

# CalsAWS

California Statewide Automated Welfare System

## **Design Document**

CA-212145

Postpartum Care Extension

CalSAWS	DOCUMENT APPROVAL HISTORY	
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# 1 OVERVIEW

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The purpose of this document is to satisfy the functional specifications in support of changes with CalHEERS Change Request 182474, MEDIL I21-13 and ACWDL 21-15.

The purpose of this change is to extend the postpartum care period for currently eligible and newly eligible pregnant individuals and broaden the scope of coverage to full-scope benefits during both the pregnancy and postpartum periods, effective April 1, 2022.

The postpartum coverage period for individuals receiving pregnancy-related and postpartum care services as of April 1, 2022, will expand to include an additional ten months of coverage following the current 60-day postpartum period for a total of 365 days, without requiring a mental health diagnosis.

Individuals will maintain coverage through their pregnancy and 365 days extended postpartum coverage period regardless of income changes, citizenship, or immigration status.

## 1.1 Current Design

CalSAWS currently defines postpartum coverage as below –

An individual is eligible for 60-day postpartum aid code 76 benefits if they meet all the following requirements:

- The individual is still within the '60-Day Postpartum Period'.
- The individual received Medi-Cal (MC) including CalWORKs, Foster Care, Refugee Cash Assistance, and SSI (does not include Dialysis, TB, TPN, or MSP) in the month of birth/pregnancy termination.
- The pregnancy did not end in a retro Medi-Cal month.
- The individual is not eligible for zero-SOC full or restricted Medi-Cal for the EDBC benefit month or has a Non-Compliance for 'Failed to Provide Income' or is a 'Spouse of FTP Income'
- The individual is not on aid code 44 or 48 (200% - Pregnancy) for the EDBC benefit month.

**Note:** Aid code 76 is a secondary aid code and CalSAWS does not send secondary aid codes in a Disposition per current eHIT requirements.

MC EDBC considers an individual is pregnant between the Date Reported and Pregnancy End Date, if the Pregnancy End Date exists; else, between the Date Reported and Due Date.

For Retro months, the MC EDBC considers an individual pregnant as Due Date minus 9 months.

The existing Medi-Cal Postpartum Discontinuance sweep job looks for all cases where a Medi-Cal individual on 76 aid code will be reaching the 60th day of postpartum during the batch month. The sweep sets up the MC program to run

Medi-Cal in Batch EDBC for the following month to re-evaluate the individual for Medi-Cal and creates the following journal.

Code Num Identif	Short Description	Long Description
PP	Medi-Cal Post Partum 60 Day Discontinuance	Medi-Cal Post Partum 60 Day Discontinuance

CalSAWS does not display postpartum-related information on any MAGI-related pages since this information does not exist in eHIT.

The 'Evaluation Criteria' section on the MAGI Determination Detail Page displays when CalHEERS determines an individual 'Pregnant' on the MAGI Determination but does not have Postpartum information.

The screenshot shows a web interface titled "MAGI Determination Detail". At the top right is a "Close" button. Below the title bar, the "Name:" field displays "Postpartum,Individual". The main section is titled "Evaluation Criteria" and contains a grid of fields:

Evaluation Criteria		
<b>Pregnant:</b> Yes	<b>Aged:</b> No	<b>Deceased:</b> No
<b>Lawful Presence:</b> Yes	<b>Qualified Non-Citizen:</b> No	<b>Five Year Bar Exempt/Met:</b> No
<b>PRUCOL:</b> No	<b>PRUCOL - INS Acknowledgement:</b>	<b>Tax Status:</b> No
<b>Other Insurance:</b> No	<b>Immigration Eligibility:</b>	

Figure 1.1.1 MAGI Determination Detail Page - Evaluation Criteria

Currently, there are 4 different NOAs (Medi-Cal Approved Restricted Scope w/ SOC, Medi-Cal Denied PRUCOL STATUS NURSING, Medi-Cal Denied PRUCOL STATUS RENAL, and Medi-Cal Approved Postpartum Medical) that contain references to "60 days postpartum" or "60-day postpartum" which are hardcoded into the NOA itself.

## 1.2 Requests

1. With CH-182474, CalHEERS will update MAGI Medi-Cal 60 days postpartum rules to 365 days postpartum (365-day period after the pregnancy ends and any remaining days in the month in which the 365th day falls).

CalSAWS will update the Non-MAGI Medi-Cal EDBC rules to extend postpartum care coverage from 60 days to 365 days and will protect an individual from losing Medi-Cal coverage during pregnancy.

2. With CH-182474, CalHEERS will update eHIT to send the 'Postpartum Period' (Number of days) and 'Postpartum End Date' to CalSAWS in a Determination of Eligibility Response (DER).  
CalSAWS will display the Postpartum information received by CalHEERS on a DER on the MAGI Determination Detail Page.
3. Update NOAs referencing 60 days postpartum to 365 days postpartum.
4. Update Batch EDBC and Batch MAGI to add new skip reason to skip Medi-Cal programs at the end of postpartum if the renewal is within 2 months from the current month.

### 1.3 Overview of Recommendations

1. Update the MAGI Determination Detail Page Evaluation criteria section to display the following:
  - a. Postpartum Period
  - b. Postpartum End Date
2. Update the Medi-Cal EDBC Rules to grant aid code 76 to all pregnant/postpartum individuals not on full scope zero share of cost or zero premium aid code if the individual is a California resident and isn't being discontinued for one of the allowable reasons.
3. Update 4 NOA fragments.
  - a. Add variable population updates to each of the fragments.
4. Update the existing Postpartum Batch sweep to pick up cases at the end of 365 days instead of 60 days.
5. Add a new Postpartum Batch MAGI sweep.
6. Update Batch EDBC to add new skip reason to skip Medi-Cal programs from processing at the end of postpartum if the renewal is within 2 months from the current month.
7. Update Batch MAGI to Add new skip reason to skip Medi-Cal programs from sending EDR at the end of postpartum if the renewal is within 2 months from the current month.



## 1.4 Assumptions

1. Fields not mentioned to be modified within the Online Description of Changes will retain their current functionality.
2. One-time batches to evaluate pregnant/postpartum individuals within 365 days of postpartum coverage will be addressed with SCR CA-230841. The SCR will provide lists of any processing exceptions to the County for follow-up.
3. CalSAWS will not set the RE Due Date to the postpartum period end date. The user would need to manually edit the RE Due Date if needed.
4. There will be no updates to the current CalSAWS Medi-Cal Auto-Test logic. Individuals discontinued from cash-based MC may be auto-tested to MC with 38, 7J or TMC aid codes or they may remain Pending on Medi-Cal. If the individual is pending on MC, and the user runs Medi-Cal EDBC and the individual qualifies for aid code 76, the eligibility will be granted.
5. Medi-Cal EDBC rules assume that pregnant/postpartum individual met Share of Cost (SOC) anytime during the pregnancy when determining the postpartum protection.
6. eHIT technical changes will be implemented with SCR CA-229919 for eHIT schema version 18.
7. There are no eHIT updates to send secondary aid codes in a Disposition to CalHEERS.
8. The existing NOA fragments updated in this effort do not have any updates to their generation conditions.
9. The existing NOA fragments are updated only in their current languages available. No other languages are added for the fragments.
10. MEDS Alerts for Postpartum Care Extension will be added with SCR CA- 235963.

## 2 RECOMMENDATIONS

### 2.1 MAGI Determination Detail Page

#### 2.1.1 Overview

Update the MAGI Determination Detail Page to display postpartum information received from CalHEERS via eHIT.

#### 2.1.2 Description of Changes

The screenshot shows a web form titled "MAGI Determination Detail" with a "Close" button in the top right corner. Below the title bar, there is a "Name:" field with the value "Postpartum,Individual". The main section is titled "Evaluation Criteria" and contains a table of fields and their values.

Evaluation Criteria		
<b>Pregnant:</b> Yes	<b>Postpartum End Date:</b> 08/09/2021	<b>Postpartum Period:</b> 365
<b>Aged:</b> No	<b>Deceased:</b> No	
<b>Lawful Presence:</b> Yes	<b>Qualified Non-Citizen:</b> No	<b>Five Year Bar Exempt/Met:</b> No
<b>PRUCOL:</b> No	<b>PRUCOL - INS Acknowledgement:</b>	<b>Tax Status:</b> No
<b>Other Insurance:</b> No	<b>Immigration Eligibility:</b>	

Figure 2.1.2 Updated MAGI Determination Detail Page - Evaluation Criteria

1. Move the columns "Aged" and "Deceased" to next row.
2. Add the new columns "Postpartum End Date" and "Postpartum Period" after column "Pregnant" in the same row.
  - a. "Postpartum End Date" will display end date received in PostpartumEndDate via eHIT in Format: MM/DD/YYYY
  - b. "Postpartum Period" will display number of days received in PostpartumPeriodCode via eHIT

### 2.1.3 Page Location

- **Global:** MAGI Determination List
- **Local:** MAGI Determination Summary
- **Task:** MAGI Determination Detail

### 2.1.4 Security Updates

No change.

### 2.1.5 Page Mapping

Update Page Mapping to display new fields.

### 2.1.6 Page Usage/Data Volume Impacts

No Impacts.

## 2.2 Eligibility Rules Update

### 2.2.1 Overview

Update the Medi-Cal EDBC Rules to grant aid code 76 to all pregnant/postpartum individuals not on full scope zero share of cost or zero premium aid code if the individual is a California resident and isn't being discontinued for one of the allowable reasons.

### 2.2.2 Description of Changes

1. Update Medi-Cal EDBC rules effective April 2022 benefit month to extend postpartum coverage from 60 days to 365 days.  
Calculate 365 days postpartum coverage regardless of Pregnancy verification status as below:
  - a. If Pregnancy End Date exists, calculate Postpartum End Date = Pregnancy End Date + 365 days, else  
If Pregnancy End Date does not exist, calculate Postpartum End Date = Due Date + 365 days

**Note:** If an individual's 365<sup>th</sup> postpartum day falls within any day of the benefit month, the postpartum coverage will be provided for the entire benefit month.
2. Update Medi-Cal EDBC postpartum rules to grant 365-day postpartum aid code 76 benefits when all the following are true:
  - a. The individual is no longer pregnant, and the latest pregnancy record has pregnancy end date on or after the EDBC benefit month and the postpartum end date is on or before the EDBC benefit month

- b. The individual received Medi-Cal including CalWORKs, Foster Care, Kin-Gap, Adoption Assistance Program (AAP), Refugee Cash Assistance, and SSI (does not include Dialysis, TB, TPN, or MSP) during any pregnancy month

**Technical Note:** Includes OPA records, if exists.

- c. The individual is eligible to non-zero SOC, premium or restricted scope Medi-Cal (either MAGI and/or Non-MAGI) for the EDBC benefit month
- d. The individual maintained Continuous California residency during postpartum period

An individual does not meet Continuous California residency if any of the following is true:

- i. The individual has an out-of-state physical address during postpartum period
- ii. The individual has a Residency record indicating the individual was a non-resident during postpartum period
- iii. The individual has a Medi-Cal person status of "Calif. Residence" during postpartum period

**Note:** Aid code 76 can be concurrent with SOC, premium or restricted scope Medi-Cal primary aid code.

For MAGI Aid codes in a EDBC benefit month, check for the latest DER available.

- 3. Update Medi-Cal EDBC rules to protect pregnant/postpartum individual on aid code 76 when an individual is pregnant or in postpartum period and any of the following are true:

- a. The individual changed from either Active MEM or Ineligible MEM to Discontinued or Active FRI in the EDBC for a non-allowable reason

The below discontinuance reasons are allowable:

- i. Calif. Residence
- ii. Deceased
- iii. Duplicate Application
- iv. Gets CW
- v. Gets FC
- vi. Gets KG
- vii. Gets AAP
- viii. Gets SSI
- ix. Gets SSI/SSP
- x. Inter-County Transfer
- xi. On Aid Another Case
- xii. Requested Disc. – Written
- xiii. Written Withdrawal, Or

- b. The individual changed from having a primary aid code to no primary aid code except when the loss of primary is due to Gets SSI/SSP or Gets SSI, Or

- c. The individual is eligible to non-zero SOC, premium or restricted scope Medi-Cal (either MAGI and/or Non-MAGI) for the EDBC benefit month

## 2.3 Postpartum Batch MAGI Sweep

### 2.3.1 Overview

Add a Postpartum Batch MAGI sweep to reevaluate Medi-Cal for postpartum individuals at the end of 365 days of Postpartum coverage.

### 2.3.2 Description of Change

1. Add a Batch EDR Run Reason Code for Postpartum EDR Sweep (CT\_2813)

Code	Short Description	Long Description	Reporting Indicator
TBD	End of Postpartum Re-evaluation	End of Postpartum Re-evaluation Eligibility Determination Request	Y

2. Add a new Batch MAGI Postpartum Sweep job to send EDRs when a Medi-Cal individual's postpartum is ending and they are in a MAGI or Mixed MAGI/Non-MAGI case -
  - a. Identify the targeted population that meet all the following conditions:
    - i. At least one individual's Postpartum End Date is in the current month  
 \*Calculate 365 days postpartum coverage as below:  
 For the individual's latest pregnancy record, if a Pregnancy End Date exists, calculate the Postpartum End Date = Pregnancy End Date + 365 days, else  
 If the Pregnancy End Date does not exist, calculate the Postpartum End Date = Due Date + 365 days  
**Note:** If an individual's 365<sup>th</sup> postpartum day falls within any day of the benefit month, the postpartum coverage will be provided for the entire benefit month.
    - ii. At least one individual is active on a MAGI Medi-Cal aid code (CT\_184 REFER\_TABLE\_20\_DESCR = 'Y')
  - b. Insert a record in CH\_Transact to send an EDR for each identified individual for come-up month based on the Medi-Cal program assigned to the most recent EDR. If there is no prior EDR, then assign the Medi-Cal program for the EDR based on the Medi-Cal program assigned to the most recent DER. Include the new Batch EDR Run Reason Code from Recommendation 2.3.2.1 and set the EDR Run Reason Code as 'CO'.

### 2.3.3 Execution Frequency

Monthly prior to the 10-day cut off batch starting March 2022.

### 2.3.4 Key Scheduling Dependencies

Run before Batch MAGI

### 2.3.5 Counties Impacted

All counties

### 2.3.6 Data Volume/Performance

No measurable amount of data volume or performance change.

### 2.3.7 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....)

## 2.4 Postpartum Batch EDBC Sweep

### 2.4.1 Overview

Update the Postpartum Batch EDBC sweep to reevaluate Medi-Cal for Postpartum individuals at the end of 365 days of Postpartum coverage.

### 2.4.2 Description of Change

1. Update CT\_942 short and long decode name to display 365 day reevaluation instead of 60 day discontinuance.

Code Num Identif	Short Description	Long Description
pp	Medi-Cal Postpartum 365 Day Re-evaluation	Medi-Cal Postpartum 365 Day Re-evaluation

2. Update the existing Postpartum Batch EDBC Sweep job (FindMCPPostPartumDiscontinuance) to process Batch EDBC for Medi-Cal cases with a Postpartum individual at the end of 365 days of Postpartum coverage instead of 60 days.
  - a. Identify the targeted population that meet all the following conditions:
    - i. At least one individual's Postpartum End Date is in the current month  
 \*Calculate 365 days postpartum coverage as below:  
 For the individual's latest pregnancy record, if a Pregnancy End Date exists, calculate the Postpartum End Date = Pregnancy End Date + 365 days, else  
 If the Pregnancy End Date does not exist, calculate the Postpartum End Date = Due Date + 365 days  
**Note:** If an individual's 365th postpartum day falls within any day of the benefit month, the postpartum coverage will be provided for the entire benefit month.
    - ii. If at least one individual is active on a MAGI Medi-Cal aid code (CT\_184 REFER\_TABLE\_20\_DESCR = 'Y'), a DER was received from the MAGI Postpartum Sweep batch, or  
 If at least one individual is active on a Non-MAGI aid code
  - b. Insert a record in SYS\_Transact for Batch EDBC processing with the MC program of each identified individual for the come-up month. Set the Type\_Code = 'BE' and Sub\_Type\_Code = 'PP'.
    - i. If there is a DER from the MAGI Postpartum Sweep batch for the case, use the MC Program for the Postpartum individual which may not necessarily be the same program assigned to the MAGI Postpartum Sweep DER.

#### 2.4.3 Execution Frequency

No change

#### 2.4.4 Key Scheduling Dependencies

Run a day after Postpartum Batch MAGI sweep. Run on Batch 10-day.

#### 2.4.5 Counties Impacted

All counties

#### 2.4.6 Data Volume/Performance

No measurable amount of data volume or performance change.

### 2.4.7 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....)

## 2.5 Batch EDBC

### 2.5.1 Overview

Add new skip reason to skip Medi-Cal programs from processing at the end of postpartum if the renewal is within 2 months from the current month.

### 2.5.2 Description of Change

1. Add new skip reason in CT\_707 to skip Medi-Cal programs from processing at the end of postpartum if the renewal is within 2 months from the current month.

