CalSAWS

California Statewide Automated Welfare System

Design Document

CA-48393

DDCR 5016: Develop Subscription Based Reports

CalSAWS	DOCUMENT APPROVAL HISTORY	
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1 OVERVIEW

This design will outline the necessary changes to modify the LRS / CalSAWS system to allow a set of reports to be subscribed to via reporting subscription functionality.

1.1 Current Design

The C-IV system provides reporting subscription functionality that allows a user to subscribe to a report with a specific set of parameters and a recurrence frequency. The subscribed report will then execute automatically during the nightly batch process based on the frequency parameters and it will be available to the user the following day.

This functionality is not available in the LRS / CalSAWS system.

1.2 Requests

Implement Reports Subscription functionality in the LRS / CalSAWS system. The initial subscription reports will be the Pending Applications Report which is one of the most common subscription reports in the C-IV system. The Pending Applications Report will be updated to align with the C-IV version of the report that was implemented with SCR 8942.

1.3 Overview of Recommendations

1. Update the home page to display when new reports have been generated for the logged in user's active report subscriptions.
2. Implement new pages in the C-IV system that will allow users to manage report subscriptions and to access the generated reports.
3. Enhance the report parameters pages to allow multiple organizations to be selected within the same organizational level (e.g. multiple units or multiple offices can be selected but NOT a combination of organizations such as 1 unit and 1 office.
4. Implement reports batch architecture to generate reports that have been subscribed to, based on the configuration of the subscription (parameters, frequency, delivery method etc.)
5. Implement functionality to support the sending of subscribed generated reports or notifications through e-mail.
6. Update Page Mapping for the new subscription pages.
7. Implement the Pending Application such that it can be subscribed to, based on a user-defined frequency and set of parameters.

1.4 Assumptions

- Management of report subscriptions within a county will be done by county staff.
- Local Security Administrators will provision the appropriate security for both the subscription pages as well as the subscription reports as needed.

- Usage of reports will not increase or decrease with the addition of subscription functionality.
- All mockups are taken from the existing online production pages. Any update to the online page implemented after the fact should remain left alone.
- At the time of migration all staff with the c-iv.org email domain will be switched over to the calsaws.org domain.
- The Pending Application Report will continue to generate using the Excel template, which has 65,000 row limit per sheet. This is because the macros and named tabs functionality provided in the Excel template is useful to county workers. This means that larger counties will not be able to successful generate the report at county level if the record count exceeds 65,000 per any worksheet in the report.

2 RECOMMENDATIONS

2.1 Online - Home Page

2.1.1 Overview

The home page is updated to provide different points of access to the subscription reports functionality. The updates provide notification of new events and navigate users to the subscription landing pages.

2.1.2 Home Page Mockup

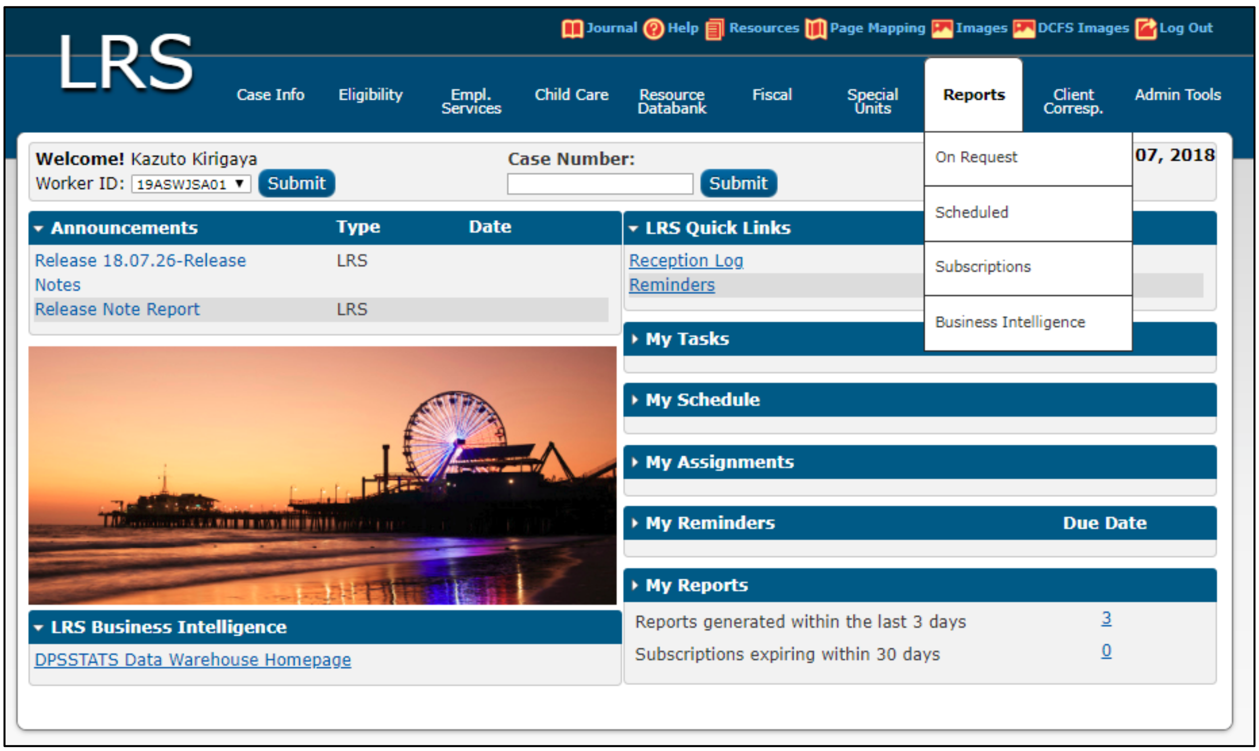


Figure 2.1.2-1 – Home Page Mockup

2.1.3 Description of Changes

1. Add the ‘Subscriptions’ option to the ‘Reports’ local navigation menu between the ‘Scheduled’ and ‘Business Intelligence’ options.
    a. This link will navigate the user to the Subscription Search page when selected
    b. This link will be hidden if the user does not have the ‘SubscriptionListView’ right
2. Add a new section, titled ‘My Reports’, to the homepage beneath the ‘My Reminders’ section.
    a. This section will contain the following fields:

i. Reports generated within the last 3 days
    1. This field will display a count of reports generated by the user within the last 3 days
    2. The count shall be a hyperlink that will lead to the 'Report Search' page if the user has the 'GeneratedReportListView' right. Otherwise, the count will display as a label.

ii. Subscriptions expiring within 30 days
    1. This field will display a count of Subscriptions expiring within 30 days
    2. The count shall be a hyperlink that will lead to the 'Subscription Search' page if the user has the 'SubscriptionListView' right. Otherwise, the count will display as a label.

2.1.4 Page Location

The Home page is the default landing page when logging in to the application. If the user is on a page in the application that is not the homepage, clicking on the LRS / CalSAWS icon at the top left-hand side of the screen will navigate to the Home page.

2.1.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
GeneratedReportListView	Generated Report Search;	Subscription View Subscription Edit Subscription Admin
SubscriptionListView	Subscription Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A

Security Group	Group Description	Group to Role Mapping
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.1.6 Page Mapping

Update page mapping per the addition of the My Reports section to the Home Page.

2.2 Online - Report Search Page

2.2.1 Overview

Users navigate to the “Report Search” page by clicking the “Generated Reports” task navigation item under Reports -> Subscriptions. Alternatively, this page can be accessed by the “Reports generated within.” hyperlink on the “My Reports” panel in the home page. The purpose of this page is to allow the user to view previously generated reports that were created based on their own subscriptions. The reports are displayed on the page, providing the user the ability to download or view the report directly from the page.

This page displays the reports that were generated for the current user, for the previous year by default. Users must clear the search filters to display reports generated for other users in the county, and for prior time periods.

2.2.2 Report Search Page Mockup

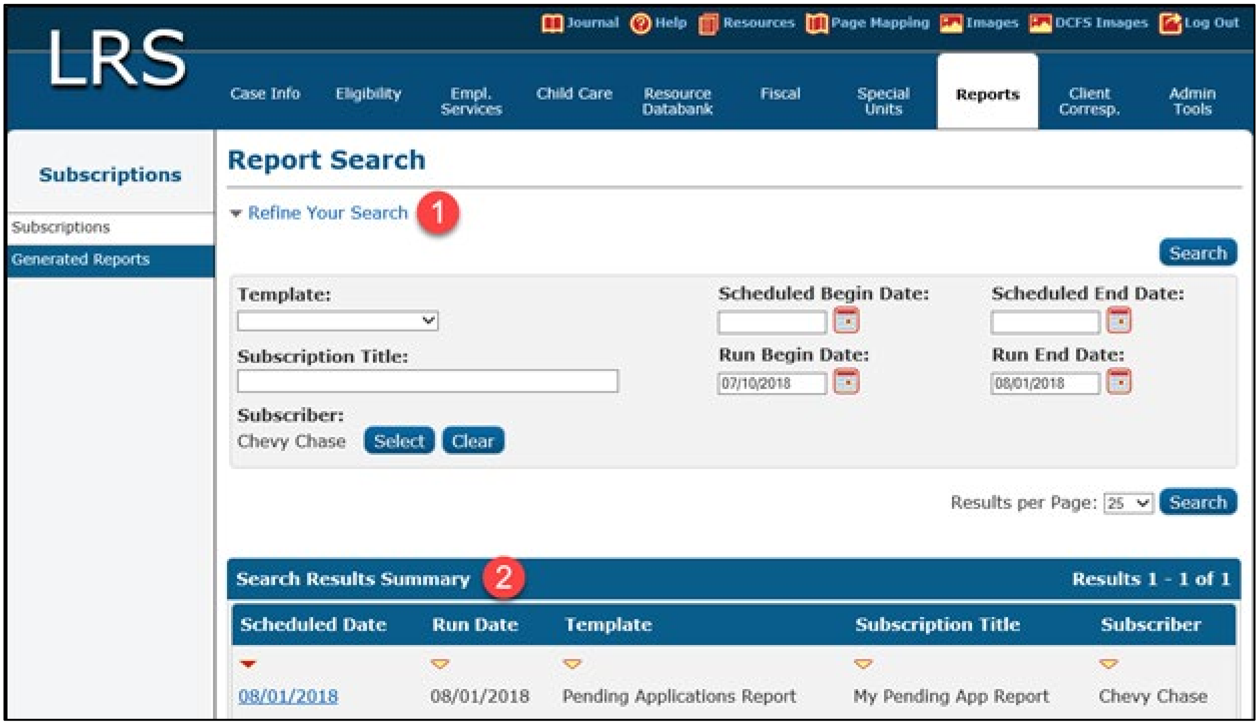


Figure 2.2.2-1 – Report Search Page Mockup

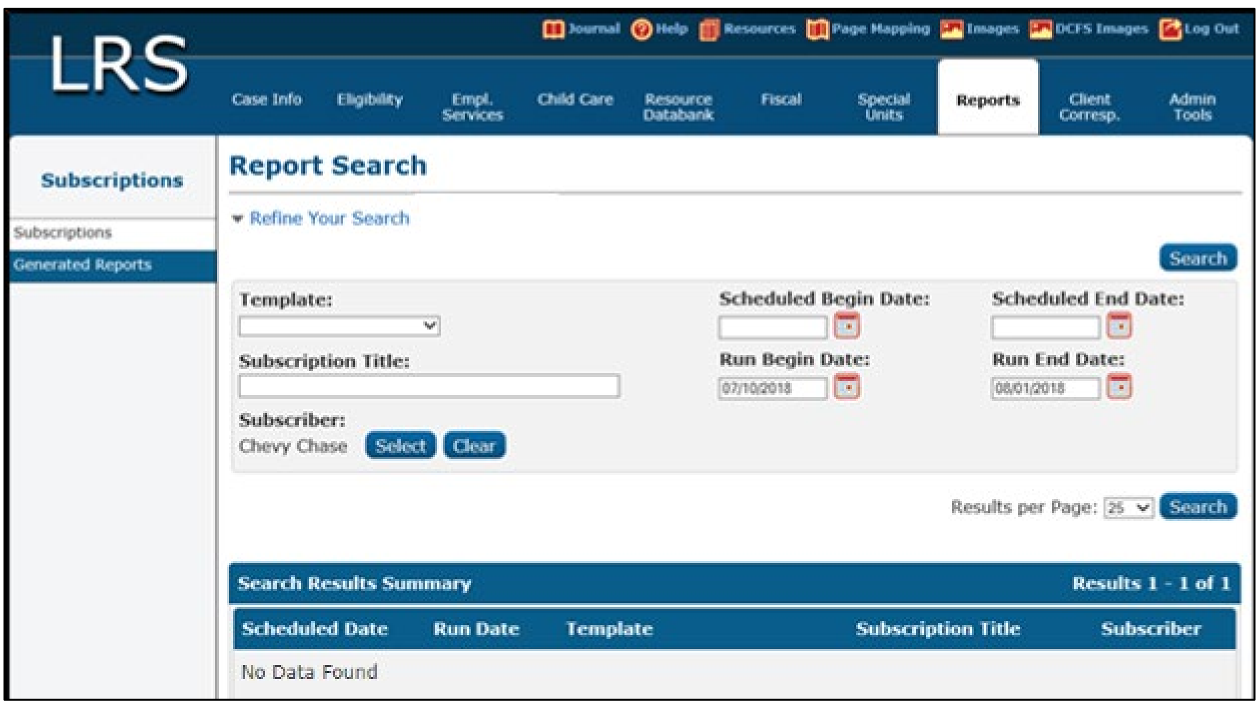


Figure 2.2.2-2 – Report Search Page Mockup – No Results

2.2.3 Description of Changes

Reference #	Element Name	Element Description
1	Refine Your Search	Allows users to choose the number of search results displayed per page, and filter their results by the following criteria: - Template – A drop down with the available templates listed which is used to filter for the selected report template. - Subscription Title – Text input filter which is used to filter subscription generated reports based on the subscription's title. The search will be non-case sensitive and will match with any subscription generated report where the text input is a substring of the subscription's title. - Subscriber – Used to filter subscription generated reports by the assigned subscriber. If no subscriber is selected, then the result set will be a county wide search. The field is preset with the current logged in user. The "Clear" button will clear the current selection, and the "Select" button will navigate the user to the "Select Staff" page. - Scheduled Begin Date – Populated by calendar select button or direct text input. Used to filter for subscription generated reports which have a Scheduled Date greater than or equal to the provided date. Format: MM/DD/YYYY - Scheduled End Date – Populated by calendar select button or direct text input. Used to filter for subscription generated reports which have a Scheduled Date less than or equal to the provided date. Format: MM/DD/YYYY - Run Begin Date – Populated by calendar select button or direct text input. Used to filter for subscription generated reports which were generated on or after the provided date. The field will be populated by default with the date one year prior to the current date. Format: MM/DD/YYYY - Run End Date – Populated by calendar select button or direct text input. Used to filter for subscription generated reports which were generated on or before the provided date. The field will be populated by default with the current date. Format: MM/DD/YYYY

Reference #	Element Name	Element Description
2	Search Results Summary	Contains the following information for the result set that matches all the user specified search criteria. Each column is sortable. Default sort is Run Date descending, Template ascending, Subscription Title ascending, Subscriber ascending. - Scheduled Date: Displays the date that the report was scheduled to generate. The date will be a hyperlink if the user has the appropriate security right for the report template. The hyperlink opens a user prompt to download the report from the file server. Date Format: MM/DD/YYYY This field will display 'No Data Found' when the search result set returns 0 rows. - Run Date: Displays the date that the report was generated. This field will be blank when the search result set returns 0 rows. Date Format: MM/DD/YYYY - Template: Displays the report template that was used to generate the report. This field will be blank when the search result set returns 0 rows. - Subscription Title: Displays the user-specified title of the subscription. This field will be blank when the search result set returns 0 rows. - Subscriber: Displays the staff member that is subscribed to the report. Format: [First Name] [Last Name] This field will be blank when the search result set returns 0 rows.

2.2.4 Page Location

Global: Reports

Local: Subscriptions

Task: Generated Reports

2.2.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
GeneratedReportListView	Generated Report Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.2.6 Page Mapping

Add page mapping for the subscription reports Report Search page.

2.2.7 Page Usage/Data Volume Impacts

There are on average between thirteen hundred and fourteen hundred workers who run the Pending Application in the LRS / CalSAWS system on a monthly basis. At most, every one of these workers may visit the Subscription Reports pages.

2.3 Online - Subscription Search Page

2.3.1 Overview

The "Subscription Search" page is the landing page when the user selects "Subscriptions" from the local navigation menu under Reports. From this page, the user can create new subscriptions or view their existing subscriptions. Once a user has completed a change or save to a subscription, they return to this page.

2.3.2 Subscription Search Page Mockup

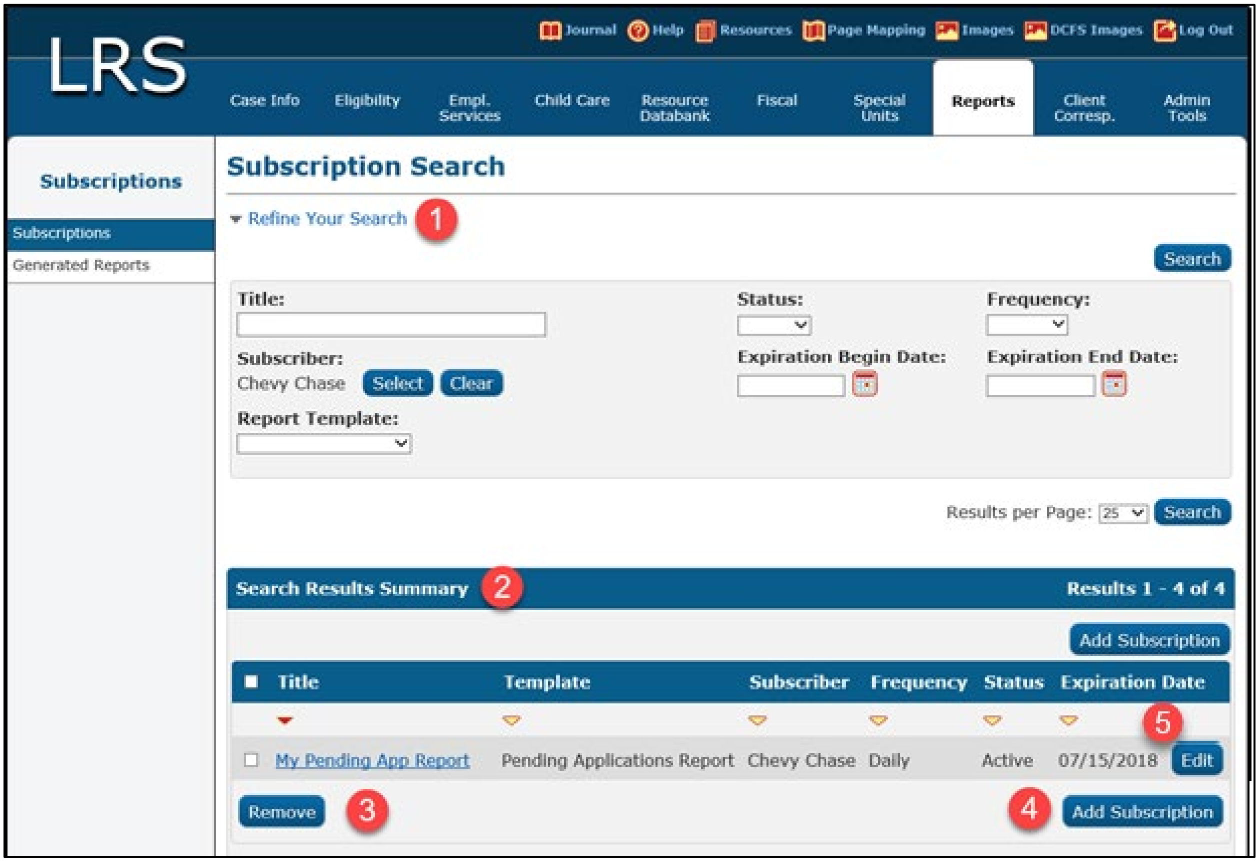


Figure 2.3.2-1 – Subscription Search Page Mockup

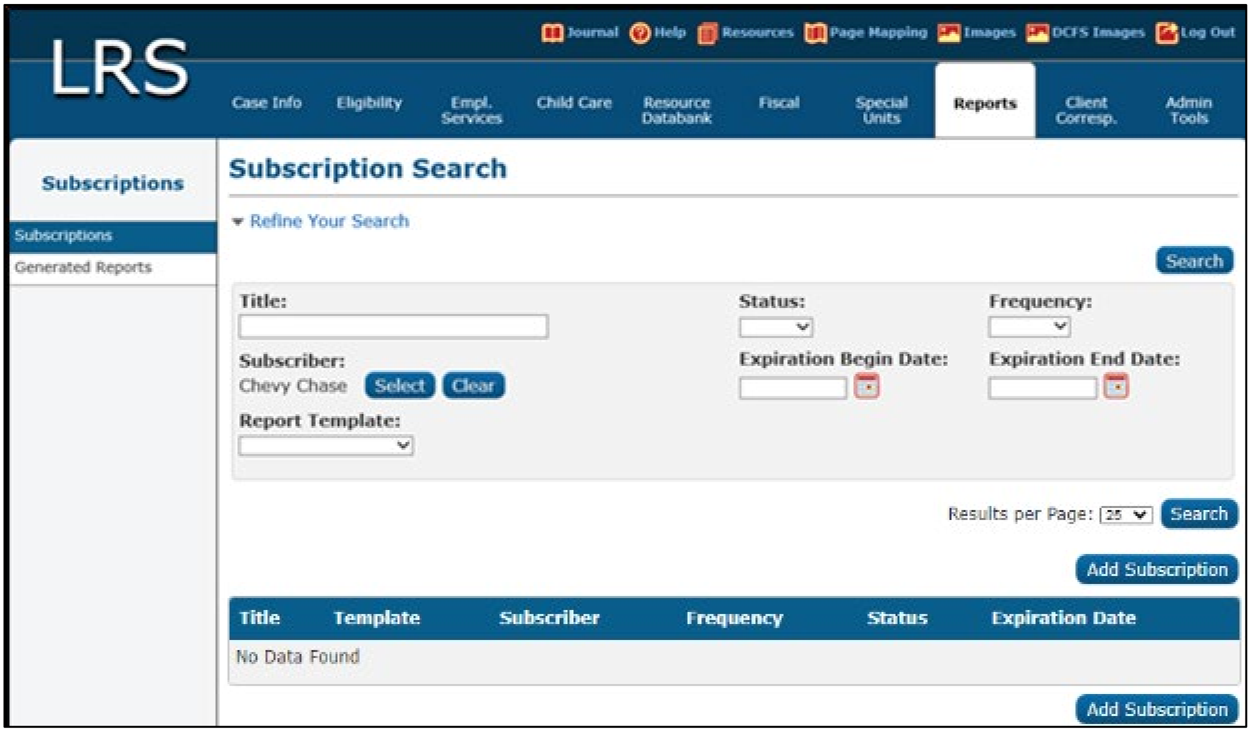


Figure 2.3.2-2 – Subscription Search Page Mockup – No Results

2.3.3 Description of Changes

Reference #	Element Name	Element Description

1	Refine Your Search	Allows users to choose the number of search results displayed per page, and filter their results by the following criteria:
		- Title - Text input which is used to filter subscriptions based on title. The search will be non-case sensitive and will match with any subscription where the text input is a substring of the subscription's title.
		- Report Template – A drop down with the available report templates which is used to filter subscriptions by the report template.
		- Subscriber – Used to filter subscriptions by the assigned subscriber. If no subscriber is selected, then the result set will be a county wide search. The field is preset with the current logged in user. The "Clear" button will clear the current selection, and the "Select" button will navigate the user to the "Select Staff" page.
		- Frequency – A drop down which is used to filter subscriptions based on the subscription's frequency. The following options will be available in the given order from top to bottom:
		  • Daily
		  • Weekly
		  • Monthly
		Note: Additional frequency details are available on the Subscription Detail page, but they are not searchable or sortable on the Subscription Search page.
		- Status – A drop down used to filter subscriptions by status. The available options are Active and Inactive.
		- Expiration Begin Date – Provides a calendar select button and direct text input options. The selected date is used to filter for subscriptions that have an expiration date greater than or equal to the provided date.
		Format: MM/DD/YYYY
		- Expiration End Date: Provides a calendar select button and direct text input options. The selected date is used to filter for subscriptions that have an expiration date lesser than or equal to the provided date.
		Format: MM/DD/YYYY

Reference #	Element Name	Element Description
2	Search Results Summary	Contains the following information for the result set that matches the user specified search criteria. Each column is sortable. Default sort is Title, Template, and Subscriber ascending. - Title: Displays the user-specified title of the subscription. The title hyperlinks to the Subscription Detail page in view mode. Note: This hyperlink is only available to users if they are the listed Subscriber of the Subscription and have Subscription Edit security rights, or if the user has Subscription Admin security rights. This field will display 'No Data Found' when the search result set returns 0 rows. - Template: Displays the report template that was selected by the user. This field will be blank when the search result set returns 0 rows. - Subscriber: Displays the staff member who was subscribed to the report. Format: [First Name] [Last Name] This field will be blank when the search result set returns 0 rows. - Frequency: The report is generated according to this frequency value and the additional frequency details set by the user. This field will be blank when the search result set returns 0 rows. - Status: Displays the status of 'Active' or 'Inactive' for the subscription. This field will be blank when the search result set returns 0 rows. - Expiration Date: Displays the expiration date of the subscription. Format: MM/DD/YYYY This field will be blank when the search result set returns 0 rows.
3	Remove Button	Removes the selected subscriptions making them no longer appear on the search list, generate reports, or provide access to previously generated reports. Note: The associated Remove checkbox is only available to users if they are the listed Subscriber of the Subscription and have Subscription Edit security rights, or if the user has Subscription Admin security rights. Non-admin users are unable to remove other User's subscriptions.

Reference #	Element Name	Element Description
4	Add Subscription Button	Navigates the user to Subscription Detail page in create mode. Note: User must have Subscription Edit or Subscription Admin security rights to access this button.
5	Edit	Navigates the user to the Subscription Detail page in edit mode for the selected subscription. Note: User must have Subscription Edit or Subscription Admin security rights to access this button.

2.3.4 Page Location

Global: Reports

Local: Subscriptions

Task: Subscriptions

2.3.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
SubscriptionListView	Subscription Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A

Security Group	Group Description	Group to Role Mapping
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.3.6 Page Mapping

Add page mapping for the subscription reports Subscription Search page.

2.3.7 Page Usage/Data Volume Impacts

There are on average between thirteen hundred and fourteen hundred workers who run the Pending Application in the LRS / CalSAWS system on a monthly basis. At most, every one of these workers may visit the Subscription Reports pages.

Based on statistics of the subscription Pending Applications Report in the C-IV system, and the execution frequency of these reports in the LRS / CalSAWS system, it is estimated that there will be between five and eight thousand subscription reports generated on a monthly basis. As additional subscription reports are introduced, this number will increase. The automated execution of these reports is expected to reduce the volume of On-Request runs of these reports during the day.

