line Number	Incremental Value 1,2,...
B	Vendor number	Default Value -7777
C	Report Year/Month	Format-YYYYMM
D	Combined Contract Code	Default Value- '000000100'
E	Local provider id number	Populate ORG_ID of the provider
F	Provider Last Name	Default the value to NULL
G	Provider First Name	Populate the business name from ORG database table
H	Provider Middle Initial	Default the value to NULL
I	Provider Home Address Line 1	Provider Home Address Line 1
J	Provider Home Address Line 2	Provider Home Address Line 2
K	Provider Home City	Provider Home City
L	Provider Home Zip Code	Provider Home Zip Code
M	Provider Home FIPS Code	Provider Home FIPS Code
N	Provider Mail Add Line 1	Provider Mail Add Line 1
O	Provider Mail Add Line 2	Provider Mail Add Line 2
P	Provider Mailing City	Provider Mailing City
Q	Provider Mailing City	Provider Mailing Zip Code
R	Provider Mailing FIPS Code	Provider Mailing FIPS Code
S	Provider Work Phone Number	Provider Work Phone Number- - Main will go into "CELL" column, if MAIN and CELL both exists, then populate the Main - Per email from CDSS
T	Provider Cell Phone Number	Provider Cell Phone Number
U	Provider E-mail Address	Provider E-mail Address
V	Provider License Number	Provider License Number

W	Subsidy Start Date	Service arrangement period begin date
X	Subsidy End Date	Service arrangement period end date
Y	Is License Exempt	If there exists a License number, then populate 'N' else 'Y'
Z	Provider Home Phone Number	Provider Home Phone Number
AA	PROVIDER Home Language	Provider Language Code
AB	County	County Name

d) The naming convention of the .xlsx file generated should be as follows-

For Production Files- mm-yyyy Child Care Home Provider.xlsx

For Test Files- mm-yyyy Child Care Home Provider Test.xlsx

2. Create a new Outbound SFTP interface job to transfer the completed file to CDSS as follows-

a. Use the SAFE SFT web portal for file transfer.

Note- This SCR requires partner testing to test the new interface.

2.1.3 Execution Frequency

20th of Month.

If the 20th of the month falls on a Sunday or a holiday run the job on the following business day.

2.1.4 Key Scheduling Dependencies

Not Applicable

2.1.5 Counties Impacted

County Code	County Name
05	Contra Costa
09	El Dorado
10	Fresno
11	Glenn
13	Imperial
20	Madera

23	Mendocino
26	Mono
27	Monterey
30	Orange
33	Riverside
34	Sacramento
35	San Benito
36	San Bernardino
37	San Diego
41	San Mateo
42	Santa Barbara
43	Santa Clara
44	Santa Cruz
46	Sierra
49	Sonoma
50	Stanislaus
51	Sutter
52	Tehama
54	Tulare
57	Yolo

Note- This job will be enabled for the above highlighted CalWIN counties upon Migration.

2.1.6 Data Volume/Performance

300-400 Records

2.1.7 Interface Partner

CDSS

2.1.8 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 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.20.3.1	The LRS shall support one-way interfaces, as described in Section 4 (Summary of Required LRS Interfaces) of this Exhibit B.	Create a new outbound Stage One childcare home provider writer interface job to generate and send a list of all active licensed childcare home providers and license-exempt childcare providers to CDSS

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-232660: Cal-OAR 19 Update WTW Program
Criteria

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jennifer Muna and Chris Carandang
	Reviewed By	Gingko Luna, Lien Phan, Joel Acevedo, Balakumar Murthy, Karthikeyan Krishnamoorthy

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/18/2022	1.0	Initial Version	Chris Carandang, Jennifer Muna
2/1/2022	2.0	Added note for Partner Integration Testing. Removed duplicate data elements in section 2.1.2	Chris Carandang

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	6
2	Recommendations.....	7
2.1	Update the criteria of Cal-OAR 19 data elements.....	7
2.1.1	Overview	7
2.1.2	Description of Change.....	7
2.1.3	Execution Frequency.....	8
2.1.4	Key Scheduling Dependencies.....	8
2.1.5	Counties Impacted	8
2.1.6	Data Volume/Performance.....	8
2.1.7	Interface Partner.....	8
2.1.8	Failure Procedure/Operational Instructions.....	8
2.2	Update the criteria of Cal-OAR 19A data elements.....	9
2.2.1	Overview	9
2.2.2	Description of Change.....	9
2.2.3	Execution Frequency.....	12
2.2.4	Key Scheduling Dependencies.....	12
2.2.5	Counties Impacted	13
2.2.6	Data Volume/Performance.....	13
2.2.7	Interface Partner.....	13
2.2.8	Failure Procedure/Operational Instructions.....	13
2.3	Update the criteria of Cal-OAR 19B data elements	14
2.3.1	Overview	14
2.3.2	Description of Change.....	14
2.3.3	Execution Frequency.....	19
2.3.4	Key Scheduling Dependencies.....	19
2.3.5	Counties Impacted	19
2.3.6	Data Volume/Performance.....	19
2.3.7	Interface Partner.....	19

2.3.8	Failure Procedure/Operational Instructions.....	19
2.4	Update the criteria of Cal-OAR 19C data elements.....	19
2.4.1	Overview	19
2.4.2	Description of Change	20
2.4.3	Execution Frequency.....	21
2.4.4	Key Scheduling Dependencies	21
2.4.5	Counties Impacted	21
2.4.6	Data Volume/Performance	22
2.4.7	Interface Partner.....	22
2.4.8	Failure Procedure/Operational Instructions.....	22
2.5	Update the criteria of Cal-OAR 19E data elements.....	22
2.5.1	Overview	22
2.5.2	Description of Change	22
2.5.3	Execution Frequency.....	23
2.5.4	Key Scheduling Dependencies	23
2.5.5	Counties Impacted	23
2.5.6	Data Volume/Performance	23
2.5.7	Interface Partner.....	24
2.5.8	Failure Procedure/Operational Instructions.....	24

1 OVERVIEW

This SCR outlines the necessary modifications to the Cal-OAR interface when transmitting data elements to California Department of Social Services (CDSS).

1.1 Current Design

The Cal-OAR 19, 19A, 19B, 19C, 19E files have data elements referencing the Welfare to Work (WTW) program status. These data elements display the response options of '01'- WTW Active or '02'- Sanction, when the individual is active on WTW program, otherwise, it displays '99' or '999', for Non-applicable. CDSS receives data for several fields as '99' or '999' where there is a different value than what is viewable in the interface. For example, the front-end shows 40 participation hours per month and the data file shows values of '99' or '999' for WTW program statuses of '1a'- Good Cause and '1b'- Non-Compliance. CalSAWS is currently transmitting data for recipients with an active WTW program. CDSS requests to receive the values for all of the data elements in the Cal-OAR 19x files, regardless of the WTW program status.

Currently the data value for Attendance Hours (ATT_HRS) are derived from the Actual Hours Information section on the Employment Hours Detail page. The Actual Hours Information section displays documented employment hours for each day/week. CalSAWS will update its logic to derive the values for Attendance Hours from the 'Total Monthly Hours' field.

1.2 Requests

Per CRPC 2284, CDSS has identified several Cal-OAR data elements that will need to be updated as they are only reporting data for recipients with an active WTW program. CalSAWS must transmit the values for the specific data elements in the Cal-OAR 19x files for individuals in all WTW program statuses.

1.3 Overview of Recommendations

1. Update the following data elements to transmit to CDSS regardless of WTW program status:
 - a. Ancillary Services Need Indicated (ANC_IND)
 - b. Ancillary Services Received (ANC_REC)
 - c. Attendance Hours (ATT_HRS)
 - d. Child Care Need Indicated (CH_NEED)
 - e. Stage One Child Care Received (CH_REC)
 - f. Completed OCAT/Appraisal within 30 days after Aid is Granted (COM_ADAY)
 - g. Completed OCAT/Appraisal (COM_OAPP)
 - h. Eligible for Child Care (ECC)
 - i. Participated in First Activity (PAR_ACT)
 - j. Granted Aid and Required to Complete OCAT/Appraisal (REQ_CAPP)
 - k. Scheduled for Next Activity (SCH_NACT)

- l. Scheduled to Participate in First Activity (SCH_PACT)
 - m. Attended Orientation (WTW_ATT)
 - n. Scheduled to Attend Orientation (WTW_SATT)
 - o. Received at Least One Transportation Service (WTW_V_TR)
 - p. Granted Aid in Previous Quarter (WTW_V_A)
2. Update the reporting criteria of the following data elements to look for WTW program status '01-Active', '1a – Good Cause', '1b – Non-Compliance', '3a – Exempt Volunteer':
 - a. WTW Eligible Home Visiting Participants who Finished Participation and any Exemptions (WTW_HV_E)
 - b. WTW Eligible Former HVI Participants with Verified Participation in WTW (WTW_HV_W).
 3. Update the logic in Cal-OAR 19B to derive the Employment hours from the 'Total Monthly Hours' field in Employment Hours Detail page that will be displayed in the Attendance Hours (ATT_HRS) data element. If there is no Verified Employment Hours for the reporting month, capture the Projected Employment Hours by looking back up to 5 months for Actual Verified Hours to be used for the report month.

1.4 Assumptions

1. All recipients who have a WTW program in any status within the measurement period will report data for the aforementioned data elements.

Note: Cal-OAR changes will require Partner Integration Testing.

2 RECOMMENDATIONS

2.1 Update the criteria of Cal-OAR 19 data elements

2.1.1 Overview

This section outlines the necessary modifications to the criteria of the data elements of Cal-OAR 19 sweep job (PB00C112) to report data in all WTW/REP program status.

2.1.2 Description of Change

1. Update the following fields in Cal-OAR 19 data file to report data for individuals in all WTW/REP program statuses. Note: All existing Cal-OAR 19 reporting criteria will not be changed except for the following:
 - a. Ancillary Services Need Indicated (ANC_IND): This variable identifies individuals who did or did not indicate a need for ancillary services.
 - b. Ancillary Services Received (ANC_REC): This variable identifies individuals who did or did not receive ancillary services in the measurement period.
 - c. Scheduled to Attend Orientation (WTW_SATT)
This variable identifies individuals who were or were not scheduled to attend orientation within the measurement month.
 - d. Attended Orientation (WTW_ATT)
This variable identifies individuals who did or did not complete orientation within the measurement month.
 - i. Additional reporting criteria:
 1. The individual has a WTW/REP program in the measurement month.
 - ii. Response options:
 1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program but does not meet all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19 data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19 data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19 data file.

2.1.3 Execution Frequency

No Changes. This file runs monthly.

2.1.4 Key Scheduling Dependencies

N/A.

2.1.5 Counties Impacted

All CalSAWS counties.

2.1.6 Data Volume/Performance

Approximately 500,000 records are generated in the monthly Cal-OAR 19 data file.

2.1.7 Interface Partner

California Department of Social Services (CDSS).

2.1.8 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 Update the criteria of Cal-OAR 19A data elements

2.2.1 Overview

This section outlines the necessary modifications to the criteria of the data elements of Cal-OAR 19A sweep job (PB00C102) to report data in all WTW/REP program status.

2.2.2 Description of Change

1. Update the following fields in Cal-OAR 19A data file to report data for individuals in all WTW/REP program statuses. Note: All existing Cal-OAR 19A reporting criteria will not be changed except for the following that is mentioned.

- a. Completed OCAT/Appraisal within 30 days after Aid is Granted (COM_ADAY)

This variable identifies individuals who did or did not complete an OCAT/Appraisal within 30 days after aid is granted.

- i. Additional reporting criteria:
 1. The individual has a WTW/REP program in the measurement month.
- ii. Response options:
 1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program and did not complete 'Appraisal' and 'Orientation/Appraisal' activity within 30 days.

For Example: A person who is active in CW program and has a WTW/REP program in any status and did not complete 'Appraisal' and 'Orientation/Appraisal' activity within 30 days, the batch job will send a '01' in the Cal-OAR 19A data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and completed 'Appraisal' or 'Orientation/Appraisal' activity within 30 days.

For Example: A person who is active in CW program and has a WTW/REP program in any status completed 'Appraisal' or 'Orientation/Appraisal' activity within 30 days, the

batch job will send a '02' in the Cal-OAR 19A data file.

3. 99 = Not Applicable - A response of 99 is reported when the variable 35 (REQ_CAPP) = '01' or '99' for that individual.

For Example: A person who is active in CW program and variable 35 (REQ_CAPP) = '01' or '99', the batch job will send a '99' in the Cal-OAR 19A data file.

b. Completed OCAT/Appraisal (COM_OAPP)

This variable identifies individuals who did or did not complete an OCAT/Appraisal in the measurement month.

- i. Additional reporting criteria:
 1. The individual has a WTW/REP program in the measurement month.
- ii. Response options:
 1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program but does not meet all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19A data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19A data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program,

the batch job will send a '99' in the Cal-OAR 19A data file.

c. Granted Aid and Required to Complete OCAT/Appraisal (REQ_CAPP)

This variable identifies individuals who were or were not granted aid in the measurement month who are required to complete an OCAT/appraisal.

- i. Additional Reporting criteria:
 - 1. The individual has a WTW/REP program in the measurement month.
- ii. Response options:
 - 1. 01 = No - A response of 01 is reported when the individual has a CW approval date, a WTW/REP program and no 'Appraisal' and 'Orientation/Appraisal' activity.

For Example: A person who is active in CW program and has a WTW/REP program in any status and has a CW approval date, and no 'Appraisal' and 'Orientation/Appraisal' activity, the batch job will send a '01' in the Cal-OAR 19A data file.

- 2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and has 'Appraisal' and 'Orientation/Appraisal' activity, the batch job will send a '02' in the Cal-OAR 19A data file.

- 3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19A data file.

d. Scheduled for Next Activity (SCH_NACT)

This variable identifies individuals who were or were not scheduled for their next activity within 30 days of OCAT/Appraisal completion.

- i. Additional reporting criteria:
 - 1. The individual has a WTW/REP program in the measurement month.
- ii. Response options:
 - 1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program but does not meet all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19A data file.

- 2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19A data file.

- 3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19A data file.

2.2.3 Execution Frequency

No Changes. This file runs monthly.

2.2.4 Key Scheduling Dependencies

N/A.

2.2.5 Counties Impacted

All CalSAWS counties.

2.2.6 Data Volume/Performance

Approximately 500,000 records are generated in the monthly Cal-OAR 19A data file.

2.2.7 Interface Partner

California Department of Social Services (CDSS).

2.2.8 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 Update the criteria of Cal-OAR 19B data elements

2.3.1 Overview

This section outlines the necessary modifications to the criteria of the data elements of Cal-OAR 19B sweep job (PB00C104) to report data in all WTW/REP program status.

2.3.2 Description of Change

1. Update the following fields in Cal-OAR 19B data file to report data for individuals in all WTW/REP program statuses. Note: All existing Cal-OAR 19B reporting criteria will not be changed except for the following that is mentioned.

- a. Attendance Hours (ATT_HRS)

The variable reports an individual's total monthly hours of attendance in any approved activity. This variable utilizes actual, verified attendance hours; not scheduled hours.

- i. Update the Attendance Hours logic to pull employment total monthly hours from the 'Total Monthly Hours' field ((EMP_MONTH_ACTUAL table) on the Employment Hours Detail page. *Navigation: Eligibility > Customer Activities > Activity Type: Employment > Progress > Employment Detail page.* This table contains the Total actual hours of employment for the month.

If there is no Verified Employment Hours for the reporting month, capture the latest Projected Employment Hours from WPRD_PERS_ACTIV_DETL table by looking back up to 5 months for Actual Verified Hours to be used for the report month.

For example:

Report Month: January 2022

If there are no verified employment hours for January 2022, look 5 months back August 2021 to December 2021 and pull the total employment hours from the latest month where employment hours were reported. If the employment hours were reported on August, September, October, the System will report only the October hours and not the August and September hours.

Each employment will have the same process done. If there is multiple employment, then it will capture

multiple hours for each employment and sum it up.
 Example for multiple employment:

Employment A – has 100 total monthly employment hours for January 2022.

Employment B – has no verified employment hours for January 2022. It has Projected hours of 40 in August, 60 in September, 80 in October.

Employment C – has no verified employment hours for January 2022. It has Projected hours of 40 in October, 60 in November, 80 in December.

Total Monthly Employment Hours will be calculated by adding the Emp. A Verified Emp. Hours for January 2022 (100 hours) and the latest Projected Employment Hours for Emp. B in October (80 hours) and the latest Projected Emp. Hours for Emp. C in December (80 hours). The total will display as 260 hours in the data file.

	Jan. 2022	Dec. 2021	Nov. 2021	Oct. 2021	Sept. 2021	Aug. 2021
EMP A	100	n/a	n/a	n/a	n/a	n/a
EMP B	n/a	n/a	n/a	80 hrs.	60 hrs.	40 hrs.
EMP C	n/a	80 hrs.	60 hrs.	40 hrs.	n/a	n/a

Note: The Projected hours for Employment is not displayed on the online application.

- ii. Additional reporting criteria:
 - 1. The individual has a WTW/REP program in the measurement month.
- iii. Response options:
 - 1. XXX = Numeric value (whole number, 0 or greater)
 - A sum of hours is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status, the batch job will send the total number of Attendance Hours in the Cal-OAR 19B data file.

2. 999 = Not Applicable – A response of 999 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send '999' in the Cal-OAR 19B data file.

b. Scheduled to Participate in First Activity (SCH_PACT)

This variable identifies individuals who were or were not scheduled to participate in their first WTW or FS plan activity in the measurement month.

i. Additional reporting criteria:

1. The individual has a WTW/REP program in the measurement month.

ii. Response options:

1. 01 = No - A response of 01 is reported when the individual has a WTW program with activity agreement and/or no activity start date within the measurement month.

For Example: A person who is active in CW program and has a WTW/REP program with activity agreement and/or no activity start date within the measurement month, the batch job will send a '01' in the Cal-OAR 19B data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW program with activity agreement, and the earliest start date is within the measurement month.

For Example: A person who is active in CW program and has a WTW/REP program with activity agreement and the earliest start date is within the measurement month, the batch job will send a '02' in the Cal-OAR 19B data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19B data file

c. Participated in First Activity (PAR_ACT)

This variable identifies individuals who did or did not participate (with actual, verified attendance hours) in their first WTW or FS plan activity in the measurement month.

i. Additional reporting criteria:

The individual has a WTW/REP program in the measurement month.

ii. Response options:

1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program and does not meet the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19B data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19B data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19B data file.

2. Update the following data elements in Cal-OAR 19B data file to report data for individuals in WTW/REP program status of 'Active', 'Good Cause', 'Non-compliance', or 'Exempt Volunteer':

a. WTW Eligible Home Visiting Participants who Finished Participation and any Exemptions (WTW_HV_E)

This variable reports WTW individuals who did or did not complete their HVI participation and any exemptions within the measurement period.

b. WTW Eligible Former HVI Participants with Verified Participation in WTW (WTW_HV_W)

This variable identifies home visiting participants who did or did not transition to participation (actual, verified attendance hours) in an approved WTW activity within three months of completing HVI participation and any exemptions.

i. Additional reporting criteria:

1. WTW/REP program status = Active, Good Cause, Non-Compliance, or Exempt Volunteer.

ii. Response options:

1. 01 = No - A response of 01 is reported when the individual's WTW/REP program status is not Active/Good Cause/Non-Compliance/Exempt Volunteer.

For Example: A person who is active in CW program and the WTW/REP program status is not Active/Good Cause/Non-Compliance/Exempt Volunteer, the batch job will send a '01' in the Cal-OAR 19B data file.

2. 02 = Yes - A response of 02 is reported when the individual's WTW/REP program status is Active/Good Cause/Non-Compliance/Exempt Volunteer and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program is Active/Good Cause/Non-Compliance/Exempt Volunteer and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19B data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement month.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19B data file.

2.3.3 Execution Frequency

No Changes. This file runs monthly.

2.3.4 Key Scheduling Dependencies

N/A.

2.3.5 Counties Impacted

All CalSAWS counties.

2.3.6 Data Volume/Performance

Approximately 500,000 records are generated in the monthly Cal-OAR 19B data file.

2.3.7 Interface Partner

California Department of Social Services (CDSS).

2.3.8 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...)

2.4 Update the criteria of Cal-OAR 19C data elements

2.4.1 Overview

This section outlines the necessary modifications to the criteria of the data elements of Cal-OAR 19C sweep job (PB00C106) to report data in all WTW/REP program status.

2.4.2 Description of Change

1. Update the following fields in Cal-OAR 19C data file to report data for individuals in all WTW/REP program statuses. Note: All existing Cal-OAR 19C reporting criteria will not be changed except for the following that is mentioned.

- a. Received at Least One Transportation Service (WTW_V_TR)

This variable identifies individuals who did or did not receive at least one transportation service within one quarter of aid being granted.

- i. Additional reporting criteria:

1. The individual has a WTW/REP program in the measurement period.

- ii. Response options:

1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program in the measurement period and granted aid on previous quarter (WTW_V_A=02) but does not meet the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and granted aid on previous quarter but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19C data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program in the measurement period and granted aid on previous quarter (WTW_V_A=02) and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and granted aid on previous quarter and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19C data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement period.

For Example: A person who is active in CW program and does not have a WTW/REP program,

the batch job will send a '99' in the Cal-OAR 19C data file.

b. **Granted Aid in Previous Quarter (WTW_V_A)**

This variable identifies individuals who were or were not granted aid in the previous quarter.

i. **Additional Reporting criteria:**

1. The individual has a WTW/REP program in the measurement period.

ii. **Response options:**

1. 01 = No - A response of 01 is reported when it does not meet all the requirements in the reporting criteria.

For Example: A person who is active in CW program and does not have a WTW/REP program or does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19C data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19C data file.

2.4.3 Execution Frequency

No Changes. This file runs quarterly.

2.4.4 Key Scheduling Dependencies

N/A.

2.4.5 Counties Impacted

All CalSAWS counties.

2.4.6 Data Volume/Performance

Approximately 500,000 records are generated in the quarterly Cal-OAR 19C data file.

2.4.7 Interface Partner

California Department of Social Services (CDSS).

2.4.8 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...)

2.5 Update the criteria of Cal-OAR 19E data elements

2.5.1 Overview

This section outlines the necessary modifications to the criteria of the data elements of Cal-OAR 19E sweep job (PB00C110) to report data in all WTW/REP program status.

