CalSAWS

California Statewide Automated Welfare System

Design Document

CA-58624 | DDID 1967

Exempt Retirement Plan Property Dropdown

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Yale Yee
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/29/2019	1.0	Initial Draft	Yale Yee

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1 OVERVIEW

Certain retirement plan property types will be exempt in CalWORKs (CW), Refugee Cash Aid (RCA), Diversion (DV), Immediate Need (IN), Homeless – Temp (HT), and Homeless – Perm (HP) programs.

1.1 Current Design

'Retirement Plans' is a generalized Liquid Property type, and not specifically defined (i.e. 401(k), 403(b), 457, 529, IRA and ESA). Retirement plan properties are exempt in CW, RCA, DV, IN, HT, and HP.

1.2 Requests

Per ACIN I-58-15, retirement plan property types (401(k), 403(b), 457, 529, IRA and ESA) will be excluded for CW recipients and applicants. Migrate the functionality from CIV SCR 397 to CalSAWS to add a new dropdown for Retirement Plan Type.

1.3 Overview of Recommendations

1. A new dropdown will be added to the Liquid Property Detail page.
2. A validation will display on Run EDBC if the new dropdown is not populated.

1.4 Assumptions

1. The existing logic for retirement plan properties will remain the same for all other programs, regardless if a Retirement Plan Type is selected.

2 RECOMMENDATIONS

A new dropdown will be added for the different types of retirement plans.

2.1 Liquid Property Detail

2.1.1 Overview

A new dropdown field, Retirement Plan Type, will be added when Retirement Plans is selected as the Liquid Property Type.

2.1.2 Liquid Property Detail Mockup

Liquid Property Detail

Figure 2.1.1 – Retirement Plan Type Dropdown (Edit mode)

Liquid Property Detail

Images	Edit	Close

Liquid Property Type: ✱
Retirement Plans

Received Date:

Property has been considered by SSA (1931b only):
No

Financial Details

Company Name: ✱
ABC Corp

Account Number:

Retirement Plan Type:
401(k)

Figure 2.2.1 – Retirement Plan Type (View mode)

Liquid Property Detail

✱- Indicates required fields

Images	Edit	Close

Liquid Property Type: ✱
Retirement Plans

Received Date:

Property has been considered by SSA (1931b only):
No

Financial Details

Company Name: ✱
ABC Corp

Account Number:

Retirement Plan Type:

Figure 2.3.1 – Retirement Plan Type (No Selection)

2.1.3 Description of Changes

1. On the Liquid Property Detail Page under the Financial Details section, add a new non-required field called Retirement Plan Type with a dropdown that consists of seven Retirement Plan Types, in the following order:
   a. 401(k)
   b. 403(b)
   c. 457
   d. 529
   e. IRA
   f. ESA
   g. Other

2. This field will display dynamically when Retirement Plans is the selected option in the Liquid Property Type field.

2.1.4 Page Location
- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Property

2.1.5 Security Updates
N/A

2.1.6 Page Mapping
Create a PMCR for the new field.

2.1.7 Page Usage/Data Volume Impacts
N/A

2.2 Run EDBC

2.2.1 Overview
A validation will be added to the Run EDBC page when a Retirement Plan Type is not selected with a Retirement Plan.

2.2.2 Run EDBC Mockup

Run EDBC

| ✱- Indicates required fields | | | | Change Reason | Run EDBC w/o Verifications | Cancel |

Benefit Processing Range:

Begin Month: ✱   **End Month:** ✱
01/2019 ▾   01/2019 ▾

☐	Program	Status	Timely Notice Exception	Reason	Run Reason
☑	CalWORKs	Pending			

CW Test has a Retirement Plan without a specified Retirement Plan Type.

To run EDBC without these verifications, click on the "Run EDBC w/o Verifications" button.

| Change Reason | Run EDBC w/o Verifications | Cancel |

Figure 2.1.1 – Retirement Plan Property Validation

2.2.3 Description of Changes

1. Add a validation to the Run EDBC page to display when there exists a pending or active person in the CW, RCA, DV, IN, HT, or HP program with a liquid property of type 'Retirement Plans' without a 'Retirement Plan Type' specified.

    a. The validation message will read as: "[Person] has a Retirement Plan without a specified Retirement Plan Type." The text will be in a red font and will not prevent EDBC from being run.

2.2.4 Page Location

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

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 Updated EDBC for Retirement Plan Type

2.3.1 Overview

EDBC will exempt the Retirement Plan Type of '401(k), 403(b), 457, 529, IRA and ESA'.

EDBC will not exempt the Retirement Plan Type of 'Other'.

Existing EDBC logic to exempt retirement plans will be updated.

2.3.2 Description of Changes

1. Update EDBC to not exempt Retirement Plan Type of 'Other'.
2. Update EDBC to exempt Retirement Plan types of '401(k), 403(b), 457, 529, IRA and ESA'.
3. Update EDBC to not exempt the Liquid Property Type if a Retirement Plan type is not selected.

2.3.3 Programs Impacted

CW, RCA, DV, IN, HT, HP

2.3.4 Performance Impacts

None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	A new non-required field called Retirement Plan Type with a dropdown that consists of seven Retirement Plan Types (401(k), 403(b), 457, 529, IRA, ESA, and Other) is added. EDBC is excluding these retirement types (except Other) in CW, RCA, DV, IN, HT, and HP

4 OUTREACH

4.1 Lists

Provide a list of currently pending or active CW, RCA, DV, IN, HT, and HP persons with a liquid property of type 'Retirement Plans' without a 'Retirement Plan Type' specified.

List Name: Persons_With_Retirement_Plans
List Criteria: Currently pending or active CW, RCA, DV, IN, HT, and HP persons with a liquid property of type 'Retirement Plans' without a 'Retirement Plan Type' specified.

Standard Columns:
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker
- Benefit Month

Additional Column(s):
Frequency: One time

The list will be posted to the following location:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2020>CA-58624

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-200345 | DDID 1967| DDCR 5079

Allow Program-Level Closures for People during EDBC Override and Manual EDBC

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kim Lam
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/21/2019	1.0	Initial Document	Kim Lam

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1 OVERVIEW

CalSAWS currently does not have all the program closure status reasons available for program persons, and the performance will be updated to compile the person status reasons list.

1.1 Current Design

When EDBC automatically determines the household to fail eligibility for benefits, the program status reason is applied to all program persons who would otherwise remain active.

The EDBC Program Configuration Override Detail page and Program Configuration Detail page allow selection from only a subset of status reasons for each program person's status override. The status reasons available are only those identified as a person-closure reason for the current program.

In addition, the person status reason list currently uses an inefficient method to populate the person status reasons for the selected program.

1.2 Request

Per DDCR 5079, migrate the functionality from C-IV 12885: Refactor- SCR 642 to allow a User to select the appropriate program closure reason on the EDBC Override and Manual EDBC Override pages.

To improve performance for the person status reasons list, remove redundancies and re-write method for performance improvement.

1.3 Overview of Recommendations

1. The Program Configuration Override Detail page (where override is performed for Regular EDBC) and Program Configuration Detail page (for Manual EDBC) will be updated to make available all status reasons which are program closure reasons for the current program. These are in addition to the existing person closure reasons.
2. The existing person and program override status reason lists will be refactored for performance update.

1.4 Assumptions

None

2 RECOMMENDATIONS

The Program Configuration Override Detail page (where override is performed for Regular EDBC) and Program Configuration Detail page (for Manual EDBC) will be updated to make available all status reasons which are program closure reasons for the current program.

The existing person and program override status reason lists will be refactored for performance updates.

2.1 Update Configuration Override Detail (for Regular EDBC)

2.1.1 Overview

Currently, the EDBC Program Configuration Override Detail page and Program Configuration Detail page allows selection from only a subset of Status Reasons for each program person's status override. The status reasons available are only those identified as a person-closure reason for the current program.

2.1.2 Description of Changes

1. Update the Program Configuration Override Detail page (where override is performed for Regular EDBC) to make available all status reasons, which are program closure reasons for the current program, for a person. These are in addition to the existing person closure reasons.

Program Configuration

Note: Overridden rows are in bold.

Name	Role	Role Reason	Status	Status Reason		
Doe, Ginnete	**MEM**		**Denied**	**Written Withdrawal**	Override	
Doe, Ginnete	MEM		Denied	Over Income		Remove
Doe, Tommy	**MEM**		**Denied**	**Written Withdrawal**	Override	
Doe, Tommy	MEM		Denied	Over Income		Remove

Save and Return   Cancel

Figure 2.1.2.1 – Update all Program Closure Status Reasons to be available

2.1.3 Programs Impacted

All programs that can be overridden.
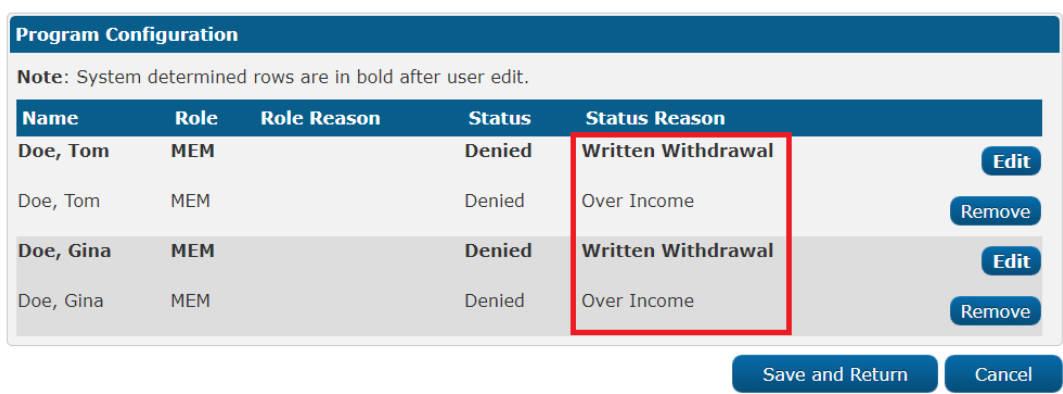
2.1.4 Performance Impacts

None

2.2 Update Program Configuration Detail (for Manual EDBC)

2.2.1 Overview

Currently, the EDBC Program Configuration Override Detail page and Program Configuration Detail allows selection from only a subset of Status Reasons for each program person's status override. The status reasons available are only those identified as a person-closure reason for the current program.

2.2.2 Description of Changes

1. Update the Program Configuration Detail page (for Manual EDBC) to make available all status reasons, which are program closure reasons for the current program, for a person. These are in addition to the existing person closure reasons.

Figure 2.1.2.1 – Update all Program Closure Status Reasons to be available

2.2.3 Programs Impacted

All programs that can be overridden.

2.2.4 Performance Impacts

None

2.3 Performance Update to the Person Status Reason List Method During Override EDBC or Manual EDBC

2.3.1 Overview

1. Currently, the person status reason list uses if-else statements to identify the program to determine the column to use for program specific status reasons.
2. Program and person status reasons are sorted before merging and re-sorted to determine the final list.
3. Code unconditionally initialize programStatusReasonList and personStatusReasonList to an empty List and then overridden.
4. Merging program status reason and person status reason lists using for loop causes performance issues.

2.3.2 Description of Changes

1. Migrate the performance changes implemented with C-IV 12885: Refactor- SCR 642, Performance Update to the Person Status Reason List Method During Override EDBC or Manual EDBC:
   a. Remove redundancies and re-write method to improve performance.
   b. Refactor the existing person and program override status reason lists for performance update.

2.3.3 Programs Impacted

All programs that can be overridden.

2.3.4 Performance Impacts

Improved performance.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	The Program Configuration Override Detail page (where override is performed for Regular EDBC) and Program Configuration Detail (for Manual EDBC) has been updated to make available all status reasons which are program closure reasons for the current program.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-200457 | DDID 1967 | DDCR 4048

Update CalFresh EDBC to consider a person with an I-94 as a Citizen

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kim Lam
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/13/2019	1.0	Initial Document	Kim Lam

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1 OVERVIEW

Based on regulation ACIN I-102-10, CalFresh will consider a non-citizen with citizenship record, I-94 document and a section code of Paroled Pursuant to 212(d)(5), as a citizen.

1.1 Current Design

When a person has a citizenship record with an I-94 document and a section code of Paroled Pursuant to 212(d)(5), they are considered non-federal and the system evaluates the non-federal person for the California Food Assistance Program (CFAP).

1.2 Requests

CalSAWS will determine a person with a citizenship record, I-94 document and section code of Paroled Pursuant to 212(d)(5), as a citizen that is federally funded and the system will not evaluate the person for CFAP.

1.3 Overview of Recommendations

A person with a citizenship record, I-94 document and section code of Paroled Pursuant to 212(d)(5), will be determined as a citizen and not evaluated for CFAP.

1.4 Assumptions

None

2 RECOMMENDATIONS

2.1 Update CalFresh EDBC to consider a person with an I-94 as a Citizen

2.1.1 Overview

The current design for CalSAWS evaluates a person with citizenship record, I-94 document and a section code of Paroled Pursuant to 212(d)(5), to be determined as a non-citizen and evaluated for CFAP. The design will be updated to determine the person as a citizen that is federally funded and the system will not evaluate the person for CFAP.

2.1.2 Description of Changes

Update CalFresh EDBC to evaluate a person with a citizenship record, I-94 document and a section code of Paroled Pursuant to 212(d)(5), to be determined as a citizen that is federally funded and the federally funded person will not be evaluated for CFAP.

2.1.3 Programs Impacted

CalFresh

2.1.4 Performance Impacts

None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	The CalFresh EDBC is updated to evaluate a person with citizenship record, I-94 document and a section code of Paroled Pursuant to 212(d)(5), to be determined as a citizen and not evaluated for CFAP

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-200480 | DDID 1967 | DDCR 5023

Prevent Override from Non-Applicant to Applicant

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Linda Zeng
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/26/2019	1.0	Initial Document	Linda Zeng
10/09/2019	2.0	Updated verbiage per ClearBest on the following sections: Added the word "role" to section 2.1.3.2, to match validation message displayed in Figure 2.1.1a and 2.1.1b. Updated section 2.1.3.2.b to explicitly include the list of applicant role reasons.	Linda Zeng
10/14/2019	3.0	Updated verbiage per ClearBest on section 2.1.3.2.b: "The person is being overridden to an applicant role reason that corresponds to an applicant role of FRE, MEM, MMO, or UP"	Linda Zeng

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1 OVERVIEW

A person who has not applied for a program can be included as a non-applicant on that program.

The system allows a user to override EDBC results, and changes can be made to a person's role, role reason, status, and status reason.

If the user overrides a non-applicant, EDBC results will allow the person to begin to erroneously receive aid if the person is overridden to an applicant role.

1.1 Current Design

C-IV has validation that prevents the user from overriding a non-applicant person to an applicant role.

CalSAWS does not have validation to prevent the user from overriding a non-applicant FRI person to an applicant role.

1.2 Requests

Per DDCR 5023, C-IV SCR 102, migrate C-IV functionality by adding validation to prevent override of a non-applicant FRI person to an applicant role on the following pages:

- "Program Configuration Override Detail"
- "Program Configuration Detail"

1.3 Overview of Recommendations

Update validation logic to display a validation message to prevent override if a non-applicant is overridden on the "Program Configuration Override Detail" page or on the "Program Configuration Detail" page.

1.4 Assumptions

None

2 RECOMMENDATIONS

For any EDBC program application with a non-applicant person, if a non-applicant is overridden on the "Program Configuration Detail" page or the "Program Configuration Detail" page, add a validation to display message to prevent the override.

2.1 Program Configuration Override Detail and Program Configuration Detail

2.1.1 Overview

The Program Configuration Override Detail page will display validation messages if a user attempts to apply an applicant role or role reason tor a non-applicant person.

2.1.2 Program Configuration Override Detail and Program Configuration Detail Mockup

Program Configuration Override Detail

✱- Indicates required fields   [Save and Return] [Cancel]

- **Role Reason** - An applicant role reason cannot be given to a non-applicant.
- **Role** - An applicant role cannot be given to a non-applicant.

System Determination				
Name:	**Role:**	**Role Reason:**	**Status:**	**Status Reason:**
ParentTwo, Dad	FRI	Optional Spouse	Active	

User Override

Name: ParentTwo, Dad

Role: ✱
MEM ▾

Role Reason:
FTP Vendor Information ▾

Status: ✱
Active ▾

Status Reason:
▾

Adult Child Code:
Adult ▾

Figure 2.1.1a – Program Configuration Override Detail Mockup

Program Configuration Detail

✱ - Indicates required fields

Save and Return   Cancel

- **Role Reason** - **An applicant role reason cannot be given to a non-applicant.**
- **Role** - **An applicant role cannot be given to a non-applicant.**

System Determination

Name:	Role:	Role Reason:	Status:	Status Reason:
Test, Parent	FRI	Optional Spouse	Active	

User Override

Name: Test, Parent

Role: ✱   **Role Reason:**

[MEM ˅]   [_____ ˅]

Status: ✱   **Status Reason:**

[Active ˅]   [_____ ˅]

Claiming Code: **Adult Child Code:**

[Federal ˅]   [Adult ˅]

Figure 2.1.1b- Program Configuration Detail Mockup

2.1.3 Description of Changes

1. Add a validation to display message "An applicant role cannot be given to a non-applicant" for all EDBC programs if a non-applicant is overridden on the "Program Configuration Override Detail" page or on the "Program Configuration Detail" page and when the following conditions are met:
   a. The person has not applied.
   b. The person is being overridden to an applicant role of FRE, MEM, MMO, or UP.
2. Add a validation to display message: "An applicant role reason cannot be given to a non-applicant" for all EDBC programs, if a non-applicant is overridden on the "Program Configuration Override Detail" page or on the "Program Configuration Detail" page and when the following conditions are met:
   a. The person has not applied.
   b. The person is being overridden to an applicant role reason that corresponds to an applicant role of FRE, MEM, MMO, or UP.
      i. An applicant role reason is any role reason not defined as a non-applicant role reason.

Technical Note: The "Program Configuration Override Detail" page and the "Program Configuration Detail" page are generated from the same code.

The title of the page differs depending on how the page is generated:

1. "Program Configuration Override Detail" is used if the user is overriding EDBC results.
2. "Program Configuration Detail" is used if the user is performing a manual EDBC.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Run EDBC/Manual EDBC > [Program] > Override Program Configuration/Set Program Configuration**

2.1.5 Security Updates

1. Security Rights

N/A

2. Security Groups

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	Validation message is added to prevent override of a non-applicant to an applicant role on the "Program Configuration Override Detail" page or on the "Program Configuration Detail" page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-201272 | DDID 1967 | DDCR 6002

Add Aid Code 4H to Display For MC

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kim Lam
	Reviewed By	Yale Yee

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/04/2019	1.0	Initial Document	Kim Lam

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1 OVERVIEW

Aid code 4H will be added to the Medi-Cal EDBC Override Detail page, the Medi-Cal EDBC Detail (Manual) page, and the Other Program Assistance (OPA) page.

1.1 Current Design

In C-IV, the Aid Code 4H (Foster Care Child getting CalWORKs) is available on the Medi-Cal EDBC Override Detail page and OPA page.

CalSAWS does not have the Aid Code 4H on the Medi-Cal EDBC Override Detail page, the Medi-Cal EDBC Detail (Manual) page and the OPA page.

1.2 Requests

Per DDCR 6002, update CalSAWS with functionality from C-IV SCR 56397. Aid Code 4H (Foster Care Child getting CalWORKs) will be available on the Medi-Cal EDBC Detail (Manual) page, and the Other Program Assistance (OPA) page.

1.3 Overview of Recommendations

1. Add aid code, "4H - Foster Care Child in CalWORKs", which will be available on the Medi-Cal EDBC Override Detail page, the Medi-Cal EDBC Detail (Manual) page, and OPA page.

1.4 Assumptions

None

2 RECOMMENDATIONS

2.1 Migrate Aid Code 4H

2.1.1 Overview

CalSAWS does not have aid code 4H (Foster Care Child getting CalWORKs) available on the Medi-Cal EDBC Override Detail page, the Medi-Cal EDBC Detail (Manual) page, and OPA page.

2.1.2 Description of Changes

1. Migrate from C-IV to CalSAWS aid code "4H - Foster Care Child in CalWORKs" which will be available on the following pages:
    i. Medi-Cal EDBC Override Detail page
    ii. Medi-Cal EDBC Detail (Manual) page
    iii. Other Program Assistance page.
2. The begin date of aid code 4H will be 1/1/1900.

2.1.3 Programs Impacted

Medi-Cal

2.1.4 Performance Impacts

None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	1. Aid code"4H - Foster Care Child in CalWORKs" was added into CalSAWS for Medi-Cal. The new 4H aid code will be available on the Medi-Cal EDBC Override Detail page, the Medi-Cal EDBC Detail (Manual) page, and OPA page.

CalSAWS

Design Document

CA-201312 | DDID 1967 | DDCR 3010

Update CalWORKs/CalFresh Mandatory Inclusion Logic

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Tom Lazio
	Reviewed By	Amy Gill

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07/25/2019	1.0	Initial Draft	T. Lazio
07/31/2019	1.1	Updates to Sections 1.1, 2.1 and 2.2	T. Lazio
10/11/2019	1.2	Added Sections 2.3 and 2.4	T. Lazio
11/21/2019	1.3	Cosmetic updates	Amy Gill

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1 OVERVIEW

System update to allow a mandatory member to be excluded from a program so as not to impact the EDBC of the entire eligible household.

1.1 Current Design

Currently, a person who is marked as mandatory on a CalFresh program must have an open application on the program. If they do not, the entire household will fail EDBC for 'No Application Req. Person'.

All persons on a CalFresh program that have a purchase and prepare record are regarded as mandatory. Additionally, any person who is in the home, and not excluded from the household, will also be marked as mandatory if any of the following are true:

a. They are the spouse of a mandatory person.
b. They are the biological or adoptive child of a mandatory person.
c. They are a child whom a mandatory non-relative person has parental care and control over.
d. They are the parent of a mandatory person.

1.2 Requests

Per DDCR 3010, migrate the C-IV functionality from SCR 1514 to update CalFresh mandatory inclusion logic to allow for program exclusions.

For example, a judge has granted a 50/50 custody split allowing one parent to claim CalWORKs and the other CalFresh. When the parent granted the ability to claim CalWORKs for the child also has a CalFresh program and the parent granted the ability to claim CalFresh for the child also has CalWORKs program, the following problem arises:

On the case placing the child in the home to allow the CalWORKs to be correctly determined will cause the CalFresh to fail for the entire eligible household for the reason 'No Application Required Person'. The reverse is also true: on the case placing the child in the home to claim the CalFresh, the CalWORKs will fail for the entire eligible household for the same reason.

1.3 Overview of Recommendations

1. Add "Program Exclusions" options for household and update the EDBC mandatory inclusion logic to allow for "Program Exclusions".
2. Add NOA fragments for status reasons 'Mandatory Optional Rules' and 'On Aid Another Case'.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Household Status Detail Page

2.1.1 Overview

The Household Status Detail page allows the User to add, edit or view all the household status of persons associated to a case.

Update the Household Status Detail page to allow the user to enter program persons as "Program Exclusions".

2.1.2 Household Status Detail Page Mockups

Household Status Detail

* - Indicates required fields

[Save and Return]   [Cancel]

Change Reason

New Change Reason: *
[Intake ▼]

New Reported Date: *
[07/26/2019] 📅

Change Reason:
Participant Provided - Verbal

Reported Date:
06/03/2019   [View]

Name: *
Juan Sanchez

Living in the Home Status: *
[In the Home ▼]

HH Status MC Exceptions:
[▼]

Program Exclusions:

50/50 Custody Split - Exclude from CF
50/50 Custody Split - Exclude from CW
Boarder - Exclude from CF

Figure 2.1.2.1 – Household Status Detail Page with "Program Exclusions" Field when "In the Home" option selected

Figure 2.1.2.2 – Household Status Detail Page with "Program Exclusions" Field when "Temporarily Out of the Home" option selected

2.1.3 Description of Changes

1. Update the Household Status Detail page to include a new field called "Program Exclusions". The field will dynamically display when "In the Home" or "Temporarily Out of the Home" is selected as the Living in the Home Status. This non required field will be a drop-down with the following three options:
    a. 50/50 Custody Split - Exclude from CF
    b. 50/50 Custody Split - Exclude from CW
    c. Boarder - Exclude from CF

2.1.4 Page Location

> **Global: Eligibility**
>
> **Local: Customer Information**
>
> **Task: Household Status**

2.1.5 Security Updates

> N/A

2.1.6 Page Mapping

Add Page Mapping for the added field "Program Exclusions".

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 EDBC Updates

2.2.1 Overview

Make updates to the CF EDBC logic for the treatment of program excluded individuals under the age of 22.

2.2.2 Description of Changes

1. Update CalFresh EDBC logic so that a person who is under the age of 22, and whose Household Status record for the benefit month has the 'Program Exclusions' field set to '50/50 Custody Split - Exclude from CF' is acted on in the following ways:
    a. The person is denied.
    b. The 'On Aid Another Case' Status reason (CT73-CN) is applied.

2. Update CalFresh EDBC logic so that a person who is under the age of 22, and whose Household Status record for the benefit month has the 'Program Exclusions' field set to 'Boarder - Exclude from CF' is acted on in the following ways:
    a. The person is denied.
    b. The 'Mandatory Optional Rules' Status reason (CT73-IX) is applied.

3. Update the CalWORKs, Immediate Need, Homeless-Temp, Homeless-Perm and Diversion EDBC logic so that a person who is under the age of 18 (or age 18 and expected to graduate by age 19), and whose Household Status record for the benefit month has the 'Program Exclusions' field set to '50/50 Custody Split - Exclude from CW' is acted on in the following ways:
    a. The person is denied.
    b. The 'On Aid Another Case' Status reason (CT73-CN) is applied.

    Note: In all 3 of the above recommendations the person will be closed for a non-financial reason, as such they will have no impact on the financial calculations of the EDBC.

4. Update CalFresh EDBC logic to not count CW income for a person who is under age 18 (or age 18 expected to graduate by age 19), but count it thereafter, when the person has a Household Status record where the 'Program Exclusions' field is set to '50/50 Custody Split - Exclude from CW'.

2.2.3 Programs Impacted

CF, CW, IN, DIV, HT, HP

2.2.4 Performance Impacts

N/A

2.3 Mandatory Optional Rules NOA Fragment

2.3.1 Overview

This fragment is for when a person has been denied CalFresh with the status reason of 'Mandatory Optional Rules'. This fragment will be added in English only.

2.3.2 Add Fragment Text

English Fragment text:

To get CalFresh, a person must meet one of the following. <Person Name> does not meet any of these rules.

- o A child under 18 years of age, living with and under the parental control of a household member who is not the child's parent.
- o Parents living with their natural, adopted or step children, or children living with their natural, adopted, or stepparents unless the children are 22 years of age or older and purchase food and prepare meals for home consumption separately from their parents or are participating in the other parent's CalFresh household.
- o An individual living with the household who is a spouse of a member of the household.
- o A boarder.
- o Children of narcotic addicts or alcoholics who live at a treatment center.
- o A parent who equally shares (50/50) joint physical custody of children and the County Welfare Department has determined that the children are eligible to participate in that parent's household.
- o A person or a person with children who are temporary residents of a shelter for battered persons and/or children.
- o A person who is 60 years of age or older who is unable to purchase and prepare meals because of a permanent disability under the Social Security Act or because of a non-disease-related, severe, permanent disability.

2.3.3 Add NOA Reason Generation

Generate a NOA with this new fragment reason off of a CalFresh EDBC when all of the following conditions are true for a program person:

1. The person is denied in the currently run CalFresh EDBC.
2. The person is failing for the 'Mandatory Optional Rules' Status reason (CT73-IX).
3. There is not an existing CalFresh EDBC for the current or prior Benefit month

   or

   there is at least one existing CalFresh EDBC for the current Benefit month and in the most recent saved CalFresh EDBC for that month the person did not have an active status with a role of member.

   or

there is not a previously existing CalFresh EDBC for the current Benefit month and there is at least one CalFresh EDBC for the previous month and in the most recent saved CalFresh EDBC for the previous month the person did not have an active status with a role of member.

Action Fragment: This reason fragment will generate with the existing CalFresh Denial Action fragment (CF_DN_ACTION1).

2.3.4 Add Regulations to Reason Fragment

Add the following regulations to the new Reason Fragment: MPPs 22-001(a)(1), 22-001(t)(1), 63-301.3, 63-402.15, 63-402.151, 63-504.23, 63-402.15, 63-402.151

2.4 On Aid Another Case NOA Person Level Fragment

2.4.1 Overview

This fragment is for when a person has been denied CalFresh, CalWORKs, or Immediate Need with the status reason of 'On Aid Another Case'. This fragment will be added in English only.

2.4.2 Fragment Text

English Fragment text:

<PERSON_NAME> already gets <PGM_NAME> on another case.

2.4.3 Generation Steps

Generate a NOA with this new fragment reason off of EDBC when all of the following conditions are true for a program person:

1. The EDBC program is CalFresh, CalWORKs, or Immediate Need.
2. The person is denied in the currently run EDBC.
3. The person is failing for the reason of 'On Aid Another Case' Status reason (CT73-CN).
4. All program persons on the program are not failing for the reason of 'On Aid Another Case' Status reason (CT73-CN).
4. There is not an existing EDBC for the program for the current or prior Benefit month

   or

   there is at least one existing EDBC for the current Benefit month and in the most recent saved EDBC for that month the person did not have an active status with a role of member.

   or

there is not a previously existing EDBC for the current Benefit month and there is at least one EDBC for the previous month and in the most recent saved EDBC for the previous month the person did not have an active status with a role of member.

Action Fragment: This reason fragment will generate with the existing CalFresh, CalWORKs, and Immediate Need Denial Action fragments:

CalFresh: CF_DN_ACTION1

CalWORKs: CW_DN_ACTION1

Immediate Need: CW_DN_ACTION3

2.4.4 Add Regulations to Reason Fragment

Add the following regulations to the new Reason Fragment: MPPs 63-401.2, 22-001(a)(1), 22-001(t)(1), 63-402.15, 63-402.151, 63-504.26

2.5 On Aid Another Case Program Level NOA Fragment

2.5.1 Overview

This fragment is for when all program persons have been denied CalFresh, CalWORKs, or Immediate Need with the status reason of 'On Aid Another Case'. This fragment will be added in English only.

2.5.2 Fragment Text

English Fragment text:

All household members are aided on another case.

2.5.3 Generation Steps

Generate a NOA with this new fragment reason off of EDBC when all of the following conditions are true:

5. The EDBC program is CalFresh, CalWORKs, or Immediate Need.
6. The program is denied in the currently run EDBC.
7. All program persons on the program are failing for the reason of 'On Aid Another Case' Status reason (CT73-CN).
5. There is not an existing EDBC for the program for the current or prior Benefit month

   or

   there is at least one existing EDBC for the current Benefit month and in the most recent saved EDBC for that month at least one program persons did not have an active status with a role of member.

or

there is not a previously existing EDBC for the current Benefit month and there is at least one EDBC for the previous month and in the most recent saved EDBC for the previous month at least one program persons did not have an active status with a role of member.

Action Fragment: This reason fragment will generate with the existing CalFresh, CalWORKs, and Immediate Need Denial Action fragments:

CalFresh: CF_DN_ACTION1

CalWORKs: CW_DN_ACTION1

Immediate Need: CW_DN_ACTION3

2.5.4 Add Regulations to Reason Fragment

Add the following regulations to the new Reason Fragment: MPPs 63-401.2, 22-001(a)(1), 22-001(t)(1), 63-402.15, 63-402.151, 63-504.26

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	Requirement Text	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements.

The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.

As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process. | Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.

• For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones. | System update to EDBC mandatory inclusion logic to allow for "Program Exclusions". |

CalSAWS

California Statewide Automated Welfare System

DRAFT

Design Document

CA-201315 DDID 1967

DDCR 3032: Update Journal Templates from Quarterly Reporting to Semi-Annual Reporting

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kristine Lim
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/10/2019	1.0	Original	Kristine Lim
07/25/2019	1.1	Updated Section 2.1 per comments from Frederick Gains	Kristine Lim
08/26/2019	2.0	Updated the following for clarity per comments from ClearBest: Document title in Jira; Sections 2.1, 2.1.2, 2.1.3.	Linda Zeng

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1 OVERVIEW

1.1 Current Design

In LRS, the Universal Journal templates references the Quarterly Reporting form (QR7).

1.2 Requests

Per DDCR 3032, update the Universal Journal Template reference from Quarterly Reporting (QR 7) to Semi-Annual Reporting (SAR 7).

1.3 Overview of Recommendations

Update the Universal Journal Template reference from Quarterly Reporting (QR 7) to Semi-Annual Reporting (SAR 7) in the following sections in the Journal Template page:

    a) Entry Information
    b) EDBC Results/Issuance page

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Journal Detail

2.1.1 Overview

Update the Quarterly Reporting (QR 7) references on the Universal Journal Template to Semi-Annual Reporting (SAR 7).

2.1.2 Journal Detail Mockup

Entry Information Section:

Figure 2.1.2.1 - Entry Information Section

EDBC Results/Issuance Section:

Figure 2.1.2.2 - EDBC Results/Issuance Section

2.1.3 Description of Changes

Update the Universal Journal templates where it references Quarterly Reporting (QR 7's) to Semi-Annual Reporting (SAR7's) on the following sections of Journal Detail pages:

1) Entry Information section
   a. Add reference to SAR 7 where it states QR 7/MSR
2) EDBC Results/Issuance section
   a. Update the text where it references "Quarter Begin Month" and "Quarter End Month" to "Reporting Period Begin Month" and "Reporting Period End Month"
   b. Update where the report references QR 7 and replace with SAR 7

2.1.4 Page Location

Global Navigation: All

Utilities Navigation Bar: Journal

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	Updated the Universal Journal Template per DDCR 3032, where it references Quarterly Reporting (QR 7) to Semi-Annual Reporting (SAR 7) in the following sections: a) Entry Information section b) EDBC Results/Issuance section

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-201320 | DDID 1967 DDCR 3115

Add default return address for 57 Migration Counties

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Vallari Bathala
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/2/2019	1.0	Initial Revision	Vallari Bathala
10/11/2019	1.1	Updated with CRFI Responses	Vallari Bathala
11/04/2019	1.2	Updated Inyo's address	Vallari Bathala
11/21/2019	1.3	Added default address of Los Angeles County in current design	Lawrence Samy

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1   OVERVIEW

A default return address will be included on correspondence for customers in programs which do not have an associated worker, so that the correspondence does not exception out in the mailing process.

1.1   Current Design

Correspondence generated for programs that do not have a worker assigned is not mailed to the customer, due to no return address is currently populated on the correspondence. Default address has been added for Los Angeles County so correspondence can be mailed out using the default address. Current default addresses are:

DPSS

Medi-Cal Mail-In Applications District, DPSS

2615 S. Grand Ave., 2nd floor

Los Angeles, CA 90007

DCFS

Department of Children & Family Services

725 S GRAND AVE

GLENDORA, CA 91740-4141

1.2   Requests

Per DDCR 3115, update correspondence generation logic to populate a default return address if there is no worker associated to a program.

1.3   Overview of Recommendations

1. Populate a default return address on correspondence if a program does not have a worker associated to the program.

1.4   Assumptions

1. The default return address provided will be confirmed with each County as part of Change Readiness prior to each counties' go live.

2 RECOMMENDATIONS

2.1 Populate Default Return Address

2.1.1 Overview

Update correspondence generation logic to populate a default return address when there is no worker associated to a program.

2.1.2 Description of Change

1. Populate correspondence with each County's default return address when there is no worker associated to the program for which the correspondence is being generated, as listed in the table below.
   Continue to populate the existing default return address for County 19 (Los Angeles).
   a. Populate the County Name for the Name or first line of the return address as "<County name> County."

   Example: Alameda County
   PO BOX 12941
   OAKLAND, CA 94604

County #	County	Default Return Address
1	Alameda	Alameda County
		PO BOX 12941
		OAKLAND, CA 94604
2	Alpine	Alpine County
		75 DIAMOND VALLEY RD UNIT A
		MARKLEEVILLE, CA 96120
3	Amador	Amador County
		10877 CONDUCTOR BLVD STE 200
		SUTTER CREEK, CA 95685
4	Butte	Butte County
		PO BOX 1649
		OROVILLE, CA 95965
5	Calaveras	Calaveras County
		509 E SAINT CHARLES ST
		SAN ANDREAS, CA 95249

County #	County	Default Return Address
6	Colusa	Colusa County 251 E WEBSTER STREET COLUSA, CA 95932
7	Contra Costa	Contra Costa County PO BOX 4114 CONCORD, CA 94524-4114
8	Del Norte	Del Norte County 880 NORTHCREST DR CRESCENT CITY, CA 95531
9	El Dorado	El Dorado County 3057 BRIW RD SUITE A PLACERVILLE, CA 95667
10	Fresno	Fresno County PO BOX 1912 FRESNO, CA 93718
11	Glenn	Glenn County PO BOX 611 WILLOWS, CA 95988
12	Humboldt	Humboldt County 929 KOSTER ST EUREKA, CA 95501
13	Imperial	Imperial County 2995 S 4TH ST SUITE 105 EL CENTRO, CA 92243
14	Inyo	Inyo County 920 N MAIN ST BISHOP CA 93514
15	Kern	Kern County PO BOX 511 BAKERSFIELD, CA 93302
16	Kings	Kings County 1400 W LACEY BLVD #8 HANFORD, CA 93230

County #	County	Default Return Address
17	Lake	Lake County PO BOX 9000 LOWER LAKE, CA 95457
18	Lassen	Lassen County 1616 CHESTNUT ST SUSANVILLE, CA 96130
20	Madera	Madera County PO BOX 569 MADERA, CA 93639-0569
21	Marin	Marin County PO BOX 4160 SAN RAFAEL, CA 94913-4160
22	Mariposa	Mariposa County PO BOX 99 MARIPOSA, CA 95338-0099
23	Mendocino	Mendocino County PO BOX 8508 UKIAH, CA 95482
24	Merced	Merced County PO BOX 112 MERCED, CA 95341
25	Modoc	Modoc County 120 N MAIN STREET ALTURAS, CA 96101
26	Mono	Mono County PO BOX 2969 MAMMOTH LAKES, CA 93546-2969
27	Monterey	Monterey County 1488 SCHILLINGS PLACE SALINAS, CA 93901
28	Napa	Napa County 2751 NAPA VALLEY CORPORATE DR NAPA, CA 94558

County #	County	Default Return Address
29	Nevada	Nevada County PO BOX 1210 NEVADA CITY, CA 95959
30	Orange	Orange County PO BOX 25196 SANTA ANA, CA 92709-0029
31	Placer	Placer County PO BOX 20400 AUBURN, CA 95604
32	Plumas	Plumas County 270 COUNTY HOSPITAL RD SUITE 207 QUINCY, CA 95917
33	Riverside	Riverside County 4060 COUNTY CIRCLE DR RIVERSIDE, CA 92503
34	Sacramento	Sacramento County PO BOX 487 SACRAMENTO, CA 95812-9874
35	San Benito	San Benito County 1111 SAN FELIPE RD STE 206 HOLLISTER, CA 95023
36	San Bernardino	San Bernardino County 265 E 4TH STREET SAN BERNARDINO, CA 92415-0039
37	San Diego	San Diego County PO BOX 939043 SAN DIEGO, CA 92193-9043
38	San Francisco	San Francisco County PO BOX 7988 SAN FRANCISCO, CA 94120
39	San Joaquin	San Joaquin County 102 S SAN JOAQUIN ST STOCKTON, CA 95201

County #	County	Default Return Address
40	San Luis Obispo	San Luis Obispo County PO BOX 8119 SAN LUIS OBISPO, CA 93403-8119
41	San Mateo	San Mateo County 400 HARBOR BLVD #B BELMONT, CA 94002
42	Santa Barbara	Santa Barbara County 234 CAMINO DEL REMEDIO SANTA BARBARA, CA 93110
43	Santa Clara	Santa Clara County 333 W JULIAN ST SAN JOSE, CA 95110
44	Santa Cruz	Santa Cruz County PO BOX 1320 SANTA CRUZ, CA 95061
45	Shasta	Shasta County PO BOX 796005 REDDING, CA 96049-6005
46	Sierra	Sierra County PO BOX 1019 LOYALTON, CA 96118
47	Siskiyou	Siskiyou County 818 S MAIN ST YREKA, CA 96097
48	Solano	Solano County 275 BECK AVE FAIRFIELD, CA 94533
49	Sonoma	Sonoma County PO BOX 1539 SANTA ROSA, CA 95402
50	Stanislaus	Stanislaus County PO BOX 42 MODESTO, CA 95353

County #	County	Default Return Address
51	Sutter	Sutter County
		PO BOX 1535
		YUBA CITY, CA 95992
52	Tehama	Tehama County
		PO BOX 1515
		RED BLUFF, CA 96080
53	Trinity	Trinity County
		PO BOX 1470
		WEAVERVILLE, CA 96093
54	Tulare	Tulare County
		PO BOX 671
		VISALIA, CA 93279-0671
55	Tuolumne	Tuolumne County
		20075 CEDAR RD NORTH
		SONORA, CA 95370
56	Ventura	Ventura County
		PO BOX 3699
		VENTURA, CA 93006-9914
57	Yolo	Yolo County
		137 NORTH COTTONWOOD ST
		WOODLAND, CA 95695
58	Yuba	Yuba County
		PO BOX 2320
		MARYSVILLE, CA 95901

3   REQUIREMENTS

3.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	Populate correspondence with a default address when programs do not have an assigned worker.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-201326 | DDID 1967 | DDCR 4086

Updates to the dynamically generated CF 23 SAR

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Harish Katragadda, Rainier Dela Cruz
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/09/2019	1.0	Initial Revision	Rainier Dela Cruz

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1 OVERVIEW

With the elimination of Change Reporting, per ACL 15-90, a household can have a reporting type of Semi-Annual Reporting (SAR) or Semi-Annual Reporting Annually (SARA). When the household is approved for CalFresh benefits and has a reporting type of SAR or SARA or changes reporting type from SAR to SARA or from SARA to SAR, the CF 23 SAR is generated and sent out to the recipients. The CF 23 SAR informs recipients of their reporting responsibilities and how to report changes in their household.

