CalSAWS

California Statewide Automated Welfare System

Design Document

CA-249995

Add Available Translations for WTW 13 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Mamata Sasumana
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/14/2023	1.0	Initial Draft	Nisarga N

Table of Contents

1 OVERVIEW

This effort will add available Threshold Languages to WTW 13 (7/99) Welfare-to-Work/Cal-Learn Supportive Services Overpayment Final Notice in CalSAWS

1.1 Current Design

Currently WTW 13 (7/99) is only available in English and Spanish Languages in CalSAWS.

1.2 Requests

Add WTW 13 (7/99) Welfare-to-Work/Cal-Learn Supportive Services Overpayment Final Notice in available threshold languages to CalSAWS.

Languages Include: Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

Add WTW 13 (7/99) Welfare-to-Work/Cal-Learn Supportive Services Overpayment Final Notice to CalSAWS in following threshold languages: Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2   RECOMMENDATIONS

2.1   Add Available Threshold Languages to WTW 13 to CalSAWS.

2.1.1   Overview

This section will cover the requirements for adding the WTW 13 in available threshold languages.

State Form: WTW 13 (7/99)

Current Programs: Cal-Learn, Refugee Employment Program, Welfare-to-Work

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This notice of action is sent informing the participant that they were previously told of their overpayment for support services and they still owe money that is currently due. It informs them of what action needs to happen and what may happen if action is not taken.

Imaging Form Name: WTW/Cal-Learn Supp Services OP Final

Imaging Document Type: Overpayment/Overissuance (OP/OI)

2.1.2   Form Verbiage

Create WTW 13 (7/99) XDP's for Threshold Languages

XDP's will be added in threshold languages for WTW 13 form with version (7/99).

Threshold Languages: Chinese*, Russian and Vietnamese.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: WTW 13
Include NA BACK9: Yes

2.1.3   Form Variable Population

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

2.1.4 Form Generation Conditions

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

Print Options:

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

Mailing Options:

Mailing Options	Option for WTW 13 Form
Mail-To (Recipient)	N/A
Mailed From (Return)	N/A
Mail-back-to Address	N/A
Outgoing Envelope Type	N/A
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for WTW 13 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	WTW 13 Threshold Languages	WTW_13_CH.pdf WTW_13_RU.pdf WTW_13_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	WTW 13 is being added in available threshold Languages to CalSAWS.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-208605 Batch Scheduling Updates for CalWIN Conversion (Wave 6)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Howard Suksanti
	Reviewed By	Eric Wu

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
3/22/2023	1.0	Initial version	Howard Suksanti , Eric Wu
5/12/2023	1.1	Updated section 1.1 with QA comment	Howard Suksanti

Table of Contents

1 OVERVIEW

This SCR will outline the necessary modifications for scheduling the CalSAWS batch jobs for the CalWIN Wave 6 Conversion. The CalWIN Wave 6 Counties include Sacramento, San Francisco, and San Luis Obispo.

1.1 Current Design

Various CalSAWS Migration DDIDs implemented in R1 through R8 include functionality to turn on/turn off Batch jobs for the 58 Counties. CA-208599 implemented batch schedule updates for the C-IV Migration counties. The SCR contained DDID references and county responses from C-IV and CalWIN Counties per batch job/functionality.

CalWIN Conversion has begun with the 22.09 release of the Wave 1 Counties of Placer and Yolo. Wave 2 CalWIN Conversion Counties Contra Costa, Santa Clara, and Tulare County were migrated with the 23.01 release. Wave 3 CalWIN Conversion Counties Orange, Santa Barbara, and Ventura will be migrated with the 23.03 release. Wave 4 CalWIN Conversion Counties San Diego, San Mateo, Santa Cruz, and Solano will be migrated with the 23.05 release. Wave 5 CalWIN Conversion Counties Alameda, Fresno, and Sonoma will be migrated with the 23.07 release. Wave 6 CalWIN Conversion Counties Sacramento, San Francisco, and San Luis Obispo will be migrated with the 23.09 release.

1.2 Requests

Update Batch Scheduling CalWIN Conversion Wave 6 to schedule the various Batch jobs for Sacramento, San Francisco, and San Luis Obispo. Batch jobs from the following SCRs will be scheduled for the CalWIN Wave 6 Counties starting target October 2023:

Batch:

- CA-207374: DDID 1110 – Update Negative Action Batch jobs to be configurable
- CA-207302: DDID 1527 - CalFresh Denial Due to Missed Interview
- CA-207363: DDID 1236 – Update the Non-MAGI RE Discontinuance Batch Job to run for all 58 Counties
- CA-208568: DDID 1967 – Modify WTW Batch job related to Sanctions for all 58
- CA-222369: Update Batch jobs for Foster Care program when NMD turns 21
- CA-207145: CAPI Discontinuance (PB00E917) for C-IV and CalWIN Counties.
- CRFI 22-031: CalWIN - CFET Automation Jobs
- CRFI 22-043: CalWIN – Update Child Care Certificate
- CRFI 22-021: CalWIN – WTW program Activation Batch Job

- Schedule the following IVR jobs for CalWIN counties: POxxM300, POxxM301, POxxM302, POxxM303, POxxM304, POxxM305

Correspondence:

- CA-50988: Automation of the Medi-Cal Request for Information Form MC 355
- CA-215153: DDID 2659 FDS: Non State Forms – Update MATURES 1
- CA-215155: DDID 2660 FDS: Non State Forms – Update MATURES 2
- CRFI 19-030: DDID 2280 CSF 285 form
- Schedule the following print bundling and print file FTP jobs for the CalWIN counties: PBXXP400, PBXXP401, PBXXP404, PBXXP405, PBXXP500, PBXXP501, PBXXP504, PBXXP420, PBXXP421, PBXXP424, etc., and conduct central print testing**.**
- Schedule the remaining NOA and FORM Generation thread jobs for the CalWIN Counties.
- CRFI 22-061: CalWIN County CSF 124 and CSF 125

Fiscal:

- CA-216568: DDID 1787 and 1789 – Migrate C-IV County Specific Batch Jobs Phase 5
- CA-212363: DDID 1360 - Add Direct Deposit Functionality to CalSAWS for CalWIN Migration Counties
- CA-217791: DDID 1967 – Update RDB With Direct Deposit Data Collection
- CA-207266: DDID 1652 – Enable Recovery Account Activation Batch Job for all 58 Counties
- CA-207157: DDID 2128 – Add Tax Intercept Functionality to CalSAWS
- CA-212361: DDID 2194 - Add Positive Pay Interface Functionality to CalSAWS for CalWIN Migration Counties
    - Do not schedule Positive Pay job/FTP for Contra Costa County
- Foster Care Main Payroll
    - Schedule Main Payroll on 1st of the month, similar to C-IV counties, for all CalWIN counties.
- CA-215679: DDID 2376 FDS: GA GR Overpayment Suspension/Termination Batch Changes
    - CRFI 22-003: CalWIN - Terminate GA/GR Recovery Account
- CA-235652: CRFI 21-036 Update Warrant Expiration for CalWIN Counties
- CA-207137: DDID 2196, 2200, 2201 - CalWIN Fiscal Interfaces
- CA-207493: DDID 87 – Add Batch Automation for WTW Supportive Services Overpayments

1.3 Overview of Recommendations

1. Update CalSAWS batch jobs via BPCR/BSCR to run for Sacramento, San Francisco, and San Luis Obispo Counties based on county opt in/opt out decisions starting October, 2023.

1.4 Assumptions

1. Batch Scheduling for CalWIN Migration Counties will occur with the following SCRs for each conversion wave:
    a. CA-208603 CalWIN Wave 4: San Diego, San Mateo, Santa Cruz, and Solano (Release 23.05)
    b. CA-208604 CalWIN Wave 5: Alameda, Fresno, Sonoma (Release 23.07)
    c. CA-208605 CalWIN Wave 6: Sacramento, San Francisco, and San Luis Obispo (Release 23.09)
2. The CalWIN Counties will be scheduled for batch jobs that are currently running for all former C-IV Counties and Los Angeles County in CalSAWS. These batch jobs will retain their current batch job frequencies and dependencies, apart from some Fiscal jobs.
    a. For Foster Care Main payroll, the CalWIN Counties will run on the 1st business day of the month the same as the C-IV Counties.

2 RECOMMENDATIONS

2.1 Schedule Batch Jobs to run for the CalWIN Wave 6 Counties

2.1.1 Overview

This section outlines the updates necessary to include the batch jobs in the CalSAWS Batch Scheduler for Sacramento, San Francisco, and San Luis Obispo Counties.

2.1.2 Description of Change

1. Validate the following batch jobs in the CalSAWS Batch Scheduler. Create BSCR/BPCR (if necessary) to schedule batch jobs for the CalWIN Wave 6 Counties.
   a. Refer to Supporting Document 'CalWIN All Other Batch Jobs Wave 6' for detailed list of batch jobs.
   b. There are existing batch jobs that are currently scheduled. Review the Supporting Document to update batch job scheduling and/or properties based on county opt-in/opt-out responses.

2.1.3 Execution Frequency

Refer to Supporting Document 'CalWIN All Other Batch Jobs Wave 6' for batch job frequencies.

2.1.4 Key Scheduling Dependencies

Refer to Supporting Document 'CalWIN All Other Batch Jobs Wave 6' for batch job frequencies.

2.1.5 Counties Impacted

Sacramento, San Francisco, and San Luis Obispo

2.1.6 Data Volume/Performance

N/A

2.1.7 Failure Procedure/Operational Instructions

Batch Support Operations staff will evaluate transmission errors and failures and determine the appropriate resolution (i.e., manually retrieving the

file from the directory and contacting the external partner if there is an account or password issue, etc.)

2.2 Schedule Correspondence Jobs to run for the CalWIN Wave 6 Counties

2.2.1 Overview

This section outlines the updates necessary to include the batch jobs in the CalSAWS Batch Scheduler for Sacramento, San Francisco, and San Luis Obispo Counties.

2.2.2 Description of Change

1. Validate the following batch jobs in the CalSAWS Batch Scheduler. Create BSCR/BPCR (if necessary) to schedule batch jobs for the CalWIN Wave 6 Counties.
   a. Refer to Supporting Document 'CalWIN Correspondence Batch Jobs Wave 6' for detailed list of batch jobs.
   b. There are existing batch jobs that are currently scheduled. Review the Supporting Document to update batch job scheduling and/or properties based on county opt-in/opt-out responses.

2.2.3 Execution Frequency

Refer to Supporting Document 'CalWIN Correspondence Batch Jobs Wave 6' for batch job frequencies.

2.2.4 Key Scheduling Dependencies

Refer to Supporting Document 'CalWIN Correspondence Batch Jobs Wave 6' for batch job frequencies.

2.2.5 Counties Impacted

Sacramento, San Francisco, and San Luis Obispo

2.2.6 Data Volume/Performance

N/A

2.2.7 Failure Procedure/Operational Instructions

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

2.3 Schedule Fiscal Jobs to run for the CalWIN Wave 6 Counties

2.3.1 Overview

This section outlines the updates necessary to include the batch jobs in the CalSAWS Batch Scheduler for Sacramento, San Francisco, and San Luis Obispo Counties.

2.3.2 Description of Change

1. Validate the following batch jobs in the CalSAWS Batch Scheduler. Create BSCR/BPCR (if necessary) to schedule batch jobs for the CalWIN Wave 6 Counties.
   a. Refer to Supporting Document 'CalWIN Fiscal Batch Jobs Wave 6' for detailed list of batch jobs.
   b. There are existing batch jobs that are currently scheduled. Review the Supporting Document to update batch job scheduling and/or properties based on county opt-in/opt-out responses.
2. Foster Care Main Payroll
   a. Schedule FC Main Payroll on 1st of the month, similar to C-IV counties, for all CalWIN Counties.

Note:

CA-251492 Sacramento County change CRFI 21-036 to opt in Stale Date Batch.

CA-255106 Sacramento County change CRFI 21-004 to opt in Direct Deposit Reader.

2.3.3 Execution Frequency

Refer to Supporting Document 'CalWIN Fiscal Batch Jobs Wave 6' for batch job frequencies.

2.3.4 Key Scheduling Dependencies

Refer to Supporting Document 'CalWIN Fiscal Batch Jobs Wave 6' for batch job frequencies.

2.3.5 Counties Impacted

Sacramento, San Francisco, and San Luis Obispo

2.3.6 Data Volume/Performance

N/A

2.3.7 Failure Procedure/Operational Instructions

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

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Batch/Interfaces	List of all other batch jobs with county opt-in indicator, execution frequencies, and scheduling dependencies	CalWIN All Other Batch Jobs Wave 6.xlsx
2	Correspondence	List of Correspondence batch jobs with county opt-in indicator, execution frequencies, and scheduling dependencies	CalWIN Correspondence Batch Jobs Wave 6.xlsx
3	Fiscal	List of Fiscal batch jobs with county opt-in indicator, execution frequencies, and scheduling dependencies	CalWIN Fiscal Batch Jobs Wave 6.xlsx

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-216520

Migrate CMSP 201 - Requirement to Participate in Disability Evaluation Process

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sahana Ramesh
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/13/2023	1.0	Initial Draft	Sahana Ramesh

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add CMSP 201 - Requirement to Participate in Disability Evaluation Process to CalSAWS.

1.1 Current Design

Currently, the CMSP 201 - Requirement to Participate in Disability Evaluation Process does not exist in CalSAWS.

1.2 Requests

Add CMSP 201 (06/09) Requirement to Participate in Disability Evaluation Process to CalSAWS Template Repository in English and Spanish Languages.

1.3 Overview of Recommendations

Add CMSP 201 (06/09) Requirement to Participate in Disability Evaluation Process to CalSAWS Template Repository in English and Spanish Languages.

1.4 Assumptions

1. All fields (blank or prepopulated) will be editable.
2. Supporting Documents section references attachments found on JIRA.

2 RECOMMENDATIONS

2.1 Add CMSP 201 to CalSAWS in English and Spanish.

2.1.1 Overview

Add CMSP 201 to CalSAWS in English and Spanish.

State Form: CMSP 201 (06/09)

Programs: Medi-Cal

Forms Category: Form

Template Repository Visibility: All Counties

Form Title (Document List Page Displayed Name):
Requirement to Participate in Disability Evaluation Process

Template Description: Requirement to Participate in Disability Evaluation Process

Imaging Form Name: Req to Participate Disability Evaluation

Imaging Document Type: County Medical Services Program (CMSP)
Imaging Case/Person: Case

2.1.2 Form Verbiage

Create CMSP 201 XDP.

A new XDP will be created in English and Spanish languages for CMSP form with version (06/09).

Form Header: CalSAWS Standard Header (HEADER_1_EN)
Form Number: CMSP 201
Include NA Back 9: No
Form Mockups/Examples: See supporting documents #1

2.1.3 Form Generation Conditions

Add CMSP 201 to Template Repository in in English and Spanish.

CMSP 201 - Requirement to Participate in Disability Evaluation Process is added to the Template Repository.

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

Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for Requirement to Participate in Disability Evaluation Process

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

Mailing Options:

Mailing Options	Option CMSP 201
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard

Mailing Options	Option CMSP 201
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Add Form Control

Add an imaging barcode for CMSP 201

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CMSP 201 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CMSP 201	CMSP_201_EN.pdf CMSP_201_SP.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices;	CMSP 201 is being added in English and Spanish languages.

	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-230039

Allow Placement Authority Pages to generate both FC 3 and FC 3A

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
03/10/2023	0.1	Initial Draft	Maria Jensen
03/21/2023	0.2	Added Section 2.2	Andrea Rodriguez
03/23/2023	0.3	Added Regression Testing	William Barestsky
04/18/2023	0.4	Added Assumptions 4, 5 to address Committee Concerns	Maria Jensen

Table of Contents

1 OVERVIEW

This SCR will create a forms bundle so that FC 3A can be generated with FC 3 from the FC Placement Authority Detail page, in the CalSAWS system in English for all Counties.

1.1 Current Design

The current Foster Care placement authority pages allow the worker to generate the FC 3A.

1.2 Requests

Update the Foster Care placement authority pages to allow workers to generate FC 3 as well, for the applicable Placement Authority Types: 'Child Welfare Services', 'Probation', and 'Voluntary Placement'.

1.3 Overview of Recommendations

Update the Foster Care placement authority pages to allow workers to generate FC 3 as well.

1.4 Assumptions

1. The 'Generate Form' button and the 'FC 3A Worksheet' button are not present for all Placement Authority Types, only for 'Child Welfare Services', 'Probation', and 'Voluntary Placement'. This effort will not change this.
2. The individual forms will remain available via the Template Repository, as separate forms.
3. This effort is not updating variable population for either of the forms.
4. All body fields are editable per CalSAWS current functionality, unless stated otherwise.
5. This effort is not updating the current functionality of the individual forms, and is not updating the EDBC generation of the individual forms.

2 RECOMMENDATIONS

2.1 Add form FC 3A/FC 3

2.1.1 Overview

This SCR will create a forms bundle so that FC 3A can be generated with FC 3 from the FC Placement Authority Detail page, in the CalSAWS system.

State Form: FC 3A and FC 3 (11/2004 and 10/2019)
Programs: Foster Care
Attached Forms: N/A
Forms Category: Forms
Template Repository Visibility: All Counties
Languages: English

2.1.2 Form/NOA Verbiage

Create Form XDP

Create a bundled version of FC 3A and FC 3 in English.

The new form will have 3 impression and no new variables. See Supporting Documents #1 for details.

Form Header: CDSS Standard Header #1 (Header_3_1)
Form Title (Document List Page Displayed Name): AFDC-FG/U Worksheet / Determination of Federal AFDC-FC Eligibility
      Note: 66 characters of max 100
Form Number: FC 3A/FC 3
Include NA Back 9: No
Imaging Form Name: FC 3A/FC 3 Bundle
Imaging Document Type: Foster Care (FC)
Imaging Case/Person: Case
Form Mockups/Examples: See Supporting Documents #1 for PDF Mockup

2.1.3 Form/NOA Variable Population

There are no new variables introduced by the forms bundle.

2.1.4 Form/NOA Generation Conditions

1. **Add Online Form Generation**

Switch the current generation conditions of the single version FC 3A with the bundled version FC 3A/FC 3, on the Placement Authority Detail page. The form generation is done in 2 ways: in View mode, by clicking the Generate Form button; and in Edit mode, by clicking the 'FC 3A Worksheet' button. The pop-up functionality and required form input will remain the same for these 2 buttons.

Note: The 'Generate Form' button and the 'FC 3A Worksheet' button are only present for the following Placement Authority Types: 'Child Welfare Services', 'Probation', and 'Voluntary Placement'.

2. Add Form to Template Repository

Add Form FC 3A/FC 3 to the Template Repository in English for all Counties.

Note: The individual forms will remain available via the Template Repository, as separate forms.