2.4 Online - Subscription Detail Page

2.4.1 Overview

The Subscription Detail page lists the settings, subscriber and report parameters that apply to a subscription. This page is used to create new subscriptions, view or edit existing subscriptions, and view the history of changes made to the subscription over time. Users can also use this page to update their email preferences.

2.4.2 Subscription Detail Page Mockup (Create Mode)

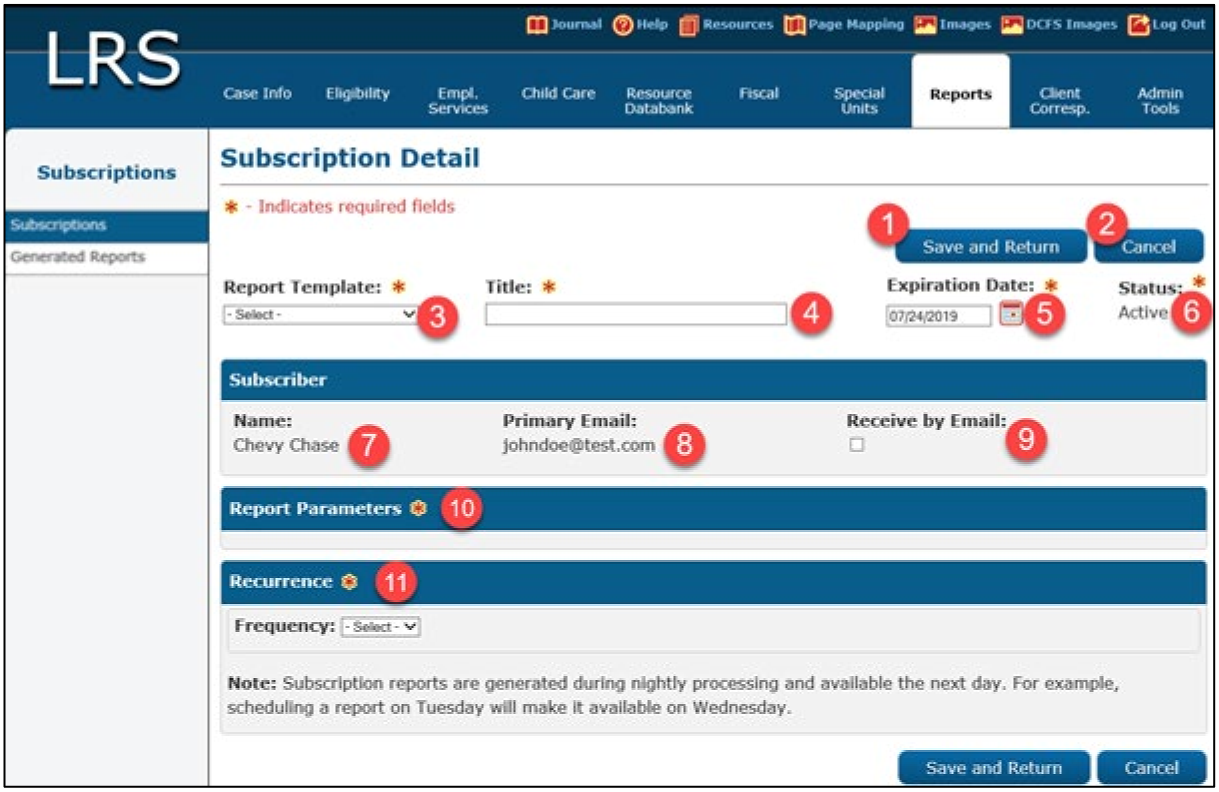


Figure 2.4.2-1 – Subscription Detail Page Mockup

2.4.3 Description of Changes

Reference #	Element Name	Element Description	Page Mode	Editable?
1	Save and Return	Button that navigates the user back to the Subscription Search page, and commits the changes entered into the screen.	Create; Edit	N/A
2	Cancel	Button that navigates the user back to the Subscription Search page, and does not commit any of the changes entered into the screen.	Create; Edit	N/A
3	Report Template*	A drop-down field with all available report templates which will be used to generate reports for this subscription. The drop down will only have 'Pending Applications Report' as an available option for the initial phase of Subscriptions. The Report Parameters specified on this page will dynamically change depending on the report template that is selected.	All	Yes

Reference #	Element Name	Element Description	Page Mode	Editable?
4	Title *	Text input field for the assigned title for the subscription. Note: There is a limit of 40 characters, including spaces, on the Title field.	All	Yes
5	Expiration Date*	Date field for the expiration date of the subscription. The subscription will continue to generate reports if the expiration date has not passed, and the status of the subscription is "Active." The expiration date cannot be set to a date in the past. See the Page Validation section for more information. The expiration cannot be more than one year from the current date. Format: MM/DD/YYYY	All	Yes
6	Status*	This field provides the current status of the subscription. The following dropdown options are available in edit mode: - Active: The subscription is active and will generate new reports. This is the default value in create mode. - Inactive: The subscription is inactive and will no longer generate new reports.	All	Yes, only in Edit mode. Not editable in Create mode.
7	Name	Displays the name of the staff member that is subscribed to the report. Format: [First Name] [Last Name]	All	No
8	Email	Displays the subscribed staff members' email if one is associated, else the field displays is blank.	All	No
9	Receive by Email	A checkbox field which is used to opt in to receive an email notification every time the subscription report is generated. This option is unchecked by default.	All	Yes
10	Report Parameters*	This panel contains the template-specific parameters used to configure the report subscription. It is populated when the user selects a template from the Report Template field.	All	Yes

Reference #	Element Name	Element Description	Page Mode	Editable?
11	Recurrence	This panel allows the user to configure the frequency for when this subscription generates a custom report. For more details on this panel, please refer to the "Recurrence Panel" section.	All	Yes

Note: The asterisk (*) depicts required fields.

2.4.4 Subscription Detail Page Mockup (Edit Mode)

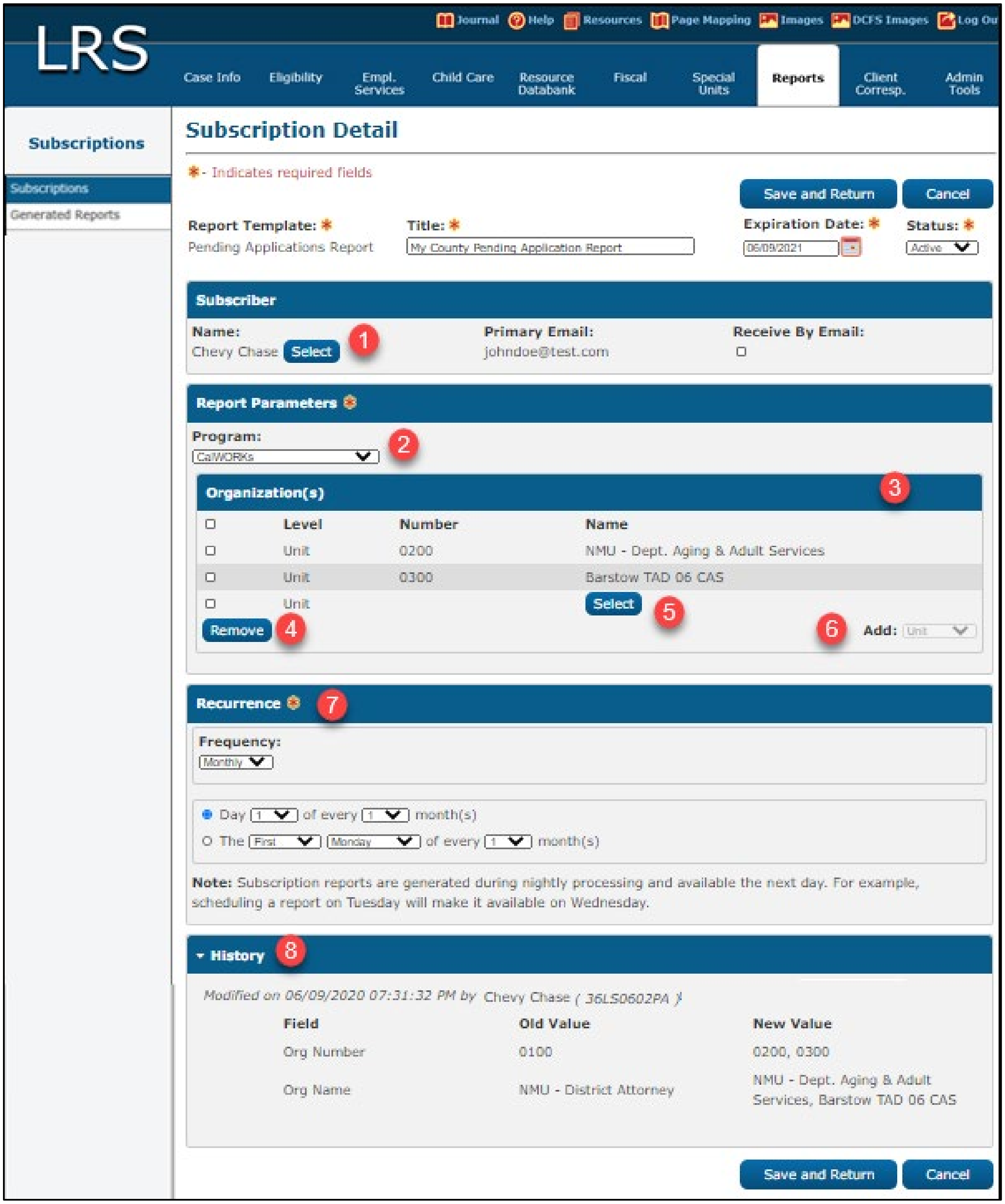


Figure 2.4.4-1 – Subscription Detail Page Mockup (Edit Mode)

2.4.5 Description of Changes

Reference #	Element Name	Element Description	Page Mode	Editable?
1	Select	Admin only button. Navigates the user to the “Select Staff” page. Allows the subscriber for the subscription to be changed to someone other than the current user. Admin users are the only users that can subscribe another user to a subscription.	Admin-Create; Admin-Edit	N/A
2	Program	This drop-down parameter lists all the available programs the report generates for. The functionality should be the same as the program parameter found on the “Enter Report Parameters” page of the On Request version of the report.	All	Yes
3	Organization(s)	This table lists the organizations that have been selected for this report subscription. Each entry in this table will list the following; - Level: The level of the organization. Possible values include Worker, Unit, Office, Department, District, Region, and County. - Number: The identification number of the organization or worker number. Possible values include Worker ID, Unit Number, and Office Number. This column is blank for other organization levels. - Name: The name of the organization or the Staff member currently assigned to the worker position. Note: A maximum of 1,000 organizations can be added to the Organization Table.	All	No

Reference #	Element Name	Element Description	Page Mode	Editable?
4	Remove	This button is used in conjunction with the checkboxes on each row. The user may select the organizations they wish to remove from the report parameters by selecting the appropriate row(s) and clicking the Remove button.	All	N/A
5	Select	This organization select button navigates the user to the select organization page based on the organization level they have selected with the Organization Add drop-down. Duplicate additions from the same organization level are not allowed and will be ignored if selected. - If Worker, Unit or Office is selected then the Select button navigates to the corresponding "Select" Organization page. - If Department, District or Region is selected then a drop-down field appears along with an "Add" button which will add the dropdown selection to the Organization(s) table. - County: Add button will add the current county to the Organization table.	All	Yes

Reference #	Element Name	Element Description	Page Mode	Editable?
6	Add	This organization level drop-down parameter determines what organization level will be used to generate the reports. Once a specific organization has been selected and added to the "Organization Table", this field becomes disabled in edit mode until the table is empty again. The available dropdown options are: - Worker: Allows the user to select workers as the target for reports generated through this subscription. - Unit: Allows the user to select units as the target for reports generated through this subscription. - Office: Allows the user to select offices as the target for reports generated through this subscription. - Department: Allows the user to select departments as the target for reports generated through this subscription. - District: Allows the user to select districts as the target for reports generated through this subscription. - Region: Allows the user to select regions as the target for reports generated through this subscription. - County: Allows user to add their current county as the search parameter.	All	Yes
7	Recurrence*	Please refer to the "Recurrence Panel" section for more information on this panel.	All	Yes

2.4.6 Subscription Detail Page Mockup (View Mode)

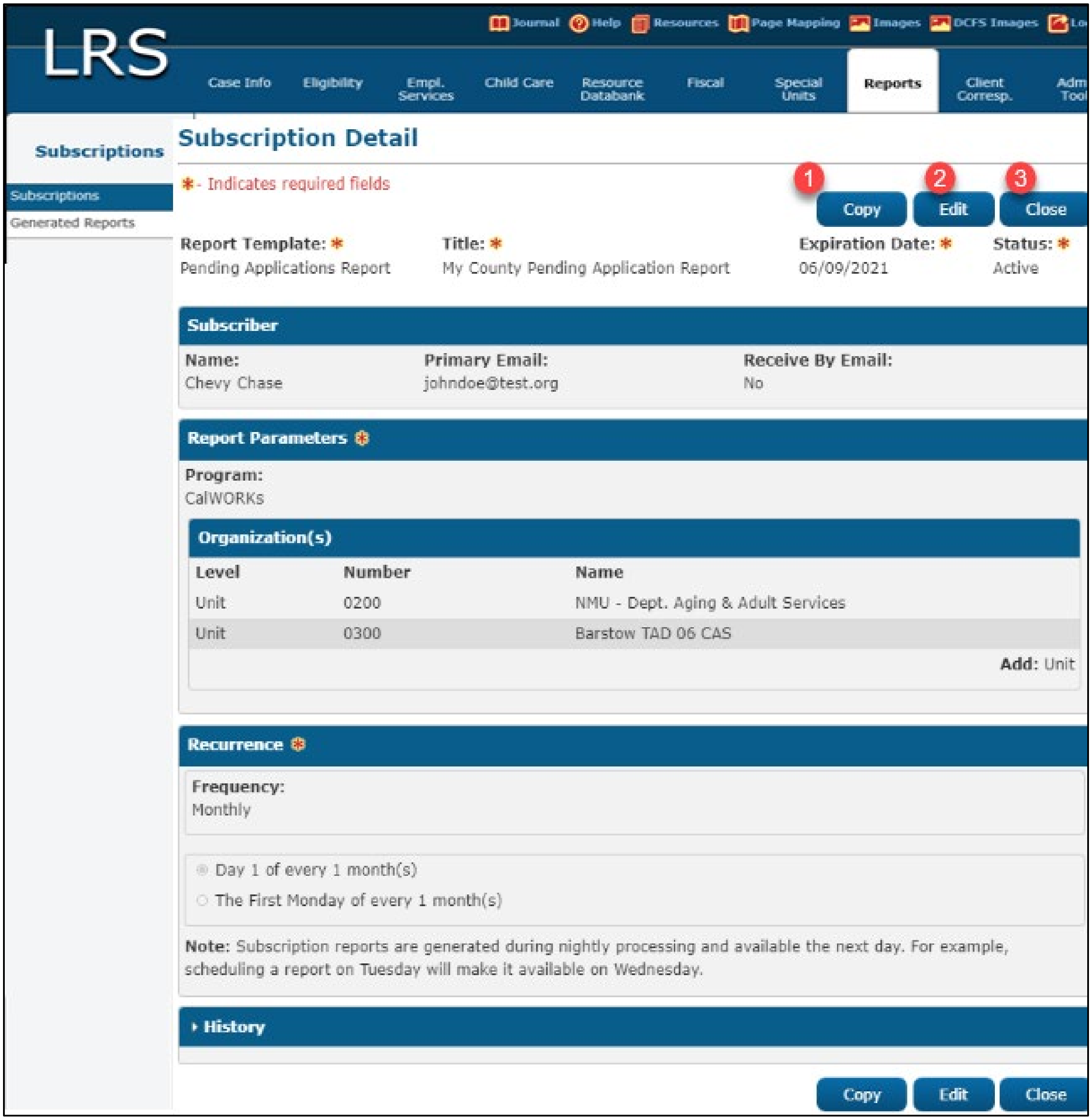


Figure 2.4.6-1 – Subscription Detail Page Mockup (View Mode)

2.4.7 Description of Changes

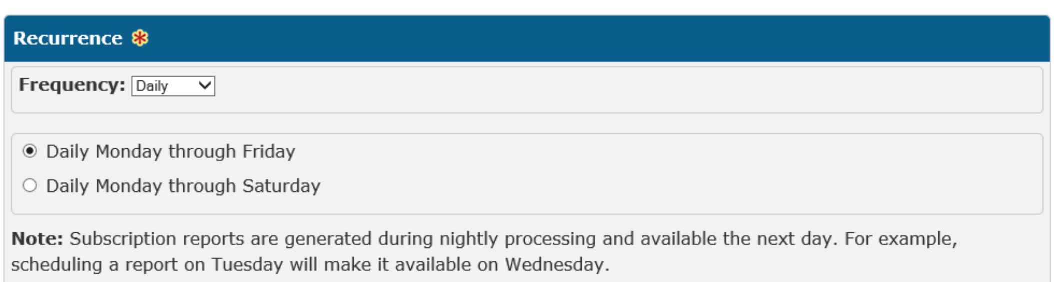
Reference #	Element Name	Element Description	Page Mode	Editable?
1	Copy	The Copy button navigates the user to the Subscription Detail page in create mode with all of the current subscription details pre-populated. The only exception is the Subscriber table information, which is pre-populated with the information of the current logged in user. Note: User must have Subscription Edit or Subscription Admin security rights to access this button.	View	N/A
2	Edit	The Edit button Opens the Subscription Detail page in edit mode. Note: This button is only available to users if they are the listed Subscriber of the Subscription and have Subscription Edit security rights, or if the user has Subscription Admin security rights.	View	N/A
3	Close	Closes the Subscription Detail page and navigates the user back to the Subscription Search page.	View	N/A

2.4.8 Recurrence Panel

Users can set the frequency of the subscription in the Recurrence panel. The options available include: Daily, Weekly, and Monthly. Once a user has selected their preferred frequency, a secondary box will appear with additional settings.

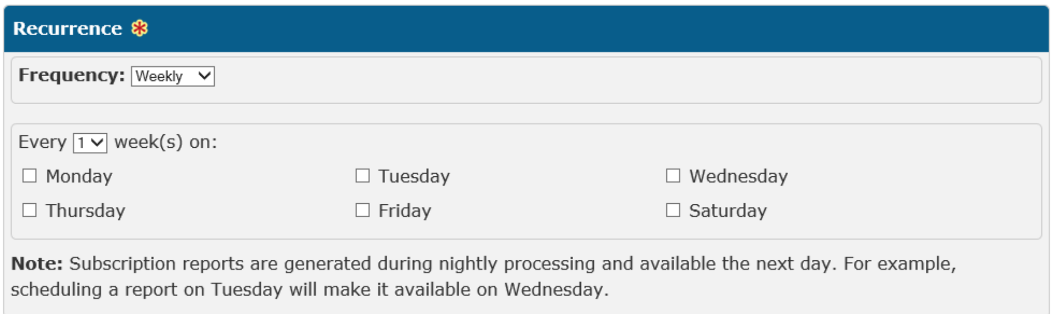
2.4.9 Description of Changes

The screenshots below demonstrate the available settings for each frequency.



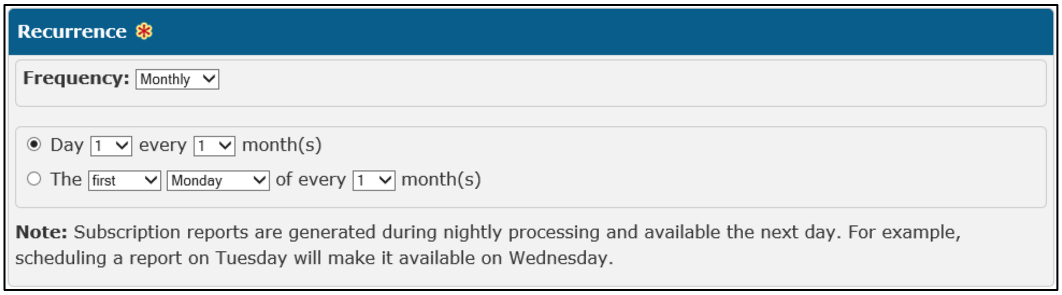
The options available under "Daily" frequency include:

- Daily Monday through Friday – This options indicates that a report will be generated during nightly processing each day Monday through Friday. This is the default option.
- Daily Monday through Saturday – This options indicates that a report will be generated during nightly processing each day Monday through Saturday.



The "Weekly" frequency allows users to select one or multiple days of the week to generate reports.

- The default value will be "Every 1 week(s) on:" when the Frequency is set to Weekly. No checkboxes will be checked by default, the User must select the appropriate days for the Subscription. If no date is selected the page will throw an error. See the Page Validation section for more information.
- Their selection will be repeated every 1, 2, 3, 4, or 5 weeks as specified.
  - Note: The day the Subscription is created marks the beginning week of the subscription. The beginning week is defined as Sunday to Saturday. The weeks to repeat the subscription are based on the beginning week, regardless if the selected weekday(s) has/have passed.
    - Example 1: A User creates their subscription on Wednesday and sets the Recurrence to every 3 weeks on Thursday. The subscription will generate the first Thursday after the subscription was created, and then skip the next two Thursdays before generating a report on the following Thursday.
    - Example 2: A User creates their subscription on Wednesday and sets the Recurrence to every 3 weeks on Monday. Since Monday has already passed, the subscription will not generate the first week. The subscription will then skip the next two Mondays before generating a report on the following Monday.



The options available under "Monthly" frequency include:

- Users can select a specific day (1-31) of the month to generate a report. Their selection will be repeated every 1-12 months as specified. This is the default option, with the values set to "Day 1 of every 1 month(s)" by default.
    - Note: If the day falls on a Sunday or a system holiday, the report will be generated on the next nightly processing period.
    - Note: If the date selected is not available for a month (i.e. 31^{st} for February) then the report will process on the last day of that month.
- Users can select the occurrence of a day of the week (Monday – Saturday) to generate a report. Their selection will be repeated every 1-12 months as specified. The values for this option will be set to "The first Monday of every 1 month(s)" by default.
    - The available occurrences for the user to select are: first, second, third, fourth, and last.
- Note: The day the Subscription is created marks the beginning month of the subscription. The months to repeat the subscription are based on the beginning month, regardless if the selected day of the month has passed.
    - Example 1: A User creates their subscription on the 10^{th} of the month and sets the Recurrence to every 2 months on the 15^{th}. The subscription will generate on the 15^{th} after the subscription was created, and then skip the next month before generating a report on the 15^{th} of the following month.
    - Example 2: A User creates their subscription on the 10^{th} of the month and sets the Recurrence to every 2 months on the 1^{st}. Since the 1^{st} has already passed, the subscription will not generate a report the first month. The subscription will then skip the next month before generating a report on the 1^{st} of the following month.

- Example 3: A User creates their subscription on the 20th of the month and sets the Recurrence to the last Friday of every 1 month. The subscription will generate on the last Friday of the beginning month, and the last Friday of every month following.

2.4.10 Page Validations

- Creating a subscription with the same title as another subscription for the same subscriber will result in a validation message.
  - Title – A subscription with this title already exists for this subscriber.
- Setting the expiration date greater than a year from the current date will result in a validation message.
  - Expiration Date – Date must be equal to, or less than, one year from the current date.
- Attempt to save an expiration date in the past will result in a validation message.
  - Expiration Date – Date must not be in the past.
- Electing to receive an email notification with an invalid email address will result in a validation message.
  - If there is no primary email address associated to the subscriber's staff record:
    - Email – A primary email address is required to receive reports via email.
  - If the primary email address does not belong to one of the county-approved email domains:
    - Email – The primary email address associated with this subscriber does not belong to one of the county approved email domains.
- Attempt to save with a Frequency of "Weekly" in the Recurrence panel, and no weekdays selected will result in a validation message.
  - Recurrence – At least one weekday must be selected for a frequency of Weekly.
- Attempt to save with more than 1,000 records in the organization table will result in a validation message.

- Organization(s) – Maximum organization levels exceeded. Please select 1,000 or less.

2.4.11 Page Location

Global: Reports

Local: Subscriptions

Task: Subscriptions

2.4.12 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
SubscriptionListView	Subscription Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.4.13 Page Mapping

Add page mapping for the subscription reports Subscription Detail page.

2.4.14 Page Usage/Data Volume Impacts

There are on average between thirteen hundred and fourteen hundred workers who run the Pending Applications Report in the LRS / CalSAWS system on a monthly basis. At most, every one of these workers may visit the Subscription Reports pages.

Based on statistics of the subscription Pending Applications Report in the C-IV system, and the execution frequency of these reports in the LRS / CalSAWS system, it is estimated that there will be between five and eight thousand subscription reports generated on a monthly basis. As additional subscription reports are introduced, this number will increase. The automated execution of these reports is expected to reduce the volume of On-Request runs of these reports during the day.

2.5 Select Organization Page

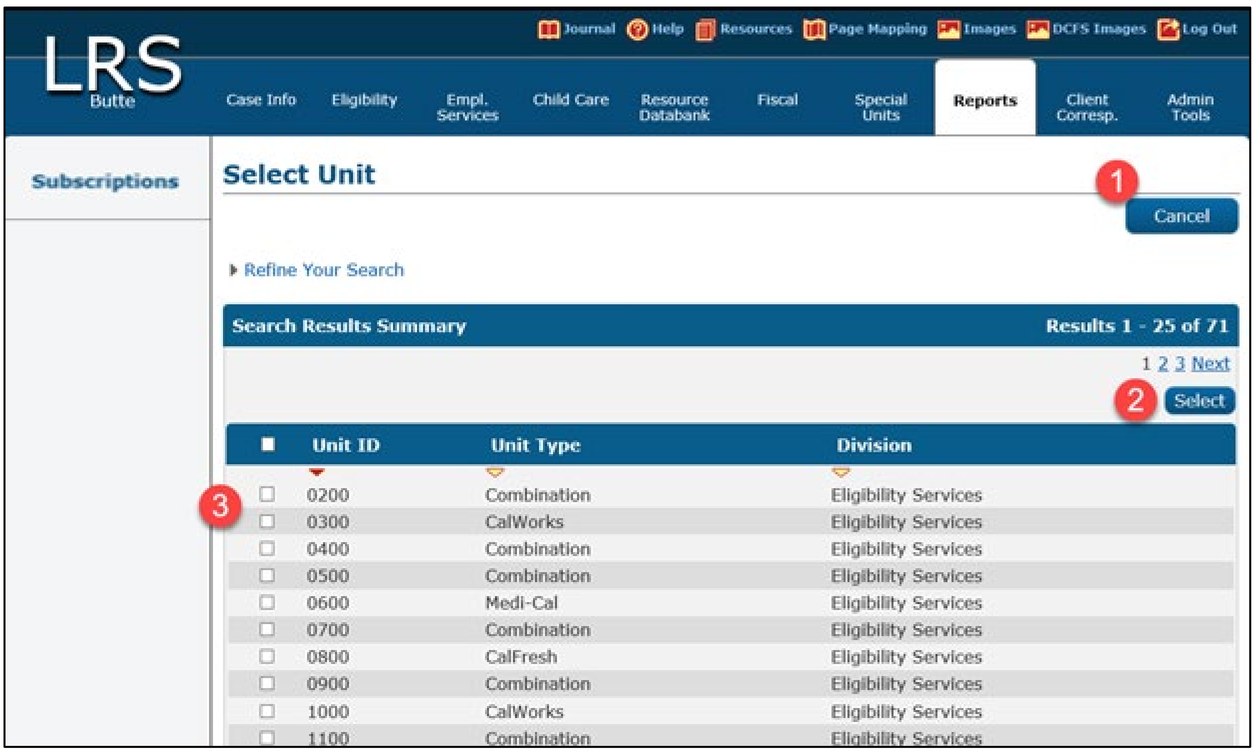


Figure 2.5-1 – Select Organization Page Mockup

2.5.1 Description of Changes

The "Select Organization" page is accessed from the "Subscription Detail" page when the user sets the organization level to Worker, Unit, or Office. The level-appropriate popup page is opened when the user chooses to add a worker or organization to the subscription.

