

CalsAWS

California Statewide Automated Welfare System

Design Document

CA-245192

Add CF 502 to Template Repository

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jasmine Chen
	Reviewed By	Priya S., Himanshu J.

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/10/2022	1.0	Initial Document	Jasmine Chen
11/11/2022	1.1	Added form num and variables	Maria Jensen
11/17/2022	1.2	Added Clarification to Programs list in 2.1.1	Maria Jensen
11/22/2022	1.3	Set var population for the dates to No	Maria Jensen
01/03/2022	1.4	Content Revision 2: -English, Spanish mockups updated with latest version	Maria Jensen
01/10/2022	1.5	Design Clarification: Form end date	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	Add new Mass Mailer to System: CF 502.....	5
2.1.1	Overview	5
2.1.2	Form Verbiage	5
2.1.3	Form Variable Population	6
2.1.4	Form Generation Conditions	6
3	Supporting Documents	7
4	Requirements	8

1 OVERVIEW

To increase food benefits in response to (COVID-19) and its effects on the economy, eligible CalFresh (CF) and Transitional CalFresh (TCF) households are issued an Emergency Allotment every month. The Food and Nutrition Service (FNS) released updated guidance on April 1, 2021 where all CalFresh households, regardless of household size, will receive a minimum emergency allotment of \$95 per month.

1.1 Current Design

This emergency allotment will be ending. A CF 502 mass mailer will inform all CF and TCF households that this effort is ending.

Currently the system does not have this CF 502 mailer.

1.2 Requests

Add the correspondence to the Template Repository in English and Spanish.

1.3 Overview of Recommendations

1. Add the informing mass mailer CF 502 (7/22), into the CalSAWS system in English and Spanish.

1.4 Assumptions

1. Per SCERFRA responses, the mailer will only be implemented in English and Spanish.
2. CA-251253 will scope a one-time mass mailing of the CF 502 to all active CF, TCF households when CDSS confirms a specific date.

2 RECOMMENDATIONS

2.1 Add new Mass Mailer to System: CF 502

2.1.1 Overview

The CF 502 form will be added into the system and mass mailed to all active CF, TCF households via a one-time batch process.

State Form: CF 502 (7/22)

Programs: CF, TCF*

Attached Forms: N/A

Forms Category: Form

Template Repository Visibility: All Counties**

Languages: English, Spanish

*Note: in Template Repository this form will be available under the CalFresh program drop down, but we are mentioning TCF as we will be sending this mailer to active TCF cases.

**Note: This form will no longer be available via Template Repository after 04/30/2023. This effort will end date the form by setting DOC_TEMPL_LANG.PERIOD_END_DATE to 04/30/2023.

2.1.2 Form Verbiage

Create Form XDP

Add the CF 502 form into the system. The header will be on the first page and the CF 502 form will be on the back page.

Form Header: CalSAWS Standard Header (refer to mockup)

Form Title: End of CalFresh Emergency Allotments

Form Number: CF 502

Include NA Back 9: N

Imaging Form Name (40 char. maximum): End of CF Emergency Allotments

Imaging Document Type: CalFresh (CF) (CT10602_A5)

Imaging Case/Person: Case

Form Mockups/Examples: See Supporting Documents #1

2.1.3 Form Variable Population

Form Body Variables:

The following will be the variable population of the CF 502:

Variable Name	Population	Formatting	Editable* /Field Type	Template Repository Population	Populates with Form Generation
<EA_END_MON>	EA Cut-off Date provided by the State Example: November 2022	Size 12, Arial	Y / TextField	N	N
<EA_END_MON_P LUS>	EA Cut-off Date +1 Example: December 2022	Size 12, Arial	Y / TextField	N	N
<WORKER_PH>	Phone number of the program worker Example: (123) 456-7890	Size 12, Arial	Y, Varchar Text Field	Y	Y

* Notes:

- All Form Body Variables will be editable by default.
- 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

Translations for months of year can be found in CT10005.

This effort does not require any variable population in the Form Body.

Form Footer:

The following will be the footer on the form: CF 502 (7/22)

2.1.4 Form Generation Conditions

1. Add Form to Template Repository

CF 502 will be available in the Template Repository for all counties and will stay accessible from the Template Repository.

Technical Note: This form can stay in the Template Repository until high-date, 12/31/9999.

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

2. Add Form Control

Add the following form control options:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. Add Form Print Options and Mailing Requirements

Add the following print options:

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

Mailing Requirements:

Mail-To (Recipient):

- When generated through Template Repository - the individual selected from the 'Customer Name' parameter.

Mailed From (Return): CalFresh Worker's Office

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: N/A

Additional Requirements:

Special Paper Stock: N/A

Enclosures: None

Electronic Signature: No

Post to Self Service Portal (SSP): Yes

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	Mockup of CF 502 mass-informing notice, English	CA 245192_CF 502_EN.pdf
2	Form	Mockup of CF 502 mass-informing notice, Spanish	CA 245192_CF 502_SP.pdf

4 REQUIREMENTS

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1254	The LRS shall generate special mailings and mass notifications to specific programs, populations, or individuals, as specified by COUNTY.	The CalSAWS system will add CF 502 into the Template Repository.



California Statewide Automated Welfare System

Design Document

CA-205913

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

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio
	Reviewed By	

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

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

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/2/2022	13.0	Added clarifications to Section 2.13.2a for the EC-TA Tracking Report	Thao Ta
11/4/2022	14.0	Update section 2.12 with the latest Meds Alerts description	Howard Suksanti

Table of Contents

1	Overview	9
1.1	Current Design.....	9
1.2	Requests.....	9
1.3	Overview of Recommendations.....	9
1.4	Assumptions	10
2	Recommendations	11
2.1	Add Aid Code 5L	11
2.1.1	Overview	11
2.1.2	Description of Changes	11
2.1.3	Programs Impacted	13
2.2	Update FC EDBC To Use Aid Code 5L	13
2.2.1	Overview	13
2.2.2	Foster Care EDBC Example	13
2.2.3	Description of Changes	13
2.2.4	Programs Impacted	14
2.3	Update Foster Care Aid Code Override Detail Page Sub Type Codes	14
2.3.1	Overview	14
2.3.2	Override EDBC Foster Care Aid Code Override Detail Page Example....	15
2.3.3	Description of Changes	15
2.3.4	Programs Impacted	15
2.4	Update Manual Foster Care EDBC Sub Type Codes	15
2.4.1	Overview	15
2.4.2	Manual EDBC Foster Care Aid Code Override Detail Page Example	16
2.4.3	Description of Changes	16
2.4.4	Programs Impacted	16
2.5	Update 5K EA Aid Code Logic.....	16

2.5.1	Overview	16
2.5.2	Description of Changes	16
2.5.3	Programs Impacted	17
2.6	Update Extended Aid Code Rules	17
2.6.1	Overview	17
2.6.2	Description of Changes	17
2.6.3	Programs Impacted	18
2.7	Update to Emergency Placement Prior to Home Approval Pay Code Logic	18
2.7.1	Overview	18
2.7.2	Foster Care EDBC Mockup	18
2.7.3	Description of Changes	18
2.7.1	Programs Impacted	18
2.8	Fund Code Determination	19
2.8.1	Overview	19
2.8.2	Description of Changes	19
2.9	Annual Clothing Allowance Batch	19
2.9.1	Overview	19
2.9.2	Description of Change	19
2.9.3	Execution Frequency	19
2.9.4	Key Scheduling Dependencies	19
2.9.5	Counties Impacted	19
2.9.6	Data Volume/Performance	20
2.9.7	Failure Procedure/Operational Instructions	20
2.10	Counties Interface Testing	20
2.10.1	Overview	20
2.10.2	Description of Changes	20
2.11	Create a CTCR to add 5L aid code into the existing FC – MEDS Aid Code segment.	20
2.11.1	Overview	20
2.11.2	Description of Change	20
2.11.3	Counties Impacted	21
2.12	Add 2 new MEDS Alerts ID 9579 and 9580	21
2.12.1	Overview	21
2.12.2	Description of Change	21
2.12.3	Counties Impacted	22

2.13	Correspondence: Update the Existing Approval of Emergency Caregiver Funding Foster Care NOA Reason Fragment.....	22
2.13.1	Overview	22
2.13.2	Description of Change.....	23
2.14	Correspondence: Update the Existing Discontinuance of Emergency Caregiver Funding Foster Care NOA Reason Fragment.....	24
2.14.1	Overview	24
2.14.2	Description of Change.....	25
2.14.3	Update Discontinuance Reason Fragment Generation	25
2.15	Correspondence: Update FC Action, FC_AP_ACTION1	25
2.15.1	Overview	25
2.15.2	NOA Verbiage	26
2.15.3	NOA Variable Population	26
2.15.4	NOA Fragment Generation	26
2.16	Correspondence: Update FC 18 Form with '5L'	27
2.16.1	Overview	27
2.16.2	Form Verbiage	27
2.16.3	Form Variable Population	27
2.16.4	Form Generation Conditions	27
2.17	Correspondence: Regression Test Foster Care NOA Fragments.....	27
2.17.1	Overview	27
2.17.2	Description of Change.....	28
2.18	Report.....	29
2.18.1	Overview	29
2.18.2	Recommendations:.....	29
2.18.3	EC-EA Tracking Report	30
2.18.4	Report Location	30
2.19	Automated Regression Test.....	30
2.19.1	Description of Changes	30
2.19.2	Description of Changes	30
3	Supporting Documents	31
4	Requirements	31
4.1	Project Requirements.....	31

1 OVERVIEW

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

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

1.1 Current Design

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

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

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

1.2 Requests

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

1.3 Overview of Recommendations

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

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

1.4 Assumptions

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

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

2 RECOMMENDATIONS

2.1 Add Aid Code 5L

2.1.1 Overview

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

2.1.2 Description of Changes

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

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

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

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

2.1.3 Programs Impacted

FC

2.2 Update FC EDBC To Use Aid Code 5L

2.2.1 Overview

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

2.2.2 Foster Care EDBC Example

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

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

2.2.3 Description of Changes

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

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

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

2.2.4 Programs Impacted

FC

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

2.3.1 Overview

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

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

2.3.2 Override EDBC Foster Care Aid Code Override Detail Page Example

Foster Care Aid Code Override Detail

EDBC Override Reason: * - Select -

System Aid Code:
5K - FC-EA

Aid Code: * - Select -

Cash Benefits:
Yes

Sub Type Code:
AB 110 EA
EC EA Eligible

Begin Date: * 04/01/2020

End Date:

re: *

CCR

Save and Return Cancel

Save and Return Cancel

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

2.3.3 Description of Changes

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

2.3.4 Programs Impacted

FC

2.4 Update Manual Foster Care EDBC Sub Type Codes

2.4.1 Overview

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

2.4.2 Manual EDBC Foster Care Aid Code Override Detail Page Example

Foster Care Aid Code Override Detail

Save and Return Cancel

Aid Code: *
- Select -

Cash Benefits:
- Select -

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

Begin Date: *
[Date Picker]

End Date:
[Date Picker]

Save and Return Cancel

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

2.4.3 Description of Changes

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

2.4.4 Programs Impacted

FC

2.5 Update 5K EA Aid Code Logic

2.5.1 Overview

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

2.5.2 Description of Changes

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

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

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

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

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

2.5.3 Programs Impacted

FC

2.6 Update Extended Aid Code Rules

2.6.1 Overview

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

2.6.2 Description of Changes

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

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

2.6.3 Programs Impacted

FC

2.7 Update Emergency Placement Prior to Home Approval Pay Code Logic

2.7.1 Overview

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

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

2.7.2 Foster Care EDBC Mockup

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

Figure 2.7.2.1 – Aid Code 5L and Pay Code

2.7.3 Description of Changes

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

2.7.1 Programs Impacted

FC

2.8 Fund Code Determination

2.8.1 Overview

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

2.8.2 Description of Changes

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

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

2.9 Annual Clothing Allowance Batch

2.9.1 Overview

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

2.9.2 Description of Change

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

2.9.3 Execution Frequency

No Change.