2.5.2 Description of Change

1. Update the following fields in Cal-OAR 19E data file to report data for individuals in all WTW/REP program statuses. Note: All existing Cal-OAR 19E reporting criteria will not be changed except for the following that is mentioned.
 - a. Child Care Need Indicated (CH_NEED)
This variable identifies individuals who did or did not indicate they have a need for childcare.
 - b. Stage One Child Care Received (CH_REC)
This variable identifies individuals who did or did not receive subsidized childcare services.
 - c. Eligible for Child Care (ECC)
This variable identifies individuals who were or were not eligible for childcare.
 - i. Additional reporting criteria:
 1. The individual has a WTW/REP program in the measurement period.
 - ii. Response options:

1. 01 = No - A response of 01 is reported when the individual has a WTW/REP program but does not meet the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status but does not meet all the requirements in the reporting criteria, the batch job will send a '01' in the Cal-OAR 19E data file.

2. 02 = Yes - A response of 02 is reported when the individual has a WTW/REP program and meets all the requirements in the reporting criteria.

For Example: A person who is active in CW program and has a WTW/REP program in any status and meets all the requirements in the reporting criteria, the batch job will send a '02' in the Cal-OAR 19E data file.

3. 99 = Not Applicable - A response of 99 is reported when the individual does not have a WTW/REP program in the measurement period.

For Example: A person who is active in CW program and does not have a WTW/REP program, the batch job will send a '99' in the Cal-OAR 19E data file.

2.5.3 Execution Frequency

No Changes. This file runs Semi-Annually.

2.5.4 Key Scheduling Dependencies

N/A.

2.5.5 Counties Impacted

All CalSAWS counties.

2.5.6 Data Volume/Performance

Approximately 600,000 records is generated in the semi-annual Cal-OAR 19E data file.

2.5.7 Interface Partner

California Department of Social Services (CDSS).

2.5.8 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...)

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-234996

Add Spanish Version of State Forms - Phase 1

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Narendar Sabbani
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/13/2022	1.0	Initial Revision	Narendar Sabbani

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Add CL 2 Spanish- Cal-Learn Program Requirements to the Template Repository- (04/1999).....	5
	2.1.1 Overview	5
	2.1.2 Description of Change.....	5
	2.2 Add CL 3 Spanish- Cal-Learn Notice of Participation Problem to the Template Repository- (04/1999).....	6
	2.2.1 Overview	6
	2.2.2 Description of Change.....	6
	2.3 Add CW 61 Spanish- Authorization to Release Medical Information to the Template Repository- (07/2001)	7
	2.3.1 Overview	7
	2.3.2 Description of Change.....	8
	2.4 Updates to M16-120A (06/2011) EBT Inactive Account Form	9
	2.4.1 Overview	9
	2.4.2 Description of Change.....	9
	2.5 Updates to M16-120B (06/2011) EBT Dormant Account.....	10
	2.5.1 Overview	10
	2.5.2 Description of Change.....	10
3	Supporting Documents	11
4	Requirements.....	12
	4.1 Migration Requirements.....	12

1 OVERVIEW

The purpose of this change is to add the Spanish Version of State Forms to CalSAWS.

1.1 Current Design

Currently the Forms are available in English Language in CalSAWS.

1.2 Requests

1. This effort is to implement the Spanish Version of the below State forms to CalSAWS.

Form Number
CL 2
CL 3
CW 61
M16-120A
M16-120B

2. Also Update the English version of M16-120A & M16-120B to (06/2011) from (08/08).

1.3 Overview of Recommendations

Research required to determine the number of State Forms and determine phased approach.

1.4 Assumptions

1. All Spanish Version forms will have the CalSAWS Standard Header similar to the current existing English Form.
2. Print options for Spanish Version forms will be same as existing English Form.
3. All the Requirements for the new Spanish forms will be the same as the existing English form.

2 RECOMMENDATIONS

2.1 Add CL 2 Spanish- Cal-Learn Program Requirements to the Template Repository- (04/1999)

2.1.1 Overview

Add CL 2 State Form in Spanish language to the CalSAWS system.

State Form: CL 2 (04/1999)

Form Title (Document List Page Displayed Name): Cal-Learn Program Requirements

Form Number: CL 2

Programs: Cal Learn

Forms Category: Forms

Languages: Spanish

Template Repository Visibility: All Counties

2.1.2 Description of Change

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

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

2. Add the following barcode options to the CL 2 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CL 2 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.2 Add CL 3 Spanish- Cal-Learn Notice of Participation Problem to the Template Repository- (04/1999)

2.2.1 Overview

Add CL 3 State Form in Spanish language to the CalSAWS system.

State Form: CL 3 (04/1999)

Form Title (Document List Page Displayed Name): Cal-Learn Notice of Participation Problem

Form Number: CL 3

Programs: Cal Learn

Forms Category: Forms

Languages: Spanish

Template Repository Visibility: All Counties

2.2.2 Description of Change

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #2 for PDF Mockups

2. Add the following barcode options to the CL 3 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CL 3 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.3 Add CW 61 Spanish- Authorization to Release Medical Information to the Template Repository- (07/2001)

2.3.1 Overview

Add CW 61 State Form in Spanish language to the CalSAWS system.

State Form: CW 61 (07/2001)

Form Title (Document List Page Displayed Name): Authorization to Release Medical Information

Form Number: CW 61

Programs: CalWORKs, REP, Welfare to Work

Forms Category: Forms

Languages: Spanish

Template Repository Visibility: All Counties

2.3.2 Description of Change

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #3 for PDF Mockups

2. Add the following barcode options to the CW 61 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CW 61 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.4 Updates to M16-120A (06/2011) EBT Inactive Account Form

2.4.1 Overview

This effort is to update the existing M16-120A English form to match with latest revision (06/2011) and add new M16-120A State Form in Spanish language to the CalSAWS system.

State Form: M16-120A (06/2011)

Form Title (Document List Page Displayed Name): EBT Inactive Account

Form Number: M16-120A

Programs: CalWORKs, CAPI, RCA, General Assistance/General Relief

Forms Category: Forms

Languages: English, Spanish

Template Repository Visibility: All Counties

2.4.2 Description of Change

1. Update existing M16-120A English form XDP to match with the latest state version of (06/2011) See Supporting Document #4.

2. Create M16-120A form XDP in Spanish language

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #4 for PDF Mockups

3. Add the following barcode options to the M16-120A Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the M16-120A 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.5 Updates to M16-120B (06/2011) EBT Dormant Account

2.5.1 Overview

This effort is to update the existing M16-120B English form to match with latest revision (06/2011) and add new M16-120B State Form in Spanish language to the CalSAWS system.

State Form: M16-120B (06/2011)

Form Title (Document List Page Displayed Name): EBT Dormant Account

Form Number: M16-120B

Programs: CalWORKs, CAPI, RCA, General Assistance/General Relief

Forms Category: Forms

Languages: English, Spanish

Template Repository Visibility: All Counties

2.5.2 Description of Change

1. Update existing M16-120B English form XDP to match with the latest state version of (06/2011) See Supporting Document #5.
2. Create M16-120B form XDP in Spanish language
 - Form Header:** CalSAWS Standard Header #1
 - Include NA Back 9:** No
 - Form Mockups/Examples:** See Supporting Documents #5 for PDF Mockups
3. Add the following barcode options to the M16-120B Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the M16-120B 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CL 2 Spanish	CL2_SP.pdf
2	Correspondence	CL 3 Spanish	CL3_SP.pdf
3	Correspondence	CW 61	CW61_SP.pdf

4	Correspondence	M16-120A	M16-120A_EN.pdf M16-120A_SP.pdf
5	Correspondence	M16-120B	M16-120B_EN.pdf M16-120B_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235436 DDID 2319 FDS: GA/GR – Group 5
Forms Design

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Stephanie Hugo
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/2/2021	1.0	Initial revision	Stephanie Hugo

Table of Contents

1	Overview	4
1.1	Current Design	4
1.2	Requests	4
1.3	Overview of Recommendations	4
1.4	Assumptions	4
2	Recommendations	5
2.1	Add Online Forms Triggers for the start of Vendor Payments	5
2.1.1	Overview	5
2.1.2	Correspondence Information.....	5
2.1.3	Description of Change.....	5
2.2	Add Online Form trigger for GA Disc Letter to Vendor.....	5
2.2.1	Overview	5
2.2.2	Correspondence Information.....	6
2.2.3	Description of Change.....	6
2.3	Add Correspondence Records of Manual-Only Correspondences to CalSAWS	7
3	Supporting Documents	9
4	Requirements	10
4.1	Migration Requirements.....	10

1 OVERVIEW

This SCR will implement the fifth group of Non-EDBC triggers and Manual-Only correspondences for the GA/GR Automated EDBC/CC Program.

1.1 Current Design

The 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 GROW program.

1.2 Requests

A new GA/GR Automated 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 add additional Non-EDBC and Manual correspondence triggers through either online or batch.

1.3 Overview of Recommendations

1. Add Online Forms Triggers for the start of Vendor Payments
2. Add Online Form trigger for GA Disc Letter to Vendor
3. Add Online Form Trigger for the Housing Assistance Voucher
4. Add Online Form Triggers for the Recovery Account Activation Reasons
5. Add New Recovery Account Reasons for GA/GR
6. Additional Correspondences Triggered for Recovery Account Reasons

1.4 Assumptions

1. All the changes in this SCR will not affect the Los Angeles GA, GA (Managed) and GA (Non-Managed) programs.
2. This SCR will only implement triggers based on the existing CalWIN GA/GR Correspondences. Verbiage and format was covered in SCR CA-215920.
3. All triggers are based on current existing triggers in CalWIN.
4. The triggers will only be available to cases from counties that are mentioned in the recommendation's respective "Correspondence Information" section.
5. The functionality of this SCR will be disabled until activated by the system date enabling the GA/GR Automated EDBC/CC Solution implemented in CA-215687.
6. Miscellaneous Parameter implementation and functionality was implemented in SCR CA-215920 covering the technical details of the GA/GR Correspondence Functionality on the CalSAWS side.
7. This SCR follows the general Online Non-EDBC Correspondence Generation recommendation (rec. 2.1) from CA-215670.

2 RECOMMENDATIONS

2.1 Add Online Forms Triggers for the start of Vendor Payments

2.1.1 Overview

These forms are triggered when a vendor payment for housing/utilities is starting on the GA/GR Automated EDBC/CC Program.

2.1.2 Correspondence Information

Reason Code	County	Category	NOA Action	Document Name	Number	Template
700033	Alameda	Forms	N/A	GA Notice to Recipient - Begin Vendor Pay Rent	737 0 (10-14)	314250
700036	Sonoma	Forms	N/A	GA Information Letter to Vendor - Payments Start	761-1 (01/00)	506980
700046	Alameda	Forms	N/A	GA Notice to Landlord - Begin Vendor Pay Rent	902-1 (03-03)	506983
700046	Sacramento	Forms	N/A	Approve GA Vendor Payment	GA 2000_34F	607420

2.1.3 Description of Change

Trigger the correspondence for the respective counties upon "Save and Continue" of an EDBC and the following conditions are met:

1. There is an EDBC for a GA/GR Automated EDBC/CC Program that is "**Active**".
2. There is a Money Management section on the current GA/GR EDBC.
3. If there is a previous EDBC, check if there is no money management section on that previous EDBC.
4. The money management vendor type is either:
 - a. Direct Rent
 - b. Utilities
 - c. Board and Care
 - d. Drug and Alcohol

2.2 Add Online Form trigger for GA Disc Letter to Vendor

2.2.1 Overview

This form is triggered when a vendor payment for housing/utilities has stopped on the GA/GR program.

2.2.2 Correspondence Information

Reason Code	County	Category	NOA Action	Document Name	Number	Template
700037	Sonoma	Forms	N/A	GA Disc Letter to Vendor	762-2 (09/99)	506981

2.2.3 Description of Change

Trigger the correspondence for the respective counties upon "Save and Continue" of an EDBC and the following conditions are met:

1. There is an EDBC for a GA/GR Automated EDBC/CC Program that is "**Active**" or "**Discontinued**".
2. There is no Money Management section on the current GA/GR EDBC.
3. There is a Money Management section on the previous EDBC.
4. The money management vendor type is either:
 - a. Direct Rent
 - b. Utilities
 - c. Board and Care
 - d. Drug and Alcohol

2.3 Add Online Form Trigger for the Housing Assistance Voucher

2.3.1 Overview

This form is triggered when a GA/GR program is approved for the first time and has a Vendor Payment.

2.3.2 Correspondence Information

Reason Code	County	Category	NOA Action	Document Name	Number	Template
700009	Santa Clara	Forms	N/A	Housing Assistance Voucher	GA 39 (09/92)	502963
700010	Alameda	Forms	N/A	Request for Vendor Payment of Rent	30-47	500143

2.3.3 Description of Change

Trigger the correspondence for the respective counties upon "Save and Continue" of an EDBC and the following conditions are met:

1. There is an EDBC for a GA/GR Automated EDBC/CC Program that is "**Active**".
2. The program was "**Pending**" prior to the current EDBC.

3. There is a Money Management section on the current GA/GR EDBC.
4. The money management vendor type is either:
 - a. Direct Rent
 - b. Utilities
 - c. Board and Care
 - d. Drug and Alcohol

2.4 Add Online Form Triggers for the Recovery Account Activation Reasons

2.4.1 Overview

The following forms are triggered upon activation of a recovery account, depending on the Recovery Account Cause Code and Reason.

2.4.2 Correspondence Information

See supporting document "CA-235436 - Correspondence Mapping to Recovery Account Reasons.xlsx"

2.4.3 Description of Change

Trigger the corresponding reason code for the corresponding county (in Supporting Document 1) upon saving the "Recovery Account Detail" page when the following conditions are met:

- a. The recovery account is for a GA/GR Automated EDBC/CC Program.
- b. If the Program Status column in the supporting document is "**Open**" the correspondence will only trigger for programs that are "**Pending**" or "**Active**". If the column is "**Closed**" it will only trigger for programs that are "**Denied**" or "**Discontinued**".
- c. The Recovery Account Status is "**Active**".
- d. The Cause Code is set to the corresponding Cause Code in Supporting Document 1.
- e. The Reason is set to the corresponding Reason in the supporting document.
- f. Either of the following is true:
 - a. A Recovery Account becomes "**Active**" for the first time and meets all of the above conditions.
 - or
 - b. An existing "**Active**" Recovery Account is updated and the **Cause Code/Reason** were updated in a way that triggers a new or different reason code from Supporting Document 1.

2.5 Add New Recovery Account Reasons for GA/GR

2.5.1 Overview

As part of recommendation 2.4 new recovery account reasons need to be added to accommodate specific correspondences that need to trigger for sponsor-related scenarios.

2.5.2 Description of Change

Add the following Recovery Account reasons to the "Reason" dropdown on the Recovery Account Detail page:

- Sponsored Non-Citizen – Earned Income
- Sponsored Non-Citizen – Unearned Income
- Sponsored Non-Citizen – Household Change
- Sponsored Non-Citizen – Fleeing Felon
- Sponsored Non-Citizen – Other Eligibility Factors
- Sponsored Non-Citizen - Housing Expenses

Activation of a recovery account with any of these as the Reason selected will trigger the corresponding notice based on recommendation 2.4.

2.6 Additional Correspondences Triggered for Recovery Account Reasons

2.6.1 Overview

When specific reason codes are triggered from the Recovery Account activation scenario (Recommendation 2.4) there are accompanying reason codes that will need to trigger at the same time. These reason codes are listed below.

2.6.2 Correspondence Information

Reason Code (A)	County	Category	NOA Action	Document Name	Number	Template	Prerequisite Reason Code (B)
X30022	Placer	Notice of Action	Over Payment	GR Overpayment Demand Notice	909-0	608591	X3C023 X3C024 X3C026 X3C027
X30024	Placer	Notice of Action	Over Payment	GR Overpayment Demand Notice	909-0	608591	X3C042 X3C050
X30025	Placer	Notice of Action	Over Payment	GR Overpayment Demand Notice	909-0	608591	X3C043 X3C051

X30026	Placer	Notice of Action	Over Payment	GR Overpayment Demand Notice	909-0	608591	X3C044 X3C051
--------	--------	------------------	--------------	------------------------------	-------	--------	------------------

2.6.3 Description of Change

Trigger the corresponding reason code **(A)** for Placer county when any of the Prerequisite Reason Codes in **(B)** have been triggered through the Recovery Account Activation Reasons (Recommendation 2.4).

All reason codes in **(B)** trigger the below document information:

County	Category	NOA Action	Document Name	Number	Template
Placer	Notice Of Action	Change	Overpayment Adjustment General Relief	774-1	608592

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	This file maps the Recovery Account Cause Codes and Reasons to the Appropriate Reason Codes that will trigger a Notice.	CA-235436 - Correspondence Mapping to Recovery Account Reasons.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2319	<p>The CONTRACTOR shall update the CalSAWS Software with current available automated CalWIN county specific NOA's and Forms associated to their GA/GR program.</p> <p>The CONTRACTOR shall update the CalSAWS software to trigger an interface to a "Correspondence Service" to generate the automated CalWIN County specific Forms/NOAs generate county specific NOAs and Forms based upon each county's eligibility rules.</p>	<p>Correspondence:</p> <p>1. There are a total of 180 non EDBC triggered forms of which</p> <ul style="list-style-type: none"> • 53 forms will be manually generated from template repository. • 93 forms will be triggered from CalSAWS and generated through DXC service. • 34 forms will use current CalSAWS triggers and the corresponding version available. <p>2. All GA/GR specific and combo program State forms will be triggered/generated through CalSAWS except if any form is customized by county already in CalWIN. In that case, DXC service will be called just for that county alone to generate the form PDF.</p> <p>3. All GA/GR specific and combo program Non-State forms will be generated through DXC service. Whenever required CalSAWS will call the GA/GR Correspondence service</p>	<p>This requirement is met based on the "NOAs listed in Appendix A" supplemented by the functionality described in this design document.</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		<p>with all the data related to the case.</p> <p>4. New functionality will be added to CalSAWS to determine form generation based on county.</p> <p>5. All CalSAWS generated state forms will not have capability to add/modify data elements by user. The existing CalSAWS capability to append text to the NOA pdf will be available to the user.</p> <p>6.If any manual variables are needed, print queue will be accessed through iFrame by calling DXC service where user will be able to add manual variables.</p> <p>Entire case data including office related information will be sent to DXC service for each form/NOA trigger.</p>	

*Note: DXC is now referred to as Gainwell

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235634

Add Spanish Version of State Forms - Phase 2

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nagesha S
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/18/2022	1.0	Initial Draft	Nagesha S

Table of Contents

1	OverviewW.....	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions.....	4
2	Recommendations.....	5
	2.1 Add Form ARC 2 in Spanish Language	5
	2.1.1 Overview	5
	2.1.2 Create Form ARC 2 XDP in Spanish language	5
	2.2 Add Form CF 377.7D1 in Spanish Language.....	6
	2.2.1 Overview	6
	2.2.2 Create Form CF 377.7D1 XDP in Spanish language.....	6
	2.3 Add Form CL 10 in Spanish Language	7
	2.3.1 Overview	7
	2.3.2 Create Form CL 10 XDP in Spanish language	8
	2.4 Add Form CL 4 in Spanish Language	8
	2.4.1 Overview	8
	2.4.2 Create Form CL 4 XDP in Spanish language	9
	2.5 Add Form CL 8 in Spanish Language	10
	2.5.1 Overview	10
	2.5.2 Create Form CL 8 XDP in Spanish language	10
	2.6 Add Form CW 81 in Spanish Language.....	11
	2.6.1 Overview	11
	2.6.2 Create Form CW 81 XDP in Spanish language	11
	2.7 Add Form CW 103 in Spanish Language.....	12
	2.7.1 Overview	12
	2.7.2 Create Form CW 103 XDP in Spanish language.....	13
3	Supporting Documents	14
4	Requirements.....	14
	4.1 Migration Requirements.....	14

1 OVERVIEW

The purpose of this change is to add the Spanish Version of State Forms to CalSAWS.

1.1 Current Design

Currently the Forms are available in English Language in CalSAWS.

1.2 Requests

This effort is to implement the Spanish Version of the below State forms to CalSAWS.

Form Number
ARC 2
CF 377.7D1
CL 10
CL 4
CL 8
CW 81
CW 103

1.3 Overview of Recommendations

Research required to determine the number of State Forms and determine phased approach.

1.4 Assumptions

1. All Spanish Version forms will have the CalSAWS Standard Header similar to the current existing English Form.
2. Print options for Spanish Version forms will be same as existing English Form.
3. All the Requirements for the new Spanish forms will be the same as the existing English form.

2 RECOMMENDATIONS

2.1 Add Form ARC 2 in Spanish Language

2.1.1 Overview

Add ARC 2 State Form in Spanish language to the CalSAWS system.

State Form: ARC 2 (11/2016)

Form Title (Document List Page Displayed Name): Redetermination Statement of Facts Supporting Eligibility for ARC Funding Option Program

Form Number: ARC 2

Programs: Foster Care

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.1.2 Create Form ARC 2 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1
(DCFS_Header_1_EN_LOGO)

Include NA Back 9: No

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

2. Add the following barcode options to the ARC 2 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the ARC 2 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: Y

Post to YBN/C4Y: No

2.2 Add Form CF 377.7D1 in Spanish Language

2.2.1 Overview

Add CF 377.7D1 State Form in Spanish language to the CalSAWS system.

State Form: CF 377.7D1(01/2014)

Form Title (Document List Page Displayed Name): CalFresh Overissuance Notice-Admin Error occurring from 10/1/96 to 02/28/00

Form Number: CF 377.7D1

Programs: CalFresh

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.2.2 Create Form CF 377.7D1 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG_SP)

Form Mockups/Examples: See Supporting Documents #2 for PDF Mockups

2. The Variable Population for CF 377.7D1, English Form will carry over to the Spanish version.

3. Add the following barcode options to the CF 377.7D1Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the CF 377.7D1Form:

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
 Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
 Enclosures: N/A
 Electronic Signature: N
 Post to YBN/C4Y: No

2.3 Add Form CL 10 in Spanish Language

2.3.1 Overview

Add CL 10 State Form in Spanish language to the CalSAWS system.