Note: The changes described in this section pertain only to organization selection for Subscription reports and will not impact other organization selection pages found in the system.

Reference #	Element Name	Element Description
1	Cancel Button	Closes the popup window without committing changes.
2	Select Button	Adds the selected workers or organizations to the subscription if they are not already included in the subscription.
3	Selection Checkboxes	Multi-select checkbox for each table entry. Allows the user to select and add multiple workers or organizations at a time to the subscription. Note: Checkbox selections are not carried forward between paginated result pages. For example, selecting 3 checkboxes on page 1 and navigating to page 2 will "erase" the selected checkboxes from page 1.

2.5.1 Page Location

Global: Reports

Local: Subscriptions

Task: Subscriptions

2.5.2 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
SubscriptionListView	Subscription Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A

Security Group	Group Description	Group to Role Mapping
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.5.3 Page Mapping

Add page mapping for the subscription reports Select Organization pages.

2.5.4 Page Usage/Data Volume Impacts

There are on average between thirteen hundred and fourteen hundred workers who run the Pending Applications Report in the LRS / CalSAWS system on a monthly basis. At most, every one of these workers may visit the Subscription Reports pages.

Based on statistics of the Pending Applications subscription reports in the C-IV system, and the execution frequency of these reports in the LRS / CalSAWS system, it is estimated that there will be between five and eight thousand subscription reports generated on a monthly basis. As additional subscription reports are introduced, this number will increase. The automated execution of these reports is expected to reduce the volume of On-Request runs of these reports during the day.

2.6 Select Staff Page

2.6.1 Overview

Admin users have access to the "Select Staff" page through the "Subscription Detail" page when they click on the Select [Subscriber] button. From this page, they can change the subscriber that will receive reports generated through this subscription. Admin users are the only users that can subscribe another user to a subscription. This page can also be accessed in the "Refine Your Search" section of the "Subscription Search" page and "Report Search" page.

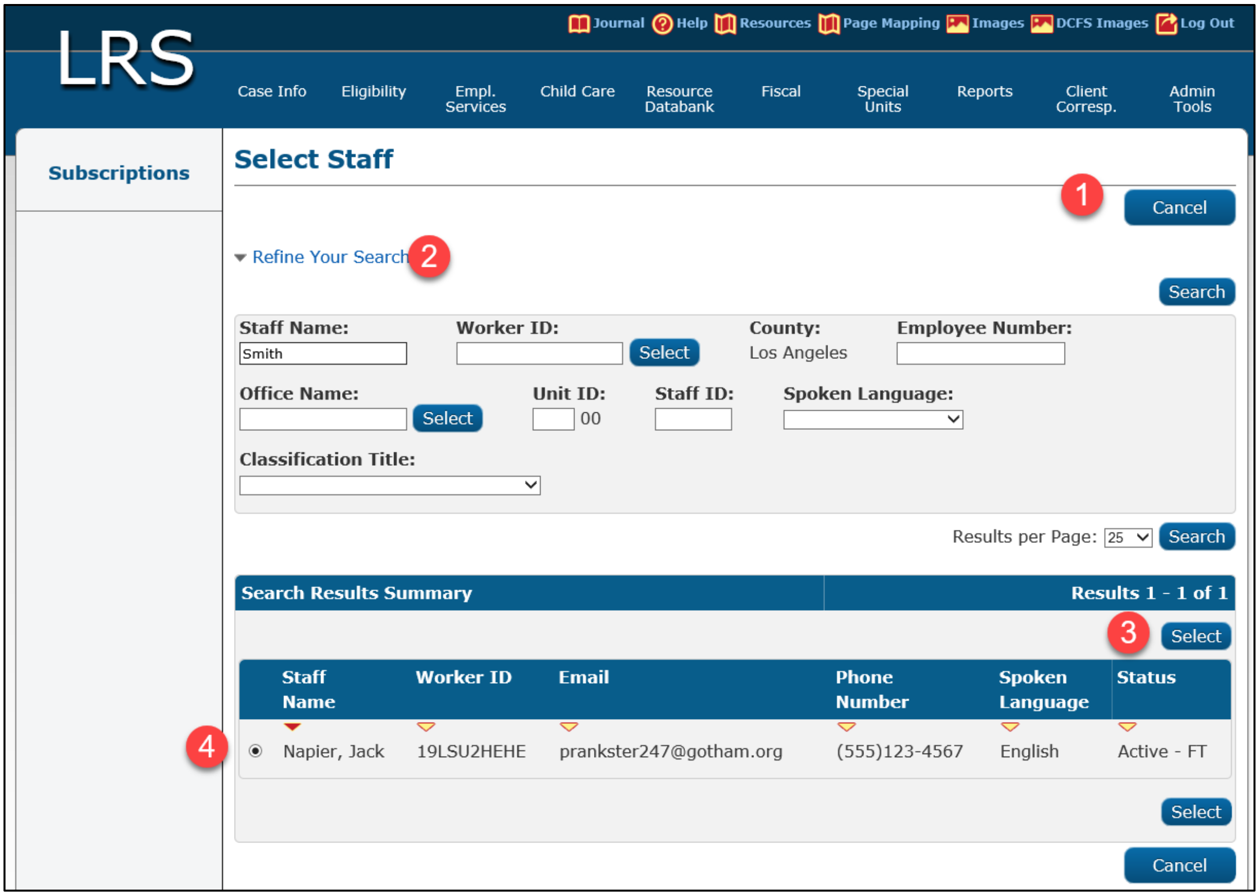


Figure 2.6-1 – Select Staff Page Mockup

2.6.2 Description of Changes

Add the Select Staff page, with fields as described in the table below. By default, the select page loads with no filters set (except County) and no search results populated. The User must click one of the Search buttons to load results.

Reference #	Element Name	Element Description
1	Cancel	The cancel button returns to the previous page without a staff selection.

Reference #	Element Name	Element Description
2	Refine Your Search	The drop-down section allows users to choose the number of search results displayed per page, and filter their results by the following criteria: - Staff Name – Text input for searching by Staff name. The search will match where the text input is a substring of the staff members first name or last name or the first name and last name combined. The search is non-case sensitive. - Worker ID – Text input option for searching by Worker ID where the text input is a substring of a worker's ID. Alternatively, a Select button is also available which navigates the user to the existing Select Worker page. - County – The County the current User is logged into. This search field is not editable. - Employee Number – The employee number for the staff. Must begin with 'E' and proceeded by 9 numerical digits. The text input must be an exact match to an employee number. - Office Name – Text input for searching by the Office Name where the text input is a substring of an office name. Alternatively, a Select button is provided which navigates User to existing Select Office page. - Unit ID – Two-character search input for the Unit ID. The two-characters must be an exact match. - Staff ID – Ten-character search input for the Staff ID. Must be numerical inputs and the text input must be an exact match. - Spoken Language – Drop-down field with the same values and matching logic then in the Staff Search page, Spoken Language drop-down. - Classification Title – Drop down with the same values listed in the Classification Title drop-down field found on the Staff Search page.

Reference #	Element Name	Element Description
3	Select	The Select button confirms the selected staff member and navigates back to the previous page.
4	Selection Radio Button	Allows the user to select one staff member as the subscriber.

2.6.3 Page Validations

When a User attempts to search by a Staff ID with non-numerical characters, a validation message is triggered.

- Staff ID - Whole numbers must be entered in this field

2.6.4 Page Location

Global: Reports

Local: Subscriptions

Task: Subscriptions

2.6.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
SubscriptionListView	Subscription Search;	Subscription View Subscription Edit Subscription Admin

Security Groups

Security Group	Group Description	Group to Role Mapping
Subscription View	View Generated Report List, Subscription Search and Detail information.	N/A

Security Group	Group Description	Group to Role Mapping
Subscription Edit	View Generated Report List, Subscription Search and Detail information. Edit and save custom report subscriptions.	N/A
Subscription Admin	View Generated Report List, Subscription Search and Detail information. Edit and save any Report subscriptions.	N/A

2.6.6 Page Mapping

Add page mapping for the subscription reports Subscription Select Staff page.

2.6.7 Page Usage/Data Volume Impacts

There are on average between thirteen hundred and fourteen hundred workers who run the Pending Applications Report in the LRS / CalSAWS system on a monthly basis. At most, every one of these workers may visit the Subscription Reports pages.

Based on statistics of the subscription Pending Applications Report in the C-IV system, and the execution frequency of these reports in the LRS / CalSAWS system, it is estimated that there will be between five and eight thousand subscription reports generated on a monthly basis. As additional subscription reports are introduced, this number will increase. The automated execution of these reports is expected to reduce the volume of On-Request runs of these reports during the day.

2.7 Online – Subscription Report Batch Job

2.7.1 Overview

The process to generate subscription-based reports must start after predecessor jobs have completed for the report template used in the subscription. For example, the Pending Applications Report subscriptions can only be processed after the Pending Applications Report sweep batch processes (PB00R380, PB00R381 and PB00R382) have completed.

2.7.2 Description of Change

2.7.2.1 Setup Staging Batch Process

The first job in the process runs during nightly processing. The job takes report and county identifiers as input parameters. The job then determines which subscriptions require generation of a report that day, and which parameters to use. The result after completion, are table entries with the appropriate subscriptions identified along with their parameter values. Thread numbers will also be assigned to each record to disperse the upcoming report processing across multiple batch processes.

The following table describes the steps the job must take to complete this portion of the process.

Step	Description
1	Input Parameters: COUNTY_CODE
2	Select all subscription records that: - Match the COUNTY_CODE. - Are scheduled to run either today or since last run date. For more details about Subscription schedules, please refer to the "Recurrence Panel" section under "Subscription Detail Page". - Have an expiration date greater than or equal to run date. - Have an "ACTIVE" status. - Reference a subscriber with an active staff record.
3	Insert the subscription record IDs, RPT ID, title, subscriber, corresponding parameter keys and thread numbers into the staging table for batch report generation.
4	Update all subscription records to "INACTIVE" status that: - Match the COUNTY_CODE. - Have an expiration date less than the run date. - Have an "ACTIVE" status.

2.7.2.2 Generate Reports Batch Processes

The second set of batch jobs in the daily processing sequence generate the reports through the reports server and save the resulting files to the file server.

The generation workload is divided by report template, county and thread number. The job processes records inserted into the staging table during the initial setup batch job. Once the jobs complete, files will be generated and linked to the subscriptions through the staging table. Users can view their generated reports on the Report Search page. These jobs leverage existing publisher templates and java classes to generate reports.

The following table describes the steps this batch will execute.

Step	Description
1	Input Parameters: COUNTY_CODE, THREAD_NUM
2	Select all staging records that: - Reference a subscription that matches COUNTY_CODE and THREAD_NUM. - Does not have a reference to a generated report.
3	For each <u>distinct</u> parameter key, complete the following actions: - Lookup the appropriate template using RPT_ID. - Generate a report by calling the BI Publisher service. - Save the generated report on the file server. - Insert file details into the GENERATE_RPT table and insert the resulting ID back into the staging table for each corresponding parameter key. Two separate subscribers will point the same generated report if both subscribers used identical parameters. Note: The parameter key represents the parameters set by the user for the report in a string format. These parameters are inserted into the URL for the publisher service.

2.7.2.3 Email Reports Batch Process

If a user opts into email notification delivery, and they meet the email requirements, they will receive an email informing them their report has been generated and is available for access through the application. This job determines which reports were generated for a given process day, and which staff members should receive an email. The following table outlines the steps taken along the process.

Step	Description
1	Input Parameters: GENERATE_DATE, COUNTY_CODE
2	Select all subscription records that: - Match the county input parameter. - Reference a generated report that matches the generate date input parameter. - Reference a subscriber that has opted into email notification.
3	For each subscription, complete the following actions: - Set the recipient for the email. - Construct the subject line and body contents for the message. - Build a local temp file that is a clone of the report that was generated during the generate date listed in the input parameters. ***** - Check if the Subscriber's email address matches the approved domains for the Subscriber's county. For domain list, please refer to the Appendix 7.2 - Email Domains section of this document. - Check if the report template contains columns with Personally Identifiable Information (PII). ***** - Check the size of the local file and compare it to county max attachment size limit and LRS / CalSAWS outbound attachment size limit. ***** - Check if the Subscriber has security rights to the report. ***** - If either of the attachment size, PII, or security checks fail, or if the county cannot receive subscription reports as attachments, send a notification email (with no attachment) to the subscriber that their report is ready. - If all checks pass, attach the local temp file to the email and send. ***** Delete the local temp file. ***** ***** - **Only for counties which can receive subscription reports in e-mail attachments**

Email Max Attachment Size Limit

Counties may specify their own county-specific attachment size limit via codes table. The outbound email attachment size limit from the LRS / CalSAWS system is 15MB.

Note: This attribute will be included in the implementation, however Los Angeles county has opted out of subscription report e-mail attachments.

Reports with Personally Identifiable Information (PII)

Report templates with columns that classify as PII will be tracked in a reference table for use during the email process step.

Report Security Rights

Reports will be generated for Subscribers if they do not have the security rights for the report template their subscription is based on. The reports will not be accessible through the application until the Subscriber is assigned the appropriate rights to view the report.

Email Delivery Failures

The application will use 2 attempts to deliver an email to the subscriber each time a report is generated. If the message does not get delivered to the target account, there is no certainty that the application will be notified by the recipient's email service provider. For this reason, the application will continue to attempt delivery to the same email address for any reports generated in the future.

2.7.3 Execution Frequency

The series of batch processes that generate Subscription Reports will execute nightly and process any subscription reports scheduled to run for that day based on the recurrence parameters defined for the Subscription.

2.7.4 Key Scheduling Dependencies

The Pending Applications Report has a nightly sweep batch process that loads the report data into a reporting table. The Subscription processing cannot begin until the completion of these predecessor reports batch sweep processes.

2.7.5 Counties Impacted

Los Angeles county is impacted by this change. Reports Subscription functionality has already been implemented in the C-IV system.

2.7.6 Data Volume/Performance

Data volume depends on the number of Reports Subscriptions that are created by the end users and the frequency of each of those subscriptions. There are 40 reports subscription generation batch processes that will run in parallel to generate all subscription reports based on the thread number assigned by the initial setup batch process. Initial implementation will only disperse thread numbers between 1 and 20. Thread numbers of 21 through 40 will remain in reserve.

2.7.7 Failure Procedure/Operational Instructions

The staging database table that is loaded by the initial batch process will maintain the current state of each subscription report to be processed based on the processing of subsequent batch processes. If these jobs fail along the way, the staging table will still maintain the current state of the processing for each report. A simple restart of the failed job will pick up the processing for those reports that were not processed due to the failure. There is no need for any operational modifications to the data in the staging table.

2.8 Online - Email Templates

2.8.1 Overview

The following e-mail templates will be sent to those users who opted into email notifications for their subscription. The C-IV counties may receive subscription reports that meet specific criteria as attachments to the e-mail. Subscription e-mail functionality for Los Angeles county will only include notification e-mails; generated reports will not be attached.

2.8.2 Email Templates

In the LRS / CalSAWS system, the "County URL" value referenced throughout the templates below will populate with "https://lrs.laclrs.org".

The <<System Name>> references throughout these e-mail templates will be based on a reference column in Codes Table 15 which will store the system name that is applicable to each county to accommodate dynamic display in the e-mails. For example, subscription e-mails generated from LRS / CalSAWS will reference CalSAWS where applicable. Subscription e-mails generated from C-IV will reference C-IV where applicable. Similarly, the County URL references are based on a reference column in Codes Table 15 as well which signifies the homepage URL for each county. The <<Application>> tag referenced throughout the e-mail templates will display a newly created property which will be equal to 'the.application@calsaws.org' at the time this SCR is implemented. If the property is updated, newly generated emails will reflect the new value.

2.8.2.1 Email Notification Template

The following email template will be used if the county chose not to receive subscription report attachments in the notification e-mail. Currently this template is only applicable to Los Angeles county.

To:	<< Subscription User>>
From:	<< Application >>
Subject:	<<System Name>> Report Subscription: << Subscription Title >>
Attachment:	N/A
Body:	Hi, A <<System Name>> report has been created for you. This report was generated based on your <<System Name>> report subscription. The report can be accessed by logging into the <<System Name>> application using the link below and referencing the "My Reports" section of the homepage. Link: << County URL >> Subscription Information: Run Date: << Run Date >> Title: << Subscription Title >> Template: << Report Template >> Frequency: << Frequency >> Expiration Date: << Expiration Date >> NOTE: You are receiving this email because this address is associated to a <<System Name>> staff member that has elected to receive notifications for reports generated from this subscription via email. If you no longer wish to receive these emails, the preferences for this subscription must be updated in the <<System Name>> application. Please do not reply to this e-mail.

Figure 2.8.2.1-1 – Example of the Email Notification Template

Technical Note: The below listed email templates will only be applicable to those counties which agreed to receive subscription reports as e-mail attachments. Currently that only applies to the C-IV counties.

2.8.2.2 Email Attachment Template

The following email template will be used if the subscription report does not include PII and the attachment size is below the county-specified size limit. The generated report will be attached directly to the outgoing email.

To:	<< Subscription User>>
From:	<< Application >>
Subject:	<<System Name>> Report Subscription: << Subscription Title >>
Attachment:	<< Subscription Title >> - << Date >> .xls
Body:	Hi, A <<System Name>> report has been created for you and attached to this message. This report was generated based on your <<System Name>> report subscription. Subscription Information: Run Date: << Run Date >> Title: << Subscription Title >> Template: << Report Template >> Frequency: << Frequency >> Expiration Date: << Expiration Date >> NOTE: You are receiving this email because this address is associated to a <<System Name>> staff member that has elected to receive reports generated from this subscription via email. If you no longer wish to receive these emails, the preferences for this subscription must be updated in the <<System Name>> application. Please do not reply to this e-mail.

Figure 2.8.2.2-1 – Email Attachment Template

2.8.2.3 Email Size Template

The following email template will be used for reports that are generated from subscriptions and could not be attached to the email due to exceeding the county-specified attachment size limit.

To:	<< Subscription User>>
From:	<< Application >>
Subject:	<<System Name>> Report Subscription: << Subscription Title >>
Attachment:	<< none >>
Body:	Hi, A <<System Name>> report has been created for you and could not be attached to this email because it exceeds the attachment size limit. The report can be accessed by logging into the <<System Name>> application using the link below and referencing the "My Reports" section of the homepage. Link: << County URL >> Subscription Information: Run Date: << Run Date >> Title: << Subscription Title >> Template: << Report Template >> Frequency: << Frequency >> Expiration Date: << Expiration Date >> NOTE: You are receiving this email because this address is associated to a <<System Name>> staff member that has elected to receive reports generated from this subscription via email. If you no longer wish to receive these emails, the preferences for this subscription must be updated in the <<System Name>> application. Please do not reply to this e-mail.

Figure 2.8.2.3-1 – Email Size Template

2.8.2.4 Email PII Template

The following will serve as an email template for reports that are generated from subscriptions and could not be attached to the email because the report contains Personally Identifiable Information (PII).

To:	<< Subscription User>>

From:	<< Application >>
Subject:	<<System Name>> Report Subscription: << Subscription Title >>
Attachment:	<< none >>
Body:	Hi, A <<System Name>> report has been created for you and could not be attached to this email because it contains Personally Identifiable Information (PII). The report can be accessed by logging into the <<System Name>> application using the link below and referencing the "My Reports" section of the homepage. Link: << County URL >> Subscription Information: Run Date: << Run Date >> Title: << Subscription Title >> Template: << Report Template >> Frequency: << Frequency >> Expiration Date: << Expiration Date >> NOTE: You are receiving this email because this address is associated to a <<System Name>> staff member that has elected to receive reports generated from this subscription via email. If you no longer wish to receive these emails, the preferences for this subscription must be updated in the <<System Name>> application. Please do not reply to this e-mail.

Figure 2.8.2.4-1 – Email PII Template

2.8.2.5 Email Security Template

The following will serve as an email template for reports that are generated from subscriptions and could not be attached to the email because the Subscriber does not have the security rights for the report template the subscription is based on.

To:	<< Subscription User>>
From:	<< Application >>

Subject:	<<System Name>> Report Subscription: << Subscription Title >>
Attachment:	<< none >>
Body:	Hi, A <<System Name>> report has been created for you and could not be attached to this email because your security privileges do not contain the rights for this report. Please contact your supervisor or county security administrator to acquire the rights to view this report. Subscription Information: Run Date: << Run Date >> Title: << Subscription Title >> Template: << Report Template >> Frequency: << Frequency >> Expiration Date: << Expiration Date >> Created By: << Staff Member that Created the Subscription >> NOTE: You are receiving this email because this address is associated to a <<System Name>> staff member that has elected to receive reports generated from this subscription via email. If you no longer wish to receive these emails, the preferences for this subscription must be updated in the <<System Name>> application. Please do not reply to this e-mail.

Figure 2.8.2.5-1 – Email Security Template

2.8.3 Email Hierarchy

Only one email template will be used per each generated subscription report. The first template where the generated subscription report meets all the template requirements should be used using the following hierarchy:

1. Email PII Template
2. Email Size Template
3. Email Security Template
4. Email Attachment Template
5. Email Notification Template

2.9 Reports - Pending Applications Report

2.9.1 Overview

The Pending Applications Report provides groupings of pending application information by worker. The grouping of information by worker in the spreadsheet format does not lend itself to filtering/sorting of the information on the report by the users. The current layout was a simple conversion of the legacy PDF format rather than including modifications to make the layout spreadsheet friendly. SCR 8942 made updates to the Pending Applications Report in the C-IV system with release 17.09 which included changes to facilitate the report being added as a subscription report. This section will outline the same changes to the report in the LRS / CalSAWS system. This report will remain in Excel format which has a

2.9.2 Pending Applications Report Mockup (Pending Applications Sheet)

Pending Applications Report

County: Los Angeles
Date: 07/03/2018
As of Date: 07/02/2018

Pending Applications — Total: 10

Worker ID	Case Number	Case Name	Program	Recertification/ Renewal	File Date	ES Entitled	Application Date	Days Elapsed From Application Date	Date Pended	Days Elapsed From Date Pended
XXES01JR01	0000001	CASE NAME 1	CalFresh		06/20/2018		06/20/2018	13	06/21/2018	12
XXES01JR01	0000002	CASE NAME 2	CalFresh		06/29/2018		06/29/2018	4	06/29/2018	4
XXES01JR01	0000003	CASE NAME 3	CalFresh		07/02/2018		07/02/2018	1	07/02/2018	1
XXES01JR01	0000004	CASE NAME 4	CalFresh		06/26/2018		06/26/2018	7	06/26/2018	7
XXES01JR01	0000005	CASE NAME 5	CalFresh		06/25/2018		06/25/2018	8	06/26/2018	7
XXES01JR05	0000006	CASE NAME 6	CalFresh		06/22/2018		06/22/2018	11	06/22/2018	11
XXES01JR05	0000007	CASE NAME 7	CalFresh		06/19/2018		06/19/2018	14	06/22/2018	11
XXES01JR05	0000008	CASE NAME 8	Child Care				06/29/2018	4	06/29/2018	4
XXES01JR05	0000009	CASE NAME 9	Medi-Cal				06/26/2018	7	07/02/2018	1
XXES01JR05	0000010	CASE NAME 10	Medi-Cal				06/15/2018	18	06/21/2018	12

Figure 2.9.2-1 – Pending Applications Report Mockup (Pending Applications Sheet)

2.9.3 Pending Applications Report Mockup (Pending Persons Sheet)

Pending Applications Report

County: Los Angeles
Date: 07/03/2018
As of Date: 07/02/2018

Pending Persons — Total: 10

Worker ID	Case Number	Case Name	Person Name	Program	Added Via Auto-Test	Application Date	Date Person Pended	Days Elapsed From Date Pended
XXES01JR01	0000001	CASE NAME 1	PERSON NAME 1	CalFresh		04/01/2018	04/02/2018	92
XXES01JR01	0000002	CASE NAME 2	PERSON NAME 2	CalFresh		03/25/2014	07/14/2016	719
XXES01JR01	0000003	CASE NAME 3	PERSON NAME 3	CalFresh		07/15/2015	03/08/2017	482
XXES01JR01	0000004	CASE NAME 4	PERSON NAME 4	CalFresh		07/01/2017	01/26/2018	158
XXES01JR01	0000005	CASE NAME 5	PERSON NAME 5	CalFresh		07/01/2017	01/26/2018	158
XXES01JR05	0000006	CASE NAME 6	PERSON NAME 6	CalFresh		01/01/2015	04/12/2018	82
XXES01JR05	0000007	CASE NAME 7	PERSON NAME 7	CalFresh		01/01/2015	04/12/2018	82
XXES01JR05	0000008	CASE NAME 8	PERSON NAME 8	Child Care		10/20/2009	04/30/2018	64
XXES01JR05	0000009	CASE NAME 9	PERSON NAME 9	Medi-Cal	No	07/15/2016	07/20/2016	713
XXES01JR05	0000010	CASE NAME 10	PERSON NAME 10	Medi-Cal	No	03/01/2018	03/16/2018	109

Figure 2.9.3-1 – Pending Applications Report Mockup (Pending Persons Sheet)

2.9.4 Pending Applications Report Mockup (Pending Rescinds Sheet)

Pending Applications Report

County: Los Angeles
Date: 07/03/2018
As of Date: 07/02/2018

Pending Rescinds						Total:	5
Worker ID	**Case Number**	**Case Name**	**Program**	**Application Date**	**Days Elapsed From Application Date**	**Rescind Date**	**Days Elapsed From Rescind Date**
XXES01JR01	0000001	CASE NAME 1	CalFresh	02/18/2016	866	01/17/2017	532
XXES01JR05	0000002	CASE NAME 2	CalFresh	09/26/2014	1376	08/11/2017	326
XXES01JR05	0000003	CASE NAME 3	Child Care	04/05/2016	819	10/10/2017	266
XXES01JR05	0000004	CASE NAME 4	Medi-Cal	09/29/2016	642	03/01/2017	489
XXES01JR05	0000005	CASE NAME 5	Medi-Cal	10/17/2016	624	09/19/2017	287

Figure 2.9.4-1 – Pending Applications Report Mockup (Pending Rescinds Sheet)

2.9.5 Description of Change

1. Remove the sorting parameters from the reports parameter page as these were used to sort the legacy static PDF versions of the report. With the report being solely in a flexible spreadsheet format, these parameters are no longer needed. The default sorting will be by Worker ID followed by Case Number ascending.

