

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-205408

Upload Current Version of SOC 814 under Client
Correspondence-Templates-CAPI

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Smit Shah
	Reviewed By	Kavitha M R

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
29/06/2022	1.0	Initial Draft	Smit Shah
14/09/2022	1.1	Add recommendation to turn off older version of SOC 814 form	Smit Shah

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1 OVERVIEW

The purpose of this change is to update SOC 814 (12/20) version in available English, Armenian, Spanish, and Chinese languages to CalSAWS system.

1.1 Current Design

The system has the outdated English and Threshold languages of the SOC 814 versions.

1.2 Requests

Add CDSS Threshold Languages to the CalSAWS for the SOC 814 (12/20) form Template Repository and system generated.

Languages include:

English, Armenian, Spanish and Chinese.

1.3 Overview of Recommendations

Update the Available languages to CDSS version of SOC 814.

Languages: English, Armenian, Spanish and Chinese.

1.4 Assumptions

1. The updated SOC 814 Form (12/20) will only be added in English, Armenian, Spanish, and Chinese languages.
2. No variables will be populated on the updated SOC 814 Forms (aside from the standard header and footer information).
3. All fields (blank or prepopulated) will be editable.
4. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Update SOC 814 – STATEMENT OF FACTS CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI)

2.1.1 Overview

SOC 814 Form will be updated with the latest version to the Template Repository in available languages.

State Form: SOC 814

Current Programs: CAPI

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Loa, Russian, Tagalog and Vietnamese

Template Description: STATEMENT OF FACTS CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI)

Imaging Form Name: Statement Of Facts CAPI

Imaging Document Type: CAPI

2.1.2 Form Verbiage

Add latest versions of SOC 814 form

This effort is adding the latest version of SOC 814 to the System.

Threshold Languages: English, Armenian, Spanish, and Chinese

Form Header: CalSAWS Standard Header (HEADER_1_EN)

Include NA Back 9: No

Form Mockups/Examples: See supporting document #1

2.1.3 Form Generation Conditions

Update SOC 814 Form

The SOC 814 – STATEMENT OF FACTS CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI) is updated only to the Template Repository.

Turn Off Older version of SOC 814 Form

Turn off SOC 814 in below languages since latest version is not available in CDSS.

Languages - Arabic, Cambodian, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese.

Required Document Parameters: Customer Name, Case Number, Program, Language

Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the SOC 814.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Y	Y	Y	Y	Y	Y

Mailing Options:

Mailing Options	Option for SOC 814
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Add Form Control

Add an imaging barcode for SOC 814.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for SOC 814 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Forms	STATEMENT OF FACTS CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI)	SOC814_EN.pdf SOC814_SP.pdf SOC814_AE.pdf SOC814_CH.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
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<p>2.18.3.3 CAR- 1239</p>	<p>CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices. b. Redetermination, Recertification, and/or Annual Agreement notices and forms. c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices: e. Contact letters. f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site. g. Information notices and stuffers. h. Case-specific verification/referral forms. i. GR Vendor notices. k. Court-mandated notices, including Balderas notices. l. SSIAP appointment notices. m. Withdrawal forms. n. COLA notices. o. Time limit notices. p. Transitioning of aid notices. q. Interface triggered forms and notices (e.g., IFDS, IEVS). r. Non-compliance and sanction notices. s. Benefit issuance and benefit recovery forms and notices, including reminder notices. t. Corrective NOAs on State Fair Hearing decisions. u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices. 	<p>SOC 814 is being updated with latest version in all the available languages.</p>
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CalSAWS

California Statewide Automated Welfare System

Design Document

CA-205913

ACL 18-75 Add 5L Aid Code for FC Emergency
Assistance EC Ineligible Cases

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
02/03/2020	1.0	Initial Doc	T. Lazio
02/20/2020	1.1	Added Correspondence Changes	Bashir, I
04/27/2020	2.0	<p>The following updates were made based on committee feedback:</p> <ul style="list-style-type: none"> - Assumption 6 added in Section 1.4 - TANF Indicator value updated in Section 2.1.2 - Overview in Section 2.2.1 updated. - Description of Changes updated in Section 2.5.2 - 'Annual' added to Sections 2.8, 2.8.1 and 2.8.2 - Note regarding mockup attachment added to Sections 2.12.1 and 2.13.1 	T.Lazio N. Chereddy S. Garg
05/05/2020	3.0	<p>The following updates were made based on committee feedback:</p> <ul style="list-style-type: none"> - Assumption 8 added in Section 1.4 - Updated table in Section 2.2.3, item 2 a. - Added updated Fund Codes spreadsheet with LRS corrections 	T. Lazio
07/22/2020	4.0	<p>The following updates have been made to SCR:</p> <ul style="list-style-type: none"> - SCR is CalSAWS/LRS only 	T.Lazio H. Suksanti

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		<ul style="list-style-type: none"> - 5L aid code will be applied to Tribal Specific Homes and Foster Family Agency placement types. - 5L aid code will be applied to all relationship types for RFH placement types. - Removed C-IV updates from Sections 2.2.3 and 2.1.2. -Removed C-IV updates from Sections 2.6 - Added Assumptions 9&10 	
08/17/2020	5.0	<p>The following updates were made based on committee feedback:</p> <ul style="list-style-type: none"> - EC-EA Tracking Report Section 2.15.4. updated - Updated Assumptions 1.4-11 	Greg Deogracia
09/08/2020	6.0	Updated Correspondence Sections 2.12.2.1 and 2.13.2	T.Lazio P.Sridharan
09/23/2020	7.0	<ul style="list-style-type: none"> - Removed FFA placement type - Added committee clarifications to verbiage to the following sections: <ul style="list-style-type: none"> o Overview o 1.2 o 1.3 o 2.1.1 o 2.2.1 o 2.2.3 	T.Lazio
10/20/2020	8.0	Added clarification to assumption # 2 under Section 1.4	T. Lazio

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
		<p>Assumption Before:</p> <p>Existing FC programs with Aid Code '5K' + Sub Type 'EC EA Ineligible' in a March 2019 benefit month or later will not be updated by this SCR. However, if EDBC is re-run for one of those months after this SCR is implemented, the aid code will become 5L (assuming no other factors have changed on the case).</p> <p>Assumption After:</p> <p>Existing FC programs with Aid Code '5K' + Sub Type 'EC EA Ineligible' in a March 2019 benefit month or later will not be updated by a batch run with this SCR. However, if EDBC is re-run for one of those months after this SCR is implemented, the aid code will become 5L (assuming no other factors have changed on the case).</p>	
6/8/2022	9.0	Added MEDS Alert default Task in section 2.10	Howard Suksanti
9/15/2022	10.0	Added Section 2.6 Update Extended Aid Code Rules Added Section 2.14, 2.15 for add'l CC impacts	Tom Lazio Jasmine Chen
9/23/2022	11.0	Added Section 2.7 Update to Emergency Placement Prior to Home Approval Pay Code Logic	Tom Lazio
09/27/2022	12.0	Added clarifications to Section 1.4 Assumptions	Tom Lazio

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1 OVERVIEW

Per ACL 18-75, all counties must provide payment equivalent to the basic level rate for a resource family to the emergency caregiver for children who are determined to be ineligible for the Emergency Assistance (EA) Program (5K EC EA Ineligible). A new aid code will be determined for cases that are ineligible for Emergency Caregiver (EC) funding through the EA program and, in the interim, Aid Code 5K EC EA Ineligible would be used to track these cases.

Per ACL 19-24, Aid Code 5L will be used to track cases that are ineligible for EC funding through the EA program, effective March 2019. This SCR will add and implement the new Foster Care (FC) aid code 5L in CalSAWS/LRS.

1.1 Current Design

Per ACL 18-75 and the implementation of SCR CA-203207 / CIV-101516, Sub Type Codes 'EC EA Eligible' and 'EC EA Ineligible' were added to the system in order to differentiate the 5K aid code used for EC cases that are EA eligible or EA ineligible. SCR CA-204665 / CIV-102237 updated the FC EDBC to automate the setting of these two sub type codes.

NOTE: Please refer to the attached Emergency Approval Chart.xlsx file under **Section 3.0** for Emergency Approval 5K Aid Code details

Existing Approval NOAs in CalSAWS/LRS have logic to generate for the existing 5K aid code.

1.2 Requests

Per ACLs 19-24 and 19-84, add aid code 5L for FC EC EA ineligible cases and update FC EDBC to automate the setting of 5L aid code instead of 5K with 'EC EA Ineligible' sub type code, which will include Tribal Specific Homes placement types as well as all child relationship types for RFH placements. Also, add aid code 5L to the existing EC-EA Tracking Report and exclude 5L aid code from Clothing Allowance batch jobs.

1.3 Overview of Recommendations

1. Add new 5L Aid Code for FC EC cases not eligible for federal EA funding.
2. Update FC EDBC to use Aid Code 5L instead of 5K with Sub Type Code of 'EC EA Ineligible' which will include Tribal Specific Homes placement types as well as all child relationship types for RFH placements.
3. Update Foster Care Aid Code Override Detail Page to Not Allow Selection of Sub Type Code 'EC EA Ineligible'. Aid code '5L' will be available as an option after this SCR is implemented.

4. Update Manual Foster Care EDBC to Not Allow Selection of Sub Type Code 'EC EA Ineligible'. Aid code '5L' will be available as an option after this SCR is implemented.
5. Update 5K EA Aid Code logic to not set 5K Aid Code when Child Placement facility has already received EC funding and the RFA license is approved even if the NTE date has not been reached.
6. Update Extended Aid Code Rules to include 5L aid code.
7. Update Emergency Placement Prior to Home Approval Pay Code Logic.
8. Add new Fund Codes in CalSAWS to store the accounting string information for all CalSAWS Counties for 5L Aid Code.
9. Exclude 5L aid code from Clothing Allowance batch jobs.
10. Create a CTCR to add 5L aid code into the existing FC – MEDS aid code segment.
11. Add two MEDS alerts into The System (External #9579 and 9580).
12. Add the 5L aid code data element to the existing EC/EA tracking report.
13. Update EC-EA Tracking Report Fields to use Beginning Date of Placement instead of Beginning Date of 'Emergency Approval' license.
14. Update the NOA generation logic for existing NOAs in CalSAWS/LRS to include the new 5L approval code.
15. Update FC Action fragment used by 'FC Approval' approval NOA with '5L'.
16. Update FC 18 Form with '5L'.

1.4 Assumptions

1. This SCR is CalSAWS/LRS only. The C-IV counties will inherit this functionality upon migration.
2. Existing FC programs with Aid Code '5K' + Sub Type 'EC EA Ineligible' in a March 2019 benefit month or later will not be updated by a batch run with this SCR. However, if EDBC is re-run for one of those months after this SCR is implemented, the aid code will become 5L (assuming no other factors have changed on the case).
3. No updates to the regulations, variable population, or text of existing Foster Care NOAs will be made with this effort.
4. No additional translations for the existing Foster Care NOAs will be added with this effort.
5. The CalSAWS/LRS will not default the pay code for 5L Aid Code. In CalSAWS/LRS, the Pay Code field is non-mandatory on EDBC Summary page and it would be up to the user's discretion to select a Pay Code for 5L or not. The funding for benefits mapped to 5L aid code will be derived based on aid code and Placement Type.
6. There will be no change to the MEDS Interface on how to determine an Eligibility Status Action Code (ESAC). For example, when a Foster Care case has an aid code change from 5K to 5L or from 5L to a different Foster Care aid code, MEDS Interface job uses ESAC code of 2 or 7 since both aid codes are in the same MEDS Foster Care segment. ESAC of 2 - Active Client Eligible Update on Continuing Eligibility Periods. ESAC of 7 - Active Client Eligible Update on Closed Eligibility Periods.

7. NA BACK 9 will not be updated with this SCR. All the forms and NOAs will have the existing NA BACK 9 in the system.
8. If the license status is 'Emergency Approval', placement authority is "Protective Custody", and whether If WIC code is populated in the legal authority field, the 5L aid code will still be assigned for EC-ineligible cases; however, a WIC code on the legal authority field is not required to receive 5L, if other requirements are met
9. The 'Foster Care License Detail' page for 'Tribal Specific Home' placement types will be updated to allow the user to specify a status of 'Emergency Approval' with SCR CA-205633 currently scheduled for release 21.03 for the same release as CA-205913.
10. Foster Care Integrated Reports will be have been updated in CalSAWS/LRS with SCR CA-216018 DDID 2191 in 21.01 release currently scheduled for release 21.01.
11. IEVS abstracts will be have been updated to include Foster Care Aid Codes as part of SCR CA-216357 DDID 1967 released in 21.05 currently scheduled for release 21.03.

2 RECOMMENDATIONS

2.1 Add Aid Code 5L

2.1.1 Overview

Per ACL 19-24, Aid Code 5L will be added and used for those Foster Care EC cases not eligible for federal EC EA Eligible funding effective March 2019.

2.1.2 Description of Changes

Add new 5L Aid Code to Code Table 184 effective March 01, 2019, as follows:

CT 184 Field	Value
CODE_NUM_IDENTIF	5L
SHORT_DECODE_NAME	5L - FC EC-EA Ineligible
LONG_DECODE_NAME	Emergency Caregiver - Emergency Assistance Ineligible - Foster Care
CODE_DESCR	Emergency Caregiver - Emergency Assistance Ineligible - Foster Care
ORDER_BY_NUM	0

CT 184 Field	Value
BEG_DATE	03/01/2019
END_DATE	12/31/9999
SOC	N/A
Eligibility Medi-Cal Benefit Categorization	blank
NOA Grouping	blank
Fed/Non-Fed	NF
C-IV Program	FC
TANF Indicator	N
TANF Priority	10
NOA Hierarchy	blank
Cash Aid Category	blank
Cash Aid Federal Funding	blank
Cash Aid State Funding	blank
Cash Aid Mixed Funding	blank
Time Limit Indicator	blank
MEDS Aid Code Segment	FC
Second C-IV Program	blank
Funding Group Type Code	blank
Benefit Type	blank
Family Reunification	blank
Valid for Override	Y
MAGI Aid Code	blank
LA County Legacy	N/A
Packet Type 22 S	blank
MSP Aid Code	N
LTC Aid Code	N

CT 184 Field	Value
Non-MAGI Aid Code	N
ARC Aid Code	blank
WDTIP Fed/State only Ind	blank

2.1.3 Programs Impacted

FC

2.2 Update FC EDBC To Use Aid Code 5L

2.2.1 Overview

SCR CA-204665 / CIV-102237 updated FC EDBC to set the Sub Type Code of 'EC EA Ineligible' with aid code of 5K when the FC child is not eligible for EC EA funding and license status is "Emergency Approval". With the addition of aid code '5L' based on ACL 19-24, the FC EDBC will be updated to set Aid Code 5L with no Sub Type Code instead of setting aid code '5K' with Sub Type Code 'EC EA Ineligible' for EC EA ineligible FC cases.

2.2.2 Foster Care EDBC Example

Aid Code Information						
Program Aid Code *	Sub Type Code	Begin Date	End Date	Rate Structure	Overridden Aid Code	
5L - FC EC-EA Ineligible		02/01/2020		CCR	Edit	

Figure 2.2.2.1 – EDBC Detail with Aid Code 5L After SCR is Implemented

2.2.3 Description of Changes

- 1) Update the FC EDBC to no longer set Aid Code '5K' with Sub Type Code of 'EC EA Ineligible' when running for a benefit month of March 2019 or later.
- 2) Update the FC EDBC to set the aid code '5L' when running for a benefit month of March 2019 or later, if the following conditions are met:
 - a. The placement type, relationship, and license/home approval combination is one of the following:

Placement Type	Care Provider Relationship to Child	License Status	Home Approval Status
Resource Family Home (RFH)	<ul style="list-style-type: none"> • Relative Guardian • Relative Non-Guardian • NREFM Non Guardian • NREFM Guardian • Non-Relative Guardian • Non-Relative Non-Guardian 	Emergency Approval	N/A
Relative Home	N/A	N/A	Emergency Approval
Nonrelative Extended Family Member Home (NREFM)	N/A	N/A	Emergency Approval
Tribal Specific Home	N/A	Emergency Approval	N/A

- b. And one of the following condition is met:
- i. 'Was the EA1 application approved?' is blank in the EA section on the Placement Authority page.
 - ii. 'Was the EA1 application approved?' is 'No' in the EA section on the Placement Authority page.
 - iii. 'Was the EA1 application approved?' is 'Yes' and the benefit period is after the EA Not to Exceed (NTE) date on the Placement Authority page.

2.2.4 Programs Impacted

FC

2.3 Update Foster Care Aid Code Override Detail Page Sub Type Codes

2.3.1 Overview

The Sub Type Codes available for the user to choose on the Foster Care Aid Code Override Detail page when overriding a FC EDBC should no longer include

'EC EA Ineligible'. After this change is implemented, a user would select Aid Code 5L with no Sub Type Code instead.

2.3.2 Override EDBC Foster Care Aid Code Override Detail Page Example

Foster Care Aid Code Override Detail

Save and Return Cancel

EDBC Override Reason: * - Select -

System Aid Code:
5K - FC-EA

Aid Code: * - Select -

Cash Benefits:
Yes

Sub Type Code:
AB 110 EA
EC EA Eligible re: *
CCR

Begin Date: * 04/01/2020 End Date:

Save and Return Cancel

Figure 2.3.2.1 – EDBC Override Foster Care Aid Code Override Detail Page After SCR is Implemented With No 'EC EA Ineligible' option

2.3.3 Description of Changes

Update the Foster Care Aid Code Override Detail page when overriding FC EDBC to not populate the Sub Type Code 'EC EA Ineligible' option in the dropdown.

2.3.4 Programs Impacted

FC

2.4 Update Manual Foster Care EDBC Sub Type Codes

2.4.1 Overview

The Sub Type Codes available for the user to choose on the Foster Care Aid Code Override Detail page when performing a Manual FC EDBC should no longer include 'EC EA Ineligible'. After this change is implemented, a user would select Aid Code 5L with no Sub Type Code instead.

2.4.2 Manual EDBC Foster Care Aid Code Override Detail Page Example

Foster Care Aid Code Override Detail

Save and Return Cancel

Aid Code: *
- Select -

Cash Benefits:
-

Sub Type Code:
AB 110 EA
EC EA Eligible
re: *
- Select -

Begin Date: *
-

End Date:
-

Save and Return Cancel

Figure 2.4.2.1 – Manual EDBC Foster Care Aid Code Override Detail Page After SCR is Implemented With No 'EC EA Ineligible' option

2.4.3 Description of Changes

Update the Foster Care Aid Code Override Detail page on the Manual EDBC to not populate the Sub Type Code 'EC EA Ineligible' option in the dropdown.

2.4.4 Programs Impacted

FC

2.5 Update 5K EA Aid Code Logic

2.5.1 Overview

ACL 18-75 states that “once the RFA application is approved, counties must shift the funding source to Aid to Families with Dependent Children-Foster Care (AFDC-FC) or the ARC program, as appropriate and consistent with existing eligibility requirements”. Therefore, CalSAWS/LRS must be updated to no longer pay Emergency Assistance Funding (Aid Code 5K EA) on a placement that previously received Emergency Caregiver Funding (5K - EC EA Eligible, 5K - EC EA Ineligible, or 5L) after the RFA license is approved.

2.5.2 Description of Changes

Update FC EDBC logic when running EDBC for a benefit month of March 2019 or later to not set aid code 5K-FC EA (traditional Emergency Assistance funding with no FC Aid Code Subtype) when one of the following combinations of Aid Code and Aid Code Subtype Code was paid at any time in the 12 months prior to the benefit month on the Child Placement being processed:

Aid Code	FC Aid Code Subtype Code
5L - FC EC-EA Ineligible	Blank
5K - FC-EA	EC EA Eligible
5K - FC-EA	EC EA Ineligible

This logic will need to look for aid codes on EDBC's back to the begin date of the Child Placement being processed, but not more than 12 months in the past.

If there are multiple consecutive Child Placement records for the same resource and there is no gap in days between them, this logic will need to treat the records that precede the current one as part of the current placement and look for the above aid codes back as far as the earliest Child Placement begin date, but not more than 12 months prior to the benefit month.

Note: In LRS/CalSAWS, multi-month EDBC runs are possible. This logic will also need to consider prior months within the current multi-month EDBC run to see if they meet the above criteria when determining eligibility to a 5K-FC EA Aid Code.

2.5.3 Programs Impacted

FC

2.6 Update Extended Aid Code Rules

2.6.1 Overview

Extended aid code rules for state (aid code 43) and federal (aid code 49) require that the child was in Foster Care the day before their 18th birthday. Emergency Assistance aid code '5K' does not require the same. Therefore, the new '5L' aid code should also be included in the 5K EA logic that does not require the child to be aided on the day before their 18th birthday.

2.6.2 Description of Changes

Update the following rules to include aid code '5L' wherever aid code '5K' is currently referenced:

- i. 360CloseFosterCareProgramForNMD
- ii. 360CloseIneligibleFosterCareNMD
- iii. 350RecalculateBudgetsForPeriodsChildIsAdult (**Note:** processing is in BUDGET.JAVA for this rule)

2.6.3 Programs Impacted

FC

2.7 Update Emergency Placement Prior to Home Approval Pay Code Logic

2.7.1 Overview

SCR CA-203634 / CIV-101497 added automation to set Pay Code field to 'EC EA Ineligible Emergency Placement Prior to Home Approval' whenever Aid Code is '5K' and Sub Type Code is 'EC EA Ineligible'.

This section describes the update to the Pay Code automation logic to populate the Pay Code field with 'EC EA Ineligible Emergency Placement Prior to Home Approval' whenever the Aid Code is set to the new '5L' Aid Code which is replacing the Aid Code '5K' and Sub Type Code 'EC EA Ineligible' combination on the FC EDBC.

