



California Statewide Automated Welfare System

Design Document

CA-201813

Display Important County Dates Phase I

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Vallari Bathala
	Reviewed By	Edgars Reinholds

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/04/2020	1.0	Initial Revision	Vallari Bathala
7/8/2022	1.1	Added Fiscal, Tech Arch, Online, and Batch sections	Howard Suksanti, Gerald Limbrick, Jimmy Tu, Henry Lee

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Home page	6
2.1.1	Overview	6
2.1.2	County Calendar page Mockup	6
2.1.3	Description of Changes	6
2.1.4	Page Location	6
2.1.5	Security Updates.....	6
2.1.6	Page Mapping.....	6
2.1.7	Page Usage/Data Volume Impacts	7
2.2	County Calendar page.....	7
2.2.1	Overview	7
2.2.2	County Calendar page Mockup	7
2.2.3	Description of Changes	9
2.2.4	Page Location	11
2.2.5	Security Updates.....	11
2.2.6	Page Mapping.....	11
2.2.7	Page Usage/Data Volume Impacts	11
2.3	County Calendar Date Detail page	11
2.3.1	Overview	11
2.3.2	County Calendar Date Detail page Mockup.....	12
2.3.3	Description of Changes	12
2.3.4	Page Location	12
2.3.5	Security Updates.....	13
2.3.6	Page Mapping.....	13
2.3.7	Page Usage/Data Volume Impacts	13
2.4	Fiscal: Create New County Holidays Table	14
2.4.1	Overview	14

2.4.2	Description of Change.....	14
2.5	CalSAWS Tech Arch changes	14
2.5.1	Overview	14
2.5.2	Description of Change.....	14
2.5.3	Performance Impact.....	15
2.6	Batch & Interface: Modify Batch-FACHelper module	15
2.6.1	Overview	15
2.6.2	Description of Change.....	15
2.7	Batch & Interface: Modify Batch jobs to use the new Holiday table	15
2.7.1	Overview	15
2.7.2	Description of Change.....	15
2.7.3	Execution Frequency.....	16
2.7.4	Key Scheduling Dependencies	16
2.7.5	Counties Impacted	16
2.7.6	Data Volume/Performance.....	16
2.7.7	Failure Procedure/Operational Instructions.....	16
2.8	Fiscal: Update Fiscal Batch Jobs.....	16
2.8.1	Overview	16
2.8.2	Description of Change.....	16
2.8.3	Execution Frequency.....	17
2.8.4	Key Scheduling Dependencies	17
2.8.5	Counties Impacted	17
2.8.6	Data Volume/Performance.....	17
2.8.7	Failure Procedure/Operational Instructions.....	17
2.9	Fiscal/Batch: Code Table Change Request	17
2.9.1	Overview	17
2.9.2	1.1.2 Description of Change.....	17
2.9.3	1.1. Estimated Number of Records Impacted/Performance	18
3	Requirements.....	18
3.1	Project Requirements.....	18

1 OVERVIEW

The purpose of this SCR is to create a page in CalSAWS in which County users can view Counties holidays and important dates. This link will be accessible from the CalSAWS application homepage.

1.1 Current Design

At the end of each calendar year, Counties are required to identify all holidays observed for the following year. These dates are used to determine when batch jobs will and will not run throughout the year. To change or update the holiday dates, Counties need to the current Change Request (CR) process.

1.2 Requests

Create a process which will allow each County to view County Holiday Dates and other important County Dates. The process will be implemented in two phases. This SCR CA-201813 will be phase 1 and SCR CA-237401 will be phase 2.

1.3 Overview of Recommendations

1. Create a new page with a Calendar. The Calendar will display all County Holidays, Main Payroll Dates, 10-Day cutoff Dates, and Batch Discontinuance Dates.
2. Create a new page to view details of a specific Calendar entry.
3. Move all Important County Dates from Codes tables to a separate table in the database. Change architecture and scripts to use new table.
4. Modify the architecture Date class to use the new table for the holiday and bank holiday logic.
5. Modify Batch FAC Helper module to use the new Holiday table.
6. Modify Program Person Sanction Status Update Batch module to use the new Holiday table.
7. Modify Medi-Cal Auto Rescind batch job (PB00E155) to use the new Holiday table.
8. Modify Sync SNB with CalFresh batch job (PB00E111) to use the new Holiday table.
9. Modify Fiscal Batch jobs to use the new Holiday table.

1.4 Assumptions

1. CIT will still be sent out to gather Holidays for each County.
2. CA-237392 will update BenefitsCal API to use the new Holiday table.
3. CA-237525 will update Reports to use the new Holiday table.

2 RECOMMENDATIONS

2.1 Home page

2.1.1 Overview

Add a Link to the Home page to access the new County Calendar page (see below).

2.1.2 County Calendar page Mockup



Figure 2.1.2.1 – Link to Holiday Calendar will be on the Home Page

2.1.3 Description of Changes

1. Add a 'County Calendar' link to the Quick Links section, to navigate to the new County Calendar page.

Note: In line with the functionality of existing Quick Links, users with the ability to log in with more than one county must select a County and click the 'Submit' button to complete selecting a different county i.e., changing the 'County' dropdown without clicking the 'Submit' button will result in this link showing the calendar for the default or previously selected County.

2.1.4 Page Location

Home Page

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 County Calendar page

2.2.1 Overview

Online page will show the new County Calendar. Each County will only be able to view important dates related to the County of the worker who is logged in.

2.2.2 County Calendar page Mockup

County Calendar

*- Indicates required fields


County:
Los Angeles

Year: *
2021

Date Type:
-Select-

Date Name:

September 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2021

Date Name	Date
New Year's Day	01/01/2021
(Bank Holiday/ State holiday)	01/04/2021
Main Payroll date FC (Jan)	01/05/2021
Main Payroll date FS (Jan)	01/05/2021
Main Payroll date KG (Jan)	01/05/2021
Martin Luther King Day	01/18/2021
Presidents' Day	02/15/2021
Cesar Chavez Day	03/31/2021
Memorial Day	05/31/2021
Independence Day	07/05/2021
Labor Day	09/07/2021
Thanksgiving Day	11/25/2021
Main Payroll date FC (Jan)	01/01/2021
Martin Luther King Day	01/18/2021

Figure 2.2.2.1 - County Calendar page (default view/ prior to clicking search or entering parameters, **when current month is September 2021**)

County Calendar

*- Indicates required fields

County:

Los Angeles

Year: *

2021

Date Type:

County Holidays

Date Name:

Search

Search

September 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2021

No Data Found

Figure 2.2.2.2 - No Search Results (after selecting a Date Type **with no entries/results for the selected year** and pressing the 'Search' button)

County Calendar

*- Indicates required fields

County:

Los Angeles

Year: *

2023

Date Type:

-Select-

Date Name:

Search

January 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2023

Date Name	Date
New Year's Day	01/01/2023
(Bank Holiday/ State holiday)	01/02/2023
Main Payroll date FC (Jan)	01/05/2023
Main Payroll date FS (Jan)	01/05/2023
Main Payroll date KG (Jan)	01/05/2023
Martin Luther King Day	01/18/2023
Presidents' Day	02/15/2023
Cesar Chavez Day	03/31/2023
Memorial Day	05/31/2023
Independence Day	07/05/2023
Labor Day	09/07/2023
Thanksgiving Day	11/25/2023
Main Payroll date FC (Jan)	01/01/2023
Martin Luther King Day	01/18/2023

Figure 2.2.2.3 – Greyed Out 'Prev' Icon (Year Only search, after pressing the 'Search' button, or after a Default search) **when showing the first month of the year**

2.2.3 Description of Changes

1. Create a new 'County Calendar' page to highlight county specific important dates. All users with access to the CalSAWS system will have the ability to view the County Calendar page.
2. At the top of the page, show the Required Field icon and text "- Indicates required fields"
3. Create a Search section to allow the user to filter by year, type, or by the name of a holiday or important date:
 - a. Add a 'Year' dropdown, with a Required Field icon
 - i. Populate the dropdown with an empty '-Select-' option and any years that have an associated date available i.e., only show options for years that have a holiday or important date for the logged in county.
 - ii. Default to the current year or to a '-Select-' option if the current year has no associated dates.
 - iii. On searching, limit the search results to those associated to the selected year
 - b. Add a 'Date Type' dropdown. When a selection was made, on searching, limit the search results to dates of the selected Type.
 - i. Add options for:

1. -Select- (Default)
2. Batch 10 – day cutoff Dates
3. Batch Discontinuance Dates
4. County Holidays
5. Main Payroll Dates – AAP
6. Main Payroll Dates – Cash and Food
7. Main Payroll Dates – Foster Care
8. Main Payroll Dates – KG
- ii. Display the empty '-Select-' option first, followed by the other options in alphabetically ascending order
- c. Add a 'Date Name' text box:
 - i. When text is entered in this box, on searching, limit the search results to date names that include the entered text, ignore capitalization e.g., entering "YEAR" will return the "New Year's Day" Date even though text from the middle of the Date name was entered using different capitalization than what appears in the database.
 - ii. Add logic to filter out programming language specific characters entered in the text box e.g., %, *, and < characters will be ignored during the search
4. Add a 'Search' button above and below the Search section:
 - a. This button will initiate the search
 - b. If no 'Year' is selected, show a validation message as: "Year - Field is required. Please enter a value."
5. Add a Calendar which will allow users to toggle to previous and future months:
 - a. The Calendar will show only 1 month at a time, default to the current month and year
 - b. On searching, show the earliest month, within the selected year, with a search result, or the current month if no results are returned
 - c. Indicate days with search results, using an icon. If no 'Date Type' or 'Date Name' was entered, in the search criteria, show the indicator icon on each day of the selected month, that has any holiday or important date for the county
 - i. Add arrow left and right icons to toggle backwards or forward to the previous or next month, with image alternate text as "Prev" & "Next" respectively
 - ii. As the user toggles through the calendar months: When reaching the end of the year i.e., January or December, grey out and disable the relevant icon so that the user is not able to toggle to a different year
6. Add a table beside the calendar to show the search results
 - a. Add an outer panel with a header showing the selected year
 - b. Add a table with columns/headers for:
 - i. 'Date Name': the name of the date as entered in the County Holidays Calendar table (see the section labeled: Create New County Holidays Table). Show the

Date Name as a link to the County Calendar Date Detail page (see below) in view mode **Note:** Edit mode will not be available until the phase 2 SCR

- ii. 'Date' formatted as: MM/DD/YYYY
- c. Add a scroll bar. Limit the maximum height of the outer panel to the same height as the calendar
- d. Default the table to show all holidays and important dates in the current year, when no search filters were entered
- e. If no results are returned, show the column headers only, with a text message as: "No Data Found"

2.2.4 Page Location

1. **Home page** > click the '**County Calendar**' link in the '**Quick Links**' section

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

Create page mapping for this page.

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 County Calendar Date Detail page

2.3.1 Overview

The County Calendar Date Detail page will show details of a holiday or important county date.

2.3.2 County Calendar Date Detail page Mockup

County Calendar Date Detail

* - Indicates required fields

County:
Los Angeles

Date Information

Type *	Name *	Date *
Batch Discontinuance Dates	RE Discontinuance Date	12/31/2021

Figure 2.3.2.1 - County Calendar Date Detail page

2.3.3 Description of Changes

1. Create a new 'County Calendar Date Detail' page to view a specific important date. All users with access to the CalSAWS system will have the ability to view the County Calendar Date Detail page in view mode.
2. At the top of the page, show the Required Field icon and text "- Indicates required fields" **Note:** This SCR, for phase 1, will only implement the view mode. Required Field indicators for this page are included based on an Edit mode which is planned for phase 2 of the solution.
3. Add a 'Close' button to the top and bottom of the page: This button will navigate to the County Calendar page.
4. Add a 'County' label and field to show the County being displayed. **Note:** The County the user is logged in with will always display, even when viewing details of a date entry associated with multiple counties
5. Add a 'Date Information' panel with an inner table, with column headers showing the Required Field indicator after each column header. Add headers for:
 - a. 'Type': the decoded type from the new County Holidays table (see the section labeled: Create New County Holidays Table)
 - b. 'Name': the name of the date as entered in the new County Holidays table
 - c. 'Date': formatted as: MM/DD/YYYY

2.3.4 Page Location

Home page > click the '**County Holidays**' link in the '**Quick Links**' section > click the **Date_Name** link on the County Calendar page

2.3.5 Security Updates

N/A

2.3.6 Page Mapping

Create page mapping for this page.

2.3.7 Page Usage/Data Volume Impacts

N/A

2.4 Fiscal: Create New County Holidays Table

2.4.1 Overview

Important County dates are currently stored in the Codes table. Therefore, a new table will be created to store all County Holidays.

2.4.2 Description of Change

1. Create a DBCR to create a new table in the Database to store the following Important date types:
 - a. Main Payroll Dates – AAP
 - b. Main Payroll Dates – Cash and Food
 - c. Main Payroll Dates – Foster Care
 - d. Main Payroll Dates – KG
 - e. County Holidays
 - f. Batch Discontinuance Dates
 - g. Batch 10 – day cutoff Dates
2. Consolidate County Holiday dates, Main payroll dates, etc. to store and display on the online page (CTCR and DCR).
3. Create a new common method to retrieve Batch 10-day cutoff dates.

2.5 CalSAWS Tech Arch changes

2.5.1 Overview

Important County dates are currently stored in the Codes table. Therefore, a new table will be created to store all County Holidays.

2.5.2 Description of Change

1. Modify the architecture Date class to use the new table instead of the code detail table.
 - a. isHoliday method
 - b. isBankHoliday method - may be legacy code that's no longer used
2. Cache the important dates and look to the cache before querying the database.

2.5.3 Performance Impact

Performance impact will be evaluated as a part of release performance testing for this release.

2.6 Batch & Interface: Modify Batch-FACHelper module

2.6.1 Overview

FACHelper module is a module that batch jobs use for retrieving the Batch 10-day cutoff dates. Currently the module retrieves the Batch 10-Day cutoff dates from Code detail (CT 10513).

2.6.2 Description of Change

Update the FACHelper module to use the new holidays table to get the Batch 10-Day cutoff dates.

2.7 Batch & Interface: Modify Batch jobs to use the new Holiday table

2.7.1 Overview

Program Person Sanction Status Update Batch uses the 10-day cutoff date to determine the sanction effective date. When the batch run after the 10-day cutoff date, the Sanction effective date will be the month after the following month.

Medi-Cal Auto Rescind batch job (PB00E155) uses Code detail (CT 10513) to determine the Batch 10-Day cutoff dates.

PB00E111 job uses Code detail (CT 10513) to determine the Batch10-Day cutoff dates.

2.7.2 Description of Change

Update the batch jobs below to use the new table to get the 10-day cutoff date.

1. PBXXS881 - Set Sanction status for WTW/REP after 20 days of Non-Compliance.
2. PBXXS882 - Set Sanction status for WTW/REP after 20 days Non-Compliance and the Reason Code is not Conciliation or Curing Sanction.

3. PBXXS883 - Set Sanction status for WTW/REP when no-show for on Appraisal appointment.
4. PB00E155 - Medi-Cal Auto Rescind batch job.
5. PB00E111 - Sync SNB with CalFresh batch job.

The batch jobs will use the new common method to retrieve the 10-day cutoff date.

2.7.3 Execution Frequency

No change.

2.7.4 Key Scheduling Dependencies

No change.

2.7.5 Counties Impacted

CalSAWS counties.

2.7.6 Data Volume/Performance

N/A.

2.7.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.8 Fiscal: Update Fiscal Batch Jobs

2.8.1 Overview

The following jobs use code detail (CT 10451) to determine the dates. We will be updating these jobs to reference the new table.

2.8.2 Description of Change

1. Update the following batch jobs to reference the new table instead of code table category 10451.
 - a. Future Month Supplemental GR Sweep Batch (PB19F322)
 - b. Future Month Supplemental NB Sweep Batch (PB00F325)
 - c. Future Month Supplement Sweep Batch (PB19F326) (PB00F326).

- d. Nightly EDBC Sweep Batch (PB00F318) (PB00F302)
- e. Nightly FC EDBC Sweep Batch (PB00F304) (PB19F304)
- f. Nightly FC Stop Dated Placement Sweep Batch (PB19F313)

2.8.3 Execution Frequency

No change.

2.8.4 Key Scheduling Dependencies

No change.

2.8.5 Counties Impacted

CalSAWS counties.

2.8.6 Data Volume/Performance

N/A.

2.8.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.9 Fiscal/Batch: Code Table Change Request

2.9.1 Overview

Create a new code table category for County Dates.

2.9.2 1.1.2 Description of Change

1. Create a new code table category to store county dates.
2. Create the following types in the new category to store county dates:
 - a. Main Payroll Dates – AAP
 - b. Main Payroll Dates – Cash and Food
 - c. Main Payroll Dates – Foster Care
 - d. Main Payroll Dates – KG
 - e. County Holidays
 - f. Batch Discontinuance Dates
 - g. Batch 10 – day cutoff Dates

2.9.3 1.1. Estimated Number of Records Impacted/Performance

~7 records impacted.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.1.2.3	The LRS shall provide COUNTY-specified Users with a method for viewing business rules for any part of the LRS Data entry, change processing, or eligibility determination processes and shall provide links to policy requirements.	The SCR will add a page that display County Holiday dates.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-203671

ACWDL 18-17 and 17-25: Add MC 604 MDV
Doctor's Verification to Template Repository

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Tiffany Huckaby

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/13/2020	1.0	Initial Draft	James Tran
10/27/2020	1.1	Revisions based on BA meeting: Threshold languages inclusion, BRM/coversheet header and variable population	James Tran
08/11/2021	1.2	Formatting	Maria Jensen
08/19/2021	1.3	Build/ST Review fixes	Maria Jensen, Tiffany Huckaby
08/27/2021	1.4	MC CC Committee input	Maria Jensen

Table of Contents

1	Overview	4
1.1	Current Design.....	4
1.2	Requests.....	4
1.3	Overview of Recommendations.....	4
1.4	Assumptions	4
2	Recommendations.....	5
2.1	Adding a New Form MC 604 MDV.....	5
2.1.1	Overview	5
2.1.2	Description of Change.....	5
3	Supporting Documents	9
4	Requirements.....	9
4.1	Project Requirements.....	9
5	Appendix.....	10
5.1	Application Process	10

1 OVERVIEW

With regulation ACWDL 17-25, changes were made to clarify the definition of an “institutional spouse”. The new definition allows for a broader and more immediate application of the spousal impoverishment provisions for those receiving Home and Community-Based Services (HCBS).

The **MC 604 MDV** form will be used to verify the individuals participating in the In-Home Supportive Services/Community First Choice Option (IHSS/CFCO) program. The form is used to verify that the patient likely requires nursing facility level of care for at least 30 consecutive days unless he/she receives in-home care and support services that will permit him/her to reside safely at home.

Verification of the individual's need for this service is a multiple step process. The process begins with obtaining the individual's authorization and signature in the “Patient Authorization” section of the **MC 604 MDV** form allowing their doctor to release this information to the county. After receiving patient authorization, the county will seek verification from the doctor that the individual will require this service by signing the “DOCTOR'S INFORMATION” section of the form.