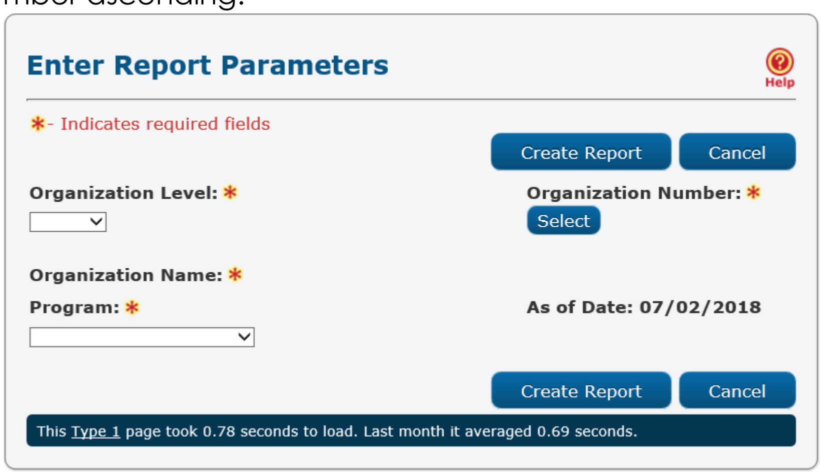


Figure 2.9.5-1 – Pending Applications Report Parameter Page Mockup

2. In every sheet, remove the grouping of records by Worker ID. This includes the Worker ID field and 'Total' that appear in every worker grouping. Each sheet will now provide one continuous list.
3. In every sheet, add a 'Worker ID' column at the first position. The column will display the worker ID of the worker who is assigned to the program at the time the report is generated. The column will display 'No Worker' if no worker is assigned to the program.

4. Within the Pending Applications tab of the report, rename the column header of the listing from “Recertification” to “Recertification/Renewal”.
5. Relocate the sheet title located in the header to be above the column row. See the attached mockup for reference.
6. Add a dynamic total to the top right of every sheet. The total will do a row count over the Case Number column for all visible rows.
7. When the report generates with no data, the case list will be blank. Currently it displays a single record with ‘‘NO RECORDS’ for the Worker ID and ‘NA’ for the Case Number.

2.9.6 Report Location

Global: Reports

Local: On Request

Task: Case Activity

2.9.7 Counties Impacted

Los Angeles county is the only county impacted by this change. The same changes have previously been made to the C-IV system with SCR 8942.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	Pending Applications Report Mockup	CA 48393 Pending Applications Report
2	Security	Security Matrix	Security_Matrix_SCR _CA_48393.xls

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.1.5	The LRS shall allow COUNTY-specified Users the online ability to generate reports.	Subscription reports allow the counties to customize their own generation of reports through the online pages.
2.24.3.4	The LRS shall allow generation of reports to occur in a time frame specified by COUNTY.	Subscription reports allow the counties to customize their own custom time frames for generation of reports.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	How Requirement Met

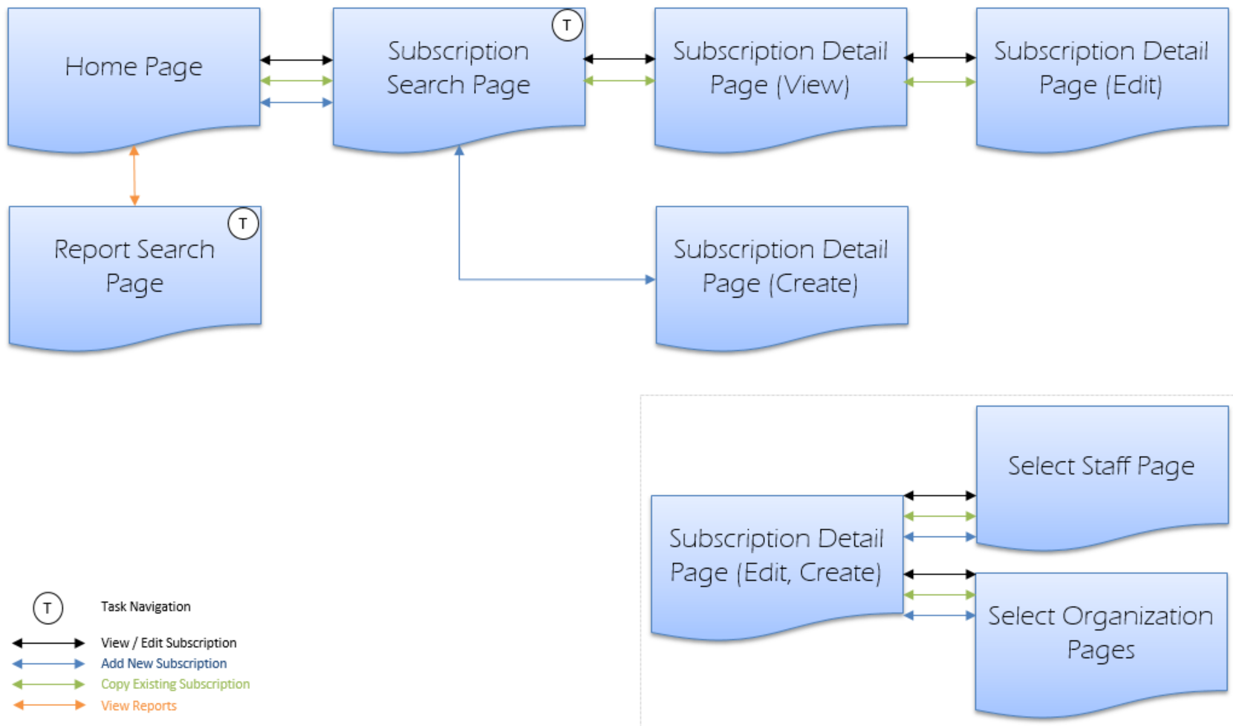
5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

6 OUTREACH

7 APPENDIX

7.1 Page Navigation Flow



7.2 Email Domains

The Los Angeles e-mail domains "dpss.lacounty.gov" and "dcfs.lacounty.gov" have been added to the list of acceptable email domains. This initial list was created based on current email addresses in the system. Counties can choose to update this list at any time by submitting a system change request.

County	County Email Domain(s)
All + Admin	calaces.org
Alpine	alpinecountyca.gov
Amador	amadorgov.org
Butte	buttecounty.net
Calaveras	co.calaveras.ca.us
Colusa	colusadhhs.org; countyofcolusa.org

Del Norte	co.del-norte.ca.us
El Dorado	edcgov.us
Glenn	hra.co.glenn.ca.us; countyofglenn.net
Humboldt	co.humboldt.ca.us
Imperial	co.imperial.ca.us
Inyo	inyocounty.us
Kern	kerndhs.com; co.kern.ca.us
Kings	co.kings.ca.us
Lake	dss.co.lake.ca.us
Lassen	co.lassen.ca.us
Los Angeles	dpss.lacounty.gov dcfs.lacounty.gov
Madera	co.madera.ca.gov
Marin	marincounty.org
Mariposa	mariposahsc.org
Mendocino	co.mendocino.ca.us
Merced	hsa.co.merced.ca.us; co.merced.ca.us
Modoc	co.modoc.ca.us
Mono	mono.ca.gov
Monterey	co.monterey.ca.us
Napa	countyofnapa.org
Nevada	co.nevada.ca.us
Plumas	countyofplumas.com
Riverside	riversidedpss.org rivco.org
San Benito	cosb.us
San Bernardino	hss.sbcounty.gov
San Joaquin	sjgov.org
Shasta	co.shasta.ca.us
Sierra	sierracounty.ca.gov
Siskiyou	co.siskiyou.ca.us
Stanislaus	stancounty.com
Sutter	co.sutter.ca.us
Tehama	tcdss.org
Trinity	trinitycounty.org
Tuolumne	co.tuolumne.ca.us
Yuba	co.yuba.ca.us

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-202610 – Increment LRS database sequences to appropriate values to support CalSAWS data.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Shankar Padmanabhuni
	Reviewed By	[individual(s) from build and test teams that reviewed document]

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/12/2020	1.0	Initial Version	Shankar Padmanabhuni

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1 OVERVIEW

Sequences for ID columns (primary keys on LRS tables) will be bumped up to accommodate new ID numbers (for each table) coming from C-IV and Calwin. Calsaws application and partner interfaces need some changes to accommodate higher sequence ID numbers.

1.1 Current Design

Sequences for ID columns on LRS tables are currently overlapping with ID columns on the corresponding tables in the C-IV system. This will cause collisions and failures when importing/appending C-IV data to LRS data during cutover.

1.2 Requests

To avoid collisions during cutover, the current sequences for LRS will be bumped up to create enough space for C-IV data to be appended in between that gap. During the C-IV cutover, the current C-IV IDs will be shifted to the gap created between current LRS IDs and future sequences created by this SCR in LRS.

1.3 Overview of Recommendations

The recommendations for the SCR for bumping sequences in LRS are as follows:-

1. Identify the growth for each table over the past few years in CIV and LRS.
2. Identify the buffer for each table based on the growth projections and current maximum values of ids in both systems.
3. Bump the sequence for each table in LRS based on the identified buffer for them.
4. Change the application and partner interface code to accommodate for increased sequence values. Code changes fall into following categories:-
    a. Id needs to be treated as type long instead of Integer(max 2,147,483,647).
    b. Partner interface file should accommodate fixed width of at least 12 characters wide for id.

1.4 Assumptions

1. Growth projections for ids is based on last 4 years data and added significant buffer to accommodate for unusual growth due to policy change etc.
2. Actual id shift in CIV will be done during CIV to LRS cutover.

2 RECOMMENDATIONS

This SCR will accomplish the following for ids .

Example Table: Journal_entry

Current CIV IDs **CIV Keys after ID update(during cutover)**

| 1 …….2,000,000,000 |----------> | 3,000,000,001…..5,000,000,000,000 |

Current LRS IDs **Future LRS IDs**

| 1……..1,800,000,000 |-------------------Buffer for CIV IDs-------------------------| 6,000,000,000

SCR will include the following:

1. DBCR to reset next sequence value to higher value in LRS according to the projected values in attached Excel.

   Table_growth_project
   ions_for_ids_0509202

2. Update the code to use architecture Id class or long instead of int or Integer where the table Ids are read from database.

2.1 Online Page Updates

2.1.1 Overview

This section lists the impacted pages due to code refactoring to account for id shifting.

2.1.2 Description of Changes

In order to verify the correct conversion between integer and long types, the following pages/function areas need to be modified and tested that the id parsing functionality change from integers to long data type due to the id shifting.

Within the Online context, perform a click-through regression testing on following pages or functional area:

- Cal-Learn Progress List
- Cal-Learn Progress Detail
- Call Log Detail
- Create Task
- Customer Activities List
- Employment List page

- Income View Transaction History
- Medicare Detail page
- Non-Compliance Outreach List
- Phonetic Person Search
- SAVE List

2.2 Eligibility Rules Updates

2.2.1 Overview

In order to verify the correct conversion between integer and long types, all runnable EDBC programs and their identifiable rules, parent and subsequent child-pages for Online EDBC will be tested by following a regression testing.

Mid - Period Logic, WPRD and Batch ABAWD will be also part of the regression testing.

2.2.2 Description of Changes

Within the Online context, perform a click-through regression testing on impacted EDBC programs.

Within the Batch context, perform a batch processing for WPRD and ABAWD.

2.2.3 Programs Impacted

- AAP
- Batch ABAWD
- CalFresh
- CalWORKs (Including Cal Learn automatic actions)
- Diversion
- Foster Care
- General Assistance GA/GR
- Homeless Assistance
- Immediate Need
- Kin-GAP
- Manual EDBC programs
- Nutrition Benefit
- Refugee Cash Assistance
- WPRD

2.2.4 Performance Impacts

N/A

2.3 Interface : California Child Support Automation System (CCSAS)

2.3.1 Overview

CCSAS outbound Interface shares IVA number identifier with CCSAS system to uniquely identify the cases between CalSAWS and CCSAS.

2.3.2 Description of Change

CCSAS outbound Interface shares "IVA_Number" with CCSAS system to uniquely identify the cases between CalSAWS and CCSAS. IVA number is derived from table sequence Id. As part of this sequence id increase, there will not be any code change since CCSAS partner can support IVA number up to 20 characters. Partner testing will be performed to make sure increased sequence id is not causing any issues in the partner system.

Note: While converting C-IV data as part of C-IV migration, coordination needs to be done with partner to test the records as part of that effort.

2.3.3 Execution Frequency

Daily

2.3.4 Key Scheduling Dependencies

No changes.

2.3.5 Counties Impacted

LA county.

2.3.6 Interface Partner

California Child Support Automation System (CCSAS)

2.4 Interface : County Wide Master Data Management system (CWMDM)

2.4.1 Overview

CalSAWS sends active and aided person and their demographic information to County Wide Master Data Management system(CWMDM).

2.4.2 Description of Change

There will not be any code changes. Partner Testing will be performed to make sure partner system accepts new increased sequence numbers.

2.4.3 Execution Frequency

Daily

2.4.4 1.1.4 Counties Impacted

LA county

2.4.5 1.1.5 Interface Partner

County Wide Master Data Management system (CWMDM).

2.5 Other Interfaces

2.5.1 Overview

Set of component identified to modify code were capture here and no impact to the partner systems due to the fact that the particular sequence id is not shared with the partner system.

2.5.2 Description of Change

Components identified in the below topics will be modified to change the sequence id data type from INT to LONG (ID)

- Search Appointment Webservice (for Lobby mobile)
    - LobbyMobileDaoImpl.java
- E-Application Webservice
    - C4YWebServices.java
- YBN Appointments
    - YbnDaoImpl.java
- Death Match Interface (only junit file change)
    - DeathMatchDaoImplTest.java

2.6 Medi-Cal EDBC, CalHEERS Transactions, and Supporting Data Collection

2.6.1 Overview

At design time, there are no anticipated changes related to Medi-Cal EDBC, CalHEERS Transactions (inbound and outbound), or the related Supporting Data Collection pages. However, since the database ID migration affects the entire system, a regression test of all areas within the system is appropriate.

2.6.2 Description of Change

The following is a list of all functional areas related to Medi-Cal EDBC, CalHEERS Transactions, and the related Data Collection pages owned by the same build team:

- Medi-Cal EDBC
  - Medi-Cal Negative Action EDBC
  - Medi-Cal Manual EDBC
  - Medi-Cal "No touch" Renewals
  - Medi-Cal Manual Renewals
  - Medi-Cal Pre-ACA Renewals
  - Medi-Cal CalHEERS Soft Pause
  - Medi-Cal Non-applicants
  - Medi-Cal Batch MAGI Processes
  - Medi-Cal Batch EDBC Processes
  - Medi-Cal Batch Auto-Rescind Process
  - Medi-Cal EDBC Immigration Status
  - Medi-Cal Deemed Eligibility
  - Medi-Cal EDBC Approving an eICT
  - Medi-Cal EDBC for Hunt v Kizer
  - Medi-Cal EDBC Non-Complainces
  - Medi-Cal EDBC for DCFS
  - Medi-Cal EDBC Income Frequencies
  - Medi-Cal EDBC for CMSP
  - Medi-Cal EDBC with Hidden Person
  - CalWORKs to Medi-Cal Auto Test
  - Request MAGI
  - CalHEERS Emulator
  - CalHEERS Referrals and Linking
  - CalHEERS Referral Status
  - CalHEERS Immigration Status
  - CalHEERS Report-a-change
  - CalHEERS Reasonable Opportunity Period
  - CalHEERS Carry Forward
  - CalHEERS ESI and Non-ESI
  - CalHEERS Minimum Essential Coverage
  - CalHEERS Income Frequencies
  - CalHEERS Dispositions
  - CalHEERS Image Transfer
  - CalHEERS Update Transaction
  - CalHEERS Verifications
  - CalHEERS Verification of Lawful Presence
  - CalHEERS MAGI with Hidden Person
  - EDMS (Imaging System) for VLP Step 3 is working
  - Data Collection pages for Tax Household
  - Data Collection pages for Hunt v Kizer
  - Data Collection pages for Deemed Eligibility

2.7 Fiscal Interface: LA County Treasurer and Tax Collector (TTC)

2.7.1 Overview

CalSAWS sends a monthly TTC Referrals file to the Los Angeles County Treasurer and Tax Collector (TTC) for collections processing. The TTC Referrals Writer retrieves outstanding overpayment and over-issuance claims on closed/terminated cases in the LRS. The Los Angeles County Treasurer and Tax Collector (TTC) oversees various collection activities on overdue accounts. TTC sends the weekly TTC Inveontory file which contains the TTC Account Number for each account that was referred to TTC and also contains the status changes on the TTC accounts. Outstanding overpayment and over-issuance claims are sent to TTC for collections. Once a collection is made, the collection details are communicated back to the LRS using the TTC Collections file. The TTC interface readers and writers are impacted due to the Id shifting.

2.7.2 Description of Change

The following TTC interface files are impacted due to the id shifting.

1. TTC Referrals Writer
2. TTC Inventory Reader
3. TTC Collections Reader
4. TTC Vouchers Reader

There will be no code changes in this release. Only the partner testing will be performed.

2.7.3 Interface Partner

LA County Treasurer and Tax Collector (TTC)

2.7.4 Counties Impacted

LA county

2.8 Fiscal Interface: Accounts Receivable System (ARS)

2.8.1 Overview

CalSAWS sends the weekly ARS Program Status file, ARS Claims file, ARS Recovery Transactions and ARS Payment Receipts file to ITD for processing. ITD uses the data to sync the Accounts Receivable System (ARS) with the LRS. The ARS interface writers are impacted due to the Id shifting.

2.8.2 Description of Change

The following ARS interface files are impacted due to the id shifting.

1. ARS Payment Receipts Writer
2. ARS Recovery Account Transactions Writer
3. ARS Claims Writer

There will be no code changes in this release. Only the partner testing will be performed.

2.8.3 Interface Partner

Los Angeles County Information Technology Division (ITD)

Accounts Receivable System (ARS)

2.8.4 Counties Impacted

LA county

2.9 Fiscal Interface: Los Angeles County Electronic Countywide Accounting and Purchasing System (eCAPS)

2.9.1 Overview

CalSAWS sends and receives multiple files from Los Angeles County Electronic Countywide Accounting and Purchasing System (eCAPS). eCAPS interface readers and writers are impacted due to the Id shifting.

2.9.2 Description of Change

The following eCAPS interface files are impacted due to the id shifting.

1. eCAPS Special Warrant Request Writer
2. eCAPS Trust Warrant Request Writer

3. eCAPS VCC1 Writer
4. eCAPS VCM1 Writer
5. eCAPS Business Type Reader
6. eCAPS EFT Activity Reader

There will be no code changes in this release. Only the partner testing will be performed.

Update the datatype for the following columns to VARCHAR2(20) in the database to accommodate the increase in length of Vendor Customer Codes. The Vendor Costumer codes for eCAPS are created as a combination of "LRSP" + Person Id (PERS_ID) or "LRSR" + Resource Id (ORG_ID).

Table	Column	Current Datatype	New Datatype
VEND_IDENTIF_PMT_PROCR	VEND_NUM_IDENTIF	VARCHAR2(15)	VARCHAR2(20)
	LEG_VEND_NUM_IDENTIF	VARCHAR2(15)	VARCHAR2(20)
VEND_CHNG_INFO	VEND_NUM_IDENTIF	VARCHAR2(15)	VARCHAR2(20)

2.9.3 Interface Partner

Los Angeles County Electronic Countywide Accounting and Purchasing System (eCAPS)

2.9.4 Counties Impacted

LA county

2.10 Fiscal Interface: Fidelity Information System for EBT (FIS EBT)

2.10.1 Overview

CalSAWS sends the Issuance Id in the EBT Food and Cash Writer files to FIS which is used to uniquely identify a particular issuance in the return files for Submission errors.

2.10.2 Description of Change

The following EBT interface files are impacted due to the id shifting.

1. EBT Food Writer
2. EBT Cash Writer
3. EBT Food Reader
4. EBT Cash Reader

There will be no code changes in this release. Only the partner testing will be performed.

2.10.3 Interface Partner

Fidelity Information Systems for Electronic Benefit Transfer (FIS EBT)

2.10.4 Counties Impacted

LA county

2.11 Fiscal Interface: TTC Vouchers Reader (TTC and DCFS)

2.11.1 Overview

CalSAWS receives a monthly TTC Vouchers file from TTC that contains information on the white vouchers that were sent by eCAPS to the vendors in the previous monthly Foster Care payroll. CalSAWS marks the vouchers as received if they were received in the TTC Vouchers Reader file with "Yes" indicator for a matching placement in CalSAWS.

2.11.2 Description of Change

The following interface file is impacted due to the id shifting.

1. TTC Vouchers Reader

There will be no code changes in this release. Only the partner testing will be performed.

2.11.3 Interface Partner

Los Angeles County Treasurer and Tax Collector (TTC)

Department of Child and Family Services (DCFS)

2.11.4 Counties Impacted

LA county

2.12 Fiscal Web Pages

2.12.1 Overview

This section lists the impacted Fiscal Web pages due to id shifting.

2.12.2 Description of Changes

In order to verify the correct conversion between integer and long types, the following Fiscal Web pages need to be modified and tested that currently parse the ids to integers. These web pages need to be modified to parse the ids into long data type instead of integer data type due to the id shifting.

1. Expungement Detail
2. UnreimbursedAssistance Pool
3. Receipt Search
4. Receipt Detail
5. Receipt Mass Upload

Within the Online context, perform a click-through regression testing on impacted Fiscal web pages.

2.12.3 Performance Impacts

N/A

2.13 Form/NOA

2.13.1 Overview

This section lists the Forms/Noa that are impacted due to the Id shifting.

2.13.2 Description of Change

Regression testing should be done on the forms listed below which displays IDs in form body element.

English and Spanish versions of the below listed forms will be tested:

- DFA 377.7F-1
- WTW 11
- M44-352A
- CF 377.7D3
- DFA 377.7G
- DCFS 1800 Blue Voucher
- PA6050
- PA6049
- DPTRCPT
- CSF 102

Regression testing should be performed on Document Parameters Page which displays different ID's in the dropdown. The following forms should be tested:

- FSLA-04
- DPTRCPT
- WFP&I EDMS
- PA 1893
- PA 759
- NA 820

2.14 Reports

2.14.1 Overview

On-Request Reports Architecture utilizes Integer variables and methods to handle report IDs. With the shift of IDs to larger number values, the variable types and method outputs need to be changed to handle larger numbers.

Existing table columns for some reports need to be updated to handle larger number values.

2.14.2 Mockup

N/A

2.14.3 Description of Change

On-Request Reports architecture code for report generation needs will be updated to use variable types and method outputs to handle larger ID number values.

In addition the following table columns will be updated to handle larger ID number values:

TABLE_NAME	COLUMN_NAME	Data Length (Current)	Data Length (New)
RPT_CMS_PI_IND	UPDATED_BY	10	50
RPT_INTAKE_STAT_PE	UPDATED_BY	10	50

Regression testing for report generation (technical) is needed for On-Request Reports and the following reports due to the column updates:

- DHCS CMS Performance Indicator Master Data Request Report
- DHCS CMS Performance Indicator Master Data Request Detailed Report
- Intake Statistics - Pending Applications, New Approvals and Denials Report

General regression testing is needed for non-affected reports such as scheduled reports.

Following reports job set needs to be executed as part of the testing

1) Daily report batch for scheduled reports

2) Monthly reports batch for scheduled reports

3) Report jobs samples for quarterly and yearly reports.

2.14.4 Report Location

DHCS CMS Performance Indicator Master Data Request Report

Global: Reports

Local: Scheduled

Task: State

DHCS CMS Performance Indicator Master Data Request Detailed Report

Global: Reports

Local: Scheduled

Task: Case Activity

Intake Statistics - Pending Applications, New Approvals and Denials Report

Global: Reports

Local: On Request

Task: Case Activity

2.14.5 Counties Impacted

N/A

2.14.6 Security Updates

N/A

2.14.7 Report Usage/Performance

Backend changes will not affect report usage and performance.

2.15 Data Warehouse

2.15.1 Overview

Data Warehouse (DW) uses metadata from the source tables and DW tables that are created from source tables carry the same data type over. The ID shift changes does not change the Data Type of Number within the source tables and only shifts the value. Regression Testing will be needed for Daily and Monthly Dashboards.

As part of the change, below ETLs need to be executed to validate the data both in Datawarehouse table and OBIEE dashboards.

1) Daily ETL – Incremental and full load.

2) Monthly ETL – Incremental loads

2.15.2 Report and Data Level Security

N/A

2.15.3 ETL Dependencies

N/A

2.15.4 Dashboard Standards

N/A

2.15.5 Metric Definition

N/A

2.15.6 Data Volume/Usage/Performance

N/A

2.16 Reports/DW Interface: DMS/SAS Interface

2.16.1 Overview

CalSAWS outbounds a daily file export containing multiple tables and their corresponding metadata to the DMS/SAS team for their Data Warehouse.

ID shifts will affect the actual ID values of source tables but not the data type of those table columns. DMS/SAS team must be notified that this change is occurring.

2.16.2 Interface Partner

Los Angeles County DMS Team

SAS

2.16.3 Counties Impacted

LA county

2.17 Reports/DW Interface: DCFS Export Interface

2.17.1 Overview

CalSAWS outbounds a daily file export containing multiple tables and their corresponding metadata to DCFS.

ID shifts will affect the actual ID values of source tables but not the data type of those table columns. DCFS team must be notified that this change is occurring.

2.17.2 Interface Partner

DCFS

2.17.3 Counties Impacted

LA county

2.18 Necessary Changes Identified During Build and Regression Tests

2.18.1 Overview

Through adherence to project and industry standards, The Project does not anticipate any other required code changes to support the database ID migration. However, it's possible for manual and automated regression tests to uncover parts of the system which unexpectedly require a change. The build teams and automated regression test team will document within this section additional changes made during the build phase, prior to System Test delivery.

2.18.2 Additional Changes

Build and Test teams may update this table until the System Test delivery date, and System Test may use this table to expand their tests to include any late-identified changes.

#	Team	Description	Areas to Test
1			

2			
3			
4			

3 SUPPORTING DOCUMENTS

[This section should include any supporting documents for the design as imbedded documents. Some examples of supporting documents include the Security Matrix, Form Design Documents, NOA Design Documents, and ETL Source-to-Target Mappings.]

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

[Document what requirements are being addressed with this design and how they are being met]

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

[Document any migration impacts such as data model or potential business process changes]

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

6 OUTREACH

[Include any specific outreach that needs to occur with implementation i.e. a CIT, a special webcast or onsite demonstration, any lists, etc…]

7 APPENDIX

The architecture modified files and impact is attached [attachment - CA-202610 - Architecture_Code_Updates.xlsx]

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-209067

Child Care State Median Income and Family Fee Schedule for 2018-2020

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Gillian Noelle Bendicio
	Reviewed By	Michael Wu, Long Nguyen, Christine Altavilla, Shilpa Suddavanda, Shushma Suddavanda, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/12/2020	.1	Initial Revision	Gillian Noelle Bendicio

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1 OVERVIEW

The Management Bulletin 18-03, adds median amounts for Child Care Eligibility's Income Ceiling. This median was effective July 1, 2018. The Management Bulletin 19-03 and 19-04 sets the initial income eligibility ceiling values at 85% and adds values to the income eligibility ceiling at 85% and to the Family Fee schedule. These new amounts are effective July 1, 2019. The Eligibility Detail page will be updated to include these new values.