State Form: CL 10 (04/1999)

Form Title (Document List Page Displayed Name): Cal-Learn Notice of Exemption/Deferral

Form Number: CL 10

Programs: Cal-Learn

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.3.2 Create Form CL 10 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG_SP)

Form Mockups/Examples: See Supporting Documents #3 for PDF Mockups

2. The Variable Population for CL 10, English Form will carry over to the Spanish version.

3. Add the following barcode options to the CL 10 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the CL 10 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.4 Add Form CL 4 in Spanish Language

2.4.1 Overview

Add CL 4 State Form in Spanish language to the CalSAWS system.

State Form: CL 4 (04/1999)

Form Title (Document List Page Displayed Name): Cal-Learn Informing Notice to Parent/Legal Guardian of Cal-Learn Participant

Form Number: CL 4

Programs: Cal-Learn

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.4.2 Create Form CL 4 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #4 for PDF Mockups

2. The Variable Population for CL 4, English Form will carry over to the Spanish version.

3. Add the following barcode options to the CL 4 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the CL 4 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
Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N
Post to YBN/C4Y: No

2.5 Add Form CL 8 in Spanish Language

2.5.1 Overview

Add CL 8 State Form in Spanish language to the CalSAWS system.

State Form: CL 8 (03/2019)

Form Title (Document List Page Displayed Name): Cal-Learn Notice of Report Card Submittal Schedule

Form Number: CL 8

Programs: Cal-Learn

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.5.2 Create Form CL 8 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #5 for PDF Mockups

2. Add the following barcode options to the CL 8 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CL 8 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.6 Add Form CW 81 in Spanish Language

2.6.1 Overview

Add CW 81 State Form in Spanish language to the CalSAWS system.

State Form: CW 81 (04/2010)

Form Title (Document List Page Displayed Name): Property Lien

Form Number: CW 81

Programs: CalWORKs, Refugee Cash Assistance (RCA)

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.6.2 Create Form CW 81 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #6 for PDF Mockups

2. The Variable Population for CW 81 English Form will carry over to the

Spanish version.

3. Add the following barcode options to the CW 81 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the CW 81 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

T Sign Indicator: Y

Post to YBN/C4Y: No

2.7 Add Form CW 103 in Spanish Language

2.7.1 Overview

Add CW 103 State Form in Spanish language to the CalSAWS system.

State Form: CW 103 (11/2009)

Form Title (Document List Page Displayed Name): Transitional Medi-Cal

Form Number: CW 103

Programs: Medi-Cal

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.7.2 Create Form CW 103 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #7 for PDF Mockups

2. Add the following barcode options to the CW 103 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CW 103 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	ARC 2	ARC2_SP.pdf
2	Correspondence	CF 377.7D1	CF377.7D1_SP.pdf
3	Correspondence	CL 10	CL10_SP.pdf
4	Correspondence	CL 4	CL4_SP.pdf
5	Correspondence	CL 8	CL8_SP.pdf
6	Correspondence	CW 81	CW81_SP.pdf
7	Correspondence	CW 103	CW103_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235636

Add Spanish Version of State Forms - Phase 3

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nagesha S
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/19/2022	1.0	Initial Draft	Nagesha S

Table of Contents

1	Overview	5
1.1	Current Design	5
1.2	Requests	5
1.3	Overview of Recommendations	5
1.4	Assumptions	5
2	Recommendations	6
2.1	Add Form M16-120C in Spanish Language	6
2.1.1	Overview	6
2.1.2	Create Form M16-120C XDP in Spanish language	6
2.2	Add Form NA 841 in Spanish Language	7
2.2.1	Overview	7
2.2.2	Create Form NA 841 XDP in Spanish language	7
2.3	Add Form NA 1261B in Spanish Language	8
2.3.1	Overview	8
2.3.2	Create Form NA 1261B XDP in Spanish language	8
2.4	Add Form NA 1277 in Spanish Language	9
2.4.1	Overview	9
2.4.2	Create Form NA 1277 XDP in Spanish language	10
2.5	Add Form WTW 4 in Spanish Language	10
2.5.1	Overview	10
2.5.2	Create Form WTW 4 XDP in Spanish language	11
2.6	Add Form WTW 10 in Spanish Language	12
2.6.1	Overview	12
2.6.2	Create Form WTW 10 XDP in Spanish language	12
2.7	Add Form WTW 20 in Spanish Language	13
2.7.1	Overview	13
2.7.2	Create Form WTW 20 XDP in Spanish language	13
2.8	Add Form WTW 29 in Spanish Language	14
2.8.1	Overview	14
2.8.2	Create Form WTW 29 XDP in Spanish language	14
2.9	Add Form WTW 32 in Spanish Language	15
2.9.1	Overview	15

2.9.2	Create Form WTW 32 XDP in Spanish language	16
3	Supporting Documents	17
4	Requirements.....	17
4.1	Migration Requirements.....	17

1 OVERVIEW

The purpose of this change is to add the Spanish Version of State Forms to CalSAWS.

1.1 Current Design

Currently the Forms are available in English Language in CalSAWS.

1.2 Requests

This effort is to implement the Spanish Version of the below State forms to CalSAWS.

Form Number
M16-120C
NA 841
NA 1261B
NA 1277
WTW 4
WTW 10
WTW 20
WTW 29
WTW 32

1.3 Overview of Recommendations

Research required to determine the number of State Forms and determine phased approach.

1.4 Assumptions

1. All Spanish Version forms will have the CalSAWS Standard Header similar to the current existing English Form.
2. Print options for Spanish Version forms will be same as existing English Form.
3. All the Requirements for the new Spanish forms will be the same as the existing English form.

2 RECOMMENDATIONS

2.1 Add Form M16-120C in Spanish Language

2.1.1 Overview

Add M16-120C State Form in Spanish language to the CalSAWS system.

State Form: M16-120C (08/2008)

Form Title (Document List Page Displayed Name): EBT Reactivate Account

Form Number: M16-120C

Programs: CAPI, CalWORKs, General Assistance/General Relief, RCA

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.1.2 Create Form M16-120C XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG_SP)

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

2. The Variable Population for M16-120C English Form will carry over to the Spanish version.
3. Add the following barcode options to the M16-120C Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the M16-120C 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
Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N
Post to YBN/C4Y: No

2.2 Add Form NA 841 in Spanish Language

2.2.1 Overview

Add NA 841 State Form in Spanish language to the CalSAWS system.

State Form: NA 841 (03/2014)

Form Title (Document List Page Displayed Name): GAIN Volunteer Suspension

Form Number: NA 841

Programs: CalWORKs, Welfare to Work

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.2.2 Create Form NA 841 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG_SP)

Form Mockups/Examples: See Supporting Documents #2 for PDF Mockups

2. The Variable Population for NA 841 English Form will carry over to the Spanish version.

3. Add the following barcode options to the NA 841 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the NA 841 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: Y

2.3 Add Form NA 1261B in Spanish Language

2.3.1 Overview

Add NA 1261B State Form in Spanish language to the CalSAWS system.

State Form: NA 1261B (01/2016)

Form Title (Document List Page Displayed Name): Notice of Action Fiscal Form

Form Number: NA 1261B

Programs: Kin-GAP

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.3.2 Create Form NA 1261B XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #3 for PDF

Mockups

2. Add the following barcode options to the NA 1261B Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the NA 1261B 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: N

2.4 Add Form NA 1277 in Spanish Language

2.4.1 Overview

Add NA 1277 State Form in Spanish language to the CalSAWS system.

State Form: NA 1277 (01/2016)

Form Title (Document List Page Displayed Name): ARC Overpayment

Form Number: NA 1277

Programs: Foster Care

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.4.2 Create Form NA 1277 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG_SP)

Form Mockups/Examples: See Supporting Documents #4 for PDF Mockups

2. The Variable Population for NA 1277 English Form will carry over to the Spanish version.

3. Add the following barcode options to the NA 1277 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the NA 1277 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: N

2.5 Add Form WTW 4 in Spanish Language

2.5.1 Overview

Add WTW 4 State Form in Spanish language to the CalSAWS system.

State Form: WTW 4 (08/2004)

Form Title (Document List Page Displayed Name): NOTICE TO OTHER PARENT

Form Number: WTW 4

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.5.2 Create Form WTW 4 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #5 for PDF Mockups

2. The Variable Population for WTW 4 English Form will carry over to the Spanish version.

3. Add the following barcode options to the WTW 4 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the WTW 4 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: N

2.6 Add Form WTW 10 in Spanish Language

2.6.1 Overview

Add WTW 10 State Form in Spanish language to the CalSAWS system.

State Form: WTW 10 (07/1999)

Form Title (Document List Page Displayed Name): Request for Welfare to Work Third-Party Assessment

Form Number: WTW 10

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.6.2 Create Form WTW 10 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #6 for PDF Mockups

2. Add the following barcode options to the WTW 10 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the WTW 10 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A
Outgoing Envelope Type: Standard
Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: N
Post to YBN/C4Y: N

2.7 Add Form WTW 20 in Spanish Language

2.7.1 Overview

Add WTW 20 State Form in Spanish language to the CalSAWS system.

State Form: WTW 20 (11/2005)

Form Title (Document List Page Displayed Name): Permission to Release Learning Disabilities Information

Form Number: WTW 20

Programs: Cal-Learn, REP, Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.7.2 Create Form WTW 20 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #7 for PDF Mockups

2. Add the following barcode options to the WTW 20 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the WTW 20 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: Y

Post to YBN/C4Y: N

2.8 Add Form WTW 29 in Spanish Language

2.8.1 Overview

Add WTW 29 State Form in Spanish language to the CalSAWS system.

State Form: WTW 29 (08/2015)

Form Title (Document List Page Displayed Name): PLAN TO MEET WELFARE-TO-WORK RULES AND GET MY CASH AID BACK

Form Number: WTW 29

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.8.2 Create Form WTW 29 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #8 for PDF Mockups

2. Add the following barcode options to the WTW 29 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the WTW 29 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

T Sign Indicator: Y

Post to YBN/C4Y: Y

2.9 Add Form WTW 32 in Spanish Language

2.9.1 Overview

Add WTW 32 State Form in Spanish language to the CalSAWS system.

State Form: WTW 32 (10/2003)

Form Title (Document List Page Displayed Name): Welfare To Work Compliance Plan

Form Number: WTW 32

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.9.2 Create Form WTW 32 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #9 for PDF Mockups

2. Add the following barcode options to the WTW 32 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the WTW 32 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

T Sign Indicator: Y

Post to YBN/C4Y: N

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	M16-120C	M16-120C_SP.pdf
2	Correspondence	NA 841	NA841_SP.pdf
3	Correspondence	NA 1261B	NA1261B_SP.pdf
4	Correspondence	NA 1277	NA1277_SP.pdf
5	Correspondence	WTW 4	WTW4_SP.pdf
6	Correspondence	WTW 10	WTW10_SP.pdf
7	Correspondence	WTW 20	WTW20_SP.pdf
8	Correspondence	WTW 29	WTW29_SP.pdf
9	Correspondence	WTW 32	WTW32_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235654

Update the eCAPS VCC1 Logic (LA County
Only)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Eric Wu
	Reviewed By	Sidhant Garg, Kapil Santosh

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/08/2021	1.0	Initial Version	Eric Wu
12/20/2021	1.1	Adding new recommendation for reports impact	Thao Ta

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Daily Vendor/Participant Demographics Change Batch (PB19F223)	5
	2.1.1 Overview	5
	2.1.2 Description of Change.....	5
	2.1.3 Execution Frequency.....	6
	2.1.4 Key Scheduling Dependencies	6
	2.1.5 Counties Impacted	6
	2.1.6 Data Volume/Performance.....	6
	2.1.7 Interface partner	6
	2.1.8 Failure Procedure/Operational Instructions.....	6
	2.2 eCAPS Vendor Customer Modification Report	6
	2.2.1 Overview	6
	2.2.2 Description of Change.....	6
	2.2.3 Report Location	7
	2.2.4 Counties Impacted	7
	2.2.5 Security Updates.....	7
	2.2.6 Report Usage/Performance	7
3	Supporting Documents	7
4	Requirements.....	7
	4.1 Project Requirements.....	7
5	Migration Impacts	8
6	Outreach.....	8
7	Appendix.....	9

1 OVERVIEW

1.1 Current Design

Los Angeles County interfaces with their Auditor Controller through the Electronic Countywide Accounting and Purchasing System (eCAPS) interfaces. The Vendor Customer Creation file (VCC1) is used to create new vendors in eCAPS. The system identifies new providers daily and submits them to eCAPS through the VCC1 file.

After the C-IV Counties migration to CalSAWS, the system submits vendors that are created for other counties to L.A. Auditor Controller.

1.2 Requests

1. Update the Daily Vendor/Participant Demographics Change Batch to only capture new vendors that are authorized by L.A county via the Approved for County Use List page. These vendors will then be sent to LA County Auditor Controller via the eCAPS VCC1.

1.3 Overview of Recommendations

1. Update the Daily Vendor/Participant Demographics Change Batch to only capture new vendors that are authorized by L.A county via the Approved for County Use List page. These vendors will then be sent to LA County Auditor Controller via the eCAPS VCC1.
2. Update the eCAPS Vendor Customer Modification Report to only capture vendors that are authorized by L.A. county.

1.4 Assumptions

1. After this update, L.A. county is required to approve vendors via the Approved for County Use List Page in order to create new vendors in eCAPS.
2. Vendors that are already established in eCAPS do not need to be approved by counties.
3. Any other reports impact will need to be captured in a separate SCR.
4. The report changes for this SCR will occur in the old reporting tool B.I. Publisher with this SCR's deployment since that is the tool that is currently in production and this report has not been replatformed via hard-launch into the new QLIK reporting tool yet. The analytics replatforming effort will make the same report changes to their replatformed version of this report for its hard-launch into production.

2 RECOMMENDATIONS

2.1 Daily Vendor/Participant Demographics Change Batch (PB19F223)

2.1.1 Overview

The Daily Vendor/Participant Demographics Change Batch captures new vendors (Money Management or Foster Care) added, updates made to vendor's name or mailing address, or participant's name or mailing address. This information captured will be used by eCAPS VCC1, VCM1 writer jobs to process the daily records.

Below describe required updates to have the batch to only capture new vendors that are authorized by L.A. county. This enhancement is to capture vendors approved during the day for LA County via the Approved for County Use List Page. These are primarily the vendors which are not established with eCAPS yet.

2.1.2 Description of Change

- 1) Update the batch logic to capture Money Management vendors or Foster Care Vendors that are approved by the L.A. via the Approved for County Use List Page. These are primarily the vendors which are not established with eCAPS yet. These vendors will have modification type of "New Vendor".

The batch will capture a new vendor when the following conditions are met:

- a. The vendor is in "Active" status.
- b. The vendor is approved for the county use.

Please see below examples:

- An ABC Vendor with active status is approved by the users on day1. This record will be included in VCC1 on day1.
- An ABC Vendor with **pending** status is approved by the users on day1 and is activated on day 5. This record will be included in VCC1 on day5.

Note:

- a. To approve a vendor, users will need to add an Approval status "YES" on the Approved for County Use List page.
- b. The existing batch logic will capture a new Foster Care vendor if the payment method is "Direct Deposit." However, eCAPS number is required to set up direct deposit accounts in CalSAWS. Therefore, FC resources with the Direct Deposit payment method should already be established in eCAPS.

2.1.3 Execution Frequency

No Change.

2.1.4 Key Scheduling Dependencies

No Change.

2.1.5 Counties Impacted

Los Angeles County

2.1.6 Data Volume/Performance

No Change.

2.1.7 Interface partner

Electronic Countywide Accounting and Purchasing System (eCAPS)

2.1.8 Failure Procedure/Operational Instructions

No Change.

2.2 eCAPS Vendor Customer Modification Report

2.2.1 Overview

The eCAPS Vendor Customer Modification Report is a daily scheduled report that provides a list of modified or created DPSS and DCFS vendors. This report is used only by L.A. county.

This section will update the base population of the report to pick up only vendors that are authorized by L.A. county. No cosmetic changes are made.

2.2.2 Description of Change

- 1) Update the base population of the eCAPS Vendor Customer Modification Report to only capture vendors that are authorized by L.A. county only.

Note: Non-vendors in this report should not be affected by this requirement.

Technical Note: The L.A. county approved vendors for the reports can be identified with the following conditions:

- a. ORG_APPRVD.APPRVD_IND = Y
- b. ORG_APPRVD.COUNTY_CODE = 19
- c. Use the MAX(ORG_APPRVD.RECRD_CREATE_DATE) for a given ORG_ID

2.2.3 Report Location

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

2.2.4 Counties Impacted

Los Angeles County

2.2.5 Security Updates

No change.

2.2.6 Report Usage/Performance

No significant impact to performance.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
N/A			

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.5.5	The LRS shall allow COUNTY-specified Users to create and maintain Vendor profiles, including: a. Vendor ID;	This requirement is met by enhancing the system to only

	<ul style="list-style-type: none"> b. Vendor name; c. Vendor license information; d. Vendor address and telephone number(s); e. Vendor contact name(s) and other contact information; f. Service Planning Area (SPA); g. Supervisorial district; h. Geographic Information System (GIS); i. Type of provider; j. Range of services; k. Vendor-specific rates and capacity; l. Languages provided; m. Vendor tax information, including taxpayer ID; n. eCAPS Vendor ID; and o. Contract number, reporting code, and sub-reporting code. 	submit vendors that are authorized by the county.
2.24.1.11	The LRS shall support all reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures, including statistical, operational, workload, and fiscal reports.	This requirement is met by updating the fiscal report to reflect only the vendors that are authorized by the county.

5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?
N/A					

6 OUTREACH

N/A

7 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235841

BenefitsCal – API for IRT

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Gillian Noelle Bendicio, Thomas Lazio
	Reviewed By	Hisashi Horino, Derek Goering, Richard Weeks, William Baretzky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/10/2021	.1	Initial Revision	Gillian Noelle Bendicio
01/11/2022	.2	Updated Sections 2.1 and 2.2 to add IRT Indicator and IRT Value fields	Tom Lazio
01/25/2022	.3	Removed new table creation and DCR (2.1 and 2.2 previously). Added 2.1 for generating a query that retrieves IRT. Updated 2.5 IRT API response description.	Gillian Noelle Bendicio, Jason Francis

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
	Recommendations.....	5
	2.1 Enhance Portal Services to Identify the Latest IRT Information for a Program	5
	2.1.1 Overview	5
	2.1.2 Description of Changes	5
	2.1.3 Programs Impacted	5
	2.1.4 Performance Impacts	6
	2.2 IRT API.....	6
	2.2.1 Overview	6
	2.2.2 Description of Change.....	6
	2.2.3 Execution Frequency.....	7
	2.2.4 Key Scheduling Dependencies.....	7
	2.2.5 Counties Impacted	7
	2.2.6 Data Volume/Performance.....	7
	2.2.7 Interface Partner.....	7
	2.2.8 Failure Procedure/Operational Instructions.....	7
	2.3 Automated Regression Test.....	8
	2.3.1 Overview	8
	2.3.2 Description of Change.....	8
3	Supporting Documents	9
4	Requirements.....	10
	4.1 Project Requirements.....	10
	4.2 Migration Requirements.....	10
5	Migration Impacts	11
6	Outreach.....	12
7	Appendix.....	13

1 OVERVIEW

This SCR will implement a web service that will provide a customer's Income Reporting Threshold (IRT) to the BenefitsCal Portal.

1.1 Current Design

When a customer is receiving cash aid and/or CalFresh benefits, they must report within 10 days to CalSAWS when their total income exceeds a certain level. They will need to report anytime their household's total monthly income is more than their current IRT. The IRT is calculated when EDBC is run for their case.

1.2 Requests

BenefitsCal requests an ability to pull the latest IRT information for a case, from CalSAWS.

1.3 Overview of Recommendations

1. Add a database query to extract the latest IRT from the CalWORKs and CalFresh programs.
2. Create a new API to send the latest IRT information to the BenefitsCal portal.

1.4 Assumptions

1. The API created in this SCR is for BenefitsCal use. The YBN portal will not be impacted by this change.
2. The new IRT value may not be updated for overwritten or manual EDBCs.
3. The Refugee Cash Assistance (RCA) program is currently not supported in the BenefitsCal portal.
4. The API will display the calculated EDBC IRT which may not match the IRT value of a manually generated SAR2/AR2.

2 RECOMMENDATIONS

2.1 Enhance Portal Services to Identify the Latest IRT Information for a Program

2.1.1 Overview

The IRT is stored in the EDBC, which is displayed on the EDBC Summary pages and is leveraged for generation of the SAR 2 and AR 2 forms. A database query will pull from the EDBC results the IRT value, effective date, and other EDBC data to identify the IRT amount and its validity.

2.1.2 Description of Changes

1. Generate a database query that identifies the EDBC from which to extract IRT information using the following criteria:
 - a. Program Type is CalWORKs, CalFresh, or RCA
 - b. Run Status is Accepted and Saved
 - c. Type is Regular and not Read Only
 - d. Has the latest available Run Date
2. Once the EDBC has been identified, pull the following information
 - a. Program Code – the program type (CalWORKS, CalFresh, RCA)
 - b. Sub Program Code – identifies whether a program is considered Regular or Transitional
 - c. Program Status – identifies the program status (Pending, Active, Denied, Discontinued, etc)
 - d. EDBC Source Code – identifies whether or not an EDBC is Manual
 - e. Override Reason Code – identifies whether an EDBC was overridden by a user
 - f. New IRT Limit Amount – the new IRT amount
 - g. IRT Limit Benefit Month Effective Date – the effective date of the IRT calculation
 - h. IRT Indicator – Identifies whether an IRT was calculated in this EDBC
 - i. Y - There is an IRT value
 - ii. N - There is no IRT value
 - iii. Null – The IRT is unknown

2.1.3 Programs Impacted

CalFresh

CalWORKs

Refugee Cash Assistance

2.1.4 Performance Impacts

N/A

2.2 IRT API

2.2.1 Overview

The IRT API is a RESTful webservice that will send the current IRT information for a case when this information is available.

