CalSAWS | Information Transmittal (CIT)   0051-22

☒ **CalSAWS M&E**   ☐ **CalWIN Migration**

Distribution Date:	February 14, 2022
To:	PPOC.40; Consortium.RegionalManagers.All
CIT Name:	**CA-230192 ESAP Batch Lists**
From:	CalSAWS Project

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

☐ General
☒ Policy
    ☐ CW
    ☒ CF
    ☐ MC
    ☐ CMSP
    ☐ FC/KG/AAP
    ☐ Child Care
    ☐ WtW
    ☐ Other Program(s)_____
☐ BenefitsCal   ☐ Your Benefits Now!
☐ Customer Correspondence
☐ Other_____

☐ Reports
    ☐ Fiscal
    ☐ Caseload Movement
    ☐ Management
☐ Fiscal
☐ Security
☐ Batch and Interfaces
☐ Imaging
☐ Migration
☐ Conversion
☐ Technical
☒ Training
☒ Help Desk

| Description: | **Purpose (Identify what Counties this CIT affects)**
The purpose of this CIT is to inform CalSAWS Counties of posted lists associated with CA-230192 'ACL 20-145, 20-146 Run Batch EDBC to Eliminate ESAP SAR 7 Requirement.'

Background
Per ACL 20-145, as of March 1, 2022, ESAP households will no longer have to complete a SAR 7 at the 12th and 24th month of their 36-month certification period. They will still be required to report gross monthly income over the Income Reporting Threshold (IRT), so they will receive a SAR 2 at the 12th and 24th month to remind them of this requirement. While they are ESAP, they are not required to complete a recertification interview unless the HHs request an RE interview, the case is set to be denied (e.g., a HH's circumstances have changed, and they are no longer eligible for CalFresh); or the HH or Authorized Representative (AR) reported information is questionable, incomplete, or contradictory. ACL 20-145 also removes the requirement that only Non-Assistance CalFresh (NACF) households are eligible to ESAP. Public Assistance CalFresh (PACF) households may now be ESAP if all household members are elderly and/or disabled (E/D) with no earned income.

CA-230192 ran CalFresh EDBC on all active ESAP households for the benefit month of 3/2022 to set the new "Semi-Annual Reporting - No Report" (SARN) reporting type |

so CF ESAP households will no longer receive a SAR 7. This SCR was implemented with Release 22.02.12.

County Action

The CA-230192 lists have been posted to the CalSAWS Web Portal in the following locations:

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NOTE: SCR CA-230192 was run on the same night as the CalFresh SSA COLA SCR CA-222221(please refer to CIT 0037-22 CA-222221/CA-230192 CalFresh SSA 2022 COLA and ESAP Batch Memorandums). There is substantial overlap in the population being processed by the two SCR's. Any CF households that qualify to be processed by both SCR's will be picked up by the SSA COLA since it was run first. Cases that are shown on the exception lists for the SSA COLA SCR will include those that were processed only for SSA as well as those that were processed for both SSA and ESAP (except for the "List of cases where the OPA record was not updated by SCR CA-226308" which is specific to the SSA COLA SCR). Cases that are only processed for ESAP will only be on the lists for SCR CA-230192.

The lists will display the standard columns:
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

User's must follow their county's business process to review the cases and take any necessary actions. Journal any action taken as per your County's outlined business processes.

List	County Action
1. List of Cases Discontinued by Batch EDBC Process. Includes additional columns to indicate Program Type and Program Closure Reason.	These cases are likely the result of household changes or ongoing data collection which were not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to discontinue households, review these cases to verify the closure was accurate.

2. List of Cases Where Batch EDBC Process Closed a Person. Includes additional columns to indicate CIN#, Person Name, DOB, Program Type and Person Closure.	These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was not to close persons, review these cases to verify the closure was accurate.
3. List of CW Cases that Resulted in a Benefit Reduction. Includes additional columns to indicate each benefit reduction type in a separate column (Household/AU Size Change, Income Change, Proration Change, Over Payment Adjustment Change).	These cases are likely the result of household changes or ongoing data collection which was not yet processed through EDBC. Since the purpose of this Batch EDBC process was to not reduce benefits, review these cases to verify the benefit reduction was accurate.
4. List of Cases That Resulted in Read-Only EDBC Includes additional columns to indicate Program Type and Read-Only Reason.	Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes, if applicable. **IMPORTANT**: Since Batch EDBC did not apply the changes, users will need to work the list to set the new reporting type on these cases or they will continue to receive SAR 7 packets in the future and could be discontinued for failure to complete it.

5. List of Unprocessed Cases Where Batch EDBC Process Skipped a Program. Includes additional columns to indicate the Program Type and Skip Reason.	Since Batch EDBC couldn't automatically apply the intended change to these cases, users may process EDBC to apply intended changes if applicable. **IMPORTANT**: Batch EDBC skips cases where the most recent EDBC is Manual or overridden. Users will need to work the Batch Skip report to set the new reporting type on these cases or they will continue to receive SAR 7 packets in the future and could be discontinued for failure to complete it.

If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.

Primary Project Contact:	Caroline Bui BuiC@CalSAWS.org
Backup Project Contact:	Binh Tran TranB@CalSAWS.org
Attachments:	N/A
Web Portal Link:	████████ OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2022" folder. 4. Click on the appropriate CIT # folder.