1.1 Current Design

The Eligibility Detail page calculates an amount for the Income Ceiling and is linked to either a 70% or 85% Median. This page also calculates the part time and full time family fees. These calculations are based on the average monthly income of the household, the household size, and the effective date to determine Child Care Eligibility.

1.2 Requests

Update the initial eligibility ceiling to 85% and set the values for Income Ceiling and Family Fee schedule to match Management Bulletin 18-03, 19-03 and 19-04.

1.3 Overview of Recommendations

1. Update the Eligibility Detail page to match MB 18-03 and MB 19-03.
2. Add the rates for the Part Time and Full Time Family Fee to match MB 19-04.
3. Add validation to prevent 70% Median from being saved when the Begin Date is set on or after 07/01/2019.

1.4 Assumptions

The values for the median income amount and Family Fee schedule are calculated based upon the rates that are effective for the begin date.

2 RECOMMENDATIONS

2.1 Eligibility Detail

2.1.1 Overview

The Eligibility Detail page provides information about the Family Eligibility and Family Fees for Child Care. The median amount is used to set the Income Ceiling, which can be used to determine Eligibility. The Family Fee is used to determine part time and full time fees.

2.1.2 Eligibility Detail Mockup

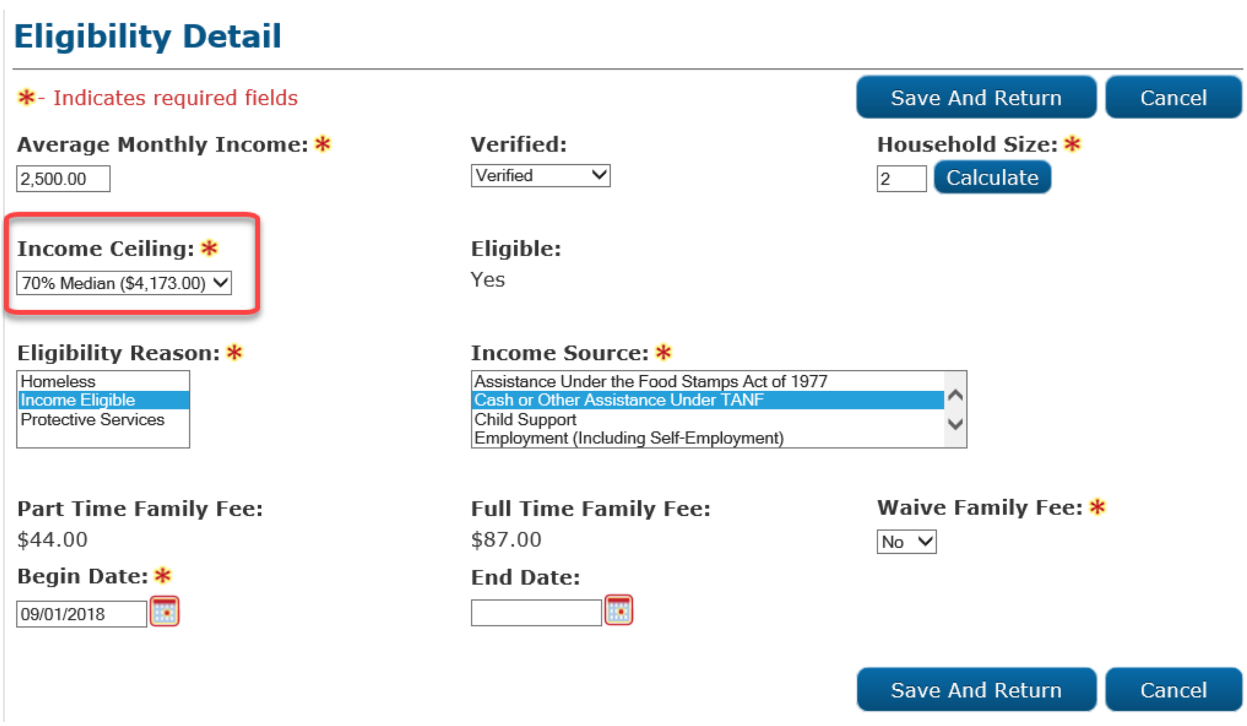

Figure 2.1.1 – Eligibility Detail Calculation with Updated Income Ceiling and Part Time and Full Time Family Fees for MB 18-03

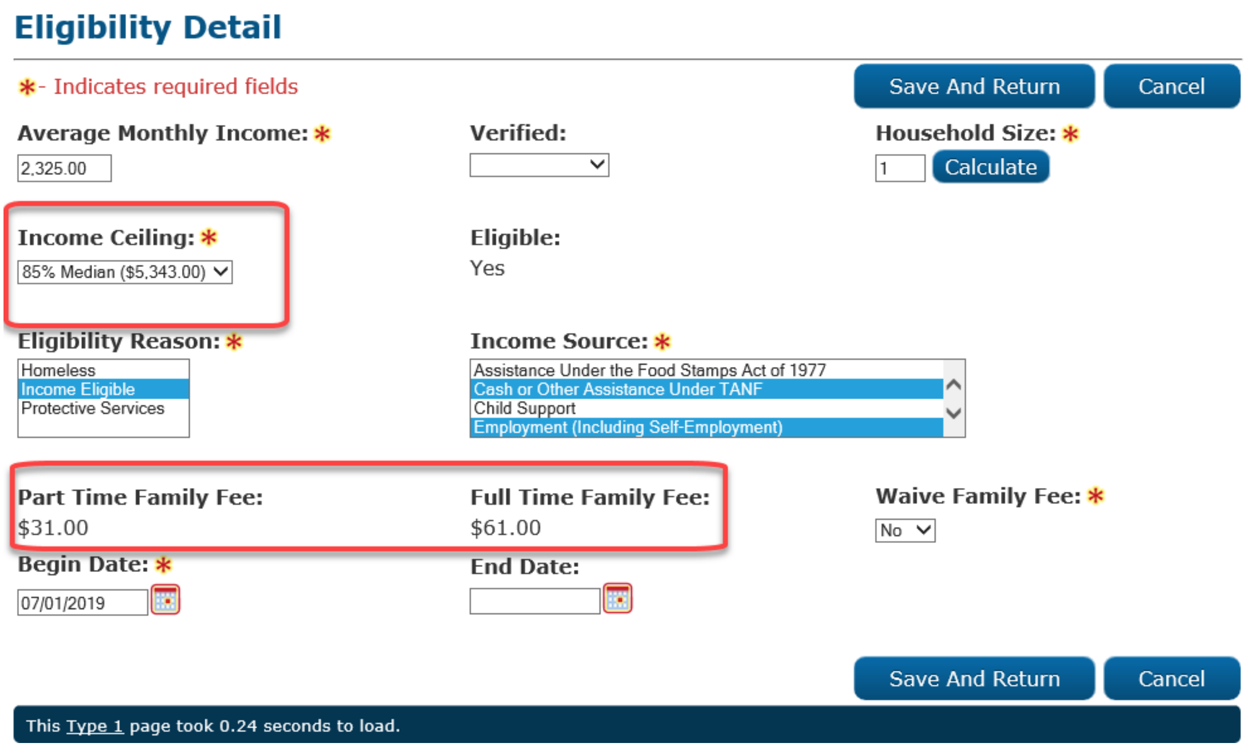

Figure 2.1.2 – Eligibility Detail Calculation with Updated Income Ceiling and Part Time and Full Time Family Fees for MB 19-03 and 19-04

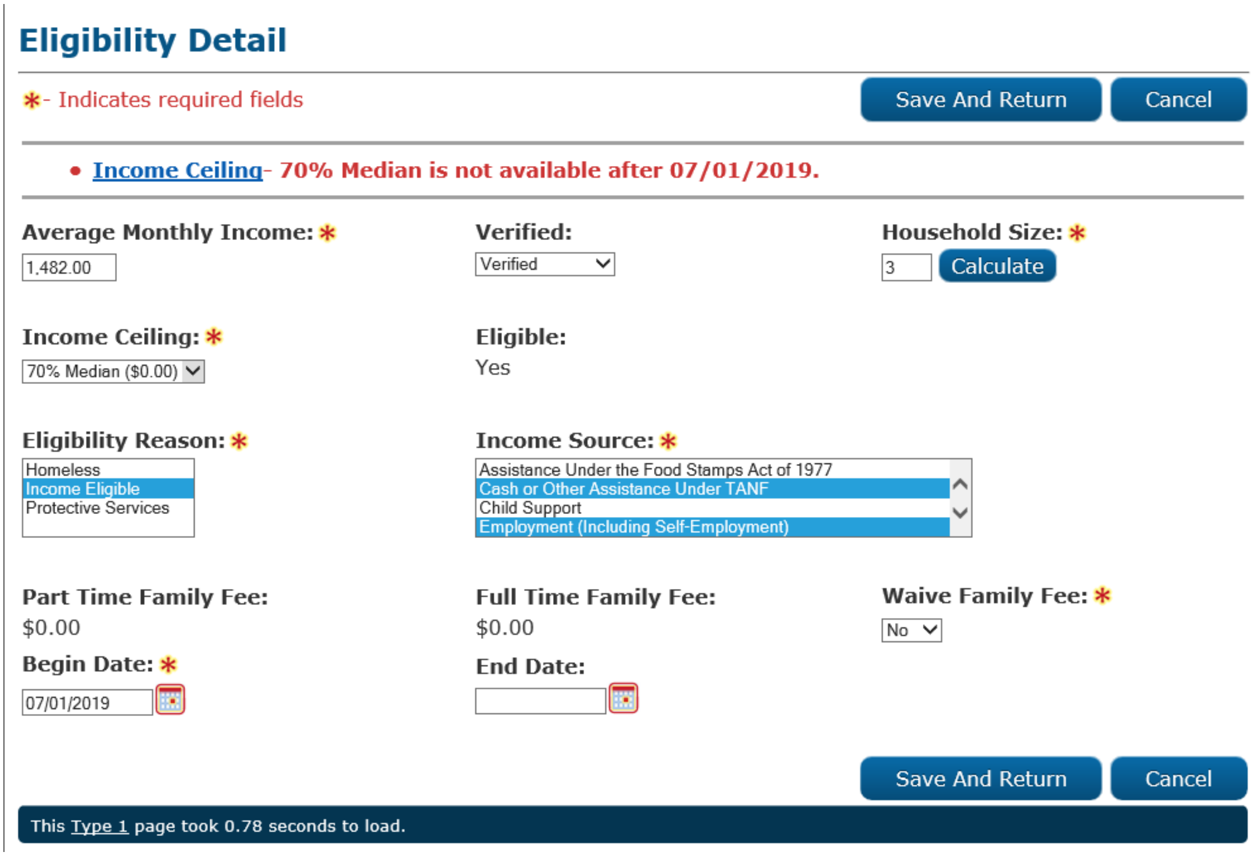

Figure 2.1.3 – Eligibility Detail with Validation

2.1.3 Description of Changes

1. Update the rates for 07/01/2018 to set the Income Ceiling to match MB 18-03 as shown in Figure 2.1.1. The existing calculate functionality will set the Income Ceiling on the page as per the added values when the Begin Date is set to 07/01/2018 or after. **Supporting Document 4** contains the new values.
2. Update the functionality of the Calculate button when clicked to set the 70% Median value to $0.00 when the Begin Date is 07/01/2019 or later as shown on Figure 2.1.3. Also, when creating a record and the current date is 07/01/2019 or later, set the 70% Median value to $0.00.
3. Update the Income Ceiling to match MB 19-03 and add the rates for the Part Time and Full Time Family Fee to match MB 19-04 as shown in Figure 2.1.2. The existing calculate functionality will set the Income Ceiling and the Part Time and Full Time Family Fee. **Supporting Documents 1 & 3** contain the new values.
4. Add validation to display '70% Median is not available after 07/01/2019.' and link it to the 'Income Ceiling' field as shown in Figure 2.1.3. This validation is triggered when a record is being saved with an Income Ceiling of 70% Median and the Begin Date is set to 07/01/2019 or later.

2.1.4 Page Location

- **Global: Child Care**
- **Local: Case Summary**
- **Task: Child Care Program**

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.1.6 Page Mapping

No impact to this section.

2.1.7 Page Usage/Data Volume Impacts

No expected page usage or data volume impacts.

2.2 Automated Regression Test

2.2.1 Overview

The existing Child Care Family Fee script(s) are either not executed against the CalSAWS application, or have branching logic to account for the differences between the CalSAWS and C-IV implementations. This exclusion criteria and branching logic should be removed once the two systems are in alignment.

2.2.2 Description of Change

Update the existing Child Care Family Fee script(s) to remove the branching logic specific to the previous CalSAWS implementation.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Child Care	Income Ceiling Management Bulletin 19-04	MB 19-03 Median Income.pdf
2	Child Care	Family Fee Management Bulletin 19-04	MB 19-04 Family Fee.pdf
3	Child Care	Family Fee Schedule for July 2019	MB 19-04 familyfeeschedulejul2
4	Child Care	Management Bulletin 18-03 Schedule of Income Ceilings (70 percent SMI) for Initial Certification Schedule of Income Ceilings (85 percent SMI) for Recertification	MB 18-03 Child Development.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.28.2.18.1	The LRS shall include functionality to support child care services, for the following: a. Child care provider information; b. Referrals; c. Alert notices and NOA s; d. Tracking of activity and authorizations by child and case; e. Tracking of payments issued; f. Alternative Payment Program (APP) information; and g. Tracking and control of child care provider payment requests.	The Eligibility Detail page has been updated to reflect the new rates and use them to calculate for Child Care benefits.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

6 OUTREACH

7 APPENDIX

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-210580 | CIV-661

Automate the creation of Time Limit Months for Supportive Service recipients

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sidhant Garg
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/06/2020	1.0	Initial Revision	Sidhant Garg

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1 OVERVIEW

This document specifies the enhancements in the system to automate the creation of time limits for individuals who received Supportive Services for a month and who are post employment/job retention with cash aid assistance discontinued for the month.

1.1 Current Design

The Time Limit month for a Supportive Service i.e. transporation, moving assistance, ancillaries etc. aid is added manually by the worker on the Cash Aid Time Limit Month Detail page under the Retention Service Program type.

1.2 Requests

Automate the creation of time limits for individuals who received Supportive Services (Ancillary, Child Care, Other, and Transportation)for a month and who are post employment/job retention with cash aid assistance discontinued for the month.

1.3 Overview of Recommendations

1. Create a new Monthly Time Limit Supportive Services Batch process that will automate the creation of time limits for individuals who received Supportive Services for a month.

1.4 Assumptions

1. No Changes are required to WDTIP interface.
2. With this SCR, we are not changing the rules for Count/Don't Count for a supportive Service month. The Cash Aid Time Limit Month Detail page will continue to display:
    a. Count for TANF when the 'Supportive Services for Employment' is "No" or Don't Count if it is "Yes".
    b. Don't Count for CalWORKs clock.
    c. N/A for WTW if there is no signed WTW Plan or Don't Count for WTW if there is a signed WTW Plan.

2 RECOMMENDATIONS

2.1 Time Limit Supportive Services Batch

2.1.1 Overview

The Time Limit Supportive Services Batch will automate the creation of a time limit month record where the individual has only received supportive service aid for the month. This batch will be based on having an Issuance Record associated to Welfare-to-Work/ CalWORKs Refugee Employment Program (REP) for an individual. This batch will confirm that the participant has not received Cash Aid assistance for the same month before creating Supportive Service Time Limit Month.

2.1.2 Description of Change

1. Create a new Monthly Time Limit Supportive Services Batch process.
2. This Batch will run for each county individually.
3. This Batch will be scheduled to run on the first business day of the month and would create a Time Limit record for a previous month where the individual only received supportive service aid in that month.
4. The following conditions will be used to identify records for processing:
    a. The WTW/REP program is in Active status.
    b. The Status reason is Post Emp/Job Retention.
    c. The Individual has not received Cash Aid assistance for the previous month.
    d.
        I. The Individual has only received an Issuance that is associated to a WTW/REP program for the previous month.

        OR (The following condition for CIV and LRS are included to cover participants who received child care payments for a month and not WTW/REP payments)

        CIV Counties:
        I. Verify that there exists a Child Care payment Issued for the previous month.

        LRS (LA County):
        I. Verify that LA County received a record of Child Care Payment for a previous month through the APP interface.

5. For each record that is identified using the criteria above, the system will create a time limit record for the previous month with the following information:
    a. The program of the time Limit will be 'Retention Services'.
    b. The Aid Code will be the aid code of the issuance associated to the WTW/REP program on the Issuance Detail page.
    c. The Supportive Services Reason will be determined based on the following.

I. For Service Payments, if the Need Category is Ancillary – Education or Ancillary - Work Related then the Supportive Services Reason will be 'Ancillary'.

II. For Service Payments, if the Need Category is Transportation then the Supportive Services Reason will be 'Transportation'.

III. For Service Payments, if the Need Category is anything but Ancillary – Education or Ancillary - Work Related or Transportation, then the Supportive Services Reason will be 'Other'.
NOTE: The Diaper payments would fall under the 'Other' supportive services reasons type.

IV. For Child Care Payments, the Supportive Services Reason will be 'Child Care'.

d. The Supportive Services for Employment will be derived from the Child Care Payment record for CIV Counties.
For LA County, this would be determined if there exists an 'Employment' activity record for the month.

NOTE: This batch job will only create the time limit month for the immediate previous month from the Batch Run Month. It will not retroactively add any other prior months.

2.1.3 Execution Frequency

This Batch will be scheduled to run on the First Business day of the month.

2.1.4 Key Scheduling Dependencies

The Daily Time Limit Batch (PBXXE301) will be a predecessor and the nightly WDTIP batches will be a successor to this batch.

2.1.5 Counties Impacted

All Counties.

2.1.6 Data Volume/Performance

This batch job is projected to create less than 3,000 time limit Supportive Service records per month across all 58 counties

2.1.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate the nature of the failure and determine the appropriate action. This Batch job will not utilize restartability. The entire file will be written at the end of processing, or the file will not be created all. This approach will allow this job to be re-run without the possibility of creating a partial file and having to combine multiple partial files.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.28.1.12	The LRS shall maintain a real-time online list of potential participants (e.g., unassigned pool or participant pool) that can be viewed, sorted, and/or printed by COUNTY-specified Users, including: a. Participant demographic data; b. Plan counter for program-specific work participation program plan (e.g., GAIN 90-day WtW Plan or GROW Vocation Assessment Employment Plan); c. Time clock information for program-specific time limits; d. Prior work participation program activities; e. Prior work participation program activity dates; and f. Participant assignment priority.	This Requirement is met by automating the creation of time limits for individuals who only received Supportive Services for a given month.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

6 OUTREACH

None.

7 APPENDIX

None.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211746 | DDID 11

Update LRS TEMP NA 1232 Form

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Pramukh Karla
	Reviewed By	Harish Katragadda

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/17/2020	1.0	Original	Pramukh Karla

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2.3 Update PIF400 Account Aging Reader batch job to generate new TEMP NA 1232 form 7
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2.3.2 Description of Change 7
3 Supporting Documents 7
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4.1 Migration Requirements 8

1 OVERVIEW

The purpose of this change is to update the TEMP NA 1232-1 and TEMP NA 1232-2 forms in LRS/CalSAWS System.

1.1 Current Design

Multiple versions of TEMP NA 1232 (TEMP NA 1232-1 and TEMP NA 1232-2) exist in LRS/CalSAWS System.

1.2 Requests

Update LRS TEMP NA 1232 form to 06/11 version.

1.3 Overview of Recommendations

1. Add TEMP NA 1232 (06/11) form to Template Repository in LRS/CalSAWS System.
2. Remove TEMP NA 1232-1 and TEMP NA 1232-2 from Template Repository.
3. Update PIXXF400 job to generate TEMP NA 1232 instead of TEMP NA 1232-1 and TEMP NA 1232-2 forms.

1.4 Assumptions

1. TEMP NA 1232 will have the LRS/CalSAWS Standard Header.
2. TEMP NA 1232 will be added to LRS/CalSAWS for all 58 counties.
3. Comment section on the CF 29 form will not be translated to threshold languages when a threshold language version of CF 29 form is generated.
4. PIXXF400 will be added for all CalWIN counties, but only PI19F400 job will be actively running in LRS/CalSAWS System.
5. PIXXF400 batch trigger conditions will not be updated.
6. Imaging Barcode on TEMP NA 1232 will be added with CA-207108 (DDID 2302 – Updates to Standardized Bar Codes)

2 RECOMMENDATIONS

2.1 Add TEMP NA 1232 (06/11) - CalFresh Notice of Action EBT Account form to Template Repository

2.1.1 Overview

This section will cover the updates needed to add TEMP NA 1232 form to the LRS/CalSAWS.

State Form: TEMP NA 1232

Programs: CalFresh

Attached Forms: N/A

Forms Category: Form

Languages: English and Spanish

2.1.2 Description of Change

Create TEMP NA 1232 – CalFresh Notice of Action EBT Account that can be generated from Template Repository.

1. Create TEMP NA 1232 Form XDP with 2 impressions. First impression will have TEMP NA 1232 and Second impression will have NA Back 9

   Form Header: LRS/CalSAWS Standard Header

   Form Title: CalFresh Notice of Action EBT Account

   Form Number: TEMP NA 1232

   Include NA Back 9: Yes

   Form Mockup/Example: See Supporting Document #1

2. Add the TEMP NA 1232 - CalFresh Notice of Action EBT Account form to Template Repository. The following parameters will be required:

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

3. TEMP NA 1232 form will be blank when generated from the template repository. LRS/CalSAWS Standard Header will be populated with worker and case information.

4. Populate the following fields on TEMP NA 1232 when triggered from Batch.

Section	Field	Description
<1>	Checkbox	Will be checked if the program is CalFresh and Account Type is Inactive
<2>	Date Text Field	Will be populated with EBT Status Date if the program is CalFresh and Account Type is Inactive. Date Format: MM/DD/YYYY

<3>	Checkbox	Will be checked if the program is CalFresh and Account Type is Dormant.
<4>	Date Text Field	Will be populated with EBT Status Date if the program is CalFresh and Account Type is Dormant. Date Format: MM/DD/YYYY

5. Add the following barcode options for the TEMP NA 1232 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

6. Add the following print options for the TEMP NA 1232 Form:

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

Mailing Requirements:

Mail-To (Recipient): Applicant selected on the Document Parameters page

Mailed From (Return): Worker's Office Address

Mail-back-to Address: Worker's Office Mailing Address

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N/A

Post to YBN/C4Y: Yes

2.2 Remove TEMP NA 1232-1 and TEMP NA 1232-2 forms from Template Repository

2.2.1 Overview

Since TEMP NA 1232 replaces TEMP NA 1232-1 and TEMP NA 1232-2 forms in LRS/CalSAWS, these forms will be removed from Template Repository.

2.2.2 Description of Change

1. Remove TEMP NA 1232-1 and TEMP NA 1232-2 forms from Template Repository.

2.3 Update PIF400 Account Aging Reader batch job to generate new TEMP NA 1232 form

2.3.1 Overview

Currently PIXXF400 batch job generates TEMP NA 1232-1 and TEMP NA 1232-2 if the aging account status is Inactive/Dormant. Since TEMP NA 1232 will replace TEMP NA 1232-1 and TEMP NA 1232-2, update PIXXF400 batch job to generate TEMP NA 1232 going forward.

2.3.2 Description of Change

1. Update PIXXF400 batch job to generate TEMP NA 1232 instead of TEMP NA 1232-1 and TEMP NA 1232-2.
2. Add county specific batch jobs for all CalWIN counties.
   Note: PIXXF400 batch job will be added for CalWIN counties but only PI19F400 will be actively running in LRS/CalSAWS System.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	TEMP NA 1232	TEMP_NA1232_EN.pdf TEMP_NA1232_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	The contractor shall update the LRS TEMP NA 1232 CalFresh Notice of Action EBT Account form to the (06/11) version. NOTE: Batch jobs will need to be evaluated to determine County options	1. Estimate is for updating the form in English and Spanish. 2. Estimations including batch configuration changes for county opt in/opt out feature. 2. Spanish translations will be provided by the Consortium. 3. Other threshold languages are NOT included in this estimate. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-211746 we are adding TEMP NA 1232 form to Template Repository which will replace TEMP NA 1232-1 and TEMP NA 1232-2. Also, updating PIXXF400 job to generate TEMP NA 1232 going forward instead of TEMP NA 1232-1 and TEMP NA 1232-2 forms.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211752 | DDID 11

Update the LRS NA 960X SAR-Notice of Action-Stop Aid (09/13)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harish Katragadda
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/10/2020	1.0	Original	Harish Katragadda

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1 OVERVIEW

The purpose of this change is to Update the NA 960X SAR-Notice of Action-Stop Aid (09/13) form in existing languages and add NA 960X in threshold languages which are currently not in LRS/CalSAWS Template Repository.

1.1 Current Design

NA 960X SAR-Notice of Action-Stop Aid (09/13) currently exists in English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Tagalog, Russian, Vietnamese

1.2 Requests

Update NA 960X SAR-Notice of Action-Stop Aid (09/13) in the existing languages and Add NA 960X form in Arabic, Hmong and Lao

1.3 Overview of Recommendations

1. Update NA 960X SAR-Notice of Action-Stop Aid (09/13) in English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Tagalog, Russian, Vietnamese
2. Add NA 960X SAR-Notice of Action-Stop Aid (09/13) in Arabic, Hmong and Lao forms to LRS/CalSAWS Template Repository.
3. Add the NA 960X SAR-Notice of Action-Stop Aid (09/13) in Arabic, Hmong and Lao to generate from Batch.

1.4 Assumptions

1. NA 960X SAR Arabic, Hmong and Lao forms will have the LRS/CalSAWS Standard Header.
2. The Population logic of NA 960X SAR remains the same and the new forms will include the existing population logic.
3. The Dynamic generation of Diaper Assistance Verbiage on NA 960X is implemented with SCR CA-59192 will remain the same and the new forms will include it.
4. Dynamic generation of SNB 5 and NA BACK 9 in 3rd and 4th page respectively along with NA 960X SAR when there is an active SNB program implemented with SCR CA-203103 will remain the same and will be included in the new forms.
5. Print options remain same for NA 960X SAR current forms and the same will be applicable to the forms that are being added in Arabic, Hmong and Lao.
6. All the Requirements for the Arabic, Hmong and Lao forms will be the same as the existing forms.
7. The NA BACK 9 will populate with the current LRS/CalSAWS standard population for the new languages.

2 RECOMMENDATIONS

2.1 Update and Add NA 960X SAR-Notice of Action-Stop Aid (09/13)

2.1.1 Overview

This section will cover the updates needed for NA 960X SAR-Notice of Action-Stop Aid (09/13) in existing languages and the requirements for adding Arabic, Hmong and Lao forms.

2.1.2 Description of Change

Update NA 960X SAR-Notice of Action-Stop Aid (09/13) form in English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Tagalog, Russian, Vietnamese languages and add Arabic, Hmong and Lao version of the form to template repository.

