

☒ CalSAWS M&E ☐ CalWIN Migration

Distribution Date:	October 20, 2022
To:	PPOC.40, Consortium.RegionalManagers.All, Committee.WelfaretoWork.All, Committee.Fiscal.All
CIT Name:	How to search for pending payment request(s)
From:	CalSAWS Project

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

- | | |
|--|---|
| <input type="checkbox"/> General | <input type="checkbox"/> Reports |
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| <input type="checkbox"/> CW | <input type="checkbox"/> Caseload Movement |
| <input type="checkbox"/> CF | <input type="checkbox"/> Management |
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| <input type="checkbox"/> CMSP | <input type="checkbox"/> Security |
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| <input checked="" type="checkbox"/> Other Program(s) REP, CFET, GROW _____ | <input type="checkbox"/> Conversion |
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Purpose

The purpose of this CIT is to notify CalSAWS counties of the interim process on how to search and disapprove pending payment requests prior to changing a WTW/REP program status to deregistered.

Background

Currently, a WTW/REP program is not able to be deregistered when there is a pending payment request (payment request that is not in a "Disapproved", "Denied" or "Issuance Created" status). A validation message will display, preventing workers from updating the program status to deregistered.

Previously in the C-IV system, users were able to deregister WTW program without this validation.

Additional Information:

SCR CA-237256: **Allow WTW program to be deregistered, even when there is pending payment request** has been pulled from the 22.11 release and will be presented to the WTW Committee for further discussion.

The project teams received questions and concerns for this SCR during County Validation of Release 22.11. This SCR was removing functionality that would

	<p>significantly impact counties business processes. While the project is able to address the changes, these cannot be made in time for Release 22.11.</p> <p>County Action: Until the WTW Committee determines how to proceed with the changes of SCR CA-237256, please use the recommended process below to clear all payment requests for a case:</p> <ol style="list-style-type: none"> 1. Navigate to Payment Request Search (Global Nav > Fiscal > Payment Requests). 2. Search by Case Number and Payment Request Status. All of the following Statuses need to be checked and searched for: <ol style="list-style-type: none"> a. Approved b. Awaiting Approval c. Awaiting Approval (L3) d. In Progress e. Awaiting Approval (L2) f. Pending <p><u>Note:</u> User will need to click the 'View Detailed Results' button to see the status of payment request.</p> 3. Action all payments of the statuses identified above. All payments need to be set to either: Disapproved, Denied or Issuance Created. <p>If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers (RMs).</p>
Primary Project Contact: (Name and email address)	Gingko Luna LunaG@CalSAWS.org
Backup Project Contact: (Name and email address)	Lien Phan PhanL@CalSAWS.org
Attachments:	None
Web Portal Link:	<div style="background-color: black; width: 100px; height: 20px; margin-bottom: 10px;"></div> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 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.