# CalSAWS

California Statewide Automated Welfare System

# **Design Document**

DDID 2686/2314 FDS: GA GR Fiscal changes

Cal**SAWS** 

DOCUMENT APPROVAL HISTORY			
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#### 1 OVERVIEW

This SCR will implement the CalWIN counties General Assistance/General Relief (GA/GR) program from into the CalSAWS solution

#### 1.1 Current Design

The GA/GR solution in the CalSAWS system is designed to automate the rules for the Los Angeles county's implementation as well as the automation and monitoring of their GROW program. The C-IV implementation allows the users to enter and track the (GA/GR) program using manual EDBC and issuance but does not track employment service activities for the 39 C-IV counties.

#### 1.2 Requests

The Fiscal logic for the GA/GR program will be expanded to support the creation and maintenance of the GA/GR program for the CalWIN counties' GA/GR programs.

#### 1.3 Overview of Recommendations

- Create a Data Change Request (DCR) to insert the GA/GR Issuance Thresholds for the CalWIN counties.
- Update the logic used to determine the Previous Potential Benefits for the General Assistance/General Relief (GR) program.
- Update the logic used to calculate the Overpayment Adjustment Amount for the General Assistance/General Relief (GR) program.
- Update the Issuance Batch to process authorizations for the General Assistance/General Relief (GR) program.
- Update the EBT Cash Benefit Writer logic to process General Assistance/General Relief (GR) program benefit records.
- Update the Issuance Detail page to make the Pay Code field required when the program is "General Assistance/General Relief" for CalWIN counties.
- Update the Issuance Detail page to send an EBT Benefit Type of "GA" via host to host when rushing a General Assistance/General Relief (GR) program benefit issuance.
- Update the Benefit Issuance Claiming batch logic to process issuances, issuance adjustments, and expungements associated with the General Assistance/General Relief (GR) program.
- Update the Service Payment Issuance Claiming batch logic to process issuances, adjustments, and Pay Code Adjustments associated with the General Assistance/General Relief (GR) program.
- Update the Recovery Account Claiming batch logic to process transactions associated with General Assistance/General Relief (GR) program Recovery Accounts.
- Update the Expungement Detail page to allow to display a Reactivate button for General Assistance/General Relief (GR) program expungements.
- Add a County Admin page for Cause Code recoupment information.

- Update the CalSAWS system to include CalWIN GA/GR program Cause Code values.
- Create a new nightly batch job to process fiscal admin changes that are requested by a worker.

#### 1.4 Assumptions

- 1. County Issuance Thresholds for the General Assistance/General Relief (GR) program will be provided by the CalWIN counties.
- 2. Migrated CalWIN Fund Code information will be available for CalWIN county testina.
- 3. CalWIN GA/GR Cause Code Recoupment Rates will be available
- 4. GA/GR program EDBC Previous Potential calculations will use the existing CalSAWS logic used by C-IV counties.
- 5. The existing CalSAWS Nightly and Monthly EDBC Sweep logic will be used.
- 6. The existing logic to set the Benefit Type to 'GA" for GA/GR EBT benefits sent to the EBT Vendor will be used.
- 7. The existing CalSAWS Cause Codes will be used during GA/GR Recovery Account creation. The CalWIN County Recovery Account Cause Codes will be mapped to existing CalSAWS Cause Codes.
- 8. The existing CalSAWS logic for calculating the EDBC Overpayment Adjustment amount will use with the County provided recoupment rate values
- 9. The existing logic to display program specific Cause Codes on the Recovery Account Detail will be used.
- 10. The existing CalSAWS Recovery Account Activation batch job will be available for the counties to opt into.
- 11. The existing Pre-Claiming logic will be used to determine issuance records to be processed by the Claiming process
- 12. The existing EBT End of Day (EOD) Interface File processing for the Account Aging, Grant Expungement, and Excessive Card Email interface files will be used for CalWIN County interface files.
- 13. There will be no change to the Los Angeles County GA/GR program logic.
- 14. EDBC must be ran to apply any changes from the Fiscal Admin Summary page. No Automated Mass EDBC will be applied at the time of the update.
- 15. Los Angeles and C-IV counties will use the existing Cause Code recoupment values and will not be affected by the values entered in the County Fiscal Admin pages.