2.7.2 Foster Care EDBC Mockup

Authorized Amount Per Aid Code					
Aid Code	Auth Amount	Number of Days	Rate Structure	Placement Type	Pay Code
5L	\$ <u>1,730.00</u>	30	CCR	Resource Family Home (RFH)	EC EA Ineligible Emergency Placement Prior to Home Approval

Figure 2.7.2.1 – Aid Code 5L and Pay Code

2.7.3 Description of Changes

Populate the Pay Code field with the 'EC EA Ineligible Emergency Placement Prior to Home Approval' Pay Code when the aid code is set to '5L' on the Foster Care EDBC.

2.7.1 Programs Impacted

FC

2.8 Fund Code Determination

2.8.1 Overview

Currently in the System, fund codes are used to store the accounting string information for a County. This information helps in claiming the funding for County from State (Federal/Non-Federal). This update will add the appropriate funding codes and accounting strings for the new EOA payments for all 40 counties.

2.8.2 Description of Changes

Add the new Fund Codes in the system to store the accounting string information for all CalSAWS Counties for 5L Aid Code.

NOTE: Please refer to the file " Fund Code Map.xlsx " attached to JIRA for the appropriate fund codes and accounting string information for each county.

2.9 Annual Clothing Allowance Batch

2.9.1 Overview

The Annual Clothing Allowance Batch creates the authorization records that allow Foster Children to receive the annual clothing allowance. This update is to exclude cases with 5L aid code from the clothing allowance batch.

2.9.2 Description of Change

Update the Annual clothing allowance batch to exclude cases with 5L aid code.

2.9.3 Execution Frequency

No Change.

2.9.4 Key Scheduling Dependencies

No Change.

2.9.5 Counties Impacted

All Counties.

2.9.6 Data Volume/Performance

No Change.

2.9.7 Failure Procedure/Operational Instructions

No Change.

2.10 Counties Interface Testing

2.10.1 Overview

Each CalSAWS county has their separate warrant print & auditor control file exchange process. This section describes the recommendations to perform interface testing for each county file.

2.10.2 Description of Changes

Perform the interface file testing for following counties:

- Los Angeles – eCAPS Special Warrant Request (SWR)
- Merced – FIRMS
- Riverside – OASIS
- San Bernardino – Warrant Print
- Migration – Auditor Controller File

NOTE: Except for Los Angeles County and San Bernardino County, all interface test files will be uploaded to the Web Portal under System Changes > SCR and SIR Lists > 2020 > SCR CA-205913. San Bernardino County test files will be uploaded to their production FTP servers. Los Angeles County test file will be uploaded to eCAPS test FTP servers.

2.11 Create a CTCR to add 5L aid code into the existing FC – MEDS Aid Code segment.

2.11.1 Overview

MEDS Interface uses Code Category 184 (Aid Code) – MEDS Aid Code Segment to identify the correct ESAC code when sending transaction to MEDS. Since 5L aid code is for Foster Care program, a CTCR will be created to add the aid code into the existing FC segment.

2.11.2 Description of Change

Create a CTCR (CT184 – MEDS Aid Code Segment) to add 5L aid code into FC segment. Note: Section 2.1 already included the change on the CTCR.

2.11.3 Counties Impacted

All Counties.

2.12 Add 2 new MEDS Alerts ID 9579 and 9580.

2.12.1 Overview

This SCR will setup the External # 9579 and 9580 alerts in The System so user can view those alerts from the application. The new alerts are part of Change Cycle Letter 442.

2.12.2 Description of Change

Add the following alerts into the System.

1. Alert #9579 (Internal #0815).

Alert Description (TITLE_DESCR)	APPROACHING END OF 6TH MONTH, RFA REVIEW NEEDED
Explanation (TEXT_DESCR)	N/A.
Automation	No.
Task Creation	No.
Alert Type	Action
Action (ACTN_DESCR)	The Eligibility Worker must take action to review the status of RFA application 30 days prior to a beneficiary reaching their 6th month on aid code 5L.

2. Alert #9580 (Internal #0817).

Alert Description (TITLE_DESCR)	APPROACHING END OF 12TH MONTH, CHECK FOR PENDING RFA
Explanation (TEXT_DESCR)	N/A.
Automation	No.
Task Creation	No.
Alert Type	Action

Action (ACTN_DESCR)	The Eligibility Worker must take action and review the status of RFA application 60 days prior to a beneficiary reaching their 12th month on aid code 5L and transition beneficiary into appropriate Medi-Cal aid code.
------------------------	---

Note: SCR CA-210615 will add an ability to turn on/off MEDS alerts. If this SCR is implemented on the same time with CA-210615 item or before, Counties will have an ability to turn on/off these 2 new alerts.

- Set MEDS Alerts 9579, 9580 to 'Active' on the MEDS_ALERT_CONFIG table.
- Set the following default values for the Task Information on the MEDS Alert Admin Detail page for the new MEDS Alerts:
 - a. Status: Inactive
 - b. Task Type and Task Sub-Type: Blank
 - c. Long Description: MEDS Alert {Alert ID} – {Alert Description} has been received.
 - d. Due Date: Default Due Date
 - e. Default Due Date: 10 Days
 - f. Initial Assignment: Default Assignment
 - g. Default Assignment: MEDS Alert Task Distribution

2.12.3 Counties Impacted

All Counties.

2.13 Correspondence: Update the Existing Approval of Emergency Caregiver Funding Foster Care NOA Reason Fragment

2.13.1 Overview

Currently CalSAWS/LRS has an Approval Reason fragment that generates for the existing 5K aid code. This logic needs to be updated to generate for the new 5L aid code.

Fragment Name and ID:

CalSAWS/LRS : FC_AP_RFA_APPROVAL_T903 (Fragment ID:7542),

Note: Mockups attached to Mockups.zip folder in JIRA and SharePoint.

Current NOA Template:

CalSAWS/LRS : FC_NOA_TEMPLATE (Fragment ID: 3030)

Current Program(s): Foster Care

Current Action Type: Approval
Current Fragment Level: Program
Currently Repeatable: No
Includes NA Back 9: Yes
Existing Languages: English and Spanish

Existing Emergency Caregiver Funding Approval NOA Reason fragment Text:

"For caregivers of children placed on an emergency basis or based on a compelling reason prior to and pending Resource Family Approval (RFA).

The county has approved the child
<CHILD_NAME>

for cash aid under the Emergency Caregiver Funding program. The child was placed in your home on <PLACEMENT_DATE> and the RFA 01A has been submitted.

The cash aid payment for your first month of aid is based on the date the child was placed in your home.

The cash aid payment for your first month of aid is <AMT>.

The cash aid payment for your first month of aid may only be for a part of the month based on the date the child was placed with you.

Thereafter your monthly cash aid amount will be <ONGOING_AMT>."

2.13.2 Description of Change

The NOA generation logic of the existing Reason fragment will be updated to generate for the 5L aid code. Note: No updates to the existing text, regulations, or variable population will be made with this effort.

2.13.2.1 Update Approval Reason Fragment Generation

Update the logic that generates the existing Approval Reason Fragment for the Foster Care program for the 5L aid code.

Update the logic (RomDataHelper.hasFcEmergencyApprovalAidCode) that determines if the program has a Foster Care Approval Aid Code to return 'true' when the one of the following is true:

- The Aid Code is '5K' and

- The subtype code is 'EC EA Ineligible' (Note: this will only be true for benefit months run prior to March 2019)
- OR
- The subtype code is 'EC EA Eligible'
 - The Aid Code is '5L'

Note: The logic (RomDataHelper.hasFcEmergencyApprovalAidCode) is shared by several NOA fragments. See the Correspondence Recommendations in this effort for regression testing (Recommendation 2.13) and additional Fragment (Recommendation 2.12) that generates based on this logic.

2.14 Correspondence: Update the Existing Discontinuance of Emergency Caregiver Funding Foster Care NOA Reason Fragment

2.14.1 Overview

Currently CalSAWS/LRS has a Discontinuance Reason fragment that generates for the existing 5K aid code. This logic needs to be updated to generate for the new 5L aid code.

Fragment Name and ID:

LRS/CalSAWS : FC_TN_RFA_100A_PLACEMT_END_T401 (Fragment ID: 7543),

Note: Mockups attached to Mockups.zip folder in JIRA and SharePoint.

Current NOA Template:

LRS/CalSAWS : FC_NOA_TEMPLATE (Fragment ID: 3030)

Current Program(s): Foster Care

Current Action Type: Discontinuance

Current Fragment Level: Program

Currently Repeatable: No

Includes NA Back 9: Yes

Existing Languages: English and Spanish

Existing Emergency Caregiver Funding Discontinuance NOA Reason fragment Text:

"The child is no longer placed with you."

2.14.2 Description of Change

The NOA generation logic of the existing Reason fragment will be updated to generate for the 5L aid code. Note: No updates to the existing text, regulations, or variable population will be made with this effort.

2.14.3 Update Discontinuance Reason Fragment Generation

Update the logic that generates the existing Discontinuance Reason Fragment for the Foster Care program for the 5L aid code for the following NOAs:

- FC_TN_RFA_100A_PLACEMT_END_T401
- FC_TN_RFA_100A_VEND_OR_HOME_APPRD_T402
- FC_TN_RFA_100A_VEND_OR_HOME_NOT_APPRD_T403

Update the logic to generate Discontinuance Reason Fragment when the following conditions are true:

- Program Type is Foster Care.
- Previous Aid Code is one of the following:
 - '5K' with subtype code "EC EA Eligible"
 - '5K' with subtype code "EC EA Ineligible"
 - '5L'
- Current Aid Code is neither of the following
 - '5K' with subtype code "EC EA Eligible"
 - '5K' with subtype code "EC EA Ineligible"
 - '5L'

2.15 Correspondence: Update FC Action, FC_AP_ACTION1

2.15.1 Overview

This action fragment is used by the 'FC Approval' approval NOA, holding a date variable of when benefits start. This variable population logic will need updates to consider new aid code '5L'.

Action Fragment Name and ID: FC_AP_ACTION1 (ID: 4006)

State Form/NOA: This action verbiage currently exists in CalSAWS. Generates on a NA 290

Current Program(s): Foster Care

Current Action Type: Approval

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages: English

2.15.2 NOA Verbiage

No changes to the action fragment's verbiage.

Existing verbiage:

Dear Caregiver:

Foster Care benefits have been approved by the County for <Person> in the amount of <BenefitAmount> for the period beginning <MonthDayYear>.

Foster Care checks are issued on the 15th of each month following the month of care.

Medi-Cal: This notice DOES NOT change or stop Medi-Cal Benefits. Keep using your plastic Benefits Identification Card(s).

2.15.3 NOA Variable Population

Of the current variables of this action fragment, the following variable population logic will be updated:

Variable Name	Population	Formatting*
<MonthDayYear>	Date that benefits start Update: The existing population logic of this variable will remain as-is with the addition of considering the new aid code '5L' (CT184_5L)	Arial, font size 10

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

2.15.4 NOA Fragment Generation

No changes to the action fragment's generation conditions.

Technical Note: Only one 'FC Approved' (Reason ID = 6005) approval NOA uses this action fragment.

2.16 Correspondence: Update FC 18 Form with '5L'

2.16.1 Overview

Currently the FC 18 form has a section of 'Aid Programs: Emergency Assistance' with logic that checks for aid code of 5K. This logic will be updated to also check for new aid code '5L'.

State Form: FC 18 (11/04)

Current Programs: Foster Care

Current Attached Form(s): N/A

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English

2.16.2 Form Verbiage

No changes to the form's verbiage.

2.16.3 Form Variable Population

The FC 18 form has logic related to the 'Aid Programs: Emergency Assistance' section that checks for aid code 5K. This existing logic using 5K can remain as-is.

1. In addition, update this logic to perform similarly with the new 5L aid code.

2.16.4 Form Generation Conditions

No changes to the form's generation conditions.

2.17 Correspondence: Regression Test Foster Care NOA Fragments

2.17.1 Overview

Existing NOA logic is being updated for the new '5L' aid code (See Recommendations 2.11 and 2.12). The logic being updated is shared with other NOA fragments.

2.17.2 Description of Change

Regression test the following NOA fragments to confirm that they continue to generate as they did previous to this effort. These fragments use the existing logic that is being updated in Recommendations 2.11 and 2.12 to determine when not to generate or when to generate.

Fragment Name and ID	Shared Logic
FC_AP_ARC_T500 (Fragment ID: 7455)	RomDataHelper.hasFcEmergencyApprovalAidCode And RFA_DISCONTINUANCE_ACTION
FC_DN_ARC_T501 (Fragment ID: 7456)	RomDataHelper.hasFcEmergencyApprovalAidCode And RFA_DISCONTINUANCE_ACTION
FC_DN_NOT_SUFFICIENT_ INFO_FOR_LINKAGE_T003 (Fragment ID: 6067)	RomDataHelper.hasFcEmergencyApprovalAidCode And RFA_DISCONTINUANCE_ACTION

2.18 Report

2.18.1 Overview

This section will outline recommendations for report enhancement related to the introduction of the 5L aid code. (Reference section 1.2).

Note: Base criteria of the reports will not change.

2.18.2 Recommendations:

Add batch process properties for the following reports to run in an instance of each report for the 5L aid code.

Report	Reports Description
Integrated Payroll Summary Report	Provides detail issuance information and summary data for Foster Care/ARC.
Integrated Payroll Foster Care Issuance Detail Claiming Report	Provides detailed information on all Foster Care payments issued for the month.
Integrated Payroll Foster Care Issuance Detail Claiming Report By Case	Provides detail information on all Foster Care payments issued by case for the month.
Main Payroll Benefit Issuance Warrant Register	Provides benefit issuance warrant transaction information for Foster Care/ARC.
Main Payroll Benefit Issuance Direct Deposit Register	Provides benefit issuance Direct Deposit transaction information.

2.18.3 EC-EA Tracking Report

Reports	Reports Description
EC-EA Tracking Report	Identifies the number of days and the number of Foster Care cases authorized to receive EC payments.

- a) Update EC-EA Tracking report to include information for cases with a 5L aid code.
- b) Update EC-EA Tracking Report Fields:
- **90+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin Date.
 - **180+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin date.
 - **365+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin Date.
 - Modify Column Y Header from **Days Elapsed from License Begin Date** to **Days Elapsed from Placement Begin Date**.

2.18.4 Report Location

- **Global:** Reports
- **Local:** On Request
- **Task:** Case Activity

2.19 Automated Regression Test

2.19.1 Description of Changes

An automated test script was previously created to cover an Aid Code 5K 'EC EA Ineligible' scenario. This script should be updated to match the Aid Code 5L implementation, and renamed accordingly.

2.19.2 Description of Changes

Update and rename the Foster Care Aid Code 5K 'EC EA Ineligible' automated script to match the Aid Code 5L functionality.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	Emergency Approval Chart	 Emergency%2

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.4.7	The LRS shall be able to identify and pay for a substitute service if a Vendor's license is not valid for the selected service.	A new Aid Code 5L will be added and used by the FC EDBC for cases that are ineligible for EA funding through the EA program and have a Foster Care License status of Emergency Approval.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-213759

Update Child Support Interface to send correct
Begin Date

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya Coppisetty
	Reviewed By	Amy Gill, Dana Petersen

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/16/2021	1.0	Initial Design	Sowmya Coppisetty
8/06/2021	1.1	Add new requirement	Sowmya Coppisetty
9/01/2021	1.2	Include the Legal Guardian identifier requirement	Sowmya Coppisetty
9/15/2022	1.3	Added assumption- Design clarification	Sowmya Coppisetty

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1 OVERVIEW

CalSAWS determines eligibility before sending any of the members in the CCSAS Outbound file. Fields related to eligibility include Eligibility Status, Aid Code, Eligibility Effective Begin Date, Beginning Date of Aid, Date of Authorization, Aid Discontinuance Date and Aid Discontinuance Reason and this includes the IV-A member identifier number and LG Identifier that identifies the legal guardian or Absent parent .

This SCR will update the CCSAS Outbound interface logic to set the Beginning Date of Aid and IV-A member identifier and LG Identifier appropriately .

1.1 Current Design

Currently, when the eligibility status of the Absent Parent, Custodial Parent, Dependent Person (the child), and Other Persons associated to the Child Support Referral is updated, the Beginning Date of Aid data element in the outbound file is populated with the aid code begin date (i.e., first date being active without a break in aid) associated to the program.

And , when the custodial parent in an ARC/FC program is a resource the IV-A Member identifier number and LG Identifier data element is populated with the absent parent id that corresponds to an absent parent in the program.

1.2 Requests

1. Update the CCSAS Outbound interface to set the Beginning Date of Aid data element when there is a change in the eligibility status appropriately.
2. Update the CCSAS Outbound interface logic to set the IV-A member identifier and LG Identifier value for the FC/ARC and Kin-GAP program .
3. Update the CCSAS inbound interface logic to process the IV-A member identifier data element value received in the CCSAS inbound file for FC/ARC and Kin-Gap program.

1.3 Overview of Recommendations

1. Update the CCSAS Outbound interface logic of populating the Beginning Date of Aid when there is a change in the eligibility status with the effective date of when the person's status/role has changed.
2. Update the CCSAS Outbound interface logic of populating the IV-A member identifier and LG Identifier for FC(ARC) and Kin-Gap program when a resource is listed as the Custodial Parent.
3. Update CCSAS inbound interface logic to accept and process the value of organization id received in the 'IVA_MEMBER_IDENTIFIER' data for FC/ARC and Kin-GAP program.

1.4 Assumptions

1. When the participant's eligibility status in the CCSAS eligible programs is updated to Ineligible (I) status then an update transaction will be sent with the same eligibility status when the person was last identified in as ineligible (SSI or Undocumented Child) or eligible (Optional Child and MFG(status ended in 2017)).

2 RECOMMENDATIONS

2.1 CCSAS Outbound Interface Update

2.1.1 Overview

Update the CCSAS Outbound Interface logic of populating the Beginning Date of Aid data element when there is a change in the person's eligibility status and the logic of populating the IV-A member identifier and LG identifier for FC(ARC) and Kin-Gap program .

2.1.2 Description of Change

1. Update the CCSAS Outbound Interface logic to populate the Beginning Date of Aid (BEGIN_DATE_OF_AID) data element when there is a change in eligibility status with the effective date of when the person's eligibility status has been updated.
 - a. For existing referrals in which a person's eligibility status is updated from being an eligible member to an ineligible member, populate the Beginning Date of Aid with the effective date of when the person's eligibility status has changed.

Example 1: A person is an Active Member on a CW program and becomes an Active UP (SSI) effective March 1, 2021. The CCSAS Outbound Interface will detect the status change on March 1, 2021 and send an update transaction to CCSAS with 03/01/2021 for the BEGIN_DATE_OF AID.

- b. For new referrals in which the person was not previously active, set the Beginning Date of Aid to be the effective date of when the child's eligibility status has been established.

Example 2: A new CW application is processed on March 1, 2021, and the child is established at intake with a role code of FRI (Undocumented Child). The CCSAS Outbound Interface will send a new referral transaction to CCSAS with the child's

member transaction contains 03/01/2021 as the BEGIN_DATE_OF_AID.

- c. For persons that transition from ineligible status to eligible, set the Beginning Date of Aid to the effective date of when the child's status was updated to eligible.

Example 3: There exists a child with an Active FRI (Undocumented Child) status with Beginning Date of Aid of 11/1/2020. On 03/01/2021, the child's status is updated from Active FRI to Active Member. The CCSAS Outbound Interface will send an update transaction to CCSAS with 03/01/2021 as the BEGIN_DATE_OF_AID.

- 2. Update the logic of populating the Beginning Date of Aid (BEGIN_DATE_OF_AID) data element when the program status is updated to Discontinued as follows:

- a. For persons in the program with 'ineligible' eligibility status (i.e. SSI or Undocumented Child) being discontinued, populate the Beginning Date of Aid with effective date of when the person was identified as ineligible.

Example 4: There is an active CalWORKs program with a person of eligibility status of SSI with begin date of 01/01/2021, discontinued on 03/01/2021. The CCSAS outbound interface will send an update transaction on 03/01/2021 with BEGIN_DATE_OF_AID as 01/01/2021 for the SSI person.

- b. For persons in the program with 'Eligible' eligibility status (Eligible/Optional Child) being discontinued, populate the Beginning Date of Aid with effective date of when the person was identified as eligible

Example 5: There is an active CalWORKs program with a person with eligibility status as 'Optional Child' with begin date of 01/01/2021, discontinued on 03/01/2021. The CCSAS outbound interface will send an update transaction on 03/01/2021 with BEGIN_DATE_OF_AID as 01/01/2021 for the Optional Child Person

- 3. Update the logic of populating the value for the IV-A member identifier data element 'IVA_MEMBER_IDENTIFIER' and 'LG_IDENTIFIER' with the organization id (ORG_ID) of the resource for Foster Care program with an ARC aid code and Kin-Gap program when a resource is listed as the custodial parent/payee as follows-

- a. Prefix the letter 'O' in the beginning of the ORG_ID when populating the 'IVA_MEMBER_IDENTIFIER' and 'LG_IDENTIFIER' data element

2.1.3 Execution Frequency

No Change.

2.1.4 Key Scheduling Dependencies

No Change.

2.1.5 Counties Impacted

All Counties.

2.1.6 Data Volume/Performance

No anticipated data volume or performance impacts.

2.1.7 Interface Partner

California Child Support Automation System (CCSAS)

2.1.8 Failure Procedure/Operational Instructions

No Change.

2.2 CCSAS Inbound Interface Update

2.2.1 Overview

Update CCSAS inbound interface logic to accept and process the value of organization id received in the 'IVA_MEMBER_IDENTIFIER' data for FC/ARC and Kin-GAP program.

