# CalSAWS

California Statewide Automated Welfare System

# **Design Document**

CA-59071 – DDCR 3155: CalACES - MPP 42-763.711- Do Not Open or Reopen Cal-Learn For a Person With a CHSPE Degree

	DOCUMENT APPROVAL HISTORY	
Cal <b>SAWS</b>	Prepared By	Dan DeMille
	Reviewed By	Jason Francis

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#### 1. OVERVIEW

The current CalWORKs EDBC logic identifies the Degree Type for GED or High School Diploma as exemptions for the mandatory Cal-Learn program.

When the CalWORKs EDBC runs and the Degree Type selected is CHSPE (California High School Proficiency Exam), the current EDBC logic does not identify CHSPE as an exemption from mandatory CalLearn program, as it does for GED or High School Diploma.

By changing the CalWORKs EDBC logic to suppress the mandatory Cal-Learn program for CHSPE, this will make CalSAWS compliant with the Cal-Learn participation requirements for MPP 42-763.711.

#### 1.1. Current Design

CalSAWS opens a Cal-Learn program for a CalWORKs (CW) pregnant teen or a teen parent with a CHSPE degree, whereas C-IV does not. If a CHSPE degree is added for a CalWORKs (CW) pregnant teen or a teen parent and EDBC is run, the Cal-Learn program does not close because EDBC does not identify CHSPE as an exemption for the program.

The Cal-Learn discontinuance batch job does not identify CHSPE as an exemption and therefore the Cal-Learn program remains open for the Cal-Learn participant.

Other system reports that measure activity of the Cal-Learn program are not considering CHSPE as a High School equivalent as it does for GED and providing inaccurate reporting results.

#### 1.2. Requests

Do not open or reopen Cal-Learn for a CW pregnant teen or a teen parent with a CHSPE degree. Modify the existing Cal-Learn (CL) Discontinuance batch to discontinue the CL program when a CL participant receives a CHSPE degree. Update reports that use HS Diploma and GED as a form of graduation.

#### 1.3. Overview of Recommendations

- The mandatory Cal-Learn requirement check must not make Cal-Learn a mandatory program for a CW pregnant teen or a teen parent with a CHSPE degree when the user runs the CalWORKs EDBC. CHSPE will have the same Cal-Learn exemption as the GED or HS Diploma.
- Update EDBC to include CHSPE for CW (Non Cal-Learn) Cash Aid and Pregnancy Special Need with No Other Eligible Child (SCR 12551)
- Modify Cal-Learn Discontinuance Sweep batch (PB00E903) to include CHSPE into the batch trigger conditions.
- Modify GR Employability Status Change Sweep batch (PB19E481) to remove the school degree trigger conditions.
- Update Service Arrangement Detail page to check for CHSPE, GED, or HS Diploma when Cal-Learn Graduation bonus is entered.

- Update Cal-Learn Progress Detail page to check for CHSPE, GED, or HS Diploma when Cal-Learn Graduation bonus is entered.
- Update the Cal-Learn Program Administration Reports to include CL participants with a CHSPE degree.

#### 1.4. Assumptions

- CHSPE already exists as a Degree Type on the Degree License Detail page in CalSAWS.
- The CalWORKs EDBC logic will be modified in CalSAWS only.
- The mandatory Cal-Learn requirement check in EDBC will use the same qualification logic for a CW pregnant teen or a teen parent with a CHSPE degree as it does for a participant with a GED or High School Diploma.
- This SCR will only affect the logic going forward. There is no effort to update historical Cal-Learn programs.
- The change to the CalWORKs EDBC logic will apply to both online and batch EDBC.
- The existing discontinuance reason of 'Earned HS diploma or equivalent' will be used for CHSPE discontinuances. The result is no impact to the STAT 45 report.
- Fields not mentioned to be modified within the description of changes will retain their current functionality.
- There will be no change on the existing task that is trigger when the CL Program status gets "Discontinued" with its status reason "Earned HS diploma or equivalent".