Code Num Identif	Short Description	Long Description
TBD	End of Postpartum during renewal	End of postpartum if the renewal is within 2 months from the current month



2. Update the Batch EDBC skip logic to skip Medi-Cal Programs with the skip reason mentioned in 2.5.2.1, when the below are true:
  - a. EDBC was initiated from 'Postpartum Batch EDBC Sweep'
  - b. RE due date is on or before two months from the current batch month

For example:

current date is 10/20/2021

current batch month is 10/2021

Any Medi-Cal program with a RE due date on 12/2021 or prior will be skipped

Note: This skip reason will be available in the 'Batch Eligibility Report'

### **2.5.3 Execution Frequency**

Not Applicable

### **2.5.4 Key Scheduling Dependencies**

Not Applicable

### **2.5.5 Counties Impacted**

All counties

### **2.5.6 Data Volume/Performance**

No measurable amount of data volume or performance change.

### **2.5.7 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....)

## **2.6 Batch MAGI**

### **2.6.1 Overview**

Add new skip reason to skip Medi-Cal programs from sending EDR at the end of postpartum if the renewal is within 2 months from the current month.

## **2.6.2 Description of Change**

1. Update the Batch MAGI skip logic to skip Medi-Cal Programs with the skip reason mentioned in 2.5.2.1, when the below are true:

- a. EDR was initiated from 'Postpartum Batch MAGI Sweep'
- b. RE due date is on or before two months from the current batch month

For example:

current date is 10/20/2021

current batch month is 10/2021

Any Medi-Cal program with a RE due date on 12/2021 or prior will be skipped

Note:

- This skip reason will be available in the Automated Action 'Batch EDBC MAGI Medi-Cal Skipped: Review Reason' for the counties that opted-in
- This skip reason will also be available in the 'Batch MAGI Skipped Report'

## **2.6.3 Execution Frequency**

Not Applicable

## **2.6.4 Key Scheduling Dependencies**

Not Applicable

## **2.6.5 Counties Impacted**

All counties

## **2.6.6 Data Volume/Performance**

No measurable amount of data volume or performance change.

## **2.6.7 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....)

## **2.7 eHIT Update**

### **2.7.1 Overview**

Update eHIT to receive and save postpartum information by CalHEERS.

### **2.7.2 Description of Change**

1. Update eHIT to receive and save "PostpartumEndDate" and "PostpartumPeriodCode".

### **2.7.3 Interface Partner**

CalHEERS

### **2.7.4 eHIT Schema Version**

eHIT Version 18

## 2.8 Update NOA Reason Fragments with Postpartum Verbiage

### 2.8.1 Overview

The 60-day postpartum period is referenced in multiple NOA fragments. This effort will update the verbiage of the NOA fragments to change from “60 days postpartum” to “365 days postpartum” effective starting April 2022 benefit month.

**Reason Fragment & ID:**

- MC\_AP\_RESTRICT\_MC\_WITH\_SOC\_M130 (ID: 6560)
- MC\_CH\_DENY\_PRUCOL\_NURSING\_M762 (ID: 6671)
- MC\_CH\_DENY\_PRUCOL\_RENAL\_DIALYSIS\_M763 (ID: 6672)

**State Form/NOA:** MC 239/MC 239 A

**Current NOA Template:** MC\_NOA\_TEMPLATE (ID: 3028)

**Current Program(s):** Medi-Cal

**Current Action Type:**

- MC\_AP\_RESTRICT\_MC\_WITH\_SOC\_M130 generates for Approvals
- MC\_CH\_DENY\_PRUCOL\_NURSING\_M762 generates for Changes
- MC\_CH\_DENY\_PRUCOL\_RENAL\_DIALYSIS\_M763 generates for Changes

**Current Fragment Level:** Person

**Currently Repeatable:** Yes, per applicable person.

**Include NA Back 9:** Yes

**Current Forms/NOAs Generated with this NOA:** None

**Existing Languages:**

Reason Fragment	Languages
MC_AP_RESTRICT_MC_WITH_SOC_M130	English, Spanish, Russian, Korean, Tagalog, Chinese, Cambodian, Armenian, and Vietnamese
MC_CH_DENY_PRUCOL_NURSING_M762	English
MC_CH_DENY_PRUCOL_RENAL_DIALYSIS_M763	English and Spanish

## 2.8.2 NOA Verbiage

### **Update Fragment XDP**

The NOA fragments will be updated to have any reference to “60 days postpartum” to “365 days postpartum”.

**Updated Languages:** None

**NOA Mockups/Examples:** See Supporting Documents #3, 4, & 5

Fragment ID	Description	Existing Text	Updated Text	Formatting*
6560	Static	“...Pregnancy care may be provided prenatally and up to 60 days postpartum.”	“...Pregnancy care may be provided prenatally and up to <PostPartumPeriod Days> days postpartum.”	Arial Font Size 10
6671	Static	“...Pregnancy care may be provided prenatally and up to 60 days postpartum.”	“...Pregnancy care may be provided prenatally and up to <PostPartumPeriod Days> days postpartum.”	Arial Font Size 10
6672	Static	“...Pregnancy care may be provided prenatally and up to 60 days postpartum.”	“...Pregnancy care may be provided prenatally and up to <PostPartumPeriod Days> days postpartum.”	Arial Font Size 10

\*English only, Spanish and threshold will generate based on project standards for that language.

**Note:** Only the sentences in each fragment that are updated with this effort are shown in the table above. All other verbiage in each fragment will remain the same and are not shown.

### 2.8.3 NOA Variable Population

#### Update Fragment Variable Population

This SCR is adding a new variable to each of the Reason Fragments listed above. Please see table below:

Variable Name	Population	Formatting*
PostPartumPeriodDays	Populates with the number of days of the postpartum period. It will populate as "365" if the benefit is April 2022 or after. If the benefit month is before April 2022, it will populate as "60".  <b>Technical Note:</b> This will be a NOA constant and static variable.	Arial Font Size 10

\*English only, Spanish and threshold will generate based on project standards for that language.

**Variables Requiring Translations:** N/A

### 2.8.4 NOA Generation Conditions

N/A, the aforementioned reason fragments do not require any Generation Condition updates.

## 2.9 Update Medi-Cal Approval Postpartum Reason Fragment

### 2.9.1 Overview

The Medi-Cal Approval Postpartum reason fragment will have its references to the 60-day postpartum period updated to 365-day postpartum period effective starting April 2022 benefit month.

**Reason Fragment & ID:** MC\_AP\_POST\_PARTUM\_APPROVED\_M141, ID: 6566

**State Form/NOA:** MC 239

**Current NOA Template:** MC\_NOA\_TEMPLATE (ID: 3028)

**Current Programs:** Medi-Cal

**Current Action Type:** Approval

**Current Fragment Level:** Person

**Currently Repeatable:** Yes, per applicable person.

**Include NA Back 9:** Yes

**Current Forms/NOAs Generated with this NOA:** None

**Existing Languages:** English and Spanish

## 2.9.2 NOA Verbiage

### **Update Fragment XDP**

The NOA Fragment XDP will be updated as described in the table below.

**Updated Languages:** English and Spanish

**NOA Mockups/Examples:** See Supporting Documents #6

Description	Existing Text	Updated Text	Formatting*
Static	<p>Medi-Cal benefits are approved for: &lt;Person's Name&gt; You are eligible to receive Medi-Cal at no share of cost only for the month (s) of &lt;Postpartum Months&gt; under the 60-Day Postpartum Program. Postpartum Medi-Cal pays for medical care you receive as a result of your recent pregnancy. It does not pay for any other medical care. Your provider of medical service is aware that this coverage pays for medical services related to your pregnancy or postpartum needs.</p>	<p>Medi-Cal benefits are approved for: &lt;Person's Name&gt; You are eligible to receive Medi-Cal at no share of cost only for the month (s) of &lt;Postpartum Months&gt; under the &lt;PostPartumPeriodDays&gt;-Day Postpartum Program. Postpartum Medi-Cal pays for medical care you receive as a result of your recent pregnancy. It does not pay for any other medical care. Your provider of medical service is aware that this coverage pays for medical services related to your pregnancy or postpartum needs.</p>	Arial Font Size 10

\*English only, Spanish and threshold will generate based on project standards for that language.



### 2.9.3 NOA Variable Population

#### Update Fragment Variable Population

The existing Fragment contains 2 existing variables. Of the existing variables, only the Postpartum Month variable will be updated with this SCR. This SCR is also adding a new variable. Please see table below:

Variable Name	Population	Formattin g*
PostPartumMonths	Populates with the postpartum months.  <b>Technical Note:</b> Rules update to createMcApprovePostPartumReasons in <b>ReasonHelper.java</b>  Ex: "09/2021 through 09/2022"	Arial Font Size 10
PostPartumPeriodDays	Populates with the number of days of the postpartum period. It will populate as "365" if the benefit is April 2022 or after. If the benefit month is before April 2022, it will populate as "60".  <b>Technical Note:</b> This will be a NOA constant and static variable.	Arial Font Size 10



\*English only, Spanish and threshold will generate based on project standards for that language.

**Variables Requiring Translations:** N/A

### 2.9.4 NOA Generation Conditions

N/A, the aforementioned reason fragments does not require any Generation Condition updates.

### 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	ACWDL 21-15	 21-15.pdf
2	Eligibility	MEDIL I21-13	 MEDIL I21-13.pdf
3	NOA	Medi-Cal Approved Restricted Scope w/ SOC	NOA_MC_AP_Restricted_Scope_EN.pdf NOA_MC_AP_Restricted_Scope_SP.pdf NOA_MC_AP_Restricted_Scope_RU.pdf NOA_MC_AP_Restricted_Scope_KO.pdf NOA_MC_AP_Restricted_Scope_TG.pdf NOA_MC_AP_Restricted_Scope_CH.pdf NOA_MC_AP_Restricted_Scope_CA.pdf NOA_MC_AP_Restricted_Scope_AE.pdf NOA_MC_AP_Restricted_Scope_VI.pdf
4	NOA	Medi-Cal Denied PRUCOL STATUS NURSING	NOA_MC_DN_PRUCOL_Nursing_EN.pdf
5	NOA	Medi-Cal Denied PRUCOL STATUS RENAL	NOA_MC_DN_PRUCOL_Renal_EN.pdf NOA_MC_DN_PRUCOL_Renal_SP.pdf
6	NOA	Medi-Cal Approved Postpartum Medical	NOA_MC_AP_Postpartum_EN.pdf NOA_MC_AP_Postpartum_SP.pdf

### 4 REQUIREMENTS

#### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.4.3.2	The LRS shall determine an applicant's/participant's eligibility for a program or programs.	CalSAWS will display the information received via eHIT on MAGI Determination Detail Page and update rules to extend postpartum coverage from 60 days to 365 days.

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-214747

DDID 2344 FDS: API – EBT API

Version 1.0

09/03/2021

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Shuvam Mahapatra
	Reviewed By	Hemanth Tadavarthy

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/03/2021	1.0	Initial Draft	Shuvam Mahapatra

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# 1 OVERVIEW

---

## 1.1 Current Design

This document provides the details of the new API which provides the related information of all the EBT cards of a specified case for the participants from the CalSAWS system.

## 1.2 Requests

As per the DDID 2344, Create a service for the 58 counties that returns all the EBT cards and related information for a specified case.

## 1.3 Overview of Recommendations

Create a new endpoint to retrieve the EBT cards and their associated information of the participants for a specified 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. This API provides only the limited information related to EBT that is stored in the CalSAWS system and does not connect to FIS system to retrieve/validate the EBT information.

## 2 RECOMMENDATIONS

---

### 2.1 EBT API

#### 2.1.1 Overview

This API will expose the EBT card information for a specified case for all the participants from the CalSAWS system.

#### 2.1.2 Description of Changes

The EBT API will include the following data elements and error handling. Please refer to the ebt.html document for the technical specifications and data element definitions.

- If the value of receiptType field is 'Other', then the name, ssn values will be populated for the respective alternate card details present in the CalSAWS system.
- The field 'restaurantMeals' will be populated only if the provided county offers restaurant meals service.

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 /ebt/v1/byCaseNum
  - 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 EBT API can be used to retrieve the EBT card information for a specified case for all the participants from CalSAWS.

The request must contain the following field: (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.	ebt.html

**Table 1: Request with mandatory fields.**

The request can contain the following optional field:

SI No	Field Name	Description	Attachment
1	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.	ebt.html

**Table 2: Request with optional fields.**

### 2.1.4 Response

Please refer to the **ebt.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 EBT 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. Ebt card information 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	ebt.html

Table 4: Supporting Documents

### 4 REQUIREMENTS

---

#### 4.1 Project Requirements

REQ#	Requirement Text	Contractor Assumptions	How Requirement Met
DDID 2344	The CONTRACTOR shall create a service allowing 58 Counties to view EBT cards for a case utilizing a CalSAWS API. The service will return all EBT Cards and related information when a specific case is provided.		Create EBT 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 645 Cash/CalFresh: status
Dormant
Inactive
New
Expunged
Submission Error
Delete
Active
ReActivate
Pending

CT 646: receipientType
Primary
Secondary
Other

CT 647: accessType
CalFresh
Cash
Cash & CalFresh
No Access

CT 138: deliveryMethod
Mail
Pickup

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

CT 563 EBTCardStatus: status
Issued
Cancelled
Error
New
Submitted
Cancel for Reissuance
Reissued
Issued - Ready to Print
Ready to Print
Printing
Card Printed
In-Process
Printing Error
Pending Supervisor

CT 1028: statRsn
Invalid SSN
Invalid Record Type

Invalid/Missing Action Code
Invalid/Missing State Unique Identifier
Invalid/Missing Account Type
Invalid/Missing Primary Alternate Indicator
Invalid/Missing Card Holder Access
Invalid/Missing First or Last Name
Missing Address
Missing City
Missing State
Missing/Invalid zip code
Missing/Invalid County Code
Invalid Local Office Code
Invalid Date Of Birth
Invalid Telephone
Invalid/Missing Card Issuance Code
Invalid/Missing PIN Issuance Code
Invalid/Missing Language Indicator
Invalid/Missing Drop Shop Code
Client Already Exists
No Primary Demographics
Client Not Found
Account Not Found
Account Already Exists
City Too Long
Zip Code Too Long
Address Line 1 Too Long
Address Line 2 Too Long
Reading error

The cover was opened during printing
Printer connection error
Invalid Card Status
Inventory reduced
Inventory not reduced
Card Printed to Non C-IV County
Cancelled by district
Server error
Parity error
Sentinel error
A card was not picked successfully.
Printer error
Card Printer Error
Error reading data
No acct in C-IV
Card stuck
The print ribbon is broken
Printer failed
The print ribbon is low.
Connection failed
Error in C-IV
Out of print ribbon.
Check printer



# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-228666

Update CalSAWS Imaging Buttons to Pull Case  
and Person Documents

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Amy Gill, Christopher Vasquez, Long Nguyen, Michael Wu, Shilpa Suddavanda, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/10/2021	1.0	Initial	Kusnadi.E

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# 1 OVERVIEW

---

As part of CA-214038 'Images' buttons were added throughout CalSAWS pages to allow users to retrieve documents directly from the Hyland Imaging Solution. These 'Images' buttons are able to retrieve either Case level documents, Person level documents or both, depending on which page the user clicked the 'Images' button from. This SCR will update CalSAWS to allow users the ability to retrieve both Case level documents and Person level documents from the Hyland Imaging Solution by clicking on the 'Images' buttons from anywhere the buttons appear in CalSAWS.

## 1.1 Current Design

Currently, there are certain pages in CalSAWS where the 'Images' buttons are only able to retrieve either Case level documents or Person level documents from the Hyland Imaging Solution and this is dependent on the page that the 'Images' button is clicked from.

## 1.2 Requests

Update CalSAWS to allow users to retrieve both Case level documents and Person level documents from the Hyland Imaging Solution by clicking on the 'Images' buttons from anywhere the buttons appear in CalSAWS.

## 1.3 Overview of Recommendations

1. Update all the 'Images' buttons that can only retrieve Case level documents to also retrieve Person level documents from the Hyland Imaging Solution.
2. Update all the 'Images' buttons that can only retrieve Person level documents to also retrieve Case level documents from the Hyland Imaging Solution.
3. Add additional document types that will need to be searched when the 'Images' button is clicked through the Case Summary page.

## 1.4 Assumptions

1. All existing functionality will remain unchanged unless it is a part of this SCR.
2. Los Angeles County is already using the Hyland Imaging Solution.

