

CalACES Enhancement Request

PPOC: Please send the completed request to CER@CalACES.org with a cc to your RPM.

Region #: 8	County: Los Angeles	Date Submitted: 07/11/2019
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Title: Add CFET Logo and USDA Disclaimer Language on GROW Notices and Forms			
Program(s) Impacted:			
<input type="checkbox"/> Adoptive Services	<input type="checkbox"/> ARC	<input type="checkbox"/> CalFresh	<input type="checkbox"/> Cal-Learn
<input type="checkbox"/> CalWORKS / RCA	<input type="checkbox"/> CAPI	<input type="checkbox"/> Child Care	<input type="checkbox"/> CMSP
<input type="checkbox"/> Foster Care	<input type="checkbox"/> GA/GR	<input type="checkbox"/> GAIN/REP/WTW	<input checked="" type="checkbox"/> GROW
<input type="checkbox"/> Kin-GAP	<input type="checkbox"/> Medi-Cal / RMA	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other – specify			

Area(s) Impacted:			
<input type="checkbox"/> Call Center	<input type="checkbox"/> Case Assignment	<input checked="" type="checkbox"/> Client Correspondence	<input type="checkbox"/> Eligibility
<input type="checkbox"/> Fiscal / Collections	<input type="checkbox"/> Hearings	<input type="checkbox"/> Imaging	<input type="checkbox"/> Lobby Management
<input type="checkbox"/> Reports	<input type="checkbox"/> Resource Data Bank	<input type="checkbox"/> Schedule Appt	<input type="checkbox"/> Security
<input type="checkbox"/> Self Service Portal	<input type="checkbox"/> Special Investigation	<input type="checkbox"/> Task Mgmt	<input type="checkbox"/> Time Limits
<input type="checkbox"/> Training			
<input type="checkbox"/> Interface(s) - specify			
<input type="checkbox"/> Other – specify			

Justification / Request Summary:

- Add CalFresh Employment and Training (CFET) logo and United States Department of Agriculture (USDA) disclaimer language on GROW notices and forms currently available in LRS.

Issue:

Currently, all GROW notices/forms do not have the USDA disclaimer language. To be in compliance with Food and Nutrition Service (FNS) regulations, USDA disclaimer language and CFET logo must be included on all GROW printed materials.

Proposed Recommendation:

Add CFET logo and USDA disclaimer language (Attachment I) on all GROW notices/forms indicated below that currently are available in LRS. The USDA statement and CFET logo should be displayed in the footer section next to the form's number and revision date (please see the attached sample).

ABP 592 (Rev. 06/14)

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General Relief Opportunities for Work Notices and Forms			
Document Number	Document Name	*Form Users	Description
Hearing			
ABP 592	Good Cause Determination	CM	A guide to determine good cause determination.
ABP 1768	Notice of Hearing Decision General Relief	All	Notify participants of the hearing outcome.
ABP 4045G	GROW Noncompliance Review Form	All	Notify participants of Noncompliance review outcome.
Orientation			
ABP 1461	Orientation Appointment Notice	PT	Provide participants a GROW orientation date.
ABP 1461R	Orientation Appointment Notice Rescheduled	PT	Rescheduled participants for GROW orientation.
ABP 1461A	Orientation Exemption Notice	PT	Exempt participants from orientation.
Welfare-To-Work Participation Agreements			
ABP 1463	Welfare-To-Work Plan Activity Assignment	PT,CM	Welfare-To-Work agreement to attend a designated GROW activity.
ABP 1463 DVS	Welfare-To-Work Plan Activity Assignment DVS	PT,CM	Welfare-To-Work agreement to attend Domestic Violence Services.
ABP 1608	GROW Vocational Assessment Summary	PT,CM	Summarized vocational assessment employment plan
Verification Request			
ABP 192	Verification of Employment Request	PV, CM	Verify employment.

ABP 593	Requirement to Provide Medical Verification	PV	Inform participant of medical verification requirements.
ABP 1464	Verification Request Form	PT, CM	Verify enrollment in a GROW activity.
ABP 1469	Progress Report	All	Track satisfactory progress in GROW activities.
ABP 1469 DV	Domestic Violence Progress Report	All	Track satisfactory progress in Domestic Violence Services.
ABP 1469 DRC	DRC Progress Report	All	Track satisfactory progress in the Day Reporting Center.
GROW 85	Job Search Assignment (Intensive Case Management)	PT,CM	Assign and verify GROW job search activities.
ABP 1468	Two-Way Referral Gram	All	Obtain verification from providers.
Referrals			
ABP 432	Job Fair Referral	PT	Referral to job fair or job search activities
Case Management Guidelines			
ABP 821	GROW Case Manager Checklist	CM	Intake Case Manager Guide
Case Manager Appointments			
ABP 1460	Case Manager Appointment Notice	PT	Informs participant of a case manager appointment

Priority/Implementation Consideration(s):

High

CalACES Response:	
CER Tracking #: (automatically generate by JIRA)	SCR #
Rejected By:	Date:
Rejection Reason(s) or other Comments:	