#### 2. RECOMMENDATIONS

#### 2.1. Update EDBC to Make CHSPE Exempt from Mandatory Cal-Learn Program

#### 2.1.1. Overview

If the CW pregnant teen or a teen parent is a person with a CHSPE degree, do not open or reopen a Cal-Learn program and discontinue a Cal-Learn program, when the user runs the CalWORKS EDBC.

The mandatory Cal-Learn requirement check must not make Cal-Learn a mandatory program for an CW pregnant teen or a teen parent with a CHSPE degree, when all other criteria are met. Similar function as GED or High School Diploma.

#### 2.1.2. Description of Changes

The CalWORKs EDBC logic will be modified in CalSAWS to include CHSPE degree as an exemption for the mandatory Cal-Learn program. Do not open or re-open a mandatory Cal-Learn program if CHSPE degree is added and discontinue an existing mandatory Cal-Learn program if a CHSPE degree is added for the CW pregnant teen or a teen parent. Apply the same logic as GED and High School Diploma.

#### 2.1.3. Programs Impacted

**CalWORKs** 

Cal-Learn

#### 2.1.4. Performance Impacts

N/A

# 2.2. Update EDBC to Include CHSPE for CalWORKs (Non Cal-Learn) Cash Aid and Pregnancy Special Need with No Other Eligible Child

#### 2.2.1. Overview

The current CalWORKs logic aids an eligible participant for benefits if they have a high school diploma or GED and pregnancy special needs in the below two scenarios:

- If Pregnant Teen 18 years old or younger and have completed high school diploma or equivalent and they are without other children in the home or
- If the pregnant teen is less than 19 years and is eligible for Cal-Learn

Once a pregnant teen 18 years old or younger becomes eligible, they remain eligible based on the pregnancy until they become financially ineligible or the pregnancy ends. This is true even if the pregnant teen reaches her 18th birthday prior to her third trimester.

The CHSPE degree needs to be considered the same as GED or a high school diploma in this scenario.

#### 2.2.2. Description of Changes

The CalWORKs EDBC logic will be modified in CalSAWS to include CHSPE as a valid degree for high school equivalent to provide CalWORKs eligibility and pregnancy special needs.

#### 2.2.3. Programs Impacted

**CalWORKs** 

#### 2.2.4. Performance Impacts

N/A

# 2.3. Modify the Cal-Learn Discontinuance Sweep batch (PB00E903) to include CHSPE into the trigger conditions.

#### 2.3.1. Overview

The Cal-Learn Discontinuance Sweep batch discontinues CL programs for Cal-Learn participant turning 19 years old or when the Cal-Learn participant receives a degree of type 'High School Diploma' or 'GED'.

#### 2.3.2. Description of Change

Add an additional trigger condition to batch job PB00E903 to trigger Batch EDBC on programs when the CL participant receives a CHSPE degree in the same manner as when a High School Diploma or GED is received. The job will trigger Batch EDBC when all the following additional triggers conditions are met.

#### Additional trigger conditions:

- 1. The Participant is Active in CL program as of the come-up month.
- 2. The Participant has a CHSPE degree in which the Degree Received date is before or on the same day as the batch run date.

#### 2.3.3. Execution Frequency

No change. Monthly Batch 10-day cutoff.

#### 2.3.4. Key Scheduling Dependencies

No change.

#### 2.3.5. Counties Impacted

All Counties.

Per DDID 1789 - All Non-County-specific Batch jobs that exist in LRS will run for all 58 Counties, unless otherwise specified in other DDIDs to be County configurable.

#### 2.3.6. Failure Procedure/Operational Instructions

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

# 2.4. Modify the 'GR Employability Status Change Sweep' batch job (PB19E481) to remove the HS Diploma and GED degree type received trigger conditions.