## 2 RECOMMENDATIONS

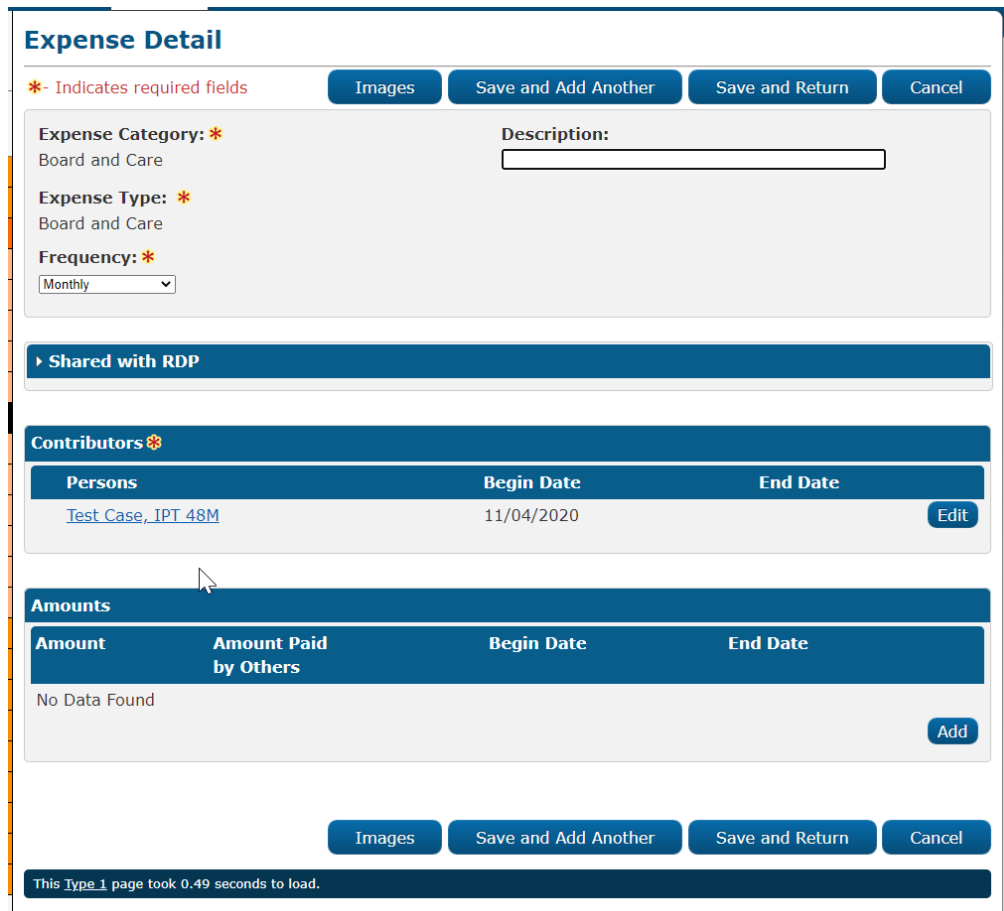
CalSAWS will be updated to allow users the ability to retrieve both Case level documents and Person level documents from the Hyland Imaging Solution by clicking on the 'Images' buttons from anywhere the buttons appear in CalSAWS.

### 2.1 Update Images Buttons to also pull Case level documents

#### 2.1.1 Overview

Currently, in CalSAWS there are 'Images' buttons that are only able to retrieve Person level documents from the Hyland Imaging Solution. This SCR will update these 'Images' buttons to also retrieve Case level documents from the Hyland Imaging Solution.

#### 2.1.2 Example Mockup



The mockup shows an 'Expense Detail' form with the following sections:

- Expense Category:** \* Board and Care
- Expense Type:** \* Board and Care
- Frequency:** \* Monthly (dropdown)
- Description:** (text input field)
- Buttons:** Images, Save and Add Another, Save and Return, Cancel
- Shared with RDP:** (toggle switch)
- Contributors:** \*
  - | Persons                            | Begin Date | End Date |
|------------------------------------|------------|----------|
| <a href="#">Test Case, IPT 48M</a> | 11/04/2020 |          |
  - Edit** button
- Amounts:**
  - | Amount        | Amount Paid by Others | Begin Date | End Date |
|---------------|-----------------------|------------|----------|
| No Data Found |                       |            |          |
  - Add** button
- Buttons:** Images, Save and Add Another, Save and Return, Cancel
- Footer:** This Type\_1 page took 0.49 seconds to load.

Figure 2.1.1 – Expense Detail (reference only)

### 2.1.3 Description of Changes

1. Update the 'Images' button located on the following pages referenced on the "Add Case level doc" sheet, on the CA-231137 Images button page locations\_updates.xlsx to also retrieve Case level documents from the Hyland Imaging Solution.
  - a. Expand the scope used to retrieve documents from the Hyland Imaging Solution to include Case level documents.
    - i. Add the 'Case UID' to the existing parameters that must be sent to Hyland.
  - b. Clicking on the 'Images' button will open the Hyland pop-up in a separate window and will now display both Case level documents and Person level documents.
  - c. Update the 'Images' button to be available to users that have the 'ImagingSearchCase' security right.
    - i. Users must either have the 'ImagingSearchCase' or the 'ImagingSearchPerson' security right in order for the 'Images' button to display.

Note: Users will need to be assigned both the 'ImagingSearchCase' and the 'ImagingSearchPerson' security right to pull both types of documents in Hyland. For the 'Images' button to display in CalSAWS the user will only need either the 'ImagingSearchCase' or the 'ImagingSearchPerson'.

2. Update Imaging views scope to include 'Case and Person Level documents'.

Note: The 'Images' buttons located on these pages as referenced on "Add Case level doc" sheet, on the CA-231137 Images button page locations\_updates.xlsx currently is only pulling Person level documents and require the user to have the ImagingSearchPerson security right in order to see the button. The above change will update the 'Images' button to now retrieve both Person level documents and Case level documents and will need the user to either have the ImagingSearchPerson or the ImagingSearchCase security right in order to see the 'Imaging' button.

### 2.1.4 Page Location

- N/A

### 2.1.5 Security Updates

The below Security Rights, Security Groups and Group to Role Mapping are already existing in CalSAWS and no changes are done to them as part of this SCR.

1. Security Rights

Security Right	Right Description	Right to Group Mapping
ImagingSearchCase	Allows view and search access to the user's county case drawer documents. Additionally, enables users with the required confidential security rights to view confidential documents via the case summary screen.	Imaging Search Case

## 2. Security Groups

Security Group	Group Description	Group to Role Mapping
Imaging Search Case	Allows view and search access to the user's county case drawer documents. Additionally, enables users with the required confidential security rights to view confidential documents via the case summary screen.	Child Care Supervisor, Clerical Supervisor, Eligibility Supervisor, Employment Services Supervisor, Fiscal Supervisor, Hearings supervisor, Marketing Supervisor, Quality Assurance Supervisor, Quality Control Supervisor, Regional Call Center 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 Update Images Buttons to also pull Person level documents

### 2.2.1 Overview

Currently, in CalSAWS there are 'Images' buttons that are only able to retrieve Case level documents from the Hyland Imaging Solution. This SCR will update these 'Images' buttons to also retrieve Person level documents from the Hyland Imaging Solution.

### 2.2.2 Example Mockup

**Customer Reporting List**

Display Type:  From:  To:

**Images** **View**

Type	Submit Month	Program	Status	Status Date
No Data Found				

**Images**

This Type 1 page took 1.59 seconds to load.

Figure 2.2.1 – Customer Reporting List (reference only)

### 2.2.3 Description of Changes

1. Update the 'Images' button located on the following pages referenced on the "Add Person level doc" sheet, on the CA-231137 Images button page locations\_updates.xlsx to also retrieve Person level documents from the Hyland Imaging Solution.
  - a. Expand the scope used to retrieve documents from the Hyland Imaging Solution to include Person level documents.
    - i. Add the 'All Persons UID' to the existing parameters that must be sent to Hyland.
  - b. Clicking on the 'Images' button will open the Hyland pop-up in a separate window and will now display both Case level documents and Person level documents.
  - c. Update the 'Images' button to be available to users that have the 'ImagingSearchPerson' security right.
    - i. Users must either have the 'ImagingSearchCase' or the 'ImagingSearchPerson' security right in order for the 'Images' button to display.

Note: Users will need to be assigned both the 'ImagingSearchCase' and the 'ImagingSearchPerson' security right to pull both types of documents in Hyland. For the 'Images' button to display in CalSAWS the user will only need either the 'ImagingSearchCase' or the 'ImagingSearchPerson'.

2. Update Imaging views scope to include 'Case and Person Level documents'.

Note: The 'Images' buttons located on these pages as referenced on "Add Person level doc" sheet, on the CA-231137 Images button page locations\_updates.xlsx currently is only pulling Case level documents and requires the user to have the ImagingSearchCase security right in order to see the button. The above change will update the 'Images' button to now retrieve both Person level documents and Case level documents and will require the user to either have the ImagingSearchPerson or the ImagingSearchCase security right in order to see the 'Imaging' button.

#### 2.2.4 Page Location

- N/A

#### 2.2.5 Security Updates

The below Security Rights, Secure Groups and Group to Role Mapping are already existing in CalSAWS and no changes are done to them as part of this SCR.

1. Security Rights

Security Right	Right Description	Right to Group Mapping
ImagingSearchPerson	Allows view and search access to person drawer documents.	Imaging Search Person

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Imaging Search Person	Allows view and search access to person drawer documents.	Child Care Supervisor, Clerical Supervisor, Eligibility Supervisor, Employment Services Supervisor, Fiscal Supervisor, Hearings

Security Group	Group Description	Group to Role Mapping
		supervisor, Marketing Supervisor, Quality Assurance Supervisor, Quality Control Supervisor, Regional Call Center Supervisor, RDB Supervisor, Special Investigations Supervisor

### 2.2.6 Page Mapping

N/A

### 2.2.7 Page Usage/Data Volume Impacts

N/A

## 2.3 Update Images Buttons on Case Summary page

### 2.3.1 Overview

Currently, in CalSAWS when an 'Images' button is clicked on the Case Summary page, there's a list of documents types that is need to be searched. This SCR will add to the list of documents that will need to be searched when the 'Images' button is clicked through the Case Summary page.

### 2.3.2 Example Mockup

#### Case Summary

[Images](#)[Capture](#)[Generate Coversheet](#)

Case Name  
[IPT Test Case](#)

County  
San Bernardino


▼ Companion Cases

Case Number

Case Name

Add

Display:



View

All People Associated with the Case

Name	DOB	Age	Gender	SSN	CIN	Person #	Household Status
IPT Test Case	07/03/1973	48	M	378-25-6091	717410320	<a href="#">01</a>	
IPT kid Test Kid	07/12/2013	8	F	673-52-8041	717511804	<a href="#">02</a>	

Images

This [Type 1](#) page took 0.38 seconds to load.

Figure 2.3.1 – Case Summary (reference only)

### 2.3.3 Description of Changes

1. Add the following document types and Form Names referenced on the "Add Document Types" sheet, on the CA-231137 Images button page locations\_updates.xlsx to also be searched when the 'Images' button is clicked through the Case Summary page.
2. Update Imaging views scope to include the document types and Form Names as referenced on the "Add Document Types" sheet, on the CA-231137 Images button page locations\_updates.xlsx.

Note: The 'Images' button will continue to search for the document types that was part of CA-214038. This SCR is expanding the list of document types that will need to be searched when the 'Images' button is clicked through the Case Summary page.

### 2.3.4 Page Location

- Global: Case Info
- Local: Case Summary
- Task: Case Summary

### 2.3.5 Security Updates

N/A

### 2.3.6 Page Mapping

N/A

### 2.3.7 Page Usage/Data Volume Impacts

N/A

## 2.4 Update Hyland system to pull images with an open ended date range

### 2.4.1 Overview

Currently, in CalSAWS when an 'Images' button is clicked on various pages throughout the system, Hyland will not pull images that are greater than 365 days old. This SCR will update Hyland system to pull images that are greater than 365 days old when the 'Images' button is clicked from specific pages.

### 2.4.2 Example Mockup

The mockup shows a web interface titled "Absent/Unmarried Parent List". At the top right are "Images" and "Continue" buttons. Below the title is a legend: "\*- Indicates required fields". A section titled "Root Questions" is expanded. Below this is a table with columns: Name, SSN, DOB, and Address. The first row shows a checkbox, the name "Lion, Jane", and empty fields for SSN and DOB. To the right of the row are "Edit" and "View History" buttons. Below the table is a "Remove" button. To the right is a form for "Applicant Name:" with a required field asterisk, a dropdown menu, and an "Add" button. Below this is a "Complete" checkbox. At the bottom right are "Images" and "Continue" buttons. A footer bar at the bottom states: "This Type 1 page took 0.70 seconds to load."

	Name	SSN	DOB	Address	
<input type="checkbox"/>	Lion, Jane				<div>Edit</div> <div>View History</div>

Remove

Applicant Name: \* 

Add

☐ Complete

Images

Continue

This Type 1 page took 0.70 seconds to load.

Figure 2.4.1 – Absent/Unmarried Parent List (reference only)

### 2.4.3 Description of Changes

1. Expand the date range in Hyland search parameter to allow images older than 365 days to be pulled, when the 'Images' button is clicked from the following pages:
  - a. Income List
  - b. Income Detail
  - c. Individual Demographic List
  - d. Individual Demographic Detail
  - e. Vital Statistics List
  - f. Vital Statistics Detail
  - g. Military/Veterans List
  - h. Military/Veterans Detail
  - i. Relationship List
  - j. Relationship Detail
  - k. Medical Condition List
  - l. Medical Condition Detail
  - m. Absent/Unmarried Parent List

Note: No documents past 365 days old will be listed in the Hyland pop-up, when the 'Images' button are clicked from other pages in CalSAWS other than the ones listed above.

### 2.4.4 Page Location

N/A

### 2.4.5 Security Updates

N/A

### 2.4.6 Page Mapping

N/A

### 2.4.7 Page Usage/Data Volume Impacts

N/A

## 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
--------	-----------------	-------------	------------

1	Online	List pages that the 'Images' buttons need to be updated.	CA-231137 Images button page locations updates.xlsx
---	--------	--	---

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
3.3.2.1.14	14. The LRS Component shall be scaleable and include the ability to process the current and expected growth volumes of transactions of the LRS, including growth for caseload, archive records, imaging, and Users.	CalSAWS is updated to allow users to pull both Case level and Person level documents from the Hyland Imaging Solution.



## 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**

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### **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 shows a list of navigation options, with 'Case Summary' highlighted. The main content area is titled 'Case Summary' and contains the following information:

- Case Number:** 0092338
- Case Name:** [Redacted]
- County:** Yuba
- LDS Conversion:** [Redacted]
- Conversion Date:** 10/06/2021
- Converted Data:** [Link]
- Companion Cases:** [Section header]
- Case Number:** [Redacted]
- Case Name:** [Redacted]
- Add:** [Button]
- Display:** 11/01/2021 [Calendar icon] [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

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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

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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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    - 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\_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 sidebar on the left lists various navigation options, with 'Case Summary' currently selected. The main content area shows the 'Case Summary' for Case Number 0092338. Key details include the Case Name (redacted), County (Yuba), and LDS Conversion information, including a link to 'Converted Data' and a Conversion Date of 10/06/2021. There are buttons for 'Images', 'Capture', and 'Generate Coversheet'. Below this, a 'Companion Cases' section is visible, and at the bottom, there is a 'Display' section with a date selector 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			<a href="#">01</a>	
	05/18/1983	38	M			<a href="#">02</a>	
	06/10/2005	16	F			<a href="#">03</a>	

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.

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 a 'Case Summary' sidebar with a search bar and a list of options. The main content area is titled 'LDS Converted Data Detail' and contains a legend (\* - Indicates required fields), a 'Conversion Date' of 10/06/2021, and two hyperlinks: 'Journal History' and 'Issuance History'. There are 'Close' buttons for the detail view and the sidebar.

## 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

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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

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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

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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' 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:**
    - [Converted Data](#)
    - Conversion Date:** 10/06/2021
- 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:

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:

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		<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.

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 main 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 'Case Info' tab is active, showing a 'Case Summary' sidebar with a search bar and a list of options: 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 is titled 'LDS Converted Data Detail' and includes a legend: '\* - Indicates required fields'. It displays the 'Conversion Date' as 10/06/2021 and provides hyperlinks for 'Journal History' and 'Issuance History'. There are 'Close' buttons for the detail view and the sidebar.

## 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

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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

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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

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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 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:**
    - [Converted Data](#)
    - Conversion Date:** 10/06/2021
- Companion Cases:**

Case Number	Case Name
<a href="#">Add</a>	
- Display:** 11/01/2021 [View](#)

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

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EBT Account List

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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.

**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

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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-230841

One-time Batches for Postpartum Care  
Extension



CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tisha Mutreja
	Reviewed By	Renee Gustafson, Chad Quan, Appalaraju Indala, Suneetha Minnekanti, Geetha Ramalingam, Prashant Goel, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/30/2021	0.1	Original Draft	Tisha Mutreja

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# 1 OVERVIEW

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This SCR will automate the extension of postpartum coverage from 60 to 365 days for Medi-Cal eligible pregnant/postpartum individuals.

## 1.1 Current Design

In Release 22.02, CalHEERS and CalSAWS were updated to extend postpartum coverage from 60 days to 365 days for eligible pregnant/postpartum individuals starting April 2022 with CA-212145 and CalHEERS Change Request CH-182474 per ACWDL 21-15 and MEDIL I 21-13.

CalSAWS has pregnant/postpartum individuals still receiving 60 days postpartum coverage instead of 365 days.