1.1 Current Design

The **MC 604 MDV** – “Doctor's Verification for Home and Community Based Services Under Spousal Impoverishment Provisions” form does not currently exist in the CalSAWS system.

1.2 Requests

The **MC 604 MDV** – “Doctor's Verification for Home and Community Based Services Under Spousal Impoverishment Provisions” form will be added to the Template Repository.

1.3 Overview of Recommendations

Add form **MC 604 MDV** - “Doctor's Verification for Home and Community Based Services Under Spousal Impoverishment Provisions” to the Template Repository, in English and all CalSAWS threshold languages.

1.4 Assumptions

1. If a threshold language version is being sent out, the English version will also be sent out.
2. After the form is generated in a Threshold language and saved to Distributed Documents, an English version of the MC 604 MDV form will be available in the Document Detail page, as per current functionality.
3. Per CA-214917 counties are now able to set up any Tasks around the MC 604 MDV as necessary for their county processes.
4. By the time of this SCR's release, the CalSAWS functionality will insert Imaging Barcode on every impression of a form for all counties.

2 RECOMMENDATIONS

2.1 Adding a New Form MC 604 MDV

2.1.1 Overview

The effort is adding the new form MC 604 MDV - “Doctor’s Verification for Home and Community Based Services Under Spousal Impoverishment Provisions” into CalSAWS.

State Form: MC 604 MDV (8/17)

Programs: Medi-Cal

Attached Forms: English version of the MC 604 MDV when generated in a Threshold Language

Forms Category: Form

Template Repository Visibility: All Counties

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

2.1.2 Description of Change

1. Create MC 604 MDV Form XDP

Create form MC 604 MDV to match the latest version found on the DHCS website (8/17).

- The initial two pages of the XDP will be the Coversheet and the BRM Header
- The following two pages of the XDP will be the MC 604 MDV Form in its respective threshold language
- If the MC 604 MDV Form is generated in a Threshold Language the English version of the MC 604 MDV Form will generate after the Threshold version.

Technical Note: The Threshold language verbiage followed by the English verbiage will be in the same XDP, so there is only one occurrence of the Coversheet and BRM Header per form generation.

Form Header: Coversheet with Standard Header (Header_1) in Threshold languages on 1st page, BRM Header (Header_BRM) in Threshold languages on back of the first page

Form Title (Document List Page Displayed Name): Doctor Verification

Form Number: MC 604 MDV (8/17)

Include NA Back 9: N

Imaging Form Name: Doctors Verification

Imaging Document Type: Medical Reports/Records

Form Mockups/Examples: See Supporting Documents #1

2. Add Form Variable Population

Form Coversheet Variables:

The BRM Coversheet Form headers of CalSAWS will be used along with the existing variable population logic.

Form Body Variables:

Variable Name	Population	Formatting	Editable*/ Field Type	Template Repository	Populates with Form Generation
PATIENT_NAME	Pulls from the Participant's Name FMT_NAME	Arial Font Size 10	Y, Text field	Y	N/A, Template Repository only
PATIENT_DOB	Pulls from the Participant's Date of Birth PERS.DOB Format: MM/DD/YYYY	Arial Font Size 10	Y, Date field	Y	N/A, Template Repository only
CLIENT_INDEX_NUMBER	Pulls from the Participant's Client Index Number (CIN) PERS.CIN_NUM_IDENTIF	Arial Font Size 10	Y, Text field	Y	N/A, Template Repository only

* Note: The Editable column of the table above refers to if the variable will be editable when populated. When generating a Blank Form from Template Repository the field will be editable unless otherwise indicated.

Variables Requiring Translations: N/A

3. Add Form Control

The MC 604 MDV form will have the following barcode:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	Y	Y

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

4. Add Form to Template Repository

The form MC 604 MDV, for English and all including CalSAWS Threshold Languages, will be added to the Template Repository.

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

5. Add Form Print Options and Mailing Requirements

The following Print Options will be included for the form MC 604 MDV - Doctor's Verification for Home and Community Based Services Under Spousal Impoverishment Provisions:

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 Requirements:

Mail-To (Recipient): Participant (Person selected in Document Parameters)

Mailed From (Return): Program Worker's Office Address

Mail-back-to Address: Business Reply Mail Address

Outgoing Envelope Type: Standard Outgoing Mail

Mailing Priority: 01 (Same Day Priority)

Return Envelope Type: Returned Pre-Paid Envelope (BRM)

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to SSP: Yes

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	Zip file containing form mockup for MC 604 MDV in English and all CalSAWS threshold languages.	CA-203671 PDF Mockups.zip

4 REQUIREMENTS

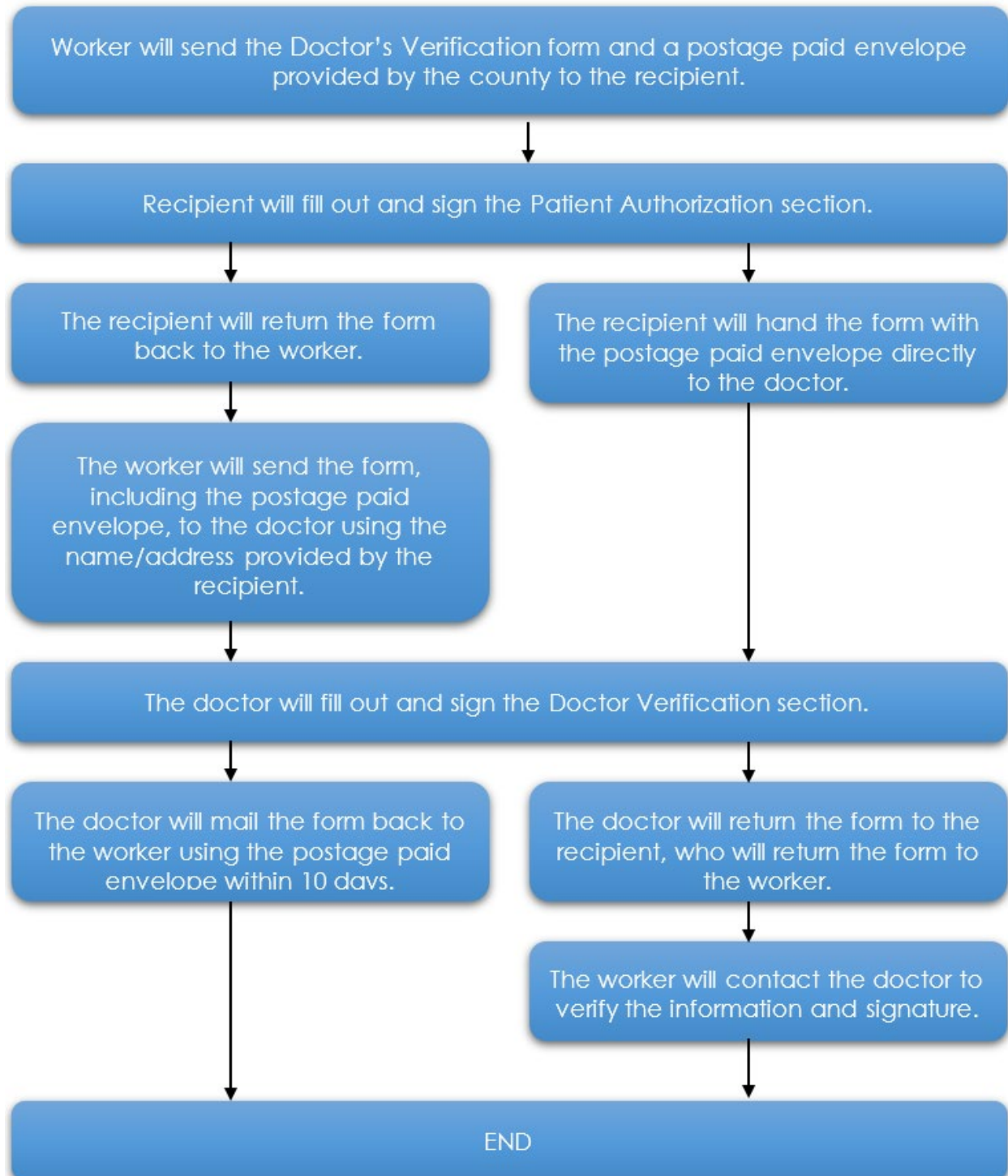
4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.1.2 CAR-1206	The LRS shall generate written material, including notices, NOAs, forms, flyers, letters, and stuffers, to applicants, participants, caregivers, sponsors, authorized representatives, and/or any other entities, in English, all threshold languages, and any other language for which the State has provided a translation.	This SCR involves printing verification form that is sent to the Doctor.

5 APPENDIX

5.1 Application Process

The application process is outlined below:



CalsAWS

California Statewide Automated Welfare System

Design Document

CA-204193

Update CAPI Denial NOAs per newest version of
NA 691

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	Tiffany Huckaby

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/30/2021	0.1	Initial Draft	Maria Jensen
09/13/2021	0.2	PR review fixes	Maria Jensen, Tiffany Huckaby
09/30/2021	0.3	PR & BA comments: added reasons, added Template Repository version, completed Regulations	Maria Jensen
04/06/2022	0.4	Added handling of existing reasons not present in State NOA	Maria Jensen
05/05/2022	0.5	PR Review fixes	Maria Jensen
05/19/2022	0.6	Added Appendix with triggers for fragments to be updated Fixed Imaging fields	Maria Jensen
05/31/2022	0.7	Added SCR for leftover threshold langs Corrected available languages for form NA 691	Maria Jensen
06/15/2022	0.8	Added 'new' mention for added languages for updated fragments Added English mockups for fragments	Maria Jensen
08/12/2022	0.9	Added mention of NA Back 9 var population per new template	Maria Jensen
09/19/2022	1.0	SCRB Comments fixes	Maria Jensen

Table of Contents

1	Overview	6
1.1	Current Design.....	6
1.2	Requests.....	6
1.3	Overview of Recommendations.....	6
1.4	Assumptions	6
2	Recommendations.....	7
2.1	Update the CAPI Denial NOA Action Fragment	7
2.1.1	Overview	7
2.1.2	Form/NOA Verbiage	7
2.1.3	Form/NOA Variable Population	8
2.1.4	Form/NOA Generation Conditions.....	8
2.2	Update the CAPI Failed to Comply SSA Requirement NOA Reason	8
2.2.1	Overview	8
2.2.2	Form/NOA Verbiage	8
2.2.3	Form/NOA Variable Population	9
2.2.4	Form/NOA Generation Conditions.....	10
2.3	Update the CAPI Income Exceeds Limit NOA Reason	10
2.3.1	Overview	10
2.3.2	Form/NOA Verbiage	10
2.3.3	Form/NOA Variable Population	11
2.3.4	Form/NOA Generation Conditions.....	11
2.4	Update the CAPI Institution NOA Reason	11
2.4.1	Overview	11
2.4.2	Form/NOA Verbiage	12
2.4.3	Form/NOA Variable Population	12
2.4.4	Form/NOA Generation Conditions.....	12
2.5	Update the CAPI Not Aged, Blind or Disabled NOA Reason	13
2.5.1	Overview	13
2.5.2	Form/NOA Verbiage	13
2.5.3	Form/NOA Variable Population	13
2.5.4	Form/NOA Generation Conditions.....	14
2.6	Update the CAPI Resources Exceed Limit NOA Reason.....	14

2.6.1	Overview	14
2.6.2	Form/NOA Verbiage	14
2.6.3	Form/NOA Variable Population	15
2.6.4	Form/NOA Generation Conditions.....	15
2.7	Update the CAPI SSI/SSP Recipient NOA Reason.....	15
2.7.1	Overview	15
2.7.2	Form/NOA Verbiage	16
2.7.3	Form/NOA Variable Population	16
2.7.4	Form/NOA Generation Conditions.....	17
2.8	Update the Withdrawal: Client's Request NOA Reason.....	17
2.8.1	Overview	17
2.8.2	Form/NOA Verbiage	17
2.8.3	Form/NOA Variable Population	17
2.8.4	Form/NOA Generation Conditions.....	18
2.9	Update the Not A California Resident NOA Reason.....	18
2.9.1	Overview	18
2.9.2	Form/NOA Verbiage	18
2.9.3	Form/NOA Variable Population	18
2.9.4	Form/NOA Generation Conditions.....	19
2.10	Update the Citizen/Immigration Not Met NOA Reason	19
2.10.1	Overview	19
2.10.2	Form/NOA Verbiage	19
2.10.3	Form/NOA Variable Population	19
2.10.4	Form/NOA Generation Conditions.....	20
2.11	Add a new CAPI NOA Reason of Probation/Parole Violator	20
2.11.1	Overview	20
2.11.2	Form/NOA Verbiage	20
2.11.3	Form/NOA Variable Population	21
2.11.4	Form/NOA Generation Conditions.....	21
2.12	Add a new CAPI NOA Reason of Fleeing Felon.....	21
2.12.1	Overview	21
2.12.2	Form/NOA Verbiage	22
2.12.3	Form/NOA Variable Population	22
2.12.4	Form/NOA Generation Conditions.....	22
2.13	Add form NA 691 to Template Repository.....	23

2.13.1	Overview	23
2.13.2	Form/NOA Verbiage	23
2.13.3	Form/NOA Variable Population	24
2.13.4	Form/NOA Generation Conditions.....	25
2.14	Update the template version for all reasons.....	26
2.14.1	Overview	26
2.14.2	Description of Changes	26
3	Supporting Documents	27
4	Requirements.....	29
4.1	Project Requirements.....	29
5	APPENDIX	30

1 OVERVIEW

This SCR will update the CAPI Denial NOA in the CalSAWS system for all 58 counties, to match the newest State version of NA 691 (3/18).

1.1 Current Design

Currently the automated CAPI Denial NOA generates from EDBC in the CalSAWS system under the (9/99) revision in English and Spanish only.

1.2 Requests

1. Update the CAPI Denial NOAs based on the newest version of the NA 691 (3/18).
2. Implement the CAPI Denial NOAs in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.
3. Add State form NA 691 (3/18) to Template Repository in the following languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.

1.3 Overview of Recommendations

1. Update the CAPI Denial NOA Fragments based on the newest version of the NA 691 (3/18).
2. Implement the CAPI Denial NOAs in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.
3. Add State form NA 691 (3/18) to Template Repository in the following languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.

1.4 Assumptions

1. This effort will not be introducing the following threshold languages: Arabic, Hmong, and Lao as they have not been provided by the State at the time of this design. SCR CA-246096 has been created for this purpose.
2. There will be no updates to the generation conditions of the existing CAPI Denial NOA Fragments with this effort.
3. Per existing functionality, a GEN 1365 is included in the same envelope with the NA 691 English version when the participant's primary language is a language other than the currently supported languages for this NOA.
4. The C-IV system handled regulations by aggregation. Currently the CalSAWS system handles regulations by concatenation. SCR CA-250358 will handle Regulations by aggregation in the CalSAWS system.
5. There are NOA reasons (see list in Supporting Documents #5) in the CalSAWS system which are not present in the newest version of the State NOA. The section with the checkbox "Other" will cover these reasons. When generating NA 691 via the Template Repository, it is up to the worker to select the checkbox "Other" and fill in the reason manually.

6. CAPI Denial NOAs do not have any associated Message fragments.
7. When adding NA 691 to the Template Repository, the standard NA Back 9 will be used. Hearing Address, Legal Aid Phone and County Name will be prepopulated and editable, several other fields will be empty and editable.

2 RECOMMENDATIONS

2.1 Update the CAPI Denial NOA Action Fragment

2.1.1 Overview

This SCR will update the verbiage of the Action fragment for the CAPI Denial NOA in CalSAWS, to match the newest State version of NA 691 (3/18). This SCR will also add the Action fragment in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.

Action Fragment Name and ID: CL_DN_ACTION1 (Fragment ID: 4084)

State Form/NOA: Taken from State Form NA 691 (revision 3/18)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages: English and Spanish

2.1.2 Form/NOA Verbiage

Update CAPI Denial Fragment XDP

Update the CAPI Denial Fragment verbiage.

Updated Languages:

English, Spanish, Armenian (new), Cambodian (new), Chinese (new), Farsi (new), Korean (new), Russian (new), Tagalog (new), Vietnamese (new)

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	Application for the Cash Assistance Program for Immigrants (CAPI) dated <DATE> has been denied for: <Person> because:	Your application for the Cash Assistance Program for Immigrants (CAPI) dated <DATE> has been denied because:	Arial Font Size 10

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

2.1.3 Form/NOA Variable Population

Update Fragment Variable Population

Remove the <Person> variable from the Action fragment and the application logic. There are no new variables being added with this update.

Variables Requiring Translations: None

2.1.4 Form/NOA Generation Conditions

N/A, there are no updates to the Generation Conditions for this Denial Action fragment.

2.2 Update the CAPI Failed to Comply SSA Requirement NOA Reason

2.2.1 Overview

Update the verbiage of the Failed to Comply SSA Requirement NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_FAIL_COMPLY_SSA_REQ_C117 (Fragment ID: 7387)

State Form/NOA: Derived from NA 691 (4th reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English and Spanish

2.2.2 Form/NOA Verbiage

Update Failed to Comply SSA Requirement Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA Reason for Failed to Comply SSA Requirement.

Updated Languages:

English, Spanish, Armenian (new), Cambodian (new), Chinese (new), Farsi (new), Korean (new), Russian (new), Tagalog (new), Vietnamese (new)

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	You failed to provide proof that you applied for SSI benefits, or have taken all necessary steps to obtain SSI benefits.	You failed to provide proof that you applied for all possible benefits (including SSI), or you failed to take all necessary steps to obtain those benefits.	Arial Font Size 10

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

2.2.3 Form/NOA Variable Population

1. Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Sections 49-030, 49-060.1(j).

2. Add/Update NOA Title and Footer Reference for Reason fragment

The following references will be included or updated for the CAPI Denial NOA Reason, for all available languages.

NOA Title:

NOA Title Requires Translations: Yes, See Supporting Documents #4 for the Title in the following languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.

Note: There will be no updates to the Title for the currently implemented languages (English and Spanish).

Updated NOA Footer: NA 691 (3/18)

NOA Footer Requires Translations: No

2.2.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.3 Update the CAPI Income Exceeds Limit NOA Reason

2.3.1 Overview

Update the verbiage of the Income Exceeds Limit NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_INCOME_EXCEEDS_LIMIT_C301 (Fragment ID: 7409)

State Form/NOA: Derived from NA 691 (2nd reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English

2.3.2 Form/NOA Verbiage

Update Income Exceeds Limit Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA Reason for Income Exceeds Limit.

Updated Languages:

English, Spanish (new), Armenian (new), Cambodian (new), Chinese (new), Farsi (new), Korean (new), Russian (new), Tagalog (new), Vietnamese (new)

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	Your income of <AMOUNT> is more than the allowable limit.	Your income of \$<AMOUNT>, which may include income deemed from your spouse or sponsor(s), exceeds the allowable limit.	Arial Font Size 10

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

2.3.3 Form/NOA Variable Population

There are no variables to be updated in this fragment.

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-035.

2.3.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.4 Update the CAPI Institution NOA Reason

2.4.1 Overview

Update the verbiage of the Institution NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_INSTITUTION_C104 (Fragment ID: 7363)

State Form/NOA: Derived from NA 691 (7th reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English, Spanish

2.4.2 Form/NOA Verbiage

Update Institution Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA for the Institution Reason.