2.2.2 Description of Change

1. Create the new IRT endpoint that accepts the following information as the request:
 - a. guld
 - i. The ForgeRock generated ID that associates a BenefitsCal account to a person in CalSAWS.
 - b. caseNumber
 - i. The CalSAWS system case number associated to the person's guld
 - c. countyCode
 - i. The county that the system case is associated to
2. The IRT API returns a response derived from the database query in the previous section when the following conditions are met:
 - a. Request is valid
 - b. Program status is currently active
 - c. Case has CalFresh, CalWORKs, and/or Refugee Cash Assistance program(s)
 - d. The IRT amount is available (except for Not Applicable and Unavailable scenarios, refer to below)
3. The IRT API response returns the following:
 - a. irtAmount
 - i. The current IRT amount for the provided Program.
 1. This returns 'NA' for Not Applicable when the CalFresh program's sub program code is Transitional or the IRT indicator is 'N' for a CalFresh program.
 2. This returns 'U' for Unavailable when the EDBC source code is Manual or the Override Reason Code is populated.
 - b. programCode
 - i. The program associated to the IRT amount.
 - c. effectiveDate
 - i. The IRT Limit Benefit month value from the EDBC or the system date when the IRT Amount is set to 'NA' or 'U'.

2.2.3 Execution Frequency

N/A

2.2.4 Key Scheduling Dependencies

N/A

2.2.5 Counties Impacted

CalSAWS counties.

2.2.6 Data Volume/Performance

N/A

2.2.7 Interface Partner

BenefitsCal portal.

2.2.8 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.)

2.3 Automated Regression Test

2.3.1 Overview

Create new automated regression test scripts to positively and negatively test the new IRT API .



2.3.2 Description of Change

Create new regression scripts to send API requests and verify the response code and content for the following case program scenarios:

1. Active CalWORKs starting in the current month
2. Active CalFresh starting in the current month
3. Active RCA starting in the current month
4. Discontinued CalWORKs in the current month
5. Discontinued CalFresh in the current month
6. Transitional CalFresh starting in the current month (historical CalWORKs and CalFresh IRT)
7. Discontinued RCA in the current month
8. Pending or Denied CalWORKs in the current month (no historical IRT)
9. Pending or Denied CalFresh in the current month (no historical IRT)
10. Pending or Denied RCA in the current month (no historical IRT)
11. Active CalWORKs and active CalFresh starting in the current month
12. Active CalWORKs, CalFresh, or RCA ending in the current month (discontinued in the next month)
13. Active CalWORKs, CalFresh, or RCA starting in a past month
14. No CalWORKs, CalFresh, or RCA program

Note: All statuses are high-dated unless noted as "ending" above.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Batch and Interfaces	IRT API Documentation HTML version	 IRT.html
2	Batch and Interfaces	IRT API Documentation YAML version	 IRT.yaml

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

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

6 OUTREACH

7 APPENDIX

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-235985

Update Address Population on MC RE Packets

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ayman Hussein
	Reviewed By	Tiffany Huckaby

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/10/2022	1.0	Initial Revision	Ayman Hussein

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	5
2	Recommendations.....	6
	2.1 Update the MC 216 Form	6
	2.1.1 Overview	6
	2.1.2 Form/NOA Verbiage	6
	2.1.3 Form/NOA Variable Population	7
	2.1.4 Form/NOA Generation Conditions.....	8
	2.2 Update the MC 210 RV Form.....	9
	2.2.1 Overview	9
	2.2.2 Form/NOA Verbiage	10
	2.2.3 Form/NOA Variable Population	10
	2.2.4 Form/NOA Generation Conditions	11
	2.3 Update the MC 217 Form	12
	2.3.1 Overview	12
	2.3.2 Form/NOA Verbiage	13
	2.3.3 Form/NOA Variable Population	13
	2.3.4 Form/NOA Generation Conditions.....	15
3	Supporting Documents	17
4	Requirements.....	18
	4.1 Project Requirements.....	18

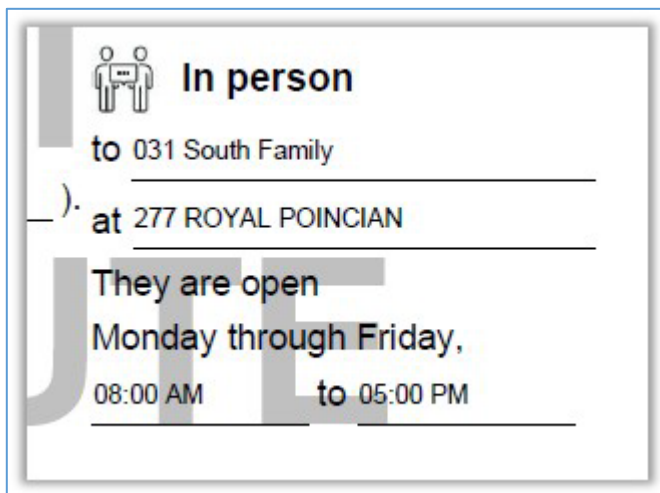
1 OVERVIEW

The Medi-Cal prepopulated annual renewal forms: MC 216, MC 210 RV, and MC 217 populate an in-person county district office address within the document. This SCR will update the variable population section to allow more space for displaying the full in-person county district office address instead of populating only the first line of the address.

1.1 Current Design

MAGI RE Packet, Non-MAGI RE Packet and Mixed Household RE Packet (MC 216, MC 210 RV, and MC 217) populate an in-person county district office address within the document.

Currently the in-person county district office address on page 1 of the MC 216 form is populating with the first line of the address as shown on the screenshot below and does not fully populate the address information including the city, state, and zip:



1.2 Requests

Update the variable population section on the Medi-Cal prepopulated annual renewal forms: MC 216, MC 210 RV, and MC 217 to fully display the in-person county district office address instead of only displaying the first line.

1.3 Overview of Recommendations

1. Update the in-person county district office address section on page 1 of the MC 216 form to display the full office address.
2. Update the in-person county district office address section on page 1 of the MC 210 RV form to display the full office address.

3. Update the in-person county district office address section on page 1 of the MC 217 form to display the full office address.

1.4 Assumptions

1. The updates to the MAGI, Non-MAGI, and Mixed Household RE packets (MC 216, MC 210 RV, and MC 217) will be implemented in only English and Spanish. The packets will be implemented in the other CalSAWS supported threshold languages by SCR **CA-223571**.
2. There will be no changes to the existing text, generation conditions, variables and batch processes of the MAGI, Non-MAGI, and Mixed Household RE packets (MC 216, MC 210 RV, and MC 217).

2 RECOMMENDATIONS

2.1 Update the MC 216 Form

2.1.1 Overview

This section describes the updates to the MC 216 form.

State Form: MC 216

Current Program: Medi-Cal

Current Attached Form(s): N/A

Current Forms Category: Forms

Current Languages: English, Spanish.

Current Imaging Category: Customer Reporting

Current Imaging Form Name: MAGI MC Renewal Form

Template Repository Visibility: All Counties

2.1.2 Form/NOA Verbiage

Update Form XDP

Update the in-person county district office address section on the MC 216 form to allow more space for displaying the full district office address instead of displaying only the first line.

Note: There will be no changes to the existing text on the form.

Updated Languages: English, Spanish

Form Mockups/Examples: Please refer to Supporting Documents #1

2.1.3 Form/NOA Variable Population

Update the in-person county district office information section on page 1 of the MC 216 form to allow more space for the office address variable to populate with the entire address instead of populating with one line only. The variables in this section are populated as follows:

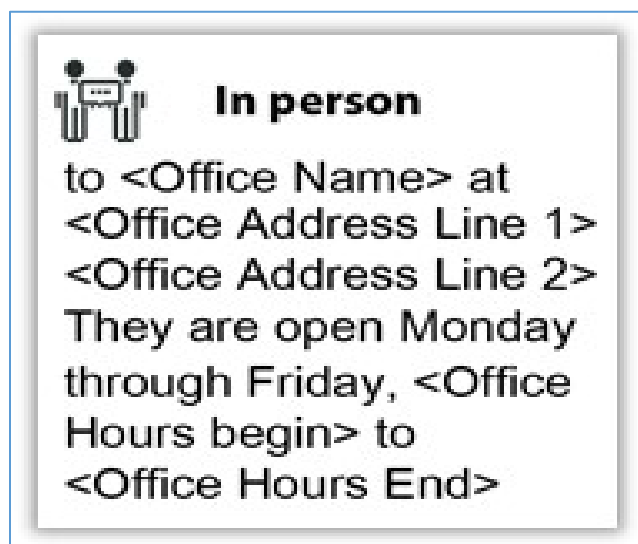
Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
Page 1 – Cover Page	Office Name	<p>This field populates with the name of the county district office from (OFFICE table). This will populate in the first line and to expand depending on the length of the office name.</p> <p>Example variable population:</p> <p>“032 San Fernando Branch”</p>	Y	Y	Y
Page 1 – Cover Page	Office Address	<p>This field populates with the county district office address line 1 and address line 2 followed by the city name comma (,) State code and Zip code from (ADDR table) columns (LINE_1_ADDR LINE_2_ADDR CITY_NAME STATE_CODE ZIP_CODE_SUFFIX ZIP_CODE_NUM). This will populate with the address line 1 and address line 2 on separate lines where applicable followed by the city name comma, State code and Zip code. The address section should expand depending on the length of the district office address.</p>	Y	Y	Y

Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
		Example variable population: 27 CANVASBACK WAY P.O. BOX 1094 LOS ANGELES, CA 5770 - 90044			
Page 1 – Cover Page	Office Hours Begin	This field populates with the start time of the office hours. Format: X:XX am	Y	Y	Y
Page 1 – Cover Page	Office Hours End	This field populates with the end time of the office hours. Format: X:XX pm	Y	Y	Y

Note: This effort does not bring any updates to the form variable population, nor does it introduce any new variables.

2.1.4 Form/NOA Generation Conditions

- 1) The address will need to be formatted to fully populate in separate lines including the city, state, and zip code as a part of that section as shown on the state ACWDL 20-21 example below:





In person

to [Name of county office]
at [address], [City, State,
ZIP]. They are open
Monday through Friday,
[X:XX a.m. to X:XX p.m.]

Note: The in-person county district office address section should be expanding depending on the length of the office name/address information.

2) The in-person county district office address should populate with the county district office address information as stored in the database tables (office, office_addr & addr).

Note: There will be no updates to the existing Form Generation conditions, Form Control, nor Print/Mailing Options.

2.2 Update the MC 210 RV Form

2.2.1 Overview

This section describes the updates to the MC 210 RV form.

State Form: MC 210 RV

Current Program: Medi-Cal

Current Attached Form(s): N/A

Current Forms Category: Forms

Current Languages: English, Spanish

Current Imaging Category: Customer Reporting

Current Imaging Form Name: Non-MAGI MC Renewal Form

Template Repository Visibility: All Counties

2.2.2 Form/NOA Verbiage

Update Form XDP to fix the spacing issue only

Update the in-person county district office address section on page 1 of the MC 210 RV form to allow more space for displaying the full district office address instead of displaying only the first line.

Note: There will be no changes to the existing text on the form.

Updated Languages: English, Spanish

Form Mockups/Examples: Please refer to Supporting Documents #2

2.2.3 Form/NOA Variable Population

Update the in-person county district office information section on page 1 of the MC 210 RV form to allow more space for the office address variable to populate with the entire address instead of populating with one line only. The variables in this section are populated as follows:

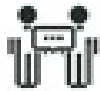
Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
Page 1 – Cover Page	Office Name	This field populates with the name of the county district office from (OFFICE table). This will populate in the first line and to expand depending on the length of the office name. Example variable population: "012 Exposition Park Family Service Center"	Y	Y	Y
Page 1 – Cover Page	Office Addresses	This field populates with the county district office address line 1 and address line 2 followed by the city name comma (,) State code and Zip code from (ADDR table) columns (LINE_1_ADDR LINE_2_ADDR CITY_NAME STATE_CODE ZIP_CODE_SUFFIX	Y	Y	Y

Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
		<p>ZIP_CODE_NUM). This will populate with the address line 1 and address line 2 on separate lines where applicable followed by the city name comma, State code and Zip code. The address section should expand depending on the length of the district office address.</p> <p>Example variable population:</p> <p>5500 WISSAHICKON AVE UNIT 144 LOS ANGELES, CA 1029 - 90033</p>			
Page 1 – Cover Page	Office Hours Begin	This field populates with the start time of the office hours. Format: X:XX am	Y	Y	Y
Page 1 – Cover Page	Office Hours End	This field populates with the end time of the office hours. Format: X:XX pm	Y	Y	Y

Note: This effort does not bring any updates to the form variable population, nor does it introduce any new variables.

2.2.4 Form/NOA Generation Conditions

- 1) The address will need to be formatted to fully populate in separate lines including the city, state, and zip code as a part of that section as shown on the state ACWDL 20-21 example below:



In person

to <Office Name> at
<Office Address Line 1>
<Office Address Line 2>
They are open Monday
through Friday, <Office
Hours begin> to
<Office Hours End>



In person

to [Name of county office]
at [address], [City, State,
ZIP]. They are open
Monday through Friday,
[X:XX a.m. to X:XX p.m.]

Note: The in-person county district office address section should be expanding depending on the length of the office name/address information.

- 2) The in-person county district office address should populate with the county office address information as stored in the database tables (office, office_addr & addr).

Note: There will be no updates to the existing Form Generation conditions, Form Control, nor Print/Mailing Options.

2.3 Update the MC 217 Form

2.3.1 Overview

This section describes the updates to the MC 217 form.

State Form: MC 217

Current Program: Medi-Cal

Current Attached Form(s): N/A

Current Forms Category: Forms

Current Languages: English, Spanish

Current Imaging Category: Customer Reporting

Current Imaging Form Name: Mixed MC Renewal Form

Template Repository Visibility: All Counties

2.3.2 Form/NOA Verbiage

Update Form XDP to fix the spacing issue only

Update the in-person county district office address section on page 1 of the MC 217 form to allow more space for displaying the full district office address instead of displaying only the first line.

Note: There will be no changes to the existing text on the form.

Form Number: MC 217

Updated Form Title: Mixed MC Renewal Form

Updated Languages: English, Spanish

Updated Imaging Form Name: Mixed MC Renewal Form

Include NA Back 9: N

Form Mockups/Examples: Please refer to Supporting Documents #3

2.3.3 Form/NOA Variable Population

Update the in-person county district office information section on page 1 of the MC 217 form to allow more space for the office address variable to populate with the entire address instead of populating with one line only. The variables in this section are populated as follows:

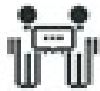
Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
Page 1 – Cover Page	Office Name	<p>This field populates with the name of the county district office from (OFFICE table). This will populate in the first line and to expand depending on the length of the office name.</p> <p>Example variable population:</p> <p>“004 El Monte (San Gab. V. Serv. Center)”</p>	Y	Y	Y
Page 1 – Cover Page	Office Address	<p>This field populates with the county district office address line 1 and address line 2 followed by the city name comma (,) State code and Zip code from (ADDR table) columns (LINE_1_ADDR LINE_2_ADDR CITY_NAME STATE_CODE ZIP_CODE_SUFFIX ZIP_CODE_NUM). This will populate with the address line 1 and address line 2 on separate lines where applicable followed by the city name comma, State code and Zip code. The address section should expand depending on the length of the district office address.</p>	Y	Y	Y

Section	Field	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
		Example variable population: 20 BATAAN COURT Apartment 0114 Lincoln, CA 6402 - 90201			
Page 1 – Cover Page	Office Hours Begin	This field populates with the start time of the office hours. Format: X:XX am	Y	Y	Y
Page 1 – Cover Page	Office Hours End	This field populates with the end time of the office hours. Format: X:XX pm	Y	Y	Y

Note: This effort does not bring any updates to the form variable population, nor does it introduce any new variables.

2.3.4 Form/NOA Generation Conditions

- 1) The address will need to be formatted to fully populate in separate lines including the city, state, and zip code as a part of that section as shown on the state ACWDL 20-21 example below:



In person

to <Office Name> at
<Office Address Line 1>
<Office Address Line 2>
They are open Monday
through Friday, <Office
Hours begin> to
<Office Hours End>



In person

to [Name of county office]
at [address], [City, State,
ZIP]. They are open
Monday through Friday,
[X:XX a.m. to X:XX p.m.]

Note: The in-person county district office address section should be expanding depending on the length of the office name/address information.

- 2) The in-person county district office address should populate with the county office address information as stored in the database tables (office, office_addr & addr).

Note: There will be no updates to the existing Form Generation conditions, Form Control, nor Print/Mailing Options.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	MC 216 Mockup	MC216_EN.pdf MC216_SP.pdf
2	Client Correspondence	MC 210 RV Mockup	MC210RV_EN.pdf MC210RV_SP.pdf
3	Client Correspondence	MC 217 Mockup	MC217_EN.pdf MC217_SP.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR- 1239	<p>The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices. 	<p>The updated MC renewal forms are implemented in CalSAWS in English and Spanish.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-236027

Add Spanish Version of State Forms - Phase 4

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Indira Ramasamy
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/13/2022	1.0	Initial Draft	Indira Ramasamy

Table of Contents

1	OverviewW.....	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Add Form NA 843 in Spanish Language.....	6
2.1.1	Overview	6
2.1.2	Create Form NA 843 XDP in Spanish language.....	6
2.2	Add Form WTW 8 in Spanish Language.....	7
2.2.1	Overview	7
2.2.2	Create Form WTW 8 XDP in Spanish language	7
2.3	Add Form CW 60 in Spanish Language.....	8
2.3.1	Overview	8
2.3.2	Create Form CW 60 XDP in Spanish language	9
2.4	Add Form CCP 8 in Spanish Language	10
2.4.1	Overview	10
2.4.2	Create Form CCP 8 XDP in Spanish language	10
2.5	Add Form DFA 377.7E in Spanish Language	11
2.5.1	Overview	11
2.5.2	Create Form DFA 377.7E XDP in Spanish language	11
2.6	Add Form FC 2 in Spanish Language	12
2.6.1	Overview	12
2.6.2	Create Form FC 2 XDP in Spanish language	13
2.7	Add Form FC 2 NM in Spanish Language	14
2.7.1	Overview	14
2.7.2	Create Form FC 2 NM XDP in Spanish language	14
2.8	Add Form MC 176 PA-A in Spanish Language	15
2.8.1	Overview	15
2.8.2	Create Form MC 176 PA-A XDP in Spanish language	15
2.9	Add Form MC 214 in Spanish Language	16
2.9.1	Overview	16

2.9.2	Create Form MC 214 XDP in Spanish language.....	17
2.10	Update and Add MC 61 Form	18
2.10.1	Overview	18
2.10.2	Create MC 61 XDP in Spanish language	18
3	SUPPORTING DOCUMENTS	Error! Bookmark not defined.
4	Requirements.....	20
4.1	Migration Requirements.....	20

1 OVERVIEW

The purpose of this change is to add the Spanish Version of State Forms to CalSAWS.

1.1 Current Design

Currently the Forms are available in English Language in CalSAWS.

1.2 Requests

This effort is to implement the Spanish Version of the State forms to CalSAWS.

1.3 Overview of Recommendations

1. Implement the following forms in Spanish Language into the Template Repository:

Form Number
NA 843
WTW 8
CW 60
CCP 8
DFA 377.7E
FC 2
FC 2 NM
MC 176 PA-A
MC 214
MC 61

1.4 Assumptions

1. All Spanish Version forms will have the CalSAWS Standard Header similar to current existing English Form.
2. Print options for Spanish Version forms will be same as existing English Form.
3. All the Requirements for the new Spanish forms will be the same as the existing English form.

2 RECOMMENDATIONS

2.1 Add Form NA 843 in Spanish Language

2.1.1 Overview

Add NA 843 State Form in Spanish language to the CalSAWS system.

State Form: NA 843 (6/99)

Form Title (Document List Page Displayed Name): Cal-Learn NOA – Deregistration

Form Number: NA 843

Programs: CalLearn

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.1.2 Create Form NA 843 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG)

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

2. The Variable Population for NA 843 English Form will carry over to the Spanish version.
3. Add the following barcode options to the NA 843 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the NA 843 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: Yes

2.2 Add Form WTW 8 in Spanish Language

2.2.1 Overview

Add WTW 8 State Form in Spanish language to the CalSAWS system.

State Form: WTW 8 (6/04)

Form Title (Document List Page Displayed Name): Student Financial Aid Statement Welfare-To-Work Supportive Services Deregistration

Form Number: WTW 8

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.2.2 Create Form WTW 8 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #2 for PDF Mockups

2. Add the following barcode options to the WTW 8 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the WTW 8 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: Yes

2.3 Add Form CW 60 in Spanish Language

2.3.1 Overview

Add CW 60 State Form in Spanish language to the CalSAWS system.

State Form: CW 60 (5/01)

Form Title (Document List Page Displayed Name): Release of Information - Financial Institution

Form Number: CW 60

Programs: CalWORKS

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.3.2 Create Form CW 60 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #3 for PDF Mockups

2. Add the following barcode options to the CW 60 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CW 60 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.4 Add Form CCP 8 in Spanish Language

2.4.1 Overview

Add CCP 8 State Form in Spanish language to the CalSAWS system.

State Form: CCP 8 (10/19)

Form Title (Document List Page Displayed Name): CalWORKs Stage One Child Care Authorization Form

Form Number: CCP 8

Programs: CalWORKS, Child Care

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.4.2 Create Form CCP 8 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #4 for PDF Mockups

2. Add the following barcode options to the CCP 8 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the CCP 8 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
Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
Enclosures: N/A
Electronic Signature: Y
T Sign Indicator: Y
Post to YBN/C4Y: Yes

2.5 Add Form DFA 377.7E in Spanish Language

2.5.1 Overview

Add DFA 377.7E State Form in Spanish language to the CalSAWS system.

State Form: DFA 377.7E (7/04)

Form Title (Document List Page Displayed Name): Food Stamps
Repayment Agreement for Administrative Errors Only

Form Number: DFA 377.7E

Programs: CalFresh

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.5.2 Create Form DFA 377.7E XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #5 for PDF Mockups

2. The Variable Population for DFA 377.7E English Form will carry over to the Spanish version.

3. Add the following barcode options to the DFA 377.7E Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the DFA 377.7E 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
 Return Envelope Type: N/A

Additional Requirements:

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

2.6 Add Form FC 2 in Spanish Language

2.6.1 Overview

Add FC 2 State Form in Spanish language to the CalSAWS system.