CalSAWS Batch EDBC functionality allows Batch EDBC to automatically add a standard Journal entry to cases processed by Batch EDBC with:

**Journal Category:** Eligibility

**Journal Type:** Batch EDBC

**Short Description:** Batch EDBC ran for [MONTH/YEAR].

**Long Description:** Batch EDBC ran for [MONTH/YEAR]. Batch EDBC processed for the Medi-Cal program for the following reasons: <Batch EDBC Sub-Type Code Short Description>

There is no Batch EDBC Sub-Type Code for Postpartum Care Extension one-time batch processing, so CalSAWS will automatically create the journal entry with a missing reason in the Long Description.

## 1.2 Requests

1. Automate the transition of eligible pregnant/postpartum individuals from 60days postpartum coverage to 365 days.
2. Provide one-time County lists for County Eligibility Workers to follow-up on any pregnant/postpartum individual not processed after the one-time batch processing is complete.

## 1.3 Overview of Recommendations

1. Initiate a one-time process to send Eligibility Determination Requests (EDRs) to CalHEERS and run Batch EDBC for identified pregnant/postpartum individuals.
2. Generate one-time County lists to aid the counties to provide postpartum care extension to eligible pregnant/postpartum individuals from 60 days to 365 days after Batch EDBC completes.

## 1.4 Assumptions

1. This one-time batch process may include Medi-Cal programs with an overdue RE or an in-process RE.

## 2 RECOMMENDATIONS

---

### 2.1 One-Time Batch

#### 2.1.1 Overview

Initiate a one-time process to send EDRs to CalHEERS and run Batch EDBC for identified pregnant/postpartum who are receiving 60 days postpartum coverage instead of 365 days.

#### 2.1.2 Description of Changes

##### 1. Batch MAGI

- a. Identify Medi-Cal programs that meet all the following conditions for one-time Batch MAGI processing:
  - i. The Medi-Cal program contains at least one Medi-Cal beneficiary that meets all the following conditions:
    - I. At least one individual is pregnant, or  
At least one individual is no longer pregnant, the postpartum end date is on or after April 01, 2021
    - II. The individual received Medi-Cal including CalWORKs, Foster Care, Refugee Cash Assistance, and SSI (does not include Dialysis, TB, TPN, or MSP) during any pregnancy month  
Technical Note: Including OPA record
  - ii. The program contains at least one MAGI Medi-Cal beneficiary.
  - iii. The CEW has not already processed MAGI and a corresponding Medi-Cal EDBC for April 2022 benefit month since the start date of the rules updated in CA-212145.
  - iv. The Medi-Cal EDBC effective April 2022 is not an overridden, read-only, or manual EDBC.
- b. Send an EDR with "CO" Run Reason for the benefit month of April 2022 based on the Medi-Cal program assigned to the most recent EDR. If there is no prior EDR, then assign the Medi-Cal program for the EDR based on the Medi-Cal program assigned to the most recent DER.

## 2. Batch EDBC

### i. MAGI Medi-Cal and mixed MAGI/Non-MAGI

- a. Identify MAGI Medi-Cal and mixed MAGI/Non-MAGI Medi-Cal programs that meet all the following conditions for one-time Batch EDBC processing:
  - i. The DER is received from Recommendation 1 and all the following conditions are true:
    - I. There are no 'Pending Eligible' MAGI Medi-Cal individuals on the DER.
    - II. No individual was discontinued or ineligible for MAGI Medi-Cal who was previously a recipient of MAGI Medi-Cal.
    - III. There are no individuals on Soft Pause on the DER.
  - ii. Medi-Cal EDBC has not been processed against the DER from Recommendation 1 or any subsequent DER for the April 2022 benefit month.
  - iii. The Medi-Cal EDBC effective April 2022 is not an overridden, read-only, or manual EDBC.
- b. Run Batch EDBC for April 2022 benefit month for the Medi-Cal program in Targeted Program mode with Type Code "Batch Eligibility" (BE). Include the Batch EDBC Sweep Code CT\_942 from recommendation 2.1.2.3.

### ii. Non-MAGI Medi-Cal

- a. Identify Non-MAGI Medi-Cal cases that meet all the following conditions for one-time Batch EDBC processing:
  - i. The program does not contain a MAGI Medi-Cal beneficiary.
  - ii. The program contains at least one Medi-Cal beneficiary where all the following are true:
    - I. At least one individual is pregnant, or  
At least one individual is no longer pregnant, the postpartum end date is on or after April 01, 2021
    - II. The individual received Medi-Cal including CalWORKs, Foster Care, Refugee Cash Assistance, and SSI (does not include Dialysis, TB, TPN, or MSP) during any pregnancy month  
Technical Note: Including OPA record
  - iii. Medi-Cal EDBC has not been processed for April 2022 benefit month since the start date of the rules updated in CA-212145.
  - iv. The Medi-Cal EDBC effective April 2022 is not an overridden, read-only, or Manual EDBC.

- b. Run Batch EDBC for April 2022 benefit month only for the Medi-Cal program in Targeted Program mode with Type Code 'BE' (Batch Eligibility). Include the Batch EDBC Sweep Code CT\_942 from recommendation 2.1.2.3.

### 3. Journal Entry

Add Batch EDBC Sub-Type Code (CT\_942) for "Postpartum Care Extension one-time batch" to the code table.

Code Table	Description
New/Update	New
Category Id	942
Short Description	Postpartum Care Extension one-time batch
Long Description	Postpartum Care Extension one-time batch

This will allow CalSAWS to generate an auto-journal with the following information for each case processed successfully through Batch EDBC from Recommendation 2.

**Journal Category:** Eligibility

**Journal Type:** Batch EDBC

**Short Description:** Batch EDBC ran for 04/2022.

**Long Description:** Batch EDBC ran for 04/2022. Batch EDBC processed for the Medi-Cal program for the following reason: Postpartum Care Extension one-time batch.

### 2.1.3 Execution Frequency

This is a one-time batch.

### 2.1.4 Key Scheduling Dependencies

- Friday 02/25/2022  
Batch operations team will run the Data Change Request (DCR) for Batch MAGI before regularly scheduled batch. Then Friday's regularly scheduled batch will send the EDRs during Batch MAGI.
- Saturday 02/26/2022  
Batch operations will run the DCR for Batch EDBC before regularly scheduled batch processing. Then Saturday's regularly scheduled batch will process the cases through Batch EDBC before the nightly batch is run.

### 2.1.5 Counties Impacted



All counties

### 2.1.6 Data Volume/Performance

Approximately 75K individuals will be processed with this change.  
At least one Notice of Action is expected for each of the cases processed in Batch EDBC.

## 3 SUPPORTING DOCUMENTS

---

Number	Functional Area	Description	Attachment
1	Eligibility	ACWDL 21-15	 21-15.pdf
2	Eligibility	MEDIL I21-13	 MEDIL I21-13.pdf

## 4 OUTREACH

---

Generate one-time County lists to aid the counties to provide the postpartum care extension to eligible pregnant/postpartum individuals from 60 days to 365 days after Batch EDBC completes.

The lists will display the below columns:

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

List will be posted on February 28<sup>th</sup> at following locations:

CalACES Web Portal>System Changes>SCR and SIR Lists>2022>CA-230841

1. **List Name:** Medi-Cal Program Discontinued

Generate a list of cases where the Medi-Cal program was discontinued due to the one-time Batch EDBC processing.

**County Action:** These are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close households, review these cases to verify the closure was accurate.

2. **List Name:** Medi-Cal Individual Discontinued

Generate a list of cases where an individual was discontinued from the Medi-Cal program due to the one-time Batch EDBC processing.

**Additional Columns:**

- CIN
- Prior Aid Code – *Display the aid code the individual was on prior to the discontinuance*
- DOB

**County Action:** These are likely the result of household changes or ongoing data collection which was not yet processed through EDBC by the user. Since the purpose of this Batch EDBC process was not to close individuals, review these cases to verify the closure was accurate.

3. **List Name:** Pregnant/Postpartum individual not processed

Generate a list of cases where a pregnant/postpartum individual remains in restricted, or SOC, or premium Medi-Cal without aid code 76 eligibility after the one-time Batch EDBC processing. Include a column for the reason they did not transition.



**Additional Columns:**

- CIN
- Aid Code
- DOB
- Reason\*

**\*Known reasons:**

- **Became MAGI Elig on DER:** As a result of Batch MAGI, an individual became eligible for MAGI Medi-Cal who was previously not in receipt of MAGI Medi-Cal.
- **MAGI Disc or Inelig on DER:** As a result of Batch MAGI, an individual became discontinued or ineligible for MAGI Medi-Cal who was previously a recipient of MAGI Medi-Cal.
- **MAGI Pending on DER:** EDBC did not process because an individual is Pending Eligible on MAGI Determination.
- **Soft Pause:** EDBC did not process because there is an individual on the DER in Soft Pause.
- **Read-Only EDBC:** EDBC processed, but it was Read-Only.
- **Overridden, Read-only or Manual EDBC:** The Medi-Cal program was not processed by Batch MAGI nor Batch EDBC because the EDBC effective for April 2022 is an overridden, read-only, or manual EDBC.
- **DER returned after Batch EDBC:** EDBC did not process because the DER from Batch MAGI did not return prior to running Batch EDBC; however, the DER did return prior to generating this list.

**County Action:** County workers should review the case for the pregnant/postpartum individual on the list and determine why they were not processed in the one-time batch. Then, take the appropriate action.

## 5 REQUIREMENTS

---

### 5.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.4.3.2	The LRS shall determine an applicant's/participant's eligibility for a program or programs.	CalSAWS will display the information received via eHIT on MAGI Determination Detail Page and update rules to extend postpartum coverage from 60 days to 365 days.

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-230989

Re-platform Export Reports in CalSAWS from BI  
Publisher to Custom Java

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Amy Gill, Sumeet Patil, Long Nguyen, Michael Wu, Naresh Barsagade, Kapil Santosh, Shilpa Suddavanda, Himanshu Jain, Ihsan Abdulsamed.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/03/2021	1.0	Initial	Kusnadi.E

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# 1 OVERVIEW

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Currently in CalSAWS there are multiple reports that are able to be exported to Excel to allow users the ability to easily view, organize and manipulate the data as needed. The export capability for the Eligibility Workload Inventory Export Report, Monthly Productivity List Export Report, General Ledger Report, and the Supervisor Authorization Report currently uses Oracle BI Publisher export processing. This SCR will update CalSAWS to use the new CalSAWS export processing to export the above reports to Excel.

## 1.1 Current Design

Currently in CalSAWS, the export capability for the Eligibility Workload Inventory Export Report, Monthly Productivity List Export Report, General Ledger Report, and the Supervisor Authorization Report uses Oracle BI Publisher export processing to allow these reports to be exported to Excel.

## 1.2 Requests

Update CalSAWS to use the new CalSAWS export processing to export the Eligibility Workload Inventory Export Report, Monthly Productivity List Export Report, General Ledger Report, and the Supervisor Authorization Report to Excel.

## 1.3 Overview of Recommendations

1. Update the following CalSAWS pages to call the new CalSAWS export processing.
  - a. Eligibility Workload Inventory
  - b. Monthly Productivity List
  - c. General Ledger List
  - d. Pending Authorizations
2. Update the look and feel for the template used when the following reports are exported to Excel.
  - a. Eligibility Workload Inventory Export Report
  - b. Monthly Productivity List Export Report
  - c. General Ledger Report
  - d. Supervisor Authorization Report
3. Update the architecture framework to configure a limit on the number of threads used for reports generation to avoid performance impact across the application.

## 1.4 Assumptions

1. All existing functionality will not be changed unless called out as part of this design.
2. The new CalSAWS export processing will be implemented as part of CA-223932.

- Only the look and feel of the template for the reports will be updated. No changes will be done to the existing parameters used to generate the reports.

## 2 RECOMMENDATIONS

Update CalSAWS to use the new CalSAWS export processing to export the Eligibility Workload Inventory Export Report, Monthly Productivity List Export Report, General Ledger Report, and the Supervisor Authorization Report to Excel.

### 2.1 Eligibility Workload Inventory

#### 2.1.1 Overview

The Eligibility Workload Inventory Export Report is available from the Eligibility Workload Inventory page. The Eligibility Workload Inventory Export Report mirrors the information displayed on the Search Results Summary section. Currently, the export capability for the Eligibility Workload Inventory Export Report to Excel is by using the Oracle BI Publisher export processing. This SCR will update CalSAWS to use the new CalSAWS export processing instead to export the Eligibility Workload Inventory Export Report to Excel.

#### 2.1.2 Eligibility Workload Inventory Mockup

### Eligibility Workload Inventory

\*- Indicates required fields

**Worker ID:**  
19DP344W04 Select

**Assignment Type:**  
Primary ▼

**Display Workload: \***  
08/03/2021

**Status Effective Date: \***  
08/03/2021

**Status:**  
All ▼

Results per Page: 100 View

#### Search Results Summary

Results 1 - 100 of 3091

1 2 3 4 5 6 7 8 9 10 Next

Total Assignments	
Cases	1482
Programs	3091



### 2.1.3 Description of Changes

1. Update the Export icon on the Eligibility Workload Inventory page to invoke the new CalSAWS export processing.
  - a. Clicking on the Export icon will invoke the new CalSAWS export processing instead of the Oracle BI Publisher export processing to export the Eligibility Workload Inventory Export Report to Excel.

### 2.1.4 Page Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Workload Inventory**

### 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 Monthly Productivity List

### 2.2.1 Overview

The Monthly Productivity List Export Report is available from the Monthly Productivity List page. The Monthly Productivity List Export Report mirrors the information displayed on the Search Results Summary section. Currently, the export capability for the Monthly Productivity List Export Report to Excel is by using the Oracle BI Publisher export processing. This SCR will update CalSAWS to use the new CalSAWS export processing instead to export the Monthly Productivity List Export Report to Excel.

## 2.2.2 Monthly Productivity List Mockup

### Monthly Productivity List

▼ Search

<b>Worker ID:</b> <input type="text" value="19DP344W16"/> <b>Select</b>	<b>Unit ID:</b> <input type="text" value="00"/> <b>Select</b>	<b>Report Type:</b> <input type="text"/>
<b>Report Status:</b> <input type="text" value="All"/>	<b>From: *</b> <input type="text" value="08/01/2020"/>	<b>To: *</b> <input type="text" value="08/31/2021"/>

Results per Page:  **Search**

Search Results Summary							Results 1 - 6 of 6
							<b>View Detailed Results</b>
Case Name	Case Number	Type	Submit Month	Status	Status Date	Program	

## 2.2.3 Description of Changes

1. Update the Export icon on the Monthly Productivity List page to invoke the new CalSAWS export processing.
  - a. Clicking on the Export icon will invoke the new CalSAWS export processing instead of the Oracle BI Publisher export processing to export the Monthly Productivity List Export Report to Excel.

## 2.2.4 Page Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Monthly Productivity**

## 2.2.5 Security Updates

N/A

## 2.2.6 Page Mapping

N/A

## 2.2.7 Page Usage/Data Volume Impacts

N/A

## 2.3 Pending Authorizations

### 2.3.1 Overview

The Supervisor Authorization Report is available from the Pending Authorizations page. The Supervisor Authorization Report mirrors the information displayed on the Search Results Summary section. Currently, the export capability for the Supervisor Authorization Report to Excel is by using the Oracle BI Publisher export processing. This SCR will update CalSAWS to use the new CalSAWS export processing instead to export the Supervisor Authorizations Report to Excel.

### 2.3.2 Pending Authorizations Mockup

**Pending Authorizations**

\*- Indicates required fields

Search

Case Number:  Select Category:  ▼

Organization Level:  Organization Number: V0 Select

Organization Name: SAN GABRIEL VALLEY GROW Unit:  ▼

Program:  ▼

Search

**Search Results Summary** Results 1 - 5 of 5

### 2.3.3 Description of Changes

1. Update the Export icon on the Pending Authorization page to invoke the new CalSAWS export processing.
  - a. Clicking on the Export icon will invoke the new CalSAWS export processing instead of the Oracle BI Publisher export processing to export the Supervisor Authorization Report to Excel.

### 2.3.4 Page Location

- **Global: Case Info**
- **Local: Tasks**
- **Task: Approvals**

## 2.4 General Ledger List

### 2.4.1 Overview

The General Ledger Report is available from the General Ledger List page. The General Ledger Report provides a detailed ledger for each child receiving income. Currently, the export capability for the General Ledger Report to Excel is by using the Oracle BI Publisher export processing. This SCR will update CalSAWS to use the new CalSAWS export processing instead to export the General Ledger Report to Excel.

### 2.4.2 General Ledger List Mockup

#### General Ledger List

Name:

Display From:

To:

View

Ledger Summary

Total Foster Care Paid: 0.00

Total Foster Care Offset: 0.00

Total Trust Balance: 0.00

Dedicated Balance: 0.00

SSI/SSA Trust Balance: 0.00

Child Support Trust Balance: 0.00

Remaining Foster Care Balance: 0.00

Posted Date	Month	Type	Aid Code	Amount	Offset Amount	Trust Amount	Posting Status
No Data Found							

View Journal

General Ledger

Add

This Type 1 page took 1.42 seconds to load.