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

3. Add Form Control

Barcode options for the FC 3A/FC 3 Form:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

4. Add Form Print Options and Mailing Requirements

Include the following Print Options and Mailing Requirements for Form FC 3A/FC 3:

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

Mailing Requirements:
Mail-To (Recipient): N/A
Mailed From (Return): N/A
Mail-back-to Address: N/A
Outgoing Envelope Type: N/A
Return Envelope Type: N/A

Mailing Priority: N/A

Additional Requirements:
Special Paper Stock: N/A
Enclosures: No
Electronic Signature: No
Post to SSP: No

2.2 Placement Authority Detail

2.2.1 Overview

This SCR will update the 'FC 3A Worksheet' buttons to say 'FC 3A/FC 3' on the Placement Authority Detail page in edit mode. This button is only present for the following Placement Authority Types: 'Child Welfare Services', 'Probation', and 'Voluntary Placement'.

2.2.2 Placement Authority Detail Mockup

Child Welfare Services Authority Detail

✱- Indicates required fields		Images	FC 3A/FC 3	Save	Cancel

Child's Name: ✱
Doe, Janey 2F

The child was legally removed from the home of a parent or relative by Child Welfare Services Court Order.

Figure 2.2.1 – Top 'FC 3A/FC 3' button on Placement Authority Detail page for Child Welfare Services type (Edit)

Will payment be made to an eligible facility? ✱   Yes ⌄

Last Updated On 01/01/2023 8:00:00 AM By: 123456   Images   FC 3A/FC 3   Save   Cancel

Figure 2.2.2 – Lower 'FC 3A/FC 3' button on Placement Authority Detail page (Edit)

2.2.3 Description of Changes

1. Relabel the top and bottom 'FC 3A Worksheet' buttons to now be labeled 'FC 3A/FC 3' on the Placement Authority Detail page.

2.2.4 Page Location

- **Global:** Eligibility
- **Local:** Customer Information
- **Task:** Foster Care > Placement Authority

7

2.2.5 Security Updates
N/A

2.2.6 Page Mapping
N/A

2.2.7 Page Usage/Data Volume Impacts
N/A

2.3 Automated Regression Test

2.3.1 Overview
Create new automated regression test scripts to verify that the FC 3A/FC 3 form is available in the Template Repository, that the Generate Form button displays on the Placement Authority Detail page for specific Types, and that clicking this button results in a Document Parameters popup to generate the new form.

2.3.2 Description of Changes
1. Create new regression scripts to verify that the FC 3A/FC 3 form is available and can be generated from the Template Repository.
2. Create new regression scripts to verify that the FC 3A/FC 3 form can be generated using the Generate Form button on the Placement Authority Detail page in view mode for one (or more) of the following Types:
   a. Child Welfare Services
   b. Probation
   c. Voluntary Placement
   Note: When generating the form in this manner, the Case Number of the case in context may not automatically populate in the Document Parameters pop-up window.
3. Create new regression scripts to verify that the FC 3A/FC 3 form can be generated using the 'FC 3A/FC 3' button on the Placement Authority Detail page in edit mode for one (or more) of the following Types:
   a. Child Welfare Services
   b. Probation
   c. Voluntary Placement
   Note: When generating the form in this manner, the Case Number of the case in context may not automatically populate in the Document Parameters pop-up window.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Forms	FC 3A/FC 3	FC3A_FC3_EN.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	With SCR CA-230039, the FC 3A/FC 3 - AFDC-FG/U Worksheet / Determination of Federal AFDC-FC Eligibility form will be added to the CalSAWS system for all counties in English, to be generated from the Placement Authority Detail page.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-232403

Add SOC 453 in Threshold Languages

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya K
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/13/2023	1.0	Initial Draft	Sowmya K

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add SOC 453 form in available Threshold Languages to the CalSAWS.

1.1 Current Design

Currently SOC 453 (8/22) is only available in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add SOC 453 (8/22) (CAPI) Statement of Household Expenses and Contributions in available threshold languages to CalSAWS Template Repository.

Languages Include: Armenian and Chinese.

1.3 Overview of Recommendations

Add SOC 453 (8/22) (CAPI) Statement of Household Expenses and Contributions to CalSAWS Template Repository in following threshold languages: Armenian and Chinese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages to SOC 453 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the SOC 453 (8/22) in available threshold languages.

State Form: SOC 453 (8/22)

Current Programs: CAPI

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is used to obtain the living arrangements and household expenses of a Cash Assistance Program for Immigrants (CAPI) applicant.

Imaging Form Name: CAPI Stmt of Housing Expense & Contribut

Imaging Document Type: CAPI

2.1.2 Form Verbiage

Create SOC 453 (8/22) XDP's for Threshold Languages

XDP's will be added in threshold languages for SOC 453 (8/22) form with version (8/22).

Threshold Languages: Armenian and Chinese*.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: SOC 453
Include NA BACK9: No

2.1.3 Form Variable Population

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

2.1.4 Form Generation Conditions

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for SOC 453 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for SOC 453 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	SOC 453 Threshold Languages	SOC453_AE.pdf SOC453_CH.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices;	SOC_453 is being added in available threshold Languages to CalSAWS Template Repository.

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-237392 Update BenefitsCal API to use New County Dates Table

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jennifer Muna
	Reviewed By	Dymas Pena

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
4/21/2023	.01	Initial version	Jennifer Muna

Table of Contents

1 OVERVIEW

This SCR will outline the necessary modifications in the CalSAWS Application Transfer Application Programming Interface (API) to utilize the new table implemented in CA-201813 for determining County Holidays.

1.1 Current Design

CA-201813 implemented new calendar pages for the CalSAWS Counties to configure dates for their holiday(s), 10-day cutoff, batch discontinuance, and main payroll(s) for Cash and Food, Foster Care, AAP, and KG. This included a new table to store the County's designated Holiday(s).

The Application Transfer API uses the code detail table when looking up a county's holiday to set the application date of an E-Application. E-Applications are processed during the county's business hours of operation (i.e., 8 a.m. – 5 p.m.) from Monday through Friday, which does not include weekends or Holidays. If an E-Application is submitted after 5 p.m., the application date will get set for the next business day. This also applies for E-Applications submitted on a county holiday.

1.2 Requests

1. Update the App Transfer API to use the new table when determining a County's holiday when setting the Application Date.

1.3 Overview of Recommendations

1. Update the App Transfer API to use the new table when determining a County's holiday when setting the Application Date.

1.4 Assumptions

1. Batch Operations team is responsible for maintaining the Batch Calendar and County Holidays detail in the new tables implemented in CA-201813. In addition, Batch Operations will maintain the holiday schedule on the existing Code Detail table until all teams have migrated over the new tables.
2. This SCR will not require a swagger update to the Application Transfer API.
3. All other API functionalities not mentioned in this SCR will remain unchanged.

2 RECOMMENDATIONS

2.1 Update App Transfer API

2.1.1 Overview

The Application Transfer API is a RESTful webservice which purpose is to save an applicant's information into the CalSAWS application. This applicant information is transmitted through the API from the Self-Service Portal.

2.1.2 Description of Change

1. Update App Transfer API logic to use the COUNTY_DATES table when looking up county holidays to set the application date. County holiday is identified in the COUNTY_DATES.DATE_TYPE_CODE = CH (CT10755).

2.1.3 Partner Integration Testing

Self-Service Portal

2.1.4 Execution Frequency

Real Time

2.1.5 Key Scheduling Dependencies

N/A

2.1.6 Counties Impacted

CalSAWS Counties

2.1.7 Category

Real Time

2.1.8 Data Volume/Performance

N/A

2.1.9 Interface Partner

Self-Service Portal

2.1.10 Failure Procedure/Operational Instructions

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 Automated Regression Test

2.2.1 Overview

Create new regression test scripts based on the system test scenarios for the permanent functional changes outlined above.

2.2.2 Description of Change

1. Evaluate each system test scenario for the potential of automation. Known exclusionary criteria:
    a. Temporary or one-time changes (ex., Data Change Requests, operational batch job execution)
    b. Technical limitations (ex., visual comparison of a static document against a template)
    c. Security restrictions (ex., access to an external service requiring Multi-Factor Authentication)
    d. Required manual intervention (ex., physical printing, document scanning, forced service outage)
2. For each scenario determined to be an automation candidate, modify the system test scenario to be executable as part of the Regression Test Suite. This may include the following:
    a. Repeatability: The script must be able to execute multiple times between data refreshes
    b. Targetability: The script must fully and accurately verify the actual result against the expected result of the scenario

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-239086

Add M44-315A (821) to the Template Repository
and to the newest State version

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nagesha S
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/17/2023	1.0	Initial Draft	Nagesha S

Table of Contents

1 OVERVIEW

This effort is to add M44-315A (8/21) to the Template Repository in English and all available threshold languages.

1.1 Current Design

Currently M44-315A - $10 Minimum Payment, Change is not available in the CalSAWS Template Repository.

1.2 Requests

Add M44-315A (8/21) - $10 Minimum Payment, Change form in English and available threshold languages to the CalSAWS Template Repository.

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

1.3 Overview of Recommendations

Add M44-315A (8/21) - $10 Minimum Payment, Change form to CalSAWS Template Repository in English and following threshold languages: Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

1.4 Assumptions

1. All fields (blank or prepopulated) will be editable.
2. No variables will be populated on the new M44-315A (aside from the standard header and footer information).
3. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Add M44-315A (8/21) - $10 Minimum Payment, Change to Template Repository

2.1.1 Overview

The M44-315A (8/21) form will be added in English and all available threshold languages to CalSAWS.

State Form: M44-315A (8/21)

Programs: CalWORKs

Attached Forms: N/A

Forms Category: Forms

Forms Attached: NA 200 (7/21)

Template Repository Visibility: All counties

Form Title (Document List Page Displayed Name): $10 Minimum Payment, Change

Template Description: $10 Minimum Payment, Change

Imaging Case/Person: Case

Imaging Form Name: 10 Minimum Payment

Imaging Document Type: Notification/NOA

2.1.2 Form Verbiage

Create M44-315A XDP.

A new XDP will be created in English and threshold languages for

M44-315A form with version (8/21).

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

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

Form Header: CalSAWS Standard Header (HEADER_1)

Form Number: M44-315A

Include NA Back 9: Yes

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

2.1.3 Form Variable Population

No variables will be populated on the new M44-315A (aside from the standard header and footer information).

2.1.4 Form Generation Conditions

Add M44-315A (8/21) $10 Minimum Payment, Change in English and available threshold languages to Template Repository

M44-315A will be added in English and available threshold languages.

to the Template Repository.

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

Form Print/Mailing Options

The following are the print and mailing requirements for the M44-315A form.

Print Options:

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

Mailing Options:

Mailing Options	Option for M44-315A Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Additional Options:

Requirement	Option for M44-315A Form
Post to Self-Service Portal	Y

Form Control:

Add an imaging barcode for M44-315A.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	M44-315A (8/21) - $10 Minimum Payment, Change	M44_315A_English.pdf M44_315A_Arabic.pdf M44_315A_Armenian.pdf M44_315A_Chinese.pdf M44_315A_Cambodian.pdf M44_315A_Farsi.pdf M44_315A_Korean.pdf M44_315A_Lao.pdf M44_315A_Russian.pdf M44_315A_Hmong.pdf M44_315A_Spanish.pdf M44_315A_Tagalog.pdf M44_315A_Vietnamese.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	M44-315A is being added to the Template Repository in English and available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-241922

Add Missing Threshold Languages to Template Repository - TNB 8

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nisarga N
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/17/2022	1.0	Initial Draft	Nisarga N

Table of Contents

1 OVERVIEW

This effort will add available Threshold Languages to TNB 8 (6/19) in CalSAWS.

1.1 Current Design

Currently, TNB 8 (6/19) is only available in English and Spanish Languages in CalSAWS.

1.2 Requests

Add TNB 8 (6/19) TRANSITIONAL NUTRITION BENEFIT (TNB) INFORMING NOTICE OF SENDING INTERCOUNTY TRANSFER in available threshold languages to CalSAWS.

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

1.3 Overview of Recommendations

Add TNB 8 (6/19) TRANSITIONAL NUTRITION BENEFIT (TNB) INFORMING NOTICE OF SENDING INTERCOUNTY TRANSFER to CalSAWS in following threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, and Vietnamese.

1.4 Assumptions

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

2   RECOMMENDATIONS

2.1   Add Available Threshold Languages to TNB 8 to CalSAWS

2.1.1   Overview

This section will cover the requirements for adding the TNB 8 forms in available threshold languages.

State Form: TNB 8 (6/19)

Current Programs: Nutrition Benefit

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: Informing notice sent by the sending county to notify Customers that their case is being transferred to a new county.

Imaging Form Name: TNB INFORMING NOTICE OF SENDING ICT.

Imaging Document Type: Inter-County Transfer (ICT).

2.1.2   Form Verbiage

Create TNB 8 XDP's for Threshold Languages

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

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: TNB 8
Include NA BACK 9: Yes

2.1.3   Form Variable Population

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

2.1.4 Form Generation Conditions

Update batch job (PB00R6500) to generate the TNB 8 in all threshold languages.

TNB 8 is also available from Template Repository.

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for TNB 8 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CF 32 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	TNB 8 Threshold Languages	TNB8_AR.pdf TNB8_AE.pdf TNB8_CA.pdf TNB8_CH.pdf TNB8_FA.pdf TNB8_HM.pdf TNB8_KO.pdf TNB8_LA.pdf TNB8_RU.pdf TNB8_TG.pdf TNB8_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	TNB 8 is being added in available threshold Languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-248016

Update ABCD 350 Annual Recipient Report for
San Mateo and Sacramento Counties

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2/15/2023	1	Initial Document	Susanna Martinez
3/20/2023	2	Updated design to account for template updates needed per ACL 22-104.

Added clarification that the counts on the 'CAPI Summary by County' sheet in the 'ABCD 350 Multicounty' report is not a subset of the CAPI counts on the state 'Summary' sheet. The state 'Summary' sheet will only display CAPI counts for cases whose residence of county is San Mateo or Sacramento while CAPI counts for those administered programs having a county of residence outside of San Mateo or Sacramento will display on the 'CAPI Summary by County' sheet. | Susanna Martinez |

Table of Contents

1   OVERVIEW

San Mateo and Sacramento Counties currently administer CAPI cases for several other counties. For example, if an individual in Santa Cruz first applies for CAPI, San Mateo creates a new case under San Mateo County, but the individual's residing county will be marked as Santa Cruz. A separate modified version of the ABCD 350 report will be created for Sacramento and San Mateo to allow them to view and distinguish the data per each of their administered counties specifically for the CAPI program section. All other counties will continue to use the existing ABCD 350 report.

Currently Sacramento and San Mateo administer the CAPI cases for the following counties:

Sacramento		San Mateo
• Alpine • Amador • Butte • Calaveras • Colusa • Del Norte • El Dorado • Glenn • Humboldt • Lake • Lassen • Mendocino • Modoc • Nevada	• Orange • Placer • Plumas • Sacramento • San Joaquin • Santa Barbara • Shasta • Sierra • Siskiyou • Sutter • Tehama • Trinity • Yolo Yuba	• Alameda • Contra Costa • Marin • Merced • Monterey • San Mateo • Santa Cruz • Solano • Sonoma • Stanislaus

1.1   Current Design

The ABCD 350 report is designed to generate in CalSAWS for the county administering its specific program. Therefore, the ABCD 350 report does not include the program information for the other counties they are administering the program for.

1.2   Requests

Update the ABCD 350 report for the CAPI administering counties, so that separate CAPI report data can be distinguished for each county they administer.

1.3 Overview of Recommendations

1. Create a modified version of the ABCD 350 report for Sacramento and San Mateo to allow them to view and distinguish the CAPI data separately per each of their administered counties.
2. Create a new ABCD 350 Multicounty report template to add a new sheet that displays a separate copy of the 'Summary' sheet 'CAPI' data for each administered county.
3. Update the 'CAPI' detail sheet to include a 'County of Residence' column to allow the counties to filter the data by an administered county.
4. Update the existing ABCD 350 report template and the modified ABCD 350 Multicounty template to adhere to State form standards.

1.4 Assumptions

1. These modifications will only apply to the Sacramento and San Mateo ABCD 350 reports for the CAPI program section only via a separate multicounty version of the report template. Other counties will not be impacted as they will continue to use the existing ABCD 350 report template.
2. These changes will not apply to or affect the other program data captured in the report.
3. The ABCD 350 looks at claimed transaction history for its CAPI data. Counties having their CAPI benefits administered by Sacramento or San Mateo will have the county code of the administering county tied to the claimed transaction. For example, if San Mateo administered CAPI benefits for Alameda County, these claimed transactions will have San Mateo County code recorded and not Alameda County code.
4. There will be no reconciliation between an administered county's CAPI data on the Sacramento or San Mateo ABCD 350 report and the administered county's own ABCD 350 report as counties do not have access to view another county's report. In addition, the administered county's CAPI data will only be present in the administering county's (San Mateo/Sacramento) report and would be blank in their own report since they did not administer the CAPI benefits for their own county.
5. Every primary applicant on the CAPI program will have a corresponding record in the RES table to pull the individual's county of residence information.
6. San Mateo County and Sacramento County do not submit ABCD 350 CAPI data on behalf of their administered counties to the state. Administered counties will continue to receive their ABCD 350 CAPI data/information sent to them by San Mateo County or Sacramento County respectively and will include this on their own ABCD 350 report they will submit to the state.

2 RECOMMENDATIONS

2.1 ABCD 350

2.1.1 Overview

The ABCD 350 Annual Recipient Report provides statistical recipient information on Ethnic Origin, Primary Language, Gender Identity and Sexual Orientation for CalWORKs (CW), Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare to Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI). This is an annual scheduled report that is generated in August.