2.9.4 Key Scheduling Dependencies

No Change.

2.9.5 Counties Impacted

All Counties.

2.9.6 Data Volume/Performance

No Change.

2.9.7 Failure Procedure/Operational Instructions

No Change.

2.10 Counties Interface Testing

2.10.1 Overview

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

2.10.2 Description of Changes

Perform the interface file testing for following counties:

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

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

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

2.11.1 Overview

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

2.11.2 Description of Change

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

2.11.3 Counties Impacted

All Counties.

2.12 Add 2 new MEDS Alerts ID 9579 and 9580.

2.12.1 Overview

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

2.12.2 Description of Change

Add the following alerts into the System.

1. Alert #9579 (Internal #0815).

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

2. Alert #9580 (Internal #0817).

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

Action (ACTN_DESCR)	Complete the Medi-Cal eligibility redetermination process. Take action and review the status of RFA application sixty days prior to a beneficiary reaching their twelfth month on aid code 5L and transition beneficiary into appropriate Medi-Cal aid code.
------------------------	--

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

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

2.12.3 Counties Impacted

All Counties.

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

2.13.1 Overview

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

Fragment Name and ID:

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

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

Current NOA Template:

CalSAWS/LRS : FC_NOA_TEMPLATE (Fragment ID: 3030)

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

Existing Emergency Caregiver Funding Approval NOA Reason fragment Text:

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

The county has approved the child

<CHILD_NAME>

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

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

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

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

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

2.13.2 Description of Change

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

2.13.2.1 Update Approval Reason Fragment Generation

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

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

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

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

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

2.14.1 Overview

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

Fragment Name and ID:

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

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

Current NOA Template:

LRS/CalSAWS : FC_NOA_TEMPLATE (Fragment ID: 3030)

Current Program(s): Foster Care

Current Action Type: Discontinuance

Current Fragment Level: Program

Currently Repeatable: No

Includes NA Back 9: Yes

Existing Languages: English and Spanish

Existing Emergency Caregiver Funding Discontinuance NOA Reason fragment Text:

"The child is no longer placed with you."

2.14.2 Description of Change

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

2.14.3 Update Discontinuance Reason Fragment Generation

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

- FC_TN_RFA_100A_PLACEMT_END_T401
- FC_TN_RFA_100A_VEND_OR_HOME_APPRD_T402
- FC_TN_RFA_100A_VEND_OR_HOME_NOT_APPRD_T403

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

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

2.15 Correspondence: Update FC Action, FC_AP_ACTION1

2.15.1 Overview

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

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

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

Current Program(s): Foster Care

Current Action Type: Approval

Current Fragment Level: Program

Currently Repeatable: No

Existing Languages: English

2.15.2 NOA Verbiage

No changes to the action fragment's verbiage.

Existing verbiage:

Dear Caregiver:

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

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

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

2.15.3 NOA Variable Population

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

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

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

2.15.4 NOA Fragment Generation

No changes to the action fragment's generation conditions.

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

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

2.16.1 Overview

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

State Form: FC 18 (11/04)

Current Programs: Foster Care

Current Attached Form(s): N/A

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English

2.16.2 Form Verbiage

No changes to the form's verbiage.

2.16.3 Form Variable Population

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

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

2.16.4 Form Generation Conditions

No changes to the form's generation conditions.

2.17 Correspondence: Regression Test Foster Care NOA Fragments

2.17.1 Overview

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

2.17.2 Description of Change

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

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

2.18 Report

2.18.1 Overview

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

Note: Base criteria of the reports will not change.

2.18.2 Recommendations:

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

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

2.18.3 EC-EA Tracking Report

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

- a) Update EC-EA Tracking report to include information for cases with a 5L aid code.

Note: The 5L aid code does not require any sub type code.

- b) Update EC-EA Tracking Report Fields:
- **90+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin Date.
 - **180+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin date.
 - **365+ Days Elapsed** Modify logic from the License Status Begin Date to Placement Begin Date.
 - Modify Column Y Header from **Days Elapsed from License Begin Date** to **Days Elapsed from Placement Begin Date**.

2.18.4 Report Location

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

2.19 Automated Regression Test

2.19.1 Description of Changes

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

2.19.2 Description of Changes

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

3 SUPPORTING DOCUMENTS

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

4 REQUIREMENTS

4.1 Project Requirements

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



California Statewide Automated Welfare System

Design Document

CA-210330

Update MC 355 Reminder Notice Sent Logic

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Connor Gorry
	Reviewed By	Tiffany Huckaby, Virginia Bernal, Sreekanth Kalvoju, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/29/21	0.1	Initial Creation	C. Gorry
11/17/21	0.2	Build/System Test Review	C. Gorry
11/30/21	0.3	Committee Review	C. Gorry
1/17/2022	1.1	<p>Content Revision 5</p> <ul style="list-style-type: none"> Updated Current Design and Recommendations to reflect that E-Notification for the MC 355 will be turned back on with this change. Removed recommendation for one-time mailer. Updated to reflect changes to the MC 355's status to 'Sent' when sent via Electronic Notification in Section 2.1.4. 	C. Gorry

Table of Contents

1	Overview	4
	1.1 Requests.....	4
	1.2 Overview of Recommendations.....	4
	1.3 Assumptions	4
2	Recommendations.....	5
	2.1 Allow MC 355 Reminder Notice to be sent for cases with E-Notification	5
	2.1.1 Overview	5
	2.1.2 Form/NOA Verbiage	5
	2.1.3 Form/NOA Generation Conditions.....	Error! Bookmark not defined.
	2.1.4 Regression Testing for MC 355 Reminder Notice	6
	2.2 One-time mass-mailer of MC 355 Reminder Notice for E-Notified Cases in MC 355 due window	6
3	Requirements.....	7
	3.1 Project Requirements.....	7

1 OVERVIEW

The MC 355 – Medi-Cal Request for Information – is generated from the MC 355 Detail Page. If 15 days after an MC 355 has been sent (Generated and flipped to 'Sent' status), and the case still has a status of 'Incomplete', an MC 355 Reminder Notice is generated via Batch.

However, when an MC 355 is generated for a case with Electronic Notification, the MC 355 is not set to a 'Sent' status, and the MC 355 Reminder Notice is not automatically generated. This SCR will update the MC 355 Reminder logic to allow for the generation of the MC 355 Reminder Notice for cases with Electronic Notification.

1.1 Current Design

SCR CA-50988/CIV-102852 added automation to MC 355. MC 355 Reminder Notices are automatically sent after the Initial MC 355 has been sent.

When a MC 355 is E-Notified the status is not set to sent and a Reminder Notice is not automatically sent. As a fix for this, E-Notification was turned off for MC 355 with defect CA-231774.

1.2 Requests

1. Add functionality to send out a Reminder Notice when the initial MC 355 has been E-Notified.

1.3 Overview of Recommendations

1. Add functionality to send out a Reminder Notice when the initial MC 355 has been E-Notified.
2. DCR to turn on E-Notification for MC 355

1.4 Assumptions

1. Neither the MC 355 nor the MC 355 Reminder Notice will see verbiage updates with this change. The Online Page flow will also remain unchanged, with the only change being the allowance of generation for the MC 355 Reminder Notice for cases with E-Notification.
2. No changes will be made to the scheduling of the MC 355 Reminder with this change.

2 RECOMMENDATIONS

2.1 Allow MC 355 Reminder Notice to be sent for cases with E-Notification

2.1.1 Overview

Update the MC 355 Reminder Notice to generate when the MC 355 has a status of 'Generated' and has been Electronically Notified has a STAT_CODE of 'EN' (for 'Electronically Notified'), and where the MC 355 is still incomplete.

Update the MC 355 to flip the MC 355 Status to 'Sent' when the Form has been generated for E-Notification.

State Form: MC 355 ~~Reminder Notice~~

Current Programs: Medi-Cal

Current Attached Form(s): N/A

Current Forms Category: N/A (this Form is not visible in the Template Repository)

Current Template Repository Visibility: Not Visible (generated from Online Pages)

Existing Languages: English, Spanish

2.1.2 Form/NOA Verbiage

No verbiage updates will be made with this change. For mockups of the existing verbiage, see Supporting Documents.

2.1.3 ~~Form/NOA Generation Conditions~~

1. ~~Updates to Form Generation~~

~~Update the MC 355 Reminder Notice to generate when the MC 355 has a status of 'Generated' and has been Electronically Notified.~~

~~**New Program Generation:** N~~

~~**Updates to Attached Form(s):** N~~

~~**Required Form Input:** No updates~~

2.1.4 Update Central Print Bundling Logic

Update the P200 Bundling Job to do the following:

1. Update the MC 355 status from 'Pending' to 'Sent' when an MC 355 is generated for a case with E-Notification
2. Insert a status of 'Sent' to the MC 355 History table

2.1.5 Regression Testing for MC 355 Reminder Notice and Discontinuance NOA

Test MC 355 Reminder Notice and Failure to Complete Redetermination NOA (MC_TN_MC355_VERIF_NOT_RECEIVED_M425) to verify they will generate when the MC 355 has been set to 'Sent' via Electronic Notification.