State Form: FC 2 (11/04)

Form Title (Document List Page Displayed Name): Statement of Facts Supporting Eligibility for AFDC Foster Care (FC)

Form Number: FC 2

Programs: CalWORKs, Foster Care, CalFresh, Medi-Cal

Forms Category: Application

Template Repository Visibility: All Counties

Languages: Spanish

2.6.2 Create Form FC 2 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header
 #(DPSS_Header_1_SP_LOGO)

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #6 for PDF Mockups

2. The Variable Population for FC 2 English Form will carry over to the Spanish version.

3. Add the following barcode options to the FC 2 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the FC 2 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.7 Add Form FC 2 NM in Spanish Language

2.7.1 Overview

Add FC 2 NM State Form in Spanish language to the CalSAWS system.

State Form: FC 2 NM (11/04)

Form Title (Document List Page Displayed Name): Statement of Facts Supporting Eligibility for AFDC-Extended Foster Care (EFC)

Form Number: FC 2 NM

Programs: CalWORKs, Foster Care, CalFresh, Medi-Cal, CAPI, General Assistance/General Relief, RCA

Forms Category: Application

Template Repository Visibility: All Counties

Languages: Spanish

2.7.2 Create Form FC 2 NM XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #7 for PDF Mockups

2. The Variable Population for FC 2 NM English Form will carry over to the Spanish version.

3. Add the following barcode options to the FC 2 NM Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the FC 2 NM Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.8 Add Form MC 176 PA-A in Spanish Language

2.8.1 Overview

Add MC 176 PA-A State Form in Spanish language to the CalSAWS system.

State Form: MC 176 PA-A (01/09)

Form Title (Document List Page Displayed Name): MEDI-CAL PROPERTY ASSESSMENT APPLICATION

Form Number: MC 176 PA-A

Programs: Medi-Cal

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.8.2 Create Form MC 176 PA-A XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #8 for PDF Mockups

2. Add the following barcode options to the MC 176 PA-A Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the MC 176 PA-A 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.9 Add Form MC 214 in Spanish Language

2.9.1 Overview

Add MC 214 State Form in Spanish language to the CalSAWS system.

State Form: MC 214 (05/07)

Form Title (Document List Page Displayed Name): Important Information About Residency

Form Number: MC 214

Programs: Medi-Cal

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.9.2 Create Form MC 214 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #9 for PDF Mockups

2. Add the following barcode options to the MC 214 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the MC 214 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.10 Update and Add MC 61 Form

2.10.1 Overview

Update the existing MC 61 (05/07) form to match with the latest state revision (06/2020) and add new MC 61 State Form in Spanish language to the CalSAWS system.

State Form: MC 61 (06/2020)

Form Title (Document List Page Displayed Name): Medical Report

Form Number: MC 61

Programs: Medi-Cal

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: English, Spanish

2.10.2 Create MC 61 XDP in Spanish language

1. Update the existing MC 61 English form to match with the latest state revision (06/2020).

2. Add new MC 61 Spanish form to Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #10 for PDF Mockups

Note: MC 61 is a multi-lingual form, single xdp will be used for both English and Spanish.

3. Add the following barcode options to the MC 61 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the MC 61 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

T Sign Indicator: Y

Post to YBN/C4Y: No

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 843	NA843_SP.pdf
2	Correspondence	WTW 8	WTW8_SP.pdf
3	Correspondence	CW 60	CW60_SP.pdf
4	Correspondence	CCP 8	CCP8_SP.pdf
5	Correspondence	DFA 377.7E	DFA377.7E_SP.pdf
6	Correspondence	FC 2	FC2_SP.pdf
7	Correspondence	FC 2 NM	FC2NM_SP.pdf
8	Correspondence	MC 176 PA-A	MC176PA-A_SP.pdf
9	Correspondence	MC 214	MC214_SP.pdf
10	Correspondence	MC 61	MC61.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-236028

Add Spanish Version of State Forms - Phase 5

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Indira Ramasamy
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/18/2022	1.0	Initial Draft	Indira Ramasamy

Table of Contents

1	OverviewW.....	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions.....	4
2	Recommendations.....	5
	2.1 Add Form SSP 18 in Spanish Language	5
	2.1.1 Overview	5
	2.1.2 Create Form SSP 18 XDP in Spanish language	5
	2.2 Add Form DPA 315 in Spanish Language.....	6
	2.2.1 Overview	6
	2.2.2 Create Form DPA 315 XDP in Spanish language	6
	2.3 Add Form SAR 23 in Spanish Language	7
	2.3.1 Overview	7
	2.3.2 Create Form SAR 23 XDP in Spanish language	8
	2.4 Add Form NA 844 in Spanish Language.....	9
	2.4.1 Overview	9
	2.4.2 Create Form NA 844 XDP in Spanish language.....	9
	2.5 Add Form WTW 37 in Spanish Language.....	10
	2.5.1 Overview	10
	2.5.2 Create Form WTW 37 XDP in Spanish language	10
	2.6 Add Form NA 824 in Spanish Language.....	11
	2.6.1 Overview	11
	2.6.2 Create Form NA 824 XDP in Spanish language.....	11
	2.7 Add Form SOC 807 in Spanish Language	12
	2.7.1 Overview	12
	2.7.2 Create Form SOC 807 XDP in Spanish language	13
3	Supporting Documents	14
4	Requirements.....	14
	4.1 Migration Requirements.....	14

1 OVERVIEW

The purpose of this change is to add the Spanish Version of State Forms to CalSAWS.

1.1 Current Design

Currently the Forms are available in English Language in CalSAWS.

1.2 Requests

This effort is to implement the Spanish Version of the State forms to CalSAWS.

1.3 Overview of Recommendations

1. Implement the following forms in Spanish Language into the Template Repository:

Form Number
SSP 18
DPA 315
SAR 23
NA 844
WTW 37
NA 824
SOC 807

1.4 Assumptions

1. All Spanish Version forms will have the CalSAWS Standard Header similar to the current existing English Form.
2. Print options for Spanish Version forms will be same as existing English Form.
3. All the Requirements for the new Spanish forms will be the same as the existing English form.

2 RECOMMENDATIONS

2.1 Add Form SSP 18 in Spanish Language

2.1.1 Overview

Add SSP 18 State Form in Spanish language to the CalSAWS system.

State Form: SSP 18 (4/15)

Form Title (Document List Page Displayed Name): Notice of Action and Right to Request for State Hearing on Interim Assistance

Form Number: SSP 18

Programs: CAPI, General Assistance/General Relief

Forms Category: Form

Template Repository Visibility: All Counties

Languages: Spanish

2.1.2 Create Form SSP 18 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG)

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

2. The Variable Population for SSP 18 English Form will carry over to the Spanish version.
3. Add the following barcode options to the SSP 18 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the SSP 18 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.2 Add Form DPA 315 in Spanish Language

2.2.1 Overview

Add DPA 315 State Form in Spanish language to the CalSAWS system.

State Form: DPA 315 (7/99)

Form Title (Document List Page Displayed Name): Withdrawal/Conditional Withdrawals of Request for Hearing

Form Number: DPA 315

Programs: Foster Care

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.2.2 Create Form DPA 315 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #2 for PDF Mockups

2. Add the following barcode options to the DPA 315 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the DPA 315 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.3 Add Form SAR 23 in Spanish Language

2.3.1 Overview

Add SAR 23 State Form in Spanish language to the CalSAWS system.

State Form: SAR 23 (3/13)

Form Title (Document List Page Displayed Name): Senior Parent Statement of Facts

Form Number: SAR 23

Programs: CalWORKS

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.3.2 Create Form SAR 23 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #3 for PDF Mockups

2. Add the following barcode options to the SAR 23 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the SAR 23 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: Y

Post to YBN/C4Y: No

2.4 Add Form NA 844 in Spanish Language

2.4.1 Overview

Add NA 844 State Form in Spanish language to the CalSAWS system.

State Form: NA 844 (8/99)

Form Title (Document List Page Displayed Name): Notice of Action - Adequate Progress

Form Number: NA 844

Programs: Cal-Learn, Welfare to Work

Forms Category:NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.4.2 Create Form NA 844 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes

Form Mockups/Examples: See Supporting Documents #4 for PDF Mockups

2. The Variable Population for NA 844 English Form will carry over to the Spanish version.

3. Add the following barcode options to the NA 844 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the NA 844 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.5 Add Form WTW 37 in Spanish Language

2.5.1 Overview

Add WTW 37 State Form in Spanish language to the CalSAWS system.

State Form: WTW 37 (7/09)

Form Title (Document List Page Displayed Name): Permission to Release Domestic Abuse Information When Moving to Another County

Form Number: WTW 37

Programs: Welfare to Work

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: Spanish

2.5.2 Create Form WTW 37 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #3

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #5 for PDF Mockups

2. Add the following barcode options to the WTW 37 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the WTW 37 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the document parameters page.
 Mailed From (Return): Worker's Office Address
 Mail-back-to Address: N/A
 Outgoing Envelope Type: Standard
 Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A
 Enclosures: N/A
 Electronic Signature: N
 Post to YBN/C4Y: No

2.6 Add Form NA 824 in Spanish Language

2.6.1 Overview

Add NA 824 State Form in Spanish language to the CalSAWS system.

State Form: NA 824 (4/99)

Form Title (Document List Page Displayed Name): Welfare To Work/Cal-Learn Transportation Extension

Form Number: NA 824

Programs: Welfare to Work

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: Spanish

2.6.2 Create Form NA 824 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: Yes (NA_BACK9_FRAG)

© 2022 CalSAWS. All Rights Reserved.

Form Mockups/Examples: See Supporting Documents #6 for PDF Mockups

2. Add the following barcode options to the NA 824 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add the following print options to the NA 824 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: Yes

2.7 Add Form SOC 807 in Spanish Language

2.7.1 Overview

Add SOC 807 State Form in Spanish language to the CalSAWS system.

State Form: SOC 807 (7/00)

Form Title (Document List Page Displayed Name): CAPI Request for Waiver of Overpayment Recovery - Income/Expenses

Form Number: SOC 807

Programs: CAPI

Forms Category: Application

Template Repository Visibility: All Counties

Languages: Spanish

2.7.2 Create Form SOC 807 XDP in Spanish language

1. The newly added Spanish form will be made available in the Template Repository.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Mockups/Examples: See Supporting Documents #7 for PDF Mockups

2. The Variable Population for SOC 807 English Form will carry over to the Spanish version.

3. Add the following barcode options to the SOC 807 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	Y	Y

3. Add the following print options to the SOC 807 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	SSP 18	SSP18_SP.pdf
2	Correspondence	DPA 315	DPA315_SP.pdf
3	Correspondence	SAR 23	SAR23_SP.pdf
4	Correspondence	NA 844	NA844_SP.pdf
5	Correspondence	WTW 37	WTW37_SP.pdf
6	Correspondence	NA 824	NA824_SP.pdf
7	Correspondence	SOC 807	SOC807_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-236533 DDID 2314-2319 FDS GA GR Phase 4
Batch 1 Eligibility Rules and corresponding NOA
Reasons

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Peterson Etienne, Justis Ketcham, Stephanie Hugo, Shreesha Venugopal Math
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/25/2022	1.1	Status reason "Indigent Burial Amount Has Been Granted Already" is moved from Indigent Burial to Non-Financial Overall. Status reason "HH Mem Not Met Program Req." trigger conditions are modified in section 2.9.1.2.2.	Justis Ketcham

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Burial Detail	6
2.1.1	Overview	6
2.1.2	Burial Detail Mockup	7
2.1.3	Description of Changes	7
2.1.4	Page Location	7
2.1.5	Security Updates.....	7
2.1.6	Page Mapping.....	7
2.1.7	Page Usage/Data Volume Impacts	7
2.2	CTCR to add Need Types	8
2.2.1	Overview	8
2.2.2	Description of Changes	8
2.3	Need Detail.....	8
2.3.1	Overview	8
2.3.2	Need Detail Mockup.....	9
2.3.1	Description of Changes	10
2.3.2	Page Location	10
2.3.3	Security Updates.....	10
2.3.4	Page Mapping.....	10
2.3.5	Page Usage/Data Volume Impacts	10
2.4	EDBC Summary Update.....	16
2.4.1	Overview	16
2.4.2	EDBC Summary Mockup	17
2.4.3	Description of Changes	17
2.4.4	Page Location	18

2.4.5	Page Mapping.....	18
2.4.6	Page Usage/Data Volume Impacts	18
2.5	Indigent Burial Logic Overview	18
2.5.1	Overview	18
2.5.2	Pre-EDBC Steps	18
2.5.3	Eligibility Logic	20
2.5.4	Post EDBC steps.....	22
2.6	Financial.....	24
2.6.1	Indigent Burial	24
2.7	Non-Financial.....	36
2.7.1	Non-Financial Overall Functionality (Complete version).....	37
3	Requirement	48
3.1	Migration Requirements.....	48
4	Migration Impacts	52
5	Appendix.....	53
5.1	Rules Flow Diagram.....	53
5.2	Reference Table.....	57

1 OVERVIEW

This SCR will implement the financial and non-financial functionality for the GA/GR Automated EDBC/CC Counties Solution in CalSAWS

1.1 Current Design

The GA/GR Automated EDBC/CC Counties 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 GA/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.

1.2 Requests

A GA/GR Automated EDBC/CC Counties 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 financial and non-financial functionality for the new solution.

1.3 Overview of Recommendations

1. Add all the required Data Collection elements to implement the financial 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. A new set of Admin detail pages, Rules, Batch and NOA triggers will be added for the below financial and non-financial rules.
 1. Non-Financial Overall
 2. Indigent Burial

1.4 Assumptions

1. The existing Los Angeles county rules will remain unchanged.
2. This SCR CA-236533 is based on the WCDS approved documents.
3. The design of the rules is for each CalWIN county based on the Gainwell documents approved by the counties.
4. The functionality of this SCR CA-236533 will be disabled until activated by the system property flag established in SCR CA-215687 which is part of the 20.11 release. The flag will be enabled when GA/GR go live.
5. 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.

6. Alerts will be handled separately outside the Rules design in a separate SCR CA-220119.
7. All functionality related to new fields will only affect the rules related to an individual county's General Assistance/General Relief program and will not impact the rules of other programs, unless specified.
8. All Data collection used in EDBC determination is effective for the benefit month.
9. All calculation for computed values will be detailed in the Visio diagram.
10. '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.
11. Logic that checks or creates Sanctions cannot be tested until SCR CA-227328 is implemented.
12. Manual EDBC and negative action EDBC cannot be run with these changes.
13. Changes to the Financial Data Collection pages will be moved to SCR CA-232396.
14. The statement 'Living Arrangement record is applicable for the benefit month' is indicating that the Arrival Date is on or before the benefit month begin date and the Departure Date is either high dated or on or after the benefit month begin date.
15. Earned income county specific logic cannot be tested until 22.03 is implemented for the following counties: San Francisco, Contra Costa, San Diego, Sacramento.

2 RECOMMENDATIONS

2.1 Burial Detail

2.1.1 Overview

A new field 'Request Amount' is added to Burial Detail Page. Worker enters this amount and EDBC will use this amount during Indigent Burial evaluation.

2.1.2 Burial Detail Mockup

Burial Detail

*- Indicates required fields

Save and Return Cancel

Name: *
ROWENA, DARREL 19M

Reimbursement Agreement Signed:
 Cremation Agreement Signed: Yes

Payment Agreement Signed:
 Burial Request from Administrator/Guardian: Yes

Responsible Party acting as Executor of Estate: Yes
 Cremation Refusal Reason:

County of Burial Plot: Alameda
 Request Amount: *

Begin Date: *
 End Date:

Save and Return Cancel

2.1.2.1 Adding Request Amount on Burial Detail page.

2.1.3 Description of Changes

1. Add a new field labeled, "Request Amount:".
 - This field will be a mandatory field.

2.1.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** GA/GR -> Burial -> Burial List -> add -> Burial Detail

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

New page mappings are required for the additional fields.

2.1.7 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.2 CTCR to add Need Types

2.2.1 Overview

Create a Codes Table Change Request (CTCR) to add the Indigent Burial and Indigent Cremation Need Types into the CalSAWS system.

2.2.2 Description of Changes

Create a CTCR to add the following information into the CalSAWS system:

- 1) Add the "Indigent Burial" and "Indigent Cremation" Need Types (CT164)
- 2) Associate the "Indigent Burial" and "Indigent Cremation" Need Types with the "GR Non-Recurring Special Need" Need Category on the Need Detail page
- 3) Associate the "Indigent Burial" and "Indigent Cremation" Need Types with the GA/GR Automated EDBC/CC Counties Program on the Service Arrangement Detail page.

2.3 Need Detail

2.3.1 Overview

Add the 'Indigent Burial' and 'Indigent Cremation' to the dropdown for 'GR Non-reoccurring Special Need' category in 'Need Detail' page.

2.3.2 Need Detail Mockup

Need Detail

*- Indicates required fields

Save And Return Cancel

Name: *
math_shreeshasacramento 29M

Category: * GR Non-Recurring Special Need	Type: * Indigent Burial
Begin Date: * 10/20/2021	End Date: *
Description: 	
Status: * - Select -	Status Reason: * - Select -

Save And Return Cancel

2.3.2.1 Category: GR Non-Recurring Special Need with the Type: Indigent Burial

Need Detail

*- Indicates required fields

Save And Return Cancel

Name: *
math_shreeshasacramento 29M

Category: * GR Non-Recurring Special Need	Type: * Indigent Cremation
Begin Date: * 10/20/2021	End Date: *
Description: 	
Status: * - Select -	Status Reason: * - Select -

Save And Return Cancel

2.3.2.2 Category: GR Non-Recurring Special Need with the Type: Indigent Cremation

2.3.1 Description of Changes

Add the following need type for the Need Category 'GR Non-Recurring Special Need':

- Indigent Cremation
- Indigent Burial

Please Note: Indigent Burial and Indigent Cremation was removed as a recurring special needs type in SCR CA-215672.

2.3.2 Page Location

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

2.3.3 Security Updates

N/A

2.3.4 Page Mapping

No new page mappings are required for the additional fields.

2.3.5 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.4 GA/GR County Admin Task

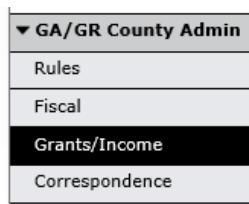
2.4.1 Overview

A new task "GA/GR County Admin" is added into the admin section.

By default, it is expendable, and it has following subtasks: -

- Rules
- Fiscal
- Grants/Income
- Correspondence

2.4.2 GA/GR County Admin Mockup



▼ GA/GR County Admin
Rules
Fiscal
Grants/Income
Correspondence

2.4.2.1 GA/GR County Admin Mockup

2.4.3 Description of Changes

1. Create new expendable task navigation. By default, it will be expanded. Rename the County Rules, County Fiscal Admin, County Parameter, GA/GR Correspondence Administration values as mentioned below and add them as the subtask Under GA/GR County Admin Task.

Old Name	New Name
County Rules	Rules
County Fiscal Admin	Fiscal
County Parameter	Grants/Income
GA/GR Correspondence Administration	Correspondence

2.4.4 Page Location

- **Global:** Admin Tool
- **Local:** Admin
- **Task:** GA/GR County Admin

2.4.5 Security Updates

No security updates are required.

2.4.6 Page Mapping

No new page mappings are required.

2.4.7 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.5 County Rules Summary

2.5.1 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. In this SCR few of the sections are getting renamed.

2.5.2 County Rules Summary Mockup

County Rules Summary	
County:	Sacramento
▶ Household Composition	
▶ Non-Financial	
▶ Property	
▶ Income	
▶ Budgeting and Grant Calculations	

2.5.2.1 GA/GR County Summary Mockup (Renaming the Sections)

Non-Financial	
Fleeing Felon	Edit
Liens	Edit
QC Audit	Edit
Probation	Edit
Drug Felon	Edit
Fraud Prevention	Edit
Striker	Edit
Voluntary Quit	Edit
Drug and Alcohol Treatment	Edit
Employment Status	Edit
Job Terminated	Edit
Non-Cooperation with Mandatory	Edit
Institutional Status	Edit
SSI Status	Edit
SSN Application Verification	Edit
Alternately Sentenced	Edit
Third Party Liable	Edit
Residency of Current County	Edit
Disability	Edit
Other County Sanction	Edit
Unemployable Status	Edit
School Attendance	Edit
Non-Financial Overall	Edit

2.5.2.2 GA/GR County Summary Mockup (Non-Financial Overall is now under Non-Financial)

▼ Household Composition	
Adult/Child Determination	Edit
Amount of GA Support	Edit
Citizenship/Non-Citizen Status	Edit
Included Individuals	Edit
Identity Check	Edit
Marital Status	Edit
Pregnancy Check	Edit
Sponsored Non-Citizen Cert Period	Edit
Undocumented Non-Citizen	Edit
Configuration Overall	Edit

2.4.2.1 GA/GR County Summary Mockup (Configuration Overall is now under Household Composition)

2.5.3 Description of Changes

1. Rename the Financial to "Budgeting and Grant Calculations".
2. Remove Property.
3. Rename Resource to Property.
4. Move Resource to before Income.
5. Move the type Non-Financial Overall from Overall section to Non-Financial section.
6. Move Configuration Overall from Overall section to Household Composition section.
7. Remove Overall flow Section.

2.5.4 Page Location

- **Global:** Admin Tool
- **Local:** Admin
- **Task:** GA/GR County Admin -> Rules

2.5.5 Security Updates

No security updates are required.

2.5.6 Page Mapping

No new page mappings are required.

2.5.7 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.6 EDBC Summary Update

2.6.1 Overview

A new section 'Indigent Burial' is added to 'General Assistance/General Relief EDBC Summary' Page to display the EDBC evaluation result. This section will be displayed only when Indigent Burial Request is processed for a Deceased Individual.

2.6.2 EDBC Summary Mockup

General Assistance/General Relief EDBC Summary

* Indicates required fields Close

Begin Month	End Month	Run Date	Run Status	Accepted By
06/2021	10/2021	04/26/2021	Accepted - Saved	Charee Dana

EDBC Information

Quarterly Reporting Period Begin Month: 04/2021

Reporting Type Reason:

Type: Regular

Recalculation: No

Program Configuration

System Determination

EDBC Source: Online EDBC Rules

Aid Code: 90 - GA General Relief Independent Living-CNTY

Program Status: Active

Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
ROWENA_DARREL_19M	11/12/2002	MEM		Active	

Reporting Configuration

Work Registration

Property Eligibility	Regular
Final Property Result:	Auto-Pass

Indigent Burial	Regular
Indigent Burial Amount	\$ 200.00
Indigent Burial Result:	Pass

General Assistance/General Relief Budget	Regular
Unearned Income	\$ 0.00

2.2.2.1 Indigent Burial section after the property Eligibility section

2.6.3 Description of Changes

1. The indigent burial section will be displayed after the Property Eligibility section.
2. The Indigent burial section will show the EDBC computed Amount.
3. The indigent burial section will show the EDBC Result – Pass or Fail

4. The indigent burial will only display for GA/GR Automated EDBC/CC Counties Solution.
5. The indigent burial section will only display if there is a deceased individual with a deceased date and indigent burial detail entry effective for the benefit month.
6. Add new columns in GR budget table to store the Indigent Burial results:
 - The stored result will be displayed for the Amount and Result.

