

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-212913

ACL 19-76 - CalWORKs Change in Earned
Income Disregard (EID) 2022

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/11/2021	1.0	Initial Draft	Tom Lazio

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1 OVERVIEW

Per ACL 19-76 effective on June 1, 2022, the Earned Income Disregard (EID) for CalWORKs (CW) applicant and recipients will increase from \$550 to \$600.

1.1 Current Design

CalWORKs, RCA and Kin-GAP Net Non-Exempt Income (NNI) is calculated by disregarding the first \$550 of disability-based unearned income (DBI) and/or any earned income and 50 percent of any remaining earned income. If the Assistance Unit has earned income only, the first \$550 and 50 percent of the remaining earned income is used as part of the family's NNI when calculating the MAP.

1.2 Requests

Per ACL 19-76 effective June 1, 2022, the Earned Income Disregard will increase to the following values for CW, RCA and KG:

- a. CW Disability Based Earned Income Disregard will be increased from \$550 to \$600.
- b. CW Disability Based Unearned Income Disregard will be increased from \$550 to \$600.

1.3 Overview of Recommendations

1. Update the CW Disability Based Earned Income Disregard from \$550 to \$600 effective June 1, 2022.
2. Update the CW Disability Based Unearned Income Disregard from \$550 to \$600 effective June 1, 2022.
3. Regression test the forms/NOAs which populate Disability Based Unearned Income Disregard and Disability Based Earned Income Disregard values.

1.4 Assumptions

1. The impacted cases in which the user has not yet run EDBC with the new EID will be updated through a batch EDBC process with SCR CA-232078.
2. SCR CA-209033 updated the static DBI/EID values to a variable. This SCR will regression test the variable value in all the impacted forms (Recommendation 2.2).

2 RECOMMENDATIONS

2.1 Update the CW Disability Based Earned Income Disregard and CW Disability Based Unearned Income Disregard

2.1.1 Overview

Update CW/RCA/KG EDBC rules that apply Disability Based Earned Income and Disability Based Unearned income disregard amounts to perform calculations based on the new values effective June 1, 2022.

2.1.2 Description of Changes

Effective June 1, 2022, update the values from \$550 to \$600 for the following disregard records:

- a. CW Disability Based Unearned Income Disregard (CT 335–53)
- b. CW Disability Based Earned Income Disregard (CT 335–AI)

2.1.3 Programs Impacted

CW, RCA, KG

2.2 Regression test the Forms/NOAs

2.2.1 Overview

The SCR CA-209033, CIV-104383 updated the EID value to \$500 effective June 1st, 2020. With this SCR the EID value is being updated to \$550 as of June 1st, 2021. This effort is to regression test the forms/NOAs which populate the EID/DBI values to make sure the correct EID/DBI value gets populated on the impacted forms.

2.2.2 Description of changes

1. Following is the list of CalSAWS Fragments to test.
 - a. BUDGT_CW_APPROVAL_SAR (NA1239SAR fragment)
 - b. NA 1242
 - c. BUDGT_CW_RC_NA200
2. Following is the list of forms to regression test in CalSAWS
 - a. M44-316E
 - b. SAWS2ASAR
 - c. NA840
 - d. WFPI274
 - e. CW2218
 - f. NA1239SAR

- g. CW/CF RE Packet
- h. CW RE Packet
- i. WFPI1239
- j. ABP4023OP-Budget-Cont-Page
- k. ABP4023QR_EN

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.2	The LRS shall include an automated method for implementing mass updates triggered by policy changes or mass participant financial changes, including Social Security or Veterans benefits cost of living adjustments (COLAs)	The Disability Based Earned and Unearned Income EID will be updated from \$550 to \$600



California Statewide Automated Welfare System

Design Document

CA-214758

DDID 2355 FDS: API- Work Registration API

Version 1.0

08/17/2021

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Soundarya Ramesh
	Reviewed By	Hemanth Tadavarthy

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8/29/2021	1.1	Updated on beginDate and endDate fields	Howard Suksanti

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1 OVERVIEW

1.1 Current Design

This document provides the details of the new API which provides the Work Registration status of the participants from the CalSAWS system.

1.2 Requests

As per the DDID 2355, Create a service for the 58 counties that returns work registration status of an individual (mandatory, voluntary, or exempt) participant for a specified person or case. Additional filters for work registration type, begin date, and end date will be available.

1.3 Overview of Recommendations

Create a new endpoint to retrieve the Work Registration status of the participants for a specified person or case.

1.4 Assumptions

1. Results are limited to county level data. Except in the case of a third-party application been given 00 access.
2. In the special situation where an application is given a x-county-code of 00 during onboarding, the calling application will have to provide county code as an additional request parameter if they need data only to that specific county.
3. Code Table values in the Appendix are subject to change per the CalSAWS change process.
4. Requests and Responses will use Code Table values as described in the Appendix.
5. Results returned will be paginated to 20 values by default.
6. Limit parameter will allow a maximum of 250 values. Requesting a larger value will result in a 400-error response.
7. Offset and limits will apply only if paginated results are available.
8. Offset beyond the max available will return a 404 error.
9. Offset and limits will only apply to the root element.
10. Sorting and ordering only applies to the root element.
11. Null or empty values will not be returned in the response objects.
12. Requests sent with improper data types will result in 400 error with a stack trace.
13. The value of the field 'caseNum' in the request is not case sensitive.
14. Input values described as being from code tables are case sensitive.

15. The begin date should be on or before the end date in the request if both the begin date and the end dates are provided. A 400 bad request will be returned if begin date is greater than end Date.

2 RECOMMENDATIONS

2.1 Work Registration API

2.1.1 Overview

This API will expose the Work registration status of the participants from the CalSAWS system.

2.1.2 Description of Changes

The Work Registration API will include the following data elements and error handling. Please refer to the **workRegistration.html** document for the technical specifications and data element definitions.

County Code functionality:

1. Add a new request parameter for county code. See technical specification for additional details.
2. If the x-county-code header is '00', then the consumer of the X-App-Id can access the data from all the counties respectively, based on the countyCode request parameter value provided.
3. Add control logic that will check the county code request parameter only if the x-county-code header is '00'.
 - a. If the x-county-code header is '00' then
 - i. the county code parameter is mandatory.
 - ii. Use the county code parameter for the endpoint operation in addition to other values provided for retrieval, of the data.
 - iii. If the county code value is not sent for the following operations, apply validation 4.a below:
 1. GET /workRegistration/v1/byCaseNum
 2. GET /workRegistration/v1/byPersId
 - b. If the x-county-code header value is 01 – 58
 - i. Check if the county code parameter is also sent.
 - ii. If county code parameter is sent and is the same value as the header parameter use the header value for the endpoint

operation in addition to other values provided for retrieval of the data.

- iii. If county code parameter is sent but is different than the header value, see validation 4.b below.
- iv. If county code parameter is not sent use the header value for the endpoint operation in addition to other values provided for retrieval of the data.

4. Add validation messaging

- a. 400 Bad Request: A county code is required.
- b. 403 Forbidden: Cannot access data for a different county.

2.1.3 Request

The Work Registration API can be used to retrieve Work Registration information of all the participants from CalSAWS.

The request must contain one of the following fields: (required fields)

SI No	Field Name	Description	Attachment
1	caseNum	This is the seven-character serial number which is 'Case-insensitive' that will be used to uniquely identify a case within a county.	workRegistration.html
2	PersId	This is a system-generated unique identifier about a person in the system.	workRegistration.html

Table 1: Request with mandatory fields.

The request can contain any of the following optional fields:

SI No	Field Name	Description	Attachment
1	type	Short decode value from CT 342 - The type of the Work registration.	workRegistration.html
2	status	Short decode value from CT 248 - Status of the Work Registration.	workRegistration.html
3	statRsn	Short decode value from CT 249 - The status reason in case of 'exempt' status.	workRegistration.html

4	beginDate	format: \$date YYYY-MM-DD. Will return all work registration information for the given date. Returns all existing work registration information without date filter by default.	workRegistration.html
5	endDate	format: \$date YYYY-MM-DD. Will return all work registration information for the given date. Returns all existing work registration information without date filter by default.	workRegistration.html
6	countyCode	Two-digit county code from CT 15. ex: 09 The county code where the applicable requested data resides. In case, the x-county-code is 00, the calling application will have to provide county code as an additional request parameter if they need data only to that specific county.	workRegistration.html

Table 2: Request with optional fields.

2.1.4 Response

Please refer to the **workRegistration.html** document for the technical specifications and data element definitions.

2.1.5 Headers

The following headers are required and included in all operations by the application gateway and do not need to be included in the request.

X-County-Code: This header is added to all requests by the application gateway. The county code header is used to limit returned values to be specific to the county. In the special situation where an application is given a county code of 00 during onboarding, the calling application will have to provide county code as an additional request parameter. See [2.1.2](#).

X-App-Id: This header is added to all requests by the application gateway. This is a unique App-id that is created for each county application during the onboarding process. This Id should be referenced against a mapping table with staff Ids (one App-Id per staff id) that will in turn be used for database audit fields (created_by, updated_by) when an application creates or updates data in the CalSAWS system.

2.1.6 Error Messages

The Work Registration API will return error messages in the following Scenarios:

SI No	Error Code	Description/Message	Error Schema
1	400	Bad request. {parameterName} = {parameter value} is invalid: {Reason} Or Bad request: {Error message}	One of ApiResponse, DefaultRestApiResponse
2	401	Authorization information is missing or invalid.	DefaultRestApiResponse
3	204	No Content	No Response body
4	404	Not found. Work Registration details with the specified request params was not found.	CustomApiResponse
5	403	Access Denied. Access denied for countyCode = {parameterValue}. Access to a different county's data is not authorized for the given request headers {header Name} = {header Value}. Or Forbidden: {Error message}	One of ApiResponse, DefaultRestApiResponse
6	500	Internal Server Error	DefaultRestApiResponse
7	503	Service Unavailable	DefaultRestApiResponse

Table 3: Error Messages

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	API	Detailed Endpoint document	workRegistration.html

Table 4: Supporting Documents

4 REQUIREMENTS

4.1 Project Requirements

REQ#	Requirement Text	Contractor Assumptions	How Requirement Met
DDID 2355 (CAR 3348)	The CONTRACTOR shall create a service for the 58 Counties that returns work registration status utilizing a CalSAWS API. This service will return if an individual is a mandatory, voluntary, or exempt participant for a specified person or case. Additional filters for work registration type, view date will be available.		Create Work Registration API

Table 5: Project Requirements

5 APPENDIX

This section contains the code table (CT) values that are currently used in the system at the time of this document creation, code table values are subject to change.

CT 248: status
Exempt
Mandatory
Deferred
Employable
Unemployable
Conditionally Employable

CT 342: type
WTW
CFET
CFWR
GROW
REP
GA/GR ES

CT 249: statRsn
Child Under 16 (EDBC determined)
60 years of age or older (EDBC determined)
Child Enrolled in School (EDBC determined)
Disabled (EDBC determined)
Care of First Child (EDBC determined)
SSDI (EDBC determined)
Child under 16
60 years of age or Older
16-18 yr Child Enrolled in School Full Time
Cares for Dependent Child Under 6
Pregnant and Doctor states unable to work
Care of First Child
Aided Non-parent Relative caring for at risk child
16/17 and School Requirements Met or Not Required
VISTA volunteer
Drug/Alcohol Program Participant
Care of Subsequent Child(ren)
Welfare to Work Participant
Resident of Waiver Exempt City
Resident of Waiver County
Program Not Offered In Area
Physically/Mentally Incapacitated
Cares for HH Member Mental/Physically Impaired
Applied for or Receiving Unemployment
Cal-Learn Participant
Working 30 hrs or more weekly
Student Half Time or More
Indian Work Program
15% Exempt Criteria

Participating in a Substitute Program
Weekly Earnings = Fed Minimum Wage x 30hrs
Personal Circumstances
Care of Child Age 12-23 Months
Care of 2 or More Children Under Age 6
Federal Soc Sec Disability Ins (SSDI)
Parent Caring for Disabled HH Member
Non-Parent Caring for Disabled HH Member
CW Timed Out
Tribal TANF
Care of Child Age 24-35 Months
Care of a child 23 months or younger
Reengagement process
Administratively
Temporary Disability
Permanent Disability
Temporary NSA
Permanent NSA
Rehab
Full Time Care
Pending 1st Paycheck
MSUDRP
Return to Residence
DD/DDD
Pregnant Women and Attending College
Pregnant Women and Not Attending College
Domestic Violence Victim
Unfit for Employment - Medically Verified

CT 171: verifStatus
Pending
Verified
Refused
Not Applicable

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

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

Type: Status mapping

Type	Status
CFET	Deferred
CFET	Exempt
CFET	Mandatory
CFWR	Exempt
CFWR	Mandatory
GA/GR ES	Conditionally Employable
GA/GR ES	Employable
GA/GR ES	Unemployable
REP	Exempt
REP	Mandatory
WTW	Exempt
WTW	Mandatory

Status: StatRsn mapping

Type	Status	StatRsn
CFET	Deferred	Resident of Waiver County
CFET	Deferred	Program Not Offered in Area
CFET	Deferred	Participating in a Substitute Program
CFET	Deferred	Personal Circumstances
CFET	Deferred	Domestic Violence Victim
CFET	Exempt	Child under 16
CFET	Exempt	60 years of age or Older
CFET	Exempt	Physically/Mentally incapacitated
CFET	Exempt	Cares for HH Member Mental/Physically impaired
CFET	Exempt	Applied for or Receiving Unemployment
CFET	Exempt	Cares for Dependent Child Under 6
CFET	Exempt	16/17 and School Requirements Met or Not Required
CFET	Exempt	Drug/Alcohol Program Participant
CFET	Exempt	Working 30 hrs or more weekly
CFET	Exempt	Student Half Time or More
CFET	Exempt	Welfare to Work Participant
CFET	Exempt	Weekly Earnings = Fed Minimum Wage x 30hrs
CFET	Exempt	CW Timed Out
CFET	Exempt	Tribal TANF
CFWR	Exempt	16/17 and School Requirements Met or Not Required
CFWR	Exempt	60 years of age or Older
CFWR	Exempt	Applied for or Receiving Unemployment
CFWR	Exempt	Cares for HH Member Mental/Physically impaired
CFWR	Exempt	Child Under 16
CFWR	Exempt	Cares for Dependent Child Under 6

CFWR	Exempt	Drug/Alcohol Program Participant
CFWR	Exempt	Student Half Time or More
CFWR	Exempt	Welfare to Work Participant
CFWR	Exempt	Weekly Earnings = Fed Minimum Wage x 30hrs
CFWR	Exempt	Working 30 hrs or more weekly
CFWR	Exempt	Unfit for Employment – Medically Verified
REP	Exempt	Child under 16
REP	Exempt	60 years of age or Older
REP	Exempt	16-18 yr Child Enrolled in School Full Time
REP	Exempt	Physically/Mentally incapacitated
REP	Exempt	Pregnant and Doctor states unable to work
REP	Exempt	Care of First Child
REP	Exempt	Aided Non-parent Relative caring for at risk child
REP	Exempt	VISTA volunteer
REP	Exempt	Care of Subsequent child(ren)
REP	Exempt	Cal-Learn Participant
REP	Exempt	Parent Caring for Disabled HH Member
REP	Exempt	Non- Parent Caring for Disabled HH Member
REP	Exempt	Federal Soc Sec Disability Ins (SSDI)
REP	Exempt	Care of Child Age 12-23 Months
REP	Exempt	Care of 2 or More Children Under Age 6
REP	Exempt	Care of a Child 23 months or younger
REP	Exempt	Reengagement process
WTW	Exempt	Child under 16
WTW	Exempt	60 years of age or Older
WTW	Exempt	16-18 yr Child Enrolled in School Full Time
WTW	Exempt	Physically/Mentally incapacitated

WTW	Exempt	Pregnant and Doctor states unable to work
WTW	Exempt	Care of First Child
WTW	Exempt	Aided Non-parent Relative caring for at risk child
WTW	Exempt	VISTA volunteer
WTW	Exempt	Care of Subsequent child(ren)
WTW	Exempt	Cal-Learn Participant
WTW	Exempt	Parent Caring for Disabled HH Member
WTW	Exempt	Non- Parent Caring for Disabled HH Member
WTW	Exempt	Federal Soc Sec Disability Ins (SSDI)
WTW	Exempt	Care of Child Age 12-23 Months
WTW	Exempt	Care of 2 or More Children Under Age 6
WTW	Exempt	Care of a Child 23 months or younger
WTW	Exempt	Reengagement process



California Statewide Automated Welfare System

Design Document

CA-216033

Update SOC 452 (06/19)

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1 OVERVIEW

This SCR will update form SOC 452 in CalSAWS to match the latest version available on the State website (06/19).

1.1 Current Design

Form SOC 452 is available for all Counties via the Template Repository in CalSAWS. With CA-225292 the form was updated to the 01/17 version which removed references to Los Angeles County.

1.2 Requests

Update form SOC 452 - Cash Assistance Program for Immigrants (CAPI) Income Eligibility – Adult to the latest State version (06/19).

1.3 Overview of Recommendations

Update form SOC 452 - Cash Assistance Program for Immigrants (CAPI) Income Eligibility – Adult to the latest State version (06/19).

1.4 Assumptions

1. When generated in the context of a case, the body fields will be editable for all counties, as per CalSAWS standards.
2. This form's header consists of the CDSS standard header (Header_3-1) plus the County name at the top left. This effort will not change the form's header.
3. The form is available in English only. This effort will not be introducing any additional threshold languages for the SOC 452 form. A SCR will be created to add threshold language versions of the SOC 452 when they are posted on the CDSS.

2 RECOMMENDATIONS

2.1 Update Form SOC 452 – Cash Assistance Program for Immigrants (CAPI) Income Eligibility – Adult

2.1.1 Overview

This SCR will update form SOC 452 in CalSAWS to match the latest version available on the State website (06/19).

State Form: SOC 452 (01/17)

Current Programs: CAPI

Current Attached Forms: None

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English

2.1.2 Form/NOA Verbiage

Update Form XDP

This SCR will bring small updates to the verbiage and will change the layout of the tables, expanding the form from 1 impression to 3 (see Supporting Documents #2).

Updated Languages: English

Form Number: SOC 452 (6/19)

Form Mockups/Examples: See Supporting Documents #1 for newest SOC 452 Form.

This effort does not bring any updates to the form header.

2.1.3 Form/NOA Variable Population

Currently when generated in the context of a case, the form has the following prepopulated variables: County name, customer name and case number. This effort does not bring any updates to the form variable population, nor does it introduce any new variables.

2.1.4 Form/NOA Generation Conditions

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to be a 'Print Locally' only document.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	SOC 452 (English)	SOC452_EN.pdf
2	Form	SOC 452 with highlighted updates	SOC452_highlighted_updates.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	<p>The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none">a. Appointment notices;b. Redetermination, Recertification, and/or Annual Agreement notices and forms;c. Other scheduling notices (e.g., quality control, GR hearings, and appeals);d. Periodic reporting notices;e. Contact letters;f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site;g. Information notices and stuffers;h. Case-specific verification/referral forms;i. GR Vendor notices;k. Court-mandated notices, including Balderas notices;l. SSIAP appointment notices;m. Withdrawal forms;n. COLA notices;o. Time limit notices;p. Transitioning of aid notices;q. Interface triggered forms and notices (e.g., IFDS, IEVS);r. Non-compliance and sanction notices;s. Benefit issuance and benefit recovery forms and notices, including reminder notices;t. Corrective NOAs on State Fair Hearing decisions;u. CSC paper ID cards with LRS-generated access information; andv. CSC PIN notices.	<p>With SCR CA-216033, forms SOC 452 - Cash Assistance Program for Immigrants (CAPI) Income Eligibility – Adult will be updated in the CalSAWS system to match the latest State version.</p>

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-217944

ACL 20-113 / 20-120 - CW 60 MTC and WTW 24
MTC

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1 OVERVIEW

SCR describes the changes needed to extend the CW 48 month time clock to 60 month time clock and repeal the WTW 24 month time clock effective 05/01/2022.

Extension of CW 48 month time clock to 60 month time clock

Adult CalWORKs participants shall be eligible to receive CalWORKs for a maximum of 60 cumulative and countable months. This 60-month CalWORKs time limit replaces the 48-month CalWORKs time limit that was implemented effective July 1, 2011.

The following months count towards the cumulative 60 months' time on aid

1. All months of CalWORKs aid received as a grant payment in California since January 1, 1998;
2. All months of CalWORKs aid received as a Special Needs payment
3. All months of CalWORKs aid received as a Zero Basic Grant (ZBG) payment
4. All months of CalWORKs aid received as an Immediate Need payment
5. All months of CalWORKs aid received as a Diversion payment
6. All months of CalWORKs aid received as Aid Paid Pending (APP)
7. All months of CalWORKs aid received as an overpayment that exceeded the CalWORKs time limit
8. All months of Temporary Assistance for Needy Families (TANF) assistance received from other states since January 1, 1998
9. All months of Tribal TANF assistance received since January 1, 1998

The following months do not count towards the cumulative 60 month time clocks

1. Months of TANF aid received in California or any other state between September 1, 1996, (when some states first implemented their TANF program) and December 31 1997.
2. Months in which the adult was exempt from the CalWORKs time limit for any of the reasons listed in the MPP Section 42-302.21.
3. Months in which a full-month CalWORKs aid overpayment was repaid.
4. Months in which a retroactive disability exemption was applied per ACL 15-08.
5. Months in which an Executive Order did not count aid received towards the time limit, including EO N-29-20, EO N-69-20 and EO N-75-20.
6. Months in which the adult was not aided due to a sanction that removed the adult from the assistance unit (AU).

The federal TANF 60-month time limit rules shall remain unchanged.

A mass informing notice Temp 3022 containing information regarding these changes shall be sent to all CalWORKs recipients at least 90 days prior to implementation. The informing notice shall be implemented under SCR CA- 227816.

Three new notices shall be added to advise recipients of their TOA between their 54th and 57th month and 30 other notices and forms will be updated to reflect the CalWORKs eligibility changes.

Repeal of WTW 24 month time clocks and CalWORKs federal standards and establish the CalWORKs hourly participation requirements.

The WTW 24-MTC provides 24 cumulative months of flexibility to help clients address barriers to and prepare for employment. While using the WTW 24-MTC, adults may

participate in any of the full array of CalWORKs activities, based on an assessment, without a core hourly requirement or activity time limits. During these 24 cumulative months, clients must meet WTW 24-MTC CalWORKs minimum standards depending on their household and assistance unit (AU) compositions. Clients who fail to meet CalWORKs federal standards after exhausting the WTW 24-MTC and any extensions must have their needs removed from the family grant calculation.

With the implementation of this SCR effective 05/01/2022 shall repeal both the WTW 24-MTC and CalWORKs federal standards and establishes the CalWORKs minimum standards as the sole set of CalWORKs hourly participation requirements throughout a client's time on aid, referred to henceforth as CalWORKs Hourly Participation Requirements.

1.1 Current Design

Adult CalWORKs participants shall be eligible to receive CalWORKs for a maximum of 48 cumulative and countable months

WTW participants are provided 24 cumulative months of flexibility on WTW program to help clients to and prepare for employment. While using the WTW 24-MTC, clients must meet CalWORKs minimum standards depending on their household and assistance unit (AU) compositions. Clients who fail to meet CalWORKs federal standards after exhausting the WTW 24-MTC and any extensions must have their needs removed from the family grant calculation.