2.2 DCR to turn on E-Notification for MC 355

Turn on E-Notification for the MC 355 (DOC_TEMPL ID = 5747)

~~2.3 One-time mass-mailer of MC 355 Reminder Notice for E-Notified Cases in MC 355 due window~~

~~Generate an MC 355 Reminder Notice for Electronically Notified cases for which:~~

- ~~• MC 355 was generated and E-Notified between 15 and 30 days prior to this SCR's release~~
- ~~• MC 355 status is 'Incomplete'~~

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	MC 355 (As currently implemented; The MC 355 Form content will not be updated with this change. Information after the cover letter and the first page of the form is dynamically generated from the MC 355 Detail Page, and does not appear on this mockup.)	SharePoint
2	Client Correspondence	MC 355 Reminder Notice (As currently implemented; The MC 355 Reminder Notice content will not be updated with this change. Information after the cover letter and the first page of the form is dynamically generated from the MC 355 Detail Page, and does not appear on this mockup.)	SharePoint

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1255	The LRS shall support multiple means of communicating appointments, appointment reminders, and critical dates and/or information that may affect a participant's eligibility , using the following means: a. E-Mail; b. Text messaging; d. Automated phone reminder; e. USPS mail ; and f. YBN.	An MC 355 Reminder Notice will be generated for mailing when case also has Electronic Notification enabled.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-231228

1099 Interface and Reconciliation Reports

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Esequiel Herrera-Ortiz
	Reviewed By	Ravneet Bhatia; Gokul Suresh; Parul Dhawan

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/15/2021	1.0	Initial Revision	Esequiel Herrera-Ortiz
10/20/2022	1.1	Update to Counties Impacted section to mention that this SCR does not impact LA county. Also mentioned that the report is not currently picking up information for LA county.	Esequiel Herrera-Ortiz
11/10/2022	2.1	Added an assumption addressing missing CalWIN counties' service type mapping.	Esequiel Herrera-Ortiz
11/15/2022	2.2	Updated mockup due to missing columns. Added missing definition for Service Type column.	Esequiel Herrera-Ortiz

Table of Contents

1	Overview	4
	1.1 Current Design.....	5
	1.2 Requests.....	6
	1.3 Overview of Recommendations.....	6
	1.4 Assumptions	6
2	Recommendations.....	8
	2.1 1099 Reconciliation Report.....	8
	2.1.1 Overview	8
	2.1.2 1099 Reconciliation Report Screenshot	8
	2.1.3 1099 Reconciliation Report Parameter Page Screenshot	9
	2.1.4 Description of Change.....	9
	2.1.5 Report Location	20
	2.1.6 Counties Impacted	20
	2.1.7 Security Updates.....	20
	2.1.8 Report Usage/Performance	21
3	Supporting Documents	22
4	Requirements.....	23
	4.1 Project Requirements.....	23
	4.2 Migration Requirements.....	23
5	Migration Impacts	24
6	Outreach.....	25
7	Appendix.....	26

1 OVERVIEW

The legacy C-IV system generated the 1099 Interface files for counties every year. The interface files captured payments made for the entire tax year to 1099able vendors via the Needs, Supportive Services, Payment Requests and for some counties, EDBC authorized payments. With **CA-214353 DDID 374 - Update 1099 Interfaces for Migration Counties to Process EDBC Authorized Issuances**, the latest C-IV 1099 Interface files code were migrated to CalSAWS, and the code was updated for all C-IV counties to include EDBC authorized payments. With **CA-208599 DDID 1967: Batch Scheduling Updates for C-IV Conversion**, the batch jobs were scheduled to run in CalSAWS.

There are 4 different batch jobs each used by different counties to obtain their 1099 Interface Files. The differences between them are as follows:

San Bernardino / Merced (Ten99Dao)

- Includes payments issued via Payment Request or EDBC
- Accounts for Payment Adjustments and Recovery Account Collections.
- All payments for an organization are combined into one line.
- Takes into consideration several issuance statuses.
- **Excludes** Issuances which were cancelled.
- **Does not** have an organization Tax Type Code check on EDBC issued issuances.
- **Excludes** issuances that have a CREATED_BY value equal to a county code. These are issuances created by Data Change Request.

Stanislaus (Ten99Dao)

- Includes payments issued via Payment Request and EDBC
- Accounts for Payment Adjustments and Recovery Account Collections.
- Takes into consideration several issuance statuses.
- **Excludes** Issuances which were cancelled.
- **Does not** have an organization Tax Type Code check on EDBC issued issuances.
- **Excludes** issuances that have a CREATED_BY value equal to a county code. These are issuances created by Data Change Request.

Note: the Stanislaus process is like the San Bernardino/Merced file but is a file on its own.

Riverside (Riverside1099Dao)

- Includes payments issued via Payment Request and EDBC
- **Does not** account for Payment Adjustments and Recovery Account Collections.
- Only takes into consideration the 'Issued' issuance status.
- **Does not** exclude Issuances which were cancelled.
- Has an organization Tax Type Code check on EDBC issued issuances.
- **Does not** exclude issuances that have a CREATED_BY value equal to a county code. These are issuances created by Data Change Request.

Los Angeles

The CalSAWS system does not send a 1099 Interface File to Los Angeles County. That information is provided to them outside the system through their eCAPS

interface. For Los Angeles, the base population logic for the 1099 Reconciliation Report and the 1099 Detail Report will not be changed. The report is currently not picking up data for the county. Reference Appendix 7.1 to see current functionality.

All Other CalSAWS Counties (MigrationTen99Dao)

- Includes payments issued via Payment Request and EDBC.
- **Does not** account for Payment Adjustments and Recovery Account Collections.
- Takes into consideration several issuance statuses.
- Excludes issuances which were cancelled.
- **Does not** have an organization Tax Type Code check on Service Payments or EDBC issued issuances.
- **Excludes** issuances that have a CREATED_BY value equal to a county code. These are issuances created by Data Change Request.

Note: There are slight differences between the Riverside process and the other CalSAWS Counties. The logic can be seen below by comparing Description of Change #2 and Description of Change #3.

The CalSAWS system provides the 1099 Reconciliation Report which is used by the counties to review amounts paid to providers prior to the actual 1099 submission. This report displays summary information for every Tax Identification Number (TIN) where 1099 reportable payments were issued for the county. The report displays the total amount that will be reported for each TIN.

1.1 Current Design

Currently the 1099 Reconciliation Report and 1099 Detail Report do not account for the separate county specific 1099 Interface File processes. This is causing the reports to not reconcile with the 1099 Interface Files. Some differences include the following:

- The reports do not account for Adjustments.
- The reports do not account for payments issued via EDBC.
- The reports checks that the Created By field of the Service Payment is not equal to the county code.
- The reports exclude issuances which were Cancelled, Reissued or Voided if the status has a Created By value which does not equal the county code.

The 1099 Reconciliation Report and the 1099 Detail Report are two separate reports. The 1099 Reconciliation Report provides aggregated summation counts on all the benefits issued to each vendor. The 1099 Detailed Report requires the input of a Tax ID or Resource ID to be able to view each vendor's payment.

1.2 Requests

1. Update the 1099 Reconciliation Report and the 1099 Detail Report to reconcile with the separate 1099 Interface Files processes used by counties to give accurate counts.
2. Combine the 1099 Reconciliation Report and the 1099 Detailed Report into a single report.
3. Add the following columns to the Vendor Summary widget:
 - a. Adjusted Amount
 - b. Overpayment Amount
 - c. Total Recovered
4. Add the following columns to the Vendor Transaction Details widget:
 - a. Adjusted Amount
 - b. Overpayment Amount
 - c. Total Recovered
 - d. Service Type
 - e. Recovery Account Number
5. Disable the 1099 Detail Report

1.3 Overview of Recommendations

1. Update the 1099 Reconciliation Report base population to use the same base population logic as the 1099 Interface Files.
2. Combine the 1099 Reconciliation Report and the 1099 Detail Report to a single report.

1.4 Assumptions

1. The decision for CalWIN Counties to opt in/out of the 1099 Interface File process will be addressed by CA-208599, CA-208600, CA-208601, CA-208602, CA-208603, CA-208604, and CA-208605.
2. CalWIN Counties that opt in to 1099 Interface functionality will use the Migration County 1099 Interface.
3. The mapping which defines the service types provided by each county is missing for the CalWIN counties. The mapping is expected to be added to the system before this SCR is implemented. If the mapping is not added to the system at the time of developing this SCR, the mapping of county 02-Alpine will be used because all the CalWIN counties are expected to provide the same list of services as Alpine and 30 others current CalSAWS counties. See the attached document Mapping of Service Types offered by Counties in the Supporting Documents section for more information.
4. External Recovery Accounts are not included in the 1099 Interface Files, 1099 Reconciliation Report or 1099 Detail Report as they are not tied to a specific program or benefit month.
5. The existing report logic for Los Angeles County will not be updated with this SCR since they use the eCAPS interface. The report is currently not picking up data for the county either.

6. The San Bernardino, Merced and Stanislaus base population captures adjustments made to benefits issued to a vendor. This does not include adjustments that were made to prior year payments.
7. The update in logic to the 1099 Reconciliation Report only applies for the year the SCR is implemented to the system. The report logic cannot be applied to prior years because the report logic is not built to account for any changes made to the 1099 Interface File logic for prior years.
8. Any change to the 1099 Interface File logic requires an update to the 1099 Reconciliation Report logic.
9. The base population logic for this report will need to be applied as of the beginning of the calendar year to have the report reconcile with the 1099 Interface File.
10. The 1099 Reconciliation Report will include information for Ventura County and Yolo County even though they have opted out of the 1099 Interface File process.

2 RECOMMENDATIONS

2.1 1099 Reconciliation Report

2.1.1 Overview

This section outlines the updates to the 1099 Reconciliation Report to collect the same base population as the four separate 1099 Interface File processes. The data for the 1099 Reconciliation Report is refreshed every day while the 1099 Interface Files are generated either yearly or by a county specified frequency. The numbers will reconcile when the 1099 Interface Files are generated for the same period as the 1099 Reconciliation Report.

The 1099 Detail Report provides detailed Vendor Payment Information for a given Organization ID that is reported on the 1099 Reconciliation Report. The 1099 Detailed Report will be brought into the 1099 reconciliation report. When a user selects a vendor the 1099 Vendor Transaction Details pane will pull up the vendor related payments.

2.1.2 1099 Reconciliation Report Screenshot

CalSAWS 1099 Reconciliation Report

[Return to Selections](#)

Data Extracted Daily As Of: 9/30/2021

County: Merced

User: User Name

Vendor Summary

Vendor ID	Tax ID/SSN	1099 Payee Name	1099 Payee Address	Tax Type	Type 1	Type 7	Other	Total Amount	Adjustment Amount	Overpayment Amount	Total Recovered
-----------	------------	-----------------	--------------------	----------	--------	--------	-------	--------------	-------------------	--------------------	-----------------

Vendor Transaction Details

Vendor ID	Tax ID/SSN	Org ID	Case Number	Control Number	Payee Name	Issuance Date	Issuance Status	Service Type	Type 1	Type 7	Other	Total Amount	Overpayment Amount	Total Recovered	Recovery Account Number
-----------	------------	--------	-------------	----------------	------------	---------------	-----------------	--------------	--------	--------	-------	--------------	--------------------	-----------------	-------------------------

Note: See the Supporting Documents section for the attached mockup.

2.1.3 1099 Reconciliation Report Parameter Page Screenshot

CalSARS

Report Filters

Date as of:

09/23/2022

General

County *

Alpine

Amador

Butte

Calaveras

Colusa

Del Norte

El Dorado

Glenn

Humboldt

Imperial

Inyo

Kern

Kings

Lake

Lassen

Los Angeles

Madera

Marin

Mariposa

Mendocino

Input Type

Resource ID

Tax ID

Identification Number

Begin Date *

09/23/2022

09/22/2022

09/21/2022

09/20/2022

09/19/2022

09/18/2022

09/17/2022

09/16/2022

09/15/2022

09/14/2022

End Date *

09/23/2022

09/22/2022

09/21/2022

09/20/2022

09/19/2022

09/18/2022

09/17/2022

09/16/2022

09/15/2022

09/14/2022

1. Select 1 input type to populate the values for Identification Number

Reset

Please Select Required Fields *

Note: See the Supporting Documents section for the attached mockup.