1.1 Current Design

The functionality to dynamically generate the CF 23 SAR after the EDBC is saved is not in CalSAWS.

1.2 Requests

Per DDCR 4086, update the CalSAWS functionality to dynamically generate the CF 23 SAR when the EDBC is Accepted and Saved.

1.3 Overview of Recommendations

1. Add a version of the CF 23 SAR form that will generate through EDBC, but will not be available from the Template Repository.
2. Add the functionality to generate the CF 23 SAR when the EDBC is saved, the program type is CalFresh, the program sub type is not Transitional, the program status is Active and one of the following is true:
   a. The reporting type on the current EDBC is either SAR or SARA and the previous program status is not Active (Pending, Denied, or Discontinued).
   b. The reporting type on the current EDBC is either SAR or SARA and the program was approved after the program was rescinded for Restoration of Aid Waiver.
   c. The reporting type on the current EDBC is either SAR or SARA and the EDBC is run with RE run reason.
   d. The reporting type on the current EDBC is SAR and the reporting type on the previous EDBC is SARA.
   e. The reporting type on the current EDBC is SARA and the reporting type on the previous EDBC is SAR.
   f. The reporting type on the current EDBC is either SAR or SARA and the sub program type on the previous EDBC is Transitional.
3. Add the functionality to dynamically display the 130% Federal Poverty Level (FPL) section on CF 23 SAR when the household is not certified over the 130% FPL.

1.4 Assumptions

1. Only English and Spanish will be implemented with this system change request.

2. With the elimination for Change Reporting, the CF 23 CR has been made obsolete.
3. When generating the CF 23 SAR from Template Repository, it will use the existing form in CalSAWS.
4. The threshold language translations of the CF 23 SAR will be addressed by CA-211221.

2   RECOMMENDATIONS

2.1   CF 23 SAR Form and Generation Logic

2.1.1   Overview

This section will cover the changes necessary to update the CalSAWS functionality to dynamically generate the C-IV CF 23 SAR when EDBC is saved. A new CF 23 SAR form will be added and will generate through EDBC when the household is approved for CalFresh benefits and the reporting type is SAR or SAR or when the reporting type changes from SAR to SARA or from SARA to SAR. The functionally to dynamically display the 130% FPL section on the CF 23 SAR will also be implemented as part of this change request.

Form: CF 23 SAR (11/16)

Program: CalFresh

Attached Form: None

Forms Category: Forms

Languages:

English, Spanish

2.1.2   Description of Change

1. Create a new CF 23 SAR in CalSAWS that generates after saving the EDBC.
   Form Title: CalFresh Benefits How To Report Household Changes

   Form Number: CF 23 SAR

   Include NA Back 9: No

   Print Options: Use the existing print options when generating existing form when EDBC is saved. For example, when an AR 2 is generated, the user will be taken to the distributed document page where the AR 2 is set to Hold for Pick Up or Pending Print Centrally, depending on the recipient's address. The user can view the form and has the ability to cancel central print.

   Imaging Barcode: The imaging barcode will be addressed by a separate DDID (**DDID 2302).**

   Cover Letter: Add a cover letter as the first page of the form, similar to when generating the CF 23 SAR from the Template Repository.

   Spanish Translations: Please refer to **Section 3.0 - Supporting Document #1.**

Form Mockups: Please refer to **Section 3.0 – Supporting Document #2**.

Form Examples:

    a. For an example of the CF 23 SAR when the reporting type is SAR, please refer to **Section 3.0 - Supporting Document #3.**

    b. For an example of the CF 23 SAR when the reporting type is SARA, please refer to **Section 3.0 - Supporting Document #4.**

    c. For an example of the CF 23 SAR when the reporting is switching from SAR to SARA or vice versa, please refer to **Section 3.0 – Supporting Document #5 and #6.**

    d. For an example of the 130% FPL section not displayed on the CF 23 SAR, please refer to **Section 3.0 - Supporting Document #7.**

2. Make the form unavailable in Template Repository.

Add New CF 23 SAR Form Generation Logic

3. Generate the CF 23 SAR after the EDBC is saved when the program type is CalFresh, the program sub type is not Transitional, the program status is Active and one of the following is true:

    a. The reporting type on the current EDBC is either SAR or SARA and the previous program status is not Active (Pending, Denied, or Discontinued).

    b. The reporting type on the current EDBC is either SAR or SARA and the program was approved after the program was rescinded for Restoration of Aid Waiver.

    c. The reporting type on the current EDBC is either SAR or SARA and the EDBC is run with RE run reason.

    d. The reporting type on the current EDBC is SAR and the reporting type on the previous EDBC is SARA.

    e. The reporting type on the current EDBC is SARA and the reporting type on the previous EDBC is SAR.

    f. The reporting type on the current EDBC is either SAR or SARA and the sub program type on the previous EDBC is Transitional.

Dynamically display the 130% FPL section on CF 23 SAR

4. Display the 130% FPL section on the CF 23 SAR when the when the recipient's household is not certified over the 130% FPL. Below is the verbiage for the 130% FPL section:

- When your household's income is more than <FPL130>% of federal poverty level, for your household size (CalFresh IRT).

Section	General Conditions
130FplSection	Display this section on the CF 23 SAR when the household is not over the 130% FPL.

Variable Population for the CF 23 SAR

5. The CF 23 SAR form will have the variables populated when generated when EDBC is saved. Populate the variables as follows:

Variable	Description	Population
ReportingChange	The reason why the recipient is receiving the form.	This variable is populated with why the recipient is receiving the form. For specific verbiage, please refer to **Section 3.0 - Supporting Document #1.**
ExampleText	An example on when the recipient is expected to report changes.	This variable is populated with an example of when the recipient is expected to report changes, depending on of the reporting type (SAR or SARA). For the specific verbiage, please refer to **Section 3.0 - Supporting Document #1.**
Frequency	The frequency on when the recipient will have to report changes.	This variable is populated with 6 if the reporting type is SAR, and 12, if the reporting type is SARA.
DocumentType	The type of document.	This variable is populated with 'report' when the frequency is 6 and with 'certification' when the frequency is 12.
FPL130	The percentage of the Federal Poverty Level	This variable is populated with 130 if the recipient's household is not certified over the 130% FPL.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	Specific Verbiage and Spanish Translations for Variable Population	CF 23 SAR Text and Spanish Translations.xlsx
2	Client Correspondence	CF 23 SAR Mockup	CF 23 SAR Mockup.pdf
3	Client Correspondence	Example of the CF 23 SAR when the reporting type is SAR.	CF 23 SAR Example.pdf
4	Client Correspondence	Example of the CF 23 SAR when the reporting type is SARA.	CF 23 SARA Example.pdf
5	Client Correspondence	Example of the CF 23 SAR when the reporting type is switching from SAR to SARA.	CF 23 SAR to SARA Example.pdf
6	Client Correspondence	Example of the CF 23 SAR when the reporting type is switching from SARA to SAR.	CF 23 SARA to SAR Example.pdf
7	Client Correspondence	Example of the CF 23 SAR when the household is certified over the 130% FPL.	CF 23 130% FPL Not Populated Example.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	The logic to generate the CF 23 SAR when the reporting type changes from SARA to SAR or when the reporting type changes from SAR to SARA is added.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-201971| DDID 1967 | DDCR 3176

Add Display Dates to Child Care Workload Inventory

		DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Vallari Bathala	
	Reviewed By	Amy Gill	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/05/2019	1.0	Initial Revision	Vallari Bathala

10/18/2019	1.1	Updated 2.1.3 Descrption of Changes section
		Before:
		
		1. Add the "Display Workload" field to allow Users to select as of which date to view the Workload Inventory.
		    a. The field will display dates as a calendar
		    b. This will be a mandatory field
		    c. Date will default to system date
		2. Add the field "Status Effective Date" field to allow Users to select as of which Effective Date to view the program status.
		    a. The field will display dates as a calendar
		    b. This will be a mandatory field
		    c. Date will default to the first of the next month
		
		After:
		
		1. Add the "Display Workload" field to allow Users to select as of which date to view the Workload Inventory. The results will display programs assigned to the selected worker as of the date selected.
		    a. The field will display dates as a calendar
		    b. This will be a mandatory field
		    c. Date will default to system date
			Vallari Bathala

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		2. Add the field "Status Effective Date" field to allow Users to select as of which Effective Date to view the program status. The results will display programs status as of the date selected. a. The field will display dates as a calendar b. This will be a mandatory field c. Date will default to the first of the next month Updated 2.1.6 Page Mapping **Before:** N/A **After:** Update page mapping to account for new fields being added.	

Table of Contents

1 OVERVIEW

The Child Care Workload Inventory page only allows users to filter by "Worker ID". Update the Child Care Workload Inventory page to also allow users to select the date to view the Workload Inventory and the Effective Date of the program status.

1.1 Current Design

The Child Care Workload Inventory page only allows users to refine the Workload Inventory data by "Worker ID".

1.2 Requests

Per DDCR 3176, migrate C-IV functionality from the Child Care Workload Inventory page to CalSAWS.

1.3 Overview of Recommendations

1. Add "Display Workload" calendar filter to the Child Care Workload Inventory page.
2. Add "Status Effective Date" calendar filter to the Child Care Workload Inventory page.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Child Care Workload Inventory

2.1.1 Overview

Include "Display Workload" and "Status Effective Date" parameters as part of the Child Care Workload Inventory page.

2.1.2 Child Care Workload Inventory Mockup

Child Care Workload Inventory

Worker ID:	Display Workload: *	Status Effective Date: *
000000000 Select	09/05/2019	10/01/2019

Results per Page: 100 GO

Search Results Summary	Results 1 - 1 of 1

Total Assignments

Cases   0

Programs   0

Case Number	Primary	Sub-Program	Status	Application Date	Re-Evaluation Date
No Data Found					

This Type 1 page took 1.69 seconds to load.

Figure 2.1.2 – Child Care Workload Inventory

2.1.3 Description of Changes

1. Add the "Display Workload" field to allow Users to select as of which date to view the Workload Inventory. The results will display programs assigned to the selected worker as of the date selected.
   a. The field will display dates as a calendar
   b. This will be a mandatory field
   c. Date will default to system date
2. Add the field "Status Effective Date" field to allow Users to select as of which Effective Date to view the program status. The results will display programs status as of the date selected.
   a. The field will display dates as a calendar
   b. This will be a mandatory field
   c. Date will default to the first of the next month

2.1.4 Page Location

- **Global: Child Care**
- **Local: Workload Inventory**
- **Task: Workload Inventory**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

Update page mapping to account for new fields being added.

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	As Side-by-Side sessions were focused on comparing the front end (online pages) functionality of the application, the CONTRACTOR shall budget an allowance of twenty-nine thousand, one hundred fifty-five hours (29,155) to accommodate for any Unforeseen differences in the code base that result in additional requirements. The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement. As the requirements for the designated SCRs are identified, the SCRs will be calculated by the CONTRACTOR and reviewed and prioritized by the CONSORTIUM for approval through the County Change Control Board process.	• Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management. • For the new requirements to be included with CalSAWS DD&I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the unforeseen Differences allowance hours must be finalized. approved by the CONSORTIUM and added to the CalSAWS DD&I SOR by July 1, 2020 for the CONTRACTOR to meet design, build and System Test milestones.	Updated Child Care Workload Inventory with new fields.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207112 | DDID 2280

Determine a Medi-Cal Participant's Eligibility to CalFresh

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Yale Yee
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/6/2019	1.0	Initial Document	Yale Yee
11/13/2019	1.1	Added San Joaquin opt in/out indicator	Yale Yee

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1 OVERVIEW

The CF 285 – Application for CalFresh Benefits – will be automatically generated, for counties that have opted in to the functionality, if a Medi-Cal participant is potentially eligible for CalFresh based on household composition, income, and expenses in the Medi-Cal program.

1.1 Current Design

At the time of a Medi-Cal intake and Medi-Cal renewal, the system runs the CalFresh non-financial and financial eligibility rules, using the income and expense details available at the time of approving the Medi-Cal program. If the household is potentially eligible for CalFresh benefits, the CalFresh Solicitation Letter, which is a Los Angeles County form, is generated to inform the participants of their potential CalFresh eligibility.

1.2 Requests

Per DDID 2280, automatically generate the CF 285 when a Medi-Cal household is potentially eligible for CalFresh benefits, for Migration counties that have opted in to the functionality.

1.3 Overview of Recommendations

1. Update the logic that generates the CalFresh Solicitation Letter for Los Angeles County, to generate the CF 285 for Migration counties that have opted in.
2. Update the CF 285 to prepopulate data on the form.

1.4 Assumptions

1. Los Angeles County will keep the existing functionality implemented with SCR 53116 to send the CalFresh Solicitation Letter.
2. This DDID will execute the same CalFresh eligibility rules when generating the CalFresh Solicitation Letter and CF 285 .
3. CF 285 will not be updated with this effort, other than adding data pre-population. Any additional updates to the CF 285 will be prioritized and implemented with CA-48774.
4. The pre-population module of the SAWS 2 PLUS can be utilized to populate the majority of the CF 285.
5. Counties will be opted in to the functionality to generate the CF 285 based on their CRFI response. The selection made will be confirmed with each County as part of Change Readiness prior to each counties' go live.

2 RECOMMENDATIONS

Medi-Cal participants will be evaluated for eligibility for CalFresh benefits. If the participant is potentially eligible for CalFresh benefits, a temporary CalFresh program is created, and a form trigger batch job will create a CF 285 for participating counties.

2.1 Update MC EDBC to Run CalFresh Eligibility Rules for Counties that Opted In

2.1.1 Overview

Medi-Cal participants will be evaluated for eligibility for CalFresh benefits for counties that opted in.

2.1.2 Description of Changes

1. Update the existing Medi-Cal EDBC logic which runs CalFresh eligibility rules at Medi-Cal intake and Medi-Cal renewal for counties that opted in to the functionality.

   The logic to create a temporary CalFresh program and determine CalFresh eligibility during Medi-Cal intake and redetermination will be the same as the existing logic implemented with SCR 53116; except, the CF 285 will be sent in place of the CalFresh Solicitation Letter for counties (other than Los Angeles County) that have opted in.

   a. **Intake**: Send the CF 285 if the household is approved for Medi-Cal at Intake. The CF 285 will not be generated if the Medi-Cal program is denied at Intake, or if the household qualifies for zero CalFresh benefits.
   b. **Redetermination**: Send the CF 285 if the household receives Medi-Cal and is approved at renewal. The CF 285 will not be generated if the Medi-Cal program is discontinued for any reason at redetermination, or if the household qualifies for zero CalFresh benefits.
   c. In either of the above scenarios, if any one person in the household is currently applying for or receiving CalFresh or Cash benefits, whether on the same case or on another case, do not generate the CF 285.
2. Add a new column to indicate the counties that have opted in for this functionality.

   Note: The new column will be used for the CalFresh Solicitation Letter and the CF 285.

See table below for County configurability:

County Number	County	Yes	No
1	Alameda	X	
2	Alpine		X
3	Amador		X
4	Butte		X
5	Calaveras		X
6	Colusa		X
7	Contra Costa		X
8	Del Norte	X	
9	El Dorado	X	
10	Fresno		X
11	Glenn		X
12	Humboldt		X
13	Imperial		X
14	Inyo		X
15	Kern		X
16	Kings		X
17	Lake	X	
18	Lassen	X	
20	Madera	X	
21	Marin	X	
22	Mariposa		X
23	Mendocino		X
24	Merced	X	
25	Modoc	X	
26	Mono		X
27	Monterey	X	
28	Napa	X	
29	Nevada	X	
30	Orange	X	
31	Placer	X	
32	Plumas		X
33	Riverside	X	

County Number	County	Yes	No
34	Sacramento	X	
35	San Benito	X	
36	San Bernardino		X
37	San Diego	X	
38	San Francisco		X
39	San Joaquin		X
40	San Luis Obispo	X	
41	San Mateo	X	
42	Santa Barbara		X
43	Santa Clara		X
44	Santa Cruz	X	
45	Shasta		X
46	Sierra		X
47	Siskiyou		X
48	Solano	X	
49	Sonoma	X	
50	Stanislaus	X	
51	Sutter		X
52	Tehama	X	
53	Trinity		X
54	Tulare		X
55	Tuolumne	X	
56	Ventura	X	
57	Yolo	X	
58	Yuba	X	

2.1.3 Programs Impacted

Medi-Cal

2.1.4 Performance Impacts

N/A

2.2 FormTriggerBatch

2.2.1 Overview

This job **PB19R1948** will iterate over the result set returned from the driving query and insert triggers into SYS_TRANSACT. Thread jobs will then pick up records from SYS_TRANSACT and process the forms accordingly.

The CalFreshSolicitationLetterTrigger is the driving query and can also be used for the CF 285.

2.2.2 Description of Change

1. Convert the job to a county 00 job.
2. Modify the driving query to ensure duplicate records for CF 285 are not added to SYS_TRANSACT for the same case
3. Modify the form trigger batch code to use the county code list and send the CalFresh Solicitation Letter if the county code is 19 (Los Angeles County) otherwise for all other counties in the list send the CF 285.

2.2.3 Execution Frequency

Daily

2.2.4 Key Scheduling Dependencies

No Change

2.2.5 Counties Impacted

See table in Section 2.1.2.

2.2.6 Data Volume/Performance

No Change

2.2.7 Failure Procedure/Operational Instructions

No Change

2.3 CF 285 – Application for CalFresh Benefits

2.3.1 Overview

Update the CF 285 to prepopulate data elements.

2.3.2 Description of Change

1. Populate the following elements on the CF 285 when the form is triggered by the above batch job:

Question Number	Field	Description
1	Name Input Field	Primary Applicant name (First, Middle, Last)
1	Home Address Input Field	Primary Applicant Line 1 Address
1	City Input Field	Primary Applicant City
1	State Input Field	Primary Applicant State
1	Zip Input Field	Primary Applicant Zip
1	Mailing Address Input Field	Blank if same as above address. Primary Applicant Mailing Line 1 Address if different
1	City Input Field	Blank if same as above address. Primary Applicant Mailing City if different
1	State Input Field	Blank if same as above address. Primary Applicant Mailing State if different
1	Zip Input Field	Blank if same as above address. Primary Applicant Mailing Zip if different
1	Home Phone Input Field	Primary Applicant Phone Number with Type Home. PH_NUM.TYPE_CODE = 'HO'
1	Email Input Field	Primary Applicant Email Address
2	Authorized Representative Name Input Field	Authorized Representative Name
2	Authorized Representative Phone Number Input Field	Authorized Representative Phone Number

Question Number	Field	Description
3	Are you Hispanic or Latino Yes Check Box	PERS.ETHNIC_ANSWER_CODE set to Yes
3	Are you Hispanic or Latino No Check Box	PERS.ETHNIC_ANSWER_CODE set to No
3	Mexican Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Puerto Rican Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Cuban Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Other Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	White Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	American Indian or Alaskan Native Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Black or African American Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Other or Mixed Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Asian Check Box	Checked if any of the selections on the line below are checked
3	Filipino Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Chinese Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Japanese Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Cambodian Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Korean Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Vietnamese Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Asian Indian Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Laotian Check Box	PERS.ETHNIC_CODE decoded with CT_2059

Question Number	Field	Description
3	Other Asian Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Other Asian Input Field	PERS.OTHER_RACE_DESCR
3	Native Hawaiian or Other Pacific Islander Check Box	Checked if any of the selections after are checked
3	Native Hawaiian Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Guamanian or Chamorro Check Box	PERS.ETHNIC_CODE decoded with CT_2059
3	Samoan Check Box	PERS.ETHNIC_CODE decoded with CT_2059
5	Other Programs Yes Check Box	OTHER_PGM_ASSIST record exists
5	Other Programs No Check Box	OTHER_PGM_ASSIST record does not exist
5	If Yes, Who? Input Field	Person from OTHER_PGM_ASSIST.PERS_ID
5	Where? Input Field	OTHER_PGM_ASSIST.COUNTY_CODE decoded with CT_15
6a	Applying for Benefits Yes Check Box	Checked if listed person is also part of the temporary CalFresh program
6a	Applying for Benefits No Check Box	Checked if listed person is not part of the temporary CalFresh program
6a	Name Input Field	Household member
6a	Relationship Input Field	PERS_RELSHP.TYPE_CODE decoded with CT_166
6a	Date of Birth Date Field	PERS.DOB
6a	Gender Input Field	PERS.GENDER_CODE decoded with CT_230
6a	U.S. Citizen or National Yes Check Box	Checked if Birth Country is United States or if Citizenship record exists
6a	U.S. Citizen or National No Check Box	Checked if Birth Country is not United States or if Citizenship record does not exist

Question Number	Field	Description
6a	Purchase and Prepare Name Input Field	Name if PURCH_AND_PREP.SEPARATE_IND is Yes
6b	NONCITIZEN INFORMATION Name	Name of the person from CITIZENSHIP DETAIL PAGE. CITZ.PERS_ID
6b	Date entered U.S. (if known)	CITZ.COUNTY_ENTRY_DATE. Do not populate if the COUNTY_ENTRY_DATE is HIGH_DATE or NULL_DATE
6b	Give one of the following (if known) : Passport Number, Alien Registration Number, etc. DOCUMENT TYPE	CITZ.INS_DOC_TYPE_CODE decode with CT_173
6b	Sponsored?	CITZ.ALIEN_SPNSR_IND. If Y, Yes checkbox will be checked. If Null/N then No checkbox will be checked
6b	Does anyone listed above have at least 10 years (40 quarters) of work history?	If there exists a record – Is this individual who worked 40 quarters or more, or the spouse, dependent child or un remarried surviving spouse of someone who worked 40 quarters or more? Then Yes checkbox will be checked else No checkbox will be checked.
6b	Does anyone listed above have at least 10 years (40 quarters) of work history? – If Yes, Who?	Individual name from the above filed
6b	Does anyone listed above have, or have they applied for, or do they plan to apply for a T-Visa or U-Visa, VAWA petition?	CITZ.VISA_APPLY_IND
6b	Does anyone listed above have, or have they applied for, or do they plan to apply for a T-Visa or U-Visa, VAWA petition? – If Yes, Who?	Individual name from the above field

Question Number	Field	Description
6c	Sponsored Noncitizen Information Did the Sponsor sign an I-864	SPNSR.I864_IND
6c	Does the sponsor regularly help with money ?	SPNSR.HLP_MNY_IND
6c	If yes, how much ?	SPNSR.HLP_MNY_AMT
6c	"Does your sponsor regularly help you with any of the following (check all that apply) rent, clothes, food, other"	RENT - SPNSR.HLP_RNT_IND CLOTHES - SPNSR.HLP_CLTHS_IND FOOD - SPNSR.HLP_FOOD_IND OTHER - SPNSR.HLP_OTHR_IND OTHER Description - SPNSR.HLP_OTHR_DESCR
6c	SPONSOR's NAME	SPNSR.SPNSR_NAME
6c	Who is Sponsored	SPNSR_PERS.PERS_ID – Person Name
6c	SPONSOR's Phone Number	SPNSR.SPNSR_PH_NUM
6d	Name of Person	Name of SCHL_ATTEND.PERS_ID
6d	Name of School/Training	Organization name from SCHL_ATTEND.ORG_ID
6d	Enrolled Status Half-time or more, Less than half-time	SCHL_ATTEND_DETL.STAT_CODE If STAT_CODE = 'FT' or 'HT' then Half-time or More checkbox will be checked. If STAT_CODE = 'LH' then Less than half-time checkbox will be checked.
6d	Number of Units	SCHL_ATTEND_DETL.NUM_UNITS
6d	Are they Working? Average work hours per week:	EMP_DETL.WKLY_HR_QTY

Question Number	Field	Description
7	Unearned Income Yes Check Box	Root Questions Response
7	Unearned Income No Check Box	Root Questions Response
7	Veteran benefits, or Military pension Check Box	INC.CAT_CODE = 09 And INC.TYPE_CODE Not In 84 or 85
7	Lottery / gambling winnings Check Box	INC.TYPE_CODE = 89
7	SSI / SSP Check Box	INC.TYPE_CODE = 84
7	Financial aid Check Box	INC.CAT_CODE = 06
7	Help with rent / food / clothing Check Box	INC.CAT_CODE = 13
7	Insurance or legal settlements Check Box	INC.CAT_CODE = 10
7	Gift of money Check Box	INC.CAT_CODE = 12
7	Private disability or retirement Check Box	INC.TYPE_CODE in (22 or 23)
7	Room and board (from your renter) Check Box	INC.CAT_CODE = 17
7	Unemployment Insurance / State Disability Insurance Check Box	INC.TYPE_CODE in (24 or 79)
7	Strike Benefits	INC.CAT_CODE = 74
7	Pension Check Box	INC.CAT_CODE = 16
7	Child / Spousal support Check Box	INC.CAT_CODE = 07
7	Worker's compensation Check Box	INC.TYPE_CODE in (90 or 91)

Question Number	Field	Description
7	Government / railroad disability or retirement Check Box	INC.TYPE_CODE = 65
7	Person getting the money? Input Field	Person name from INC.PERS_ID
7	From where? Input Field	INC.SRC_NAME
7	How often received Input Field	INC.FREQ_CODE, decode the value from CT_199 for populating frequency
7	Expect to continue? Yes Check Box	INC_AMT_DETL.END_DATE is HIGH_DATE then Yes checkbox will be checked
7	Expect to continue? No Check Box	INC_AMT_DETL.END_DATE is not HIGH_DATE then No checkbox will be checked
8	Earned Income Yes Check Box	Root Questions Response
8	Earned Income No Check Box	Root Questions Response
8	Person working Input Field	Individual name with Income of Category 'Earnings' and Type is not 'Self Employment'
8	Employer's name and address Input Field	EMP.EMP_NAME will be populated with Employer's Name and EMP.ADDR_DESCR will be populate with Employer's Address in the input field.
8	Employer's phone number Input Field	EMP.CONTACT_DESCR
8	Hourly rate Input Field	EMP_DETL.HRLY_WAGE
8	Average hours per week Input Field	EMP_DETL.WKLY_HR
8	How often paid? Input Field	INC.FREQ_CODE, decode the value from CT_199 for populating frequency
8	Total gross earned income received this month Input Field	INC_AMT_DETL.RPT_AMT will be calculated based on frequency from INC.FREQ_CODE
8	Expect to continue? Yes Check Box	INC_AMT_DETL.END_DATE. Yes, if the END_DATE is high dated

Question Number	Field	Description
8	Expect to continue? No Check Box	INC_AMT_DETL.END_DATE. No, if the END_DATE is not high dated
8	Has anyone lost a job, changed jobs, quit a job or reduced work hours within the last 60 days?	EMP.TERM_DATE. Yes, if the TERM_DATE is in the last 60 days from form generation date else No.
8	Is anyone on Strike?	Root Questions Response
8	If yes, who?	Individual name from STRIKE.PERS_ID
8	Date Went on Strike	STRIKE.BEG_DATE
8	Date of Last Pay	STRIKE. LAST_PAY_DATE
8	Reason?	STRIKE.RSN_DESCR
8a	Person Self-Employed Input Text Field	Individual name from EMP.PERS_ID
8a	Date Business Started Input Text Field	EMP.HIRE_DATE
8a	Gross monthly income input text field	INC_AMT_DETL.RPT_AMT will be calculated based on income frequency from INC.FREQ_CODE
8a	Self-employment expenses – 40% flat rate checkbox	EXPN_SELF_DEDUCT.TYPE_CODE where type code equals 'SD' (Standard)
8a	Self-employment expenses – Actual expenses checkbox	EXPN_SELF_DEDUCT.TYPE_CODE where type code equals 'AC' (Actual)
8a	Self-employment expenses – Actual expenses input text field	EXPN.AMT will be calculated based on expense frequency from EXPN.FREQ_CODE
9	Household's Child / Adult Care Expenses Yes Check Box	Root Questions Response

Question Number	Field	Description
9	Household's Child / Adult Care Expenses No Check Box	Root Questions Response
9	Who gets care? Input Field	Individual name from EXPN.PERS_ID of category Dependent Care
9	Amount paid? Input Field	EXPN_AMT_DETL.AMT
9	How often paid? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
9	Child / Adult Care Help Yes Check Box	Root Questions Response
9	Child / Adult Care Help No Check Box	Root Questions Response
9	Who gets care? Input Field	Individual name from EXPN.PERS_ID of category Dependent Care
9	Who helps pay? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
9	Amount paid? Input Field	EXPN_AMT_DETL.AMT_OTHER
9	How often paid? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
10	Child Support Payments Yes Check Box	Root Questions Response
10	Child Support Payments No Check Box	Root Questions Response
10	Who pays child support? Input text field	Individual name from EXPN_CONTRIB_PERS.PERS_ID where Expense category is Child/Spousal Support and Expense type is Child Support – Court Ordered or Child Support Obligated Arrears
10	Name of child(ren) for whom child support is paid: input text field	EXPN.CHILD_NAMES
10	Amount paid? input text field	EXPN_AMT_DETL.AMT

Question Number	Field	Description
10	How often paid input text field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	Household Expenses Yes Check Box	Root Questions Response
11	Household Expenses No Check Box	Root Questions Response
11	Rent or house payment Yes Check Box	Yes, when there is a record for person of Expense Type(EXPN.TYPE_CODE) Rent or Mortgage
11	Rent or house payment No Check Box	Yes, when there is no record for a person of Expense Type(EXPN.TYPE_CODE) Rent or Mortgage
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	Property taxes and insurance Yes Check Box	Yes, when there is a record with Expense category(EXPN.CAT_CODE) of Shelter and the Expense Type(EXPN.TYPE_CODE) is not Rent or Mortgage
11	Property taxes and insurance No Check Box	No, if there are no records with Expense category(EXPN.CAT_CODE) of Shelter and the Expense Type(EXPN.TYPE_CODE) is not Rent or Mortgage
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	Gas, electric, or other fuel used for heating or cooling Yes Check Box	Yes, when there is a record with Expense Type(EXPN.TYPE_CODE) is Gas(15) (or) Electricity(16) (or) Heating and Cooking Fuel (Propane, Wood) (19)

Question Number	Field	Description
		OR
		Yes, when there is a record with EXPN_UITL.SUB_RSN_CODE = 'SU' (SUA – Standard Utility Allowance)
11	Gas, electric, or other fuel used for heating or cooling No Check Box	No, if there are no records with Expense Type(EXPN.TYPE_CODE) is Gas(15) (or) Electricity(16) (or) Heating and Cooking Fuel (Propane, Wood) (19)
		OR
		No, when there are no records with EXPN_UITL.SUB_RSN_CODE = 'SU' (SUA – Standard Utility Allowance)
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	Telephone / cell phone Yes Check Box	Yes, when there is a record with Expense Type(EXPN.TYPE_CODE) is Telephone
		OR
		Yes, when there is a record with EXPN_UITL.SUB_RSN_CODE = 'ST' (TUA – Telephone Utility Allowance)
11	Telephone / cell phone No Check Box	No, if there are no records with Expense Type(EXPN.TYPE_CODE) is Telephone
		OR
		No, when there are no records with EXPN_UITL.SUB_RSN_CODE = 'ST' (TUA – Telephone Utility Allowance)
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency

Question Number	Field	Description
11	Homeless Shelter Expense Yes Check Box	Yes, when there is a record with Expense category(EXPN.CAT_CODE) of Shelter
11	Homeless Shelter Expense No Check Box	No, when there is no record with Expense category(EXPN.CAT_CODE) of Shelter
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	Water, sewage, garbage Yes Check Box	Yes, when there is a record with Expense Type (EXPN.TYPE_CODE) of Water or Garbage/Trash Collection Fees
11	Water, sewage, garbage No Check Box	Yes, when there is no record with Expense Type (EXPN.TYPE_CODE) of Water or Garbage/Trash Collection Fees
11	Who pays? Input Field	Individual name from EXPN_CONTRIB_PERS.PERS_ID
11	Amount Owed Input Field	EXPM_AMT_DETL.AMT
11	How often billed? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
11	LIHEAP Yes Check Box	Root question response
11	LIHEAP No Check Box	Root question response
12	Medical Expenses Yes Check Box	Root question response
12	Medical Expenses No Check Box	Root question response
12	Name of elderly / disabled person Check Box	Individual name from EXPN_CONTRIB_PERS.PERS_ID where EXPN.CAT_CODE is Medical Expenses Paid Out of Pocket Not Reimbursed
12	Amount of expense Check Box	EXPN_AMT_DETL.AMT

Question Number	Field	Description
12	How often paid? Input Field	EXPN.FREQ_CODE, decode the value from CT_199 for populating frequency
12	What type of expense? Input Field	EXPN.DESCR
12	If yes, by who: Input Field	EXPN_AMT_DETL.OTHRS_WHO_PAY
12	How much? Input Field	EXPN_AMT_DETL.AMT_OTHER
14	Does anyone who is applying benefits, including you, live at any of the following Yes or No Check Boxes	Root Question Response
14	Person's Name	Individual name from LIVING_ARRGMT.PERS_ID
14	Name of Institution (center, shelter, facility, etc.)	LIVING_ARRGMT. LIVING_ARRGMT_NAME
14	Expected Date of Release	If LIVING_ARRGMT.END_DATE is HIGH_DATE then nothing will be populated else will be populated with LIVING_ARRGMT.END_DATE if it is not HIGH_DATE
16	Household's Resources Yes Check Box	Root Question Response
16	Household's Resources No Check Box	Root Question Response
16	In whose name is the resource listed? Input Field	Individual Name from CUST_PROP.PERS_ID
16	What type of resource? Input Field	PROP.TYPE_CODE, decode the value from CT_208 for populating frequency
16	How much is it worth? Input Field	LIQ_RESRC_HIST.PROP_VAL_AMT
16	Where is the resource? Input Field	LIQ_RESRC.BANK_NAME
16	Transferred money? Yes Check Box	Root Question Response

Question Number	Field	Description
16	Transferred money? No Check Box	Root Question Response
17	Duplicate Benefits Yes Check Box	Root Question Response
17	Duplicate Benefits No Check Box	Root Question Response
17	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = 36 (Residence/Identity) and PERS_NON_COMPLY.BEG_DATE starts after 09/22/1996
18	Trafficking Benefits Yes Check Box	Root Question Response
18	Trafficking Benefits No Check Box	Root Question Response
18	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = 33 (Sold >= $500) and PERS_NON_COMPLY.BEG_DATE starts after 09/22/1996
19	Trading Benefits for Drugs Yes Check Box	Root Question Response
19	Trading Benefits for Drugs No Check Box	Root Question Response
19	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = 35 (Drugs) and PERS_NON_COMPLY.BEG_DATE starts after 09/22/1996
20	Trading Benefits for Firearms or Explosives Yes Check Box	Root Question Response
20	Trading Benefits for Firearms or Explosives No Check Box	Root Question Response

Question Number	Field	Description
20	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = 37 (Weapons) and PERS_NON_COMPLY.BEG_DATE starts after 09/22/1996
21	Fleeing Felon Yes Check Box	Root Question Response
21	Fleeing Felon No Check Box	Root Question Response
21	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = 07 (Fleeing Felon)
22	Probation/Parole Violation Yes Check Box	Root Question Response
22	Probation/Parole Violation No Check Box	Root Question Response
22	If yes, who? Input Field	Individual Name from PERS_NON_COMPLY.PERS_ID and PERS_NON_COMPLY.RSN_CODE = A5 (Probation/Parole Violator)

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

2280	**Original:**
	The CONTRACTOR shall enable the functionality for the system to, at the time of Medi-Cal renewal:
	1) Determine whether the customer already has a CalFresh application
	2) If the customer has not applied for CalFresh, determine whether the Medi-Cal ccustomer is eligible for CalFresh
	3) If the customer is eligible for CalFresh, automatically generate a CF 285 to automatically be sent to the central print vendor alongside with the Medi-Cal renewal form
	4) The functionality must be available as an opt-in or opt-out for each of the 58 Counties
	5) Populate the following information on the CF 285 (must be validated during design)
	    a) #1 - Name address, phone, email address, homeless, language
	    b) #2 - Do you want to name someone to receive and spend
	    c) #3 - Race/Ethnicity
	    d) #5 - Other Programs
	    e) #6a - Household's Information
	    f) #7 - Unearned Income
	    g) #8 - Has anyone lost a job, quit a job…
	    h) #9 - Does anyone help your household…
	    i) #11 - Household Expenses
		Original:
		LA County will keep the existing functionality implemented with SCR 53116 to send the CalFresh Solicitation Letter when processing the MC Renewal.
		• A new Batch process will be added to CalSAWS to determine CalFresh eligibility for Medi-Cal households and trigger the form.
		• Level of effort to add the CF 285 to CalSAWS is accounted for in DDID 1043.
		Revised:
		LA County will keep the existing functionality implemented with SCR 53116 to send the CalFresh Solicitation Letter when processing the MC Renewal.
			Medi-Cal participants are evaluated for eligibility for CalFresh benefits. If the participant potentially is eligible for CalFresh benefits, a form trigger batch job creates a CF 285 for participating counties.

j) #12 - Medical Expenses
k) #16 - Household Resources
 	
Revised:
The CONTRACTOR shall enable the functionality for the system to, at the time of Medi-Cal renewal:
1) Determine whether the customer already has a CalFresh application
2) If the customer has not applied for CalFresh, determine whether the Medi-Cal customer is eligible for CalFresh
3) If the customer is eligible for CalFresh, automatically generate a CF 285 to automatically be sent to the central print vendor alongside with the Medi-Cal renewal form
4) The functionality must be available as an opt-in or opt-out for each of the 58 Counties
5) Populate the following information on the CF 285 (must be validated during design)
   1) 1 - Name address, phone, email address, homeless, language
   2) 2 - Do you want to name someone to receive and spend
   3) 3 - Race/Ethnicity
   4) 5 - Other Programs
   5) 6a - Household's Information - Adults
   6) 6b – Noncitizen Information
   7) 6c – Sponsored Noncitizen Information
   8) 6d – Students
   9) 7 - Unearned Income
  10) 8 – Earned Income
  11) 8a – Self-Employment
  12) 9 - Does anyone help your household…
  13) 10 – Child Support Payments
  14) 11 - Household Expenses
  15) 12 – Medical Expenses		

	16) 14 – Does anyone applying for benefits…? 17) 16 – Household's Resources 18) 17 – Duplicate benefits 19) 18 – Trafficking Benefits 20) 19 – Trading benefits for drugs 21) 20 – Trading benefits for firearms or explosives 22) 21 – Fleeing felon 23) 22 – Probation/Parole Violation		

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207164 | DDID 2121

Migrate the C-IV logic from the Caregiver section on the Foster Care Resource Detail page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/06/2019	1.0	Original	Melissa Mendoza
08/13/2019	1.1	Added in Correspondence recommendations	Brian Furlong
08/22/2019	1.2	Updated design per Consortium Feedback.	Melissa Mendoza
10/31/2019	1.3	Updated design per QA Feedback	Melissa Mendoza

Table of Contents

1 OVERVIEW

The purpose of this change is to update CalSAWS to include the functionality from the Caregiver section on the Foster Care Resource Detail page in C-IV. This includes making updates to the Absent/Unmarried Parent List page to add a Resource as an Applicant. It also includes updating the CW 2.1Q – Support Questionnaire form to support a Resource. The Child Support Outbound Interface will be updated to transmit Custodial Parent information for the Foster Care and Kin-GAP (KG) Programs when a Resource is selected as the Child Support Referral Applicant.

