

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-208569 | DDID 1967

Non-Compliance Updates to Handle Converted
Data

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/25/2020	1.0	Initial Document	Yale Yee
12/18/2020	2.0	Added a design clarification for Medi-Cal Non-Compliances and a Content Revision for WTW Non-Compliances	Yale Yee
1/5/2021	3.0	Added additional Medi-Cal Non-Compliances to the existing note.	Yale Yee

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Eligibility Non-Compliance Detail page	5
	2.1.1 Overview	5
	2.1.2 Eligibility Non-Compliance Detail Mockup.....	5
	2.1.3 Description of Changes	5
	2.1.4 Page Location	7
	2.1.5 Security Updates.....	7
	2.1.6 Page Mapping.....	7
	2.1.7 Page Usage/Data Volume Impacts	7
	2.2 Run EDBC page.....	7
	2.2.1 Overview	7
	2.2.2 Run EDBC Mockup.....	7
	2.2.3 Description of Changes	8
	2.2.4 Page Location	8
	2.2.5 Security Updates.....	9
	2.2.6 Page Mapping.....	9
	2.2.7 Page Usage/Data Volume Impacts	9
	2.3 Update EDBC Logic for Non-Compliance Record.....	9
	2.3.1 Overview	9
	2.3.2 Description of Changes	9
	2.3.3 Programs Impacted	10
	2.3.4 Performance Impacts	10
3	Requirements.....	11
	3.1 Migration Requirements.....	11

1 OVERVIEW

Non-Compliances are a mechanism for enforcing negative impacts to benefits issued to a customer when the customer has not complied with program requirements. LRS/CalSAWS removed and/or automated some of the Non-Compliances that are applied by worker action in C-IV. The conversion process will convert historical and active Non-Compliance records from C-IV into LRS/CalSAWS. The converted Non-Compliance reasons will be displayed on the Non-Compliance page.

Throughout this document, "Non-Compliance" is used as a general term, which may include data related to sanctions, penalties, periods of ineligibility, disqualifications, or other terms applicable to a specific program.

1.1 Current Design

LRS/CalSAWS removed and/or automated some of the Non-Compliance reasons that are applied by worker action in C-IV. The conversion process will convert historical and active Non-Compliance records from C-IV into LRS/CalSAWS.

1.2 Requests

1. Non-Compliance pages will allow viewing and editing converted Non-Compliance records that are not available in LRS/CalSAWS.
2. A validation message will display on the Run EDBC page if a Non-Compliance reason (not available in LRS/CalSAWS) is applicable in the benefit month.
3. Non-Compliance reasons (not available in LRS/CalSAWS) that are person level closures will preserve the converted role/role reasons when EDBC is run.

1.3 Overview of Recommendations

1. Converted Non-Compliance records will be viewable and editable on the Eligibility Non-Compliance page.
2. Display a validation message on Run EDBC for converted Non-Compliance reasons that are applicable to the EDBC benefit month.
3. Update EDBC logic to preserve a person's role/role reason for certain converted Non-Compliance reasons that are applicable to the EDBC benefit month.

1.4 Assumptions

1. CA-208565 will address the 'FTP Eligibility Forms' impacts identified in Non-Compliance Research Analysis (DDID 1054).
2. CCC-2329 will address lists for Cal-Learn and Chronic Truant Non-Compliances. Lists of cases with active Non-Compliances in C-IV will be provided after data conversion.
3. CA-50303 will address the WTW Non-Compliances impacts identified in Non-Compliance Research Analysis (DDID 1054).

2 RECOMMENDATIONS

Non-Compliance records converted from C-IV to LRS/CalSAWS will be viewable and editable. A validation message will display before running EDBC to prompt the User that a converted Non-Compliance reason is applicable for the benefit month(s). The EDBC logic will be updated to preserve a person's role/role reason if the Non-Compliance reason is applicable for the benefit month(s).

2.1 Eligibility Non-Compliance Detail page

2.1.1 Overview

The Eligibility Non-Compliance Detail page displays details based on the information of the Non-Compliance record.