2.1.2 ABCD 350 Mockup

Annual Recipient Report on CalWORKs, Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare-to-Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI)
ABCD 350 (07/21)

DOWNLOAD REPORT FORM FROM:
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions
EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:
admABCD350@dss.ca.gov
EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:
admdssdachts@dss.ca.gov

Automated Form Updated: 08/13/21

COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
Alpine	Initial	July	2022

NUMBER OF CASES

PART A. ETHNIC ORIGIN

	CalWORKs Two Parent	Zero Parent	All (Other) Families	TANF Timed-Out	Safety Net/Fleeing Felon/Long-Term Sanction	FC	Social Services (Title XX)	NACF	WTW Two Parent	WTW All (Other) Families	RCA	CAPI
White	508	684	1,361	855	485	746		28,573	742	1,711	2	30
Hispanic	1,312	4,949	4,440	2,661	1,703	1,643		64,218	1,952	5,528	8	30
Black	434	999	2,163	1,822	927	910		19,090	646	2,931	0	30
Other) Asian or Pacific Islander	18	10	43	11	7	6		684	22	16	1	30
American Indian or Alaska Native	12	21	43	31	24	26		757	24	52	0	30
Filipino	17	8	32	15	7	8		1,084	17	41	0	30
Chinese	3	7	7	3	1	6		578	5	7	0	30
Cambodian	11	7	16	3	6	4		275	14	22	0	30
Japanese	4	0	3	5	2	7		143	7	8	0	30
Korean	4	1	5	2	0	0		385	5	5	0	30
Samoan	16	14	30	11	10	8		272	22	22	0	0
Asian Indian	6	2	7	3	1	1		244	9	9	0	0
Hawaiian	1	1	16	7	2	6		136	3	13	0	0
Guamanian	1	2	6	2	0	0		65	2	3	0	0
Laotian	2	1	2	4	1	2		108	2	5	0	0
Vietnamese	4	6	15	4	4	4		611	4	16	0	0
Not Available	134	270	426	199	84	806		8,206	190	446	15	0
Part A. Total	**2,487**	**6,979**	**8,589**	**5,646**	**3,263**	**4,183**	**0**	**125,429**	**3,666**	**10,835**	**26**	**300**

PART B. PRIMARY LANGUAGE SPOKEN

	CalWORKs Two Parent	Zero Parent	All (Other) Families	TANF Timed-Out	Safety Net/Fleeing Felon/Long-Term Sanction	FC	Social Services (Title XX)	NACF	WTW Two Parent	WTW All (Other) Families	RCA	CAPI
American Sign Language	0	37	1	1	0	1		67	0	0	0	10
Spanish	93	3,309	425	174	151	17		16,789	166	379	11	10
Cantonese	1	0	0	0	0	0		68	1	1	0	10
Japanese	0	0	0	0	0	0		0	0	0	0	10
Korean	1	0	0	0	0	0		171	0	1	0	10
Tagalog	0	0	0	0	0	0		78	0	0	0	10
Other) Non-English (specify)	6	1	2	1	0	0		99	9	3	4	10
English	2,362	3,617	8,146	5,460	3,109	4,158		107,295	3,470	10,437	8	10
Other) Sign Language	0	2	0	0	0	0		3	0	0	0	10
Mandarin	1	0	2	1	0	4		261	2	3	0	10
Other) Chinese Languages	0	0	0	0	0	0		5	0	0	0	10
Cambodian	0	4	1	1	1	0		47	0	0	0	10
Armenian	0	0	0	0	0	0		8	0	0	0	10
Ilocano	0	0	0	0	0	0		0	0	0	0	10
Mein	0	0	0	0	0	0		0	0	0	0	10
Hmong	0	0	0	0	0	0		0	0	0	0	10
Lao	0	0	0	0	0	0		24	0	0	0	10
Turkish	0	0	0	0	0	0		1	0	0	0	10
Hebrew	0	0	0	0	0	0		1	0	0	0	10
French	0	0	0	0	0	0		1	0	0	0	10
Polish	0	0	0	0	0	0		1	0	0	0	10
Russian	1	0	0	0	0	0		12	0	1	0	10
Portuguese	0	0	0	0	0	0		4	0	0	0	10
Italian	0	0	0	0	0	0		2	0	0	0	10
Arabic	10	6	9	4	0	0		185	8	7	0	10
Samoan	0	1	0	0	0	0		9	0	0	0	10
Thai	0	0	0	0	0	0		14	0	0	0	10
Farsi	11	0	0	0	0	0		24	10	0	2	10
Vietnamese	1	2	0	0	1	3		258	0	0	0	10
Not Available	0	0	0	0	0	0		0	0	0	0	10
Part B. Total	**2,487**	**6,979**	**8,589**	**5,646**	**3,263**	**4,183**	**0**	**125,429**	**3,666**	**10,835**	**26**	**300**

PART C. GENDER IDENTITY

	CalWORKs Two Parent	Zero Parent	All (Other) Families	TANF Timed-Out	Safety Net/Fleeing Felon/Long-Term Sanction	FC	Social Services (Title XX)	NACF	WTW Two Parent	WTW All (Other) Families	RCA	CAPI
Female	264	372	925	579	339			4,426	262	1,224	0	50
Male	36	42	99	35	39			2,277	160	139	0	50
Transgender: male to female	0	0	0	0	0			23	0	0	0	50
Transgender: female to male	0	0	1	0	0			16	1	0	0	50
Non-Binary (neither male or female)	2	2	2	0	0			12	2	2	0	50
Another Gender Identity	0	0	0	0	0			2	0	0	0	50
Unknown	2,183	6,561	7,554	5,023	2,879			118,549	3,239	9,457	26	0
Decline to state	2	4	8	9	6			124	1	13	0	50
Part C. Total	**2,487**	**6,979**	**8,589**	**5,646**	**3,263**		**0**	**125,429**	**3,666**	**10,835**	**26**	**300**

PART D. SEXUAL ORIENTATION

	CalWORKs Two Parent	Zero Parent	All (Other) Families	TANF Timed-Out	Safety Net/Fleeing Felon/Long-Term Sanction	FC	Social Services (Title XX)	NACF	WTW Two Parent	WTW All (Other) Families	RCA	CAPI
Straight/heterosexual	272	361	939	553	344			5,900	387	1,244	0	50
Gay or lesbian	0	2	9	5	5			122	0	16	0	50
Bisexual	8	2	24	13	8			124	1	34	0	50
Queer	0	1	3	1	1			30	1	4	0	50
Another sexual orientation	3	0	1	1	0			22	3	1	0	50
Unknown	2,198	6,607	7,597	5,053	2,896			119,065	3,263	9,514	26	50
Decline to state	6	6	19	15	9			166	6	22	0	0
Part D. Total	**2,487**	**6,979**	**8,589**	**5,646**	**3,263**		**0**	**125,429**	**3,666**	**10,835**	**26**	**300**

COMMENTS

Other) Non-English Explanation: CalWORKs

Other) Non-English Explanation: Foster Care

Other) Non-English Explanation: Social Services (Title XX)

Other) Non-English Explanation: Non-Assistance CalFresh

Other) Non-English Explanation: Welfare-to-Work

Other) Non-English Explanation: Refugee Cash Assistance

Other) Non-English Explanation: Cash Assistance Program for Immigrants

Revised Report Explanation

CONTACT PERSON	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
SUPERVISOR	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
	DATE SUBMITTED	

Figure 2.1.2.1 – ABCD 350 – Summary Sheet

Note: See the Supporting Documents section for the full report mockup

Annual Recipient Report on CalWORKs, Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare-to-Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI) ABCD 350 (07/19)			
DOWNLOAD REPORT FORM FROM:			
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions			
EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:			
admABCD350@dss.ca.gov			
EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:			
admdssdachts@dss.ca.gov			Automated Form Updated: 10/17/19
COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
Alpine	Initial	July	2022

Figure 2.1.2.2 – ABCD 350 – Summary Sheet before header update

Note: See the Supporting Documents section for the full report mockup

Annual Recipient Report on CalWORKs, Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare-to-Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI) ABCD 350 (07/21)			
DOWNLOAD REPORT FORM FROM:			
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions			
EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:			
admABCD350@dss.ca.gov			
EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:			
admdssdachts@dss.ca.gov			Automated Form Updated: 08/13/21
COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
Alpine	Initial	July	2022

Figure 2.1.2.3 – ABCD 350 – Summary Sheet after header update

Note: See the Supporting Documents section for the full report mockup

Figure 2.1.2.4 – ABCD 350 – Summary Sheet PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION before line numbering update

Note: See the Supporting Documents section for the full report mockup

Figure 2.1.2.5 – ABCD 350 – Summary Sheet PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION after line numbering update

Note: See the Supporting Documents section for the full report mockup

2.1.3 Description of Change

1. Update the current/existing ABCD 350 report template to adhere to State standards per ACL 22-104
   a. Update the report header to read the new dates representing the state form was revisions as per ACL 22-104. Please see Figure

2.1.2.2, Figure 2.1.2.3 and the ABCD 350 Mockup in the Supporting Documents section for reference.
- i. 'ABCD 350 (07/19)' will be updated to 'ABCD 350 (07/21)'
- ii. 'Automated Form Updated: 10/17/19' will be updated to 'Automated Form Updated: 08/13/21'
- b. Update the PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION section line numbering. Please see Figure 2.1.2.4, Figure 2.1.2.5 and the ABCD 350 Mockup in the Supporting Documents section for reference.
    - i. The change in line numbering starts after line/field '594' and will end at line/field '792'
    - ii. Update any cell color fill which has been removed from the PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION line/field. Please note some cells have had the grey color fill removed.

2.1.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: State**

2.1.5 Counties Impacted

All counties will be impacted by the changes outlined in this section.

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 impact in report usage or performance is expected.

2.2 ABCD 350 Multicounty Version

2.2.1 Overview

The ABCD 350 Annual Recipient Report provides statistical recipient information on Ethnic Origin, Primary Language, Gender Identity and Sexual Orientation for CalWORKs (CW), Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare to Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI). This is an annual scheduled report that is generated in August.

2.2.2 ABCD 350 Multicounty Mockup

COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
San Mateo	Initial	July	2022

NUMBER OF CASES

PART A. ETHNIC ORIGIN

		CalWORKs Two Parent		Zero Parent		All (Other) Families		TANF Timed-Out		Safety Net/Fleeing Felon/Long-Term Sanction		FC		Social Services (Title XX)		NACF		WTW Two Parent		All (Other) Families		RCA		CAPI	
White	1	508	18	684	35	1,361	52	855	69	485	86	746	103		120	28,573	137	742	154	1,711	171	2	188		30
Hispanic	2	1,312	19	4,949	36	4,440	53	2,661	70	1,703	87	1,643	104		121	64,218	138	1,952	155	5,528	172	8	189		30
Black	3	434	20	999	37	2,163	54	1,822	71	927	88	910	105		122	19,090	139	646	156	2,931	173	0	190		30
Other) Asian or Pacific Islander	4	18	21	10	38	19	55	11	72	7	89	6	106		123	684	140	22	157	16	174	1	191		30
American Indian or Alaska Native	5	12	22	21	39	43	56	31	73	24	90	26	107		124	757	141	24	158	52	175	0	192		30
Filipino	6	17	23	8	40	32	57	15	74	7	91	8	108		125	1,084	142	17	159	41	176	0	193		30
Chinese	7	3	24	0	41	7	58	3	75	1	92	6	109		126	578	143	5	160	7	177	0	194		30
Cambodian	8	11	25	7	42	16	59	11	76	6	93	4	110		127	275	144	14	161	22	178	0	195		30
Japanese	9	4	26	0	43	3	60	5	77	2	94	7	111		128	143	145	7	162	8	179	0	196		30
Korean	10	4	27	1	44	5	61	2	78	0	95	0	112		129	385	146	5	163	5	180	0	197		30
Samoan	11	16	28	14	45	30	62	11	79	10	96	8	113		130	272	147	22	164	22	181	0	198		0
Asian Indian	12	6	29	2	46	7	63	3	80	0	97	1	114		131	244	148	9	165	9	182	0	199		0
Hawaiian	13	1	30	5	47	16	64	7	81	2	98	6	115		132	136	149	3	166	13	183	0	200		0
Guamanian	14	1	31	1	48	6	65	2	82	0	99	0	116		133	65	150	2	167	3	184	0	201		0
Laotian	15	2	32	1	49	2	66	4	83	1	100	2	117		134	108	151	2	168	5	185	0	202		0
Vietnamese	16	4	33	6	50	15	67	4	84	4	101	4	118		135	611	152	4	169	16	186	0	203		0
Not Available	17	134	34	270	51	426	68	199	85	84	102	806	119		136	8,206	153	190	170	446	187	15	204		0
Part A. Total	205	**2,487**	206	**6,979**	207	**8,589**	208	**5,646**	209	**3,263**	210	**4,183**	211		212	**125,429**	213	**3,666**	214	**10,835**	215	**26**	216		**300**

PART B. PRIMARY LANGUAGE SPOKEN

American Sign Language	217	0	247	37	277	1	307	1	337	0	367	1	397		427	67	457	0	487	0	517	0	547		10
Spanish	218	93	248	3,309	278	425	308	174	338	151	368	17	398		428	16,789	458	166	488	379	518	11	548		10
Cantonese	219	1	249	0	279	0	309	0	339	0	369	0	399		429	68	459	1	489	0	519	0	549		10
Japanese	220	0	250	0	280	0	310	0	340	0	370	0	400		430	0	460	0	490	0	520	0	550		10
Korean	221	1	251	0	281	0	311	0	341	0	371	0	401		431	171	461	0	491	0	521	0	551		10
Tagalog	222	6	252	0	282	0	312	0	342	0	372	0	402		432	78	462	0	492	0	522	0	552		10
Other) Non-English (specify)	223	6	253	1	283	0	313	0	343	0	373	0	403		433	99	463	9	493	3	523	4	553		10
English	224	2,362	254	3,617	284	8,146	314	5,460	344	3,109	374	4,158	404		434	107,295	464	3,470	494	10,437	524	8	554		10
Other) Sign Language	225	0	255	2	285	0	315	0	345	0	375	0	405		435	3	465	0	495	0	525	0	555		10
Mandarin	226	1	256	0	286	2	316	1	346	0	376	4	406		436	261	466	2	496	3	526	0	556		10
Other) Chinese Languages	227	0	257	0	287	0	317	0	347	0	377	0	407		437	5	467	0	497	0	527	0	557		10
Cambodian	228	0	258	4	288	1	318	0	348	1	378	0	408		438	47	468	0	498	0	528	0	558		10
Armenian	229	0	259	0	289	0	319	0	349	0	379	0	409		439	8	469	0	499	0	529	0	559		10
Ilocano	230	0	260	0	290	0	320	0	350	0	380	0	410		440	0	470	0	500	0	530	0	560		10
Mien	231	0	261	0	291	0	321	0	351	0	381	0	411		441	0	471	0	501	0	531	0	561		10
Hmong	232	0	262	0	292	0	322	0	352	0	382	0	412		442	0	472	0	502	0	532	0	562		10
Lao	233	0	263	0	293	0	323	0	353	0	383	0	413		443	24	473	0	503	0	533	0	563		10
Turkish	234	0	264	0	294	0	324	0	354	0	384	0	414		444	1	474	0	504	0	534	0	564		10
Hebrew	235	0	265	0	295	0	325	0	355	0	385	0	415		445	1	475	0	505	0	535	0	565		10
French	236	0	266	0	296	0	326	0	356	0	386	0	416		446	1	476	0	506	0	536	0	566		10
Polish	237	0	267	0	297	0	327	0	357	0	387	0	417		447	1	477	0	507	0	537	0	567		10
Russian	238	1	268	0	298	0	328	0	358	0	388	0	418		448	12	478	0	508	0	538	1	568		10
Portuguese	239	0	269	0	299	0	329	0	359	0	389	0	419		449	4	479	0	509	0	539	0	569		10
Italian	240	0	270	0	300	0	330	0	360	0	390	0	420		450	2	480	0	510	0	540	0	570		10
Arabic	241	10	271	6	301	9	331	4	361	0	391	0	421		451	185	481	8	511	7	541	0	571		10
Samoan	242	0	272	1	302	0	332	0	362	0	392	0	422		452	9	482	0	512	0	542	0	572		10
Thai	243	0	273	0	303	0	333	0	363	0	393	0	423		453	14	483	0	513	0	543	0	573		10
Farsi	244	11	274	2	304	0	334	0	364	0	394	0	424		454	24	484	0	514	10	544	2	574		10
Vietnamese	245	1	275	2	305	0	335	0	365	1	395	0	425		455	258	485	0	515	0	545	0	575		10
Not Available	246	0	276	0	306	0	336	0	366	0	396	3	426		456	0	486	0	516	0	546	0	576		10
Part B. Total	577	**2,487**	578	**6,979**	579	**8,589**	580	**5,646**	581	**3,263**	582	**4,183**	583		584	**125,429**	585	**3,666**	586	**10,835**	587	**26**	588		**300**

PART C. GENDER IDENTITY

Female	589	264	597	372	605	925	613	579	621	339	629		637		645	4,426	653	262	661	1,224	669	0	677		50
Male	590	36	598	42	606	99	614	35	622	39	630		638		646	2,277	654	160	662	139	670	0	678		50
Transgender: male to female	591	0	599	0	607	0	615	0	623	0	631		639		647	23	655	0	663	0	671	0	679		50
Transgender: female to male	592	0	600	0	608	1	616	0	624	0	632		640		648	16	656	1	664	0	672	0	680		50
Non-Binary (neither male or female)	593	2	601	0	609	2	617	0	625	0	633		641		649	12	657	2	665	2	673	0	681		50
Another Gender Identity	594	0	602	0	610	0	618	0	626	0	634		642		650	2	658	0	666	0	674	0	682		50
Unknown	595	2,183	603	6,561	611	7,554	619	5,023	627	2,879	635		643		651	118,549	659	3,239	667	9,457	675	26	683		0
Decline to state	596	2	604	4	612	8	620	9	628	6	636		644		652	124	660	1	668	13	676	0	684		0
Part C. Total	685	**2,487**	686	**6,979**	687	**8,589**	688	**5,646**	689	**3,263**	690		691		692	**125,429**	693	**3,666**	694	**10,835**	695	**26**	696		**300**

PART D. SEXUAL ORIENTATION

Straight/heterosexual	697	272	704	361	711	939	718	553	725	344	732		739		746	5,900	753	387	760	1,244	767	0	774		50
Gay or lesbian	698	0	705	0	712	6	719	9	726	5	733		740		747	122	754	0	761	16	768	0	775		50
Bisexual	699	8	706	2	713	24	720	13	727	8	734		741		748	124	755	0	762	34	769	0	776		50
Queer	700	0	707	1	714	3	721	3	728	1	735		742		749	30	756	1	763	4	770	0	777		50
Another sexual orientation	701	3	708	0	715	1	722	1	729	0	736		743		750	22	757	3	764	1	771	0	778		50
Unknown	702	2,198	709	6,607	716	7,597	723	5,053	730	2,896	737		744		751	119,065	758	3,263	765	9,514	772	26	779		50
Decline to state	703	6	710	4	717	19	724	15	731	9	738		745		752	166	759	6	766	22	773	0	780		0
Part D. Total	781	**2,487**	782	**6,979**	783	**8,589**	784	**5,646**	785	**3,263**	786		787		788	**125,429**	789	**3,666**	790	**10,835**	791	**26**	792		**300**

COMMENTS

Other) Non-English Explanation: CalWORKs

Other) Non-English Explanation: Foster Care

Other) Non-English Explanation: Social Services (Title XX)

Other) Non-English Explanation: Non-Assistance CalFresh

Other) Non-English Explanation: Welfare-to-Work

Other) Non-English Explanation: Refugee Cash Assistance

Other) Non-English Explanation: Cash Assistance Program for Immigrants

Revised Report Explanation

CONTACT PERSON	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
SUPERVISOR	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
	DATE SUBMITTED	

Figure 2.2.2.1 – ABCD 350 Multicounty – Summary Sheet

Note: See the Supporting Documents section for the full report mockup

Annual Recipient Report on CalWORKs, Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare-to-Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI) ABCD 350 (07/19)			
DOWNLOAD REPORT FORM FROM:			
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions			
EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:			
admABCD350@dss.ca.gov			
EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:			
admdssdachts@dss.ca.gov			Automated Form Updated: 10/17/19
COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
San Mateo	Initial	July	2022

