

- CalSAWS M&E       CalWIN Migration

<b>Distribution Date:</b>	May 2, 2022
<b>To:</b>	Consortium.RegionalManagers.R6; PPOC.LosAngeles; Consortium.SectionDirectors
<b>CIT Name:</b>	<b>LA County T+3 Weeks Imaging Change Readiness Assessment</b>
<b>From:</b>	CalSAWS Project

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

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

<p>Description: (Including any step-by-step instructions)</p>	<p><b>Purpose</b></p> <p>The purpose of this CIT is to notify Los Angeles County of the intent to distribute the fifth in a series of five (5) Imaging Change Readiness Assessment Surveys for active DPSS/DCFS CalSAWS Users. The surveys are intended to assess communication effectiveness and measure User awareness, understanding, and acceptance of the LA County migration to the new CalSAWS Imaging Solution. The survey results will assist the CalSAWS Project in improving communication and developing change management strategies to prepare End Users for the new CalSAWS Imaging Solution. <b>While some questions are repeated, each survey is unique, and we need LA County staff's input on each one.</b></p> <p><b>Background</b></p> <p>In preparation of the LA County implementation of the new CalSAWS Imaging Solution, the Imaging Change Management Team continually measured User Readiness through Assessment Surveys. With the implementation of the new CalSAWS Imaging Solution on April 25, 2022, the Imaging Change Management team aims to measure the progress of LA County Imaging Users' acceptance of</p>
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and commitment to the new CalSAWS Imaging Solution. This fifth and final survey is planned to be distributed 3 weeks after Go-Live, which is on May 16, 2022.

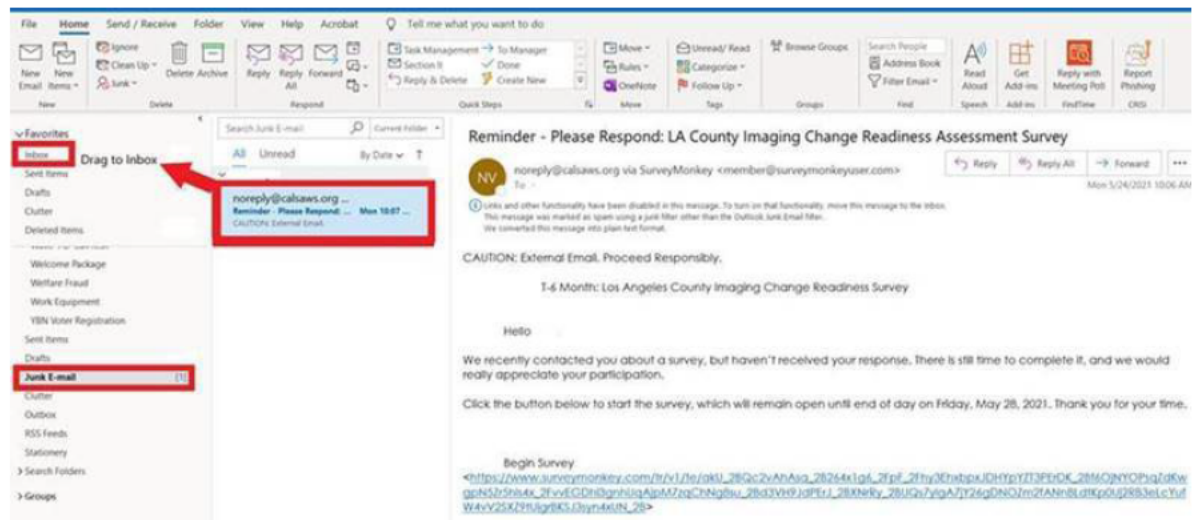
**Additional Information**

A link to this survey will be distributed via email from [NoReply@CalSAWS.org](mailto:NoReply@CalSAWS.org) to DPSS/DCFS Users who have logged into the CalSAWS/LRS System since November 16, 2021. **Please note:** the survey tool supports the following browsers (Internet Explorer is **not** compatible):

- Chrome
- Edge
- Firefox
- Safari


The survey responses will be anonymous, and we encourage each survey recipient to respond candidly. The survey will be open for a two-week period and is scheduled for distribution on Monday, **May 16, 2022**, and will close by end of day on Friday, **May 27, 2022**.

If you are a CalSAWS user and do not see an email from [NoReply@CalSAWS.org](mailto:NoReply@CalSAWS.org) in your Inbox by end of day on Tuesday, May 17, 2022, please check your “Junk E-mail” folder or “Other” folder. If the email is in your Junk E-mail or Other folder, you will need to move it to your Inbox to use the link to the survey. **The survey must be initiated from your Inbox, as the link will not work from your Junk E-mail or Other folder.**



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

<p>Primary Project Contact: (Name and email address)</p>	<p>Helen Cruz CalSAWS Change Management Lead <a href="mailto:Cruzh@CalSAWS.org">Cruzh@CalSAWS.org</a> (916) 851-3327</p>
<p>Backup Project Contact:</p>	<p>Araceli Gallardo CalSAWS Change Management Lead</p>

(Name and email address)	<a href="mailto:GallardoA@CalSAWS.org">GallardoA@CalSAWS.org</a> (916) 851-3103
Attachments:	CIT 0130-22 T+3W Imaging Change Readiness Assessment Announcement.pdf
Web Portal Link:	  OR  You may also retrieve the CIT document and attachments by following these steps: <ol style="list-style-type: none"><li>1. Click on the CRFIs &amp; CITs link at the top of the page.</li><li>2. Click on the "CalSAWS Information Transmittal (CIT)" folder.</li><li>3. Click on the "2022" folder.</li><li>4. Click on the appropriate CIT # folder.</li></ol>