#### 2 RECOMMENDATIONS

#### 2.1 Issuance Threshold Updates

#### 2.1.1 Overview

Issuance thresholds are established to determine the amount of benefits or service payments that can be approved by an Eligibility worker without requiring a supervisor override.

#### 2.1.2 Request

Create a Data Change Request (DCR) to insert the initial GA/GR Issuance Thresholds for the CalWIN counties. Once loaded into the CalSAWS system, the Issuance Threshold values will be maintained by the county via the County Benefit Issuance Threshold list.

#### 2.1.3 Description of Changes

The county\_fiscal\_auth database table will be updated with initial Issuance Threshold values provided by the CalWIN Counties.

#### 2.2 Update Previous Potential Benefit logic

#### 2.2.1 Overview

The Previous Potential Benefit logic calculates the total amount of benefits previously issued for a given Program and Benefit Month.

#### 2.2.2 Request

Update the logic used to determine the Previous Potential Benefits for the General Assistance/General Relief (GR) program to follow the current logic for the 'GM' program code

#### 2.2.3 Description of Changes

1) Update the logic used to calculate Recovery Account transactions to exclude transactions to General Relief Recovery Accounts where the Recovery Account type is Regular.

#### 2.3 Update Overpayment Adjustment Logic

#### 2.3.1 Overview

The EDBC Overpayment Adjustment Amount represents a benefit reduction due to any open recovery accounts. This amount is calculated using the EDBC calculated Authorized Amount and county specified recoupment rates based upon Recovery Account Cause Codes.

#### 2.3.2 Request

Update the logic used to calculate the Overpayment Adjustment Amount for the General Assistance/General Relief (GR) program.

#### 2.3.3 Description of Changes

- 1) Add logic to use the Cause Code Recoupment Rate from the County Admin page when determining the Overpayment Adjustment Amount.
  - i. If county defined cause code recoupment information exists in the County Admin table, use the county defined values
  - ii. If county defined cause code recoupment information does not exist in the County Admin table, use the recoupment information in the codes table (CT118).

#### 2.4 Update Issuance Batch

#### 2.4.1 Overview

Issuance Batch is responsible for creating an Issuance record for each authorization that is subject to be paid on a Monthly/Nightly basis. This update is to configure the Issuance Batch to process authorizations for the CalWIN counties' GA/GR program.

#### 2.4.2 Description of Changes

Update the Skip Issuance logic in the Issuance Batch to apply the following skip issuance reasons to the EDBC authorizations associated to 'GA/GR program:

- a) Future Month Issuance Cannot be Created Before Last Business Day.
- b) Payee Mailing Address Cannot be Determined.
- c) Aid Code Does Not Exist on Authorization Record.

#### 2.4.3 Execution Frequency

PB00F400-PB00F499 - Daily.

#### 2.4.4 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

#### 2.4.5 Counties Impacted

CalWIN Counties.

#### 2.4.6 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

#### 2.4.7 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

#### 2.5 Update EBT Benefit Writer Batch (POXXF403-Daily, POXXF404-Monthly)

#### 2.5.1 Overview

The EBT Benefit Writer batch jobs create interface files to be sent to the EBT Vendor. These files contain information of benefits to be posted to customer EBT Accounts.

#### 2.5.2 Request

Update the EBT Cash Benefit Writer logic to process GA/GR program benefit records for the CalWIN counties.

#### 2.5.3 Description of Changes

Update the EBT Cash Benefit Writer logic to assign the 'GA' EBT Benefit Type for CalWIN County GA/GR program lost or stolen benefits.

#### 2.5.4 Execution Frequency

POXXF403 - Daily POXXF404 - Monthly.

#### 2.5.5 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

#### 2.5.6 Counties Impacted

CalWIN Counties.

#### 2.5.7 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

#### 2.5.8 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

#### 2.6 Update Issuance Detail

#### 2.6.1 Overview

The Issuance Detail page allows the user to view and edit benefit issuance information. Additionally, for warrant and EBT issuances in "Ready for Issuance" status, the user can issue the benefits from the Issuance Detail page.

#### 2.6.2 Request

Update the logic on the Issuance Detail page to process issuances for the CalWIN counties' GA/GR program.