### 2.4.3 Description of Changes

1. Update the General Ledger button on the General Ledger List page to invoke the new CalSAWS export processing.
  - a. Clicking on the General Ledger button will invoke the new CalSAWS export processing instead of the Oracle BI Publisher export processing to export the General Ledger Report to Excel.

### 2.4.4 Page Location

- **Global: Case Info**
- **Local: Case Summary**
- **Task: General Ledger**

## 2.4.5 Security Updates

N/A

## 2.4.6 Page Mapping

N/A

## 2.4.7 Page Usage/Data Volume Impacts

N/A

## 2.5 Eligibility Workload Inventory Export Report

### 2.5.1 Overview

The Eligibility Workload Inventory Export Report is available from the Eligibility Workload Inventory page. The report provides a listing of employee workload information such as the case number, primary applicant, program, program status, application date, authorization date and the RE Date. This SCR will update the Excel Template that is used for the Eligibility Workload Inventory Export Report. This is to match the Excel Template that will be used for Export Report that is generated using the new CalSAWS export processing.

### 2.5.2 Eligibility Workload Inventory Export Report Mockup

General Information	
Report: Eligibility Workload Inventory Export	
County: Los Angeles	
Run Date: 08/05/2021 10:38 AM	
Worker ID: 19DP344W04	
Assignment Type: Primary	
Total Assigned Cases: 1501	
Total Assigned Programs: 3164	

**Figure 2.5.1 – Eligibility Workload Inventory Export Report – General Information Sheet**

Case Number	Primary Applicant	Program	Status	Application Date	Authorization Date	RE Due Date	Incomplete DERs	Carry Forward Status (CFS)
B000J16	JOHN, DOE	CF	Active	08/29/2019	02/06/2021	07/31/2021	Y	
B000J16	JOHN, DOE	CW	Active	08/29/2019	05/19/2021	07/31/2021	Y	
B000J16	JOHN, DOE	CW	Active	08/29/2019	05/19/2021	07/31/2021	Y	
B01L555	JOHN, ARMY	MC	Active	03/19/2015	05/05/2021	02/28/2022		
B01L555	JOHN, ARMY	MC	Active	01/21/2020	05/05/2021	12/31/2021		
B01WG8T	DOE, JANE	CF	Discontinued	12/06/2018	05/05/2021	11/30/2021	Y	
B01WG8T	DOE, JANE	MC	Active	01/01/2012	11/25/2020	08/31/2021	Y	
B01WG8T	DOE, JANE	CW	Active	12/06/2018	11/25/2020	11/30/2021	Y	

**Figure 2.5.2 – Eligibility Workload Inventory Export Report – Exported Data Sheet**

Note: The data included in the report mockup is not real data. It is only for visualization purposes.

### 2.5.3 Description of Change

1. The Excel template that is currently being used for the Eligibility Workload Inventory Export Report will be updated to match the new Excel Template that is used for reports that are exported to Excel using the new CalSAWS export processing. Reference the Supporting Documents section for example report templates which include the report layout and column placement.

Note: Parameters used to generate the report will remain unchanged, only the excel template that is to be used for the report is changing.

- a. General Information Sheet

This sheet will contain general information including the parameters that were used to generate the Report. This sheet will include a single table with a single column titled "General Information" that will include the following rows:

- i. Report Name formatted as "Report: Eligibility Workload Inventory Export"
- ii. The county name formatted as "County: <County Name>". For example: "County: Los Angeles".
  1. This is the County that the user is logged into.
- iii. The date and time the report was generated formatted as "Run Date: <mm/dd/yyyy hh:mm AM/PM>". For example: "Run Date: 08/05/2021 10:38 AM".
- iv. The Worker ID formatted as "Worker ID: <Worker ID >". For Example: "Worker ID: 90LS00CF00".
  1. The worker number that is selected on the Eligibility Workload Inventory page when the report is generated.
- v. The Assignment Type formatted as "Assignment Type: <The assignment type of the selected worker>". For example: "Assignment Type: Primary".
  1. The assignment type that is selected on the Eligibility Workload Inventory page. Possible options are:
    - a. Primary – the report displays all the programs where the worker is assigned as primary.
    - b. Secondary – the report displays all the programs where the worker is assigned as secondary.
    - c. Both – the report displays all the programs where the worker is assigned as both, primary or secondary.
- vi. The Total Assigned Cases formatted as "Total Assigned Cases: <Total amount of case assigned to the Worker>". For example: "Total Assigned Cases: 1501".

1. The number of Cases assigned as displayed in the Total Assignments section of the Eligibility Workload Inventory page.
- vii. The Total Assigned Programs formatted as "Total Assigned Programs: <Total amount of programs assigned to the Worker>". For example, "Total Assigned Programs: 3164".
  1. The number of Programs assigned as displayed in the Total Assignments section of the Eligibility Workload Inventory page.

b. Exported Data Sheet

This sheet provides a listing of employee workload information such as the case number, primary applicant, program, program status, application date, authorization date, and RE due date. Export report will be sorted by Case Number in Ascending order.

Column Name	Description
Case Number	The Case Number of the Case
Primary Applicant	The Name of the Primary Applicant of the Program formatted as "Last Name", "First Name"
Program	This column will populate the program code that is associated to the case.
Status	This column will populate the status for the program.
Application Date	This column will populate the program application date formatted as mm/dd/yyyy.
Authorization Date	This column will populate the date the program was authorized for aid formatted as mm/dd/yyyy.
RE Due Date	This column will populate with the program redetermination due date formatted as mm/dd/yyyy.
Incomplete DERs	This column will populate with 'Y' when there is an Incomplete Determination of Eligibility Response (DER) associated to the program. This column is not labelled on the Eligibility Workload Inventory Page.

Column Name	Description
Carry Forward Status (CFS)	This column will display 'Y' if there was a DER within the current year in which the CFS flag was set to 'Y' and there were no subsequent DERs for the same benefit month where the CFS flag was set to 'N' for the same person. This will reset on January 1st of every year.

Note: Parameter used to generate the report will remain unchanged, only the excel template that is to be used for the report is changing.

#### 2.5.4 Report Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Workload Inventory (click on the Export Icon that displays when there are Workload Inventory Report in the Search Results Summary).**

#### 2.5.5 Counties Impacted

All CalSAWS counties are impacted.

#### 2.5.6 Security Updates

N/A

#### 2.5.7 Report Usage/Performance

N/A

### 2.6 Monthly Productivity List Export Report

#### 2.6.1 Overview

The Monthly Productivity List Export Report is available from the Monthly Productivity List page. The report provides a listing of employee productivity information such as case name, case number, customer report type, submit month, customer report status and status date as well as the applicable program. This SCR will update the Excel Template that is used for the Monthly Productivity List Export Report. This is to match the Excel Template that will be used for Export Report that is generated using the new CalSAWS export processing.



## 2.6.2 Monthly Productivity List Export Report Mockup

General Information
Report: Monthly Productivity List Export
County: Los Angeles
Run Date: 08/05/2021 10:48 AM
Worker ID: 19DP344W16
Unit: 01
Total Reports: 1

**Figure 2.6.1 – Monthly Productivity List Export Report – General Information Sheet**

Case Number	Case Name	Type	Submit Month	Status	Status Date	Program
B0YBV33	Case Name	MG	05/01/2021	SE	03/11/2021	MC
B1B4V00	Case Name	S7	08/01/2020	CE	09/03/2020	CW
B1B4V00	Case Name	CWF	02/01/2021	CE	02/08/2021	CW
B1RYR99	Case Name	CWF	09/01/2020	CE	10/14/2020	CF
B1RYR99	Case Name	S7	03/01/2021	CE	04/02/2021	CF
B1VT000	Case Name	MG	04/01/2021	CE	05/30/2021	MC
B20L999	Case Name	CWF	10/01/2020	CE	11/18/2020	CF
B20L999	Case Name	CWF	10/01/2020	CE	11/18/2020	CF
B20L999	Case Name	S7	04/01/2021	SE	03/27/2021	CF
B20L999	Case Name	S7	04/01/2021	SE	03/27/2021	CF

**Figure 2.6.2 – Monthly Productivity List Export Report – Exported Data Sheet**

Note: The data included in the report mockup is not real data. It is only for visualization purposes.

## 2.6.3 Description of Change

1. The Excel template that is currently being used for the Monthly Productivity List Export Report will be updated to match the new Excel Template that is used for reports that are exported to Excel using the new CalSAWS export processing. Reference the Supporting Documents section for example report templates which include the report layout and column placement.

Note: Parameters used to generate the report will remain unchanged, only the excel template that is to be used for the report is changing.

### a. General Information Sheet

This sheet will contain general information including the parameters that were used to generate the Report. This sheet will include a single table with a single column titled "General Information" that will include the following rows:

- i. Report Name formatted as "Report: Monthly Productivity List Export"
- ii. The county name formatted as "County: <County Name>". For example: "County: Los Angeles".
  1. This is the County that the user is logged into.

- iii. The date and time the report was generated formatted as "Run Date: <mm/dd/yyyy hh:mm AM/PM>". For example: "Run Date: 08/05/2021 10:38 AM".
- iv. The Worker ID formatted as "Worker ID: <Worker ID >". For Example: "Worker ID: 90LS00CF00".
  - 1. The worker number that is selected on the Monthly Productivity List page when the report is generated.
- v. The Unit formatted as "Unit: <Unit>". For example: "Unit: 01".
  - 1. The Unit that is selected on the Monthly Productivity List Page when the report is generated.
- vi. The Total Reports formatted as "Total Reports: <Total Reports>". For example: "Total Reports: 1".
  - 1. The Total count of reports that is pulled based on the Search Criteria that is defined from the Monthly Productivity List page.

b. Exported Data Sheet

This sheet provides a listing of employee productivity information such as case name, case number, customer report type, submit month, customer report status and status date as well as the applicable program. Export report will be sorted by Case Number in Ascending order.

Column Name	Description
Case Number	The Case Number of the Case
Case Name	The Case Name of the Case
Type	The type of the Customer Report
Submit Month	The Submit Month of the Customer Report formatted as mm/dd/yyyy
Status	This column will populate the status of the Customer Report
Status Date	This column will populate the current status date of the Customer Report formatted as mm/dd/yyyy
Program	The Program associated to the Customer Report

#### 2.6.4 Report Location

- **Global: Eligibility**
- **Local: Workload Inventory**
- **Task: Monthly Productivity (click on the Export Icon that displays when there are Monthly Productivity List results in the Search Results Summary).**

#### 2.6.5 Counties Impacted

All CalSAWS counties are impacted.

#### 2.6.6 Security Updates

N/A

#### 2.6.7 Report Usage/Performance

N/A

### 2.7 Supervisor Authorization Report

#### 2.7.1 Overview

The Supervisor Authorization Report is available from the Pending Authorizations page. The report provides the different authorization types, actions taken, and performance metric of total days pending in queue, as well as detailed metrics of how many days in queue at each required authorization level. Not all authorization requests will require all three levels of approval. This SCR will update the Excel Template that is used for the Supervisor Authorization Report. This is to match the Excel Template that will be used for Export Report that is generated using the new CalSAWS export processing.

#### 2.7.2 Supervisor Authorization Report Mockup

General Information
Report: Supervisor Authorization Report
County: Los Angeles
Run Date: 08/05/2021 10:53 AM
Organization Level: Office

**Figure 2.7.1 – Supervisor Authorization Report – General Information Sheet**

Region Group	Region	Office Name	Unit	Case Number	Case Name	Type
		SAN GABRIEL VALLEY GROW	1C	B21SU28	Case Name	PR - Bus Pass - \$110.00
		SAN GABRIEL VALLEY GROW	1C	B21SU28	Case Name	PR - Clothing/Shoes - \$50.0
		SAN GABRIEL VALLEY GROW	1C	L984404	Case Name	PR - Bus Pass - \$50.00
		SAN GABRIEL VALLEY GROW	1C	B177F09	Case Name	PR - Bus Pass - \$110.00
		SAN GABRIEL VALLEY GROW	1C	L984404	Case Name	PR - Clothing/Shoes - \$50.0

**Figure 2.7.2 – Supervisor Authorization Report – Exported Data Sheet (refer to Supporting Document for the full report mockup)**

Note: The data included in the report mockup is not real data. It is only for visualization purposes.

### 2.7.3 Description of Change

1. The Excel template that is currently being used for the Supervisor Authorization Report will be updated to match the new Excel Template that is used for reports that are exported to Excel using the new CalSAWS export processing. Reference the Supporting Documents section for example report templates which include the report layout and column placement.

Note: Parameters used to generate the report will remain unchanged, only the Excel template that is to be used for the report is changing.

#### a. General Information Sheet

This sheet will contain general information including the parameters that were used to generate the Report. This sheet will include a single table with a single column titled "General Information" that will include the following rows:

- i. Report Name formatted as "Report: Supervisor Authorization Report"
- ii. The county name formatted as "County: <County Name>". For example: "County: Los Angeles".
  1. This is the County that the user is logged into.
- iii. The date and time the report was generated formatted as "Run Date: <mm/dd/yyyy hh:mm AM/PM>". For example: "Run Date: 08/05/2021 10:38 AM".
- iv. The Organization Level formatted as "Organization Level: <The Organization Level selected>". For example: "Organization Level: Office".
  1. The Organization Level that is selected on the Pending Authorizations page. Possible options are:
    - a. Worker
    - b. Office
    - c. Bank

#### b. Exported Data Sheet

This sheet will contain the specific inventory of the different authorization types, actions taken, and performance metrics of total days pending in queue, as well as detailed metrics of how many days in queue at each required authorization level. Not all authorization requests will require all three levels of approval. Export report will be sorted by Case Number in Ascending order.

Column Name	Column Description
Region Group	Region group associated to the worker at the time of export. Region Group is assigned to worker primarily on WTW/REP program caseloads.  Note: Value can be blank if the program is not a WTW/REP program.
Region	Region associated to the worker at the time of export.  Note: Value can be blank if the program is not a WTW/REP program.
Office Name	Name of the office associated to the worker at the time of export.
Unit	The unit number associated to the worker at the time of export.
Case Number	The case number associated to the case.
Case Name	The case name associated to the case.
Type	The type code associated with the task. <ul style="list-style-type: none"> <li>• Technical note: type code can be found in</li> </ul>

Column Name	Column Description
	CODE_DETL.REFER_TABLE_1_DESCR where CATGRY_ID = '399'
Date	The date the task was assigned on. Format: MM/DD/YYYY
Program	Program associated to the task.
Program Status	Status of the program associated to the task.
ES	Indicator for whether the program requires Expedited Services.
Month(s)	Month(s) associated to the task.
Worker ID	ID of the worker associated to the task at the time of export.
Highest Level of Authorization Required by Task	The highest level of authorization required for the task. Possible values are: <ul style="list-style-type: none"> <li>• First</li> <li>• Second</li> <li>• Third</li> </ul>
Total Days in Authorization Process	Displays the summation of days pending for a task across all approval levels.
First Level Authorization-Status	Status of the transaction that is pending approval for requests that need first-level authorization depending on the Task Type. Technical note: Possible values are: <ul style="list-style-type: none"> <li>• Approved</li> <li>• Pending</li> <li>• Rejected</li> </ul>
First Level Authorization-Status Date	Date of the status of the transaction for the first level of authorization.
First Level Authorization-Days in Pending Status	If First Level Authorization status is "Pending", display number of days from the date the worker created the

Column Name	Column Description
	<p>approval task to the date of the export of the report.</p> <p>If First Level Authorization status is "Approved" or "Rejected", display number of days from the date the worker created the approval task to the date of first level approval or rejection.</p>
Second Level Authorization-Status	Status of the transaction that is pending approval for pending requests that need second-level authorization (e.g., values can be Approved, Pending, Reject), depending on the Task Type.
Second Level Authorization-Status Date	Date of the status of the transaction for the second level of authorization.
Second Level Authorization-Days in Pending Status	<p>If Second Level Authorization status is "Pending" display number of days from the date of first level approval to the date of the export of the report.</p> <p>If Second Level Authorization status is "Approved" or "Rejected", display number of days from the date of first level approval to the date of second level approval or rejection.</p> <p>If Second Level Authorization is not applicable to the task, leave blank.</p>
Third Level Authorization-Status	Status of the transaction that is pending approval for pending requests that need third-level authorization (e.g., values can be Approved, Pending, Reject), depending on the Task Type.
Third Level Authorization-Status Date	Date of the status of the transaction for the third level of authorization.
Third Level Authorization-Days in Pending Status	<p>If Third Level Authorization status is "Pending", display number of days from the date of second level approval to the date of the export of the report.</p> <p>If Third Level Authorization status is "Approved" or "Rejected", display</p>

Column Name	Column Description
	<p>number of days from the date of second level approval to the date of third level approval or rejection.</p> <p>If Third Level Authorization is not applicable to the task, leave blank.</p>

Note: For columns that appear on the Pending Authorizations page, their data will match what is exported from the page while the additional columns will be a detailed extension of that query.