1.1 Current Design

The Foster Care Resource Detail page is used to add agencies or individuals that provide Foster Care services. This could include caregivers that may be providing services. CalSAWS currently generates a CW 2.1Q – Support Questionnaire form whenever a new record is created from the Support Questionnaire page and there is a CalWORKs or Medi-Cal program. The Child Support Outbound Interface sends case referrals, updates, and assistance transactions to the California Child Support Automated System (CCSAS) on a daily basis but is currently not sending the custodial parent information for the Foster Care and KG programs.

1.2 Requests

Per DDID 2121, the CONTRACTOR shall migrate the C-IV logic from the Caregiver section on the Foster Care Resource Detail page to utilize the First Name, Last Name and SSN fields for use with ARC and Kin-GAP Cases.

The CONTRACTOR shall update the support questionnaire and batches accordingly.

1.3 Overview of Recommendations

1. Update the Foster Care Resource Detail page to include the new fields.
2. Update the Absent/Unmarried Parent List page to allow the user to select a Resource from the Applicant Name dropdown.
3. Update the Support Questionnaire page to support a Resource as an Applicant.
4. Update the Child Support Interface to transmit Custodial Parent (CP) information for Foster Care programs with an ARC Aid Code, and Kin-GAP programs when a resource is selected as the Child Support Referral Applicant.

1.4 Assumptions

1. This is based on the current LRS logic of using the same FC case number for ARC, and the corresponding outbound interface to CCAS.
2. Utilize the fields already on the Foster Care Resource Detail page which includes First Name, Last Name and ID Type of SSN.

2 RECOMMENDATIONS

2.1 Foster Care Resource Detail

2.1.1 Overview

The Foster Care Resource Detail page will be updated to include the additional fields of Date of Birth and Gender when a Vendor Type of Individual is selected under the Basic Information section.

2.1.2 Foster Care Resource Detail Mockup

Foster Care Resource Detail

✱- Indicates required fields   Save   Cancel

Basic Information

ID: Vendor Type: CWS/CMS Vendor Number:
                             Individual ∨   Generate

Resource Name: ✱   **Payee Name:** ✱

First Name: ✱   **Middle Name/Initial:**   **Last Name:** ✱

Date of Birth: **Gender:**
                    📅   ∨

Category: ✱   **Alias:**
Foster Care

eCAPS Vendor Number: **Previous Name:**

Placement Types ✱

▪	Type	
	∨	Add

Remove

Tax Information

Type:	ID Type:	ID:
Non Profit - 1099 Exempt	SSN	

Figure 2.1.2 – Foster Care Resource Detail

2.1.3 Description of Changes

1. Update the Foster Care Resource Detail page to allow the user to add additional details for a Vendor Type of Individual.
   a. Add the following conditional fields which will display when the Vendor Type selected is 'Individual':
      - Date of Birth - The date of birth of the resource.
      - Gender - The gender of the resource. Options are:
         o Female
         o Male
   b. All of the additional fields are optional.

2.1.4 Page Location

Global: Resource Databank

Local: Foster Care

Task: Foster Care Resource Search

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

Add the new fields to Page Mapping on the Foster Care Resource Detail page.

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Absent/Unmarried Parent List

2.2.1 Overview

The Absent/Unmarried Parent List page is where Applicants are added to reach the Support Questionnaire page.

2.2.2 Absent/Unmarried Parent List Mockup

Absent/Unmarried Parent List

* - Indicates required fields   Continue

▸ Root Questions

Name	SSN	DOB	Address
No Data Found			

Applicant Name: * [Resource Relative Home]   Add

☐ Complete

Continue

This Type 1 page took 1.07 seconds to load.

Figure 2.2.2 – Absent/Unmarried Parent List

2.2.3 Description of Changes

1. Update the Absent/Unmarried Parent List page to allow the user to select a Resource in the Applicant Name dropdown if there is a Kin-GAP or Foster Care program on the case.
   a. Update the Applicant Name dropdown to display the Placement Name from the Child Placement Detail page.
   b. Resources will display from the Child Placement Detail page as long as the record is not end dated.
   c. Sort the order in the Applicant Name dropdown to display Resources before person names if both exist in the drop-down.

2.2.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Non-Financial > Absent Parents

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts
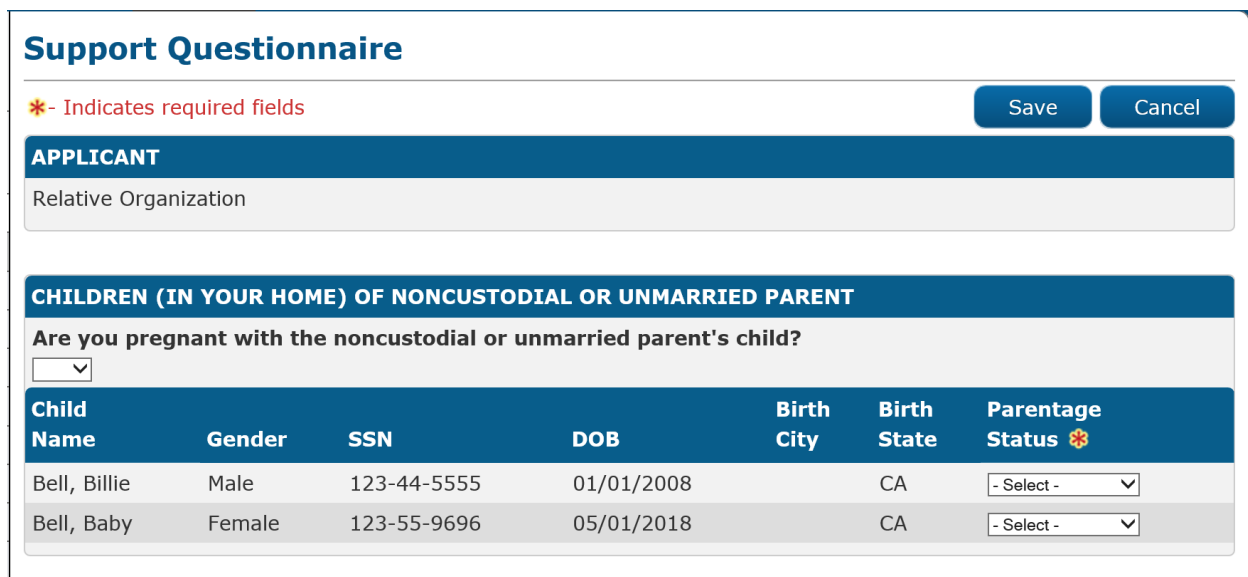
N/A

2.3 Support Questionnaire

2.3.1 Overview

The Support Questionnaire page is accessed from the Absent/Unmarried Parent List page when adding a record.

2.3.2 Support Questionnaire Mockup

Support Questionnaire

✱- Indicates required fields   [Save] [Cancel]

APPLICANT

Relative Organization

CHILDREN (IN YOUR HOME) OF NONCUSTODIAL OR UNMARRIED PARENT

Are you pregnant with the noncustodial or unmarried parent's child?

[▾]

Child Name	Gender	SSN	DOB	Birth City	Birth State	Parentage Status ✱
Bell, Billie	Male	123-44-5555	01/01/2008		CA	- Select - ▾
Bell, Baby	Female	123-55-9696	05/01/2018		CA	- Select - ▾

Figure 2.3.2 – Support Questionnaire

2.3.3 Description of Changes

1. Update the Support Questionnaire page to support the Resource Name from the Foster Care Resource Databank in the Applicant section.

2.3.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Non-Financial > Absent Parents

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

Update pagemapping description to include Person or Resource.

2.3.7 Page Usage/Data Volume Impacts

N/A

2.4 Update CW 2.1Q – Support Questionnaire

2.4.1 Overview

CalSAWS currently generates a CW 2.1Q – Support Questionnaire form whenever a new record is created from the Support Questionnaire page and there is a CalWORKs or Medi-Cal program. A CW 2.1Q is also generated whenever a new CalWORKs or Medi-Cal program is created and an Absent Parent record already exists. A user can also generate the form on demand using the Generate Form button.

2.4.2 Description of Change

1. Update data population logic to populate the Customer fields on the CW 2.1Q using the Foster Care Resource Detail page when the Absent Parent Detail record is created with an Resource:
   a. Name – Populate using First Name, Middle Name, and Last Name from Foster Care Resource Detail page
   b. Home Address – Populate using Physical Address Line 1 from Foster Care Resource Detail page
   c. Apartment Number – Populate using Physical Address Line 2 from Foster Care Resource Detail page
   d. City, State, Zip – Populate using a concatenation of City, State, and Zip from Foster Care Resource Detail page
   e. Telephone Number – Populate using phone number from Foster Care Resource Detail page. Populate using the following hierarchy: Toll Free, Main, Home, Cell, Work, Message, TDD, Fax

   Note: The User will generate the CW 2.1Q form from the Generate Form button on the page. There are no changes to the existing triggers for CalWORKs or Medi-Cal.

2.5 Update Child Support Interface

2.5.1 Overview

The Child Support Outbound Interface sends case referrals, updates, and assistance transactions to the California Child Support Automated System

(CCSAS) on a daily basis. Currently, the Outbound Interface logic only supports Payees that are associated to the case as a case person. For the Foster Care program, Resources are designated as the Payee. For Kin-GAP, the Payee may be established as a Resource or a case person.

The Child Support Outbound Interface will be updated to transmit "Custodial Parent" information for the following programs when a Resource is selected as the Child Support Referral Applicant: Foster Care program with an Approved Relative Caregiver (ARC) Aid Code, and Kin-GAP (KG).

2.5.2 Description of Change

1. Update the Child Support Outbound Interface to retrieve the "Custodial Parent" transaction information from the Foster Care Resource Detail page rather than a case person record for Foster Care programs with an ARC Aid Code.
2. Update the Child Support Outbound Interface for Kin-GAP programs to:
    a. Determine if the KG Program's payee is a Person or Resource
        i. If the Payee is a Resource, retrieve the "Custodial Parent" transaction information from the Foster Care Resource Detail page.
        ii. If the Payee is a case person, then continue to check for Payee information from a case person record.
3. The Child Support Outbound Interface will populate the following fields for "Custodial Parent" transaction information: First Name, Middle Name, Last Name, DOB, SSN, Gender, Mailing and Physical address.

2.5.3 Execution Frequency

This Batch Job runs daily for all system business days, excluding Sundays and Holidays.

2.5.4 Key Scheduling Dependencies

Predecessor: PB00F1610 (CS Sweep/Balancer)

Successor: POXXF1641 (Outbound FTP)

2.5.5 Counties Impacted

All 58 counties.

2.5.6 Data Volume/Performance

No measurable amount of data volume or performance change.

2.5.7 Interface Partner

California Child Support Automated System (CCSAS).

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.)

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2121	The CONTRACTOR shall migrate the C-IV logic from the Caregiver section on the Foster Care Resource Detail page to utilize the First Name, Last Name and SSN fields for use with ARC and Kin-GAP Cases. The CONTRACTOR shall update the support questionnaire and batches accordingly.	**Original:** This is based on the current LRS logic of using the same FC case number for ARC, Kin-GAP and the corresponding outbound interface to CCAS. **Revised:** This is based on the current LRS logic of using the same FC case number for ARC, and the corresponding outbound interface to CCAS.	Add the additional fields to the Resource Detail page and update the Absent/Unmarried Parent List page and Support Questionnaire to support the new functionality. Update Batch to use the new fields in the CCAS interface.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207178 | DDID 2099

Update the "Foster Care Income and Property Detail" page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/07/2019	1.0	Original Document	Melissa Mendoza

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1 OVERVIEW

1.1 Current Design

The Foster Care Income and Property Detail page is used to enter income in order to populate the net countable income and property calculations on the Child Welfare Services Authority Detail page. The Foster Care Income and Property Detail page allows the User to enter Income, Deductions and Property for individuals who should be included in the calculation. In order to add any records, the person must be a case person and display in a drop-down.

1.2 Requests

Per DDID 2099, update the "Foster Care Income and Property Detail" page to support the use of non-case persons.

1.3 Overview of Recommendations

1. Update the Foster Care Income and Property detail page to use an input field instead of a drop-down of case persons, allowing any name to be entered.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Foster Care income and Property Detail

2.1.1 Overview

Update the Foster Care Income and Property Detail page to no longer display case person names in the drop-down and to include a new input field to enter the person's name.

2.1.2 Foster Care Income and Property Detail Mockup

Foster Care Income and Property Detail

Figure 2.1.1 – Foster Care Income and Property Detail Create

Foster Care Income and Property Detail

Save   Cancel

Child's Name:
Mary Bell

Income

■Person	Relationship	Type	Descr.	Amount	Received Date	Exempt	Deduction	Verified	
☐ Jane Smith	Sibling (full or half)	Gross Earnings		300		No	No	Yes	
[ ]	[▼]	[▼]	[ ]	[ ]	[ ] 📅	[▼]	[▼]	[▼]	Add

Remove

Step Parent Income

■ Person	Gross Income	Standard Deduction	Child Support Paid	Assistance Unit	Tax Dependent	Amount to Assisted Unit	Verified	
☐ Martha Smith	100					100	Yes	
[ ]	[ ]	[▼]	[ ]	[ ]	[ ]	0	[▼]	Add

Remove

Deductions

■ Person	Work Related Expenses	30 1/3 Exemption	Dependent Care	Child Support Paid	Other	Verified	
[ ]	[▼]	[▼]	[ ]	[ ]	[ ]	[▼]	Add

Remove

Property

■	Person	Type	Description	Value	Verified	
☐	Jane Smith	Motor Vehicle		1500	Yes	
	[ ]	[▼]	[ ]	[ ]	[▼]	Add

Remove

Save   Cancel

This Type 1 page took 1.33 seconds to load.

Figure 2.1.2 – Foster Care Income and Property Detail Edit

2.1.3 Description of Changes

1. Remove the Person drop-down on the Income, Step Parent Income, Deductions and Property sections and replace the drop-down with an input box when creating records.
    a. Preserve the existing data of the Person for all existing records.

b. Once a name is typed into the input field the existing required icons will display and validation of the required fields will occur when clicking the Save button.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Foster Care > Placement Authority > Placement Authority Type:**
  - o **Child Welfare Services Court Order > Child Welfare Services Authority Detail > FC Income/Property Calculation button**
  - o **Probation Court Order > Probation Authority Detail > FC Income/Property Calculation button**
  - o **Voluntary Placement Agreement > Voluntary Placement Authority Detail > FC Income/Property Calculation button**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A due to no page mapping exists for this page.

2.1.7 Page Usage/Data Volume Impacts

N/A

3   REQUIREMENTS

3.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2099	**Original:** The CONTRACTOR shall update the "Foster Care Income and Property Detail" page to support the use of case persons and non-case persons. **Revised:** The CONTRACTOR shall update the "Foster Care Income and Property Detail" page to support the use of non-case persons.		Update the Person drop-down from a list of case persons to an input field.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207192 DDID 2085 – Add Validation for the Absent/Unmarried Parents

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Yale Yee
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/27/2019	1.0	Initial Draft	Yale Yee
09/25/2019	2.0	Updates based on committee feedback	Yale Yee

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1 OVERVIEW

A validation displays on the Run EDBC page for a CalWORKs (CW) program when a Support Questionnaire record does not exist for an absent or unmarried parent. The current conditions will be removed, and new conditions will be applied to display the validation.

1.1 Current Design

A validation displays on the Run EDBC page for a CW program when a Support Questionnaire record does not exist for an absent or unmarried parent. The validation displays when the Root Question, "Do any children in the home have at least one Absent Parent or were conceived prior to the marriage of the parents?" is answered 'Yes' and there is no record on the Support Questionnaire page.

Run EDBC

✱- Indicates required fields   [Change Reason] [Run EDBC] [Cancel]

Benefit Processing Range:

Begin Month: ✱   **End Month: ✱**
[01/2019 ▾]   [01/2019 ▾]

☐	Program	Status	Timely Notice Exception	Reason	Run Reason
☑	CalWORKs	Pending			

There is no Absent/Unmarried Parent record.

To continue running EDBC, click the "Run EDBC" button.

[Change Reason] [Run EDBC] [Cancel]

Figure 1.1.1 – Absent/Unmarried Parent record Validation

1.2 Requests

Remove the current conditions and add new conditions, based on relationship types and household statutes, that will be evaluated to display the validation.

1.3 Overview of Recommendations

1. The validation will be updated to list children with absent/unmarried parents.
2. New conditions will be applied to display the validation.

1.4 Assumptions

1. No changes will be made to the Support Questionnaire page.

2 RECOMMENDATIONS

The text of the current validation will be updated, and new conditions will be applied to display the validation.

2.1 Run EDBC page

2.1.1 Overview

The validation will be updated to list children with absent/unmarried parents and new conditions, based on relationship types and household statuses, will be applied to display the validation.

2.1.2 Run EDBC Mockup

Run EDBC

Figure 2.1.1 – Absent/Unmarried Parent record Validation

2.1.3 Description of Changes

1. Update the validation to read as:
   There is no Absent/Unmarried Parent record for the following child(ren):
   - [Name of Child with absent parent]

   The text will be in a red font and will not prevent EDBC from being run.

2. Remove the current conditions applied when the validation is displayed, to no longer evaluate the Root Questions page.

3. The validation will display for the following:
   a. Fewer than two biological/adoptive parents of the child are in the home and
      i. The absent biological/adoptive parent of the child is not deceased.
      ii. The child is not a Non-minor Dependent (NMD).

   Or

   b. At least two biological/adoptive parents of the child are in the home and are unmarried.

The validation will not display if an absent/unmarried record already exists for a child.

If there are multiple children that meet either condition above, the validation will list the children that do not have an absent/unmarried record for the parent.

2.1.4 Page Location

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

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.1.8 Programs Impacted

CalWORKs, Immediate Need, Diversion, Refugee Cash Aid, Medi-Cal, Foster Care, Kin-GAP

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2085	**Original:** The CONTRACTOR shall add a validation message at EDBC for all programs to make the Absent /Unmarried Parent page mandatory as defined in design. The CONTRACTOR shall review all fields on the Absent/Unmarried parent page with the CONSORTIUM to identify if the fields should be mandatory or non-mandatory. **Revised:** The CONTRACTOR shall add a validation message at EDBC for ~~all~~ specific programs to complete ~~make~~ the Absent /Unmarried Parent page ~~mandatory as defined in design.~~ ~~The CONTRACTOR shall review all fields on the Absent/Unmarried parent page with the CONSORTIUM to identify if the fields should be mandatory or non-mandatory.~~	**Original:** The Support Questionnaire page (child page of Absent/Unmarried Parent List page) will be conditionally mandatory (i.e., only for adults without a spousal relationship, but with a parental relationship). **Revised:** The Support Questionnaire page (child page of Absent/Unmarried Parent List page) will be conditionally mandatory based on relationship types and household statuses ~~(i.e., only for adults without a spousal relationship, but with a parental relationship).~~	A validation is added to the Run EDBC page when there is no Absent/Unmarried Parent record for a child.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207195 | DDID 2082

Update Payment Request Detail to Allow the Same User to Create and Approve Payments

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Lalitha Valamarthi
	Reviewed By	Duke Vang, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/14/2019	1.0	Initial Draft	Lalitha Valamarthi
5/22/2019	1.1	Grammatical Updates	Duke Vang
9/17/2019	1.2	Made updates based on CRFI 19-028	Duke Vang

Table of Contents

1   OVERVIEW

This document describes the changes needed in the system to allow the same user to create and approve a payment request.

1.1   Current Design

The Payment Request Detail page allows the user to Add, Edit, and View the payment request information. Prior to creating a payment request, the user must first create a Need and Service Arrangement. The same worker cannot create and approve their own Payment Request.

1.2   Requests

Per Design Differences ID (DDID) 2082, the Payment Request Detail page needs to be updated to allow the same worker to create and approve their own Payment Request. This functionality will be configurable by county.

1.3   Overview of Recommendations

Updates will be made to the Payment Request Detail page to allow the same worker to create and approve their own Payment Request. The functionality will be county configurable.

1.4   Assumptions

1. Counties that require Supervisor Approval will still need a separate worker (Supervisor) to approve the Payment Request.
2. Los Angeles County does not want the same worker to be able to create and approve their own Payment Requests.
3. As of 9/18/2019, the following Counties have not responded to County Request for Information (CRFI) 19-028 and will be opting out of this functionality (i.e. the same worker will not be able to create and approve their own Payment Request):
   a. Contra Costa
   b. Inyo
   c. Mono
   d. Santa Clara
   e. Toulumne
   f. Yuba

   Note: These counties can still opt in to this functionality with a County Enhancement Request (CER) at a future date.

2 RECOMMENDATIONS

2.1 Payment Request Detail

2.1.1 Overview

Updates will be made to the Payment Request Detail page to allow the same worker to create and approve their own Payment Request. The functionality will be county configurable.

2.1.2 Payment Request Detail Mockup

Payment Request Detail

✱- Indicates required fields   [Disapprove] [Edit] [Close]

Service Arrangement ID:
825898527

Payment Request Number:
819663825

Service Arrangement Details		
Payee Name: Rochelle Hans	**Case Name:** Case Name	**Case Number:** B0X2K78
Program: CalWORKs	**Funding Source:**	**Aid Code:** K1 - CW-Safety Net/Felon/WTW Sanct-Non-Two Parent
Need Category: Special Needs	**Need Type:** Emergency Clothing Allowance	**Voucher Number:**
Service Type:	**Employed:**	

Requested Amount: ✱
100.00

Adjusted Amount:
100.00

Advanced: ✱
Yes

Service Arrangement Requested Amount:
100.00

Status: ✱
Approved

Service Month: ✱
01/2019

Issuance Method: ✱
EBT

Service Arrangement Remaining Amount:
0.00

Pay Code: ✱
CC-Registr Fee

Receipt Verification Date:

Receipt Amount:

Level of Approval Required:
Deputy

Received Date: ✱
07/11/2019

Creation Date:
July 11, 2019

Invoice Number:

Delivery Method: ✱
Mail

Immediacy: ✱
Routine

Purchase Order Number:

Comments:

Status	Status Date	Service Month	Authorized By
Approved	07/28/2019 11:58:22 AM	01/2019	967574
Awaiting Approval	07/11/2019 1:33:21 PM	01/2019	967574

Last Updated On 07/28/2019 11:58:22 AM By: 967574   [Disapprove] [Edit] [Close]

Figure 2.1.1 – Payment Request Detail Created and Approved by Same User

2.1.3 Description of Changes

1. Update the County Category (CT 15) with a new boolean reference column called "Same User Payment Request Approval".
2. Update the Codes Tables for County (CT 15) as follows:

County Code	County	Same User Payment Request Approval
01	Alameda	N
02	Alpine	Y
03	Amador	N
04	Butte	Y
05	Calaveras	Y
06	Colusa	Y
07	Contra Costa	N
08	Del Norte	N
09	El Dorado	N
10	Fresno	Y
11	Glenn	Y
12	Humboldt	Y
13	Imperial	Y
14	Inyo	N
15	Kern	Y
16	Kings	Y
17	Lake	N
18	Lassen	N
19	Los Angeles	N
20	Madera	Y
21	Marin	N
22	Mariposa	N
23	Mendocino	Y
24	Merced	N
25	Modoc	N
26	Mono	N
27	Monterey	Y
28	Napa	N
29	Nevada	Y
30	Orange	Y
31	Placer	Y
32	Plumas	Y
33	Riverside	N
34	Sacramento	Y
35	San Benito	N
36	San Bernardino	N
37	San Diego	N
38	San Francisco	Y
39	San Joaquin	Y
40	San Luis Obispo	N
41	San Mateo	Y
42	Santa Barbara	Y

43	Sana Clara	N
44	Santa Cruz	Y
45	Shasta	Y
46	Sierra	Y
47	Siskiyou	N
48	Solano	N
49	Sonoma	Y
50	Stanislaus	N
51	Sutter	N
52	Tehama	Y
53	Trinity	N
54	Tulare	N
55	Tuolumne	N
56	Ventura	N
57	Yolo	N
58	Yuba	N

Note: The red highlights indicate counties that did not respond to the CRFI to opt in/out of the functionality. These counties have been defaulted to opt out of the functionality.

3. Update the page validation on the Payment Request Detail page to allow the worker who created the Payment Request to Approve the same Payment Request if the logged in worker's county allows it. This will be determined by the "Same User Payment Request Approval" reference column for the logged in county from the County Category (CT 15).
    a. A "Y" under this reference column will mean that the same worker who created the Payment Request can approve the Payment Request on the Payment Request Detail page.
    b. A "N" will mean that a different worker will need to approve the Payment Request on the Payment Request Detail page. A validation message of "Cannot be created and approved by the same worker" will display if the same worker tries to approve their own Payment Request.

    Note: This validation message is existing functionality.

2.1.4 Page Location

Global: Fiscal

Local: Payment Requests

Task: Payment Request Search

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2082	The CONTRACTOR shall add functionality to create and approve a payment request by the same user. The 58 Counties have the option to opt in or out of the functionality at the time of migration.	N/A	1. Update CT 15 with new reference column for each county that would like validation. 2. Update Payment Request Detail to make the validation logic dynamic by county.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207201 | DDID 2075

Add the ability to turn off the Print New Worker Letter

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Jamie Ng
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/21/2019	1.0	Original Draft	Jamie Ng
10/22/2019	2.0	Updated Assumptions and removed document comments. Revised requirement to clarify that existing Batch will be turned off	Jamie Ng
11/26/2019	3.0	Removed 2.1.3 Description of Changes #1 Turn off existing batch job	Jamie Ng
12/09/2019	4.0	Updated Section 3.1 to remove revised requirement	Amy Gill

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1 OVERVIEW

This SCR is to add the ability to turn off the Print New Worker Letter on the Pending Assignment List page.

1.1 Current Design

The New Worker Letter is triggered from the Pending Assignment List Page when a new worker is assigned informing an applicant/recipient of their new case worker. There is no option to turn off the auto-generation of the letter.

1.2 Requests

Per DDID 2075, add the ability to turn off the print new worker letter on the Pending Assignment List page. The default would be to send the new worker letter.

1.3 Overview of Recommendations

1. Update the Pending Assignment List to add the field to Print the New Worker Letter.
2. Update the printing of the New Worker Letter to be dependent on the Pending Assignment List indicator.

1.4 Assumptions

1. There are no changes to the content of the New Worker Letter with this SCR.
2. There are no changes to "Print New Worker Letter" checkbox option on the Workload Reassignment Detail page.

2   RECOMMENDATIONS

Add a checkbox on Pending Assignment List page to select to print the New Worker Letter.

2.1   Pending Assignment List

2.1.1   Overview

The Pending Assignment List page is used when a new case or new program is created and there is no worker assignment. Automatic or Manual Assignment can be selected, and the New Worker Letter will be generated when a worker is assigned if the new checkbox is selected.

2.1.2   Pending Assignment List Mockup

Figure 2.1.2.1 New Page Design – Pending Assignment List

2.1.3 Description of Changes

1. Update the Pending Assignment List to add a checkbox field 'Print New Worker Letter.'
   a. Checkbox is selected as default.
2. Update the generation logic on the page for the New Worker Letter.
   a. If the 'Print New Worker Letter' checkbox is selected, generate the New Worker Letter.
   b. If the 'Print New Worker Letter' checkbox is not selected, do not generate the New Worker Letter.

2.1.4 Page Location

- **Global: Case Info**
- **Local: Pending Assignment List**
- **Task: New Worker Assignment**

2.1.5 Security Updates

None

2.1.6 Page Mapping

PMCR for the Pending Assignment List page to add the Print New Worker Letter field.

2.1.7 Page Usage/Data Volume Impacts

None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2075	The CONTRACTOR shall add the ability to turn off the print new worker letter on the Pending Assignment List page. The default would be to send the new worker letter.	N/A	Update the printing of the Worker Letter to be dependent on the Pending Assignment List indicator. Update the Pending Assignment List to add the field to Print the Worker Letter.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207202 | DDID 2074

Update the "Type" field to standardize the dropdown list on the Confidential Detail page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/15/2019	1.0	Original	Melissa Mendoza

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1 OVERVIEW

1.1 Current Design

Confidential Cases are used to conceal confidential case information from Users who should not have access to the case information. CalSAWS currently has three different types of Confidentiality Types. The first type is tied to Security Rights and will only display Case information for Users that have the correct Security Rights, which includes the following:

- Adoptions Assistance
- Domestic Violence
- Employee/Employee relative
- Foster Care
- Minor Consent.

The second type is tied to Security Groups and will not display Case information without the Security rights to view the Case, as well as masks person addresses when not in case context for things like Person Search. These include the following:

- CWS AAP
- CWS Foster Care/KinGap
- CWS Sealed
- CWS Sensitive

The third type does not have any security rights attached to it and is only used for tracking, which includes the following:

- High Profile
- Human Trafficking

1.2 Requests

Per DDID 2074, update the "Type" field to standardize the dropdown list on the Confidentiality Detail page for the 58 Counties. The list shall be determined at design.

1.3 Overview of Recommendations

1. Update the labels on the Confidentiality Types to make them more specific and more easily identifiable on the purpose of each type.
2. Add Security Rights to the Human Trafficking and High Profile types, to align them with the other Confidentiality Types.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

Update the Confidentiality Type names to be more specific. Add Security Rights associated to Human Trafficking and High Profile to align them with the other Confidentiality types.

2.1 Confidentiality Detail

2.1.1 Overview

The Confidentiality Detail page specifies if there is any confidentiality type that is associated to the case. Adding Confidentiality will add restrictions on which Users are able to access the Case and Case information based on their Security Rights.

2.1.2 Description of Changes

1. Make the following updates to the existing Confidentiality Types:
   a. Relabel 'CWS AAP' to 'CWS AAP Mask Address'
   b. Relabel 'CWS Foster Care/KinGap' to 'CWS Foster Care/KinGap Mask Address'
   c. Relabel 'CWS Sealed' to 'CWS Sealed Mask Address'
   d. Relabel 'CWS Sensitive' to 'CWS Sensitive Mask Address'
2. Add Security Rights to the following Confidentiality Types:
   a. 'High Profile'
   b. 'Human Trafficking'

2.1.3 Page Location

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

2.1.4 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
Human Trafficking View	View cases with a confidentiality right of Human Trafficking.	HumanTraffickingView
High Profile View	View cases with a confidentiality right of High Profile.	HighProfileView

2.1.5 Page Mapping

N/A

2.1.6 Page Usage/Data Volume Impacts

N/A

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Security	Security Matrix	CA-207202 DDID 2074 Security Matrix.xls

4   REQUIREMENTS

4.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2074	**Original:** The CONTRACTOR shall update the "Type" field to standardize the dropdown list on the Confidential Detail page for the 58 Counties. The list shall be determined at design. **Revised:** The CONTRACTOR shall update the "Type" field to standardize the dropdown list on the Confidentiality Detail page for the 58 Counties. The list shall be determined at design.	The following requirement states "The Type field list shall be determined at design". This requirement references new scope that will be defined during the Design phase. CONTRACTOR has not estimated this future scope. When the future scope is defined, CONTRACTOR will provide an updated estimate.	Update description of the Confidentiality Types and added two additional security groups.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207215 DDID 2059 – Add Medi-Cal Rescind NOA

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Lawrence Samy
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/17/2019	1.0	Original Draft	Lawrence Samy

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1 OVERVIEW

1.1 Current Design

With CA-205479, a 'Restoration of Medi-Cal Benefits' notice was added to CalSAWS which triggers when a Medi-Cal program is discontinued for 'Failed to Complete RE' and a RE Packet is received between 10-day cutoff and the end of the month.

1.2 Requests

A generic rescind notice should be added to CalSAWS because notification of the restoration of benefits notice should be provided to customers for other reasons. A new notice to notify of restoration of benefits should be created and automated via EDBC.

1.3 Overview of Recommendations

This enhancement will add a new notice. This new notice will generate via EDBC when the Medi-Cal program is rescinded and the EDBC to process the rescind results in an approval with no changes in benefits when compared to the prior month.

1.4 Assumptions

1) This new notice will not generate for EDBCs run via auto rescind batch process.
2) This notice is not a NOA and does not require a NA Back 9 or hearing rights language.
3) Only English and Spanish will be implemented with this update.

2 RECOMMENDATIONS

This enhancement will add a new notice. This new notice will generate via EDBC when the Medi-Cal program is rescinded and the EDBC to process the rescind results in an approval with no changes in benefits when compared to the prior month.

2.1 Add New Restoration of Medi-Cal Benefits Notice

2.1.1 Overview

A new notice will be created to notify of restoration of benefits when the Medi-Cal program is rescinded and the EDBC to process the rescind results in an approval with no changes in benefits when compared to prior month.

2.1.2 Description of Change

2.1.2.1 Create new Restoration of Medi-Cal Benefit Notice Form

Create a new form titled "Restoration of Medi-Cal Benefits" with the form number 'MC RESTORE NOTICE (10/19)' in English and Spanish. The form number will include the language code on the generated notice.

This Notice will have no variable population aside from the standard header and footer population.

Note: See Supporting Document for English and Spanish Form Example.

2.1.2.2 Add new EDBC Form generation logic

Add new form generation logic to generate the new MC RESTORE NOTICE via EDBC when the following is true:
- EDBC is being run on a MC Program which was previously discontinued
- EDBC is being run by a worker (Not Batch)
- EDBC results in an approval
- Benefit is not changing from prior month EDBC

2.1.2.3 Add new Notice to Template Repository

Add the MC RESTORE NOTICE – Restoration of Medi-Cal Benefits, in English and Spanish to Template Repsitory.

Form Number: MC RESTORE NOTICE

Form Category: Restoration of Medi-Cal Benefits

Form Category: Form

Form Programs: Medi-Cal

Languages: English, Spanish

Electronic Signature: No

Included Forms: N/A

Form Header Elements

ELEMENT	COMMENTS	EDIT? (Y/N)	SPECIAL CONDITIONS
COUNTY OF <COUNTY NAME>	County Name will be the county where the case resides	N	Static text part of Mailing Header
Date	Date of form generation	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Case Name	CalSAWS Case Name	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Case Number	Unique Case identifier	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Worker Name	Name of the Medi-Cal Worker assigned to program	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Worker ID	Worker ID of the Medi-Cal Worker	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Worker Phone number	Phone number of the Medi-Cal Worker	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case
Customer ID	Unique Customer identifier	Y	Editable when a blank form is generated. Pre-populated and static when form is generated in the context of a case

ELEMENT	COMMENTS	EDIT? (Y/N)	SPECIAL CONDITIONS
Mail to Address	Mailing Address of Primary Applicant	Y	Editable when a blank form is generated. Pre-populated and static when the form is generated in the context of a case.
Return Address	Medi-Cal Worker's Office Name and Address	Y	Editable when a blank form is generated. Pre-populated and static when the form is generated in the context of a case.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	Restoration of Medi-Cal Benefits - English	CA-207215 MC RESTORE NOTICE.pdf
2	Form	Restoration of Medi-Cal Benefits – Spanish	CA-207215 MC RESTORE NOTICE SPANISH.pdf

4   REQUIREMENTS

4.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2059	The CONTRACTOR shall generate a rescind notice for Medi-Cal when a case is rescinded in the CalSAWS Software.	Estimates include the effort for a new Medi-Cal NOA in English and Spanish with rescind verbiage.	Notice added as specified in the requirement.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207223 | DDID 2051

Add additional values in the "Type" field on the Journal Search page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kim Lam
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/25/19	1.0	Initial Document	Kim Lam

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1 OVERVIEW

The Journal Detail page is used by the User to document when making updates to a case.

Journals are created automatically throughout CalSAWS and also added by Users. Journal updates record actions taken for a case, including Customer Service Center receiving phone calls, Quality Control case reviews, Appeals and State Hearings analyzing a hearing, or the Help Desk investigating an issue.

This SCR will add additional values in the "Type" field on the Journal Search and Journal Detail pages in CalSAWS.

1.1 Current Design

The Journal Search page in CalSAWS has a "Type" field that is missing additional values from all 58 counties.

1.2 Requests

Per DDID 2051, add additional values in the "Type" field on the Journal Search page in CalSAWS.

1.3 Overview of Recommendations

1. Add additional values in the "Type" field on the Journal Search page in CalSAWS for all 58 counties.
2. The additional Types will also appear in the "Journal Type" dropdown field on the Journal Detail page.

1.4 Assumptions

1. The Types will be set for all 58 counties and not customizable by county.

2   RECOMMENDATIONS

2.1   "Journal Search" and "Journal Detail"

2.1.1   Overview

Additional values will be added to the "Type" field

2.1.2   "Journal Search" and "Journal Detail"

Figure 2.1.2.1 – Journal Search section with new values for Type field shown

Journal Detail

- Indicates required fields

[<<] [Preview] [Save] [Cancel]

Case Number:	Case Name:
B11D645	Case Name

Entry Information

Journal Category: *
- Select -

Journal Type: *
Activity
- Select -
Activity
Application Date/BDA
Appointment
Assessment
Authorized Representative
Assignment
Batch EDBC
Change Reported
Closure
Conversion
DCFS General Ledger
DCFS Interest Allocation
Data Removed
Deregister
Discontinuance
Document
File Location
Fiscal
ICT

Initiated By:
User

Short Description: *

Long Description: *

Classic

Figure 2.1.2.2 – Journal Detail section with new values for Journal Type field

2.1.3 Description of Changes

1. Add additional values in the "Type" dropdown to display on the Journal Search page in CalSAWS for all 58 counties. The values will display in alphabetical order.
   a. Assessment
   b. Authorized Representative
   c. ICT
   d. IEVS
   e. Intake
   f. RRR
   g. Self Service
   h. WTW
2. The additional Types will also appear in the "Journal Type" dropdown field on the Journal Detail page.

2.1.4 Page Location

The Journal Search page can be accessed from the "Journal" link in the utility bar at the top of the CalSAWS homepage.

The Journal Detail page can be accessed from the Journal Search page within the context of a case.

2.1.5 Security Updates

None

2.1.6 Page Mapping

None

2.1.7 Page Usage/Data Volume Impacts

None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2051	The CONTRACTOR shall add additional values in the "Type" field on the Journal Search page in the CalSAWS Software. The additional values in the "Type" field will be confirmed in future design sessions with all 58 Counties. Assumption: Any removal of values in the "Type" field will need to retain the history	• The following requirement states "The additional values in the "Type" field will be confirmed in future design sessions with all 58 Counties". This requirement references new scope that will be defined during the Design phase. CONTRACTOR has not estimated this future scope. When the future scope is defined, CONTRACTOR will provide an updated estimate. • The Types will be set for all 58 counties and not customizable by county. The additional Types will also appear in the Journal Type drop down on the Journal Detail page.	• Additional values will be added to the "Type" field on the Journal Search page in CalSAWS for all 58 counties. • The additional Types will also be added to the "Journal Type" dropdown field on the Journal Detail page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207224 | DDID 2050

Add functionality to capture and track the status of Potentially Available Income

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/16/2019	1.0	Original Document	Melissa Mendoza
10/23/2019	1.1	Updates based on QA feedback.	Melissa Mendoza

Table of Contents

1 OVERVIEW

1.1 Current Design

Within the system there is a place to track different types of income for the individuals on a case. There is currently no place in the system to track the status of potentially available income.

1.2 Requests

Per DDID 2050, add functionality to capture and track potentially available income in the CalSAWS Software.

1.3 Overview of Recommendations

1. Create a new page called Potentially Available Income List which will allow a record to be created to track the status of potentially available income. Update the page to support Root Questions.
2. Create a new page called Potentially Available Income Detail which will display the income type and status within the system.

1.4 Assumptions

1. There are no Eligibility impacts tied to the new pages with this SCR.

2 RECOMMENDATIONS

2.1 Potentially Available Income List

2.1.1 Overview

Potentially Available Income List will be accessed from the Eligibility Global navigation and Customer Information Local navigation. A new task navigation item will be titled 'Potentially Avail. Income' to access the list page. This page will be used for tracking specific income types and their corresponding statuses. Add the corresponding Root Questions to the Potentially Available Income List page.

2.1.2 Potentially Available Income List Mockup

Potentially Available Income List

Figure 2.1.1 – Potentially Available Income List

5

Figure 2.1.2 – Potentially Avail. Income Task Navigation

2.1.3 Description of Changes

1. The Potentially Available Income List page will follow the same framework as other data collection pages. To create a new record the User will select a Type from the dropdown and then click the Add button to access the Potentially Available Income Detail in Create

mode. Clicking on the person name will navigate the User to the Potentially Available Income Detail page in View mode. Clicking the Edit button next to the case person's name will access the Potentially Available Income Detail page in Edit mode.