2.2.2 Description of Change

- Update the CCSAS inbound reader interface to identify and validate the organization id value received with a prefix of 'O' in the 'IVA_MEMBER_IDENTIFIER' data element for FC/ARC and Kin GAP program when trying to retrieve the resource/custodial parent to process the inbound transaction

2.2.3 Execution Frequency

No Change.

2.2.4 Key Scheduling Dependencies

No Change.

2.2.5 Counties Impacted

All Counties.

2.2.6 Data Volume/Performance

No anticipated data volume or performance impacts.

2.2.7 Interface Partner

California Child Support Automation System (CCSAS)

2.2.8 Failure Procedure/Operational Instructions

No Change.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.5	The LRS shall automatically evaluate/process ED/BC accounting for the impact of change(s) on all assistance units on a case, on an individual, and on any or all companion cases that could potentially be affected by the change(s).	This SCR updates the logic of populating the Beginning date of aid data and IV-A member identifier element in the CCSAS Outbound Interface file.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-216900

Add CF RE, CW RE, and CW/CF RE Packets in
Threshold Languages

Content Revision

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Daniel Rosales
	Reviewed By	Tiffany Huckaby

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/18/2022	0.1	Initial Draft	Daniel Rosales
08/15/2022	.01	<p>Content Revision:</p> <ul style="list-style-type: none"> Clarified section 2.4. CCP7 in CW RE Packet indeed does not match CDSS version. However, current design states to make displayed questionnaire on CCP7 all on one page. CDSS version has questionnaire on two pages. Section 2.4 was updated to clarify this. Current Design says CW, CF, and CW/CF RE packets have a form category of 'Forms'. However, the packets have a form category of 'Application'. This category was updated for all 3 packets. 	Daniel Rosales

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1 OVERVIEW

This effort will add the CF RE, CW RE, and CW/CF RE packets in all available threshold languages.

1.1 Current Design

The CF RE, CW RE, and CW/CF RE packets currently exists in English and Spanish.

1.2 Requests

Add the CF RE, CW RE, and CW/CF RE packets in all available threshold languages.

1.3 Overview of Recommendations

1. Add the CF RE packet in all available threshold languages.
2. Add the CW RE packet in all available threshold languages.
3. Add the CW/CF RE packet in all available threshold languages. The following forms will be implemented in English as the new revisions are not yet available in threshold languages: CW 2166, WTW 5, CW 2184, CW 52, PUB 183.
4. Update English CCP7 in CW RE Packet and CW/CF RE Packet to match state version.

1.4 Assumptions

1. Print options will remain the same for the CF RE, CW RE, and CW/CF RE for both existing packets (English & Spanish) and will also apply for the added threshold packets.
2. All Requirements for the new threshold packets will be the same as the existing packets.
3. CF RE, CW RE, and CW/CF RE packets will include GEN 1365 (system functionality adds GEN 1365 to every envelope).
4. Supporting Documents section references attachments found on Jira website.
5. These packets are used for Migration Counties only (non-LA).
6. CA-238818 is updating the CW & CW/CF RE Packets in English and Spanish with the most recent revisions for CW 2166, WTW 5, and CW 2184.
7. CA-242677 will add the missing threshold forms for the CW & CW/CF RE Packets.

2 RECOMMENDATIONS

2.1 Add the CF RE packet in available threshold languages

2.1.1 Overview

This section will cover the requirements for adding CF RE packet in available threshold languages. Each form within the existing packets (English & Spanish) are composed of individual page fragments. For instance, the NRVA (1 page total) references a separate fragment to represent page 1 for this form. Each page references a separate fragment within the CF RE Packet fragment.

State Form: CalFresh Recertification Packet

Current Programs: CalFresh

Current Attached Forms: CF RE Packet with Coversheet including BRM and NVRA, CF 29 (10/13), CF 37 (11/16), EBT 2216 (03/19), SAR 7A (12/14), PUB 13 (08/20), PUB 275 (04/07), PUB 388 (8/17).

Current Forms Category: Application

Current Template Repository Visibility: Migration Counties

Existing Languages: English, Spanish

2.1.2 Form/NOA Verbiage

Create Threshold Form XDPs

Add the CF RE packet in available threshold languages. Create individual fragments to represent each page within the CF RE packet. These page fragments will be referenced in the CF RE packet fragment.

*Note – The Coversheet Mockup includes the MC200 (NVRA) and was migrated from CIV; use for context of translations. The header used and BRM placement should be based on the English RE Packet.

Threshold Languages: Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong Korean, Lao, Russian, Vietnamese

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.

Form Mockups/Examples: See Supporting Documents #1

2.1.3 Form/NOA Variable Population

The CF RE packet currently has the following static text prepopulated. Add the prepopulated generic text in all available threshold languages.

Description	Existing Text	Formatting*
ENGLISH_GENERIC_TEXT	"You will get a separate letter with an interview appointment date and time. Call your worker right away if you do not get the appointment letter within 10 days of this notice. Your appointment letter will tell you if you have a phone interview or if you have to come into the office for your interview."	Arial – Size 10
SPANISH_GENERIC_TEXT	"Usted recibirá una carta por separado con la fecha y tiempo de la cita de entrevista. Llame a su trabajador(a) inmediatamente si usted no recibe la carta de la cita dentro de 10 días de este aviso. Su carta de la cita le dirá si tiene una entrevista por teléfono o si tiene que venir a la oficina para su entrevista."	Arial – Size 10

Translations: See Supporting Documents #2

2.1.4 Form/NOA Generation Conditions

Update Dynamic Form generation batch jobs

Update Dynamic Form generation batch jobs (PB00R201- PB00R320) to generate the CF RE packet in newly added threshold languages.

Tech Note: Update CT942_CFR

2.2 Add the CW RE packet in available threshold languages

2.2.1 Overview

This section will cover the requirements for adding CW RE packet in available threshold languages. Each form within the existing packets (English & Spanish) are composed of individual page fragments. For

instance, the NRVA (1 page total) references a separate fragment to represent page 1 for this form. Each page references a separate fragment within the CW RE Packet fragment. CW 2166, WTW 5, CW 2184, CW 52, & PUB 183 will be implemented in English as they are not yet available in threshold on CDSS website.

Note: CA-242677 will add the missing threshold forms for the CW & CW/CF RE Packets.

Note: SCR CA-238818 has been updated to add the TEMP 3022 to the RE packets and is schedule for the 22.03 release. Threshold packet will have the TEMP 3022 included.

State Form: CalWORKs Redetermination Packet

Current Programs: CalWORKs

Current Attached Forms: CW/CF Coversheet with BRM and NVRA, GEN 102 (09/20), CCP 7 (10/19), SAWS 2A SAR (4/15), CW 2166 (7/19), CW 2184 (8/16), WTW 5 (9/13), CW 101 (6/11), EBT 2216 (3/19), SAR 7A (12/14), PUB 13 (8/20), PUB 183 (1/04)/PUB 184 (1/04), PUB 388 (8/17), CW 52 (7/18).

Current Forms Category: Application

Current Template Repository Visibility: Migration Counties

Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Create Threshold Form XDPs

Add the CW RE packet in available threshold languages. Create individual fragments to represent each page within the CW RE packet. These page fragments will be referenced in the CW RE packet fragment.

*Note – The Coversheet Mockup includes the MC200 (NVRA) and was migrated from CIV; use for context of translations. The header used and BRM placement should be based on the English RE Packet.

Threshold Languages: Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong Korean, Lao, Russian, Vietnamese

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.

Form Mockups/Examples: See Supporting Documents #3. Mock-ups are for context and formatting should match their English versions.

2.2.3 Form/NOA Variable Population

The CW RE packet currently has the following static text prepopulated. Add the prepopulated generic text in all available threshold languages.

Description	Existing Text	Formatting*
ENGLISH_GENERIC_TEXT	"You will get a separate letter with an interview appointment date and time. Call your worker right away if you do not get the appointment letter within 10 days of this notice. Your appointment letter will tell you if you have a phone interview or if you have to come into the office for your interview."	Arial – Size 10
SPANISH_GENERIC_TEXT	"Usted recibirá una carta por separado con la fecha y tiempo de la cita de entrevista. Llame a su trabajador(a) inmediatamente si usted no recibe la carta de la cita dentro de 10 días de este aviso. Su carta de la cita le dirá si tiene una entrevista por teléfono o si tiene que venir a la oficina para su entrevista."	Arial – Size 10

Translations: See Supporting Documents #2

2.2.4 Form/NOA Generation Conditions

Update Dynamic Form generation batch jobs

Update Dynamic Form generation batch jobs (PB00R201- PB00R320) to generate the CW RE packet in newly added threshold languages.

Tech Note: Update CT942_CWR

2.3 Add the CW/CF RE packet in available threshold languages

2.3.1 Overview

This section will cover the requirements for adding CW/CF RE packet in available threshold languages. Each form within the existing packets (English & Spanish) are composed of individual page fragments. For instance, the NRVA (1 page total) references a separate fragment to represent page 1 for this form. Each page references a separate fragment within the CW/CF RE Packet fragment. CW 2166, WTW 5, CW 2184, CW 52, & PUB 183 will be implemented in English as they are not yet available in threshold on CDSS website.

Note: CA-242677 will add the missing threshold forms for the CW & CW/CF RE Packets.

Note: SCR CA-238818 has been updated to add the TEMP 3022 to the RE packets and is schedule for the 22.03 release. Threshold packet will have the TEMP 3022 included.

State Form: CalWORKs/CalFresh RE Packet

Current Programs: CalWORKs, CalFresh

Current Attached Forms: CW/CF Coversheet with BRM and NVRA, GEN 102 (CCP 7 (10/19), SAWS 2A SAR (4/15), CW 2166 (7/19), CW 2184 (8/16), WTW 5 (9/13), CW 101 (6/11), EBT 2216 (3/19), SAR 7A (12/14), PUB 13 (8/20), PUB 275 (4/07), PUB 183 (1/04)/PUB 184 (1/04), PUB 388 (8/17), CW 52 (7/18).

Current Forms Category: Application

Current Template Repository Visibility: Migration Counties

Existing Languages: English, Spanish

2.3.2 Form/NOA Verbiage

Create Threshold Form XDPs

Add the CW/CF RE packet in available threshold languages. Create individual fragments to represent each page within the CW/CF RE packet. These page fragments will be referenced in the CW/CF RE packet fragment.

*Note – The Coversheet Mockup includes the MC200 (NVRA) and was migrated from CIV; use for context of translations. The header used and BRM placement should be based on the English RE Packet.

Threshold Languages: Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong, Korean, Lao, Russian, Vietnamese

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.

Form Mockups/Examples: See Supporting Documents #4

2.3.3 Form/NOA Variable Population

The CW/CF RE packet currently has the following static text prepopulated. Add the prepopulated generic text in all available threshold languages.

Description	Existing Text	Formatting*
ENGLISH_GENERIC_TEXT	"You will get a separate letter with an interview appointment date and time. Call your worker right away if you do not get the appointment letter within 10 days of this notice. Your appointment letter will tell you if you have a phone interview or if you have to come into the office for your interview."	Arial – Size 10
SPANISH_GENERIC_TEXT	"Usted recibirá una carta por separado con la fecha y tiempo de la cita de entrevista. Llame a su trabajador(a) inmediatamente si usted no recibe la carta de la cita dentro de 10 días de este aviso. Su carta de la cita le dirá si tiene una entrevista por teléfono o si tiene que venir a la oficina para su entrevista."	Arial – Size 10

Translations: See Supporting Documents #2

2.3.4 Form/NOA Generation Conditions

Update Dynamic Form generation batch jobs

Update Dynamic Form generation batch jobs (PB00R201- PB00R320) to generate the CW/CF RE packet in newly added threshold languages.

Tech Note: Update CT942_CWF

2.4 Update the English CCP7 in CW RE Packet & CW/CF RE Packet to match state version.

2.4.1 Overview

Currently CCP7 in the CW RE Packet & CW/CF RE Packet has a questionnaire **that is all on one page**. This does not match the state version, as the questionnaire **extends to a second page**. Update CCP7 in both packets to match the state version.

2.4.2 Form/NOA Verbiage

Update CCP7

Update the English CCP7 in CW RE Packet & CW/CF RE Packet to match state version. The questionnaire **should extend to a second page**.

Languages: English

Form Mockups/Examples: See Supporting Documents #5

2.4.3 Form/NOA Variable Population

This effort will not be updating Variable Population for the CCP7 Form in English CW/CF RE Packets.

2.4.4 Form/NOA Generation Conditions

This effort will not be updating Generation Conditions for the CCP7 in English CW/CF RE Packets.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	CF RE Packet	CF RE Packet Ready for Build.zip
2	Form	Variable translations for CF RE Packet, CW RE Packet, CW/CF RE packet	Variable Translations for SCR 216900.xlsx
3	Form	CW RE Packet	CW & CF RE Packet Part 1.zip CW & CF RE Packet Part 2.zip
4	Form	CW/CF RE Packet	CW & CF RE Packet Part 1.zip CW & CF RE Packet Part 2.zip
5	Form	CCP7 English	CCP7_EN.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	<p>CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices. 	<p>CF RE, CW RE, and CW/CF RE packets are being added in Spanish and all available threshold languages.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-227245

ACL 21-93 CF 377.1A Notice of Denial Updates

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jasmine Chen
	Reviewed By	Tiffany H.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/18/2022	1.0	Initial Document	Jasmine Chen
07/14/2022	1.1	Technical updates of design after CC Build review	Jasmine Chen
07/25/2022	1.2	Updates to Assumptions 7,10 per CC User Group's review	Jasmine Chen
07/28/2022	1.3	Updates to Assumptions, added note	Jasmine Chen
09/20/2022	1.4	Content Revision1: Added Rec 2.5 Spanish verbiage; Updated Rec 2.6.4.1 DN NOA generation condition	Jasmine Chen
09/28/2022	1.5	Content Revision1: Technical Notes added for Rec 2.3, 2.4, 2.8, 2.11	Jasmine Chen

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1 OVERVIEW

This effort will be updating and adding new NOA reasons for CalFresh (CF) Denial: Initial Application based on the current State version of the CF 377.1A (08/21).

1.1 Current Design

Currently the System has several versions of DFA 377.1A (03/02). Because the DFA 377.1A notice has been overridden by the State with new CF 377.1A, CA-235013 has added the latest CF 377.1A (08/21) into the Template Repository. The System also has a specific version of the DFA 377.1A (03/02) in the Template Repository with verbiage: "You have failed to complete the application process and have missed your interview(s)." This specific version was initially reserved and generated via batch. Per 22.03 CA-235407, this DFA 377.1A batch generation logic was turned off, leaving the NOA version for 'Missed Intake Interview' now generatable through EDBC only.

Per 22.05 CA-226508, the 'Denial: Recertification (RE) Application' section of CF 377.1A (08/21) has been added into the system as NOA verbiage. The System does not have the latest State verbiage for CF 'Denial: Initial Application'.

Currently, CF Denial NOA for reason e.g. 'Ineligible due to Institution', has extra Failure to Provide (FTP) message verbiage, '...If you give us this information within 30 days...'. This verbiage is not needed as 'Ineligible due to Institution' is considered a non-FTP reason and not requiring proof or documentation. Other reasons such as 'No Proof Severe Crime Victim' is missing the FTP message verbiage as this reason is requesting for proof.

1.2 Requests

1. Obsolete the DFA 377.1A (03/02) version.
2. Add 'Denial: Initial Application' verbiage of CF 377.1A (08/21) into the system as NOA verbiage.
3. Update CF 'Missed Intake Interview' Denial NOA reason's regulations.
4. Update CF 'Missed Recertification Interview' Denial generation logic to include conditions for: CF program discontinued and when the RE Interview was missed.
5. Update fragment configurations of certain CF Denial reasons.

1.3 Overview of Recommendations

1. DCR: Obsolete the DFA 377.1A (03/02) form versions from the Template Repository.
2. DCR: Update remaining 'DFA 377.1A' NOA footers to 'CF 377.1A (08/21)'.
3. Update Denial NOA Action6 generation logic to be used with non-FTP Denial NOA reasons.

4. Update Denial NOA Action1 verbiage and generation logic to be used with FTP Denial NOA reasons.
5. Add new CF Initial Application Denial NOA Reason, FTP Missing Verifications.
6. Create 'Missed RE Interview' Denial NOA reason generation logic when CF program status is Discontinued and RE Interview is missed.
7. Update 'Missed Intake Interview' non-FTP Denial NOA reason's regulations and fragment configuration.
8. Add Denial NOA Message6 in remaining system-supported threshold languages.
9. DCR: Replace existing message fragments with general Message6 for certain non-FTP Denial reasons.
10. DCR: Update certain non-FTP Denial reasons to associate with Action6, Message6.
11. Update FTP-Denial NOA Message1 verbiage and generation logic per CF 377.1A.
12. DCR: Use FTP-Denial NOA Message1 with certain FTP-Denial reasons.
13. Update 'Non-Coop Sponsored Non-Citizen' FTP-Denial NOA reason's verbiage.
14. Update 'Ineligible Student' non-FTP Denial NOA reason's verbiage.

1.4 Assumptions

1. CA-235013 has added the CF 377.1A (08/21) form into the Template Repository.
2. When CF Denial is due to more than one Denial NOA reason and all reasons are determined to have the exact same action/message verbiage, then those reasons will generate on the same NOA.
 Note: This is not true for the Denial Reasons – Missed Intake Interview, Missed RE Interview, as these reasons will not generate with any other reasons.
3. CA-245999 will add the threshold language versions of the new Denial reason fragment, 'FTP Missing Verifications' of Recommendation 2.5.
4. CA-236896 will add the threshold language versions of CF 377.1A's section 'Denial: Recertification Application'.
5. CA-238892 will remove obsoleted CF Denial NOA reason, 'Receipt of SSP'.
6. CA-247999 will remove obsoleted CF Denial NOA reasons from the System such as denial reason, 'Convicted Drug Felon'.
7. CA-56887 will update CalFresh change and denial NOAs to include the name(s) of the individual(s) who are impacted the negative action.
8. CA-240701 will add verbiage and scope the generation logic of 'Failure to meeting CF Work Registration Rules' on a CF 377.1A Denial NOA, regardless of if from an intake or recertification.
9. CA-240872 will address the CF Sanction NOAs to display the correct sanction period, number of disqualified months and will remove the references of 'CalFresh Employment and Training (E&T)' from the verbiage of work registration failure reason 'Voluntary Job Quit'.

2 RECOMMENDATIONS

2.1 DCR: End-date old versions, DFA 377.1A, from Template Repository, DB

2.1.1 Overview

This technical effort is turning off the obsoleted DFA 377.1A (03/02) from the Template Repository and turning off the DFA 377.1A form (specifically with Missed Intake Interview verbiage) from the database as its related-batch has been turned off by CA-235407.

Note: CA-235013 already added the latest CF 377.1A (08/21) State form version into the Template Repository.

State Form: DFA 377.1A (03/02) - Notice of Denial or Pending Status

Current Program: CalFresh

Current Attached Forms: NA Back 9

Current Forms Category:

DFA 377.1A (DOC_TEMPL.ID = 6306), Notice

DFA 377.1A with Missed Intake Interview verbiage (DOC_TEMPL.ID = 6250), Form

Current Template Repository Visibility: Both 'All Counties'

Existing Languages: Refer to Section 2.1.4 for existing languages of each document.

2.1.2 Form Verbiage

There are no changes to verbiage as these documents are being turned off.

2.1.3 Form Variable Population

There are no changes to variable population as these are being turned off.

2.1.4 Form Generation Conditions

Note: The below are technical database changes.

1) **State's full DFA 377.1A document**

DFA 377.1A (DOC_TEMPL.ID = 6306)

Existing languages (13): English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Lao, Korean, Russian, Tagalog, Vietnamese

Turn off the document in all languages from Template Repository by providing each an end date under DOC_TEMPL_LANG.PERIOD_END_DATE and updating the DOC_TEMPL_LANG.FORMAT_CODE to 'FN - Form Not Requested from Repository'.

2) **DFA 377.1A form with Missed Intake Interview verbiage**

DFA 377.1A (DOC_TEMPL.ID = 6250)

Existing languages (10): English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

Turn off the document in all languages from the database by providing each an end date under DOC_TEMPL_LANG.PERIOD_END_DATE.

2.2 DCR: Update Remaining NOA Footers to 'CF 377.1A'

2.2.1 Overview

This recommendation is updating the System's remaining NOA footers labeled with DFA 377.1A to reference the latest State notice, CF 377.1A.

Fragment Name and ID:

Refer to list of reason fragments in Supporting Document #1

State Form/NOA: DFA 377.1A (03/02) But per this recommendation, will be updated to reference the latest State notice, CF 377.1A (08/21)

NOA Template ID(s): CalSAWS CalFresh NOA Template, CF_NOA_TEMPLATE (ID = 3027)

Program(s): CalFresh

Action Type(s): Denial

2.2.2 NOA Verbiage

There are no changes to the NOAs' verbiage per this recommendation.

2.2.3 NOA Variable Population

1) **Variable Population**

No changes to variables per this recommendation.

2) Regulations

No changes to regulations per this recommendation.

3) Update NOA Footer for Reasons

Create a DCR to update any remaining NOA footers containing 'DFA 377.1A' to 'CF 377.1A (08/21)' for the (36) reasons listed in Supporting Document #1.

2.2.4 NOA Generation Conditions

There are no changes to the NOAs' generation logic per this recommendation.

2.3 Update CF Denial NOA non-FTP Action, CF_DN_ACTION6

2.3.1 Overview

This recommendation is updating an existing action fragment to be used with CF non-FTP denial NOA reasons.