#### 2.7.4 Report Location

- **Global: Case Info**
- **Local: Task**
- **Task: Approval (click on the Export Icon that displays when there are Pending Authorizations in the Search Results Summary).**

#### 2.7.5 Counties Impacted

All CalSAWS counties are impacted.

#### 2.7.6 Security Updates

N/A

#### 2.7.7 Report Usage/Performance

N/A

### 2.8 General Ledger Report

#### 2.8.1 Overview

The General Ledger Report is available from the General Ledger List page. The report provides a detailed ledger report for all Foster Care and Kin-GAP payments made and all SSI, SSA and/or Child Support payments received for each child. This SCR will update the Excel Template that is used for the General Ledger Report. This is to match the Excel Template that will be used for Export Report that is generated using the new CalSAWS export processing.



## 2.8.2 General Ledger Report Mockup

General Information	
Report: General Ledger Report	
County: Los Angeles	
Run Date: 08/05/2021 10:58 AM	
As of Date: 08/05/2021	
Case No: B0KIN20	
Child Name: JANE DOE	
Child SSN: 123-45-6789	

**Figure 2.8.1 – General Ledger Report – General Information Sheet**

Accrual Period	Transaction Date	Account Type	Transaction Type	Aid Type	Pay Code	Warrant Number	Debit/Credit	Foster Care Offset	Trust Amount	Total Foster Care Paid	Running Trust Balance
08/2020	09/15/2020	PAYMENTS	FC Payment	42	AA		(\$152.00)	\$0.00	\$0.00	(\$152.00)	\$0.00
09/2020	10/15/2020	PAYMENTS	FC Payment	42			(\$671.00)	\$0.00	\$0.00	(\$823.00)	\$0.00
10/2020	11/15/2020	PAYMENTS	FC Payment	42			(\$671.00)	\$0.00	\$0.00	(\$1,494.00)	\$0.00
11/2020	12/15/2020	PAYMENTS	FC Payment	42			(\$671.00)	\$0.00	\$0.00	(\$2,165.00)	\$0.00
12/2020	01/15/2021	PAYMENTS	FC Payment	42			(\$671.00)	\$0.00	\$0.00	(\$2,836.00)	\$0.00
01/2021	02/15/2021	PAYMENTS	FC Payment	42	XX		(\$671.00)	\$0.00	\$0.00	(\$3,507.00)	\$0.00
01/2021	02/18/2021	PAYMENTS	FC Payment Cancellation	42			\$671.00	\$0.00	\$0.00	(\$2,836.00)	\$0.00
02/2021	03/15/2021	PAYMENTS	FC Payment	42			(\$671.00)	\$0.00	\$0.00	(\$2,836.00)	\$0.00
03/2021	04/15/2021	PAYMENTS	FC Payment	42	BB		(\$688.00)	\$0.00	\$0.00	(\$3,524.00)	\$0.00
04/2021	05/15/2021	PAYMENTS	FC Payment	42			(\$688.00)	\$0.00	\$0.00	(\$4,212.00)	\$0.00
05/2021	06/15/2021	PAYMENTS	FC Payment	42			(\$688.00)	\$0.00	\$0.00	(\$4,900.00)	\$0.00
06/2021	07/15/2021	PAYMENTS	FC Payment	42	XX		(\$688.00)	\$0.00	\$0.00	(\$5,588.00)	\$0.00

**Figure 2.8.2 – General Ledger Report – Exported Data Sheet**

Note: The data included in the report mockup is not real data. It is only for visualization purposes.

## 2.8.3 Description of Change

1. The Excel template that is currently being used for the General Ledger Report will be updated to match the new Excel Template that is used for reports that are exported to Excel using the new CalSAWS export processing. Reference the Supporting Documents section for example report templates which include the report layout and column placement.

Note: Parameters used to generate the report will remain unchanged, only the Excel template that is to be used for the report is changing.

### a. General Information Sheet

This sheet will contain general information including the parameters that were used to generate the Report. This sheet will include a single table with a single column titled "General Information" that will include the following rows:

- i. Report Name formatted as "Report: General Ledger Report"
- ii. The county name formatted as "County: <County Name>". For example: "County: Los Angeles".
  1. This is the County that the user is logged into.
- iii. The date and time the report was generated formatted as "Run Date: <mm/dd/yyyy hh:mm AM/PM>". For example: "Run Date: 08/05/2021 10:38 AM".

- iv. The As of Date formatted as "As of Date: <mm/dd/yyyy>". For Example: "As of Date: 08/05/2021".
  - 1. The As of Date is the date in which the data for the report is current.
- v. The Case Number formatted as "Case No: <Case Number>". For example: "Case No: B0KIN20"
  - 1. The Case Number is the Case Number of the Child that is selected on the General List page.
- vi. The Child Name formatted as "Child Name: <First Name, Last Name>". For example: "Child Name: JANE DOE".
  - 1. The Child Name is the Child Name that is selected on the General Ledger List page when the report is generated.
- vii. The Child SSN formatted as "Child SSN: <Social Security Number>". For example: "Child SSN: 123-45-6789".
  - 1. The social security number is for the Child that is selected on the General Ledger List page and will display the full SSN number instead of just the last four digits.

b. Exported Data Sheet

This sheet will contain a detailed ledger for each child receiving an income with the following columns:

Column Name	Description
Accrual Period	This column will populate the Accrual month and formatted as mm/yyyy
Transaction Date	This column will populate with the date of when the transaction posted to the General ledger and formatted as mm/dd/yyyy
Account Type	<p>This column will populate with the account type for the general ledger.</p> <p>Possible Values:</p> <p>CSUP – When the general ledger transaction type is one of the following</p> <p>DEDICATED</p> <p>PAYMENTS</p> <p>SSI</p> <p>SSA</p> <p>INTEREST</p>
Transaction Type	This column will populate with the transaction type from the Transaction Detail page

Column Name	Description
Aid Type	This column will populate with the aid code associated to the Foster Care payment
Pay Code	This column will populate with the pay code associated to the Foster Care payment.
Warrant Number	This column will populate the number issued for the warrant
Debit/Credit	This column will populate with the type of the transaction
Foster Care Offset	This column will populate with the amount of the Foster Care Offset
Trust Amount	This column will populate with the total amount that went into the Trust
Total Foster Care Paid	This column will populate with the total amount paid for the Foster Care
Running Trust Balance	This column will populate with the total mount in the trust account balance (adds up the trust account balances)

#### 2.8.4 Report Location

- **Global: Eligibility**
- **Local: Case Summary**
- **Task: General Ledger (click on General Ledger button)**

#### 2.8.5 Counties Impacted

All CalSAWS counties are impacted.

#### 2.8.6 Security Updates

N/A

#### 2.8.7 Report Usage/Performance

N/A

### 3 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	Reports	Eligibility Workload Inventory Export Report – Mockup	Eligibility Workload Inventory Export - Mockup.xlsx
2	Reports	Monthly Productivity Export Report – Mockup	Monthly Productivity List Export - Mockup.xlsx
3	Reports	Supervisor Authorization Export – Mockup	Supervisor Authorization Export - Mockup.xlsx
4	Reports	General Ledger Report – Mockup	General Ledger Report.xlsx

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.2.4	The LRS shall produce several types of reports which support all levels of staff in managing their particular workloads, including management reports, State level reports, and ad hoc reports.	Reports will continue to be available for the workers by having it updated to go through the new CalSAWS export process so that it can be exported to Excel.
2.24.1.11	The LRS shall support all reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures, including statistical, operational, workload, and fiscal reports.	Reports will continue to be available for the workers by having it updated to go through the new CalSAWS export process so that it can be exported to Excel.

# CalsAWS

California Statewide Automated Welfare System

## **Design Document**

CA-231489

Task Mgt – Worklist Task Detail Updates

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Rakan Ali, Mayuri Srinivas, Justin Dobbs
	Reviewed By	Sarah Cox, Dymas Pena, Pandu Gupta, Carlos Albances, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
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# 1 OVERVIEW

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This design focuses on the removal of an Expiration Date field on the Task Detail page that is accessible through the Worklist and Worklist PR/RE pages and the removal of the YBN column on the Worklist PR/RE page.

## 1.1 Current Design

The CalSAWS System includes an Expiration Date field on the Task Detail page accessible from the Worklist pages. The Expiration Date displayed is a static date that is determined at the time of Task creation. Task expiration is configurable on the Task Type Detail page. The Pop-Up Task Detail page only displays the Expiration Date attribute if the Task Status is Expired.

The Worklist PR/RE page includes an unlabeled YBN column that displays directly to the left of the "Type / Sub-Type" column in the results panel.

## 1.2 Requests

Update the CalSAWS System to only display the Expiration Date field on the Task Detail page through the Worklist and Worklist PR/RE pages when the Task status is Expired. With customizable Task Types, Task Expiration is evaluated nightly during batch processing based on Task Type Expiration configurations; an expiration date is not determined at the time of Task creation.

There is no underlying logic to populate the YBN column to anything other than the default value of "N"; this column is obsolete. Remove the YBN column in the search results section within the Worklist PR/RE page.

## 1.3 Overview of Recommendations

1. Update the Task Detail page accessible from the Worklist and Worklist PR/RE pages to only display the Expiration Date if the Task status is Expired.
2. Remove the YBN column from the search results section of the Worklist PR/RE page.

## 1.4 Assumptions

1. No modifications required for the Task Pop-Up Pages.

## 2 RECOMMENDATIONS

This design will focus on the removal of the YBN column from the Worklist PR/RE page and the modifications to the display of the Expiration Date field in the Task Detail page that is accessible via the Worklist and Worklist PR/RE pages.

### 2.1 Worklist PR/RE Page

#### 2.1.1 Overview

This section describes the removal of the YBN column in the Worklist PR/RE page.

#### 2.1.2 Worklist PR/RE Page Mockup

### Worklist PR / RE

\*- Indicates required fields

Search

Case Number:  Select

Status: Assigned/In Process ▼

Organization Level: Worker ▼

Organization Number: 19LS008U00 Select

Organization Name: Rakan Ali

Program:  ▼

Program Status:  ▼

Due Date

Submit Month:

From:  To:

Primary Case Language:  

English

Spanish

Afghani

Search

Type / Sub-Type	Worker ID	Case Number	Program	Status	Submit Month	Appointment Date	Language
No Data Found							

#### Get Next

Category: All ▼

Primary Case Language:  

English

Spanish

Afghani

Get Next

Figure 2.1.2.1 – Worklist PR/RE Page Mockup

### 2.1.3 Description of Changes

1. Remove the YBN column from the Worklist PR/RE page within the search results section.

### 2.1.4 Page Validations

N/A

### 2.1.5 Page Location

- **Global:** Case Info
- **Local:** Tasks
- **Task:** Worklist PR RE

### 2.1.6 Security Updates

N/A

### 2.1.7 Page Mapping

Update Page Mapping to remove reference to the YBN column.

### 2.1.8 Page Usage/Data Volume Impacts

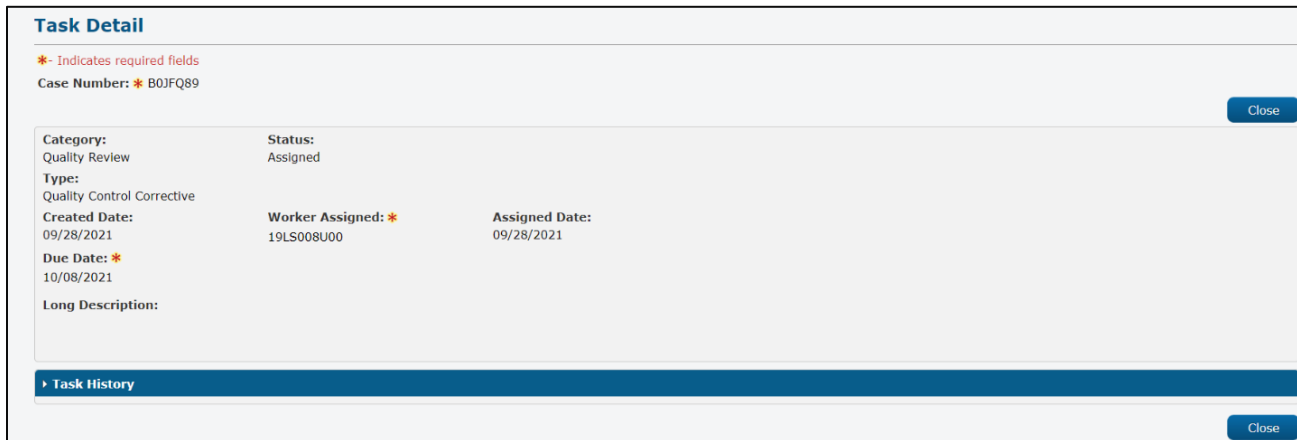
N/A

## 2.2 Worklist Pages – Task Detail

### 2.2.1 Overview

This section describes the updated display of the Expiration Date field in the Task Detail page that is accessible through the Worklist and Worklist PR/RE pages.

## 2.2.2 Worklist Pages – Task Detail Page Mockup



The mockup shows a 'Task Detail' window with a title bar and a 'Close' button. Below the title bar is a legend: '\*- Indicates required fields'. The main content area displays task information in a structured layout. At the top left, 'Case Number: \* B0JFQ89' is shown. Below this, the 'Category' is 'Quality Review' and 'Status' is 'Assigned'. The 'Type' is 'Quality Control Corrective'. The 'Created Date' is '09/28/2021' and 'Worker Assigned: \*' is '19LS008U00'. The 'Assigned Date' is '09/28/2021'. The 'Due Date: \*' is '10/08/2021'. There is a 'Long Description:' field. At the bottom, there is a 'Task History' section with a 'Close' button.

Task Detail		
*- Indicates required fields		
Case Number: * B0JFQ89		
Category:	Status:	
Quality Review	Assigned	
Type:		
Quality Control Corrective		
Created Date:	Worker Assigned: *	Assigned Date:
09/28/2021	19LS008U00	09/28/2021
Due Date: *		
10/08/2021		
Long Description:		
Task History		

Figure 2.2.2.1 Worklist Pages – Task Detail Page Mockup

### 2.2.3 Description of Changes

1. Update the Task Detail page to only display the Expiration Date if the Task status is Expired.

### 2.2.4 Page Validations

N/A

### 2.2.5 Page Location

- **Global:** Case Info
- **Local:** Tasks
- **Task:** Worklist or Worklist PR RE
  - Access Task Detail for a Task via the Date hyperlink or the Edit button

### 2.2.6 Security Updates

N/A

### 2.2.7 Page Mapping

N/A – No updates to page mapping

### 2.2.8 Page Usage/Data Volume Impacts

N/A

### 3 SUPPORTING DOCUMENTS

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N/A

## 4 REQUIREMENTS

REQ #	REQUIREMENT TEXT	How Requirement Met
2.19.1.5	<p>The LRS shall allow COUNTY-specified Users to access alerts, reminders, and controls by using the following criteria in order to initiate a search:</p> <ul style="list-style-type: none"><li>a. All alerts, reminders, and controls on a case or a file;</li><li>b. A specified due date or a range of due dates;</li><li>c. Type of alert, reminder, or control; and</li><li>d. Status of alert, reminder, or control.</li></ul>	<p>This design simplifies the access to alerts so that the data points presented on the resulting pages do not include invalid or obsolete data points, such as the YBN column and Expiration Date when the Task is not yet being expired.</p>

## 5 MIGRATION IMPACTS

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N/A

## 6 OUTREACH

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N/A



## 7 APPENDIX

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N/A

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-232326

DDID 1631: Other Person Count, and Other Person  
Amounts are Not Represented in the CalSAWS Report  
Template

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Diana Bonilla
	Reviewed By	Thao Ta, Ravneet Bhatia, Claudia Pinto

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/14/2021	1.0	Initial Review	Diana Bonilla

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# 1 OVERVIEW

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This SCR updates three scheduled fiscal reports to include missing columns that were formerly included in C-IV report templates. This SCR also updates some cosmetic changes that align better to CalSAWS template standards.

## 1.1 Current Design

Person Count for Other Adult, Person Count for Other Child, Rate Structure, Child's Date of Birth, Child's Age, and Other Amount are not listed in specific CalSAWS templates. The corresponding CalSAWS templates with missing columns are:

- Integrated Payroll Benefit Issuance Detail Claiming Report
- Integrated Payroll Benefit Issuance Detail Claiming Report by Case
- Integrated Payroll Summary Report

## 1.2 Requests

Update the following reports to include a column for Other Amount, Other Person Count for Adult, and Other Person Count for Child:

- Integrated Payroll Benefit Issuance Detail Claiming Report
- Integrated Payroll Benefit Issuance Detail Claiming Report by Case
- Integrated Payroll Summary Report

Update the following reports to include a column for Rate Structure, Child's Date of Birth, and Child's Age:

- Integrated Payroll Benefit Issuance Detail Claiming Report
- Integrated Payroll Benefit Issuance Detail Claiming Report by Case

## 1.3 Overview of Recommendations

1. Update the following reports to include a column for Other Amount, Other Person Count for Adult, and Other Person Count for Child:
  - Integrated Payroll Benefit Issuance Detail Claiming Report
  - Integrated Payroll Benefit Issuance Detail Claiming Report by Case
  - Integrated Payroll Summary Report
2. Update the following reports to include a column for Rate Structure, Child's Date of Birth, and Child's Age:
  - Integrated Payroll Benefit Issuance Detail Claiming Report
  - Integrated Payroll Benefit Issuance Detail Claiming Report by Case
3. Update the report template to cosmetically sync up with CalSAWS template standards:
  - Integrated Payroll Benefit Issuance Detail Claiming Report
  - Integrated Payroll Summary Report

#### **1.4 Assumptions**

1. No report other than the ones mentioned in this document will be impacted by this SCR.

## 2 RECOMMENDATIONS

### 2.1 Integrated Payroll Benefit Issuance Detail Claiming Report

#### 2.1.1 Overview

The Integrated Payroll Benefit Issuance Detail Claiming Report provides detail issuance information and summary data used to back up the Integrated Payroll Summary Report and the CA 800 expenditure reports. The report runs monthly on the 2<sup>nd</sup> Business Day.