2.1.2 Eligibility Non-Compliance Detail Mockup

N/A

2.1.3 Description of Changes

1. Add the following Non-Compliance reasons with a begin date of 01/01/1000 and an end date of 12/31/9999. These will not be selectable for new Non-Compliance records:

Non-Compliance Type	Non-Compliance Reason
WTW	<ul style="list-style-type: none">• Post WTW 24 MTC CW Fed Requirements Not Met
WTW	<ul style="list-style-type: none">• WTW - Chronic Truant
Chronic Truant	<ul style="list-style-type: none">• Cash – Chronic Truant
Chronic Truant	<ul style="list-style-type: none">• Failure to Provide School Attendance

2. Display the following converted Non-Compliance reasons only for historical records on the Eligibility Non-Compliance Detail page in View and Edit mode:

Non-Compliance Type	Non-Compliance Reason
Cal-Learn	<ul style="list-style-type: none">• Grade F• Late Report Card• No Report Card
Child/Medical Support	<ul style="list-style-type: none">• Assign Support Rights• Child/Medical Support Non Co-op

Non-Compliance Type	Non-Compliance Reason
Procedural Requirement	<ul style="list-style-type: none"> • Found on SFIS • Immunizations • SSN • Didn't Register with EDD • Didn't Try to Collect a Debt
Spouse of Excluded MC Stepparent	<ul style="list-style-type: none"> • Spouse of Excluded MC Stepparent
WTW	<ul style="list-style-type: none"> • Didn't Participate/Progress in Activity • Didn't Sign WTW Plan • Post WTW 24 MTC CW Fed Requirements Not Met • Quit a Job • Reduced Earnings • Turned Down a Job • WTW – Chronic Truant
Chronic Truant	<ul style="list-style-type: none"> • Cash – Chronic Truant • Failure to Provide School Attendance
Failure to Provide	<ul style="list-style-type: none"> • Age Verification • County Residence • Graduate by Age 19 • HIC Number • Income Verif • Multiple Vehicles • Name/Identity • Non Citizen Documents • One Vehicle • Other Health Care Coverage • Property Verif • School Attendance • Sponsor Dependents • Sponsor Income • Sponsor Resource • Sponsor SOF • Verifications

Note: For Medi-Cal, there will be no changes to Non-Compliances in this list if the Non-Compliance Reason exists in LRS/CalSAWS for the following:

- Procedural Requirement – SSN
- Failure to Provide – HIC Number, Name/Identity, Other Health Care Coverage, Verifications

3. If a historical record exists with one of the converted Non-Compliance reasons from the table above, the user will be able to edit the existing record. However, the user will not be able to select a different converted Non-Compliance reason from the table above.

For example, the converted Non-Compliance record will display on the page. But when a Non-Compliance reason (not from the table above) is selected and saved, the converted Non-Compliance reason will no longer be available to be selected.

2.1.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Non-Compliance

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Run EDBC page

2.2.1 Overview

A validation message will display on the Run EDBC if a converted Non-Compliance reason (not available in LRS/CalSAWS) is applicable in the benefit month.

2.2.2 Run EDBC Mockup

Run EDBC

*- Indicates required fields

Change Reason

Run EDBC w/o Verifications

Cancel

Benefit Processing Range:

Begin Month: *

End Month: *

01/2020

06/2020

<input type="checkbox"/>	Program	Status	Timely Notice Exception	Reason	Run Reason
<input checked="" type="checkbox"/>	CalWORKS	Pending			

CalWORKS: There is a converted Non-Compliance record applicable in the benefit month(s) selected. Please update the Non-Compliance record and applicable pages.

Figure 2.1.1 – Validation message for converted Non-Compliance records

2.2.3 Description of Changes

1. Display a validation message on Run EDBC when one of the following Non-Compliance reasons are applicable in the benefit month:

C-IV Non-Compliance Type	C-IV Non-Compliance Reason	CalSAWS page where data is recorded
Child/Medical Support	<ul style="list-style-type: none"> • Assign Support Rights • Child/Medical Support Non Co-op 	Support Questionnaire
Procedural Requirement	<ul style="list-style-type: none"> • Immunizations 	Immunization Detail
Procedural Requirement	<ul style="list-style-type: none"> • SSN 	SSN Detail
WTW	<ul style="list-style-type: none"> • Didn't Participate/Progress in Activity • Didn't Sign WTW Plan • Post WTW 24 MTC CW Fed Requirements Not Met • Quit a Job • Reduced Earnings • Turned Down a Job • WTW Chronic Truant 	WTW program status

Note: For Medi-Cal, the validation does not apply if the Non-Compliance Reason exists in LRS/CalSAWS for the following:

- Procedural Requirement - SSN
2. The validation message will display as:
 - a. <Program Name>: There is a converted Non-Compliance record applicable in the benefit month(s) selected. Please update the Non-Compliance record and applicable pages.
 3. The validation message will display in a red text and will allow the user to continue running EDBC.
 4. The validation message will display after the Run EDBC button is clicked on the Run EDBC page.