#### 2.6.3 Description for Changes

- a) Update the Issuance Detail page to make the Pay Code field required when the program is "General Assistance/General Relief" for CalWIN counties.
- b) Update the page to send an EBT Benefit Type of "GA" via host to host when rushing a "GR" issuance.
- c) Update the Issuance Detail page to assign the 'GA' EBT Benefit Type for CalWIN County GA/GR program lost or stolen benefits when rushing benefits.

#### 2.6.4 Page Location

Global: Case Info

Local: Case Information

Task: Issuance History > Issuance Detail

#### 2.6.5 Security Update

N/A

#### 2.6.6 Page Mapping

N/A

#### 2.6.7 Page Usage/Data Volume Impacts

N/A

#### 2.7 Update Benefit Issuance Claiming (PBXXF204)

#### 2.7.1 Overview

The Benefit Issuance Claiming process picks up Benefit Issuances, Benefit Issuance Adjustments, and Expungement issuances and calculates the benefit claiming information.

#### 2.7.2 Request

Update the Benefit Issuance Claiming batch logic to process issuances, issuance adjustments, and expungements associated with the CalWIN counties' GA/GR program.

#### 2.7.3 Description for Changes

- a) Update the Non-Foster Care Benefit Issuance Claiming module to include benefit issuances for the CalWIN counties' GA/GR program.
- b) Update the Non-Foster Care Benefit Issuance Adjustment Claiming module to include benefit issuances for the CalWIN counties' GA/GR issuance.
- c) Update the Issuance Expungement Claiming module to include benefit issuances for the CalWIN counties' GA/GR

#### 2.7.4 Execution Frequency

PBXXF204 - Daily.

#### 2.7.5 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

#### 2.7.6 Counties Impacted

CalWIN Counties.

#### 2.7.7 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

#### 2.7.8 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

#### 2.8 Update Service Payment Issuance Claiming (PBXXF203)

#### 2.8.1 Overview

The Service Arrangement Issuance Claiming process picks up Service Arrangement Issuances, Service Arrangement Adjustments, and Service Arrangement Pay Code Adjustments and calculates the benefit claiming information.

#### 2.8.2 Request

Update the Service Arrangement Issuance Claiming batch logic to process issuances, issuance adjustments, and Pay Code adjustments associated with the CalWIN counties' GA/GR program.

#### 2.8.3 Description for Changes

- a) Update the Service Arrangement Claiming module to include Service Arrangement issuances for the CalWIN counties' GA/GR program.
- b) Update Service Arrangement Adjustment Claiming module to include Service Arrangement Issuance Adjustments for the CalWIN counties' GA/GR program Service Payment Adjustments.
- c) Update the Service Arrangement Pay Code Adjustment Claiming module to include Service Arrangement Pay Code Adjustments for the CalWIN counties' GA/GR program.

#### 2.8.4 Execution Frequency

PBXXF203 - Daily.

#### 2.8.5 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

#### 2.8.6 Counties Impacted

CalWIN Counties.

#### 2.8.7 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

#### 2.8.8 Failure Procedure/Operational Instructions

The jobs can be resubmitted after setting the flag to use restart data has been set to true.

#### 2.9 Update Recovery Account Claiming (PBXXR203)

#### 2.9.1 Overview

The Recovery Account Claiming process picks up Recovery Account Transactions and calculates the benefit claiming information.

#### 2.9.2 Request

Update the Recovery Account Claiming batch logic to process Recovery Account transaction associated with the CalWIN counties' GA/GR program.

#### 2.9.3 Description for Changes

a) Update the Recovery Account Claiming module to include Recovery Account transactions for the CalWIN counties' GA/GR program.

#### 2.9.4 Execution Frequency

PBXXR203 - Daily.

#### 2.9.5 Key Scheduling Dependencies

There are no changes to the scheduling dependencies.

#### 2.9.6 Counties Impacted

CalWIN Counties.

#### 2.9.7 Data Volume/Performance

Cannot be determined prior to CalWIN migration.

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#### 2.9.8 Failure Procedure/Operational Instructions

Set the use restart data flag to true and resubmit the job.