2.6.4 Page Location

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

2.6.5 Page Mapping

No page mapping is required.

2.6.6 Page Usage/Data Volume Impacts

No additional page usage is expected from this update.

2.7 Indigent Burial Logic Overview

2.7.1 Overview

When Indigent Burial/Cremation Request is received from Relative, Responsible relative, Public Administration or Guardian for a deceased person, worker enters the Burial record from the "Burial Detail" page and runs EDBC to verify the person's eligibility to issue the Indigent Burial amount. The worker enters the GA/GR Non-reoccurring Special Need from 'Needs' page to pay for the 'Indigent Burial' amount outside of EDBC to the Public Administration/Guardian.

Commented [PE1]: Add relative also to distinguish between

2.7.2 Pre-EDBC Steps

The worker will follow the below steps to create the Burial record in CalSAWS:

- From Eligibility:
 - Place the cursor over Eligibility on the Global navigation bar.
 - Select 'Customer Information' from the Local navigator.
 - Select 'GA/GR' from Left Navigation menu
 - Select 'Burial' from 'GA/GR' dropdown
 - Click 'Add' button.

Then the user can enter the burial detail information and make a burial entry.

2.7.2.1 Burial List and Burial Detail

Burial List

* - Indicates required fields

Search Results Summary Results 1 - 1 of 1

Display From: To: View

Add

Name	Begin Date	End Date
<input type="checkbox"/> ROWENA, DARREL 19M	12/01/2021	

Edit

View History

Remove Add

This [Type 1](#) page took 0.46 seconds to load.

Commented [PE2]: Confirm if the burial page has a history

Commented [PB3R2]: The burial List page has history Detail

Burial Detail

* - Indicates required fields Save and Return Cancel

Name: *
ROWENA, DARREL 19M

Reimbursement Agreement Signed: **Cremation Agreement Signed:** Yes

Payment Agreement Signed: **Burial Request from Administrator/Guardian:** Yes

Responsible Party acting as Executor of Estate: Yes **Cremation Refusal Reason:**

County of Burial Plot: Alameda **Request Amount: ***

Begin Date: * **End Date:**

Save and Return Cancel

1.3.2.1.2 Entering the information for Burial Detail.

Transaction History Detail						
Begin Date: *	End Date: *	Staff ID:				
<input type="text" value="11/08/2021"/>	<input type="text" value="12/06/2021"/>	<input type="text"/>	<input type="button" value="Select"/>			
Transaction Record / Field	Old Value	New Value	Date Time Stamp	Staff ID	Change Reason	Report
▼ Burial Detail						
Name		ROWENA, DARREL	2021-12-06 12:02:55	987013		
End Date		11/30/2021	2021-12-06 12:02:55	987013		
Begin Date		01/01/2021	2021-12-06 12:02:55	987013		

1.3.2.1.3 History detail.

2.7.3 Eligibility Logic

Existing GA/GR Application with one person:

- If the program person is deceased and Indigent Burial record is entered
 - The program is active (not discontinued yet)
 - The Benefit amount is already issued
 - Regular GA/GR Program:
 - Follow the existing GA/GR logic.
 - Set regular GA/GR aid code
 - Indigent Burial: Regular GA/GR logic calls Indigent Burial rule after Resources Overall Flow to determine Indigent Burial Amount allowed and result.
 - The Benefit month is future (Benefit is not issued)
 - Regular GA/GR Program:
 - Follow the existing GA/GR logic and set the zero benefit without discontinuing the program.
 - Set regular GA/GR aid code.
 - Indigent Burial:
 - If Indigent Burial benefit result is Pass in previous month, Set status reason 'Indigent Burial Amount Has Been Granted Already'.
 - If Indigent Burial request begin date is prior to the benefit month begin date, then set status reason 'Indigent Burial Amount Has Been Granted Already'
 - Else, regular GA/GR logic calls Indigent Burial rule after Resources Overall Flow to determine Indigent Burial Amount allowed and result.

- The program is discontinued and reapplied
 - Regular EDBC:
 - follow the existing GA/GR rules and set the zero benefit without discontinuing the program.
 - Set aid code '9B'
 - Indigent Burial:
 - Calls Indigent Burial rule after Resources Overall Flow to determine Indigent Burial Amount allowed and result.

Existing GA/GR Application with Two person:

- If one program person is deceased and Indigent Burial record is entered
 - Regular GA/GR Program:
 - Follow the existing GA/GR logic.
 - Set regular GA/GR aid code
 - Indigent Burial:
 - Regular GA/GR logic calls Indigent Burial rule after Resources Overall Flow to determine Indigent Burial Amount allowed and result.

Commented [PE4]: Add a global note stating the person needs to be in the home for indigent burial

Commented [PB5R4]: Added to 2.5.2 Pre EDBC_steps

New GR Application (Intake/Person is Unknown to GA/GR program):

- If program person is deceased and Indigent Burial record is entered
 - Regular EDBC:
 - Set zero Benefit amount without discontinuing the program.
 - Set aid code '9B'
 - Indigent Burial:
 - Call Indigent Burial rule after Resources Overall Flow to determine Indigent Burial Amount allowed and result.

Update the new column in GR budget table with Indigent Burial results:

- For all Indigent Burial scenarios, Populate EDBC evaluated Indigent Burial Amount and Result Code in GA/GR budget table which will be displayed on EDBC summary page.

Note:

1. If GA/GR program is already in discontinued or denied Status, user must reapply GA/GR application to process Indigent Burial Request.
2. If the deceased person has never been applied to GA/GR application, user must add new GA/GR application for Deceased Person.

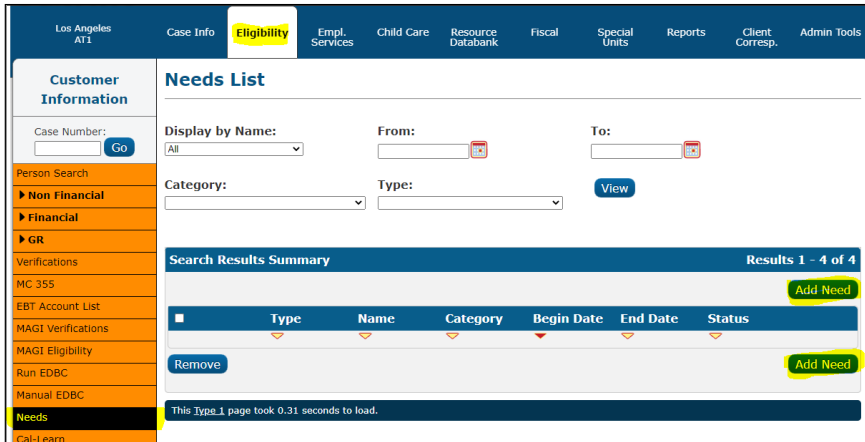
- The deceased person should be a program person with Household status 'In the Home'.

2.7.4 Post EDBC steps

The worker will follow below steps to create the Needs record in CalSAWS:

- From Eligibility:
 - Place the cursor over Eligibility on the Global navigation bar.
 - Select Customer Information from the Local navigator.
 - Click the Needs link on the Task navigation bar to access the Needs List page.
 - Click 'Add Need' button.

2.7.4.1 Needs List Page



2.3.4.1.1 Adding a Need on the Needs List page.

The worker will then add the need details.

- Enter the appropriate information in Need Detail page.
- Select 'Service Arrangement' for Save and Add New and then click 'Go' button to add new service arrangement record.
- The 'Save & Add New' field option will only display when a select type is chosen from the 'Category' field.

Please Note:

Commented [PE6]: Add note that the program will be GAGR on the service page

When Selecting 'Go' to create the Service Arrangement the program type will be defaulted to 'General Assistance/General Relief'.

2.7.4.2 Needs Detail and Service Arrangement Page

Need Detail

*- Indicates required fields

Save And Return
Cancel

Name: *

Category: *

Begin Date: *

Status: *

Type: *

Description:

Status Reason: *

Save & Add New: Go

Save And Return
Cancel

This Type_1 page took 0.23 seconds to load.

2.3.4.2.1 Entering the information on the Need Detail page.

Service Arrangement Detail

Save and Return
Cancel

Need			
Type	Name	Category	Begin Date
Indigent Burial	ROWENA, DARREL 19M	GR Non-Recurring Special Need	11/30/2021

Activities			
Type	Status	Begin Date	End Date

Select

Arrangement Details

Arrangement Period: *
 From: To:

Program Type: * General Assistance/General
Aid Code: *

Relief Voucher: *

Payee: *

Employed: *

Additional Payee:

Service Type Description **Total**

Status History

Status	Status Reason	Status Date
<input type="text" value="v"/>	<input type="text" value="v"/>	09/09/2021

Comments:

2.3.4.2.2 Service Arrangement Detail page.

2.8 Financial

2.8.1 Indigent Burial

2.8.1.1 County Admin Detail – Indigent Burial Functionality

2.8.1.1.1 Overview

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

2.8.1.1.2 Description of Changes

- a. The Admin detail page for Indigent Burial 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 Name	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
Indigent Burial Applicable.	N	Y	N	Y	Y	N	N	N	Y	N	N	N	N	N	N	Y	N	N
Burial arrangements – Placer Only.	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N
Burial arrangements – Orange Only.	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Burial arrangements – Contra Costa and San Luis Obispo.	N	Y	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N
Burial plot on county.	N	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N
Religious reason for burial.	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Burial arrangements – Tulare Only.	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 Number	CalWIN Rule	CalSAWS Rule
EDX302C001	Indigent Burial Applicable	Indigent Burial Applicable.
EDX302C002	Burial arrangements method 1	Burial arrangements – Placer Only.
EDX302C003	Burial arrangements method 2	Burial arrangements – Orange Only.

EDX302C004	Burial arrangements method 3	Burial arrangements – Contra Costa and San Luis Obispo.
EDX302C005	Burial plot on county	Burial plot on county.
EDX302C006	Religious reason for burial	Religious reason for burial.
EDX302C007	Burial arrangements method 4	Burial arrangements – Tulare Only.

2.8.1.2 EDBC Changes

2.8.1.2.1 Overview

This section will provide the Eligibility Rules flow for Indigent Burial that can be filtered for each CalWIN County.

2.8.1.2.2 Description of Change

Indigent Burial 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.

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

Field (CalWIN)	Field (CalSAWS)	Location Details
case special need request amount	Request Amount	Burial Detail

Please refer the [Rules Flow Diagram](#) in the Appendix section on how to open and navigate the Visio diagram.

Form Reason

1. The status reason CT73 'Eligible for Indigent Burial Benefits' will be set to the form E10006 when all the following conditions are met (Note: this status is only used for triggering the Form, this status will not be displayed on the EDBC):
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The Individual's County of Residence is the current county.
 - e. The individual is a US citizen or Legal Permanent Resident.

Category	Short Description
73	Eligible for Indigent Burial Benefits

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 status reason CT73 'Deceased not Resident of County' will be set as a program failure reason when all the following conditions are met in A, B, C, or D:
 - A. All the following:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is active.
 - c. Any of the following is not true:
 - 'Intent to reside' is checked.
 - 'Arrival date' is earlier than 'Decease Date'.
 - B. All the following:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The following is not true:
 - The Individual's County of Residence is the current county.
 - C. All the following:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is not active.
 - d. The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is active.
 - e. Any of the following is not true:
 - The individual's County of Residence is the current county.
 - 'Arrival Date' is prior to the individual deceased date.
 - 'Intent to reside' is checked.
 - D. All the following:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is not active.
 - d. The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is not active.

- e. The rule 'Burial arrangements – Tulare Only.' is active.
- f. Any of the following is not true:
 - The individual's County of Residence is the current county.
 - The 'County Where Death Occurred' is the current county.

Category	Short Description
73	Deceased not Resident of County

- 2. The new program status reason CT73 'Not a Citizen or Legal Permanent Resident' will be set as a program failure reason when all the following conditions are met:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The 'Individual's County of Residence is current county.
 - e. The following is not true:
 - The individual is a US citizen or Legal Permanent Resident.

Category	Short Description
73	Not a Citizen or Legal Permanent Resident

- 3. The new program status reason CT73 'Surviving Relative Signed Payment Agreement' will be set as a program failure reason when all the following conditions are met:
 - a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The individual's County of Residence is current county.
 - e. The individual is a US citizen or Legal Permanent Resident.
 - f. The following is not true:
 - The individual does not have any relationship records.
 - g. The 'Payment Agreement signed' is YES.

Category	Short Description
73	Surviving Relative Signed Payment Agreement

4. The new program status reason CT73 'Burial Assistance not Requested by Public Admin/Guardian' will be set as a program failure reason when all the following conditions are met:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The individual's County of Residence is the current county.
 - e. The individual is a US citizen or Legal Permanent Resident.
 - f. The individual does not have any relationship records.
 - g. The following is not true:
 - 'Burial Request from Public Administrator/Guardian' is yes.

Category	Short Description
73	Burial Assistance not Requested by Public Admin/Guardian

5. The new program status reason CT73 'Deceased did not Meet Eligibility' will be set as a program failure reason when all the following conditions are met:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is active.
 - c. 'Intent to reside' is checked.
 - d. 'Arrival date' is earlier than 'Decease Date'.
 - e. The following is not true: the person did not fail the non-financial determination.

Category	Short Description
73	Deceased did not Meet Eligibility

6. The new program status reason CT73 'Personal Property > Burial Limit' will be set as a program failure reason when all the following conditions are met:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is active.
 - c. The 'Intent to reside' is checked.
 - d. 'Arrival date' is earlier than 'Decease Date'.
 - e. The person did not fail non-financial determination.
 - f. The person has a relationship record.
 - g. The following is not true:

- The 'personal property value' (computed in the Visio) is less than the 'personal property burial max amount (Determined in the Visio).

Category	Short Description
73	Personal Property > Burial Limit

7. The new program status reason CT73 'Surviving Relative not Signed Lien' will be set as a program failure reason when all the following conditions are met:
- The following is not true: the indigent burial result is 'Pass'.
 - The rule 'Burial arrangements – Placer Only.' is active.
 - 'Intent to reside' is checked.
 - 'Arrival date' is earlier than 'Decease Date'.
 - The person did not fail non-financial determination.
 - The person has a relationship record.
 - The 'personal property value' (Determined in the Visio) is less than the 'personal property burial max amount.
 - The following is not true:
 - The individual's 'opted for the Reimbursement Agreement signed by surviving relative' is yes.

Category	Short Description
73	Surviving Relative not Signed Lien

8. The new program status reason CT73 'Relative Resources > Max Allowable Cremation Cost' will be set as a program failure reason when all the following conditions are met in A or B:
- All the following:
 - The following is not true: the indigent burial result is 'Pass'.
 - The rule 'Burial arrangements – Placer Only.' is not active.
 - The rule 'Burial arrangements – Orange Only.' is not active.
 - The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is not active.
 - The rule 'Burial arrangements – Tulare Only.' is active.
 - The individual's County of Residence is the current county or 'County Where Death Occurred' is the current county.
 - Any of the following is not true:
 - The individual resource summary liquid asset value is greater than the GR budget net grant amount.

- The 'Responsible Party acting as Executor of Estate' is set as "YES".
 - h. The individual has a responsible relative, and the responsible relative does not have a deceased date.
 - i. Individual resource control liquid assets values are greater than the GR budget net grant amount. (Determined in the Visio)
- B. All the following:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is not active.
 - d. The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is active.
 - e. All the following is true:
 - Individual's County of Residence is the current county
 - The 'Arrival Date' is prior to the individual deceased date
 - The 'Intent to reside' is checked.
 - f. The 'person total resource values' are less than the maximum cremation resource amount or the person's total resource values is ZERO.
 - g. The person's total resource value is greater than the 'Maximum cremation resource' amount.

Category	Short Description
73	Relative Resources > Max Allowable Cremation Cost

9. The new program status reason CT73 'Applicant's Resources > Max Cremation Allowance' will be set as a program failure reason when all the following conditions are met:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is not active.
 - d. The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is not active.
 - e. The rule 'Burial arrangements – Tulare Only.' is active.
 - f. The individual's County of Residence is the current county or 'County Where Death Occurred' is the current county.
 - g. The individual resource summary liquid asset value is greater than the GR budget net grant amount.

- h. 'Responsible Party acting as Executor of Estate' is set as "YES".

Category	Short Description
73	Applicant's Resources > Max Cremation Allowance

10. The new program status reason CT73 'Deceased's Resources > Cost of Cremation' will be set as a program failure reason when all the following conditions are met:
- The following is not true: the indigent burial result is 'Pass'.
 - The rule 'Burial arrangements – Placer Only.' is not active.
 - The rule 'Burial arrangements – Orange Only.' is not active.
 - The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' is active.
 - Any of the following is true:
 - Individual's County of Residence is the current county.
 - 'Arrival Date' is prior to the individual deceased date.
 - 'Intent to reside' is checked.
 - The following is not true: the 'person total resource values' are less than the maximum cremation resource amount or the person's total resource values is ZERO.

Category	Short Description
73	Deceased's Resources > Cost of Cremation

11. The new program status reason CT73 'Responsible Party Can Act as Executor of Estate' will be set as a program failure reason when all the following conditions are met:
- The following is not true: the indigent burial result is 'Pass'.
 - The rule 'Burial arrangements – Placer Only.' is not active.
 - The rule 'Burial arrangements – Orange Only.' is active.
 - The Individual's County of Residence is the current county.
 - The individual is a US citizen or Legal Permanent Resident.
 - The individual does have a relationship record.
 - The following is not true: 'Payment Agreement signed' is YES.
 - The individual has Liquid property type Burial Funds.
 - All the following in A or B:
 - All the following:
 - Any of the following is not true:

- The individual has a responsible relative from the relationship.
 - The responsible relative is either a 'spouse' or a 'parent'.
 - The responsible relative does not have a decease date.
 - The deceased individual is less than 18 years old.
- ii. The following is not true:
- The 'burial assets request' amount is less than the 'max cremation cost'.
- B. All the following:
- i. The individual has a responsible relative from relationship and the responsible relative is either a 'spouse' or a 'parent' and does not have a decease date.
- ii. Any of the following is true:
- The responsible relative is a spouse.
 - The responsible relative is a parent and the deceased individual is less than 18 years old.
- iii. Any of the following is not true:
- The individual is receiving SSI/SSP.
 - The 'burial assets request' amount is less than the 'max cremation cost'.

Category	Short Description
73	Responsible Party Can Act as Executor of Estate

12. The new program status reason CT73 'Burial Cost > Max Cremation Allowance' will be set as a program failure reason when all the following conditions are met:
- a. The following is not true: the indigent burial result is 'Pass'.
 - b. The rule 'Burial arrangements – Placer Only.' is not active.
 - c. The rule 'Burial arrangements – Orange Only.' is active.
 - d. The Individual's County of Residence is the current county.
 - e. The individual is a US citizen or Legal Permanent Resident.
 - f. All the following is not true:
 - The individual does not have any relationship records.
 - The 'Payment Agreement signed' is YES.
 - The individual has Liquid property type Burial Funds.

Category	Short Description
73	Burial Cost > Max Cremation Allowance

13. The new person status reason CT73 'Indigent Burial Amount Has Been Granted Already' will be set as a person level failure reason when all the following conditions are met:
- a. The indigent burial result is 'Pass'.

Category	Short Description
73	Indigent Burial Amount Has Been Granted Already

2.8.1.3 Correspondence

2.8.1.3.1 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.

2.8.1.3.2 Description of Change

1. Reason Code: E10006 – Eligible for Indigent Burial Benefits

- a. Trigger Condition
 - i. This form generates for the applicable counties when the current EDBC has the reason 'Eligible for Indigent Burial Benefits' and the previous EDBC did not.
- b. County-specific information:

County	Action	Document Description	Number	Template
Orange	N/A	GR Burial/Cremation Approval Notification	F063-26-54 (07/99)	502339

2.8.1.4 Project Requirements

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Indigent Burial Applicable} CalSAWS must determine whether Indigent Burial is applicable in a GA/GR case.]	The rule 'Indigent Burial Applicable.' meets this requirement.	This is determined in the Visio.
	[Business Rule: {Indigent Burial Resident} CalSAWS must determine whether a deceased individual was a county resident and meets all eligibility requirements for GA/GR Indigent Burial assistance.]	The rule 'Burial arrangements – Placer Only.' meets this requirement.	This is determined in the Visio.
	[Business Rule: {Indigent Burial Public Guardian} CalSAWS must determine whether a deceased individual had the resources to cover burial expenses when Public Guardian requested GA/GR Indigent Burial assistance.]	The rule 'Burial arrangements – Orange Only.' meets this requirement.	This is determined in the Visio.
	[Business Rule: {Indigent Burial Cremation 1} CalSAWS must determine whether a deceased individual resided in the county and had the resources to cover cremation for GA/GR Indigent Burial assistance.]	The rule 'Burial arrangements – Contra Costa and San Luis Obispo.' meets this requirement.	This is determined in the Visio.
	[Business Rule: {Indigent Burial Plot in County} CalSAWS must determine whether a deceased individuals burial plot is in the county for GA/GR Indigent Burial assistance.]	The rule 'Burial plot on county.' meets this requirement.	This is determined in the Visio.

DDID 2314	DDID Description	How DDID Requirement Met	Rule Flow diagram
	[Business Rule: {Indigent Burial Religious Reason Refusal} CalSAWS must determine whether a relative has refused cremation based on religious grounds for GA/GR Indigent Burial assistance.]	The rule 'Religious reason for burial. meets this requirement.	This is determined in the Visio.
	[Business Rule: {Indigent Burial Cremation 2} CalSAWS must determine whether a deceased individual resided in the county and had the resources to cover cremation for GA/GR Indigent Burial assistance when there is no estate executor.]	The rule 'Burial arrangements – Tulare Only. meets this requirement.	This is determined in the Visio.