Updated Languages:

English, Spanish, Armenian (new), Cambodian (new), Chinese (new), Farsi (new), Korean (new), Russian (new), Tagalog (new), Vietnamese (new)

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	You are a resident of a public institution.	You are currently a resident of a public institution and have been residing there for an entire calendar month or more.	Arial Font Size 10

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

2.4.3 Form/NOA Variable Population

There are no variables to be populated in this fragment.

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-010.21.

2.4.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.5 Update the CAPI Not Aged, Blind or Disabled NOA Reason

2.5.1 Overview

Update the verbiage of the Not Aged, Blind or Disabled NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_NOT_DISABLED_OR_65_C005 (Fragment ID: 7340)

State Form/NOA: Derived from NA 691 (9th reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English, Spanish

2.5.2 Form/NOA Verbiage

Update Not Aged, Blind or Disabled Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA Reason for Not Aged, Blind or Disabled.

Updated Languages:

English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	You are not age 65 or older, blind or disabled.	You are under the age of 65 and you are neither blind nor disabled.	Arial Font Size 10

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

2.5.3 Form/NOA Variable Population

There are no variables to be populated in this fragment.

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-025.

2.5.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.6 Update the CAPI Resources Exceed Limit NOA Reason

2.6.1 Overview

Update the verbiage of the Resources Exceed Limit NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_RESOURCE_EXCEED_LIMIT_C201
(Fragment ID: 7406)

State Form/NOA: Derived from NA 691 (3rd reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English, Spanish

2.6.2 Form/NOA Verbiage

Update Resources Exceed Limit Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA Reason for Resources Exceed Limit.

Updated Languages:

English, Spanish, Armenian (new), Cambodian (new), Chinese (new), Farsi (new), Korean (new), Russian (new), Tagalog (new), Vietnamese (new)

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	Your resources exceed the allowable limit of <AMOUNT1> for an individual or <AMOUNT2> for a couple.	Your resources, which may include resources deemed from your spouse or sponsor(s), exceed the allowable limit of \$2,000 for an individual or \$3,000 for a couple.	Arial Font Size 10

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

2.6.3 Form/NOA Variable Population

Update Fragment Variable Population

Remove the <AMOUNT1> and <AMOUNT2> variables from the Reason fragment.

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-040.

2.6.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.7 Update the CAPI SSI/SSP Recipient NOA Reason

2.7.1 Overview

Update the verbiage of the SSI/SSP Recipient NOA Reason for the CAPI program.

Reason Fragment Name and ID: CI_DN_SSI_SSP_RECIPIENT_C006 (Fragment ID: 7344)

State Form/NOA: Derived from NA 691 (5th reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English, Spanish

2.7.2 Form/NOA Verbiage

Update SSI/SSP Recipient Reason Fragment XDP

Update the verbiage of the CAPI Denial NOA for SSI/SSP Recipient Reason.

Updated Languages:

English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Existing Text	Updated Text	Formatting*
Static Section	Your SSI benefits have been approved; you cannot receive both SSI benefits and payments under CAPI.	You currently receive SSI benefits; you may not receive SSI benefits and payments under CAPI at the same time.	Arial Font Size 10

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

2.7.3 Form/NOA Variable Population

There are no variables to be populated in this fragment.

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-030.

2.7.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.8 Update the Withdrawal: Client's Request NOA Reason

2.8.1 Overview

Add the NOA Reason fragment in the rest of the available threshold languages and update the Regulations in all available languages.

Reason Fragment Name and ID: CI_DN_CLIENT_REQUEST_DENIAL_C002
(Fragment ID: 7335)

State Form/NOA: Derived from NA 691 (10th reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English and Spanish

2.8.2 Form/NOA Verbiage

Updated Languages

Add the Reason in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #2

2.8.3 Form/NOA Variable Population

N/A, There are no variables to be populated in this fragment. There are no updates to the Regulations for this fragment.

2.8.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.9 Update the Not A California Resident NOA Reason

2.9.1 Overview

Add the NOA Reason fragment in the rest of the available threshold languages and update the Regulations in all available languages.

Reason Fragment Name and ID: CL_DN_NOT_CALI_RESIDENT_C101 (Fragment ID: 7354)

State Form/NOA: Derived from NA 691 (8th reason)

Current NOA Template: CL_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English and Spanish

2.9.2 Form/NOA Verbiage

Updated Languages

Add the Reason in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #2

2.9.3 Form/NOA Variable Population

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-010.14.

2.9.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.10 Update the Citizen/Immigration Not Met NOA Reason

2.10.1 Overview

Add the NOA Reason fragment in the rest of the available threshold languages and update the Regulations in all available languages.

Reason Fragment Name and ID: CI_DN_NOT_CITIZEN_C103 (Fragment ID: 7359)

State Form/NOA: Derived from NA 691 (1st reason)

Current NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Current Program(s): CAPI

Current Action Type: Denial

Current Fragment Level: Program Person

Currently Repeatable: No

Includes NA Back 9: Yes

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

Existing Languages: English and Spanish

2.10.2 Form/NOA Verbiage

Updated Languages

Add the Reason in the following threshold languages: Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

NOA Mockups/Examples: See Supporting Documents #2

2.10.3 Form/NOA Variable Population

Update Fragment Regulations

Current Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

Replace the current Regulations with the following text (see Supporting Documents #5 for the rest of the Threshold languages):

Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-020.

2.10.4 Form/NOA Generation Conditions

N/A, there are no updates to the generation conditions for this fragment.

2.11 Add a new CAPI NOA Reason of Probation/Parole Violator

2.11.1 Overview

Create a new CP NOA Reason for the status of 'Probation/Parole Violator'.

State NOA: Derived from NA 691 (11th reason)

NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Program(s): CAPI

Action Type(s): Denial

Fragment Level: Program Person

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: N/A

Languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

2.11.2 Form/NOA Verbiage

Add new Probation/Parole Violator Reason Fragment XDP

Add a new CAPI NOA Reason for Probation/Parole Violator.

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Text	Formatting*
Static Section	You are in violation of a condition of probation or parole imposed under federal or state law.	Arial Font Size 10

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

2.11.3 Form/NOA Variable Population

There are no variables to be populated in this fragment.

1. Add Fragment Regulations

The new Probation/Parole Violator Reason has the following associated Regulations (see Supporting Documents #5 for the rest of the Threshold languages):

New Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-010.23.

2. Add NOA Reference for new Reason

The following reference will be included for the new Probation/Parole Violator Reason Fragment.

NOA Reference on Document List Page: PROBATION/PAROLE VIOLATOR

2.11.4 Form/NOA Generation Conditions

Add Probation/Parole Violator Reason Fragment Generation

This new Fragment will generate when EDBC fails with the Program Status reason of "Probation/Parole Violator". This will generate on a Denial NOA.

Action Fragment: CI_DN_ACTION1 (Fragment ID: 4084) generates for this reason

2.12 Add a new CAPI NOA Reason of Fleeing Felon

2.12.1 Overview

Create a new CP NOA Reason for the status of 'Fleeing Felon'.

State NOA: Derived from NA 691 (12th reason)

NOA Template: CI_NOA_TEMPLATE (Fragment ID: 3029)

Program(s): CAPI

Action Type(s): Denial

Fragment Level: Program Person

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: N/A

Languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

2.12.2 Form/NOA Verbiage

Add new Fleeing Felon Reason Fragment XDP

Add a new CAPI NOA Reason for Fleeing Felon.

NOA Mockups/Examples: See Supporting Documents #1 and #2

Description	Text	Formatting*
Static Section	You are fleeing to avoid prosecution, custody or confinement after conviction of a crime that is a felony under the laws of the place from which you have fled.	Arial Font Size 10

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

2.12.3 Form/NOA Variable Population

There are no variables to be populated in this fragment.

3. Add Fragment Regulations

The new Fleeing Felon Reason has the following associated Regulations (see Supporting Documents #5 for the rest of the Threshold languages):

New Regulations: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944; MPP Section 49-010.22.

4. Add NOA Reference for new Reason

The following reference will be included for the new Fleeing Felon Reason Fragment.

NOA Reference on Document List Page: FLEEING FELON

2.12.4 Form/NOA Generation Conditions

Add Fleeing Felon Reason Fragment Generation

This new Fragment will generate when EDBC fails with the Program Status reason of "Fleeing Felon". This will generate on a Denial NOA.

Action Fragment: CI_DN_ACTION1 (Fragment ID: 4084) generates for this reason

2.13 Add form NA 691 to Template Repository

2.13.1 Overview

The State form NA 691 – Notice of Denial Cash Assistance Program for Immigrants (CAPI) (revision 3/18) is not available via the Template Repository in the CalSAWS system.

The form contains a Reason that references a comments section. In order to implement this specific reason in the CalSAWS system, we are adding the entire State form to the Template Repository instead of adding a Reason fragment to the Denial NOA.

State Form: NA 691 (3/18)

Programs: CAPI

Attached Forms: N/A

Forms Category: Form

Template Repository Visibility: All Counties

Languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese

2.13.2 Form/NOA Verbiage

Create NA 691 Form XDP

The form will have 3 impressions and will consist of State verbiage plus several input fields (see Supporting Documents #1 and #2).

Form Header: CalSAWS Standard Header #1 (Header_1)

Form Title (Document List Page Displayed Name): NOTICE OF DENIAL
CASH ASSISTANCE PROGRAM FOR IMMIGRANTS (CAPI)

Template Description: Notice to Customers that their application for CAPI program was Denied.

Form Number: NA 691

Include NA Back 9: Yes (Use the NA Back 9 Frag)

- **Includes standard NA Back 9 variable population:** Yes

Imaging Form Name: Notice of Denial CAPI

Imaging Document Type: Notification/NOA

Imaging Case/Person: Person

Form Mockups/Examples: See Supporting Documents 1 and #2

2.13.3 Form/NOA Variable Population

In addition to the form Header variables, the form body will have several checkboxes, 3 input fields, and 1 free form Comments section. Two of the input fields will be prepopulated.

Questions? Ask your worker.

State Hearing: If you think this action is wrong, you can ask for a hearing. The pages that follow tell you how.

Your application for the Cash Assistance Program for Immigrants (CAPI) dated <EFFECTIVE_DENIAL_DATE> has been denied because:

- ☐ Your citizenship/immigration status does not meet CAPI requirements. (MPP Section 49-020)
- ☐ Your income of \$ <INCOME_AMOUNT>, which may include income deemed from your spouse or sponsor(s), exceeds the allowable limit. (MPP Section 49-035)
- ☐ Your resources, which may include resources deemed from your spouse or sponsor(s), exceed the allowable limit of \$2,000 for an individual or \$3,000 for a couple. (MPP Section 49-040)
- ☐ You failed to provide proof that you applied for all possible benefits (including SSI), or you failed to take all necessary steps to obtain those benefits. (MPP Sections 49-030, 49-060.1(j))

Form Body Variables:

Variable Name	Population	Formatting	Editable*/ Field Type	Template Repository Population
EFFECTIVE_DENIAL_DATE	Program Application Date	Arial Font Size 10 Format: MM/DD/YYYY	Y	Y
<INCOME_AMOUNT>	From EDBC Summary of the latest saved EDBC for current month, Regular Budget fields: Earned Income + Unearned Income	Arial Font Size 10	Y	Y

* Note: All Form Body Variables will be editable by default. When generating a Blank Form from Template Repository the field will be editable unless otherwise indicated.

Variables Requiring Translations: N/A

2.13.4 Form/NOA Generation Conditions

1. Add Form to Template Repository

Add the State form NA 691 to the Template Repository in the CalSAWS system for all 58 counties, in the following languages: English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, Vietnamese.

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

2. Add Form Control

Add the following barcode options to the NA 691 form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add Form Print Options and Mailing Requirements

Add the following print options to the NA 691 form:

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 Requirements:

Mail-To (Recipient): Case Person selected on the Document parameter page

Mailed From (Return): Worker's Office Address

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: Same Day Priority

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: N/A

CW/CF Electronic Signature (IVR/Text): N/A

Check to Sign: N/A

Post to Self Service Portal (SSP): Y

Clock Indicator: N/A

2.14 Update the template version for all reasons

2.14.1 Overview

The newest State version of NA 691 is (3/18). This effort will update the template version from (9/99) to (3/18) for all reasons.

2.14.2 Description of Changes

Update the template version from (9/99) to (3/18) to match the newest State NOA version. Make the update for all reasons, including the NOA reasons (see list in Supporting Documents #5) in the CalSAWS system which are not present in the newest version of the State NOA.

Tech Note: noa_snippet_config.templ_name

Rules: These rules apply; you may review them at your local welfare office: Welfare and Institutions Code, Division 9, Part 6, Chapter 10.3, Sections 18937 through 18944.

NA 691D (9/99)

Page 1 of 1



Fig. 2.14.2.1

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	NOAs, Forms	NA 691 (English, Spanish)	NA691_EN.pdf NA691_SP.pdf
2.	NOAs, Forms	NA 691 (Threshold languages)	NA691_AE.pdf NA691_CA.pdf NA691_CH.pdf NA691_FA.pdf NA691_KO.pdf NA691_RU.pdf NA691_TG.pdf NA691_VI.pdf
3.	NOAs, Forms	NA 691 Title in Threshold languages	NA691 Title in Threshold languages.xlsx
4.	NOAs, Forms	NA 691 Regulations in Threshold languages	NA691 Regulations in Threshold languages.xlsx
5.	NOAs	NA 691 reasons not in State NOA	CA-204193 existing reasons with no mockup correspondent.xlsx
6.	NOAs	CAPI Denial action fragment (English)	CI_DN_ACTION1_EN.pdf
7.	NOAs	Failed to Comply SSA Requirement reason fragment (English)	CI_DN_FAIL_COMPLY_SSA_REQ_C117_EN.pdf
8.	NOAs	Income Exceeds Limit reason (English)	CI_DN_INCOME_EXCEEDS_LIMIT_C301_EN.pdf
9.	NOAs	Institution reason (English)	CI_DN_INSTITUTION_C104_EN.pdf
10.	NOAs	Not Aged, Blind or Disabled reason (English)	CI_DN_NOT_DISABLED_OR_65_C005_EN.pdf
11.	NOAs	Resources Exceed Limit reason (English)	CI_DN_RESOURCE_EXCEED_LIMIT_C201_EN.pdf
12.	NOAs	SSI/SSP Recipient reason (English)	CI_DN_SSI_SSP_RECIPIENT_C006_EN.pdf

13.	NOAs	Withdrawal: Client's Request reason (English)	CI_DN_CLIENT_REQUEST_DENIED_C002_EN.pdf
14.	NOAs	Not A California Resident reason (English)	CI_DN_NOT_CALI_RESIDENT_C101_EN.pdf
15.	NOAs	Citizen/Immigration Not Met reason (English)	CI_DN_NOT_CITIZEN_C103_EN.pdf
16.	NOAs	Probation/Parole Violator reason (English)	CI_DN_PROBATION_PAROLE_VIOLATOR_XYYY.pdf
17.	NOAs	Fleeing Felon reason (English)	CI_DN_FLEEING_FELON_XYYY_EN.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.5 CAR-1241	The LRS shall generate the appropriate status changes, reasons, and denial NOAs, including a full description, when an applicant withdraws during the process of registering an application after signing the application form.	With SCR CA-204193, the CAPI Denial NOAs will be updated in the CalSAWS system for all 58 counties, to match the newest State version of NA 691 (3/18).

5 APPENDIX

Generation/trigger conditions for the Reason fragments to be updated:

Reason Fragment Name	Updated text	EDBC fail status reason (CT73)
CI_DN_FAIL_COMPLY_SSA_REQ_C117	You failed to provide proof that you applied for all possible benefits (including SSI), or you failed to take all necessary steps to obtain those benefits.	Failed to Comply with SSI
CI_DN_INCOME_EXCEEDS_LIMIT_C301	Your income of \$<AMOUNT>, which may include income deemed from your spouse or sponsor(s), exceeds the allowable limit.	Over Income
CI_DN_INSTITUTION_C104	You are currently a resident of a public institution and have been residing there for an entire calendar month or more.	Doesn't Meet Program Req.
CI_DN_NOT_DISABLED_OR_65_C005	You are under the age of 65 and you are neither blind nor disabled.	Doesn't Meet Program Req.
CI_DN_RESOURCE_EXCEED_LIMIT_C201	Your resources, which may include resources deemed from your spouse or sponsor(s), exceed the allowable limit of \$2,000 for an individual or \$3,000 for a couple.	Over Resources
CI_DN_SSI_SSP_RECIPIENT_C006	You currently receive SSI benefits; you may not receive SSI benefits and payments under CAPI at the same time.	Gets SSI/SSP
CI_DN_CLIENT_REQUEST_DENIAL_C002	You have voluntarily withdrawn your application.	Verbal Withdrawal
CI_DN_NOT_CALI_RESIDENT_C101	You are not a California resident.	Calif. Residence
CI_DN_NOT_CITIZEN_C103	Your citizenship/immigration status does not meet CAPI requirements.	Ineligible Non Citizen

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-220778

MEDS: Include GA/GR program for MEDS
Redetermination (AP18)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Howard Suksanti
	Reviewed By	Angela Zhao

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/15/2022	1.0	Initial Revision	Howard Suksanti
08/25/2022	1.1	Updated based on the committee comments	Howard Suksanti

Table of Contents

1	Overview	3
1.1	Current Design.....	3
1.2	Requests.....	3
1.3	Overview of Recommendations.....	3
1.4	Assumptions.....	3
2	Recommendation	4
2.1	Modify MEDS AP18 Approaching RE Due batch job.....	4
2.1.1	Overview	4
2.1.2	Description of Change.....	4
2.1.3	Execution Frequency.....	4
2.1.4	Key Scheduling Dependencies	4
2.1.5	Counties Impacted	4
2.1.6	Data Volume/Performance.....	4
2.1.7	Interface Partner.....	5
2.1.8	Failure Procedure/Operational Instructions.....	5

3	Requirements	5
3.1	Project Requirements.....	5

1 OVERVIEW

This SCR will update MEDS AP18 Approaching RE Due batch job to trigger on General Assistance/General Relief (GA) / GA/GR Automated Solution (GR) program.

1.1 Current Design

POXXE423 MEDS AP18 Approaching RE Due batch job triggers an AP18 transaction to MEDS. The transaction has an Application Flag of 'I' for every active CW, CF, and RCA cases where the RD due month is in the following month. MEDS will automatically generate appropriate Income and Eligibility Verification System (IEVS) transactions when the AP18 transaction is processed through the MEDS batch update process.

1.2 Requests

Update POXXE423 MEDS AP18 Approaching RE Due batch job to include GA/GR program.

1.3 Overview of Recommendations

1. Update POXXE423 MEDS AP18 Approaching RE Due batch job to include GA/GR program. These changes will impact LA and GA/GR Automated Solution counties.

1.4 Assumptions

1. General Assistance - Managed (GM)/ General Assistance - Non-Managed (GN) program code does not have an RE due date in the system so this program type will not be triggered by the batch.

2 RECOMMENDATION

2.1 Modify MEDS AP18 Approaching RE Due batch job

2.1.1 Overview

Add GA/GR program to the MEDS AP18 Approaching RE Due batch.