Figure 2.2.2.2 – ABCD 350 Multicounty – Summary Sheet before header update

Note: See the Supporting Documents section for the full report mockup

Annual Recipient Report on CalWORKs, Foster Care (FC), Social Services, Non-Assistance CalFresh (NACF), Welfare-to-Work (WTW), Refugee Cash Assistance (RCA), and the Cash Assistance Program for Immigrants (CAPI) ABCD 350 (07/21)			
DOWNLOAD REPORT FORM FROM:			
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions			
EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:			
admABCD350@dss.ca.gov			
EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:			
admdssdachts@dss.ca.gov			Automated Form Updated: 08/13/21
COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
San Mateo	Initial	July	2022

Figure 2.2.2.3 – ABCD 350 Multicounty – Summary Sheet after header update

Note: See the Supporting Documents section for the full report mockup

Figure 2.2.2.4 – ABCD 350 Multicounty – Summary Sheet PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION before line numbering update

Note: See the Supporting Documents section for the full report mockup

Figure 2.2.2.5 – ABCD 350 Multicounty – Summary Sheet PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION after line numbering update

Note: See the Supporting Documents section for the full report mockup

COUNTY NAME Alameda	NUMBER OF CASES CAPI	
PART A. ETHNIC ORIGIN		
White	188	3
Hispanic	189	3
Black	190	3
(Other) Asian or Pacific Islander	191	3
American Indian or Alaska Native	192	3
Filipino	193	3
Chinese	194	3
Cambodian	195	3
Japanese	196	3
Korean	197	3
Samoan	198	0
Asian Indian	199	0
Hawaiian	200	0
Guamanian	201	0
Laotian	202	0
Vietnamese	203	0
Not Available	204	0
Part A. Total	216	30
PART B. PRIMARY LANGUAGE SPOKEN		
American Sign Language	547	1
Spanish	548	1
Cantonese	549	1
Japanese	550	1
Korean	551	1

◄ ► | Summary | **CAPI Summary by County** | CW Two Parent

Figure 2.2.2.6 – ABCD 350 Multicounty – CAPI Summary by County Sheet

Note: See the Supporting Documents section for the full report mockup

CalSAWS	ABCD 350 Detailed Report						
San Bernardino							
Run Date: SEP-30-22 09:09 AM							
Date: 07/2022							
CAPI							
Ethnic Total	315						
Language Total	315						
Ethnic Origin	Language	Other Language	Gender Identity	Sexual Orientation	Case Number	Aid Co
Hispanic	Spanish	-	-	-	0530553	1A
Hispanic	Spanish	-	-	-	0824388	1A

Figure 2.2.2.7 – ABCD 350 Multicounty – CAPI Sheet before addition of the 'County of Residence' column

Note: See the Supporting Documents section for the full report mockup

CalSAWS		ABCD 350 Detailed Report			
San Mateo					
Run Date: SEP-30-22 09:09 AM					
Date: 07/2022					
CAPI					
Ethnic Total		300			
Language Total		300			
County of Residence	Ethnic Origin	Language	Other Language	Gender Identity	S
Alameda	Hispanic	Spanish	-	-	-

Figure 2.2.2.8 – ABCD 350 Multicounty – CAPI Sheet after the addition of the 'County of Residence' column

Note: See the Supporting Documents section for the full report mockup

2.2.3 Description of Change

1. Create a multicounty version of the ABCD 350 Report.
    a. The report will use the same base population logic and column definitions as the current ABCD 350 used by all other counties, unless otherwise mentioned below.
    b. The report is titled 'ABCD 350 Multicounty'.
    c. The report will generate for only Sacramento and San Mateo.
2. Update the report template to create a new sheet titled 'CAPI Summary by County'. This sheet will dynamically display the 'CAPI' section of the state form on the 'Summary' sheet but will be separated out by each of the administered counties. See the attached mockup in the Supporting Documents section for reference.
    a. The COUNTY NAME field on each data set/section within the 'CAPI Summary by County' sheet will display the resident county of the CAPI cases and its associated data.

Field	Description
COUNTY NAME	The county of residency for the CAPI cases displayed in the respective data set/section.
	Technical Note:
	This will be the decoded value in the CODE_DETL table
	where RES.COUNTY_CODE = CODE_DETL.CODE_NUM_IDENTIF
	and CODE_DETL.CATGRY_ID = 15

    b. The user will scroll vertically to see each separate data set/section per administered county.
    c. The 'Summary' sheet will contain only San Mateo or Sacramento CAPI counts for cases whose county of residence is San Mateo or Sacramento respectively.

14

  i. The new 'CAPI Summary by County' sheet will have the counts for the other administered counties.

  ii. Therefore, the counts on the 'CAPI Summary by County' sheet is not a subset of the CAPI counts on the state 'Summary' sheet as the state 'Summary' sheet is for data for those cases residing in San Mateo or Sacramento only.

3. Add a 'County of Residence' column to the 'CAPI' detail sheet:

 a.

Column Name	Description
County of Residence	This is the name of the county of residency for the member on the CAPI program as of the last day of the report month. **Technical Note:** This will be the decoded value in the CODE_DETL table where RES.COUNTY_CODE = CODE_DETL.CODE_NUM_IDENTIF and CODE_DETL.CATGRY_ID = 15

4. Update the ABCD 350 Multicounty report template to adhere to State standards per ACL 22-104

 a. Update the report header to read the new dates representing the state form was revisions as per ACL 22-104. Please see Figure 2.2.2.2, Figure 2.2.2.3 and the ABCD 350 Multicounty Mockup in the Supporting Documents section for reference.

  i. 'ABCD 350 (07/19)' will be updated to 'ABCD 350 (07/21)'

  ii. 'Automated Form Updated: 10/17/19' will be updated to 'Automated Form Updated: 08/13/21'

 b. Update the PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION section line numbering. Please see Figure 2.2.2.4, Figure 2.2.2.5 and the ABCD 350 Multicounty Mockup in the Supporting Documents section for reference.

  i. The change in line numbering starts after line/field '594' and will end at line/field '792'

  ii. Update any cell color fill which has been removed from the PART C. GENDER IDENTITY and PART D. SEXUAL ORIENTATION line/field. Please note some cells have had the grey color fill removed.

5. Turn off/disable the current/original version of the ABCD 350 report for Sacramento and San Mateo only.

2.2.4 Report Location

- **Global: Reports**
- **Local: Scheduled**
- **Task: State**

2.2.5 Counties Impacted

Only Sacramento and San Mateo will be impacted. No other counties will be impacted by the changes outlined in this section.

2.2.6 Security Updates

3. Security Rights

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

4. Security Groups

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

2.2.7 Report Usage/Performance

No significant impact in report usage or performance is expected.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Reports	ABCD 350 Mockup	ABCD 350 Mockup.xlsx
2	Reports	ABCD 350 Multicounty Mockup	ABCD 350 Multicounty Mockup.x

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 ABCD 350 state report will be updated to better identify and distinguish CAPI data of administered counties for Sacramento and San Mateo counties that administer CAPI for other counties.

4.2   Migration Requirements

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

5   APPENDIX

N/A

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-248369

Remove AAP 2 generation during CNI Increase

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
03/20/2023	0.1	Initial Draft	Maria Jensen

Table of Contents

1 OVERVIEW

This SCR will remove the AAP 2 form generation during the CNI Increase, in CalSAWS for all counties.

1.1 Current Design

AAP 2 forms get generated during CNI Increase EDBC Batch runs. These AAP 2 forms then get suppressed via a manual DCR to prevent the AAP 2 forms from being sent out (as CNI policy states it's 'not required to be completed').

1.2 Requests

Since AAP 2 forms are not required to be completed by counties, update the AAP 2 form generation logic to not generate during these 'CNI Increase' EDBC batch runs.

1.3 Overview of Recommendations

Update the AAP 2 form generation logic to not generate the AAP 2 form when the 'CNI Increase' EDBC batch runs which results in an EDBC with reason, 'CWS Annual COLA' (CT744_DC).

1.4 Assumptions

1. This effort will not affect the form generation via worker initiated EBDC.
2. This effort will not update the AAP 2 form. Future SCR CA-258860 will update the AAP 2 form to the latest State version.

2   RECOMMENDATIONS

2.1   Update form AAP 2

2.1.1   Overview

This SCR will update the AAP 2 – 'Payment Instructions Adoption Assistance Program' form to no longer generate during the CNI Increase, in the CalSAWS system for all Counties.

Current State Form: AAP 2 (09/2018)
Current Programs: AAP (Adoption Assistance Program)
Current Attached Forms: N/A
Current Forms Category: Forms
Current Template Repository Visibility: All Counties
Existing Languages: English

2.1.2   Form/NOA Verbiage

There are no updates to the verbiage.

2.1.3   Form/NOA Variable Population

There are no updates to the variable population.

2.1.4   Form/NOA Generation Conditions

There are no updates to the Form Control, nor the Print Options/Mailing Requirements.

Updates to Form Generation

Update the AAP 2 form generation logic to not generate the AAP 2 form when the results of the currently run EDBC returns with the reason: 'CWS Annual COLA' (CT744_DC) (Note: this run reason is used for CNI Increase EDBC Batch runs).

Note: This effort will not affect the form generation via worker initiated EBDC.

Tech Note: Modify _600AapAAP2Form.trl to check for this run reason and not generate form when run reason CT744_DC is detected. Add this new condition to the existing condition in the rule.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.7 CAR-1243	The LRS shall identify case actions that require a notice, NOA, form, letter, stuffer, or flyer, and shall generate that appropriate notice, NOA, form, letter, stuffer, or flyer, using variable case-specific information.	With SCR CA-248369, the AAP 2 form will no longer generate during the CNI Increase, in the CalSAWS system for all Counties.

CalSAWS

CalSAWS IAM Program

MFA Enhancements

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
1/26/2023	1	Document Created	Kevin Anadkat
1/30/2023	2	Added Device Profiling	Kevin Anadkat

Table of Contents

Contents

Introduction

The purpose of this document is to describe the design of two sets of enhancements to the authentication journey currently in production. The enhancements were requested in the following two system change requests.

1. **CA-240973 - Multi Factor Authentication Policy Enhancement**
2. **CA-248508 - Implement MFA delivery choice at login journey**

The enhancements aim to give endusers a choice at the login journey to receive their OTP code from a different delivery channel than what is set in their profile (Email or SMS).

CalSAWS AD

Current Design
Existing tree for CalSAWS AD users
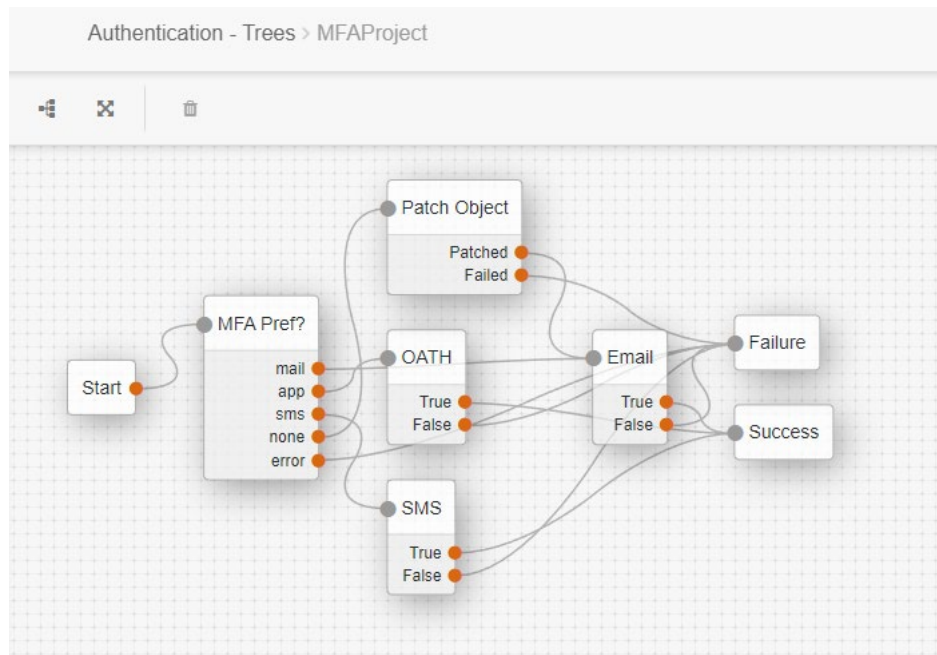
Figure 1: Current design

Recommendation
We recommend adding Choice collector node which will perform following

1. Get the user's MFA preference.
2. Prompts user to select MFA choice. The default choice is set to their preferred choice. Email is default choice if there is no preferred choice. For example, if the user's default choice SMS, this journey will still ask for MFA choice, but default choice is selected as SMS.
3. The rest is same as existing journey.

Adding MFA choice for CalSAWS AD users
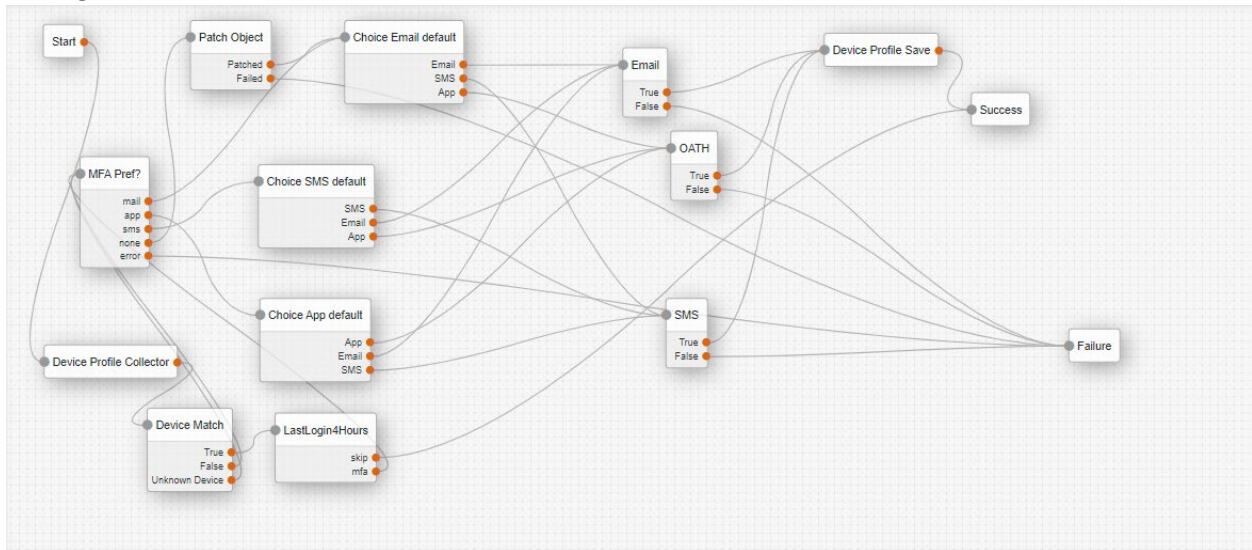
Figure 2: This is our recommended design

ForgeRock Users

Current Design

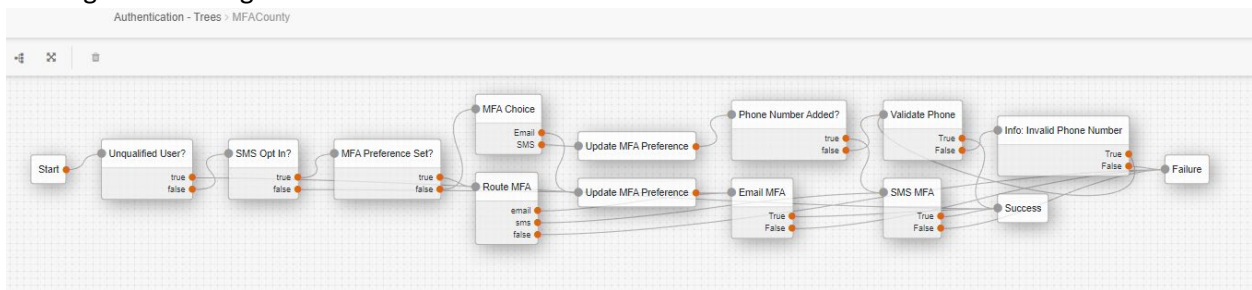### Existing tree for ForgeRock users

Figure 3: Existing design for ForgeRock users

The current design has MFA preference already set and it will not ask MFA choice.

Recommendation

We recommend that we add two choice collectors that will ask for MFA choice. The default MFA choice selected by MFA preference. If there is no MFA preference, this will ask for MFA choice and set a user preference.
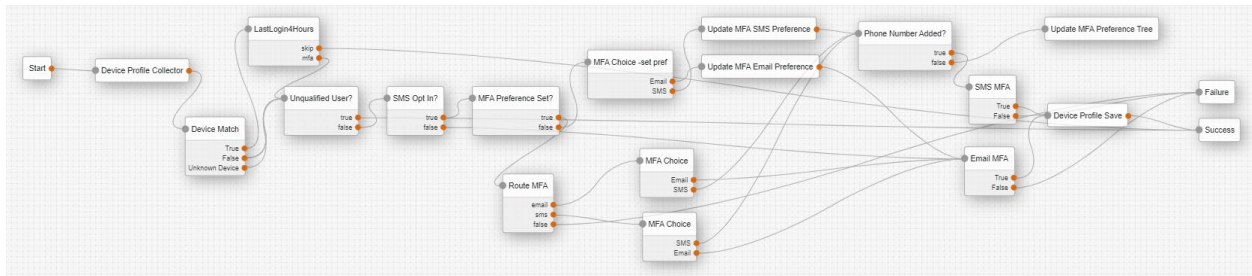
After adding MFA choice for ForgeRock users

Figure 4: This is our recommended design

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-249993

Add Available Translations for WTW 11 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M R Kavitha
	Reviewed By	Richwin Lianel

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/04/2023	1.0	Initial Draft	M R Kavitha

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add WTW 11 (7/99) "Welfare-To-Work/Cal-Learn Supportive Services Overpayment/Underpayment Notice" to CalSAWS in available threshold languages.

1.1 Current Design

Currently WTW 11 (7/99) is available in English and Spanish language in the CalSAWS.

1.2 Requests

Add WTW 11 (7/99) Welfare-To-Work/Cal-Learn Supportive Services Overpayment/Underpayment Notice to the CalSAWS in available threshold languages.

Threshold languages include: Chinese, Russian and Vietnamese

1.3 Overview of Recommendations

Add WTW 11 (7/99) Welfare-To-Work/Cal-Learn Supportive Services Overpayment/Underpayment Notice to the CalSAWS in following threshold languages: Chinese, Russian and Vietnamese

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add WTW 11 to the CalSAWS in available threshold languages.

2.1.1 Overview

The form WTW 11 will be added to the CalSAWS in available threshold languages.

State Form: WTW 11 (7/99)

Current Programs: Welfare-To-Work, REP and Cal-Learn

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.1.2 Form Verbiage

Create XDP's in Threshold languages.

Create new XDP' for the threshold languages with version (7/99).