Action Fragment Name and ID: CF_DN_ACTION6 (ID = 4157)

State Form/NOA: CF 377.1A (08/21), verbiage is derived from 1st checkbox under the Denial: Initial Application section of CF 377.1A

Current Program(s): CalFresh

Current Action Type(s): Denial

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages (10): English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockup / Example: See Supporting Document #6 for the non-FTP action verbiage in a mockup

2.3.2 NOA Verbiage

1.) Update XDP for existing threshold languages

Update XDPs and verbiage for the action fragment in the existing languages for the 'has been denied' to be bolded.

Description	Existing Text	Updated Text	Formatting
Static	Your household's application for	Your household's application for	Arial Font Size 10

	CalFresh benefits has been denied because:	CalFresh benefits has been denied because:	"has been denied" will be in Bold
--	---	---	-----------------------------------

2.) Add XDPs for remaining threshold languages

Add XDPs and verbiage of the action fragment for the remaining (3) threshold languages:
 Arabic, Hmong, Lao

Technical Note: The threshold action verbiage in Arabic, Hmong, Lao will be stored in the system. However, there are currently no reasons in Arabic, Hmong, and Lao to validate this associated action verbiage. So, there will be no testing of this action verbiage in these 3 threshold languages.

Final Availability of Languages (13): English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

2.3.3 NOA Variable Population

1.) Fragment Variable Population

There are no variables in the verbiage.

2.3.4 NOA Generation Conditions

1.) Fragment Generation

Update the generation logic for this action fragment to generate with non-FTP denial reasons (also indicated by the reason fragment not being associated with FTP-message fragment, CF_DN_MESSAGE1, ID = 5008).

Ordering on NOA: This will be the first fragment generated on the NOA.

2.4 Update CF Denial NOA FTP-Action, CF_DN_ACTION1

2.4.1 Overview

This recommendation is updating the action fragment's verbiage to be dynamic when used with CF FTP/Verifications denial NOA reasons. The action fragment will display different fragment sections or verbiage dependent upon when the denial of the CF application had taken place.

Action Fragment Name and ID: CF_DN_ACTION1 (ID = 4008)

State Form/NOA: CF 377.1A (08/21), verbiage is derived from 1st or 2nd checkbox under the Denial: Initial Application section of CF 377.1A (dependent upon the denial date of the CF application)

Current Program(s): CalFresh

Current Action Type(s): Denial

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages (13): English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

2.4.2 NOA Verbiage

3.) Update XDP in all Threshold

Update the existing action fragment verbiage in all **existing** threshold languages.

Technical Note: The threshold verbiage will be updated for existing threshold languages. However, there are currently no reasons in Arabic, Hmong, and Lao to validate this associated action verbiage. So, there will be no testing of this action verbiage in these 3 threshold languages.

Description	Existing Text	Updated Text	Formatting
<DNactionOnafter30bda>	The County has denied your application for CalFresh benefits dated <DenialEffDate>. Here's why:	Your household's application for CalFresh benefits has been denied because:	Arial Font Size 10 "has been denied" will be in Bold
<DNactionBefore30bda>		Your household's application for CalFresh benefits will be denied because you have not provided the requested	Arial Font Size 10 "will be denied" will be in Bold

		information listed below:	
--	--	---------------------------	--

2.4.3 NOA Variable Population

1.) Fragment Variable Population

There are no variables in the updated verbiage.

2.4.4 NOA Generation Conditions

1.) Fragment Generation

The action fragment's generation conditions will be updated for the dynamic fragment sections to be generated.

2.) Add Fragment Section Generation

The updated action fragment will have dynamic sections that will generate per the following conditions:

Section	Generation Conditions
<DNactionOnafter30bda> <i>Verbiage - Your household's application for CalFresh benefits has been denied because:</i>	Generate this section if the associated reason fragment is: <u>FTP/Verification</u> <ul style="list-style-type: none"> • Considered a FTP denial reason, indicated by having the associated message fragment (ID = 5008) and • The denial of the application was on or after 30 days of the application date Note: This section will not display and will be hidden if the <DNactionBefore30bda> dynamic section was triggered. NOA Mockup / Example: See Supporting Document #4,5,8
<DNactionBefore30bda> <i>Verbiage – Your household's application for CalFresh benefits will be denied</i>	Generate this section if the associated reason fragment is: <u>FTP/Verification</u> <ul style="list-style-type: none"> • Considered a FTP denial reason and is associated to message fragment (ID = 5008) and

<p><i>because you have not provided the requested information listed below:</i></p>	<ul style="list-style-type: none"> • The denial of the application was before 30 days of the application date <p>Note: This section will not display and will be hidden if the <DNActionOnafter30bda> dynamic section was triggered.</p> <p>NOA Mockup / Example: See Supporting Document #3,7</p>
---	--

Ordering on NOA: The action fragment will be the first fragment generated on the NOA.

2.5 Add new CF Initial App Denial FTP-Reason: Failure to Provide Missing Verifications

2.5.1 Overview

This recommendation will add a new CalFresh Denial: FTP Missing Verifications NOA Reason Fragment when failing to provide mandatory verifications.

Note: List of mandatory verifications and MCE/CE checks are provided in Supporting Document #2.

State Form/NOA: CF 377.1A (08/21), this verbiage will populate the fill-in-reason textboxes in either 1st or 2nd checkbox under the Denial: Initial Application section of CF 377.1A

NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Program(s): CalFresh

Action Type(s): Denial

Fragment Level: Program

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: N/A

Languages (2): English, Spanish

Note: Threshold Language versions of this NOA fragment will be added with CA-245999

2.5.2 Form/NOA Verbiage

1.) Create Fragment XDP

Add a new Reason NOA Fragment XDP for failing to provide mandatory verification information (See Supporting Documents #2 for list of mandatory verifications).

Description	Text	Formatting*
<DNonafter30listed>	You have not provided the requested information listed below:	Arial Font Size 10
<LIST_OF_VERIFS>	<PERSON> - <VERIFICATION> <DESCR>	Arial Font Size 10
<DNbefore30info10>	We asked you for the above information when you applied for CalFresh benefits. You did not give us the information within ten (10) days of the day it was requested, and you did not ask us for help in getting the missing information.	Arial Font Size 10

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

NOA Mockup / Example: See Supporting Document #9 for the Spanish verbiage

The new Reason fragment will have dynamic sections e.g. <LIST_OF_VERIFS> that will generate for each Verification per Person.

Example of <LIST_OF_VERIFS> Dynamic Section:

```
John Doe - Income: No paystub yet
Jane Doe - Income
Jane Doe - Residence: No proof of residence
```

2.5.3 NOA Variable Population

1.) Add Fragment Variable Population

The new NOA Reason for failure to provide verifications will have the following variables:

Variable Name	Population	Formatting*
---------------	------------	-------------

PERSON	Name of the Person associated to the missing verification. Example variable population: "John Doe"	Arial Font Size 10
VERIFICATION	Populates with the verifications not at 'Verified' or 'Not Applicable' status and are past the Verification Due Date and past any applicable Extension End Date (VERIF and CT170 tables). Example variable population: "Medical Condition"	Arial Font Size 10
DESCR	Description of the Verification taken from the Verification Page. (VERIF_DESCR) A colon (':') will precede the description, see example below. Note: If there is not a Description, this variable will not populate. If there is a Description available and the language requested is not English, the NOA will default to English as this Description is entered by the worker and there is currently not a way to translate what the worker has provided in the field. Example variable population: ": Missing Driver's License"	Arial Font Size 10

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

Variables Requiring Translations: No, for the VERIFICATION variable.

Note: Verifications for CalFresh in Spanish are already available in the database (CT170 REFER_TABLE_17_DESCR).

2.) Add Fragment Regulations

The new NOA Reason for failure to provide verifications will have the following regulation:

MPP 63-300.5, 63-300.5(e), 63-504, 63-504.23

3.) Add NOA Title and Footer Reference for new Reason

The new NOA Reason for failure to provide verifications will have the following References:

NOA Reference on Document List Page: MISSING VERIFS

NOA Title: CF_DN_NOA_TYPE (ID = 3102)

NOA Footer: CF 377.1A (08/21)

2.5.4 NOA Generation Conditions

1.) Add Fragment Generation

The new NOA Reason for failure to provide verifications will generate when running EDBC for CalFresh when all the following is true:

- the CalFresh program is Denied
- The EDBC did not fail with CF Missed Interview (New Application/Recertification) (CT73_CP)
- The EDBC did not fail with QC Failed to Keep 2 Appointments (CF) (CT73_XL)
- there are outstanding mandatory verifications (Verifications not at 'Verified' or 'Not Applicable' status and are past the Verification Due Date and past any applicable Extension End Date). The Date used to check this value will be the system run date. See Supporting Documents #2 for list of mandatory verifications.

Note:

Supporting Document #2 is a list of mandatory verifications approved by the Committee in CA-226508 and is the same list referenced for this Recommendation.

Similar to the logic from CA-226508's CF RE failure reason: FTP Missing Verifs, if the program is indicated as CF Modified Categorical Eligibility (MCE/CE), any mandatory verification listed under 'Does not apply to MCE/CE' will not populate. If the program is indicated as MCE/CE (FS_EDBC.MCE_IND = Y) and all outstanding mandatory verifications of <LIST_OF_VERIFS> are 'Does not apply to MCE/CE', then this reason fragment will not generate on the NOA.

2.) Add Fragment Configuration

Add the following logic and fragments to be associated with this reason fragment:

Action Fragment: CF_DN_ACTION1 (ID = 4008)

Message Fragment: CF_DN_MESSAGE1 (ID = 5008)

Ordering on NOA: This reason fragment will generate prior to the associated Message Fragment listed above. When generating with other

reasons on a Denial NOA this 'Missing Verifications' NOA reason will generate after the other reasons:

FTP Denial Action & Reason

Your household's application for CalFresh benefits **has been denied** because:

Jane Doe
have failed to provide any documentation evidence to show that you are a Victim of Human Trafficking.

New MISSING VERIFS Reason

You have not provided the requested information listed below:

John Doe - Income: No paystub yet
Jane Doe - Income
Jane Doe - Residence: No proof of residence

FTP-Message (ID = 5008)

If the information is received before <DUE_DATE60> (60 days after your date of application), your application will be reopened and you will not need to reapply. If eligible, you will be granted CalFresh benefits from the date we receive the information.

If your household's application for CalFresh benefits was denied, please note that your CalFresh eligibility may change if all household members begin receiving Supplemental Security Income (SSI) benefits. Contact your county if all members of the household begin receiving SSI benefits.

3.) Add Fragment Section Generation

The new NOA Reason will have dynamic sections that will generate per the following:

SECTION	GENERATION CONDITIONS
<DNonafter30listed> <i>Verbiage:</i> <i>You have not provided the requested information listed below:</i>	Generate this section if the dynamic fragment section of CF_DN_ACTION1 (ID = 4008) was determined as <DNactionOnafter30bda>. Note: This section will not display and the verbiage will be hidden if the determined dynamic section of the action fragment is <DNactionBefore30bda>.

	NOA Mockup / Example: See Supporting Document #4,5
<LIST_OF_VERIFS>	Generate the Person-Verification line item once per unique Person/Verification.
<DNbefore30info10> <i>Verbiage:</i> <i>We asked you for the above information when you applied for CalFresh benefits. You did not give us the information within ten (10) days...</i>	Generate this section if the dynamic fragment section of CF_DN_ACTION1 (ID = 4008) was determined as <DNactionBefore30bda> Note: This section will not display and the verbiage will be hidden if the determined dynamic section of the action fragment is <DNactionOnafter30bda>. NOA Mockup / Example: See Supporting Document #3

2.6 Generate CF Recertification Denial NOA for RE Missed Interview, Discontinuance

2.6.1 Overview

When EDBC results with a Discontinuance and additionally had a missed RE interview appointment, additional logic will be added to generate the 'Missed RE Interview' non-FTP reason verbiage on the CF Recertification Denial NOA.

Reason Fragment Name and ID:

CF_DN_NO_RECERT_INTER_F922 (ID = 7257)

State Form/NOA:

CF 377.1A (08/21), this reason verbiage currently exists in CalSAWS for CF Recertifications and will populate the fill-in-reason textbox of 1st checkbox under the Denial: Recertification Application section of CF 377.1A

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: N/A
Existing Languages (1): English

2.6.2 NOA Verbiage

There are no changes to the verbiage.

2.6.3 NOA Variable Population

1.) Variable Population

There are no changes to the variable population.

2.) Regulations

Update the reason's regulations to be:
MPP 22-001(a)(1), 22-001(t)(1); MPP 63-300.46, 63-504.23, 63-504.26, 63-504.61

3.) NOA Title / Footer Reference

There are no changes to the NOA Title / Footer reference.

2.6.4 NOA Generation Conditions

1.) Fragment Generation

Generation Type	Does this NOA reason currently generate prior to this effort?	Is this generation type being updated with this effort?
EDBC	NoYes	Yes
Negative Action EDBC	Yes	No, the NOA will continue to be available via Negative Action
Batch	No	No

Add new logic to generate the existing reason fragment, CF_DN_NO_RECERT_INTER_F922 for the following scenario and conditions:

- The most recent CF or CW/CF RE packet has been received
- The CF program status is Discontinued:
 - There is at least one existing CalFresh EDBC for the current Benefit month and in the most recent saved CalFresh EDBC of the existing CalFresh EDBCs for that month, the person had a Discontinued status

Or

- o There is not a previously existing CalFresh EDBC for the current Benefit month and there is at least one CalFresh EDBC for the previous month and in the most recent saved CalFresh EDBC for the previous month the person had a Discontinued status
- The EDBC failed with failure reason: 'CF Recert Expired' (CT73_E1), 'Failure to Complete RE Process' (CT73_87S), 'CF Missed Interview (New Application/Recertification)' (CT73_CP)
- The CF 386 – NOMI form has already been sent out with a Distributed Document status that is not 'Printing Error' and is for the latest CalFresh missed interview appointment date that satisfies the below:
 - o The latest missed interview appointment date of the CalFresh person is within the RE due month ie. If RE Due Month is Feb 2022, the missed interview appointment can fall within 02/01/2022 - 02/28/2022.
 - o The missed interview appointment satisfies one of the Category / Appointment Type combinations for CF 'Missed Recertification Interview':

	Category	Appointment Type
Recertification	Re-Evaluation CW/CF Interview	N/A, no dropdown
	Telephone CW/CF RE Interview	N/A, no dropdown
	General Appointment	Telephone Interview Recertification
	General Appointment	Reaffirmation Non-Group

- o With the missed interview appointment's status code as 'No Show', 'Scheduled', or 'Rescheduled'.

Note: When this reason fragment CF_DN_NO_RECERT_INTER_F922 (ID = 7257) for 'Missed RE Interview' generates, all other reason fragments for Recertifications will be suppressed and only this reason will be displayed on the Denial NOA.

NOA Reference on Document List Page:

Will continue to be: 'RE Denial- interview was not completed'

NOA Title:

Will continue to have NOA Title for Recertification Denial NOA Type (CF_DN_NOA_TYPE_RE, ID = 7803) which displays 'Notice of Denial'

NOA Footer: Continues to be CF 377.1A (08/21)

2.) Add Fragment Configuration

No changes outside of the associated Action/Message fragments will be updated. The following associations will remain the same:

Action Fragment: Continues to be associated with CF_DN_ACTION4 (ID = 4066)

Message Fragment: Continues to be associated with CF_DN_MESSAGE6 (ID = 5135)

2.7 Update CF Denial non-FTP Reason, CF_DN_MISSD_INTAKE_SCHL_INTER_F374

2.7.1 Overview

The CF 'Missed Intake Interview' Denial NOA will generate if the program was denied due to missing the intake interview appointment with EDBC failure reason, 'CF Missed Interview (New Application/Recertification)' (CT73_CP).

This effort will update the NOA's existing regulations and fragment configurations.

Reason Fragment Name and ID: CF_DN_MISSD_INTAKE_SCHL_INTER_F374 (ID = 6482)

State Form/NOA:

CF 377.1A (08/21), this reason currently exist in CalSAWS and will populate the fill-in-reason textbox of 1st checkbox under the Denial: Initial Application section of CF 377.1A

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Include NA Back 9: Yes

Current Forms/NOAs Generated with this NOA: N/A

Existing Languages (10): English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

2.7.2 NOA Verbiage

There are no changes to the verbiage.

2.7.3 NOA Variable Population

1.) Variable Population

There are no variables in this fragment.

2.) **Fragment Regulation**

Update the reason's regulations to be:

MPP 22-001(a)(1); MPP 63-300.46, 63-301.3, 63-504.23

3.) **NOA Title / Footer Reference**

There are no changes to the NOA Title / Footer reference.

2.7.4 **NOA Generation Conditions**

1.) **Fragment Generation Conditions**

There are no changes to the generation conditions.

2.) **Fragment Configuration**

Action Fragment: Continue to be associated with CF_DN_ACTION6 (ID = 4157)

Message Fragment: There is currently no associated message fragment for this Denial reason. Per Recommendation 2.10.4.2a, the message fragment will be updated to CF_DN_MESSAGE6 (ID = 5135).

2.8 **Add CF Message, CF_DN_MESSAGE6 in threshold languages**

2.8.1 **Overview**

This effort will add this message fragment in the system-supported threshold languages.

Message Fragment Name and ID: CF_DN_MESSAGE6 (ID = 5135)

State Form/NOA: CF 377.1A (08/21), verbiage from the last paragraph of CF 377.1A

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages (2): English, Spanish

Existing English verbiage:

If your household's application for CalFresh benefits was denied, please note that your CalFresh eligibility may change if all household members begin receiving Supplemental Security Income (SSI) benefits. Contact your county if all members of the household begin receiving SSI benefits.

2.8.2 NOA Verbiage

Add the existing message fragment in the system-supported threshold languages. See Supporting Document #1 for each threshold verbiage.

Updated List of Languages (13):

English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Lao, Korean, Russian, Tagalog, Vietnamese

Technical Note: The threshold message verbiage in above languages will be stored in the system. However, there are currently no reasons in Arabic, Hmong, and Lao to validate this associated message verbiage. So, there will be no testing of this message verbiage in these 3 threshold languages.

2.8.3 NOA Variable Population

There are no variables in this message fragment.

2.8.4 NOA Generation Conditions

No changes to the existing generation conditions.

2.9 DCR: Replace message fragment for certain CF Denial non-FTP reasons

2.9.1 Overview

The message fragment, CF_DN_MESSAGE1 (ID = 5008) is to appear only on CF Denial NOAs with reasons for failing to provide (FTP) information. Currently the System has certain non-FTP Denial NOAs with this extra message fragment displayed.

This effort will remove the extra FTP-message verbiage to no longer display on certain non-FTP information NOAs.

Fragment Name and ID:

Refer to list of reason fragments in Supporting Document #1

State Form/NOA: CF 377.1A (08/21)

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

2.9.2 NOA Verbiage

There are no changes to the verbiage per this recommendation.

2.9.3 NOA Variable Population

There are no changes to the variables per this recommendation.

2.9.4 NOA Generation Conditions

1.) Update Fragment Configuration

Create a DCR and replace action, message fragments associated with the (9) non-FTP reasons listed in Supporting Document #1 to be:

Action Fragment: CF_DN_ACTION6 (ID = 4157)

Message Fragment: CF_DN_MESSAGE6 (ID = 5135)

2.10 DCR: Update certain CF Denial reason configuration: CF_DN_MESSAGE6, CF_DN_ACTION1

2.10.1 Overview

Per CF 377.1A (08/21)'s last paragraph, any CF Denial NOA will end with verbiage, 'If your household's application for CalFresh benefits was denied...'.

This recommendation is updating certain non-FTP CF Denial NOAs that currently do not have any message fragment, to now be associated with message fragment, CF_DN_MESSAGE6 (ID = 5135). Correspondingly these reason fragments will then be associated with action fragment, CF_DN_ACTION6 (ID = 4157).

Also, this recommendation will update certain CF FTP Denial NOAs to now be associated with FTP-action fragment, CF_DN_ACTION1 (ID = 4008).

State Form/NOA: CF 377.1A (03/02), verbiage from the last paragraph.

NOA Template ID(s): CalSAWS CalFresh NOA Template, CF_NOA_TEMPLATE (ID = 3027)

Program(s): CalFresh

Action Type(s): Denial

2.10.2 NOA Verbiage

There are no changes to the NOA reasons' verbiage per this recommendation.

2.10.3 NOA Variable Population

1.) Variable Population

No changes to variables per this recommendation.

2.) Regulations

No changes to regulations per this recommendation.

3.) Update NOA Footer for Reasons

No changes to the NOA Title, Footer for the certain reasons.

2.10.4 NOA Generation Conditions

1.) NOA Generation

There are no changes to these NOA reasons' generation logic per this recommendation.

2.) Update Fragment Configuration

Non-FTP Reasons' Configuration Changes

- a. Create a DCR for (16) non-FTP reason fragments (currently not having any message fragment and listed in Supporting Document #1), to now be associated with:

Action Fragment: CF_DN_ACTION6 (ID = 4157)

Message fragment: CF_DN_MESSAGE6 (ID = 5135)

Technical Notes:

- Recommendation 2.12 will add the (ID = 5008) message fragment to NOA reasons (ID = 7211, 7213). Hence these reasons will not be included in this DCR.
- Do not add, associate MESSAGE6 (ID = 5135) to reason fragment 'Receipt of SSP' (ID = 6015). Please see Assumption #6.

FTP Reasons' Configuration Changes

- b. Create a DCR to update the (7) FTP reason fragments, listed in Supporting Document #1, to now be associated with action fragment, CF_DN_ACTION1 (ID = 4008).

Technical Note: As action fragments (ID = 4064, 4009) were only used for DFA 377.1A and are now being replaced by 4008 (with latest State verbiage), obsolete the 4064, 4009 action fragments from the System if there is no other impacts to correspondence.