This section will add additional columns that were present in the C-IV template and to update the cosmetic colors of the report align with CalSAWS template standards.

In addition, there will be two versions of this report template depending on program code. Template 1 is for programs of AAP and Kin Gap, which will have the additional columns of Rate Structure, Child's Date of Birth, and Child's Age, while Template 2 is for all other program codes and will not include those three additional columns.

#### 2.1.2 Integrated Payroll Benefit Issuance Detail Claiming Report Mockup

Template 1 (for AAP and Kin Gap programs):

CalSAWS	Integrated Payroll Benefit Issuance Detail Claiming Report				
<?COUNTY_NAME?>					
Run Date: OCT-12-21 09:10 PM					
<?HEADER_DATE?>					
Aid Code: All					
<?PGM_CODE_HEADER?>					
Totals by Aid Code and Pay Code					
Summary					
					<a href="#">Details</a>
Totals:		\$500.00	(\$500.00)	\$0.00	\$0.00
Totals by Pay code					
Aid Code	Pay Code	Payment Total	Cancellation Total	Adjustment Total	Overall Total
30	No Pay Code	\$500.00	\$0.00	\$0.00	\$500.00
33	No Pay Code	\$0.00	(\$500.00)	\$0.00	(\$500.00)

**Figure 2.1.1 – Integrated Payroll Benefit Issuance Detail Claiming Mockup – Totals by Aid Code and Pay Code Sheet**

\*Note there are no changes to the Totals by Aid Code and Pay Code Sheet. Only cosmetic changes.



**Figure 2.1.2 – Integrated Payroll Benefit Issuance Detail Claiming Mockup**  
**Total by Type Sheet**

**Figure 2.1.3 – Integrated Payroll Benefit Issuance Detail Claiming Mockup  
Detail Sheet**

**Figure 2.1.4 – Integrated Payroll Benefit Issuance Detail Claiming Mockup**  
**Recoveries of Aid Sheet**

**Template 2 (for all other programs):**

CalSAWS Integrated Payroll Benefit Issuance Detail Claiming Report					
<?COUNTY_NAME?>					
Run Date: OCT-12-21 09:10 PM					
<?HEADER_DATE?>					
Aid Code: All					
<?PGM_CODE_HEADER?>					
Totals by Aid Code and Pay Code					
Summary					
					Details
Totals:		\$500.00	(\$500.00)	\$0.00	\$0.00
Totals by Pay code					
Aid Code	Pay Code	Payment Total	Cancellation Total	Adjustment Total	Overall Total
30	No Pay Code	\$500.00	\$0.00	\$0.00	\$500.00
33	No Pay Code	\$0.00	(\$500.00)	\$0.00	(\$500.00)

**Figure 2.1.5 – Integrated Payroll Benefit Issuance Detail Claiming Mockup**  
**Totals by Aid Code and Pay Code Sheet**

\*Note there are no changes to the Totals by Aid Code and Pay Code Sheet. Only cosmetic changes.

CalSAWS		Integrated Payroll Benefit Issuance Detail Claiming Report										
<?COUNTY_NAME?>												
<?RUN_DATE?>												
<?HEADER_DATE?>												
Aid Code: All												
Program: Cal-Learn												
Total by Type												
Summary by Claim Type												
Total:			0	0	0	0	1	1	0	\$0.00	\$0.00	\$0.00
<a href="#">Details</a>												
		Person Count										
		Fed		Non Fed		Other						
Type	Aid Code	A	C	A	C	A	C	FBU Count	Fed Amt.	Nfed Amt.	Other Amt.	Amount
Main Payroll	-	0	0	0	0	1	1	0	\$0.00	\$0.00	\$100.00	\$100.00
Current Month Supplemental	-	0	0	0	0	0	0	0	\$500.00	\$0.00	\$0.00	\$500.00
Current Month Cancellation	-	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Current Month Adjustments	-	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Prior Month Supplemental	-	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Prior Month Cancellation	-	0	0	0	0	0	0	0	(\$500.00)	\$0.00	\$0.00	(\$500.00)
Prior Month Negative Adjustment	-	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Prior Month Positive Adjustment	-	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Recoveries of Aid	-								\$0.00	\$0.00	\$0.00	\$0.00

**Figure 2.1.6 – Integrated Payroll Benefit Issuance Detail Claiming Mockup – Total by Type Sheet**

CISAWIS Integrated Payroll Benefit Issuance Detail Claiming Report																			
San Bernardino																			
Run Date: OCT-12-21 09:10 PM																			
Date: 09/2021																			
Aid Code: All																			
Program: Cal-Learn																			
Detail																			
Total:										0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
										Person Count									
										Fed					Non Fed				
Type	Case Number	Control Number	Case Name	Payee Name	Aid Code	Pay Code	Issuance Method	Benefit Month		A	C	A	C	A	C	FBI Count	Worker ID	Trans Date	Fed Amt.
F.M.P. TYPE	CaseNumber	ControlNumber	CaseName	Payee	53	-	Warrant	#####		0	0	0	0	0	0	0	WorkerID		(\$500.00)
Current Month	CaseNumber	ControlNumber	CaseName	Payee	50	-	EBT	#####		0	0	0	0	0	0	0	WorkerID		\$500.00
Supplemental																			\$500.00

**Figure 2.1.7 – Integrated Payroll Benefit Issuance Detail Claiming Mockup – Detail Sheet**

CISAWIS Integrated Payroll Benefit Issuance Detail Claiming Report																			
San Bernardino																			
Run Date: OCT-12-21 09:10 PM																			
Date: 09/2021																			
Aid Code: All																			
Program: Cal-Learn																			
Detail																			
Total:										0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
										Person Count									
										Fed					Non Fed				
Type	Case Number	Control Number	Case Name	Payee Name	Aid Code	Pay Code	Issuance Method	Benefit Month		A	C	A	C	A	C	FBI Count	Worker ID	Trans Date	Fed Amt.
F.M.P. TYPE	CaseNumber	ControlNumber	CaseName	Payee	53	-	Warrant	#####		0	0	0	0	0	0	0	WorkerID		(\$500.00)
Current Month	CaseNumber	ControlNumber	CaseName	Payee	50	-	EBT	#####		0	0	0	0	0	0	0	WorkerID		\$500.00
Supplemental																			\$500.00

**Figure 2.1.8 – Integrated Payroll Benefit Issuance Detail Claiming Mockup – Recoveries of Aid Sheet**

## 2.1.3 Description of Changes

1. Update the 'Total by Type', 'Detail', and 'Recoveries of Aid' sheets to include 'Other Amt.', 'Other – C', and 'Other – A' columns for both templates.

Note: The Integrated Payroll Benefit Issuance Detail Claiming Report will have two report templates based on the report program code.

See the attached mockup in the Supporting Documents section for reference.

Column Name	Column Description
Other Amt.	Displays the Other Amount associated to the Payment Amount. This is the portion of the original issuance amount that is not claimed by the state or federal government.  This new column will be displayed to the right of the Nfed Amt. column.
Person Count - Other – A	Displays the count of all non-state and non-federally funded adults in the case at the time of the issuance.  This new column will be displayed to the right of the Person Count - Non Fed - C column.

Person Count - Other – C	<p>Displays the count of all non-state and non-federally funded children in the case at the time of the issuance.</p> <p>This new column will be displayed to the right of the Person Count - Other - A column.</p>
--------------------------	---

2. Update the 'Detail' and 'Recoveries of Aid' sheets to include 'Child's Date of Birth' and 'Child's Age' columns to Template 1 only, which is used when the program is AAP or Kin Gap. These columns will not be added to Template 2 where the program is not AAP or Kin Gap.

Note: The Integrated Payroll Benefit Issuance Detail Claiming Report will have two report templates based on the report program code.

See the attached mockup in the Supporting Documents section for reference.

Column Name	Column Description
Child's Date of Birth	<p>This column stores the birth date of the child.</p> <p>This new column will be displayed to the right of the Payee Name column.</p>
Child's Age	<p>This column stores the age of the child.</p> <p>This new column will be displayed to the right of the Child's Date of Birth column.</p>

3. Update the 'Detail' sheet to include 'Rate Structure' column to Template 1 only, which is used when the program is AAP or Kin Gap. This column will not be added to Template 2 where the program is not AAP or Kin Gap.

Note: The Integrated Payroll Benefit Issuance Detail Claiming Report will have two report templates based on the report program code.

See the attached mockup in the Supporting Documents section for reference.

Column Name	Column Description
Rate Structure	<p>This column captures Rate Structure. All possible values are:</p> <ul style="list-style-type: none"> <li>• Non-CCR</li> <li>• CCR</li> <li>• ISFC</li> </ul> <p>This new column will be displayed to the right of the Pay Code column.</p> <p><b>Technical Note:</b> Category ID 537</p>

- Update the report template cosmetic appearance to align with CalSAWS standards:
  - Change the background to CalSAWS colors.

#### 2.1.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

#### 2.1.5 Counties Impacted

All counties will be impacted by the changes outlined in this section.

#### 2.1.6 Security Updates

No security updates will be made to the report.

#### 2.1.7 Report Usage/Performance

No notable impact to the system's performance.

## 2.2 Integrated Payroll Benefit Issuance Detail Claiming by Case

### 2.2.1 Overview

The Integrated Payroll Benefit Issuance Detail Claiming by Case Report provides detail issuance information and summary data by case - used to back up the Integrated Payroll Summary Report and the CA 800 expenditure reports. The report runs monthly on the 2<sup>nd</sup> Business Day. This section will add additional columns that were present in the C-IV template.

## 2.2.2 Integrated Payroll Benefit Issuance Detail Claiming by Case Mockup

CalSAWS Integrated Payroll Benefit Issuance Detail Claiming Report by Case												
<?ORGANIZATION?>												
<?RUN_DATE?>												
<?MONTH?>												
<?AID_CODE?>												
<?PROGRAM?>												
												<a href="#">Details</a>
Totals By Pay Code												
Pay Code	Payment Total	Cancellation Total	Adjustment Total	Overall Total								
<?PAY_CODE_DECODE?>	\$0.00	\$0.00	\$0.00	\$0.00								
Totals:	\$0.00	\$0.00	\$0.00	\$0.00								

**Figure 2.2.1 – Integrated Payroll Benefit Issuance Detail Claiming by Case Mockup – Summary Sheet**

\*Note there are no changes to the Summary Sheet.

CalSAWS Integrated Payroll Benefit Issuance Detail Claiming Report by Case																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
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	This new column will be displayed to the right of the Person Count - Non-Fed - C column.
Person Count - Other - C	Displays the count of all non-state and non-federally funded children in the case at the time of the issuance. This new column will be displayed to the right of the Person Count - Other - A column.
Child's Date of Birth	This column stores the birth date of the child. This new column will be displayed to the right of the Payee Name column.
Child's Age	This column stores the age of the child. This new column will be displayed to the right of the Child's Date of Birth column.
Rate Structure	This column captures Rate Structure. All possible values are: <ul style="list-style-type: none"> <li>• Non-CCR</li> <li>• CCR</li> <li>• ISFC</li> </ul> This new column will be displayed to the right of the Pay Code column.  <b>Technical Note:</b> Category ID 537

#### 2.2.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

#### 2.2.5 Counties Impacted

All counties will be impacted by the changes outlined in this section.

#### 2.2.6 Security Updates

No security updates will be made to the report.

#### 2.2.7 Report Usage/Performance

No notable impact to the system's performance.

## 2.3 Integrated Payroll Summary Report

### 2.3.1 Overview

The Integrated Payroll Summary Report provides detail issuance information and summary data. The report runs monthly on the 2<sup>nd</sup> Business Day. The section outlines the change to include an Other Amount, Other Child, and Other Adult columns to the 'Summary' sheet.

This section will add additional columns that were present in the C-IV template and to update the cosmetic sheet name of the report to align with CalSAWS template standards.

### 2.3.2 Integrated Payroll Summary Mockup

CalSAWS Integrated Payroll Summary Report													
<?ORGANIZATION?>													
<?RUN_DATE?>													
<?DATE?>													
<?AID_CODE?>													
<?PROGRAM?>													
Payroll Code	Fed Adult	Fed Child	NonFed Adult	NonFed Child	Other Adult	Other Child	Total Cases	Fed Amount	NonFed Amount	Other Amount	Total		
Main Payroll	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Current Month Supplemental Payroll	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Current Month Cancellation	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Prior Month Supplemental	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Current Month Adjustment	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
Prior Month Cancellation	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Recoveries of Aid	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
Prior Month Negative Adjustments	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
Prior Month Positive Adjustment	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		

Figure 2.3.1 – Integrated Payroll Summary Mockup – Summary Sheet

### 2.3.3 Description of Change

1. Update the 'Summary' sheet to include 'Other Amount', 'Other Child', and 'Other Adult' columns. See the attached mockup in the Supporting Documents section for reference.

Column Name	Column Description
Other Amount	Displays the Other Amount associated to the Payment Amount. This is the portion of the original issuance amount that is not claimed by the state or federal government.  This new column will be displayed to the right of the NonFed Amount column.



Other Adult	Displays the count of all non-state and non-federally funded adults in the case at the time of the issuance.  This new column will be displayed to the right of the NonFed Child column.
Other Child	Displays the count of all non-state and non-federally funded children in the case at the time of the issuance.  This new column will be displayed to the right of the Other Adult column.

2. Update the report template cosmetic appearance to align with CalSAWS standards:
  - Update the Sheet name from 'Sheet 1' to 'Summary'.

#### 2.3.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: Fiscal**

#### 2.3.5 Counties Impacted

All counties will be impacted by the changes outlined in this section.





#### 2.3.6 Security Updates

No security updates will be made to the report.

#### 2.3.7 Report Usage/Performance

No notable impact to the system's performance.

### 3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	Integrated Payroll Benefit Issuance Detail Claiming Report Mockup – Template 1 for Program Code AAP and KIN GAP	 Integrated Payroll Benefit Issuance Detai
2	Reports	Integrated Payroll Benefit Issuance Detail Claiming Report Mockup – Template 2	 Integrated Payroll Benefit Issuance Detai
3	Reports	Integrated Payroll Benefit Issuance Detail Claiming Report by the Case Mockup	 Integrated Payroll Benefit Issuance Detai
4	Reports	Integrated Payroll Summary Report Mockup	 Integrated Payroll Summary Report Moc

## 4 REQUIREMENTS

### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.11.4.4	The LRS shall provide financial quarterly and monthly claiming reports in accordance with federal, State, and COUNTY policies to maintain audit trails in support of the federal/State claims.	We are including Other Amount and Other Person (Adult/Child) to assist counties in verifying claiming information.

### 4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
1631	<p>The CONTRACTOR shall set aside an allowance of nine thousand hours (9,000) to create new reports or update existing reports as part of Migration for the 58 Counties. These reports will be defined during the migration design effort.</p> <p>The requirements for the allowance of hours must be finalized and approved by the CONSORTIUM for the CONTRACTOR to meet design, build and System Test milestones, subject to the requirements meeting requirements in the LRS Agreement.</p> <p>As requirements for the new reports are identified, they will be calculated by the CONTRACTOR and reviewed and prioritized by</p>	<p>- Estimates will include the necessary Tasks in the software development lifecycle required to implement the CalSAWS DD&amp;I SCR including deployment and change management.</p> <p>- For the revised or new reporting requirements to be included with CalSAWS DD&amp;I UAT preparation activities (targeted to begin April 2021 for C-IV), the requirements for the allowance hours must be finalized, approved by the CONSORTIUM and added to the CalSAWS DD&amp;I SOR by July 1, 2020 for the CONTRACTOR to</p>	This SCR will update the reports to add additional columns needed to support needs of the counties as they migrated into CalSAWS.

	the CONSORTIUM for approval through the County Change Control Board process.	meet design, build and System Test milestones.	
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## 5 MIGRATION IMPACTS

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N/A

## 6 OUTREACH

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N/A

## 7 APPENDIX

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N/A

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-232562

Updates to the CPS Fields

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tiffany Huckaby
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/08/2021	1.0	Initial Draft	Tiffany Huckaby

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# 1 OVERVIEW

---

CalSAWS currently has NOAs and Forms with 'CPS' Name and Number fields. Not all counties have specifically an organization referred to as 'CPS'.