Threshold Languages: Chinese*, Russian and Vietnamese

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

Form Header: CalSAWS Standard Header (HEADER_1_EN)

Include NA Back 9: Yes

Form Mockups/Examples: See supporting document #1

2.1.3 Form/NOA Variable Population

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

2.1.4 Form Generation Conditions

Update batch job (PB00R6500) to generate the WTW 11 in all threshold languages.

The form will be available through Template Repository also.

1. **Add Form Control**

   Add an imaging barcode for WTW 11.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

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

   The following are the print and mailing requirements for the WTW 11 form.

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

   Mailing Options:

Mailing Options	Option for WTW 11
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

   Additional Options:

Requirement	Option for WTW 11 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	WTW 11	WTW11_CH.pdf WTW11_RU.pdf WTW11_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices;	WTW 11 is being added in available threshold languages.

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-249994

Add Available Translations for WTW 12 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M R Kavitha
	Reviewed By	Richwin Lianel

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/04/2023	1.0	Initial Draft	M R Kavitha

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add WTW 12 (7/99) "Welfare-To-Work/Cal-Learn Supportive Service Repayment Agreement" to CalSAWS in available threshold languages.

1.1 Current Design

Currently WTW 12 (7/99) is available in English and Spanish language in the CalSAWS.

1.2 Requests

Add WTW 12 (7/99) Welfare-To-Work/Cal-Learn Supportive Service Repayment Agreement to the CalSAWS in available threshold languages.

Threshold languages include: Chinese, Russian and Vietnamese

1.3 Overview of Recommendations

Add WTW 12 (7/99) Welfare-To-Work/Cal-Learn Supportive Service Repayment Agreement to the CalSAWS in following threshold languages: Chinese, Russian and Vietnamese

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add WTW 12 to the CalSAWS in available threshold languages.

2.1.1 Overview

The form WTW 12 will be added to the CalSAWS in available threshold languages.

State Form: WTW 12 (7/99)

Current Programs: Welfare-To-Work, REP and Cal-Learn

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.1.2 Form Verbiage

Create XDP's in Threshold languages.

Create new XDP' for the threshold languages with version (7/99).

Threshold Languages: Chinese*, Russian and Vietnamese

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

Form Header: CalSAWS Standard Header (HEADER_3-1)

Include NA Back 9: Yes

Form Mockups/Examples: See supporting document #1

2.1.3 Form/NOA Variable Population

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

2.1.4 Form Generation Conditions

This form is triggered by the user/worker, when the customer/participant agrees to a repayment agreement. This form is given or mailed to the participant for signing.

Form also to be user-initiated from the Template repository.

1. **Add Form Control**

   Add an imaging barcode for WTW 12.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

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

   The following are the print and mailing requirements for the WTW 12 form.

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

   Mailing Options:

Mailing Options	Option for WTW 12
Mail-To (Recipient)	N/A
Mailed From (Return)	N/A
Mail-back-to Address	N/A
Outgoing Envelope Type	N/A
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	N/A

   Additional Options:

Requirement	Option for WTW 12 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	WTW 12	WTW12_CH.pdf WTW12_RU.pdf WTW12_VI.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices;	WTW 12 is being added in available threshold languages.

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-249997

Add Available Translations for WTW 20 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Mamata Sasumana
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/09/2023	1.0	Initial Draft	Mamata Sasumana

Table of Contents

1 OVERVIEW

This effort will add available Threshold Languages to WTW 20 in CalSAWS.

1.1 Current Design

Currently WTW 20 (12/05) is only available in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add WTW 20 (12/05) Permission to Release Learning Disabilities Information in available threshold languages to CalSAWS Template Repository.

Languages Include: Chinese and Russian.

1.3 Overview of Recommendations

Add WTW 20 (12/05) Permission to Release Learning Disabilities Information to CalSAWS Template Repository in following threshold languages: Chinese and Russian.

1.4 Assumptions

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

2   RECOMMENDATIONS

2.1   Add Available Threshold Languages to WTW 20 to CalSAWS.

2.1.1   Overview

This section will cover the requirements for adding the WTW 20 (12/05) Permission to Release Learning Disabilities Information in CalSAWS

State Form: WTW 20 (12/05)

Current Programs: Cal-Learn, Refugee Employment Program, Welfare to Work

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Updated Template Description: It is used for participant to authorize the release of learning disability information

Imaging Form Name: Release Learning Disabilities Info

Imaging Document Type: Learning Disability Documents

2.1.2   Form Verbiage

Create WTW 20 (12/05) XDP's for Threshold Languages

XDP's will be added in threshold languages for WTW 20 form with version (12/05).

Threshold Languages: Chinese and Russian.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #3(Header_3-1)
Form Number: WTW 20
Include NA BACK9: No

2.1.3   Form Variable Population

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

2.1.4 Form Generation Conditions

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for WTW 20 Form
Mail-To (Recipient)	N/A
Mailed From (Return)	N/A
Mail-back-to Address	N/A
Outgoing Envelope Type	N/A
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for WTW 20 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	WTW 20 Threshold Languages	WTW_20_CH.pdf WTW_20_RU.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	WTW 20 is being added in available threshold Languages to CalSAWS Template Repository.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250006

Add Available Translations for WTW 4 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M Devi Priya
	Reviewed By	Meghana R Chander

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/14/2023	1.0	Initial Draft	M Devi Priya

Table of Contents

1 OVERVIEW

This effort will add the WTW 4 (8/04) – "Notice To Other Parent" in all available threshold languages to CalSAWS.

1.1 Current Design

Currently, WTW 4 (8/04) is available only in English and Spanish languages in CalSAWS.

1.2 Requests

Add WTW 4 (8/04) to CalSAWS in available threshold languages.

Languages Include: Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

Add WTW 4 (8/04) to CalSAWS in following threshold languages: Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1.1 Add Available Translations for WTW 4 to CalSAWS

2.1.2 Overview

This section will cover the requirements for adding the WTW 4 forms in available threshold languages.

State Form: WTW 4 (8/04)

Current Programs: Welfare-To-Work

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is generated when there is a two-parent CalWORKs household (Aid Code type 35) and one of the parents is not cooperating with GAIN requirements.

Imaging Form Name: NOTICE TO OTHER PARENT

Imaging Document Type: Welfare-To-Work

2.1.3 Form Verbiage

Create WTW 4 XDP's for Threshold Languages

Threshold Languages: Chinese*, Russian and Vietnamese.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: WTW 4
Include NA BACK 9: No

2.1.4 Form Variable Population

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

2.1.5 Form Generation Conditions

This form can either be generated through online application, batch or Template repository.

Dynamic Form generation batch jobs
 PB19C898 batch job must include WTW 4 in newly added threshold languages.

Technical Note: Update CT942_WT4

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for WTW 4
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

Additional Options:

Requirement	Option for WTW 4
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	WTW 4 Threshold Languages	WTW4_Chinese.pdf WTW4_Russian.pdf WTW4_ Vietnamese.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	WTW 4 are being added in all available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250008

Add Available Translations for WTW 8 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M Devi Priya
	Reviewed By	Meghana R Chander

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/14/2023	1.0	Initial Draft	M Devi Priya

Table of Contents

1 OVERVIEW

This effort will add the WTW 8 (6/04) Student Financial Aid Statement Welfare-To-Work in all available threshold languages to CalSAWS.

1.1 Current Design

Currently, WTW 8 (6/04) is available only in English and Spanish languages in CalSAWS.

1.2 Requests

Add WTW 8 (6/04) in available threshold languages to CalSAWS Template Repository.

Languages Include: Chinese, Russian and Vietnamese

1.3 Overview of Recommendations

Add WTW 8 (6/04) to CalSAWS Template Repository in following threshold languages: Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1.1 Add Available Translations for WTW 8 to CalSAWS

2.1.2 Overview

This section will cover the requirements for adding the WTW 8 forms in available threshold languages.

State Form: WTW 8 (6/04)

Current Programs: Welfare-To-Work

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form allows the participant to volunteer the use of their student financial aid to fund supportive services or cancel the voluntary use of their financial aid.

Imaging Form Name: Student Financial Aid Stmt WTW

Imaging Document Type: Welfare to Work

2.1.3 Form Verbiage

Create WTW 8 XDP's for Threshold Languages

Threshold Languages: Chinese*, Russian and Vietnamese.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: WTW 8
Include NA BACK 9: No

2.1.4 Form Variable Population

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

2.1.5 Form Generation Conditions

The WTW 8 is generated only through Template Repository.

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

Print Options:

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

Mailing Options:

Mailing Options	Option for WTW 8
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for WTW 8
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	WTW 8 Threshold Languages	WTW8_Chinese.pdf WTW8_Russian.pdf WTW8_ Vietnamese.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	WTW 8 are being added in all available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250220

Add Available Translations for NA 825 to CalSAWS.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya K
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/12/2023	1.0	Initial Draft	Sowmya K

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add NA 825 form in available Threshold Languages to CalSAWS.

1.1 Current Design

Currently NA 825 (8/00) is only available in English, Spanish, Farsi, Korean, Tagalog, and Vietnamese Languages in CalSAWS Template Repository.

1.2 Requests

Add NA 825 (8/00) Welfare to Work/Cal-Learn Transportation Adjustment in available threshold languages to CalSAWS Template Repository.

Languages Include: Chinese and Russian.

1.3 Overview of Recommendations

Add NA 825(8/00) Welfare to Work/Cal-Learn Transportation Adjustment to CalSAWS Template Repository in following threshold languages: Chinese and Russian.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages to NA 825 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the NA 825 (8/00) in available threshold languages.

State Form: NA 825 (8/00)

Current Programs: Welfare to Work

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish, Farsi, Korean, Tagalog, and Vietnamese

Template Description: It's utilized by eligibility worker to notify participant about the adjustment of their Welfare to Work/Cal-Learn transportation and reason.

Imaging Form Name: WTW/Cal-Learn Transportation Adjustment

Imaging Document Type: Notification/NOA

2.1.2 Form Verbiage

Create NA 825 (8/00) XDP's for Threshold Languages

XDP's will be added in threshold languages for NA 825 (8/00) form with version (8/00).

Threshold Languages: Chinese* and Russian

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: NA 825
Include NA BACK9: Yes

2.1.3 Form Variable Population

Field Mappings: Use the same field mappings as the English, Spanish, Farsi, Korean, Tagalog, and Vietnamese Forms for population logic.

2.1.4 Form Generation Conditions

<u>Form Print/Mailing Options</u>

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

Print Options:

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

Mailing Options:

Mailing Options	Option for NA 825 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for NA 825 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 825 Threshold Languages	NA 825_CH.pdf NA 825_RU.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices;	NA_825 is being added in available threshold Languages to CalSAWS Template Repository.

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-250223

Add Available Translations for NA 843 to CalSAWS.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya K
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/13/2023	1.0	Initial Draft	Sowmya K

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add NA 843 form in available Threshold Languages to CalSAWS.

1.1 Current Design

Currently NA 843 (6/99) is only available in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add NA 843 (6/99) Cal-Learn NOA - Deregistration in available threshold languages to CalSAWS Template Repository.

Languages Include: Chinese and Vietnamese.

1.3 Overview of Recommendations

Add NA 843 (6/99) Cal-Learn NOA – Deregistration to CalSAWS Template Repository in following threshold languages: Chinese and Vietnamese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages to NA 843 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the NA 843 (6/99) in available threshold languages.

State Form: NA 843 (6/99)

Current Programs: Cal-Learn

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is sent to notify the participant that the County is removing them from the Cal-Learn program. The form provides the date and reason for removal as well as provides them with information on who to contact and State Hearing rights.

Imaging Form Name: Cal-Learn NOA - Deregistration

Imaging Document Type: Notification/NOA

2.1.2 Form Verbiage

Create NA 843 (6/99) XDP's for Threshold Languages

XDP's will be added in threshold languages for NA 843 (6/99) form with version (6/99).

Threshold Languages: Chinese* and Vietnamese.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: NA 843
Include NA BACK9: Yes

2.1.3 Form Variable Population

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

2.1.4 Form Generation Conditions

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

Print Options:

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

Mailing Options:

Mailing Options	Option for NA 843 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for NA 843 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 843 Threshold Languages	NA843_CH.pdf NA843_VI.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices;	NA_843 is being added in available threshold Languages to CalSAWS Template Repository.

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-250271

Add Available Translations for FSP 1 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M R Kavitha
	Reviewed By	Richwin Lianel

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/04/2023	1.0	Initial Draft	M R Kavitha

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add FSP 1 (8/14) "Family Stabilization Program Evaluation Request" to CalSAWS in the available threshold languages.

1.1 Current Design

Currently FSP 1 (8/14) is available in English and Spanish languages in the CalSAWS Template Repository.

1.2 Requests

Add FSP 1 (8/14) Family Stabilization Program Evaluation Request to the CalSAWS Template Repository in available threshold languages.

Languages Include: Chinese and Russian

1.3 Overview of Recommendations

Add FSP 1 (8/14) Family Stabilization Program Evaluation Request to the CalSAWS Template Repository in following threshold languages: Chinese and Russian

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add available threshold language for FSP 1 to CalSAWS Template Repository

2.1.1 Overview

The form FSP 1 will be added to the CalSAWS Template Repository in available threshold languages.

State Form: FSP 1(8/14)

Current Programs: CalWORKs, REP and Welfare to Work

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish

2.1.2 Form Verbiage

Create XDP's in Threshold languages.

Create new XDP' for the threshold languages with version (8/14).

Threshold Languages: Chinese*, Russian

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

Form Header: CalSAWS Standard Header (HEADER_3-1)
Include NA Back 9: N/A
Form Mockups/Examples: See supporting document #1

2.1.3 Form/NOA Variable Population

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

2.1.4 Form Generation Conditions

The FSP 1 will be available through Template Repository.

1. **Add Form Control**

Add an imaging barcode for FSP 1.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

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

The following are the print and mailing requirements for the FSP 1 form.

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

Mailing Options:

Mailing Options	Option for FSP 1
Mail-To (Recipient)	N/A
Mailed From (Return)	N/A
Mail-back-to Address	N/A
Outgoing Envelope Type	N/A
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	N/A

Additional Options:

Requirement	Option for FSP 1 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	FSP1	FSP1_CH.pdf FSP1_RU.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions;	FSP 1 is being added in available threshold languages.

u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250272

Add Available Translations for FSP 3 to CalSAWS.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya K
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/12/2023	1.0	Initial Draft	Sowmya K

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add FSP 3 form in available Threshold Languages to CalSAWS.

1.1 Current Design

Currently FSP 3 (8/14) is only available in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add FSP 3 (8/14) Family Stabilization Program Notice of Change in Program Status in available threshold languages to CalSAWS Template Repository.

Languages Include: Chinese and Russian.

1.3 Overview of Recommendations

Add FSP 3 (8/14) Family Stabilization Program Notice of Change in Program Status to CalSAWS Template Repository in following threshold languages: Chinese and Russian.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages to FSP 3 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the FSP 3 (8/14) in available threshold languages.

State Form: FSP 3 (8/14)

Current Programs: CalWORKs, REP, Welfare to Work

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: The FSP 3 form is used to Notice for Change in Status for Family Stabilization Services.

Imaging Form Name: Family Stabilization Change in Status

Imaging Document Type: Family Stabilization

2.1.2 Form Verbiage

Create FSP 3 (8/14) XDP's for Threshold Languages

XDP's will be added in threshold languages for FSP 3 (8/14) form with version (8/14).

Threshold Languages: Chinese* and Russian.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #3
Form Number: FSP 3
Include NA BACK9: Yes

2.1.3 Form Variable Population

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

2.1.4 Form Generation Conditions

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for FSP 3 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for FSP 3 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	FSP 3 Threshold Languages	FSP3_CH.pdf FSP3_RU.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices;	FSP_3 is being added in available threshold Languages to CalSAWS Template Repository.

	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-250349

Add Available Translations for CW 5 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sahana Ramesh
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/11/2023	1.0	Initial Draft	Sahana Ramesh

Table of Contents

1   OVERVIEW

The purpose of this SCR is to add the available threshold to CW 5 (7/01) – "Veterans Benefits Verification and Referral" to CalSAWS.

1.1   Current Design

Currently, only the English and Spanish version of the CW 5 (7/01) are available in CalSAWS.

1.2   Requests

Add CW 5 (7/01) Veterans Benefits Verification and Referral in available threshold languages to CalSAWS Template Repository.

Languages Include: Cambodian, Chinese, Russian and Vietnamese

1.3   Overview of Recommendations

Add CW 5 (7/01) Veterans Benefits Verification and Referral to CalSAWS Template Repository in following threshold languages: Cambodian, Chinese, Russian and Vietnamese

1.4   Assumptions

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

2   RECOMMENDATIONS

2.1   Add CW 5 to CalSAWS in available threshold languages.

2.1.1   Overview

Add CW 5 to CalSAWS in available threshold languages.

State Form: CW 5 (7/01)

Programs: CalFresh, CalWORKs, Medi-Cal, GA/GR, RCA, CAPI, NACF.

Forms Category: Form

Template Repository Visibility: All Counties

Form Title (Document List Page Displayed Name):

Veterans Benefits Verification And Referral

Existing Languages: English, Spanish.

2.1.2 Form Verbiage

Create CW 5 XDP for threshold languages.

XDP's will be created for threshold languages with version (7/01).

Languages: Cambodian, Chinese*, Russian, Spanish, Vietnamese.

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

Form Header: CalSAWS Standard Header (HEADER_1_EN)

Form Number: CW 5

Include NA Back 9: No

Form Mockups/Examples: See supporting documents #1

2.1.3 Form Generation Conditions

Add available translations for the CW 5-Veterans Benefits Verification And Referral to Template Repository in all available languages.

The CW 5 (7/01) Veterans Benefits Verification And Referral is added to the Template Repository.

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

Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for Veterans Benefits Verification And Referral.

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

Mailing Options:

Mailing Options	Option CW 5
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Add Form Control

Add an imaging barcode for CW 5.

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

Additional Options:

Requirement	Option for CW 5 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 5 Available Languages	CW_5_CA.pdf CW_5_VI.pdf CW_5_CH.pdf CW_5_RU.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	CW 5(7/01) is being added in all available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250352

Add Available Translations for CW 71 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	M R Kavitha
	Reviewed By	Richwin Lianel

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
11/04/2023	1.0	Initial Draft	M R Kavitha

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add CW 71 (3/00)- "Statement of Cash Aid Mother and Unrelated Adult Male" to CalSAWS in the available threshold.

1.1 Current Design

Currently CW 71 (3/00) is available in English and Spanish languages in the CalSAWS Template Repository.

1.2 Requests

Add CW 71(3/00) Statement of Cash Aid Mother and Unrelated Adult Male to the CalSAWS Template Repository in the available threshold languages.

Languages Include: Cambodian, Chinese, Russian and Vietnamese

1.3 Overview of Recommendations

Add CW 71(3/00) Statement of Cash Aid Mother and Unrelated Adult Male to the CalSAWS Template Repository in the following threshold languages: Cambodian, Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2   RECOMMENDATIONS

2.1   Add CW 71 to the CalSAWS in available Threshold languages.

2.1.1   Overview

The form CW 71 will be added to the CalSAWS Template Repository in available threshold languages.