2. Add the following Root Questions in an expandable section that will be closed when navigating to the page:
    a. Has anyone been in the US Military service or are they the spouse, parent or child of a person who was?
    b. Has anyone lost a job, changed jobs, quit a job, or reduced work hours within the last year?
        i. The Edit Root Questions button will navigate to the Non-Financial Root Questions List page.

3. The Type dropdown is a required field, and will include the following types (in alphabetical order):
    a. Child Support
    b. Disability
    c. Medicare
    d. Military Benefits
    e. Native American Benefits
    f. Retirement
    g. SSI
    h. State Disability Insurance
    i. Survivor Benefits
    j. Unemployment Insurance Benefits
    k. Veterans
    l. Worker's Compensation

4. The View History button will use the existing Transaction History Detail framework to display fields that have been updated.

5. The Remove button will remove the entry from the page.

6. The Add button will navigate to the Potentially Available Income Detail in Create mode when a Type is selected.

7. The Continue Button will navigate to the Military/Veterans List page.

8. Update the Continue button on the Homeless Assistance List page to navigate to the Potentially Available Income List page.

2.1.4 Page Location
- **Global: Eligibility**
- **Local: Customer Information**

- **Task: Potentially Avail. Income**

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
PotentialIncomeEdit	Edit Rights associated to the Potentially Available Income List and Detail page.	Non-Financial Edit
PotentialIncomeView	View Rights associated to the Potentially Available Income List and Detail page.	Non-Financial View

2.1.6 Page Mapping

New PMCR for Potentially Available Income List page.

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Potentially Available Income Detail

2.2.1 Overview

Potentially Available Income Detail page will be accessed from the Potentially Available Income List page by clicking on the Case person's name to access an existing record, clicking the Edit button to modify an existing record or by choosing a Type and clicking the Add button to create a new record.

2.2.2 Potentially Available Income Detail Mockup

Potentially Available Income Detail

*- Indicates required fields

[Save and Return] [Cancel]

Type:
Worker's Compensation

Name: *
[Bell, Mary 25F   ∨]

Program: *
[Cash
Medi-Cal]

Status: *
[-Select-   ∨]

Status Date:
[07/23/2019   📅]

Begin Date: *
[07/23/2019   📅]

End Date:
[📅]

[Save and Return] [Cancel]

Last Updated On 07/23/2019 2:20:17 PM By: 249617

Figure 2.2.1 – Potentially Available Income Detail Create Mode

Potentially Available Income Detail

*- Indicates required fields

[Save and Return] [Cancel]

Type:
Worker's Compensation

Name: *
Bell, Mary 25F

Program: *
[Cash
Medi-Cal]

Status: *
[Applied   ∨]

Status Date:
[07/23/2019   📅]

Begin Date: *
[07/23/2019   📅]

End Date:
[📅]

[Save and Return] [Cancel]

Last Updated On 07/23/2019 2:20:17 PM By: 249617

This Type 1 page took 577161.48 seconds to load.

Figure 2.2.2 – Potentially Available Income Detail Edit Mode

Potentially Available Income Detail

[Edit] [Close]

Type:
Worker's Compensation

Name: ✱   **Program:** ✱
Bell, Mary 25F   Cash
                                               Medi-Cal

Status: ✱   **Status Date:**
Applied   08/01/2019

Begin Date: ✱   **End Date:**
08/01/2019

[Edit] [Close]

Last Updated On 07/23/2019 2:20:17 PM By: 249617

This Type 1 page took 3.41 seconds to load.

Figure 2.2.3 – Potentially Available Income View Mode

2.2.3 Description of Changes

1. Type – The type selected from the Potentially Available Income List page.
2. Name – List of Case Persons displaying Last Name, First Name Age Gender(M/F). Required field.
3. Program – Multi-Select box allowing more than one program to be selected at a time. Required field.
    a. Cash
    b. Medi-Cal
4. Status – Required field, which will display the following statuses in alphabetical order.
    a. Applied
    b. Approved
    c. Denied
    d. Discontinued
    e. Referred
5. Status Date – Date the status was set.
6. Begin Date – Date the Potentially Available Income record is effective. Required field.
7. End Date – Date the Potentially Available Income has ended.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Potentially Avail. Income**

2.2.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
Potentially Available Income Edit	Edit Rights associated to the Potentially Available Income List and Detail page.	Financial Edit Group
Potentially Available Income View	View Rights associated to the Potentially Available Income List and Detail page.	Financial View Group

2.2.6 Page Mapping

New PMCR for Potentially Available Income Detail page.

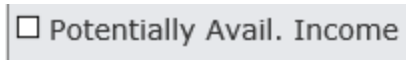### 2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Root Questions

2.3.1 Overview

Update the Root Questions that correspond with the Potentially Available Income List page when answered to display the checkbox next to the item in the Task Navigation.

2.3.2 Root Questions Task Navigation Mockup

☐ Potentially Avail. Income

Figure 2.3.2– Potentially Avail. Income Task Navigation

2.3.3 Description of Changes

1. Update the Task Navigation item for Potentially Avail. Income to display a checkbox if one or more of the questions is answered in the following Root Questions:
   a. Has anyone been in the US Military service or are they the spouse, parent or child of a person who was?
   b. Has anyone lost a job, changed jobs, quit a job, or reduced work hours within the last year?
2. When clicking the Complete checkbox and clicking the Continue button on the Potentially Available Income List page the checkbox will be checked in the Task Navigation.

2.3.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Potentially Avail. Income**

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 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2050	**Original:** The CONTRACTOR shall add functionality to capture and track (referred, applied, approved, denied, appeal) potentially available income in the CalSAWS Software. Some examples include: Medicare, SSI, SDI, Child Support, etc. **Revised:** The CONTRACTOR shall add functionality to capture and track potentially available income in the CalSAWS Software. Some examples include: Medicare, SSI, SDI, Child Support, etc.		Create a new list and detail page for tracking potentially available income.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207235 | DDID 1172, 1240, 1859

Migrate CMSP Functionality

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Yale Yee
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/24/2019	1.0	Initial Document	Yale Yee
9/19/2019	1.1	Added Batch impacts	Avi Bandaranayake
10/25/2019	1.2	Updated section 2.72.1 and section 2.28.2 based on QA review comments.	Avi Bandaranayake

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1 OVERVIEW

The County Medical Services Program (CMSP) provides health coverage for uninsured low-income, indigent adults that are not otherwise eligible for other publicly funded health care programs.

CMSP is the "program of last resort". Therefore, an applicant must be proven ineligible for all other programs (such as Medi-Cal) before qualifying for CMSP.

CMSP is current administered by 35 Migration counties.

1.1 Current Design

CMSP functionality is not enabled in CalSAWS.

1.2 Requests

Per DDID 1859, migrate the C-IV CMSP functionality, which includes eligibility, online, and batch functionality for the applicable Migration Counties.

1.3 Overview of Recommendations

1. Update CMSP data collection on the following pages:
   a. New Programs Detail
   b. Medi-Cal Detail
   c. Medi-Cal Person Detail
   d. Medi-Cal Person History
   e. Person History Detail
   f. Eligibility Non-Compliance Detail
   g. Other Program Assistance Detail
   h. Medi-Cal EDBC Summary, Override, and Manual EDBC pages
   i. Run EDBC
2. Migrate CMSP Eligibility functionality from C-IV.
3. Migrate CMSP Batch functionality from C-IV.

1.4 Assumptions

1. The CalSAWS code is based on the C-IV code from the 13.12d release and includes all CMSP functionality included in that release. The purpose of this SCR is to migrate CMSP changes since the C-IV 13.12d release to CalSAWS.
   a. This code includes Path2Health.
2. CMSP Notices of Action will be added with DDID 1062 (CA-207384).
3. CMSP Reports will be added with DDID 1056 (CA-207389).
4. State Interface File Exchange testing will be performed with DDID 1970.
5. The following CMSP negative actions reasons are available in CalSAWS:
   a. Does Not Live in County (CMSP)
   b. Moved Out of County (CMSP)
   c. Requested Disc. (CMSP) – Add Person
   d. Requested Disc. (CMSP) – Reapply with Budget Change
   e. Requested Disc. (CMSP) – Verbal

6. The following CMSP aid codes are available in CalSAWS:
    a. 84 – CMSP – Full – No SOC
    b. 85 – CMSP – Full – SOC
    c. 88 – CMSP – Non-Fed - Full – No SOC
    d. 89 – CMSP – Non-Fed - Full – SOC
    e. 50 – CMSP – Restricted
    f. 8F – CMSP - LTC
7. The following CMSP test types on the Medi-Cal EDBC (regular and manual) are available in CalSAWS:
    a. CMSP Income
    b. CMSP Income Sneede
8. The following validation that displays, when the user selects a CMSP aid code when the person does not have an open CMSP application, exists in CalSAWS for manual and regular Medi-Cal EDBC:
    a. "Aid Code – Cannot override to CMSP aid code without an open CMSP application."

2   RECOMMENDATIONS

2.1   Update CMSP Indicator for Yolo County

2.1.1   Overview

A column in a codes table (CT15) indicates whether a specific county is participating in CMSP.

2.1.2   Description of Changes

1. Update the CMSP indicator for Yolo County to 'Y'.

Note: The following counties are currently indicated as participating in CMSP:

- Alpine
- Amador
- Butte
- Calaveras
- Colusa
- Del Norte
- El Dorado
- Glenn
- Humboldt
- Imperial
- Inyo
- Kings

- Lake
- Lassen
- Madera
- Marin
- Mariposa
- Mendocino
- Modoc
- Mono
- Napa
- Nevada
- Plumas
- San Benito

- Shasta
- Sierra
- Siskiyou
- Solano
- Sonoma
- Sutter
- Tehama
- Trinity
- Tuolumne
- Yuba

2.1.3 Programs Impacted

CMSP

2.1.4 Performance Impacts

N/A

2.2 CMSP Application Indicator on New Programs Detail

2.2.1 Overview

The CMSP Application indicator is used to create a CMSP Application when creating a Medi-Cal Program.

2.2.2 New Programs Detail Mockup

New Programs Detail

Figure 2.2.1 – CMSP Application Indicator on New Programs Detail page

2.2.3 Description of Changes

1. Add a non-mandatory CMSP Application Indicator with values of 'Yes' and 'No'. The default value is 'No'. The indicator will display when the Medi-Cal program is selected, and the county opted in for CMSP functionality.

2.2.4 Page Location

> **Global:** Case Info
>
> **Local:** N/A

Task: N/A

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

Create a PMCR for the CMSP Application field.

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 CMSP Indicator on Medi-Cal Detail

2.3.1 Overview

The CMSP indicator displays information on whether an active person on a Medi-Cal program is currently receiving CMSP.

2.3.2 Medi-Cal Detail Mockup

Medi-Cal Detail

✱- Indicates required fields

[View History] [TMC] [Edit] [Cl

Date: ✱
09/01/2019

Program Information		
Status: ✱	**Status Reason:**	**Source:** ✱
Pending		Mail
Application Date: ✱		
01/01/2019		
Automatically Reassign When Activated:		**Assign To Medi-Cal Only:**
Yes		

Administrative Roles			
Name	**Administrative Role**	**Begin Date**	**End Date**
Guy Test	Primary Applicant/Recipient	01/01/2019	

Program Persons						
Name	**Requested Medi-Cal Type**	**CMSP**	**Role**	**Role Reason**	**Status**	**Status Reason**
Guy Test	Medi-Cal	No	MEM		Pending	

Figure 2.3.1 – CMSP Indicator on Medi-Cal Detail page

2.3.3 Description of Changes

1. Add the CMSP indicator under the Program Persons section on the Medi-Cal Detail page. The indicator will be 'Yes' when an active person on a Medi-Cal program is currently receiving CMSP. Otherwise, the indicator will be 'No'.

2.3.4 Page Location

Global: Case Info

Local: N/A

Task: N/A

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

Create a PMCR for the CMSP field.

2.3.7 Page Usage/Data Volume Impacts

N/A

2.4 CMSP Application Creation on Medi-Cal Person Detail

2.4.1 Overview

The CMSP Application Field allows the user to add a CMSP application after the program was created. And, the application status can be set by the user to set the status of the CMSP application.

The system will display a validation if the user does not select the same person's name when creating a CMSP application.

2.4.2 Medi-Cal Person Detail Mockup

Medi-Cal Person Detail

✳- Indicates required fields   [Remove] [Save and Return] [Cancel]

Recipient Information

Name: ✳
Cmsp Test

Application Detail

Application Date: ✳   **Beginning Date Of Aid: ✳**
01/01/2019   01/01/2019

                                                                    [Edit]

CMSP Application: ✳
Yes

CMSP Application

Application Status: ✳
[Pending ∨]

Requested Medi-Cal Type

Type	Begin Month	End Month	
Medi-Cal	01/2019		[Edit]
			[Add]

Figure 2.4.1 – CMSP Application/Application Status on Medi-Cal Person Detail page

Medi-Cal Person Detail

✳- Indicates required fields   [Save and Add Another] [Save and Return] [Cancel]

- **Name** - Persons selected in the CMSP Application field must also be selected in the Name field.

Figure 2.4.2 – Validation to select a CMSP person

2.4.3 Description of Changes

1. Add a mandatory CMSP Application field with the values of 'Yes' and 'No'. The default value is 'No'. Selecting 'Yes' will create the CMSP application upon Save and Return of the page.
   a. The field will become a label when 'Yes' is selected after the CMSP application has been created.
2. Add a dynamic dropdown field Application Status with the values of 'Pending' and 'Denied'. The default value is 'Pending'. The field will display

and will be mandatory when the CMSP Application value is 'Yes,' after the CMSP Application is created.

3. Update the Medi-Cal Person Detail page to display the following message when the user does not select the same person's name when creating a CMSP application.

"Name – Persons selected in the CMSP Application field must also be selected in the Name field."

2.4.4 Page Location

Global: Case Info/Eligibility

Local: Case Summary

Task: Case Summary

2.4.5 Security Updates

N/A

2.4.6 Page Mapping

Create a PMCR for the new CMSP fields.

2.4.7 Page Usage/Data Volume Impacts

N/A

2.5 CMSP Person Application on Medi-Cal Person History

2.5.1 Overview

If a CMSP application was created, the CMSP application will display on this page.

2.5.2 Medi-Cal Person History Mockup

Medi-Cal Person History

<div style="text-align:right">Close</div>

Name	SSN	DOB
Guy Test	111-11-1113	01/01/1980

Person Application History

App#	Application Date	Beginning Date of Aid	Type	Action	Action Date
1	01/01/2019	01/01/2019	Medi-Cal	Pended	08/07/2019
1	01/01/2019	01/01/2019	CMSP	Pended	08/07/2019

Person Detail History

App#	Role	Role Reason	Status	Status Reason	Begin Month	End Month
1	MEM		Pending		01/2019	

<div style="text-align:right">Close</div>

Figure 2.5.1 – CMSP Person Application on Medi-Cal Person History page

2.5.3 Description of Changes

1. Add the CMSP person application on the Medi-Cal Person History page. The column 'Type', on the person application, will display 'CMSP' when the person has a CMSP Application with an indicator of 'Yes.'

2.5.4 Page Location

Global: Case Info/Eligibility

Local: Case Summary

Task: Case Summary

2.5.5 Security Updates

N/A

2.5.6 Page Mapping

N/A

2.5.7 Page Usage/Data Volume Impacts

N/A

2.6 CMSP Person Application on Person History Detail

2.6.1 Overview
This page provides the details of the CMSP application.

2.6.2 Person History Detail Mockup

Person History Detail

Figure 2.6.1 – CMSP Person Application on Person History Detail

2.6.3 Description of Changes
1. Add the CMSP application Type details. The application type will display 'CMSP' when the person has a CMSP Application with an indicator of 'Yes.'

2.6.4 Page Location
> **Global:** Case Info/Eligibility
> **Local:** Case Info
> **Task:** Case Info

2.6.5 Security Updates
N/A

2.6.6 Page Mapping
N/A

2.6.7 Page Usage/Data Volume Impacts
N/A

2.7 CMSP Selection Field on Eligibility Non-Compliance Detail

2.7.1 Overview

A mandatory MC/CMSP field will dynamically display for certain combinations of non-compliances.

2.7.2 Eligibility Non-Compliance Detail Mockup

Eligibility Non-Compliance Detail

Figure 2.7.1 – CMSP Selection Field on Eligibility Non-Compliance Detail

2.7.3 Description of Changes

1. Add a mandatory MC/CMSP field to dynamically appear when the following combination of non-compliances is selected:

Type	Reason
Drug/Fleeing Felon	Fleeing Felon
Failure to Provide	County Residence
Failure to Provide	Eligibility Forms
Failure to Provide	Verifications
Procedural Requirement	Didn't Apply for Other Health Care (CMSP)
Procedural Requirement	Didn't Cooperate with Medi-Cal Linkage (CMSP)

The values in the dropdown will be 'MC' and 'CMSP'. The default value is 'Select'.

The field will display for Medi-Cal non-compliances.

2.7.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Non-Compliance

2.7.5 Security Updates

N/A

2.7.6 Page Mapping

Create a PMCR for the MC/CMSP field.

2.7.7 Page Usage/Data Volume Impacts

N/A

2.8 CMSP EDBC Determination on Medi-Cal EDBC Summary – CMSP Property and Income Budget

2.8.1 Overview

The Medi-Cal EDBC Summary page displays the determination of CMSP, including the property test and income budget information.

2.8.2 Medi-Cal EDBC Summary Mockup

Medi-Cal EDBC Summary

[Accept] [Cancel]

Begin Month	End Month	Run Date	Run Status	Accepted By
01/2013	01/2013	06/26/2019	Not Accepted	Yale Yee

EDBC Information

Type:
Regular

Recalculation:
No

MAGI-Only Mode:
No

Program Configuration

System Determination
EDBC Source: Online EDBC Rules
Program Status: Active

Note: Overridden rows are in bold.

Name	DOB	Role	Role Reason	Status	Status Reason
Test, Cmsp	01/01/1965	MEM		Active	

[Override Program Configuration]

▸ **Reporting Configuration**

Property Test

Test	Result	Property Limit	Property Total	Person	Individual Amount
CMSP Property	Pass	$2,000.00	$0.00	Test, Cmsp	$0.00

Medi-Cal Summary

Note: Overridden rows are in bold.

Eligible Budgets for MEDS

Test	Result	SOC	% Oblig	FBU	Aid Code	Members Tested	Role	Role Reason
CMSP Income	Pass	$0	0.00		84	Test, Cmsp	MEM	

Figure 2.8.1 – CMSP EDBC Determination on Medi-Cal EDBC Summary page

2.8.3 Description of Changes

1. Add CMSP Property determination to the Medi-Cal EDBC Summary. The CMSP Property Test will display in the Property Test section. The Property Total hyperlink will navigate to the details of the property on the existing Property Detail page.
2. Add CMSP Income determination to the Medi-Cal EDBC Summary. The CMSP Income test will be under the Eligible Budgets for MEDS section. The CMSP Income hyperlink will navigate to the details on the income on the Medi-Cal EDBC – CMSP Income page.

2.8.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Run EDBC

2.8.5 Security Updates

N/A

2.8.6 Page Mapping

N/A

2.8.7 Page Usage/Data Volume Impacts

N/A

2.9 CMSP Income Determination on Medi-Cal EDBC – CMSP Income

2.9.1 Overview

The CMSP Income page displays details on the CMSP Income determination.

2.9.2 Medi-Cal EDBC – CMSP Income Mockup

Medi-Cal EDBC - CMSP Income

Close

Begin Month	End Month	Run Date	Run Status	Accepted By
01/2013	01/2013	06/26/2019	Not Accepted	Yale Yee

Income Determination			
Unearned Income		$	0.00
Unearned Income Deductions		-	0.00
Net Unearned Income		=	0.00
Earned Income		$	0.00
Earned Income Deductions		-	0.00
Net Earned Income		=	0.00
Total Net Income		$	0.00
Combined Income Deductions		-	0.00
Income Adjustments		+	0.00
Allocation and Other Deductions		-	0.00
Total Net Nonexempt Income		=	0.00
Unit Size			1
300% FPL Limit		$	3,123.00
300% Test			Pass
138% FPL Limit		$	1,397.00
138% Test			Pass
Maintenance Need		$	600.00
Share of Cost		$	0.00

Figure 2.9.1 – CMSP Income Determination on Medi-Cal EDBC – CMSP Income

2.9.3 Description of Changes

Add the Medi-Cal EDBC – CMSP Income page. This page will display the following CMSP Budget details:

1. Unearned Income (hyperlink will navigate to the existing EDBC Person Line Item Detail - MC Unearned Income page)
2. Unearned Income Deductions (hyperlink will navigate to the existing EDBC Person Line Item Detail - MC Unearned Income Deductions page)
3. Net Unearned Income
4. Earned Income (hyperlink will navigate to the existing EDBC Person Line Item Detail - MC Earned Income page)
5. Earned Income Deductions (hyperlink will navigate to the existing EDBC Person Line Item Detail - MC Earned Income Deductions page)

6. Net Earned Income
7. Total Net Income
8. Combined Income Deductions (hyperlink will navigate to the existing EDBC Person Line Item Detail - Combined Income Deductions page)
9. Income Adjustments (hyperlink will navigate to the existing EDBC Person Line Item Detail - Income Adjustments page)
10. Allocation and Other Deductions (hyperlink will navigate to the existing EDBC Person Line Item Detail - Allocation and Other Deductions page)
11. Total Net Nonexempt Income
12. Unit Size
13. 300% FPL Limit
14. 300% Test
15. 138% FPL Limit
16. 138% Test
17. Maintenance Need (hyperlink will navigate to the existing EDBC Person Line Item Detail - Maintenance Need page)
18. Share of Cost

2.9.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Run EDBC

2.9.5 Security Updates

N/A

2.9.6 Page Mapping

Create a PMCR for the new page.

2.9.7 Page Usage/Data Volume Impacts

N/A

2.10 CMSP 'Test' Types on Medi-Cal EDBC Override Detail

2.10.1 Overview

This page allows the user to add details to an overridden Medi-Cal Test type. The page is accessed by clicking the 'Add' or 'Override' button on the Medi-Cal EDBC Override List page, which is accessed from the 'Override Medi-Cal Summary' button on the Medi-Cal EDBC Summary page. The system will display a validation if the user selects a CMSP aid code when the person does not have an open CMSP application.

2.10.2 Medi-Cal EDBC Override Detail Mockup

Figure 2.10.1 – Medi-Cal EDBC Override Detail page

2.10.3 Description of Changes

1. Add a mandatory Certification Determination Month (CDM) and non-mandatory Certification End Date (CED) field with calendar icons.
   a. The CDM and CED fields are dynamic when the user adds a 'Test' type of 'CMSP Income' or 'CMSP Income Sneede.'

2.10.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Run EDBC

2.10.5 Security Updates

N/A

2.10.6 Page Mapping

N/A – CDM and CED fields are already included in Page Mapping.

2.10.7 Page Usage/Data Volume Impacts

N/A

2.11 Medi-Cal EDBC Detail (Manual)

2.11.1 Overview

This page allows the user to add a CMSP Test type on a Manual EDBC. The page is accessed from the 'Add' button on the Medi-Cal EDBC List (Manual) page, which is accessed from the 'Set Medi-Cal Summary' button on the Medi-Cal EDBC Summary (Manual) page.

2.11.2 Medi-Cal EDBC Detail (Manual) Mockup

Medi-Cal EDBC Detail (Manual)

*- Indicates required fields	Save and Return Cancel

Test

Test: *	Test Result: *	SOC: *	% Oblig:
CMSP Income		0	0.00

Person ❋	Role ❋	Role Reason	Aid Code ❋	CDM ❋	CED	
No Data Found						
						Add

Save and Return   Cancel

Figure 2.11.1 – Medi-Cal EDBC Detail (Manual) page

2.11.3 Description of Changes

1. Add a mandatory Certification Determination Month (CDM) and non-mandatory Certification End Date (CED) field with calendar icons.
   a. The CDM and CED fields are dynamic when the user adds a 'Test' type of 'CMSP Income' or 'CMSP Income Sneede.'

2.11.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Manual EDBC

2.11.5 Security Updates

N/A

2.11.6 Page Mapping

N/A – CDM and CED fields are already included in Page Mapping.

2.11.7 Page Usage/Data Volume Impacts

N/A

2.12 CMSP Run Reasons on Run EDBC page

2.12.1 Overview

CMSP Run Reasons will display on the Run EDBC page.

2.12.2 Run Reasons Dropdown Mockup

Run EDBC

	Program	Status	Timely Notice Exception	Reason	Run Reason
☐	Medi-Cal	Active			CMSP O/P, CMSP Recalc, MC Eval, RE

Figure 2.12.1 – CMSP Run Reasons

2.12.3 Description of Changes

1. Add the following CMSP Run Reasons on the Run EDBC page. These run reasons are not available for Manual EDBCs.
   a. CMSP O/P

<ol type="i">
This run reason is used to create a Read-Only EDBC, to allow the user to view a potential overpayment for CMSP.

<ol type="b" start="2">
CMSP Recalc
<ol type="i">
CMSP benefits are locked when the Certification End Date (CED) is established after the user runs and saves the Certification Determination Month (CDM). The user can select this run reason to recalculate the benefits.

MC Eval
<ol type="i">
When a person's CMSP application is approved, their MC application is denied. If a person then gains potential eligibility to MC, the EDBC will fail both MC and CMSP. The 'MC Eval' run reason allows the system to determine the person to be eligible to MC instead of failing them for 'CMSP Applicant Only.' See Figure 2.12.2 for reference below, which is an example of the Medi-Cal EDBC Summary page for a failed CMSP and Medi-Cal budget.

Medi-Cal Summary

Note: Overridden rows are in bold.

Eligible Budgets for MEDS

Test	Result	SOC	% Oblig	FBU	Aid Code	Members Tested	Role	Role Reason
No Data Found								

Failed and Overridden Budgets

Test	Result	SOC	% Oblig	Aid Code	Members Tested	Role	Role Reason
MAGI	Fail	$0	0.00		Test, Guy	FRI	Doesn't Meet Program Req.
CMSP Income	Fail	$0	0.00		Test, Guy	FRI	Linkage to Medi-Cal
MC Income	Fail	$0	0.00		Test, Guy	FRI	CMSP Applicant Only

Override Medi-Cal Summary

Accept Cancel

This Type 1 page took 0.19 seconds to load.

Figure 2.12.2 – MC EDBC determination without MC Eval Run Reason

2.12.4 Page Location

Global: Eligibility

Local: Customer Information

Task: Run EDBC

2.12.5 Security Updates

N/A

2.12.6 Page Mapping

N/A

2.12.7 Page Usage/Data Volume Impacts

N/A

2.13 C-IV SCR 50363 Solution - CO-78 : CMSP: ACL 14-02 & ACL 14-08 CMSP Policy

2.13.1 Overview

Effective January 1, 2014, CMSP regulations further clarify existing policy that CMSP benefit coverage is in excess of and secondary to any other form of health care benefits coverage. As a part of this clarification beneficiaries who are or who become eligible for MC, Medicare and coverage available under Covered CA with public subsidies shall not be eligible or continue to be eligible under CMSP. However, beginning January 2014 and for each year following, an application for CMSP shall be considered "subject to the Covered CA open enrollment period" when the application is pending disposition. When applications are submitted during a Covered California open enrollment period, applicants for CMSP that are not otherwise eligible for MC can be CMSP eligible.

2.13.2 Description of Changes

Migrate functionality from C-IV SCR 50363:
1. Prevent CMSP for persons non-compliant with APTC.
   a. Add a Medi-Cal non-compliance type of "Non-Payment of Premium" and reason of "Failure to Enroll/Pay APTC Premiums".
      Note: The "Failure to Enroll/Pay APTC Premiums" non-compliance reason will only be displayed when a Medi-Cal non-compliance type of "Non-Payment of Premium" is selected.
   b. Add a CMSP budget level closure reason of "Failure to Enroll/Pay APTC Premiums".
   c. Update EDBC to apply this closure reason to any CMSP budget person who has the corresponding non-compliance. This change is effective for the benefit month of January 2014.
2. Add a Medi-Cal Negative Action Reason of "Gets APTC" that will only appear on or after the January 2014 benefit month.

2.13.3 Programs Impacted

CMSP

2.13.4 Performance Impacts

N/A

2.14 C-IV SCR 776 Solution - CO-068: ACWDL 14-28 - Eliminate Deprivation as a Medi-Cal Non-Financial Eligibility Criteria

2.14.1 Overview

Effective January 1, 2014, linkage as, or through, a child/unborn no longer requires that the child/unborn be deprived. Deprivation is no longer required for CMSP.

2.14.2 Description of Changes

1. Migrate functionality from C-IV SCR 776 to update the deprivation logic for CMSP effective 01/01/2014:
   * Remove the deprivation of a child as a condition for determining if the child is considered excluded.

2.14.3 Programs Impacted

CMSP

2.14.4 Performance Impacts

N/A

2.15 C-IV SCR 1126 Solution - CO-089 : CMSP: Modify Aid Code 50/Asset Test

2.15.1 Overview

The CMSP Governing Board approved policy changes for CMSP in:
* Property Test limits
* Share of Cost (SOC) calculation
* Enrollment period
* Aid Codes
* Income Cap

2.15.2 Description of Changes

Migrate functionality from C-IV SCR 1126 to update CMSP EDBC logic with the following changes effective for CMSP applications with the first aided month for the application on or after May 01, 2016:

1. Increase the maximum income level for CMSP participation to 300% of the Federal Poverty Limit (FPL).

2. Waive the property test for applicants with the income at or below 138% of the FPL.

3. For the applicants with income above 138% of the FPL and less than or equal to 300% of the FPL, modify the property limits of the Property Test as below:
   - $20,000 for one person
   - $30,000 for two persons
   - Increase limit by $1,500 for each additional person

4. Modify the SOC calculation logic so that the beneficiaries with incomes at or below 138% of the FPL will not have a SOC.

5. Modify the SOC calculation logic so that the beneficiaries with incomes greater than 138% of the FPL and less than or equal to 300% of the FPL have SOC.

6. Modify the Medi-Cal EDBC – CMSP Income page to dynamically display the correct percentage descriptions for the FPL Limits and Tests. When the CMSP changes are effective, the display will show 138% and 300% instead of 100% and 200%.

Medi-Cal EDBC - CMSP Income

				Close
Begin Month	**End Month**	**Run Date**	**Run Status**	**Accepted By**
04/2016		03/21/2016	Not Accepted	Quan Chad

Income Determination			
Unearned Income		$	0.00
Unearned Income Deductions		-	0.00
Net Unearned Income		=	0.00
Earned Income		$	5,000.00
Earned Income Deductions		-	90.00
Net Earned Income		=	4,910.00
Total Net Income		$	4,910.00
Combined Income Deductions		-	0.00
Income Adjustments		+	0.00
Allocation and Other Deductions		-	0.00
Total Net Nonexempt Income		=	4,910.00
Unit Size			1
300% FPL Limit		$	2,943.00
300% Test			Fail
138% FPL Limit		$	1,354.00
138% Test			Fail
Maintenance Need		$	600.00
Share of Cost		$	0.00

Close

Figure 2.15.1 – Display 138% and 300% of FPL Limits and Tests

7. Apply the discount rate of 75% to the calculated SOC. This is to align the SOC monthly payment to the applicant's cost of premium/co-insurance under Covered California. To calculate the new SOC after discount, multiply the current SOC by (1.0 – Discount Rate). See formula below:

   a. Adjusted Monthly SOC = Current SOC * (1.0 – Discount Rate)
      Set the 'Discount Rate' to 0.75 effective May 01, 2016 and ongoing. Prior to that, let the 'Discount Rate' be 0.0 (not used).

      Technical Note: Discount rate may change periodically, so use the codes table to store this value for simplified ongoing maintenance.

8. Aid Code 50 should no longer be applicable to individuals with income less than or equal to 138% of the FPL. See Figure 2.15.1 – Aid Code Summary Table.

9. Suspend the Aid Code 85. See Figure 2.15.1 – Aid Code Summary Table.

Aid Code Summary Table Note: "CMSP FED" and "CMSP NON FED" are Medi-Cal categories that are internal to the system.						
Inputs			Outputs			Notes
MC Category	Net Non-Exempt Income Amount	Citizen	Eligible?	Aid Code	SOC	
CMSP FED	100% FPL < X <= 200% FPL	Yes	No			Aid code 85 **Suspended** as of 05/2016
CMSP NON FED	Less than or equal to $600	No	No			This path to Aid Code 50 **Not Applicable** as of 05/2016
CMSP NON FED	138% FPL < X <= 300% FPL	No	Yes	50	Yes	
CMSP NON FED	Less than or equal to 138% FPL	Yes	Yes	88	No	
CMSP NON FED	138% FPL < X <= 300% FPL	Yes	Yes	89	Yes	

Figure 2.15.1 – Aid Code Summary Table

10. Modify the enrollment term for all remaining CMSP Aid Codes (50, 88 and 89) to up to six months.

2.15.3 Programs Impacted

CMSP

2.15.4 Performance Impacts

N/A

2.16 C-IV SCR 4550 Solution - Update the CMSP logic to ignore DRA/LPR requirements

2.16.1 Overview

A person can only be eligible for CMSP aid codes 88/89 if both of the following are true:
1. The person is not meeting the Deficit Reduction Act (DRA) requirements
2. The person is not a Lawful Permanent Resident (LPR) with an adjustment date at least 5 years prior to the benefit month.

With the implementation of SCR 1126, the aid code 85 has been suspended. As a result, people who either meet the DRA requirements or are an LPR with an adjustment date at least 5 years prior to the benefit month are unable to receive any CMSP aid.

2.16.2 Description of Changes

1. Update the CMSP logic to allow CMSP applicants to be tested for the CMSP aid codes 88/89 regardless of meeting the DRA requirements or being an LPR with an adjustment date at least 5 years prior to the benefit month. This change is effective May 1, 2016.

2.16.3 Programs Impacted

CMSP

2.16.4 Performance Impacts

N/A

2.17 C-IV SCR 3919 Solution - CO-089: CMSP - Aid Code 50 No SOC Change

2.17.1 Overview

A person can qualify for CMSP under the aid code 50 with zero SOC.

2.17.2 Description of Changes

1. Migrate functionality from C-IV SCR 3919 to update the aid code determination logic to allow individuals with income less than or equal to 138% of the FPL to be eligible for aid code 50 with no SOC. See Figure 2.17.1 below for reference.

CMSP Share of Cost Table					
	Aid Code 50	**Aid Code 84**	**Aid Code 85**	**Aid Code 88**	**Aid Code 89**
No Share of Cost	Less than or equal to 138% FPL	Not in use - Suspended	Suspend	Less than or equal to 138% FPL	Not Applicable
Share of Cost	Greater than 138% of FPL and less than or equal to 300% FPL	Not in use - Suspended	Suspend	Not Applicable	Greater than 138% of FPL and less than or equal to 300% FPL

Figure 2.17.1 – CMSP Share of Cost Table

2.17.3 Programs Impacted

CMSP

2.17.4 Performance Impacts

N/A

2.18 C-IV SIR 6898 Solution - CMSP: FTP Property Non-Compliance does not fail CMSP property budget

2.18.1 Overview

People with over 138% FPL will not have their CMSP property budget waived.

2.18.2 Description of Changes

1. Migrate functionality from C-IV SIR 6898 to update EDBC rules so that CMSP property is not waived for a person who has income over 138% FPL.

2.18.3 Programs Impacted

CMSP

2.18.4 Performance Impacts

N/A

2.19 C-IV SIR 53215 Solution - CalHEERS: CMSP Event Reason not Populated

2.19.1 Overview

All closing application events are expected to have a reason. If this reason is missing for CMSP, it can prevent the user from doing activities such as adding retro benefit months.

For example, create a case with one person on CMSP for 1/2014. Give the person an eligible MAGI Determination. Run EDBC for 1/2014 in the full MC hierarchy mode and elect MAGI. Save the EDBC. The CMSP application is Denied with no reason.

2.19.2 Description of Changes

1. Modify the code to populate the event reason in the scenario in the example.

2.19.3 Programs Impacted

CMSP

2.19.4 Performance Impacts

N/A

2.20 C-IV SIR 51426 Solution - CalHEERS: Pre-ACA not allowed for CMSP applicants

2.20.1 Overview

The pre-ACA (Affordable Care Act) logic requires people to have open applications. It is possible that a person who applies for CMSP will be found eligible for and granted Medi-Cal. In that situation, the person's application will have a Medi-Cal approval and a CMSP denial. It is also possible then that the Denial event has a later created on date. This results in the system identifying the person as having a closed application, thus it will not allow pre-ACA for the person.

For example, create a case for an aged person applying for CalWORKs (CW) for 1/2013. Run EDBC for CW to Deny the person and auto test onto a Pending MC program. Add a CMSP portion to the person's pending application. Run EDBC for MC to grant aged benefits and close the CMSP portion of the application. Attempting to run any EDBCs for 1/2014 onwards results in the system determining post-ACA requirements instead of pre-ACA.

2.20.2 Description of Changes

1. Update the pre-ACA requirement queries to check if either the latest CMSP portion or the latest Medi-Cal portion of the application has an open event.

2.20.3 Programs Impacted

CMSP

2.20.4 Performance Impacts

N/A

2.21 C-IV SIR 51008 Solution - CalHEERS: CMSP Application Closes for MAGI Determination Pending

2.21.1 Overview

A person who has a Pending MAGI Determination in their intake month will be set to Pending for 'MAGI Determination Pending'. If that person has also applied for CMSP, the CMSP portion of the application is closed.

For example, create a case with a husband and wife on MC for 1/2014. Have the husband request CMSP. Do not create Vital Statistic records. Run MAGI so the husband is pending and the wife is denied. Run EDBC. The EDBC will show the husband with a Pending Status for 'MAGI Determination Pending'. After saving the EDBC, the CMSP portion of the husband's application is incorrectly closed.

2.21.2 Description of Changes

1. Modify the logic to not close a person's CMSP application when they are Pending for 'MAGI Determination Pending'.

2.21.3 Programs Impacted

CMSP

2.21.4 Performance Impacts

N/A

2.22 C-IV SIR 50720 Solution - CalHEERS: CMSP Denial Event Reason not Populated

2.22.1 Overview

When a CMSP person is closed or moves to Medi-Cal, EDBC Save & Continue produces a corresponding closure event for the relevant CMSP application. The closure event's reason comes from the failed CMSP budget on the EDBC.

If a person applies for CMSP and then the user runs EDBC in MAGI-Only mode to receive MAGI aid, no failed CMSP budget is produced on the EDBC results. However, the CMSP application is still denied. The Denial event on the CMSP portion of the application does not have a reason. This can cause issues such as adding retro benefit months to the application.

For example, create a case with one person requesting CMSP. Give them an eligible MAGI Determination. Run EDBC in MAGI-only mode. See that no failed CMSP budget is produced, therefore the CMSP closure event incorrectly has no reason.

2.22.2 Description of Changes

1.   Populate the CMSP Denial event when running in MAGI-Only mode.

2.22.3 Programs Impacted

CMSP

2.22.4 Performance Impacts

N/A

2.23 C-IV SIR 50094 Solution - CMSP: Update 6 Month Certification Period to 3 Months for Aid Codes 85, 88, and 89

2.23.1 Overview

Currently, the following CMSP aid codes have a six month certification period: 85, 88, and 89.

Effective January 1, 2014, the following aid codes will only have a three month certification period: 85, 88, and 89. Aid code 50 remains unchanged.

2.23.2 Description of Changes

1.   Update the following aid codes, effective January 1, 2014, to have a three month certification period:

a. 85 - CMSP - Full – SOC
b. 88 - CMSP - Non-Fed - Full - No SOC
c. 89 - CMSP - Non-Fed - Full - SOC

2.23.3 Programs Impacted

CMSP

2.23.4 Performance Impacts

N/A

2.24 C-IV SIR 105237 Solution - CalHEERS CMSP aid affected by Young Adult Expansion

2.24.1 Overview

Non-citizens less than 26 years of age are allowed to receive full scope benefits. CMSP was not meant to be affected by this change. A person should not receive full scope CMSP aid as a result of the Young Adult Expansion.

For example, create a case with a 23 year old applying for CMSP. Make the person undocumented. Run EDBC for a Young Adult Expansion effective benefit month. The person will be eligible for full scope CMSP aid instead of restricted CMSP.