#### 2.4.1. Overview

The 'GR Employability Status Change Sweep' batch triggers Batch EDBC when:

- 1) A GR Participant's Work Registration status is 'Employable' and,
  - a. is under 19 and the grad date is in the future, OR
  - b. has a verified pregnancy record exists and the pregnancy is future-dated, OR
  - c. has a citizenship record with types (T-Visa with section code as Filed Application or Denied - Filed USCIS appeal or U-Visa with section code as Filed application or Denied - Filed USCIS appeal), OR
  - d. is between 14 and 18 years old and there is an emancipated date before or on the batch date
- 2) GR Participant's WR Status is Admin-U, and 18 years old and the graduation date is on or before the batch date.

The Batch Sweep logic considers both school attendance end date records prior to the batch date as well as H.S. Diploma and GED degree types received prior to the batch date as evidence of graduation. However, GR EDBC logic does not consider the degree type that was received. As a result, when participants are picked up by batch due to receiving a H.S. Diploma or GED will not be updated by EDBC, since EDBC does not consider the degree type.

Therefore, as part of this SCR, the batch trigger conditions will be updated to not consider the degree type that was received to match the current GR EDBC logic.

#### 2.4.2. Description of Change

Remove school degree trigger conditions from PB19E481 batch that triggers when participant has received a degree type of 'High School Diploma' or 'GED'.

#### 2.4.3. Execution Frequency

No change. Daily.

#### 2.4.4. Key Scheduling Dependencies

No change.

#### 2.4.5. Counties Impacted

Los Angeles County.

#### 2.4.6. Failure Procedure/Operational Instructions

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

#### 2.5. Service Arrangement Detail page

#### 2.5.1. Overview

The current Service Arrangement Detail page only allows the Cal-Learn Graduation bonus if the CL participant has a High School Diploma or GED. This page will be updated to include CHSPE as a high school degree equivalent.

#### Service Arrangement Detail page mock up Service Arrangement Detail Save and Return • Form Error- To select "Graduation", the person should have a CHSPE, GED, or High School Diploma. Need 🛞 Begin Date Туре Name Category **Graduation Bonus** CalLearn Bonus 08/19/2019 Customer 001 Activities Туре Status Begin Date **End Date Arrangement Details** Arrangement Period: \* From: 08/19/2019 To: 08/20/2019 Program Type: \* Aid Code: \* Cal-Learn 3R - CW-Zero Parent-Exempt MAP (Fed) Pavee: \* Same as Customer V Additional Payee: Service Type Description Total 🕸 Graduation Bonus 500.0 Status History 🕸 Status Status Reason Status Date 08/19/2019 Approved ∨ Eligible for service V

Figure 2.4.3 – Service Arrangement Detail Page Create Mode

#### 2.5.2. Description of Changes

This Type 1 page took 0.17 seconds to load.

Update the validation message which displays 'To select "Graduation", the person should have a GED, or High School Diploma' to be 'To select "Graduation", the person should have a CHSPE, GED, or High School Diploma'. This validation message will display when the need type is 'Graduation Bonus' and the participant does not have any of the following degrees:

Save and Return

**GED** 

Comments:

- High School Diploma
- CHSPE

#### 2.5.3. Page Location

No Change

#### 2.5.4. Counties Impacted

Los Angeles County

#### 2.5.5. Security Updates

No Change

#### 2.5.6. Page Mapping

No Change

#### 2.6. Cal-Learn Progress Detail page

#### 2.6.1. Overview

The current Cal-Learn Progress Detail page collects data about the Cal-Learn participant progress and determines eligibility for bonuses. This page will be updated to include CHSPE as a high school degree equivalent.