State Form: CW 71 (3/00)
Current Programs: CalWORKs
Current Forms Category: Forms
Current Template Repository Visibility: All Counties
Existing Languages: English, Spanish

2.1.2   Form Verbiage

Create XDP's in Threshold languages.

Create new XDP' for the threshold languages with version (3/00).

Threshold Languages: Cambodian, Chinese*, Russian and Vietnamese

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

Form Header: CalSAWS Standard Header (HEADER_1_EN)
Include NA Back 9: N/A
Form Mockups/Examples: See supporting document #1

2.1.3   Form/NOA Variable Population

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

2.1.4   Form Generation Conditions

The form will be generated only through Template Repository.

1. **Add Form Control**

Add an imaging barcode for CW 71.

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	N	Y

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

The following are the print and mailing requirements for the CW 71 form.

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

Mailing Options:

Mailing Options	Option for CW 71
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Additional Options:

Requirement	Option for CW 71 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	CW 71-Statement of Cash Aid Mother and Unrelated Adult Male	CW71_CH.pdf CW71_CA.pdf CW71_RU.pdf CW71_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions;	CW 71 is being added in available threshold languages.

u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-250370

Add Available Translations for CL 2 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sowmya K
	Reviewed By	Nagesha S

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/12/2023	1.0	Initial Draft	Sowmya K

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add CL 2 form in available Threshold Languages to CalSAWS.

1.1 Current Design

Currently CL 2 (4/99) is only available in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add CL 2 (4/99) Cal-Learn Program Requirements in available threshold languages to CalSAWS Template Repository.

Languages Include: Cambodian, Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

Add CL 2 (4/99) Cal-Learn Program Requirements to CalSAWS Template Repository in following threshold languages: Cambodian, Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages to CL 2 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the CL 2 (4/99) in available threshold languages.

State Form: CL 2 (4/99)

Current Programs: Cal-Learn

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is sent to the Minor Parent and the Case Payee to inform them about the rules and program requirements for Cal-Learn.

Imaging Form Name: Cal-Learn Program Requirements

Imaging Document Type: Cal-Learn

2.1.2 Form Verbiage

Create CL 2 (4/99) XDP's for Threshold Languages

XDP's will be added in threshold languages for CL 2 (4/99) form with version (4/99).

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

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: CL 2
Include NA BACK9: No

2.1.3 Form Variable Population

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

2.1.4 Form Generation Conditions

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

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

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CL 2 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CL 2 Threshold Languages	CL2_CA.pdf CL2_CH.pdf CL2_RU.pdf CL2_VI.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices;	CL_2 is being added in available threshold Languages to CalSAWS Template Repository.

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-250371

Add Available Translations for CL 3 to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Mamata Sasumana
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/14/2023	1.0	Initial Draft	Mamata Sasumana

Table of Contents

1 OVERVIEW

This effort will add available Threshold Languages to CL 3 (4/99) Cal-Learn Notice of Participation Problem in CalSAWS.

1.1 Current Design

Currently CL 3 (4/99) is available only in English and Spanish Languages in CalSAWS Template Repository.

1.2 Requests

Add CL 3 (4/99) Cal-Learn Notice of Participation Problem in available threshold languages to CalSAWS Template Repository.

Languages Include: Cambodian, Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

Add CL 3 (4/99) Cal-Learn Notice of Participation Problem to CalSAWS Template Repository in following threshold languages: Cambodian, Chinese, Russian and Vietnamese.

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add Available Threshold Languages for CL 3 to CalSAWS.

2.1.1 Overview

This section will cover the requirements for adding the CL 3 in available threshold languages.

State Form: CL 3 (4/99)

Current Programs: Cal-Learn

Current Attached Forms: N/A

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description: This form is mailed to the Cal-Learn participant when the Cal-Learn participant fails to Attend Cal-Learn Orientation, Attend school, Have a Satisfactory Progress in school, Turn in the Report Card or Progress Report, Other.

Imaging Form Name: Cal-Learn Notice Participation Problem

Imaging Document Type: Appointment Letter

2.1.2 Form Verbiage

Create CL 3 XDP's for Threshold Languages

New XDP's will be created in threshold languages for CL 3 form with version (4/99).

Threshold Languages: Cambodian, Chinese, Russian and Vietnamese.

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

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1 (Header_1)
Form Number: CL 3
Include NA BACK9: No

2.1.3 Form Variable Population

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

2.1.4 Form Generation Conditions

Form Print/Mailing Options

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

Print Options:

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

Mailing Options:

Mailing Options	Option for CL 3 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Form Control:

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CL 3 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CL 3 Threshold Languages	CL_3_CA.pdf CL_3_CH.pdf CL_3_RU.pdf CL_3_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	CL 3 is being added in available threshold Languages to CalSAWS Template Repository.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-251214

Add NOA Fragments in Threshold Languages for Medi-Cal NOA Generation (MC 239)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kamal, Keerthana
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
02/01/2023	1.0	Initial Document	Kamal, Keerthana

Table of Contents

1 OVERVIEW

The purpose of this change is to Add Threshold languages for Medi-Cal NOA Generation (MC 239).

1.1 Current Design

Not all NOAs generate in all Threshold Languages (Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese). Generation of a Threshold Language is dependent on the translations available for other NOA fragments and the State Template.

1.2 Requests

1. Add Threshold language to NOA MC_AP_FULL_SCOPE_CEC_NO_SOC_M158 in CalSAWS.
   Languages include Arabic, Farsi, Hmong, Lao
2. Add Threshold language to NOA MC_AP_POST_PARTUM_APPROVED_M141in CalSAWS.
   Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
3. Add Threshold language to NOA MC_AP_MC_PARTIAL_APP_DEN_NOA_M024 in CalSAWS.
   Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
4. Add Threshold language to NOA MC_AP_APPROVED_PRUCOL_M140 in CalSAWS.
   Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
5. Add Threshold language to NOA MC_DN_RETRO_FAIL_DETER_VERIF_M411 in CalSAWS.
   Languages include Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
6. Add Threshold language to NOA MC_DN_MC_SUPP_COOP_FAIL_M320 in CalSAWS.
   Languages include Spanish, Arabic, Armenian, Farsi, Hmong, Lao, Russian, Tagalog
7. Add Threshold language to NOA MC_DN_FAIL_DETER_VERIF_M410 in CalSAWS.
   Languages include Arabic, Farsi, Hmong, Lao
8. Add Threshold language to NOA MC_DN_RCA_RECIPIENT_M023 in CalSAWS.
   Languages include Arabic, Farsi, Hmong, Lao
9. Add Threshold language to NOA MC_DN_MC_SSI_DEN_NOA_M024 in CalSAWS.
   Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
10. Add Threshold language to NOA MC_DN_NOT_A_CTZN_M345 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese

11. Add Threshold language to NOA MC_DN_OVERLAP_AID_M333 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
12. Add Threshold language to NOA MC_DN_CLIENT_REQ_FOR_DEN_M031 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
13. Add Threshold language to NOA MC_DN_INDIV_APP_NOT_IN_HOME_M030 in CalSAWS.
    Languages include Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
14. Add Threshold language to NOA MC_DN_PICKLE_NOT_CITIZEN_M349 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
15. Add Threshold language to NOA MC_DN_WHRABTS_UNKNWN_M032 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
16. Add Threshold language to NOA MC_DN_HIC_NUM_VERIF_M301in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
17. Add Threshold language to NOA MC_DN_MC13_NOT_SIGNED_M038 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
18. Add Threshold language to NOA MC_DN_STMNT_OF_FACT_NOT_SIGNED_M035 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
19. Add Threshold language to NOA MC_CH_DENY_PRUCOL_NURSING_M762 in CalSAWS.
    Languages include Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese
20. Add Threshold language to NOA MC_CH_ALIEN_STATUS_VERIF_FAIL_M780 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
21. Add Threshold language to NOA MC_CH_ALIEN_STATUS_VERIF_FAIL_M780_NEW in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
22. Add Threshold language to NOA MC_CH_CEC_NO_PROOF_INCOME_M161 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
23. Add Threshold language to NOA MC_CH_CEC_UNVERIF_RESOURCE_M206 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
24. Add Threshold language to NOA MC_CH_CEC_RESOURCE_OVER_LIMIT_M357 in CalSAWS.

Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

25. Add Threshold language to NOA MC_CH_DENY_PRUCOL_RENAL_DIALYSIS_M763 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

26. Add Threshold language to NOA MC_CH_ALIEN_STATUS_VERIF_FAIL_M159 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

27. Add Threshold language to NOA MC_TN_NO_CHILD_UNDER_21_M331 in CalSAWS.
    Languages include Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

28. Add Threshold language to NOA MC_TN_FAIL_PICKLE_REQUIREMENTS_M702 in CalSAWS.
    Languages include Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

29. Add Threshold language to NOA MC_TN_INDIV_DESCEASED_M029 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

30. Add Threshold language to NOA MC_TN_ICT_OUT_TERM_M033 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

31. Add Threshold language to NOA MC_TN_SSI_RCPNT_M024 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

32. Add Threshold language to NOA MC_TN_FAIL_TO_RESPOND_M427 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

33. Add Threshold language to NOA MC_TN_OVERLAP_AID_M333 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

34. Add Threshold language to NOA MC_TN_CLIENT-REQ_TERMINATION_M706 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

35. Add Threshold language to NOA MC_TN_CEC_CHILD_TURNED_19_M352 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

36. Add Threshold language to NOA MC_TN_NON_COOP_CHILD_NON_COMP_M424 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

37. Add Threshold language to NOA MC_TN_CEC_OVERLAP_AID_M359 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

38. Add Threshold language to NOA MC_TN_CEC_ENDS_CHILD_MOVES_M358 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

39. Add Threshold language to NOA MC_TN_NAME_IDENTITY_NON_COMP_M423 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
40. Add Threshold language to NOA MC_TN_SOC_TO_NO_SOC_INCOME_DECREASE_M154 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
41. Add Threshold language to NOA MC_TN_CEC_CLIENT_REQUEST_M362 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
42. Add Threshold language to NOA MC_TN_DISCON_SENTENCED_JAIL_OR_INSTITUTION_M020 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
43. Add Threshold language to NOA MC_TN_WHRABTS_UNKNWN_M032 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
44. Add Threshold language to NOA MC_TN_REFUSED_UIB_NON_COMP_M418 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
45. Add Threshold language to NOA MC_TN_TMC_NO_ELIG_CHILD_IN_HOME_M169 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
46. Add Threshold language to NOA MC_TN_FAIL_REDETER_VERIF_M401 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
47. Add Threshold language to NOA MC_TN_MC355_VERIF_NOT_RECEIVED_M425 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
48. Add Threshold language to NOA MC_TN_DID_NOT_APPLY_MEDICARE_NON_COMP_M422 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
49. Add Threshold language to NOA MC_TN_FAIL_LTCRP_TRANSFER_M095 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog
50. Add Threshold language to NOA MC_TN_CEC_WHREABTS_UNKNOWN_M353 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao
51. Add Threshold language to NOA MC_TN_REFUSED_DIB_NON_COMP_M414 in CalSAWS.
    Languages include Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog

52. Add Threshold language to NOA MC_TN_FAIL_VERIF_DETERM_M410 in CalSAWS.
    Languages include Arabic, Farsi, Hmong, Lao

1.3   Overview of Recommendations

Add remaining available threshold languages for the following MC 239 Templates.

1. MC_AP_FULL_SCOPE_CEC_NO_SOC_M158
2. MC_AP_POST_PARTUM_APPROVED_M141
3. MC_AP_MC_PARTIAL_APP_DEN_NOA_M024
4. MC_AP_APPROVED_PRUCOL_M140
5. MC_DN_RETRO_FAIL_DETER_VERIF_M411
6. MC_DN_MC_SUPP_COOP_FAIL_M320
7. MC_DN_FAIL_DETER_VERIF_M410
8. MC_DN_RCA_RECIPIENT_M023
9. MC_DN_MC_SSI_DEN_NOA_M024
10. MC_DN_NOT_A_CTZN_M345
11. MC_DN_OVERLAP_AID_M333
12. MC_DN_CLIENT_REQ_FOR_DEN_M031
13. MC_DN_INDIV_APP_NOT_IN_HOME_M030
14. MC_DN_PICKLE_NOT_CITIZEN_M349
15. MC_DN_WHRABTS_UNKNWN_M032
16. MC_DN_HIC_NUM_VERIF_M301
17. MC_DN_MC13_NOT_SIGNED_M038
18. MC_DN_STMNT_OF_FACT_NOT_SIGNED_M035
19. MC_CH_DENY_PRUCOL_NURSING_M762
20. MC_CH_ALIEN_STATUS_VERIF_FAIL_M780
21. MC_CH_ALIEN_STATUS_VERIF_FAIL_M780_NEW
22. MC_CH_CEC_NO_PROOF_INCOME_M161
23. MC_CH_CEC_UNVERIF_RESOURCE_M206
24. MC_CH_CEC_RESOURCE_OVER_LIMIT_M357
25. MC_CH_DENY_PRUCOL_RENAL_DIALYSIS_M763
26. MC_CH_ALIEN_STATUS_VERIF_FAIL_M159
27. MC_TN_NO_CHILD_UNDER_21_M331
28. MC_TN_FAIL_PICKLE_REQUIREMENTS_M702
29. MC_TN_INDIV_DESCEASED_M029
30. MC_TN_ICT_OUT_TERM_M033
31. MC_TN_SSI_RCPNT_M024
32. MC_TN_FAIL_TO_RESPOND_M427
33. MC_TN_OVERLAP_AID_M333
34. MC_TN_CLIENT-REQ_TERMINATION_M706
35. MC_TN_CEC_CHILD_TURNED_19_M352
36. MC_TN_NON_COOP_CHILD_NON_COMP_M424
37. MC_TN_CEC_OVERLAP_AID_M359

38. MC_TN_CEC_ENDS_CHILD_MOVES_M358
39. MC_TN_NAME_IDENTITY_NON_COMP_M423
40. MC_TN_SOC_TO_NO_SOC_INCOME_DECREASE_M154
41. MC_TN_CEC_CLIENT_REQUEST_M362
42. MC_TN_DISCON_SENTENCED_JAIL_OR_INSTITUTION_M020
43. MC_TN_WHRABTS_UNKNWN_M032
44. MC_TN_REFUSED_UIB_NON_COMP_M418
45. MC_TN_TMC_NO_ELIG_CHILD_IN_HOME_M169
46. MC_TN_FAIL_REDETER_VERIF_M401
47. MC_TN_MC355_VERIF_NOT_RECEIVED_M425
48. MC_TN_DID_NOT_APPLY_MEDICARE_NON_COMP_M422
49. MC_TN_FAIL_LTCRP_TRANSFER_M095
50. MC_TN_CEC_WHREABTS_UNKNOWN_M353
51. MC_TN_REFUSED_DIB_NON_COMP_M414
52. MC_TN_FAIL_VERIF_DETERM_M410

1.4   Assumptions

1. The triggering conditions of the NOA Fragments for Threshold Generation remain the same and are not being updated.
2. The NOA template remains the same and is not being updated.
3. The existing variable population is not being updated with this effort.
4. The common fragments will be added as part of CA-214024.

2   RECOMMENDATIONS

2.1   Add threshold Languages for NOA MC 239 (6/16) - NO SOC TO SOC FULL SC INC INCR in CalSAWS

2.1.1   Overview

Add NOA Reasons for MC 239 (6/16) - NO SOC TO SOC FULL SC INC INCR in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_AP_FULL_SCOPE_CEC_NO_SOC_M158 (Fragment ID: 6572)
Current NOA Template: CF_NOA_TEMPLATE (3027)
State Form/NOA: MC 239
Current Program(s): Medi-Cal
Current Action Type: Approval
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese,

Cambodian, Chinese, Armenian and Russian

2.1.2 Form/NOA Verbiage

Add MC 239 NOA fragments in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao

NOA Mockups/Examples: Supporting Documents #1

2.1.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.1.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2 Add threshold Languages for NOA MC 239 (6/16) - APRVD POSTPARTUM MEDICAL in CalSAWS

2.2.1 Overview

Add NOA Reasons for MC 239 (6/16) - APRVD POSTPARTUM MEDICAL in CalSAWS in available threshold languages.

Reason Fragment Name and ID: MC_AP_POST_PARTUM_APPROVED_M141 (Fragment ID: 6566)
Current NOA Template: CF_NOA_TEMPLATE (3027)
State Form/NOA: MC 239
Current Program(s): Medi-Cal
Current Action Type: Approval
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish.

2.2.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3 Add threshold Languages for NOA MC 239 (6/16) - SSI RECIPIENT in CalSAWS.

2.3.1 Overview

Add NOA Reasons for MC 239 (6/16) - SSI RECIPIENT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_AP_MC_PARTIAL_APP_DEN_NOA_M024
(Fragment ID: 6504)
State Form/NOA: MC 239
Current Program(s): Medi-Cal
Current Action Type: Approval
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.3.2 Form/NOA Verbiage

Add MC 239 SSI NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.3.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.3.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.4 Add threshold Languages for NOA MC 239 (6/16) - APPROVED PRUCOL MEDICAL in CalSAWS

2.4.1 Overview

Add NOA Reasons for MC 239 (6/16) - APPROVED PRUCOL MEDICAL in CalSAWS in available threshold languages.

Reason Fragment Name and ID:

MC_AP_APPROVED_PRUCOL_M140

(Fragment ID: 6565)

Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Approval
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.4.2 Form/NOA Verbiage

Add MC 239 NOA fragments in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.4.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.5 Add threshold Languages for NOA MC 239 (6/16) – MC Determination - Retro Failure for Verification in CalSAWS

2.5.1 Overview

Add NOA Reasons for MC 239 (6/16) - MC Determination -Retro Failure for Verification in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_RETRO_FAIL_DETER_VERIF_M411
(Fragment ID: 6314)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.5.2 Form/NOA Verbiage

Add MC 239 NOA fragments in Threshold languages.

Add Threshold languages: Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese
NOA Mockups/Examples: Supporting Documents #1

2.5.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.5.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.6 Add threshold Languages for NOA MC 239 (6/16) - FAIL TO COOP WITH MC SUPPORT in CalSAWS

2.6.1 Overview

Add NOA Reasons for MC 239 (6/16) - FAIL TO COOP WITH MC SUPPORT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_MC_SUPP_COOP_FAIL_M320
(Fragment ID: 6620)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.6.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Spanish, Arabic, Armenian, Farsi, Hmong, Lao, Russian, Tagalog.

NOA Mockups/Examples: Supporting Documents #1

2.6.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.6.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.7 Add threshold Languages for NOA MC 239 (6/16) - MC Determination - Failure for Verification in CalSAWS

2.7.1 Overview

Add NOA Reasons for MC 239 (6/16) - MC Determination - Failure for

Verification in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_FAIL_DETER_VERIF_M410
(Fragment ID: 6895)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian Russian, and Farsi.