2.11 Update CF Denial NOA FTP-Message, CF_DN_MESSAGE1

2.11.1 Overview

This effort will update the message fragment's verbiage, variable population, and will update the generation logic to be used with FTP denial NOA reasons to match the State's CF 377.1A.

Note: CF_DN_MESSAGE1 (ID = 5008) will be updated to dynamically display different verbiage dependent upon when the denial is authorized. Please see details of Recommendation 2.11.4.3.

Message Fragment Name and ID: CF_DN_MESSAGE1 (ID = 5008)

State Form/NOA: CF 377.1A (08/21), verbiage from 3rd, 4th checkboxes under the Denial: Initial Application section and the last paragraph of CF 377.1A

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages (13): English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Lao, Korean, Russian, Tagalog, Vietnamese

2.11.2 NOA Verbiage

Update the message fragment's existing verbiage to match State's CF 377.1A verbiage in all existing languages. See Supporting Document #1 for the updated threshold verbiage.

Technical Note: The threshold verbiage will be updated for all existing threshold languages. However, there are currently no reasons in Arabic, Hmong, and Lao to validate this associated message verbiage. So, there will be no testing of this message verbiage in these 3 threshold languages.

Description	Existing Text	Updated Text	Formatting
<DN30beforeBDA>	We asked you for the above information when you applied for CalFresh benefits. You did not give us the information within ten (10) days of the day it was requested.	You must give us the information by <DUE_DATE30> (30 days after your date of application) or your application will be denied and you will	Arial, font size 10

	<p>If you give us this information within 30 days after your date of application, your application will be reopened.</p> <p>If you do not, you will have to reapply.</p>	not get another notice.	
Static		If the information is received before <DUE_DATE60> (60 days after your date of application), your application will be reopened and you will not need to reapply. If eligible, you will be granted CalFresh benefits from the date we receive the information.	Arial, font size 10
NOA Mockups/Examples: See Supporting Document #3,4,5,7,8 for the static message verbiage in a mockup.		If your household's application for CalFresh benefits was denied, please note that your CalFresh eligibility may change if all household members begin receiving Supplemental Security Income (SSI) benefits. Contact your county if all members of the household begin receiving SSI benefits.	Arial, font size 10

2.11.3 NOA Variable Population

Add Fragment Variable Population

The updated message fragment will have the following variables:

Variable Name	Population	Formatting*
<DUE_DATE30>	<p>This variable will populate with 30 calendar-days following the application date.</p> <p>For example: If the application date (Day 0) is on 10/31, then the due date would be 11/30.</p> <p>Example variable population: "11/30/2022"</p>	Arial Font Size 10
<DUE_DATE60>	<p>This variable will populate with 60 calendar-days following the application date.</p> <p>For example: If the application date (Day 0) is on 10/31, then the due date would be 12/30.</p> <p>Example variable population: "12/30/2022"</p>	

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

Variables Requiring Translations: N/A

2.11.4 NOA Generation Conditions

1.) Fragment Generation

No changes to the existing generation conditions.

2.) Fragment Generation

Update the message fragment generation logic to generate per the dynamic sections' conditions.

3.) Fragment Section Generation

Update the message fragment generation logic to generate the dynamic sections per the following conditions:

SECTION	GENERATION CONDITIONS
<DN30beforeBDA>	Generate this section if the denial of the application (EDBC.RUN_DATE) is before 30 days

	<p>from the application date. The application date will be counted as Day 0.</p> <p>Note: If the denial of the application is on or after 30 days from the application date, this dynamic section will not display and will be hidden.</p> <p>NOA Mockups/Examples: See Supporting Document #3,7 for the dynamic message verbiage in a mockup.</p>
--	---

2.12 DCR: Update FTP-Message, CF_DN_MESSAGE1 for certain CF Denial FTP-Reasons

2.12.1 Overview

Certain reasons are considered FTP CF Denial reasons.

This effort is to associate the action fragment, CF_DN_ACTION1 and message fragment, CF_DN_MESSAGE1 to these FTP CF Denial reasons.

Reason Fragment Name and ID:

- CF_DN_UVISA_NO_PROOF_SEVERE_CRIME_VICTIM_F157 (ID = 7213)
- CF_DN_TVISA_NO_PROOF_TRAFFIKNG_VICTIM_F156 (ID = 7211)
- CF_DN_FAIL_CMPPLY_NHR_F143 (ID = 6074)
- CF_DN_FAIL_COMPLY_IFDS_F133 (ID = 7232)

State Form/NOA: CF 377.1A (08/21)

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Include NA Back 9: Yes

Current Forms/NOAs Generated with this NOA: N/A

Existing Languages

For reasons 7211, 7213 (2): English, Spanish

For reasons 6074, 7232 (10): English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

2.12.2 NOA Verbiage

There are no changes to the verbiage.

2.12.3 NOA Variable Population

There are no variables in this fragment.

2.12.4 NOA Generation Conditions

1.) Fragment Generation Conditions

There are no changes to the existing generation conditions.

2.) Update Fragment Configuration

a. For these reason fragments, create a DCR and associate with below action and message fragments:

- CF_DN_UVISA_NO_PROOF_SEVERE_CRIME_VICTIM_F157 (ID = 7213)
NOA Mockup / Example: See Supporting Document #8
- CF_DN_TVISA_NO_PROOF_TRAFFIKNG_VICTIM_F156 (ID = 7211)
NOA Mockup / Example: See Supporting Document #5
- CF_DN_FAIL_CMPPLY_NHR_F143 (ID = 6074)
- CF_DN_FAIL_COMPLY_IFDS_F133 (ID = 7232)

Action Fragment: Associate with action fragment, CF_DN_ACTION1 (ID = 4008) to above reason fragments.

Message Fragment: Associate with message fragment, CF_DN_MESSAGE1 (ID = 5008) to above reason fragments.

Technical Note: As message fragment (ID = 5009) was only used with reasons ID = 6074, 7232 and is now being replaced by 5008 (with latest State verbiage), obsolete the 5009-message fragment from the System if there is no other impacts to correspondence.

2.13 Update CF Denial FTP-Reason, CF_DN_NCOOP_SPNSR_NCTZN_F377

2.13.1 Overview

The CF 'Non-Coop Sponsored Non-Citizen' Denial reason and its associated message fragment currently both contain the 'give us this information' verbiage, making it seemingly appear twice when viewing the whole NOA. This effort is to remove the extra 'give us this information' verbiage from the reason fragment and have it only appear from the message fragment.

Reason Fragment Name and ID:

CF_DN_NCOOP_SPNSR_NCTZN_F377 (ID = 6103)

State Form/NOA:

CF 377.1A (08/21), this reason currently exist in CalSAWS and will populate the fill-in-reason textbox under the 1st or 2nd checkbox of the Denial: Initial Application section of CF 377.1A

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Include NA Back 9: Yes

Current Forms/NOAs Generated with this NOA: N/A

Existing Languages (2): English, Spanish

NOA Mockups/Examples: See Supporting Document #7

2.13.2 NOA Verbiage

Update the reason in English and Spanish to remove the extra verbiage of 'give us this information'.

Note: See Supporting Document #1 for the updated verbiage in Spanish.

Description	Existing Text	Updated Text	Formatting
Static	<p>You told us that this/these non-citizen(s) has/have a sponsor. We asked for the sponsor information when you applied for CalFresh benefits. You did not give us the information within ten (10) days of the day it was requested.</p> <p>If you give us this information within 30 days after your date of application, your application will be reopened. If you do not, you will have to reapply.</p>	<p>You told us that this/these non-citizen(s) has/have a sponsor.</p> <p>If the sponsor(s) has property, part of it will be used when determining your eligibility. If the sponsor(s) has income, part of it will be used in determining your CalFresh benefits.</p>	Arial, font size 10

	<p>If the sponsor(s) has property, part of it will be used when determining your eligibility. If the sponsor(s) has income, part of it will be used in determining your CalFresh benefits.</p>		
--	--	--	--

2.13.3 NOA Variable Population

There are no variables in this fragment.

2.13.4 NOA Generation Conditions

1.) Fragment Generation Conditions

There are no changes to the generation conditions.

2.) Fragment Configuration

Action Fragment: Will be associated with CF_DN_ACTION1 (ID = 4008) per Recommendation 2.10.4.2b

Message Fragment – Continues to be associated with CF_DN_MESSAGE1 (ID = 5008)

2.14 Update CF Denial non-FTP Reason, CF_DN_INELIG_STUD_F017

2.14.1 Overview

This effort is to update the verbiage of reason fragment, 'Ineligible Student'.

Reason Fragment Name and ID: CF_DN_INELIG_STUD_F017 (ID = 6019)

State Form/NOA:

CF 377.1A (08/21), this reason currently exist in CalSAWS and will populate the fill-in-reason textbox under the 1st checkbox of the Denial: Initial Application section of CF 377.1A

Current NOA Template: CalSAWS CalFresh Template (CF_NOA_TEMPLATE)

Current Program(s): CalFresh

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Include NA Back 9: Yes

Current Forms/NOAs Generated with this NOA: N/A

Existing Languages (2): English, Spanish

NOA Mockups/Examples: See Supporting Document #6

2.14.2 NOA Verbiage

Update the reason verbiage in English and Spanish.

Note: See Supporting Document #1 for the Spanish translation.

Description	Existing Text	Updated Text	Formatting
Static	<p><Person></p> <p>Is/are no longer eligible student. To be an eligible student, the student must meet at least one of the following conditions:</p> <ul style="list-style-type: none">- The student works 20 hours a week and is paid minimum wage.- The student is in a college work study program paid for by the Federal government.- The student is a parent or guardian of a child under age 6.- The student is a parent or guardian of a child age 6 to 12 and cannot work 20 hours a week or be in a work study program because the student cannot get child care.- The student gets CalWORKs.- The student goes to school through JTPA, E&T, JOBS, a program under the Trade Act of 1974, or a training	<p><Person></p> <p>Is/are an ineligible student. To be an eligible student, the student must meet at least one of the following conditions:</p> <ul style="list-style-type: none">- The student works 20 hours a week and is paid minimum wage.- The student is in a college work study program paid for by the Federal government.- The student is a parent or guardian of a child under age 6.- The student is a parent or guardian of a child age 6 to 12 and cannot work 20 hours a week or be in a work study program because the student cannot get child care.- The student gets CalWORKs.- The student goes to school through JTPA, E&T, JOBS, a program under the Trade Act of 1974, or a training	Arial, font size 10

	program paid for by the state or local government. - The student is a single parent caring for a child under 12 and goes to school full time.	program paid for by the state or local government. - The student is a single parent caring for a child under 12 and goes to school full time.	
--	--	--	--

2.14.3 NOA Variable Population

There are no changes to the variable population.

2.14.4 NOA Generation Conditions

Fragment Generation Conditions

There are no changes to the generation conditions.

Fragment Configuration

There are no configuration changes per this recommendation.

Note: The configurations were already updated by previous Recommendations:

Action Fragment: CF_DN_ACTION6 (ID = 4157) per Recommendation 2.10.4.2a

Message Fragment: CF_DN_MESSAGE6 (ID = 5135) per Recommendation 2.10.4.2a

2.15 Automated Regression Test

2.15.1 Overview

Create new ART scripts to confirm the changes in this SCR.

2.15.2 Description of Changes

- 1 Create a CF case and Deny it for a non-FTP reason. The CF_DN_ACTION6 fragment generates.

Create a CF case with missing Verifications. Deny the case for a reason other than CF Missed Interview or QC Failed to Keep 2 Appointments. The CF 377.1A generates with the LIST_OF_VERIFS fragment.

Create a CF case with an RE Packet received and a Missed RE Interview. Discontinue the case for an Incomplete RE reason. The Denial NOA generates with the CF_DN_NO_RECERT_INTER_F922 fragment.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	NOA	An Excel sheet supplementing Recs 2.2, 2.3, 2.4, 2.8, 2.9, 2.10.4.2a, b, 2.11, 2.13, 2.14	CA 227245 Supplemental to Recs.xlsx
2	NOA	An Excel sheet listing the mandatory verifications and certain verifications with MCE/CE check.	CA 227245 Mandatory Verifs wMCE check.xlsx
3	NOA mockup	The new CF Denial: FTP 'Missing Verifications' NOA mockup for CF denial before 30 days of the application date	CA 227245 New_CF - DE – MISSING VERIFS_before30.pdf
4	NOA mockup	The new CF Denial: FTP 'Missing Verifications' NOA mockup for CF denial on or after 30 days of the application date	CA 227245 New_CF - DE – MISSING VERIFS_onafter30.pdf
5	NOA mockup	A CF combined Denial for FTP-reason and FTP-reason 'Missing Verifications' for denial on or after 30 days of the application date	CA 227245 New_CF - DE - CombinedReasons_onafter30bda.pdf
6	NOA mockup	A CF Denial non-FTP NOA mockup	CA 227245 CF - DE - INELIGIBLE STUDENT_nonVerif.pdf
7	NOA mockup	A CF Denial FTP-Reason NOA for denial	CA 227245 CF - DE - Non-Coop Spon Non-Cit_before30bda.pdf

		before 30 days of the application date	
8	NOA mockup	A CF Denial FTP-Reason NOA for denial on or after 30 days of the application date	CA 227245 CF - DE - Not apply for UVisaUVIR_onafter30bda.pdf
9	NOA	Rec 2.5's new CF Denial: FTP 'Missing Verifications' verbiage in Spanish	CA 227245 Rec2.5, NewDNReason_MISSING VERIFS_SP.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1239 (2.18.3.3)	<p>The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; 	Updating the system to generate the appropriate verbiage on CalFresh Denial: Initial Application NOAs.

	<ul style="list-style-type: none">q. Interface triggered forms and notices (e.g., IFDS, IEVS);r. Non-compliance and sanction notices;s. Benefit issuance and benefit recovery forms and notices, including reminder notices;t. Corrective NOAs on State Fair Hearing decisions;u. CSC paper ID cards with LRS-generated access information; andv. CSC PIN notices.	
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CalSAWS

California Statewide Automated Welfare System

Design Document

CA-237075

EBT 2260 (8/21) in Threshold Languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Mohammed Yasin S
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/18/2022	1.0	Initial Draft	Mohammed Yasin S
09/22/2022	1.1	Content Revision CA-250480 will add the Cambodian Language.	Mohammed Yasin S

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1 OVERVIEW

This effort will add the EBT 2260 (08/21) in all available threshold languages.

1.1 Current Design

Currently, the system only has English & Spanish of the EBT 2260 (08/21).

1.2 Requests

Add CDSS Threshold Languages to the CalSAWS for the EBT 2260 (08/21) form Template Repository and system generated.

Languages include:

Arabic, Armenian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

1.3 Overview of Recommendations

Add the EBT 2260 (08/21) form in all available threshold languages.

Languages: Arabic, Armenian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

1.4 Assumptions

1. Print options for threshold forms will remain the same as the print options for EBT 2260 English and Spanish forms.
2. There are no changes to the generation logic of these forms. All triggers for the new threshold forms will be the same as the existing English and Spanish forms.
3. All fields (blank or prepopulated) will be editable.
4. Supporting Documents section references attachments found on Jira.
5. CA-250480 will add the Cambodian Language.

2 RECOMMENDATIONS

2.1 Add Threshold Languages to EBT 2260

2.1.1 Overview

This section will cover the requirements for adding the EBT 2260 (08/21) forms in available threshold languages.

State Form: EBT 2260

Current Programs: CalFresh, CalWORKs, CAPI, General Assistance/General Relief, RCA

Current Attached Forms: N/A
Current Forms Category: Forms
Current Template Repository Visibility: All counties
Existing Languages: English, Spanish

2.1.2 Form Verbiage

Create EBT 2260 XDP's for Threshold Languages

Create EBT 2260 XDPs for the following threshold languages with the CalSAWS standard fonts.

Threshold Languages: Arabic, Armenian, Chinese*, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.

Form Mockups/Examples: See Supporting Documents # 1

Form Header: CalSAWS Standard Header #1

Include NA BACK 9: No

2.1.3 Form Variable Population

Field Mappings: Use the same field mappings as the English and Spanish Forms for existing population logic.

2.1.4 Form Generation Conditions

Add EBT 2260 Addendum Form generation batch job to generate threshold languages

Update batch job (PI00F400) to generate the EBT 2260 in all threshold languages.

Tech Note: Update CT942_ WL (EBT 2260)

Form Print/Mailing Options

Threshold forms will have the same Form Print/Mailing Options as their corresponding English/Spanish forms.

Print Options:

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Y	Y	Y	Y	Y	Y

Mailing Options:

Mailing Options	Option for EBT 2260 Form
Mail-To (Recipient)	Primary Applicant
Mailed From (Return)	District Office
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for EBT 2260 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	EBT 2260 Threshold Languages	EBT_2260_AE.pdf EBT_2260_AR.pdf EBT_2260_CH.pdf EBT_2260_FA.pdf EBT_2260_HM.pdf EBT_2260_KO.pdf EBT_2260_LA.pdf EBT_2260_RU.pdf EBT_2260_TG.pdf EBT_2260_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	<p>CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices. 	EBT 2260 is being added in all available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-240916 GA/GR Automated Solution -
Imaging Updates

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Stephanie Hugo
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/18/2022	1.0	Initial Revision	Stephanie Hugo

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1 OVERVIEW

This SCR will implement the Imaging Solution for the GA/GR Automated Solution correspondences.

1.1 Current Design

The current GA/GR Automated Solution allows for correspondence details, such as Document Name and Number, to be updated by users without any project intervention. While these updates will be reflected in the CalSAWS Application, this is not the case for the Imaging System and would require code changes in an SCR to match the CalSAWS document.

1.2 Requests

As document details can be updated on a regular basis without a project SCR created, updates are needed on the Imaging, Barcoding, and Correspondence framework to have a generic Imaging Form Name and Number where all these GA/GR Automated Solution correspondences will be associated with.

1.3 Overview of Recommendations

1. Update the Barcode Populated on the GA/GR Correspondences.
2. Add new Imaging Form Name and Number to the Imaging System.
3. Update the Barcode API to handle the new GA/GR Correspondence Barcode.

1.4 Assumptions

1. All the changes in this SCR will not affect the Los Angeles GA, GA (Managed) and GA (Non-Managed) programs.
2. The functionality of this SCR will be disabled until activated by the system date enabling the GA/GR Automated Solution implemented in CA-215687.
3. Task creation for correspondences that are imaged/scanned for customer reporting purposes will be included in SCR CA-220119.
4. In the scenario where multiple documents are imaged on the same day from the same case, Customer Reporting statuses may not be updated to "Received" status due to the nature of the implementation of a generic Imaging Form Name and Number.

2 RECOMMENDATIONS

2.1 Update the Barcode Populated on the GA/GR Correspondences

2.1.1 Overview

Create a custom barcode identifier to identify the correspondences part of the GA/GR Automated Solution. This barcode will be used to assign the document to the generic form name and number.

2.1.2 Description of Change

1. Update the barcode of all correspondences part of the GA/GR Automated Solution to start with a leading "GR" prefix.
As an example, regular barcodes are padded with leading zeroes to complete a 16-character barcode identifier:
"0000000330362315"
For the GA/GR solution correspondences it would be similar to:
"GR00000330362315"
2. Create a new sequence in the database for barcodes that start with the "GR" prefix.
3. To identify that the correspondence is part of the GA/GR Automated Solution, the document will be cross-checked with the CORRESP_GR_MSTR table which is a database table serving as an inventory of all correspondences for this program. (See Supporting Document 1)

2.2 Add new Imaging Form Name and Number to the Imaging System

2.2.1 Overview

Add a generic form name and number on the Hyland Imaging System

2.2.2 Description of Change

1. Add the below form name and number to the Imaging System
 - a. Imaging Form Name: GA/GR Automated Solution Document
 - b. Imaging Form Number: GAGR 100
2. The new form name and number will be categorized under the "Gen. Assistance/Gen. Relief (GA/GR)" Document Type.

2.3 Update the Barcode API to handle the new GA/GR Correspondence Barcode

2.3.1 Overview

The Barcoding API will be updated to handle the custom barcode being created for the GA/GR Automated Solution correspondences

2.3.2 Description of Change

1. Update the Barcoding API (getBarcodeInfo) to assign the new generic Imaging form name and number to the document being scanned if the barcode has the leading "GR" characters in the barcode identifier.
 - a. Documents will send the following fields to the Imaging System
 - i. Imaging Form Name: GA/GR Automated Solution Document
 - ii. Imaging Form Number: GAGR 100
 - iii. Imaging Document Type: Gen. Assistance/Gen. Relief (GA/GR)

Technical Note: The customer reporting functionality needs regression testing to confirm that documents will still be marked as "Received" upon receipt of the correspondence.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	Extract of the CORRESP_GR_MSTR Table	CA-240916 – CORRESP_GR_MSTR Table 4-27-22.xlsx

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-243470

CCB 22-04 Child Care Immediate and
Continuous Eligibility Age Requirements

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Erika Kusnadi-Cerezo
	Reviewed By	Shilpa Suddavanda, Naga Chinduluru, Michael Wu, Kapil Santosh.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/13/2022	1.0	Initial	Kusnadi.E
8/31/2022	2.	Content Revision 1: <ol style="list-style-type: none"> 1. Added to Section 1.3 #1 to also add the validation on the Select Certificate Period page. 2. Updated Section 2.1.3. To include that the validation will apply to both Create and Edit mode. Along with adding more information on how the 12 month period should be calculated along with examples. 3. Added a new section (2.4) for new validation to be added to the Select Certificate Period page. 4. Update on Section 2.1.1, 2.2.1 and 2.3.1 from "Add" to "Create" 	Kusnadi.E

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1 OVERVIEW

The Child Care Bulletin 22-04 (CCB 22-04) further clarifies that CalWORKs Stage One Child Care immediate and continuous eligibility age requirement. With this clarification, children whose initial certification or recertification occurs prior to the child's thirteenth birthday may continue to receive subsidized childcare services for the duration of their 12 month eligibility period. This SCR will update CalSAWS to allow counties to continue to issue payment for children who turned 13 during within the 12 month eligibility period.

