

- CalSAWS M&E CalWIN Migration

Distribution Date:	April 25, 2023
To:	PPOC.All; Consortium.RegionalManagers.All; Committee.FosterCare.All
CIT Name:	Issuing THP Plus and Wraparound Payments from CalSAWS
From:	CalSAWS Project

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

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| <ul style="list-style-type: none"> <input type="checkbox"/> General <input checked="" type="checkbox"/> Policy <ul style="list-style-type: none"> <input type="checkbox"/> CW <input type="checkbox"/> CF <input type="checkbox"/> MC <input type="checkbox"/> CMSP <input checked="" type="checkbox"/> FC/KG/AAP <input type="checkbox"/> Child Care <input type="checkbox"/> WtW <input type="checkbox"/> Other Program(s) _____ <input type="checkbox"/> BenefitsCal <input type="checkbox"/> Customer Correspondence <input type="checkbox"/> Other _____ | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Reports <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Caseload Movement <input type="checkbox"/> Management <input type="checkbox"/> Fiscal <input type="checkbox"/> Security <input type="checkbox"/> Batch and Interfaces <input type="checkbox"/> Imaging <input type="checkbox"/> Migration <input checked="" type="checkbox"/> Conversion <input type="checkbox"/> Technical <input type="checkbox"/> Training <input type="checkbox"/> Help Desk |
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<p>Description:</p>	<p>Purpose</p> <p>The purpose of this CIT is to explain the process for issuing Wraparound payments and THP Plus Payments for counties who elect to administer these programs within CalSAWS.</p> <p>Background</p> <p>THP-Plus is a transitional housing program for young adults who have emancipated/exited foster care. This program offers housing and supportive services for 36 cumulative months or until the age of 25, whichever comes first. Foster Care eligibility rules discontinue the case when the youth become ineligible to Foster Care at age 18 or 21.</p> <p>Wraparound is a strengths-based planning process that occurs in a team setting to engage with children, youth, and their families. Wraparound services may be authorized for children residing with an adoptive parent on an active Adoption Assistance Program (AAP) case, or for children who are residing out of placement or with their biological parent and ineligible to Foster Care.</p> <p>Both THP Plus and Wraparound programs require a non-system determined issuance, as the children or young adults are not eligible to Foster Care therefore EDBC logic will appropriately Fail the program FC program.</p>
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System Change Request (SCR)CA-251771Add Wrap Around and THP Plus as a Program Type in CalSAWS has been created to address these programs. The following steps may be followed to issue benefits from the CalSAWS system in the interim. Please note these steps are not intended to replace current county business practices if payment is currently being issued externally. Until this SCR is implemented the county may use the County Action process listed below.

County Action

County eligibility staff refer to the following steps for issuing payments on behalf of children or young adults who are eligible to Wraparound or THP Plus programs. Please note: Payments may **only** be issued from CalSAWS within the context of an Active Foster Care or Adoption Assistance (AAP)Program.

Foster Care follow all steps. **AAP follow step 2, then skip to step 7.**

Step	Action	
1.	Access the active Foster Care case or Pend a Foster Care program if there is no Active Foster Care case, according to your county business process.	
2.	Create a payee record in FC RDB . License or Approval entries are not required.	
3.	Complete minimum data entries such as Individual Demographics with correct data, then complete the Child Placement and Placement Authority pages as explained in the following steps.	
4.	Access the Placement Authority page and select Protective Custody . <ul style="list-style-type: none"> • Enter the Begin Date. • Select No for “Was the EA1 application approved” and • Select No for “Do Medi-Cal benefits need to be issued for this placement authority” questions. • Click Save. 	
5.	Access the Child Placement Detail page <ul style="list-style-type: none"> • Add the appropriate Placement Name record which was created in FC RDB and the Begin Date. • Scroll to the Rate List section and click Add <ul style="list-style-type: none"> ○ Select Non-Standard Rate from the Type drop list, ○ add 0.00 in the Rate field, and select Monthly from the Frequency drop list. ○ Enter the Begin Date ○ Click Save and Return ○ Click Save 	
6.	For THP Plus : <ul style="list-style-type: none"> • Navigate to Manual EDBC – • run Manual EDBC with aid code 45 through future month with a zero (0.00)dollar amount. Since no issuance is created there is no impact to the county expenditures. 	For Wraparound : <ul style="list-style-type: none"> • Run Online EDBC through future month. Aid code 45 will be provided by the system, however there are no issuances being created and no impact to the county expenditures.

	Refer to Job Aid: 'EDBC – Manual EDBC and Clarifications' located on the Web Portal for additional instruction.
7.	Return to Case Summary page
8.	Open Auxilliary Authorization List from the Task Navigation pane. Click Add .
9.	<ul style="list-style-type: none"> In the Customer Non-Benefit drop list, select None. Select the appropriate Program and Aid Code. Select the appropriate Pay Code for Wraparound, or Select Additional Housing Supplement for THP Plus. Enter the Amount to be issued.
10	In the Payee details section <ul style="list-style-type: none"> Select Resource from the Payee Type drop list Click the Select button to add the payee from FC RDB. Select Warrant from the Issuance Method Change the Immediacy indicator to Routine.
11.	In the Payout Schedule section: <ul style="list-style-type: none"> Enter the Begin Month for the first month of authorized payment Enter the End Month for the last month of authorized payment In Issuance Business Day select 25 Select No in the Only Issue After Regular Benefit is Created drop list.
12	Enter Comments as appropriate Save and Continue Follow current county business practice for Approval Reject any Notice of Action auto created by EDBC Set a Task for future actions as needed Complete a case Journal entry.
If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.	
Primary Project Contact:	For Foster Care: Ignacio Lazaro Lazaroi@CalSAWS.org
Backup Project Contact:	Laura Ould OuldL@CalSAWS.org
Attachments:	None
Web Portal Link:	 OR You may also retrieve the CIT document and attachments by following these steps: <ol style="list-style-type: none"> Click on the CRFIs & CITs link at the top of the page. Click on the "CalSAWS Information Transmittal (CIT)" folder. Click on the "2023" folder.

4. Click on the appropriate CIT # folder.