2.1.2 Description of Change

1. Add GA/GR program to the MEDS AP18 Approaching RE Due batch.

On a scenario that CalFresh program is on the same case with GA/GR program and the RE due month are aligned, the batch job will trigger only one AP18 transaction.

2. Update the batch job to trigger only one AP18 on a scenario of a CW/CF combo case or GA/GR & CF combo case that the RE due month are aligned.

Note: AP18 is not triggered when there is no SSN information.

2.1.3 Execution Frequency

No Change. Monthly on the first Saturday.

2.1.4 Partner Integration Testing

No.

2.1.5 Key Scheduling Dependencies

No Change. Run before MEDS Outbound writer job PO19E440.

2.1.6 Counties Impacted

CalWIN and LA Counties.

2.1.7 Data Volume/Performance

N/A.

2.1.8 Category

Core-Off Prime.

2.1.9 Interface Partner

MEDS

2.1.10 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc.)

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.20.1.4	The LRS shall match LRS Data from external interfaces to an applicant s or participant s case record and update the LRS database when appropriate.	CalSAWS is updating AP18 transaction batch job.



California Statewide Automated Welfare System

Design Document

CA-225079

Electronic Benefit Transfer (EBT) Scam Benefit
Code

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jimmy Tu
	Reviewed By	Eric C., Kapil S.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
3/30/2022	1.0	Initial Version	Jimmy Tu

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Issuance Detail Page	6
2.1.1	Overview	6
2.1.2	Issuance Detail Page Mockup	6
2.1.3	Description of Changes	6
2.1.4	Page Location	6
2.1.5	Security Updates.....	6
2.1.6	Page Mapping.....	7
2.1.7	Page Usage/Data Volume Impacts	7
2.2	Code Table Change Request.....	7
2.2.1	Overview	7
2.2.2	Description of Change.....	7
2.2.3	Estimated Number of Records Impacted/Performance.....	7
2.3	Daily EBT Outbound Cash Writer Interface (POXXF443)	7
2.3.1	Overview	7
2.3.2	Description of Change.....	8
2.3.3	Execution Frequency.....	8
2.3.4	Key Scheduling Dependencies	8
2.3.5	Counties Impacted	8
2.3.6	Data Volume/Performance.....	8
2.3.7	Failure Procedure/Operational Instructions.....	8
2.4	County Interface Partner Testing	8
2.4.1	Overview	8
2.4.2	Description of Changes	8
2.4.3	Counties Impacted	8
3	Supporting Documents	9
4	Requirements.....	9

4.1	Project Requirements.....	9
4.2	Migration Requirements.....	9
5	Migration Impacts	9
6	Outreach.....	10
7	Appendix.....	10

1 OVERVIEW

This SCR is to update the replacement process for Scams via EBT Theft to send the new benefit type code of Electronic Theft Replacement Scam. This is in accordance with ACL 22-27.

1.1 Current Design

Currently, benefits that are lost due to Electronic Theft skimming or scams can be replaced on Issuance Detail page by clicking the 'Replace' button.

1.2 Requests

Update the system to send the new benefit type code of Electronic Theft Replacement Scam for issuances that are replaced due to "Scam".

1.3 Overview of Recommendations

1. Update Issuance Detail page to send the benefit type code to EBTSC when issuances are due to Scam.
2. Update Code Detail table category 2055 to include a new benefit type for Electronic Theft Replacement Scams (EBTSC).
3. Update daily EBT outbound Cash Writer interface (POxxF441) to send the 'EBTSC' benefit type.
4. Perform inbound and outbound partner testing for the new benefit type code of Electronic Theft Replacement Scam (EBTSC).

1.4 Assumptions

1. The system will automatically populate journal entries when a worker replaces an Issuance on the Issuance Detail page and clicks the "Save" button. No system updates are required.

2 RECOMMENDATIONS

2.1 Issuance Detail Page

2.1.1 Overview

The Issuance Detail Page allows users to add edit or view issuances. It also allows users to replace EBT benefits and this SCR is to update the Issuance Detail page replacement process for EBT Thefts via Scam.

2.1.2 Issuance Detail Page Mockup

No Updates.

2.1.3 Description of Changes

1. Update the EBT host-to-host interface for rush issuances to send the Electronic Theft Replacement Scam 'EBTSC' benefit type when an issuance is replaced with an electronic theft type field of Scam.
 - a. The following programs are impacted:
 - i. CalWORKs
 - ii. WTW
 - iii. REP
 - iv. CAPI
 - v. RCA
 - vi. GA/GR

2.1.4 Page Location

- **Global:** Fiscal
- **Local:** Issuance
- **Task:** Issuance Search

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.1.6 Page Mapping

No Changes.

2.1.7 Page Usage/Data Volume Impacts

No Changes.

2.2 Code Table Change Request

2.2.1 Overview

This code table change request is to update Category 2055 to include a new benefit type for Electronic Theft Replacement Scams (EBTSC).

2.2.2 Description of Change

1. Update Code Detail table category 2055 to include a new benefit type for Electronic Theft Replacement Scams (EBTSC).

2.2.3 Estimated Number of Records Impacted/Performance

1 additional record will be added to Code Detail table Category 2055.

2.3 Daily EBT Outbound Cash Writer Interface (POXXF443)

2.3.1 Overview

This is to send the EBTSC Benefit type when an issuance is replaced with the Status Reason of EBT Theft and Electronic Theft Type of "Scam".

2.3.2 Description of Change

1. Update daily EBT outbound Cash Writer interface (POxxF443) to send the 'EBTSC' benefit type on the file for when the following are true:
 1. Issuance Sub Type Category: Replacement Benefit
 2. Status Reason: EBT Theft
 3. Electronic Theft Type Field: Scam
 4. Program is not:
 - i. CalFresh
 - ii. Disaster CalFresh
 - iii. Nutrition Benefit

2.3.3 Execution Frequency

No Change.

2.3.4 Key Scheduling Dependencies

No Change.

2.3.5 Counties Impacted

No Change.

2.3.6 Data Volume/Performance

No Change.

2.3.7 Failure Procedure/Operational Instructions

No Change.

2.4 County Interface Partner Testing

2.4.1 Overview

This section will test the inbound and outbound files to test functionality for our new benefit type of Electronic Theft Replacement Scam (EBTSC).

2.4.2 Description of Changes

1. Perform inbound and outbound partner testing with FIS for the new benefit type code of Electronic Theft Replacement Scam (EBTSC).

2.4.3 Counties Impacted

All 58 counties.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

--	--	--	--	--	--

6 OUTREACH

None.

7 APPENDIX

None.



California Statewide Automated Welfare System

Design Document

CA-227571

GR Hearing Notices

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ayman Hussein
	Reviewed By	Tiffany Huckaby

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/23/2022	0.1	Initial Draft	Ayman Hussein
8/24/2022	1.1	Updated the doc data info as per R6 request in CER 249066	Ayman Hussein
9/19/2022	1.2	Updated the Table of Content as per QA request.	Ayman Hussein

Table of Contents

1	Overview	4
1.1	Current Design.....	4
1.2	Requests.....	4
1.3	Overview of Recommendations.....	4
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Update the GR_CHANGE_TEMPLATE.....	6
2.1.1	Overview	6
2.1.2	Description of Change.....	6
2.1.3	Update Fragment Variable Population	7
2.2	Update the GR_TERMINATION_TEMPLATE.....	8
2.2.1	Overview	8
2.2.2	Description of Change.....	8
2.2.3	Update Fragment Variable Population	10
2.3	Update the DOC_DATA Table	10
2.3.1	Overview	10
2.3.2	Description of Change.....	10
2.3.3	Update Values in Existing DOC_DATA Columns.....	10
3	Supporting Documents	12
4	Requirements.....	13
4.1	Project Requirements.....	13

1 OVERVIEW

This SCR is to add the GROW hearing officer contact information on the GROW hearing notices.

1.1 Current Design

The GROW Hearing Notices are showing information for the GR Hearing Officer and not the GROW Hearing Officer. GR and GROW Hearing Notices were updated in July 2020; however, the dynamic information on both notices is different. The change eliminated the GROW Hearing information and is incorrectly informing customers of their hearing officer contact information.

1.2 Requests

- 1) Add the GROW hearing officer contact information on the GROW hearing notices

1.3 Overview of Recommendations

- 1) Replace the GR officer contact information with the GROW hearing officer contact information on the GROW Discontinuance and Benefit Change NOA templates.
 - a. GR_CHANGE_TEMPLATE XDP
 - b. GR_TERMINATION_TEMPLATE XDP
- 2) Update the DOC_DATA table with updated information.

Update the values on the following existing columns:

- DEPTY_DIST_PH_NUM
- DIST_DIR_PH_NUM
- DIV_CHIEF_PH_NUM
- LIAISON_NAME
- LIAISON_PH_NUM
- SUPRVSR_PH_NUM

Add the following new columns and values associated to them:

- GR HEARING OFFICER NAME
- GR
- GROW HEARING OFFICER NAME
- PH_NUM

Insert the following new rows and values associated to them:

- CSC IV
- CSC V

1.4 Assumptions

- 1) The form number ABP 4023 is used for GR dynamic NOAs. The form number itself is dynamic and based on the type of NOA. For example, a GR benefit discontinuous will populate form number ABP 4023-T.
- 2) These updates are only completed in English, Spanish Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog, and Vietnamese.
- 3) The GR_TERMINATION_TEMPLATE and GR_CHANGE_TEMPLATE currently not available in CalSAWS in Arabic, Hmong, and Lao. This effort will not update or add these languages.
- 4) Both GR and GROW programs use the same dynamic template and only the verbiage for GROW program will be updated with this SCR.
- 5) There are no updates to the population logic of the information in the DOC_DATA table.
- 6) Since all other threshold languages for these templates are suppressed, customers who do not speak English and/or Spanish will receive a GEN1365.
- 7) The updates to DOC_DATA table are only made to LA County (County Code – 19).

2 RECOMMENDATIONS

2.1 Update the GR_CHANGE_TEMPLATE

2.1.1 Overview

The GR_CHANGE_TEMPLATE is used for dynamic GR & GROW NOA fragments for benefit changes.

State Form/NOA: N/A

Existing Template Revision Date: ABP 4023 (revision N/A)

Current Program(s): General Relief & GROW

Includes NA Back 9: No

Existing Languages:

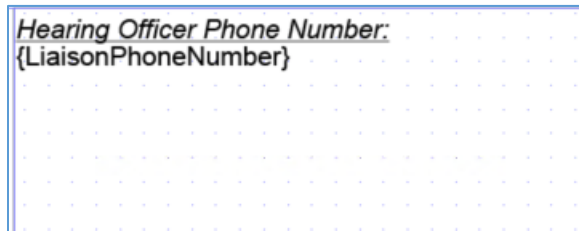
Armenian, Cambodian, Chinese, English, Farsi, Korean, Russian, Spanish, Tagalog, and Vietnamese

2.1.2 Description of Change

Update the GROW hearing information on the GR_CHANGE_TEMPLATE to reflect the contact information for GROW Hearing officer.

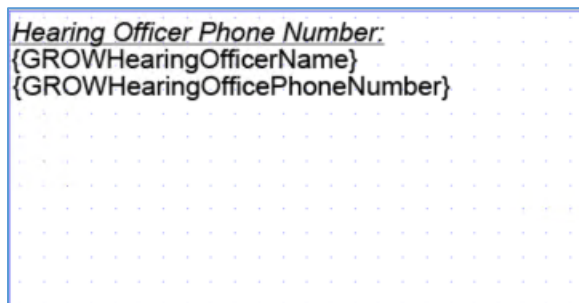
GROW Screenshots/Changes on the Hearing Information section:

Before:



A screenshot of a form field with a blue border and a light blue dotted background. The text "Hearing Officer Phone Number:" is underlined in blue. Below it, the placeholder text "{LiaisonPhoneNumber}" is displayed in black.

After:



A screenshot of a form field with a blue border and a light blue dotted background. The text "Hearing Officer Phone Number:" is underlined in blue. Below it, the placeholder text "{GROWHearingOfficerName}" is displayed in black. Below that, the placeholder text "{GROWHearingOfficePhoneNumber}" is displayed in black.

Before:

Please call {LiaisonName} at {LiaisonPhoneNumber} if:

1. You have trouble reading this notice.
2. You do not understand this notice.
3. You think this is a mistake.
4. You have any questions.

After:

Please call {GROWHearingOfficerName} at {GROWHearingOfficerPhoneNumber} if:

1. You have trouble reading this notice.
2. You do not understand this notice.
3. You think this is a mistake.
4. You have any questions.

2.1.3 Update Fragment Variable Population

The following variables are updated/removed/added on the GR_CHANGE_TEMPLATE for GROW program.

Variable Name	Add/Remove/Update	Population	Formatting
**{LiaisonPhoneNumber}	Remove	Populates with GR LIAISON_PH_NUMBER from DOC_DATA table.	Arial Font Size 10
**{LiaisonName}	Remove	Populates with GR LIAISON_NAME from DOC_DATA table.	Arial Font Size 10
{GROWHearingOfficerName}	Add	Populates with GROW_HEARING_OFFICER_NAME from DOC_DATA table. Note: This is a new column.	Arial Font Size 10
{GROWHearingOfficerPhoneNumber}	Add	Populates with the GROW officer PH_NUM from DOC_DATA table. Note: This is a new column.	Arial Font Size 10

please refer to supporting document #2 for the highlighted variable updates

2.2 Update the GR_TERMINATION_TEMPLATE

2.2.1 Overview

The GR_TERMINATION_TEMPLATE is used for dynamic GR NOA fragments for discontinuances.

State Form/NOA: N/A

Existing Template Revision Date: ABP 4023 (revision N/A)

Current Program(s): General Relief & GROW

Includes NA Back 9: No

Existing Languages:

Armenian, Cambodian, Chinese, English, Farsi, Korean, Russian, Spanish, Tagalog, and Vietnamese

2.2.2 Description of Change

Update the GROW hearing information on the GR_TERMINATION_TEMPLATE to reflect the contact information for GROW Hearing officer.

GROW Screenshots/Changes on the Hearing Information section:

Before:

Hearing Officer Phone Number:
{LiaisonPhoneNumber}

After:

Hearing Officer Phone Number:
{GROWHearingOfficerName}
{GROWHearingOfficePhoneNumber}

Before:

Please call {LiaisonName} at
{LiaisonPhoneNumber} if:

1. You have trouble reading this notice.
2. You do not understand this notice.
3. You think this is a mistake.
4. You have any questions.

After:

Please call {GROWHearingOfficerName} at
{GROWHearingOfficerPhoneNumber} if:

1. You have trouble reading this notice.
2. You do not understand this notice.
3. You think this is a mistake.
4. You have any questions.

2.2.3 Update Fragment Variable Population

The following variables are updated/removed/added on the GR_TERMINATION_TEMPLATE for GROW program.

Variable Name	Add/Remove/Update	Population	Formatting
**{LiaisonPhoneNumber}	Remove	Populates with GR LIAISON_PH_NUMBER from DOC_DATA table.	Arial Font Size 10
**{LiaisonName}	Remove	Populates with GR LIAISON_NAME from DOC_DATA table.	Arial Font Size 10
{GROWHearingOfficerName}	Add	Populates with GROW_HEARING_OFFICER_NAME from DOC_DATA table. Note: This is a new column.	Arial Font Size 10
{GROWHearingOfficerPhoneNumber}	Add	Populates with the GROW officer PH_NUM from DOC_DATA table. Note: This is a new column.	Arial Font Size 10

please refer to supporting document #3 for the highlighted variable updates

2.3 Update the DOC_DATA Table

2.3.1 Overview

The DOC_DATA table contains information that is used to populate addresses, phone numbers, and names of district offices/personnel. The information from this table is pulled to populate for hearing information and other similar NOAs.

2.3.2 Description of Change

2.3.3 Update Values in Existing DOC_DATA Columns

The following list shows what data in the DOC_DATA table that needs to be updated, please refer to **supporting document #1** for the updates with red text:

Update the values on the following existing columns:

- DEPTY_DIST_PH_NUM
- DIST_DIR_PH_NUM

- DIV_CHIEF_PH_NUM
- LIAISON_NAME
- LIAISON_PH_NUM
- SUPRVSR_PH_NUM

Add the following new columns and values associated to them:

- GR HEARING OFFICER NAME
- GR
- GROW HEARING OFFICER NAME
- PH_NUM

Insert the following new rows and values associated to them:

- CSC IV
- CSC V

Technical Note: The new district name rows (CSC IV & CSC V) added in DOC_DATA table will populate the LIAISON_PH_NUM (phone number) of the specified individuals as indicated on Supporting document#1. This information will populate on the GR section (Not Grow section) of GR_TERMINATION_TEMPLATE and GR_CHANGE_TEMPLATE.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Excel Sheet	Revised DOC_DATA table	DOC_DATA_REVISED 8_2022 (by GR & GROW).xlsx
2	PDF Mockup	Variable updates highlighted on GR_CHANGE_TEMPLATE	GR_CHANGE_TEMPLATE_Variable Updates.pdf
3	PDF Mockup	Variable updates highlighted on GR_TERMINATION_TEMPLATE	GR_TERMINATION_TEMPLATE_Variable Updates.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: 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.	Update GR_CHANGE_TEMPLATE & GR_TERMINATION_TEMPLATE with appropriate variables.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-236332

CalFresh Benefit Replacement due to Electronic
Theft

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jimmy Tu
	Reviewed By	Carlos A., John B., Sheryl E., Sidhant G., Claudia P., Kapil S.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/20/2021	1.0	Initial Version	Jimmy Tu
5/10/2022	1.1	Section 2.1.3 #3 – Set pay code to 'ET' on the back end to leverage existing fund codes #6 – Additional validation for CF replacements to only be replaced 2x every 6 months. Section 2.2.2 #1 rename skimming and scam Section 2.3.2 #1/#2 – Update to send replacement CF benefits due to ebt theft as cash instead of food. #3 – Update JVW Jobs	Jimmy Tu
7/6/2022	1.2	Section 2.5 and 2.6 added for new fund codes for LA County as well as IPT. Updated Section 2.2 to include CTCR to add new pay code.	Jimmy Tu

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	7
2.1	Issuance Detail Page	7
2.1.1	Overview	7
2.1.2	Issuance Detail Page Mockup	7
2.1.3	Description of Changes	8
2.1.4	Page Location	8
2.1.5	Security Updates.....	8
2.1.6	Page Mapping.....	9
2.1.7	Page Usage/Data Volume Impacts	9
2.2	Code Table Change Request.....	9
2.2.1	Overview	9
2.2.2	Description of Change.....	9
2.2.3	Estimated Number of Records Impacted/Performance.....	10
2.3	Batch Changes	10
2.3.1	Overview	10
2.3.2	Description of Change.....	10
2.3.3	Execution Frequency.....	10
2.3.4	Key Scheduling Dependencies	10
2.3.5	Counties Impacted	11
2.3.6	Data Volume/Performance.....	11
2.3.7	Failure Procedure/Operational Instructions.....	11
2.4	Issuance Claiming Batch.....	11
2.4.1	Overview	11
2.4.2	Description of Changes	11
2.4.3	Programs Impacted	11
2.4.4	Execution Frequency.....	11
2.4.5	Key Scheduling Dependencies.....	11

2.4.6	Counties Impacted	11
2.4.7	Data Volume/Performance	12
2.4.8	Failure Procedure/Operational Instructions.....	12
2.5	Fund Code Determination	12
2.5.1	Overview	12
2.5.2	Description of Changes	12
2.6	County Interface Partner Testing	12
2.6.1	Overview	12
2.6.2	Description of Changes	12
2.6.3	Counties Impacted	12
3	Supporting Documents	13
4	Requirements	13
4.1	Project Requirements.....	13
5	Migration Impacts	13
6	Outreach.....	13
7	Appendix.....	13

1 OVERVIEW

This document describes the changes needed for the new CalFresh benefit replacement policy in accordance with Ortega v. Johnson (2020) as it relates to electronic benefit theft, inclusive of benefit theft via skimming and scamming. Effective upon release of this letter, CWDs are responsible for replacing CalFresh food benefits that have been stolen via electronic theft.