Update Forms in the following Languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Tagalog, Russian, Vietnamese

1. Add a text box to enclose the STATE HEARING verbiage
2. Add a text line across the form below the Rules in the bottom left corner

   Form Mockup/Example: See Supporting Document #1
   Note: The Mockup is only in English

Add Forms in the following Languages: Arabic, Hmong and Lao

1. Create NA 960X SAR-Notice of Action-Stop Aid (09/13) form XDP in Arabic, Hmong and Lao languages
   a. The first Page will have NA 960X SAR and the second page will have NA BACK 9 in the respective threshold language.
   b. Generate 3rd and 4th pages when there is an active SNB program and a 960X SAR from is triggered. The third page will have SNB 5 in English. The Fourth Page will have NA BACK 9 in English.

   Form Mockup/Example: See Supporting Document #1

2. Add the NA 960X SAR-Notice of Action-Stop Aid form in Arabic, Hmong and Lao to the Template Repository.

3. Add the NA 960X SAR-Notice of Action-Stop Aid form in Arabic, Hmong and Lao to generate from Batch.

4. Add the following barcode options to the NA 960X SAR-Notice of Action-Stop Aid (09/13) for the three new forms

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

Additional Requirements:
Post to YBN/C4Y: Yes

2.1.3 Page Location

N/A

2.1.4 Security Updates

N/A

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	Correspondence	NA 960X English	NA960X_EN.pdf
2	Correspondence	NA 960X Arabic, Hmong, Lao	NA960X_AR.pdf NA960X_HM.pdf NA960X_LA.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	1) Add a text box to enclose the STATE HEARING verbiage. 2) Add a text line across the form below the Rules in the bottom left corner 3) Make the Form Available in Arabic, Hmong and Lao Languages	1. Estimate is for updating the form in English and all Threshold languages. 2. Spanish translations will be provided by the Consortium. 3. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-211752, NA 960X SAR-Notice of Action-Stop Aid (09/13) form will be updated in English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Tagalog, Russian, Vietnamese and added to CalSAWS repository in Arabic, Hmong and Lao and will generate in Batch for the new languages added

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211753 | DDID 11

Update CF 1 – Notice to CalFresh Recipients Important - Please Read Form

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Raj Devidi
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/22/2020	1.0	Original	Raj Devidi

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4.1 Migration Requirements 6

1 OVERVIEW

The purpose of this change is to update the CF 1 (09/14) form in the LRS/CalSAWS to match the state version (10/14).

1.1 Current Design

CF 1 form already exists in LRS/CalSAWS in 09/14 version.

1.2 Requests

Update CF 1 (09/14) form to match the state version of (10/14).

1.3 Overview of Recommendations

1. Update CF 1 (09/14) form to match the state version (10/14).

1.4 Assumptions

1. All the prepopulated fields will be editable on CF 1 (10/14) form.

2 RECOMMENDATIONS

2.1 Update CF 1 (09/14) – Notice to CalFresh Recipients Important - Please Read

2.1.1 Overview

This section will cover the updates needed to update CF 1 09/14) form to match the state version (10/14).

State Form: CF 1
Program: CalFresh
Attached Forms: N/A
Forms Category: Form
Languages: English, Spanish
Form Header: LRS/CalSAWS State Standard Header

2.1.2 Description of Change

Update CF 1 (09/14) – Notice to CalFresh Recipients Important - Please Read form to match the latest state version (see Supporting Document #1).

Form Number: CF 1
Form Mockups: Please refer to Section 3.0 – Supporting Document #1

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CF 1	CF1_EN.pdf CF1_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	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.	With SCR CA-211753, CF 1 (10/14) form will be updated in English, Spanish.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211760 | DDID 11

Update the SAR 90 (01/14) version Reminder Letter

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harish Katragadda
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/17/2020	1.0	Original	Harish Katragadda

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1 OVERVIEW

The purpose of this change is to Update the SAR 90 (01/14) Reminder Letter form in existing languages and add SAR 90 (01/14) Reminder Letter in threshold languages which are currently not in LRS/CalSAWS Template Repository.

1.1 Current Design

SAR 90 (01/14) Reminder Letter in LRS/CalSAWS currently exists in English, Spanish, Armenian, Cambodian, Chinese, Korean, Tagalog, Russian, Vietnamese in LRS/CalSAWS and doesn't match with the state provided forms.

1.2 Requests

Update the SAR90 (01/14) version Reminder Letter form in existing languages with to reflect the state version. Add SAR 90 in Arabic, Farsi, Hmong and Lao languages to LRS/CalSAWS system.

1.3 Overview of Recommendations

1. Update SAR 90 (01/14) form in following languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Tagalog, Russian, Vietnamese to reflect the state version
2. Create new SAR 90 forms in Arabic, Farsi, Hmong, Lao languages.
3. Add SAR 90 (01/14) Arabic, Farsi, Hmong, Lao versions to LRS/CalSAWS repository.

1.4 Assumptions

1. SAR 90 (01/14) for all languages will include the LRS/CalSAWS Standard Header and Footer.
2. SAR 90 Print options will remain same for SAR 90 (01/14) for the additional 4 languages.
3. Variable population for the new language's Arabic, Farsi, Hmong and Lao will follow existing LRS/CalSAWS SAR 90 versions.
4. All the Requirements for the new forms will be the same as the existing forms.

Commented [MA2]: Suggest- SAR 90 form print options will remain the same for the additional 4 languages. (Arabic, Hmong, Farsi and Lao)

Commented [MA3]: We are missing Farsi.

2 RECOMMENDATIONS

2.1 Update and Add SAR 90 (01/14) Reminder Letter form

2.1.1 Overview

This section will cover the updates needed for SAR 90 (01/14) Reminder Letter in existing languages and the requirements for adding Arabic, Farsi, Hmong and Lao forms

2.1.2 Description of Change

Update SAR 90 (01/14) form to reflect the state version for the following languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog and Vietnamese languages. Add Arabic, Farsi, Hmong and Lao languages of the form to template repository.

Update Forms in the following Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog and Vietnamese

1. Update the forms to match the state versions.

   Form Mockup/Example: See Supporting Document #1

Commented [MA4]: On the mockup's, please display the lines for the 'Date' data fields, or at least include the double lines at the bottom of the page that are above the form number to mirror the state version. the Word document that includes all the translations for the updated text has question marks for the Cambodian translation instead of the font.

Add Forms in the following Languages: Arabic, Farsi, Hmong and Lao

1. Create SAR 90 (01/14) Reminder Letter form XDP with 1 impression in Arabic, Farsi, Hmong and Lao languages. The first page will have SAR 90 form.

   Form Mockup/Example: See Supporting Document #2

2. Add the SAR 90 (01/14) Reminder Letter form in Arabic, Farsi, Hmong and Lao to Template Repository.

3. Add the following barcode options to the SAR 90 (01/14) Reminder Letter for the three new forms

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

Additional Requirements:

Post to YBN/C4Y: No

2.1.3 Page Location

N/A

2.1.4 Security Updates

N/A

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	Correspondence	SAR 90 Update	SAR90_EN.pdf SAR90_SP.pdf SAR90_AE.pdf SAR90_CA.pdf SAR90_CH.pdf SAR90_KO.pdf SAR90_RU.pdf SAR90_TG.pdf SAR90_VI.pdf
2.	Correspondence	SAR 90 Add new	SAR90_AR.pdf SAR90_FA.pdf SAR90_HM.pdf SAR90_LA.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	Update the LRS SAR90 (01/14) version Reminder Letter form in the CalSAWS software with the following updates: 1) Update "please contact the Customer Service Center at 1-866-613-3777" to "please contact your County office" 2) Update Phone Number 1-800-952-5252 to 1-800-952-5253 to match the state version. 3) Add SAR 90 in Arabic, Farsi, Hmong and Lao languages to LRS/CalSAWS repository.	1. Estimate is for updating form in English and all threshold languages. 2. Spanish translations will be provided by the Consortium. 3. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs.	With SCR CA-211760, SAR 90 form will be updated in the existing languages to match the state version and added in Arabic, Farsi, Hmong, Lao version will be added to LRS/CalSAWS repository.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211761 | DDID-11

Update the WTW1- Welfare to Work Plan Rights and Responsibilities (12/05)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harish Katragadda
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/10/2020	1.0	Original	Harish Katragadda

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2.1.4 Security Updates 5

2.1.5 Page Mapping 5

2.1.6 Page Usage/Data Volume Impacts 5

3 Supporting Documents 5

4 Requirements 7

4.1 Migration Requirements 7

1 OVERVIEW

The purpose of this change is to add WTW 1 in threshold languages to LRS/CalSAWS Template Repository and generate them from the Template Repository.

1.1 Current Design

WTW 1 currently exist in English, Spanish languages in LRS/CalSAWS system.

1.2 Overview of Recommendations

1. Add WTW 1 (12/05) in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese languages to LRS/CalSAWS template repository

1.3 Assumptions

1. WTW 1 form print options remain the same for the additional languages
2. All the Requirements for the threshold language forms will be the same as the existing forms.

2 RECOMMENDATIONS

2.1 Add WTW 1 (12/05) – Welfare to Work Plan Rights and Responsibilities

2.1.1 Overview

This section will cover the updates needed for adding WTW 1 (12/05) in the threshold languages

2.1.2 Description of Change

Add WTW 1 (12/05) form in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese languages to the template repository.

1. Create WTW 1 (12/05) – Welfare to Work Plan Rights and Responsibilities form XDP with 2 impressions in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese languages

2. Add the WTW 1 (12/05) – Welfare to Work Plan Rights and Responsibilities form in Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese languages to the Template Repository

3. Add the following barcode options to the WTW 1 (12/05) threshold language Forms

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

Additional Requirements:
Post to YBN/C4Y: No

2.1.3 Page Location

N/A

2.1.4 Security Updates

N/A

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	Correspondence	WTW 1 Threshold Languages	WTW1_AE.pdf WTW1_AR.pdf WTW1_CA.pdf WTW1_CH.pdf WTW1_FA.pdf WTW1_HM.pdf WTW1_KO.pdf WTW1_LA.pdf WTW1_TG.pdf

			WTW1_RU.pdf WTW1_VI.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	Add the WTW1-Welfare to Work Plan-Rights and Responsibilities in all threshold languages in the LRS/CalSAWS system.	1. Estimate is for updating form in English and all threshold languages. 2. Spanish translations will be provided by the Consortium. 3. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will	With SCR CA-211761, WTW 1 (12/05) – Welfare to Work Plan Rights and Responsibilities form will be added in Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Tagalog, Russian, Vietnamese to LRS/CalSAWS repository

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211766 | DDID 11

Update NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Pramukh Karla
	Reviewed By	Harish Katragadda

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/19/2020	1.0	Original	Pramukh Karla

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2.1.1 Overview 5

2.1.2 Description of Change 5

3 Supporting Documents 6

4 Requirements 7

4.1 Migration Requirements 7

1 OVERVIEW

The purpose of this change is to Update the NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) form in existing languages and add NA 1273 in threshold languages which are currently not in LRS/CalSAWS Template Repository.

1.1 Current Design

NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) currently exists in English, Spanish languages.

1.2 Requests

Update NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) in the existing languages and Add NA 1273 form in all threshold languages.

1.3 Overview of Recommendations

1. Update NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) in English, Spanish.
2. Add NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) in all threshold languages.
3. Add the NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) in all threshold languages to generate from Batch.

1.4 Assumptions

1. NA 1273 all threshold language forms will have the CalSAWS Standard Header similar to the current existing forms in other languages.
2. Print options remain same for NA 1273 current forms and the same will be applicable to the forms that are being added in all threshold languages.
3. All the Requirements for the new threshold language forms will be the same as the existing forms.

2 RECOMMENDATIONS

2.1 Update and Add NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13)

2.1.1 Overview

This section will cover the updates needed for NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) in existing languages and the requirements for adding NA 1273 in all threshold languages.

2.1.2 Description of Change

Update NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) form in English, Spanish languages and add in all threshold languages of the form to Template Repository.

1. Update "Department of Public Social Services (DPSS) Your Benefit Now (YBN)" to "County Welfare Department (CWD)
2. Remove "You can access YBN by going to the DPSS YBN website: dpssbenefits.lacounty.gov."
3. Update all "DPSS" references to "CWD"
4. Remove "that tell me to log-on to the YBN website dpssbenefits.lacounty.gov" and "DPSS YBN"
5. Remove "I understand that if I don't have an YBN account, I can create one by following the set-up instructions on the DPSS YBN website"
6. Remove "DPSS YBN" references
7. Update "the DPSS Customer Service Center at (866)613-3777" to "my CWD at __________"
8. Remove ", or access the DPSS YBN website to automatically make the changes."
9. Add a bullet "I understand that email messages are not confidential. Communication services providers used by me or the CWD as well as anyone with access to my email and/or phone may be able to see these notifications.”.

   Form Mockup/Example: See Supporting Document #1
   Note: The Mockup is only in English

10. Create NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) form XDPs with just 1 impression in all threshold languages.

Form Mockup/Example: See Supporting Document #2

11. Add the NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) form in all threshold languages to Template Repository.

12. Add the NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) form in all threshold languages to generate from Batch.

13. NA 1273 will pre-populate the following fields for all languages when triggered from Template Repository and Batch.

Variable	Description	Population
<1>	County Welfare Department Phone Number	Phone number of the worker

14. Add the following barcode options to the NA 1273-Electronic Notification Agreement and Courtesy Confirmation Receipt (07/13) for the new threshold languages form similar to existing versions:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

Note: This is already implemented in the existing versions in XDP and the code. This should be implemented only in the new XDP's being created for the new languages.

Additional Requirements:
Post to YBN/C4Y: Yes

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 1273 English	NA1273_EN.pdf

2.	Correspondence	NA 1273 All threshold languages	NA1273_AE.pdf NA1273_AR.pdf NA1273_CA.pdf NA1273_CH.pdf NA1273_FA.pdf NA1273_FI.pdf NA1273_HM.pdf NA1273_KO.pdf NA1273_LA.pdf NA1273_RU.pdf NA1273_SP.pdf NA1273_VI.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	The contractor shall update LRS NA 1273 Electronic Notification Agreement in the CalSAWS software as follows: 1) Update "Department of Public Social Services (DPSS) Your Benefit Now (YBN)" to "County Welfare Department (CWD) 2) Remove "You can access YBN by going to the DPSS YBN website: dpssbenefits.lacounty.gov." 3) Update all "DPSS" references to "CWD"	1. Estimate is for updating the form in English and existing threshold languages in LRS. 2. Estimations include implementing new 2 additional languages. 3. Other threshold languages are NOT included in this estimate. There is a separate estimate for other threshold language implementation. 4. Estimate does NOT include any effort for modifying or creating new Functional Design Documents (FDDs) for forms	With SCR CA-211766, NA 1273 Electronic Notification Agreement (07/13) form will be updated in English, Spanish and added to CalSAWS repository in all threshold languages and will generate via Batch for the new languages added.

	4) Remove "that tell me to log-on to the YBN website dpssbenefits.lacounty.gov" and "DPSS YBN" 5) Remove "I understand that if I don't have an YBN account, I can create one by following the set-up instructions on the DPSS YBN website" 6) Remove "DPSS YBN" references 7) Update "the DPSS Customer Service Center at (866)613-3777" to "my CWD at _________" 8) Remove ", or access the DPSS YBN website to automatically make the changes." 8) Add a bullet "I understand that email messages are not confidential. Communication services providers used by me or the CWD as well as anyone with access to my email and/or phone may be able to see these notifications. 9) Add the additional threshold languages Farsi(2/14) and Hmong (2/14)	being modified/migrated/created. Consortium staff will be modifying or creating FDDs. 5. Child Care pages in CalSAWS behaves exactly like C-IV. Estimate does NOT include any effort to update the online page content.	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211770 | DDID 11

Update NA 1274-Electronic Notification Notice (07/13)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Pramukh Karla
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/18/2020	1.0	Original	Pramukh Karla

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1 OVERVIEW

The purpose of this change is to Update the NA 1274-Electronic Notification Notice (07/13) form in existing languages and add NA 1274 in threshold languages which are currently not in LRS/CalSAWS Template Repository.

1.1 Current Design

NA 1274-Electronic Notification Notice (07/13) currently exists in English, Spanish, Armenian, Cambodian, Chinese, Korean, Tagalog, Russian, Vietnamese.

1.2 Requests

Update NA 1274-Electronic Notification Notice (07/13) in the existing languages and Add NA 1274 form in Arabic, Farsi, Hmong and Lao

1.3 Overview of Recommendations

1. Update NA 1274-Electronic Notification Notice (07/13) in English, Spanish, Armenian, Cambodian, Chinese, Korean, Tagalog, Russian, Vietnamese
2. Add NA 1274-Electronic Notification Notice (07/13) in Arabic, Farsi, Hmong and Lao forms to CalSAWS Template Repository.
3. Add the NA 1274-Electronic Notification Notice (07/13) in Arabic, Farsi, Hmong and Lao to generate from Batch.

1.4 Assumptions

1. NA 1274 Arabic, Farsi, Hmong and Lao forms will have the CalSAWS Standard Header similar to the current existing forms in other languages.
2. Print options remain same for NA 1274 current forms and the same will be applicable to the forms that are being added in Arabic, Farsi, Hmong and Lao.
3. All the Requirements for the Arabic, Farsi, Hmong and Lao forms will be the same as the existing forms.

2 RECOMMENDATIONS

2.1 Update and Add NA 1274-Electronic Notification Notice (07/13)

2.1.1 Overview

This section will cover the updates needed for NA 1274-Electronic Notification Notice (07/13) in existing languages and the requirements for adding Arabic, Farsi, Hmong and Lao forms.

2.1.2 Description of Change

Update NA 1274-Electronic Notification Notice (07/13) form in English, Spanish, Armenian, Cambodian, Chinese, Korean, Tagalog, Russian, Vietnamese languages and add Arabic, Farsi, Hmong and Lao version of the form to Template Repository.

1. Remove all the reference to DPSS in existing NA 1274 forms.
2. Remove Los Angeles county phone numbers in existing NA 1274 forms.
3. Change Your Benefits Now (YBN) to "Self Service Portal" in existing NA 1274 forms.

   Form Mockup/Example: See Supporting Document #1
   Note: The Mockup is only in English

4. Create NA 1274-Electronic Notification Notice (07/13) form XDPs with just 1 impression in Arabic, Farsi, Hmong and Lao languages.

   Form Mockup/Example: See Supporting Document #2

5. Add the NA 1274-Electronic Notification Notice (07/13) form in Arabic, Farsi, Hmong and Lao to Template Repository.

6. Add the NA 1274-Electronic Notification Notice (07/13) form in Arabic, Farsi, Hmong and Lao to generate from Batch.

7. NA 1274 will pre-populate the following fields for all languages when triggered from Template Repository and Batch.

Variable	Description	Population
<1>	County Welfare Department Phone Number	Phone number of the worker

8. Add the following barcode options to the NA 1274-Electronic Notification Notice (07/13) for the four new languages Form similar to existing versions:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

Note: This is already implemented in the existing versions in XDP and the code. This should be implemented only in the new XDP's being created for the new languages.

9. Add the NA 1274-Electronic Notification Notice (07/13) form in Arabic, Farsi, Hmong and Lao to the Template Repository.

   Additional Requirements:
   Post to YBN/C4Y: Yes

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 1274English	NA1274_EN.pdf
2.	Correspondence	NA 1274 Arabic, Farsi, Hmong, and Lao	NA1274_AR.pdf NA1274_AR.pdf NA1274_HM.pdf NA1274_LA.pdf
3.	Correspondence	New words added Translations	Translations.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	The contractor shall update the LRS NA 1274 Electronic Notification Notice (7/13) version as follows: 1) Remove any DPSS references	1. Estimate is for updating the form in English and all available Threshold languages. 2. Spanish translations will be provided by the Consortium. 3. Estimate does NOT include any effort for modifying or creating new	With SCR CA-211770, NA 1274-Electonic Notification Notice (07/13) form will be updated in English, Spanish, Armenian, Cambodian,

	2) Remove LA county phone #'s 3) Update Your Benefits Now (YBN) to "Self Service Portal"	Functional Design Documents (FDDs) for forms being modified/migrated/created. Consortium staff will be modifying or creating FDDs	Chinese, Korean, Tagalog, Russian, Vietnamese and added to CalSAWS repository in Arabic, Farsi, Hmong and Lao and will generate in Batch for the new languages added.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-211775 | DDID 11

Update the LRS CW 89 form– Application Withdrawal Request form (02/03)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harish Katragadda
	Reviewed By	Pramukh Karla

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/03/2020	1.0	Original	Harish Katragadda

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1 OVERVIEW

The purpose of this change is to Update the CW 89 LA English versions and add Spanish version to LRS/CalSAWS and generate this form from the Template Repository.

1.1 Current Design

LRS/CalSAWS CW 89 LA does not accommodate the 57 counties and does not reflect the current state version 2/03.

1.2 Requests

Update CW 89 LA English Version to existing CW 89 (2/03) state version and add GA/GR program to accommodate the 57 counties and Add Spanish State version of CW 89 (02/03) form along with GA/GR program to LRS/CalSAWS template repository.

1.3 Overview of Recommendations

1. Update CW 89 LA English version in LRS/CalSAWS Template Repository to the state CW 89.
2. Add CW 89 Spanish version to LRS/CalSAWS Template Repository.

1.4 Assumptions

1. CW 89 Spanish version will include the LRS/CalSAWS Standard Header and Footer.
2. Print options remain same for CW 89 English version and the same will be applicable to the Spanish version.
3. All the Requirements for the Spanish form will be the same as the English form.

2 RECOMMENDATIONS

2.1 Update and Add CW 89 (02/03) – Application Withdrawal Request form

2.1.1 Overview

This section will cover the updates needed for CW 89 (English) (02/03) and the requirements for adding Spanish form.

2.1.2 Description of Change

Update CW 89 – Application Withdrawal form in English version that can be generated from the template repository and add Spanish version of the form to template repository.

English Version:

1. Update "General Relief" to GA/GR the following location
    a. 5th Program check Box

2. Add the following verbiage below the GA/GR check box

   Please answer the following questions:

   a) Did you decide to drop this application?.............. ☐ Yes ☐ No
   b) Did anyone from the County tell you to drop this application? ……… ☐ Yes ☐ No
3. Update version date to the most current state version 2/03.
4. Remove LA Reference from CW 89 LA form in the following locations
    a. Bottom Left Corner of the Form
    b. Template Repository

Form Mockup/Example: See Supporting Document #1

Spanish Version:

1. Create CW 89 - Application Withdrawal Request form XDP with 1 impression in Spanish

   Program Check Boxes Translations:

   CalWORKs/Refugee Cash Assistance – Programa de California de Oportunidades de Trabajo y Responsabilidad hacia los Niños (CalWORKs)/Ayuda Monetaria para Refugiados

   CalFresh - Beneficios de CalFresh

   Medi-Cal/State-Run CMSP - Programa de Asistencia Médica de California (Medi-Cal)/Programa de Servicios Médicos del Condado administrado por el estado (State-Run CMSP).

   CAPI – Programa De Assistencia Monetaria Para Inmigrantes (CAPI)

   GA/GR – Ayuda General (GA/GR)

   Translations: See Supporting Document #2

   Note: The Spanish state form is in the supporting documents #2. The program Translations are above in the design document. Use the State's Spanish version for the rest of the form.

   Form Mockup/Example: See Supporting Document #2

2. Add the CW 89 – Application Withdrawal Request form in Spanish to Template Repository

3. Add the following barcode options to the CW 89 Spanish Form similar to English version:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	N

Additional Requirements:
Post to YBN/C4Y: No

2.1.3 Page Location

N/A

2.1.4 Security Updates

N/A

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	Correspondence	CW 89 English	CW89_EN.pdf
2	Correspondence	CW 89 Spanish	CW89_SP.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
11	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.	With SCR CA-211775, CW89 form will be updated in English and a Spanish version will be added to LRS/CalSAWS.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-213468 | CIV-106351

CalHEERS eHIT: BREfS: Enhance eHIT Verifications

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Feliciano
	Reviewed By	Maksim Volf, Prashant Goel, Geetha Ramalingam, Parul Dhawan, Derek Goering

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/03/2020	1.0	Draft Design	M. Feliciano
05/05/2020	1.5	Reviewed with Analysts	M. Feliciano R. Gustafson
05/08/2020	1.6	Reviewed with Build and Test Team	M. Feliciano R. Gustafson
05/21/2020	1.7	Finalized eHIT section and added clarification that the MAGI Person Detail page updates for verification section is only for DERs.	Renee Gustafson
06/24/2020	1.8	Added 'View Differences' to current design and recommendations. Corrected Typo in Code of FDSH Verification source to FDH. Clarified the same page is shared between ICT, CH and TLI and how the page should be updated. Updated "PRUCOL-INS Acknowledgement" to "PRUCOL-INS Ack" in Mockup 2.1.1and 2.1.3.2.b	M. Feliciano

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1 OVERVIEW

This document details updates to The Systems in support of changes in the electronic Health Information Transfer (eHIT) with CalHEERS Change Request 158675, Business Rules Exposure for SAWS (BREfS) Enhance eHIT Verifications.

The CalHEERS Portal displays an individual's verification details on the Manual Verifications Page where an Admin user can view each verification type, the individual's verification attested value and whether that type is verified by SAWS, Admin or by electronic sources. The Manual Verifications Page also displays the verification cache begin date and the date that verification cache is valid until, as defined by the CalHEERS verification caching rules. If a pending verification type has a reasonable opportunity period (ROP), the ROP due date is displayed on this page as well. This more detailed verification information is not sent in eHIT to display in The Systems and not all County Eligibility Workers (CEW) have access to the CalHEERS Portal to view this information. To expose the CalHEERS Business Rules for SAWS, CH-158675 adds more verification types and the associated detailed verification data used in the MAGI Determination to eHIT in the MAGI Determination of Eligibility Response (DER).

This SCR updates the Systems to display the additional verification information received from CalHEERS in the MAGI Person Detail page.

This change updates the Systems to display the verification type, the attested information for each type, as appropriate, the CalHEERS verification status, verification source, verification cache begin date and expiration date and the ROP due date in the current MAGI Person Detail page.

1.1 Current Design

The Systems receive the verification information used in the MAGI Determination from CalHEERS as a Verification Type and a 'Yes' or 'No' to indicate whether the verification was verified electronically or administratively. The verification type and the 'Yes' or 'No' displays on the MAGI Person Detail Page for each individual on the MAGI Determination. If CalHEERS does not send anything for the Verification type in the MAGI Determination, the MAGI Person Detail page displays the verification as a blank and that is interpreted as the verification status is pending. The Systems do not receive any other information regarding the source of the verification or if CalHEERS assigned the verification cache dates or if CalHEERS determined an ROP Due Date.

The MAGI Person Detail page is the same as the ICT Person Detail Page and the Targeted Low-Income Person Detail Page. The heading in each page is dynamic and some page sections are filtered depending on the source of the information. Current sources are CalHEERS, ICT and Healthy Families.

The MAGI Person Detail 'View Differences' functionality compares current information in The Systems data collection pages and information received in the latest DER. The 'View Differences' functionality opens a new window displaying grayed out values that did not change in contrast to the values that changed.

1.2 Requests

With CH-158675, CalHEERS will add more detailed verification information to eHIT and send it to The Systems in the DER.