2.7.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.7.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.7.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.8 Add threshold Languages for NOA MC 239 (6/16) - CALWORKS/RCA RECIPIENT in CalSAWS

2.8.1 Overview

Add NOA Reasons for MC 239 (6/16) - CALWORKS/RCA RECIPIENT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_RCA_RECIPIENT_M023
(Fragment ID: 6503)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.8.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.8.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.8.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.9   Add threshold Languages for NOA MC 239 (6/16) - SSI RECIPIENT in CalSAWS

2.9.1 Overview

Add NOA Reasons for MC 239 (6/16) - SSI RECIPIENT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_MC_SSI_DEN_NOA_M024
(Fragment ID: 6505)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.9.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.9.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.9.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.10 Add threshold Languages for NOA MC 239 (6/16) - UNDOC NOT ELIGIBLE FOR DAC in CalSAWS

2.10.1 Overview

Add NOA Reasons for MC 239 (6/16) - UNDOC NOT ELIGIBLE FOR DAC in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_NOT_A_CTZN_M345
(Fragment ID: 6631)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.10.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.10.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.10.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.11 Add threshold Languages for NOA MC 239 (6/16) - OVERLAPING AID in CalSAWS

2.11.1 Overview

Add NOA Reasons for MC 239 (6/16) - OVERLAPING AID in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_OVERLAP_AID_M333
(Fragment ID: 6626)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.11.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.
Add Threshold languages: Arabic, Farsi, Hmong and Lao.
NOA Mockups/Examples: Supporting Documents #1

2.11.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.11.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.12 Add threshold Languages for NOA MC 239 (6/16) - DENIAL: CLIENT'S REQUEST in CalSAWS

2.12.1 Overview

Add NOA Reasons for MC 239 (6/16) - DENIAL: CLIENT'S REQUEST in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_CLIENT_REQ_FOR_DEN_M031
(Fragment ID: 6512)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.12.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.12.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.12.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.13 Add threshold Languages for NOA MC 239 (6/16) - PERSON NOT IN HOME in CalSAWS

2.13.1 Overview

Add NOA Reasons for MC 239 (6/16) - PERSON NOT IN HOME in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_INDIV_APP_NOT_IN_HOME_M030
(Fragment ID: 6511)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.13.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.13.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.13.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.14 Add threshold Languages for NOA MC 239 (6/16) - UNDOC NOT ELIGIBLE FOR PICKLE in CalSAWS

2.14.1 Overview

Add NOA Reasons for MC 239 (6/16) - UNDOC NOT ELIGIBLE FOR PICKLE

in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_PICKLE_NOT_CITIZEN_M349
(Fragment ID: 6634)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.14.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.14.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.14.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.15 Add threshold Languages for NOA MC 239 (6/16) - WHEREABOUTS UNKNOWN in CalSAWS

2.15.1 Overview

Add NOA Reasons for MC 239 (6/16) - WHEREABOUTS UNKNOWN in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_WHRABTS_UNKNWN_M032
(Fragment ID: 6513)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA

Existing Languages: English and Spanish

2.15.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.15.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.15.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.16 Add threshold Languages for NOA MC 239 (6/16) - HIC NUMBER VERIFICATION in CalSAWS

2.16.1 Overview

Add NOA Reasons for MC 239 (6/16) - HIC NUMBER VERIFICATION in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_HIC_NUM_VERIF_M301
(Fragment ID: 6608)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA

Existing Languages: English and Spanish

2.16.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.16.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.16.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.17 Add threshold Languages for NOA MC 239 (6/16) - MC13 NOT SIGNED in CalSAWS

2.17.1 Overview

Add NOA Reasons for MC 239 (6/16) - MC13 NOT SIGNED in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_MC13_NOT_SIGNED_M038
(Fragment ID: 6519)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.17.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.17.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.17.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.18 Add threshold Languages for NOA MC 239 (6/16) - STATEMENT OF FACTS NOT SIGNED in CalSAWS

2.18.1 Overview

Add NOA Reasons for MC 239 (6/16) - STATEMENT OF FACTS NOT SIGNED in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_DN_STMNT_OF_FACT_NOT_SIGNED_M035
(Fragment ID: 6517)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Denied
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.18.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.18.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.18.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.19 Add threshold Languages for NOA MC 239 (6/16) - DENIED: PRUCOL STATUS NURSING in CalSAWS

2.19.1 Overview

Add NOA Reasons for MC 239 (6/16) - DENIED: PRUCOL STATUS NURSING in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_DENY_PRUCOL_NURSING_M762
(Fragment ID: 6671)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA

Existing Languages: English

2.19.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese.

NOA Mockups/Examples: Supporting Documents #1

2.19.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.19.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.20 Add threshold Languages for NOA MC 239 (6/16) - ALIEN STATUS - FULL SCOPE TO RESTRICTED SCOPE in CalSAWS

2.20.1 Overview

Add NOA Reasons for MC 239 (6/16) - ALIEN STATUS - FULL SCOPE TO RESTRICTED SCOPE in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_ALIEN_STATUS_VERIF_FAIL_M780
(Fragment ID: 7631)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian, Farsi and Russian

2.20.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.20.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.20.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.21 Add threshold Languages for NOA MC 239 (6/16) - ALIEN STATUS - FULL SCOPE TO RESTRICTED SCOPE in CalSAWS

2.21.1 Overview

Add NOA Reasons for MC 239 (6/16) - ALIEN STATUS - FULL SCOPE TO RESTRICTED SCOPE in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_ALIEN_STATUS_VERIF_FAIL_M780_NEW
(Fragment ID: 9531)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.21.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.21.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.21.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.22 Add threshold Languages for NOA MC 239 (6/16) - CEC NO PROOF: INCOME in CalSAWS

2.22.1 Overview

Add NOA Reasons for MC 239 (6/16) - CEC NO PROOF: INCOME in

CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_CEC_NO_PROOF_INCOME_M161
(Fragment ID: 6574)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.22.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.22.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.22.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.23 Add threshold Languages for NOA MC 239 (6/16) - ASSET WAIVER NO PROOF: RESOURC in CalSAWS

2.23.1 Overview

Add NOA Reasons for MC 239 (6/16) - ASSET WAIVER NO PROOF: RESOURC in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_CEC_UNVERIF_RESOURCE_M206
(Fragment ID: 6603)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.23.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.23.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.23.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.24 Add threshold Languages for NOA MC 239 (6/16) - INDV FAIL RESOURCE OVER LIMIT in CalSAWS

2.24.1 Overview

Add NOA Reasons for MC 239 (6/16) - INDV FAIL RESOURCE OVER LIMIT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_CEC_RESOURCE_OVER_LIMIT_M357
(Fragment ID: 6641)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.24.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.24.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.24.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.25 Add threshold Languages for NOA MC 239 (6/16) - DENIED: PRUCOL STATUS RENAL in CalSAWS

2.25.1 Overview

Add NOA Reasons for MC 239 (6/16) - DENIED: PRUCOL STATUS RENAL in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_DENY_PRUCOL_RENAL_DIALYSIS_M763
(Fragment ID: 6672)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.25.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.25.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.25.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.26 Add threshold Languages for NOA MC 239 (6/16) - ALIEN STATUS - FULL TO RESTRIC in CalSAWS

2.26.1 Overview

Add NOA Reasons for MC 239 (6/16) - ALIEN STATUS - FULL TO RESTRIC in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_CH_ALIEN_STATUS_VERIF_FAIL_M159
(Fragment ID: 6573)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Change
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian, Farsi and Russian

2.26.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.26.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.26.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.27 Add threshold Languages for NOA MC 239 (6/16) - NO ELIGIBLE CHILD UNDER 21 YRS in CalSAWS

2.27.1 Overview

Add NOA Reasons for MC 239 (6/16) - NO ELIGIBLE CHILD UNDER 21 YRS in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_NO_CHILD_UNDER_21_M331
(Fragment ID: 6624)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.27.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese.

NOA Mockups/Examples: Supporting Documents #1

2.27.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.27.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.28 Add threshold Languages for NOA MC 239 (6/16) - NOT MEETING PICKLE REQUIREMENT in CalSAWS

2.28.1 Overview

Add NOA Reasons for MC 239 (6/16) - NOT MEETING PICKLE REQUIREMENT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_FAIL_PICKLE_REQUIREMENTS_M702
(Fragment ID: 6662)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.28.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Spanish, Armenian, Arabic, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese.

NOA Mockups/Examples: Supporting Documents #1

2.28.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.28.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.29 Add threshold Languages for NOA MC 239 (6/16) - INDIVIDUAL DECEASED in CalSAWS

2.29.1 Overview

Add NOA Reasons for MC 239 (6/16) - INDIVIDUAL DECEASED in CalSAWS

in available threshold languages.

Reason Fragment Name and ID:
MC_TN_INDIV_DESCEASED_M029
(Fragment ID: 6510)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.29.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.29.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.29.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.30 Add threshold Languages for NOA MC 239 (6/16) - NOT IN COUNTY/ICT OUT in CalSAWS

2.30.1 Overview

Add NOA Reasons for MC 239 (6/16) - NOT IN COUNTY/ICT OUT in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_ICT_OUT_TERM_M033

(Fragment ID: 6515)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.30.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.30.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.30.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.31 Add threshold Languages for NOA MC 239 (6/16) - SSI RECIPIENT in CalSAWS

2.31.1 Overview

Add NOA Reasons for MC 239 (6/16) - SSI RECIPIENT in CalSAWS in available threshold languages.

 Reason Fragment Name and ID:
 MC_TN_SSI_RCPNT_M024
 (Fragment ID: 6506)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No

Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.31.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.31.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.31.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.32 Add threshold Languages for NOA MC 239 (6/16) - FAILED TO RESPOND in CalSAWS

2.32.1 Overview

Add NOA Reasons for MC 239 (6/16) - FAILED TO RESPOND in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_FAIL_TO_RESPOND_M427
(Fragment ID: 7787)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.32.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.32.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.32.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.33 Add threshold Languages for NOA MC 239 (6/16) - OVERLAPING AID in CalSAWS

2.33.1 Overview

Add NOA Reasons for MC 239 (6/16) - OVERLAPING AID in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_OVERLAP_AID_M333
(Fragment ID: 6627)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.33.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.33.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.33.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.34 Add threshold Languages for NOA MC 239 (6/16) - TERMINATION: CLIENT'S REQUEST in CalSAWS

2.34.1 Overview

Add NOA Reasons for MC 239 (6/16) - TERMINATION: CLIENT'S REQUEST in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CLIENT-REQ_TERMINATION_M706
(Fragment ID: 6663)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.34.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.34.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.34.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.35 Add threshold Languages for NOA MC 239 (6/16) - ATTAINMENT OF 19 YEARS OF AGE in CalSAWS

2.35.1 Overview

Add NOA Reasons for MC 239 (6/16) - ATTAINMENT OF 19 YEARS OF AGE in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CEC_CHILD_TURNED_19_M352
(Fragment ID: 6636)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.35.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.35.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.35.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.36 Add threshold Languages for NOA MC 239 (6/16) - Did not Cooperate in Med Supp in CalSAWS

2.36.1 Overview

Add NOA Reasons for MC 239 (6/16) - Did not Cooperate in Med Supp in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_NON_COOP_CHILD_NON_COMP_M424
(Fragment ID: 7601)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.36.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.
Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.
NOA Mockups/Examples: Supporting Documents #1

2.36.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.36.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.37 Add threshold Languages for NOA MC 239 (6/16) - CEC OVERLAPPING AID in CalSAWS

2.37.1 Overview

Add NOA Reasons for MC 239 (6/16) - CEC OVERLAPPING AID in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CEC_OVERLAP_AID_M359
(Fragment ID: 6643)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.37.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.
Add Threshold languages: Arabic, Farsi, Hmong and Lao.
NOA Mockups/Examples: Supporting Documents #1

2.37.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.37.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.38 Add threshold Languages for NOA MC 239 (6/16) - CEC CHILD MOVES INTO ANOTHER H in CalSAWS

2.38.1 Overview

Add NOA Reasons for MC 239 (6/16) - CEC CHILD MOVES INTO ANOTHER

H in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CEC_ENDS_CHILD_MOVES_M358
(Fragment ID: 6642)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

2.38.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.38.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.38.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.39 Add threshold Languages for NOA MC 239 (6/16) - FTP Name/Identity in CalSAWS

2.39.1 Overview

Add NOA Reasons for MC 239 (6/16) - FTP Name/Identity in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_NAME_IDENTITY_NON_COMP_M423
(Fragment ID: 7600)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.39.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.39.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.39.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.40 Add threshold Languages for NOA MC 239 (6/16) - SOC TO NO SOC INCOME DECREASE in CalSAWS

2.40.1 Overview

Add NOA Reasons for MC 239 (6/16) - SOC TO NO SOC INCOME DECREASE in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_SOC_TO_NO_SOC_INCOME_DECREASE_M154
(Fragment ID: 6569)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.40.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.40.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.40.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.41 Add threshold Languages for NOA MC 239 (6/16) - CEC CLIENT REQUEST in CalSAWS

2.41.1 Overview

Add NOA Reasons for MC 239 (6/16) - CEC CLIENT REQUEST in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CEC_CLIENT_REQUEST_M362
(Fragment ID: 6646)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.41.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.41.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.41.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.42 Add threshold Languages for NOA MC 239 (6/16) - JAIL, WORK FURLOUGHOR HWH JUR in CalSAWS

2.42.1 Overview

Add NOA Reasons for MC 239 (6/16) - JAIL, WORK FURLOUGHOR HWH JUR in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_DISCON_SENTENCED_JAIL_OR_INSTITUTION_M020
(Fragment ID: 6502)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.42.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.42.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.42.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.43 Add threshold Languages for NOA MC 239 (6/16) - WHEREABOUTS UNKNOWN in CalSAWS

2.43.1 Overview

Add NOA Reasons for MC 239 (6/16) - WHEREABOUTS UNKNOWN in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_WHRABTS_UNKNWN_M032
(Fragment ID: 6514)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

2.43.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.43.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.43.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.44 Add threshold Languages for NOA MC 239 (6/16) - Did not apply for UIB in CalSAWS

2.44.1 Overview

Add NOA Reasons for MC 239 (6/16) - Did not apply for UIB in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_REFUSED_UIB_NON_COMP_M418
(Fragment ID: 7595)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.44.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.44.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.44.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.45 Add threshold Languages for NOA MC 239 (6/16) - TMC No elig child in the home in CalSAWS

2.45.1 Overview

Add NOA Reasons for MC 239 (6/16) - TMC No elig child in the home in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
 MC_TN_TMC_NO_ELIG_CHILD_IN_HOME_M169
(Fragment ID: 6578)
 Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.45.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.45.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.45.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.46 Add threshold Languages for NOA MC 239 (6/16) - MC Redetermination - Failure for Verification in CalSAWS

2.46.1 Overview

Add NOA Reasons for MC 239 (6/16) - MC Redetermination - Failure for Verification in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_FAIL_REDETER_VERIF_M401
(Fragment ID: 6898)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.46.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao

NOA Mockups/Examples: Supporting Documents #1

2.46.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.46.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.47 Add threshold Languages for NOA MC 239 (6/16) - Verification(s) Not Received in CalSAWS

2.47.1 Overview

Add NOA Reasons for MC 239 (6/16) - Verification(s) Not Received in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_MC355_VERIF_NOT_RECEIVED_M425
(Fragment ID: 7608)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.47.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.47.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.47.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.48 Add threshold Languages for NOA MC 239 (6/16) - Did not apply for Medicare in CalSAWS

2.48.1 Overview

Add NOA Reasons for MC 239 (6/16) - Did not apply for Medicare in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_DID_NOT_APPLY_MEDICARE_NON_COMP_M422
(Fragment ID: 7599)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.48.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.48.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.48.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.49 Add threshold Languages for NOA MC 239 (6/16) - FAILED DUE TO LTCRP TRANSFER in CalSAWS

2.49.1 Overview

Add NOA Reasons for MC 239 (6/16) - FAILED DUE TO LTCRP TRANSFER in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_FAIL_LTCRP_TRANSFER_M095
(Fragment ID: 6545)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English and Spanish

2.49.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.49.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.49.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.50 Add threshold Languages for NOA MC 239 (6/16) - WHEREABOUTS UNKNOWN MORE THAN in CalSAWS

2.50.1 Overview

Add NOA Reasons for MC 239 (6/16) - WHEREABOUTS UNKNOWN MORE THAN in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_CEC_WHREABTS_UNKNOWN_M353
(Fragment ID: 6637)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian

2.50.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong and Lao.

NOA Mockups/Examples: Supporting Documents #1

2.50.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.50.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.51 Add threshold Languages for NOA MC 239 (6/16) - Did not apply for DIB ME in CalSAWS

2.51.1 Overview

Add NOA Reasons for MC 239 (6/16) - Did not apply for DIB in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_REFUSED_DIB_NON_COMP_M414
(Fragment ID: 7591)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA

Existing Languages: English and Spanish

2.51.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian and Russian.

NOA Mockups/Examples: Supporting Documents #1

2.51.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.51.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.52 Add threshold Languages for NOA MC 239 (6/16) - MC Determination - Failure for Verification in CalSAWS

2.52.1 Overview

Add NOA Reasons for MC 239 (6/16) - MC Determination - Failure for Verification in CalSAWS in available threshold languages.

Reason Fragment Name and ID:
MC_TN_FAIL_VERIF_DETERM_M410
(Fragment ID: 6896)
Current NOA Template: CF_NOA_TEMPLATE (3027)

State Form/NOA: MC 239

Current Program(s): Medi-Cal
Current Action Type: Terminate
Currently Repeatable: No
Include NA Back 9: Yes
Current Forms/NOAs Generated with this NOA: NA
Existing Languages: English, Spanish, Korean, Tagalog, Vietnamese, Cambodian, Chinese, Armenian, Farsi and Russian.

2.52.2 Form/NOA Verbiage

Add MC 239 NOA fragment in Threshold languages.

Add Threshold languages: Arabic, Hmong and Lao

NOA Mockups/Examples: Supporting Documents #1

2.52.3 Form/NOA Variable Population

Field Mappings: Use the same field mappings as the English form for existing population logic.

2.52.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	NOA MC 239 (6/16)	Fragments_Verbiage.xlsx

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. RedeDenial, 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	MC 239 NOAs reason fragments are added in available threshold languages.

	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-251447

Modify the Use of the GA Annual Agreement for LA County

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nithya Chereddy, Phong Xiong, Thao Ta, Esequiel Herrera-Ortiz, Yale Yee, Matthew Lower, Erika Kusnadi, Shining Liu
	Reviewed By	Priya Sridharan, Gokul Suresh, Richard Weeks, Michael Wu, Himanshu Jain

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
02/28/2023	1.0	Initial Design Document	Nithya Chereddy, Phong Xiong
04/26/2023	2.0	Design Draft post-LA County clarification	Phong Xiong, Nithya Chereddy, Esequiel Herrera-Ortiz, Yale Yee, Erika Kusnadi, Shining Liu
05/03/2023	2.1	Updated as per LA County comments for Client Correspondence and Eligibility sections. For Online, added another Note to the end of Section 2.1.3 to provide some information regarding the 'General Relief Annual Agreement', 'General Relief Annual Renewal Packet', 'GA/GR RE Packet' since all 3 options are available from the Display Type drop-down.	Erika Kusnadi, Phong Xiong

Table of Contents

1 OVERVIEW

This effort is to replace the 'GR Annual Agreement Packet - ABP 898-16' with the new 'General Relief Annual Renewal Packet – GR RE Packet.' The Renewal Submit Month for all GR cases will be established based on current CalSAWS functionality. The new GR RE Packet will be used for all GR Renewals with this SCR.