2.24.2 Description of Changes

1. Modify the code to prevent CMSP recipients from being affected by the Young Adult Expansion.

2.24.3 Programs Impacted

CMSP

2.24.4 Performance Impacts

N/A

2.25 CMSPDiscontinuanceSweep

2.25.1 Overview

This job **P00E147** will create triggers in the sys_transact table for batch EDBC to process.

2.25.2 Description of Change

1. Migrate all C-IV code to CalSAWS for the CMSPDiscontinuanceSweep.
   a. The records inserted will be cases with an active CMSP person who is at the end of their certification period.

2.25.3 Execution Frequency

Monthly, prior to 10-day cutoff

2.25.4 Key Scheduling Dependencies

No Change

2.25.5 Counties Impacted

CMSP counties

2.25.6 Data Volume/Performance

No Change

2.25.7 Failure Procedure/Operational Instructions

No Change

2.26 CMSPOutboundWriter

2.26.1 Overview

This jobs **PO00E610** reads newly active CMSP recipients from the database and writes the recipients' demographic information to a CSV file.

Job JO00E611 is the FTP job that sends the CSV file to the CMSP state agency.

2.26.2 Description of Change

1. Migrate all C-IV code to CalSAWS for the CMSPOutboundWriter.

a. Read newly active CMSP recipients from the database and write the recipients' demographic information to a CSV file.
b. The CSV file should contain the following:
    i. county_code
    ii. aid_code
    iii. cin_num_identif
    iv. last_name
    v. first_name
    vi. mid_name_initial
    vii. dob
    viii. gender_code
    ix. BIC-CARD-ISSUE-DATE
    x. ssn
    xi. deceas_date
    xii. DATE-DEATH-POSTED
    xiii. meds_renewal_date
    xiv. residence Address
    xv. phone Home, Work, Mobile
    xvi. mailing Address
    xvii. begin Date
    xviii. end Date

2.26.3 Execution Frequency

Weekly

2.26.4 Key Scheduling Dependencies

Successor job JO00E611 – Outbound FTP For CMSP Interface. Configuration only.

2.26.5 Counties Impacted

CMSP Counties

2.26.6 Data Volume/Performance

No Change

2.26.7 Failure Procedure/Operational Instructions

No Change

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1172	The CONTRACTOR shall migrate the value of "Failure to Enroll/Pay APTC Premiums" in the "Reason" dropdown on the Eligibility Non-Compliance Detail page when Non Payment of Premium is selected as a Type and Medi-Cal is selected as the Program.	N/A	Added Non-Compliance Reason of "Failure to Enroll/Pay APTC Premiums."
1240	The CONTRACTOR shall migrate "Gets APTC" in the "Negative Action Reason" field on Negative Action Detail page.	**Original:** • The following changes will also be required to facilitate the new negative action reason: - Add eligibility rules to leave the person or program pending when the person is Pending Eligible on the corresponding MAGI determination and running negative action with a reason of "Gets APTC (CMSP)". - Add logic for a new denial discontinuance NOA for "Gets APTC (CMSP)". - Add a new denial discontinuance NOA for "Gets APTC (CMSP)" based on existing C-IV NOA fragment. CalSAWS will utilize the existing C-IV functionality. **Revised:** N/A	Add "Gets APTC" Negative Action Reason. Removed Contractor Assumption as CMSP NOA's will be migrated with DDID 1062 (CA-207384).

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1859	The CONTRACTOR shall migrate the CMSP functionality, which includes eligibility, online, and batch functionality for the applicable 58 Counties.	• Any enhancements to the CMSP functionality added to the system post July of 2018 will be estimated by the CONTRACTOR and submitted to the CONSORTIUM for approval and to determine the appropriate method of funding the work. • The CalWIN counties will be adopting the C-IV CMSP functionality as is to be ported as part of this requirement.	Migrated CMSP eligibility, online, and batch functionality.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207240 | DDID 1848

Update GN 6138 Form Trigger

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Linda Zeng
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/05/2019	1.0	Initial Document	Linda Zeng

Table of Contents

1 OVERVIEW

On the Specialized Supportive Services Detail page, the user is required to indicate whether a customer has Domestic Violence (DV), Mental Health (MH), or Substance Use Disorder (SUD) need.

When any of the above fields are set to "Yes," then form GN 6138, titled "Identification of Participant with Specialized Supportive Services Needs," is triggered and generated.

1.1 Current Design

Form GN 6138 is triggered and generated when any of the Domestic Violence (DV), Mental Health (MH), or Substance Use Disorder (SUD) fields are set to "Yes".

1.2 Requests

Per DDID 1848, do not trigger form GN 6138 when any of the Domestic Violence (DV), Mental Health (MH), or Substance Use Disorder (SUD) fields are set to "Yes" on the Specialized Supportive Services Detail page for the 57 Migration counties. The GN 6138 form will only trigger for Los Angeles County.

1.3 Overview of Recommendations

1. The form GN 6138 will not trigger to generate when any of the Domestic Violence (DV), Mental Health (MH), or Substance Use Disorder (SUD) fields are set to "Yes" on the Specialized Supportive Services Detail page for all counties except for Los Angeles.

1.4 Assumptions

N/A

2   RECOMMENDATIONS

The GN 6138 will not trigger to generate when a customer has one or more of the specialized supportive services of DV, MH, and/or SUD.

2.1   Specialized Supportive Services Detail

2.1.1   Overview

On the Specialized Supportive Services Detail page, when DV, MH, and/or SUD is set to "Yes," form GN 6138 is generated for Los Angeles County.

Update logic so that the form GN 6138 is not triggered when DV, MH, and/or SUD is set to "Yes" for the 57 counties.

2.1.2   Specialized Supportive Services Detail Mockup

Specialized Supportive Services Detail

✱- Indicates required fields	Save and Return Cancel

Name: ✱
Test, GAGR 41M

Domestic Violence (DV) ✱   Yes ▼

Mental Health (MH) ✱   Yes ▼

Substance Use Disorder (SUD) ✱   Yes ▼

PA 1913 Signed Date: [   ]

Begin Date: ✱   **End Date:**
09/04/2019   [   ]

Figure 2.1.1 – Specialized Supportive Services Detail Mockup

2.1.3   Description of Changes

1. Update the form trigger on the Specialized Supportive Services Detail page, when any of the fields of Domestic Violence (DV), Mental Health (MH), and/or Substance Use Disorder (SUD) are set to "Yes," to not generate form GN 6138 for the 57 Migration counties. The form will generate for Los Angeles County only.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Specialized Supportive Services**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3   REQUIREMENTS

3.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1848	The CONTRACTOR shall update the System to not trigger the GN 6138 for the 57 counties when a component of Mental Health, Substance Abuse, or Domestic Violence is opened on Specialized Supportive Services Detail page.		Logic is updated to not trigger GN 6138 form generation when Mental Health, Substance Abuse, or Domestic Violence field(s) is set to 'Yes" on Specialized Supportive Services Detail page for the 57 Migration counties.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207256 | DDID 1730

Migrate the C-IV Recovery Account Forms

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Pramukh Karla
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/04/2019	1.0	Original	Pramukh Karla

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1 OVERVIEW

The purpose of this change is to update CalSAWS to add the functionality to generate the CSF 100 – Generic Cash Overpayment Information/Demand NOA form and Overissuance Budget Worksheet for CalWORKs overpayments. This change will also add the functionality to generate the CF 377.7B – CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only form and NA 1263 - Overissuance Budget Worksheet together for CalFresh overissuances.

1.1 Current Design

The CSF 100 form does not exist in CalSAWS. The CF 377.7B form can only be generated through Template Repository and Batch.

1.2 Requests

Add CSF 100 and update CF 377.7B Recovery Account forms and migrate the forms into CalSAWS.

1.3 Overview of Recommendations

1. Migrate the CSF 100 - Generic Cash Overpayment Informing/Demand NOA and the Overissuance Budget Worksheet to generate together for CalWORKs overpayments.
2. Update the CSF 100 - Generic Cash Overpayment Informing/Demand NOA and the Overissuance Budget Worksheet to be editable for the 57 Counties and non-editable for Los Angeles County.
3. Migrate the DFA 377.7B-CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and the NA 1263-Overissuance Budget Worksheet to generate together for CalFresh overissuances.
4. Update the DFA 377.7B- CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and NA 1263-Overissuance Budget Worksheet to be editable for the 57 Counties and remain non-editable for Los Angeles County.

1.4 Assumptions

1. Only English and Spanish versions of these forms will be migrated.
2. Threshold language updates to the CF 377.7B form will be made with CA-211424.

2 RECOMMENDATIONS

2.1 Adding New 14 page CSF 100 – Generic Cash Overpayment Informing/Demand NOA

2.1.1 Overview

This section will cover the changes to add a new CSF 100 form to CalSAWS and generate the form from Template Repository and Recovery Account Detail page. Since this is a non-state form, the form number will be updated to CSF 100

Programs: CalWORKs

Attached Forms: NA Back 9, Overissuance Budget Worksheet

Forms Category: Form

Languages:

English, Spanish

2.1.2 Description of Changes

1) Create a new CSF 100 - Generic Cash Overpayment Informing/Demand NOA (14 pages) form that can be generated from Template Repository.
2) Update CSF 100 to be editable for 57 counties and non-editable for Los Angeles County.
3) CSF 100 will generate along with an Overissuance Budget Worksheet.
4) CSF 100 form will be generated from Recovery Account Detail page. Refer to 2.3.2.1 section for generation steps.

2.1.2.1 Create CSF 100 Form

Create a CSF 100 form that can be generated from Template Repository. This form will be 14 impressions, with one impression of CSF 100, one impression of NA Back 9 followed by 12 impressions of Overissuance Budget Worksheet.

Form Header:

Form Title: (14-pgs) Generic Cash Overpayment Informing / Demand NOA

Form Number: CSF 100

Include NA Back 9: Yes

Form Mockup/Example: See Supporting Document #1

2.1.2.2 Add Form to Template Repository

The CSF 100 - Generic Cash Overpayment Informing/Demand NOA Form will be added to Template Repository. This form will prepopulate the following fields.

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

2.1.2.3 Add Recovery Account Number on CSF 100

1) Recovery Account text field will be on the CSF 100 – see mockup below for reference

2) Recovery Account text field will be on all overissuance budget worksheet – See mockup below for reference.

Populate the following elements on the CSF 100 when the form is triggered from Template Repository or Recovery Account Detail page:

Section	Field	Description
CSF 100 – Page 1	COUNTY_NAME	COUNTY_NAME in the header section will be replaced with the county name from where the CSF 100 is being generated
CSF 100 – Page 1	Recovery Account	RECOV_ACCT.ID
CSF 100 – Page 1	As of Date	Current Date – Form Generation Date
CSF 100 – Page 1	Overpayment Amount	OVRPMT.OVRPMT_AMT
CSF 100 – Page 1	Caused by	RECOV_ACCT_VW.CAUSE_CODE
CSF 100 – Page 1	Here's Why:	RECOV_ACCT_VW .REASON_CODE
CSF 100 – Page 1	Paying it Back Before Date	Form Generation Date + 14 Days
CSF 100 – Page 1	Send or Bring it to Address:	County Office Address
CSF 100 – Page 1	County can Collect a Program:	RECOV_ACCT_VW.PGM_CODE
Overissuance Budget Worksheet	For overpayments occurring on or after	OVRPMT.EFF_DATE
Overissuance Budget Worksheet	Overpayment Month and Year	EDBC.BEG_DATE
Overissuance Budget Worksheet	Recovery Account	RECOV_ACCT.ID
Section A – Net Countable Income	Total Business Income	CW_BUDGET. TOT_BUSINESS_INC
Section A – Net Countable Income	Business Expenses – A. 40% Standard OR	CW_BUDGET. STD_BUSINESS_DED

Section	Field	Description
Section A – Net Countable Income	Business Expenses – B. Actual	CW_BUDGET. ACTUAL_BUSINESS_DED
Section A – Net Countable Income	Net Earning from Self Employment	If 40% Standard OR is greater than Actual then subtract 40% Standard OR from Total Business Income else subtract Actual from Total Business Income
Section A – Net Countable Income	Total Disability-Based Unearned Income(DBI)	CW_BUDGET. DISAB_INC_AMT
Section A – Net Countable Income	$225 DBI Disregard	BUDGET_PERS_INC. COUNTBL_VAL_AMT Populate if the BUDGET_PERS_INC.CLASS_CODE is Earned Income Disregard and BUDGET_PERS_INC.TYPE_CODE is 225 Disability Based Income Disregard
Section A – Net Countable Income	Nonexempt Unearned Disability-Based Income OR	Will be populated with the amount subtracting $225 DBI Disregard amount from Total Disability-Based Unearned Income(DBI) amount. (CW_BUDGET. DISAB_INC_AMT - BUDGET_PERS_INC. COUNTBL_VAL_AMT)
Section A – Net Countable Income	Unused DBI disregard	If EDBC.QTR_BEG_DATE is after 06/30/2011 and before 09/30/2013 then it'll be populated with Maximum value of BUDGET_PERS_INC.COUNTBL_VAL_AMT else it'll be populated with Minimum Value of BUDGET_PERS_INC.COUNTBL_VAL_AMT where the

Section	Field	Description
		BUDGET_PERS_INC.CLASS_COD E is Earned Income Disregard and BUDGET_PERS_INC.TYPE_CODE is 225 Disability Based Income Disregard
Section A – Net Countable Income	Total Earned Income	CW_BUDGET. EARN_INC_AMT . If Total Earned Income is greater than amount populated in Net Earning from Self Employment then subtract Net Earning from Self Employment amount from Total Earned Income.
Section A – Net Countable Income	Net Earnings from Self-Employment	If 40% Standard OR is greater than Actual then subtract 40% Standard OR from Total Business Income else subtract Actual from Total Business Income – will be populated with the same values as Net Earning from Self Employment
Section A – Net Countable Income	(from above) - Subtotal	Value populated in Total Earned Income + Value populated in Net Earning from self-Employment
Section A – Net Countable Income	Unused Amount of $225	If EDBC.QTR_BEG_DATE is before 06/30/2011 then it'll be populated with Maximum value of BUDGET_PERS_INC.COUNTBL_V AL_AMT else it'll be populated with Minimum Value of BUDGET_PERS_INC.COUNTBL_V AL_AMT where the BUDGET_PERS_INC.CLASS_COD E is Earned Income Disregard and

Section	Field	Description
		BUDGET_PERS_INC.TYPE_CODE is 225 Disability Based Income Disregard
Section A – Net Countable Income	Earned Income Disregard 50%	If EDBC.QTR_BEG_DATE is before 06/30/2011 the it'll be populated with the Maximum value of BUDGET_PERS_INC.COUNTBL_VAL_AMT Subtracted from Subtotal and divided by 2 else it'll be populated with Minimum value of BUDGET_PERS_INC.COUNTBL_VAL_AMT Subtracted from Subtotal and divided by 2
Section A – Net Countable Income	Nonexempt Unearned DBI (from above)	Will be populated with the amount subtracting $225 DBI Disregard amount from Total Disability-Based Unearned Income(DBI) amount. (CW_BUDGET. DISAB_INC_AMT - BUDGET_PERS_INC. COUNTBL_VAL_AMT)
Section A – Net Countable Income	Other Nonexempt Income (AU+Non AU Members)	CW_BUDGET.UNEARN_INC_AMT
Section A – Net Countable Income	Net Countable Income	CW_BUDGET. TOTAL_NET_NON_EXEMPT_INC_AMT
Section B – Correct Cash Aid Payment	Maximum Aid Payment (#persons) $Amount	CW_ BUDGET.FAM_MAP_AMT
Section B – Correct Cash Aid Payment	Special Needs (AU+Non AU Members)	CW_ BUDGET.FAM_SPEC_NEED_AMT

Section	Field	Description
Section B – Correct Cash Aid Payment	Net Countable Income	CW_BUDGET. TOTAL_NET_NON_EXEMPT_INC_ AMT
Section B – Correct Cash Aid Payment	Subtotal A	Will be populated with the valued subtracting Net Countable Income from Maximum Aid Payments CW_ BUDGET.FAM_MAP_AMT - CW_BUDGET. TOTAL_NET_NON_EXEMPT_INC_ AMT
Section B – Correct Cash Aid Payment	Maximum Aid Payment (AU Only)	CW_ BUDGET.ASSIST_UNIT_MAP_AMT
Section B – Correct Cash Aid Payment	Special Needs (AU Only)	CW_ BUDGET. ASSIST_UNIT_SPEC_NEED_AMT
Section B – Correct Cash Aid Payment	Subtotal B	CW_ BUDGET.ASSIST_UNIT_MAP_AMT + CW_ BUDGET. ASSIST_UNIT_SPEC_NEED_AMT
Section B – Correct Cash Aid Payment	Correct Cash Aid Amount	BUDGET.BEN_AMT
Section C – Adjustments	25% Child Support Penalty	EDBC_PERS_MISC. COUNTBL_VAL_AMT where EDBC_PERS_MISC.TYPE_CODE is Non Cooperation Penalty and EDBC_PERS_MISC.CLASS_CODE is Adjustments
Section C – Adjustments	Overpayment	EDBC.RECOUP_OFFSET_AMT
Section C – Adjustments	Other Sanctions	EDBC_PERS_MISC. COUNTBL_VAL_AMT where EDBC_PERS_MISC.TYPE_CODE is

Section	Field	Description
		Cal-Learn Grade F, Cal-Learn Late Report Card, or Cal-Learn No Report Card and EDBC_PERS_MISC.CLASS_CODE is Adjustments
Section C – Adjustments	Aid Already Paid	EDBC.PREV_POTENTIAL_BEN_AMT
Section C – Adjustments	Adjusted Cash Aid Subtotal C	Will be populated with the added value of first 4 Section C Values (25% Child Support + Overpayment + Other Sanctions + Aid Already Paid)
Section D – Overpayments	Cash Aid Paid to You	Will be populated with EDBC.PREV_POTENTIAL_BEN_AMT if the Overpayment is of type EDBC and will be populated with OVRPMT.PREV_AMT if it's an External Overpayment type
Section D – Overpayments	Correct Cash Aid Amount with Adjustments	OVRPMT.CORRECT_AMT
Section D – Overpayments	Subtotal D	OVRPMT.OVRPMT_AMT

2.1.2.4 Add Form Print Options and Mailing Requirements

The following Print Options will be included for the CSF 100 Form:

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

Mailing Requirements:

Mail-To (Recipient): Primary Applicant of the Selected Program

Mailed From (Return): Office

Outgoing Envelope Type: Standard

Return Envelope Type: None

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: Yes

Post to Self-Service Portal: Yes

2.2 Create 2 Pages, 4 Page, 6 Page, 8 Page, 10 Page and 12 Page CSF 100

2.2.1 Overview

This effort is to create the CSF 100 with 2, 4, 6, 8, 10, 12 impressions. These forms will be generated only from the Recovery Account Detail page.

NOTE: These forms will not be generated from Template Repository.

2.2.2 Create CSF 100 2, 4, 6, 8, 10, 12 Pages Forms

Create CSF 100 XDPs with following table requirements.

Form	Impression Count	Form Type
CSF 100	2	1 CSF 100 1 NA Back 9
CSF 100	4	1 Impression of CSF 100 1 Impression NA Back 9 2 Impressions of NA 1263
CSF 100	6	1 Impression of CSF 100 1 Impression NA Back 9 4 Impressions of NA 1263
CSF 100	8	1 Impression of CSF 100 1 Impression NA Back 9

Form	Impression Count	Form Type
		6 Impressions of NA 1263
CSF 100	10	1 Impression of CSF 100 1 Impression NA Back 9 8 Impressions of NA 1263
CSF 100	12	1 Impression of CSF 100 1 Impression NA Back 9 10 Impressions of NA 1263

Form Title: Generic Cash Overpayment Informing / Demand NOA
Form Number: CSF 100
Include NA Back 9: Yes

Form Mockup for Page 2 CSF 100: See Supporting Document #2
Form Mockup for Page 4 CSF 100: See Supporting Document #3
Form Mockup for Page 6 CSF 100: See Supporting Document #4
Form Mockup for Page 8 CSF 100: See Supporting Document #5
Form Mockup for Page 10 CSF 100: See Supporting Document #6
Form Mockup for Page 12 CSF 100: See Supporting Document #7

NOTE: CSF 100 with 2, 4, 6, 8, 10, 12, 14 Pages will not be editable for Los Angeles County when generated from Recovery Account Detail Page.

2.3   CSF 100 Form Generation from Recovery Account

2.3.1   Overview

All CSF 100 (2, 4, 6, 8, 10, 12, and 14 Pages) forms can be triggered from Recovery Account Detail Page when clicking on Generate Form button under Responsible Party Section.

2.3.2 Description of Changes

This change will include the changes made to the Generate Form button on Recovery Account Detail page under Responsible Party Section.

2.3.2.1 Generation Conditions

Generate a CSF 100 if all the following conditions are true.

1. If the Responsible Party Type is Person
2. If the program tied to a recovery account is Active but a non CalFresh program.
3. If the Recovery Account Reason is not 'Excess Personal Property' or 'Excess Real Property'
4. Generate CSF 100 (2,4,6,8,10,12, and 14 pages) based on the following conditions.

Form	Pages	Generation Conditions
CSF 100	4, 6, 8, 10, 12, 14	1) Should be CalWORKs, RCA or Kin-GAP Programs 2) Number of Pages will be calculated based on the number of overpayments on a Recovery Account.
CSF 100	2 pages	Will be generated if the program is not CalFresh, CalWORKs, Kin-GAP, and RCA

2.4 Update the CF 377.7B form in CalSAWS system

2.4.1 Overview

Update CF 377.7B to generate from Recovery Account Detail page.

2.4.2 Description of Changes

1. Add CF 377.7B in Spanish Language
2. Update Recovery Account Detail page Generate Form button to generate CF 377.7B form.
3. Update CF 377.7B to be editable for 57 counties and non-editable for Los Angeles County.

2.4.2.1 Update CF 377.7B Form

1. Update the CF 377.7B to match the State version with the following conditions:
    a. Add CF 377.7C - CalFresh Repayment Agreement For Inadvertent Household Errors Only to CF 377.7B.
    b. Add EBT_RELEASE form – See Supporting Document #8
    c. Add 8 impressions of NA 1263 - Overissuance Budget Worksheet to be generate after CF 377.7C form in CF 377.7B.
2. Add CF 377.7B in Spanish – See Supporting Document #9

Form Mockup/Example: See Supporting Document #10

2.4.2.2 Add Form Generation

CF 377.7B will be generated from Recovery Account Detail page when a user clicks on the Generate Form button in the Responsible Party section and all of the following conditions are true:

1. Recovery Account's responsible party is of type Person
2. Recovery Account's status is active
3. Recovery Account is tied to CalFresh program
4. Recovery Account Cause is 'CalFresh - IHE'

Section	Field	Description
CF 377.7B Page 1	Here's why	Will be populated with the decoded value of RECOV_ACCT_VW.RSN_CODE
CF 377.7B – Page 1	You must repay the extra CalFresh benefits	Will be populated with sum of all OVRPMT.OVRPMT_AMT
CF 377.7B – Page 1	CalFresh benefits were issued for the period start date	Will be populated with Minimum date of OVRPMT.EFF_DATE
CF 377.7B – Page 1	CalFresh benefits were issued for the period end date	Will be populated with Last_day date of OVRPMT.EFF_DATE
CF 377.7B – Page 1	The household received $	Will be populated with sum of all OVRPMT.PREV_AMT
CF 377.7B – Page 1	The household should have received $	Will be populated with sum of all OVRPMT.CORRECT_AMT
CF 377.7B – Page 1	$ extra CalFresh Benefits is what you received	Will be populated with sum of all OVRPMT.OVRPMT_AMT

Section	Field	Description
CF 377.7B – Page 1	This amount was reduced by $	Will be populated with Sum of RECOV_ACCT_TRANSACT_DETL. DOLLAR_AMT
CF 377.7B – Page 1	You now owe $	Will be populated with Values from "The Household Received $" – "The Household should have Received $" – "This amount was reduced by $" (SUM of OVRPMT.PREV_AMT) – (SUM of OVRPMT.CORRECT_AMT) - RECOV_ACCT_TRANSACT_DETL. DOLLAR_AMT
CF 377.7B – Page 1	Program Action: Beginning Date Field	Will be populated with First Day of Next month if the form is generated before 15th else will populate First day of 2 months in the future.
CF 377.7C – Page 3	Case Number	CASE.SERIAL_NUM_IDENTIF
CF 377.7C – Page 3	Case Name	CASE.CASE_NAME
CF 377.7C – Page 3	Worker	STAFF_NAME
CF 377.7C – Page 3	Name	CUSTOMER_NAME
CF 377.7C – Page 3	Address	CUSTOMER MAILING ADDRESS
CF 377.7C – Page 3	Agreement – I,	CUSTOMER NAME
CF 377.7C – Page 3	Agreement is between me and	COUNTY DECODE NAME
CF 377.7C – Page 3	Because extra CalFresh in the amount of $	RECOV_ACCT_BALANCE_VW. CURRENT_BALANCE
CF 377.7C – Page 3	County	COUNTY DECODE NAME

Section	Field	Description
CF 377.7C – Page 3	Payments should be made at:	Collections Office Name and Address
EBT_RELEASE	Phone	Office Phone Number – Phone number of the worker generating the form
EBT_RELEASE	Date	Current Date
EBT_RELEASE	Responsible Party	Customer Name
EBT_RELEASE	Recovery Account	Recovery account ID the form is generated for
EBT_RELEASE	Case Name	CASE.CASE_NAME
EBT_RELEASE	Case Number	CASE.SERIAL_NUM_IDENTIF
EBT_RELEASE	Dear	Customer Name – Name of the primary applicant of the program.
EBT_RELEASE	In Person	Collection Office Physical Name and Address
EBT_RELEASE	By Mail	Collection Office Mailing Name and Address
EBT_RELEASE	I am requesting that	COUNTY NAME
NA 1263	Notice Date	Current Date
NA 1263	Case Name	CASE.CASE_NAME
NA 1263	Case Number	CASE.SERIAL_NUM_IDENTIF
NA 1263	Overissuance Month and Year	OVRPMT.EFF_DATE
NA 1263 – A – Nonexempt Gross Unearned Income	A1 - Cash Aid	BUDGET_PERS_INC. COUNTBL_VAL_AMT

Section	Field	Description
NA 1263 – A – Nonexempt Gross Unearned Income	A2 - Social Security, UIB, DIB, Pensions	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A3 - Child/Spousal Support	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A4 - Scholarships, Grants, Loans	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A5 - Other	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A6 - Unreported Gross Unearned Income	INC_AMT_DETL.NON_RPT_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A7 – Gross Unearned Income (A1+A2+A3+A4+A5+A6)	A1+A2+A3+A4+A5+A6
NA 1263 – A – Nonexempt Gross Unearned Income	A8 – Less Child Support Paid (enter remainder in B7)	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – A – Nonexempt Gross Unearned Income	A9 – Total Gross Unearned Income (A7-A8)	FS_BUDGET.GROSS_UNEARN_INC_ AMT
NA 1263 – B – Nonexempt Gross Earned income	B1 – Gross Salary, Wages	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – B – Nonexempt Gross Earned income	B2 – Self-Employment	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – B – Nonexempt Gross Earned income	B3 – Training Allowance	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – B – Nonexempt Gross Earned income	B4 – Gross Earned Income (B1+B2+B3)	B1+B2+B3
NA 1263 – B – Nonexempt Gross Earned income	B5 – Unreported Gross Earned Income	BUDGET_PERS_INC. COUNTBL_VAL_AMT

Section	Field	Description
NA 1263 – B – Nonexempt Gross Earned income	B6 – Adjusted Gross Earned Income (B4+B5)	B4+B5
NA 1263 – B – Nonexempt Gross Earned income	B7 – Less Remainder of Child Support Paid (If not fully used in Section A)	BUDGET_PERS_EXP
NA 1263 – B – Nonexempt Gross Earned income	B8 – Total gross Earned Income (B6-B7) (If negative amount, enter zero)	FS_BUDGET.GROSS_EARN_INC_AMT
NA 1263 – C – Gross Income Test	C1 – Household size	FS_BUDGET.HH_SIZE_QTY
NA 1263 – C – Gross Income Test	C2 – Maximum Gross Income Allowed from table	FS_BUDGET.GROSS_INC_MAX_AMT
NA 1263 – C – Gross Income Test	C3 – Total Countable Gross Monthly Income (A9+B8)	FS_BUDGET.GROSS_NON_EXEMPT_INC_AMT
NA 1263 – C – Gross Income Test	C4 – Gross Income eligible? (Is C3 less than or equal to C2?)	FS_BUDGET.GROSS_INC_RESULT_CODE PASS = YES, FAIL = NO, WAIVE = NA
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D1 – Amount Previously Issued	OVRPMT.PREV_AMT
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D2 – Correct Benefit	OVRPMT.CORRECT_AMT
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D3 – Total CalFresh Overissuance (D1-D2)	OVRPMT.OVRPMT_AMT
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D4 – Minus Lost Benefits Not Restored	$0

Section	Field	Description
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D5 – Minus Payment Received	OVRPMT_TRANSACT_XREF * REFRESHED DAILY VIA BATCH
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D6 – Amount of Overissuance to be Collected (D3-D4-D5)	D3 - D4 - D5
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D7 – Minus Workfare Offset	RECOV_ACCT_TRANSACT_DETL
NA 1263 – D – Gross Income Overissuance (If C4 is No)	D8 – Amount of Overissuance to be Collected (D6-D7)	D6 - D7
NA 1263 – E – Nonexempt Gross Unearned Income (A9)	E	FS_BUDGET.GROSS_UNEARN_INC_AMT
NA 1263 – F – Nonexempt Gross Earned Income	F1 – Gross Earned Income (Not Including unreported income)(B4)	FS_BUDGET.GROSS_EARN_INC_AMT
NA 1263 – F – Nonexempt Gross Earned Income	F2 – Adjusted Gross Earned Income (80% of F1)	80% * F1
NA 1263 – F – Nonexempt Gross Earned Income	F3 – Unreported Gross Earned Income	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – F – Nonexempt Gross Earned Income	F4 – Total Countable Earned Income (F2+F3)	80% * F1 + F2
NA 1263 – F – Nonexempt Gross Earned Income	F5 – Less remainder of Child Support Paid (B7) (If not fully used in Section A)	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – F – Nonexempt Gross Earned Income	F6 – Total Gross Earned Income (F4-F5) (If negative amount, enter zero)	F4-F5, If less than zero populate 0.00

Section	Field	Description
NA 1263 – G – Total Nonexempt Gross Income (E+F6)	G	E + F6
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H1 – Standard Deduction	BUDGET_PERS_MISC. COUNTBL_VAL_AMT
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H2 – Excess Medical Expenses (Only compute excess medical expenses for households with elderly/disabled members.)	BUDGET_PERS_MISC. COUNTBL_VAL_AMT
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H3 – Dependent Care (100% of costs)	BUDGET_PERS_MISC. COUNTBL_VAL_AMT
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H4 – Homeless Shelter Deduction	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H5 – Total Deductions (H1+H2+H3+H4)	FS_BUDGET.NET_DEDUCT_AMT
NA 1263 – H – Standard/Dependent Care/Homeless/Shelter/Deduction	H6 – Total Adjusted Income (G-H5)	BUDGET.COUNTBL_INC_AMT
NA 1263 – I – Shelter Deductions	I1 – Total Housing Cost	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – I – Shelter Deductions	I2 – Total Utility Allowance	BUDGET_PERS_INC. COUNTBL_VAL_AMT
NA 1263 – I – Shelter Deductions	I3 – Total Shelter Costs (I1+I2)	I1 + I2
NA 1263 – I – Shelter Deductions	I4 – Allowable Shelter Costs (50% of H6)	FS_BUDGET.NET_ALLOW_SHELTER_ AMT

Section	Field	Description
NA 1263 – I – Shelter Deductions	I5 – Excess Shelter Costs (I3-I4)	FS_BUDGET.EXCESS_SHELTER_AMT
NA 1263 – I – Shelter Deductions	I6 – Maximum Allowance for Shelter (Enter amount shown on I5 for households with and elderly/disabled member.)	FS_BUDGET.MAX_SHELTER_AMT
NA 1263 – I – Shelter Deductions	I7 – Allowable Shelter Deduction (Lesser of I5 or I6) (Enter amount shown on I5 for households with and elderly/disabled member.)	FS_BUDGET.NET_ALLOW_SHELTER_AMT
NA 1263 – J – Net Countable Monthly Income (H6-I7)	J	H6 - I7
NA 1263 – K – Net Income Test	K1 – Household size	FS_BUDGET.HH_SIZE_QTY
NA 1263 – K – Net Income Test	K2 – Maximum Net Income allowable from table	FS_BUDGET.NET_INC_MAX_AMT
NA 1263 – K – Net Income Test	K3 – Net Income eligible? (Is J less than or equal to K2?)	FS_BUDGET.NET_INC_RESULT_CODE PASS = YES, FAIL = NO, WAIVE = NA
NA 1263 – L – Net Income Overissuance	L1 – Amount Previously Issued/Authorized	OVRPMT.PREV_AMT
NA 1263 – L – Net Income Overissuance	L2 – correct Benefit	OVRPMT.CORRECT_AMT
NA 1263 – L – Net Income Overissuance	L3 – Total CalFresh Overissuance (L1-L2)	OVRPMT.OVRPMT_AMT

Section	Field	Description
NA 1263 – L – Net Income Overissuance	L4 – Minus Lost Benefits Not Restored	$0
NA 1263 – L – Net Income Overissuance	L5 – Minus payment Received	OVRPMT_TRANSACT_XREF * REFRESHED DAILY VIA BATCH
NA 1263 – L – Net Income Overissuance	L6 – Amount of Overissuance to be Collected (L3-L4-L5)	L3 - L4 - L5
NA 1263 – L – Net Income Overissuance	L7 – Minus Workfare offset	RECOV_ACCT_TRANSACT_DETL
NA 1263 – L – Net Income Overissuance	L8 – Amount of Overissuance to be Collected (L6-L7)	L6 - L7
NA 1263 – M – Countable Resources	M1 – Total Resources	BUDGET.BEN_MON_PROP_AMT
NA 1263 – M – Countable Resources	M2 – Maximum Resource Level	BUDGET.PROP_LIMIT_AMT
NA 1263 – M – Countable Resources	M3 – Resource Eligible? Is M1 less than or equal to M2?)	BUDGET.PROP_TEST_RESULT_CODE PASS = YES, FAIL = NO, WAIVE = NA
NA 1263 – N – Resource Overissuance(If M3 is no)	N1 – Amount Previously Issued/Authorized	OVRPMT.PREV.AMT
NA 1263 – N – Resource Overissuance(If M3 is no)	N2 – correct Benefit	OVRPMT.CORRECT_AMT
NA 1263 – N – Resource Overissuance(If M3 is no)	N3 – Total CalFresh Overissuance (N1-N2)	OVRPMT.OVRPMT_AMT
NA 1263 – N – Resource Overissuance(If M3 is no)	N4 – Minus Lost Benefits Not Restored	$0
NA 1263 – N – Resource Overissuance(If M3 is no)	N5 – Minus payment Received	OVRPMT_TRANSACT_XREF * REFRESHED DAILY VIA BATCH

Section	Field	Description
NA 1263 – N – Resource Overissuance(If M3 is no)	N6 – Amount of Overissuance to be Collected (N3-N4-N5)	N3 - N4 - N5
NA 1263 – N – Resource Overissuance(If M3 is no)	N7 – Minus Workfare offset	RECOV_ACCT_TRANSACT_DETL
NA 1263 – N – Resource Overissuance(If M3 is no)	N8 – Amount of Overissuance to be Collected (N6-N7)	N6 - N7
NA 1263 – O – Household Composition	O1 – Previous Household Size	OVRPMT.PREV_HH_SIZE_QTY
NA 1263 – O – Household Composition	O2 – Correct Household Size	OVRPMT.CORRECT_HH_SIZE_QTY
NA 1263 – P – Non-Financial Overissuance	P1 – Amount Previously Issued/Authorized	OVRPMT.PREV.AMT
NA 1263 – P – Non-Financial Overissuance	P2 – correct Benefit	OVRPMT.CORRECT_AMT
NA 1263 – P – Non-Financial Overissuance	P3 – Total CalFresh Overissuance (P1-P2)	OVRPMT.OVRPMT_AMT
NA 1263 – P – Non-Financial Overissuance	P4 – Minus Lost Benefits Not Restored	$0
NA 1263 – P – Non-Financial Overissuance	P5 – Minus payment Received	OVRPMT_TRANSACT_XREF * REFRESHED DAILY VIA BATCH
NA 1263 – P – Non-Financial Overissuance	P6 – Amount of Overissuance to be Collected (P3-P4-P5)	P3 - P4 - P5
NA 1263 – P – Non-Financial Overissuance	P7 – Minus Workfare offset	RECOV_ACCT_TRANSACT_DETL
NA 1263 – P – Non-Financial Overissuance	P8 – Amount of Overissuance to be Collected (P6-P7)	P6 - P7

2.5 Batch - Update PO19C491 to a 00 job.

2.5.1 Overview

Update the PO19C491 batch job to work for all counties by making it a 00 job and counties list will be pulled from batch properties tables.

2.5.2 Description of Change

PO19C491 job will be modified with following conditions:

1. Update the batch job from county specific to 00 job
2. Update batch job properties to includes 58 counties list
3. Update the batch job sweep query to run with the counties CodeList pulled from batch job properties.

3   SUPPORTING DOCUMENTS

Document Number	Description	Documents
1	CSF 100 – 14 Pages	CSF100_EN_14 Pages.pdf CSF100_SP_14 Pages.pdf
2	CSF 100 – 2 Pages	CSF100_EN_02 Pages.pdf CSF100_SP_02 Pages.pdf
3	CSF 100 – 4 Pages	CSF100_EN_04 Pages.pdf CSF100_SP_04 Pages.pdf
4	CSF 100 – 6 Pages	CSF100_EN_06 Pages.pdf CSF100_SP_06 Pages.pdf
5	CSF 100 – 8 Pages	CSF100_EN_08 Pages.pdf CSF100_SP_08 Pages.pdf
6	CSF 100 – 10 Pages	CSF100_EN_10 Pages.pdf CSF100_SP_10 Pages.pdf
7	CSF 100 – 12 Pages	CSF100_EN_12 Pages.pdf CSF100_SP_12 Pages.pdf
8	EBT RELEASE	EBT_RELEASE_EN.pdf EBT_RELEASE_SP.pdf
9	CF 377.7B Spanish	CF377.7B_SP.pdf
10	CF 377.7B in English	CF377.7B_EN.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1730	**Original:**		NA 301 CIV is being migrated as CSF 100 and CF 377.7B in CalSAWS is being updated to match the CF 377.7B in C-IV.
	The CONTRACTOR shall update the following Recovery Account forms:		
	1) Migrate the NA 301 CIV-Generic Cash Overpayment Informing/Demand NOA and the NA 1263-Overissuance Budget Worksheet to generate together for CalWORKs overpayments		
	2) Update the NA 301 CIV-Generic Cash Overpayment Informing/Demand NOA and the NA 1263-Overissuance Budget Worksheet to be editable for the 58 Counties and non-editable for Los Angeles County		
	3) Migrate the DFA 377.7B-CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and the NA 1263-Overissuance Budget Worksheet to generate together for CalFresh overissuances		
	4) Update the DFA 377.7B-CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and NA 1263-Overissuance Budget Worksheet to be editable for the 57 Counties and remain non-editable for Los Angeles County		
	Revised:		

The CONTRACTOR shall update the following Recovery Account forms: 1) Migrate the NA 301 CIV-Generic Cash Overpayment Informing/Demand NOA and the NA 1263-Overissuance Budget Worksheet to generate together for CalWORKs overpayments 2) Update the NA 301 CIV-Generic Cash Overpayment Informing/Demand NOA and the NA 1263-Overissuance Budget Worksheet to be editable for the 57 Counties and non-editable for Los Angeles County 3) Migrate the DFA 377.7B-CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and the NA 1263-Overissuance Budget Worksheet to generate together for CalFresh overissuances 4) Update the DFA 377.7B-CalFresh Overissuance Notice For Inadvertent Household Errors (IHE) Only and NA 1263-Overissuance Budget Worksheet to be editable for the 57 Counties and remain non-editable for Los Angeles County		

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207287 | DDID 1566

Update Finding List Field and Page Names

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Linda Zeng
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/19/2019	1.0	Initial Document	Linda Zeng
10/29/2019	2.0	Updated verbiage to section 1.4 and renamed Figure 2.3.1 to Figure 2.2.1 per ClearBest	Linda Zeng

Table of Contents

1 OVERVIEW

The Finding List page allows for the access of a list of findings cited in a particular case review.