1.2 Requests

1. Effective May 1, 2022, adults will be eligible to receive CalWORKs for a maximum of 60 cumulative and countable months. This 60-month CalWORKs time limit replaces the 48-month CalWORKs time limit that was implemented July 1, 2011
2. Effective May 01, 2022 repeals both the WTW 24-MTC and CalWORKs federal standards and establishes the CalWORKs minimum standards as the sole set of CalWORKs hourly participation requirements throughout a client's time on aid.

1.3 Overview of Recommendations

1. Update the column headers on the WTW Assistance Unit Summary page to accurately reflect the new terminology.
2. Update the Activity Agreement Detail page to have accurate column headers.
3. Update the Activity Agreement Detail page to reflect the updates to Plan Type and the removal of the WTW clock.
4. Update the ICT Person Detail page with the removal of the WTW Clock and the updates to the 'Months Remaining' on the CalWORKs clock.
5. Update the Family
6. stabilization Detail page with updated Denied/Ineligible Reasons

7. Update CalWORKs Time on Aid Limit from 48 to 60(CT-335 CT)
8. Update the WTW Assistance Unit Hours Requirement page
9. Create a DCR to end date the WTW or REP 24 MTC non-compliance records effective 04/30/2022
10. Update WTW status reasons for WTW or REP 24 MTC to be end dated effective 04/30/2022
11. Update WTW or REP type non-compliance with WTW 24 MTC reasons to be end dated effective 04/30/2022
12. Add new validation that stops the user from selecting the WTW or REP 24 MTC reason on the non-compliance page effective 5/1/2022
13. Create a DCR to update the WTW or REP program that is sanctioned with WTW 24 MTC reasons
14. Modify automated actions per the deactivation of the WTW Time Clock and the updates to the CalWORKs Time Clock.
15. Deactivate Participant Exceeded WTW Month Clock Task Batch Jobs
16. Modify Participant Exceeded CW Month Clock Tasks to push back the CW months.
17. Modify CW Timed Out Turning 60 Task Batch Job to check for CW count of 60 months.
18. Modify 48 Month Time Limit Flag Changed Task Batch Job's backend labels.
19. Modify Find CW 48 Month Sweep EDBC Sweep job to sweep for cases that reach 60 CW months.
20. Modify eICT writer/reader to no longer populate/process the WTW month time clock section.
21. Deactivate WDTIP Outbound WTW transaction (LD03).
22. Modify to Time Limit Summary page to update the CalWORKs 48 Months to 60 Months.
23. Modifications to Cash Aid Time Limit Month List page to update the CalWORKs 48 Months to 60 Months.
24. Update Cash Aid Time Limit Month Detail page to update the page validation that will prevent the user from approving a CalWORKs extension if there are months remaining on the 60-month time clock.
25. Modify the Time Limit Extension Request Detail page to update the page validation that will prevent the user from approving a CalWORKs extension if there are months remaining on the 60-month time clock.
26. Update the logic that determines CalWORKs 60-month Time Clock time limit months remaining to include approved extension requests for the month that eligibility is running for.
27. Update the Time Limit Extension Batch – If the individual's time limit extension is for a CW program, validate that they have exceeded their 60 month time clock for the upcoming month"
28. Update the Time Limit Daily & Monthly Batch to modify the limit for applying CW extensions from 48 months to 60 months.
29. Do a DCR to identify individuals who have CW Extenders on their 48 MTC and end date them effective 04/30/2022, allowing the clock to tick until it hits the 60th month
30. Update the Time Limit Summary page to deprecate the WTW 24 MTC effective 04/30/2022.

31. Modifications to Cash Aid Time Limit Month List page to remove the WTW 24 MTC.
32. Update Cash Aid Time Limits Month Detail page to remove the references for WTW 24 MTC.
33. Update the Time Limit Extension Request Detail page to end date the extender options which relates to WTW 24 MTC effective 4/30/2022.
34. Modifications to the Time Limit Extension Batch to not apply extensions for WTW 24 MTC anymore after the final policy is released.
35. Turn Off the Time Limit Meeting WPR Exemption Batch.
36. Turn off WTW Plan Sign Date Adjustment Batch.
37. Do a DCR to identify individuals who have WTW Extenders on their 24 MTC and end date them to 4/30/2022 so that there are no extenders going forward.
38. End Date Exempt and Good Cause Reasons in CT863 effective 4/30/2022.
39. Update the Time Limit Report batch sweep to limit to the appropriate number of months
40. Update the Time Limit Report layout to count CW months based on the updated number of months (Cosmetic primarily)
41. Update the Time Limit Report sweep job to remove WTW 24 MTC logic (or modify to run for retro periods)
42. Modify the Time Limit Report layout to remove 24 MTC references (or modify to run for retro periods)
43. Modify the Case Activity > WTW and REP Caseload Activity Report, the CalWORKS/RCA Adults 16 Years and Over Report and the CalWORKs/RCA Adults by Welfare-to-Work Category dashboard to either remove WTW 24 MTC references, or leave them with modifications to work for retro periods.

1.4 Assumptions

1. The activity participation hours calculation for the AU shall remain unchanged.
2. Changes to WTW program with the repeal of WTW 24 MTC shall also apply to REP program.
3. SCR CA-232366 shall attempt to add the timed out active participant back into the CW AU through a Batch EDBC run.
4. Tasks described in '2.16 Automated Actions' will be assigned based on existing logic.

2 RECOMMENDATIONS

2.1 Time Limit Summary Page

2.1.1 Overview

This page allows the user to add, edit, view, or remove Time Limit Information for all program applicants.

2.1.2 Time Limit Summary Page Mockup

Time Limit Summary

The mockup displays the 'Time Limit Summary' page. At the top right is a 'Continue' button. Below is a section for 'ABAWD' with a table header: 'Name', 'Begin Month', and 'End Month'. The table body contains 'No Data Found'. An 'Add' button is at the bottom right of this section. Below is a section for 'Cash-Aid' with a table header: 'Name', 'TANF Used Months', 'TANF Remaining Months', 'CalWORKs Used Months', and 'CalWORKs Remaining Months'. The table body has one row with a checkbox, a redacted name, and values 16, 44, 7, and 53. A 'Remove' button is at the bottom left of this section.

ABAWD		
Name	Begin Month	End Month
No Data Found		

Add

Cash-Aid				
<input type="checkbox"/> Name	TANF Used Months	TANF Remaining Months	CalWORKs Used Months	CalWORKs Remaining Months
<input type="checkbox"/> [REDACTED]	16	44	7	53

Remove

Figure 2.1.1 – Time Limit Summary Mockup

2.1.3 Description of Changes

1. Modify to Time Limit Summary page to update the CalWORKs 48 Months to 60 Months.
2. Update the Time Limit Summary page to deprecate the WTW 24 MTC effective 05/01/2022.

2.1.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Time Limits

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

1. Remove the following from page mapping:
 - a. "WTW Used Months"
 - b. "WTW Remaining Months"

2.1.7 Page Usage/Data Volume Impacts

None.

2.2 Cash Aid Time Limit Month List Page

2.2.1 Overview

This page allows the user to add, edit, view, or remove Cash Aid Time Limit Month information for a particular participant/beneficiary.

2.2.2 Cash Aid Time Limit Month List Mockup

Cash Aid Time Limit Month List

Close

Name: [REDACTED]

Clocks	Months Used	Months Remaining
TANF	18	42
CalWORKs	3	57

Search Results Summary					Results 1 - 18 of 18
<input type="checkbox"/> Month/Year	TANF	CalWORKs	County	Add Reason	
<input type="checkbox"/> 07/2021	Count	Exempt	Los Angeles	CalSAWS Month	Edit View History
<input type="checkbox"/> 06/2021	Count	Exempt	Los Angeles	CalSAWS Month	Edit View History
<input type="checkbox"/> 05/2021	Count	Exempt	Los Angeles	CalSAWS Month	Edit View History
<input type="checkbox"/> 04/2021	Count	Exempt	Los Angeles	CalSAWS Month	Edit View History

Figure 2.2.1 – Cash Aid Time Limit Month List Mockup

2.2.3 Description of Changes

- Modifications to Cash Aid Time Limit Month List page to remove the WTW 24 MTC effective 5/1/2022.
 - These include the removal of WtW Plan Sign Date, Time Clock Start Date, Time Clock Start Reason, and County Fields.
- Modifications to Cash Aid Time Limit Month List page to update the CalWORKs 48 Months to 60 Months.

2.2.4 Page Location

- Global:** Eligibility
- Local:** Customer Information
- Task:** Time Limits

2.2.5 Security Updates

- Security Rights

Security Right	Right Description	Right to Group Mapping

--	--	--

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.2.6 Page Mapping

1. Remove "WTW" from page mapping.

2.2.7 Page Usage/Data Volume Impacts

None.

2.3 Cash Aid Time Limit Month Detail Page

2.3.1 Overview

The Cash Aid Time Limit Month Detail page allows the user to add, view ,edit, or remove Cash Aid Time Limit information for a specific month. Effective 5/1/2022, this page will be updated so that the WTW Clock will be removed along with the Reason codes listed below in section 2.3.3 will longer be available to select in the system.

2.3.2 Cash Aid Time Limit Month Detail Mockup

Cash Aid Time Limit Month Detail

*- Indicates required fields

Edit Close

Name: * [REDACTED]	Effective Month: * 05/2021	Add Reason: * CalSAWS Month
Aid Issued By: * Los Angeles	Send to WDTIP? * Yes	Case Number: * L552107
Program: * CalWORKs	Aid Code: 30 - CW-All Other Families (Fed)	

Exceptions			
Type	Reason	Clocks	Created By
Exempt	377 - Grant Amount \$10 or Less	CalWORKs	Batch, PB19E305

Clocks	Status
TANF	Count
CalWORKs	Exempt

Figure 2.3.1 – Cash Aid time Limit Month Detail Mockup

2.3.3 Description of Changes

1. Update Cash Aid Time Limit Month Detail page to update the page validation that will prevent the user from approving a CalWORKs extension if there are months remaining on the CW 60-month time clock.
2. Update Cash Aid Time Limit Month Detail page to remove the references for WTW 24 MTC effective 5/1/2022.
3. Update the Cash Aid Time Limit Month Detail page to end date the following reason codes, which will no longer display, effective 4/30/2022:
 - a. Sanction
 - i. 209 – Removed from Aid
 - b. Exempt
 - i. 319 – Meeting WPR
 - ii. 320 – Excused 2nd Parent from WTW Activities
 - iii. 321 – Participating in Appraisal, Assessment, or Development of a WTW Plan
 - iv. 322 – Participating in WTW Job Search
 - c. Good Cause
 - i. 402 – 18/24 Month Limit
 - ii. 404 – SIP

- iii. 405 – Failure to Benefit from Assigned Activities
- iv. 408 – Other Good Cause
- d. Extender
 - i. 606-WTW-Likely to Obtain Employment
 - ii. 607-WTW-Labor Market Barriers
 - iii. 608-WTW-Progress In Education
 - iv. 609-WTW-Progress in Treatment
 - v. 610-WTW-Diagnosed learning or Disability
 - vi. 611-WTW-SSI Disability Benefits
 - vii. 612-WTW-Two Parents Assistance Unit

2.3.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Time Limits

2.3.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.3.6 Page Mapping

None.

2.3.7 Page Usage/Data Volume Impacts

None.

2.4 Time Limit Extension Request Detail Page

2.4.1 Overview

This page allows the user to add, edit, view or remove Time Limit extension request information.

2.4.2 Time Limit Extension Request Detail Mockup

Time Limit Extension Request Detail

*- Indicates required fields

Save Save and Return Cancel

Name: *	Reason Code: *	Clocks:
- Select -	- Select -	
Request Source: *	600 - SDI, TDI, IHSS, or SSP Benefits	Status: *
- Select -	601 - CW - 60 Yrs and Older	Pending
Begin Month:	602 - CW - NPC Providing Care	
	603 - CW - Caring for Ill/Incap. HH Member	
	604 - CW - Unable to keep Job or Coop.	
	605 - CW - Domestic Abuse Good Cause	

Save Save and Return Cancel

Figure 2.4.1 – Reason Code Dropdown

Time Limit Extension Request Detail

*- Indicates required fields

Save Save and Return Cancel

Name: *	Reason Code: *	Clocks:
- Select -	- Select -	
Request Source: *	Request Date: *	Status: *
- Select -		Pending
CW 2190A	End Month:	
Client		
Worker		

Save Save and Return Cancel

Figure 2.4.2 – Request Source Dropdown

2.4.3 Description of Changes

1. Update the Time Limit Extension Request Detail page to end date 'WTW 44' from 'Request Source' field dropdown effective 4/30/2022.

2. Update the Time Limit Extension Request Detail page to end date the following WTW Time Limit Extension Reason Codes from the 'Reason Code' field dropdown effective 4/30/2022:
 - a. 606-WTW-Likely to Obtain Employment
 - b. 607-WTW-Labor Market Barriers
 - c. 608-WTW-Progress In Education
 - d. 609-WTW-Progress in Treatment
 - e. 610-WTW-Diagnosed learning or Disability
 - f. 611-WTW-SSI Disability Benefits
 - g. 612-WTW-Two Parents Assistance Unit
3. Modify the Time Limit Extension Request Detail page to update the page validation that will prevent the user from approving a CalWORKs extension if there are months remaining on the 60-month time clock.
4. Update the logic that determines CalWORKs 60-month Time Clock time limit months remaining to include approved extension requests for the month that eligibility is running for.

If the individual has an approved CalWORKs 60-Month Time Clock Extension Request where the Begin Month and End Month is between the EDBC Benefit Month, EDBC will evaluate the approved CalWORKs 60-Month Time Clock extension to not discontinue the person due to being timed-out on their CalWORKs 60-Month Time Clock.

2.4.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Time Limits

2.4.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping
----------------	-------------------	-----------------------

2.4.6 Page Mapping

None.

2.4.7 Page Usage/Data Volume Impacts

None.

2.5 WTW Assistance Unit Summary

2.5.1 Overview

The WTW Assistance Unit Summary page summarizes the hours, people, and activities tied to a given person on a WTW program. The changes to this page will replace the column header 'Minimum Hours' with the header 'Participation Hours'.

2.5.2 WTW Assistance Unit Summary Mockup

WTW Assistance Unit Summary

From:
 [View](#)

Required Hours For Month

Month	Participation Hours	Total Federal	Core Federal
06/2021	35	35	35

Assistance Unit Adults for Month

Name	CW Role	Work Reg. Type	Work Reg. Status	Empl. Program	Last Program Status	Last Program Status Reason
No Data Found						

Scheduled Customer Activities for Month

Name	Activity Type	Status	Schedule	Schedule	Participation	Federal	Core
		Begin Date	Start Date	End Date	Hours	Hours	Hours
No Data Found							

WTW Plans for Month

Form Type	Name	Plan Type	Create Date	Sign Date	Participation Hours	Core Hours
No Data Found						

Name: [Add Agreement](#)

Figure 2.5.1 – WTW Assistance Unit Summary Page

2.5.3 Description of Changes

1. Make the following adjustments to the 'Required Hours for Month' table effective 05/01/2022:
 - a. Rename the 'Total Hours' column to 'Participation Hours'.
2. Make the following adjustments to the 'Scheduled Customer Activities for Month' table effective 05/01/2022:
 - a. Rename the 'Total Hours' column to 'Participation Hours'.
3. Make the following adjustments to the 'WTW Plans for Month' table effective 05/01/2022:
 - a. Rename the 'Total Hours' column to 'Participation Hours'.
 - b. Remove the 'WTW Clock' column header.

2.5.4 Page Location

- **Global: Empl. Services**
- **Local: Activities**
- **Task: WTW AU Summary**

2.5.5 Security Updates

N/A

2.5.6 Page Mapping

Update page mapping for updated fields

2.5.7 Page Usage/Data Volume Impacts

N/A

2.6 WTW Assistance Unit Hours Requirement

2.6.1 Overview

The WTW Assistance Unit Hours Requirement page will display the number of hours the WTW AU shall participate to meet CalWORKs Federal Standards or CalWORKs Minimum Standards. This page will also display the data elements used to determine the required hours for a month. Update the 'Total Minimum' column in the required hours section of the page to 'Participation Hours'

2.6.2 WTW Assistance Unit Hours Requirement

WTW Assistance Unit Hours Requirement

Close

Required Hours		
Month: 06/2022	Determination Date: 06/30/2022	Aid Code: 35 - CW-Two Parent (Fed)
System Determination:		
Participation Hours	Total Federal	Core Federal
35	35	30

Assistance Unit Adults			
Person	CalWORKs Role	CalWORKs Role Reason	Pregnant
Parent, Mom 26F	MEM		No
Parent, Dad 28M	MEM		No

Work Registration:					
Person	Type	Status	Status Reason	Volunteer	Excluded
Parent, Mom 26F	WTW	Mandatory			
Parent, Dad 28M	WTW	Mandatory			

Assistance Unit Children		
Child	Date Of Birth	Age on First of Month
Parent, Child 7M	11/20/2020	7

Close

Figure 2.6.1 – WTW Assistance Unit Hours Requirement Page

2.6.3 Description of Changes

1. Update the following to the 'Required Hours' section:
 - a. Rename the 'Total Minimum' column to 'Participation Hours'.

Note: The logic to calculate the value of this column shall remain unchanged, the column will only be renamed to participation hours.

2.6.4 Page Location

- **Global: Empl. Services**
- **Local: Activities**
- **Task: WTW AU Summary**

2.6.5 Security Updates

None

2.6.6 Page Mapping

Update page mapping to rename 'Total Minimum' column to 'Participation Hours'

2.6.7 Page Usage/Data Volume Impacts

None.

2.7 Activity Agreement Detail

2.7.1 Overview

The Activity Agreement Detail page is used to store agreements for an activity plan for Welfare to Work. With the updates to the WTW program the Plan Type field and Total Hour fields will be updated to more properly reflect the way that they will function.

2.7.2 Activity Agreement Detail Mockup

Activity Agreement Detail

*- Indicates required fields

Save Save and Return Cancel

Name: * Hollis, Horton 21M Form Type: * WTW 2 Signature Date: Program: * Welfare to Work

Plan Type: * CalWORKs Federal

▼ Assistance Unit Summary

Required Hours: Month: * 06/2021 View

Month	Participation Hours	Total Federal	Core Federal
06/2021	35	35	35

Total Planned Hours in Current Activities for Month:

Participant	Participation Hours	Total Federal	Core Federal
No Data Found			

Figure 2.7.1 – Activity Agreement Detail Mockup (Created before 05/01/2022)

Activity Agreement Detail

* - Indicates required fields

Save

Save and Return

Cancel

Name: *

Hollis, Horton 21M

Form Type: *

WTW 2

Signature Date:

Program: *

Welfare to Work

▼ Assistance Unit Summary

Required Hours:

Month: * 06/2021

View

Month	Participation Hours	Total Federal	Core Federal
06/2021	35	35	35

Total Planned Hours in Current Activities for Month:

Participant	Participation Hours	Total Federal	Core Federal
No Data Found			

Figure 2.7.2 – Activity Agreement Detail Mockup (Created on or after 05/01/2022)

2.7.3 Description of Changes

1. Make the following adjustments to the Plan Type field when in Create or Edit mode effective 05/01/2022:
 - a. For Activity Agreements created before 05/01/2022 display the currently stored Plan Type field in plaintext.
 - b. For Activity Agreements created on or after 05/01/2022 do not display the Plan Type field.
2. Make the following adjustments to both sub-tables in the 'Assistance Unit Summary' table effective 05/01/2022:
 - a. Rename the 'Total Hours' column to 'Participation Hours'.
3. Remove the WTW Clock field effective 05/01/2022.
4. Update the validation for Activity Agreements that checks if a WTW/REP participant is in an 'Active' or 'Non-Compliant' program status to also allow for the participant to be in a 'Good Cause' program status.

2.7.4 Page Location

- Global: Empl. Services
- Local: Activities
- Task: Activity Agreements

2.7.5 Security Updates

N/A

2.7.6 Page Mapping

Update page mapping for updated fields.

2.7.7 Page Usage/Data Volume Impacts

N/A

2.8 ICT Person Detail

2.8.1 Overview

The ICT Person Detail page displays person-level details for a particular ICT. The changes to this page ensure that the WTW Time Clock is no longer shown and that the CalWORKs clock accurately represents that it will be changed from a 48 month clock to a 60 month clock.

2.8.2 ICT Person Detail Mockup

▼ Time Limits							
ABAWD Clock Effective Date: 01/01/2020							
Clocks	Months Used	Months Remaining	Exemptions Count	Extenders Count	Exceptions Count	Current Status	End Date
TANF	0	60	0	0	0	Not Ticking	
CalWORKs	0	60	0	0	0	Not Ticking	

Figure 2.8.1 – ICT Person Detail Mockup

2.8.3 Description of Changes

1. In the Time Limits table change the value contained in 'Months Remaining' column for the CalWORKs clock from 48 to 60 effective 05/01/2022.
2. In the Time Limits table remove the row containing the WTW clock effective 05/01/2022.

2.8.4 Page Location

- **Global: Case Info**
- **Local: E-Tools**
- **Task: ICT Person Detail**

2.8.5 Security Updates

N/A

2.8.6 Page Mapping

N/A

2.8.7 Page Usage/Data Volume Impacts

N/A

2.9 Family Stabilization Detail

2.9.1 Overview

The Family Stabilization Detail page will be updated to reflect the changes to the CalWORKS and WTW/REP programs. This will be done by updating the Denied/Ineligible reasons to show that the CalWORKS time clock has been changed from 48 months to 60 months, and the WTW time clock is being removed.

2.9.2 Family Stabilization Detail Mockup

Family Stabilization Detail

* - Indicates required fields

Save and Return

Cancel

Date Created:

Eligible: *

No ▼

Begin Date: *

05/01/2022

Date Referred to FS:

Eligibility Outcome: *

Denied ▼

End Date:

FSP 3 Mailing Date:

Denied/Ineligible Reason: *

- Select -
Adult exceeded the 60-Month CW Time Limit
Adult is receiving SSI
Does not meet County's FS eligibility criteria
Drug and fleeing felons
Family Self-resolved
Family does not have CalWORKs recipient
Family does not meet additional county plan
Family entered another housing program
Family found help with another program
Family has other reason for exiting
Family housing has stabilized
Family is in receipt of judgement for eviction
Family is no longer eligible per county requirements
Family is not in an eligible residence situation
Family moved out of the county
Family no longer has CalWORKs recipient
Family was unreachable
Family whereabouts are unknown/unreachable
Family's fixed nighttime residence is a shelter
Family's fixed nighttime residence is not a regular sleeping accommodation
HSP funding is not available
Ineligible non-citizens
Lack of Family Stabilization Funding
Lack of Family Stabilization Services
No one required to participate in WTW
Non-needy caretaker relative
Other denials including withdrawals

Person(s) *

Name

Smith, Jane 21M ▼

► Barriers

► Needs

► Activities

Figure 2.9.1 – Family Stabilization Detail Mockup

2.9.3 Description of Changes

1. In Create and Edit mode, when the Eligible field is set to 'No' and the Eligibility Outcome field is set to 'Denied' or 'Ineligible' update the following Denied/Ineligible Reason effective 05/01/2022:
 - a. Change 'Adult exceeded the 48-Month CW Time Limit' to 'Adult exceeded the 60-Month CW Time Limit'.
2. In Create and Edit mode, when the Eligible field is set to 'No' and the Eligibility Outcome field is set to 'Denied' or 'Ineligible' remove the following Denied/Ineligible Reason effective 05/01/2022:
 - a. 'Adult exhausted the WTW 24-Month Time Clock'
Note: This value will still appear in the dropdown if it is the value associated to the saved record.