#### 2.6.2. Cal-Learn Progress Detail page mock up

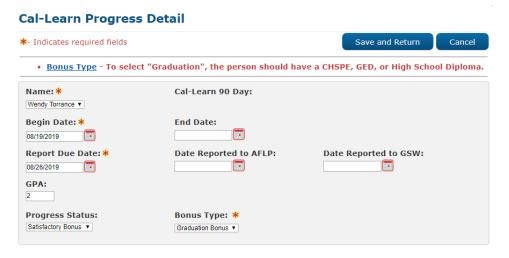


Figure 2.5.3 – Cal-Learn Progress Detail page

#### 2.6.3. Description of Changes

Update the validation message which displays 'To select "Graduation", the person should have a GED, or High School Diploma' to be 'To select "Graduation", the person should have a CHSPE, GED, or High School Diploma'. This validation message will display when the Bonus Type is 'Graduation Bonus' and the participant does not have any of the following degrees:

- CHSPE
- GED
- High School Diploma

#### 2.6.4. Page Location

No Change

#### 2.6.5. Security Updates

No Change

#### 2.6.6. Page Mapping

No Change

#### 2.6.7. Page Usage/Data Volume Impacts

No Change

#### 2.7. Skills Search Detail page

#### 2.7.1. Overview

The current Skills Search Detail page allows users to search skills using various fields. The page will be updated to include CHSPE as a high school degree equivalent.

#### 2.7.3. Skills Search Detail page mock up

#### **Skills Search** \*- Indicates required fields Search Worker ID: \* Search By: Worker ▼ Select **Customer Address:** City: Does the customer need a CHSPE, GED, or HS No ▼ diploma? Does the customer need a valid ID? No ▼ Does the customer need a driver's license? No ▼ Language: Skills: Add or remove skills for this search. Experience Category Type

Figure 2.4.3 – Skills Search Detail Page

•

Add

Results per Page: 25 ▼

#### 2.7.4. Description of Changes

Update the dropdown field label, which currently asks "Does the customer need a GED/HS diploma?" to "Does the customer need a CHSPE, GED, or HS diploma?"

#### 2.7.5. Page Location

No Change

#### 2.7.6. Security Updates

No Change

#### 2.7.7. Page Mapping

Page mapping for dropdown field "Does the customer need a GED/HS Diploma" will be updated to "Does the customer need a CHSPE, GED, or HS Diploma".

#### 2.7.8. Page Usage/Data Volume Impacts

No Change

#### 2.8. Job Order Detail page

#### 2.8.1. Overview

The current Job Order Detail page collects data about Job Orders. This page will be updated to include CHSPE as a high school degree equivalent.

#### 2.8.2. Job Order Detail page mock up

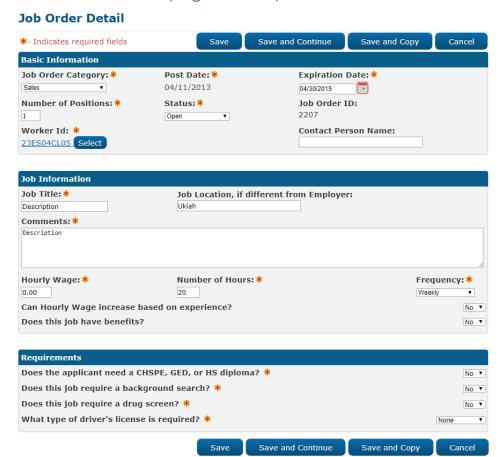


Figure 2.4.3 – Job Order Detail Page

#### 2.8.3. Description of Changes

Update "Does the customer need a GED/HS diploma?" dropdown field label to "Does the customer need a CHSPE, GED, or HS diploma?"

#### 2.8.4. Page Location

No Change

#### 2.8.5. Security Updates

No Change

#### 2.8.6. Page Mapping

Page mapping for dropdown field "Does the customer need a GED/HS Diploma" will be updated to "Does the customer need a CHSPE, GED, or HS Diploma".

#### 2.8.7. Page Usage/Data Volume Impacts

No Change

## 2.9. Update Cal-Learn Program Administration Reports

#### 2.9.1. Overview

The Cal-Learn Performance Measures, Supportive Services, Bonuses and Sanctions Report is a monthly scheduled report that provides counts by provider for Performance Measures, Supportive Services, Bonuses and Sanctions. This report is used by Contracts Management Section III and Program staff in Los Angeles county.