2.2.4 Page Location

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

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Update EDBC Logic for Non-Compliance Record

2.3.1 Overview

Some Non-Compliances set status reasons on the EDBC that close the person without closing the entire program. These Non-Compliance records will potentially be converted from C-IV into LRS/CalSAWS for an active program. EDBC will preserve information based on the Non-Compliance record if the Non Compliance reason is applicable in the benefit month (e.g., the Non Compliance record is not end-dated).

2.3.2 Description of Changes

1. For person level closures (mentioned in section 2.1.3) that will not close the entire program, preserve the role/role reason on the EDBC if the Non-Compliance reason is applicable for the benefit month.

This will allow the Non-Compliance to continue to be applied through EDBC when the User has not updated the appropriate data collection page or end-dated the converted non-compliance record.

Example:

A person has a high-dated Non-Compliance record Type of Procedural Requirement and a Reason of Immunization on a C-IV program. When the Non-Compliance record is converted from C-IV into LRS/CalSAWS, the Non-Compliance record will display on the Eligibility Non-Compliance Detail page. When the User runs EDBC, the Run EDBC page will display the validation message from Section 2.2. If the User is not able to update the Immunization Detail page and end-date the converted Non-Compliance record, EDBC will display the role/role reason (e.g., MMO/FTP Immunization) that was determined in the C-IV system if the Non-Compliance reason is applicable for the benefit month.

2.3.3 Programs Impacted

CF, CW, MC, DV, IN, RCA

2.3.4 Performance Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	<p>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.</p> <p>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.</p> <p>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.</p>	<ul style="list-style-type: none"> - 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. 	<p>Converted Non-Compliance records are viewable and editable on the Eligibility Non-Compliance page.</p> <p>A validation message is displayed on Run EDBC for converted Non-Compliance reasons that are applicable to the EDBC benefit month.</p> <p>EDBC logic is updated to preserve a person's role/role reason for certain converted Non-Compliance reasons that are applicable to the EDBC benefit month.</p>

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-208784 | DDID 1967

Update Position Detail to no longer have
Section as a required field

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Connor O'Donnell
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/10/2020	1.0	Initial Design for Review	O'DonnellC
12/01/2020	1.1	Content Revision	Melissa Mendoza
12/28/2020	1.2	Design Clarification: Remove assumption sub-section 3b "Child Welfare Program (CWS) Work Order"	O'DonnellC

Table of Contents

1	Overview	4
1.1	Current Design.....	4
1.2	Requests.....	4
1.3	Overview of Recommendations.....	4
1.4	Assumptions	4
2	Recommendations.....	5
2.1	Position Detail	5
2.1.1	Overview	5
2.1.2	Position Detail Mockup.....	5
2.1.3	Description of Changes	5
2.1.4	Page Location	6
2.1.5	Security Updates.....	6
2.1.6	Page Mapping.....	6
2.1.7	Page Usage/Data Volume Impacts	6
2.2	County Authorizations.....	6
2.2.1	Overview	6
2.2.2	County Authorizations Mockup.....	6
2.2.3	Description of Changes	7
2.2.4	Page Location	7
2.2.5	Security Updates.....	7
2.2.6	Page Mapping.....	8
2.2.7	Page Usage/Data Volume Impacts	8
2.3	Staff Assignment List & Staff Assignment Detail	8
2.3.1	Overview	8
2.3.2	Staff Assignment List & Staff Assignment Detail Mockup.....	8
2.3.3	Description of Changes	8
2.3.4	Page Location	8
2.3.5	Security Updates.....	8
2.3.6	Page Mapping.....	8
2.3.7	Page Usage/Data Volume Impacts	9
3	Requirements.....	9
3.1	Migration Requirements.....	9

1 OVERVIEW

As part of the 57 Migration counties joining CalSAWS, the Section field on the Position Detail page needs to be made non-required in order to account for the C-IV and CalWIN counties that do not have a Section association.

1.1 Current Design

Currently in LRS/CalSAWS, Section is a required field on the Position Detail page.

1.2 Requests

As migrating counties do not have a section associated with them, when the migrating counties are added to the CalSAWS System, Section must be changed from a required field to a non-required field on the Position Detail page.

1.3 Overview of Recommendations

1. Update the Section field to be not required on the Position Detail page for all counties except Los Angeles County.
2. Add a soft validation message to the County Authorizations page.
3. Update the Staff Assignment List and Staff Assignment Detail page to no longer have dependencies on Section.