2.9.4 Page Location

- **Global: Empl. Services**
- **Local: Case Summary**
- **Task: Family Stabilization**

2.9.5 Security Updates

N/A

2.9.6 Page Mapping

N/A

2.9.7 Page Usage/Data Volume Impacts

N/A

2.10 Update EDBC Rules for CW 60 MTC

2.10.1 Overview

Update the EDBC rules effective 05/01/2022 to calculate the new CW time limit to be 60 months for a CW participant.

2.10.2 Description of Changes

1. Update the codes table (CT335_CT) to end date the existing time limit value of 48 month to 04/30/2022
2. Create a new codes table (CT335_CT) value effective 05/01/2022 with the CW time limit value of '60' months and the end date high dated (12/31/9999)

2.10.3 Programs Impacted

CalWORKs

2.10.4 Performance Impacts

None

2.11 Data Change to Update WTW Non-Compliance Records

2.11.1 Overview

WTW 24 MTC non-compliance reasons do not apply to the cash program with the repeal of the WTW 24 MTC effective 05/01/2022. Update the WTW 24 MTC non-compliance records for type 'WTW' or 'REP' to be end dated to 04/30/2022

2.11.2 Description of Changes

1. Create a DCR to update the non-compliance records with the following reasons that are active for 05/01/2022 to be end dated to 04/30/2022
 - a. Post WTW 24 MTC CW Fed Requirements Not Met (CT365_CM)
 - b. Failed to sign post 24 MTC Fed plan (CT365_W1)
 - c. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT365_W6)
 - d. Post WTW 24 MTC Fed Standards Not Met – Progress (CT365_W7)
 - e. Post WTW 24 MTC Fed Standards Not Met – Participation (CT365_W8)

2.11.3 Programs Impacted

CW

2.11.4 Performance Impacts

None

2.12 Update WTW Non-Compliance Status Reasons

2.12.1 Overview

WTW 24 MTC non-compliance reasons do not apply to the cash program with the repeal of the WTW 24 MTC effective 05/01/2022. Update the WTW 24 MTC non-compliance reasons for type 'WTW' or 'REP' to be end dated to 04/30/2022 so the reason will not be displayed on the page from 05/01/2022.

2.12.2 Description of Changes

1. Update the codes table to end date the following status reasons to 04/30/2022
 - a. Post WTW 24 MTC CW Fed Requirements Not Met (CT365_CM)
 - b. Failed to sign post 24 MTC Fed plan (CT365_W1)
 - c. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT365_W6)
 - d. Post WTW 24 MTC Fed Standards Not Met – Progress (CT365_W7)
 - e. Post WTW 24 MTC Fed Standards Not Met – Participation (CT365_W8)

2.12.3 Programs Impacted

CalWORKs

2.12.4 Performance Impacts

None

2.13 Add Validation on the Eligibility Non-Compliance Detail Page

2.13.1 Overview

WTW 24 MTC non-compliance reasons do not apply to the cash program with the repeal of the WTW 24 MTC effective 05/01/2022. Update the Eligibility Non-Compliance Detail page to show a validation to stop the

user from saving a WTW 24MTC reason non-compliance for cash program with begin date effective 05/01/2022 or after.

2.13.2 Description of Changes

1. The following validation messages will be displayed to the user on the Eligibility Non-Compliance Detail page when the user is trying to save a non-compliance record of type WTW with WTW 24 MTC
Message:

The reason is not valid for the benefit month 05/01/2022 or later.

Condition:

When all the following conditions are met:

- a. The begin date for the non-compliance is on or after 05/01/2022
- b. The reason is one of the following reasons:
 - i. Post WTW 24 MTC CW Fed Requirements Not Met (CT365_CM)
 - ii. Failed to sign post 24 MTC Fed plan (CT365_W1)
 - iii. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT365_W6)
 - iv. Post WTW 24 MTC Fed Standards Not Met – Progress (CT365_W7)
 - v. Post WTW 24 MTC Fed Standards Not Met – Participation (CT365_W8)

2.13.3 Programs Impacted

CalWORKs

2.13.4 Performance Impacts

None

2.14 Update WTW/REP Status Reasons

2.14.1 Overview

WTW 24 MTC status reason do not apply to the WTW/REP program with the repeal of the WTW 24 MTC effective 05/01/2022. Update the below mentioned WTW 24 MTC status reasons to be end dated to 04/30/2022 so the reason will not be displayed on the page from 05/01/2022 for non-comp and sanction statuses.

2.14.2 Description of Changes

2. Update the codes table to end date the following status reasons to 04/30/2022
 - a. Post WTW 24 MTC Fed Standards Not Met – Participation (CT73_MTP)
 - b. Post WTW 24 MTC Fed Standards Not Met – Progress (CT73_MTR)
 - c. Failed to sign post 24 MTC Fed plan (CT73_MTF)
 - d. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT73_FSS)
 - e. Post WTW 24 MTC CW Fed Requirements Not Met (CT73_74)

2.14.3 Programs Impacted

WTW, REP

2.14.4 Performance Impacts

None

2.15 Data Change to Update WTW/REP Program Status

2.15.1 Overview

WTW 24 MTC status reasons do not apply to the WTW/REP program with the repeal of the WTW 24 MTC effective 05/01/2022. Update the WTW program status for programs with the WTW 24 MTC status reason.

2.15.2 Description of Changes

1. Create a DCR to update the WTW/REP program with the status of sanction and following status reasons that are active for 05/01/2022 to be end dated to 04/30/2022
 - a. Post WTW 24 MTC Fed Standards Not Met – Participation (CT73_MTP)
 - b. Post WTW 24 MTC Fed Standards Not Met – Progress (CT73_MTR)
 - c. Failed to sign post 24 MTC Fed plan (CT73_MTF)
 - d. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT73_FSS)
 - e. Post WTW 24 MTC CW Fed Requirements Not Met (CT73_74)
2. Insert the following program status for the WTW/REP programs end dated above effective 05/01/2022
 - a. If the person with the status reason listed above is currently active on CW program
 - i. Insert a new 'Pending' status effective 05/01/2022 for WTW/REP program with status reason 'Mandatory'.
 - b. If the person with the status reason listed above is currently not 'Active' on CW program

- i. Insert a new 'Deregistered' status effective 05/01/2022 for WTW/REP program with status reason 'Off aid – other reason'.

2.15.3 Programs Impacted

WTW/REP

2.15.4 Performance Impacts

None

2.16 Automated Actions

2.16.1 Overview

This section will describe the updates to Automated Actions per the deactivation of the WTW Time Clock and the updates to the CalWORKs Time Clock.

2.16.2 Description of Changes

1. Update the following Automated Actions to have a Status of 'Unavailable' for all counties:
 - a. WTW Recipient: Reached 18th Month
 - b. WTW Recipient: Reached 19th Month
 - c. WTW Recipient: Reached 20th Month
 - d. WTW Recipient: Reached 21st Month
 - e. WTW Recipient: Reached 22nd Month
 - f. WTW Recipient: Reached 23rd Month
 - g. WTW Recipient: Time Limit Reached

The 'Unavailable' status indicates that an Automated Action has become obsolete and is no longer triggered by automation. The Automated Action will remain available for historical references.

2. Modify the following Automated Actions:
 - a. CalWORKs Recipient Approaching CW Time Limit: 42 Months

Updated Values

Name: CalWORKs Recipient Approaching CW Time Limit: 54 Months

Scenario: An active CalWORKs recipient has reached their 54 month mark. The CalWORKs recipient is approaching the 60 month CalWORKs time limit.

Long Description: Person with CIN {CIN Number} reached the CW 54 month clock on {Date}

- b. CalWORKs Recipient Approaching CW Time Limit: 46 Months

Updated Values

Name: CalWORKs Recipient Approaching CW Time Limit: 57 Months

Scenario: An active CalWORKs recipient has reached their 57 month mark. The CalWORKs recipient is approaching the 60 month CalWORKs time limit.

Long Description: Person with CIN {CIN Number} reached the CW 57 month clock on {Date}

- c. CalWORKs Recipient: CalWORKs Time Limit Exceeded

Updated Values

Scenario: An active CalWORKs recipient has exceeded their CalWORKs time limit of 60 months. Review for appropriate action.

Long Description: Person with CIN {CIN Number} reached the CW 60 month clock on {Date}

- d. CalWORKs Recipient: 48 Month Time Limit Flag Changed

Updated Values

Name: CalWORKs Recipient: 60 Month Time Limit Flag Changed

Long Description: Participant's 60-month time limit Flag was updated

2.17 Deactivate Participant Exceeded WTW Month Clock Task Batch Jobs

2.17.1 Overview

As a participant is approaching the 18th, 20th, and 24th month of WTW a task is created for the worker. As part of ACL 20-120 we will no longer keep track of the WTW time clock. Turn off the Participant Exceeded WTW Month Clock task batch jobs.

2.17.2 Description of Change

1. Create a BSCR to deactivate the following Automated Action batch processes:

- a. WTW Recipient: Reached 18th Month(PB19A217)
- b. WTW Recipient: Reached 19th Month(PB00A262)
- c. WTW Recipient: Reached 20th Month(PB00A218)
- d. WTW Recipient: Reached 21st Month(PB19A274)
- e. WTW Recipient: Reached 22nd Month(PB00A201)
- f. WTW Recipient: Reached 23rd Month(PB00A202)
- g. WTW Recipient: Time Limit Reached(PB00A214)

2.17.3 Estimated Number of Records Impacted/Performance

N/A

2.18 Modify Participant Exceeded CW Month Clock Tasks

2.18.1 Overview

As a participant is approaching the 42nd, 46th, and 48th month of CW a task is created for the worker. As part of ACL 20-113 we will be pushing back the tasks to the 54th, 57th, and 60th months. Modify Participant Exceeded CW Month Clock Task batch jobs effective May 2022.

2.18.2 Description of Change

1. Modify the following Participant Exceeded CW Month Clock Task Batch Jobs effective May 2022.
 - a. Participant Exceeded CW 42 Month Clock Task Batch Job (PB19A206) driving query to generate a task when a person's CW clock exceeds 54 months.
 - b. Participant Exceeded CW 46 Month Clock Task Batch Job (PB19A205) driving query to generate a task when a person's CW clock is 57 or 58 months. (This batch job currently generates the task when a person's CW clock is 45 or 46 months).
 - c. Participant Exceeded CW 48 Month Clock Task Batch Job (PB19A204) driving query to generate a task when a person's CW clock exceeds 60 months.

2.18.3 Execution Frequency

1st of the Month

2.18.4 Key Scheduling Dependencies

No Change

2.18.5 Counties Impacted

Los Angeles County

2.18.6 Data Volume/Performance

N/A

2.18.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.19 Modify CW Timed Out Turning 60 Task Batch Job

2.19.1 Overview

Currently the CW Timed Out Turning 60 Task batch job creates a task for the worker to review a case for possible extenders when a person has at least a CW count of 48 month and is turning age 60 in the next month. Modify the task batch job's CW count check to 60 months.

2.19.2 Description of Change

1. Modify the CW Timed Out Turning 60 Task Batch Job (PB00A129) to find persons who have a CW count of 60 months or greater and are also turning age 60 in the next month. Task Batch Job changes effective May 2022.

2.19.3 Execution Frequency

2nd of the Month

2.19.4 Key Scheduling Dependencies

N/A

2.19.5 Counties Impacted

All Counties

2.19.6 Data Volume/Performance

N/A

2.19.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.20 Modify 48 Month Time Limit Flag Changed Task Batch Job

2.20.1 Overview

Participant's 48-month time limit Flag Changed batch job creates tasks for WTW/REP workers when an ineligible adult becomes eligible post 48-months. The task informs the worker that the participant's 48-month time limit flag was updated. Modify the Task Batch job to accommodate the CW 60-month trigger.

2.20.2 Description of Change

1. Modify Batch Job's (PB00A215) 48 Month Time Limit Flag Changed query name to 'Month Time Clock Limit Flag'. Changes effective May 2022.

2.20.3 Execution Frequency

Daily

2.20.4 Key Scheduling Dependencies

N/A

2.20.5 Counties Impacted

All Counties

2.20.6 Data Volume/Performance

N/A

2.20.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.21 Modify Find CW 48 Month Sweep EDBC Sweep job

2.21.1 Overview

Currently CW cases that reach 48 months are swept by this batch job and become eligible for discontinuance. Modify the batch job to sweep for CW cases that reach 60 CW months.

2.21.2 Description of Change

1. Modify Find CW 48 Month Sweep (PB00E149) to trigger batch EDBC to process for CW cases that are over 60 CW months. Changes effective May 2022.

2.21.3 Execution Frequency

Monthly before 10 day

2.21.4 Key Scheduling Dependencies

N/A

2.21.5 Counties Impacted

All Counties

2.21.6 Data Volume/Performance

N/A

2.21.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.22 Modify eICT Interface Writer – Transfer case section

2.22.1 Overview

The eICT transfer case section builds transfer information for a case. The transfer case section populates a WTW Time Clock section which includes information relevant to WTW time clock months used, remaining, and exemption count. Modify the Transfer case section to no longer populate the WTW month time clock section.

2.22.2 Description of Change

1. Modify batch jobs POxxE100 and POxxE101
 - a. The following Transfer case sections WTW node values will no longer be populated effective May 2022.

Field Name	Field Description
WTWCode	Indicates whether on WTW or refused to WTW. See the WELFARE to WORK table for the codes and values.
Date	Plan WTW2 signed date or refused to sign date. (YYYYMMDD).
MonthsUsedCt	WTW Months Used Count
MonthsRemainCt	WTW Months Remaining
ExemptionsCt	Exemptions Count
ExtendersCt	Extenders Count
ExceptionsCt	Exceptions Count
RegistrationStatus	Active Registration Value M/V – if Mandatory send M with reason; if Active Volunteer send V with; if Mandatory exempt and Active Volunteer send Vand exemption reason;
CurrentClockStatusCode	TK=Ticking, NT=Non-Ticking
TimeclockEndDate	WTW Timeclock End Date
ReasonCode	Exemption/Extender Code. See EXEMPTION REASON CODE.
StartDate	Exemption Start Date
EndDate	Exemption End Date

2.22.3 Execution Frequency

Daily

2.22.4 Key Scheduling Dependencies

N/A

2.22.5 Counties Impacted

All Counties

2.22.6 Data Volume/Performance

N/A

2.22.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.23 Modify eICT Interface Reader

2.23.1 Overview

Currently, the eICT Reader batch will receive ICT data and image files from CALWIN on a daily basis including WTW timeclock information. Modify the eICT reader batch job to no longer record WTW timeclock information.

2.23.2 Description of Change

1. Modify Batch job PlxxE100 to no longer process the following WTW fields effective May 2022:

Field Name	Field Description
MonthsUsedCt	WTW Months Used Count
MonthsRemainCt	WTW Months Remaining
ExemptionsCt	Exemptions Count
ExtendersCt	Extenders Count
ExceptionsCt	Exceptions Count
RegistrationStatus	Active Registration Value M/V – if Mandatory send M with reason; if Active Volunteer send V with; if Mandatory exempt and Active Volunteer send Vand exemption reason;

CurrentClockStatusCode	TK=Ticking, NT=Non-Ticking
TimeclockEndDate	WTW Timeclock End Date
ReasonCode	Exemption/Extender Code. See EXEMPTION REASON CODE.
StartDate	Exemption Start Date
EndDate	Exemption End Date

2.23.3 Execution Frequency

Daily

2.23.4 Key Scheduling Dependencies

N/A

2.23.5 Counties Impacted

All Counties

2.23.6 Data Volume/Performance

N/A

2.23.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.24 Turn off WDTIP Outbound WTW Transaction

2.24.1 Overview

The WDTIP WTW transaction (LD03) is generated when a customer signs or refuses to sign the WTW plan. The WTW clock will start ticking the month following the WTW sign date. This transaction sends information relating to WTW timeclock.

2.24.2 Description of Change

1. Create a BSCR to deactivate batch jobs POxxE822 effective May 2022.

2.24.3 Execution Frequency

Daily

2.24.4 Key Scheduling Dependencies

N/A

2.24.5 Counties Impacted

All Counties

2.24.6 Data Volume/Performance

N/A

2.24.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.25 Time Limit Extension Batch

2.25.1 Overview

This batch job will find people with approved time limit extension request and apply extension for the time clock

2.25.2 Description of Change

1. Update the Time Limit Extension Batch – If the individual's time limit extension is for a CW program, validate that they have exceeded their 60 month time clock for the upcoming month.
2. Modifications to the Time Limit Extension Batch to not apply extensions for WTW 24 MTC anymore effective 4/30/2022.

2.25.3 Execution Frequency

No Change.

2.25.4 Key Scheduling Dependencies

No Change.

2.25.5 Counties Impacted

No Change.

2.25.6 Data Volume/Performance

No Change.

2.25.7 Failure Procedure/Operational Instructions

No Change.

2.26 Time Limit Meeting WPR Exemption Batch

2.26.1 Overview

This batch job finds people that are eligible for meeting CW Federal Standards Exemption and creates an exemption for the upcoming month.

2.26.2 Description of Change

1. Turn Off the Time Limit Meeting WPR Exemption Batch.
2. Create a BSCR to turn off Time Limit Meeting WPR Exemption Batch.

2.26.3 Execution Frequency

No Change.

2.26.4 Key Scheduling Dependencies

No Change.

2.26.5 Counties Impacted

No Change.

2.26.6 Data Volume/Performance

No Change.

2.26.7 Failure Procedure/Operational Instructions

No Change.

2.27 WTW Plan Sign Date Adjustment Batch

2.27.1 Overview

The WTW Plan Sign Date Adjustment batch adjusts the Exemption 321 for the time limit month if there has been an adjustment to the sign date of WTW plan during the day. Exemption 321, Participating in Appraisal, Assessment, or Development of a WTW Plan, is used only for WTW and is no longer needed (and is also being end dated from the list of Exemption Reasons on the Cash Aid Time Limit Month Detail page).

2.27.2 Description of Change

1. Turn off the WTW Plan Sign Date Adjustment Batch job.
2. Create a BSCR to turn off the WTW Plan Sign Date Adjustment Batch.

2.27.3 Execution Frequency

No Change.

2.27.4 Key Scheduling Dependencies

No Change.

2.27.5 Counties Impacted

No Change.

2.27.6 Data Volume/Performance

No Change.

2.27.7 Failure Procedure/Operational Instructions

No Change.

2.28 Time Limit Batch

2.28.1 Overview

The Time Limit Daily batch checks eligibility for individuals to receive aid and retroactively creates time limit records for these people retroactively. The Time Limit Monthly batch will find individuals with active time limit clocks and process next month changes for those clocks.

2.28.2 Description of Change

1. Update the Time Limit Daily & Monthly Batch to modify the limit for applying CW extensions from 48 months to 60 months.

2.28.3 Execution Frequency

No Change.

2.28.4 Key Scheduling Dependencies

No Change.

2.28.5 Counties Impacted

No Change.

2.28.6 Data Volume/Performance

No Change.

2.28.7 Failure Procedure/Operational Instructions

No Change.

2.29 Time Limit Report

2.29.1 Overview

The Time Limit Report provides information for the number of adults and children currently on a CalWORKs program, who are approaching

Additionally, the Time Limit report is grouped with the other On Request reports that are being re-platformed to run in the Qlik environment. The updates noted here apply to the Qlik version of the Time Limit Report.

[illegible]

Ca

SAWS

Details

Return to Selections

Return to Summary

Data extracted daily as of:
04/01/2021

County:
Los Angeles

User:
UserID

Total Case Number
=

Detail Table

Region Group

Worker ID

Case Number

Person Name

Status

Role

TSMF

OW-56.6

WTF

1. For the Time Limit Report, only the Summary Sheet is affected.
Remove all columns with reference to WTW. These include:
 - WTW 17 Month
 - WTW 18 Month
 - WTW 21 Month
 - WTW 24 Month
 - WTW 25 Month +
2. On the Time Limit Report Summary sheet update the CW Month columns to reflect the change from a CW 48 Month Time Clock interval to a CW 60-Month Time Clock interval
 - a. Rename the 'CW 41 Month' column to 'CW 53 Month'
 - b. Rename the 'CW 42 Month' column to 'CW 54 Month'
 - c. Rename the 'CW 46 Month' column to 'CW 58 Month'
 - d. Rename the 'CW 48 Month' column to 'CW 60 Month'
 - e. Rename the 'CW 49 Month +' column to 'CW 61 Month +'
3. Update the Time Limit Report sweep logic to account for the change from a CW 48-Month Time Clock interval to a CW 60-Month Time Clock interval

Design Note: Currently SCR CA-217944 has a Fix Version/s date of 22.03 which is dated beyond other in process SCRs affecting reports being modified for migration. This update will be applied to the then in production reports. As such, current design mockups may not reflect final implementation.

2.29.4 Report Filters

The screenshot shows the 'CalSAWS Report Filters' interface. At the top, there is a date input field containing '04/01/2021'. Below this, there are four tabs: 'General', 'Office', 'Unit', and 'Worker'. The 'General' tab is selected and highlighted with a green underline. Under the 'General' tab, there are four search fields: 'County *' (with 'Los Angeles' entered), 'Region Group', 'Region Name', and 'WTW Office'. At the bottom of the interface, there is a blue 'Reset' button and a message that says 'Please Select Required Fields *'.

Figure 2.29.4.1 – Report Filters Sheet

2.29.5 Report Location

- **Global:** Reports
- **Local:** On Request
- **Task:** Case Activity
- **Name:** Time Limit Report

2.29.6 Counties Impacted

All counties utilizing these reports will receive these updates.

2.30 CalWORKs/RCA Adults 16 Years and Over Report, WTW and REP Caseload Activity Report and CalWORKs/RCA Adults by Welfare-to-Work Category Dashboard

2.30.1 Overview

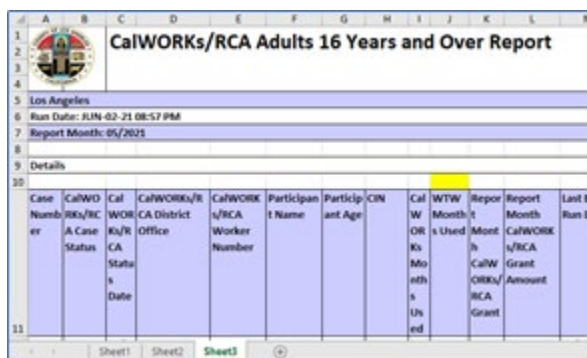
The CalWORKs/RCA Adults 16 Years and Over Report provides the CalWORKs/RCA and WTW/REP/Cal-Learn status of each participant age 16 and over. This report is available on the second business day of the month.

The WTW and REP Caseload Activity Report Provides detailed information of WTW and REP participants and corresponding activities. This report is available the second business day of the month.