2.1.4 Description of Change

1. Update the Base Population for San Bernardino, Merced, and Stanislaus as follows:

The base population is a combination of Issuances issued via Service Arrangement and EDBC.

a. Issuances Issued Via Service Arrangement

- Payment Request Status:

Code-109	Description
PI	Issuance Created

- The Service Type is one of the services provided by the county. Refer to the Service Types by County document attached in the Supporting Documents section.
- Issuance does **not** display a created by value equal to the county code.
Technical Note: This is done by excluding CREATED_BY equal to county codes.
- The Issuance was issued to an organization.

*Technical Note: This can be checked ISSUANCE.ORG_ID is not null.

- Organization Tax Type:

Code-1002	Description
PS	Partnership - Not 1099 Exempt
LC	LLC - Not 1099 Exempt
CN	Corporation - Not 1099 Exempt
IC	Independent Contractor

- The Issuance Issue Date is between the last successful date the report's data collection batch job ran and the current date of the batch run.
- The Issuance associated to the Payment Request has the latest status of:

Code-111	Description
PD	Paid
RL	Released
IS	Issued
RI	Reissued
HD	Held
RT	Returned
SP	Stop Payment
MI	Manually Issued

- The Issuance was never cancelled. If the issuance is later cancelled the issuance will drop from the report.

Code-111	Description
CA	Cancelled

b. Issuances Issued Via EDBC

- The issuance was issued via EDBC.

Technical Note: This can be checked by ISSUANCE.EDBC_ID is not null.

- The Issuance was issued to an organization.

Technical Note: This can be checked ISSUANCE.ORG_ID is not null.

- Organization Tax Type:

Code-1002	Description
PS	Partnership - Not 1099 Exempt
LC	LLC - Not 1099 Exempt
CN	Corporation - Not 1099 Exempt
IC	Independent Contractor

- Issuance does not display a created by value equal to the county code.

Technical Note: This is done by excluding CREATED_BY equal to county codes.

- The Issuance Issue Date is between the last successful date the report's data collection batch job ran and the current date of the batch run.

Note: The report's data collection batch job runs on a weekly basis.

- The Issuance has the latest status of:

Code-111	Description
PD	Paid
RL	Released
IS	Issued
RI	Reissued
HD	Held
RT	Returned
SP	Stop Payment
MI	Manually Issued

- The Issuance was never cancelled. If the issuance is later cancelled the issuance will drop from the report.

Code-111	Description
CA	Cancelled

2. Update the base population for Riverside as follows:

The Riverside base population is a combination of Issuances issued via Service Arrangement and EDBC.

a. Issuances Issued Via Service Arrangement

- Payment Request Status:

Code-109	Description
PI	Issuance Created

- Organization Tax Type:

Code-1002	Description
PS	Partnership - Not 1099 Exempt
LC	LLC - Not 1099 Exempt
CN	Corporation - Not 1099 Exempt
IC	Independent Contractor

- Issuance was issued to an organization.

Technical Note: This is when ISSUANCE.ORG_ID is not null.

- The Service Type is one of the services approved and provided by the county. Refer to Appendix 7.1 for the current listing of available services per county mapping.

Note: The list of provided services varies county by county. If a service type is later added or removed by a county, our report will automatically adjust accordingly.

b. Issuances Issued Via EDBC

- Issuance was issued to an organization.

Technical Note: This is when ISSUANCE.ORG_ID is not null.

- The issuance was issued via EDBC.

Technical Note: This is when ISSUANCE.EDBC_ID is not null.

- The Issuance Issue Date is between the last successful date the report's data collection batch job ran and the current date of the batch run. The Issuance Status was Issued.

Code-111	Description
IS	Issued

- Organization Tax Type:

Code-1002	Description
PS	Partnership - Not 1099 Exempt
LC	LLC - Not 1099 Exempt
CN	Corporation - Not 1099 Exempt
IC	Independent Contractor

Note: For Issuances Issued via EDBC there is no restriction on Service Type.

3. Update the Base Population for all other counties except for LA County as follows:

The base population is a combination of Issuances issued via Service Arrangement and EDBC.

a. Issuances Issued Via Service Arrangement

- Payment Request Status:

Code-109	Description
PI	Issuance Created

- The Service Type is one of the services approved and provided by the county. Refer to Appendix 7.1 for the current listing of available services per county mapping.
- Issuance does **not** display a created by value equal to the county code.
Technical Note: This is done by excluding CREATED_BY equal to county codes.
- The Issuance was issued to an organization.

*Technical Note: This can be checked ISSUANCE.ORG_ID is not null.
- The Issuance Issue Date is between the last successful date the report's data collection batch job ran and the current date of the batch run.

- The Issuance associated to the Payment Request has the latest status of:

Code-111	Description
PD	Paid
RL	Released
IS	Issued
RI	Reissued
HD	Held
RT	Returned
SP	Stop Payment
MI	Manually Issued

- The Issuance was never cancelled. If the issuance is later cancelled the issuance will drop from the report.

Code-111	Description
CA	Cancelled

b. Issuances Issued Via EDBC

- The issuance was issued via EDBC.

Technical Note: This can be checked by ISSUANCE.EDBC_ID is not null.

- The Issuance was issued to an organization.

Technical Note: This can be checked ISSUANCE.ORG_ID is not null.

- Issuance does not display a created by value equal to the county code.

Technical Note: This is done by excluding CREATED_BY equal to county codes.

- The Issuance Issue Date is between the last successful date the report's data collection batch job ran and the current date of the batch run.

Note: The report's data collection batch job runs on a weekly basis.

- The Issuance has the latest status of:

Code-111	Description
PD	Paid
RL	Released
IS	Issued
RI	Reissued
HD	Held
RT	Returned
SP	Stop Payment
MI	Manually Issued

- The Issuance was never cancelled. If the issuance is later cancelled the issuance will drop from the report.

Code-111	Description
CA	Cancelled

4. Combine the 1099 Reconciliation Report and the 1099 Detail Report.

Migrate the Vendor Payment Detail widget, previously found on the 1099 Detail report, to the 1099 Reconciliation Report.

- a. The widget is placed below the Vendor Summary widget and is named 'Vendor Transaction Details'. See the attached mockup in Supporting Documents section for the widget placements.

- b. When a user selects a vendor in the Vendor Summary widget, all the related transactions for that vendor appear on the Vendor Transaction Details widget. This applies to any of the columns for a related vendor in the Vendor Summary widget such as 'Tax ID/SSN', 'Total Amount', 'Type1', etc.
 - c. The Vendor Transaction Details widget is restricted by the user selected parameter on the parameter page.
 - d. By default, if no vendor is selected, the Vendor Transaction Details widget will show all transactions restricted by the selected parameter.
- See the attached mockup in Supporting Documents section for the widget placements and the new widget names.

5. Add the following columns to Vendor Summary widget. The columns will be placed after the existing 'Total Amount' column.

Code-111	Description
Adjusted Amount	<p>Displays the aggregated sum of all adjustments made to the vendor for any of the payments they received during the user selected begin and end date. This is equal to the Total Recovered column minus the Overpayment Amount column. This column will be blank if there are no overpayments or recovery account transactions.</p> <p>Format: \$0,000.00</p> <p>This column will only populate for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>
Overpayment Amount	<p>Displays the aggregate sum of all overpayment amounts associated to all the payments made to the vendor during the user selected begin and end date. This column will be blank if there are no overpayments.</p> <p>Format: \$0,000.00</p> <p>This column will only populate for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>
Total Recovered	<p>Displays the aggregate sum of all recovery account transactions associated to all the payments made to the vendor during the user</p>

Code-111	Description
	<p>selected begin and end date. This column will be blank if there are no recovery account transaction.</p> <p>Format:</p> <p>\$0,000.00</p> <p>This column is only populated for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>

6. **Add the following columns to Vendor Transaction Details widget. The columns will be placed after the existing 'Total Amount' column**

Code-111	Description
Adjusted Amount	<p>Displays the aggregated sum of all adjustments related to the single payment made to the vendor during the user selected begin and end date. This is equal to the Total Recovered column minus the Overpayment Amount. This column will be blank if there are no overpayments or recovery account transactions.</p> <p>Format:</p> <p>\$0,000.00</p> <p>This column is only populated for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>
Overpayment Amount	<p>Displays the aggregate sum of all overpayment amounts associated to the single payment made to the vendor during the user selected begin and end date. This column will be blank if there are no overpayments.</p> <p>Format:</p> <p>\$0,000.00</p> <p>This column is only populated for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>
Total Recovered	<p>Displays the aggregate sum of all recovery account transactions associated to the single payment made to the vendor during the user</p>

Code-111	Description
	<p>selected begin and end date. This column will be blank if there are no recovery account transaction.</p> <p>Format:</p> <p>\$0,000.00</p> <p>This column is only populated for San Bernardino, Merced, and Stanislaus as they are the only counties that receive adjustments as part of their 1099 Interface File.</p>
Service Type	<p>Displays the service type of the service payment. This column will be blank if the payment is not a service payment (CT-56).</p> <p>Possible Values:</p> <ul style="list-style-type: none"> • Auto Repair • Background Research • CFET Retention Services • Center • ... <p>Note this list is not a complete list of possible values.</p>
Recovery Account Number	<p>Displays the recovery account number associated to the vendor payment. This column will be blank if there is no Recovery Account associated to the vendor payment.</p>

7. Migrate the 'Input Type' and 'Identification Number' column from the 1099 Detail Report's parameter page to the parameter page of the 1099 Reconciliation Report'.

The 'Input Type' and 'Identification Number' column are now optional. See the attached mockup in the Supporting Documents section for reference. The parameter page now contains the following columns:

Code-111	Description
County*	<p>A mandatory parameter that restricts the data by the selected county. By default, this field is restricted to a user's own county.</p> <p>Note: Only users with the appropriate rights can change this value.</p>
Input Type	<p>An optional parameter that restricts the data by either a vendor's Resource ID or Tax ID. When a user selects an option, the Identification Number updates with the available Resource IDs or Tax IDs.</p>

Code-111	Description
	Possible Options: <ul style="list-style-type: none"> • Resource ID • Tax ID
Identification Number	An optional multi select parameter that restricts the data by either Resource IDs or Tax IDs based on the value selected in the 'Input Type' column.
Begin Date*	A required parameter that restricts the data by the transactions that have an 'Issued' or 'Manually Issued' status date greater than or equal to the selected date. Format: MM/DD/YYYY
End Date*	A required parameter that restricts the data by the transactions that have an 'Issued' or 'Manually Issued' status date less than or equal to the selected date. Format: MM/DD/YYYY

8. Disable the 1099 Detail Report.

2.1.5 Report Location

- **Global: Reports**
- **Local: On Request**
- **Task: Fiscal**

2.1.6 Counties Impacted

All counties except for LA county will be impacted by the changes outlined in this section.




2.1.7 Security Updates

No updates will be made to the report's security.

2.1.8 Report Usage/Performance

The report's performance is expected to be the same as the SB1099Writer, RV1099Writer and Merced1099Writer sweep jobs.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	Mapping of Service Types offered by Counties.	 Service Types by County.xls
2	Reports	1099 Reconciliation Report Mockup	 1099 Reconciliation Report Mockup.jpg
3	Reports	1099 Reconciliation Report Parameter Page Mockup	 1099 Reconciliation Report Parameter Page

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.24.1.11	The LRS shall support all reports required by federal, State, and local laws, rules, regulations, ordinances, guidelines, directives, policies, and procedures, including statistical, operational, workload, and fiscal reports.	The 1099 Reconciliation Report is used to reconcile the 1099 Interface File received by counties.