The "Finding Type" dropdown field on the Finding List page has a value of "General Relief Case Review." This will be relabeled to "General Assistance/General Relief Case Review."

The page title of the "General Relief Case Review" page will be relabeled to "General Assistance/General Relief Case Review."

1.1 Current Design

The "Finding Type" dropdown field has a value labeled "General Relief Case Review" on the Finding List page.

The Finding List page's detail page is currently labeled "General Relief Case Review."

1.2 Request

Per DDID 1566:

1. Update the Finding List page to relabel "General Relief Case Review" to "General Assistance/General Relief Case Review" in the "Finding Type" dropdown.
2. Relabel the "General Relief Case Review" page title to "General Assistance/General Relief Case Review."

1.3 Overview of Recommendations

Relabel page name and dropdown value name.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

Relabel the "General Relief Case Review" dropdown value name and relabel the "General Relief Case Review" page name.

2.1 Finding List

2.1.1 Overview

Relabel the "General Relief Case Review" dropdown name.

2.1.2 General Assistance/General Relief Case Dropdown Value Mockup

Finding List

Reviewer Number:

Program:
General Assistance/General Relief

Case Number:

Case Name:

Finding Type ▾	Created By Name ▾	Created By Worker ▾	Created On ▾
No Data Found			

Finding Type: General Assistance/General Relief Case Review ▾ **Add**

Figure 2.1.1 – "Finding List" page "General Assistance/General Relief Case Review" dropdown value mockup

2.1.3 Description of Changes

1. Relabel the value name "General Relief Case Review" to "General Assistance/General Relief Case Review" in the "Finding Type" dropdown.

2.1.4 Page Location

- **Global:** Special Units
- **Local:** Quality Review
- **Task:** QR Search > Edit
- **Task:** Finding > "Finding Type": General Relief Case Review

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 General Relief Case Review

2.2.1 Overview

Relabel the "General Relief Case Review" page name.

2.2.2 General Assistance/General Relief Case Review Mockup

General Assistance/General Relief Case Review

✱- Indicates required fields   Save   Cancel

1. Case Information:

Review Number: **Program:**
                                            General Assistance/General Relief

Case Number: **Case Name:**   **Sample Month:**
                                                                09/2019

Review Date: ✱   **Reviewer Worker ID:**   **Reviewer Name:**

District Number: **Unit Number:**   **Worker ID:**

GR App Date: **Case status:**   **Disposition:**

Figure 2.2.1 – "General Assistance/General Relief Case Review" mockup

2.2.3 Description of Changes

1. Relabel the "General Relief Case Review" page name to "General Assistance/General Relief Case Review."

2.2.4 Page Location

- **Global:** Special Units
- **Local:** Quality Review
- **Task:** QR Search > Edit
- **Task:** Finding > "Finding Type": General Relief Case Review > Add

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1566	The CONTRACTOR shall update the Finding List page as follows: 1) Relabel the "General Relief Case Review" page to "General Assistance/General Relief Case Review" 2) Relabel "General Relief Case Review" to "General Assistance/General Relief Case Review" in the "Findings Type" dropdown	• N/A	The "General Relief Case Review" page name is relabeled to "General Assistance/General Relief Case Review". The "General Relief Case Review" value is relabeled to "General Assistance/General Relief Case Review" in the "Finding Type" dropdown on the Finding List page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207290

DDID 1551, DDID 1553, DDID 1544, DDID 1547

Update Special Investigations Referral page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Linda Zeng
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/16/2019	1.0	Initial Document	Linda Zeng
09/26/2019	2.0	Updated to combine DDID 1551, 1553, 1544, and 1547	Kim Lam
10/23/2019	3.0	Updated Section 2.2.2 and 2.2.3	Vallari Bathala
10/25/2019	4.0	Updated Section 2.2.2 and 2.2.3	Vallari Bathala

Table of Contents

1   OVERVIEW

The Special Investigation Referral page in CalSAWS will have updated fields and security rights.

1.1   Current Design

The Special Investigation Referral page has:

1. A field labeled "Driver License."
2. A mandatory "Allegation Reason" field.
3. A mandatory "Allegation Description" field
4. A mandatory "Early Fraud Type" field.
5. All sections of the Special Investigation Referral pages are available to users who have the rights to view and/or edit the page.

1.2   Request

Per DDID 1551, relabel the "Driver License" field to "ID/Driver License."

Per DDID 1553, update the "Allegation Reason" and "Allegation Description" field to be non-mandatory.

Per DDID 1547, update the "Early Fraud Type" field on the Special Investigation Referral page to be a non-mandatory field.

Per DDID 1544, update the "Authorization Section" to be controlled through security on the Special Investigation Referral page.

1.3   Overview of Recommendations

1. Relabel the "Driver License" field.
2. Update the "Allegation Reason" field to be non-mandatory.
3. Update the "Allegation Description" field to be non-mandatory.
4. Update the "Early Fraud Type" field on the Special Investigation Referral page to be non-mandatory
5. Create a security role to control the "Authorization" section. Apply security restrictions around the "Authorization" section to only allow users with the appropriate rights to view it.

1.4   Assumptions

1. There are no other functional areas in the system that require the "Allegation Reason" and 'Allegation Description" fields to be mandatory.

2. There are no other functional areas in the system that require the "Early Fraud Type" field to be mandatory.

3. Updating the Security will not affect how a referral is generated and routed. The logic around Authorization will stay as is.

2 RECOMMENDATIONS

2.1 Special Investigation Referral

2.1.1 Overview

Fields and security rights on the Special Investigation Referral page will be updated.

2.1.2 Special Investigation Referral Mockup

Special Investigation Referral

Figure 2.1.1 – Updated Special Investigation Referral page

2.1.3 Description of Changes

1. Relabel the "Driver License" field to "ID/Driver's License".
2. Update the "Allegation Reason" field to be non-mandatory.
3. Update the "Allegation Description" field to be non-mandatory.
4. Update the "Early Fraud Type" field on the Special Investigation Referral page to be non-mandatory.

2.1.4 Page Location

- **Global:** Special Units
- **Local:** Special Investigations
- **Task:** Special Investigation Referral

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 Special Investigation Referral Authorization

2.2.1 Overview

Add rights around the "Authorization" section to be controlled by security.

2.2.2 Special Investigation Referral Authorization

Special Investigations

Special Investigation Referral

Special Investigation Search

Special Investigation Referral

✱ - Indicates required fields   [Submit Referral] [Clear]

Case Number: ✱   **Case Name:**   **Language: ✱**
[Select]   [English ▾]

Investigation Id: **Status:**

Address: ✱
[_____]

City: ✱   **State: ✱**   **Zip Code:**
[_____]   [- Select - ▾]   [_____]

Fraud Type: ✱   **Early Fraud Type:**
[Early ▾]   [_____▾]

Child Care Agency
[_____▾]

Phone Number: **CIN:**
[_____]

Hazardous Case Indicator: ✱   **ID/Driver License:**
[- Select - ▾]

Involved Person:

Type	Name	SSN	DOB
[____▾]			

Program	Status	Worker Number	Worker Name
No Data Found			

Allegation Reason:
[_____▾]

Allegation Description:
[   ]

Submitted By: **Submitted By Phone Number:**
Test User   (555) 555-5555

Submitted By Date: **Response Needed By Date:**
                                          [_____] 📅

Referring Person: ✱   **Referring Person Phone Number:**
[_____]   [_____]

Authorization

○ Approve   ● Reject

Comments:
Test Comment

                                                       [Submit Referral] [Clear]

This Type 1 page took 0.66 seconds to load.

Figure 2.2.2-1 – Special Investigation Referral – Without rights in Create/Edit mode

Special Investigation Referral

✱- Indicates required fields

[Submit Referral] [Clear]

Case Number: ✱	**Case Name:**	**Language:** ✱
0000000 [Select]	Test User 1	[English ▾]
Investigation Id:	**Status:**	

Address: ✱
[0000 IMPERIAL HWY]

City: ✱	**State:** ✱	**Zip Code:**
[NORWALK]	[CA ▾]	[90650]

Fraud Type: ✱	**Early Fraud Type:**
[Early ▾]	[▾]

Child Care Agency
[▾]

Phone Number:	**CIN:** 000000000
[ ]	

Hazardous Case Indicator: ✱	**ID/Driver License:**
[- Select - ▾]	

Involved Person:

Type	Name	SSN	DOB
[▾]			

☐	Program	Status	Worker Number	Worker Name
☑	Foster Care	Pending	19L0000000	GR Worker

Allegation Reason:
[▾]

Allegation Description:
[   ]

Submitted By:	**Submitted By Phone Number:**
Test User	(555) 555-5555
Submitted By Date:	**Response Needed By Date:**
	[ ] 📅
Referring Person: ✱	**Referring Person Phone Number:**
[ ]	[ ]

Authorization

○ Approve   ● Reject

Comments:
Test Comment

[Update]

[Submit Referral] [Clear]

This Type 1 page took 0.59 seconds to load.

Figure 2.2.2-2 – Special Investigation Referral – With rights in Create/Edit mode before clicking 'Update'

Figure 2.2.2-3 – Special Investigation Referral – With rights in Create/Edit mode after clicking 'Update'

9

2.2.3 Description of Changes

1. Update the "Authorization" section in the Special Investigations Referral pages to only allow users who have the Special Investigations Referral Authorization security right to edit.
   a. Add "Update" button:
      i. "Update" button is only visible to users with "SpecialInvestigationsReferralAuthorization" security right to make changes to the Authorization section
      ii. Upon clicking the button the page will be refreshed with the elements now being editable
      iii. "Update" button is only available in create and edit mode
2. Update the radio buttons and comment sections to only be editable until after the "Update" button refreshes the page.

Note: Existing data will remain as is in the Authorization section.

2.2.4 Page Location

- **Global: Special Units**
- **Local: Special Investigations**
- **Task: Special Investigations Referral**

2.2.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
SpecialInvestigationsAuthorizationEdit	Ability to update the Authorization section.	Special Investigations Authorization Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Special Investigations Authorization Edit	Add Authorization Information	i. Special Investigations Supervisor ii. System Administrator

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1551	The CONTRACTOR shall relabel the field "Driver License" to "ID/Driver License" on the Special Investigation Referral page.	N/A	The "Driver License" field is relabeled to "ID/Driver License" on the Special Investigation Referral page.
1553	**Original:** The CONTRACTOR shall update the "Allegation Reason" field on the Special Investigation Referral page to be a non-mandatory field. **Revised:** The CONTRACTOR shall update the "Allegation Reason" and "Allegation Description" fields on the Special Investigation Referral page to be non-mandatory fields.	There are no other functional areas in the system that require the "Allegation Reason" field to be mandatory.	The "Allegation Reason" and "Allegation Description" fields on the Special Investigation Referral page are updated to be non-mandatory fields.
1547	The CONTRACTOR shall update the "Early Fraud Type" field on the Special Investigation Referral page to be a non-mandatory field.	N/A	The "Early Fraud Type" field on the Special Investigation Referral page is updated to be a non-mandatory field.
1544	The CONTRACTOR shall update the "Authorization Section" to be controlled through security on the	N/A	Create a security role to control the "Authorization" section and add restrictions around the section to only allow users with the

	Special Investigation Referral page.		appropriate rights to update it.

4 APPENDIX

Number	Functional Area	Description	Attachment
Appendix 1	Online	SCR 207293 DDID 1544 Security Matrix	SCR 207293 DDID 1544 Security Matrix.xlsx

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207337 | DDID 1372

Update the Affidavit Type Dropdown Field
Values to be County Specific

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Hayk Khachikyan
	Reviewed By	Duke Vang, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/8/2019	1.0	Initial Revision	Hayk Khachikyan
5/13/2019	1.1	Grammatical Updates	Duke Vang
10/1/2019	1.2	Updates with feedback from Fiscal Committee	Duke Vang
11/5/2019	1.3	Updates with feedback for QA	Duke Vang

Table of Contents

1 OVERVIEW

This document describes the changes needed in CalSAWS to update the Affidavit Detail page to include a standard list of values under the "Affidavit Type" dropdown for the 57 Migration Counties.

1.1 Current Design

The following values are available under the "Affidavit Type" dropdown field on the Affidavit Detail page:

- 76A299X
- Authorized Representative
- CF 303
- DCFS 1144
- EBT 16
- EBT 17
- EBT 2259
- EBT 24
- Legal Owner
- Payee

Note: The Authorized Representative affidavit currently maps to the PA-1130 form.

1.2 Requests

Per Design Differences ID (DDID) 1372, the Affidavit Detail page should NOT display the following Affidavit Types for the 57 Migration Counties:

- Payee
- 76A299X
- Legal Owner
- DCFS 1144
- EBT 18
- EBT 24

The remaining Affidavit Types will be available for the 57 Migration Counties on the Affidavit Detail page:

- EBT 2259
- Authorization Representative
- CF 303

Note: Per the Non-State Forms Functional Design Session (FDS), the EBT 16 and EBT 17 forms will only be available for Los Angeles County and will not be displayed as affidavit types for the 57 Migration Counties.

1.3   Overview of Recommendations

This "Affidavit Type" dropdown field will become a county specific dropdown value so only certain "Affidavit Types" will show up depending on the county.

1.4   Assumptions

1. "EBT 18" has been removed from the Affidavit Type dropdown in LA County, in 18.09 SCR CA-49840
2. There is no impact to forms as there are no new dropdown values or affidavit type to forms mapping added to the Affidavit Type dropdown.
3. EBT 2259, Authorized Representative (PA-1130), and CF 303 will be Affidavit Types that are available to ALL counties.
4. All Affidavit Types will be tracked and printed on the Affidavit Detail page.
5. Per the Non-State Forms FDS, a new 58 County version of the PA-1130 will be developed prior to the CalSAWS Migration go-live date and the new form will be remapped to the Authorized Representative affidavit with DDID 2620.
6. The EBT 16 and EBT 17 forms will only be available for Los Angeles County.

2 RECOMMENDATIONS

2.1 Affidavit Detail

2.1.1 Overview

The "Affidavit Type" dropdown field will become a county specific dropdown value so only certain "Affidavit Types" will show up depending on the county.

2.1.2 Affidavit Detail Mockup

Affidavit Detail

* - Indicates required fields

		Save Cancel

Affidavit Number:	**Client Report Date: ***	**Reason: ***
	10/02/2019	Lost
Affidavit Status: *	**Status Date: ***	**Signed Date:**
Pending Authorization	10/02/2019	
Affidavit Type: *	**Date of Occurence:**	
- Select -		

- Select -
76A299X
Authorized Representative
CF 303
DCFS 1144
EBT 16
EBT 17
EBT 2259
EBT 24
Legal Owner
Payee

	Issuance Date	**Month**	**Issuance Amount**	**Loss Amount**
1	10/02/2019	09/2019	$635.00	$ 635.00

Status	**Status Date**	**Authorized By**
No Data Found		

		Save Cancel

This Type 1 page took 1.72 seconds to load.

Figure 2.1.1 – Affidavit Detail Page Los Angeles County

Affidavit Detail

*- Indicates required fields

| Save | Cancel |

Affidavit Number:

Client Report Date: *
10/02/2019 📅

Reason: *
Lost ⌄

Affidavit Status: *
Pending Authorization

Status Date: *
10/02/2019

Signed Date:
📅

Affidavit Type: *
- Select -
Authorized Representative
CF 303
EBT 2259

Date of Occurence:
📅

Control Number	Issuance Date	Month	Issuance Amount	Loss Amount
1935612836	10/02/2019	09/2019	$635.00	$635.00

Status History

Status	Status Date	Authorized By
No Data Found		

| Save | Cancel |

This Type 1 page took 1.72 seconds to load.

Figure 2.1.2 – Affidavit Detail Page Migration Counties

2.1.3 Description of Changes

1. Update the Affidavit Type category (CT 10341) with new reference columns (field label description) for County Codes. The reference columns will be county code indicators for all 58 CalSAWS Counties. Refer to Appendix 1 for details.
2. Update the existing Affidavit Type codes tables (CT 10341) based on the attachment from Supporting Documents 1. A value of 'Y' will indicate that the Affidavit Type will display for the county on the Affidavit Detail page.
3. Update the Affidavit Detail page to utilize the logged in User's County Code as a parameter when looking up the Affidavit Types (CT 10341) to display on the "Affidavit Type" dropdown field. Please refer to Figure 2.1.1 for Los Angeles County and Figure 2.1.2 for the 57 Migration County view of the Affidavit Detail page.

2.1.4 Page Location

Global: Case

Local: Case Summary

Task: Issuance History

2.1.5 Security Updates

N/A

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	Affidavit Type	Updates to existing Affidavit Type codes tables	CA-207337 DDID 1372 Affidavit Type Update.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

1372	**Original:**
	
	The CONTRACTOR shall update the Affidavit Detail page as follows:
	
	1) Update the following values in the "Affidavit Type" dropdown field to not display for the 57 Counties
	
	      a) Payee (PA 1130)
	
	      b) 76A299X
	
	      c) Legal Owner
	
	      d) DCFS (Dept. of Children and Family Services) 1144
	
	      e) EBT 18
	
	      f) EBT 24
	
	2) Update the values in the "Affidavit Type" dropdown field using a standard list of values for the 57 Counties. The standard list will be determined at design along with which Affidavit Types get printed or tracked only on the Affidavit Detail page.
		Original:
		
		• The following requirement states "The standard list of Values will be determined at design along with which Affidavit Types get printed or tracked only on the Affidavit Detail page". This requirement references new scope that will be defined during the Design phase. CONTRACTOR has not estimated this future scope. When the future scope is defined, CONTRACTOR will provide an updated estimate.
		
		• "EBT 18" will be removed from the Affidavit Type dropdown by LA in 18.09 SCR CA-49840.
		
		• There is no impact to forms as there are no new dropdown values added to the Affidavit Type dropdown.
			1. County Code indicators were added as new reference columns to the Affidavit Type Category (CT 10341).
			
			2. The Affidavit Type dropdown field on the Affidavit Detail page was updated to look up the Affidavit Type dropdown values with the logged in County Code.
			
			3. Only Authorize Representative, EBT 2269, and CF 303 will display for the 57 Migration Counties. There are no changes to Los Angeles County's view of the Affidavit Detail page.

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
	Revised:	**Revised:**	
	The CONTRACTOR shall update the Affidavit Detail page as follows:	1. "EBT 18" was removed from the Affidavit Type dropdown by LA in 18.09 SCR CA-49840	
	1) Update the following values in the "Affidavit Type" dropdown field to not display for the 57 Counties	2. There is no impact to forms as there are no new dropdown values added to the Affidavit Type dropdown.	
	a) Payee (PA 1130)		
	b) 76A299X		
	c) Legal Owner		
	d) DCFS (Dept. of Children and Family Services) 1144		
	e) EBT 16		
	f) EBT 17		
	g) EBT 24		
	2) Update the values in the "Affidavit Type" dropdown field using a standard list of values for the 57 Counties. The standard list will be determined at design along with which Affidavit Types get printed or tracked only on the Affidavit Detail page.		

5   APPENDIX

1. Affidavit Type reference column (field label description) value:
    **01:1:S;02:2:S;03:3:S;04:4:S;05:5:S;06:6:S;07:7:S;08:8:S;09:9:S;10:10:S;11:11:S;12:12:S;13:13
    :S;14:14:S;15:15:S;16:16:S;17:17:S;18:18:S;19:19:S;20:20:S;21:21:S;22:22:S;23:23:S;24:24:S;
    25:25:S;26:26:S;27:27:S;28:28:S;29:29:S;30:30:S;31:31:S;32:32:S;33:33:S;34:34:S;35:35:S;36
    :36:S;37:37:S;38:38:S;39:39:S;40:40:S;41:41:S;42:42:S;43:43:S;44:44:S;45:45:S;46:46:S;47:4
    7:S;48:48:S;49:49:S;50:50:S;51:51:S;52:52:S;53:53:S;54:54:S;55:55:S;56:56:S;57:57:S;58:58:
    S;**

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207353 | DDID 1292

Update Service Arrangement Detail Page to Display Multi-Tier Mileage Rates

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kapil Santosh
	Reviewed By	Duke Vang, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/17/2019	1.0	Initial Revision	Kapil Santosh
10/31/2019	1.1	Cosmetic updates	Duke Vang
11/6/2019	1.2	Updates with comments from QA	Duke Vang

Table of Contents

1 OVERVIEW

1.1 Current Design

The Service Arrangement Detail page allows workers to arrange supportive services to customers with a Need. The current supportive services that can be requested are Valuables and Payment Requests. Welfare to Work (WTW), Refugee Employment Program (REP) and Cal-Learn (CL) participants may receive payments for public transportation, mileage, or alternative methods of transportation to attend their WTW or employment activity.

1.2 Requests

Per Design Differences Identification (DDID) 1292, individual rates for mileage reimbursements need to be displayed on the Service Arrangement Detail page for Need Category of Transportation and Need Type of Mileage - Private. The Service Arrangement Detail page section "Service Type Description" of "Mileage" should display individual rates for mileage reimbursements that are issued mileage payments under different threshold amounts (two tiers).

1.3 Overview of Recommendations

The Service Arrangement Detail page will be updated for Need Category of Transportation and Need Type of Mileage - Private to display the individual mileage rate for the two tiers. This field will be labeled as Mileage Rate and not editable.

1.4 Assumptions

1. SCR CA-204582 to add Edit functionality on Service Arrangement page will be implemented after the release when this SCR gets implemented.
2. SCR CA-49410 to allow users to authorize multiple transportation need types for overlapping periods will be implemented after the release when this SCR gets implemented.
3. The system will use the mileage rate (two tiers) that is effective as of the Service Arrangement Begin date of the Mileage – Private Service Arrangement that is being created.
4. All mileage rates are county entered and maintain. The current C-IV County mileage rates will not be converted as part of this DDID. Mock data will need to be created for migration counties during testing.

2 RECOMMENDATIONS

2.1 Service Arrangement Detail

2.1.1 Overview

The Service Arrangement Detail page allows workers to arrange supportive services to customers with a Need. Per DDID 1292, the Service Arrangement Detail page will be updated for Need Category of Transportation and Need Type of Mileage - Private to display the individual mileage rate for the two tiers. This field will be labeled as Mileage Rate and not editable.

2.1.2 Service Arrangement Detail Mockup

Service Arrangement Detail

[Save and Return] [Cancel]

Need ✿

	Type	Name	Category	Begin Date
⊙	Mileage-Private	POTTER HARRY	Transportation	10/16/2019

Activities

Type	Status	Begin Date	End Date

[Select]

Arrangement Details

Arrangement Period: ✶
From: [   ] 📅   To: [   ] 📅

Program Type: ✶   **Aid Code:** ✶
[- Select - ▼]   [- Select - ▼]

Payee: ✶
[- Select - ▼]

Employed: ✶
[- Select - ▼]

Additional Payee:
[   ]

Service Type Description	Month	Number of Trips ✿	Miles/Trip ✿	Miles	Mileage Rate	Amount ✿
Mileage	10/2019	[0]	[0.00]	0.00	$0.55	[$0.00]
					Arrangement Total	$0.00

Status History ✿

Status	Status Reason	Status Date
[▼]	[▼]	[10/30/2019] 📅

Comments:
[   ]

[Save and Return] [Cancel]

Figure 2.1.2.a – Service Arrangement Detail - Create Mode (On page load)

Service Arrangement Detail

Save and Return | Cancel

Need ✳

	Type	Name	Category	Begin Date
⊙	Mileage-Private	POTTER HARRY	Transportation	10/16/2019

Activities

Type	Status	Begin Date	End Date

Select

Arrangement Details

Arrangement Period: ✳

From: 04/11/2019 📅   To: _____ 📅

Program Type: ✳   **Aid Code:** ✳

- Select - ▼   - Select - ▼

Payee: ✳

- Select - ▼

Employed: ✳

- Select - ▼

Additional Payee:

_____

Service Type Description	Month	Number of Trips ✳	Miles/Trip ✳	Miles	Mileage Rate	Amount ✳
Mileage	04/2019	0	0.00	0.00	$0.55	$0.00
					Arrangement Total	$0.00

Status History ✳

Status	Status Reason	Status Date
▼	▼	10/30/2019 📅

Comments:

_____

Save and Return | Cancel

Figure 2.1.2.b – Service Arrangement Detail - Create Mode (Arrangement Period "From" date entered)

Service Arrangement Detail

Save and Return | Cancel

Need ✱

	Type	Name	Category	Begin Date
◉	Mileage-Private	POTTER HARRY	Transportation	10/16/2019

Activities

Type	Status	Begin Date	End Date

Select

Arrangement Details

Arrangement Period: ✱
From: 04/11/2019 📅   To: 06/30/2019 📅

Program Type: ✱   **Aid Code:** ✱
- Select - ▼   - Select - ▼

Payee: ✱
- Select - ▼

Employed: ✱
- Select - ▼

Additional Payee:

Service Type Description	Month	Number of Trips ✱	Miles/Trip ✱	Miles	Mileage Rate	Amount ✱
Mileage	04/2019	0	0.00	0.00	$0.55	$0.00
Mileage	05/2019	0	0.00	0.00	$0.55	$0.00
Mileage	06/2019	0	0.00	0.00	$0.55	$0.00
					Arrangement Total	$0.00

Status History ✱

Status	Status Reason	Status Date
▼	▼	10/30/2019 📅

Comments:

Save and Return | Cancel

Figure 2.1.2.c – Service Arrangement Detail - Create Mode (Arrangement Period "To" date entered)

Service Arrangement Detail

<div style="text-align:right">**Save and Return**   **Cancel**</div>

Need ✴

Type	Name	Category	Begin Date
○ Mileage-Private	POTTER HARRY	Transportation	10/16/2019

Activities

Type	Status	Begin Date	End Date

<div style="text-align:right">**Select**</div>

Arrangement Details

Arrangement Period: ✴
From: 04/11/2019 📅   To: 06/30/2019 📅

Program Type: ✴
Welfare to Work ▼

Aid Code: ✴
32 - CW-TANF-Timed Out (State) ▼

Voucher:
No ▼

Payee: ✴
Same as Customer ▼

Employed: ✴
Yes ▼

Additional Payee:
[ ]

Service Type Description	Month	Number of Trips ✴	Miles/Trip ✴	Miles	Mileage Rate	Amount ✴
Mileage	04/2019	10	30	300	$0.55	$165.00
Mileage	05/2019	20	30	500	$0.55	$275.00
				100	$0.15	$15.00
Mileage	06/2019	25	30	500	$0.55	$275.00
				250	$0.15	$37.50
					Arrangement Total	$767.50

Status History ✴

Status	Status Reason	Status Date
Approved ▼	Eligible for service ▼	10/30/2019 📅

Comments:
[ ]

<div style="text-align:right">**Save and Return**   **Cancel**</div>

Figure 2.1.2.d – Service Arrangement Detail - Create Mode (All fields entered)

Service Arrangement Detail

[Create Payment Request]   [Edit]   [Close]

Name: *	Service Arrangement ID:
POTTER HARRY	826288726

Need *

Need Type:	Need Category:	Need Status:
Mileage-Private	Transportation	Met
Need Description:		

Activities

Type	Status	Begin Date	End Date

Arrangement Details

Arrangement Period: *
From: 04/11/2019 To: 06/30/2019

Program Type: *	Aid Code: *
Welfare to Work	32 - CW-TANF-Timed Out (State)

Voucher:
No

Payee: *
Same as Customer

Employed: *
Yes

Additional Payee:

Service Type Description	Month	Number of Trips *	Miles/Trip *	Miles	Mileage Rate	Amount *
Mileage	04/2019	10	30	300	$0.55	$165.00
Mileage	05/2019	20	30	500	$0.55	$275.00
				100	$0.15	$15.00
Mileage	06/2019	25	30	500	$0.55	$275.00
				250	$0.15	$37.50
					Arrangement Total	**$767.50**

Status History *

Status	Status Reason	Status Date
Approved	Eligible for service	10/30/2019

Comments:

[Create Payment Request]   [Edit]   [Close]

Figure 2.1.2.e – Service Arrangement Detail - View Mode (New)

2.1.3 Description of Changes

1. Update the Service Arrangement line item section for Need Category "Transportation" and Need Type "Mileage-Private". The Service Arrangement line item section will include the following columns for the "Mileage-Private" need type.

    a. **Service Type Description** – The Service Type Description will be "Mileage" and will be Read Only in all page modes. Note: This is existing functionality.

    b. **Month** – This column will display the month for the mileage payment and will be dynamically determined using the Service Arrangement "From" and "To" dates entered in Create mode.

    c. **Number of Trips** – This column will display the number of trips requested and will be editable in Create mode. Note: This is existing functionality.

    d. **Miles/Trip** – This column will display the miles/trip requested and will be editable in Create mode. Note: This is existing functionality.

    e. **Miles** – This column will display the number of miles calculated using "Number of Trips" and "Miles/trip" considering the threshold miles for the service arrangement period begin date. The value will be Read Only in all page modes.

    f. **Mileage Rate** – This column will display the mileage rate as of the service arrangement period begin date for the case bearing county and will show either the Tier1 rate (Under Rate) or the Tier2 rate (Over Rate) depending upon the "Miles" column. The value will be Read Only in all page modes.

    g. **Amount** – This column will display the calculated amount for the requested miles using the mileage rate. The value will be displayed in a non-editable textbox in Create mode and will be Read Only in View mode. Note: This is existing functionality.

    h. Add a field for **Arrangement Total** that will show the total amount for the Service Arrangement. The field will be a non-editable text box in Create mode and will be Read Only in View mode.

2. On page load, when creating a new Service Arrangement for a "Mileage-Private" need, the Service Arrangement line item section will show only one row for the current month. The mileage rate displayed for this record will be the Tier1 mileage rate as of first day of the current month for the case bearing county.

    Refer Figure 2.1.2.a – Service Arrangement Detail - Create Mode (On page load)

3. When the Service Arrangement Period "From" date is entered and it loses focus, the system will automatically determine the mileage rate as of the Service Arrangement "From" date. If the date entered is in a different month than the first record in the Service Arrangement Line item section or if the mileage rate (Tier1 Rate, Tier2 rate or Threshold miles) is different that the mileage rate for the first record in the Service

Arrangement Line item section, the entire Service Arrangement Line Item section will be refreshed and will show only one row for the month of the Service Arrangement "From" date. The mileage rate displayed for this record will be the Tier1 mileage rate as of Service Arrangement Period "From" date entered for the case bearing county.

Refer Figure 2.1.2.b – Service Arrangement Detail - Create Mode (Arrangement Period "From" date entered)

4. When the Service Arrangement "To" date is entered and it loses focus, the system will automatically refresh the Service Arrangement Line item section with individual records for each month from the Service Arrangement "From" date to the Service Arrangement "To" date. The mileage rate displayed on all the line items will be the Tier1 mileage rate as of Service Arrangement Period "From" date entered for the case bearing county.

Refer Figure 2.1.2.c – Service Arrangement Detail - Create Mode (Arrangement Period "To" date entered)

5. Add the validation – "**Date cannot be more than 5 months in the future**" on the Service Arrangement "From" date and the Service Arrangement "To" date fields, if the Service Arrangement "To" date is more than five months from the Service Arrangement "From" date. The validation message will be shown when either the Service Arrangement "From" date or the Service Arrangement "To" date is entered and it loses focus.

   Note: The five-month interval is calculated until the end of the fifth month.

6. Show Red asterisk (*****) for the following columns on the Service Arrangement line item section
   a. Number of Trips
   b. Miles/Trip
   c. Amount

7. When the **Number of Trips** and **Miles/Trip** fields are entered, the system will calculate the number of miles for that month and automatically refresh the corresponding **Miles** and the **Amount** fields. If the calculated miles are greater than the threshold miles for the month, the system will display two rows for that month – one row for the threshold miles with Tier1 rate and one row for the additional miles with Tier2 rate.

Refer Figure 2.1.2.d – Service Arrangement Detail - Create Mode (All fields entered)

8. The Arrangement Total will be automatically updated each time the Amount field changes.

9. The existing validations on the Number of Trips, Miles/Trip and Amount fields are applicable for all the line items.

10. Add a new column – "ARRGMT_MNTH" to the SERV_ARRGMT_LINE_ITEM table to store the Month for the Service Arrangement for Mileage-Private need type.

11. Add a new table – "SERV_ARRGMT_LINE_ITEM_MLG_RATE" to store the Miles, Mileage Rate and the Amount for each Service Arrangement Line item. The SERV_ARRGMT_LINE_ITEM table will store the requested Number of Trips, Miles/Trip and the Total amount of the line item for a particular month, and the SERV_ARRGMT_LINE_ITEM_MLG_RATE table will store the individual Miles and Amount for each of the Tier1 and Tier2 Mileage Rates linked to the line item.

12. The existing Service Arrangements for Mileage – Private need type created before the implementation of this SCR will not have any record in the SERV_ARRGMT_LINE_ITEM_MLG_RATE table and will display the old view of Service Arrangement Line item section in the Edit/View modes.

13. The new Service Arrangements for Mileage – Private need type created after the implementation of this SCR will contain records in the SERV_ARRGMT_LINE_ITEM_MLG_RATE table and will display the new view of the Service Arrangement Line item section in the Edit/View modes.
Refer Figure 2.1.2.e – Service Arrangement Detail - View Mode (New)

2.1.4 Page Location

- **Global: Employment Services**
- **Local: Supportive Services**
- **Task: Service Arrangement**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

1. Update the page mapping on Service Arrangement Detail page to account for the new fields added to the Service Arrangement Line Item section for Mileage – Private need type.
   a. Month
   b. Miles
   c. Mileage Rate
   d. Arrangement Total

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Payment Request Detail

2.2.1 Overview

The Payment Request Detail page allows the user to create or approve a recipient's request for a supportive service. When creating/approving a payment request, users specify the Service Month for the request. This section will describe the changes to allow a payment request to be created or approved for Mileage - Private service arrangement.

2.2.2 Payment Request Detail Mockup

Payment Request Detail

✱- Indicates required fields   Save   Cancel

Service Arrangement ID: **Payment Request Number:**
826288726

Service Arrangement Details		
Payee Name: POTTER HARRY	**Case Name:** CASE NAME	**Case Number:** B0CSM29
Program: Welfare to Work	**Funding Source:**	**Aid Code:** 32 - CW-TANF-Timed Out (State)
Need Category: Transportation	**Need Type:** Mileage-Private	**Voucher Number:**
Service Type:	**Employed:** Yes	

Requested Mileage: ✱   **Requested Amount:**   **Service Arrangement Requested Amount:**   **Service Arrangement Remaining Amount:**
_____   0.00   767.50   657.50

Adjusted Mileage: **Adjusted Amount:**   **Level of Approval Required:**
                                          0.00

Status: ✱   **Service Month:** ✱   **Issuance Method:** ✱   **Remaining Mileage:**
Awaiting Approval   - Select - ▾   EBT   ▾   1650.00

Pay Code: ✱   **Receipt Verification Date:**   **Receipt Amount:**
                                          _____ 📅   _____

Received Date: ✱   **Creation Date:**   **Invoice Number:**
10/31/2019   📅   _____

Delivery Method: ✱   **Immediacy:** ✱   **Purchase Order Number:**
Mail   ▾   Routine   ▾   _____

Comments:
_____
_____
_____
_____

                                                                   Save   Cancel

Figure 2.2.2.a – Payment Request Detail – Create Mode

Payment Request Detail

Save | Cancel

Service Arrangement ID:
826288726

Payment Request Number:

Service Arrangement Details

Payee Name:	**Case Name:**	**Case Number:**
POTTER HARRY	CASE NAME	B0CSM29
Program:	**Funding Source:**	**Aid Code:**
Welfare to Work		32 - CW-TANF-Timed Out (State)
Need Category:	**Need Type:**	**Voucher Number:**
Transportation	Mileage-Private	
Service Type:	**Employed:**	
	Yes	

Requested Mileage: ✱
200

Requested Amount:
110.00

Service Arrangement Requested Amount:
767.50

Service Arrangement Remaining Amount:
657.50

Adjusted Mileage:
200

Adjusted Amount:
110.00

Level of Approval Required:

Status: ✱
Awaiting Approval

Service Month: ✱
04/2019 ▼

Issuance Method: ✱
EBT ▼

Remaining Mileage:
100.00

Pay Code:✱

Receipt Verification Date:

Receipt Amount:

Received Date: ✱
10/31/2019

Creation Date:

Invoice Number:

Delivery Method: ✱
Mail ▼

Immediacy: ✱
Routine ▼

Purchase Order Number:

Comments:

Save | Cancel

Figure 2.2.2.b – Payment Request Detail – Create Mode (Service Month entered)

Payment Request Detail

[Adjust] [Save] [Cancel]

Service Arrangement ID:
826288726

Payment Request Number:
820017625

Service Arrangement Details		
Payee Name: POTTER HARRY	**Case Name:** CASE NAME	**Case Number:** B0CSM29
Program: Welfare to Work	**Funding Source:**	**Aid Code:** 32 - CW-TANF-Timed Out (State)
Need Category: Transportation	**Need Type:** Mileage-Private	**Voucher Number:**
Service Type:	**Employed:** Yes	

Requested Mileage: ✱
400

Requested Amount:
220.00

Service Arrangement Requested Amount:
767.50

Service Arrangement Remaining Amount:
547.50

Adjusted Mileage:
400.0

Adjusted Amount:
220.00

Level of Approval Required:

Status: ✱
Awaiting Approval ▾

Service Month: ✱
04/2019 ▾

Issuance Method: ✱
EBT ▾

Remaining Mileage:
(100.00)

Pay Code: ✱

Receipt Verification Date:
[ ] 📅

Receipt Amount:
[ ]

Received Date: ✱
10/31/2019 📅

Creation Date:
October 31, 2019

Invoice Number:
[ ]

Delivery Method: ✱
Mail ▾

Immediacy: ✱
Routine ▾

Purchase Order Number:
[ ]

Comments:
[   ]

Status	Status Date	Service Month	Authorized By
Awaiting Approval	10/31/2019 1:22:03 AM	04/2019	979673

[Adjust] [Save] [Cancel]

Figure 2.2.2.c – Payment Request Detail – Edit mode (Requested Mileage Modified)

Payment Request Detail

Adjust **Copy** **Edit** **Close**

Service Arrangement ID:
826288726

Payment Request Number:
820017625

Service Arrangement Details

Payee Name: POTTER HARRY	**Case Name:** CASE NAME	**Case Number:** B0CSM29
Program: Welfare to Work	**Funding Source:**	**Aid Code:** 32 - CW-TANF-Timed Out (State)
Need Category: Transportation	**Need Type:** Mileage-Private	**Voucher Number:**
Service Type:	**Employed:** Yes	

Requested Mileage: *
200

Requested Amount:
110.00

Service Arrangement Requested Amount:
767.50

Service Arrangement Remaining Amount:
657.50

Adjusted Mileage:
200

Adjusted Amount:
110.00

Level of Approval Required:

Status: *
Awaiting Approval

Service Month: *
04/2019

Issuance Method: *
EBT

Remaining Mileage:
100.00

Pay Code: *

Receipt Verification Date:

Receipt Amount:

Received Date: *
10/31/2019

Creation Date:
October 31, 2019

Invoice Number:

Delivery Method: *
Mail

Immediacy: *
Routine

Purchase Order Number:

Comments:

Status	Status Date	Service Month	Authorized By
Awaiting Approval	10/31/2019 1:22:03 AM	04/2019	979673

Adjust **Copy** **Edit** **Close**

Figure 2.2.2.d – Payment Request Detail – View Mode

2.2.3 Description of Changes

1. Add a new field to the Payment Request Detail page for "Mileage – Private" Need Type. The field will be called "Remaining Mileage" and will be a Read Only field placed next to the Issuance Method field. The field will be displayed in all page modes when the Need Type is "Mileage – Private".

2. The "Remaining Mileage" will be dynamically calculated and displayed on the Payment Request Detail page based on the "Requested Mileage" and the "Service Month", also accounting for any payment requests linked to that Service Arrangement which are not in Disapproved status.

3. On page load, when creating a new Payment Request for a Service Arrangement with "Mileage-Private" need, the "Remaining Mileage" field will display the remaining miles for the entire service arrangement. Any non-disapproved payment request that is linked to the service arrangement will also be considered for this calculation.
   Refer to Figure 2.2.2.a – Payment Request Detail – Create Mode

4. The "Remaining Mileage" field will be automatically refreshed when "Requested Mileage" and "Service Month" fields are entered. Any non-disapproved payment request for the same Service Month that is linked to the service arrangement will also be considered for this calculation.
   Note: When creating a Payment Request for a Service Arrangement that was created before the implementation of this SCR, the calculation for "Remaining Miles" field will use the total mileage on the Service Arrangement irrespective of the Service Month entered. This is because the "Mileage – Private" Service Arrangements created before the implementation of this SCR will have only one line item without any Arrangement Month. Any non-disapproved payment request that is linked to the service arrangement will also be considered for this calculation.
   Refer Figure 2.2.2.b – Payment Request Detail – Create Mode (Service Month entered)

5. Add the following validation to the Payment Request Detail page when the "Save" button is clicked and the "Remaining Miles" is negative.
   Requested Mileage – The Requested Mileage for the Service Month exceeds the mileage authorized on the Service Arrangement.