The CalWORKs/RCA Adults by Welfare-to-Work Category dashboard captures all adults in an active CalWORKs or RCA program in a given report month.

This SCR, CA-217944, effects both reports with the removal of the WTW Months Used column seen in each report. This is the only column will be removed.

2.30.2 CalWORKs/RCA Adults 16 Years and Over Report, WTW and REP Caseload Activity Report and CalWORKs/RCA Adults by Welfare-to-Work Category Dashboard Mockup



Case Number	CalWORKs/RCA Case Status	CalWORKs/RCA Office	CalWORKs/RCA Worker Number	Participant Name	Participant Age	CIN	CalWORKs Months Used	WTW Months Used	Report Month	Report Month CalWORKs/RCA Grant Amount	Last Earnings Date

Figure 2.30.2.1 – CalWORKs/RCA Adults 16 Years and Over Report (original)

Screenshot focused on affected column for clarity

CalSAWS CalWORKs/RCA Adults by WTW Category

Type Description

EW Worker ID	Q	Cash Aid Program	Q	Aid Code	Q	WTW/REP Program	Q	WTW/REP Program Status	Q	Participant Name	Q	Person ID	Q	DOB	Q	Cash Aid Role	Q	Cash Aid Role Status	Q	Work Registration Status	Q	CW Months Used	Q	Time Expiration Date	Q	WTW/REP Region
--------------	---	------------------	---	----------	---	-----------------	---	------------------------	---	------------------	---	-----------	---	-----	---	---------------	---	----------------------	---	--------------------------	---	----------------	---	----------------------	---	----------------

**Figure 2.30.2.6 – CalWORKs/RCA Adults by Welfare-to-Work Category dashboard
- CalWORKs/RCA Adults by WTW Category sheet (updated)**

2.30.3 Description of Change

1. Remove the *WTW Months Used* column from two reports:
 - i. CalWORKs/RCA Adults 16 Years and Over Report, column J.
 - ii. WTW and REP Caseload Activity Report, column AO.
2. Remove the *WTW Months Used* column from the CalWORKs/RCA Adults by Welfare-to-Work Category dashboard
 - i. The *WTW Months Used* column is located on the CalWORKs/RCA Adults by WTW Category sheet within the dashboard
3. Update CalSAWS Logo where needed.

No other logic changes are required at this time.

Design Note: Currently SCR CA-217944 has a Fix Version/s date of 22.03 which is dated beyond other in process SCRs affecting reports being modified for migration. This update will be applied to the then in production reports.

As such, current design mockups may not reflect final implementation.

2.30.4 Report Locations

- **Global:** Reports
 - **Local:** Scheduled
 - **Task:** Case Activity
 - **Name:** CalWORKs/RCA Adults 16 Years and Over Report
-
- **Global:** Reports
 - **Local:** Scheduled
 - **Task:** Case Activity
 - **Name:** WTW and REP Caseload Activity Report
-
- **Global:** Reports
 - **Local:** Business Intelligence
 - **Task:** Operations Reports
 - **Name:** CalWORKs/RCA Adults by Welfare-to-Work Category

2.30.5 Counties Impacted

All counties utilizing these reports will receive these updates.

2.30.6 Security Updates

1. No Change

Security Right	Right Description	Right to Group Mapping

2.31 Data Change Request

2.31.1 Overview

This DCR will end date CW and WTW Extenders to comply with the new policy for CW 60 MTC and the removal of the WTW 24 MTC.

2.31.2 Description of Change

1. Identify individuals who have CW Extenders on their 48 MTC and end date (effective 4/30/2022) them to allow the clock to tick until it hits the 60th month if they have not reached the CW 60 MTC limit.
2. Do a DCR to identify individuals who have WTW Extenders on their 24 MTC and end date (effective 4/30/2022) them so that there are no WTW extenders going forward.

2.31.3 Estimated Number of Records Impacted/Performance

- ~148 for WTW Extenders.
- ~12,560 for CW Extenders.

2.32 Code Table Change Request

2.32.1 Overview

This CTCR will end date the good cause and exempt reasons in CT 863 to comply with the new policy for CW 60 MTC and the removal of the WTW 24 MTC. These are reasons the user will find on the Cash Aid Time Limit Month Detail page and the Time Limit Extension Request Detail page. All the reasons listed below are only for WTW and are not used for other programs.

2.32.2 Description of Change

1. Update CT 863 to end date the following reasons to 4/30/2022:
 - a. 209 – Removed From Aid
 - a. 319 – Meeting WPR
 - b. 320 – Excused 2nd Parent from WTW Activities
 - c. 321 – Participating in Appraisal, Assessment, or Development of a WTW Plan
 - d. 322 – Participating in WTW Job Search
 - e. 402 – 18/24 Month Limit
 - b. 404 – SIP
 - c. 405 – Failure to Benefit from Assigned Activities
 - f. 408 – Other Good Cause
 - g. 606-WTW-Likely to Obtain Employment
 - h. 607-WTW-Labor Market Barriers
 - i. 608-WTW-Progress In Education
 - j. 609-WTW-Progress in Treatment
 - k. 610-WTW-Diagnosed learning or Disability
 - l. 611-WTW-SSI Disability Benefits
 - m. 612-WTW-Two Parents Assistance Unit

2.32.3 Estimated Number of Records Impacted/Performance

13 Records.

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
--------	-----------------	-------------	------------

1	Reports	Time Limit Report	https://devviz.calsaws.net/auth/hub/stream/0eaaac9f-c66b-4509-a54f-8ad886e7f54f Report Team - Design

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

5 MIGRATION IMPACTS

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

6 OUTREACH

6.1 Lists

1. **List Name:** List of cases where the WTW non-compliance was updated through a DCR

List Criteria: Cases where a non-compliance was end dated effective 04/30/2022 with reason:

- a. Post WTW 24 MTC CW Fed Requirements Not Met (CT365_CM)
- b. Failed to sign post 24 MTC Fed plan (CT365_W1)
- c. Post WTW 24 MTC Failed to Sign Subsequent Fed Plan(CT365_W6)
- d. Post WTW 24 MTC Fed Standards Not Met – Progress (CT365_W7)
- e. Post WTW 24 MTC Fed Standards Not Met – Participation (CT365_W8)

NOTE: The standard list columns mentioned below shall be based on the information from CW program.

Additional Column(s): person name

2. **List Name:** List of cases where the sanctioned WTW program was updated through a DCR

List Criteria: Cases where the sanctioned WTW program was updated through recommendation 2.14

NOTE: The standard list columns mentioned below shall be based on the information from WTW/REP program.

Additional Column(s): person name

3. **List Name:** List of CW cases that have an active CW timed-out participant in the AU

List Criteria: list of CW Cases where all the following criteria is met:

- a. CW program is active for benefit month 05/2022
- b. Exists an active participant in the AU for benefit month 05/2022 with role reason 'CW Time Limit'

NOTE: The standard list columns mentioned below shall be based on the information from CW program.

Additional Column(s): WTW worker ID from the timed out individuals WTW program.

4. List of cases with CW Extenders end dated as of 4/30/2022.

List Name: List of CW cases that have had their CW Extenders End dated.

List Criteria: List of CW Cases where all the following criteria is met:

- a. Identify individuals who have CW Extenders on their 48 MTC and end date (effective 4/30/2022) them to allow the clock to tick until it hits the 60th month if they have not reached the CW 60 MTC limit.

Additional Column(s): WtW/REP Program Status, Begin Date of WtW/REP Program Status, Wtw Status Reason, Date, CW Used Months, CW Extender Code, CW Extender Reason, CW Extender Begin Date, CW Extender Expected End Date, CW Program Status, CW Aid Code, CW Person Status, CW Person Name.

Standard Columns:

- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

Frequency: One-time

The list will be posted to the following locations:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2022>CA-217944

7 APPENDIX

[Include any supplementary items that may not fit in the Description section. Examples could include flow charts, lengthy code tables, etc....]

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-226308

Updates for the CalFresh SSA COLA

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Michael Barillas
	Reviewed By	Dana Peterson; Caroline Bui; Edgars Reinholds; Himanshu Jain;

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/30/2021	1.0	Initial Draft	Michael Barillas

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2.1.1	Overview	Error! Bookmark not defined.
2.1.2	Description of Change.....	Error! Bookmark not defined.
2.1.3	Execution Frequency.....	Error! Bookmark not defined.
2.1.4	Key Scheduling Dependencies	Error! Bookmark not defined.
2.1.5	Counties Impacted	Error! Bookmark not defined.
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1 OVERVIEW

Supplemental Security Income (SSI) and State Supplementary Payment (SSP) income, recorded on the Other Program Assistance (OPA) page, is not automatically updated when the Social Security Administration (SSA) Cost of Living Adjustments (COLA) changes are applied to the Systems.

AB 1811 reversed the CalFresh (CF) eligibility policy known as “cash-out,” under which SSI/SSP recipients were ineligible for CF. SSI/SSP income is now countable as Unearned Income in the CF budget determination.

This SCR will update the OPA records of types ‘SSI/SSP’, ‘SSI Only’ and ‘SSP Only’ with the SSI and/or SSP income information received from MEDS.

1.1 Current Design

SSI/SSP assistance is not automatically updated when SSA COLA changes are applied to CalSAWS.

1.2 Requests

CalSAWS will generate and send a file to MEDS containing CalFresh persons receiving SSI/SSP Income. After sending the file, MEDS will provide a response file that includes elements in the initial outbound file, as well as additional SSI/SSP payment amounts.

CalSAWS will process the inbound file and update OPA records with the new SSI/SSP amounts.

CalSAWS will create an exceptions table to store all unprocessed records in the Inbound MEDS SSI/SSP COLA Response File.

1.3 Overview of Recommendations

1. Create a batch job that will generate a file for CalFresh persons receiving SSI only, SSP only, or SSI/SSP Income and send to MEDS.
2. Create a batch job that will process a MEDS SSI/SSP COLA Response File containing the data in the CalSAWS outbound file as well as additional SSI and/or SSP Payment Amounts.
3. Create an exceptions table to store all unprocessed records in the Inbound MEDS SSI/SSP COLA Response File.

1.4 Assumptions

1. Exceptions List will be a manual process and not be automated.

2 RECOMMENDATIONS

2.1 CalFresh SSA COLA Outbound

2.1.1 Overview

Create a new batch job that will generate a file to send to MEDS containing CalFresh persons receiving SSI, SPP, or SSI/SSP income.

2.1.2 Description of Change

1. Create a new batch job
 - a. Find all CalFresh persons receiving SSI, SSP, or SSI/SSP income
 - i. Have an open (high-dated) OPA record of type SSI Only, SSP Only, or SSI/SSP.
 - ii. Since last successful batch run.
 - b. Generate a pipe delimited flat text file containing information about the CalFresh persons receiving SSI, SSP, or SSI/SSP income
 - i. File Header
 1. [CONSORTIUM]_Annual SSI COLA_YYYY_MMDDYY
 - a. [CONSORTIUM] (CalSAWS/CIV/CalWIN)
 - b. YYYY (Calendar Year)
 - c. MMDDYY (File Process Date)
 - ii. File Body

Outbound Data Elements	Description	Field Length and Formatting
Case ID	This column can be used by each SAWS to identify the person or case within the SAWS System. C-IV and CalSAWS will use this element to pass in the Person Unique ID.	10 – Pad with trailing spaces to meet fixed length of 10
County Code	County Code of the County of Responsibility	2
Last Name	Beneficiary's Last Name	Variable
First Name	Beneficiary's First Name	Variable
Middle Initial	Beneficiary's Middle Initial	Variable
Social Security Number (SSN)	Beneficiary's SSN	9
CIN	Beneficiary's CIN	9

Outbound Data Elements	Description	Field Length and Formatting
DOB	Beneficiary's DOB	8(MMDDYYYY)

2.1.3 Execution Frequency

On Demand

2.1.4 Key Scheduling Dependencies

N/A

2.1.5 Counties Impacted

All Counties

2.1.6 Data Volume/Performance

N/A

2.1.7 Interface Partner

MEDS

2.1.8 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.2 CalFresh SSA COLA Inbound

2.2.1 Overview

Create a new inbound batch job that will receive and process a response file and update OPA records. File will include the elements outlined in the 'CalFresh SSA COLA Outbound' file, as well as additional SSI and/or SSP Payment Amounts.

2.2.2 Description of Change

1. Create a new batch job that will retrieve a file from Meds, process records within the file and update the OPA records for persons Active on a CF program as of 'last batch run date' and have a high-dated OPA record.
 - a. Retrieve a pipe delimited flat text file.
 - i. File Header
 1. <CONSORTIUM>_ANNUAL_SSI_COLA_<YEAR>_<FILE DATE>_DHCS RESPONSE
 - a. <CONSORTIUM> (CalSAWS)
 - b. <YEAR> - 2022
 - c. <FILEDATE> - Date of File Creation
 - ii. File Body

Inbound Data Elements	Description	Field Length and Formatting
Case ID	This column can be used by each SAWS to identify the person or case within the SAWS System. C-IV and CalSAWS will use this element to pass in the Person Unique ID.	Up to 10 – DHCS will remove trailing spaces
County Code	County Code of the County of Responsibility	2
Last Name	Beneficiary's Last Name	Variable
First Name	Beneficiary's First Name	Variable
Middle Initial	Beneficiary's Middle Initial	Variable
SSN	Beneficiary's SSN	9
CIN	Beneficiary's CIN	9
DOB	Beneficiary's DOB	8(MMDDYYYY)

MEDS SSI Paid Amt	This data element identifies the cumulative Federal SSI payment(s) actually paid to the recipient under Title XVI.	7 xxxx.xx
MEDS SSP Paid Amt	This data element identifies the cumulative State supplementation payment(s) actually paid to the recipient in the current SDX month.	7 xxxx.xx

iii. File Trailer

1. Annual SSI Cola_<record count>
 - a. <record count> - The number of records in the file's body section
- b. Process records within the inbound file and update the OPA records for persons who are Active on a CF program and have a high-dated OPA record.
 - i. Requirements to Process Record
 1. MEDS Record Types must match the nature of the systems record type. Example: If the existing record in the System is SSI Only, the MEDS SSI Paid Amt must not be blank and the MEDS SSP Paid Amt must be blank or 0.
 2. If the SSI and/or SSP amounts from MEDS match the amounts currently captured in CalSAWS, do not update the existing high dated OPA record and do not add to the exceptions table.
Note: Only CF programs with a person for whom the data change is processed will be included in the Batch EDBC run
 3. For any records that do not fall under the categories above, the record will be added to the exceptions table.
 - ii. Batch Process
 1. End-Date the existing OPA Record with an end-date since last batch run.
 2. Copy the data elements from the previous OPA record, making the following updates:
 - a. Set the Begin Date to the 1st of the run month.
 - b. Set the End Date to "High Date" (Record will be open-ended)
 - c. If the existing OPA record is of either type: "SSI Only" or "SSP Only":
 - i. Set the 'Amount or Value of Services' (DOLLAR_AMT) to the MEDS SSI Paid

- Amt. A value of 0 is acceptable for 'MEDS SSI Paid Amt'.
- d. If the existing OPA record is of type: "SSI/SSP":
 - i. Set the SSI Payment to the MEDS SSI Paid Amt.
 - ii. Set the SSP Payment to the MEDS SSP Paid Amt.
 - iii. Set the 'DEEM_INC_AMT' with the total sum of 'SSI_PMT' and 'SSP_PMT'.
 - e. Create a Verification record associated to the OPA record
 - i. Set the Verification Status to 'Verified'
 - ii. Set the Verification Request Date, Due Date, and Received Date to system date.
 - c. Create a Journal Entry for cases in which the data change was processed for at least one person. The Journal will have the following details. One journal entry per case will be made:
 - i. Short Description: SSA COLA Other Program Assistance Record Update
 - ii. Long Description: Other Program Assistance entries for <Person Names> have been automatically updated via Batch to reflect data received from MEDS for the <YEAR> CalFresh SSI/SSP COLA on <Process Date>.
 - iii. Type Code: Interfaces
 - iv. Filter Code: Interfaces

2.2.3 Execution Frequency

On Demand

2.2.4 Key Scheduling Dependencies

N/A

2.2.5 Counties Impacted

All Counties

2.2.6 Data Volume/Performance

N/A

2.2.7 Interface Partner

MEDS

2.2.8 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.3 Create an Exceptions Table

2.3.1 Overview

CalSAWS will create an exceptions table to store all unprocessed records in the Inbound 'MEDS SSI/SSP COLA Response File' whose SSI/SSP information does not match the between MEDS and the System.

For example, the person has an 'SSI Only' OPA record in the System but the return file included an SSP Paid Amount. Also includes records that could not be automatically updated due to some other reason, such as the System has more than one ongoing type of OPA record, and the System is unable to determine which OPA record to update.

2.3.2 Description of Change

1. MEDS SSI/SSP COLA Exception Table Columns
 - a. Case Name
 - b. Case Number
 - c. County
 - d. Unit
 - e. Unit Name
 - f. Office Name
 - g. Worker
 - h. Benefit Month
 - i. CIN
 - j. Last Name
 - k. First Name
 - l. Middle Initial
 - m. MEDS SSI Paid Amount
 - n. MEDS SSP Paid Amount

2.3.3 Estimated Number of Records Impacted/Performance

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.20.1.4	The LRS shall match LRS Data from external interfaces to an applicant s or participant s case record and update the LRS database when appropriate.	This SCR is updating SSI only and SSI/SSP amount values in accordance to the values returned by MEDS.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-227344

Update CalSAWS to set CalFresh Aid Code for
Non-Public Assisted Households

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sridhar Mullapudi
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
4/12/2021	1.0	Initial Draft	Sridhar Mullapudi

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1 OVERVIEW

1.1 Current Design

For a Mixed CalWORKs/CalFresh Household (i.e. a household in which some individuals are on CalWORKs and all are on CalFresh) CalSAWS is setting the Cash aid code for both the CalWORKs and CalFresh programs.

1.2 Requests

For a Mixed CalWORKs/CalFresh Household (i.e. a household in which some individuals are on CalWORKs and all are on CalFresh) set CalFresh aid code for CalFresh programs.

1.3 Overview of Recommendations

1. Update CalFresh EDBC logic to set CalFresh aid code for mixed households on CalFresh program and set cash aid-code only when the household is PACF.

1.4 Assumptions

1. Cash program aid-code referred in this document refer to CalWORKs, RCA, and General Assistance.
2. The current functionality to set CalFresh aid code if cash program aid code is not available shall remain unchanged (i.e., SSI only CFHH).
3. The CalFresh determination of TCF (CT186_0F), WINS and state funded traffic victim (CT186_R2) aid-code shall remain unchanged.

2 RECOMMENDATIONS

2.1 Update CalFresh EDBC Rules

2.1.1 Overview

Update the CalFresh aid code determination logic to set cash aid-code for households that are PACF. CalFresh aid-code shall be set for mixed households.

2.1.2 Description of Changes

1. Update CalFresh EDBC aid code determination to set CalFresh aid code (CT184_09 '09 – CalFresh') for households that are not PACF. Cash aid-code shall be determined for PACF households on CalFresh program, If cash aid-code is not available then CalFresh aid code (CT184_09 '09 – CalFresh') will be set.

Example: CW/CF combo case. CW program with 3 active MEM in the AU and CF program with 5 active MEM in the HH. CW with aid-code 30. Since the CF HH is not PACF, '09' aid-code will be set for CF program.

2.1.3 Programs Impacted

CalFresh

2.1.4 Performance Impacts

None

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.5	The LRS shall automatically evaluate/process ED/BC accounting for the impact of change(s) on all assistance units on a case, on an individual, and on any or all companion cases that could potentially be affected by the change(s).	This SCR updates LRS automated EDBC to set CF aid code for CF households that are not PACF.



LDS Data Migration to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Case Data Strikeforce
	Reviewed By	Deb Saha, Frederick Gains, Henry Arcangel, Kristin Pepper, Don Coffey

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
6/1/2021	1.0	Initial Revision using CA-229286 SCR and our documented assumptions as a starting point	Michael Wright
6/25/2021	1.1	Added some additional details about the loading of LDS data	Evan Orman
8/6/2021	1.2	Added additional information about loading and transformation process	Evan Orman
9/7/21	1.3	Added CalSAWS application screenshots that map to tables underneath CASE, PERS, CASE_PERS, PERS_ADDR, ADDR and PERS_RELSHP	Michael Wright
10/6/21	1.4	Added new Conversion SCR's and PDF Batch information	Michael Wright

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1 OVERVIEW

The LDS system will be deactivated in 2021. The CalSAWS Project has decided to have these cases migrated over prior to decommission of the C-IV Production Data Center. These cases would be compared with cases already in C-IV to filter out those that exist. The cases up for migration from LDS will be transformed into the equivalent of a C-IV Shell Case, where only the specific list of tables that make up a Shell Case will be converted into CalSAWS from a set of LDS Flat Files.

1.1 Current Design

- LDS Case and Person level Shell Case data currently does not exist within the LRS/CalSAWS System.

1.2 Requests

- The CalSAWS System should bring in the LDS Cases that do not exist, as Shell Case versions. While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:
 - Case Number and Case Name will remain unchanged
 - Case, Case Person, Person, Person Relationship, Person Address, Address, Issuance and Time Limit tables
 - Time Limit data for all people associated to the case will be migrated over in the set of Time Limit tables in scope.
- History PDF's will be generated for Journal and Issuance records on each case

1.3 Overview of Proposed Solution

The Case Data Strikeforce Team will perform data mapping, transformation and importing of case data from LDS into a set of tables in CalSAWS. The case data will be

loaded into CalSAWS from a Flat File sent from the LDS Team. Once received, the Case Purge Team will take this data and complete file mapping for each of the LDS table elements to their respective temporary tables, before migrating into the CalSAWS base tables. Only a selected set of tables will be migrated in, which will represent a "Shell Case" similar to the Case Purge Shell Cases, where only certain data and application pages will be accessible for each case. Aside from the subset of tables being migrated, only cases that do not currently exist in the CalSAWS system will be migrated in from the LDS Flat File. The only exception to this would be that the Issuance and Comments data, used to generate the PDFs, will be migrated for all cases.

1.4 Assumptions

Data Conversion:

- Storage location for LDS Flat Files are accessible to Team loading it into CalSAWS. These are tilde-delimited flat files by Table.
- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.
- These database instances are NOT on the same server (i.e. we cannot use database links for transferring data).
- Table Mapping between LDS and CalSAWS will be completed before start date
- We will not insert existing cases into CalSAWS: If a given case number from LDS exists in CalSAWS, we WILL NOT convert the case. These skipped records will be written to a temp table for reporting out the Conversion results
- Person "De-dupe" scripts will be provided and run by the Conversion team. These scripts key off of Client Index Number (CIN).
- Conversion Team will provide us their Golden Dataset to be used in environment for testing this LDS conversion.
- The overall approach of loading LDS data into the shell case format in CalSAWS has been vetted with the counties and meets their business needs.
- This will be a one-time load of data, executed over a single weekend

Retaining Data:

Shell cases created from this LDS data will only contain the following information:

- Case information (Case name, Case Number)
- Basic person demographic information:
 - Person identification (Name, DOB, SSN, etc.)
 - Address information
 - Relationship information between people on the case
- Time limit information:
 - Time limit Months
 - Sanctions
- Journals:
 - All journals are extracted to a single PDF, accessible through the Converted Data Detail page
- Issuances:

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The following Data **WILL NOT** be retained as part of the shell case (note: this is not a comprehensive list):

- Intentional Program Violations (IPVs)
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- Images (these do not exist in LDS)

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The following functionality must be added to CalSAWS to facilitate the display of shell cases:

- Update Case Summary page to include a Data Removal section for new LDS Shell cases brought into CalSAWS
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Timeline:

- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.