The system will claim all these replaced issuances based on CFL 21/22-61.

1.1 Current Design

CalFresh Electronic theft benefit replacements (for skimming/scamming) cannot be done in CalSAWS today. Currently CalSAWs counties are replacing these benefits outside of CalSAWs and issuing directly from FIS.

1.2 Requests

This request is to update the system to allow CalFresh EBT benefits to be replaced due to Electronic Theft with the EBT Benefit Type Code of "Electronic Theft Replacement Cash Benefits" (ETRCB).

1.3 Overview of Recommendations

1. Update the Issuance Detail page to make the "Status Reason" field a required field if the replace button is clicked for CalFresh.
2. Update the Issuance Detail page to set the Aid Code to 99 – Electronic Theft Replacement Cash Benefit when replacing an Issuance due to EBT Theft.
3. Update the EBT host-to-host interface for rush issuances to send the 'ETRCB' benefit type when a CalFresh issuance is replaced.
4. Update Code Detail tables category 623 to include new pay code and category 10547 to rename skimming and scam.
5. Update EBT and Claiming Batch jobs.
6. Add the new Fund Codes in the system to store the accounting string information for CalFresh EBT Theft Replacements for Los Angeles and Riverside Counties only.
7. Add the new Pay Code in the system for CalFresh EBT Theft Replacements due to electronic theft.
8. Perform the interface file testing for LA and Riverside's County new fund codes.

1.4 Assumptions

1. Reports updates to Temp 2313 and Temp 2035 will be done with SCR CA-239721 and Forms updates to EBT 2259, EBT 2259A, WI 100072A, WI 10072B, and M44-350k will be done with separate SCR CA-209721.

2. The system will automatically populate journal entries upon when a worker replaces an Issuance on the Issuance Detail page and clicks the "Save" button. No system updates are required. Journal Entry will state the following (sample): "Replacement issuance of Supplemental Benefit in the amount of 459.00 for the benefit month of 05/2022 and issuance method of EBT."
3. With this new CalFresh benefit replacement policy in accordance with Ortega v. Johnson (2020) as it relates to electronic benefit theft, reference to EBT Theft in this design document is inclusive of benefit theft via skimming and scam.

2 RECOMMENDATIONS

2.1 Issuance Detail Page

2.1.1 Overview

The Issuance Detail Page allows users to add edit or view issuances. It also allows users to replace EBT benefits and this SCR is to update the Issuance Detail page replacement process for EBT Thefts.

2.1.2 Issuance Detail Page Mockup

Issuance Detail

***- Indicates required fields**

AffidavitSaveCancel

Control Number:	Category: Monthly Benefit	Benefit/Service Month: 05/2022
Case Number: [REDACTED]	Case Name: Case Name	
Program: CalFresh	Sub-Category: Replacement Benefit	

Payee Information

Payee: * [REDACTED]	Payee Address: [REDACTED]	Reference:	Secondary Payee:	Use Between Payees:
-------------------------------	-------------------------------------	-------------------	-------------------------	----------------------------

Basic Information

Issuance Method: * EBT	Immediacy: * Rush ▾	Payment Amount: * 459.00	Invoice Number:
Issue Date: 07/21/2022	Available Date: 05/07/2022	Account Number: [REDACTED]	
Status: * Awaiting Approval (L2) - Replace	Status Reason: EBT Theft ▾	Electronic Theft Type: * Skimming ▾	
Related Issuance: [REDACTED]			

Financial Information

Aid Code: 99 - Electronic Theft Replacement Cash Benefit	Fund Code:
EDBC: View	Authorized Worker: [REDACTED]

Figure 2.1.1 – Issuance Detail Page – Replace Issuance

2.1.3 Description of Changes

1. Update the Issuance Detail page to make the "Status Reason" field a required field when the replace button is clicked for CalFresh.
2. Update the Issuance Detail page to set the Aid Code to 99 – Electronic Theft Replacement Cash Benefit when the following is true for a replaced issuance:
 - a. Issuance Sub Type Category: Replacement Benefit
 - b. Status Reason: EBT Theft
3. Update the Issuance Detail page to set the Pay Code to the new pay code "CalFresh EBT Theft Replacements" when the following is true for a replaced issuance:
 - a. Issuance Sub Type Category: Replacement Benefit
 - b. Status Reason: EBT Theft
 - c. Program: CalFresh

Note: This pay code will only be set on back end. This is like the functionality that we use today for SUAS and WINS.
4. Update the EBT host-to-host interface for rush issuances to send the 'ETRCB' benefit type when a CalFresh issuance is replaced due to EBT Theft.
5. Claim issuances as non-Federal when the following are true:
 - a. Issuance Sub Type Category: Replacement Benefit
 - b. Status Reason: EBT Theft
 - c. Program: CalFresh
6. Update the Issuance Detail page to display the 'Electronic Theft Type' as a required field when the following is true:
 - a. Status Reason = EBT Theft
 - b. Program = CalFresh

2.1.4 Page Location

- **Global:** Fiscal
- **Local:** Issuance
- **Task:** Issuance Search

2.1.5 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping

Security Right	Right Description	Right to Group Mapping

2. Security Groups

Security Group	Group Description	Group to Role Mapping

2.1.6 Page Mapping

No Change.

2.1.7 Page Usage/Data Volume Impacts

No Change.

2.2 Code Table Change Request

2.2.1 Overview

This CTR is to update CT 10547 to rename the electronic theft type field dropdowns on the Issuance Detail page.

2.2.2 Description of Change

1. Update Category 10547 to rename the following records:

Code Number Identifier	Decode Name Before:	Decode Name After:
SC	AB 2313 – Scam	Scam
SK	AB 2305 – Skimming	Skimming

2. Update Category 623 to include the following new pay code:
 - a. CalFresh EBT Theft Replacements

Note: Refer to Pay Code 'Electronic Theft Replacement Cash Benefits' (ET) for reference columns.

2.2.3 Estimated Number of Records Impacted/Performance

2 records impacted.

2.3 Batch Changes

2.3.1 Overview

These batch updates will send the ETRCB Benefit Type when a CalFresh issuance is replaced with status reason of EBT Theft and Aid Code 99. These will be sent out via the Daily EBT outbound Cash Writer interface and NOT the Daily EBT outbound Food Writer Interface. This will also require further updates to the Journal Voucher Writer (JVW) jobs.

2.3.2 Description of Change

1. Update daily EBT outbound Cash Writer interface (POxxF443) to send the 'ETRCB' benefit type on the file for when the following are true:
 1. Issuance Sub Type Category: Replacement Benefit
 2. Status Reason: EBT Theft
 3. Program: CalFresh
2. Update daily EBT outbound Food Writer interface (POxxF441) to not send the 'ETRCB' benefit type on the file for when the following are true:
 1. Issuance Sub Type Category: Replacement Benefit
 2. Status Reason: EBT Theft
 3. Program: CalFresh
3. Update the Ecaps Expenditure Reports Writer (PO19F410, PO19F412) to include the following issuances:
 1. Program: CalFresh
 2. Benefit Type Code: Electronic Theft Replacement Cash (ETRCB)

2.3.3 Execution Frequency

No Change.

2.3.4 Key Scheduling Dependencies

No Change.

2.3.5 Counties Impacted

All 58 counties impacted.

2.3.6 Data Volume/Performance

No Change.

2.3.7 Failure Procedure/Operational Instructions

No change.

2.4 Issuance Claiming Batch

2.4.1 Overview

This batch job will process Issuances associated to replaced CalFresh Benefits that have a Status Reason of 'EBT Theft.'

2.4.2 Description of Changes

1. This process will identify all Issuances that meet the following criteria:
 - The Issuance is associated to the CalFresh program.
 - Issuance has a Status Reason of 'EBT Theft'.
 - Issuance has a Sub Type Category of "Replacement Benefit"
2. This process will set the Payment Amount as Non-Federal based on the Aid Code of the Issuance.

2.4.3 Programs Impacted

CalFresh.

2.4.4 Execution Frequency

No Change.

2.4.5 Key Scheduling Dependencies

No Change.

2.4.6 Counties Impacted

All 58 counties impacted.

2.4.7 Data Volume/Performance

No Change.

2.4.8 Failure Procedure/Operational Instructions

No Change.

2.5 Fund Code Determination

2.5.1 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 CalFresh EBT Theft Replacements.

2.5.2 Description of Changes

- 1) Add the new Fund Codes in the system to store the accounting string information for CalFresh EBT Theft Replacements for Los Angeles and Riverside only.
- 2) Add the new Pay Code in the system for CalFresh EBT Theft Replacements.
NOTE: Please refer to the attached CA-236332 Fund Codes Los Angeles and Riverside Only.xlsx under **Section 3.0** for the appropriate fund codes and accounting string information.

2.6 County Interface Partner Testing

2.6.1 Overview

County Interface Partner Testing for LA and RIVERSIDES Counties new Fund Codes.


2.6.2 Description of Changes

1. Perform the interface file testing for LA County's and Riverside's new fund codes.

2.6.3 Counties Impacted

Los Angeles, Riverside

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Section 2.5	Fund Code Mapping Excel for CalFresh EBT Theft Replacements	 CA-236332 Fund Codes Los Angeles an

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.16.4.4	The LRS shall include the ability to process a mass update that involves the development of new policy in response to changes in federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures.	This requirement is being met by this SCR as we are updating the CalSAWS system to send the ETRCB benefit type for EBT host-to-host interface and update the pages to have the required fields and Aid Code for new policy that is stated in ACL 21-133.

5 MIGRATION IMPACTS

None.

6 OUTREACH

None.

7 APPENDIX

None.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-241253

BenefitsCal - CBO task

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
4/19/2022	1.0	Initial Version	Mayuri Srinivas

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1.1 Overview	5
	2.1.2 Automated Action Detail – Reference Example	5
	2.1.3 Description of Changes	5
	2.1.4 Page Validations	6
	2.1.5 Page Location	6
	2.1.6 Security Updates.....	7
	2.1.7 Page Mapping.....	7
	2.1.8 Page Usage/Data Volume Impacts	7
3	Supporting Documents	8
4	Requirements.....	9
	4.1 Project Requirements.....	9
5	Migration Impacts	10
6	Outreach.....	11
7	Appendix.....	12

1 OVERVIEW

This design describes modifications to the "Request to create a CBO account" Task.

1.1 Current Design

The Self-Service Portal will create a Task when a request for a Community Based Organization (CBO) Account is received. The Task assignment logic first looks for a Position in the County that can receive "External Agency Admin" Tasks. If a Position is not found, the logic looks for a Task Bank in the County that can receive "External Agency Admin" Tasks. For instances when both a Position and a Task Bank have been configured in the County to receive "External Agency Admin" tasks, the existing Task assignment logic will default to the configured position. In this scenario the tasks would never be assigned to the configured Task Bank.

The "Request to create a CBO account" Task does not utilize the Automated Action framework.

1.2 Requests

1. Introduce an Automated Action for the "Request to create a CBO account" Task. The Self Service Portal logic for the Task will use the Automated Action framework.
2. Modify the Default Assignment logic to evaluate for the Task Banks prior to Positions for the "Portal: CBO Account Request" Automated Action.

1.3 Overview of Recommendations

1. Create an Automated Action for the "Request to create a CBO account" Task Type.
2. Modify the Self Service Portal logic for the Task to use the Automated Action framework for the "Portal: CBO Account Request" Automated Action.
3. Modify the Default Assignment logic to evaluate for the Task Banks prior to Positions for the "Portal: CBO Account Request" Automated Action.

1.4 Assumptions

1. The Automated Action will be defaulted to Active for all Counties.
2. There are no impacts or modifications to the historical "Request to create a CBO account" Tasks.
3. If neither a Position nor a Task Bank is configured to receive "External Agency Admin" tasks, then a Task will not generate.
4. The Automated Action Detail page will serve as a reference to the configuration of the "Request to create a CBO account" Tasks. Refer to SCR CA-227291 for the initial functionality of the Task including the format of the Long Description field. The introduction of the Automated Action Detail page does not modify the behavior of the Task.

5. This enhancement does not modify any processing logic other than the Task Bank and Position assignment evaluation for this Task.

2 RECOMMENDATIONS

2.1.1 Overview

This section will outline recommendations to adjust a CalSAWS automated task to function within the Automated Action framework.

2.1.2 Automated Action Detail – Reference Example

Automated Action Detail

Close

Action Information

Name: Portal: CBO Account Request	Type: Create Task	Status: * Active
Program(s): Self Service Portal Programs	Run Date: Real Time	Source: Online
Scenario: A request for a CBO account has been received through the Self Service Portal.		

Task Information

Task Type: * Request to create a CBO account	
Due Date: Default Due Date	Default Due Date: 2 days
Initial Assignment: Default Assignment	Default Assignment: Office Distribution
Long Description: Request to create a CBO account has been received through BenefitsCal {param from BC}.	

Close

Figure 2.1.2-1 – Automated Action Detail

2.1.3 Description of Changes

Create an Automated Action for the "Request to create a CBO account" Task as follows:

1. Portal: CBO Account Request
 - a. Action Information
 - i. Name: Portal: CBO Account Request

- ii. Type: Create Task
- iii. Status: Active
- iv. Program(s): Self Service Portal Programs
- v. Run Date: Real Time
- vi. Source: Online
- vii. Scenario: A request for a CBO account has been received through the Self Service Portal.

b. Task Information

- i. Task Type: Request to create a CBO account
- ii. Task Sub-Type: N/A
- iii. Due Date: Default Due Date
- iv. Default Due Date: 2 days
- v. Initial Assignment: Default Assignment
- vi. Default Assignment: Office Distribution
- vii. Long Description: Request to create a CBO account has been received through BenefitsCal {param from BC}.

c. Recommendation

- i. Modify the Self Service Portal logic that creates the "Request to create a CBO account" Task to utilize the Automated Action framework. All fields on the Automated Action Detail page will be read only.
- ii. Modify the Self Service Portal Logic that creates the "Request to create a CBO account" Task to first look for a Task Bank in the County that can receive "External Agency Admin" Tasks. If a Task Bank is not found, look for an active Position that can receive "External Agency Admin" Tasks. This modification will allow Counties who wish to use the Get Next functionality with these Tasks to do so.

2.1.4 Page Validations

N/A.

2.1.5 Page Location

- **Global:** Tools
- **Local:** Admin
- **Task:** Automated Actions > Task Admin
 - Click on the hyperlink of the "Portal: CBO Account Request" Automated Action result displayed in the Automated Actions Search to navigate to the Automated Action Detail page. The Task Navigation will display if the user profile contains the "AutomatedActionsListView" security right.

2.1.6 Security Updates

N/A.

2.1.7 Page Mapping

N/A.

2.1.8 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

3 SUPPORTING DOCUMENTS

N/A.

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.19.1.4	The LRS shall generate alerts, reminders, and controls that may not directly affect eligibility.	This modification creates an Automated Action to be properly set up to support Office Distribution and Get Next functionalities.

5 MIGRATION IMPACTS

N/A.

6 OUTREACH

N/A.

7 APPENDIX

N/A.



California Statewide Automated Welfare System

Design Document

CA-243663

Add Clothing Allowance NOA for Kin-GAP

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen, Jimmy Tu
	Reviewed By	Tiffany Huckaby, Sidhant Garg

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/13/2022	0.1	Initial Draft	Maria Jensen
05/04/2022	0.2	PR comments	Maria Jensen
05/23/2022	0.3	Fiscal changes	Jimmy Tu
05/23/2022	0.4	Fixed Number format for 'Total' field Removed highlights, TBDs	Maria Jensen
05/26/2022	0.5	BA/QA Review – revised 'Include NA Back 9' section	Maria Jensen
06/08/2022	0.6	Added mention that Payee is always a Resource	Maria Jensen
07/21/2022	0.7	Committee feedback: -Corrected Template Description -Added Regulation to CSF 183 EN, SP Mockups -Updated mockups for CSF 182, 183 SP -Added Rec. to change SP title for CSF 183 to match Action statement	Maria Jensen
07/26/2022	0.8	Removed CSF 182 mockup and Recommendation	Maria Jensen

Table of Contents

1	Overview	5
	1.1 Current Design.....	5
	1.2 Requests.....	5
	1.3 Overview of Recommendations.....	5
	1.4 Assumptions	5
2	Recommendations.....	7
	2.1 Add Form CSF 183 - Clothing Allowance Approval (KG).....	7
	2.1.1 Overview	7
	2.1.2 Form/NOA Verbiage	7
	2.1.3 Form/NOA Variable Population	7
	2.1.4 Form/NOA Generation Conditions.....	9
	2.2 Service Arrangement Detail Page.....	10
	2.2.1 Overview	10
	2.2.2 Service Arrangement Detail Page Mockup	11
	2.2.3 Description of Changes	11
	2.2.4 Page Location	11
	2.2.5 Security Updates.....	11
	2.2.6 Page Mapping.....	11
	2.2.7 Page Usage/Data Volume Impacts	11
	2.3 Clothing Allowance Migration Batch.....	12
	2.3.1 Overview	12
	2.3.2 Description of Change.....	12
	2.3.3 Execution Frequency.....	12
	2.3.4 Key Scheduling Dependencies	12
	2.3.5 Counties Impacted	12
	2.3.6 Data Volume/Performance.....	12
	2.3.7 Failure Procedure/Operational Instructions.....	12
	2.4 Automated Regression Test.....	12
	2.4.1 Overview	12
	2.4.2 Description of Change.....	13
3	Supporting Documents	14
4	Requirements.....	14

4.1 Project Requirements.....	14
-------------------------------	----

1 OVERVIEW

This SCR will add the CSF 183 – Clothing Allowance Approval (KG) (revision 4/22) non-State form to the CalSAWS system in English and Spanish for all 58 Counties.

1.1 Current Design

Currently the CalSAWS system does not have a way to communicate the approval of a Clothing Allowance request for the Kin-GAP program. CA-232018 added a Clothing Allowance for Foster Care for CalSAWS.

1.2 Requests

1. The C-IV system had a dynamically generated Clothing Allowance NOA that was generated from the Service Arrangement page, in all Threshold languages. The same NOA was also generated when a Service Arrangement was created by the Clothing Allowance Batch. Add new Non-State Form CSF 183 - Clothing Allowance Approval (KG) in the CalSAWS system. (See Supporting Documents #1-2)
2. This form will be available via the Template Repository and Online via the Service Arrangement page in English and Spanish for all 58 Counties.
3. This form will be available via the Clothing Allowance Batch in English and Spanish for the 57 migration Counties.