2.8.2 Financial Income Test (adjustment)

The following rules, introduced by SCR CA- 224578, will be removed from this functionality.

CalWIN Number	CalSAWS Rule	Reason
EDX320C001	Test in kind income.	rule being applicable or not will have the same result
EDX320C002	Do not test in kind income.	rule being applicable or not will have the same result
EDX320C006	Income test on adjusted amount.	rule being applicable or not

		will have the same result
--	--	---------------------------

2.9 Non-Financial

2.9.1 Non-Financial Overall Functionality (Complete version)

2.9.1.1 County Admin Detail - Non-Financial Overall Functionality

Leverage Rule

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

Rule Name	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
Grant greater than \$5.	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N
Indigent Burial applicable.	N	Y	N	Y	Y	N	N	N	Y	N	N	N	N	N	N	Y	N	N
Return to residence applicable.	N	Y	Y	Y	Y	Y	Y	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y

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

CalWIN Number	CalWIN Rule	CalSAWS Rule
EDX321C005	Grant greater than \$5.	Grant greater than \$5.
EDX302C001	Indigent Burial applicable.	Indigent Burial applicable.
EDX307C001	Return to residence applicable.	Return to residence applicable.

2.9.1.2 EDBC Changes

2.9.1.2.1 Overview

This section will provide the Eligibility Rules flow for non-financial overall that can be filtered for each CalWIN County.

2.9.1.2.2 Description of Change

Non-Financial Overall 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.

The existing Duplicate Aid rules will be disabled for GA/GR Program and this functionality will be covered as part of current SCR changes.

Please refer the [Rules Flow Diagram](#) in the Appendix section on how to open and navigate the Visio diagram.

Existing Person Status:

The following reasons will set to the person level when the following conditions are met:

1. The existing person status reason CT73 'HH Mem Not Met Program Req.' will be updated to set as a person failure status reason when the following conditions are met in either A or B:
 - A. All the following:
 - a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. Either a, b or c:
 - a. The individual is Return to resident Granted (determined in the Return to Resident functionality).
 - b. The indigent burial request begin date is prior to the benefit month begin date.
 - c. All the following:
 - The following is not true: the individual is Return to resident Granted (determined in the Return to Resident functionality).
 - The following is not true: the indigent burial request begin date is prior to the benefit month begin date.
 - The individual deceased date is in the benefit month or the program is intake and deceased

- date is less than or equal to individual application date.
 - An individual date of deceased date is before benefit month begin date
 - The individual is not marked as 'excluded'.
- B. The individual is failed.

Category	Short Description
73	HH Mem Not Met Program Req.

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 person status reason CT73 'Aided in Same County' will be set as a person failure status reason when all the following conditions are met:
 - a. The person is not marked 'orange exclude', 'Ineligible -Inc/Res Counted', or 'Responsible Relative'.
 - b. The individual is currently aided in General Assistance General Relief from a different case in the same county.

Commented [PE7]: Justis - Need to state "as a failure status reason" Check throughout the document and make the change

Category	Short Description
73	Aided in Same County

2. The new person status reason CT73 'Aided in Different County' will be set as person failure status reason when all the following conditions are met:
 - a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. The Individual is currently aided in General Assistance General Relief from a different county or has an OPA record of General Assistance General Relief effective for the benefit month.

Category	Short Description
73	Aided in Different County

3. The new person status reason CT73 'Aided in Cash Program' will be set as a person failure status reason when all the following conditions are met:
 - a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. The individual is currently aided in the following programs: CalWORKs, KIN-GAP, FOSTER CARE, RCA, CAPI for the benefit month.

Category	Short Description
73	Aided in Cash Program

4. The new display-only status reason CT73 'Gets CAPI' will be set as a display-only status reason when all the following conditions are met:
 - a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. The individual is currently aided in the following programs: CalWORKs, KIN-GAP, FOSTER CARE, RCA, CAPI for the benefit month.
 - c. The individual is aided in 'CAPI'.

Category	Short Description
73	Gets CAPI

5. The new display-only status reason CT73 'Aided in CalWORKs' will be set as a display-only status reason when all the following conditions are met:
 - a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. The individual is currently aided in the following programs: CalWORKs, KIN-GAP, FOSTER CARE, RCA, CAPI for the benefit month.
 - c. The individual is aided in CalWORKs.

Category	Short Description
73	Aided in CalWORKs

6. The new person status reason CT73 'Aided with Aid Code 98' will be set as a person failure status reason when all the following conditions are met:
- The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - The individual is currently aided in General Assistance General Relief with aid code '98'.

Category	Short Description
73	Aided with Aid Code 98

7. The new person status reason CT73 'CW Time Limit >= 48' will be set as a person failure status reason when all the following conditions are met:
- The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - The individual is a parent (biological or step) and the child's age is less than 18 and does not have a deceased date.
 - The CW time limit is greater than or equal to 48 months.

Category	Short Description
73	CW Time Limit >= 48

8. The new person status reason CT73 'Not Eligible for CALM' will be set as a person failure status reason when all the following conditions are met:
- The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - The rule 'Grant greater than \$5.' is active.
 - GA/GR sub program is 'Cash Aid Link to Medical'
 - All the following in A or B:
 - All the following:
 - The program is ongoing.
 - The individual is currently aided in Medical and has one of the following aid codes: '13', '14', '16', '17', '1U', '23', '24', '26', '27', '36', '63', '64', '66', '67', '6A', '6C', '6H', OR '6U'
 - All the following:

- The program is intake.
- The following is not true: the individual is currently aided in Medical and has one of the following aid codes:
'13', '14', '16', '17', '1U', '23', '24', '26', '27', '36', '63', '64', '66', '67', '6A', '6C', '6H', OR '6U'

Category	Short Description
73	Not Eligible for CALM

9. The new person status reason CT73 'Spouse or Parent Has no Medi-Cal Eligibility' will be set as a person failure status reason when all the following conditions are met:
- a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. All the following:
 1. The rule 'Grant greater than \$5.' is active.
 2. GA/GR sub program is 'Cash Aid Link to Medical' and the program is ongoing.
 3. The following is not true: the individual is currently aided in Medical and has one of the following aid codes:
 - '13', '14', '16', '17', '1U', '23', '24', '26', '27', '36', '63', '64', '66', '67', '6A', '6C', '6H', OR '6U'

Category	Short Description
73	Spouse or Parent Has no Medi-Cal Eligibility

10. The existing person status reason CT73 'Indigent Burial Amount Has Been Granted Already' will be updated to set as a person failure status reason when the following conditions are met in either A or B:
- a. The person is not marked 'orange exclude' and not marked as 'Ineligible -Inc/Res Counted' and not marked as 'Responsible Relative'.
 - b. The following is not true: the individual is Return to resident Granted (determined in the Return to Resident functionality).
 - c. indigent burial request begin date is prior to the benefit month begin date.

Category	Short Description
73	Indigent Burial Amount Has Been Granted Already

2.9.1.3 Correspondence

2.9.1.3.1 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.

2.9.1.3.2 Description of Change

2. Reason Code: XAN101 – Aided in Same County

a. Trigger Condition

- This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Aided in Same County'.
- or
- This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Aided in Same County'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
San Francisco	Discontinuance	CAAP Fraud Discontinuance (Duplicate Aid)	2160E	12608
Yolo	Denial	General Assistance Denial - Needs met by Other Source	131-3	12215

3. Reason Code: XAN463 - Aided in Different County

b. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Aided in Different County'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Aided in Different County'.
- c. Person Level Reason
- d. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Receiving Public Assistance In Another CA County	245 1 (10/10)	11462
Santa Barbara	Denial	GR - Deny - On Aid in Another County/State	166-0	12332
San Francisco	Discontinuance	CAAP Fraud Discontinuance (Duplicate Aid)	2160E	12608
San Francisco	Denial	CAAP Denial - On Aid in Another County/State	2155-08	12604
Yolo	Denial	General Assistance Denial - Needs met by Other Source	131-3	12215

4. Reason Code: XAN006 - Aided on Cash Program

- a. Trigger Condition
- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Aided on Cash Program'.
 - or
 - ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Aided on Cash Program'.
- b. Person Level Reason
- c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Receiving Public Assistance In Another CA County	245 1 (10/10)	12645
Fresno	Denial	General Relief Denial - Various Reasons	241-A	610728
Orange	Discontinuance	GR Disc. Approved for Other Cash Assistance	074 A	11611
Orange	Denial	GR Denial - Cash Recipient	128/232 A	11608

San Francisco	Discontinuance	CAAP Discontinuance: Other Public Assistance	019 1	12599
San Francisco	Discontinuance	CAAP Fraud Discontinuance (Duplicate Aid)	2160E	12608
San Mateo	Discontinuance	GA Discontinuance - other public assistance	001 0	607392
San Mateo	Denial	GA Denial - Other Program, Agency, or County	112 0	11953
Solano	Denial	GA - Denial Eligible for CalWORKs	153	12112
Yolo	Discontinuance	General Assistance Discontinuance - Needs Met by Another Source	022-3	12247
Yolo	Denial	General Assistance Denial - Needs met by Other Source	131-3	12215

5. Reason Code: XAN088 - Gets CAPI

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Gets CAPI'.
- or
- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Gets CAPI'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Discontinuance	GA Disc - Approved for CAPI or SSI/SSP	023 0 (10/10)	12652
Alameda	Denial	GA Denial - Receiving CAPI or SSI/SSP	137 1 (10/10)	11462
Contra Costa	Discontinuance	GA Discontinuance - CAPI Granted	042 1	11525
Contra Costa	Denial	GA Denial - CAPI Eligible	142 2	11519
Sacramento	Discontinuance	DISCONTINUANCE-Variou Reasons	CDS 013-1	12450
Santa Clara	Discontinuance	GA Discontinuance - Receiving CAPI	GA 028	12013
Santa Clara	Denial	GA Denial - receiving CAPI	GA 144	12038
San Francisco	Discontinuance	CAAP Fraud Discontinuance (Duplicate Aid)	2160E	12608

6. Reason Code: XAN200 - Aided in CalWORKs

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Aided in CalWORKs'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Aided in CalWORKs'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Santa Barbara	Discontinuance	GR - Disc - Other Cash Program	053-1	12334
Santa Barbara	Denial	GR - Deny - Eligible to CalWORKs/Honor CalWORKs POI/Sanction	153-0	12332
San Francisco	Denial	CAAP Denial - CalWORKs Eligible/Recipient	2155-17	12604
Solano	Discontinuance	GA - Discontinuance - Eligible for CalWORKs	053	12141

7. Reason Code: XAN944 - CW Time Limit >= 48

a. Trigger Condition

i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'CW Time Limit >= 48'.

or

ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'CW Time Limit >= 48'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
Alameda	Denial	GA Denial - Ineligible Due to CalWORKs Time Limits	133 0 (12/11)	11462
Fresno	Discontinuance	General Relief Discontinuance - Various Reasons	022-B	11539
Fresno	Denial	General Relief Denial - Various Reasons	241-A	610728
Orange	Denial	GR Denial - Ineligible Due to CalWORKs Time Limits	180	609372

Sacramento	Discontinuance	GA Denial/Disc - Ineligible Due to CalWORKs Time Limits	GA 3000_34N	608042
Sacramento	Denial	GA Denial/Disc - Ineligible Due to CalWORKs Time Limits	GA 3000_34N	608041
San Diego	Denial	GR Person/Case Denied Due to CalWORKs Ineligibility	143-2	12733
Solano	Denial	Denial - Timed-Out for CalWORKs	GA 174A	607583
Sonoma	Denial	GA Denial - 48 Months Cash Aid	145-2 (09/98)	12539

8. Reason Code: XAN998 - Not Eligible for CALM

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Not Eligible for CALM'.
- or
- ii. This notice generates for the applicable counties when the person was 'Pending' and is now 'Denied' on the current EDBC with the reason 'Not Eligible for CALM'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
San Francisco	Discontinuance	CALM Discontinuance - Not Eligible for ABD Medi-Cal	007 0 (09/03)	12633
San Francisco	Denial	CAAP Denial - Not Eligible for ABD Medi-Cal	2155-37	610705

9. Reason Code: XAN921 – Spouse or Parent Has no Medi-Cal Eligibility

a. Trigger Condition

- i. This notice generates for the applicable counties when the person was 'Active' in the previous saved EDBC and is now 'Discontinued' on the current EDBC with the reason 'Spouse or Parent Has no Medi-Cal Eligibility'.

b. Person Level Reason

c. County-specific information:

County	Action	Document Description	Number	Template
San Francisco	Discontinuance	CALM Discontinuance - Not Eligible for ABD Medi-Cal	007 0 (09/03)	12633

3 REQUIREMENT

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2314	<p>The CONTRACTOR shall update the CalSAWS Software to determine the benefit levels, resource limits and benefit allocation amounts (housing, utility, etc.) based on each counties GA/GR eligibility determination rules with updates through security rights. Eligibility determination rules shall include the following:</p> <ol style="list-style-type: none"> 1) Residency 2) Income 3) Aid paid pending 4) Immediate need 5) Property/resource 6) Deductions 7) Household composition/Assistance Unit 8) Aid codes 9) Hearings 10) Sanctions 11) Non-compliances 12) Living Arrangement 13) Citizenship 14) Expenses 15) Special Need 	<p>Eligibility:</p> <p>The existing 705 rules/attributes shared by DXC will be consolidated by functionality into 110 rules in CalSAWS but still providing the existing flexibility available to the County Admin to turn on or off a functionality specific to their county. The breakdown of the complexity is as shown below</p> <p>Create new</p> <ul style="list-style-type: none"> • 21 Difficult rules • 24 Medium rules • 13 Easy rules <p>Modify existing</p> <ul style="list-style-type: none"> • 14 Difficult rules • 23 Medium rules • 15 Easy rules <p>Batch/Interfaces</p> <p>Up to 20 new Batch sweeps will be created in CalSAWS to handle the MU triggers that is currently existing for CalWIN GR program</p> <p>Note: This does not include data collection MU trigger since CalSAWS as a system does not support Data Collection batch triggers for all programs including GR.</p>	<p>The following subsequent Rules migrated in this SCR will met these requirements.</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		Fiscal Existing CalSAWS Fiscal framework will be leveraged for the new CalWIN GR program for benefit Issuance, Claiming and Adjustments.	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2319	<p>The CONTRACTOR shall update the CalSAWS Software with current available automated CalWIN county specific NOA's and Forms associated to their GA/GR program.</p> <p>The CONTRACTOR shall update the CalSAWS software to trigger and generate county specific NOAs and Forms based upon each counties eligibility rules.</p>	<p>Batch/Interfaces:</p> <ol style="list-style-type: none"> 1. The DXC correspondence service will have the ability to return a generated unflattened blank form/notice. 2. The CalSAWS template repository will manually be kept in sync with DXC's inventory manually. (Considering 2 services) 3. The Assumption is based on the below count and complexity <p>74 Non-State forms triggers (online/batch) that will be built in CalSAWS and will call DXC service to generate form (20% will be difficult , 50% will be medium and 30% will be easier).</p> <p>DBCR: New web service will utilize new staging tables separate from other services.</p> <p>Correspondence- Forms:</p> <ol style="list-style-type: none"> 1. There are a total of 180 non EDBC triggered forms of which <ul style="list-style-type: none"> •53 forms will be manually generated from template repository. •93 forms will be triggered from CalSAWS and generated through DXC service. •34 forms will use current CalSAWS triggers and the corresponding version available. 2. All GA/GR specific and combo program State forms will 	<p>The following subsequent Rules migrated in this SCR will met these requirements.</p>

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		<p>be triggered/generated through CalSAWS except if any form is customized by county already in CalWIN. In that case, DXC service will be called just for that county alone to generate the form PDF.</p> <p>3. All GA/GR specific and combo program Non-State forms will be generated through DXC service. Whenever required CalSAWS will call the GA/GR Correspondence service with all the data related to the case.</p> <p>4. New functionality will be added to CalSAWS to determine form generation based on county.</p> <p>5. All CalSAWS generated state forms will not have capability to add/modify data elements by user. The existing CalSAWS capability to append text to the NOA pdf will be available to the user.</p> <p>6.If any manual variables are needed, print queue will be accessed through iFrame by calling DXC service where user will be able to add manual variables.</p> <p>Entire case data including office related information will be sent</p>	

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		<p>to DXC service for each form/NOA trigger.</p> <p>Correspondence - NOAs:</p> <p>1.The triggers for 164 NOAs will be developed in CalSAWS and DXC Correspondence Service will be called with the case/program information to render the NOA pdf.</p> <p>2.If any manual variables are needed, print queue will be accessed through iFrame by calling DXC service where user will be able to add manual variables.</p> <p>Entire case data including office related information will be sent to DXC service for each form/NOA trigger.</p> <p>Correspondence - Central Print: CalSAWS nightly batch will prepare print bundles for GA/GR NOAs and Forms generated by DXC.</p>	

4 MIGRATION IMPACTS

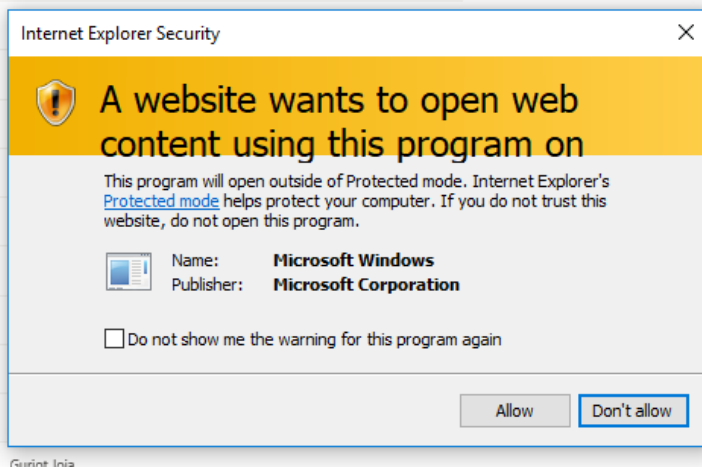
General Assistance/General Relief functionality will be implemented as a new program for the 57 counties excluding Los Angeles county. Los Angeles GA/GR functionality will not be modified.

5 APPENDIX

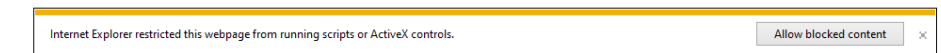
5.1 Rules Flow Diagram

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. *If opening the Visio file from the SharePoint link the Visio file will need to be downloaded first then open with the downloaded file with internet explorer.
4. The following prompt will appear if opening the downloaded Visio file.



5. Click 'Allow' to open the file on Internet Explorer.
6. The internet Explorer will open with the below pop up in the bottom of the page

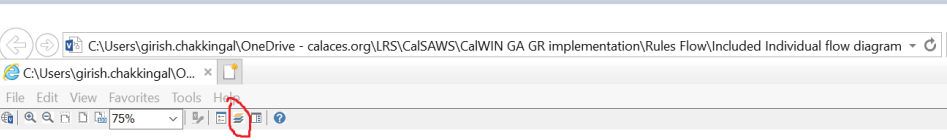


7. Click Allow Blocked Content.

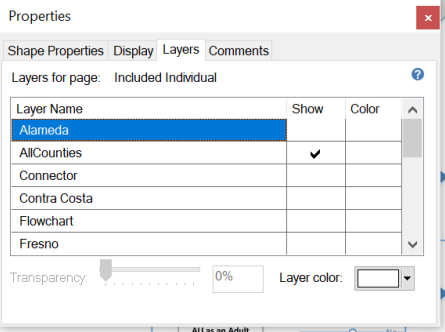
8. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the buttons highlighted below for the appropriate rules (in this case Included Individual)



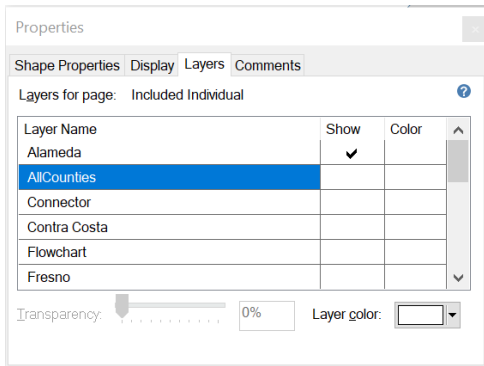
9. Click the layer icon circled in red color below



10. Once the layers button is clicked the Properties box will pop up.



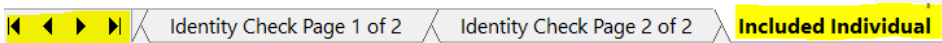
11. Then click the county name that is applicable to you, in this case Alameda



12. 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.

Viewing Visio Document in Microsoft Visio

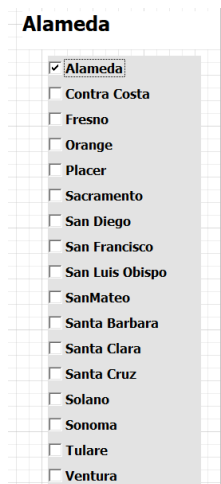
1. This is applicable for Laptops/Desktops that do have Microsoft Visio software installed
2. Once you double click the attachment or right click and open with Visio then it will open in Microsoft Visio
3. Once the Visio opens in Internet Explorer, select the tab at the bottom and navigate using the 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.

5.2 Reference Table

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.