2 PROPOSED SOLUTION

2.1 Shell Case

While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:

- Serial Number and Case Name will remain unchanged
- The "All People Associated With the Case" section of the Case Summary page will be retained.
- Time Limit data for all people associated to the case
- a PDF attached to the case)
- Issuance History (stored as a PDF attached to the case)
- ADDR, PERS_ADDR, table data will be retained for the case

2.2 LDS Case Data Mapping

2.2.1 Overview

An extract will be provided of all the relevant LDS tables which will then be loaded into temporary tables in CalSAWS. Once these temporary tables have been populated the data will be loaded into the tables in CalSAWS while maintaining the referential integrity of the data.

2.2.2 Rules:

Case must meet all the following criteria in order to be converted over:

- Data for Issuance and Comments will be loaded into CalSAWS (temporary tables only) for all records in LDS
- Case data must exist only in LDS and not in CIV for it to be loaded into CalSAWS as a Shell Case

2.3 LDS Case Data Flat File Loading Process

- Cases will be extracted from LDS and placed into flat files
- The flat files will be stored in a secure location to protect PII data
- The data from the flat files will be loaded into temp tables in CalSAWS
- The temporary tables will be loaded into the relevant CalSAWS tables (excluding ISSUANCE and JOURNAL_ENTRY tables, these will remain in the temporary tables to extract the data into History PDF's only)

2.3.1 LDS Flat File Contents

The LDS data will be mapped into a format that will enable it to be loaded into temporary tables in CalSAWS. This format will be agreed upon before the data is pulled and the data will be delivered in flat files for loading into temporary tables.

2.3.2 LDS Case Data Loading

Specifics related to run frequency and schedule date/time will be provided later.

- Process will only be run once prior to the LDS application's retirement

2.4 LDS Case Data Transformation

- LDS Shell Case data will be extracted by the LDS team into flat files for each County
- Each of the flat files will be migrated over to CalSAWS S3 storage prior to Conversion tasks and the LDS shutdown

2.4.1 LDS Case Data Transform

- Cases that already exist in CIV will not be pulled by LDS
- The LDS information will be provided in flat files
- The flat files will be stored in a secure location
- The flat files will have data for the following tables
 - CASE
 - COMMENTS
 - PERS
 - CASE_PERS
 - PERS_RELSHIP
 - PERS_ADDR
 - ADDR
 - ISSUANCE_CF
 - ISSUANCE_CW
 - TIME_LIMIT_PGM_PARTICIPANT
 - TIME_LIMIT_EXCEPT
 - TIME_LIMIT_AID
 - TIME_LIMIT_DIVERSN
 - TIME_LIMIT
 - TIME_LIMIT_CASH_AID
 - TIME_LIMIT_CLOCKS
- There will be two additional tables created that will then be used to store Comments and Issuance information used to generate PDFs.

2.4.2 LDS Case Data Migration from Temporary to Base Tables

- The Case Purge team will create temporary tables for loading the data
- The Case Purge team will load the data from the flat files into the temporary tables
- CIN numbers and Serial Num Identif values will be used in place of Person Id and Case Id values
- County codes values will be included with Case Id values in order to identify unique Case Id values where necessary
- Current data mapping is provided in the spreadsheet below.



LDS to CalSAWS -
Minimum Data Elements

- The data from the temporary tables will be correctly loaded into the tables in CalSAWS
 - While loading the data all hierarchies within the data will be correctly maintained
 - The Issuance and Comments table will be used to generate PDFs
- The temp tables that will be created prior to conversion will be.
 - TEMP_CASE
 - TEMP_COMMENTS
 - TEMP_PERS

- TEMP_CASE_PERS
- TEMP_PERS_RELSHP
- TEMP_PERS_ADDR
- TEMP_ADDR
- TEMP_ISSUANCE_CF
- TEMP_ISSUANCE_CW
- TEMP_TIME_LIMIT_PGM_PARTICPTN
- TEMP_TIME_LIMIT_EXCEPT
- TEMP_TIME_LIMIT_AID
- TEMP_TIME_LIMIT_DIVERSN
- TEMP_TIME_LIMIT
- TEMP_TIME_LIMIT_CASH_AID
- TEMP_TIME_LIMIT_CLOCKS

2.4.3 LDS Conversion section on Case Summary Page for LDS Cases

The Case Summary page will now show an LDS Conversion section underneath the Case Name and County, exclusively for LDS cases. Only LDS Cases will display under this section of the Case Summary page, which is unique for LDS Shell Case Conversion to differentiate them from C-IV Purged Cases. There will also be a new hyperlink in this section that will take you to the LDS Converted Data Detail page when clicked.

Note: These screenshots have been modified in certain areas due to sensitive information

The screenshot displays the CalSAWS Case Summary page for a specific case. The top navigation bar includes links for Journal, Tasks, Help, Resources, Page Mapping, Imaging, and Log Out. The left sidebar shows navigation options such as Person Search, EBT Account Search, Application Registration, Case Summary (highlighted), Contact, Authorized Representative, Application Questions, Negative Action, New Program, New Person, and Hide Person. The main content area shows the Case Summary for Case Number 0092338. It includes fields for Case Name, County (Yuba), LDS Conversion, and Conversion Date (10/06/2021). There is a link for [Converted Data](#). Below this is a section for Companion Cases with a table for Case Number and Case Name, and an Add button. At the bottom, there is a Display section with a date (11/01/2021) and a View button.

As displayed in the following image, the LDS Shell Case on the Case Summary page will list the Case Name, County, Case Number, Case Name and 'All People Associated with the Case' section - with all data populated except for the Household Status section.

CalSAWS

Case Name:

Case Number: 0115067

Journal

Tasks

Help

Resources

Page Mapping

Imaging

Log Out

Yuba CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

IAT Summary

Customer Contact History

SB 87

Invoice History

Linkages

Case Summary

Images

Capture

Generate Coversheet

Case Name

County

Yuba

LDS Conversion

Conversion Date

10/06/2021

Companion Cases

Case Number

Case Name

Add

Self-Service Portal

Display:

11/01/2021

View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
	10/22/1986	34	F			01	
	05/18/1983	38	M			02	
	06/10/2005	16	F			03	

Images

This Type_1 page took 5.37 seconds to load.

The Contact Summary page will display the Case Person, Address Type, Address and effective Begin and End date for each record entry.

Yuba
CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Person Search
EBT Account Search
Application Registration
Case Summary
Contact
Authorized Representative
Application Questions
Negative Action
New Program
New Person
Hide Person
EBT Account List
Issuance History
Auxiliary Authorization List
Expungement History
Child Support Collections
Time Limit Aid Summary
Case Flag
Legacy Case
Confidentiality
ICT Summary

Contact Summary

Search Results Summary

Results 1 - 6 of 6

Display From: To:

Address Information

Person	Type	Address	Begin Date	End Date	
ARROYO VALENZUELA, LETICIA 34F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>
ARROYO VALENZUELA, LETICIA 34F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>
VALENZUELA, JAMES 38M	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>
VALENZUELA, JAMES 38M	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>
Valenzuela, Alyssa 16F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>
Valenzuela, Alyssa 16F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<input type="button" value="Edit"/> <input type="button" value="View History"/>

Note: No phone number or email address data will come over for the new LDS Shell cases, those sections will remain blank.

2.4.4 LDS Converted Data Detail page for LDS Cases

The LDS Converted Data Detail page is where County Staff members with the appropriate rights can access further details about the date this case was converted over to CalSAWS, as well as access the Issuance and Journal History PDF links.

Security Group for Edit functionality:

The LDS Converted Data Detail page Edit functionality is accessible for users who are joined to the existing 'Case Summary View' security group. There is no Edit functionality on the detail page, it's all View Only. The local Security Administrators will need to add the approved users to this new security group, if need be.

The following image represents the LDS Case Detail page once conversion of the flat files have taken place from the extracted files.

CalSAWS Case Name: [REDACTED] Case Number: 0092338

Journal Tasks Help Resources Page Mapping Imaging Log Out

Yuba LC Case Info Eligibility Empl. Services Child Care Resource Databank Fiscal Special Units Reports Client Corresp. Admin Tools

Case Summary

Case Number: **Go**

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

LDS Converted Data Detail

* - Indicates required fields

Conversion Date

10/06/2021

Documents

[Journal History](#)

[Issuance History](#)

2.4.5 PDF Creation Batch Job - PB00P807

The PDF batch process will write each of the records for the Issuance and Journal History to a separate PDF file for each case and store them on the CalSAWS S3 storage. For cases that have historic information, these PDF files will be accessible on the LDS Converted Data Detail page as hyperlinks. Hyperlinks will only appear on the page after the PDF Generation process has completed for the case.

Note: Note: Only LDS Cases that do not already exist in CalSAWS will be loaded in as Shell Case versions.

For both, LDS cases that already exist in CalSAWS, and new cases brought over from LDS to CalSAWS as Shell Cases, each will have a PDF (where data exists) added to the cases for Issuance and Journal History.

2.4.5.1 Issuance History PDF

The Issuance History PDF will retrieve the same data from the Issuance Search Detailed Results Page for every issuance record on that case. An example of the Issuance History PDF is shown below:



Issuance History

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	4000741726
Case Name	[REDACTED]

Control Number	Payee	Program	Month	Category	Method	Issue Date	Status Date	Status	Amount
217853	[REDACTED]	CalWORKs	04/1996	MAIN PAYROLL	CK	04/01/1996	04/05/1996	CASHED	\$63.00
221887		CalWORKs	05/1996	MAIN PAYROLL	CK	05/01/1996	05/01/1996	CASHED	\$65.00
234517		CalWORKs	07/1996	PRIOR MONTH SUPPLEMENT	CK	08/06/1996	08/09/1996	CASHED	\$49.00

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated. All data elements within the document are searchable using the 'Find' option within the PDF application.

2.4.5.2 Journal History PDF

The Journal History PDF will retrieve the same data from the Journal Detail page results for each journal entry on that case. An example of the Journal History PDF is shown below:

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	0092338
Case Name	

Entry Date	Entry type	Short Description	Long Description	Append Journal Entry	Worker ID	Method of Contact
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
12/03/1998	Narrative				0114	Verbal
11/19/1998	Narrative				0114	Verbal

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

2.4.5.3 History PDF Hyperlinks in the CalSAWS Application

The PDF files behind the hyperlink targets will be stored on the AWS S3 storage after the PB00P807 job completes per each case. Each file will be unique and will exclusively contain journal and issuance history data specific to the case processed. The file names, as created on the file storage, are generated as follows:

- journalEntry.pdf
- issuance.pdf

They are stored in the following folder structure:

- ldsConversion/[county name]/[case_id]/journalEntry.pdf
- ldsConversion/[county name]/[case_id]/issuance.pdf

The Journal and Issuance History PDF hyperlinks will display on the LDS Converted Data Detail page if there is data to export from the CalSAWS database for the case.

2.4.6 Data Loading

Data will be delivered in flat files from LDS, stored in a secure location then loaded into temporary tables in CalSAWS. After that step is completed, the data will be loaded, while preserving referential integrity on the CalSAWS sides. PDFs will be generated using the data loaded into the Issuance and Comments temporary tables. After the data has been loaded and the PDFs created the temporary tables can be removed.

3 MIGRATION IMPACTS

It was determined that due to the decommissioning of LDS the data received in the flat file will be migrated into a set of temporary tables and subsequently the mapped base tables directly in the CalSAWS database.

4 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
229286	SCR	Create Loading process and migrate LDS Case Data into CalSAWS shell case records	
229289	SCR	Implement LDS Case Data Load into CalSAWS Sprint 1	
229294	SCR	Implement LDS Case Data Load into CalSAWS Sprint 2	
229295	SCR	Implement LDS Case Data Load into CalSAWS Sprint 3	
229296	SCR	Implement LDS Case Data Load into CalSAWS Sprint 4	
229297	SCR	Implement LDS Case Data Load into CalSAWS Sprint 5	
233977	SCR	Implement LDS Case Data Load into CalSAWS Sprint 6	
233979	SCR	Implement LDS Case Data Load into CalSAWS Sprint 7	



LDS Data Migration to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Case Data Strikeforce
	Reviewed By	Deb Saha, Frederick Gains, Henry Arcangel, Kristin Pepper, Don Coffey

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An extract will be provided of all the relevant LDS tables which will then be loaded into temporary tables in CalSAWS. Once these temporary tables have been populated the data will be loaded into the tables in CalSAWS while maintaining the referential integrity of the data.

2.2.2 Rules:

Case must meet all the following criteria in order to be converted over:

- Data for Issuance and Comments will be loaded into CalSAWS (temporary tables only) for all records in LDS
- Case data must exist only in LDS and not in CIV for it to be loaded into CalSAWS as a Shell Case

2.3 LDS Case Data Flat File Loading Process

- Cases will be extracted from LDS and placed into flat files
- The flat files will be stored in a secure location to protect PII data
- The data from the flat files will be loaded into temp tables in CalSAWS
- The temporary tables will be loaded into the relevant CalSAWS tables (excluding ISSUANCE and JOURNAL_ENTRY tables, these will remain in the temporary tables to extract the data into History PDF's only)

2.3.1 LDS Flat File Contents

The LDS data will be mapped into a format that will enable it to be loaded into temporary tables in CalSAWS. This format will be agreed upon before the data is pulled and the data will be delivered in flat files for loading into temporary tables.

2.3.2 LDS Case Data Loading

Specifics related to run frequency and schedule date/time will be provided later.

- Process will only be run once prior to the LDS application's retirement

2.4 LDS Case Data Transformation

- LDS Shell Case data will be extracted by the LDS team into flat files for each County
- Each of the flat files will be migrated over to CalSAWS S3 storage prior to Conversion tasks and the LDS shutdown

2.4.1 LDS Case Data Transform

- Cases that already exist in CIV will not be pulled by LDS
- The LDS information will be provided in flat files
- The flat files will be stored in a secure location
- The flat files will have data for the following tables
 - CASE
 - COMMENTS
 - PERS
 - CASE_PERS
 - PERS_RELSHIP
 - PERS_ADDR
 - ADDR
 - ISSUANCE_CF
 - ISSUANCE_CW
 - TIME_LIMIT_PGM_PARTICIPANT
 - TIME_LIMIT_EXCEPT
 - TIME_LIMIT_AID
 - TIME_LIMIT_DIVERSN
 - TIME_LIMIT
 - TIME_LIMIT_CASH_AID
 - TIME_LIMIT_CLOCKS
- There will be two additional tables created that will then be used to store Comments and Issuance information used to generate PDFs.

2.4.2 LDS Case Data Migration from Temporary to Base Tables

- The Case Purge team will create temporary tables for loading the data
- The Case Purge team will load the data from the flat files into the temporary tables
- CIN numbers and Serial Num Identif values will be used in place of Person Id and Case Id values
- County codes values will be included with Case Id values in order to identify unique Case Id values where necessary
- Current data mapping is provided in the spreadsheet below.



LDS to CalSAWS -
Minimum Data Elements

- The data from the temporary tables will be correctly loaded into the tables in CalSAWS
 - While loading the data all hierarchies within the data will be correctly maintained
 - The Issuance and Comments table will be used to generate PDFs
- The temp tables that will be created prior to conversion will be.
 - TEMP_CASE
 - TEMP_COMMENTS
 - TEMP_PERS

- TEMP_CASE_PERS
- TEMP_PERS_RELSHP
- TEMP_PERS_ADDR
- TEMP_ADDR
- TEMP_ISSUANCE_CF
- TEMP_ISSUANCE_CW
- TEMP_TIME_LIMIT_PGM_PARTICPTN
- TEMP_TIME_LIMIT_EXCEPT
- TEMP_TIME_LIMIT_AID
- TEMP_TIME_LIMIT_DIVERSN
- TEMP_TIME_LIMIT
- TEMP_TIME_LIMIT_CASH_AID
- TEMP_TIME_LIMIT_CLOCKS

2.4.3 LDS Conversion section on Case Summary Page for LDS Cases

The Case Summary page will now show an LDS Conversion section underneath the Case Name and County, exclusively for LDS cases. Only LDS Cases will display under this section of the Case Summary page, which is unique for LDS Shell Case Conversion to differentiate them from C-IV Purged Cases. There will also be a new hyperlink in this section that will take you to the LDS Converted Data Detail page when clicked.

Note: These screenshots have been modified in certain areas due to sensitive information

The screenshot displays the CalSAWS Case Summary page for a specific case. The top navigation bar includes links for Journal, Tasks, Help, Resources, Page Mapping, Imaging, and Log Out. The left sidebar lists various navigation options, with 'Case Summary' highlighted. The main content area shows the Case Summary for Case Number 0092338. Key details include the Case Name (redacted), County (Yuba), and the LDS Conversion date (10/06/2021). A link for 'Converted Data' is provided. Below this, there is a section for 'Companion Cases' with a table for Case Number and Case Name, and an 'Add' button. At the bottom, there is a 'Display' section with a date selector (11/01/2021) and a 'View' button.

As displayed in the following image, the LDS Shell Case on the Case Summary page will list the Case Name, County, Case Number, Case Name and 'All People Associated with the Case' section - with all data populated except for the Household Status section.

CalSAWS

Case Name:

Case Number: 0115067

Journal

Tasks

Help

Resources

Page Mapping

Imaging

Log Out

Yuba CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

IAT Summary

Customer Contact History

SB 87

Invoice History

Linkages

Case Summary

Images

Capture

Generate Coversheet

Case Name

County

Yuba

LDS Conversion

Conversion Date

10/06/2021

Companion Cases

Case Number

Case Name

Add

Self-Service Portal

Display:

11/01/2021

View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
	10/22/1986	34	F			01	
	05/18/1983	38	M			02	
	06/10/2005	16	F			03	

Images

This Type_1 page took 5.37 seconds to load.

The Contact Summary page will display the Case Person, Address Type, Address and effective Begin and End date for each record entry.

Yuba
CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

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New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

Contact Summary

Search Results Summary

Results 1 - 6 of 6

Display From:

To:

View

Search Address

Address Information

Person	Type	Address	Begin Date	End Date	
ARROYO VALENZUELA, LETICIA 34F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
ARROYO VALENZUELA, LETICIA 34F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>

Add

Note: No phone number or email address data will come over for the new LDS Shell cases, those sections will remain blank.

2.4.4 LDS Converted Data Detail page for LDS Cases

The LDS Converted Data Detail page is where County Staff members with the appropriate rights can access further details about the date this case was converted over to CalSAWS, as well as access the Issuance and Journal History PDF links.

Security Group for Edit functionality:

The LDS Converted Data Detail page Edit functionality is accessible for users who are joined to the existing 'Case Summary View' security group. There is no Edit functionality on the detail page, it's all View Only. The local Security Administrators will need to add the approved users to this new security group, if need be.

The following image represents the LDS Case Detail page once conversion of the flat files have taken place from the extracted files.

The screenshot shows the CalSAWS web application interface. At the top, there's a header with the CalSAWS logo, case information (Case Name: [redacted], Case Number: 0092338), and navigation links (Journal, Tasks, Help, Resources, Page Mapping, Imaging, Log Out). Below this is a secondary navigation bar with tabs for Yuba LC, Case Info, Eligibility, Empl. Services, Child Care, Resource Databank, Fiscal, Special Units, Reports, Client Corresp., and Admin Tools. The 'Case Info' tab is active, showing the 'LDS Converted Data Detail' page. On the left, a sidebar lists various search and management options. The main content area has a legend stating '* - Indicates required fields' and displays the 'Conversion Date' as 10/06/2021. Below this, there are links for 'Journal History' and 'Issuance History'. A 'Close' button is visible in the top right corner of the detail panel.

2.4.5 PDF Creation Batch Job - PB00P807

The PDF batch process will write each of the records for the Issuance and Journal History to a separate PDF file for each case and store them on the CalSAWS S3 storage. For cases that have historic information, these PDF files will be accessible on the LDS Converted Data Detail page as hyperlinks. Hyperlinks will only appear on the page after the PDF Generation process has completed for the case.

Note: Note: Only LDS Cases that do not already exist in CalSAWS will be loaded in as Shell Case versions.

For both, LDS cases that already exist in CalSAWS, and new cases brought over from LDS to CalSAWS as Shell Cases, each will have a PDF (where data exists) added to the cases for Issuance and Journal History.

2.4.5.1 Issuance History PDF

The Issuance History PDF will retrieve the same data from the Issuance Search Detailed Results Page for every issuance record on that case. An example of the Issuance History PDF is shown below:



Issuance History

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	4000741726
Case Name	[REDACTED]

Control Number	Payee	Program	Month	Category	Method	Issue Date	Status Date	Status	Amount
217853	[REDACTED]	CalWORKs	04/1996	MAIN PAYROLL	CK	04/01/1996	04/05/1996	CASHED	\$63.00
221887		CalWORKs	05/1996	MAIN PAYROLL	CK	05/01/1996	05/01/1996	CASHED	\$65.00
234517		CalWORKs	07/1996	PRIOR MONTH SUPPLEMENT	CK	08/06/1996	08/09/1996	CASHED	\$49.00

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated. All data elements within the document are searchable using the 'Find' option within the PDF application.

2.4.5.2 Journal History PDF

The Journal History PDF will retrieve the same data from the Journal Detail page results for each journal entry on that case. An example of the Journal History PDF is shown below:

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	0092338
Case Name	

Entry Date	Entry type	Short Description	Long Description	Append Journal Entry	Worker ID	Method of Contact
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
12/03/1998	Narrative				0114	Verbal
11/19/1998	Narrative				0114	Verbal

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

2.4.5.3 History PDF Hyperlinks in the CalSAWS Application

The PDF files behind the hyperlink targets will be stored on the AWS S3 storage after the PB00P807 job completes per each case. Each file will be unique and will exclusively contain journal and issuance history data specific to the case processed. The file names, as created on the file storage, are generated as follows:

- journalEntry.pdf
- issuance.pdf

They are stored in the following folder structure:

- ldsConversion/[county name]/[case_id]/journalEntry.pdf
- ldsConversion/[county name]/[case_id]/issuance.pdf

The Journal and Issuance History PDF hyperlinks will display on the LDS Converted Data Detail page if there is data to export from the CalSAWS database for the case.

2.4.6 Data Loading

Data will be delivered in flat files from LDS, stored in a secure location then loaded into temporary tables in CalSAWS. After that step is completed, the data will be loaded, while preserving referential integrity on the CalSAWS sides. PDFs will be generated using the data loaded into the Issuance and Comments temporary tables. After the data has been loaded and the PDFs created the temporary tables can be removed.

3 MIGRATION IMPACTS

It was determined that due to the decommissioning of LDS the data received in the flat file will be migrated into a set of temporary tables and subsequently the mapped base tables directly in the CalSAWS database.