## 1.1 Current Design

The following Forms/NOAs have a 'CPS' field and are viewable/usable for all counties:

- NA 1261
- NA 1277
- FC NOAs
- KG NOAs
- AAP COLA NOA
- ARC 1
- ARC 2

## 1.2 Requests

Update the existing Forms/NOAs that are viewable/usable for all counties that have 'CPS' fields. These fields should only be viewable when applicable.

## 1.3 Overview of Recommendations

1. Update the NOAs/Forms that generate through EDBC to hide the 'CPS' fields when not applicable.
2. Update the NOAs/Forms that generate through Template Repository to hide the 'CPS' fields when not applicable.

## 1.4 Assumptions

1. NOAs/Forms in Template Repository that are generated as a 'Blank Template' will still show the 'CPS' fields, however it will be updated to be editable so that the field can be removed if not required.
2. Only the 'CPS' fields will be updated with this effort. No other Header or Template variables will be updated with this effort.
3. No changes will be made to the generation conditions of any of the NOAs/Forms being updated in this effort.
4. No changes will be made to NOAs/Forms that have 'CPS' fields when only viewable/usable for LA County.
5. No new threshold languages will be added with this effort. This will only update the existing language version of the Forms/NOAs in the system.



## 2 RECOMMENDATIONS

---

### 2.1 Update NOAs/Forms that generate through EDBC

#### 2.1.1 Overview

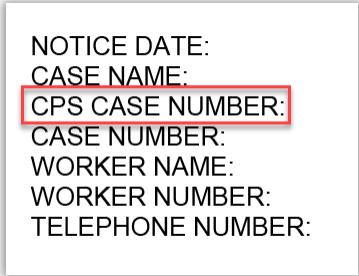
Update the existing NOAs/Forms that generate through EDBC.

#### 2.1.2 Description of Change

This recommendation will update the NOA templates that generate through EDBC with 'CPS' fields.

NOA Template Impacted	File Name	Available Languages
AAP COLA NOA Template	AA_COLA_NOA_TEMPLATE	English
FC NOA Template	FC_NOA_TEMPLATE	English and Spanish
KG NOA Template	KG_NOA_TEMPLATE	English and Spanish

The below existing 'CPS CASE NUMBER' field on the above listed NOA Templates will be made dynamic and only display when there is an available CPS Case Number.



NOTICE DATE:  
CASE NAME:  
**CPS CASE NUMBER:**  
CASE NUMBER:  
WORKER NAME:  
WORKER NUMBER:  
TELEPHONE NUMBER:

See Supporting Documents #1 for Examples of new dynamic Header.

### 2.2 Update NOAs/Forms available in Template Repository

#### 2.2.1 Overview

Update the existing NOAs/Forms that generate through Template Repository.

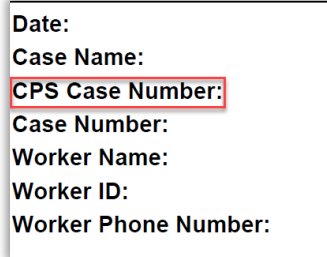
### 2.2.2 Description of Change

This recommendation will update the Forms/NOAs available in Template Repository.

Form #	File Name	Available Languages
ARC 1	ARC1 (uses Header 1 LOGO DCFS)	English
ARC 2	ARC2 (uses Header 1 LOGO DCFS)	English
NA 1261	NA1261	English
NA 1277	NA1277	English

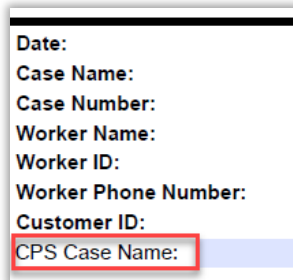
1. When one of the Forms listed above are generated via 'Generate Form' button, the below 'CPS Case Number' and 'CPS Case Name' fields will be dynamic and only display when there is an available CPS Value.

#### ARC 1 and ARC 2 (page 1):



Date:  
Case Name:  
**CPS Case Number:**  
Case Number:  
Worker Name:  
Worker ID:  
Worker Phone Number:

#### NA 1261 (page 1):



Date:  
Case Name:  
Case Number:  
Worker Name:  
Worker ID:  
Worker Phone Number:  
Customer ID:  
**CPS Case Name:**

#### NA 1261 (page 3 and 4):

Placement I.D.	<input type="text"/>
Name of Child	<input type="text"/>
Case No.	<input type="text"/>
Case Name	<input type="text"/>
<b>CPS Case Name</b>	<input type="text"/>

### NA 1277 (page 1):

<b>Date:</b>	
<b>Case Name:</b>	
<b>Case Number:</b>	
<b>Worker Name:</b>	
<b>Worker ID:</b>	
<b>Worker Phone Number:</b>	
<b>Customer ID:</b>	
<b>CPS Case Name:</b>	<input type="text"/>

'CPS Case Name' on the First Page of NA 1261 and NA 1277 will be updated in Bold Font to match the rest of the Header line items.

See Supporting Documents #2 for Examples of new dynamic Header.

- When one of the Forms listed above are generated via 'Generate Blank Template' button, the Templates will generate with the CPS field editable for the worker to remove the field if not applicable.

See Supporting Documents #3 for Examples of a Blank Form with editable 'CPS' fields.

### 3 SUPPORTING DOCUMENTS

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*Note: NOA/Form Examples below do not include the NA Back 9, however the most current system version of the NA Back 9 will generate with all NOA/Forms per the Design Recommendations.*

Number	Functional Area	Description	Attachment
1	NOA	Examples of NOA Header generated from EDBC.	With CPS information: NOA_Example.pdf  Without CPS information: NOA_Example_No_CPS.pdf
2	Form	Examples of a Form Header when using the 'Generate Form' button in Template Repository.	With CPS information: Form_Example.pdf  Without CPS information: Form_Example_No_CPS.pdf
3	Form	Example of a Form Header when using the 'Generate Blank Template' button in Template Repository.	Form_Example_Blank.pdf

### 4 REQUIREMENTS

---

#### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.11 CAR-1247	The LRS shall generate notices and NOAs in accordance with COUNTY-specified case and individual trigger conditions.	This SCR will update the NOAs and Forms to only populate fields when applicable and available for that county.



California Statewide Automated Welfare System

## **Design Document**

SCR CA-234628 – Enhance CalSAWS session  
timeout framework

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sumeet Patil
	Reviewed By	Satyanarayana Molabanti

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/08/2021	1.0	Initial version	Sumeet Patil

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## 1. OVERVIEW

---

The purpose of this document is to summarize the changes required to enhance the CalSAWS session timeout warning framework to display the warning message on child pop-up windows.

### 1.1. Current Design

The CalSAWS application session timeout functionality works as follows –

1. The user will be automatically logged off after 20 mins of inactivity on CalSAWS application. Inactivity also includes user typing or updating input fields on the page. The 20 mins session timeout is reset only when the user clicks a button or hyperlink on the page which is considered as a submit action to the servers.
2. When User logs back in after a session timeout, they will go to the CalSAWS homepage and not to the previous page they were on before they timed out. Note that any data they had entered on the previous page will also be lost after a timeout if they had not saved (or submitted) it.
3. The last 2 minute timeout popup warning is not displayed on the child popup windows (for example - Journal, Tasks etc) but only on the parent window where the main application is displayed.

### 3.1. Requests

When the user is working in Child pop up windows (for example - Journal, Tasks etc), they don't see the session timeout warning message. This sometimes causes the user to lose unsaved work.

### 3.2. Overview of Recommendations

The recommendations are as follows –

1. The last 2 minute timeout popup warning should be displayed on the child popup windows (for example - Journal, Tasks etc) .

### 1.2. Assumptions

## 2. RECOMMENDATIONS

---

Enhance the CalSAWS Session timeout framework to display last 2 minute timeout popup warning on the following child popup windows -

1. Journal



- 2. Tasks
- 3. Reception Log
- 4. Call Log

### **3. APPENDIX**

---



California Statewide Automated Welfare System

## **Design Document**

CA-234706

Update Investigation Result Detail page

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Vallari Bathala
	Reviewed By	Matt Lower, Amy Gill

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/11/2021	1.0	Initial Revision	Vallari Bathala

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# 1 OVERVIEW

---

## 1.1 Current Design

Currently, the Savings Amount field is not editable on the Investigation Result Detail page. Also, the Original Benefit Amount and New Benefit Amount fields do not populate on the page. This SCR will implement changes to the Investigation Result Detail page to allow the Program Savings Amount field to be edited and remove the unused fields.

## 1.2 Requests

Allow Users to input the Savings Amount manually and remove the Original Benefit Amount and New Benefit Amount display fields from the Investigation Results Detail page.

## 1.3 Overview of Recommendations

1. Update the Savings Amount field to be editable.
2. Remove the Original Benefit Amount and New Benefit Amount fields.

## 1.4 Assumptions

N/A

## 2 RECOMMENDATIONS

### 2.1 Investigation Result Detail

#### 2.1.1 Overview

Update the Savings Amount field to be a text field which can be manually edited by the Users and remove the Original Benefit Amount and New Benefit Amount fields from the page.

#### 2.1.2 Investigation Result Detail Mockup

### Investigation Result Detail

- Indicates required fields

SaveCancel

#### Case Information

Case Number: XXXXXX	Case Name: Case Name	Investigation ID: B123456789
------------------------	-------------------------	---------------------------------

Investigation Results:

Case Action:

Discrepancy Type:

Result Decision Date:

- Select -

#### Programs

Program	Status	Worker ID	Worker Name	Program Savings Amount
<input type="checkbox"/> CalFresh	AC	<a href="#">19MS123456</a>	Maggie Simpson	

#### Recovery Account Detail

Program	Recovery Account ID	Original Amount
No Data Found		

Add

Result Description:

SaveCancel

This **Type 1** page took 0.65 seconds to load.

Figure 2.1.2 – Investigation Result Detail page

### 2.1.3 Description of Changes

1. Program Savings Amount column – Update the name of the column to 'Program Savings Amount' from 'Savings Amount'. Update the display field to an editable field which allows Users to manually enter the amount.
2. Add the following validation to this page if the User enters non-numerical values for 'Program Savings Amount':
  - a. Program Savings Amount – Only numerical values are allowed for Program Savings Amount.
    - i. Triggered when the 'Save' button is clicked and non-numerical values are added in the Program Savings Amount text field.
3. Original Benefit Amount column – Remove the column and display field from the page.
4. New Benefit Amount column – Remove the column and display field from the page.

### 2.1.4 Page Location

- **Global: Special Units**
- **Local: Special Investigation**
- **Task: Investigation Result**

### 2.1.5 Security Updates

N/A

### 2.1.6 Page Mapping

Update the page mapping for new fields.

### 2.1.7 Page Usage/Data Volume Impacts

N/A

### 3 REQUIREMENTS

---

#### 3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.2.1	The LRS shall display the cash benefit history of each authorized benefit and all associated dispositions for the following: <ul style="list-style-type: none"><li>a. Issued;</li><li>b. Stopped payment;</li><li>c. Negotiated;</li><li>d. Voided/refunded;</li><li>e. Stale-dated;</li><li>f. Replaced;</li><li>g. Cancelled;</li><li>h. Expunged;</li><li>i. Picked up;</li><li>j. Transferred; and</li><li>k. Pending.</li></ul>	Update the Savings Amount field to be a text field which can be manually edited by the Users.





California Statewide Automated Welfare System

## **Design Document**

CA-234861

Update Message Center Notification when  
trigger from Call Log Detail.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Long Nguyen, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/12/2021	1.0	Initial	Kusnadi.E

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# 1 OVERVIEW

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The Call Log Detail page is currently used by County workers that are working from a Call Center or County office(s) to log calls and also to keep track and monitor those calls that are being logged.

## 1.1 Current Design

Currently, when a Call Log record is created, CalSAWS will automatically send a Message Center Notification to the worker assigned to the case. Secondly, the message that is being displayed on the Message Center Notification is stating that the participant 'is waiting' which can cause confusion to the workers.

## 1.2 Requests

Update Call Log Detail page to no longer send Message Center Notification(s) automatically when a Call Log record is created. This process will revert to manual Notifications only. Secondly, update the message that displays on the Message Center to no longer say that the participant 'is waiting'.

## 1.3 Overview of Recommendations

1. Update Call Log Detail to no longer create Message Center Notification(s) automatically when a Call Log record is created. This process will revert to manual Notifications only.
2. Update Message Center Notifications to no longer say 'is waiting' when it is created through Call Log Detail page.

## 1.4 Assumptions

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

## 2 RECOMMENDATIONS

The Call Log Detail page will be updated to no longer create a Message Center Notification automatically to the worker assigned to the case when a Call Log record is created. This process will revert to manual Notifications only. Secondly, the message that is displayed on Message Center notifications will be updated to no longer say 'is waiting.'

### 2.1 Call Log Detail

#### 2.1.1 Overview

The Call Log Detail page allows user(s) to add, edit, or view details about a call logged by a worker from a Call Center or County office. This includes the ability to send Message Center Notification(s) to the County workers. This SCR will update the Call Log Detail page to no longer send Message Center Notification(s) automatically to the worker assigned to the case when a new Call Log record is created. This process will revert to manual Notifications only.

#### 2.1.2 Call Log Detail Mockup

The mockup displays the 'Call Log Detail' form with the following sections:

- Buttons:** 'Save and Create Task', 'Save and Add Another', 'Save', and 'Cancel' at the top right.
- Form Fields:**
  - Case Number:** Text input with a 'Select' button.
  - Person:** Text input with a 'Select' button and a red error icon.
  - Date/Time:** Text input showing '10/12/2021 05:15 PM'.
  - Language:** Dropdown menu.
  - Confidential:** Dropdown menu.
  - Caller's County of Residence:** Text input showing 'San Bernardino'.
  - Call Source:** Dropdown menu.
  - Contact Type:** Dropdown menu.
  - Worker ID:** Text input showing '90LS003500'.
  - Call Back Number:** Text input.
  - Tracker ID:** Text input.
  - Action Required:** Dropdown menu with a red asterisk.
  - Primary Call Reason:** Dropdown menu with a red asterisk.
  - Message Worker ID:** Text input with a 'Select' button.
  - E-mail:** Text input.
- Call Type/Call Action:** A grid of checkboxes for various call types:
  - Add Person, Add Program, Address Change, Appointment/Activity
  - BIC/EBT, Benefits Question, Discontinuance, Dropped Call/Disconnect
  - Escalation, General Question, Household Status, ICT/Other County
  - Income, Missing Document, New Application, Non-CalSAWS County
  - Notice of Action, Other Agency/Resources, Phone Number Update, Property
  - RE, Report, Restoration, Verifications
- Programs:** A section with a 'Short Description' and 'Long Description' text area.
- Footer:** 'Save and Create Task', 'Save and Add Another', 'Save', and 'Cancel' buttons, along with a status bar indicating 'This Type 1 page took 3.62 seconds to load.'

Figure 2.1.1 – Call Log Detail page (reference only)

### 2.1.3 Description of Changes

1. Update Call Log Detail page to no longer create a Message Center Notification automatically when a new Call Log record is created and saved. This process will revert to manual Notifications only.
  - a. Message Center Notification(s) will only be created through the Call Log Detail page, when a user selects a Worker ID on the 'Message Worker ID' field (this functionality is already existing in CalSAWS).

### 2.1.4 Page Location

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

### 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 Message Center

### 2.2.1 Overview

The Message Center allows users to receive notifications from the Call Log Detail page. This SCR will update the message that's displayed, when it is created from Call Log Detail page.

### 2.2.2 Message Center Mockup



Message Center (2)		
Time	Message	
<a href="#">01:47 PM</a>	New Call Log Record Created for <a href="#">B0WCW20 (JAHRI HOLMES)</a> for BIC Replacement.	
<a href="#">04:25 PM</a>	New Call Log Record Created for Test for Application Status.	

Figure 2.2.1 – Message Center Mockup

### 2.2.3 Description of Change

1. Update the message that is displayed on the Message Center when it is received from the Call Log Detail page as shown on Figure 2.2.1.
  - a. Update the message that is displayed on the Message Center for Call Log notification(s) from "{Primary Call Reason} for {Case Number} ({Name}) is waiting." to "New Call Log Record Created for {Case Number} ({Name}) for {Primary Call Reason}."
  - b. For a Call Log that is not associated to a case, it will display as "New Call Log Record Created for {Name} for {Primary Call Reason}."
    - i. Name will be the text entered on the 'Person' field.

Note: Hyperlinks will continue to take the users to either the Call Log Record or the Case Summary page. Secondly, for users that do not have the proper security right, the Time will not be a hyperlink. All the above are existing functionality and will not be changed as part of this SCR.

### 2.2.4 Page Location

- **Homepage**

### 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

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### 3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.2.1.3	LRS shall provide a method for capturing the purpose of the contact.	Call Log detail page is updated to only send Message Center notifications when added manually by a user and message displayed in Message Center is updated to be more accurate.