1.3 Overview of Recommendations

1. Add new Non-State Form CSF 183 - Clothing Allowance Approval (KG).
2. Make the form available via the Template Repository and Online via the Service Arrangement page, with the CalSAWS standard header information in English and Spanish for all 58 Counties.
3. Make the form available via the Clothing Allowance Batch, with the CalSAWS standard header information in English and Spanish for the 57 migration Counties.

1.4 Assumptions

1. When generated in the context of a case, the body fields will be editable for all counties, as per CalSAWS standards.
2. This effort will only add the form in English and Spanish. The State clarified that FC/KG correspondence is not required in Threshold languages.
3. No Generate Form button will be displayed when a Service Arrangement is created with status other than 'Approved'. No Generate Form button will be displayed when a Service Arrangement with status other than 'Approved' is edited to have its status changed to 'Approved'.
4. This effort will add a Generate Form button in order for Counties to control the form functionality. This button will be available for all 58 Counties.
5. This effort will make the form available via Batch only for the 57 migration Counties. This effort will have no impact on the LA County process. LA County

will continue to use a separate Clothing Allowance job for their Back To School Clothing Allowance (BTSCA).

2 RECOMMENDATIONS

2.1 Add Form CSF 183 - Clothing Allowance Approval (KG)

2.1.1 Overview

This SCR will add the non-State form CSF 183 - Clothing Allowance Approval (KG) (revision 4/22) to the CalSAWS system. The new form is to be sent at the approval of a Clothing Allowance for the Kin-GAP program and at the creation of a Service Arrangement via the Clothing Allowance Batch. The new form will also be available via the Template Repository.

Non-State Form: CSF 183 (4/22)

Programs: Kin-GAP

Attached Forms: N/A

Forms Category: NOA

Template Repository Visibility: All counties

Languages:

English, Spanish

2.1.2 Form/NOA Verbiage

Create Form XDP

The new form will have 2 impressions which will consist of short verbiage and 3 prepopulated variables. See Supporting Documents #1-2 for details.

Form Header: CalSAWS Standard Header #1 (Header_1)

Form Title (Document List Page Displayed Name): Clothing Allowance Approval (KG)

Template Description: This form is used to inform customers that their Clothing Allowance was approved.

Form Number: CSF 183

Include NA Back 9: Yes (Use the Standard FC/KG NA Back 9)

Imaging Form Name: Clothing Allowance Approval (KG)

Imaging Document Type: Kin-GAP

Imaging Case/Person: Case

Form Mockups/Examples: See Supporting Documents #1-2 for PDF Mockups

2.1.3 Form/NOA Variable Population

The following variables will be prepopulated as the form is generated from the Service Arrangement page:

A Clothing Allowance was approved for
 <PlanningCaseName> for
 <total> for <periodBeginDate> .

Figure 2.1.3.1

Form Body Variables:

Variable Name	Population	Formatting	Editable*/ Field Type	Template Repository Population	Online Population	Batch Population
<PlanningCase Name>	Case Name Taken from Service Arrangement detail	Arial Font Size 10	Y, Text Field	Y	Y	Y
<total>	Approved Amount for the Arrangement period Taken from Service Arrangement detail page Field label: Total	Arial Font Size 10 Format: \$xx,xxx,xxx.xx	Y, Text Field	Y	Y	Y
<periodBeginDa te>	Arrangement Period Begin Date Taken from Service Arrangement detail page Field label: From:	Arial Font Size 10 Format: MM/DD/YYYY Y	Y, Date Field	Y	Y	Y

* Note: The Editable column of the table above refers to if the variable will be editable when populated. When generating a Blank Form from Template Repository the field will be editable unless otherwise indicated.

Variables Requiring Translations: N/A

2.1.4 Form/NOA Generation Conditions

1. Add Online Form Generation

In the Context of a Kin-GAP case, when a Need of Category='Foster Care/Kin-GAP Services' and Type='Clothing Allowance' has been added, and a Service Arrangement has been created with the status of Approved, the Generate Form button will be displayed on the Service Arrangement Detail page (see section 2.2). Clicking the Generate Form button will generate form CSF 183 and automatically save it to Distributed Documents, no Document Parameters required.

Note: We are not changing the form that generates for this scenario for Foster Care.

Required Form Input: Service Arrangement ID

Mailto/Addressee: Payee (always a Resource)

2. Add Batch Form Generation

Generate and save form CSF 183 when a Service Arrangement is created by the Clothing Allowance Batch for the 57 migration Counties. Form trigger will be saved into the System Transact table by the Clothing Allowance Job and the Service Arrangement Id will be the required form input. The actual form will be generated by the form threads.

Required Form Input: Service Arrangement ID

Mailto/Addressee: Payee (always a Resource)

Tech Note: PBxxF103 job (where xx is a migration County)

Note: LA County will continue to use a separate Clothing Allowance job for their Back To School Clothing Allowance (BTSCA), namely PB19F103 job.

3. Add Form to Template Repository

Add Form CSF 183 to the Template Repository in English and Spanish for all 58 counties.

Required Document Parameters: Case Number, Customer Name, Program, Service Arrangement ID, Language

4. Add Form Control

Barcode options for the CSF 183 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

5. **Add Form Print Options and Mailing Requirements**

Include the following Print Options and Mailing Requirements for Form CSF 183:

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 Requirements:

Mail-To (Recipient): Service Arrangement Payee

Mailed From (Return): Standard Population

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard Outgoing Mail

Return Envelope Type: N/A

Mailing Priority: Same Day Priority

Additional Requirements:

Special Paper Stock: N/A

Tracking (Clock) Indicator: N/A

Enclosures: No

Electronic Signature: No

Post to SSP: No

2.2 **Service Arrangement Detail Page**

2.2.1 **Overview**

The Service Arrangement Detail page allows users to add, edit, or view information for specific service arrangements.

2.2.2 Service Arrangement Detail Page Mockup

Service Arrangement Detail

Images

Generate Form

Create Payment Request

Edit

Close

*- Indicates required fields

Name: *

Service Arrangement ID:

Need *

Need Type:
[Clothing Allowance](#)

Need Category:
Foster Care/Kin-GAP Services

Need Status:
Met

Need Description:

Activities

Type	Status	Begin Date	End Date
------	--------	------------	----------

Arrangement Details

Arrangement Period: *
From: 05/31/2022 To: 05/31/2022

Program Type: *
Kin-GAP

Aid Code: *
4T - Kin-GAP (Fed)

Figure 2.1.2 – Service Arrangement Detail Page

2.2.3 Description of Changes

1. Turn on the 'Generate Form' button on the Service Arrangement Detail page for the need category of Foster Care/Kin-GAP Services' and the need type of 'Clothing Allowance'.
 - a. This Generate Form button will generate the CSF 183
 - b. The Generate Form button will only display when the Service Arrangement is created in 'Approved' status.

2.2.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Service Arrangement

2.2.5 Security Updates

None.

2.2.6 Page Mapping

None.

2.2.7 Page Usage/Data Volume Impacts

None.

2.3 Clothing Allowance Migration Batch

2.3.1 Overview

This is the Clothing Allowance Batch (PBXXF103) for Migration Counties. This batch will create the service arrangement and payment requests for a Clothing Allowance need and this batch will be updated to generate the Clothing Allowance NOA (CSF 183) upon the approval of the Clothing Allowance Payment Request.

2.3.2 Description of Change

1. Update the Clothing Allowance Migration batch for migration counties to generate the CSF 183 when the following conditions are true.
 - a. Need Type: Clothing Allowance
 - b. Need Category: Foster Care/Kin-GAP Services
 - c. Clothing Allowance Service Arrangement: Approved

2.3.3 Execution Frequency

No Change.

2.3.4 Key Scheduling Dependencies

No Change.

2.3.5 Counties Impacted

Other 57 Migration Counties (will not impact LA County).

2.3.6 Data Volume/Performance

No Change.

2.3.7 Failure Procedure/Operational Instructions

No Change.

2.4 Automated Regression Test

2.4.1 Overview

Create new automated regression test scripts to verify that the CSF 183 form is available in the Template Repository, that the Generate Form button displays on the Service Arrangement Detail page when the Service Arrangement is in 'Approved' status, and that clicking this button results in

a generated CSF 183 form displaying on the Distributed Documents Search page.

2.4.2 Description of Change

1. Create a new regression test script to create a Need and Service Arrangement with the details listed below. Verify that the Generate Form button displays on the Service Arrangement Detail page, and that clicking this button results in the CSF 183 form being displayed on the Distributed Documents Search page for the case in context.
2. Create a new regression test script to verify that the CSF 183 form is available through the Template Repository Search page.

Need and Service Arrangement details:

- a. Need Category: Foster Care/Kin-GAP Services
- b. Need Type: Clothing Allowance
- c. Service Arrangement Status: Approved

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CSF 183 in English	CSF183_EN.pdf
2	Correspondence	CSF 183 in Spanish	CSF183_SP.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.1 CAR-1237	<p>The LRS shall automatically generate the following correspondence online or in the batch process, as a result of individual and/or case action initiated by the LRS or by COUNTY-specified Users, except when exempt due to program requirements:</p> <ul style="list-style-type: none">a. Adverse notices (includes: decrease, collection, denial, or termination of benefits);b. Non-adverse notices (includes: approval, increase in benefits, no change, and rescission); andc. Non-approval notices (includes: cancellation, withdrawal, informational, and benefit issuance).	With SCR CA-243663, the CSF 183 - Clothing Allowance Approval (KG) (4/22) form will be added to the CalSAWS system for all counties in English and Spanish.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-244887

Refactoring batch EDBC sweeps to not process
same case daily multiple times

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Soundarya Ramesh
	Reviewed By	Yuga Teja

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/26/2022	1.0	Initial Draft	Soundarya Ramesh

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Modify the existing batch sweeps to limit the same records being processed multiple times.....	5
	2.1.1 Overview	5
	2.1.2 Description of Change.....	6
	2.1.3 Execution Frequency.....	6
	2.1.4 Key Scheduling Dependencies	6
	2.1.5 Counties Impacted	6
	2.1.6 Data Volume/Performance.....	6
	2.1.7 Failure Procedure/Operational Instructions.....	7
3	Requirements.....	7
	3.1 Project Requirements.....	7

1 OVERVIEW

Currently some of the batch sweeps are repeatedly picking the same record for EDBC processing every night. The downstream impact of this is that Tasks and the Batch Eligibility Report reflect repeated skips if they occur. This SCR is created to modify the appropriate sweeps to prevent repeated runs/skips that occur every day.

1.1 Current Design

The following batch sweeps are repeatedly picking the same record for EDBC processing every night.

1. PB00E159 – Expedited CF cases with Past-Due postponed Verifications.
2. PB00E191 - Work Registration 16 Years Old Not in School.
3. PB00E458 – SAR7 No Change.
4. PB19E481 – Daily GR Employability Status Change.
5. PB00E907 – DCFS Discontinue Foster Care Medi-Cal Sweep.
6. PB00E197 – Daily GR Time Limits Discontinuance.

1.2 Requests

Modify the Batch EDBC sweeps in section 1.1 to limit the records that are being picked repeatedly.

1.3 Overview of Recommendations

1. Modify the batch sweeps in section 1.1 to limit the records that are being picked repeatedly.
2. Verify that duplicate tasks are not created, or the batch Eligibility Report does not reflect any unnecessary repeated records.

1.4 Assumptions

N/A.

2 RECOMMENDATIONS

2.1 Modify Batch sweeps – Limit Duplicate records processed multiple times

2.1.1 Overview

Currently the following batch sweeps are repeatedly picking the same record for EDBC processing every night. The downstream impact of this is that Tasks and the Batch Eligibility Report reflect repeated skips if they occur. This SCR is created to modify the appropriate sweeps to prevent repeated runs/skips that occur every day.

- a. PB00E159 – This batch sweep will create eligibility triggers for Active CalFresh cases for which Postponed Verification is Past-Due to take a negative action on the cases affected.
- b. PB00E191 - This batch sweep will create eligibility triggers for WTW/REP Programs when the person is 16 years or older, has a school attendance status, and is not attending school full time.
- c. PB00E458 - This batch sweep will create eligibility triggers for program when SAR7 is received from Kofax interface and marked as No Change. EDBC will be triggered to run on all programs.
- d. PB19E481 - This daily job picks up active GR participants and trigger batch EDBC to change/update worker registration to employable to Admin-U and vice versa.
- e. PB00E907 – This batch sweep identifies newly created foster care/Medical cases in pending status for run EDBC for child turning 21.
- f. PB00E197 - This batch sweep will create eligibility triggers for Active GR persons who are Employable and have received 277 days of Aid in the last 365 days or will complete receiving 277 in the next 10 days (Calendar days).

Following are the scenarios where the batch sweeps are processing the records multiple times.

- a. After running the sweep jobs, when EDBC was run and if the records are processed and there were no changes in the tables used in the driving query, then these records are being picked again in the next run.
- b. After running the sweep jobs, when EDBC was run and if the records are being skipped and there were no changes in the tables used in the driving query, then these records are being picked again in the next run.
- c. After running the sweep jobs, when EDBC was run the records are not being processed with a valid reason and then these records are being picked again in the next run.

This SCR will update the above Batch EDBC Sweep jobs not to sweep the case if that case was either successfully run through EDBC or not processed/skipped EDBC the same month as the batch run month.

2.1.2 Description of Change

1. Modify the following existing batch sweeps to not sweep the same case again the following day after the record got skipped.
 - a. PB00E159
 - b. PB00E191
 - c. PB00E458
 - d. PB19E481
 - e. PB00E907
 - f. PB00E197

2.1.3 Execution Frequency

No Change.

PB00E159 – Daily (Mon-Sat).

PB00E191 – Daily (Mon-Sat)

PB00E458 – Daily (Mon-Sat)

PB19E481 – Daily (Mon-Sat)

PB00E907 – Daily (Mon-Sat)

PB00E197 – Daily (Mon-Sat)

2.1.4 Key Scheduling Dependencies

No Change.

2.1.5 Counties Impacted

PB00E159 – all Counties.

PB00E191 – all Counties.

PB00E458 – all Counties

PB19E481 – LA County only

PB00E907 – all Counties

PB00E197 – all Counties

2.1.6 Data Volume/Performance

N/A

2.1.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the file from the directory and contacting the external partner if there is an account or password issue, etc...)

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-245393

Updates to MC 355 Page

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Andrea Rodriguez, Mayuri Srinivas, Nithya Chreddy
	Reviewed By	Priya Sridharan

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/24/2022	1.0	Initial	Andrea Rodriguez, Mayuri Srinivas, Nithya Chreddy

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 MC 355 Verification.....	5
	2.1.1 Overview	5
	2.1.2 MC 355 Verification Mockup	5
	2.1.3 Description of Changes	6
	2.1.4 Page Location	6
	2.1.5 Security Updates.....	6
	2.1.6 Page Mapping.....	7
	2.1.7 Page Usage/Data Volume Impacts	7
	2.2 Document Received: MC 355 Automated Action	7
	2.2.1 Overview	7
	2.2.2 Description of Changes	7
	2.2.3 Page Location	7
	2.2.4 Security Updates.....	7
	2.2.5 Page Mapping.....	7
	2.2.6 Page Usage/Data Volume Impacts	8
3	Requirements.....	8
	3.1 Project Requirements.....	8

1 OVERVIEW

1.1 Current Design

With SCR CA-50988 (MC 355) a new task was introduced to alert a worker when documents requested in the MC 355 were received. This automated action is now obsolete. The Task creation from the receipt of Documents, such as the MC 355, is now handled via the Document Routing Rule processing.

Currently, the character limit on the Customer Notice section of the MC 355 Verification Detail page is 150 characters.

1.2 Requests

This SCR will update the character limit on the Customer Notice section of the MC 355 Verification Detail page to 500 characters. The obsoleted "Document Received: MC 355" Automated Action will be deactivated.

1.3 Overview of Recommendations

1. Update the character limit on the Customer Notice section from 150 to 500 on the MC 355 Verification page.
2. Deactivate the obsoleted "Document Received: MC 355" Automated Action.
3. Update the MC 355 and MC 355 Reminder forms in English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Tagalog, Hmong, Korean, Lao, Russian, Vietnamese to allow 500 characters in the 'Customer Notice' Section instead of the existing 150 Character limit.

1.4 Assumptions

1. All other functionalities remain unchanged unless specifically called out by this document.
2. The information labeled under MC 355 Due Date, MC 355 Remainder Sent Date, MC 355 Status, MC 355 Action Date, and Latest Imaged Document Date on the Medi-Cal Renewals Listing Report will not be impacted by this change.

2 RECOMMENDATIONS

2.1 MC 355 Verification

2.1.1 Overview

The MC 355 Verification Detail page is used to manage information on a verification record. This SCR will update the character limit on the Customer Notice field from 150 to 500.

2.1.2 MC 355 Verification Mockup

MC 355 Verification Detail

*- Indicates required fields

Save and Return Cancel

Type: *	Sub-Type: *
Income	Other
Person: *	Status: *
DOE, JANE 24F	Pending
Customer Notice: Example Text	
Maximum characters allowed is 500. Current character count is: 12	

Save and Return Cancel

Figure 2.1.1 – MC 355 Verification Detail Page in Edit Mode

MC 355 Verification Detail

*- Indicates required fields

Save and Return

Cancel

• **Customer Notice** - [Text500] Value is too long [Max. length: 500.0]

Type: *

Other

Sub-Type: *

Other

Person: *

DOE, JANE 22F

Status: *

Pending

Customer Notice:

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Curabitur iaculis magna vitae mauris congue, quis mattis lorem finibus. Ut lacinia, metus non efficitur malesuada, massa elit feugiat turpis, ut rhoncus quam est sit amet nunc. Duis pharetra justo eget efficitur lobortis. Suspendisse potenti. Aenean vestibulum ullamcorper nibh, et accumsan turpis interdum et. In tempor ligula odio, nec vestibulum augue cursus sed. Etiam et velit ultrices, ullamcorper lacus posuere, semper purus. Nulla nisi.

Maximum characters allowed is 500. Current character count is: 501

Save and Return

Cancel

Figure 2.1.2 – MC 355 Verification Detail Page with Customer Notice Verification in Create Mode

2.1.3 Description of Changes

1. Update the Customer Notice section to have a 500-character limit.
 - a. The label below the field will be updated to state, 'Maximum value allowed is 500. Current character count is: <number of characters entered>' to keep count of current characters entered while the page is editable (as shown in Figure 2.1.1).
Note: The label is only visible in edit mode.
2. Update the Customer Notice save validation to display when the character count is beyond 500 characters.
 - a. The following message will display, "Customer Notice - [Text500] Value is too long [Max. length: 500.0]" (as shown in Figure 2.1.2).

2.1.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** MC 355

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 Document Received: MC 355 Automated Action

2.2.1 Overview

The "Document Received: MC 355" Automated Action is only available to Los Angeles County and was invoked within the CalSAWS processing specific to the prior Imaging solution. This Automated Action is no longer invoked with the current Imaging Solution.

2.2.2 Description of Changes

1. Update the Status of the "Document Received: MC 355" Automated Action to be "Unavailable". The Automated Action will remain available for historical references only. The Task creation from the receipt of Documents, such as the MC 355, is now handled via the Document Routing Rule processing.