6. The "Remaining Mileage" will be automatically calculated and refreshed in Edit mode when the "Requested Mileage" or "Service Month" fields are modified.
   Refer Figure 2.2.2.c – Payment Request Detail – Edit mode (Requested Mileage Modified)

7. The "Remaining Mileage" will also be a calculated field in the View mode and will use the same logic for the calculation.
Refer Figure 2.2.2.d – Payment Request Detail – View Mode

2.2.4 Page Location

- **Global: Fiscal**
- **Local: Payment Requests**
- **Task: Payment Request Search**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

1. Update the page mapping on Payment Request Detail page to account for the new field added – "Remaining Mileage".

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1292	**Old:** The CONTRACTOR shall update the Service Arrangement Detail page section "Service Type Description" of "Mileage" to display the individual rates for mileage reimbursements that are issued mileage payments under different threshold amounts (two tier). The added column on the Service Arrangement Detail page will be labeled as "Mileage Rate" and not editable. **Revised:** The CONTRACTOR shall update the Service Arrangement Detail page to display the individual rates for mileage reimbursements that are issued mileage payments under different threshold amounts (two tier). The added column on the Service Arrangement Detail page will be labeled as "Mileage Rate" and not editable. The Payment Request Detail page will also be updated to account for the multi-tier mileage rates.	N/A	Added the column "Mileage Rate" to the Service Arrangement Line item section of the Service Arrangement Detail page for Need Category of Transportation and Need Type of Mileage – Private. The field will display the individual mileage rate for the two tiers.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207374 | DDID 1110

Update Negative Action Batch jobs to be configurable

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Avi Bandaranayake
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/1/2019	1.0	Initial Draft	Avi Bandaranayake
11/7/2019	2.0	Updating section 3.1 based on review comments	Avi Bandaranayake

Table of Contents

1 OVERVIEW

This design covers the changes to the system required to make 14 Automatic Negative Action batch jobs utilize a county code list so that the batch jobs can be made available to all 58 counties.

1.1 Current Design

Currently in CalSAWS, there are Batch EDBC jobs that will run automatically every month for various programs, and EDBC will determine if a negative action will be applied.

1.2 Requests

Update the Automatic Negative Actions batch jobs to be either enabled or disabled for the 58 Counties.

1.3 Overview of Recommendations

1. Create a BPCR to update the county code list for each batch job
2. Update county specific jobs to be 00 jobs

1.4 Assumptions

1. These batch jobs are currently Los Angeles County (County 19) specific.
2. All batch scheduling will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605.
3. The scheduling SCRs mentioned above will cover the opt in/out functionality and can be verified once implemented.

2 RECOMMENDATIONS

2.1 '00' Negative Action Batch Jobs

2.1.1 Overview

Update the county code list for the '00' Negative Action Batch jobs so they can run for counties besides Los Angeles County.

2.1.2 Description of Change

1. Create BPCRs to update the CountyCodeList property to include all 58 counties for each of the following batch jobs:

Job Number	Short Description
JB00E125M	Refugee Cash Assistance (RCA) State Discontinuance Sweep
JB00E126M	RCA Federal Discontinuance Sweep
JB00E128M	RCA Discontinuance Sweep
JB00E140M	Discontinue Program for Non-Receipt of Customer SAR Reports
JB00E145M	MC Post-Partum Discontinuance Sweep
JB00E149M	CalWORKs 48 Month Discontinuance Sweep
JB00E159M	Expedited CF cases with Past-Due postponed Verifications
JB00E169M	Verifications Past Due Date
JB00E183M	CAPI Discontinuance
JB00E196M	KinGAP Discontinuance
JB00E1302M	MC Former Foster Youth (FFY) Discontinuance Sweep

2.1.3 Execution Frequency

All jobs are monthly.

2.1.4 Key Scheduling Dependencies

No change.

2.1.5 Counties Impacted

All counties.

2.1.6 Data Volume/Performance

No change.

2.1.7 Failure Procedure/Operational Instructions

No change.

2.2 County Specific Negative Action Batch Jobs

2.2.1 Overview

Update the county code list for the County Specific Negative Action batch jobs so they can run for counties besides Los Angeles County.

2.2.2 Description of Change

1. Create BPCRs to update the CountyCodeList property to include all 58 counties for each of the following batch jobs:

Job Number	Short Description
JB19E425M	Discontinue MC Cases for Non-Receipt of Completed MC 176 TMC
JB19E438M	EDBC Sweep for MC Citizenship Interim Verification Due
JB19E444M	EDBC Sweep - Controlled Form PA 2494

2. Modify all job names to be a '00' job.

2.2.3 Execution Frequency

All jobs are monthly.

2.2.4 Key Scheduling Dependencies

No change.

2.2.5 Counties Impacted

All counties.

2.2.6 Data Volume/Performance

No change.

2.2.7 Failure Procedure/Operational Instructions

No change.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1110	The CONTRACTOR shall update the Automatic Negative Actions batch jobs to be either enabled or disabled for the 58 Counties. The decision on which Counties opt in or out of this functionality will be captured during migration.	**Original assumptions:** • 22 negative action batch jobs will need to be modified. • The Batch properties and scheduling will have to be updated for each wave separately **Revised assumptions:** • The Batch properties and scheduling will have to be updated for each wave separately	1. Create a BPCR to update the county code list for each batch job 2. Update county specific jobs to be '00' jobs

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207382 | DDID 1065

Update NOAs to remove county-specific references

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Lawrence Samy, Rainier Dela Cruz
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/1/2019	1.0	Original Draft	Lawrence Samy

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1 OVERVIEW

1.1 Current Design

The 57 Migration Counties will be inheriting the CalSAWS Notices of Action (NOAs) that generate after running EDBC. There exists NOA templates and fragments which include System, Los Angeles County, or Agency references.

1.2 Requests

Update and/or remove any System, Los Angeles County, or Agency references from NOA templates and fragments for the 57 Migration Counties.

1.3 Overview of Recommendations

Update the NOA templates and fragments which include System, Los Angeles County, or Agency reference.

1.4 Assumptions

1) Templates and fragments for CalSAWS GA/GR and GROW NOAs will NOT be updated.
2) Existing NOA trigger conditions will NOT be updated.

2 RECOMMENDATIONS

2.1 Update NOA Templates and Fragments for the 57 Migration Counties

2.1.1 Overview

There exists NOA templates and fragments which include System, Los Angeles County, or Agency references.

2.1.2 Description of Change

1. Update the NOA templates and NOA fragments by removing the hard-coded values.
   a. Update the templates to replace Department of Children and Family Services and the agency address with County of <County Name>.
   b. Update the fragments to replace Department of Children and Family Services with County of <County Name>.
   c. Update the fragments to replace Department of Public Social Services with County of <County Name>.
   d. Update the fragments to replace Los Angeles County with <County Name> County.
   e. Update the fragments to replace General Relief with General Assistance/General Relief.
   f. Update the fragments to replace GAIN with WTW.

   Note: For the complete list of templates and fragments and the verbiage update for each template and fragment, please refer to **Section 3 Supporting Documents #1 – CA-207382 DDID 1065 Impacted Files.xlsx**.
2. Update the population logic to populate the County name based on the County where the case resides.

3   SUPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	List of templates and fragments that contains System, Los Angeles County, or Agency references that will need to be updated.	CA-207382 DDID 1065 Impacted Files.xlsx

4   REQUIREMENTS

4.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1065	The CONTRACTOR shall update and or remove any System, County, or Agency specific references/logos from all NOAs with the exception of GA/GR and GROW NOAs for Los Angeles County.	• The LRS NOA fragments are based on State language, so it is assumed no more than 250 NOA fragments will need to be modified to remove or update System, County, or Agency specific references/logos. • The LRS GA/GR and GROW NOA templates are not shared by other programs.	Fragments updated as specified in the requirement.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207401 | DDID 1034

Migrate the County dropdown field on the Online User Action Audit Report parameter page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Vallari Bathala
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/26/2019	1.0	Initial Revision	Vallari Bathala

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1 OVERVIEW

The Online User Action Audit Report page does not have a "County" dropdown whether the User is county specific or a C90 User. Update the Online User Action Audit Report page by adding the "County" dropdown and only displaying the dropdown to Users with a C90 security profile.

1.1 Current Design

The Online User Action Audit Report page has parameters that are specific only for a single county use.

1.2 Requests

Per DDID 1034, migrate the "County" dropdown field on the Online User Action Audit Report parameter page and only display this field to Users with a C90 security profile.

1.3 Overview of Recommendations

1. Add "County" dropdown only for C90 Users.
2. Remove "LRS" from the comments "Enter the LRS user name, such as john.d@c50" and "And/Or enter the LRS case number".

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Online User Action Audit Report

2.1.1 Overview

Add "County" dropdown for C90 Users and remove LRS specification.

2.1.2 Online User Action Audit Report Mockup

Figure 2.1.2 -1 – Online User Action Audit Report - C90 Users

Figure 2.1.2 – 2 – Online User Action Audit Report - Non-C90 Users

2.1.3 Description of Changes

1. Update Online User Action Audit Report to add the County dropdown for all Users with a C90 security profile
   a. The dropdown will not be available for users without a C90 security profile
   b. The dropdown will be mandatory for users with a C90 security profile
2. Remove "LRS" from the following statements on the page:
   a. "Enter the LRS user name, such as john.d@c50"
      i. The final statement will be: "Enter the user name, such as john.d@c50"
   b. "And/Or enter the LRS case number"
      i. The final statement will be: "And/Or enter the case number"

2.1.4 Page Location

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

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1034	The CONTRACTOR shall migrate the "County" dropdown field on the Online User Action Audit Report parameter page and only display this field to Users with a C90 security profile.		Add "County" dropdown for C90 Users.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207410 | DDID 1004

Remove the "Auto Assign Indicator" field on the Office Detail page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Vallari Bathala
	Reviewed By	Melissa Mendoza

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/04/2019	1.0	Initial Revision	Vallari Bathala
11/05/2019	1.1	Updated design based on QA feedback	Vallari Bathala

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1 OVERVIEW

The Office Detail page displays "Auto Assign Indicator" for all Offices. Update the Office Detail page by removing "Auto Assign Indicator" while adding a new Office and viewing or editing an existing Office.

1.1 Current Design

"Auto Assign Indicator", a required filed, displays for all Offices in the Office Detail page regardless of if a new Office is being added or an existing one is being edited or viewed.

1.2 Requests

Per DDID 1004 remove the "Auto Assign Indicator" field on the Office Detail page.

1.3 Overview of Recommendations

1. Remove "Auto Assign Indicator" field from the Office Detail page when adding a new Office
2. Remove "Auto Assign Indicator" field from the Office Detail page when viewing an existing Office
3. Remove "Auto Assign Indicator" field from the Office Detail page when editing an existing Office

1.4 Assumptions

1. Historical data will not be retained.
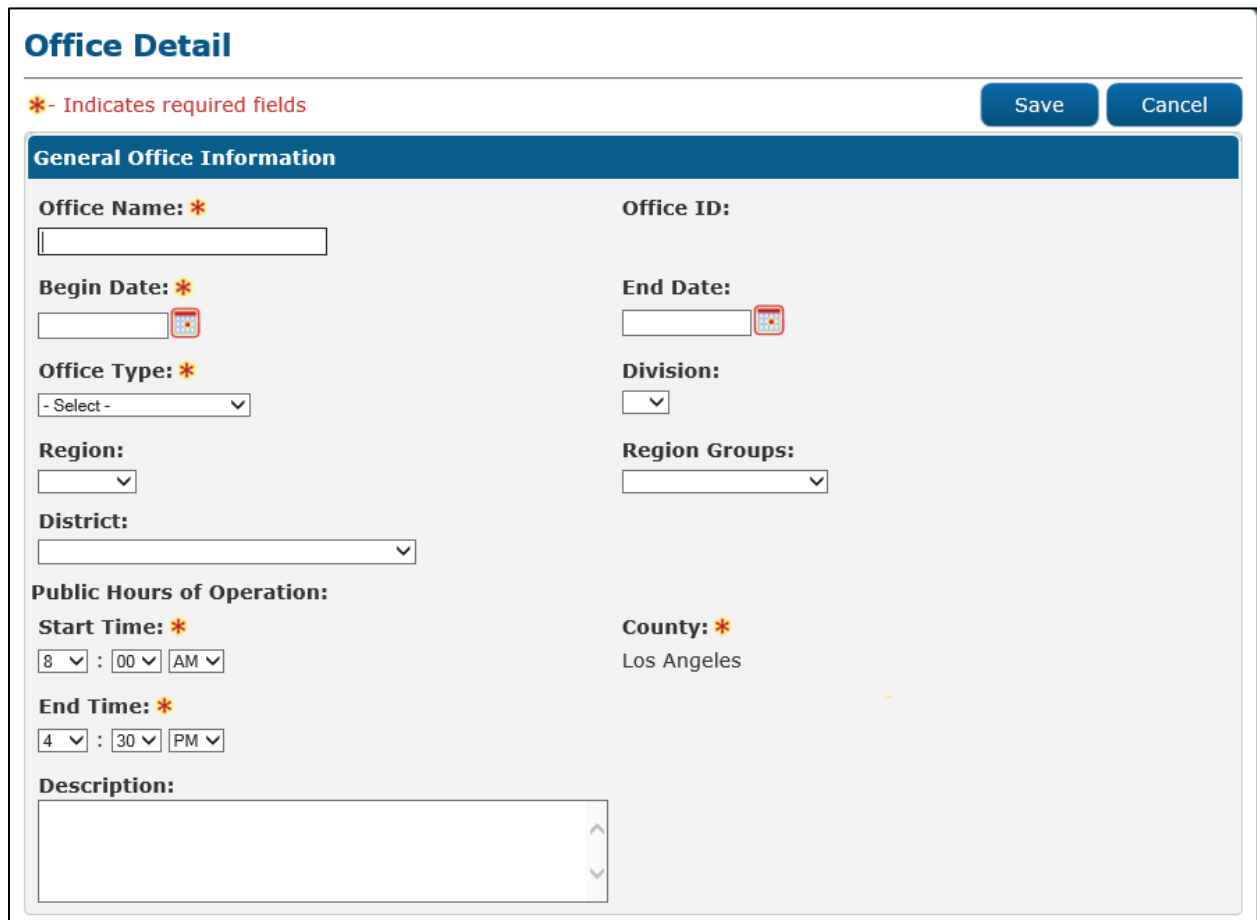
2 RECOMMENDATIONS

2.1 Office Detail

2.1.1 Overview

Remove "Auto Assign Indicator" from the Office Detail page in the General Office Information section.

2.1.2 Office Detail Mockup

Figure 2.1.2-1 – Office Detail – Create Mode

Figure 2.1.2-2 – Office Detail – View Mode

Office Detail

✱- Indicates required fields

[Save] [Cancel]

General Office Information

Office Name: ✱
[Salinas Life Foundation Building]

Office ID:
01

Begin Date: ✱
[05/19/2009] 📅

End Date:
[ ] 📅

Office Type: ✱
[GROW Office ▾]

Division:
[▾]

Region:
[▾]

Region Groups:
[▾]

District:
[▾]

Public Hours of Operation:

Start Time: ✱
[8 ▾] : [00 ▾] [AM ▾]

County: ✱
Los Angeles

End Time: ✱
[4 ▾] : [30 ▾] [PM ▾]

Description:
[   ]

Figure 2.1.2-3 – Office Detail – Edit Mode

2.1.3 Description of Changes

1. Update the Office Detail page to remove the "Auto Assign Indicator" when a new Office is added.
2. Update the Office Detail page to remove the "Auto Assign Indicator" when an existing Office is edited.
3. Update the Office Detail page to remove the "Auto Assign Indicator" when an existing Office is viewed.
4. Delete column from table.

   Note: Impacts to other system areas/processes have been evaluated and no impacts were found.

2.1.4 Page Location

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

2.1.5 Page Mapping

Page mapping currently does not exist.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1004	The CONTRACTOR shall remove the "Auto Assign Indicator" field on the Office Detail page.		Remove "Auto Assign Indicator" from Office Detail page when an Office is added, viewed or edited.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207419 | DDID 936

Migrate programs onto the Select Programs and Program Detail pages

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kim Lam
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/19/2019	1.0	Initial Document	Kim Lam
11/4/2019	2.0	Updated attached CRFI with additional county responses	Kim Lam
11/27/2019	3.0	Updated Section **2.1.2 Mockup** and Section **2.1.3 Description of Changes** to update displayed order of programs for **Select Program page** Updated Section **2.2.2 Mockup** and Section **2.2.3 Description of Changes** to update displayed order of programs for **Program Detail** page	Kim Lam

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1 OVERVIEW

When creating a new application, the user will navigate to the Select Programs page.

When adding a new program to a case, the user will select a program from the Program Detail page.

This SCR will close the gap between C-IV and CalSAWS by migrating programs onto the Select Programs and Program Detail pages in CalSAWS.

1.1 Current Design

C-IV currently has the following program checkboxes:

1. Adult Protective Services
2. CFET
3. Linkages Adult Services
4. Multipurpose Senior Services
5. IHSS/CMIPS II

CalSAWS does not currently have the program checkboxes shown above.

1.2 Requests

Migrate the program checkboxes to the Select Programs and Program Detail pages.

1.3 Overview of Recommendations

1. Migrate the program checkboxes to the Select Programs page.
2. Migrate the programs to the Program Detail page.
3. Make the programs display based on county preference.

1.4 Assumptions

None

2   RECOMMENDATIONS

The program checkboxes will be migrated to Select Programs and Program Detail pages. The programs displayed will be county specific.

2.1   Select Programs

2.1.1   Overview

Program checkboxes in C-IV will be migrated to Select Programs page in CalSAWS.

2.1.2   Select Programs Mockup

Select Programs

☐ AAP	☐ Child Care
☐ Cal-Learn	☐ CAPI
☐ CalWORKs	☐ Diversion
☐ Foster Care	☐ CalFresh
☐ CFET	☐ General Assistance/General Relief
☐ GROW	☐ Homeless - Perm
☐ Homeless - Temp	☐ Immediate Need
☐ Kin-GAP	☐ Medi-Cal
☐ Nutrition Benefit	☐ RCA
☐ REP	☐ Welfare to Work
☐ Adult Protective Services	☐ Child Protective Services
☐ IHSS/CMIPS II	☐ Linkages Adult Services
☐ Multipurpose Senior Services	

Name: John Doe

Select | Cancel

Figure 2.1.1 – Select Programs mockup for LA county

2.1.3   Description of Changes

1. Migrate the following checkboxes to Select Programs page in CalSAWS:
   a. Adult Protective Services
   b. CFET
   c. Linkages Adult Services
   d. Multipurpose Senior Services
   e. IHSS/CMIPS II

Enabling the programs on the page will have the new programs appear according to the baseline sort algorithm, with intake programs ordered alphabetically by program code, followed by external programs, as shown in Figure 2.1.1.

Note: Selecting one of these new checkboxes will follow the existing process of creating a shell program. Shell programs are for tracking only and do not have any additional system functionality such as EDBC, Fiscal notices, etc.

2. Display programs to be county specific. Counties that did not respond to the CRFI will be defaulted to "opt in" to display the programs. The selection made will be confirmed with each County as part of Change Readiness prior to each counties' go live. View counties' responses in CRFI under Supporting Documents.

Note: Counties that did not respond to the CRFI include Orange, Inyo, Mono, San Mateo, and Santa Clara. These counties will have default values set to display all programs.

2.1.4 Page Location
- **Global:** Case Info
- **Local:** New Application > New Person Search > New Person Search Results > New Person Detail > Case Member List > New Programs Detail > "Add" button to add/remove programs > Select Programs
- **Task:**

2.1.5 Security Updates
None

2.1.6 Page Mapping
None
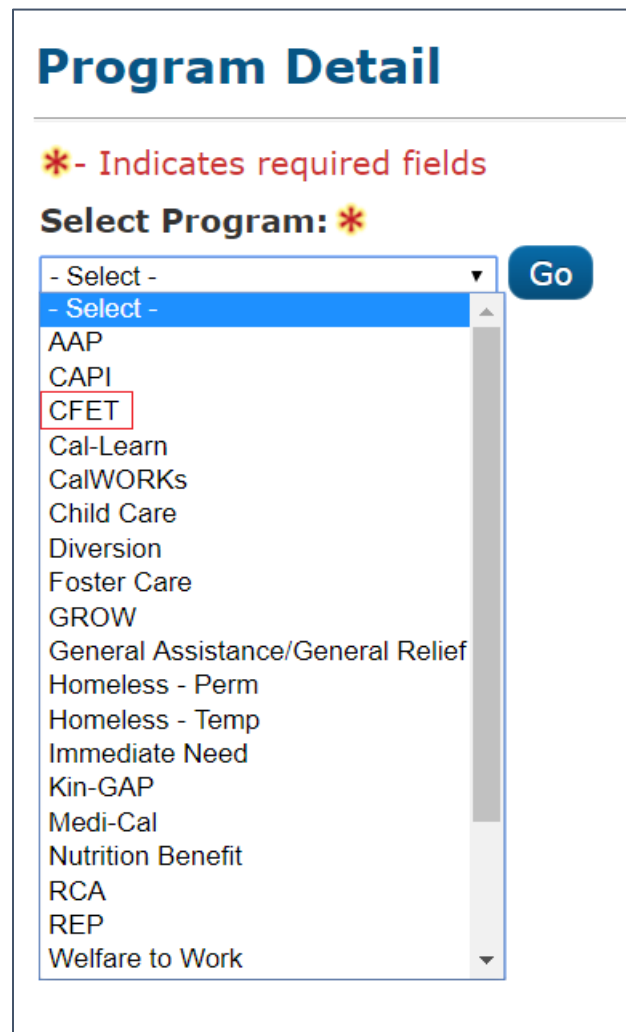
2.1.7 Page Usage/Data Volume Impacts
None

2.2 Program Detail

2.2.1 Overview

When adding a new program to a case, the user has to select the new program on the Program Detail page. The Program Detail page in CalSAWS will be updated with the new programs.

2.2.2 Program Detail Mockup

Figure 2.2.1 – Program Detail mockup for LA county with scroll at top

Figure 2.2.2 – Program Detail mockup for LA county with scroll at bottom

Enabling the programs on the page will have the new programs appear according to the baseline sort algorithm, with intake programs ordered alphabetically by program name, followed by external programs, as shown in Figure 2.2.1.

2.2.3 Description of Changes

1. Migrate the following programs to the Select Program dropdown field on the Program Detail page:
   a. Adult Protective Services
   b. CFET
   c. Linkages Adult Services
   d. Multipurpose Senior Services
   e. IHSS/CMIPS II
2. Display programs to be county specific. Counties that did not respond to the CRFI will be defaulted to "opt in" to display the

programs. The selection made will be confirmed with each County as part of Change Readiness prior to each counties' go live. View counties' responses in CRFI under Supporting Documents.

Note: Counties that did not respond to the CRFI include Orange, Inyo, Mono, San Mateo, and Santa Clara. These counties will have default values set to display all programs.

2.2.4 Page Location

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

2.2.5 Security Updates

None

2.2.6 Page Mapping

None

2.2.7 Page Usage/Data Volume Impacts

None

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Online	County preferences for programs to display on Select Program pages	CRFI 19-027 Admin DDID Responses.xlsx

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
936	**Original:** The CONTRACTOR shall migrate the following checkboxes so that they are configurable for all 58 Counties at the time of the migration on the Select Program page within the Application Registration and Select Program Detail page: 1) Adult Protective Services 2) CFET 3) Linkages Adult Services 4) Multipurpose Senior Services 5) IHSS/CMIPS II The decision to display or hide the checkboxes for each county will be captured at the time of migration. **Revised:** The CONTRACTOR shall migrate the following checkboxes so that they are configurable for all 58 Counties at the time of the migration on the Select	N/A	The programs from C-IV will be migrated to the Select Program and Program Detail pages.

Programs page within the Application Registration and the Program Detail page: 1) Adult Protective Services 2) CFET 3) Linkages Adult Services 4) Multipurpose Senior Services 5) IHSS/CMIPS II The decision to display or hide the checkboxes for each county will be captured at the time of migration.		

CalSAWS

Design Document

CA-207432 | DDID 632
Update MC 216

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Vallari Bathala
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/26/2019	1.0	Initial Revision	Vallari Bathala
10/11/2019	1.1	Updated with CRFI Responses	Vallari Bathala
10/21/2019	1.2	Updated with language thresholds and Spanish version	Vallari Bathala
11/04/2019	1.3	Updates to Inyo and Monterey based on CRFI responses	Vallari Bathala
11/07/2019	1.4	Updated with QA issues	Vallari Bathala
11/20/2019	1.5	Updated current design	Lawrence Samy

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1 OVERVIEW

The MC 216 - Medi-Cal Renewal Form collects information needed for a Medi-Cal recipient to maintain coverage for the following year. This form lists a phone number which customers can call if they have any questions.

1.1 Current Design

The MC 216 - Medi-Cal Renewal Form is currently populating with the Customer Service Center contact number specific to Los Angeles County.

1.2 Requests

Per DDID 632, the CONTRACTOR shall update the form MC 216 (04/2015)-Pre-Populated Renewal form for the MAGI RE Packet as follows: Update "Questions? Call Customer Service Center at <>. The call is free. (Persons with TTY equipment, please call: <> or 711. Person without TTY equipment, call <>)" to "Questions? Call <>. (Persons with TTY equipment, please call: <>)" at the bottom of the page. Phone numbers will be auto populated based on each CONSORTIUM County.

1.3 Overview of Recommendations

1. Update the Customer Service Center verbiage and prepopulate the contact phone numbers for each County.
2. Turn off threshold languages other than English and Spanish.

1.4 Assumptions

1. If the contact phone number is not provided by a County, the phone number will be blank.
2. '711' will be populated for the TTY (Teletypewriter) number unless the County provided a separate number.
3. The selection made will be confirmed with each County as part of Change Readiness prior to each counties' go live.
4. Threshold language updates to the form will be made with CA-211310.
   a. Users will only be able to generate forms in English or Spanish

2 RECOMMENDATIONS

2.1 MC 216 - Medi-Cal Renewal Form

2.1.1 Overview

Update the Customer Service Center verbiage and prepopulate the contact phone numbers for each CONSORTIUM County.

2.1.2 Description of Change

1. Update the call customer service center instructions to:

   English: Questions? Call <COUNTY CONTACT NUMBER>. (Persons with TTY equipment, please call: <TTY NUMBER>)

   Spanish: ¿Preguntas? Llame <COUNTY CONTACT NUMBER>. (Personas con equipo TTY, por favor llamen al <TTY NUMBER>)

   a. Update the verbiage on all pages for both English and Spanish.

2. Populate the County Contact and TTY phone numbers for each County as listed in the table below. If the contact phone number is not provided by a County, the phone number will be blank.

County #	County	County Contact #	TTY #
1	Alameda	(888) 999-4772	(888) 889-4500
2	Alpine	(530) 694-2235	711
3	Amador	(209) 223-6550	711
4	Butte	(877) 410-8803	(530) 538-4312
5	Calaveras	(800) 735-2922	711
6	Colusa	(530) 458-0250	711
7	Contra Costa	(877) 505-4630	(800) 952-8349
8	Del Norte	(707) 464-3191	(800) 735-2922
9	El Dorado	(530) 642-7300	711
10	Fresno	(855) 832-8082	711
11	Glenn	(530) 934-6514	711
12	Humboldt	(877) 410-8809	(707) 268-2750
13	Imperial	(760) 337-6800	711
14	Inyo	(760) 872-1394	711
15	Kern	(877) 410-8812	(661) 631-6200

County #	County	County Contact #	TTY #
16	Kings	(877) 410-8813	(800) 952-8349
17	Lake	(877) 410-8812	711
18	Lassen	(530) 251-8152	711
19	Los Angeles	(866) 613-3777	(877) 597-4777
20	Madera	(559) 675-2300	711
21	Marin	(877) 410-8817	711
22	Mariposa	(209) 966-2000	711
23	Mendocino	(209) 966-2000	711
24	Merced	(855) 421-6770	711
25	Modoc	(530) 233-6501	711
26	Mono		711
27	Monterey	(800) 410-8823	711
28	Napa	(707) 253-4511	(800) 877-8339
29	Nevada	(530) 265-1340	711
30	Orange	(800) 281-9799	711
31	Placer	(888) 385-5160	711
32	Plumas	(530) 283-6350	711
33	Riverside	(877) 410-8827	(800) 806-4474
34	Sacramento	(916) 874-3100	(916) 874-2599
35	San Benito	(831) 636-4180	(831) 634-4969
36	San Bernardino	(877) 410-8829	(800) 952-8349
37	San Diego	(866) 262-9881	619) 589-4459
38	San Francisco	(415) 558-4700	711
39	San Joaquin	(800) 815-9387	711
40	San Luis Obispo	(805) 788-2555	(805) 543-3370
41	San Mateo	(800) 223-8383	(800) 735-2929
42	Santa Barbara	(866) 404-4007	(888) 889-4500
43	Santa Clara	(877) 962-3633	(408) 817-6011
44	Santa Cruz	(888) 421-8080	(831) 454-4763
45	Shasta	(877) 652-0731	711
46	Sierra		711
47	Siskiyou	(530) 841-2700	711
48	Solano	(800) 400-6001	711
49	Sonoma	(800) 855-7100	711

County #	County	County Contact #	TTY #
50	Stanislaus	(877) 652-0734	(209) 558-2001
51	Sutter	(877) 652-0735	711
52	Tehama	(530) 527-1911	711
53	Trinity	(530) 623-1265	(530) 623-1233
54	Tulare	(800) 540-6880	(800) 735-2922
55	Tuolumne	(209) 533-5711	711
56	Ventura	(888) 472-4463	(800) 735-2922
57	Yolo	(855) 278-1594	711
58	Yuba	(877) 652-0739	711

2.1.3 Turn off threshold languages for MC-216

1. Turn off all threshold languages apart from English and Spanish of MC-216 - Medi-Cal Renewal Form in CalSAWS. CA-211310 has been created to add the threshold language versions of MC 216 with the required updates.

2.1.4 Mock up
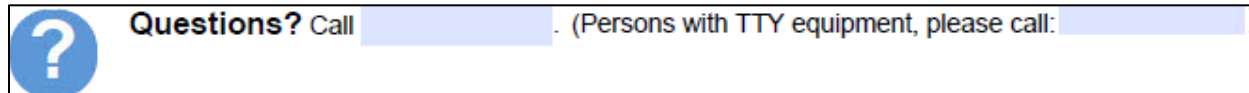
Figure 2.1.4-1 – MC 216 - Medi-Cal Renewal Form - English
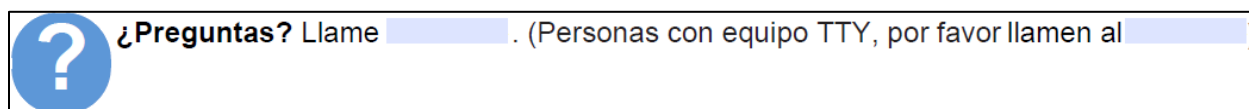
Figure 2.1.4-2 – MC 216 - Medi-Cal Renewal Form – Spanish

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
632	**Original:** The CONTRACTOR shall update the form MC 216 (04/15)-Pre-Populated Renewal form for the MAGI RE Packet as follows: 1) Update "Questions? Call Customer Service Center at <>" to "Questions? Call at <>" at the bottom of the page. Phone numbers will be auto populated based on each CONSORTIUM County. **Revised:** The CONTRACTOR shall update the form MC 216 (04/15)-Pre-Populated Renewal form for the MAGI RE Packet as follows: 1) Update "Questions? Call Customer Service Center at <>. The call is free. (Persons with TTY equipment, please call: <> or 711. Person without TTY equipment, call <>)" to "Questions? Call <>. (Persons with TTY equipment, please call: <>)." at the bottom of the page. Phone numbers will be auto populated based on each CONSORTIUM County.		Instructions and phone number pre-population updated as specified in the requirement.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207437 | DDID 580

Remove values in the "Investigation Results" field on the Investigation Result Detail page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/23/2019	1.0	Original	Melissa Mendoza
11/21/2019	1.1	Cosmetic update to correct typo in DDID number in section 3.1	Amy Gill

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1 OVERVIEW

The Investigation Result Detail page is accessible when there is a Special Investigation. Update the Investigation Result Detail page by removing the Investigation Results that are no longer relevant.

1.1 Current Design

The Investigation Result Detail page has a field named Investigation Results which contains values in a select box.

1.2 Requests

Per DDID 580, end date the values in the "Investigation Results" field on the Investigation Result Detail page that do not match the "DPA 266" field.

1.3 Overview of Recommendations

1. Remove the values in the Investigation Results field on the Investigation Result Detail page that are no longer needed.

1.4 Assumptions

1. Existing records will continue to display the removed values for historical records.

2 RECOMMENDATIONS

2.1 Investigation Result Detail

2.1.1 Overview

Remove the values in the Investigation Results field that are no longer needed.

2.1.2 Investigation Result Detail Mockup

Investigation Result Detail

Figure 2.1.1 – Investigation Result Detail

2.1.3 Description of Changes

1. Remove the following values in the Investigation Results dropdown:
   a. Active Early Fraud Invest Needed
   b. Active Field Investigation Needed
   c. Administrative
   d. Close Positive-To Suspense
   e. Close to Suspense
   f. DAT Positive-Additional Work Needed
   g. DAT Positive-Not Prosecutable

> h. DAT Positive–Prosecutable
> i. EF Close to Hdqr-Inv. Hist. Fraud
> j. Priority Change
> k. Transferred to ADH Unit

2. Historical data of removed values will display in View Mode.
3. When editing a record with a removed value the Investigation Results dropdown will reset to Select forcing a new value to be chosen.

2.1.4 Page Location

- **Global: Special Units**
- **Local: Special Investigations**
- **Task: Investigation Result**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

3   REQUIREMENTS

3.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
580	The CONTRACTOR shall end date the following values in the "Investigation Results" field on the Investigation Result Detail page that do not match the "DPA 266" field: 1) Active Early Fraud Invest Needed 2) Active Field Investigation Needed 3) Administrative 4) Close Positive-To Suspense 5) Close to Suspense 6) DAT Positive - Additional Work Needed 7) DAT - Positive - Not Prosecutable 8) DAT - Positive - Prosecutable 9) EF Close to Hdqr - Inv. Hist. Fraud 10) Priority Change 11) Transferred to ADH Unit		Remove the values from the Investigation Results field.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207441 | DDID 532

Relabel "CDL" field to

"ID/Driver License"

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Linda Zeng
	Reviewed By	Yale Yee

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/16/2019	1.0	Initial Document	Linda Zeng
11/6/2019	2.0	Updated Section 2.1.6	Amy Gill

Table of Contents

1 OVERVIEW

The "CDL" field will be relabeled to "ID/Driver License" on the Special Investigation Detail page.

1.1 Current Design

The Special Investigation Detail page has a field labeled "CDL."

1.2 Request

Per DDID 532, relabel the "CDL" field to "ID/Driver License."

1.3 Overview of Recommendations

1. Relabel the 'CDL" field to "ID/Driver License" on the Special Investigation Detail page.

1.4 Assumptions

None

2   RECOMMENDATIONS

Relabel "CDL" to "ID/Driver License" on the Special Investigation Detail page.

2.1   Special Investigation Detail

2.1.1   Overview

Relabel the "CDL" field.

2.1.2   Special Investigation Detail Mockup

Special Investigation Detail

✳ - Indicates required fields			Save	Cancel

Investigation ID:
F
Legacy Fraud Number:

Investigation Status: ✳
Referral ▼

DPA 266 Type: ✳
- Select - ▼

Source Category:
▼

Allegation:
▼

Project Code:
▼

Origin: ✳
- Select - ▼

Investigation Priority:
▼

Restricted Access - Internal Investigation? ✳
No ▼

Case Type: ✳
Internal ▼

Case Number:
Select

Case Name:

Language: ✳
English ▼

Disposition Type:
▼

Disposition Date:

Fraud Type: ✳
Historical ▼

Historical Fraud Type: ✳
▼

Child Care Agency
▼

Internal Investigation Target:
Select

CIN:

ID/Driver License:

Figure 2.1.1 – Updated Page with "ID/Driver License" field Mockup

2.1.3   Description of Changes

1. Relabel the "CDL" field to "ID/Driver License."

2.1.4 Page Location

- **Global:** Special Units
- **Local:** Special Investigations
- **Task:** Special Investigation Search

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

Create a new PMCR to add the field "ID/Driver License."

2.1.7 Page Usage/Data Volume Impacts

N/A

3   REQUIREMENTS

3.1   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
532	The CONTRACTOR shall relabel the "CDL" field to "ID/Driver License" on the Special Investigation Detail page.	N/A	The "CDL" field is relabeled to "ID/Driver License" on the Special Investigation Detail page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207452 |DDID 429

SAR 7 / SAR 2 Wording Update

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Jamie Ng
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/7/2019	1.0	Original Draft	Jamie Ng
06/25/2019	1.1	Updates to document	Brian Furlong
10/9/2019	1.2	Updates based on CRFI response	Vallari Bathala
11/04/2019	1.3	Update to Inyo and Monterey based on CFRI response	Vallari Bathala
11/07/2019	1.4	Updated document based on QA feedback	Vallari Bathala
11/12/2019	1.5	Removed batch recommendation and updated assumptions	Lawrence Samy
11/19/2019	1.6	Revised Contractor Assumption to correct a typo per Deliverable comments	Amy Gill
11/21/2019	1.7	Clarified SAR 7/SAR 2 will be available in template repository and and LRS SAR 7 will be end dated.	Lawrence Samy

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1 OVERVIEW

SAR 2 – Reporting Changes for Cash Aid and CalFresh (09/2013) – This form is used to notify a customer of their responsibility to report changes in income.

SAR 7 – Eligibility Status Report (12/2014) – This form is sent semi-annually to gather information from participants to determine their eligibility status.

SAR 7 Addendum – Instructions and Penalties SAR 7 Eligibility Status Report – For Cash Aid and CalFresh (04/2013) – This form is used to inform participants of the instructions, examples and penalties for the SAR 7 Eligibility Status Report.

1.1 Current Design

C-IV automatically sends the SAR 7 Addendum, SAR 2, and SAR 7 as a combined form when a Cash Aid or CalFresh program is due for Semi-Annual Reporting.

LRS automatically sends the SAR 7 when a Cash Aid or CalFresh program is due for Semi-Annual Reporting. A SAR 2 is automatically sent when the reporting type or IRT amount changes.

1.2 Requests

Migrate the combined SAR 7/SAR 2 (4/13) form from C-IV to CalSAWS in English and Spanish. Maintain the following elements from the existing LRS SAR 7 on the migrated SAR 7:

1. IRT elements
2. Income elements
3. Welfare Fraud Hotline
4. Newborn check box

1.3 Overview of Recommendations

1. Migrate C-IV SAR 7/SAR 2 (Semi-Annual Eligibility Status Report / Reporting Changes For Cash Aid And CalFresh) into CalSAWS in English and Spanish.
2. Maintain elements from LRS version of SAR 7 on CalSAWS SAR 7.
3. Turn off threshold languages other than English and Spanish.

1.4 Assumptions

1. There are no changes to the online SAR 7 on the Self Service Portal with this SCR. Existing field mapping will be retained so SAR 7/SAR 2 can generate for Self Service Portal.
2. There are no changes to standalone SAR 2 and SAR 7 Addendum available in Template Repository.
3. LRS version of SAR 7 will be obsolete when SAR 7/SAR 2 is migrated.
4. If a Welfare Fraud Hotline number if not provided by a county, the phone numbers will be blank on the form.

5. Threshold language updates to the form will be made with CA-208670.
6. SAR 2 batch job will not be turned off because the SAR 2 needs to generate when the reporting type or IRT amount changes.