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?
CA-231228	Reports	This is a joint 58 county design where there is regional approval aligning to the governance model.	No Impact	No	N/A

6 OUTREACH

N/A

7 APPENDIX

1. Los Angeles County 1099 Reconciliation Report and 1099 Detail Report Base Population Definition:

- Issuance does not display a created by value equal to the county code
Technical Note: This is done by excluding CREATED_BY equal to county codes.
- Payment Request does not display a created by value equal to the county code
Technical Note: This is done by excluding CREATED_BY equal to county codes.
- The Issuance was issued to an organization
Technical Note: This is done by looking for ISSUANCE.ORG_ID is not blank.
- The Issuance has one of the following existing statuses with a status date between the last successful batch date and the current batch date:

Code-111	Description
IS	Issued
MI	Manually Issued

- The Issuance was never in one of the following statuses:

Code-111	Description
CA	Cancelled
RI	Reissued
VO	Voided

Technical Note: If the issuance is later Cancelled, Reissued or Voided the record will fall off the report.

- The Organization Tax Type is one of the following:

Code-1002	Description
PS	Partnership - Not 1099 Exempt
LC	LLC - Not 1099 Exempt
CN	Corporation - Not 1099 Exempt

Code-1002	Description
IC	Independent Contractor

- The Service Type is one of the services approved and provided by the county. Refer to the Supporting Documents section for the current listing of available services per county mapping.

Note: The list of provided services varies county by county. If a service type is later added or removed by a county, our report will automatically adjust accordingly.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-233206

Opt-In C-IV Counties to the Batch RE
Appointment Scheduling for CW/CF Available
for CalWIN Counties

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Shining Liu
	Reviewed By	Edgars Reinholds, Justin Dobbs, Raheem Raasikh, Shilpa Suddavanda, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
6/16/2022	1.0	Initial draft	Shining Liu
1/9/2023	2.0	Content Revision - Opt Orange County out of batch job	Shining Liu

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	6
2.1	Batch Job for CW/CF RE Appointments for Migration Counties	6
2.1.1	Overview	6
2.1.2	Description of Change.....	6
2.1.3	Execution Frequency.....	13
2.1.4	Key Scheduling Dependencies	13
2.1.5	Counties Impacted	13
2.1.6	Category	13
2.1.7	Data Volume/Performance.....	13
2.1.8	Failure Procedure/Operational Instructions.....	13
2.2	CalWORKs/CalFresh: RE Appointment Not Scheduled Automated Action.....	15
2.2.1	Overview	15
2.2.2	Description of Change.....	15
3	Requirements	16
3.1	Requirements.....	16

1 OVERVIEW

This SCR outlines the necessary requirements to allow C-IV counties to opt into the CalWORKs/CalFresh (CW/CF) Redetermination (RE) Appointment Scheduling for Migration Counties batch job.

1.1 Current Design

Currently, the C-IV Counties do not have an automated process to schedule CW/CF RE Appointments. Per CA-216551, an automated process for scheduling CW/CF RE Appointments was implemented for the CalWIN Migration Counties in CalSAWS. The batch job retrieves CalWORKs only, CalFresh only, and CalWORKs/CalFresh combination (including Transitional CalFresh) cases that need an RE appointment with a program worker to evaluate the customer's ongoing eligibility.

The CalWIN Counties specified appointment durations per appointment types based on their county business process. This job is responsible for only scheduling CW/CF RE appointments five days prior to the CW/CF RE Packet generation. When the batch job creates the RE appointment, all appointment details will be included in the Appointment letter, which is included in the CW/CF RE packet.

1.2 Requests

Opt C-IV Counties into the CW/CF RE Appointment Scheduling for Migration Counties batch job. Opt selected CalWIN counties out of CW/CF RE Appointment Scheduling for Migration Counties batch job. Modify the CW/CF RE Appointment Scheduling for Migration Counties batch job to send an appointment email to workers for successfully created appointments. Make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for C-IV Counties.

1.3 Overview of Recommendations

1. Opt C-IV Counties into the CW/CF RE Appointment Scheduling for Migration Counties batch job. Opt selected CalWIN counties out of the CW/CF RE Appointment Scheduling for Migration Counties batch job. Modify the CW/CF RE Appointment Scheduling for Migration Counties batch job to send an appointment email to workers for successfully created appointments.
2. Make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for C-IV Counties.

1.4 Assumptions

1. There are no changes to the functionality of the existing LA batch jobs for CW/CF RE Appointment Scheduling.
2. GA/GR appointments are scheduled with a different batch job for the GA/GR Automated Solution Counties.
3. The batch appointment job will only be scheduled to run for counties that have opted in. The logic will evaluate the Position Detail page for the worker

- assigned to the CW and/or CF program and evaluate that worker's availability. If the worker has availability set up on their Worker Schedule and a daily threshold set up for on the Position Detail page, the batch job will attempt to schedule the RE appointments.
4. If a County opts into the batch job but fails to set up the Daily Threshold and/or Worker Schedule availability, any appointments that have yet to be scheduled manually at the time the appointment batch runs will appear on the Final Exception Listing Report.
 5. If the County has enabled the Automated Action for 'CalWORKs/CalFresh: RE Appointment Not Scheduled', a task will be created for each case. When a case is skipped for a missing phone number, a task is created.
 6. The CW/CF RE Appointment Scheduling For Migration Counties batch job will only schedule appointments of Category 'General Appointment' and Type 'Telephone Interview Recertification.' All other appointment types, including face-to-face appointments, must be scheduled manually. Additionally, appointments will not be scheduled on weekends or holidays by the batch job and must be scheduled manually.
 7. CA-207399 migrated the CF RE Packet (PB00R543), CW RE Packet (PB00R544) and CW/CF RE Packet (PB00R547) into CalSAWS for the 57 Migration Counties. The CW/CF RE Packets are generated on the 15th of each month for the CalWIN and C-IV Counties.
 8. There are no modifications to the processing of the 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action.
 9. SCR CA-250491 reschedules the CW/CF RE Appointment Scheduling For Migration Counties batch job to run on the 5th business day of the month, the same day that the report 'Redetermination - Final Exception Report' runs. Skipped cases are available in the report for viewing starting the 6th business day of the month.
 10. The duration times for the CalWORKs and CalFresh RE appointments for CalWIN Counties were programmed based on responses to CRFI 21-052 CA-216551 Migrate CalWIN County Batch RE Appointment Scheduling Job for CW/CF. The CalWIN RE appointment duration times will not be changed with this SCR.
 11. The existing CW/CF RE Appointment Scheduling for Migration Counties batch job will be modified in this SCR so that an appointment email will be sent out to workers for successfully created appointments. The batch job will only send out the appointment email for counties that opted into the functionality as part of DDID 1526 (SCR CA-207303), and the email format(s) should match those detailed in SCR CA-207303.
 12. As part of SCR CA-226701, there will be a new batch job created to schedule CW/CF RE appointments with the flexible phone interview introduced with SCR CA-246603. Counties will have the option to opt in or opt out of this batch job by responding to a CRFI that will be sent out. Counties will not be able to opt into both the existing CW/CF RE Appointment Scheduling for Migration Counties batch job and the new batch job.

2 RECOMMENDATIONS

2.1 Batch Job for CW/CF RE Appointments for Migration Counties

2.1.1 Overview

This section outlines the necessary modifications to opt C-IV Counties into and opt selected CalWIN Counties out of the CW/CF RE Appointment Scheduling for Migration Counties batch job.

2.1.2 Description of Change

1. Create BPCR(s) to run the CW/CF RE Appointment Scheduling for Migration Counties for C-IV Counties. Set the Appointment Duration for the following C-IV Counties:

Note: C-IV Counties can choose whether to opt in or out of the batch job by responding to CRFI 22-095. If they choose to opt in, they may also determine the length of time that the Appointment Duration per program type should be set to. CW/CF RE appointments durations are defaulted to 60 minutes per program type. Additional changes to the appointment duration must follow the CalSAWS Enhancement Request (CER) process.

County	Appointment Category	Appointment Type	CW Only Duration (min.)	CF Only Duration (min.)	CW/CF Combo Duration (min.)
Alpine	General Appointment	Telephone Interview Recertification	60	60	60
Amador	General Appointment	Telephone Interview Recertification	60	60	60
Butte	General Appointment	Telephone Interview Recertification	60	60	60
Calaveras	General Appointment	Telephone Interview Recertification	60	60	60
Colusa	General Appointment	Telephone Interview Recertification	60	60	60
Del Norte	General Appointment	Telephone Interview Recertification	90	75	90
El Dorado	General Appointment	Telephone Interview Recertification	60	60	60
Glenn	General Appointment	Telephone Interview Recertification	60	60	60
Humboldt	General Appointment	Telephone Interview Recertification	90	90	90
Imperial	General Appointment	Telephone Interview Recertification	60	60	60
Inyo	General Appointment	Telephone Interview Recertification	60	60	60
Kern	General Appointment	Telephone Interview Recertification	60	60	60

County	Appointment Category	Appointment Type	CW Only Duration (min.)	CF Only Duration (min.)	CW/CF Combo Duration (min.)
Kings	General Appointment	Telephone Interview Recertification	60	60	60
Lake	General Appointment	Telephone Interview Recertification	60	60	60
Lassen	General Appointment	Telephone Interview Recertification	105	45	105
Madera	General Appointment	Telephone Interview Recertification	60	60	60
Marin	General Appointment	Telephone Interview Recertification	90	60	90
Mariposa	General Appointment	Telephone Interview Recertification	60	60	60
Mendocino	General Appointment	Telephone Interview Recertification	60	60	60
Merced	General Appointment	Telephone Interview Recertification	60	60	60
Modoc	General Appointment	Telephone Interview Recertification	60	60	60
Mono	General Appointment	Telephone Interview Recertification	60	60	60
Monterey	General Appointment	Telephone Interview Recertification	60	60	60

County	Appointment Category	Appointment Type	CW Only Duration (min.)	CF Only Duration (min.)	CW/CF Combo Duration (min.)
Napa	General Appointment	Telephone Interview Recertification	60	60	60
Nevada	General Appointment	Telephone Interview Recertification	90	60	90
Plumas	General Appointment	Telephone Interview Recertification	60	60	60
Riverside	General Appointment	Telephone Interview Recertification	60	60	60
San Benito	General Appointment	Telephone Interview Recertification	60	60	60
San Bernardino	General Appointment	Telephone Interview Recertification	60	45	60
San Joaquin	General Appointment	Telephone Interview Recertification	60	60	60
Shasta	General Appointment	Telephone Interview Recertification	60	60	60
Sierra	General Appointment	Telephone Interview Recertification	60	60	60
Siskiyou	General Appointment	Telephone Interview Recertification	60	60	60
Stanislaus	General Appointment	Telephone Interview Recertification	60	60	60

County	Appointment Category	Appointment Type	CW Only Duration (min.)	CF Only Duration (min.)	CW/CF Combo Duration (min.)
Sutter	General Appointment	Telephone Interview Recertification	60	30	60
Tehama	General Appointment	Telephone Interview Recertification	120	60	120
Trinity	General Appointment	Telephone Interview Recertification	60	60	60
Tuolumne	General Appointment	Telephone Interview Recertification	60	60	60
Yuba	General Appointment	Telephone Interview Recertification	60	60	60

2. Create BSCRs to schedule the CW/CF RE Appointment Scheduling for Migration Counties batch job for Migration Counties that have opted in.