4 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
229286	SCR	Create Loading process and migrate LDS Case Data into CalSAWS shell case records	
229289	SCR	Implement LDS Case Data Load into CalSAWS Sprint 1	
229294	SCR	Implement LDS Case Data Load into CalSAWS Sprint 2	
229295	SCR	Implement LDS Case Data Load into CalSAWS Sprint 3	
229296	SCR	Implement LDS Case Data Load into CalSAWS Sprint 4	
229297	SCR	Implement LDS Case Data Load into CalSAWS Sprint 5	
233977	SCR	Implement LDS Case Data Load into CalSAWS Sprint 6	
233979	SCR	Implement LDS Case Data Load into CalSAWS Sprint 7	



LDS Data Migration to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Case Data Strikeforce
	Reviewed By	Deb Saha, Frederick Gains, Henry Arcangel, Kristin Pepper, Don Coffey

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
6/1/2021	1.0	Initial Revision using CA-229286 SCR and our documented assumptions as a starting point	Michael Wright
6/25/2021	1.1	Added some additional details about the loading of LDS data	Evan Orman
8/6/2021	1.2	Added additional information about loading and transformation process	Evan Orman
9/7/21	1.3	Added CalSAWS application screenshots that map to tables underneath CASE, PERS, CASE_PERS, PERS_ADDR, ADDR and PERS_RELSHP	Michael Wright
10/6/21	1.4	Added new Conversion SCR's and PDF Batch information	Michael Wright

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1 OVERVIEW

The LDS system will be deactivated in 2021. The CalSAWS Project has decided to have these cases migrated over prior to decommission of the C-IV Production Data Center. These cases would be compared with cases already in C-IV to filter out those that exist. The cases up for migration from LDS will be transformed into the equivalent of a C-IV Shell Case, where only the specific list of tables that make up a Shell Case will be converted into CalSAWS from a set of LDS Flat Files.

1.1 Current Design

- LDS Case and Person level Shell Case data currently does not exist within the LRS/CalSAWS System.

1.2 Requests

- The CalSAWS System should bring in the LDS Cases that do not exist, as Shell Case versions. While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:
 - Case Number and Case Name will remain unchanged
 - Case, Case Person, Person, Person Relationship, Person Address, Address, Issuance and Time Limit tables
 - Time Limit data for all people associated to the case will be migrated over in the set of Time Limit tables in scope.
- History PDF's will be generated for Journal and Issuance records on each case

1.3 Overview of Proposed Solution

The Case Data Strikeforce Team will perform data mapping, transformation and importing of case data from LDS into a set of tables in CalSAWS. The case data will be

loaded into CalSAWS from a Flat File sent from the LDS Team. Once received, the Case Purge Team will take this data and complete file mapping for each of the LDS table elements to their respective temporary tables, before migrating into the CalSAWS base tables. Only a selected set of tables will be migrated in, which will represent a "Shell Case" similar to the Case Purge Shell Cases, where only certain data and application pages will be accessible for each case. Aside from the subset of tables being migrated, only cases that do not currently exist in the CalSAWS system will be migrated in from the LDS Flat File. The only exception to this would be that the Issuance and Comments data, used to generate the PDFs, will be migrated for all cases.

1.4 Assumptions

Data Conversion:

- Storage location for LDS Flat Files are accessible to Team loading it into CalSAWS. These are tilde-delimited flat files by Table.
- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.
- These database instances are NOT on the same server (i.e. we cannot use database links for transferring data).
- Table Mapping between LDS and CalSAWS will be completed before start date
- We will not insert existing cases into CalSAWS: If a given case number from LDS exists in CalSAWS, we WILL NOT convert the case. These skipped records will be written to a temp table for reporting out the Conversion results
- Person "De-dupe" scripts will be provided and run by the Conversion team. These scripts key off of Client Index Number (CIN).
- Conversion Team will provide us their Golden Dataset to be used in environment for testing this LDS conversion.
- The overall approach of loading LDS data into the shell case format in CalSAWS has been vetted with the counties and meets their business needs.
- This will be a one-time load of data, executed over a single weekend

Retaining Data:

Shell cases created from this LDS data will only contain the following information:

- Case information (Case name, Case Number)
- Basic person demographic information:
 - Person identification (Name, DOB, SSN, etc.)
 - Address information
 - Relationship information between people on the case
- Time limit information:
 - Time limit Months
 - Sanctions
- Journals:
 - All journals are extracted to a single PDF, accessible through the Converted Data Detail page
- Issuances:

- All issuances are extracted to a single PDF, accessible through the Converted Data Detail page

The following Data **WILL NOT** be retained as part of the shell case (note: this is not a comprehensive list):

- Intentional Program Violations (IPVs)
- Recovery Accounts
- Special Investigations (SIUs).
- Any program-related information (including but not limited to program blocks and eligibility calculations).
- Generated Documents
- Images (these do not exist in LDS)

Application Updates:

The following functionality must be added to CalSAWS to facilitate the display of shell cases:

- Update Case Summary page to include a Data Removal section for new LDS Shell cases brought into CalSAWS
- Update Case Summary to link to Case Data Removal Detail
- Case Locking on shell cases (to prevent workers from activating new programs)
- Update PDF process to include LDS cases
- This will be handled in the same way as the Purge, utilizing Jira to track an Agile project with a single umbrella Jira SCR tracking the implementation itself.

Timeline:

- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.

2 PROPOSED SOLUTION

2.1 Shell Case

While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:

- Serial Number and Case Name will remain unchanged
- The "All People Associated With the Case" section of the Case Summary page will be retained.
- Time Limit data for all people associated to the case
- a PDF attached to the case)
- Issuance History (stored as a PDF attached to the case)
- ADDR, PERS_ADDR, table data will be retained for the case

2.2 LDS Case Data Mapping

2.2.1 Overview

An extract will be provided of all the relevant LDS tables which will then be loaded into temporary tables in CalSAWS. Once these temporary tables have been populated the data will be loaded into the tables in CalSAWS while maintaining the referential integrity of the data.

2.2.2 Rules:

Case must meet all the following criteria in order to be converted over:

- Data for Issuance and Comments will be loaded into CalSAWS (temporary tables only) for all records in LDS
- Case data must exist only in LDS and not in CIV for it to be loaded into CalSAWS as a Shell Case

2.3 LDS Case Data Flat File Loading Process

- Cases will be extracted from LDS and placed into flat files
- The flat files will be stored in a secure location to protect PII data
- The data from the flat files will be loaded into temp tables in CalSAWS
- The temporary tables will be loaded into the relevant CalSAWS tables (excluding ISSUANCE and JOURNAL_ENTRY tables, these will remain in the temporary tables to extract the data into History PDF's only)

2.3.1 LDS Flat File Contents

The LDS data will be mapped into a format that will enable it to be loaded into temporary tables in CalSAWS. This format will be agreed upon before the data is pulled and the data will be delivered in flat files for loading into temporary tables.

2.3.2 LDS Case Data Loading

Specifics related to run frequency and schedule date/time will be provided later.

- Process will only be run once prior to the LDS application's retirement

2.4 LDS Case Data Transformation

- LDS Shell Case data will be extracted by the LDS team into flat files for each County
- Each of the flat files will be migrated over to CalSAWS S3 storage prior to Conversion tasks and the LDS shutdown

2.4.1 LDS Case Data Transform

- Cases that already exist in CIV will not be pulled by LDS
- The LDS information will be provided in flat files
- The flat files will be stored in a secure location
- The flat files will have data for the following tables
 - CASE
 - COMMENTS
 - PERS
 - CASE_PERS
 - PERS_RELSP
 - PERS_ADDR
 - ADDR
 - ISSUANCE_CF
 - ISSUANCE_CW
 - TIME_LIMIT_PGM_PARTICPTN
 - TIME_LIMIT_EXCEPT
 - TIME_LIMIT_AID
 - TIME_LIMIT_DIVERSN
 - TIME_LIMIT
 - TIME_LIMIT_CASH_AID
 - TIME_LIMIT_CLOCKS
- There will be two additional tables created that will then be used to store Comments and Issuance information used to generate PDFs.

2.4.2 LDS Case Data Migration from Temporary to Base Tables

- The Case Purge team will create temporary tables for loading the data
- The Case Purge team will load the data from the flat files into the temporary tables
- CIN numbers and Serial Num Identif values will be used in place of Person Id and Case Id values
- County codes values will be included with Case Id values in order to identify unique Case Id values where necessary
- Current data mapping is provided in the spreadsheet below.



LDS to CalSAWS -
Minimum Data Eleme

- The data from the temporary tables will be correctly loaded into the tables in CalSAWS
 - While loading the data all hierarchies within the data will be correctly maintained
 - The Issuance and Comments table will be used to generate PDFs
- The temp tables that will be created prior to conversion will be.
 - TEMP_CASE
 - TEMP_COMMENTS
 - TEMP_PERS

- TEMP_CASE_PERS
- TEMP_PERS_RELSHP
- TEMP_PERS_ADDR
- TEMP_ADDR
- TEMP_ISSUANCE_CF
- TEMP_ISSUANCE_CW
- TEMP_TIME_LIMIT_PGM_PARTICPTN
- TEMP_TIME_LIMIT_EXCEPT
- TEMP_TIME_LIMIT_AID
- TEMP_TIME_LIMIT_DIVERSN
- TEMP_TIME_LIMIT
- TEMP_TIME_LIMIT_CASH_AID
- TEMP_TIME_LIMIT_CLOCKS

2.4.3 LDS Conversion section on Case Summary Page for LDS Cases

The Case Summary page will now show an LDS Conversion section underneath the Case Name and County, exclusively for LDS cases. Only LDS Cases will display under this section of the Case Summary page, which is unique for LDS Shell Case Conversion to differentiate them from C-IV Purged Cases. There will also be a new hyperlink in this section that will take you to the LDS Converted Data Detail page when clicked.

Note: These screenshots have been modified in certain areas due to sensitive information

The screenshot displays the CalSAWS Case Summary page for a specific case. The top navigation bar includes links for Journal, Tasks, Help, Resources, Page Mapping, Imaging, and Log Out. The sidebar on the left lists various navigation options, with 'Case Summary' currently selected. The main content area shows the following details:

- Case Info:** Case Name: [Redacted], Case Number: 0092338
- Case Summary:**
 - Case Name:** [Redacted]
 - County:** Yuba
 - LDS Conversion:** Conversion Date: 10/06/2021
 - [Converted Data](#)
- Companion Cases:** A table with columns for Case Number and Case Name, and an 'Add' button.
- Display:** A section with a date selector (11/01/2021) and a 'View' button.

As displayed in the following image, the LDS Shell Case on the Case Summary page will list the Case Name, County, Case Number, Case Name and 'All People Associated with the Case' section - with all data populated except for the Household Status section.

CalSAWS

Case Name:

Case Number: 0115067

Journal

Tasks

Help

Resources

Page Mapping

Imaging

Log Out

Yuba CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

IAT Summary

Customer Contact History

SB 87

Invoice History

Linkages

Case Summary

Images

Capture

Generate Coversheet

Case Name

County

Yuba

LDS Conversion

Conversion Date

10/06/2021

Companion Cases

Case Number

Case Name

Add

Self-Service Portal

Display:

11/01/2021

View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
	10/22/1986	34	F			01	
	05/18/1983	38	M			02	
	06/10/2005	16	F			03	

Images

This Type_1 page took 5.37 seconds to load.

The Contact Summary page will display the Case Person, Address Type, Address and effective Begin and End date for each record entry.

Yuba
CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

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New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

Contact Summary

Search Results Summary

Results 1 - 6 of 6

Display From:

To:

View

Search Address

Address Information

Person	Type	Address	Begin Date	End Date	
ARROYO VALENZUELA, LETICIA 34F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
ARROYO VALENZUELA, LETICIA 34F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>

Add

Note: No phone number or email address data will come over for the new LDS Shell cases, those sections will remain blank.

2.4.4 LDS Converted Data Detail page for LDS Cases

The LDS Converted Data Detail page is where County Staff members with the appropriate rights can access further details about the date this case was converted over to CalSAWS, as well as access the Issuance and Journal History PDF links.

Security Group for Edit functionality:

The LDS Converted Data Detail page Edit functionality is accessible for users who are joined to the existing 'Case Summary View' security group. There is no Edit functionality on the detail page, it's all View Only. The local Security Administrators will need to add the approved users to this new security group, if need be.

The following image represents the LDS Case Detail page once conversion of the flat files have taken place from the extracted files.

The screenshot shows the CalSAWS web application interface. At the top, there's a header with the CalSAWS logo, case information (Case Name: [redacted], Case Number: 0092338), and navigation links (Journal, Tasks, Help, Resources, Page Mapping, Imaging, Log Out). Below the header is a secondary navigation bar with tabs: Yuba LC, Case Info (selected), Eligibility, Empl. Services, Child Care, Resource Databank, Fiscal, Special Units, Reports, Client Corresp., and Admin Tools. The main content area is titled 'LDS Converted Data Detail'. It features a sidebar on the left with a 'Case Summary' section containing a 'Case Number' input field and a 'Go' button, followed by a list of navigation links: Person Search, EBT Account Search, Application Registration, Case Summary (highlighted), Contact, Authorized Representative, Application Questions, Negative Action, New Program, New Person, Hide Person, EBT Account List, Issuance History, Auxiliary Authorization List, and Expungement History. The main content area has a legend stating '* - Indicates required fields' and a 'Close' button. Below this, it shows 'Conversion Date' as 10/06/2021, followed by 'Documents' with links for 'Journal History' and 'Issuance History'. Another 'Close' button is at the bottom right of the main content area.

2.4.5 PDF Creation Batch Job - PB00P807

The PDF batch process will write each of the records for the Issuance and Journal History to a separate PDF file for each case and store them on the CalSAWS S3 storage. For cases that have historic information, these PDF files will be accessible on the LDS Converted Data Detail page as hyperlinks. Hyperlinks will only appear on the page after the PDF Generation process has completed for the case.

Note: Note: Only LDS Cases that do not already exist in CalSAWS will be loaded in as Shell Case versions.

For both, LDS cases that already exist in CalSAWS, and new cases brought over from LDS to CalSAWS as Shell Cases, each will have a PDF (where data exists) added to the cases for Issuance and Journal History.

2.4.5.1 Issuance History PDF

The Issuance History PDF will retrieve the same data from the Issuance Search Detailed Results Page for every issuance record on that case. An example of the Issuance History PDF is shown below:



Issuance History

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	4000741726
Case Name	[REDACTED]

Control Number	Payee	Program	Month	Category	Method	Issue Date	Status Date	Status	Amount
217853	[REDACTED]	CalWORKs	04/1996	MAIN PAYROLL	CK	04/01/1996	04/05/1996	CASHED	\$63.00
221887		CalWORKs	05/1996	MAIN PAYROLL	CK	05/01/1996	05/01/1996	CASHED	\$65.00
234517		CalWORKs	07/1996	PRIOR MONTH SUPPLEMENT	CK	08/06/1996	08/09/1996	CASHED	\$49.00

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated. All data elements within the document are searchable using the 'Find' option within the PDF application.

2.4.5.2 Journal History PDF

The Journal History PDF will retrieve the same data from the Journal Detail page results for each journal entry on that case. An example of the Journal History PDF is shown below:

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	0092338
Case Name	

Entry Date	Entry type	Short Description	Long Description	Append Journal Entry	Worker ID	Method of Contact
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
12/03/1998	Narrative				0114	Verbal
11/19/1998	Narrative				0114	Verbal

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

2.4.5.3 History PDF Hyperlinks in the CalSAWS Application

The PDF files behind the hyperlink targets will be stored on the AWS S3 storage after the PB00P807 job completes per each case. Each file will be unique and will exclusively contain journal and issuance history data specific to the case processed. The file names, as created on the file storage, are generated as follows:

- journalEntry.pdf
- issuance.pdf

They are stored in the following folder structure:

- ldsConversion/[county name]/[case_id]/journalEntry.pdf
- ldsConversion/[county name]/[case_id]/issuance.pdf

The Journal and Issuance History PDF hyperlinks will display on the LDS Converted Data Detail page if there is data to export from the CalSAWS database for the case.

2.4.6 Data Loading

Data will be delivered in flat files from LDS, stored in a secure location then loaded into temporary tables in CalSAWS. After that step is completed, the data will be loaded, while preserving referential integrity on the CalSAWS sides. PDFs will be generated using the data loaded into the Issuance and Comments temporary tables. After the data has been loaded and the PDFs created the temporary tables can be removed.

3 MIGRATION IMPACTS

It was determined that due to the decommissioning of LDS the data received in the flat file will be migrated into a set of temporary tables and subsequently the mapped base tables directly in the CalSAWS database.

4 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
229286	SCR	Create Loading process and migrate LDS Case Data into CalSAWS shell case records	
229289	SCR	Implement LDS Case Data Load into CalSAWS Sprint 1	
229294	SCR	Implement LDS Case Data Load into CalSAWS Sprint 2	
229295	SCR	Implement LDS Case Data Load into CalSAWS Sprint 3	
229296	SCR	Implement LDS Case Data Load into CalSAWS Sprint 4	
229297	SCR	Implement LDS Case Data Load into CalSAWS Sprint 5	
233977	SCR	Implement LDS Case Data Load into CalSAWS Sprint 6	
233979	SCR	Implement LDS Case Data Load into CalSAWS Sprint 7	



LDS Data Migration to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Case Data Strikeforce
	Reviewed By	Deb Saha, Frederick Gains, Henry Arcangel, Kristin Pepper, Don Coffey

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
6/1/2021	1.0	Initial Revision using CA-229286 SCR and our documented assumptions as a starting point	Michael Wright
6/25/2021	1.1	Added some additional details about the loading of LDS data	Evan Orman
8/6/2021	1.2	Added additional information about loading and transformation process	Evan Orman
9/7/21	1.3	Added CalSAWS application screenshots that map to tables underneath CASE, PERS, CASE_PERS, PERS_ADDR, ADDR and PERS_RELSHP	Michael Wright
10/6/21	1.4	Added new Conversion SCR's and PDF Batch information	Michael Wright

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1 OVERVIEW

The LDS system will be deactivated in 2021. The CalSAWS Project has decided to have these cases migrated over prior to decommission of the C-IV Production Data Center. These cases would be compared with cases already in C-IV to filter out those that exist. The cases up for migration from LDS will be transformed into the equivalent of a C-IV Shell Case, where only the specific list of tables that make up a Shell Case will be converted into CalSAWS from a set of LDS Flat Files.

1.1 Current Design

- LDS Case and Person level Shell Case data currently does not exist within the LRS/CalSAWS System.

1.2 Requests

- The CalSAWS System should bring in the LDS Cases that do not exist, as Shell Case versions. While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:
 - Case Number and Case Name will remain unchanged
 - Case, Case Person, Person, Person Relationship, Person Address, Address, Issuance and Time Limit tables
 - Time Limit data for all people associated to the case will be migrated over in the set of Time Limit tables in scope.
- History PDF's will be generated for Journal and Issuance records on each case

1.3 Overview of Proposed Solution

The Case Data Strikeforce Team will perform data mapping, transformation and importing of case data from LDS into a set of tables in CalSAWS. The case data will be

loaded into CalSAWS from a Flat File sent from the LDS Team. Once received, the Case Purge Team will take this data and complete file mapping for each of the LDS table elements to their respective temporary tables, before migrating into the CalSAWS base tables. Only a selected set of tables will be migrated in, which will represent a "Shell Case" similar to the Case Purge Shell Cases, where only certain data and application pages will be accessible for each case. Aside from the subset of tables being migrated, only cases that do not currently exist in the CalSAWS system will be migrated in from the LDS Flat File. The only exception to this would be that the Issuance and Comments data, used to generate the PDFs, will be migrated for all cases.

1.4 Assumptions

Data Conversion:

- Storage location for LDS Flat Files are accessible to Team loading it into CalSAWS. These are tilde-delimited flat files by Table.
- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.
- These database instances are NOT on the same server (i.e. we cannot use database links for transferring data).
- Table Mapping between LDS and CalSAWS will be completed before start date
- We will not insert existing cases into CalSAWS: If a given case number from LDS exists in CalSAWS, we WILL NOT convert the case. These skipped records will be written to a temp table for reporting out the Conversion results
- Person "De-dupe" scripts will be provided and run by the Conversion team. These scripts key off of Client Index Number (CIN).
- Conversion Team will provide us their Golden Dataset to be used in environment for testing this LDS conversion.
- The overall approach of loading LDS data into the shell case format in CalSAWS has been vetted with the counties and meets their business needs.
- This will be a one-time load of data, executed over a single weekend

Retaining Data:

Shell cases created from this LDS data will only contain the following information:

- Case information (Case name, Case Number)
- Basic person demographic information:
 - Person identification (Name, DOB, SSN, etc.)
 - Address information
 - Relationship information between people on the case
- Time limit information:
 - Time limit Months
 - Sanctions
- Journals:
 - All journals are extracted to a single PDF, accessible through the Converted Data Detail page
- Issuances:

- All issuances are extracted to a single PDF, accessible through the Converted Data Detail page

The following Data **WILL NOT** be retained as part of the shell case (note: this is not a comprehensive list):

- Intentional Program Violations (IPVs)
- Recovery Accounts
- Special Investigations (SIUs).
- Any program-related information (including but not limited to program blocks and eligibility calculations).
- Generated Documents
- Images (these do not exist in LDS)

Application Updates:

The following functionality must be added to CalSAWS to facilitate the display of shell cases:

- Update Case Summary page to include a Data Removal section for new LDS Shell cases brought into CalSAWS
- Update Case Summary to link to Case Data Removal Detail
- Case Locking on shell cases (to prevent workers from activating new programs)
- Update PDF process to include LDS cases
- This will be handled in the same way as the Purge, utilizing Jira to track an Agile project with a single umbrella Jira SCR tracking the implementation itself.

Timeline:

- Loading will take place after C-IV Conversion into CalSAWS, but prior to decommission of C-IV Production Data Center.

2 PROPOSED SOLUTION

2.1 Shell Case

While most of the case and individual data will be removed from the database tables, certain information related to the case and the individuals will be retained in the system. This information is called a shell case and will include the following:

- Serial Number and Case Name will remain unchanged
- The “All People Associated With the Case” section of the Case Summary page will be retained.
- Time Limit data for all people associated to the case
- a PDF attached to the case)
- Issuance History (stored as a PDF attached to the case)
- ADDR, PERS_ADDR, table data will be retained for the case

2.2 LDS Case Data Mapping

2.2.1 Overview

An extract will be provided of all the relevant LDS tables which will then be loaded into temporary tables in CalSAWS. Once these temporary tables have been populated the data will be loaded into the tables in CalSAWS while maintaining the referential integrity of the data.

2.2.2 Rules:

Case must meet all the following criteria in order to be converted over:

- Data for Issuance and Comments will be loaded into CalSAWS (temporary tables only) for all records in LDS
- Case data must exist only in LDS and not in CIV for it to be loaded into CalSAWS as a Shell Case

2.3 LDS Case Data Flat File Loading Process

- Cases will be extracted from LDS and placed into flat files
- The flat files will be stored in a secure location to protect PII data
- The data from the flat files will be loaded into temp tables in CalSAWS
- The temporary tables will be loaded into the relevant CalSAWS tables (excluding ISSUANCE and JOURNAL_ENTRY tables, these will remain in the temporary tables to extract the data into History PDF's only)

2.3.1 LDS Flat File Contents

The LDS data will be mapped into a format that will enable it to be loaded into temporary tables in CalSAWS. This format will be agreed upon before the data is pulled and the data will be delivered in flat files for loading into temporary tables.