#### 2.10 Update Expungement Detail

#### 2.10.1 Overview

The Expungement Detail displays information about Expunged issuances. Additionally, for GA/GR expunged issuances, the user can use the Reactivate button to set the Expungements to "Pending Reactivation", so that the nightly batch issuance process will reactivate and create a reactivated issuance for this expungement.

#### **2.10.2 Request**

Make the "Reactivate" button available for CalWIN counties'.

#### 2.10.3 Description for Changes

Update the logic used to enable the Reactivate button to display the button when all the following conditions are met:

- a. The Expunged Benefit Type is "General Assistance".
- b. The County is a CalWIN county.
- c. The Expungement Status is "Received".
- d. The latest EBT Cash Account Type on the case is "Active".
- e. The user has the "Expungement Reactivate" security group

#### 2.11 Update Recovery Account Cause Code values for CalWIN Counties

#### 2.11.1 Overview

During creation of a Recovery Account, a Cause Code is selected by the worker to indicate the reason for the overpayment leading to creation of the Recovery Account.

#### **2.11.2 Request**

Add the CalWIN GA/GR Cause Code information into the CalSAWS system.

#### 2.11.3 Description of Changes

The CalWIN GA/GR Cause Code values will be added to the CalSAWS system as follows:

- 1) The initial values for the CalWIN GA/GR Cause Codes will be added to the County Admin table. The Cause Codes in this table will match the Cause Codes in the Codes table (CT118)
- 2) The Code Hierarchy table used to display the Cause Code drop down menu values on the Recovery Account Detail page will be updated to display the CalWIN County GA/GR program Cause Codes.
  f.

#### 2.12 Update EBT Repayment logic for CalWIN Counties

#### 2.12.1 Overview

The EBT Repayment Detail page allows the user to post benefits from the customer's EBT Account into an Active Recovery Account associated with the case. When setting up the repayment, the user selects which EBT Benefit Type to use for the repayment, along with the option to either Manually select a Recovery Account or allow the application to auto-select a Recovery Account. If the user chooses to have the application select a Recovery Account, the application will attempt to find an Active Recovery Account for a program that is associated in the system with the selected EBT Benefit Type.

#### 2.12.2 Request

Allow "GA" EBT Benefits to be auto-posted to CalWIN county GA/GR Recovery Accounts.

#### 2.12.3 Description of Changes

Add logic to the EBT Repayment functionality to allow the application to autopost "GA" EBT Benefits to CalWIN county GA/GR Recovery Accounts when the user selects the "Automatic" Posting Type.

#### 2.13 County Fiscal Admin Summary Page

#### 2.13.1 Overview

The County Fiscal Admin Summary page will provide the user a list of fiscal functionalities broken down into different categories. The functionalities will lead the user to a detail page in which they can view the individual parameters.

#### 2.13.2 County Fiscal Admin Summary Page Mockup

#### **County Fiscal Admin Summary**

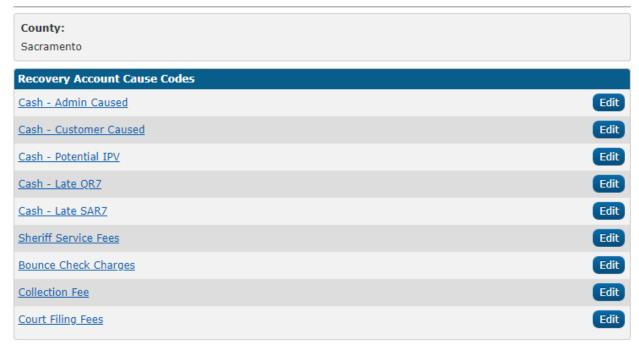


Figure 2.13.2.1 – County Fiscal Admin Summary

#### 2.13.3 Description of Changes

- 1. County This field will display the county of the user.
- 2. Fiscal This section will contain a list of all Fiscal functionalities that can be edited. Each item listed will be a hyperlink that will lead to the County Fiscal Admin Detail page in View mode and will have an Edit button that will lead to the County Fiscal Admin Detail page in Edit mode. The following options will be available:
  - a. Cash Admin Caused
  - b. Cash Customer Caused
  - c. Cash Potential IPV
  - d. Cash Late QR7
  - e. Cash Late SAR7
  - f. Sheriff Service Fees
  - g. Bounce Check Charges
  - h. Collection Fee
  - i. Court Filing Fees