1. Update the eHIT logic to save the additional verification types and information received from CalHEERS for each individual in a DER.
    a. The additional verification information includes:
        - The verification's corresponding attested value
        - Verification source
        - CalHEERS verification status
        - Verification cache begin date
        - Verification cache expiration date
        - Verification Reasonable Opportunity Period (ROP) expiration date
    b. The new Verification types are:
        - American Indian/Alaska Native
        - Household Income- Subsidy
        - Household Income- State Subsidy

        Note: The Household Income-Subsidy verification type displays as 'Federal Subsidy Income' and Household Income- State Subsidy displays as 'State Subsidy Income' on the MAGI Person Detail page.
2. Update the MAGI Person Detail page to a version of the 'Verification' section that applies to only the DERs and a version that applies to EDR, eICT and Targeted Low Income .
    a. Update the MAGI Person Detail page, 'Verification' section to display the new verification types and the additional information for each verification type received on a DER.
    b. Update the EDR, eICT and Targeted Low Income version to display the updated verification types and labels in the same order as the DER, but not the additional verification information that is only received in a DER. There are no changes to eICT interface transactions. EDRs, eICT and Targeted Low Income pages display labels in the same order for consistency.
3. Update the 'Verification' section to have a table that follows the same formatting as the 'Program Configuration' table on the Medi-Cal EDBC Summary page.
4. Update the 'View Differences' functionality on the MAGI Person Detail Page 'Verification' section to compare only the Admin Verif value on the DER to the data collection in The Systems for each Verification type and gray out the verification type and the Admin Verif value when there are no changes.

1.3 Overview of Recommendations

1. Update the eHIT logic to save the additional verification types and verification information received from CalHEERS on a DER.
2. Update the MAGI Person Detail page, 'Verification' section to display the new verification types and the additional information for each type on a DER.
3. Update the 'Verification' section to have a table to follow the same formatting as the 'Program Configuration' table on the Medi-Cal EDBC Summary page.
4. Update 'View Differences' functionality on the MAGI Person Detail Page 'Verification' section to gray out the Type and Admin Verified where the verification is not changed.

1.4 Assumptions

1. There will be no changes to The Systems eHIT logic that determines if an Admin Verification is sent with 'Yes' or 'No' in an Eligibility Determination Request (EDR).
2. The Verification ROP Expiration Date will not be displayed in the Verification section of the MAGI Person Detail page. The Verification ROP Expiration Date provided in the DER verification section only applies to the Covered California Program individuals and does not apply to MAGI Medi-Cal. CEWs manage and track the ROP due date for Medi-Cal individuals in the system. There are no changes to the CEW process for Medi-Cal ROP due dates.
3. No changes to eICT interface transactions.

2 RECOMMENDATIONS

2.1 MAGI Person Detail Page

2.1.1 Overview

The MAGI Person Detail Page displays information received from CalHEERS on the DER for each individual. At the bottom of the page, the Verification section lists each verification type and the additional verification information associated with each type. This page shows the verification type, its attested value, whether it was admin or e-verified, the CalHEERS status of the verification, the source and the cache dates for each type.

2.1.2 MAGI Person Detail Page Mockup

Verification

Verification Type	Admin Verified	e-Verified	Attested Value	Verif Status	Verif Source	Cache Begin Date	Cache Exp. Date
SSN	Yes	Yes	123-45-5678	e-Verified	FDSH:SSA	05/01/2020	N/A
SSN Waiver							
Applied for SSN							
US Citizenship	Yes		Yes	Pass	SAWS	05/01/2020	N/A
Lawful Presence		No	N/A	Not Verified			
Qualified Non-Citizen		No	N/A	Not Verified			
Five Year Bar Exempt/Met		No	N/A	Not Verified			
PRUCOL		No	N/A	Not Verified			
PRUCOL - INS Ack							
MAGI Current Monthly Income		No	$3000.00	Pending	FDSH:IRS		
MAGI Projected Annual Income		No	N/A	Not Verified			
Federal Subsidy Income		No	$36000.00	Pending	FDSH:IRS		
State Subsidy Income							
MEC MEDS	No		No	Pass	SAWS	05/01/2020	08/1/2020
MEC Employer Sponsored		No	No	e-Verified	FDSH:ESI	05/01/2020	08/1/2020
MEC Non-Employer Sponsored		No	No	e-Verified	FDSH:Non-ESI		
Medicare	No		No	Pass	SAWS	05/01/2020	08/1/2020
Former Foster Youth							
Incarceration		No	No	e-Verified	FDSH:SSA	05/01/2020	08/1/2020
Deceased		No	No	e-Verified	FDSH:SSA	05/01/2020	08/1/2020
American Indian/Alaska Native							
CA Resident	Yes		Yes	Pass	SAWS	05/01/2020	N/A

Figure 2.1.1 – MAGI Person Detail Page – Verification Section for a DER

2.1.3 Description of Changes

1. Split out the MAGI Person Detail page to have a version of the 'Verification' section that applies only to DERs and a version that applies to EDRs, eICT and Targeted Low Income.
    a. Update the DER version per Recommendations 2 and 3
    b. Update the EDR, eICT and Targeted Low Income version per Recommendations 2a-2c (add new verification type labels, re-label and reorder).
2. Update the 'Verification' section on the MAGI Person Detail page to display the additional verification information provided in the DER as follows:
    a. Add the following new verification types:

Type Code	Type Description
AMI	American Indian/Alaska Native
SUI	Federal Subsidy Income
CAI	State Subsidy Income

    The DER version of the MAGI Person Detail page may receive data for these new verification types; the EDR, eICT and Targeted Low Income version will only have the new types as a label for consistency. The Systems will never send these Verification Types in an EDR or eICT; Targeted Low Income is obsolete.

    b. Re-label the following verification types:

Type Description Before	Type Description After
Residence	CA Resident
Date of Death	Deceased
Entitled to Medicare	Medicare
MEDS – Minimal Essential Coverage	MEC MEDS
ESI – Minimal Essential Coverage	MEC Employer Sponsored
Non- ESI – Minimal Essential Coverage	MEC Non-Employer Sponsored
Income	MAGI Current Monthly Income

Type Description Before	Type Description After
Projected Annual Income	MAGI Projected Annual Income
PRUCOL – INS Acknowledgement	PRUCOL – INS Ack
Was in Foster Care	Former Foster Youth

c. Reorder the Types to display on the page as follows:

Verification Type
SSN
SSN Waiver
Applied for SSN
US Citizenship
Immigration Status
Lawful Presence
Qualified Non-Citizen
Five Year Bar Exempt/Met
PRUCOL
PRUCOL - INS Ack
MAGI Current Monthly Income
MAGI Projected Annual Income
Federal Subsidy Income
State Subsidy Income
MEC MEDS
MEC Employer Sponsored
MEC Non-Employer Sponsored
Medicare
Former Foster Youth
Incarceration

Verification Type
Deceased
American Indian/Alaska Native
CA Resident

d. Add new columns as follows:

Column Name
Attested Value
Verif Status
Verif Source
Cache Begin Date
Cache Exp. Date

e. Add the following Verification Sources:

Code	Verification Source	Description
ADM	ADMIN	Admin
EDD	EDD	Employment Development Department
FDH	FDSH	Federal Data Services Hub
FDD	FDSH:DHS	Federal Data Services Hub: Department of Homeland Security
FDE	FDSH:ESI	Federal Data Services Hub: Employer Sponsored Insurance
FDF	FDSH:FTB	Federal Data Services Hub: Franchise Tax Board
EDF	FDSH:EDD	Federal Data Services Hub: Employment Development Department
FFE	FDSH:FTB:EDD	Federal Data Services Hub: Franchise Tax Board: Employment

Code	Verification Source	Description
		Development Department
FNE	FDSH:Non-ESI	Federal Data Services Hub: Non-Employer Sponsored Insurance
FDI	FDSH:IRS	Federal Data Services Hub: Internal Revenue Service
FDS	FDSH:SSA	Federal Data Services Hub: Social Security Administration
FTB	FTB	Franchise Tax Board
FTE	FTB:EDD	Franchise Tax Board: Employment Development Department
MEF	MEDS:FTB	Medi-Cal Eligibility Determination System: Franchise Tax Board
MER	MEDS	MEDS – Medi-Cal Eligibility Determination System Called for Residency Verification
MEC	MEDS	MEDS – Medi-Cal Eligibility Determination System Called for MEDS MEC Verification
NAP	Not Applicable	Not applicable
SAW	SAWS	SAWS – Statewide Automated Welfare Systems
SGV	Sight Verified	Sight Verified

f. Add the following Verification Statuses:

Code	Verification Status
EV	E-Verified
FA	Fail
NV	Not Verified
PA	Pass
PE	Pending

g. Update the table to follow the same formatting as the table in the ‘Program Configuration’ section on the Medi-Cal EDBC Summary page as shown below:

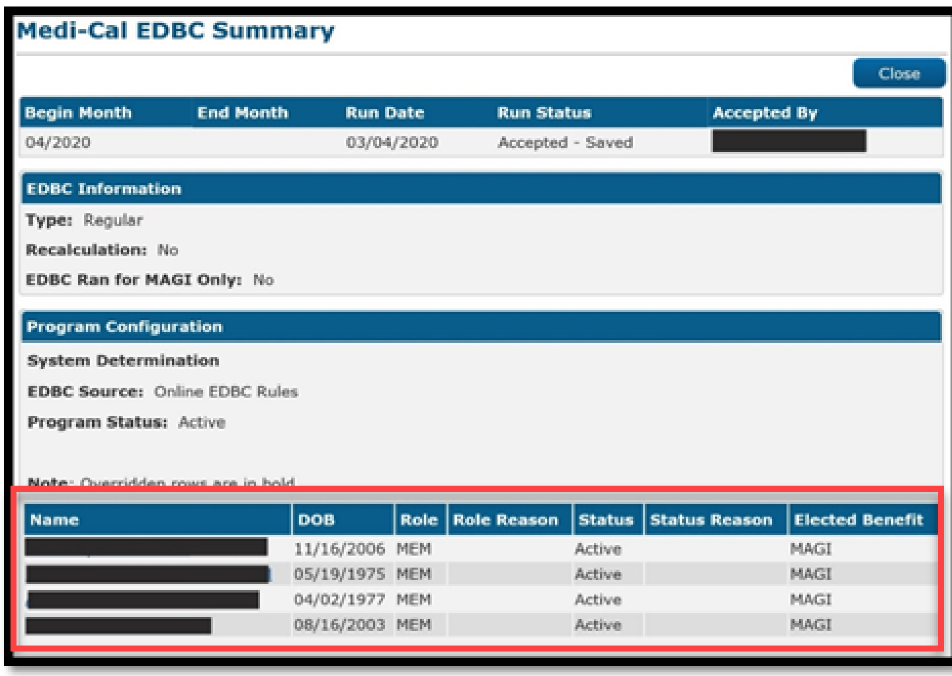

Figure 2.1.2 – Program Configuration Table on Medi-Cal EDBC Page

3. If a DER contains both an e-Verification and an Administrative Verification for the same Verification Type for an individual, display the ‘Admin Verified’ value and the rest of the values from the e-Verification.
Note: CalHEERS should always only send either Administrative Verification or e-Verification in the DER, because the DER is supposed to represent the verification used in the Determination. However, the eHIT schema does not prevent CalHEERS from sending both. The Systems will save both into the database but will display per above if CalHEERS sends both. This recommendation is strictly to handle the scenario where CalHEERS incorrectly sends both an e-Verification and

an Administrative Verification for the same Verification Type for the individual.

4. Update 'View Differences' functionality on the MAGI Person Detail Page 'Verification' section to gray out the specific Verification Type and Admin Verif when the Admin Verification on the DER is the same as what is in The System.
   Technical Note: The 'View Differences' functionality determines what The System *would* send in an EDR at the time the MAGI Person Detail View Differences pop-up page is loaded and then compares those values to the values received on the DER.

2.1.4 Page Location

- **Global: Case Info**
- **Local: IAT Summary**
- **Task: MAGI Referral Detail**

2.1.5 Security Updates

No changes.

2.1.6 Page Mapping

Update page mapping for each new field added to the Verification section for the DER view and the EDR/eICT view of the page.

2.1.7 Page Usage/Data Volume Impacts

No impacts.

2.2 eHIT Interface

2.2.1 Overview

Update eHIT to save the new verification information included in the DER to display in the MAGI Person Detail page 'Verification' section. The technical changes for eHIT Schema updates to handle this change are documented with SCRs CA-214445|CIV-106700 (CalHEERS eHIT: Update Interface Schema to version 16) in the same release as this SCR.

2.2.2 Description of Change

1. Update eHIT to save all verification types and their Attested Value, Verif Status, Verif Source, Cache Begin Date, Cache Exp. Date and ROP Due Date received on the DER. The values will display on the MAGI Person Detail page.

   a. When the verification is administratively verified, the administrative verification values will be populated.

Column Name	eHIT Element
Admin Verified	AdministrativeVerificationInd
Type	AdministrativeVerificationType
Attested Value	AdministrativeVerificationValue
Verif Status	AdministrativeVerificationStatus
Verif Source	AdministrativeVerificationSource
Cache Begin Date	AdministrativeVerificationBeginDate
Cache Exp. Date	AdministrativeVerificationEndDate
ROP Due Date	AdministrativeVerificationReasonableOpportunityExpirationDate

   b. When the verification is e-verified, the e-verification values are populated.

Column Name	eHIT Element
e-Verified	eVerificationInd
Type	eVerificationType
Attested Value	eVerificationValue
Verif Status	eVerificationStatus
Verif Source	eVerificationSource
Cache Begin Date	eVerificationBeginDate
Cache Exp. Date	eVerificationEndDate
ROP Due Date	eVerificationReasonableOpportunityExpirationDate

2.2.3 Counties Impacted

All Counties

2.2.4 Data Volume/Performance

No noticeable impact on performance.

Data volume for storing verification information in eHIT is expected to increase tenfold based on the additional information received on the DER and the data model changes in SCRs CA-214445 | CIV-106700 (CalHEERS eHIT: Update Interface Schema to version 16).

System	Transaction Type	Average number of records per month	Expected increase per month
C-IV	EDR	482,000	4,820,000
C-IV	DER	1,000,000	10,000,000
LRS/CalSAWS	EDR	662,000	6,620,000
LRS/CalSAWS	DER	1,288,000	12,880,000

2.2.5 Interface Partner

CalHEERS

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.7	The LRS shall determine when an individual is eligible for Medi-Cal coverage and shall ensure that all required information is collected, eligibility is determined, and share of cost is computed.	Allows continued communication to CalHEERS to receive a MAGI Medi-Cal Eligibility Determination.
2.20.1.9	The LRS shall display summary and detailed interface LRS Data that has been received from external systems, as specified by COUNTY.	LRS will display the new and additional Verification information received on the DER received from CalHEERS.

CalSAWS

California Statewide Automated Welfare System

Design Document

Multiple DDIDs

CA 214027 – Security and Auditing

DRAFT

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Imaging Team
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
6/04/2020	1.1	Added Confidential Reindex, and Confidential Exception security permissions	Chris Vasquez
6/11/2020	1.2	Added detail that functionality will be implemented at county go-live, removed “Imaging Program Selection” from matrix (Will be documented in CA-214060), and added Exporting to audited actions	Chris Vasquez
7/1/2020	1.3	Document Update - Added assumption to indicate that the rights refenced in this document will be updated in CalSAWS via SCR CA-214062, and removed redundant <drawer> monikers Matrix updated – Removed redundant annotation rights, removed unsupported characters from security right/group names, updated format to match developer templet	Chris Vasquez

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1 OVERVIEW

1.1 Requests

Per DDID 2500, configure the imaging solution to have the following security driven options at the point of scanning:

1) Task Override: Will ignore task configuration, no task will be created

2) Program Selection: Will define which worker is tasked (the list is pre-defined based on the case information and is available in single case mode or when a coversheet is used in batch mode)

3) No Change SAR7/QR7: Will prompt the CalSAWS Software to do the following:

3a) Mark the document as received

3b) Mark Eligibility as complete

3c) Ignore task configuration, no task will be created

4) Person Override: Will default person level documents as case level documents.

5) Confidential: Will allow designated staff to scan to confidential cases

The options available at point of scanning are implemented and documented in CA-214172 (Multi, Import, Virtual Capture) and CA-214030 (Capture Single and Barcode Detection).

Per DDID 2516, create a security driven scan mode for Special Investigation Unit (SIU) with the following metadata:

1) Case Number

2) Case Name

3) Applicable Date

4) Received Date

5) Form Name

6) Form Number

7) Document Type - All images/documents will have the value: 'SIU Documents'

The CONTRACTOR shall enable the following scan modes for SIU:

1) Single Case - Used for capturing one or more documents for a single case

2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case

The SIU scan mode is implemented and documented in CA-214030 (Capture Single and Barcode Detection)

Per DDID 2517, create a security driven scan mode for Hearings with the following metadata:

1) Case Number

2) Case Name

3) Applicable Date

4) Received Date

5) Form Name

6) Form Number

7) Document Type - All images/documents will have the value: 'Court/Hearings Documents'

8) State Hearings Number - Optional, editable field

The CONTRACTOR shall enable the following scan modes for Hearings:

1) Single Case - Used for capturing one or more documents for a single case

2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case

The Hearings scan mode is implemented and documented in CA-214030 (Capture Single and Barcode Detection)

Per DDID 2204, enable other county departments to have a ""drawer"" in the imaging solution where they can upload, store, and search for documents.

The CONTRACTOR shall create security driven scan modes of Other County Documents with the following four (4) options:

1) Adoptions (AAP)

2) Adult Aging Services (IHSS)

3) Child Welfare Services

4) Quality Assurance/Quality Control (QA/QC)

The scan mode will correspond to a ""drawer"" that segments the scanned images/documents from the rest of the CalSAWS Software and is controlled via security in the CalSAWS Software.

Other County Departments drawer and the corresponding scan modes are implemented and documented in CA-214172 (Multi, Import, Virtual Capture), and CA-214035 (Store Index Values).

Per DDID 2518, configure the imaging solution to allow designated staff to manually index the following values for images/documents scanned into a "Other County Department" drawer:

1) Department (Drawer) - field will be pre-populated with chosen scan mode

2) Case Number - freeform text field

3) Document Type - pre-defined based on department

4) Applicable Date - pre-populated with system date, editable by the worker

5) Received Date - pre-populated with system date, editable by the worker

The above fields are mandatory to ensure that images/documents are searchable in the document management solution drawer.

The CONTRACTOR shall provide the following "Other County Department Documents" search criteria:

1) Department (Drawer)

2) Case Number

3) Document Type

4) Applicable Date

5) Received Date

6) Date Scanned

7) Created by

Other County Departments drawer and the corresponding scan modes are implemented and documented in CA-214172 (Multi, Import, Virtual Capture), and CA-214035 (Store Index Values).

Per DDID 2519, configure the imaging solution to allow designated staff with the appropriate security rights to reindex the following metadata directly from the document and from a designated reindex queue:

1) Case Number

2) Case Name

3) Document Type

4) Applicable Date

5) Received Date

6) Form Name

7) Form Number

8) Person Name - Only for person level

9) CIN - Only for person level

The CONTRACTOR shall configure the imaging solution to allow the copy and splitting of images/documents.

The copy and split functionality and the reindex queue is implemented and documented in CA-214035 (Store Index Values).

Per DDID 2521, create a security driven scan mode for Resource Data Bank (RDB) with the following metadata:

1) Resource ID

2) Resource Name

3) Document Type

4) Applicable Date

5) Received Date

The CONTRACTOR shall enable the following scan modes for RDB:

1) Single Case - Used for capturing one or more documents for a single case

2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case

The RDB scan mode is implemented and documented in CA-214030 (Capture Single and Barcode Detection).

Per DDID 2523, provide configurable security rights that are maintained by county local security administrators within the CalSAWS Software with the following:

1) CalSAWS Software security rights will update the imaging solution during a nightly batch process

2) The No Change SAR7/QR7 override option will only be available to counties that have opted into this functionality

3) Up to 120 individual security rights will be provided as a part of the imaging solution

The batch job to update user security rights will be documented and implemented in subsequent SCR

Per DDID 2525, configure auditing for the 58 County imaging solution repository to record the following data points:

1) Indexing Value Change - User information for the person that made the change and the date the value was changed, history of previous values will be preserved.

2) Viewing Document - User information for the person that viewed the document and the date the document was viewed

3) Delete Document (soft delete) - User information for the person that deleted the document and the date the document was deleted

4) Searching - Retain user search criteria for a specified period of time

1.2 Overview of Recommendations

- Configure the Imaging Solution to record Indexing Value Changes, Viewing of Documents, Deletion of Documents, and Search Criteria datapoints for the purposes of auditing
- Configure security, and corresponding rights for viewing case and person level documents
- Configure security, and corresponding rights for point of scan options
- Configure the No Change SAR7/QR 7 override option to be available only to counties that have opted into this functionality
- Configure security, and corresponding rights for applying annotations to documents
- Configure security, and corresponding rights for SIU scan mode
- Configure security, and corresponding rights for Hearings scan mode
- Configure security, and corresponding rights for RDB scan mode
- Configure security, and corresponding rights for Other County Departments scanning modes
- Configure security, and corresponding rights for Reindexing
- Configure security, and corresponding rights for Confidential Cases

1.3 Assumptions

- Documentation of scan modes and routing of documents will not be addressed in this document
- The batch job to update user security rights will be documented and implemented in a subsequent SCR
- Imaging Reports and the security right required for those reports will be documented in a subsequent SCR
- Security rights will only be available when the county is enabled on the CalSAWS Imaging Solution.
- Rights refenced in this document will be updated in CalSAWS via SCR CA-214062

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2 RECOMMENDATIONS

2.1 Configure Auditing

The imaging solution will be configured to record the following datapoints for the purposes of auditing, and retain auditing datapoints for a year:

- Indexing Value Change - User information for the person that made the change and the date the value was changed
- Viewing Document - User information for the person that viewed the document and the date the document was viewed
- Delete Document (soft delete) - User information for the person that deleted the document and the date the document was deleted
- Searching - Retain user search criteria
- Exporting – User information for the person that performed the export and the date the document was exported

2.2 Imaging Security

County imaging security rights are assigned based on a user's security role(s) and associated worker ID(s) within CalSAWS. By identifying the county that a worker ID is associated to, the corresponding county drawer, and office security permissions will be assigned, this remains true for county sub-drawers such as the <County> SIU drawer. In situations where a user name has multiple worker IDs, each ID will be granted the security rights that correspond to that user. For example, if a user has active worker IDs in two county offices, each worker ID will be granted the appropriate office level permissions that user has been assigned.

See the attached Imaging Security Matrix (Supporting Document #1) for the full list and descriptions of imaging security rights and groups within CalSAWS. Security rights will only be available when the county is enabled with the CalSAWS Imaging Solution.

2.2.1 Case or Person Drawer Viewing

Viewing rights within the Imaging Solution are synonymous with searching. A user granted a view right to a particular drawer will also be able to leverage the search functions tied to that drawer. For example, if a user is granted the "Imaging Case View" group permission, the user is able to access the search functions within the Imaging Solution for case level documents within their county.

2.2.2 Drawer View Dependent Permissions

Many imaging security rights require a user to have a corresponding drawer view right in order to access/leverage specific permissions. Below is a table depicting rights that are dependent on a corresponding drawer view right:

Drawer View Dependent Permissions
Imaging <Drawer> Export
Imaging Document Remove
Imaging Copy
Imaging ~~<Drawer>~~ Annotations Admin
Imaging ~~<Drawer>~~ Annotations Owner
Imaging Reindex
Imaging Reindex All
Imaging Reindex Route

2.2.3 Case and Person Drawer Capture

Capture rights are assigned at a drawer level, with the exception of case and person level capturing. All documents at the point of capture are case level; once captured and submitted to the imaging system, advanced optical character recognition will be leveraged to identify the scope of a document.

2.2.4 Point of Scan Options

The following Point of Scan Options are documented in CA-214172 (Multi, Import, Virtual Capture), and CA-214035 (Store Index Values). Point of scan options are only populated to a user if the corresponding group permission has been assigned. The four security groups that drive these option's availability are as follows:

- Imaging Override No Change SAR7/QR7
- Imaging Person Scope Override
- Imaging No Task Creation Override
- Imaging Program Selection Override

2.2.5 Document Removal

The Imaging Solution supports a security driven "Soft Delete" functionality. Users with the "Imaging Document Remove" group permission and a corresponding drawer view permission can route documents to the "Document Removal Queue" this queue processes documents into a document removal drawer.

Documents remain in this drawer until the associated document's case falls out of the CalSAWS retention policy. Documents within the removal drawers are only accessible by users with the "Imaging Document Remove" group permission.

2.2.6 Copy/Split

The "Imaging Copy" group permission allows a user to copy or split documents within a workflow queue. This functionality is restricted to the county "Barcode Verification Queue", "Exception Queues", "No Case Queues", "Reindex", and "Person Select Queue". Documents that are not in workflow will need to be routed into a reindexing queue to be copied or split.

2.2.7 Export/Print

The "Imaging <Drawer> Export" group permission allows a user to export or print a document from the Imaging Solution. This functionality is not restricted to workflow queues and can be performed from within a displayed document.

2.2.8 Annotations Owner

The "Imaging ~~<Drawer>~~ Annotations Owner" permission allows users to create, edit, or remove annotations that are created by the user. This can be performed on a document within the Imaging Solution regardless if the document is in a workflow queue or not.

2.2.9 Annotations Admin

The "Imaging ~~<Drawer>~~ Annotations Admin" permission allows users to create, edit, or remove any annotations on a document, regardless of the user that created the annotation. This can be performed on a document within the Imaging Solution regardless if the document is in a workflow queue or not.

2.2.10 Exception Queues

The "Imaging Office Exception", and "Imaging County Exception" group permissions, enable users to access the corresponding "Barcode Verification", "No Case", and "Exception" queues. The office level permission, grants a user access to their corresponding office queues, and the county level permission will grant a user access to all of the office queues within their county.

Additionally Confidential exceptions are handled via Confidential Exception queues, these require the "Imaging County Confidential Exception" and "Imaging Office Confidential Exception" permissions for access to their corresponding queues.

2.2.11 Person Select Queue

The Person select queues are divided by either county or office by the "Imaging County Person Select" and the "Imaging Office Person Select" group permissions. Both queues allow access to the person select queue, where a person can be associated to a person level document. The differentiation between the two is whether the user can see only their office person select queue or the person select queue for the entire county.

2.3 County/Office Supervisor Security

These advanced user group permissions in the imaging solution allow access and route functionality to documents within the no case, person select, barcode verification, and exception queues. Based on whether the county or office supervisor right is applied, will determine if the user has access to the end users county or only the office in their county they are part of.

2.4 SIU, Hearings, RDB Drawer Security

SIU, Hearings, and RDB drawers are all controlled by specific security rights related to each drawer. Group permissions that can be chosen for these drawers are: Annotations Admin, Annotations Owner, Capture, Export, and View. In order to access one of these drawers, a user must have at least the view right of the corresponding drawer (i.e. Imaging SIU View grant access to view documents in the SIU drawer). Specifics for each group can be found on the Groups Descriptions tab of the Security Matrix supporting document.

2.5 Other County Departments Security

The following four "Other County Department" drawers will all have the same group permissions that cover access and functionality. These drawers are Adult Aging Services (AAS), Adoptions, Child Welfare Services (CWS) and Quality Assurance/Quality Control (QA/QC). All four drawers will have: Annotations Admin, Annotations Owner, Capture, Export, and View. Specifics for each group can be found on the Groups Descriptions tab of the Security Matrix supporting document.