1.4 Assumptions

1. Section will continue to be required for Los Angeles County.
2. Without having a Section associated, counties will not be able to use the Second Level Authorization functionality within the system.
3. The following reports Dashboards will not display Section information if no Section is specified for the County.
 - a. Managed Personnel (Organizational Hierarchy)

2 RECOMMENDATIONS

2.1 Position Detail

2.1.1 Overview

The Position Detail page provides a variety of details on the specifics of a worker's position. One of the fields on the page lists a Section which is a required field in the current design. In order to accommodate counties that will be in the system following migration, the Section field will be changed from required to non-required due to those counties not having a section associated with them.

2.1.2 Position Detail Mockup

Position Detail

*- Indicates required fields

Edit

Copy

Close

General Position Information

Worker ID:
19ESGP8I00

Office Name: *
GAIN - RANCHO PARK DISTRICT

Unit ID: *
8I 00

Assignment Type Code:
Continuing

Auto Assign Indicator:
No

SSI Referrals:
No

Authorization Sampling Percentage:
80

Case Load:
Traditional

IHSS Referrals Auto Assignment: *
No

Section:
3S

Position Status: *
Inactive

Worker Level:
3rd Level Reception Log

Max Case Load:
100

Max Intake Case Load:

Current Case Load:
0

Total Percentage of Cases Assigned:
0%

Figure 2.1.1 – Position Detail – Non-Los Angeles County

2.1.3 Description of Changes

1. **Section** – This field will be changed from a required field with the appropriate graphical indicator (i.e. the red asterisk image) to a non-required field with no indicator based on the County of the logged in User.
 - a. Field will remain required for Los Angeles County (County 19). Validation will occur when trying to save Position Detail page with no Section indicated.

2. Update the Section field on Position Detail to be required when selecting the Worker Level of 2nd Level Reception Log/Authorization.

Note: The following pages are impacted by updating the Section to no longer be required:

- Worker Detail
- Select Worker
- Reception Log – Escalation requires Section set up for the County.
- SIU Referral Inventory
- Staff Assignment List and Staff Assignment Detail

2.1.4 Page Location

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

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 County Authorizations

2.2.1 Overview

The County Authorizations page allows each County to set up levels of Authorization for EDBC and Fiscal.

2.2.2 County Authorizations Mockup

County Authorizations

Save

Cancel

- **2nd Level Authorization requires Sections and Workers with 2nd Level Reception Log/Authorization set up for the County in order to process EDBC and Fiscal authorizations.** **Confirm**

EDBC	
CalFresh Expedited Service denied for 'FTP Name/Identity'	2nd Level Authorization ▼
CalWORKs - If special needs amount exists and if it is not the same as pregnancy special needs amount	2nd Level Authorization ▼
CWS Programs - 2nd level authorization is required when supervisor initiates the EDBC	Yes ▼
Denial Rescind - Rescind approval date is greater than 30 days from the application date (CW, CF, DV, RCA, and CAPI programs only)	2nd Level Authorization ▼
Denial Rescind - Rescind approval date is less than or equal to 30 days from the application date	1st Level Authorization ▼
Discontinue Rescind - Rescind approval date is greater than 30 days from the discontinuance date (CW, CF, DV, RCA, and CAPI programs only)	2nd Level Authorization ▼
Discontinue Rescind - Rescind approval date is less than or equal to 30 days from the date of discontinuance	1st Level Authorization ▼
Homeless-Temp or Homeless-Perm	2nd Level Authorization ▼
Immediate Need	1st Level Authorization ▼

Figure 2.2.1 – County Authorizations

2.2.3 Description of Changes

1. Add the following soft validation message to the County Authorization page when the 2nd Level Authorization is selected.
2nd Level Authorization requires Sections and Workers with 2nd Level Reception Log/Authorization set up for the County in order to process EDBC and Fiscal authorizations.
2. Once clicking the Confirm button then the validation message will be bypassed and the page will be saved. Confirm button will use the same edit rights as the Save button.

2.2.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: County Authorizations**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Staff Assignment List & Staff Assignment Detail

2.3.1 Overview

The Staff Assignment List and Staff Assignment Detail page have dependencies on the Section when assigning a position.

2.3.2 Staff Assignment List & Staff Assignment Detail Mockup

N/A

2.3.3 Description of Changes

1. Remove the dependencies on Section for the Staff Assignment List page when searching for Staff.
2. Update the Worker Identification dropdown on the Staff Detail page to not show the Section information when there is no section.

2.3.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: Staff Assignment**

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

N/A

2.3.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1967	<p>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.</p> <p>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.</p> <p>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</p>	<p>- Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&I SCR including deployment and change management.</p> <p>- 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.</p>	<p>Make Section not required for all migrating counties, but remain required for LA County.</p>

	approval through the County Change Control Board process.		
--	---	--	--