1.1 Current Design

Currently in CalSAWS, the system will not allow issuance of a childcare payment for children that are over the age of 12 years and 11 months.

1.2 Requests

Update CalSAWS to allow childcare payment for children that turn 13 years old during their 12 month eligibility period.

1.3 Overview of Recommendations

1. Create a new validation on the Child Care Certificate Detail page **and Select Certificate Period page** to only allow a 12 month Child Care Certificate period.
2. Update the Child Care Payment Calculation Detail page to allow issuance for a child that turns 13 years of age during their Child Care Certificate period.
3. Update the Payment Request Detail page to allow issuance for a child that turns 13 years of age during their Child Care Certificate period.

1.4 Assumptions

1. All existing functionalities will remain unchanged unless called out as part of the design.

2. New validation being added to the Child Care Certificate Detail will not impact existing Child Care Certificate record, unless a change is being done after the implementation of this SCR.

2 RECOMMENDATIONS

2.1 Child Care Certificate Detail

2.1.1 Overview

The Child Care Certificate Detail page allows user to **create add**, edit or view a child care certificate for a participant/beneficiary. This SCR will update the page to only allow users to create a child care certificate for a 12 month period at a time.

2.1.2 Child Care Certificate Detail Mockup

Child Care Certificate Detail

* - Indicates required fields Cancel

• **Certificate Period (From)** - Certificate Period must be within a 12 month period.

Primary:
PEREZ, JANE 35F Certificate ID:

Certificate Period: *
From: 01/01/2022 To:
01/01/2025 Continue

Schedule *

Regular

	Su	Mo	Tu	We	Th	Fr	Sa	Time In	Time Out
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

Vacation

	Su	Mo	Tu	We	Th	Fr	Sa	Time In	Time Out
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

Remove Add

Variable

Figure 2.1.1 – Child Care Certificate Detail

2.1.3 Description of Changes

1. Add a new validation to the Child Care Certificate Detail page **(for both Create and Edit mode)**. Validation will display the following message "Certificate Period (From) – Certificate Period must be within a 12 month period."

2. Validation will display when the user clicks on the Continue button and the date entered on the Certificate Period field (From and To fields) is more than a 12 month period.
 - a. The 12 month period will be calculated based on 12 months from the Date entered on the From field.
 - i. Example 1: Validation will not trigger when the date entered on the From field is 01/30/2022 and date entered on the To field is 01/29/2023.
 - ii. Example 2: Validation will trigger when the date entered on the From field is 01/30/2022 and date entered on the To field is 01/31/2023.
 - iii. Example 3: Validation will be triggered when the date entered on the From field is 02/29/2024 and the date entered on the To field is 03/01/2025

2.1.4 Page Location

- **Global: Child Care**
- **Local: Case Summary**
- **Task: Child Care Certificates**

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 Child Care Payment Calculation Detail

2.2.1 Overview

The Child Care Payment Calculation Detail page allows users to **create** **edit**, edit or view the details of the child care payment calculations used for payment authorization for a specific month. This SCR will update the logic use on the page to allow users to create a payment calculation for a child that turned 13 years of age during their child care certificate period.

2.2.2 Child Care Payment Calculation Detail Mockup

Child Care Payment Calculation Detail

* - Indicates required fields
[Images](#) [Accept](#) [Edit](#) [Close](#)

• [Close](#) - The child on this certificate is not eligible for Child Care benefits during this Benefit Month.

Funding Source: Stage 1	Benefit Month: * 04/2022	Creation Date: 04/12/2022	Family Fee Monthly Rate:
Child Name: Child Doe	Provider: [Redacted] F	Calculate using: * Least Rate	Employed: * Yes

Certified Care

Care Type	Rate Type	Provider Rate	RMR	Month Units	Total
Full Time	Weekly	\$215.00	\$202.96	1.0	\$202.96

Monthly Amount

Rate Sub-Total:	\$	202.96
Actual Amount Charged by the Provider:	\$	202.96
Part Time Family Fee:	\$0.00 / Month	- 0.00
Full Time Family Fee:	\$0.00 / Month	- 0.00
Materials/Registration Fee:	+	0.00
Disallowed Provider Vacation/Holiday Amount:	-	0.00
Sub-Total:	=	202.96
Total Amount Previously Authorized:	-	0.00
Overpayment Adjustment:	-	0.00
Authorized Amount:	=	202.96
Overpayment:	\$	0.00

Provider Vacation/Holiday and Child Absence Information

Provider Vacation/Holidays Paid During Service Month:	Provider Vacation/Holidays Paid During Fiscal Year:
Child Absences Due to Sickness Paid During Service Month:	Child Absences Due to Sickness Paid During Fiscal Year:
Child Absences Not Due to Sickness Paid During Service Month:	Child Absences Not Due to Sickness Paid During Fiscal Year:

[Images](#) [Accept](#) [Edit](#) [Close](#)

This Type_1 page took 0.76 seconds to load.

Figure 2.2.1 – Child Care Payment Calculation Detail with Validation (Reference Only)

Child Care Payment Calculation Detail

*- Indicates required fields

Images

Go

Cancel

- **Benefit Month** - The child on this certificate is not eligible for Child Care benefits during this Benefit Month.

Funding Source: Stage 1	Benefit Month: * 06/2022	Creation Date: 04/13/2022	
Child Name: Child Doe	Provider: Rachelle F	Calculate using: * Least Rate	Employed: * Yes

Certified Care						
Care Type	Rate Type	Provider Rate	RMR	Month Units	Total	
Full Time	Weekly	\$215.00	\$202.96	1.0	\$ 202.96	

Additional Care						
Care Type	Rate Type	Provider Rate	RMR	Month Units	Total	
Add Rate						

Monthly Amount			
Rate Sub-Total:		\$	202.96
Actual Amount Charged by the Provider:		\$	202.96
Part Time Family Fee:	\$0.00 / Month	-	0.00
Full Time Family Fee:	\$0.00 / Month	-	0.00
Materials/Registration Fee:		+	0.00
Disallowed Provider Vacation/Holiday Amount:		-	0.00
Sub-Total:		=	202.96
Total Amount Previously Authorized:		-	0.00
Overpayment Adjustment:		-	0.00
Authorized Amount:		=	0.00
Overpayment:		\$	0.00

Provider Vacation/Holiday and Child Absence Information			
Provider Vacation/Holidays Paid During Service Month:	<input type="text"/>	Provider Vacation/Holidays Paid During Fiscal Year:	<input type="text"/>
Child Absences Due to Sickness Paid During Service Month:	<input type="text"/>	Child Absences Due to Sickness Paid During Fiscal Year:	<input type="text"/>
Child Absences Not Due to Sickness Paid During Service Month:	<input type="text"/>	Child Absences Not Due to Sickness Paid During Fiscal Year:	<input type="text"/>

Images

Go

Cancel

This Type_1 page took 0.35 seconds to load.

Figure 2.2.2 – Child Care Payment Calculation Detail with Validation (Reference Only)

2.2.3 Description of Changes

1. Update the logic used for the validation message “Close – The child on this certificate is not eligible for a Child Care benefits during this Benefit Month.” and “Benefit Month - The child on this certificate is not eligible for a Child Care benefits during this Benefit Month.”
 - a. Validations will not display when the child on the certificate is 13 years old, a Stage 1 funding and all the below conditions are met:
 - i. The Child Care Certificate was created prior to the child's 13th birthday.
 - ii. The child's 13th birthday occurred within the Child Care Certification period.
 - iii. The benefit month for the child care payment calculation is within a 12 month period from the child care certification begin date.

Example 1: Child's birthday is on 02/10/2009 and a Stage 1 Child Care Certificate was created on 01/01/2022 for the period of 01/01/2022 through 12/31/2022. Validation message will no longer display when creating a payment calculation for the Benefit Month of 03/2022 through 12/2022.

Example 2: Child's birthday is on 02/10/2009 and a Stage 1 Child Care Certificate was created on 01/01/2022 for the period of 01/01/2022 through 12/31/2025. Validation message will display when the user is trying to create Payment Calculation for the benefits month of 01/01/2023.

(This scenario is only possible for Child Care Certificate that was created prior to the implementation of this SCR and the Child Care Certificate Period is for more than 12 months.)

Note: There is no change to the validation message. The change is to update the trigger for the above validation message.

2.2.4 Page Location

- **Global: Child Care**
- **Local: Case Summary**
- **Task: Child Care Certificates**

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 Payment Request Detail

2.3.1 Overview

The Payment Request Detail page allows users to **create add**, edit or view the payment request information. This SCR will update the logic use on the page to allow users to create a payment request for a child that turned 13 years of age during their child care certificate period.

2.3.2 Payment Request Detail Mockup

Payment Request Detail

Save
Cancel

*- Indicates required fields

- [Cancel](#) - The child on this certificate is not eligible for Child Care benefits during this Benefit Month.

Service Arrangement ID:
[REDACTED].406

Payment Request Number:
[REDACTED]

Service Arrangement Details

Payee Name: [REDACTED] E	Case Name: Urban Doe	Case Number: M1011E2
Program: Child Care	Funding Source: Stage 1	Aid Code: [REDACTED]
Need Category: [REDACTED]	Need Type: [REDACTED]	Voucher Number: [REDACTED]
Service Type: Center	Employed: Yes	

Requested Amount: * 202.96	Adjusted Amount: 202.96	Advanced: * <input type="checkbox"/> Yes <input type="checkbox"/> No	Service Arrangement Requested Amount: 202.96
Status: * Awaiting Approval	Service Month: * 06/2022	Issuance Method: * <input type="text" value="WARRANT"/>	Service Arrangement Remaining Amount: 0.00
Pay Code: * Stage 1 CW Transitional Unemployed	Receipt Verification Date: <input type="text" value=""/>	Receipt Amount: <input type="text"/>	
Received Date: * <input type="text" value="04/18/2022"/>	Creation Date: <input type="text"/>	Invoice Number: <input type="text"/>	
Delivery Method: * <input type="text" value="Mail"/>	Immediacy: * <input type="text" value="Routine"/>	Purchase Order Number: <input type="text"/>	

Comments:

Save
Cancel

Figure 2.3.1 – Payment Request Detail with Validation (Reference Only)

Payment Request Detail

* - Indicates required fields

Approve

Disapprove

Copy

Edit

Close

- [Close](#) - The child on this certificate is not eligible for Child Care benefits during this Benefit Month.

Unable to determine supervisor/deputy. Task was not created.

Service Arrangement ID:
4001521406

Payment Request Number:
4000910261

Service Arrangement Details

Payee Name: Rachelle F	Case Name: Urban Doe	Case Number: M1011E2
Program: Child Care	Funding Source: Stage 1	Aid Code:
Need Category:	Need Type:	Voucher Number:
Service Type: Center	Employed: No	

Requested Amount: * 202.96	Adjusted Amount: 202.96	Advanced: * Yes	Service Arrangement Requested Amount: 202.96
Status: * Awaiting Approval	Service Month: * 06/2022	Issuance Method: * WARRANT	Service Arrangement Remaining Amount: 202.96
Pay Code: * Stage 1 CW Transitional Unemployed	Receipt Verification Date:	Receipt Amount:	
Received Date: * 04/13/2022	Creation Date: April 13, 2022	Invoice Number:	
Delivery Method: * Mail	Immediacy: * Routine	Purchase Order Number:	
Comments:			

Status	Status Date	Service Month	Authorized By
Awaiting Approval	04/13/2022 9:44:36 AM	06/2022	1033960

Last Updated On 04/28/2022 9:36:24 PM By:
[1033960](#)

Approve

Disapprove

Copy

Edit

Close

This [Type 1](#) page took 0.17 seconds to load.

Figure 2.3.2 – Payment Request Detail with Validation (Reference Only)

2.3.3 Description of Changes

1. Update the logic used for the validation message "Cancel – The child on this certificate is not eligible for a Child Care benefits during this Benefit Month." and "Close – The child on this certificate is not eligible for Child Care benefits during this Benefit Month."
 - a. Validations will not display when the child on the certificate is 13 years old, a Stage 1 funding and all the below conditions are met:
 - i. The Child Care Certificate was created prior to the child's 13th birthday.
 - ii. The child's 13th birthday occurred within the Child Care Certification period.
 - iii. The benefit month for the child care payment calculation is within a 12 month period from the child care certification begin date.

Example 1: Child's birthday is on 02/10/2009 and a Stage 1 Child Care Certificate was created on 01/01/2022 for the period of 01/01/2022 through 12/31/2022. Validation message will no longer display when creating a payment request for the Benefit Month of 03/2022 through 12/2022.

Example 2: Child's birthday is on 02/10/2009 and a Stage 1 Child Care Certificate was created on 01/01/2022 for the period of 01/01/2022 through 12/31/2025. Validation message will display when the user is trying to create Payment request for the benefits month of 01/01/2023.

(This scenario is only possible for Child Care Certificate that was created prior to the implementation of this SCR and the Child Care Certificate Period is for more than 12 months.)

Note: There is no change to the validation message. The change is to update the trigger for the above validation message.

2.3.4 Page Location

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

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 Select Certificate Period

2.4.1 Overview

The Select Certificate Period page allows user to re-create a Child Care Certificate. This SCR will update the page to only allow users to re-create a child care certificate for a 12 month period at a time.

2.4.2 Select Certificate Period Mockup

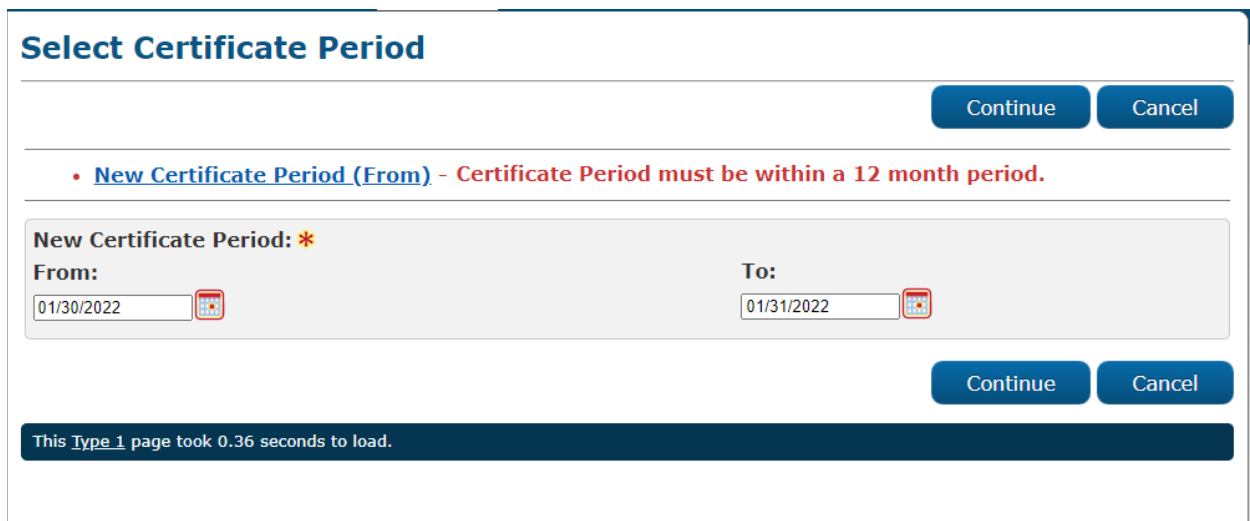


Figure 2.4.1 – Select Certificate Period

2.4.3 Description of Changes

1. Add a new validation to the Select Certificate Period page. Validation will display the following message "New Certificate Period (From) – Certificate Period must be within a 12 month period."
2. Validation will display when the user clicks on the Continue button and the date entered on the New Certificate Period field (From and To fields) is more than a 12 month period.
 - a. The 12 month period will be calculated based on 12 month from the Date entered on the From field.

- i. Example 1: Validation will not trigger when the date entered on the From field is 01/30/2022 and date entered on the To field is 01/29/2023.
- ii. Example 2: Validation will trigger when the date entered on the From field is 01/30/2022 and date entered on the To field is 01/31/2023.
- iii. Example 3: Validation will be trigger when the date entered on the From field is 02/29/2024 and the date entered on the To field is 03/01/2025

2.4.4 Page Location

- **Global: Child Care**
- **Local: Case Summary**
- **Task: Child Care Certificates**

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 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.10.1.1	<p>The LRS shall include the ability to issue benefits, including:</p> <ul style="list-style-type: none"> a. Monthly benefits issued on a recurring basis, on either a calendar month or fiscal (cyclical) period; b. Emergency issuances (e.g., Immediate Need and Expedited Services); c. Diversion payments; d. Supplemental benefits; 	<p>CalSAWS is updated to allow issuance for children that turned the age of 13 within certificate period. The change will meet the requirement set by CCB 22-04 .</p>

	<ul style="list-style-type: none"> e. Recovery refunds; f. Special needs payments; g. Retroactive payments; h. Vendor and/or Service Provider payments; i. Tokens and bus passes; j. Non-traditional/alternative transportation (e.g., car pool, taxi vouchers, and parking fees); k. Vouchers for special payments, ancillary payments and other services; and l. Interim assistance payments. 	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-243555

Activate Converted Case Review Dashboard
for Migrating Counties

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sophia Fernandez
	Reviewed By	Ravneet Bhatia, Thao Ta

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/09/2022	1.1	Initial Document	Sophia Fernandez
08/19/2022	1.2	Minor updates per QA suggestions	Thao Ta
10/04/2022	1.3	Content Revision to update section 2.1.6 Security Updates and Security Matrix file	Susanna Martinez

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1 OVERVIEW

The Converted Case Review Dashboard was created to review the converted cases in CalSAWS from counties that migrated from the C-IV and CalWIN systems. This dashboard tracks the converted cases where EDBC still needs to be run in CalSAWS for these cases. A new EDBC run in CalSAWS is crucial for the continuation of the cases in CalSAWS over time. The dashboard captures a daily snapshot of the outstanding converted caseload that still has not had an EDBC run in CalSAWS and tracks the counts over time by various dimensions (distinct case counts, program code, etc.).

This SCR is to activate this existing dashboard in CalSAWS for the converted counties from C-IV and CalWIN systems to assist in their transition into CalSAWS.

1.1 Current Design

The Converted Case Review Dashboard in CalSAWS is currently not available to counties migrating from the C-IV and CalWIN systems. This dashboard is currently only available to select executive users.

1.2 Requests

Make the Converted Case Review Dashboard accessible to the incoming C-IV and CalWIN counties that have either migrated to, or are migrating to, CalSAWS.

1.3 Overview of Recommendations

1. Turn on the Converted Case Review Dashboard for all migrating counties
2. Add a link to the Converted Case Review Dashboard in the Business Intelligence landing page under the Operations Reports section
3. Update the Qlik dashboard logic to add section access to restrict the data by county based on user profile

1.4 Assumptions

1. The dashboard is to be available for 57 counties (excludes Los Angeles County).
2. Any changes to the dashboard design will be an additional work item. This SCR is only to activate the existing dashboard for county access.

2 RECOMMENDATIONS

2.1 Converted Case Review Dashboard

2.1.1 Overview

The Converted Case Review Dashboard tracks the converted cases where EDBC has not been run in CalSAWS for migrated counties to review. The dashboard captures a daily snapshot of the outstanding converted caseload through the Daily Snapshot sheet and tracks the counts over time by various dimensions (distinct case counts, program code, etc.) through the Aggregate Trending sheet.