#### 2.9.2. Summary Worksheet

Cal-Learn Performance Measu	ures, Supportive	Se	rvices, Bonuses an	nd Sanctions		
Los Angeles						
Run Date: AUG-01-19 11:23 PM						
Report Month: 07/2019						
Report Works. 07/2013						
Summary of Cal-Learn Performance Measures, Supportive Services, Bonu	ises and Sanctions by Cal-Learn P	rovid	ler			
Cumulative Data From Date:	03/01/2019	_				
Cumulative Data Trolli Date:	07/31/2019					
cumulative bata 10 bate.	07/31/2013					
Performance Measures	EL NIDO FAMILY CENTER		FOOTHILL FAMILY SERV	CHLA PROJECT NATEEN	ALTAMED HOME BASE	Total
Participants Scheduled for Orientation		0	0		0	
Participants Who Completed Orientation in the Review Period		0	0		0	
Orientation Completion Rate		0%	0%	0%	0%	09
Participants Who Completed Orientation		0,0	0	0,0		0,
Participants Who Were Enrolled in School		0	0		0	
School Enrollment Rate		0%	0%	0%	0%	0.0
		0%	0%	0%	076	09
Participants with a Report Card Due in Review Period		0	0		0	
Participants who Submitted a Report Card		_			-	-
Report Card Submission Rate		0%	0%	0%	0%	09
Participants Who Completed at Least the 11th Grade and Left the Program	ו	0	0	(	0	
Participants who Received a GED/High School Diploma		0	0	C	0	
GED/High School Graduation Rate		0%	0%	0%	0%	09
Receiving Supportive Services	EL NIDO FAMILY CENTER		FOOTHILL FAMILY SERV	CHLA PROJECT NATEEN	ALTAMED HOME BASE	Total
Child Care		0	0		0	
Transportation		0	0	0	0	
Ancillary Services		0	0	C	0	
Total		0	0	(	0	
Bonuses and Sanctions	EL NIDO FAMILY CENTER		FOOTHILL FAMILY SERV	CHLA PROJECT NATEEN	ALTAMED HOME BASE	Total
Received a Bonus in the Review Period		0	0		0	
Report Card Showed Satisfactory Progress		0	0		0	
High School Diploma Earned or Equivalent		0	0		0	
Received a Sanction in the Review Period		0	0		0	
Report Card Showed Less Than Adequate Progress		0	0		0	
Report Card Was Not Submitted		0	0		0	
Submitting a Late Report Card Without Good Cause		0	0		0	
Total		0	0		0	