Note: C-IV and CalWIN Counties can choose whether to opt in or out of the batch job by responding to CRFI 22-095. Counties that do not respond will be automatically opted out. Additional changes to the appointment duration must follow the CalSAWS Enhancement Request (CER) process.

County	Opt-In/Opt-Out of Batch Job
Alameda	Opt-In
Alpine	Opt-Out
Amador	Opt-Out
Butte	Opt-Out
Calaveras	Opt-Out
Colusa	Opt-Out

Contra Costa	Opt-In
Del Norte	Opt-Out
El Dorado	Opt-Out
Fresno	Opt-In
Glenn	Opt-Out
Humboldt	Opt-In
Imperial	Opt-Out
Inyo	Opt-Out
Kern	Opt-Out
Kings	Opt-In
Lake	Opt-Out
Lassen	Opt-Out
Madera	Opt-Out
Marin	Opt-Out
Mariposa	Opt-Out
Mendocino	Opt-Out
Merced	Opt-Out
Modoc	Opt-Out
Mono	Opt-Out
Monterey	Opt-Out
Napa	Opt-Out
Nevada	Opt-In
Orange	Opt-Out

Placer	Opt-Out
Plumas	Opt-Out
Riverside	Opt-Out
Sacramento	Opt-Out
San Benito	Opt-Out
San Bernardino	Opt-In
San Diego	Opt-In
San Francisco	Opt-Out
San Joaquin	Opt-Out
San Luis Obispo	Opt-In
San Mateo	Opt-Out
Santa Barbara	Opt-In
Santa Clara	Opt-Out
Santa Cruz	Opt-Out
Shasta	Opt-Out
Sierra	Opt-Out
Siskiyou	Opt-Out
Solano	Opt-In
Sonoma	Opt-Out
Stanislaus	Opt-Out
Sutter	Opt-Out
Tehama	Opt-In

Trinity	Opt-Out
Tulare	Opt-Out
Tuolumne	Opt-Out
Ventura	Opt-Out
Yolo	Opt-Out
Yuba	Opt-Out

3. Modify the CW/CF RE Appointment Scheduling for Migration Counties batch job to send an appointment email to workers for successfully created appointments. The batch job should only send an appointment email for counties that opted into the functionality as part of DDID 1526 (SCR CA-207303).

2.1.3 Execution Frequency

Per CA-250491, schedule batch job to run monthly on the 5th day of the month. If the batch run date falls on a Sunday or holiday, then the batch job will run on the next business day.

2.1.4 Key Scheduling Dependencies

N/A

2.1.5 Counties Impacted

Former C-IV Counties, CalWIN Counties

2.1.6 Category

Job should run on the 5th business day of the month and complete within the batch window.

2.1.7 Data Volume/Performance

N/A

2.1.8 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.)

2.2 CalWORKs/CalFresh: RE Appointment Not Scheduled Automated Action

2.2.1 Overview

Make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for C-IV Counties.

2.2.2 Description of Change

4. Make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for C-IV Counties.

Note: The Automated Action Status will initially be 'Inactive' with a blank Task Type and Task Sub-Type. This is because each county can set a custom Task Type for the Automated Action. If a county decides to Activate the Automated Action, the page validation will require that the county also select a Task Type to be used.

3 REQUIREMENTS

3.1 Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.13.2.2	The LRS shall set appointments for cases requiring Redetermination and/or Recertification, based on program rules.	Implement batch RE appointment scheduling functionality for C-IV Counties.



California Statewide Automated Welfare System

Design Document

CA-239741

MEDIL I 22-01 Federal COVID-19 PHE Additional Contact
Requirement

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nithya Chereddy
	Reviewed By	Priya Sridharan, Maksim Volf, Girish Chakkingal, Balakumar Murthy, Geetha Ramalingam, Renee Gustafson

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/05/2022	0.1	Initial Version	Nithya Chereddy
07/19/2022	0.2	Update Batch Job Discontinuance to check for 2 nd MC Reminder Notice	Tisha Mutreja
01/12/2023	0.3	Content Revision to update the assumption 1.	Nithya Chereddy

Table of Contents

1	Overview	5
1.1	Current Design.....	5
1.2	Requests.....	5
1.3	Overview of Recommendations.....	5
1.4	Assumptions	6
2	Recommendations.....	6
2.1	Update the MC Reminder Notice batch date	6
2.1.1	Overview	6
2.1.2	Description of Change.....	6
2.1.3	Execution Frequency.....	6
2.1.4	Key Scheduling Dependencies	7
2.1.5	Counties Impacted	7
2.1.6	Category	7
2.1.7	Data Volume/Performance.....	7
2.1.8	Failure Procedure/Operational Instructions.....	7
2.2	MC Reminder Notice – 2 nd contact.....	7
2.2.1	Overview	7
2.2.2	Description of Change.....	7
2.2.3	Execution Frequency.....	8
2.2.4	Key Scheduling Dependencies	8
2.2.5	Counties Impacted	8
2.2.6	Category	8
2.2.7	Data Volume/Performance.....	8
2.2.8	Failure Procedure/Operational Instructions.....	8
2.3	Update the MC Discontinuance Sweep Job (PB00CH204)	8
2.3.1	Overview	8
2.3.2	Description of Change.....	9
2.3.3	Execution Frequency.....	9
2.3.4	Key Scheduling Dependencies	9
2.3.5	Counties Impacted	9
2.3.6	Category	9
2.3.7	Data Volume/Performance.....	9

2.3.8	Failure Procedure/Operational Instructions.....	9
2.4	Update the Non-MAGI Discontinuance Sweep Job (PB00E182)	9
2.4.1	Overview	9
2.4.2	Description of Change.....	10
2.4.3	Execution Frequency.....	10
2.4.4	Key Scheduling Dependencies	10
2.4.5	Counties Impacted	10
2.4.6	Category	10
2.4.7	Data Volume/Performance	10
2.4.8	Failure Procedure/Operational Instructions.....	10
3	Requirements.....	10
3.1	Project Requirements.....	10

1 OVERVIEW

Per All County Welfare Directors Letter (ACWDL) 14-32, if the beneficiary has not returned the annual renewal form or has not otherwise provided all of the requested information during the 60 days after the annual renewal form is sent, counties shall attempt to contact the beneficiary to request the needed information, in accordance with Welfare & Institutions Code § 14005.37. As a best practice, counties are recommended to contact the beneficiary at least 30 days after sending the annual renewal form when no information has been received.

The MEDIL 22-01 further instructs counties that, if no information has been received after the annual renewal form has been sent and first attempted contact has been made, counties shall attempt one additional contact for annual renewals due within the 12-months following the end of the federal COVID-19 PHE. DHCS recommends that this additional contact should occur ten calendar days from the date of the initial reminder contact and no later than ten calendar days prior to the annual renewal form due date.

1.1 Current Design

Currently the MC Reminder notice (CSF 164) is sent out when the following packets are still in sent status by the MC reminder notice generation date.

- i. Non-MAGI RE Packet
- ii. MAGI RE Packet
- iii. Mixed Household RE Packet
- iv. Former Foster Youth Packet

Also, Batch MC MAGI Discontinuance Sweep job (PB00CH204) and Non-MAGI Discontinuance Sweep job (PB00E182) checks if the MC Reminder Notice CSF 164 was sent.

1.2 Requests

1. Update the existing MC Reminder form (CSF 164) batch schedule to run on the 10th business day of the month prior to the RE Due Month.
2. Update the MC Reminder Notice scheduling to trigger the 2nd Medi-Cal Reminder Notice.
3. Update the MC MAGI Discontinuance sweep job and Non-MAGI discontinuance sweep job to look for the 2nd MC Reminder notice.

1.3 Overview of Recommendations

1. Update the Initial MC Reminder job generation date.
2. Update the MC Reminder Notice scheduling to trigger the 2nd Medi-Cal Reminder Notice.
3. Update batch MC MAGI Discontinuance Sweep job (PB00CH204) and Non-MAGI Discontinuance Sweep job (PB00E182) to look for 2nd MC Reminder Notice.

1.4 Assumptions

1. The SCR CA-250600 will turn off the second Medi-Cal Reminder Notice batch job and will update the Medi-Cal Disc jobs to only look for one MC reminder.
2. The SCR CA-214393 turned off the Medi-Cal Discontinuance batch jobs due to COVID-19.
3. The SCR CA-245109 will turn on the batch jobs for PHE Lift for Medi-Cal and will update the FFY Discontinuance Batch job to check if at least two reminder notices were sent.
4. LA county MC RE Reminder Outbound call will not be impacted due to the generation of an additional reminder notice with this SCR.

2 RECOMMENDATIONS

2.1 Update the MC Reminder Notice batch date

2.1.1 Overview

The MC Reminder Notice (CSF 164) gets triggered for an active Medi-Cal Program if one of the following packets is still in sent status and the customer reporting effective month is the month after the current batch month

- i. Non-MAGI RE Packet
- ii. MAGI RE Packet
- iii. Mixed Household RE Packet
- iv. Former Foster Youth Packet

Note: Currently Former Foster Youth Packet gets generated only for LA County while the Non-MAGI RE Packet, MAGI RE Packet and the Mixed Household RE Packets get generated for all counties.

2.1.2 Description of Change

1. Update the MC Reminder Notice batch job PB00R1932 to run on the 10th Business Day of the month prior to the RE month

Note:

- All other trigger conditions remain the same for this batch job.
- The batch job PB00R1932 is currently scheduled to run 6 business days before the end of the month prior to the RE month

2.1.3 Execution Frequency

10th Business Day of the month (Excludes Saturdays)

2.1.4 Key Scheduling Dependencies

N/A

2.1.5 Counties Impacted

All Counties

2.1.6 Category

N/A

2.1.7 Data Volume/Performance

N/A.

2.1.8 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...)

2.2 MC Reminder Notice – 2nd contact

2.2.1 Overview

Currently the MC reminder notice (CSF 164) gets triggered for an active Medi-Cal Program if one of the following packet(s) is still in sent status and the customer reporting effective month is the month after the current batch month

- i. Non-MAGI RE Packet
- ii. MAGI RE Packet
- iii. Mixed Household RE Packet
- iv. Former Foster Youth Packet

Note: Currently Former Foster Youth Packet gets generated only for LA County while the Non-MAGI RE Packet, MAGI RE Packet and the Mixed Household RE Packets get generated for all counties.

2.2.2 Description of Change

1. Trigger the 2nd MC Reminder Notice when the following conditions are true.
 - a. Program is active Medi-Cal
 - b. At least one of the following packets is in 'Sent' status

- Non-MAGI RE Packet
 - MAGI RE Packet
 - Mixed Household RE Packet
 - Former Foster Youth Packet
- c. Customer Reporting effective month is the month after the current batch month

Note: The triggers for the 1st and 2nd MC Reminder Notice are the same

2.2.3 Execution Frequency

4 business days before the end of the month (Included Saturdays)

2.2.4 Key Scheduling Dependencies

N/A

2.2.5 Counties Impacted

All Counties

2.2.6 Category

N/A

2.2.7 Data Volume/Performance

N/A.