#### 2.13.4 Page Location

- Global: Admin Tools
- Local: Admin
- Task: County Fiscal Admin

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## 2.13.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
CountyFiscalAdminSummaryView	County Fiscal Admin Summary	County Fiscal Admin Summary View
CountyFiscalAdminDetailView	County Fiscal Admin Summary	County Fiscal Admin Detail View, County Fiscal Admin Detail Edit
CountyFiscalAdminDetailEdit	County Fiscal Admin Summary	County Fiscal Admin Detail Edit

## Security Groups

Security Group	Group Description	Group to Role Mapping
County Fiscal Admin Summary View	This group has the capability to access the County Fiscal Admin Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Fiscal Admin Detail View	This group has the capability to access the County Fiscal Admin Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Fiscal Admin Detail Edit	This group has the capability to access the County Fiscal Admin Summary page to view and make modifications to existing rule information.	See the Security Matrix for the group to role associations

## 2.13.6 Page Mapping

No page mappings are required.

#### 2.13.7 Page Usage/Data Volume Impacts

This is a new page and will not be frequented often in a normal workflow.

#### 2.14 County Fiscal Admin Detail Page

#### 2.14.1 Overview

The County Fiscal Admin Detail page will provide the user a list of Fiscal parameters associated with a particular functionality.

#### 2.14.2 County Fiscal Admin Detail Mockup

#### **County Fiscal Admin Detail**

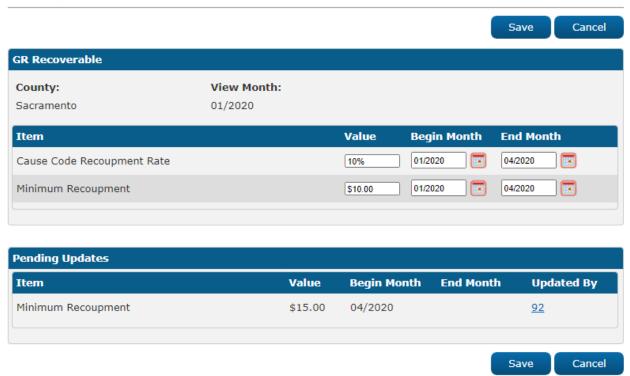


Figure 2.14.2.1 – County Fiscal Admin Detail

#### 2.14.3 Description of Changes

- 1. The main body section will be labeled with the parent category selected on the summary page.
- 2. County The County of the logged in user.
- 3. View Month The date the user is viewing the associated rules for. The calendar icon will allow the user to select the date. The date will

- display in MM/YYYY format. Standard Date validation for the date format will apply. The default date will be the current month.
- 4. View This button will refresh the rule display information based on dates provided. This button will only display in Edit Mode.
- 5. Item The Parameter associated to this functionality.
- 6. Value Value at the given time. The values will use constraints related to the required data input. (i.e., percentage values will be constrained between 0 and 100, Money values will be constrained to a nonnegative value of up to two decimal places).
- 7. Begin Month The date the Value is applicable from. This will be a date field in MM/YYY format. This date will always evaluate to the first day of the month selected. This field will only be editable in Create and Edit mode. The validation message, "Begin Month cannot be prior to the current month.", will display if the user attempts to Save with a month prior to the current month.
- 8. End Month The date the Value stopped being applicable. This will be a date field in MM/YYY format. This date will always evaluate to the last day of the month selected. This field will only be editable in Create and Edit mode. The validation message, "End Month cannot be prior to the Begin Month.", will display if the user attempts to Save with a month prior to the Begin Month.
- 9. Pending Updates This section will display the list of changes made throughout the day that have yet to be applied by users. Changes made by a user will be pending until they are applied via an overnight batch job. The section will display the same information inserted as well as an updated by column. The updated by column will display a staff id as a link to the worker detail page of the user specified.
- 10. Save and Return This button will save update the information based on the user's input and return the user to the County Fiscal Admin Summary page. This button is only visible in Edit mode.
- 11. Cancel This button will return the user to the County Fiscal Admin Summary page without applying any changes. This button is only visible in Edit mode.
- 12. Edit This button will take the user to the County Fiscal Admin Summary Page in Edit mode. This button is only visible in View mode. This button will only display if the user has the "CountyFiscalAdminDetailEdit" right
- 13. Close This button will return the user to the County Fiscal Admin Summary. This button is only visible in View mode.
- 14. Records created will be effective dated so that there is always a highdated determination for every rule.