The following is the Daily Snapshot sheet:

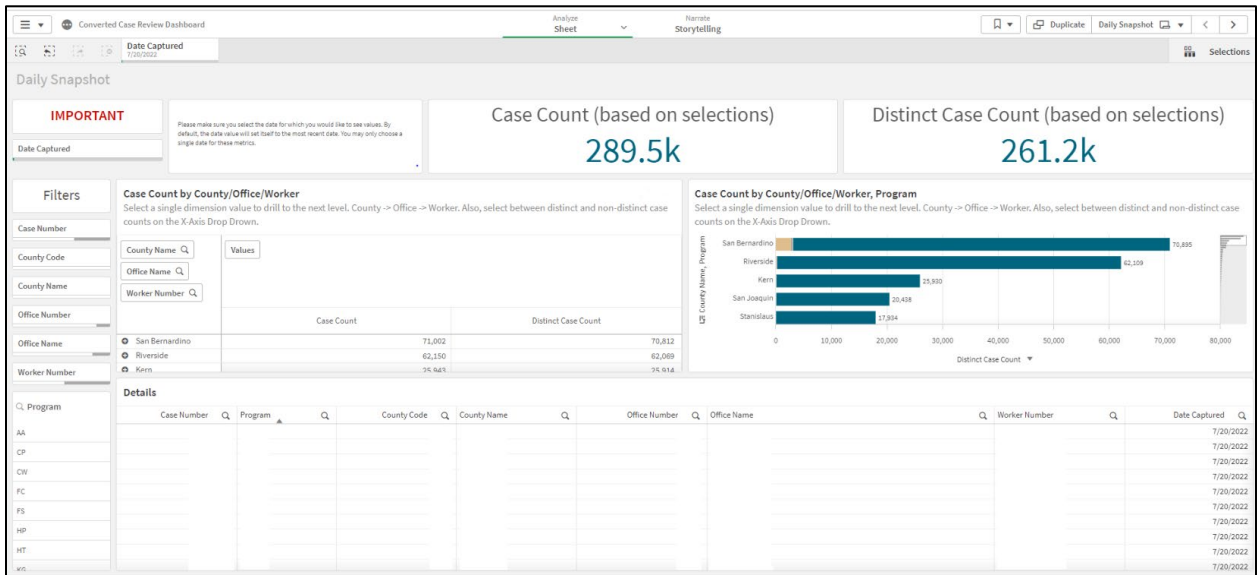


Figure 2.1.1.1 Daily Snapshot sheet

- **Converted Case Review – Daily Snapshot Sheet**
 - This sheet displays the number of outstanding converted cases on a specific date (Date Captured) chosen by the user
 - Within this sheet, there is a case count and distinct case count metric
 - Within this sheet, there are 3 widgets:
 - Case Count by County/Office/Worker
 - Case Count by County/Office/Worker, Program
 - Details

The following is the Aggregate Trending sheet:

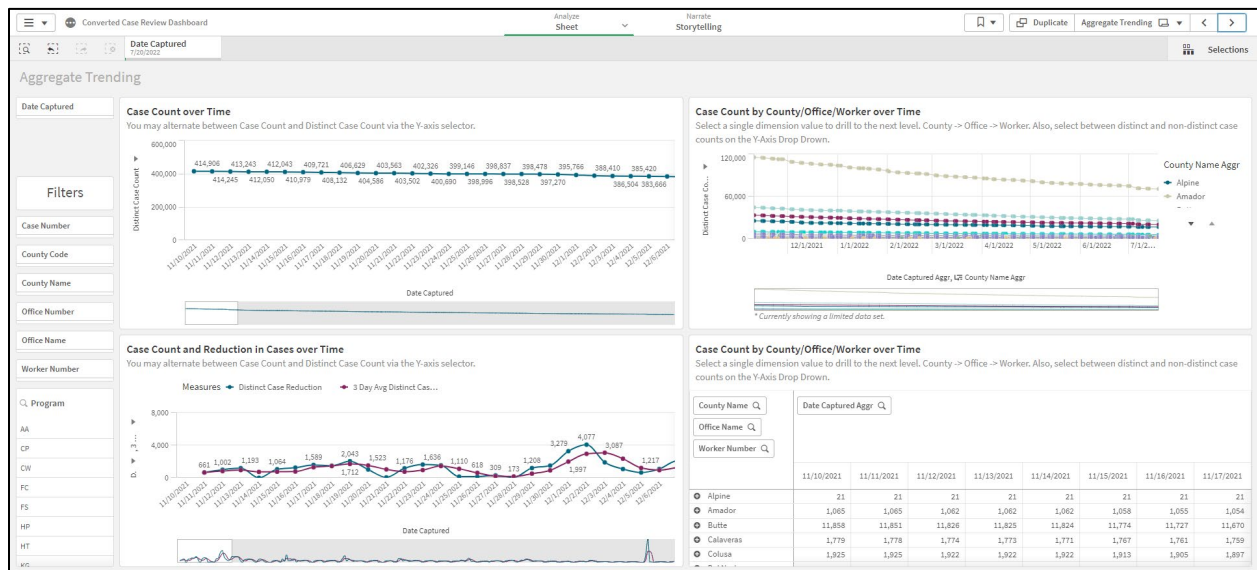


Figure 2.1.1.2. Aggregate Trending sheet

- **Converted Case Review – Aggregate Trending Sheet**
 - This sheet displays the number of converted cases over time and compares across different dimensions for an aggregate view
 - Within this sheet, there are 4 widgets:
 - Case Count over Time
 - Case Count and Reduction in Cases over Time
 - Case Count by County/Office/Worker over Time
 - Case Count by County/Office/Worker over Time

The base population of the Converted Case Review Dashboard is to identify the converted cases where EDBC has not been run in CalSAWS and breaks down into two subpopulations:

Subpopulation A: Active Cases with Latest EDBC from Conversion

The cases in this subpopulation have the following criteria:

- Program is currently Active
- Latest EDBC record has source code of CO – Conversion
- Program is within the list of programs for Benefit Match Threshold Limits (as defined by Category ID 10455):

Table 2.1.1.1

Program Code	Program Name
AA	Adoptions Assistance Program
CP	Cash Assistance Program for Immigrants (CAPI)
CW	CalWORKs
FC	Foster Care
FS	CalFresh
GA	General Assistance
GR	General Assistance/General Relief
HP	Homeless Assistance - Permanent
HT	Homeless Assistance - Temporary
IN	Immediate Need
KG	Kin-GAP
MC	Medi-Cal
NB	Nutrition Benefit
RC	Refugee Cash Assistance (RCA)

- o **Technical Note:** These program codes come from CATGRY_ID 10455 (Benefit Match Threshold Limits). This list is not restrictive as new program codes could be added to CATGRY_ID 10455.

- **Subpopulation B: FC/KG/AA Programs without EDBC Run in CalSAWS**

The second subpopulation includes the latest converted active programs in FC, KG and AA where EDBC has not been run since conversion by Online, Batch or Manual EDBC. It is defined by the following criteria:

- Program is currently active
- Program is one of the following:

Table 2.1.1.2

Program Code	Program Name
AA	Adoption Assistance Program
FC	Foster Care
KG	Kin-GAP

- Program application date is before the conversion date.
- EDBC has not been run in CalSAWS since conversion
 - These EDBC records are to have a source code of the following:

Table 2.1.1.3.

Code	EDBC Source Code Name
OE	Online EDBC Rules
BE	Batch EDBC Rules
MA	Manual

- EDBC run date is dated after the conversion date

2.1.1.1 Dashboard Filters

The Converted Case Review Dashboard has a global filter that can be applied to the entire dashboard data selection on all widgets and are defined in the table below.

Table 2.1.1.1.2 Global Dashboard Filter Column

Filter Name	Description
Date Captured	<p>Restricts the data to records with a Date Captured value equal to the selected value.</p> <p>The Date Captured value is the date of the daily snapshot of the base population.</p> <p>When users select a given Date Captured value, then the dashboard displays the caseload base population daily snapshot as of the selected date.</p> <ul style="list-style-type: none"> • Example: If the user selects "7/1/2022" for the Date Captured filter, then the dashboard will display the base population captured in the daily snapshot on July 1, 2022 and these records have the Date Captured "7/1/2022". <p><u>Default:</u> The default value upon opening the dashboard is set to the latest Date Captured date available.</p>

	<u>Restriction on Daily Snapshot Sheet:</u> This filter only allows one Date Captured value at a time. Multiple distinct Date Captured cannot be selected.
Case Number	Restricts the data to records with a Case Number value equal to the selected value
County Code	Restricts the data to records with a County Code value equal to the selected value
County Name	Restricts the data to records with a County Name value equal to the selected value
Office Number	Restricts the data to records with an Office Number value equal to the selected value
Office Name	Restricts the data to records with an Office Name value equal to the selected value
Worker Number	Restricts the data to records with a Worker Number value equal to the selected value
Program	Restricts the data to records with a Program value equal to the selected value

2.1.1.2 Dashboard Metrics

The following metrics are located at the top of the Daily Snapshot sheet:

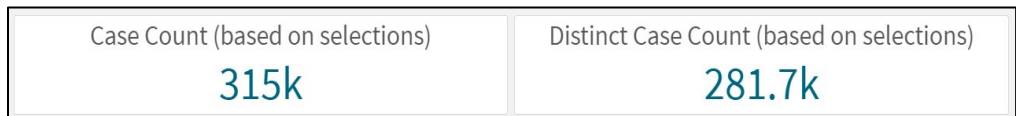


Figure 2.1.1.2.1 Dashboard Metrics

Table 2.1.1.2.1 Dashboard Metrics

Metrics	Description
Case Count (based on selections)	Dynamic total of cases based on the selections made
Distinct Case Count (based on selections)	Dynamic total of Distinct Case Count based on the selection made

2.1.1.3 Widgets

The following three widgets are in the body of **Daily Snapshot** sheet:

	Case Count	Distinct Case Count
San Bernardino	71,587	71,393
Riverside	62,372	62,287
Kern	28,370	26,340
San Joaquin	20,634	20,598
Stanislaus	18,042	18,023
Monterey	16,908	16,900
Merced	7,258	7,255
Humboldt	7,122	7,106
Butte	6,119	6,113
Imperial	6,002	5,988
Shasta	5,064	5,060
El Dorado	4,810	4,802
Marin	3,891	3,888
Napa	3,751	3,749
Madera	3,694	3,688
Sutter	3,029	3,025
Lake	2,937	2,932
Mendocino	2,802	2,799
Tahama	2,420	2,409
Siskiyou	2,265	2,255
Nevada	2,003	2,002
Kings	1,816	1,813
Colusa	1,389	1,388

Figure 2.1.1.3.1 Case Count by County/Office/Worker

a. **Case Count by County/Office/Worker table:**

Displays the number of cases per county. There is one column for Case Count and a second column for Distinct Case Count.

The table can be further filtered down based on the selection of the following dimension values:

Table 2.1.1.3.1

Dimension	Description
County Name	Restricts the data to only those records equal to the selected county name
Office Name	Restricts the data to only those records equal to the selected office name
Worker Number	Restricts the data to only those records equal to the selected worker number

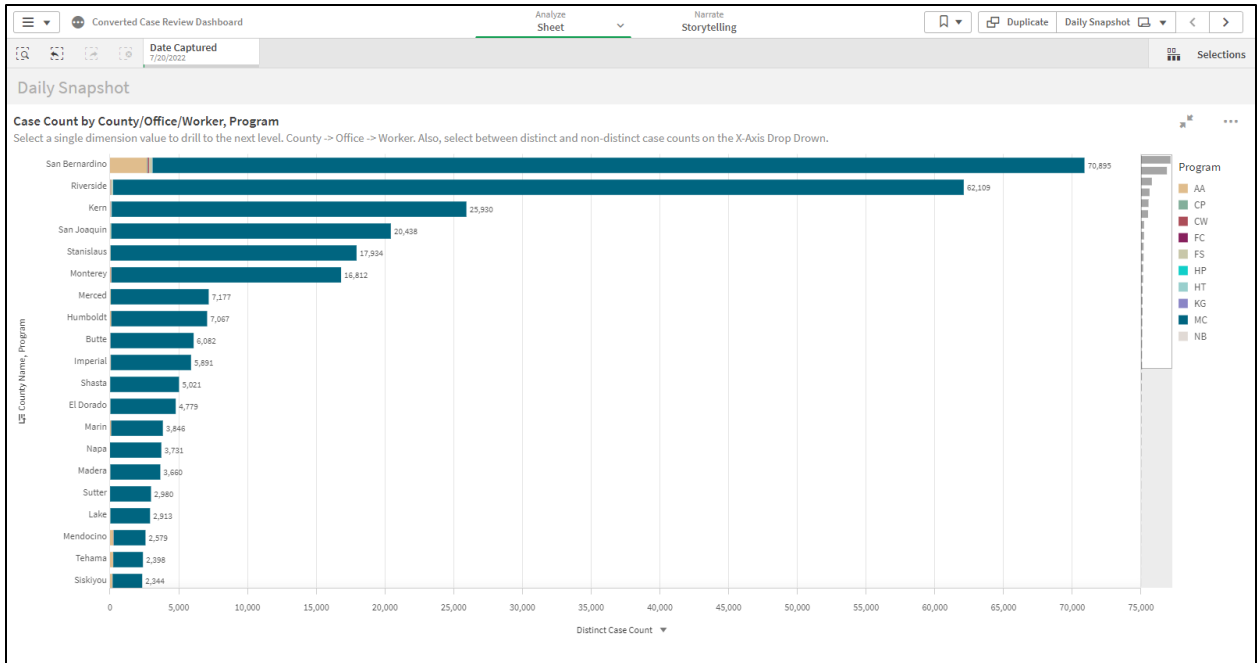


Figure 2.1.1.3.2 Case Count by County/Office/Worker, Program

b. Case Count by County/Office/Worker, Program:

Displays the number of cases per county.

- The X-Axis has a drop down where the user can select between distinct and non-distinct cases.
- With the Y-Axis we can drill down between dimensions. The dimensions of the Y-axis are County Name, Office Name and Program. Each bar may display the number of cases that belong to a certain program according to color. The color associated to each program is shown on the right of the graph.

Details

Case Number	Program	County Code	County Name	Office Number	Office Name	Worker Number	Date Captured
							7/20/2022
							7/20/2022
							7/20/2022
							7/20/2022
							7/20/2022
							7/20/2022
							7/20/2022

Figure 2.1.1.3.3 Details Table

c. Details Table:

Displays information associated to a specific case.

Each case is differentiated by a Case Number as well as the following columns:

Table 2.1.1.3.2

Column	Description
Case Number	The Case Number associated to the respective case
Program	The Program associated to the case
County Code	The County Code associated to the case
County Name	The County Name associated to the case
Office Number	The Office number associated to the case at the time of the Captured Date
Office Name	The Office Name associated to the case at the time of the Captured Date
Worker Number	The Worker Number of the worker assigned to the case at the time of the Captured Date
Date Captured	The Date Captured is the date of the data snapshot

The following four widgets are displayed in the **Aggregate Trending** sheet:

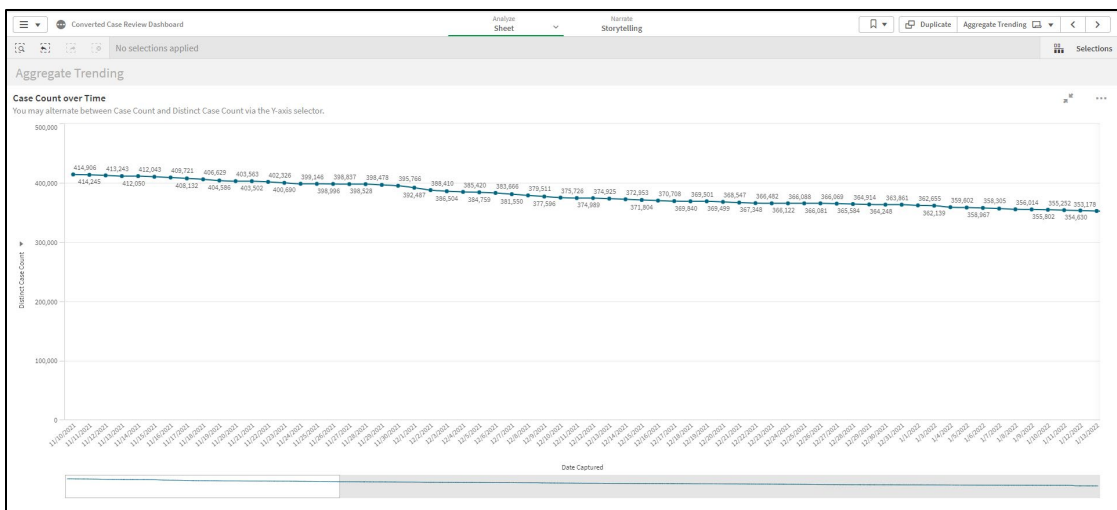


Figure 2.1.1.3.4 Case Count over Time

- a. **Case Count over Time:** Displays Case Count over time.
- The X axis displays the different Dates Captured over time.
 - The Y axis displays the Case Counts and has a drop down where users can select between distinct and non-distinct cases.

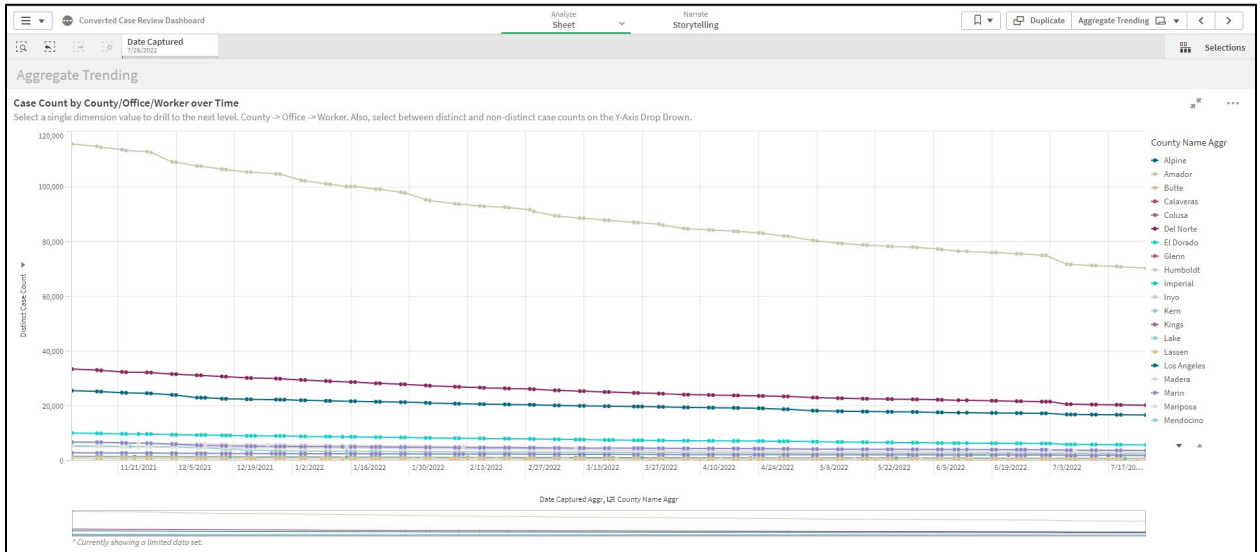


Figure 2.1.1.3.5 Case Count by County/Office/Worker over Time

- b. **Case Count by County/Office/Worker over Time:** Displays Case Counts over time.
- The X axis displays the Date Captured over time.
 - Each line represents a different County Name, which is differentiated by color
 - The Case Count can be further filtered down by Office and Worker.
 - The color that corresponds to each County Name is displayed in the chart to the right.
 - The Y axis displays the Case Counts and has a drop down where users can select between distinct and non-distinct cases.

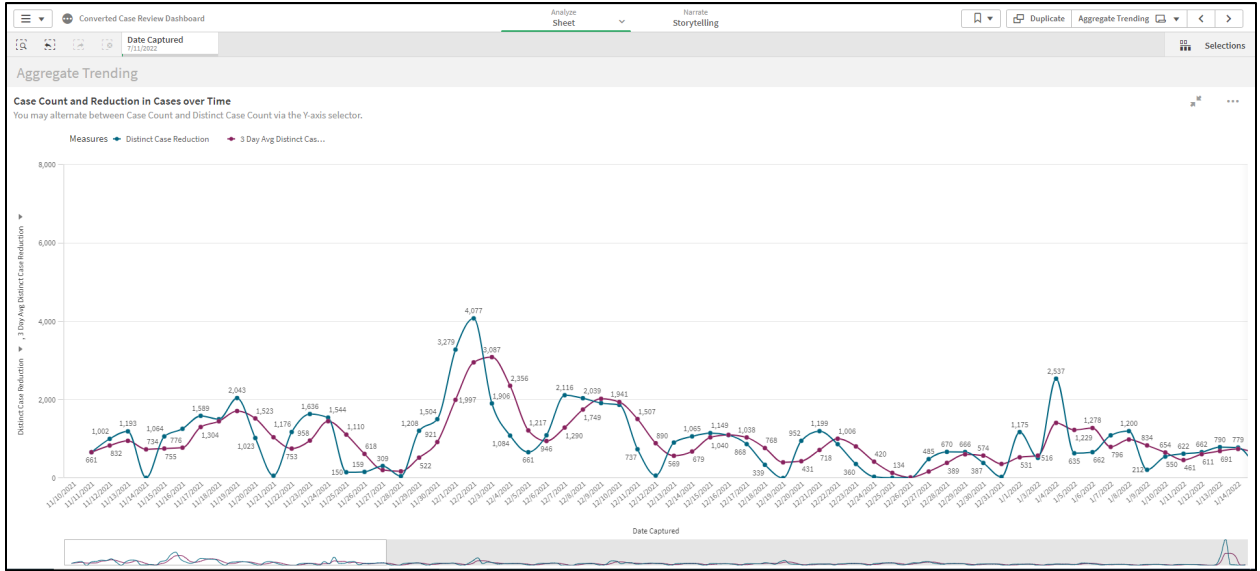


Figure 2.1.1.3.6 Case Count and Reduction in Cases over Time

c. Case Count and Reduction in Cases over Time: Displays Case Count and reductions over time.

- The X axis displays the different Dates Captured over time. The chart has two lines that each represent a different measure.
- The Y axis displays the Case Counts and has two drop downs where users can select a measure for each line.
 - o The measures are Case Reduction, Distinct Case Reduction, 3 Day Avg Case Reduction and 3 Day Avg Distinct Case Reduction.

Converted Case Review Dashboard | Date Captured: 7/26/2022

Aggregate Trending

Case Count by County/Office/Worker over Time

Select a single dimension value to drill to the next level. County -> Office -> Worker. Also, select between distinct and non-distinct case counts on the Y-axis Drop Down.

