

☒ CalSAWS DD&I
 ☐ C-IV M&O
 ☐ CalWIN M&O
 ☐ LRS M&E

Distribution Date:	April 12, 2021
To:	PPOC.40; IPOC.All, PPOC.Local; Consortium.SectionDirectors, Consortium.RegionalManagers.All
CIT Name:	AAP Automation Video and AAP, ARC, Kin-GAP Infographic
From:	CalSAWS Project

Regional Managers, please forward to the appropriate impacted staff in your county:

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|--|---|
| <input checked="" type="checkbox"/> General | <input type="checkbox"/> Fiscal |
| <input type="checkbox"/> Policy | <input type="checkbox"/> Caseload Movement |
| <input type="checkbox"/> CW | <input type="checkbox"/> Management |
| <input type="checkbox"/> CF | <input type="checkbox"/> Fiscal |
| <input type="checkbox"/> MC | <input type="checkbox"/> Security |
| <input type="checkbox"/> CMSP | <input type="checkbox"/> Batch and Interfaces |
| <input checked="" type="checkbox"/> FC/KG/AAP | <input type="checkbox"/> Imaging |
| <input type="checkbox"/> Child Care | <input checked="" type="checkbox"/> Migration |
| <input type="checkbox"/> WTW | <input type="checkbox"/> Conversion |
| <input type="checkbox"/> Other Program(s) _____ | <input type="checkbox"/> Technical |
| <input type="checkbox"/> C4Yourself | <input type="checkbox"/> Training |
| <input type="checkbox"/> Customer Correspondence | <input type="checkbox"/> Help Desk |
| <input type="checkbox"/> Other | |
| <input type="checkbox"/> Reports | |

Description: (Including any step-by-step instructions)	<p>Purpose</p> <p>The purpose of this CIT is to provide the 39 C-IV Counties with a video demonstration of AAP Automation and an AAP, ARC, Kin-GAP Infographic. The video can be played on the Web Portal or be downloaded and played locally. The Infographic can be printed or displayed virtually.</p> <p>Background</p> <p>The CalSAWS Change Management Team has created a short video that explains the Data Collection information necessary to leverage the new AAP Automation that will be available in CalSAWS.</p> <p>Please note: Continuing AAP cases will not be automated at go-live. In order to utilize the new automation, users must manually enter the AAP information in the appropriate Data Collection pages, as demonstrated in the video.</p> <p>The Change Management Team has also created an infographic on Child Welfare Services programs, specifically regarding the updates to AAP, ARC, and Kin-GAP.</p> <p>Recommended Usage</p>
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	<p>Videos are designed to be posted on internal County sites or file-sharing platforms or shown during unit/staff meetings. Due to the videos large size, email servers may not be able to transmit it.</p> <p>Infographics are designed to be shared in multiple ways, such as: emailed, posted on internal sites, or displayed during meetings/presentations. Infographics can also be printed and posted in the office.</p> <p>Recommended Recipients</p> <p>The C-IV Counties are encouraged to disseminate this infographic to all C-IV users who work in Child Welfare Services eligibility programs so that all or most impacted end-users will have access to the information.</p> <p>Additional Information</p> <p>The video has been posted to the Web Portal at the following folder navigation path:</p> <p>[REDACTED]</p>
Primary Project Contact: (Name, phone number, email address)	<p>Araceli Gallardo CalSAWS Change Management Lead GallardoA@CalSAWS.org (916) 851-3103</p>
Backup Project Contact: (Name, phone number, email address)	<p>Helen Cruz CalSAWS Change Management Lead CruzH@CalSAWS.org (916) 851-3327</p>
Attachments:	<p>CalSAWS_FCED AAP-ARC-KG_Infographic.pdf</p>
Web Portal Link:	<p>[REDACTED]</p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.