2.2.8 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...)

2.3 Update the MC Discontinuance Sweep Job (PB00CH204)

2.3.1 Overview

The MC MAGI Discontinuance Sweep batch job (PB00CH204) checks if a MC Reminder Notice (CSF 164) has been sent out. Update the batch job to also look for MC 2nd Reminder Notice.

2.3.2 Description of Change

1. Update the MC MAGI Discontinuance Sweep batch job (PB00CH204) Batch trigger to check at least two MC Reminder Notices were sent in addition to the MAGI RE Packet or the Mixed Household RE Packet for the targeted RE Due Date.

2.3.3 Execution Frequency

N/A

2.3.4 Key Scheduling Dependencies

N/A

2.3.5 Counties Impacted

All 58 Counties

2.3.6 Category

N/A

2.3.7 Data Volume/Performance

N/A

2.3.8 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...)

2.4 Update the Non-MAGI Discontinuance Sweep Job (PB00E182)

2.4.1 Overview

The Non-MAGI Discontinuance Sweep Job (PB00E182) checks if a MC Reminder Notice (CSF 164) has been sent out. Update the batch job to also look for MC 2nd Reminder Notice.

2.4.2 Description of Change

1. Update Non-MAGI Discontinuance Sweep Job (PB00E182) Batch trigger to check at least two MC Reminder Notices were sent in addition to the Non-MAGI RE Packet.

2.4.3 Execution Frequency

N/A

2.4.4 Key Scheduling Dependencies

N/A

2.4.5 Counties Impacted

All Counties

2.4.6 Category

N/A

2.4.7 Data Volume/Performance

N/A

2.4.8 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
2.18.3.3	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices;	The second Medi-Cal reminder Notice will be generated for customers with this SCR.

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

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-251903

Update the Converted Case Review Dashboard
to add new columns

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Susanna Martinez
	Reviewed By	Thao Ta, Ravneet Bhatia, Gokul Suresh

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/04/2022	1.0	Initial Document	Susanna Martinez
01/17/2022	1.1	Content Revision to: 1. Adjust SQL query under Appendix section in to use SYS_TRANSACT_BKP_DBRD instead of SYS_TRANSACT_BKP table 2. Add assumption	Susanna Martinez

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.....	6
	2.1 Converted Case Review Dashboard	6
	2.1.1 Overview	6
	2.1.2 Converted Case Review Dashboard Mockup	6
	2.1.3 Description of Change.....	7
	2.1.4 Report Location	9
	2.1.5 Counties Impacted	9
	2.1.6 Security Updates.....	9
	2.1.7 Report Usage/Performance	10
3	Supporting Documents	10
4	Requirements.....	10
	4.1 Project Requirements.....	10
	4.2 Migration Requirements.....	10
5	Migration Impacts	11
6	Appendix.....	11

1 OVERVIEW

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

The Converted Case Review Dashboard will need to be updated to include the following additional columns in the “Details” table:

- MISMATCH_REASON
- RE_DUE_DATE
- REPORTING_TYPE
- PGM_STAT_RSN_CODE
- PRIORITY
- SSA_INCOME
- SSI_SSP_OPA
- NON_MAGI_FPL

1.1 Current Design

The Converted Case Review Dashboard does not include the following columns in the “Details” table:

- MISMATCH_REASON
- RE_DUE_DATE
- REPORTING_TYPE
- PGM_STAT_RSN_CODE
- PRIORITY
- SSA_INCOME
- SSI_SSP_OPA
- NON_MAGI_FPL

1.2 Requests

Add the following columns to the Converted Case Review Dashboard in the “Details” table:

- MISMATCH_REASON
- RE_DUE_DATE
- REPORTING_TYPE
- PGM_STAT_RSN_CODE
- PRIORITY
- SSA_INCOME

- SSI_SSP_OPA
- NON_MAGI_FPL

1.3 Overview of Recommendations

1. Update the Converted Case Review Dashboard to add the following columns in the "Details" table:
 - a. MISMATCH_REASON
 - b. RE_DUE_DATE
 - c. REPORTING_TYPE
 - d. PGM_STAT_RSN_CODE
 - e. PRIORITY
 - f. SSA_INCOME
 - g. SSI_SSP_OPA
 - h. NON_MAGI_FPL

1.4 Assumptions

1. The Converted Case Review dashboard will continue to use the existing filters and dimensions in place for the pivot tables, line graphs and bar chart within the report. This SCR will only be adding additional detail columns to the "Details" table in the "Daily Snapshot" sheet.
2. The SQL logic to select and populate the additional columns mentioned is provided and maintained by the Conversion Team and will be leveraged to incorporate these additional columns in the existing Converted Case Review Dashboard logic. Any changes or updates to the SQL logic which defines and pulls the information for these additional columns, as provided by the Conversion Team, will directly impact the Converted Case Review Dashboard.
3. The table SYS_TRANSACT_BKP_DBRD will be created and added to the Benefit Match Process batch scripts maintained by the Conversion Team for use by the Converted Case Review Dashboard. This table will be created during the Wave 2 Benefit Match Process batch run and have data inserted beginning with Wave 2. Future Waves 3 through 6 will have its data appended to the SYS_TRANSACT_BKP_DBRD table with each Benefit Match Process batch run.

2 RECOMMENDATIONS

2.1 Converted Case Review Dashboard

2.1.1 Overview

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

2.1.2 Converted Case Review Dashboard Mockup

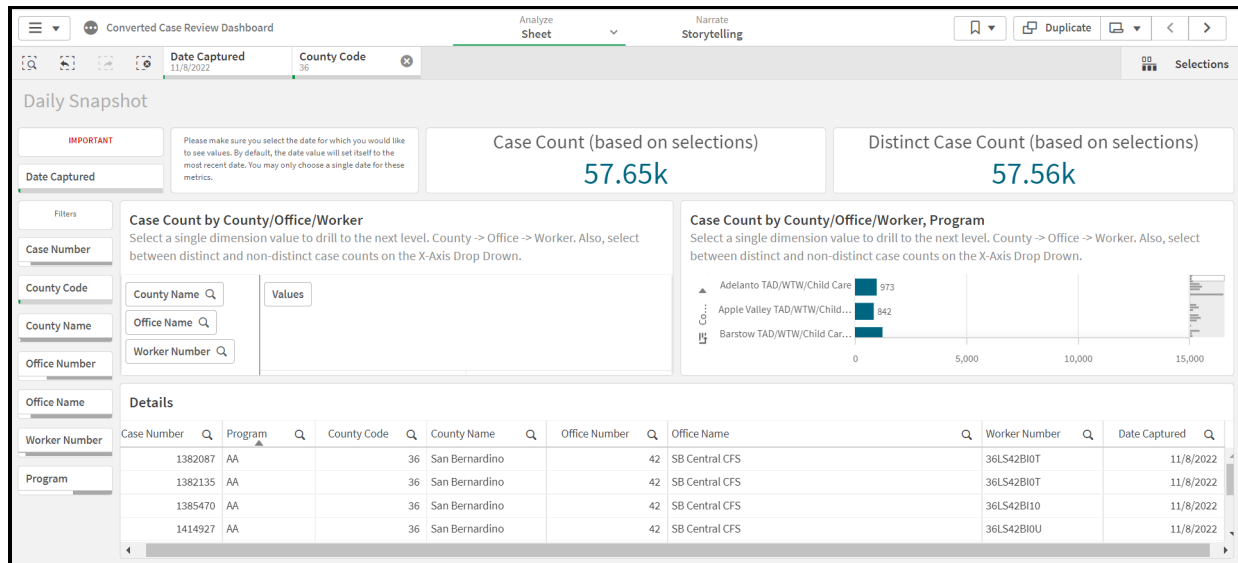


Figure 2.1.2.1 – Daily Snapshot Sheet

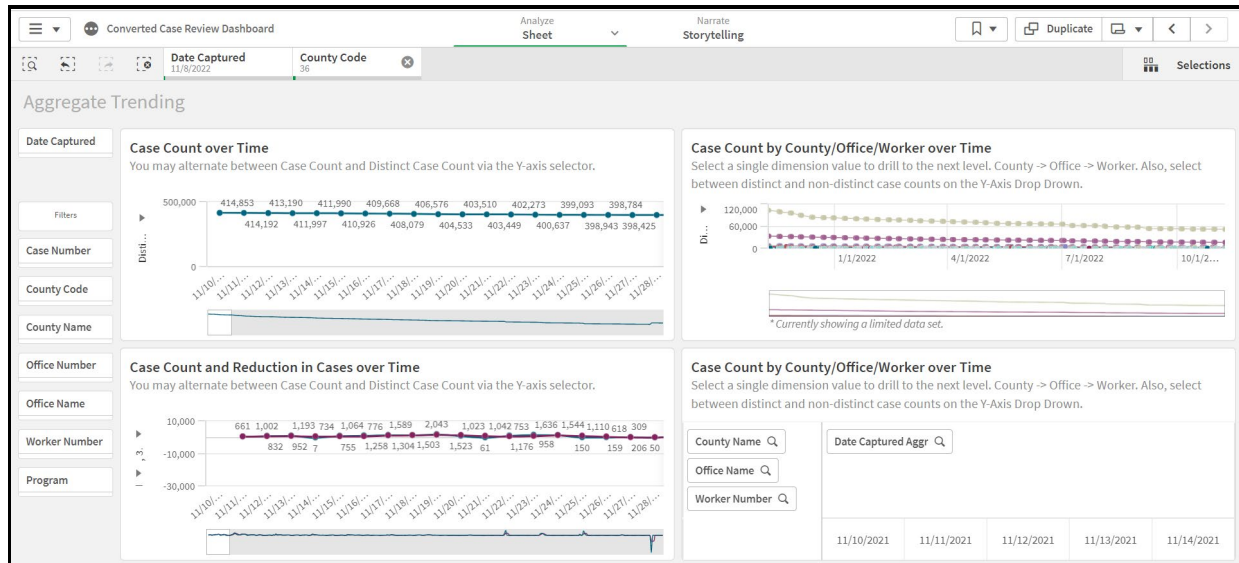


Figure 2.1.2.2 – Aggregate Trending Sheet

Note: Full mockup can be found in the Supporting Documents section.

Details									
Case Number	Program	County Code	County Name	Office Number	Office Name	Worker Number	Date Captured		
1382087	AA	36	San Bernardino	42	SB Central CFS	36LS42BIOT	11/8/2022		
1382135	AA	36	San Bernardino	42	SB Central CFS	36LS42BIOT	11/8/2022		
1385470	AA	36	San Bernardino	42	SB Central CFS	36LS42BI10	11/8/2022		
1414927	AA	36	San Bernardino	42	SB Central CFS	36LS42BI0U	11/8/2022		

Figure 2.1.2.3 – Details Table Before Addition of Columns

Details															
Case Number	Program	County Code	County Name	Office Number	Office Name	Worker Number	Match Reason	RE Due Date	Reporting Type	Program Status	Priority	SSA Income Change	SSI/SSP/OPA Change	Non-MAGI FPL Change	Date Captured
2008957	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009103	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009134	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009177	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009327	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009387	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2102028	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2102050	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2102117	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2102118	AA	04	Butte	02	Butte - CEO	04LS23904	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009407	AA	06	Colusa	01	Colusa Main Office	06LS16C01	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022
2009410	AA	06	Colusa	01	Colusa Main Office	06LS16C01	Program Discontinued	10/31/2022	Quarterly Reporting	No Elig. Child	1	Yes	Yes	-	10/24/2022

Figure 2.1.2.4 – Details Table After Addition of Columns

Note: Full mockup can be found in the Supporting Documents section.