As a deprecated queue, the Merced PG/PA will only have: Annotations, Export, and View group permissions.

2.6 Reindex/Reindex All/Reindex Route Security

These rights are used by workers to interact with documents that have been indexed incorrectly or need to be otherwise modified for some reason. For specific information on Reindexing documents refer to section 2.1.5 of the Environment Workflow Configuration design document (CA-214058).

2.6.1 Reindex Route

This group permission allows users to route documents to the reindex queue; it does not give them the right to access documents within the reindexing queues.

2.6.2 Reindex

This group permission allows users access to the "Reindex" queue and the ability to reindex all metadata that is editable, excluding case name and case number.

Reindexing of confidential documents is done via the Confidential Reindex Queue, access to this queue is tied to the "Imaging Confidential Reindex" permission.

2.6.3 Reindex All

This group permission allows users access to the "Reindex All" queue. In this queue, users have the ability to reindex all metadata that is editable, including case name and case number.

Reindexing of confidential documents is done via the Confidential Reindex All Queue, access to this queue is tied to the "Imaging Confidential Reindex All" permission.

2.7 Confidential Security

Confidential case documents are stored in separate "drawers" within each county, separated from non-confidential documents. To access documents within the confidential drawers, users can retrieve documents via one of the two following methods.

2.7.1 Access via Case Page

Users with access to a Case Page within CalSAWS and "Imaging View Case" are assumed to have necessary security permissions to view case information, and case documents. By clicking the "Image" buttons on case pages within the CalSAWS application, users can retrieve confidential case documents from the confidential drawers within the Imaging Solution.

2.7.2 Access via Search

The second method to accessing confidential documents is via searches performed in the Imaging Solution. In order for a user to have access to a confidential drawer search, the user must have both the "Imaging View Case", and the "Imaging Confidential Search" security group permission.

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2204	The CONTRACTOR shall enable other county departments to have a ""drawer"" in the imaging solution where they can upload, store, and search for documents. The CONTRACTOR shall create security driven scan modes of Other County Documents with the following four (4) options: 1) Adoptions (AAP) 2) Adult Aging Services (IHSS) 3) Child Welfare Services 4) Quality Assurance/Quality Control (QA/QC) The scan mode will correspond to a ""drawer"" that segments the scanned images/documents from the rest of the CalSAWS Software and is controlled via security in the CalSAWS Software.	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for Other County Departments scanning modes

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2500	The CONTRACTOR shall configure the imaging solution to have the following security driven options at the point of scanning: 1) Task Override: Will ignore task configuration, no task will be created 2) Program Selection: Will define which worker is tasked (the list is pre-defined based on the case information and is available in single case mode or when a coversheet is used in batch mode) 3) No Change SAR7/QR7: Will prompt the CalSAWS Software to do the following: 3a) Mark the document as received 3b) Mark Eligibility as complete 3c) Ignore task configuration, no task will be created 4) Person Override: Will default person level documents as case level documents. 5) Confidential: Will allow designated staff to scan to confidential cases	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for point of scan options

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2516	The CONTRACTOR shall create a security driven scan mode for Special Investigation Unit (SIU) with the following metadata: 1) Case Number 2) Case Name 3) Applicable Date 4) Received Date 5) Form Name 6) Form Number 7) Document Type - All images/documents will have the value: 'SIU Documents' The CONTRACTOR shall enable the following scan modes for SIU: 1) Single Case - Used for capturing one or more documents for a single case 2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for SIU scan mode

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2517	The CONTRACTOR shall create a security driven scan mode for Hearings with the following metadata: 1) Case Number 2) Case Name 3) Applicable Date 4) Received Date 5) Form Name 6) Form Number 7) Document Type - All images/documents will have the value: 'Court/Hearings Documents' 8) State Hearings Number - Optional, editable field The CONTRACTOR shall enable the following scan modes for Hearings: 1) Single Case - Used for capturing one or more documents for a single case 2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for Hearings scan mode

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2518	The CONTRACTOR shall configure the imaging solution to allow designated staff to manually index the following values for images/documents scanned into a ""Other County Department"" drawer: 1) Department (Drawer) - field will be pre-populated with chosen scan mode 2) Case Number - freeform text field 3) Document Type - pre-defined based on department 4) Applicable Date - pre-populated with system date, editable by the worker 5) Received Date - pre-populated with system date, editable by the worker The above fields are mandatory to ensure that images/documents are searchable in the document management solution drawer. The CONTRACTOR shall provide the following ""Other County Department Documents"" search criteria: 1) Department (Drawer) 2) Case Number 3) Document Type 4) Applicable Date 5) Received Date 6) Date Scanned 7) Created by	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for Other County Departments scanning modes

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2519	The CONTRACTOR shall configure the imaging solution to allow designated staff with the appropriate security rights to reindex the following metadata directly from the document and from a designated reindex queue: 1) Case Number 2) Case Name 3) Document Type 4) Applicable Date 5) Received Date 6) Form Name 7) Form Number 8) Person Name - Only for person level 9) CIN - Only for person level The CONTRACTOR shall configure the imaging solution to allow the copy and splitting of images/documents.	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for Reindexing
2521	The CONTRACTOR shall create a security driven scan mode for Resource Data Bank (RDB) with the following metadata: 1) Resource ID 2) Resource Name 3) Document Type 4) Applicable Date 5) Received Date The CONTRACTOR shall enable the following scan modes for RDB: 1) Single Case - Used for capturing one or more documents for a single case 2) Virtual Print - Used to print documents directly from any desktop application that allows printing into the imaging solution to a single case	• Documentation of scan modes and routing of documents will not be addressed in this document	• Configure security, and corresponding rights for RDB scan mode

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
2523	The CONTRACTOR shall provide configurable security rights that are maintained by county local security administrators within the CalSAWS Software with the following: 1) CalSAWS Software security rights will update the imaging solution during a nightly batch process 2) The No Change SAR7/QR7 override option will only be available to counties that have opted into this functionality 3) Up to 120 individual security rights will be provided as a part of the imaging solution	• The batch job to update user security rights will be documented and implemented in subsequent SCR	• Configure security, and corresponding rights for point of scan options • Configure the No Change SAR7/QR 7 override option to be available only to counties that have opted into this functionality • Configure security, and corresponding rights for applying annotations to documents • Configure security, and corresponding rights for Confidential Cases
2525	The CONTRACTOR shall configure auditing for the 58 County imaging solution repository to record the following data points: 1) Indexing Value Change - User information for the person that made the change and the date the value was changed, history of previous values will be preserved. 2) Viewing Document - User information for the person that viewed the document and the date the document was viewed 3) Delete Document (soft delete) - User information for the person that deleted the document and the date the document was deleted 4) Searching - Retain user search criteria for a specified period of time.		• Configure the Imaging Solution to record Indexing Value Changes, Viewing of Documents, Deletion of Documents, and Search Criteria datapoints for the purposes of auditing

4 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Security	Imaging Security Matrix	~~Imaging Security Matrix~~Imaging Security Matrix

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CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-212992

Eligibility Performance Tuning/Enhancements Phase 1

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Eugenio Velasco, Richard Weeks
	Reviewed By	Richard Weeks, Eugenio Velasco, Gopal Vedula

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/06/2020	1.0	Initial Version	Eugenio Velasco

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1 OVERVIEW

During the Proof of Concept (POC) effort to move LRS/CalSAWS to the Amazon Web Services (AWS) cloud, it was determined that some database calls where causing slower response times than expected when performing Run EDBC and Save/Authorize EDBC operations.

This SCR is proposing updates to database queries used by the Run EDBC and Save/Authorize EDBC operations with the goal of enhancing response times. The proposed updates would have no functional impact on LRS/CalSAWS.

1.1 Current Design

There are 3 main techniques used to acquire data from the database during the Run EDBC and Save and Continue operations;

1. Calls to the database are made in a series of loops. Data from a table is acquired iteratively based on the foreign key. A large number of calls to the database are made. This is the primary method used.
2. Calls to the database are made once per case for each table in the structure. Since this effectively merges multiple acquisitions for a single table into a single acquisition the number of calls to the database is significantly reduced. This is used when acquiring most data related to EDBCs already run for the case.
3. A single call is made to obtain data from multiple tables. This sees the most significant reduction in database calls, but also puts a much larger strain on database sever resources. Used to obtain program status (pgm_detl) records for a program

1.2 Requests

1. Extend usage of the once per table per case data acquisition method to areas currently relying on the iterative access based on foreign key methodology.

1.3 Overview of Recommendations

1. Restructure existing essential database persistence components to improve processing time when running EDBC.
2. Remove database access calls from the authorization logic that are causing data elements to be retrieved multiple times.

1.4 Assumptions

1. Changes are performance related only, no functional difference will be visible to the Worker. There is no change in Eligibility functionality for any of the Eligibility programs.

2 RECOMMENDATIONS

2.1 Database Access Object efficiency improvements

2.1.1 Overview

Refactor key database access classes that currently cause a significant impact to Run EDBC performance. All the proposed changes are back-end changes that currently use multiple database calls in order to retrieve all relevant data.

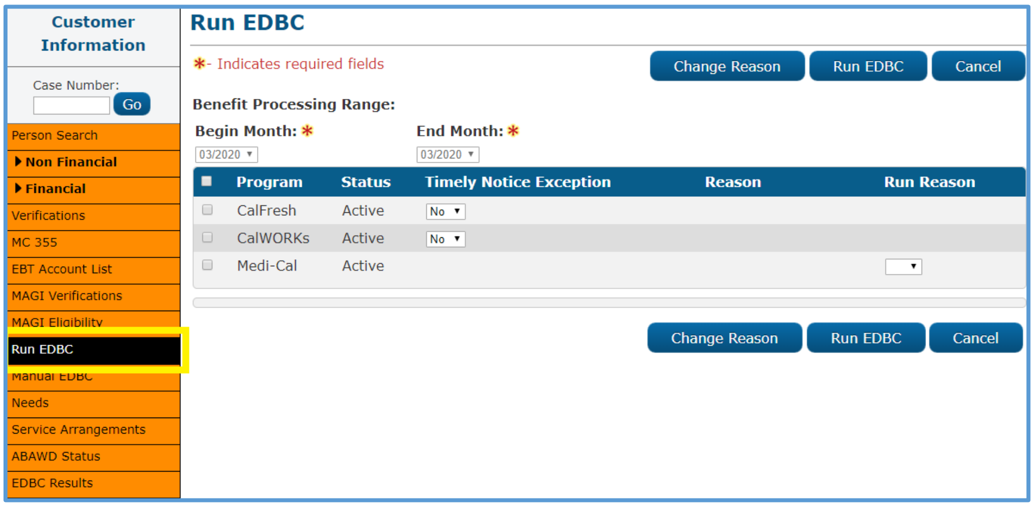


Figure 1.1.1 – Background process will start upon clicking Run EDBC

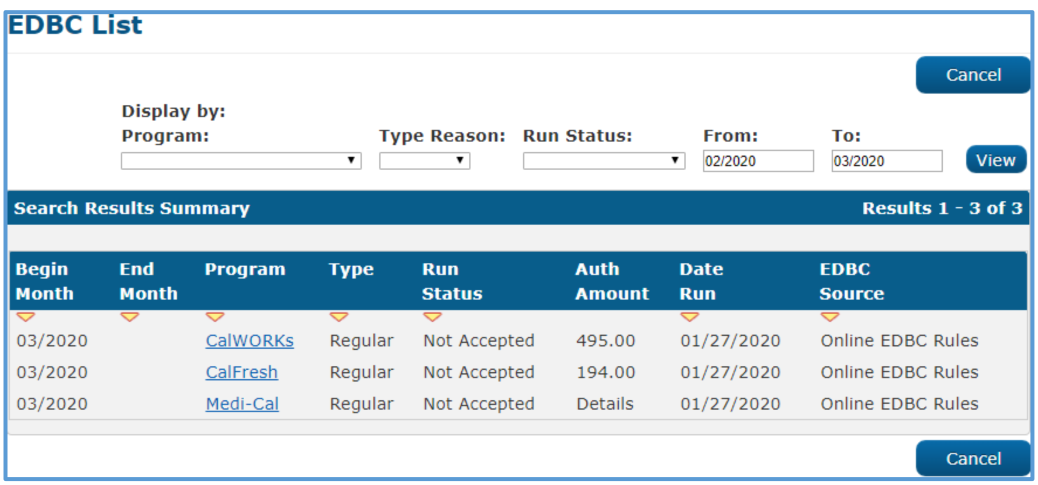
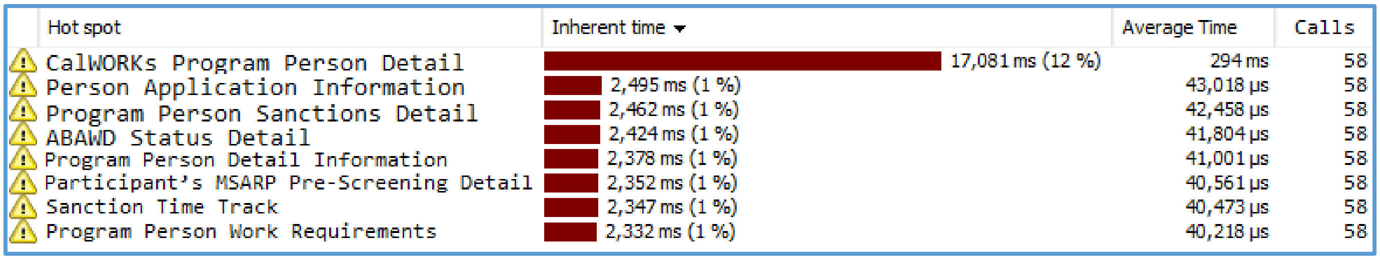


Figure 1.1.2 – EDBC List will take less time

Below image shows that currently, for some tables, 58 calls are made to the database to obtain all relevant data.



Hot spot	Inherent time	Average Time	Calls
CalWORKs Program Person Detail	17,081 ms (12 %)	294 ms	58
Person Application Information	2,495 ms (1 %)	43,018 µs	58
Program Person Sanctions Detail	2,462 ms (1 %)	42,458 µs	58
ABAWD Status Detail	2,424 ms (1 %)	41,804 µs	58
Program Person Detail Information	2,378 ms (1 %)	41,001 µs	58
Participant's MSARP Pre-Screening Detail	2,352 ms (1 %)	40,561 µs	58
Sanction Time Track	2,347 ms (1 %)	40,473 µs	58
Program Person Work Requirements	2,332 ms (1 %)	40,218 µs	58

Figure 1.1.3 – Hotspots identified while running EDBC before the changes.

The number of calls made to the database is expected to decrease significantly.

2.1.2 Description of Changes

All processes listed below currently access the database once per foreign key causing the database to be accessed many times, these should be refactored to instead retrieve all data for the appropriate table associated to the Case and then assign the data to the correct parent Object in memory.

Table	Description
PGM_PERS	Persons associated to a program
PERS_APP	The person application data
RETRO_MC_MO	The list of months that are considered retro MediCal for an applicant.
REQ_MC_TYPE	The type of MediCal requested by the applicant
CMSP_PERS_APP	CMSP specific application details
PERS_APP_EVENT	Links Person Applications to the events that have occurred for that application
PGM_PERS_DETL	The status history of a program person.
MC_PGM_PERS_DETL	MediCal specific program history for a program person.
PGM_PERS_DETL_SANCTN	Sanction specific history for a program person
CW_PGM_PERS	CW specific details for a program person
ABAWD_STAT	The ABAWD status of a person
TEMP_PGM_PERS_OVERRD	Temporary details associated with overriding the configuration of a person on an EDBC
SANCTN_TRK	Tracks a history of sanctions for a participant
PGM_PERS_WRK_REQMT	GA/GR work requirement data
VERIF	Verification information

VERIF_PGM	Program specific verification details.
VERIF_EXTENS	Details of any extensions to the verification due date.
PGM_PERS_SANCTN	Tracks the application of a sanction to a participant
MSARP_PRE_SCRNG	MSARP Pre-Screening data
PGM_DETL	The status history of a program
PGM_ADMIN	Tracks the program admin role details for a program
ORG	Details of an Organization
ORG_TYPE	The type of an organization
ORG_ADDR	Specifies which Address record for an organization is used for Mailing, Physical, etc
ADDR	The address details
LIC	License details for an organization
PGM_ASSIGN	Tracks which staff member a program is assigned to
PGM_APP	The application details for the program
PGM_APP_EFS	Expedited CalFresh details
PGM_APP_EVENT	Specifies which events are related to a program application
CLAIM_HIST	Details of fiscal claiming related to a program and/or case
IMMED_NEED_ITEM	Details of the participants Immediate Need Items
AID_CODE	The Aid Code for the a program
REDETER	The Redetermination period history for the program
FC_REDETER	Specific FC Redetermination details.
TEMP_PGM_OVERRD	Temporary Override Details for the program
PGM_VEND	Details for a vendor who should be paid through Money Management
PGM_VEND_DETL	Details of the monthly amount the participant is required to pay to the vendor.
VEND_PMT	The amount that EDBC determined should be paid to a vendor.
TIME_TRACK	Tracking of time spent in TMC, or 4 month continuing MC aid.
PGM_APP_RECERT	Tracks if a CalFresh program has a pending Application of Recertification from TCF to CF.
EVENT	Details of an event that impacts an application.
EVENT_CHNG_DETL	Specific details for Change Events
RESCIND_DETL	Specific details for Rescind Events where the rescind was for 'Restoration of Aid Waiver'
CH_TRANSACT_INFO	High level information for a CalHEERS Interface transaction

CH_ELIG_DETL	The CalHEERS eligibility details for a participant
CH_ELIG_RSN	The reason for a CalHEERS evaluation of a participant
CH_NON_COMPLY	Non-Compliances sent via eHIT
ICT	CalHEERS Eligibility details
CUST_RPT*	Details of a customer report packet
CUST_RPT_PGM_TYPE*	Program specific details for a customer report packet
CUST_RPT_PGM_TYPE_DETL*	Customer report acket statius for a program
GENERATE_DOC*	Details of a document generated to be sent to the client
DOC_TEMPL*	Document template details
DOC_TEMPL_LANG*	Details of template used for a document

Note; Those table marked with an * were only updated where they are used for Forms Tracking Purposes.

2.1.3 Impacted Areas

There are significant impacts across multiple areas of both EDBC and WPRD, a full regression of EDBC and WPRD will be necessary.

2.1.4 Teams Impacted

1. CalHEERS
2. Eligibility

2.2 Save and Continue logic data retrieval improvements

2.2.1 Overview

Refactor the Save and Continue logic to not retrieve the same Program Person data from the database multiple times.

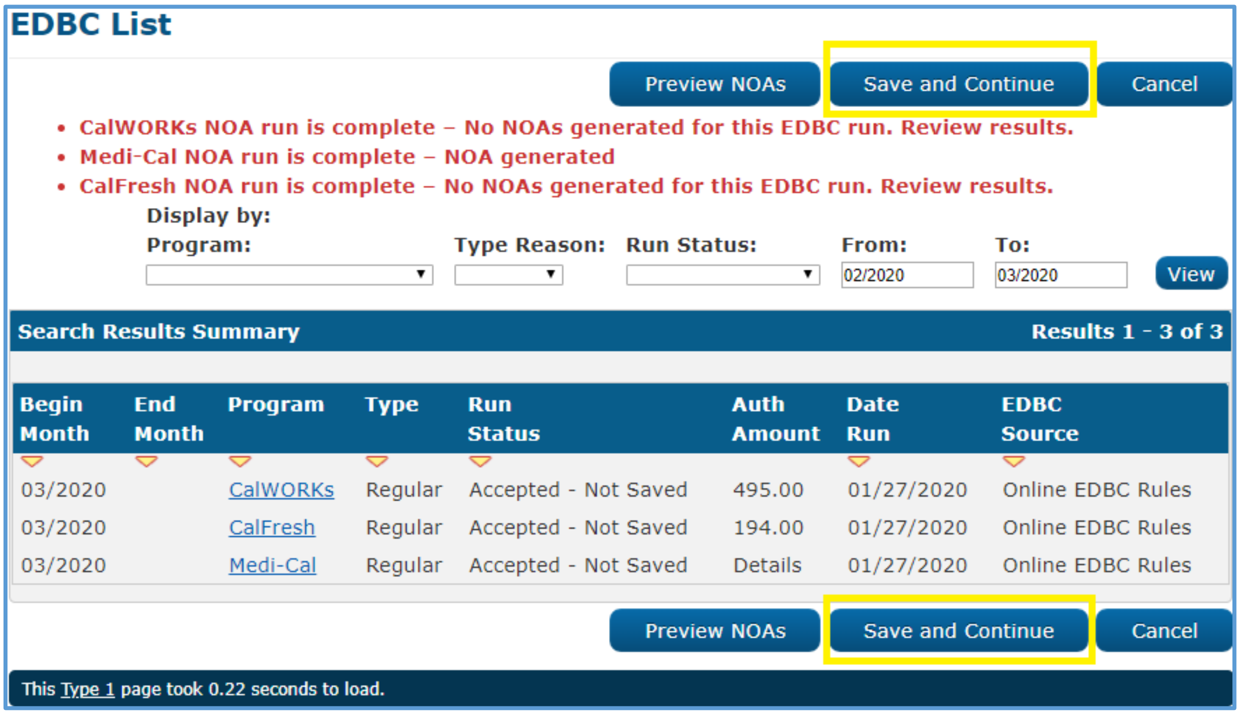


Figure 1.1.3 – EDBC Save and Continue logic will take less time

2.2.2 Description of Changes

Update the following classes to use the Program Person data that is initially built out for the Save and Continue process instead of retrieving the data multiple times;

1. Authorize Sanction Tracking
2. Authorize Program Person Sanction

2.2.3 Impacted Areas

1. Denormalization of the following from the EDBC results;
    a. Program Person Details
    b. Sanction Time Tracks for a person
    c. Program Person Sanction beans used to track long term sanction and the imposition of GROW and WtW sanctions.
2. Automated Program Actions like GROW, WtW, CalLearn.
3. GR/GROW Hearings, Sanctions and Non-Compliance.

2.2.4 Impacted Teams

1. CalHEERS
2. Eligibility

2.3 Update NOA logic to use existing data when running Batch EDBC

2.3.1 Overview

Update Batch NOA logic to use data built by EDBC to prevent additional database calls.

2.3.2 Description of Changes

On completion of EDBC perform update the data build prior to running EDBC to reflect changes as a result of the EDBC being saved. Update NOA logic to reference this updated data rather than building new data from the database.

Note; This is similar to how preview NOA functionality works for Online EDBC.

2.3.3 Impacted Areas

NOA generation during Batch EDBC

3 REQUIREMENTS

3.1 Migration Requirements

Requirement	Requirement Text	Contractor Assumptions	How Requirement Met
Exhibit W section 2.5.4 Second bullet	Modify the queries that are identified during the analysis activities to contribute to the degradation of the EDBC response time described in the performance requirement (Daily Peak Usage Hours EDBC Response Time in the Base Agreement) take a long time which impacts the EDBC execution time and perform functional validation		Queries are being modified to reduce the calls made to the database ad thereby improve performance of the database access. (Recommendation 2.1.2)
Exhibit W section 2.5.4 Forth bullet	There are several instances in the system where a single query is fetching the same data multiple times. CONTRACTOR will analyze the possibility of storing results during the initial fetch so it can be used for future reference. This may reduce the database calls made by a single query which may improve EDBC performance.		Queries made during Save and Continue are being removed and replaced by utilization of data already built as part of the initial load (recommendation 2.2.2)

4 TESTING PLAN

4.1 Overview

1. **Key data point comparison regression test:**

Regression testing of entire case load will be performed using the process that is currently in place (app-dev regression test process) for every major CalSAWS release. This testing will be performed at both the Assembly Test phase, and the System Test phase and will be run for the whole case load against all programs.

This involves the following steps:

   a. BRG1 environment that will have latest production build **without** Eligibility improvements.
   b. BRG2 environment that will have latest production build **with** Eligibility improvements.
   c. Both environments will have the latest production data snapshot.
   d. EDBC batch is run in both environments.
   e. Statistics (time taken to complete EDBC) will be gathered and analyzed. Goal is to make sure the time taken for batch EDBC with the modified is less than the time taken without the modifications.
   f. EDBC Results (case level, program level, person level) will be compared to confirm there is no impact because of making these changes.
   g. Fiscal batches will be run in both these environments and the corresponding information (issuances, overpayments etc) will be compared.
   h. Correspondence results for the pre and post batch EDBC run will be compared to make sure the resultset (Discontinuance, Change NOAs generated) are matching.

2. **Performance Testing:**
   a. To be performed during the System Test phase in a performance test envionment.
   b. Performance testing is performed on the modified code base on the same caseload that is used for any major CalSAWS release.
   c. Purpose of this is to make sure the frequency and time duration of function calls is as expected after the changes during the Online EDBC performance testing

3. **Automated Regression Test:**
   a. To be performed at both the Assembly Test and System Test phase.

   b. Current automated regression testing scripts will be used with the modified code base to make sure the results are as expected.

4. **Manual Functional Testing:**
   a. To be performed at both the Assembly Test and System Test phase.
   b. Testing will be performed on the modified changes for all programs (CalWORKs, CalFresh, Medi-Cal, GA/GR, CAPI, RCA, Foster Care, ARC, AAP, Kin-Gap) to make sure the results are matching with those when the EDBC is run on the same case ***without*** the modifications.
   c. Testing will include verification that Supervisor Authorization functionality is unaffected by the modifications made.
   d. Testing will be performed on the WPRD batch to make sure the results are matching with the WPRD batch run ***without*** the modifications
   e. Testing will be performed on the ABAWD batch to make sure the results are matching with the WPRD batch run ***without*** the modifications.

4.2 Assumptions

1. During phase 1, testing can only be performed with LRS data volume. Additional testing will continue in Phase 2 and Phase 3 to monitor the performance changes.

2. Once conversion data becomes available the feasibility of additional testing at a higher data volume can be reassessed.

3. There is no negative impact in the system with respect to Notices generated, benefits issued and reports generated in CalSAWS.

5 CHANGES PLANNED FOR FUTURE PHASES

5.1 Changes currently targeted for phase 2

1. Moving redetermination logic for the below components into RUN EDBC so that the logic is executed asynchronously
   a. Sanctions
   b. Time limits
   c. Journals
2. Modify batch EDBC logic to see if the NOA logic in Authorization can be moved to Run EDBC so that the NOA logic is executed asynchronously that would save Run EDBC time.
3. Make changes not to fetch data not needed for any program. Example: information contained in FC_REDETER is not required while running EDBC.

5.2 Changes currently targeted for phase 3

1. Conditional data build out.
   Example: If EDBC is running on a CalFresh program only, no need to build ORG data, or placement data, etc that are related to Foster Care.

2. Separate of build out logic for Save & Continue, EDBC, WPRD
   Example: We shouldn't be needing to get any data collection during Save & Continue that would reduce the buildout time during Save & Continue.

6 TENTATIVE TIMELINE

Phase	Design Begin	Build Begin	System Test Begin	Tentative Release
1			05/2020	06/2020
2	TBD	TBD	TBD	TBD
3	TBD	TBD	TBD	TBD