2.2.3 Page Location

- **Global:** Tools
- **Local:** Admin
- **Task:** Automated Actions > Task Admin
Click on the hyperlink of the "Document Received: MC 355" Automated Action result displayed in the Automated Actions Search to navigate to the Automated Action Detail page. The Task Navigation will display if the User profile contains the "AutomatedActionsListView" security right.

2.2.4 Security Updates

N/A.

2.2.5 Page Mapping

N/A.

2.2.6 Page Usage/Data Volume Impacts

There are no expected page usage/volume impacts.

2.3 Update MC 355 Form

2.3.1 Overview

The MC 355 and the MC 355 reminder forms in English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Tagalog, Hmong, Korean, Lao, Russian, Vietnamese currently allows 150 characters in the Customer Notice Section.

Person	Customer Notice

2.3.2 Description of Change

Update the Customer Notice section to allow 500 characters instead of the existing 150 characters for both MC 355 and MC 355 Reminder forms in English, Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Tagalog, Hmong, Korean, Lao, Russian and Vietnamese.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.5.5.12	The LRS shall include the ability to display, by case, to COUNTY-specified Users, verification information, including verification type, date verification received, source of verification, and status of verification.	This SCR will update the MC 355 Verification page to allow the user to add more information on the Customer Notice section of the verification.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-246341

Add M40 -129D2 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Anil Ankad
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/18/2022	1.0	Initial Draft	Anil Ankad

Table of Contents

1	Overview	4
	1.1 Current Design.....	4
	1.2 Requests.....	4
	1.3 Overview of Recommendations.....	4
	1.4 Assumptions	4
2	Recommendations.....	5
	2.1 Add M40 -129D2 (12/90) - Procedural Requirements, Deny-Immediate Need in English Language in CalSAWS.....	5
	2.1.1 Overview	5
	2.1.2 Form Verbiage	5
	2.1.3 Form Generation Conditions	5
3	Supporting Documents	7
4	Requirements.....	7
	4.1 Project Requirements.....	7

1 OVERVIEW

The purpose of this change is to add M40-129D2 (12/90) to CalSAWS Template Repository in English language.

1.1 Current Design

Currently M40-129D2 (12/90)- Procedural Requirements, Deny- Immediate Need is not in CalSAWS.

1.2 Requests

Add the M40-129D2 (12/90)- Procedural Requirements, Deny- Immediate Need to CalSAWS Template Repository in English language.

1.3 Overview of Recommendations

Add the M40-129D2 (12/90)- Procedural Requirements, Deny- Immediate Need to CalSAWS Template Repository in English language.

1.4 Assumptions

1. No variables will be populated on the Procedural Requirements, Deny- Immediate Need (aside from the standard header and footer information).
2. All fields (blank or prepopulated) will be editable.
3. Supporting Documents section references attachments found on Jira.
4. SCR CA-247214 will add the threshold languages.

2 RECOMMENDATIONS

2.1 Add M40 -129D2 (12/90) - Procedural Requirements, Deny-Immediate Need in English Language in CalSAWS

2.1.1 Overview

Add M40-129D2 (12/90)- Procedural Requirements, Deny- Immediate Need in English language in CalSAWS.

State Form: M40-129D2 (12/90)

Programs: CalWORKs

Attached Forms: N/A

Template Description: Procedural Requirements - Deny - Immediate Need

Forms Category: NOA

Template Repository Visibility: All Counties

Languages: English

2.1.2 Form Verbiage

Create M40 – 129D2 XDP

A new XDP will be created for the Procedural Requirements - Deny.

Form Header: CalSAWS Standard Header#1

Form Title (Document List Page Displayed Name): Procedural Requirements – Deny-Immediate Need

Form Number: M40-129D2

Include NA Back 9: Yes

Imaging Form Name: Procedural Requirements – Deny-Immediate Need

Imaging Document Type: Notification/NOA

Imaging Case/Person: Case

Form Mockups/Examples: See supporting document #1

2.1.3 Form Generation Conditions

1. **Add M40 -129D2 Procedural Requirements - Deny 12/90 English language to Template Repository**

M40 -129D2 (12/90) – Procedural Requirements, Deny-Immediate Need is added in English language to the template repository.

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

2. Add Form Control

Add an imaging barcode for M40 – 129D2.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for M40-129D2 (12/90) Procedural Requirements – Deny.

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 M40 – 129D2 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
Mail Priority	Same Day Priority

Additional Options:

Requirement	Option for M40 – 129D2 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
4	Correspondence	M40-129D2 (12/90) - Procedural Requirements, Deny-Immediate Need	M40-129D2.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;	M40-129D2 (12/90) -Procedural Requirements, Deny-Immediate Need added in English language.

<ul style="list-style-type: none"> 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. 	
--	--



California Statewide Automated Welfare System

Design Document

CA-246393

Add Form CW 371 to Template Repository

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M Devi Priya
	Reviewed By	Richwin Lianel

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/21/2022	1.0	Initial Draft	M Devi Priya

Table of Contents

1	Overview	4
1.1	Current Design.....	4
1.2	Requests.....	4
1.3	Overview of Recommendations.....	4
1.4	Assumptions.....	4
2	Recommendations	5
2.1	Add Referral to Local Child Support Agency (LCSA) Form CW 371 (7/01) in English language in CalSAWS.....	5
2.1.1	Overview	5
2.1.2	Form Verbiage	5
2.1.3	Form Generation Conditions	5
3	Supporting Documents	7
4.	Requirements	8
4.1	Project Requirements.....	8

1 OVERVIEW

This effort will add the CW 371 (7/01) form in English language in CalSAWS.

1.1 Current Design

Currently, CW 371 (7/01) - Referral to Local Child Support Agency (LCSA) is not available in CalSAWS.

1.2 Requests

Add the Form CW 371 (7/01) - Referral to Local Child Support Agency (LCSA) in English language in CalSAWS Template Repository.

1.3 Overview of Recommendations

Add the Form CW 371 - Referral to Local Child Support Agency (LCSA) (7/01) in English language in CalSAWS Template Repository.

1.4 Assumptions

1. No variables will be populated on the new Referral to Local Child Support Agency (LCSA) (7/01) (aside from the standard header and footer information).
2. All fields (blank or prepopulated) will be editable.
3. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Add Referral to Local Child Support Agency (LCSA) Form CW 371 (7/01) in English language in CalSAWS.

2.1.1 Overview

Add the new Form CW 371 (7/01) - Referral to Local Child Support Agency (LCSA) in English language in CalSAWS.

State Form: CW 371 (7/01)

Programs: CalWORKs, Medi-Cal

Attached Forms: N/A

Template Description: Referral to Local Child Support Agency (LCSA)

Forms Category: Forms

Template Repository Visibility: All Counties

Languages: English

2.1.2 Form Verbiage

Create CW 371 XDP

A new XDP will be created for the Form CW 371 (7/01) - Referral to Local Child Support Agency (LCSA).

Form Header: CalSAWS Standard Header (HEADER_3-1)

Form Title (Document List Page Displayed Name): Referral to Local Child Support Agency (LCSA)

Form Number: CW 371

Include NA Back 9: No

Imaging Form Name: Referral To LCSA

Imaging Document Type: CalWORKs (CW)

Form Mockups/Examples: See supporting document #1

2.1.3 Form Generation Conditions

1. Add CW 371 (7/01) – Referral to Local Child Support Agency (LCSA) form to Template Repository

The CW 371 (7/01) Referral to Local Child Support Agency (LCSA) form is added only to the Template Repository.

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

2. Add Form Control

Add an imaging barcode for CW 371.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for CW 371 (7/01) Referral to Local Child Support Agency (LCSA).

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 371
Mail-To (Recipient)	N/A
Mailed From (Return)	N/A
Mail-back-to Address	N/A
Outgoing Envelope Type	N/A
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	N/A

Additional Options:

Requirement	Option for CW 371 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 371	CW371_English.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; andv. CSC PIN notices.	CW 371 is being added in English language.

CalSAWS

California Statewide Automated Welfare System

Design Document

SCR CA-247484

Enhance CalSAWS authentication framework to support accepted redirect URLs

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Bishal Acharya
	Reviewed By	Sumeet Patil

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
7/29/2022	V1	Initial Draft	Bishal Acharya
8/11/2022	V2	Revision2	Bishal Acharya

Table of Contents

1	Overview.....	4
1.1	Current Design.....	4
1.2	Requests.....	4
1.3	Overview of Recommendations	5
1.4	Assumptions	5
2	Recommendations	5
2.1	Application Flow Update	5
2.2	Application Diagram	5
3	Supporting Documents.....	7
4	Requirements	7
4.1	Project Requirements.....	7
4.2	Migration Requirements.....	7
5	Migration Impacts	7
6	Outreach	7
7	Appendix	7

1 OVERVIEW

1.1 Current Design

CalSAWS system use ForgeRock IAM for authentication. When user's login with their credentials, upon successful authentication, ForgeRock generates OAuth token and redirect users to CalSAWS Homepage. Currently, post successful authentication the user is always redirected to CalSAWS Homepage url.

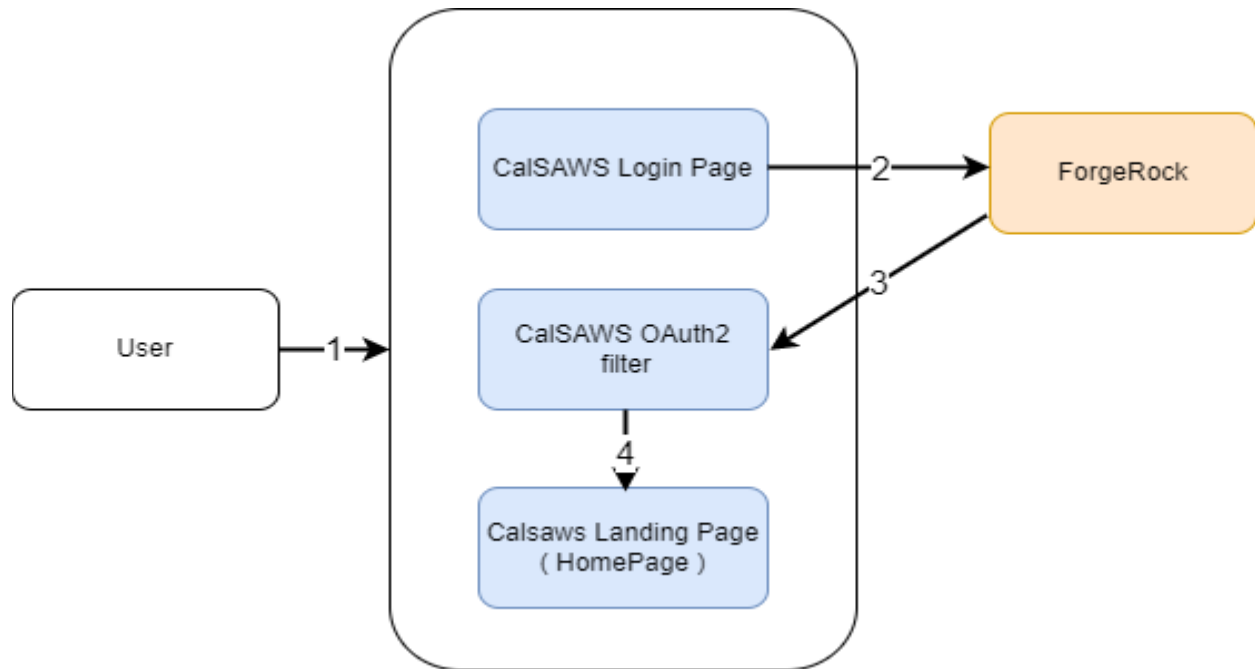


Figure 1 - Current Design

User -> CalSAWS Login Page -> ForgeRock authorization & redirection -> CalSAWS OAuth2 Filter -> CalSAWS Homepage

1.2 Requests

CalSAWS application should be able to launch the redirect url passed by an application post successful authentication. Post authentication of user in eCCP application and launching of CalSAWS application should open the /c-iv/utilities/ContactCenter/manage page.

1.3 Overview of Recommendations

1. Update CalSAWS authentication framework to support a set of approved redirect URLs post authentication using Single Sign On. Upon successful login, the application can open the redirect URL without being redirected to CalSAWS Homepage.
2. Add c-iv/utilities/ContactCenter/manage url to the list of supported redirect urls.

1.4 Assumptions

- The design change should not alter current OAuth workflow for CalSAWS application and should adhere to the current application security.

2 RECOMMENDATIONS

2.1 Application Flow Update

User -> CalSAWS Login Page -> ForgeRock authorization & redirection -> CalSAWS OAuth2 Filter (update) -> redirected Page

1. User logins
2. ForgeRock authorization kicks in
3. On successful authorization, ForgeRock redirects to CalSAWS, OAuth Filter intercepts & checks validation logic which determines if this URL is OK to be redirected. After successful validation, it redirects to appropriate URL instead of Homepage.

2.2 Application Diagram

The diagram in Figure2 shows the high-level overview of how the redirection will work for other applications like Contact Center after the flow update.

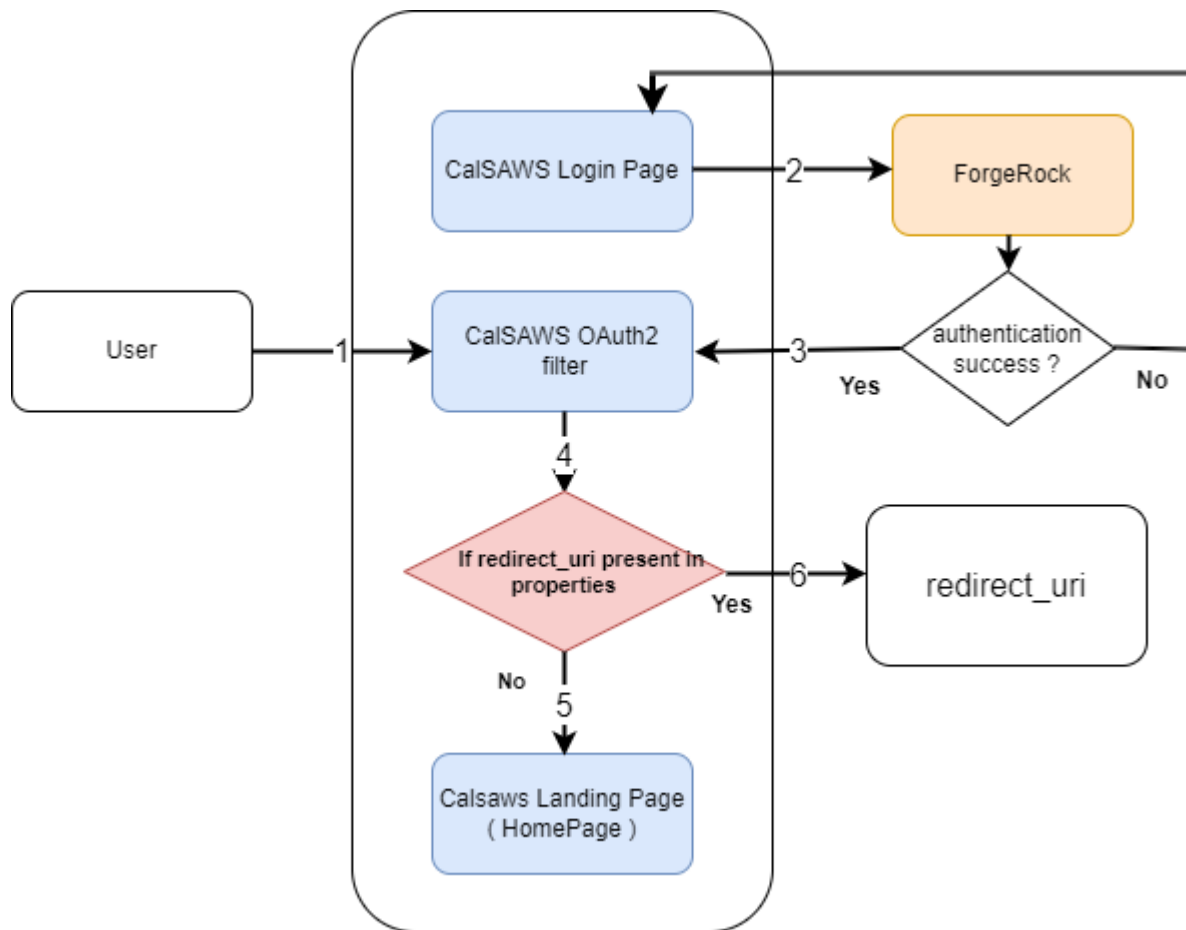


Figure 2 OAuth2 URL Redirection

Sequence	Description
1	User login
2	ForgeRock authorization kicks in. ForgeRock generates OAuth token and redirects user back to CalSAWS
3	On successful authentication, pass control to OAuth2 filter in CalSAWS.
4	OAuth2 filter checks if redirect_uri is present in properties
5	Redirect Uri was not found in CalSAWS properties, Homepage redirection occurs.
6	Redirect Uri found in CalSAWS properties. Successful redirection to the appropriate URI

3 SUPPORTING DOCUMENTS

N/A

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

N/A

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

The Changes will be performed on CalSAWS side.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-249671

Update MC 007 and DHCS 7077 in English

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Maria Jensen
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/30/2022	0.1	Initial Draft	Maria Jensen

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	5
2	Recommendations.....	6
2.1	Update Form MC 007 – Medi-Cal General Property Limitations	6
2.1.1	Overview	6
2.1.2	Form/NOA Verbiage	6
2.1.3	Form/NOA Variable Population	6
2.1.4	Form/NOA Generation Conditions.....	6
2.2	Update Form DHCS 7077 – Notice Regarding Standards for Medi-Cal eligibility	7
2.2.1	Overview	7
2.2.2	Form/NOA Verbiage	7
2.2.3	Form/NOA Variable Population	7
2.2.4	Form/NOA Generation Conditions.....	8
2.3	Update Non-MAGI RE Packet (Non-LA)	8
2.3.1	Overview	8
2.3.2	Form/NOA Verbiage	8
2.3.3	Form/NOA Variable Population	9
2.3.4	Form/NOA Generation Conditions.....	9
2.4	Update Mixed HH RE Packet (Non-LA)	9
2.4.1	Overview	9
2.4.2	Form/NOA Verbiage	9
2.4.3	Form/NOA Variable Population	10
2.4.4	Form/NOA Generation Conditions.....	10
2.5	Update MC Screening Packet.....	10
2.5.1	Overview	10
2.5.2	Form/NOA Verbiage	10
2.5.3	Form/NOA Variable Population	11
2.5.4	Form/NOA Generation Conditions.....	11
2.6	Update MC Turning 65 Packet.....	11

2.6.1	Overview	11
2.6.2	Form/NOA Verbiage	11
2.6.3	Form/NOA Variable Population	12
2.6.4	Form/NOA Generation Conditions.....	12
3	Supporting Documents	13
4	Requirements.....	15
4.1	Project Requirements.....	15

1 OVERVIEW

This SCR will update forms MC 007 and DHCS 7077 in English in CalSAWS to match the latest version available on the State website (07/22).

1.1 Current Design

Currently the MC 007 (07/19) and DHCS 7077 (12/18) are available in the Template Repository in English and Spanish for all Counties. The forms are also available via the following 4 packets: Non-MAGI RE Packet (non-LA), Mixed HH RE Packet (non-LA), MC Screening Packet and MC Turning 65 Packet.