County Name	11/10/2021	11/11/2021	11/12/2021	11/13/2021	11/14/2021	11/15/2021	11/16/2021	11/17/2021	11/18/2021	11/19/2021	11/20/2021	11/21/2021	11/22/2021	11/23/2021	11/24/2021	11/25/2021	11/26/2021	11/27/2021	11/28/2021	11/29/2021	11/30/2021
Alpine	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21
Amador	1,065	1,065	1,062	1,062	1,058	1,058	1,055	1,054	1,054	1,053	1,053	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,046	1,043	1,043
Butte	11,858	11,851	11,826	11,825	11,824	11,774	11,727	11,670	11,673	11,495	11,329	11,325	11,226	11,158	11,095	11,094	11,094	11,094	11,094	11,009	10,945
Calaveras	1,779	1,778	1,774	1,773	1,771	1,767	1,761	1,759	1,757	1,751	1,748	1,748	1,747	1,745	1,730	1,730	1,729	1,729	1,729	1,726	1,725
Colusa	1,925	1,925	1,922	1,922	1,922	1,913	1,905	1,897	1,888	1,885	1,882	1,881	1,880	1,880	1,880	1,880	1,880	1,880	1,880	1,878	1,875
Del Norte	1,384	1,384	1,382	1,382	1,382	1,368	1,358	1,350	1,334	1,317	1,316	1,316	1,314	1,311	1,308	1,308	1,308	1,308	1,308	1,308	1,304
El Dorado	7,508	7,505	7,495	7,494	7,494	7,480	7,459	7,427	7,405	7,388	7,346	7,336	7,317	7,283	7,269	7,269	7,269	7,269	7,265	7,257	7,246
Glenn	1,741	1,741	1,736	1,736	1,736	1,730	1,727	1,725	1,717	1,709	1,708	1,708	1,703	1,695	1,679	1,679	1,679	1,679	1,679	1,675	1,669
Humboldt	9,869	9,859	9,839	9,839	9,838	9,812	9,793	9,769	9,747	9,730	9,725	9,725	9,692	9,660	9,634	9,633	9,633	9,633	9,633	9,620	9,604
Imperial	10,185	10,159	10,128	10,128	10,128	10,083	10,043	10,000	9,958	9,888	9,883	9,860	9,852	9,802	9,801	9,801	9,801	9,801	9,801	9,796	9,790
Inyo	898	898	897	897	897	896	895	891	890	882	882	882	881	880	879	879	879	879	879	879	867
Kern	44,652	44,630	44,477	44,360	44,368	44,237	44,073	43,862	43,683	43,447	43,389	43,358	43,277	43,124	42,990	42,985	42,985	42,943	42,942	42,843	42,721
Kings	6,937	6,325	6,305	6,146	6,146	6,079	6,051	5,998	5,747	5,629	5,498	5,498	5,479	5,401	5,160	5,160	5,158	5,158	5,158	5,138	5,119
Lake	4,611	4,609	4,603	4,595	4,594	4,590	4,587	4,575	4,557	4,540	4,531	4,531	4,519	4,512	4,508	4,508	4,508	4,508	4,508	4,497	4,481
Lassen	980	968	957	957	957	952	950	920	913	911	911	911	910	910	907	907	907	907	907	891	889
Los Angeles	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53
Madera	6,765	6,764	6,746	6,731	6,731	6,702	6,674	6,655	6,625	6,588	6,588	6,588	6,568	6,539	6,516	6,516	6,516	6,516	6,516	6,499	6,469
Marin	6,837	6,835	6,829	6,828	6,827	6,816	6,810	6,791	6,775	6,728	6,724	6,724	6,617	6,502	6,465	6,465	6,465	6,461	6,458	6,354	6,254
Mariposa	747	746	745	745	745	744	744	743	740	738	738	738	738	738	728	728	728	728	728	726	723
Mendocino	5,458	5,456	5,452	5,452	5,452	5,441	5,429	5,385	5,355	5,322	5,318	5,317	5,291	5,280	5,272	5,273	5,273	5,273	5,273	5,254	5,227
Merced	14,722	14,706	14,613	14,599	14,599	14,515	14,398	14,244	14,095	13,945	13,922	13,921	13,824	13,670	13,669	13,669	13,669	13,669	13,668	13,599	13,522
Modoc	383	383	383	383	383	381	378	374	372	369	369	369	368	368	366	366	366	366	366	365	364

Figure 2.1.1.3.7 Case Count by County/Office/Worker over Time

- d. **Case Count by County/Office/Worker over Time:** Displays Case Count across different dates and can be drilled down by county, office, and worker. Each column represents a different date, while each row represents a different county.

2.1.2 Business Intelligence Link Mockup

The following mockup displays the Converted Case Review Dashboard:

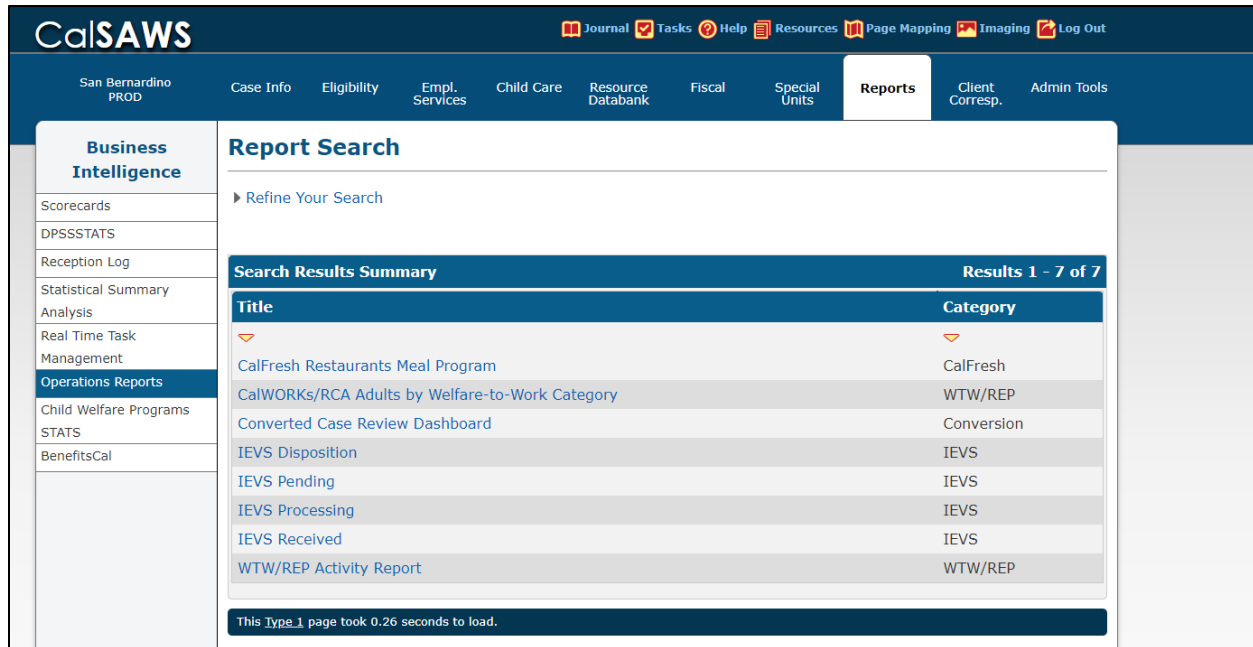


Figure 2.1.1.4.1 – Business Intelligence Link Mockup

2.1.3 Description of Changes

1. Turn on the Case Review Dashboard on for all migrating counties except for Los Angeles County.
2. Add link to dashboard in the Business Intelligence landing page.
3. Add section access to the dashboard to protect county data by county.

2.1.4 Page Location

- **Global:** Business Intelligence
- **Local:** Operations Reports
- **Task:** Converted Case Review Dashboard

2.1.5 Counties Impacted

All CalSAWS counties.

2.1.6 Security Updates

The Converted Case Review Dashboard will require the following rights and groups in order to be accessed.


1. Security Rights


Security Right	Right Description	Right to Group Mapping
ConvertedCaseReviewDashboard	This right gives access to view the Converted Case Review Dashboard.	ConvertedCaseReviewDashboard

2. Security Groups

Security Group	Group Description	Group to Role Mapping
ConvertedCaseReviewDashboard	This group gives access to view the Converted Case Review Dashboard.	<ul style="list-style-type: none"> • BI Administrator Role • BI Author Role • BI Supervisor • Eligibility Staff • Eligibility Supervisor • View Only • System Administrator

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Business Intelligence	Security Matrix	 Security Matrix.xlsx

2	Dashboard	Converted Case Review Dashboard	 Converted Case Review Dashboard.pdf
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4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.2.2	The CalSAWS shall produce reports that provide the detail CalSAWS Data that will be used to complete the reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	The Converted Case Review Dashboard shall be turned on to support the counties with their transition into CalSAWS to identify cases that still need EDBC to be run on.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met
N/A	N/A	N/A	N/A

5 MIGRATION IMPACTS

N/A

6 APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-246998

Add Threshold Languages to CW 10 Form

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Singaram Manickam
	Reviewed By	Narendar Sabbani

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/15/2022	1.0	Initial Draft	Singaram Manickam
09/21/2022	1.1	Content Revision 1 Update English, Spanish and available threshold languages to have only the CalWORKs, CalFresh, GA/GR program checkboxes.	Singaram Manickam

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1 OVERVIEW

This effort will update English, Spanish and add the CW 10 in all available threshold languages.

1.1 Current Design

The system only has English & Spanish of the CW 10.

1.2 Requests

1. Update English, Spanish and available threshold languages to have only the CalWORKs, CalFresh, GA/GR program checkboxes.
2. Add CDSS Threshold Languages to the CalSAWS for the CW 10 (07/01) form Template Repository and system generated.
Languages include:
Cambodian, Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

1. Update English, Spanish and available threshold languages to have only the CalWORKs, CalFresh, GA/GR program checkboxes
2. Add the CW 10 form in available threshold languages.
Languages: Cambodian, Chinese, Russian and Vietnamese.

1.4 Assumptions

1. Print options for threshold forms will remain the same as the print options for English and Spanish forms.
2. There are no changes to the generation logic of these forms. All triggers for the new threshold forms will be the same as the existing EN/SP forms.
3. All fields (blank or prepopulated) will be editable.
4. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Add Threshold Languages to CW 10

2.1.1 Overview

This section will cover the requirements for adding the CW 10 forms in available threshold languages.

State Form: CW 10

Current Programs: General Assistance/General Relief, CalWORKs, CAPI, CalFresh & RCA

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is sent to the participant to inform them that the county has withdrawn their application as they had previously requested.

Imaging Form Name: Notice of Withdrawn Application

Imaging Document Type: Application, Intake, or Screening

2.1.2 Form Verbiage

Create CW 10 XDP's for Threshold Languages

Threshold Languages: Cambodian, Chinese*, Russian and Vietnamese.

*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese, and Mandarin.

Form Mockups/Examples: See Supporting Documents # 1

Form Header: CalSAWS Standard Header #1

Include NA BACK 9: No

2.1.3 Form Variable Population

Field Mappings: Use the same field mappings as the English and Spanish Forms for existing population logic.

2.1.4 Form Generation Conditions

Form Print/Mailing Options

Threshold forms will have the same Form Print/Mailing Options as their corresponding English/Spanish forms.

Print Options:

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Y	Y	Y	N	Y	N

Mailing Options:

Mailing Options	Option for CW 10 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CW 10 Form
Post to Self-Service Portal	N

2.2 Update CW 10 in English and Spanish Languages

2.2.1 Overview

This section will cover the requirements for Updating the CW 10 forms in English and Spanish languages.

State Form: CW 10

Current Programs: General Assistance/General Relief, CalWORKs, CAPI, CalFresh & RCA

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is sent to the participant to inform them that the county has withdrawn their application as they had previously requested.

Imaging Form Name: Notice of Withdrawn Application

Imaging Document Type: Application, Intake, or Screening

2.2.2 Form Verbiage

Update CW 10 XDP's for English and Spanish Languages

Update English and Spanish languages to have only the CalWORKs, CalFresh, GA/GR program checkboxes.

Form Mockups/Examples: See Supporting Documents # 1

Form Header: CalSAWS Standard Header #1

Include NA BACK 9: No

2.2.3 Form Variable Population

Field Mappings: Use the same field mappings as the English and Spanish Forms for existing population logic.

2.2.4 Form Generation Conditions

Form Print/Mailing Options

Threshold forms will have the same Form Print/Mailing Options as their corresponding English/Spanish forms.

Print Options:

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Y	Y	Y	N	Y	N

Mailing Options:

Mailing Options	Option for CW 10 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CW 10 Form
Post to Self-Service Portal	N

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 10 Threshold Languages	CW10_CA.pdf CW10_CH.pdf CW10_RU.pdf CW10_VI.pdf CW10_EN.pdf CW10_SP.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	<p>The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including:</p> <ul style="list-style-type: none"> a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices. 	<p>CW 10 is being added in all available threshold languages and updated existing English and Spanish.</p>

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-247889

ACL 22-66 Resource Limit Increase

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/19/2022	1.0	Initial Draft	Tom Lazio
07/22/2022	1.1	Added Client Correspondence recommendations.	Ayman Hussein
8/30/2022	1.2	Updated to remove form M44-350F from regression testing as it does not have variable population.	Ayman Hussein
9/20/2022	1.3	Updated to remove reason fragment 6133 from section 2.2.2 as it was turned off previously and replaced with fragment 6132.	Ayman Hussein

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1 OVERVIEW

This document identifies required changes to CalSAWS related to the asset limits for the CalWORKs (CW) and Refugee Cash Assistance (RCA) programs for the most recent fiscal year effective January 1, 2023, as informed by the All County Letter (ACL) 22-66.

1.1 Current Design

The resource limits for CW/RCA were last updated for FFY 2021 in SCR CA-227118 with the following values:

- For CW/RCA Assistance Units (AUs) that do not contain a member who is 60 years of age or older or disabled, the property limit increased to \$10,211.
- For CW/RCA AUs that do contain a member who is age 60 years of age or older or disabled, the property limit increased to \$15,317.

1.2 Requests

Per ACL 22-66 effective January 1, 2023, the resource threshold will increase by 6.63 percent in accordance with the California Necessities Index for the most recent fiscal year (2023) to the following values:

- a. When a CW/RCA AU does not include a member who is 60 years of age or older or disabled, the maximum asset limit will be increased from \$10,211 to \$10,888.
- b. When a CW/RCA AU includes a member, who is 60 years of age or older or disabled, the maximum asset limit will be increased from \$15,317 to \$16,333.

1.3 Overview of Recommendations

1. Update CW Property Limit and CW Elderly and Disabled Property Limit amounts to the new limit values.
2. Regression test impacted NOAs and Forms that populate the CalWORKs Property Limits Disregard.

1.4 Assumptions

1. The Federal AFDC eligibility determination for Foster Care (FC) is made based on current property CW property limit. SCR CA-213138 has been drafted to update the EDBC logic to determine federal AFCD determination based on Foster Care property limit.
2. The M44-316C (7/22) version updates will be completed as part of SCR CA-232182. This effort will not be updating form M44-316C.

2 RECOMMENDATIONS

CW/RCA EDBC: Property Limit and Elderly and Disabled Property Limit

2.1.1 Overview

Update CW Property Limit and CW Elderly and Disabled Property Limit amounts to the new limit values detailed in ACL 22-66.

2.1.2 Description of Changes

1. Effective January 1, 2023, the property limit will increase from \$10,211 to \$10,888 for CW/RCA AUs that do not contain a member who is 60 years of age or older or disabled (CT 335-84 CalWORKs Property Limit) and from \$15,317 to \$16,333 for CW/RCA AUs that do contain a member who is age 60 years of age or older or disabled (CT 335-03 CW Elderly and Disabled Property Limit).

2.1.3 Programs Impacted

CW
RCA

2.2 Regression Test Impacted CalWORKs NOA Variable Population

2.2.1 Overview

CW NOAs populate with the property limits for the program in CalSAWS.

2.2.2 Description of Changes

The following NOA Fragments populate the property limits for CalWORKs. These Fragments need to be regression tested to confirm that they populate with the newest values as detailed in ACL 22-66.

ID	Fragment Name	Fragment Text	Languages
6132	CW_DN_PROP_CNT_EXCD_A104	<p>You can not get cash aid if your total countable property is more than <PROP_LIMIT>.</p> <p>If the County figured your car or other vehicle was worth more than you think it's worth, you can give the County proof that it is worth less. Ask the County how. If you can prove it is worth less you may get cash aid.</p>	EN, SP
6200	CW_TN_RES_AMT_LMT_A104	<p>You can not get cash aid if your total countable property is more than <PROP_LIMIT>.</p> <p>If the County figured your car or other vehicle was worth more than you think it's worth, you can give the County proof that it is worth less. Ask the County how. If you can prove it is worth less you may get cash aid.</p>	EN, SP
7333	CW_CH_ARCO_MID_PERIOD_PROPERTY_CHANGE_A996	<p>You recently told the County about a change in property.</p> <p>Normally, the amount of property you reported would make you ineligible for cash aid. The rules say that the County only looks at your property once a year. This means that we will not change your cash aid at this time.</p> <p>Your next report is at your annual redetermination. All information must be</p>	EN, SP

		<p>reported and verified on your redetermination form.</p> <p>The property limit is <LIMIT> or <LIMIT2> if some on the grant is 60 or disabled.</p> <p>To stay eligible for cash aid, you must sell the property for a fair price, and then spend the money to below the property limit or put it into a restricted bank account. You cannot give it away or get a price lower than what is fair.</p> <p>A restricted bank account protects savings for education, housing, or to start a business. You must call your worker and get the CalWORKs paperwork filled out and approved and then open a special (separate) bank account for these savings.</p>	
7799	CW_CH_OVERPAY_RSN_PROP_GOOD_FAITH_A404	<p>You owned property worth more than the <PROP_LIMIT> property limit from to . We found that you believed in "good faith" that you were not over the property limit. When you believe in "good faith" that your property was below the limit, we limit the amount of the overpayment as follows: we look at the total amount of aid paid while you were over the limit and we look at how much your property was over the limit in the one month your property had the highest value. Your overpayment is the smaller of the above two amounts.</p> <p>The month of your highest property was . In that month, you were over the limit. The total amount of aid you got while you were over the limit was . Your total overpayment is , the smaller of the above two amounts.</p>	EN
6133	CW_DN_VEH_VAL_EXCEED_LMT_A128	<p>You can not get cash aid if your total countable property is more than <PROP_LIMIT>.</p> <p>If the County figured your car or other vehicle was worth more than you think it's worth, you can give the County proof</p>	EN, SP

		that it is worth less. Ask the County how. If you can prove it is worth less you may get cash aid. Your countable property is figured on this page.	
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2.3 Regression Test CalWORKs Form Variable Population

2.3.1 Overview

The following Forms auto-populate the property limits for CalWORKs. These Forms will be tested to ensure that they are populating the new values ongoing.

Impacted Forms:

- CW 2218
- SAWS 2A SAR (when generated as part of the CW RE and CW/CF RE packets)
- CW 86 – LA
- ~~M44-350E~~

2.3.2 Description of Change

1. Regression Test Form Variable Population

Regression test the following Forms to verify that the correct property limit is populating for CalWORKs.

Fragment Name	Fragment Text	Languages
CW 2218	<p>Located on Page 6:</p> <p>“There is a \$<LIMIT> limit on the value of the property (e.g. bank accounts, stocks, etc.) that the child can own and be eligible to receive CalWORKs benefits. That limit increases to \$<LIMIT2> if the child has a disability. A child under age 18 can own a vehicle (for example a car, truck, van, motorcycle, etc.) to drive to work, school, job training or to look for work. This also applies during temporary periods of unemployment for the child who customarily drives to and</p>	AE, CA, CH, EN, KO, RU, SP, VI

	<p>from work. Any motor vehicle with an equity value of \$<LIMIT_VD> or less will not count against the \$<LIMIT>. For each motor vehicle with an equity value of more than \$<LIMIT_VD>, the value that exceeds \$<LIMIT_VD> counts against the child's property. If it was given to the child as a gift, a donation, or a family member transferred it to the child, we also do not count it. You will be asked to give the county proof from the Department of Motor Vehicles that it was a gift, donation or transfer from a family member."</p>	
SAWS 2A SAR	<p>Located on Page 9:</p> <p>"There is a \$<LIMIT> limit on the value of the property (e.g. bank accounts, stocks, etc.) that your family can own and be eligible to receive CalWORKs benefits. If someone in your family is at least 60 years of age or disabled the limit is \$<LIMIT2>. Your residence and furniture are not part of the limit. You can own a vehicle (for example a car, truck, van, motorcycle, etc.) as long as what it's worth minus what you owe is less than \$<LIMIT_VD>. If it was given to you as a gift, a donation, or a family member transferred it to you, we do not count it. You will be asked to give the County proof from the Department of Motor Vehicles that it was a gift, donation or transfer from a family member. The vehicle will not count if used by your family for certain special reasons. Ask your worker what those reasons are. Your worker can explain to you how to figure the value of any vehicle."</p>	<p>AE, AR, CA, CH, EN, FA, HM, KO, LA, RU, SP, TG, VI</p>
CW 86 – LA	<p>Located on Page 3:</p> <p>"Money in your restricted account(s) DO NOT count against the property limit you can have and keep getting cash aid. (The property limit is \$<LIMIT> or</p>	<p>AE, CA, CH, EN, KO, RU, SP, TG, VI</p>

	<p>\$<LIMIT2> if there is at least one person in the household who is age 60 or older.) But money in a restricted account DOES count against your property limit if you are applying for cash aid. So if your cash aid stops and you reapply for cash aid, your total countable personal property including any money in your restricted account(s), cannot be more than the property limit."</p> <p>Located on Page 5.</p> <p>"I have read the coversheet. I understand the rules and my responsibilities for starting and keeping a restricted account; the rules for a period of ineligibility; and the need to have resources close to my \$<LIMIT> property limit (\$<LIMIT2> if there is at least one household member who is age 60 or older) for emergencies or other expenses before I start a restricted account. I understand and agree that: "</p> <p>"If my cash aid stops for any reason, and if I reapply for cash aid, my total countable personal property, including any money in the restricted account(s), cannot be more than the \$<LIMIT> property limit (or \$<LIMIT2> if there is at least one household member who is age 60 or older)."</p>	
M44-350F	<p>Located on Page 1:</p> <p>"You owned property worth more than the <Property_Limit> property limit from <BEG_DATE> to <ENDDATE>. This property was available for you to use to support your family while you were on aid."</p>	EN

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.1.2	The LRS shall include an automated method for implementing mass updates triggered by policy changes or mass participant financial changes, including Social Security or Veterans benefits cost of living adjustments (COLAs).	The maximum property limit for CalWORKs AUs will be increased to \$10,888 and \$16,333 for Assistant Units (AU) that include at least one member who is aged 60 or older or disabled.