- a. Key:
 - i. GR Priority
 - 01. The lower the number the higher the priority
 - ii. GR Program Role
 - 01. FE – This indicator means the status reason will change the person role to FRE - 'Financially Responsible – Excluded'
 - 02. FI – This indicator means this status reason will change the person role to FRI 'Financially Responsible – Included'
 - 03. MM – This indicator means this status reason will change the person role to MMO 'Medi-Cal Member Only'
 - 04. UP – This indicator means this status reason will change the person role to UP 'Unaided Person'
 - iii. GR Close Person
 - 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
 - 02. Y – indicator means this status reason can close the person.
 - iv. GR Close Program
 - 01. CanCloseBoth – Indicator means this status reason can close both person and program level.
 - 02. Y – Indicator means this status reason can close the program.
 - v. General Relief
 - 01. Y -Indicator means this status reason will be applicable for CalWINs General Relief Program

CalWIN Status	GR Priority	CalSAWs Status (Status Reason)	Set by Eligibility	GA/GR Program Role	GA/GR Close Person	GA/GR Close Program	General Relief	Use Case
XAN101	3720	Aided in Same County			Y		Y	non-financial overall flow

XAN463	3740	Aided in Different County			Y		Y	non-financial overall flow
XAN006	3760	Aided in Cash Program			Y		Y	non-financial overall flow
XAN088	3780	Gets CAPI					Y	non-financial overall flow
XAN200	3800	Aided in CalWORKs					Y	non-financial overall flow
XAN407	3820	Aided with Aid Code 98			Y		Y	non-financial overall flow
XAN944	3840	CW Time Limit >= 48			Y		Y	non-financial overall flow
XAN998	3860	Not Eligible for CALM			Y		Y	non-financial overall flow
XAN921	3880	Spouse or Parent Has no Medi-Cal Eligibility			Y		Y	non-financial overall flow

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-237170

Allow workers to update status from 'N/A' on the Customer Reporting page.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Michael Wu, Long Nguyen, Naga Chinduluru, Shilpa Suddavanda, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/29/2021	1.0	Initial	Erika Kusnadi-Cerezo
12/08/2021	1.1	Added Assumption #3 surrounding the Complete-EDBC Accepted status and running EDBC	Erika Kusnadi-Cerezo

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Customer Reporting Detail.....	5
	2.1.1 Overview	5
	2.1.2 Customer Reporting Detail Mockup	6
	2.1.3 Description of Changes	9
	2.1.4 Page Location	10
	2.1.5 Security Updates.....	10
	2.1.6 Page Mapping.....	11
	2.1.7 Page Usage/Data Volume Impacts	11
3	Supporting Documents	11
4	Requirements.....	11
	4.1 Project Requirements.....	11

1 OVERVIEW

The Customer Reporting pages allows Users to process the participant/beneficiary reports such as SAR7, RE Packets, MC RE Packet etc.

1.1 Current Design

Currently when the Customer Report is marked as 'Not Applicable' on the Customer Reporting Detail page, users are not able to update the Status field directly from the Customer Reporting Detail page.

1.2 Requests

Add the ability for Users to update the Status field from the Customer Reporting Detail page regardless of what the latest status is set to.

1.3 Overview of Recommendations

1. Update the Customer Reporting Detail page to allow workers with elevated access to update the Status field regardless of what the latest status.
2. Create a new Security Right and Group that allow Users to access to update the status field on the Customer Reporting Detail page.

1.4 Assumptions

1. All existing functionalities will remain unchanged unless stated otherwise as part of this design.
2. Only programs that uses the Customer Reporting pages to update reports will be affected. Currently these are the list of programs that users use to update the Customer Reporting page. CalWORKs, CalFresh, Medi-Cal, RCA, Nutrition Benefit, Kin-GAP, AAP, CAPI, GA/GR (LA County only).
3. Updating the Status to Complete – EDBC Accepted, even though EDBC was not ran will prevent the program from being discontinued by batch automatically (batch will check for a Complete – EDBC Accepted status to determine whether the case will be discontinued, this is an existing functionality). However, RE Due date will not be advance automatically since the system will do it at the time EDBC was ran and accepted.

2 RECOMMENDATIONS

2.1 Customer Reporting Detail

2.1.1 Overview

The Customer Reporting Detail page allows the Users to process the participant/beneficiary reports and display the history of the status changes as well. As part of this enhancement, users will now be able to update the Customer Reporting Status regardless of what the latest status is set to.

2.1.2 Customer Reporting Detail Mockup

Customer Reporting Detail

* - Indicates required fields

Override

Save and Return

Cancel

Report Type:
SAR 7

Submit Month:
07/2021

Date Received:
07/13/2021

Personal Contact:

No ▾

Status			
Program	Status	Status Detail	Date
CW	<input type="text"/>		<input type="text"/>
CF	<input type="text"/>		<input type="text"/>

CalWORKs Status History

Status	Status Date	Action Date	Updated By
Not Applicable	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

CalFresh Status History

Status	Status Date	Action Date	Updated By
Reviewed- Ready to Run EDBC	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

Override

Save and Return

Cancel

This Type 1 page took 0.38 seconds to load.

Customer Reporting Detail - Override

*- Indicates required fields

Save and Return

Cancel

Report Type:

SAR 7

Submit Month:

07/2021

Date Received:

07/13/2021

Personal Contact:

No ▾

Status

Program	Status	Status Detail	Date
CW	<input type="text"/>		<input type="text"/>
CF	<input type="text"/>		<input type="text"/>

CalWORKs Status History

Status	Status Date	Action Date	Updated By
Not Applicable	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

CalFresh Status History

Status	Status Date	Action Date	Updated By
Reviewed- Ready to Run EDBC	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

Save and Return

Cancel

This [Type 1](#) page took 0.38 seconds to load.

Customer Reporting Detail - Override

*- Indicates required fields

Save and Return

Cancel

Report Type:

SAR 7

Submit Month:

07/2021

Date Received:

07/13/2021

Personal Contact:

No

Status			
Program	Status	Status Detail	Date
CW			<input type="text"/>
CF			<input type="text"/>

- Complete-EDBC Accepted
- Incomplete
- Not Applicable
- Received
- Reviewed-Ready to Run EDBC
- Sent

CalWORKs Status History			
Status	Status Date	Action Date	Updated By
Not Applicable	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

CalFresh Status History			
Status	Status Date	Action Date	Updated By
Reviewed- Ready to Run EDBC	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

Save and Return

Cancel

Figure 2.1.2b – Customer Reporting Detail – Override Mode

Customer Reporting Detail - Override

*- Indicates required fields

Report Type: SAR 7
Submit Month: 07/2021
Date Received: 07/13/2021

Personal Contact:

Program	Status	Status Detail	Date
CW	<input type="text"/>		<input type="text"/>
CF	<input type="text"/>		<input type="text"/>

CalWORKs Status History

Status	Status Date	Action Date	Updated By
Not Applicable	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

CalFresh Status History

Status	Status Date	Action Date	Updated By
Reviewed- Ready to Run EDBC	07/16/2021	07/16/2021 15:21:32 PM	521142
Received	07/13/2021	07/13/2021 15:51:28 PM	253783
Sent	06/26/2021	06/26/2021 00:34:25 AM	582723
Generated	06/25/2021	06/25/2021 22:05:41 PM	593326

This Type 1 page took 0.38 seconds to load.

Figure 2.1.2c – Customer Reporting Detail – Override Mode

2.1.3 Description of Changes

1. Add an 'Override' button on the Customer Reporting Detail page in Edit Mode as shown on Figure 2.1.1.
 - a. 'Override' button to display only for Users that are assigned to the newly created Security Right (CustomerReportingDetailOverride).
 - b. After clicking the 'Override' button the page will reload and the Customer Reporting Detail (edit mode) page will display with the following elements updated as shown on Figure 2.1.2a through Figure 2.1.2c.

- i. The page title will display as 'Customer Reporting Detail – Override'.
- ii. The Status field will now display the following values and will default to Blank and will be listed in alphabetical order.
 1. Blank
 2. Complete-EDBC Accepted
 3. Incomplete
 4. Not Applicable
 5. Received
 6. Reviewed – Ready to Run EDBC
 7. Sent
- iii. Clicking the 'Save and Return' button will Save the changes that were made and will take the Users to the Customer Reporting List page.
- iv. Clicking the 'Cancel' button will not Save the changes that were made on the page and will take the Users to the Customer Reporting List Page.

Note: The System will continue to behave as it currently is based on the value selected on the 'Status' field (i.e., Status Detail field will dynamically be a drop down field when Status is set to 'Received' etc.).

Date field will continue to behave as it currently is. If a value is entered on the Date field, it will reflect that Date on the Status Date field. If no value is entered on the Date field, the Status Date will reflect the Date that the Status was updated.

Note: The Override functionality will only be available for the Customer Reporting page, it will not be available for the Employment Services Customer Reporting pages or the Child Care Customer Reporting page.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Reporting**
- **Task: Customer Reporting**

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
CustomerReportingDetailOverride	Allows users to access the Customer Reporting Detail page	Customer Reporting Override

Security Right	Right Description	Right to Group Mapping
	and Override the Status Field.	

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Customer Reporting Override	Allows users to access the Customer Reporting Detail page and Override the Status Field.	Please see Security Matrix.

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.0	Online Security	CA-237170 Security Matrix	CA-237170 Security Matrix.xls

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.12.2.4	The LRS shall support the scanning of a single periodic report for multiple programs and shall accept unique completeness criteria for each program.	Packets need to be updated to the appropriate status to prevent skip issuance. This SCR addresses issues to allow users to update the status of the

		packets accordingly regardless of the latest status.
--	--	------------------------------------------------------

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-237462

Remove Obsolete Forms from CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Narendar Sabbani
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/19/2022	1.0	Initial Revision	Narendar Sabbani

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	4
	2.1 Updates to obsolete forms	4
	2.1.1 Overview	4
3	Supporting Documents	5
4	Requirements.....	5
	4.1 Migration Requirements.....	5

1 OVERVIEW

The purpose of this change is to remove the Obsolete forms from Template Repository.

1.1 Current Design

Currently the forms remain in the CalSAWS system in Template Repository.

1.2 Requests

This effort is to Obsolete the forms from the Template Repository.

1.3 Overview of Recommendations

End date the forms which are listed as Obsolete forms from the Template Repository.

1.4 Assumptions

If a form is being end dated all the corresponding languages in which the form is available will be end dated.

2 RECOMMENDATIONS

2.1 Updates to obsolete forms

2.1.1 Overview

The following forms should be made obsolete (End date) in CalSAWS.

- CA 24 Coversheet-Agency/Organization Sponsored Aliens Applying (f)or Receiving Aid to Families w/Dependent Children (CRPC 2282)
- CA 24-Sponsoring Agency/Organizations Statement of Facts Regarding Ability to Meet the Aliens Needs (CRPC 2282)
- FS 26-CalFresh Program Qualifying Drug Felon Addendum (CRPC 2282)
- PAY 963 - IHSS Request for Photocopies of IHSS Warrants (CRPC 2282)
- MC 210 RV-Medi-Cal Annual Redetermination Form (05/2011) (Made Obsolete with MEDIL I 21-06 when the new MC 210RV was added with CA-216432)

Form Number
CA 24 Coversheet
CA 24
FS 26
PAY 963
MC 210 RV

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-237566

Update rescind functionality to prevent adjusting a program's conversion date

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Connor O'Donnell
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/20/21	1.0	Initial Draft	Connor O'Donnell

Table of Contents

1	Overview	5
	1.1 Current Design.....	5
	1.2 Requests.....	5
	1.3 Overview of Recommendations.....	5
	1.4 Assumptions	5
2	Recommendations.....	6
	2.1 Rescind Detail.....	6
	2.1.1 Overview	6
	2.1.2 Rescind Detail Mockup	6
	2.1.3 Description of Changes	6
	2.1.4 Page Location	6
	2.1.5 Security Updates.....	6
	2.1.6 Page Mapping.....	6
	2.1.7 Page Usage/Data Volume Impacts	6
	2.2 Application Detail	7
	2.2.1 Overview	7
	2.2.2 Application Detail Mockup.....	7
	2.2.3 Description of Changes	7
	2.2.4 Page Location	7
	2.2.5 Security Updates.....	7
	2.2.6 Page Mapping.....	7
	2.2.7 Page Usage/Data Volume Impacts	7
	2.3 Medi-Cal Person Detail	7
	2.3.1 Overview	7
	2.3.2 Medi-Cal Person Detail Mockup	8
	2.3.3 Description of Changes	8
	2.3.4 Page Location	8
	2.3.5 Security Updates.....	8
	2.3.6 Page Mapping.....	8
	2.3.7 Page Usage/Data Volume Impacts	8
3	Requirements.....	9
	3.1 Project Requirements.....	9

1 OVERVIEW

1.1 Current Design

When a worker rescinds a program, the conversion date of the program will change to the beginning of the rescind period if it was set to after the beginning of the rescind period.

1.2 Requests

Prevent the adjustment of the program's conversion date when a program is rescinded.

1.3 Overview of Recommendations

1. Update the logic for the Rescind Detail, Application Detail, and Medi-Cal Person Detail pages so that the conversion date is no longer altered upon updating the dates on the page.

1.4 Assumptions

1. N/A

2 RECOMMENDATIONS

2.1 Rescind Detail

2.1.1 Overview

The Rescind Detail page currently updates the conversion date when a program is rescinded to a date prior to the stored conversion date. This is undesired behavior, so the page logic will be updated to keep the conversion date from changing upon the occurrence of a rescind.

2.1.2 Rescind Detail Mockup

N/A

2.1.3 Description of Changes

1. Update the logic of the Rescind Detail page so that when a program is rescinded from a Denied or Discontinued status, the program's Conversion Date is not altered.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Case Summary**
- **Task: Rescind Detail**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Application Detail

2.2.1 Overview

The Application Detail page currently updates the conversion date when the application date or beginning date of aid is updated to a date prior to the stored conversion date. This is undesired behavior, so the page logic will be updated to keep the conversion date from changing upon the occurrence of a changed date.

2.2.2 Application Detail Mockup

N/A

2.2.3 Description of Changes

1. Update the logic of the Application Detail page so that when the Application Date or Beginning Date of Aid is altered, the program's Conversion Date is not altered.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Case Summary**
- **Task: Application Detail**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Medi-Cal Person Detail

2.3.1 Overview

The Medi-Cal Detail page currently updates the conversion date when a Retro month is added to a date prior to the stored conversion date. This is undesired behavior, so the page logic will be updated to keep the conversion date from changing upon the occurrence of a retro month.

2.3.2 Medi-Cal Person Detail Mockup

N/A

2.3.3 Description of Changes

1. Update the logic of the Medi-Cal Person Detail page so that when a Retro Month is updated, the program's Conversion Date is not altered.

2.3.4 Page Location

- **Global: Eligibility**
- **Local: Case Summary**
- **Task: Medi-Cal Person Detail**

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

N/A

2.3.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-239666

Add Current version of Forms (MC239 FFY-3, DHCS 6168) to Template Repository

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Indira Ramasamy
	Reviewed By	P Madhan Kumar

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/21/2022	1.0	Initial Draft	Indira Ramasamy

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	4
	2.1 Updates to Automatic Renewal MC 239 FFY-3 Form	4
	2.1.1 Overview	4
	2.1.2 Description of Change.....	5
	2.2 Updates to DHCS 6168 Potential Third Party Liability Notification Form.....	5
	2.2.1 Overview	6
	2.2.2 Description of Change.....	6
3	Supporting Documents	7
4	Requirements.....	7
	4.1 Migration Requirements.....	7

1 OVERVIEW

The purpose of this change is to update the MC239 FFY-3 and DHCS 6168 forms in the CalSAWS Template Repository to match the latest state version.

1.1 Current Design

Currently MC239 FFY-3 (10/2015) and DHCS 6168 (2/2011) forms exist in CalSAWS in English Language.

1.2 Requests

This effort is to update the below forms to match with the latest state version.

1. MC239 FFY-3 (12/15)
2. DHCS 6168 (06/19)

1.3 Overview of Recommendations

1. Update the English forms MC239 FFY-3 and DHCS 6168 to match with the latest state version.
2. Add the new MC239 FFY-3 and DHCS 6168 form in Spanish Language.

1.4 Assumptions

1. Header and Footer for new revised form will be same as old version form.
2. Print options and variable population for Revised forms will be same as existing Form.

2 RECOMMENDATIONS

2.1 Updates to Automatic Renewal MC 239 FFY-3 Form

2.1.1 Overview

This effort is to update the existing MC239 FFY-3 (10/2015) English form to match with the latest state version (12/15) and add new MC239 FFY-3 Spanish form in Template Repository.

State Form: MC239 FFY-3 (12/15)

Programs: Medi-Cal

Forms Category: Forms

Attached Forms: N/A

Template Repository Visibility: All Counties

Languages: English, Spanish

2.1.2 Description of Change

1. Update existing MC239 FFY-3 English form XDP to match with the latest state version of (12/15). See Supporting Document #1.
2. Create MC239 FFY-3 form XDP in Spanish language.

Form Header: CalSAWS Standard Header #1

Form Title: Automatic Renewal MC 239 FFY-3

Form Number: MC 239 FFY-3

Include NA Back 9: Yes (NA_BACK9_FRAG)

Form Mockup/Example: See Supporting Document #1

3. Add the following barcode options to the MC 239 FFY-3 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add the following print options to the MC 239 FFY-3 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

2.2 Updates to DHCS 6168 Potential Third Party Liability Notification Form

2.2.1 Overview

This effort is to update the existing DHCS 6168 (2/2011) English form to match with the latest state version (06/19) and add new DHCS 6168 Spanish form in Template Repository.

State Form: DHCS 6168 (06/19)

Programs: Medi-Cal, CalWORKS

Forms Category: Forms

Attached Forms: N/A

Template Repository Visibility: All Counties

Languages: English, Spanish

2.2.2 Description of Change

1. Update existing DHCS 6168 English form XDP to match with the latest state version of (06/19). See Supporting Document #2.

2. Create DHCS 6168 form XDP in Spanish language

Form Header: CalSAWS Standard Header #3

Form Title: Potential Third Party Liability Notification

Form Number: DHCS 6168

Include NA Back 9: No

Form Mockup/Example: See Supporting Document #2

3. Add the following barcode options to the DHCS 6168 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

4. Add the following print options to the DHCS 6168 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

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N

Post to YBN/C4Y: No

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	MC 239 FFY-3	MC239FFY_EN.pdf MC239FFY_SP.pdf
2	Correspondence	DHCS 6168	DHCS6168_EN.pdf DHCS6168_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-239812

Voice Biometrics Sample Collection

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jared Kuester
	Reviewed By	Darcy Alexander, Logan Pratt, Michael T. Wright

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/21/2022	1.0	Initial Draft	Jared Kuester

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	5
2	Recommendations.....	6
	2.1 New Inbound IVR	6
	2.1.1 Overview	6
	2.1.2 Description of Changes	6
	2.2 Update Inbound IVR Login Results.....	7
	2.2.1 Overview	7
	2.2.2 Description of Changes	7
3	Supporting Documents	8
4	Requirements.....	9
	4.1 Project Requirements.....	9
5	Appendix.....	10

1 OVERVIEW

To support additional languages in the Voice Biometrics System (CA-226843), 200 voice recordings samples (100 male and 100 female) need to be collected for each new language. These recordings will be used to create a voice model for each language.

1.1 Current Design

The Voice Biometrics solution currently only supports English and Spanish language.

1.2 Requests

Create a new IVR to collect sample recordings and track how many recordings we have gathered for each language and gender of the recordings. Modify the Login Results Contact Flow in each IVR to query the preferred spoken language of the customer and request if the customer would like to record three voice samples.

1.3 Overview of Recommendations

1. Create a new inbound IVR to collect voice samples
 - a. Request the customer to select their language
 - i. Farsi
 - ii. Vietnamese
 - iii. Mandarin
 - iv. Tagalog
 - v. Russian
 - vi. Korean
 - vii. Cambodian
 - viii. Hmong
 - ix. Arabic
 - x. Lao
 - xi. Cantonese
 - xii. Armenian
 - xiii. Portuguese
 - b. Request the customer to select their gender identity
 - i. Male
 - ii. Female
 - iii. Non-Binary
 - c. Query a new DynamoDB to see if we still need a recording for the selected language and gender
 - d. Prompt the customer to say the phrase "My voice is my password, please verify me" in their selected language three times
2. Modify the Login Results Contact Flow in existing Amazon Connect inbound IVRs.
 - a. If customer successfully authenticates, query CalSAWS database for their preferred spoken language and gender Identity

- b. Query the DynamoDB to see if a recording for that language and gender identity is still needed
- c. If more are needed, request the customer in their preferred spoken language to make three recordings
- d. If the customer opts in, prompt them to say the phrase “My voice is my password, please verify me” three times.

1.4 Assumptions

- 1. Inbound IVR will only prompt customer to record their voice if additional recordings are still needed.
- 2. The pool of recordings is statewide and across both recording methods.

2 RECOMMENDATIONS

2.1 New Inbound IVR

2.1.1 Overview

Create an IVR used to collect voice samples that will be used in creating the new Voice Models for CA-226843. Without these samples, a voice model can't be created. One hundred male, and one hundred female voices in each new language is required to create the new voice model.

2.1.2 Description of Changes

1. Create a new IVR Call Flow used to record your voice.
 - a. When the customer first calls in, they are prompted to select one of the following languages.
 - i. Farsi
 - ii. Vietnamese
 - iii. Mandarin
 - iv. Tagalog
 - v. Russian
 - vi. Korean
 - vii. Cambodian
 - viii. Hmong
 - ix. Arabic
 - x. Lao
 - xi. Cantonese
 - xii. Armenian
 - xiii. Portuguese
 - b. After selecting a language, they are prompted to select their gender identity.
 - c. The IVR will then check if a voice recording is needed in the selected language and gender identity.
 - d. Store the voice sample in an S3 bucket and update the database that a successful recording has been captured.
 - e. For more information, please see the attached call flow (Voice Sample Call Flow.pdf).

2.2 Update Inbound IVR Login Results


2.2.1 Overview

To collect voice samples from the public, update the Login results contact flow to query the CalSAWS database for the customer's preferred spoken language, and their gender identity. If we still need a voice sample in that language and gender identity, ask the customer if they would like to participate in an upcoming change to the IVR.

2.2.2 Description of Changes

1. Modify the Login Results lambda to query the CalSAWS database upon successful login
 - a. Collect the following information
 - i. Spoken Language
 - ii. Gender
 - b. Query the same database used in the new IVR to see a recording in that language and gender identity is still needed.
 - c. If yes, prompt the customer to participate by recording the phrase, "My voice is my password, please verify me" in their preferred language three times.
 - d. After successful or failed recording, return the customer back to the normal place in the IVR.
 - e. For more information, please see the attached call flow (Voice Sample Call Flow.pdf).

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	IVR	Call flow for both the New IVR and the update to the existing Inbound IVRs.	 Voice Sample Call Flow.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
DDID 2701	The CONTRACTOR shall configure the CalSAWS Inbound IVR to allow a customer to enroll and capture their voice print for voice authentication.	Collect Voice Samples to create the background voice models. These voice models will be used to complete SCR CA-226843.

5 APPENDIX