Figure 2.5.1 – Summary worksheet

#### 2.9.3. Performance Measures Worksheet

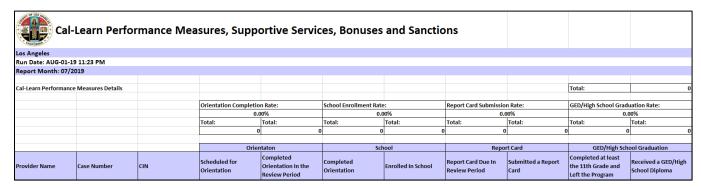


Figure 2.5.2 – Performance Measures worksheet

#### 2.9.4. Supportive Services Worksheet

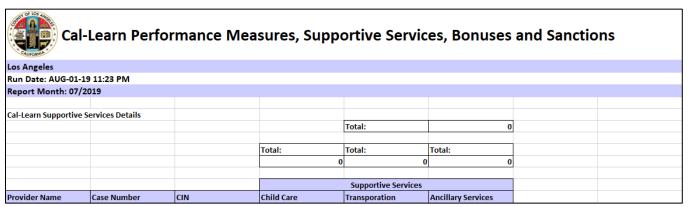


Figure 2.5.3 – Performance Measures worksheet

#### 2.10. Bonuses and Sanctions Worksheet

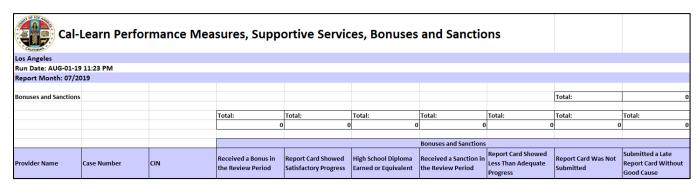


Figure 2.5.4 – Bonuses and Sanctions worksheet

#### 2.10.1. Description of Change

The Summary, Performance Measures and Bonuses and Sanctions worksheets provide data points and metrics pertaining to participants who receive a GED or High School Diploma.

1. Update all report logic to treat a degree of type CHSPE in the same manner as a degree of type GED or High School Diploma.

Code	Category ID	Short Description	LRS/ C-IV
СР	30	CHSPE	Both

- a. The 'Received a GED/High School Diploma' column on the Performance Measures worksheet will populate a 'yes' if the degree is of type CHSPE and all other criteria are met.
- b. The Supportive Services worksheet is not impacted.
- c. The 'High School Diploma Earned or Equivalent' column on the Bonuses and Sanctions worksheet will populate a 'yes' if the degree is of type CHSPE and all other criteria are met.
- d. The Summary worksheet derives metrics based on data in the detailed worksheets. The following lines on the Summary worksheet will be indirectly impacted by the modifications, however there are no required changes to the worksheet itself:
  - i. Participants who Received a GED/High School Diploma in the Performance Measures section
  - ii. High School Diploma Earned or Equivalent in the Bonuses and Sanctions section

**Note:** The reports modifications are limited to back end logic only. The report layout and cosmetics will not be modified.

#### 2.10.2. Report Location

Global: ReportsLocal: ScheduledTask: Administrative

#### 2.10.3. Counties Impacted

Only Los Angeles County is impacted.

#### 2.11. Correspondence: Updates to GN 6006 Form

#### 2.11.1. Overview

This effort is to make updates to GN 6006 form (revision 12/2012). This form is currently generated from template repository. GN 6066 is the "Service Provider Referral" form.

LA Specific Form: GN 6006 (12/2012)

Current Programs: Welfare To Work, Cal-Learn, REP

Current Attached Forms: N/A

Current Forms Category: Referrals

Existing Languages: English

#### 2.11.2. Update GN 6006 Form

This form has a minor update to the verbiage and population for a section of the form.

Updated Languages: English

Form Mock Up: See Supporting Document #1

#### 2.11.3. Updates to the Form Verbiage

The following is the change in the verbiage:

<b>Existing Text</b>	Updated Text	<b>Location in Document</b>
HIGH SCHOOL	HIGH SCHOOL	3 <sup>rd</sup> Block on Second Page,
<b>DIPLOMA/GED:</b>	DIPLOMA/GED/CHSPE:	Section A

#### **2.11.4.** Updates to GN 6006 Form Variable Population:

Update the GN 6006 form with following variables for the updated verbiage mentioned in the above section.

Variable Name	Population	Formatting	Template Repository Population
<degree_type></degree_type>	Degree Type selected in the "Degrees License Detail" Page if the selected Degree is one of the following:	Arial Font Size 10	Y

Degree types that are currently being populated on the form are GED and High School Diploma, with this update the form should populate CHSPE if the selected degree type is 'CHSPE'.

## 3. Supporting Documents

Number	Functional Area	Description	Attachment
1	Client Correspondence	Updated GN 6006 form	PDF
			GN6006_EN1.pdf

## 4. Requirements

## 4.1.1. Project Requirements

REQ#	REQUIREMENT TEXT	How Requirement Met
2.4.3.2	The LRS shall determine an applicant s/participant s eligibility for a program or programs.	EDBC logic will be updated to exclude the mandatory Cal-Learn program for CHSPE.