1.2 Requests

1. Update MC 007 in English to the newest State versions (07/22).
2. Update DHCS 7077 in English to the newest State versions (07/22).
3. Turn off Spanish versions of MC 007 and DHCS 7077. The forms are not yet updated on the DHCS website. SCR CA-249673 will implement them as soon as the updated Spanish versions become available.
4. Have Spanish versions of Non-MAGI RE Packet, Mixed HH RE Packet, MC Screening Packet and MC Turning 65 Packet generate with English MC 007 and English DHCS 7077.
5. Update footers for Non-MAGI RE Packet, Mixed HH RE Packet, MC Screening Packet and MC Turning 65 Packet in all 13 languages and 2 languages respectively, on the pages for MC 007 and DHCS 7077, to state new revision date.

1.3 Overview of Recommendations

1. Update MC 007 in English to the newest State versions (07/22).
2. Update DHCS 7077 in English to the newest State versions (07/22).
3. Turn off Spanish versions of MC 007 and DHCS 7077. The forms are not yet updated on the DHCS website.
4. Have Spanish versions of Non-MAGI RE Packet, Mixed HH RE Packet, MC Screening Packet and MC Turning 65 Packet generate with English MC 007 and English DHCS 7077.
5. Update footers for Non-MAGI RE Packet, Mixed HH RE Packet, MC Screening Packet and MC Turning 65 Packet in all 13 languages and 2 languages respectively, on the pages for MC 007 and DHCS 7077, to state new revision date.

1.4 Assumptions

1. MC 007 form's header consists of the DHCS standard header (Header_3-4). This effort will not change the form's header.

2 RECOMMENDATIONS

2.1 Update Form MC 007 – Medi-Cal General Property Limitations

2.1.1 Overview

This SCR will update form MC 007 in CalSAWS to match the latest version available on the State website (07/22).

State Form: MC 007 (07/19)

Current Programs: Medi-Cal

Current Attached Forms: None

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.1.2 Form/NOA Verbiage

Update Form XDP

This SCR will bring significant updates to the verbiage, and dollar amount changes (see Supporting Documents #1).

Updated Languages: English

Form Number: MC 007 (07/22)

Form Mockups/Examples: See Supporting Documents #1 for newest MC 007 Form.

This effort does not bring any updates to the form header.

2.1.3 Form/NOA Variable Population

This form has no variables.

2.1.4 Form/NOA Generation Conditions

1. Turn Off Threshold Language Forms

The Spanish version will not be updated with this effort. Turn off the Spanish version of the form as it is not yet updated on the DHCS website. SCR CA-249673 will implement it as soon it becomes available.

2. Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to be a 'Print Only', Static PDF document.

2.2 Update Form DHCS 7077 – Notice Regarding Standards for Medi-Cal eligibility

2.2.1 Overview

This SCR will update form DHCS 7077 in CalSAWS to match the latest version available on the State website (07/22).

State Form: DHCS 7077 (12/18)

Current Programs: Medi-Cal

Current Attached Forms: None

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Update Form XDP

This SCR will bring some updates to the punctuation, and dollar amount changes (see Supporting Documents #1).

Updated Languages: English

Form Header: DHCS Standard Header (Header_3-4)

Form Number: DHCS 7077 (07/22)

Form Mockups/Examples: See Supporting Documents #2 for newest DHCS 7077 Form.

2.2.3 Form/NOA Variable Population

This form has no variables.

2.2.4 Form/NOA Generation Conditions

3. Turn Off Threshold Language Forms

The Spanish version will not be updated with this effort. Turn off the Spanish version of the form as it is not yet updated on the DHCS website. SCR CA-249673 will implement it as soon it becomes available.

4. Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to be a 'Print Locally' only document.

2.3 Update Non-MAGI RE Packet (Non-LA)

2.3.1 Overview

This SCR will update the Non-MAGI RE Packet (non-LA) in CalSAWS to account for the updates to forms MC 007 and DHCS 7077.

State Form: Non-MAGI RE Packet

Current Programs: Medi-Cal

Current Attached Forms: Coversheet, MC 210 RV, MC 019, MC 219, MC 372, MC 007, DHCS 7077, DHCS 7077A, PUB 13, PUB 183, MC 003, NVRA VPF

Current Forms Category: Application

Current Template Repository Visibility: Migration Counties

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

2.3.2 Form/NOA Verbiage

Update Form XDP

This SCR will update the Spanish version of the packet to use the English versions of MC 007 and DHCS 7077. Also within the packet, the footer of the pages corresponding to these 2 forms will be updated to match the latest revision dates for the forms, for all languages.

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

Form Header: CalSAWS Standard Header (RD_MIG_Header)

Form Number: Non-MAGI RE Packet

Form Mockups/Examples: See Supporting Documents #3

2.3.3 Form/NOA Variable Population

There will be no updates to the packet's variables.

2.3.4 Form/NOA Generation Conditions

Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to have all Print Options available.

2.4 Update Mixed HH RE Packet (Non-LA)

2.4.1 Overview

This SCR will update the Mixed HH RE Packet (non-LA) in CalSAWS to account for the updates to forms MC 007 and DHCS 7077.

State Form: Mixed Household RE Packet

Current Programs: Medi-Cal

Current Attached Forms: Coversheet, MC 217, MC 019, MC 219, MC 372, MC 007, DHCS 7077, DHCS 7077-A, PUB 13, PUB 183, MC 003, NVRA VPF

Current Forms Category: Application

Current Template Repository Visibility: Migration Counties

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

2.4.2 Form/NOA Verbiage

Update Form XDP

This SCR will update the Spanish version of the packet to use the English versions of MC 007 and DHCS 7077. Also within the packet, the footer of the pages corresponding to these 2 forms will be updated to match the latest revision dates for the forms, for all languages.

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

Form Header: CalSAWS Standard Header (RD_MIG_Header)

Form Number: Mixed Household RE Packet

Form Mockups/Examples: See Supporting Documents #4

2.4.3 Form/NOA Variable Population

There will be no updates to the packet's variables.

2.4.4 Form/NOA Generation Conditions

Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to have all Print Options available.

2.5 Update MC Screening Packet

2.5.1 Overview

This SCR will update the MC Screening Packet in CalSAWS to account for the updates to forms MC 007 and DHCS 7077.

State Form: Non-MAGI Screening Packet

Current Programs: Medi-Cal

Current Attached Forms: Cover Letter, Non-MAGI Informing Letter, MC 604 IPS, MC 007, PUB 10, DHCS 7077, DHCS 7077A, APTC CSR Brochure, VRC

Current Forms Category: Application

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.5.2 Form/NOA Verbiage

Update Form XDP

This SCR will update the Spanish version of the packet to use the English versions of MC 007 and DHCS 7077. Also within the packet, the footer of the pages corresponding to these 2 forms will be updated to match the latest revision dates for the forms, for all languages.

Updated Languages: English, Spanish

Form Header: CalSAWS Standard Header (RD_MIG_Header)

Form Number: Non-MAGI Screening Packet

Form Mockups/Examples: See Supporting Documents #5

2.5.3 Form/NOA Variable Population

There will be no updates to the packet's variables.

2.5.4 Form/NOA Generation Conditions

Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to have all Print Options available.

2.6 Update MC Turning 65 Packet

2.6.1 Overview

This SCR will update the MC Turning 65 Packet in CalSAWS to account for the updates to forms MC 007 and DHCS 7077.

State Form: Non-MAGI Turning 65 Packet

Current Programs: Medi-Cal

Current Attached Forms: Cover Letter, Non-MAGI Informing Letter, MC 604 IPS, MC 007, PUB 10, DHCS 7077, DHCS 7077A, VRC

Current Forms Category: Application

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.6.2 Form/NOA Verbiage

Update Form XDP

This SCR will update the Spanish version of the packet to use the English versions of MC 007 and DHCS 7077. Also within the packet, the footer of the pages corresponding to these 2 forms will be updated to match the latest revision dates for the forms, for all languages.

Updated Languages: English, Spanish

Form Header: CalSAWS Standard Header (RD_MIG_Header)

Form Number: Non-MAGI Turning 65 Packet

Form Mockups/Examples: See Supporting Documents #6

2.6.3 Form/NOA Variable Population

There will be no updates to the packet's variables.

2.6.4 Form/NOA Generation Conditions

Updates to Form Generation

There will be no updates to the Form Generation, Form Control, nor Print/Mailing Options. The form will continue to have all Print Options available.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Form	MC 007 (English)	MC007_EN.pdf
2.	Form	DHCS 7077 (English)	DHCS7077_EN.pdf
3.	Form	Non-MAGI RE Packet (13 langs)	NON_MAGI_RE_Packet_NON_LA_EN.pdf NON_MAGI_RE_Packet_NON_LA_SP.pdf NON_MAGI_RE_Packet_NON_LA_AE.pdf NON_MAGI_RE_Packet_NON_LA_AR.pdf NON_MAGI_RE_Packet_NON_LA_CA.pdf NON_MAGI_RE_Packet_NON_LA_CH.pdf NON_MAGI_RE_Packet_NON_LA_FA.pdf NON_MAGI_RE_Packet_NON_LA_HM.pdf NON_MAGI_RE_Packet_NON_LA_KO.pdf NON_MAGI_RE_Packet_NON_LA_LA.pdf NON_MAGI_RE_Packet_NON_LA_RU.pdf NON_MAGI_RE_Packet_NON_LA_TG.pdf NON_MAGI_RE_Packet_NON_LA_VI.pdf
4.	Form	Mixed HH RE Packet (13 langs)	MIXED_HH_RE_Packet_NON_LA_EN.pdf MIXED_HH_RE_Packet_NON_LA_SP.pdf MIXED_HH_RE_Packet_NON_LA_AE.pdf MIXED_HH_RE_Packet_NON_LA_AR.pdf MIXED_HH_RE_Packet_NON_LA_CA.pdf MIXED_HH_RE_Packet_NON_LA_CH.pdf MIXED_HH_RE_Packet_NON_LA_FA.pdf MIXED_HH_RE_Packet_NON_LA_HM.pdf MIXED_HH_RE_Packet_NON_LA_KO.pdf MIXED_HH_RE_Packet_NON_LA_LA.pdf MIXED_HH_RE_Packet_NON_LA_RU.pdf MIXED_HH_RE_Packet_NON_LA_TG.pdf MIXED_HH_RE_Packet_NON_LA_VI.pdf
5.	Form	MC Screening Packet (2 langs)	MC_SCREENING_PACKET_EN.pdf MC_SCREENING_PACKET_SP.pdf

6.	Form	MC Turning 65 Packet (2 langs)	MC_TURNING_65_EN.pdf MC_TURNING_65_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; andv. CSC PIN notices.	<p>With SCR CA-249671, forms MC 007 and DHCS 7077 will be updated in English in the CalSAWS system to match the latest State version. The Non-MAGI RE Packet, Mixed HH RE Packet, MC Screening Packet and MC Turning 65 Packet will also be updated to reflect the updates to these 2 forms.</p>



California Statewide Automated Welfare System

Design Document

SCR CA-247821

Performance - Enhance Forms Bundling architecture to reduce forms size.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sumeet Patil
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
7/29/2022	V1	Initial Draft	Bishal Acharya

Table of Contents

1	Overview	4
1.1	Current Design	4
1.2	Requests	4
1.3	Overview of Recommendations	4
2	Recommendations	4
3	Supporting Documents	5
4	Requirements	6
4.1	Project Requirements	6
4.2	Migration Requirements	6
5	Migration Impacts	6
6	Outreach	6
7	Appendix	6

1 OVERVIEW

1.1 Current Design

The Central Print bundling process uses a third part open-source library called iText 2.1.7. The print bundles are created by appending multiple PDF Forms generated with Adobe based on their county codes and priorities. The PDF Forms have fonts and images embedded within the PDF. Currently PdfCopy API from iText library is used to bundle the PDF documents.

1.2 Requests

Use PdfSmartCopy API from iText library to bundle the PDF documents, this API helps reduce the bundled Forms size.

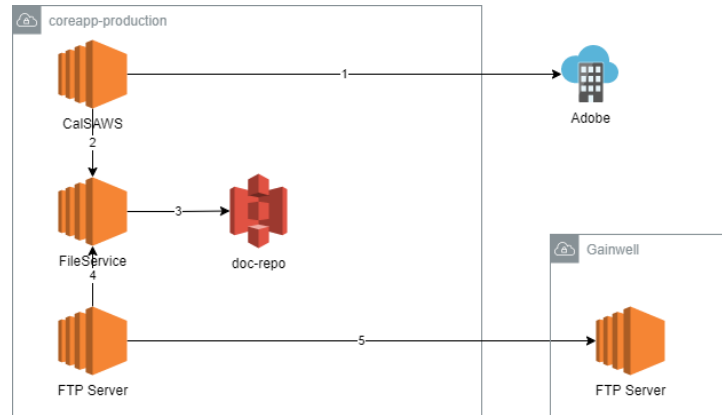
1.3 Overview of Recommendations

Update Forms bundling architecture to use PDFSmartCopy API from iText library.

2 RECOMMENDATIONS

1. Update Forms bundling architecture to use PDFSmartCopy API from iText library. PdfSmartCopy has the same functionality as PdfCopy, but when resources (such as fonts, images,) are encountered, a reference to these resources is saved in a cache, so that they can be reused. This requires more memory but reduces the file size of the resulting PDF document.
2. The following architecture methods will be updated to use PDFSmartCopy API
 - a. `org.civ.architecture.batch.print.CentralPrintingService.ensureEvenNumberOfPages(org.civ.architecture.filemanagement.File)`
 - b. `org.civ.architecture.batch.print.PdfBundler.concatenate(java.util.List)`

Flow Diagram



Flow #	Description
1	CalSAWS application requests Adobe to generate the FORM/NOA documents. The generated forms are bundled using iText library
2	CalSAWS requests FileService API to save the documents in S3 bucket
3	FileService API stores the bundle in S3 bucket.
4	CalSAWS retrieves the bundle from S3 bucket
5	The bundles are FTPed over to Gainwell

*The change is in #1 where the bundling logic will be updated to use a different API method from iText library.

3 SUPPORTING DOCUMENTS

3. This change impacts the following -
 - a. Online transactions
 - i. /bsd/InvoicePrint/renderForms
 - ii. /bsd/LocalWarrantPrint/renderForms
 - iii. /datacollection/fostercarePlacementVerification/renderForms
 - iv. /utilities/Coversheets/getCoversheets
 - v. /utilities/FormTemplate/getDocument
 - vi. /utilities/FormTemplate/getDocumentNew
 - vii. /utilities/FormTemplate/sendForm
 - viii. /utilities/FormTemplate/submitADMForm
 - ix. /utilities/FormTemplate/submitStaticForm
 - x. /utilities/GeneratedDocument/generateNoa
 - xi. /utilities/GeneratedDocument/viewNoa
 - b. Batch Modules
 - i. org.civ.batch.forms.CSF144
 - ii. org.civ.batch.forms.CWChildTurns18
 - iii. org.civ.batch.forms.CustomerReports
 - iv. org.civ.batch.forms.FACGenerateFormBatch
 - v. org.civ.batch.forms.FACGenerateProviderFormBatch
 - vi. org.civ.batch.forms.GenerateCustomForms
 - vii. org.civ.batch.forms.GenerateDynamicForms
 - viii. org.civ.batch.forms.GenerateNewIVRUsersForms

- ix. org.civ.batch.forms.SchoolAttendanceVerif
- x. org.civ.bsd.batch.recoveryaccount.RecoveryAccountReactivationBatch
- xi. org.civ.interfaces.common.SupportUtilityFile
- xii. org.civ.interfaces.financials.directdeposit.BaseAccountUpdate
- xiii. org.civ.utilities.batch.printnoabatch.GenerateNoaBatch
- xiv. org.civ.utilities.batch.scheduledreportbatch.RunScheduledReport
- xv. org.civ.utilities.batch.scheduledreportbatch.SkippedScheduledReport

4 REQUIREMENTS

N/A

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

<https://www.coderanch.com/how-to/javadoc/itext-2.1.7/com/lowagie/text/pdf/PdfSmartCopy.html>



California Statewide Automated Welfare System

Design Document

CA-249656

**Update Child Care API to enable content security
headers**

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Prashant Goel
	Reviewed By	Sumeet Patil

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/29/2022	1.0	Initial Draft	Prashant Goel

Table of Contents

1	Overview	4
1.1	Current Design	4
1.2	Requests	4
1.3	Overview of Recommendations	4
1.4	Assumptions	4
2	Recommendations	5
2.1	Overview	5
2.2	Description of Changes	5
2.3	Security Updates.....	5
3	Supporting Documents	5
4	Requirements	6
4.1	Project Requirements	6
4.2	Migration Requirements.....	6
5	Migration Impacts.....	6
6	Outreach.....	6
7	Appendix.....	6

1 OVERVIEW

This SCR describes the design of the Content Security Policy (CSP) for the Child Care API. Content Security Policy is a computer security standard introduced to prevent cross-site scripting (XSS), clickjacking and other code injection attacks resulting from execution of malicious content in the trusted web page context. The SCR introduces the design of CSP enablement at the Child Care API, which will then be enforced by the CSP-compliant browser.

1.1 Current Design

The current design of the Child Care API does not have the capability of adding the content security policy directives in the HTTP headers. CSP enablement will help to prevent the malicious cross-site attacks and data injections. In order to enhance security, CSP enablement is desirable.

1.2 Requests

With the increasing security threats from cross-site attacks and data injections. Content Security Policy offers a means to reduce and mitigate the threats from those malicious attacks. By restricting the domains from which content can be loaded, the chances of attacks will be greatly reduced. It is recommended to enable content security header in Child Care API.

1.3 Overview of Recommendations

This SCR introduces the capability of specifying CSP setting for Child Care API. The enablement of Content Security Policy will not change the functional behavior of Child Care API. The definition of CSP will restrict the domains from which content can be loaded for the Child Care API. And those allowable domains can be precisely specified in the definition.

1.4 Assumptions

N/A

2 RECOMMENDATIONS

This SCR introduces the capability of specifying CSP setting for Child Care API. The enablement of Content Security Policy will not change the functional behavior of Child Care API. With this added layer of security, CSP helps to detect and mitigate certain types of attacks, including Cross-Site Scripting (XSS) and data injection.

2.1 Overview

The API receives the request from Child Care portal to perform a search in CalSAWS and return the search results. CSP of Child Care API is specified as default-src 'self'.

The enablement of Content Security Policy is described in the following.

- Enable the definition of a default CSP setting for Child Care API with the minimum setting: default-src 'self'. A Content-Security-Policy: default-src 'self' means that it only allows all content to come from the site's own origin.

2.2 Description of Changes

A content security policy header is defined below as a minimal CSP setting:

- Header name: Content-Security-Policy
- Header value: default-src 'self'

The change with regards to the setting of Content Security Policy for Child Care API is implemented with Parameter Mapping in AWS API Gateway

2.3 Security Updates

This is an enhancement of security for Child Care API with the introduction of Content Security Policy. The default CSP setting is specified as "default-src 'self'".

3 SUPPORTING DOCUMENTS

N/A

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

N/A

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

N/A