2.3.2 LDS Case Data Loading

Specifics related to run frequency and schedule date/time will be provided later.

- Process will only be run once prior to the LDS application's retirement

2.4 LDS Case Data Transformation

- LDS Shell Case data will be extracted by the LDS team into flat files for each County
- Each of the flat files will be migrated over to CalSAWS S3 storage prior to Conversion tasks and the LDS shutdown

2.4.1 LDS Case Data Transform

- Cases that already exist in CIV will not be pulled by LDS
- The LDS information will be provided in flat files
- The flat files will be stored in a secure location
- The flat files will have data for the following tables
 - CASE
 - COMMENTS
 - PERS
 - CASE_PERS
 - PERS_RELSHP
 - PERS_ADDR
 - ADDR
 - ISSUANCE_CF
 - ISSUANCE_CW
 - TIME_LIMIT_PGM_PARTICPTN
 - TIME_LIMIT_EXCEPT
 - TIME_LIMIT_AID
 - TIME_LIMIT_DIVERSN
 - TIME_LIMIT
 - TIME_LIMIT_CASH_AID
 - TIME_LIMIT_CLOCKS
- There will be two additional tables created that will then be used to store Comments and Issuance information used to generate PDFs.

2.4.2 LDS Case Data Migration from Temporary to Base Tables

- The Case Purge team will create temporary tables for loading the data
- The Case Purge team will load the data from the flat files into the temporary tables
- CIN numbers and Serial Num Identif values will be used in place of Person Id and Case Id values
- County codes values will be included with Case Id values in order to identify unique Case Id values where necessary
- Current data mapping is provided in the spreadsheet below.



LDS to CalSAWS -
Minimum Data Eleme

- The data from the temporary tables will be correctly loaded into the tables in CalSAWS
 - While loading the data all hierarchies within the data will be correctly maintained
 - The Issuance and Comments table will be used to generate PDFs
- The temp tables that will be created prior to conversion will be.
 - TEMP_CASE
 - TEMP_COMMENTS
 - TEMP_PERS

- TEMP_CASE_PERS
- TEMP_PERS_RELSHP
- TEMP_PERS_ADDR
- TEMP_ADDR
- TEMP_ISSUANCE_CF
- TEMP_ISSUANCE_CW
- TEMP_TIME_LIMIT_PGM_PARTICPTN
- TEMP_TIME_LIMIT_EXCEPT
- TEMP_TIME_LIMIT_AID
- TEMP_TIME_LIMIT_DIVERSN
- TEMP_TIME_LIMIT
- TEMP_TIME_LIMIT_CASH_AID
- TEMP_TIME_LIMIT_CLOCKS

2.4.3 LDS Conversion section on Case Summary Page for LDS Cases

The Case Summary page will now show an LDS Conversion section underneath the Case Name and County, exclusively for LDS cases. Only LDS Cases will display under this section of the Case Summary page, which is unique for LDS Shell Case Conversion to differentiate them from C-IV Purged Cases. There will also be a new hyperlink in this section that will take you to the LDS Converted Data Detail page when clicked.

Note: These screenshots have been modified in certain areas due to sensitive information

The screenshot displays the CalSAWS Case Summary page for a specific case. The top navigation bar includes links for Journal, Tasks, Help, Resources, Page Mapping, Imaging, and Log Out. The left sidebar lists various navigation options, with 'Case Summary' highlighted. The main content area shows the Case Summary for Case Number 0092338. Key details include the Case Name (redacted), County (Yuba), and the LDS Conversion date (10/06/2021). A link for 'Converted Data' is provided. Below this, there is a section for 'Companion Cases' with a table for Case Number and Case Name, and an 'Add' button. At the bottom, there is a 'Display' section with a date selector (11/01/2021) and a 'View' button.

As displayed in the following image, the LDS Shell Case on the Case Summary page will list the Case Name, County, Case Number, Case Name and 'All People Associated with the Case' section - with all data populated except for the Household Status section.

CalSAWS

Case Name:

Case Number: 0115067

Journal

Tasks

Help

Resources

Page Mapping

Imaging

Log Out

Yuba CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

IAT Summary

Customer Contact History

SB 87

Invoice History

Linkages

Case Summary

Images

Capture

Generate Coversheet

Case Name

County

Yuba

LDS Conversion

Conversion Date

10/06/2021

Companion Cases

Case Number

Case Name

Add

Self-Service Portal

Display:

11/01/2021

View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
	10/22/1986	34	F			01	
	05/18/1983	38	M			02	
	06/10/2005	16	F			03	

Images

This Type_1 page took 5.37 seconds to load.

The Contact Summary page will display the Case Person, Address Type, Address and effective Begin and End date for each record entry.

Yuba
CDR

Case Info

Eligibility

Empl. Services

Child Care

Resource Databank

Fiscal

Special Units

Reports

Client Corresp.

Admin Tools

Case Summary

Case Number:

Go

Person Search

EBT Account Search

Application Registration

Case Summary

Contact

Authorized Representative

Application Questions

Negative Action

New Program

New Person

Hide Person

EBT Account List

Issuance History

Auxiliary Authorization List

Expungement History

Child Support Collections

Time Limit Aid Summary

Case Flag

Legacy Case

Confidentiality

ICT Summary

Contact Summary

Search Results Summary

Results 1 - 6 of 6

Display From:

To:

View

Search Address

Address Information

Person	Type	Address	Begin Date	End Date	
ARROYO VALENZUELA, LETICIA 34F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
ARROYO VALENZUELA, LETICIA 34F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
VALENZUELA, JAMES 38M	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/01/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Physical	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>
Valenzuela, Alyssa 16F	Mailing	5928 LOWE AVE APT 31 MARYSVILLE, CA 95901-6844	09/07/2021		<div>Edit</div> <div>View History</div>

Add

Note: No phone number or email address data will come over for the new LDS Shell cases, those sections will remain blank.

2.4.4 LDS Converted Data Detail page for LDS Cases

The LDS Converted Data Detail page is where County Staff members with the appropriate rights can access further details about the date this case was converted over to CalSAWS, as well as access the Issuance and Journal History PDF links.

Security Group for Edit functionality:

The LDS Converted Data Detail page Edit functionality is accessible for users who are joined to the existing 'Case Summary View' security group. There is no Edit functionality on the detail page, it's all View Only. The local Security Administrators will need to add the approved users to this new security group, if need be.

The following image represents the LDS Case Detail page once conversion of the flat files have taken place from the extracted files.

The screenshot shows the CalSAWS web application interface. At the top, there's a header with the CalSAWS logo, case information (Case Name: [redacted], Case Number: 0092338), and navigation links (Journal, Tasks, Help, Resources, Page Mapping, Imaging, Log Out). Below this is a secondary navigation bar with tabs for Yuba LC, Case Info, Eligibility, Empl. Services, Child Care, Resource Databank, Fiscal, Special Units, Reports, Client Corresp., and Admin Tools. The 'Case Info' tab is active, showing the 'LDS Converted Data Detail' page. On the left, a sidebar lists various search and management options. The main content area has a legend stating '* - Indicates required fields' and displays the 'Conversion Date' as 10/06/2021. Below this, there are links for 'Journal History' and 'Issuance History'. A 'Close' button is visible in the top right corner of the detail panel.

2.4.5 PDF Creation Batch Job - PB00P807

The PDF batch process will write each of the records for the Issuance and Journal History to a separate PDF file for each case and store them on the CalSAWS S3 storage. For cases that have historic information, these PDF files will be accessible on the LDS Converted Data Detail page as hyperlinks. Hyperlinks will only appear on the page after the PDF Generation process has completed for the case.

Note: Note: Only LDS Cases that do not already exist in CalSAWS will be loaded in as Shell Case versions.

For both, LDS cases that already exist in CalSAWS, and new cases brought over from LDS to CalSAWS as Shell Cases, each will have a PDF (where data exists) added to the cases for Issuance and Journal History.

2.4.5.1 Issuance History PDF

The Issuance History PDF will retrieve the same data from the Issuance Search Detailed Results Page for every issuance record on that case. An example of the Issuance History PDF is shown below:



Issuance History

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	4000741726
Case Name	[REDACTED]

Control Number	Payee	Program	Month	Category	Method	Issue Date	Status Date	Status	Amount
217853	[REDACTED]	CalWORKs	04/1996	MAIN PAYROLL	CK	04/01/1996	04/05/1996	CASHED	\$63.00
221887		CalWORKs	05/1996	MAIN PAYROLL	CK	05/01/1996	05/01/1996	CASHED	\$65.00
234517		CalWORKs	07/1996	PRIOR MONTH SUPPLEMENT	CK	08/06/1996	08/09/1996	CASHED	\$49.00

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated. All data elements within the document are searchable using the 'Find' option within the PDF application.

2.4.5.2 Journal History PDF

The Journal History PDF will retrieve the same data from the Journal Detail page results for each journal entry on that case. An example of the Journal History PDF is shown below:

Yuba

Date created: 10-06-2021 04:59 PM

Case Number	0092338
Case Name	

Entry Date	Entry type	Short Description	Long Description	Append Journal Entry	Worker ID	Method of Contact
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/20/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/19/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
05/18/1999	Narrative				0016	Verbal
12/03/1998	Narrative				0114	Verbal
11/19/1998	Narrative				0114	Verbal

The County, Date Created, Case Number and Case Name will display at the top portion of the document for each file generated.

2.4.5.3 History PDF Hyperlinks in the CalSAWS Application

The PDF files behind the hyperlink targets will be stored on the AWS S3 storage after the PB00P807 job completes per each case. Each file will be unique and will exclusively contain journal and issuance history data specific to the case processed. The file names, as created on the file storage, are generated as follows:

- journalEntry.pdf
- issuance.pdf

They are stored in the following folder structure:

- ldsConversion/[county name]/[case_id]/journalEntry.pdf
- ldsConversion/[county name]/[case_id]/issuance.pdf

The Journal and Issuance History PDF hyperlinks will display on the LDS Converted Data Detail page if there is data to export from the CalSAWS database for the case.

2.4.6 Data Loading

Data will be delivered in flat files from LDS, stored in a secure location then loaded into temporary tables in CalSAWS. After that step is completed, the data will be loaded, while preserving referential integrity on the CalSAWS sides. PDFs will be generated using the data loaded into the Issuance and Comments temporary tables. After the data has been loaded and the PDFs created the temporary tables can be removed.

3 MIGRATION IMPACTS

It was determined that due to the decommissioning of LDS the data received in the flat file will be migrated into a set of temporary tables and subsequently the mapped base tables directly in the CalSAWS database.

4 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
229286	SCR	Create Loading process and migrate LDS Case Data into CalSAWS shell case records	
229289	SCR	Implement LDS Case Data Load into CalSAWS Sprint 1	
229294	SCR	Implement LDS Case Data Load into CalSAWS Sprint 2	
229295	SCR	Implement LDS Case Data Load into CalSAWS Sprint 3	
229296	SCR	Implement LDS Case Data Load into CalSAWS Sprint 4	
229297	SCR	Implement LDS Case Data Load into CalSAWS Sprint 5	
233977	SCR	Implement LDS Case Data Load into CalSAWS Sprint 6	
233979	SCR	Implement LDS Case Data Load into CalSAWS Sprint 7	



California Statewide Automated Welfare System

Design Document

CA-230176

Add option of 'No' to the Fiscal County
Authorizations Payment/Valuable Request
Section

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jimmy Tu
	Reviewed By	John B.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/25/2021	1.0	Initial Version	Jimmy Tu

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1 OVERVIEW

1.1 Current Design

In the CalSAWS system the County Authorizations page Fiscal Payment/Valuable Request Section allows the County to set the level of authorization required for service payment/valuable requests (approving a service payment or issuing a valuable). Requests can go through one of the following Authorization processes:

1. '1st Level Authorization' which would require worker and 1st Level authorization.
2. '2nd Level Authorization' which would require Worker, 1st Level authorization, and 2nd Level Authorization.

1.2 Requests

SCR # CA-213493, did not include an option of 'No' in the drop-down list. Only '1st Level Authorization' and '2nd Level Authorization' were documented to be in the drop-down list for the Fiscal "County Authorizations".

This SCR is to add the "No" option in the dropdown list for Fiscal Payment/Valuable Request Section on the County Authorizations Page, as requested by several Counties in CRFI 19-028 (DDID 2082).

1.3 Overview of Recommendations

1. Add the 'No' option to the Fiscal Payment/Valuable Request Section of the County Authorizations Page.
2. Add two new fields to the Fiscal Section of the County Authorizations page for counties to have the option to choose whether they will allow the same users to approve Payment/Valuable request.
3. Update logic to not have an authorization approval process if the required approval level on the County Authorizations page is set to "No."
4. Update CT179 and CT109 to rename and add new status reasons.

1.4 Assumptions

None.

2 RECOMMENDATIONS

2.1 County Authorizations Page

2.1.1 Overview

The County Authorizations page is used to configure supervisor authorizations as appropriate for each county. This page will be updated to allow the 'No' option for the Payment/Valuable Request Section.

2.1.2 County Authorizations Page Mockup

Fiscal	
Allow same user to approve Payment Requests	Yes
Allow same user to approve Valuable Requests	Yes
Auxiliary Authorization	1st Level Authorization
External Recovery Account	1st Level Authorization
Interest Allocation	1st Level Authorization
Invoice	1st Level Authorization
Issuance Method	1st Level Authorization
Issuance Reissue	2nd Level Authorization
Issuance Replacement	2nd Level Authorization
Transaction Refund	2nd Level Authorization

Figure 2.1.1 – County Authorizations Page View Mode Mockup

Fiscal	
Allow same user to approve Payment Requests	Yes ▼
Allow same user to approve Valuable Requests	Yes ▼
Auxiliary Authorization	No Yes
External Recovery Account	1st Level Authorization ▼
Interest Allocation	1st Level Authorization ▼
Invoice	1st Level Authorization ▼
Issuance Method	1st Level Authorization ▼
Issuance Reissue	2nd Level Authorization ▼
Issuance Replacement	2nd Level Authorization ▼
Transaction Refund	2nd Level Authorization ▼

Figure 2.1.2 – County Authorizations Page Edit Mode Mockup

2.1.3 Description of Changes

1. Add the 'No' option to the Fiscal - Payment/Valuable Request Section of the County Authorizations Page for all categories and types for the programs applicable to the specific county.
2. Add two new fields to the Fiscal Section of the County Authorizations page for counties to have the option to choose whether they will allow the same users to approve Payment/Valuable request. The following fields will be added:

- a. Allow same user to approve Payment Requests.

i. The following counties will default to Yes:

1. Alpine
2. Butte
3. Calaveras
4. Colusa
5. Mariposa
6. Mendocino
7. Modoc
8. Monterey
9. Nevada
10. Orange
11. Madera
12. Plumas
13. Sacramento
14. San Francisco
15. San Joaquin
16. San Mateo
17. Santa Barbara
18. Santa Cruz
19. Shasta
20. Sierra
21. Del Norte
22. Fresno
23. Glenn
24. Humboldt
25. Imperial
26. Kern
27. Kings
28. Placer
29. Sonoma
30. Tehama
31. Trinity

ii. All other counties will default to No.

- b. Allow same user to approve Valuable Requests.
 - i. The following counties will default to Yes:
 1. Alpine
 2. Butte
 3. Calaveras

4. Colusa
5. Mariposa
6. Mendocino
7. Modoc
8. Monterey
9. Nevada
10. Orange
11. Madera
12. Plumas
13. **Riverside**
14. Sacramento
15. San Francisco
16. San Joaquin
17. San Mateo
18. Santa Barbara
19. Santa Cruz
20. Shasta
21. Sierra
22. Del Norte
23. Fresno
24. Glenn
25. Humboldt
26. Imperial
27. Kern
28. Kings
29. Placer
30. Sonoma
31. Tehama
32. Trinity

ii. All other counties will default to No.

2.1.4 Page Location

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

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.1.6 Page Mapping

None.

2.1.7 Page Usage/Data Volume Impacts

None.

2.2 Modify Logic for Authorization Approval Process for Payment/Valuable Request Detail Page

2.2.1 Overview

This section is to modify the logic for the following pages to not have an approval process when the required approval level on the County Authorizations page is set to No:

- Payment Request Detail Page
- Valuable Request Detail Page

2.2.2 Payment Request Detail and Valuable Request Detail Page Mockup

Payment Request Detail

* - Indicates required fields

Adjust **Approve** **Disapprove** **Copy** **Edit** **Close**

Service Arrangement ID: 4000409606 **Payment Request Number:** 4000358357

Service Arrangement Details		
Payee Name: [REDACTED]	Case Name: Case Name	Case Number: [REDACTED]
Program: Welfare to Work	Funding Source:	Aid Code: 30 - CW-All Other Families (Fed)
Need Category: Other Supportive Services	Need Type: Diaper Allowance	Voucher Number:
Service Type:	Employed: Yes	

Requested Amount: * 10.00	Adjusted Amount: 10.00	Advanced: * Yes	Service Arrangement Requested Amount: 30.00
Status: * Awaiting Approval	Service Month: * 08/2021	Issuance Method: * EBT	Service Arrangement Remaining Amount: 20.00

Figure 2.2.1 – Payment Request Detail Page Mockup

Valuable Request Detail

*- Indicates required fields

Disapprove

Approve

Close

Valuable Request ID:

200000103

Service Arrangement Details

Service Arrangement ID:

[4000583721](#)

Payee Name:

[REDACTED]

Need Category:

Transportation

Valuable Type:

2012-07 Adult/Child-Single Ticket

Arrangement Period:

From: 09/09/2021 To: 09/30/2021

Case Name:

[REDACTED]

Program:

Welfare to Work

Need Type:

Bus Ticket

Quantity:

2

Case Number:

[REDACTED]

Aid Code:

30 - CW-All Other Families (Fed)

Employed:

Yes

Financial Information

Pay Code:

WT FE TR EM

Status:

Awaiting Approval

Fund Code:

WA

Figure 2.2.2 – Valuable Request Detail Page Mockup

2.2.3 Description of Changes

1. Update the Payment Request Detail and Valuable Request Detail page so the same user can save and approve their own Payment Request/Valuable Request records when the Payment/Valuable Request Section is set to 'No' on the County Authorizations page for a specific program, category and need configuration.
 - a. Worker creates a Payment Request or Valuable Request. Upon clicking 'Save', the record will be created in 'Awaiting Approval' status and will need to be approved.
 - b. The Payment Request Detail page and Valuable Request Detail page will show an approve button for the worker to approve the Payment Request/Valuable Request on their own.

Notes:

- i. This page will not generate any tasks. If worker leaves the page and wants to come back to approve or disapprove the Payment Request/Valuable Request, they can do it from the Payment Request Search or Service Arrangement Detail page.
- ii. Any worker with the security right for PaymentRequestDetailEdit and ValuableDetailEdit will be

able to create, approve, and disapprove Payment/Valuable Requests.

- c. For the Payment Request Detail page when the Disapproved button is clicked, the status will change to Disapproved. From here, workers can edit the payment request back to Awaiting Approval and the County Authorization level will determine which statuses are available to edit.
 - i. If County Authorization level is set to 'No', the status Awaiting Approval will be available.
 - ii. If County Authorization level is set to 1st or 2nd, the status 'Awaiting Approval (L1)' will be available.
2. Update Payment Request Detail/Valuable Request Detail page so that when the authorization level required on the Fiscal – Payment/Valuable Request section on the County Authorization page is set to 1st Level Authorization or 2nd Level Authorization, the status goes from Awaiting Approval (L1) -> Awaiting Approval (L2) -> Approved.

2.2.4 Page Location

Payment Request Detail Page

- **Global:** Fiscal
- **Local:** Payment Request
- **Task:** Payment Request Search

Valuable Request Detail Page

- **Global:** Empl. Services
- **Local:** Supportive Services
- **Task:** Service Arrangement

2.2.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.2.6 Page Mapping

N/A.

2.2.7 Page Usage/Data Volume Impacts

N/A.

2.3 Code Table Change Request

2.3.1 Overview

This CTCR will be to update CT109 and 179 with new status reasons and update some old values.

2.3.2 Description of Change

1. Update CT 179 to update the short decode name of the following:
 - a. Rename "Pending Deputy Approval (L2)" to "Awaiting Approval (L3)".
 - i. Note: Awaiting Approval (L3) is not currently used for Valuable requests.
 - b. Rename "Pending Deputy Approval" to "Awaiting Approval (L2)".
 - c. Rename "Pending Supervisor Approval" to "Awaiting Approval (L1)".

Code Number Identifier	Old Short Decode Name	Old Long Decode Name	New Short Decode Name	New Long Decode Name
D2	Pending Deputy Approval (L2)	Pending Deputy Approval (L2)	Awaiting Approval (L3)	Awaiting Approval (L3)
PD	Pending Deputy Approval	Pending Deputy Approval	Awaiting Approval (L2)	Awaiting Approval (L2)

PS	Pending Supervisor Approval	Pending Supervisor Approval	Awaiting Approval (L1)	Awaiting Approval (L1)
----	-----------------------------	-----------------------------	------------------------	------------------------

2. Update CT 109 to rename the following:
 - a. Rename Awaiting Approval

Code Number Identifier	Old Short Decode Name	Old Long Decode Name	New Short Decode Name	New Long Decode Name
AW	Awaiting Approval	Awaiting Approval	Awaiting Approval (L1)	Awaiting Approval (L1)

3. Update CT 109 to add the following additional status:
 - a. Awaiting Approval

2.3.3 Estimated Number of Records Impacted/Performance

5 Records Impacted.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.5.20	The LRS shall maintain what approval levels are required for each type of invoice/authorizations and the maximum invoice amount that may be issued for each approval level.	This SCR meets the requirement as it is allowing counties to configure requirement levels for specific authorizations types.

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

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

6.1 Lists

[Include a summary of the list(s). If there is more than one list, separate them with a numbered list and include the Location and Standard Columns only once in the overall summary.]

List Name: <List Name>

List Criteria: <Describe criteria for generating list>

Standard Columns:

- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker

Additional Column(s): <list additional columns, if any>

Frequency: <One-time, monthly, quarterly, etc.>

The list will be posted to the following locations:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>YYYY>CA-XXXXXX
C-IV	CalSAWS Web Portal>System Changes>SCR and SIR Lists>YYYY>CIV-XXXXXX

7 APPENDIX

[Include any supplementary items that may not fit in the Description section. Examples could include flow charts, lengthy code tables, etc....]

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-230608

Update on Create Journal endpoint

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Howard Suksanti
	Reviewed By	Hemanth Tadavarthy

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/20/2021	1.0	Initial Draft	Howard Suksanti

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1 OVERVIEW

1.1 Current Design

The current create journal API (POST operation) was developed as an API that uses the existing SOAP web service. This web service operation is used for creating a journal entry in CalSAWS.

1.2 Requests

Update the backend of the create journal API to be a full Restful service.

1.3 Overview of Recommendations

Modify the existing POST operation on Journal API to be a full Restful service and add additional parameters for creating a journal entry in CalSAWS.

1.4 Assumptions

1. Code Table values in the appendix are subject to change.
2. Sorting and ordering only applies to the root element.
3. Null or empty values will not be returned in the response objects.
4. Requests sent with improper data types will result in 400 error with a stack trace.

2 RECOMMENDATIONS

2.1 Journal API

2.1.1 Overview

Modify the existing POST operation on Journal API to be a full Restful service and add additional parameters for creating a journal entry in CalSAWS.