#### 2.14.4 Page Location

Global: Admin Tools

Local: AdminTask: County Rule

#### 2.14.5 Security Updates

Security Rights

Security Right	Right Description	Right to Group Mapping
CountyFiscal AdminDetailEdit	County Fiscal Admin Summary	County Fiscal Admin Detail View

#### **Security Groups**

Security Group	Group Description	Group to Role Mapping
County Fiscal Admin Detail View	This group has the capability to access the County Fiscal Admin Summary page to view existing rule information.	See the Security Matrix for the group to role associations
County Fiscal Admin Detail Edit	This group has the capability to access the County Fiscal Admin Summary page to view existing rule information.	See the Security Matrix for the group to role associations

#### 2.14.6 Page Mapping

No page mappings are required.

#### 2.14.7 Page Usage/Data Volume Impacts

This is a new page and will not be frequented often in a normal workflow.

#### 2.15 Batch/Interfaces - Create new Fiscal Admin Batch

#### **2.15.1 Overview**

The county fiscal admin batch will process each requested fiscal admin change. that are listed on the pending updates section of the County Fiscal Admin page.

#### 2.15.2 Description of Change

Create a new batch job that will process each requested fiscal admin change for a county. The job will do the following:

1. Retrieve the pending fiscal admin changes from the transact table that were requested by the worker for processing.

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- 2. End date the current fiscal admin record using the batch date if it currently exists.
- 3. Insert a new fiscal admin record with the begin date as batch date and the end date as high date.
- 4. Update the transact record from the table once successfully processed with a Complete status or an Error status if there was an issue processing.

### 2.15.3 Execution Frequency

Daily(Mon-Sat).

#### 2.15.4 Key Scheduling Dependencies

This batch job should run before Batch EDBC.

#### 2.15.5 Counties Impacted

All counties.

## 2.15.6 Failure Procedure/Operational Instructions

No change.

## 3.1 Migration Requirements

2686	The CONTRACTOR shall	Fiscal:	Update the following items
	integrate the CalWIN GA/GR rules into the CalSAWS Software.	This estimate includes updates to 19 batch jobs and 2 new batch sweeps. Details of these batch jobs are given below.  1. Update to the	to account for the CalWIN GA/GR program Issuance Batch EDBC Previous Potential Benefit logic EDBC Overpayment
		issuance Batch 2. Creation of a new Daily and Monthly Issuance Sweeps for the GR Program 3. Update the EBT	Adjustment Amount logic  EBT Cash Benefit Writer batch jobs  Benefit Issuance Claiming  Expungement Detail page
		Benefit Writers for the New GR	Issuance Detail page.
		Program 4. Update the EBT Payment Type Logic	Add the Issuance Thresholds for the CalWIN Counties' GA/GR issuances.
		5. Update the fund code determination logic	issourices.
		6. Update Claiming batch to use Recoupment Percentage set by county Admin	
		from the County Admin Page 7. Update Recovery account for new	
		program type 8. Update Recovery account activation batch for new program type	
		9. Update Expungement logic for new GR Program	
		10. County Interface testing for new program	
		11. Update Grant Expungement Reader	

DDID#	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
		12. update EBT     Account Aging     reader 13. Update EBT     Excessive Email     reader 14. Update Benefit     Issuance Pre-     Claiming logic 15. Update Benefit     Issuance     Adjustment Pre-     Claiming logic 16. Update Benefit     Issuance     Expungement Pre-     Claiming logic 17. Update Benefit     Issuance Claiming     logic 18. Update Benefit     Issuance Claiming     logic 19. Update Benefit     Issuance     Expungement     Claiming logic 19. Update Benefit     Issuance     Adjustment     Claiming logic 20. Update Recovery     Account     Activation Batch 21. Update Monthly     EDBC Sweep 22. Update Nightly     EDBC Sweep 23. Update Nightly     Non-FC EDBC     Sweep	