2.1.3 Description of Change

1. Update the Converted Case Review dashboard with the following columns in the 'Details' table within the 'Daily Snapshot Sheet':

Technical Note: The SQL logic to pull the information for the below columns is provided and maintained by the Conversion Team. Please

see the *Appendix* section for the logic that is to be leveraged for this SCR.

a.

Column	Description
Mismatch Reason	<p>The mismatch reason provided when the associated case's CalSAWS Batch EDBC results do not match with the last CalWIN/C-IV converted EDBC results saved in the CalSAWS system.</p> <p>If no benefit mismatch reason is present for the associated case then the column value will default to 'Full Case Review'.</p>
RE Due Date	The Due Date of the redetermination for the associated case's program.
Reporting Type	<p>The reporting type of the associated case's program.</p> <p>If no reporting type is present for the associated case's program, the column value will be represented as 'N/A'.</p>
Program Status Reason	The reason for the associated case's program status.
Priority	<p>The priority of the associated case based upon the benefit mismatch reason.</p> <p>Possible values for this column are: '1', '2', or '3'</p> <ul style="list-style-type: none"> • The 'Priority' column value will be '1' if the 'Mismatch Reason' column value is any of the following: <ul style="list-style-type: none"> ○ Program Discontinued ○ Program Person Status Mismatch ○ Recoupment Mismatch • The 'Priority' column value will be '2' if the 'Mismatch Reason' column value is the following: <ul style="list-style-type: none"> ○ Program Person Role Mismatch • The 'Priority' column value will be '3' if the 'Mismatch Reason' column value is anything other than the 'Mismatch Reason' values stated above for priorities '1' and '2'

SSA Income Change	<p>This indicates whether there is a change in Social Security Administration (SSA) income for the associated program.</p> <p>Possible values are 'Yes' to indicate a change or blank denoted by '-' to indicate no change.</p>
SSI/SSP/OPA Change	<p>This indicates whether there is a change in Social Security Income (SSI)/State Supplemental Program (SSP) or Other Program Assistance (OPA) income for the associated program.</p> <p>Possible values are 'Yes' to indicate a change or blank denoted by '-' to indicate no change.</p>
Non-MAGI FPL Change	<p>This indicates whether there is a change in the Non-MAGI Federal Poverty Level (FPL) income for the associated program.</p> <p>Possible values are 'Yes' to indicate a change or blank denoted by '-' to indicate no change.</p>

2.1.4 Report Location

- **Global: Reports**
- **Local: Business Intelligence**
- **Task: Operations Reports**

2.1.5 Counties Impacted

Migration counties will be impacted by the changes outlined in this SCR.

2.1.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
N/A	N/A	N/A


2. Security Groups

Security Group	Group Description	Group to Role Mapping
N/A	N/A	N/A

2.1.7 Report Usage/Performance

No significant change in report usage or performance is expected.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Business Intelligence	Converted Case Review Dashboard Mockup	 Converted Case Review Dashboard.do

4 REQUIREMENTS

4.1 Project Requirements

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

4.2 Migration Requirements

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

5 MIGRATION IMPACTS

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

6 APPENDIX

The SQL logic to find and populate the columns being added to the Converted Case Review Dashboard is provided by the Conversion Team. The below query will be leveraged with the existing dashboard logic to populate the dashboard with the additional columns addressed in this SCR.

```
SELECT stg.county_code,
       (SELECT SHORT_DECODE_NAME
        FROM pr_lrs.CODE_DETL
        WHERE CATGRY_ID = 15
          AND CODE_NUM_IDENTIF = stg.county_code
          AND TRUNC (SYSDATE) BETWEEN BEG_DATE AND END_DATE)
       county_name,
       O.OFFICE_NUM_IDENTIF,
       O.OFFICE_NAME,
       NVL (SW.WRKR_NUM_IDENTIF, 'Unassigned')
       Worker_number,
       stg.serial_num_identif
       AS case_number,
       (SELECT SHORT_DECODE_NAME
        FROM pr_lrs.CODE_DETL
        WHERE CATGRY_ID = 18
          AND CODE_NUM_IDENTIF = stg.pgm_code
          AND TRUNC (SYSDATE) BETWEEN BEG_DATE AND END_DATE)
       PROGRAM,
       NVL (
           (SELECT SHORT_DECODE_NAME
            FROM pr_lrs.CODE_DETL
            WHERE CATGRY_ID = 10468
```

```

benefit_mismatch_rsn_code
AND CODE_NUM_IDENTIF =
AND TRUNC (SYSDATE) BETWEEN
BEG_DATE AND END_DATE),
'Full Case Review')
MISMATCH_REASON,
NVL ((SELECT MAX(DUE_DATE)
FROM pr_lrs.REDETER
WHERE REDETER.PGM_ID = STB.PGM_ID),
TO_DATE('12319999','MMDDYYYY'))
RE_DUE_DATE,
NVL ((SELECT CD.SHORT_DECODE_NAME
FROM pr_lrs.CODE_DETL cd, PR_LRS.PGM_DETL
PD
WHERE CD.CATGRY_ID = 542
AND CD.CODE_NUM_IDENTIF =
PD.REPORTING_TYPE_CODE
AND TRUNC (SYSDATE) BETWEEN
CD.BEG_DATE AND CD.END_DATE
AND pd.pgm_id = stg.pgm_id
AND TRUNC (SYSDATE) BETWEEN
PD.BEG_DATE AND PD.END_DATE), 'N/A')
Reporting_Type,
(SELECT SHORT_DECODE_NAME
FROM pr_lrs.CODE_DETL
WHERE CATGRY_ID = 73
AND CODE_NUM_IDENTIF = stg.PGM_STAT_RSN_CODE
AND TRUNC (SYSDATE) BETWEEN BEG_DATE AND END_DATE)
PGM_STAT_RSN_CODE,
(CASE
WHEN benefit_mismatch_rsn_code IN ('PD','RM', 'SM', 'CM') THEN 1 -- Benefit Amount
Mismatch, Recoupment Mismatch
WHEN benefit_mismatch_rsn_code IN ('PM') THEN 2 --Program Person Role Mismatch,
Program Person Status Mismatch, Aid-Code Mismatch
ELSE 3
END)
Priority,
(select distinct 'Yes' from pr_lrs.pgm_pers pp, pr_lrs.inc i, pr_lrs.inc_amt_detl iad
where pp.pgm_id = stg.pgm_id and pp.pers_id = i.pers_id and i.cat_code = '04'
and i.id = iad.inc_id and iad.end_date = high_date
) ssa_income,

```



```

(select distinct 'Yes' from pr_lrs.pgm_pers pp, pr_lrs.OTHER_PGM_ASSIST opa
 where pp.pgm_id = stg.pgm_id and pp.pers_id = opa.pers_id and opa.pgm_code in ('SI', 'SP', 'SS')
 and opa.end_date = high_date
) ssi_ssp_opa,
(select distinct 'Yes'
 from edbc e, budget b
 where e.pgm_id = stg.pgm_id
 and e.end_date = high_date
 and e.edbc_source_code = 'BE'
 and not exists (select 1 -- This EDBC lacks Express Lane benefits
                  from budget exp_ln_b
                  where e.id = exp_ln_b.edbc_id
                  and exp_ln_b.result_code = 'PS' --Passing
                  and exp_ln_b.class_code = '01' --Valid
                  and exp_ln_b.MC_TEST_CAT_CODE = '87' -- Express Lane
                )
 and e.id = b.edbc_id
 and b.result_code = 'PS' --Passing
 and b.class_code = '01' --Valid
 AND B.MC_TEST_CAT_CODE IN
 (
  '01', -- Waiver
  '02', -- Minor Consent
  '03', -- LTC
  '04', -- Pickle
  '05', -- Pickle Spouse
  '13', -- 4 Month Continuing
  '14', -- TMC
  '15', -- AFDC-MN U-Parent
  '18', -- MC Income
  '19', -- MC Income SneeDe
  '21', -- 100% FPL
  '22', -- 133% FPL
  '23', -- 200% FPL
  '24', -- 100% FPL SneeDe
  '25', -- 133% FPL SneeDe
  '26', -- 200% FPL SneeDe
  '27', -- Aged and Disabled
  '28', -- Working Disabled

```

'29', -- CE
 '30', -- CEC
 '31', -- Bridging
 '32', -- 200% Pregnancy
 '33', -- Dialysis
 '34', -- TPN
 '35', -- Tuberculosis
 '36', -- Postpartum
 '37', -- QDWI
 '38', -- MPPP - MC
 '39', -- MPPP - SSI
 '53', -- Ten Day w/Added Member(s)
 '54', -- Ten Day w/o Added Member(s)
 '55', -- Ten Day Added Member SOC
 '60', -- Auto Test Medi-Cal
 '62', -- 200% Pregnancy - Second Test
 '63', -- A and D - Individual Spouse
 '64', -- Edwards
 '67', -- CMSP Income
 '68', -- CMSP Income Sneeede
 '70', -- MC TLI/FPL Child-H3
 '71', -- MC TLI/FPL Child-H3 Sneeede
 '72', -- MC TLI/FPL Child-H5
 '73', -- MC TLI/FPL Child-H5 Sneeede
 '80', -- FC/KG/AAP
 '92', -- Former Foster Youth
 '93', -- MC TLI/FPL Child-H1
 '94', -- MC TLI/FPL Child-H1 Sneeede
 '95', -- MC TLI/FPL Child-H2
 '96', -- MC TLI/FPL Child-H2 Sneeede
 '97', -- MC TLI/FPL Child-H4
 '98', -- MC TLI/FPL Child-H4 Sneeede
 'DS', -- Deemed Protection with SOC
 '74' -- Postpartum Non MAGI

)

) Non_MAGI_FPL

FROM pr_bkp_tbl_lrs.EDBC_RPT_EDBC_BENEFIT_MATCH_STG stg,
 pr_bkp_tbl_lrs.sys_transact_bkp sys_transact_bkp_dbrd stb,
 pr_lrs.pgm_assign pa,

```

pr_lrs.POS          P,
pr_lrs.OFFICE        O,
pr_lrs.STAFF_WKR     SW
WHERE   STG.benefit_match_switch = 'N'
        AND stg.PGM_ID = stb.PGM_ID
        AND STG.PGM_ID = PA.PGM_ID
        AND PA.ID = (SELECT MAX (ID)
                      FROM pr_lrs.PGM_ASSIGN PA2
                      WHERE PA2.PGM_ID = STG.PGM_ID)
        AND PA.POS_ID = P.ID
        AND P.OFFICE_ID = O.ID
        AND P.ID = SW.POS_ID(+)
ORDER BY stg.county_code, PRIORITY ASC, RE_DUE_DATE ASC;

```