2.1.2 Description of Changes

The Journal API will include the following filters, data elements, and error handling. Please refer to the **journals.html** document for the technical specifications and data element definitions.

Additional examples and specific error messages may be added during build for the developer portal.

changeTypes, methodOfContact, recoveryAcctId, ssapId, and ssiapId are new fields that will be added into the POST operation.

2.1.3 Request fields

The Journal API will include the following parameters in the request body:

1. caseNum (required).
2. category (required).
3. journalType (required).
4. shortDescr (required).
5. longDescr (required).
6. changeTypes. This field is required when the journalType is 'Change Reported'.
7. methodOfContact.
8. recoveryAcctId. This field can be populated only when the journalType is 'Recovery Account'. There will be a validation on this field. When the recoveryAcctId does not exist in CalSAWS, the API will return 400 error.
9. ssapId. This field can be populated only when the category = 'CWS SSAAP'. There will be a validation on this field. When the ssapId does not exist in CalSAWS, the API will return 400 error.
10. ssiapId. This field can be populated only when the category = 'CWS SSIAP'. There will be a validation on this field. When the ssiapId does not exist in CalSAWS, the API will return 400 error.

2.1.4 Response

Please refer to the **journals.html** document for the technical specifications and data element definitions.

2.1.5 Headers

The following headers are required and included in all operations by the application gateway and do not need to be included in the request.

X-County-Code: This header is added to all requests by the application gateway. The county code header is used to limit returned values to be specific to the county.

X-App-Id: This header is added to all requests by the application gateway. This is a unique App-id that is created for each county application during the onboarding process. This Id should be referenced against a mapping table with staff Ids (one App-Id per staff id) that will in turn be used for database audit fields (created_by, updated_by) when an application creates or updates data in the CalSAWS system.

2.1.6 Error Messages

The Journal API will return error messages in the following Scenarios:

1. Bad request. {parameter name} is invalid. {Reason}
2. Authorization information is missing or invalid.
3. The specified {param name(s)} was not found.
4. Request Timeout.
5. Internal Server Error.
6. Forbidden. Access denied.

2.2 Automated Regression Test

2.2.1 Overview

Transition the automated scripts created during the system test phase into the CalSAWS API regression test suite.

2.2.2 Description of Change

For each of the automated scripts created and executed to support system test execution, perform the necessary tasks to integrate the script into the CalSAWS API regression test suite by the end of the system test phase. This includes the following:

1. Peer and/or lead review to confirm the script aligns with the project standards.
2. Verify that the top-level "Purpose" and "Scenario Details" comments are present and accurately reflect the scripted commands.
3. Verify that the script successfully executes to completion.
4. Confirm any service, environment, and county restrictions for the script. For example, some scripts require emulated vs. live services, and some functionality is only available within certain counties per system design.
5. Add the script details into the Regression Script Inventory.

6. Add the script name and environment / service indicators into the CalSAWS APIs test suite.

Note: If a system test scenario is determined to not be a candidate for automation (ex., due to technical limitations) and is manually executed during the system test phase, the scenario will not be incorporated into the automated regression test suite.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	API	Detailed Endpoint document	journals.html

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-2700 3.5.4	The LRS shall include the appropriate API's necessary for integrating third-party tools.	Updated create journal endpoint to have additional field to support third-party tools

5 APPENDIX

This section contains the code table (CT) values that are currently used in the system. API users can use and expect these values as specified in the technical design.

CT 983: Contact Type Code
Verbal
Written
Contact Center

CT 985: Change Type Code
ABAWDS Hours
Address
Citizenship
Disability
Drug Felony/Fleeing Felon
Employment
HH Size
Health Coverage
Income
Living Arrangement
Other Expenses
Pregnancy
Property
Purchase/Prepare Group
School Attendance
Shelter Expenses
Special Needs

Commented [FN2R1]: We will not be adding that functionality with this effort.

Commented [FN3R1]:

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-232739

Ability to adjust Security for Project Staff through
the Non-County Staff page

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/27/2021	1.0	Initial Document	Franchine Ninh

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2.3	[Automated Regression Test]	Error! Bookmark not defined.
2.3.1	Overview	Error! Bookmark not defined.
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1 OVERVIEW

Project Staff are users who maintain the CalSAWS system. They can view/edit specific project level pages and have specialized functionality in the system including access to view all county information. They are maintained through the Non-County Staff page.

1.1 Current Design

Currently, the Non-County Staff page facilitates the adding and maintenance of C-90 and C-92 users in the system. There is no way to update the security for these users through the Non-County Staff page.

1.2 Requests

Add the ability to maintain security for all Non-County Staff users.

1.3 Overview of Recommendations

1. Add Security Assignment button to the Non-County Staff page in view mode.
2. Update the Close button on the Security Assignment page to be dynamic so that it will redirect back to the page the user came from.

1.4 Assumptions

1. Fields not modified within the description of changes will retain their current functionality.
2. A User must have the 'NonCountyStaffDetailView' security right to view the Non-County Staff page.

2 RECOMMENDATIONS

2.1 Non-County Staff Detail

2.1.1 Overview

The Non-County Staff Detail page allows the user to view or modify Non-County Staff profiles. Update this page to have the Security Assignment button that links to the Security Assignment page for the specific user profile.

2.1.2 Non-County Staff Detail Mockup

Non-County Staff Detail

*- Indicates required fields

Security AssignmentEditClose

General Staff Information

First Name: *Middle Name:Last Name: *Suffix:

HoneyToast

Classification Title: *Staff ID:

Project Staff1059192

E-mail Address: *

honeytoast@myemail.com

Comments:

Security Profile

User Name:Login Status:

Security AssignmentEditClose

Figure 2.1.2 – Non-County Staff Detail page – View Mode

2.1.3 Description of Changes

1. Security Assignment button – Add this new button to the top and bottom of the page. This button will only be present when the user is in view mode of the page. The user will need the 'SecurityAssignmentView' security right and be a Universal User (County 90 Staff) to have this button displayed.

- a. This button will direct the user to the Security Assignment page in view mode for the specific user.

2.1.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: Non-County Staff**

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
SecurityAssignmentView	N/A	Security Assignment Edit, Security Assignment Reset Password, Security Assignment View

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Security Assignment Edit	Access to View, Reset Password, and Edit the security profile and login status of an end user.	
Security Assignment Reset Password	Ability to reset passwords of an end user on the Security Assignment page.	Help Desk Staff
Security Assignment View	View the Security Assignment Page, Staff Search, and Staff Detail.	Child Care Supervisor, Clerical Supervisor, Eligibility Supervisor, Employment Services Contracted Supervisor, Employment Services Supervisor, Executive, Fiscal Supervisor,

Security Group	Group Description	Group to Role Mapping
		Hearings Supervisor, Marketing Supervisor, Quality Assurance Supervisor, Quality Control Supervisor, RDB Supervisor, Special Investigations Supervisor

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Security Assignment

2.2.1 Overview

The Security Assignment page allows a user to add and remove staff security rights in the system. Update the Close button on this page to navigate the user back to the page they came from.

2.2.2 Security Assignment Mockup

N/A

2.2.3 Description of Changes

1. Close button – Navigate the user back to the Non-County Staff Detail page or the Staff Detail page in view mode depending on the page flow they navigated to the Security Assignment page from.

2.2.4 Page Location

- **Global: Admin Tools**
- **Local: Admin**
- **Task: Non-County Staff**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
3.4.1.1.9	9. The LRS shall include an online means for authorized security personnel to assign, update, or remove User access rights at the individual User level.	Update the Non-County Staff page to have the Security Assignment button that links to the Security Assignment page for the specific user profile.

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-232983

Update the default values on Position Detail
and Office Detail page Design

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

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1 OVERVIEW

On the Office Detail page and the Position Detail page, there are inconsistent default values. When a user adds a new Office, the default hours for Public Hours Operations are blank, but the Correspondence Office Hours are defaulted to 8:00AM and 4:30PM. When a user adds a new Position, the Authorization Sampling Percentage field is defaulted to 10.

1.1 Current Design

Currently, when a user adds a new Office, the defaulted hours for Public Hours of Operation are blank, but the Correspondence Office Hours are defaulted to 8:00AM and 4:30PM on the Office Detail page. These hours do not match every county's Correspondence Office Hours.

When a user adds a new Position, the Authorization Sampling Percentage field is defaulted to 10 on the Position Detail page. When the Authorization Sampling Percentage is set to anything greater than 0, EDBC's will need to be randomly reviewed by a 1st Level Authorizer. By defaulting the field to 0, this will reduce the amount of work a User will do when adding a new position.

1.2 Requests

Update the Correspondence Office Hours Start and End field for the Office Detail page to null and the Authorization Sampling Percentage field for the Position Detail page to be 0.

1.3 Overview of Recommendations

1. Update the Correspondence Office Hours Start and End fields for the Office Detail page to default to blank.
2. Update the Authorization Sampling Percentage field for the Position Detail page to default to 0.

1.4 Assumptions

1. Fields not modified within the description of changes will retain their current functionality.

2 RECOMMENDATIONS

2.1 Office Detail

2.1.1 Overview

The Office Detail page allows you to add, edit, or view office information. Update the Correspondence Office Hours for a new office to default to blank.

2.1.2 Office Detail Mockup



The mockup shows a light gray rectangular box containing the text "Correspondence Office Hours:". Below this, there are two sections. The first section is labeled "Start Time: *" in bold black text. It contains three dropdown menus separated by colons. The second section is labeled "End Time: *" in bold black text. It also contains three dropdown menus separated by colons. The asterisks indicate required fields.

Figure 2.1.2 – Correspondence Office Hours Default Mockup

2.1.3 Description of Changes

1. Update the Correspondence Office Hours Start Time and End field for the Office Detail page to default to blank.
2. Save button – Display the below validation when any of the dropdowns for the Correspondence Office Hours are left blank.
 - a. "Start Time - Field is required. Please enter a value."
 - b. "End Time - Field is required. Please enter a value."

2.1.4 Page Location

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

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 Position Detail

2.2.1 Position Detail Overview

The Position Detail page allows you to display information regarding a position. Update the Authorization Sampling Percentage for a position to default to 0.

2.2.2 Position Detail Mockup

The mockup displays a form titled "General Position Information" with the following fields:

General Position Information	
Worker ID:	
Office Name: *	Section:
<input type="button" value="Select"/>	<input type="button" value="Select"/>
Unit ID: *	Position Status: *
<input type="button" value="Select"/>	<input type="text" value="- Select -"/>
Assignment Type Code:	Worker Level:
<input type="text"/>	<input type="text"/>
Auto Assign Indicator:	Max Case Load:
<input type="text"/>	<input type="text"/>
SSI Referrals:	Max Intake Case Load:
<input type="text"/>	<input type="text"/>
Authorization Sampling Percentage:	Current Case Load:
<input type="text" value="0"/>	<input type="text" value="0"/>
Case Load:	Total Percentage of Cases Assigned:
Traditional	<input type="text" value="0%"/>
IHSS Referrals Auto Assignment: *	
<input type="text" value="No"/>	

Figure 2.2.2 – Authorization Sampling Percentage Default Mockup

2.2.3 Description of Changes

1. Update the Authorization Sampling Percentage field for the Position Detail page to default to 0.

2.2.4 Page Location

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

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.5.1.2	The LRS shall allow COUNTY-specified Users to modify and/or add to any LRS Data that was previously entered in the application evaluation process.	<p>Update the Correspondence Office Hours on the Office Detail page to default to blank for a user to set the hours for a new Office.</p> <p>Update the Authorization Sampling Percentage field on the Position Detail page to default to 0 for a new Position.</p>



California Statewide Automated Welfare System

Design Document

CA-234188

Allow Warrant Issuances to Cancel

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Eric Wu
	Reviewed By	Sidhant Garg, Naresh Barsagade, Kapil Santosh, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/1/2021	1.0	Initial draft	Eric Wu

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1 OVERVIEW

1.1 Current Design

In CalSAWS, users can cancel Warrant issuances when it is in "Issued" or "Manually issued" status. C-IV, however, allow cancellations of a warrant that is also in "Held", "Released", "Stop Payment", "Returned", "Paid", or "Reissued" status.

1.2 Requests

Update system so Warrant Issuances can also be cancelled when in "Held", "Released", "Stop Payment", "Returned", "Paid", or "Reissued" status.

1.3 Overview of Recommendations

1. Update Issuance Detail page to allow Warrant/Direct Deposit Issuances to be cancelled when in "Held", "Released", "Stop Payment", "Returned", "Paid", or "Reissued" status.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Issuance Detail

2.1.1 Overview

Issuance Detail page allows a User to add, edit or view the details of a benefit issuance. Clicking the Edit button will allow a User to cancel the issuance when it is in "Issued" and "Manually Issued" status. Below describe required changes for the SCR.

2.1.2 Issuance Detail

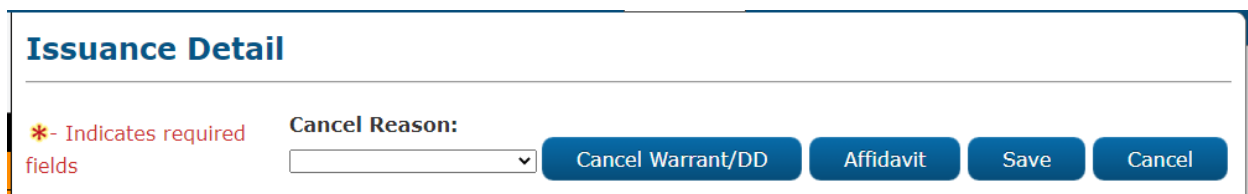


Figure 2.1.1 – Page in Edit Mode with cancel functions

2.1.3 Description of Changes

Update the page to display the following in Edit Mode for Warrant/Direct Deposit when the issuance record is in "Held", "Released", "Stop Payment", "Returned", "Paid", or "Reissued" status. Please see Figure 2.1.1

- "Cancel Warrant/DD" button
- "Cancel Reason" drop-down field

Note: Above should remain available in "Issued" and "Manually Issued" status as it is the current functionality.

2.1.4 Page Location

- **Global: Fiscal**
- **Local: Issuances**
- **Task: Issuance Search**

2.1.5 Security Updates

No changes

2.1.6 Page Mapping

No changes.

2.1.7 Page Usage/Data Volume Impacts

No changes.

3 SUPPORTING DOCUMENTS

N/A

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.2.4	The LRS shall include online inquiry and update capabilities to COUNTY-specified Users, in order to enter certain issuance status changes, for the following: a. Cancel and reissue a lost, stolen, destroyed, or returned benefits and cards; b. Restore benefits to an EBT account or direct deposit account; c. Cancel an issuance without reissuing; d. Cancel an issuance and reissue a different amount or same amount; e. Place a stop payment request; f. Cancel voucher/invoice in part or in full and send a letter to Vendor; and g. Update issuance status to paid, outlawed, or expunged.	Update Issuance Detail pages to allow cancellations of Warrant Issuances when in more statuses.

5 OUTREACH

N/A

6 APPENDIX

N/A



California Statewide Automated Welfare System

Design Document

CA-234236

Apply CW ARC Amount Based on County
Region

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/01/2021	1.0	Initial Draft	T. Lazio

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1 OVERVIEW

After the migration of the C-IV counties to CalSAWS, it was discovered that Approved Relative Caregiver (ARC) Foster Care (FC) cases where a portion of the funding comes from CalWORKs (CW) were all using the CW Exempt Maximum Aid Payment (MAP) from county Region 1. This SCR will accommodate the need to determine the CW Exempt MAP Amount used for FC ARC cases based on county region.

1.1 Current Design

CalSAWS currently uses CW Exempt MAP Amount from Region 1 for all FC ARC cases where a portion of the funding comes from CalWORKs.

1.2 Requests

The CW MAP Exempt Amount used for FC ARC cases where a portion of the funding comes from CalWORKs should be based on the region of the case county.

1.3 Overview of Recommendations

1. Update FC EDBC logic to use the CW MAP Exempt Amount for the county region for FC ARC cases where a portion of the funding comes from CalWORKs.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

2.1 Update FC EDBC logic to determine CW Exempt MAP Amount used for ARC Cases to be based on County Region

2.1.1 Overview

Update the FC EDBC logic to determine CW Exempt MAP Amount based on county region for FC ARC cases where a portion of the ARC amount comes from CalWORKs funds.

2.1.2 Description of Changes

1. Update FC EDBC logic to use CW Exempt MAP amount for Region 1 (CT 351–12) for Foster Care cases that meet the following criteria:
 - i. Aid Code is 2S, 2T or 2U.
 - ii. County is in Region 1.
2. Update FC EDBC logic to use CW Exempt MAP amount for Region 2 (CT 351–13) for Foster Care cases that meet the following criteria:
 - i. Aid Code is 2S, 2T or 2U.
 - ii. County is in Region 2.

2.1.3 Programs Impacted

FC

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.3	<p>The LRS shall have all of the eligibility-type standards and tables available for update, in order to process mass updates, including:</p> <ul style="list-style-type: none">a. COLAs;b. Special needs allowances, including DCFS Programs clothing allowance;c. Dependent care allowances;d. Issuance table changes;e. Standard deductions;f. Utility allowance amounts;g. Maximum Aid Payment (MAP);h. Minimum Basic Standard of Adequate Care (MBSAC);i. Income disregards;j. Homeless allowance amounts;k. Medical deduction amounts;l. Federal poverty level amounts;m. Sneed standard amounts;n. Resource and property limits;o. Pickle COLA amounts;p. Railroad retirement;q. Retirement, Survivors, and Disability Insurance (RSDI);r. Homeless standard shelter allowance;s. Income reporting threshold; andt. Sponsored deeming.	<p>This SCR will accommodate the need to determine the CW Exempt MAP Amount used for FC ARC cases based on county region.</p>



California Statewide Automated Welfare System

Design Document

CA-234242

Update YBN E-App Linking Functionality for
cases with a Converted Person

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/01/2021	1.0	Initial	Erika Kusnadi

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1 OVERVIEW

1.1 Current Design

Currently in CalSAWS when a new person is being added, the system will automatically assign a Customer ID to them. However, for persons that were added to CalSAWS through conversion there are no Customer ID associated to them (CIV system does not assign a Customer ID). When users link an e-Application to a converted person that is associated to a Case in Los Angeles County, they will get an error message due to not having a Customer ID as the Customer ID is required since Los Angeles County is currently still using Your Benefits Now (YBN).

Secondly, users are not able to request a new IVR PIN on behalf of a person when that person was added to CalSAWS through conversion due to not having a Customer ID.

1.2 Requests

Update CalSAWS with the functionality to assign a Customer ID for a person associated to Los Angeles County who does have a Customer ID during the linking process of an e-Application or when requesting to Reset an IVR PIN.

1.3 Overview of Recommendations

1. Update the logic on the Case Member List page for Los Angeles County (when accessed through the e-Application flow) to assign a Customer ID to the primary person if one does not exist.
2. Update the logic on the Contact Detail page for Los Angeles County to assign a Customer ID to a person if one does not exist.

1.4 Assumptions

1. All existing functionalities will remain unchanged unless called out as part of this SCR.

2 RECOMMENDATIONS

2.1 Case Member List

2.1.1 Overview

The Case Member List page allows users to add or remove a person associated with a new application. When a user is linking an e-application to a person that already exists in the system and is associated to a Case in Los Angeles County, CalSAWS will make a call to YBN. When the person selected during the linking process of an e-Application does not have a Customer ID, users will get an error message which prevents them from linking the case. This SCR will update the logic on the Case Member List page to assign a Customer ID when the person selected does not have one and is associated to Los Angeles County.

2.1.2 Case Member List Mockup

Case Member List

*- Indicates required fields

Case Name: *
JANE REAL

Case Number: *
U470CAD

Name	SSN	DOB
JORGE DOE	123-45-6789	05/15/1974
CRYSTAL DOE	234-56-7890	03/16/1995
DAVID DOE	345-67-8901	01/29/1999
JANE REAL	456-78-9012	01/28/1974

This Type 1 page took 0.70 seconds to load.

2.1.3 Description of Changes

1. Update the Case Member List page to assign a Customer ID if the primary person does not have one.
 - i. When a user clicks on the 'Save and Continue' button on the Case Member List page, automatically assign the primary person with a Customer ID if one does not exist.
 1. This only apply when the Case is associated to Los Angeles County. For all other Counties, the system will not assign a

Customer ID even when the primary person does not have a Customer ID, as this is only required for YBN.

- ii. This only applies when the Case Member List page is accessed through the e-Application case linking flow.

Note: Users will be re-directed to either the Program Application List page or the New Programs Detail page accordingly after clicking on the 'Save and Continue' button on the Case Member List page. This is a current behavior in CalSAWS.

2.1.4 Page Location

- **Global: Case Info**
- **Local: e-Tools**
- **Task: e-Application Search**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Contact Detail

2.2.1 Overview

The Contact Detail page allows users to access and/or update person contact information. Users are also able to reset the IVR PIN through the Contact Detail page, by clicking on the 'Reset PIN' button. In order to successfully reset the person's IVR PIN a Customer ID is required when the person is associated to a case in Los Angeles County. For a person that does not have a Customer ID, the user will get an error message since CalSAWS will make a call to YBN and a Customer ID is required. This SCR will update the logic on the Contact Detail page to assign a Customer ID when the person selected does not have one and is associated to Los Angeles County.

2.2.2 Contact Detail Mockup

Contact Detail

*- Indicates required fields

Name: *
REAL, JANE 47F

E-mail Address:

E-mail Status:

IVR PIN:
Reset PIN

E-Notification:

Customer ID:

Voice Print
No

Allow E-Mail Reminder
☐

Phone Numbers

Number	Type *	IVR Consent	Text Message	Text Message Status
<input type="checkbox"/>	<input type="text"/>	ext. <input type="text"/>	<input type="text"/>	<input type="text"/>

Add

Remove

Remove All **Save** **Save and Return** **Cancel**

This [Type 1](#) page took 0.35 seconds to load.

2.2.3 Description of Changes

1. Update the Contact Detail page to assign a Customer ID if the person does not have one and is associated to a Case in Los Angeles County.
 - i. When a user clicks on the 'Save' or 'Save and Return' button on the Contact Detail page, automatically assign the person with a Customer ID if one does not exist.
 1. This only applies when the person is associated to a Case that belongs to Los Angeles County.
Note: IVR PIN does not display on the Contact Detail page, the system will check in the database in order to determine if an IVR PIN exists.

2.2.4 Page Location

- **Global: Case Info**
- **Local: Case Info**
- **Task: Contact Detail**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.4.1.5.2	The LRS shall allow COUNTY-specified Users to add a program of assistance, special service, or emergency request to an active participant, as specified by COUNTY. If the additional request requires new information from the individual, as required for the program, the LRS shall prompt the User to enter in the required information, and then shall re-process the application and determine eligibility.	CalSAWS will be updated to allow users to continue with the ability to link an e-application to a case, by updating the logic to assign a customer id to a person if the person does not have one (this is specific to Los Angeles County only, since a Customer ID is required for YBN application).
2.1.2.2	The LRS shall include the ability to present multiple views of individual and case information, depending on the roles and responsibilities as defined by security of the COUNTY-specified User.	CalSAWS will be updated with the ability to generate a Customer ID for a person that does not have one and the person is associated to Los Angeles County. This will allow users to continue with the ability to Reset IVR PIN