2   RECOMMENDATIONS

2.1   Overview

Migrate the combined SAR 7/SAR 2 (Semi-Annual Eligibility Status Report / Reporting Changes For Cash Aid And CalFresh) form in English and Spanish from C-IV to CalSAWS. Maintain the following elements from the LRS SAR 7 on the migrated SAR 7:

1. IRT elements
2. Income elements
3. Welfare Fraud Hotline
4. Newborn check box

2.2   Description of Change

2.2.1   Migrate C-IV SAR 7/SAR 2 to CalSAWS

1. Add the following combined form to CalSAWS using the same form type and print options as existing LRS SAR 7:
   a. SAR 7 Addendum
   b. SAR 2
   c. SAR 7

2. Remove the ADM 109 – E-Notification Flyer.
3. Remove the NA 1273 – Electronic Notification Agreement.
4. Update the form header to match the existing CalSAWS standard header.
5. Update the Business Reply Mail (BRM) address location on Page 3 to the CalSAWS prepaid envelope location. Worker information section on Page 3 will be moved to the right to accommodate the prepaid address on the left as in the current CalSAW standard header. BRM address fields and location will be updated when BRM is implemented with CA-47290.
6. SAR 7/SAR 2 will be available in Template Repository
7. SAR 7/SAR 2 will trigger through batch using the same trigger conditions as the LRS SAR 7.
8. End date the LRS SAR 7 so it is not available in Template Repository.

2.2.2   Maintain elements from LRS version of SAR 7 on CalSAWS SAR 7

Top of first page:

1. IRT elements

Bottom of first page:

2. Income elements
3. Newborn checkbox
4. Welfare Fraud Hotline
   a. Populate the Welfare Fraud Hotline phone number for each county per the table below.
   b. If the Welfare Fraud Hotline phone number is not provided by a county, the phone number will be blank.

County #	County	WELFARE FRAUD HOTLINE PHONE NUMBER
1	Alameda	(888) 991-TIPS
2	Alpine	(530) 694-2235
3	Amador	(209) 223-6550
4	Butte	(530) 538-7269
5	Calaveras	(209) 754-6872
6	Colusa	(530) 458-0279
7	Contra Costa	(925) 521-5080
8	Del Norte	(707) 464-3191
9	El Dorado	(530) 642-7300
10	Fresno	(559) 600-5045
11	Glenn	(530) 934-6518
12	Humboldt	(707) 445-6072
13	Imperial	(442) 265-1191
14	Inyo	(877) 565-0655
15	Kern	(661) 633-7283
16	Kings	(559) 852-2121
17	Lake	(707) 995-4302
18	Lassen	(530) 251-8182
20	Madera	(559) 661-5160
21	Marin	(415) 473-7071
22	Mariposa	(209) 966-2000
23	Mendocino	(707) 463-7752
24	Merced	(209) 723-7283
25	Modoc	(800) 344-8477
26	Mono	**BLANK – no response**
27	Monterey	(831) 755-3224
28	Napa	(707) 251-1099
29	Nevada	(530) 265-1792
30	Orange	(714) 347-8636
31	Placer	(916) 784-6180
32	Plumas	(530) 283-6350
33	Riverside	(951) 358-3278
34	Sacramento	**BLANK – no response**
35	San Benito	(831) 630-5125

County #	County	WELFARE FRAUD HOTLINE PHONE NUMBER
36	San Bernardino	(877) 605-2321
37	San Diego	(800) 421-2252
38	San Francisco	(415) 557-5771
39	San Joaquin	(800) 815-9387
40	San Luis Obispo	(805) 781-1914
41	San Mateo	(650) 802-7583
42	Santa Barbara	(800) 822-6222
43	Santa Clara	(408) 755-7175
44	Santa Cruz	(831) 454-4109
45	Shasta	**BLANK - Do not want a #**
46	Sierra	(530) 993-6720
47	Siskiyou	(530) 841-2705
48	Solano	(800) 585-4700
49	Sonoma	(707) 565-8530
50	Stanislaus	(209) 558-2020
51	Sutter	(877) 652-0735
52	Tehama	(530) 527-1911
53	Trinity	(530) 623-1265
54	Tulare	(559) 636-5230
55	Tuolumne	(209) 533-5711
56	Ventura	(805) 477-1605
57	Yolo	(800) 344-8477
58	Yuba	(530) 749-6400

2.2.3 Turn off threshold languages for SAR 7

1. Turn off all threshold languages apart from English and Spanish of SAR 7 in CalSAWS. CA-208670 has been created to add the threshold language versions of SAR 7 with the required updates.

2.3 Mock Up

Below is the mockup of C-IV SAR 7/SAR 2 for demonstration purposes. CalSAWS SAR 7/SAR 2 will be different based on the current CalSAWS standards.

Worker Name: _____
Worker ID: _____
Worker Phone Number: _____
Date: _____
Case Name: _____
Case Number: _____

SAR 7 ELIGIBILITY STATUS REPORT
For Cash Aid and CalFresh

Need Help? Call the County.

- If you do not send in a complete report including, but not limited to, answering all questions on the SAR 7 and attaching proof when we ask for it, your benefits may be delayed, changed, or stopped. **Attach a separate sheet of paper if needed.**
- Facts you report may result in your benefits going up, down, or being stopped.
- Send in your completed report by the 5th of the month after the report month. It is late after the 11th.

Examples

Income
- Wages
- Vacation pay
- In-Home Supportive Services (IHSS)
- Child/spousal support
- Insurance or legal settlements
- Rental income and rental assistance
- Any government benefits
- State Disability Indemnity

- Self-Employment
- Tips
- Interest or dividends
- Strike benefits
- Tax refunds
- Unemployment
- Social Security
- Supplemental Security Income/State Supplementary Payment (SSI/SSP)

- Salary
- Income In-kind, such as earned housing, free housing/utilities/clothing/food
- Gambling/Lottery winnings
- Cash, gifts, loans, scholarships
- Other private or government disability or retirement
- Workers Compensation
- Veterans or Railroad retirement

Property
- Motor vehicles
- EBT cash aid balance
- Home

- Checking
- Saving Bonds
- Land

- Savings
- Life Insurance policies
- Trusts

Housing Costs
- Rent
- Utilities

- Mortgage
- Homeowners insurance

- Property taxes
- Garbage/trash collection fees

Expenses
- Medical expenses
- Health insurance premiums
- Child/dependent Care

- College tuition & supplies
- Mandatory school fees
- Child/spousal support

- Transportation
- Room & Board
- Housing costs

Gross income means the amount you get before deductions are taken out (Examples of deductions are: Taxes, Social Security or other retirement contributions, health care plan premiums, garnishments, etc.).

Penalties

PENALTIES FOR CASH AID FRAUD: If on purpose you do not follow Cash Aid rules, your Cash Aid can be lowered for a period of time and you may be fined up to $10,000 and/or sent to jail or prison for up to 3 years.

Your Cash Aid can be stopped:
- For not reporting all facts or for giving wrong facts: 6 months for the first offense, 12 months for the second offense, or forever for the third.
- For submitting one or more application to get aid in more than one case for the same time period: 2 years for the first conviction, 4 years for the second, and forever for the third.
- For conviction of felony fraud to get aid: 2 years for theft of amounts under $2,000; 5 years for amounts of $2,000 through $4,999.99; and forever for amounts of $5,000 or more.
- Forever: for giving the county false proof of residency in order to get aid in two or more counties or states at the same time; giving the county wrong facts for an ineligible child or a child that does not exist; getting more than $10,000 in cash benefits through fraud; getting a third conviction for fraud in a court of law or an administrative hearing.

PENALTIES FOR CALFRESH FRAUD: If on purpose you do not follow CalFresh rules, your CalFresh benefits can be stopped for 12 months for the first violation, 24 months for the second, and forever for the third. You may be fined up to $250,000 and/or sent to jail/prison for 20 years.

If you are found guilty in any court of law or administrative hearing because:
- You traded or sold CalFresh benefits for firearms, ammunition, or explosives, your CalFresh benefits can be stopped forever for the first violation.
- You traded or sold CalFresh benefits for controlled substances, your CalFresh benefits can be stopped for 24 months for the first violation and forever for the second.
- You traded or sold CalFresh benefits that were worth $500 or more, your CalFresh benefits can be stopped forever.
- You gave the county false identify or residence information, so you can get CalFresh benefits in more than one case at the same time, your CalFresh benefits can be stopped for 10 years.

SAR 7 ADDENDUM (4/13) ELIGIBILITY STATUS REPORT - SEMI-ANNUAL FOR CASH AID AND CALFRESH - REQUIRED FORM - SUBSTITUTES PERMITTED

REPORTING CHANGES FOR CASH AID AND CALFRESH

CASE NAME:	
CASE NUMBER:	
WORKER NUMBER:	

Because you get ☐ Cash Aid ☐ CalFresh, you must report within 10 days when your TOTAL income reaches a certain level. You must report anytime your household's total monthly income is more than your current Income Reporting Threshold (IRT).

Benefit Month: _____

Benefit Type	CalWORKs	CalFresh
Family Size		
Your Current Income		
Your IRT is		

Note: If your IRT for CalFresh is listed as "N/A", you are not required to report income changes for CalFresh until your next SAR 7 or recertification, whichever comes first. However, if you have an IRT amount listed for CalWORKs, you must report when your gross income goes over that amount.

How to report?

If your total income is over the IRT amount listed above, you must report this to the County **within 10 days.** You can report this information to the County by calling the county or reporting it in writing.

By "total monthly income" we mean:

▶ Any money you get (both earned **and unearned**).

▶ The amount *before* any deductions are taken out. (Examples of deductions are: taxes, Social Security or other retirement contributions, garnishments, etc.)

What will happen?

▶ Your benefits may be lowered or stopped based on income over your IRT.

▶ Your IRT may change when your income changes or when someone moves in or out of your home.

▶ The County will let you know in writing each time your IRT changes.

▶ You also need to report on your SAR 7 all income you get during the Report Month, even if you already reported that money.

Penalty for not reporting

If you do not report when your income is more than your household's IRT limit you might get more benefits than you should. You **must** repay any extra benefits you get. If you do not report on purpose to try to get more benefits, this is fraud, and you may be charged with a crime and/or may no longer get CalFresh for a period of time or life.

If you get Cash Aid, you **MUST ALSO** report the things below **within 10 days** of when they happen:

1. Anytime someone joins, or is in your household, who has been found by a court of law to be in violation of a condition of probation or parole.

2. Anytime someone joins, or is in your household, who is running from the law (has a warrant out for their arrest).

3. Anytime you have an address change.

If you get CalFresh, you **MUST ALSO** report the following:

- If you are an Able Bodied Adult Without Dependents (ABAWD), you must report anytime your work or training hours drop to *less* than 20 hours a week or 80 hours a month.

Voluntarily reporting information

You may also voluntarily report changes to the County anytime. *Reporting some changes may get you more benefits*. For example:

- Your income stops or goes down.
- Someone with income moves out of your home.
- Someone without income moves into your home.
- Someone in the house becomes pregnant.
- Someone on cash aid has a special need, such as: a pregnancy, a special diet prescribed by a doctor, household emergency, etc.
- The birth of a child.
- For CalFresh, if someone disabled or age 60 or older has new or higher out of pocket medical costs.

Note: Some changes you report voluntarily may result in a decrease in your CalFresh benefits.

SAR 2 (3/15) REQUIRED FORM - SUBSTITUTES PERMITTED

Page 2 of 4

SAR 7 ELIGIBILITY STATUS REPORT

PAY$

REPORT MONTH _____

TO KEEP YOUR BENEFITS COMING ON TIME, PLEASE SIGN THE FORM AFTER _____ 1ST AND RETURN IT BY _____ 5TH

SUBMIT MONTH   SUBMIT MONTH

FIRST-CLASS MAIL   PERMIT NO. _____
POSTAGE WILL BE PAID BY ADDRESSEE

For CalWORKs your family size is _____ .Your IRT is $ _____   For CalFresh, your household size is _____ . Your IRT is $ _____

Check the box if you would like to STOP getting any of the following: ☐ STOP my CalWORKs   ☐ STOP my CalFresh   ☐ STOP my Medi-Cal

1. Has anyone moved into or out of your home (including newborns) or did you move in with someone else since you last reported?

   ☐ YES ☐ NO   (If yes, complete the section below)

Date of Move (mm/dd/yy)	Name (First, Middle, Last)	Date of Birth (mm/dd/yy)	Relationship To You	Regularly Purchase And Prepare Food Together?
☐ In ☐ Out / /		/ /		☐ YES ☐ NO
☐ In ☐ Out / /		/ /		☐ YES ☐ NO
☐ In ☐ Out / /		/ /		☐ YES ☐ NO

2. Have there been any changes to your address since you last reported? ☐ Yes ☐ No   (If yes, complete the section below)

   New Address: _____   Date Moved: _____
   Number, Street, City, Zip Code

   Mailing Address (if different than above) _____

3. If you have moved since you last reported, please fill out the section below:

Your rent or mortgage per month now?	If paid separately, your property taxes and home insurance per month now?
$	$

Do you have utility costs that are not included in your rent or mortgage payment? If so, check which ones:

☐ Phone   ☐ Trash ☐ Water   ☐ Electric/Gas   ☐ Other heating or cooling costs

4. CalWORKs only: Is anyone in your home:
   A.   Running from an outstanding warrant?
   B.   Found by a court to be in violation of probation or parole?

   ☐ YES ☐ NO (If yes, complete the section below)

Name of person	A or B from above	In what state was the warrant issued, or did violation happen?	Date of warrant or violation

5. Medical Costs: If anyone who gets CalFresh and is 60 years old or older, or disabled, had an increase in medical costs please complete the section below and attach proof:

Who had the change?	Amount of increase: $

6. Child Support: Did anyone who gets CalFresh have a change in the amount of child support they have to pay since they last reported?   ☐ YES ☐ NO

   If yes, complete the section below and attach proof.

   What was the amount paid in the Report Month? $ _____   Who paid support? _____

7. Dependent Care: If anyone who gets CalFresh and either works, is looking for work, or is going to school, had an increase in out-of-pocket dependent care costs since they last reported, please complete the section below and attach proof:

   What was the amount paid out-of-pocket in the Report Month? $ _____
   Who paid: _____   List dependent(s): _____

INCOME	INCOME	INCOME
INCOME	INCOME	INCOME
INCOME	INCOME	INCOME

WELFARE FRAUD HOTLINE
{HotlinePhNum}

☐ Newborn

SAR 7 (12/14) ELIGIBILITY STATUS REPORT - FOR CASH AID AND CALFRESH - REQUIRED FORM - SUBSTITUTES PERMITTED

Page 3 of 4

9. **Did anyone get income from employment in the Report Month?** ☐ Yes ☐ No (If yes, complete the section below and **attach proof**.) The **Report Month** is listed at the top of the first page. List each job for each person who works. If you need more space attach a separate piece of paper. Examples include babysitting, salary, self-employment, sick pay, tips, etc. **If you lost your job, attach proof.**

	Job #1	Job #2	Job #3
Name of person who got income:			
Source of income/Employer name:	Self-employed, check here ☐	Self-employed, check here ☐	Self-employed, check here ☐
How often paid:	☐ Weekly ☐ Biweekly ☐ Other ☐ Monthly ☐ Twice monthly	☐ Weekly ☐ Biweekly ☐ Other ☐ Monthly ☐ Twice monthly	☐ Weekly ☐ Biweekly ☐ Other ☐ Monthly ☐ Twice monthly
Gross amount of income they got in the report month:	$ DATE(S) RECEIVED:	$ DATE(S) RECEIVED:	$ DATE(S) RECEIVED:
Hours worked per month:			

10. **Will there be any changes to your income from employment in the next six months (including income listed in #9)?** ☐ Yes ☐ No
(If yes, explain here and **attach proof**). Examples: Stopping or starting a job; increase or decrease of income; changes in hours; quitting a job or going on strike; change in how often you are paid.

11. **Did anyone get money from any other source in the Report Month:** ☐ Yes ☐ No (If yes, complete the section below and **attach proof**.)
The **Report Month** is listed at the top of the first page. Examples include: Social Security, Unemployment Compensation, Veterans Benefits, State Disability Insurance (SDI), Child/Spousal Support, Worker's Compensation, Loans/Gifts, Earned/Unearned Housing, Utilities, Food, etc. If you no longer get money from a source you previously reported, **attach proof**.

Name	Source of income	One time payment or monthly	How much
			$
			$
			$

12. **Will there be any changes to money received from any other source in the next six months (including income listed in #11)?**
☐ Yes ☐ No (If yes, explain here and **attach proof**.) Examples of changes: An increase or decrease in income or benefits, or if you will start or stop getting income or benefits.

13. **CalWORKs only: Have any of the following happened to anyone in your home since you last reported?** ☐ Yes ☐ No
(If yes, check below and **attach proof**):
☐ Family Change (Married, divorced, separated, entered into a California Registered Domestic Partnership (RDP), have a non-California Domestic Partnership (DP), ended a DP or RDP, became pregnant, or is no longer pregnant?)
☐ Job/Employment (Start, stop, quit a job, started a business or went on strike?)
☐ Disability (Became disabled or recovered from a disability or major illness?)
☐ Immigration (Citizenship or immigration status change, or got a new card, form, or letter from USCIS (INS)?)
☐ Insurance (Started, stopped, or changed health, dental, or life insurance benefits, including MEDICARE?)
☐ Custody (Any change in the amount of time you care for/have custody of your children?)
☐ In-Home Support Services (Started or stopped getting services?)
☐ School Attendance
For Age 18 or older student - started or stopped school/college? (You may be able to claim costs for books, school transportation, etc.)
☐ Someone paid for all of my housing, food, clothing or utility costs (please explain).
☐ Other

Please read carefully, sign, and date.

By signing this form:
- I understand and certify, under penalty of perjury, that all my answers on this report are correct and complete to the best of my knowledge.
- I understand the penalties for fraud are as follows: I may be sent to prison for up to 20 years and fined up to $250,000. I may have to pay back benefits if I was not eligible to them. The first time I break the rules on purpose I will not be able to get CalFresh for one year; the second time two years; and after the third time I will not be able to get CalFresh again.
- I understand and agree to give copies of all documents needed to complete my semi-annual report.
- I understand that in some instances, I may be asked to give consent to the County to make whatever contacts are necessary to determine eligibility.

CERTIFICATION - FRAUD WARNING

I UNDERSTAND THAT: If on purpose I do not report all facts or give wrong facts about my income, property, or family status to get or keep getting aid or benefits, I can be legally prosecuted. I may also be charged with committing a felony if more than $950 in Cash Aid, and/or CalFresh is wrongly paid out as a result of such an action. I have received a copy of the Instructions and Penalties for the SAR 7 Eligibility Status Report for Cash Aid and CalFresh.

YOU MUST SIGN AND DATE THIS REPORT AFTER THE LAST DAY OF THE REPORT MONTH OR IT WILL BE CONSIDERED INCOMPLETE.
I declare under penalty of perjury under the laws of the United States and the State of California that the facts contained in this report are true and correct and complete.

WHO MUST SIGN BELOW:	**For Cash Aid:** You and your aided spouse, registered domestic partner, or the other parent (of cash-aided children) if living in the home. **For CalFresh:** The head of household, a responsible household member, or the household's authorized representative.

SIGNATURE OR MARK 👉	DATE SIGNED	HOME PHONE ( )	CONTACT/CELL PHONE ( )
SIGNATURE OF SPOUSE, REGISTERED DOMESTIC PARTNER, OR OTHER PARENT OF CASH AIDED CHILD(REN) 👉	DATE SIGNED	SIGNATURE OF WITNESS TO MARK, INTERPRETER, OR OTHER PERSON COMPLETING FORM 👉	DATE SIGNED

SAR 7 (12/14) ELIGIBILITY STATUS REPORT - FOR CASH AID AND CALFRESH - REQUIRED FORM - SUBSTITUTES PERMITTED

Populate the following element on the SAR 7/SAR 2 when the form is generated via Batch or Template Repository for the applicable month.

Section	Field	Description
Addendum	Standard Header	Standard Header elements
SAR 2	Program Checkboxes	Cash Aid will be checked if active program exists
SAR 2	Program Checkboxes	CalFresh will be checked if active program exists
SAR 2	Benefit Month	SAR Submit Month
SAR 2	Family Size	Current CalWORKs Assistance Unit Size
SAR 2	Your Current Income	Current Income for CalWORKs recipient
SAR 2	Your IRT is	Current CalWORKs IRT Amount
SAR 2	Family Size	Current CalFresh Household Size
SAR 2	Your Current Income	Current Income for CalFresh recipient
SAR 2	Your IRT is	Current CalFresh IRT Amount
SAR 7	Report Month	SAR Data Month
SAR 7	Sign Month	Submit Month
SAR 7	Return Month	Submit Month
SAR 7	Family Size is	Current CalWORKs Assistance Unit size
SAR 7	Your IRT is	Current CalWORKs IRT Amount
SAR 7	Household Size is	Current CalFresh Household size
SAR 7	Your IRT is	Current CalFresh IRT Amount
SAR 7	Income	Income type, Name of individual receiving the income and amounts
SAR 7	Newborn	If there is Newborn
SAR 7	Welfare Fraud Hotline	Phone number by County table mentioned above

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

429	The Contractor shall migrate the SAR 7/SAR 2 (4/13) form and add the following: 1) "Your IRT is $" for CW and CF 2) "Income" 3) "Welfare Fraud Hotline" 4) "Newborn"	**Original:**
		• LRS will stop sending the individual SAR 2 as the SAR 2 will be included with the SAR 7.
		• The SAR 7 will continue to be editable from the Self Service Portal.
		• The existing LRS logic will be used to populate the following substituted dynamically fields that are being retained on the SAR 7 form:
		    a) "Your IRT is ____ $" for CW and CF
		    b) "Income".
		However, "Welfare Fraud Hotline" is currently hardcoded within the LRS form and displays a phone number specific to Los Angeles County, thus this field will need to be made dynamic to provide a number applicable to the 57 C-IV and CalWIN migration counties which will be defined during migration.
		
		Revised:
		• LRS will stop sending the individual SAR 2 as the SAR 2 will be included with the SAR 7.
		• The SAR 7 will continue to be editable from the Self Service Portal.
		• The existing LRS logic will be used to populate the following substituted dynamically fields that are being retained on the SAR 7 form:
		    a) "Your IRT is $" for CW and CF
		    b) "Income".
		However, "Welfare Fraud Hotline" is currently hardcoded within the LRS form and displays a phone number specific to Los Angeles County, thus this field will need to be made dynamic to provide a number applicable to the 57 C-IV and CalWIN migration counties which will be defined during migration.
			Form updated as specified in the requirement.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207458 | DDID 399, 405, 1608

Update the Staff Detail and Security Assignment pages

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Kim Lam
	Reviewed By	Yale Yee, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/19/2019	1.0	Initial Document	Kim Lam

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1   OVERVIEW

Staff Detail and Security Assignment pages will be updated with the Regional Call Center fields, and the Training Complete field will be removed from Security Assignment page.

1.1   Current Design

C-IV does not have the Training Complete field on the Security Assignment page.

CalSAWS has the Training Complete field on the Security Assignment page.

The Staff Detail page contains information related to the Staff in the system but does not have the following:

1.   Regional Call Center
2.   Available Hours (Day-Day Time-Time)
3.   Additional Information

1.2   Requests

Per DDID 1608, remove the Training Complete field from the Security Assignment page on CalSAWS.

Per DDID 399 and DDID 405, update the Staff Detail and Security Assignment pages in CalSAWS with migrated fields from the C-IV System.

1.3   Overview of Recommendations

1.   Update the Security Assignment page.
2.   Update the Staff Detail page.

1.4   Assumptions

None

2 RECOMMENDATIONS

The Staff Detail and Security Assignment pages will be updated.

2.1 Staff Detail

2.1.1 Overview

The Staff Detail page will be updated with the Regional Call Center fields.

2.1.2 Staff Detail Mockup

Staff Detail

Figure 2.1.2.1 – Staff Detail Mockup – Create Mode

Figure 2.1.2.4 – Staff Detail Mockup – View Mode

2.1.3 Description of Changes

1. The Staff Detail page will be updated as follows:
   a. Migrate the "Regional Call Center" read-only field. This field will display the selection from the Security Assignment page.
   b. Migrate the "Available Hours (Day-Day Time-Time)" text box
   c. Migrate the "Additional Information" text box

Note: "Available Hours" and "Additional Information" has no restrictions on the type of characters and length of text.

2.1.4 Page Location

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

2.1.5 Security Updates

None

2.1.6 Page Mapping

Create new PMCR for migrated fields.

2.1.7 Page Usage/Data Volume Impacts

None

2.2 Security Assignment

2.2.1 Overview

The Security Assignment Page will be updated with the non-mandatory dropdown field "Regional Call Center", and the "Training Complete" field will be removed.

2.2.2 Security Assignment Mockup

Figure 2.2.2.1 – Security Assignment Mockup – Create Mode

Figure 2.2.2.2 – Security Assignment Mockup – View Mode

2.2.3 Description of Changes

1. The Security Assignment page will be updated as follows:
   a. Migrate the non-mandatory dropdown field "Regional Call Center" to the Security Assignment page. The field will default to

blank, and the following options will be available in the dropdown:
  - i. Staff
  - ii. Supervisor
b. Remove the "Training Complete" field
c. Update logic to not evaluate the Training Complete flag so that the following message does not display on the login page when Training Complete is marked as No:

Unable to login to LRS because required training is not complete. Please contact your supervisor

2.2.4 Page Location
- **Global:** Admin Tools
- **Local:** Office Admin
- **Task:** Staff > Security Assignment button

2.2.5 Security Updates
None

2.2.6 Page Mapping
Create new PMCR for migrated fields.

2.2.7 Page Usage/Data Volume Impacts
None

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
399	The CONTRACTOR shall update the Staff Detail page as follows: 1) Migrate the Regional Call Center field (Read Only Field) 2) Migrate the Available Hours (Day-Day Time-Time) text box 3) Migrate the Additional Information text box	N/A	The Staff Detail page is updated with the following: 1) Migrated the Regional Call Center field 2) Migrated the Available Hours (Day-Day Time-Time) text box 3) Migrated the Additional Information text box
405	**Original:** The CONTRACTOR shall migrate the non-mandatory dropdown field "Regional Call Center" with the values of "Staff" and "Supervisor" on the Security Assignment page to display for those Counties who have Regional Call Centers. **Revised:** The CONTRACTOR shall migrate the non-mandatory dropdown field "Regional Call Center" with the values of "Staff" and "Supervisor" on the Security Assignment page.	N/A	The Security Assignment Page has been updated with the non-mandatory dropdown field "Regional Call Center"
1608	The CONTRACTOR shall remove the Training Complete field from the Security Assignment page. This includes updating the logic to not evaluate the Training Complete flag.	N/A	The Training Complete field and its associated logic has been removed from the Security Assignment page

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207461 | DDID 388

Update the Workload Reassignment Page

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Brian Munce
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/22/2019	1.0	Initial Draft	Brian Munce

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1 OVERVIEW

1.1 Current Design

The Workload Reassignment Detail page allows a user to reassign workloads between workers or offices based on specified criteria. Currently, there is a field labeled as "Special Indicators" that lists system-created case flags.

1.2 Requests

Per DDID 388, update the field label to more accurately reflect the available options that the field provides.

1.3 Overview of Recommendations

1. Relabel the "Special Indicators" field to "Case Flag".

1.4 Assumptions

1. The functionality of the existing "Special Indicators" field on the Workload Reassignment Detail page will remain unchanged.

2 RECOMMENDATIONS

2.1 Workload Reassignment Detail

2.1.1 Overview

Relabel the "Special Indicators" field.

2.1.2 Workload Reassignment Detail Mockup

Workload Reassignment Detail

Figure 2.1.2 – Workload Reassignment Detail Mockup

2.1.3 Description of Changes

1. Update the field label for the "Special Indicators" field to read "Case Flag" instead.

2.1.4 Page Location

- **Global: Admin Tools**
- **Local: Workload Assignment**
- **Task: Workload Reassignment**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

1. Update the page mapping for the Workload Reassignment Detail page to reflect the above change to a field label.

2.1.7 Page Usage/Data Volume Impacts

There is no change to the functionality on the Workload Reassignment Detail page, so the usage and data volume should remain as is.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
388	**Original:** The CONTRACTOR shall update the Workload Reassignment Detail page as follows: 1) Relabel the "Special Indicator" dropdown field to "Case Flags" **Revised:** The CONTRACTOR shall update the Workload Reassignment Detail page as follows: 1) Relabel the "Special Indicators" dropdown field to "Case Flag"		Field label updated.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207488 | DDID 114

Configure the display of the "Use Office Address" checkbox on the Address Detail page for the 58 Counties

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Melissa Mendoza
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/02/2019	1.0	Original	Melissa Mendoza
11/21/2019	1.1	Cosmetic update to remove extra blank page	Amy Gill

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1 OVERVIEW

1.1 Current Design

The "Use Office Address" checkbox displays on the Address Detail page which allows correspondence to be suppressed and held at the office instead of mailing out to a Customer's address. This is typically used for individuals who are Homeless and have no mailing address at which to receive mail but may be used for any individual who cannot receive mail.

Correspondence is generated, but instead of being printed the status is set to "Hold For Pickup." Correspondence can then be printed on demand for the Customer as needed, and the date the correspondence is printed is tracked in the system.

1.2 Requests

Per DDID 114, make the display of the "Use Office Address" checkbox on the Address Detail page for the 58 Counties configurable at the time of migration. The decision to display the "Use Office Address" checkbox will be captured at the time of migration.

1.3 Overview of Recommendations

1. Update the "Use Office Address" checkbox on Address Detail to only display based on a county that has opted-in.

1.4 Assumptions

1. There are no Correspondence changes associated with this DDID.
2. Counties that did not respond to the CRFI will be defaulted to "opt in" to display the checkbox. The selection made will be confirmed with each County as part of Change Readiness prior to each counties' go live.

2 RECOMMENDATIONS

2.1 Address Detail

2.1.1 Overview

The Address Detail page contains Address Information for a person on a Case.

2.1.2 Address Detail Mockup

Address Detail

Figure 2.1.1 – Address Detail Create Mode – County Opt-Out

Address Detail

| Save and Add Another | Save and Return | Cancel |

Address Information

Address Applies To: *
Bell, Mary 35F

Begin Date: *
09/25/2019

End Date:

Address Type: *
Mailing

Address Line 1: *
123 MAINE AVE

Address Line 2:

City: *
LONG BEACH

State: *
CA

ZIP Code: *
90802

Country: *
United States

Address County:
Los Angeles

Last Updated On 09/25/2019 9:28:49 AM By:
981648

| Save and Add Another | Save and Return | Cancel |

This Type 1 page took 0.89 seconds to load.

Figure 2.1.2 – Address Detail Edit Mode – County Opt-Out

Address Detail

*- Indicates required fields

[Save and Add Another] [Save and Return] [Cancel]

Address Information

Address Applies To: *
Bell, Mary 35F

☑ Use Office Address

Begin Date: *   **End Date:**
09/25/2019 📅   📅

Address Type: *
Mailing

Address Line 1: *
2707 S GRAND AVE

Address Line 2:

City: *   **State:** *   **ZIP Code:** *
LOS ANGELES   CA ∨   90007

Country:
∨

Address County:
Out of State

Last Updated On 09/25/2019 9:28:49 AM By:
981648

[Save and Add Another] [Save and Return] [Cancel]

Figure 2.1.3 – Address Detail Edit Mode – County Opt-In

2.1.3 Description of Changes

1. Display the "Use Office Address" checkbox if the County has chosen to Opt-In to display it.
   a. For counties that have opted in to display the checkbox (Yes in the table below), if the checkbox is marked, per the current system functionality correspondence will be set to a status of "Hold for Pickup" and the correspondence will be generated but not printed. Correspondence will not be printed and mailed to the Customer.
      i. The address that populates is based on the Office that the logged in Worker is assigned to.
   b. Not displaying the Checkbox (No) will result in the mail always being printed and sent to the Mailing Address provided, per existing functionality.
   c. See table below for County configurability:

County Number	County	Yes	No
1	Alameda		X
2	Alpine	X	
3	Amador	X	
4	Butte		X
5	Calaveras	X	
6	Colusa	X	
7	Contra Costa		X
8	Del Norte		X
9	El Dorado		X
10	Fresno	X	
11	Glenn	X	
12	Humboldt		X
13	Imperial	X	
14	Inyo	X	
15	Kern	X	
16	Kings		X
17	Lake	X	
18	Lassen	X	
19	Los Angeles	X	
20	Madera	X	
21	Marin	X	
22	Mariposa		X
23	Mendocino		X
24	Merced		X
25	Modoc	X	
26	Mono	X	
27	Monterey		X
28	Napa	X	
29	Nevada	X	
30	Orange	X	
31	Placer	X	
32	Plumas	X	
33	Riverside	X	

County Number	County	Yes	No
34	Sacramento	X	
35	San Benito	X	
36	San Bernardino	X	
37	San Diego	X	
38	San Francisco	X	
39	San Joaquin	X	
40	San Luis Obispo	X	
41	San Mateo		X
42	Santa Barbara	X	
43	Santa Clara	X	
44	Santa Cruz	X	
45	Shasta	X	
46	Sierra	X	
47	Siskiyou	X	
48	Solano		X
49	Sonoma	X	
50	Stanislaus	X	
51	Sutter	X	
52	Tehama	X	
53	Trinity		X
54	Tulare	X	
55	Tuolumne	X	
56	Ventura		X
57	Yolo	X	
58	Yuba		X

2.1.4 Page Location

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

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

PMCR to include the Codes Table Reference for Use Office Address field.

2.1.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
114	The CONTRACTOR shall make the display of the "Use Office Address" checkbox on the Address Detail page for the 58 Counties configurable at the time of migration. The decision to display the "Use Office Address" checkbox will be captured at the time of migration.		A CRFI was sent to the counties. Based on their responses the label and checkbox will display or be hidden.

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-207493 DDID 87 – Batch Automation for WTW Supportive Services Overpayments

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Lalitha Valamarthi
	Reviewed By	Duke Vang, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/07/2019	1.0	Initial Draft	Lalitha Valamarthi
05/09/2019	1.1	Grammatical Updates	Duke Vang
9/17/2019	1.2	Updated design to defer all batch scheduling until a later date	Duke Vang

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1 OVERVIEW

This document describes the changes needed in the system to modify the logic in the Transportation Overpayment Batch and Ancillary Overdue Receipt Batch to utilize the County Code parameter, so that the batches are available for all the 58 Counties.

1.1 Current Design

The Transportation Overpayment Batch identifies Transportation Payments for the prior month, where all activities associated to the Payee are Closed for a reason of 'No Show' and the Customer did not attend any other activities during the month. A Recovery Account will be created for these Transportation Payments.

The Ancillary Overdue Receipt Batch identifies Ancillary Payments where the Customer did not provide a Receipt or Verification for the goods or services received. A Recovery Account will be created for these Ancillary Payments.

1.2 Requests

Per Design Differences Identification (DDID) 87, the Transportation Overpayment and Ancillary Overdue Receipt Batch jobs need to be made available to the 57 Migration Counties that have opted in to the functionality.

1.3 Overview of Recommendations

1. Create new Batch Property Change Requests (BPCR) to add properties for Ancillary Overdue Receipt Batch for all the 57 Migration counties.
2. Create new BPCR to add properties for Transportation Overpayment Batch for all the 57 Migration counties.
3. Modify the Logic in Transportation Overpayment Batch to utilize the County Code parameter, so that the batch is available for all the 58 Counties.
4. Modify the Logic in Ancillary Overdue Receipt Batch to utilize the County Code parameter, so that the batch is available for all the 58 Counties.

1.4 Assumptions

1. It is assumed that this batch job is already LA County specific.
2. All batch scheduling and opt in/opt out decisions will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605.

2   RECOMMENDATIONS

2.1   Transportation Overpayment Batch

2.1.1   Overview

The Transportation Overpayment Batch (PBXXF119) will be updated to utilize a County Code parameter so the job can run for other counties besides Los Angeles County.

2.1.2   Description of changes

1. Replicate the batch properties for the Transportation Overpayment Batch job for the 57 Migration Counties. Only the "countyCode" batch property will be unique between each county.
2. Update the Transportation Overpayment Batch job to utilize a County Code parameter (countyCode) so the batch job can run for other counties besides Los Angeles County.

2.1.3   Execution Frequency

Frequency: Monthly

Date: 15th business day of the month

2.1.4   Key Scheduling Dependencies

Predecessors: None

Successors: PBXXF107 – Recovery Account Activation

2.1.5   Counties Impacted

All Counties

2.1.6   Data Volume/Performance

Data not available

2.1.7   Failure Procedure/Operational Instructions

In the case of a failure, the batch job will need to be resubmitted with the same Batch Date once the issue has been resolved.

2.2 Ancillary Overdue Receipt Batch

2.2.1 Overview

The Ancillary Overdue Receipt Batch (PBXXF118) will be updated to utilize a County Code parameter so the job can run for other counties besides Los Angeles County.

2.2.2 Description of changes

1. Replicate the batch properties for the Ancillary Overdue Receipt Batch job for the 57 Migration Counties. Only the "countyCode" batch property will be unique between each county.
2. Update the Ancillary Overdue Receipt Batch job to utilize a County Code parameter (countyCode) so the batch job can run for other counties besides Los Angeles County.

2.2.3 Execution Frequency

Frequency: Daily

2.2.4 Key Scheduling Dependencies

Predecessors: None

Successors:

- PBXXA236 – FAC Task Reminder: Overpayment Create Task
- PBXXA259 – FAC Task Reminder: Receipts Overdue Task

2.2.5 Counties Impacted

All Counties

2.2.6 Data Volume/Performance

Data not available

2.2.7 Failure Procedure/Operational Instructions

In the case of a failure, the batch job will need to be resubmitted with the same Batch Date once the issue has been resolved.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
87	The CONTRACTOR shall have the Batch automation for WTW Supportive Services overpayments available for the 58 Counties to opt in or out of this functionality at the time of migration.	The Batch properties and scheduling will have to be updated for each wave separately.	1. Update the Ancillary Overdue Batch job (PBXXF118) to utilize the County Code parameter in the driving query logic. 2. Update the Transportations Overpayment Batch job (PBXXF119) to utilize the County Code parameter in the driving query logic.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-207494 DDID 85

Update Batch that removes WTW Program Worker at Sanction status

		DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Avi Bandaranayake	
	Reviewed By	Amy Gill	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/26/19	1.0	Draft	Avi Bandaranayake
11/11/19	2.0	Updated section 1.4 based on review comments	Avi Bandarnayake

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1 OVERVIEW

This document describes the changes needed in the system to migrate logic associated with worker removal for Welfare-To-Work (WTW) program status changes.

1.1 Current Design

In CalSAWS when the WTW program status is updated to Sanctioned, a financial penalty is applied to the CalWORKs (CW) program through CW EDBC, and the WTW worker is removed from the program. This is done by automatically by a batch job.

There is an additional batch job that will remove any assigned WTW worker if the WTW program status is Deregistered.

1.2 Requests

Make the batch job that removes the worker from the WTW program when the WTW program status is changed to Sanctioned available to the 57 Migration Counties that have opted in to the functionality.

1.3 Overview of Recommendations

Create new Batch Property Change Requests (BPCR) to add counties to the County Code List.

Update batch job to run for the counties in the list.

1.4 Assumptions

1. This batch job is currently Los Angeles County (County 19) specific.
2. 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 in to the batch job.
3. The scheduling SCRs mentioned above will cover the opt in/out functionality and can be verified once implemented.

2   RECOMMENDATIONS

2.1   Life Cycle Reassignment3 Batch

2.1.1   Overview

Update the Life Cycle Reassignment3 (JB00M102D) batch job to use a county parameter list so that the batch job can run for counties besides Los Angeles County.

2.1.2   Description of Change

1. Create a BPCR to update the CountyCodeList property to include all 58 counties.
2. Update the Life Cycle Reassignment3 job to use the CountyCodeList to determine which counties the job should run for.

2.1.3   Execution Frequency

No change

2.1.4   Key Scheduling Dependencies

No change

2.1.5   Counties Impacted

All counties

2.1.6   Data Volume/Performance

No change

2.1.7   Failure Procedure/Operational Instructions

No change

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
85	**Original:** The CONTRACTOR shall migrate the logic for the 58 Counties to not remove the worker assigned to the WTW Program when the WTW program status is sanctioned and to automatically remove the worker assigned to the WTW Program when the WTW program status is deregistered. The 58 Counties have the option to opt in or out of the functionality at the time of migration. **Revised:** The CONTRACTOR shall enable the logic for the 58 Counties to remove the worker assigned to the WTW Program when the WTW program status is Sanctioned. The 58 Counties have the option to opt in or out of the functionality at the time of migration.	The Batch properties and scheduling will have to be updated for each wave separately.	Update the Life Cycle Reassignment3 (JB00M102D) batch job to use a county parameter list so that the batch job can run for counties besides Los Angeles County.