1.1 Current Design

The current GR Annual Agreement Packet has the ABP 898-16 form.

LA County Only-The verbiage on the SSP 14 discontinuance NOA is incorrect and causing customers to think they need to make payments to the Social Security Administration to continue to receive GR benefits. Under the "Reason for Proposed Decision" the NOA currently states, "You did not turn in a completed State Supplementary Payment on time. This is incorrect as customer did not need to submit a payment, but an SSP 14 form. 2. Currently, the ABP 898-16 and SSP-14 are mailed out together.

1.2 Requests

The GR 22, General Relief Annual Renewal form is to replace the ABP 898-16, Annual Agreement for General Relief. The Renewal Submit Month for all GR cases will be established based on current CalSAWS functionality. The new GR RE packet will be the Renewal for all GR cases

LA County Only- 1. Change statement above in issue #1 to, You did not turn in a completed SSP 14 form on time. 2. To have the SSP-14 mailed out on the 3rd of the month before the GR RE due month but separate from the GR RE Packet. 3. To have the GR RE Packet generated and mailed out 10-days before the end of the Report Month (batch 10-day cutoff). The Report Month is the month prior to when the packet is due. The SSP 14 will continue to be generated on the 3rd of the Report Month. The due date for both the SSP 14 and GR 22 will be the same – 10th of the Due/Submit Month.

Update reports to include the new GR Annual Renewal information.

1.3 Overview of Recommendations

1. Update both the Customer Reporting List and Customer Reporting Detail page to capture the 'General Relief Annual Renewal Packet' reporting type.
2. Update the RE Date Report to include a new sheet for the General Relief REs.
3. Add a new sheet to the General Relief dashboard for Renewals.
4. End-date the GR Annual Agreement Packet (ABP 898-16 form) and replace with GR 22 GR Annual Renewal form in threshold languages.
5. Create a new GR Annual Renewal Packet.
6. Add the GR 22 form to Template Repository.
7. Separate the SSP 14 from the packet.

8. Update the verbiage of the discontinuance NOAs when the SSP 14 and/or the GR Annual Renewal form is not returned.
9. Update the GR Discontinuance batch sweep to check for the new GR RE Packet

1.4 Assumptions

1. There will be no change to when the SSP 14 is generated/mailed and controlled by the System.
2. The new General Relief Annual Renewal Packet will be tracked forms in the System and will utilize the existing Customer Reporting list page and statuses. If the status of either form is still "Sent," and hence not received by the 10th of the Submit Month, a Discontinuance Notice of Action ("NOA") will be generated.
3. All existing functionalities will remain the same unless called out as part of the design document.
4. The following forms will be inserted into the General Relief Annual Renewal Packet at the Central Print facility.
   a. PA 1675-2, Direct Deposit Overview
   b. PA 2457, Civil Rights Information Notice
   c. MV 1, California Voter Registration Form.
   d. NVRA Voter Preference Form, "Would You Like to Register to Vote?"
   e. PA 2126, Have You Heard?
   f. CW 2223 Demographic Questionnaire
   g. PUB 430, Mental Health Assessment and Use of the Third-Party Verification
5. The GR RE Packet will be generated in the threshold languages specified in section 2 of the design document.
6. SCR CA-256939 will remove the automated changes of SCR CA-220229 to no longer advance the packet's status to "Complete – EDBC Accepted."
7. There exists a framework for task creation by the counties that can be used for when the SSP 14 is received. This is configurable by the counties.
8. Both the NOA for the SSP 14 and GR RE Packet can be generated at the same time; however, due to eligibility status reason hierarchy rules, only the status reason for the packet would display.
9. There is an overlap month (August 2023) in which both the GR AA Packet and GR RE Packet (including related logic such as eligibility status reasons and NOA generation) are active in the system at the same time.
10. The current NOA generation logic for the two NOAs will not be changed with this SCR.
11. There is existing NOA suppression logic that prevents duplicate NOAs from being sent in the same month. If a GR discontinuance NOA is generated on the 11th of the month, at the 10-day batch cutoff, a GR discontinuance NOA will not generate.
12. If the GR AA Packet or the GR RE Packet is received and marked "Incomplete" on the RE due date, then no GR discontinuance NOA will generate. If it remains incomplete until the GR discontinuance batch sweep on the batch 10-day cutoff will pick up the case and send the discontinuance NOA.

13. The current batch sweep for GR discontinuance only checks for a customer reporting status of "Sent," "Incomplete," and "Error." Any other status, including a "Generated" status will not be picked up by the batch.
14. If the Worker generates a new General Relief Annual Renewal packet while there is already an unprocessed packet for the program, then the worker must take responsibility for resolving the Customer Reporting Record linked to the previous packet.
15. If the 10th of the Due/Submit Month is a weekend or holiday, then the due date will be the next business day.

2   RECOMMENDATIONS

2.1   Customer Reporting List

2.1.1   Overview

The Customer Reporting List page allows users to add, edit or view participant/beneficiary reports. This SCR will update the Customer Reporting List page to start capturing the General Relief Annual Renewal Packet which will replace the existing ABP 898-16, Annual Agreement for General Relief for LA County.

2.1.2   Customer Reporting List Mockup

Customer Reporting List

Images

| Search Results Summary | | | | | Results 1 - 2 of 2 |

| Display Type: | Display Name: All | From: | To: | | View |

Type	Name	Submit Month	Program	Status	Status Date	
General Relief Annual Agreement	MOUSE, MICKEY 28M	09/2022	GA	Complete- EDBC Accepted	09/16/2022	Edit
General Relief Annual Renewal Packet	MOUSE, MICKEY 28M	09/2023	GA	Sent	09/15/2023	Edit

Images

This Type 1 page took 0.36 seconds to load.

Figure 2.1.2.1 – Customer Reporting List page

Customer Reporting List

Figure 2.1.2.2 – Customer Reporting List – Display type drop-down

2.1.3 Description of Changes

1. Update the Customer Reporting List page to start capturing 'General Relief Annual Renewal Packet' (GR RE).
   a. Add 'General Relief Annual Renewal Packet' as an option to the 'Display Type' drop down field.
   b. Display the 'General Relief Annual Renewal Packet' type on the Search Result Summary section when 'General Relief Annual Renewal Packet' is generated in CalSAWS.

Note: The 'General Relief Annual Renewal Packet' is specific to LA County only. Even though, it will still be listed under the Display Type drop down field for all other counties, it will not display on their Search Result Summary.

Note: The existing Annual Agreement for General Relief (ABP 898-16) will continue to display under the Display Type drop down field to allow users to search for historical data.

Note: The 'General Relief Annual Agreement' is what LA county is currently using which will be obsolete when the new 'General Relief

11

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Reporting**
- **Task: Customer Reporting**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Customer Reporting Detail page

2.2.1 Overview

The Customer Reporting Detail page allows users to process participant/beneficiary reports. This SCR will update the Customer Reporting Detail page to start capturing the General Relief Annual Renewal Packet which will replace the existing ABP 898-16, Annual Agreement for General Relief for LA County.

2.2.2 Customer Reporting Detail Mockup

Customer Reporting Detail

* - Indicates required fields

| Images | Override | Save and Return | Cancel |

Report Type:
General Relief Annual Renewal Packet

Submit Month:
09/2023

Date Received:
09/16/2023

Personal Contact:
No ▾

Status			
Program	**Status**	**Status Detail**	**Date**
GA	▾		▦

General Assistance/General Relief Status History			
Status	**Status Date**	**Action Date**	**Updated By**
Complete- EDBC Accepted	09/16/2023	09/16/2023 20:24:39 PM	999999
Reviewed- Ready to Run EDBC	09/16/2023	09/16/2023 20:24:39 PM	999999
Received	09/16/2023	09/16/2023 20:24:39 PM	999999
Sent	08/03/2023	08/03/2023 23:54:30 PM	582878
Generated	08/03/2023	08/03/2023 22:40:00 PM	1001442

| Images | Override | Save and Return | Cancel |

This Type 1 page took 0.69 seconds to load.

Figure 2.2.1 – Customer Reporting Detail page

Customer Reporting Detail

✱- Indicates required fields   [Images] [Override] [Save and Return] [Cancel]

Report Type: **Submit Month:**   **Date Received:**
General Relief Annual Renewal Packet   09/2023   09/16/2023

Personal Contact:
[No ▾]

Status			
Program	**Status**	**Status Detail**	**Date**
GA	[Incomplete ▾]		[_____] 📅

Incomplete Reasons	
☐ SoF not Signed/Dated	☐ Missing Verifications
☐ Missing Answers on SoF	

General Assistance/General Relief Status History			
Status	**Status Date**	**Action Date**	**Updated By**
Received	09/16/2023	09/16/2023 20:24:39 PM	999999
Sent	08/03/2023	08/03/2023 00:00:00 AM	582878

[Images] [Override] [Save and Return] [Cancel]

This Type 1 page took 0.35 seconds to load.

Figure 2.2.1 – Customer Reporting Detail page with Incomplete Reasons

2.2.3 Description of Changes

1. Update the Customer Reporting Detail page to start capturing the 'General Relief Annual Renewal Packet' reporting type when the form is generated in CalSAWS.
    a. Report Type field will display as 'General Relief Annual Renewal Packet' and it is not an editable field.
    b. Submit Month will display the Submit Month for the corresponding 'General Relief Annual Renewal Packet' when its generated.
        i. This is not an editable field.
    c. Date Received will display the Status Date when the status of the 'General Relief Annual Renewal Packet' is updated to 'Received' status.
        i. The Date Received will display as blank when the 'General Relief Annual Renewal Packet' is not yet updated to 'Received' status.
        ii. This is not an editable field.

14

d. Personal Contact will display the selected value ('No' or 'Yes') when in view mode.
   i. When in Edit mode, this field will display as a drop down and will have the option of "Blank", "No" and "Yes".
      1. When "Blank" is selected, it will be save as "No".

   Note: This field will work the same way as all other existing reporting type that is currently already captured on the Customer Reporting Detail page.

e. Status Section
   i. Program
      1. This will display the program that the 'General Relief Annual Renewal Packet' is associated to.
      2. This is not an editable field when in Edit mode.
   ii. Status
      1. This will display the latest status for the selected 'General Relief Annual Renewal Packet' when the page is in View mode.
      2. This field will be a drop-down field when the page is in Edit mode and will have the following options based on the latest status:
         a. When the latest status is 'Sent' or 'Generated'.
            i. The drop-down field will display the following options: 'Blank', 'Not Applicable' and 'Received'.
               1. Blank will be the default value when the page first load in Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.
         b. When the latest status is 'Not Applicable'.
            i. The drop-down field will display 'blank' only.
               1. Blank will be the default value when the page first load in Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.
         c. When the latest status is 'Received'.
            i. The drop-down field will display the following options: 'Blank', 'Incomplete', 'Not Applicable' and 'Reviewed – Ready to Run EDBC'.
               1. Blank will be the default value when the page first load in

Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.

    d. When the latest status is 'Incomplete'.
        i. The drop-down field will display the following options: 'Blank', 'Not Applicable' and 'Reviewed – Ready to Run EDBC'.
            1. Blank will be the default value when the page first load in Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.

Note: When the status of Incomplete is selected, the Incomplete Reason section will display. Selecting a status of Incomplete will not advance the RE.

    e. When the latest status is 'Reviewed-Ready to Run EDBC'.
        i. The drop-down field will display the following options: 'Blank' and 'Not Applicable'.
            1. Blank will be the default value when the page first load in Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.

    f. When the latest status is 'Complete- EDBC Accepted'.
        i. The drop-down field will display 'blank' only.
            1. Blank will be the default value when the page first load in Edit mode. Selecting 'blank' and saving the record will not update the status (this is existing functionality.

  iii. Status Detail
    1. This field will default to blank when in Edit mode and the selected value on the Status drop-down field is 'Received'.
      a. Status Detail field will have the following options: 'Blank' and 'Action Required'.

  iv. Date

1. When in view mode, the field will display the Date that was entered for the latest status.
2. When in Edit mode, it will be a text field.
   a. When there is no Date entered in Edit mode, it will default to the system date upon saving the record.
   v. Incomplete Reasons section
      1. This section will display when the value selected from the Status field is "Incomplete".
      2. The following options will be listed when in Edit mode.
         a. SoF not Signed/Dated
         b. Missing Verifications
         c. Missing Answers on SoF
f. {Program} Status History Section
   i. {Program} will be the program that the 'General Relief Annual Renewal Packet' is being generated for.
   ii. It will have 4 columns:
      1. Status
         a. This will list all the status for the selected 'General Relief Annual Renewal Packet'
         b. The latest status will always be displayed on top.
      2. Status Date
         a. This will display the date of the status change.
            i. Date that was saved on the Date field from the Status Section.
      3. Action Date
         a. This will display the date and time that the action that updated the customer reporting status was taken.
      4. Updated By
         a. This will display the staff id of the person that last updated the status.
            i. This will be a hyperlink and clicking the hyperlink will take the user to the Worker Detail page.
g. Override button will display for 'General Relief Annual Renewal Packet' reporting type, for users that are assigned to the appropriate security right.
   i. The Customer Reporting Detail – Override page will be available for the 'General Relief Annual Renewal Packet' reporting type.
h. Apply existing validations on the Customer Reporting Detail page for the 'General Relief Annual Renewal Packet' reporting type:

Note: The Customer Reporting Detail page will work the same way as other existing reporting type, specifically it'll work the same way as the existing 'General Relief Annual Agreement' Report Type.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Reporting**
- **Task: Customer Reporting**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Update ABP 898 Form Not Received Status Reason

2.3.1 Overview

'ABP 898 Form Not Received' status reason will be updated to 'General Relief Annual Renewal Packet Not Received'.

2.3.2 Description of Changes

1. End date ABP 898 Form Not Received to '08/31/2023'.
2. Add General Relief Annual Renewal Packet Not Received with an effective date of '08/01/2023' to high date.

Note: RE Packets generated in July, and due in August, are the GR AA Packet and not the new GR RE Packet. Both packets will be in use in this period from July and August, so the implementation date of the new status reasons will begin on August 01, 2023.

2.3.3 Programs Impacted

General Assistance/General Relief

2.3.4 Performance Impacts

N/A

2.4 Create GA/GR Hearing with New Status Reason

2.4.1 Overview

A hearing will be created when EDBC fails for ABP 898 Form Not Received. The existing logic will be updated to use the new status reason of General Relief Annual Renewal Packet Not Received.

2.4.2 Description of Changes

1. Update the logic that creates a GA/GR Hearing to use the new status reason with an effective date of '08/01/2023'.
2. Update the logic that creates a GA/GR Hearing to use the old status reason with an effective date on or before '08/31/2023'.

2.4.3 Programs Impacted

General Assistance/General Relief

2.4.4 Performance Impacts

N/A

2.5 End Date the General Relief Annual Agreement

2.5.1 Overview

This effort is to end date the existing "General Relief Annual Agreement Packet - ABP 898-16" packet as of this SCR deployment date.

2.5.2 Description of Change

End date the "General Relief Annual Agreement" packet as of the deployment date of this SCR.

Form Title (Document List Page Displayed Name): GR Annual Agreement Packet - ABP 898-16

Form Number: GR AA Packet

2.6 Add the General Relief Annual Renewal Packet

2.6.1 Overview

The effort is to add the "General Relief Annual Renewal Packet" that will have the following forms.

a) Coversheet
b) GR 22, General Relief Annual Renewal
c) GR 21, General Relief Rights and Responsibilities
d) GEN 1365, Notice of Language Services
e) PA 1675-2, Direct Deposit Overview
f) PA 2457, Civil Rights Information Notice
g) MV 1, California Voter Registration Form
h) NVRA Voter Preference Form, "Would You Like to Register to Vote?"
i) PA 2126, Have You Heard?
j) CW 2223 Demographic Questionnaire
k) PUB 430, Mental Health Assessment and Use of the Third-Party Verification

2.6.2 Description of Change

Add the "General Relief Annual Renewal Packet" to the system.

2.6.2.1 List of Forms

1. The General Relief Annual Renewal Packet will consist of the following forms when generated from the system.
   a) Coversheet
   b) GR 22, General Relief Annual Renewal
   c) GR 21, General Relief Rights and Responsibilities
   d) GEN 1365, Notice of Language Services
2. The following forms will be added to the General Relief Annual Renewal Packet at the Central Print Facility.
   e) PA 1675-2, Direct Deposit Overview
   f) PA 2457, Civil Rights Information Notice
   g) MV 1, California Voter Registration Form
   h) NVRA Voter Preference Form, "Would You Like to Register to Vote?"
   i) PA 2126, Have You Heard?
   j) CW 2223 Demographic Questionnaire
   k) PUB 430, Mental Health Assessment and Use of the Third-Party Verification
3. General Relief Annual Renewal Packet will be added to the system in the following languages.
   English, Spanish, Armenian, Cambodian, Chinese, Farsi, Korean, Russian, Tagalog and Vietnamese.

2.6.2.2 Packet Generation Schedule

1. Update the Batch Job PB19R515 to replace the "General Relief Annual Agreement Packet - ABP 898-16" with the **"General Relief Annual Renewal Packet"**.

2. Update the Batch schedule for the General Relief Annual Renewal Packet (**PB19R515**) to run on the Batch cut-off date instead of the 3rd Calendar Day of the month.

   Note: Batch cut-off dates could vary per month based on the holidays, the batch cut-off dates for the next few months are listed below for reference.

   April 18th, 2023

   May 18th, 2023

   June 17th, 2023

   July 20th, 2023

   August 19th, 2023

2.6.2.3 Variable Population

Populate the following variables on GR 22 form.

a) GR RE, General Relief Annual Renewal

Variable	Description	Population
DUE_DATE	Due Date will be the 10th Calendar Day of the RE due month, if the 10th calendar day falls on a weekend or on a holiday the due date will be the next calendar day which is not a weekend and not a holiday.	Example 1: For the month of May the due date will be 05/10/2023 Example 2: For the month of June the due date will be 06/12/2023 as 10th and 11th are not weekdays.
Report month	Report month and year will be the month prior to the RE submit month	Example: RE due month is 04/2023. Report month on GR 22: March
Report Year	Report month and year will be the month prior to the RE submit month	Example: RE due month is 04/2023. Report year on GR 22: 2023

2.6.2.4 Template Repository Details

1. Create General Relief Annual Renewal Packet

   Form Header for Coversheet: Existing BRM Header (Header_BRM_EN)

   Form Header for GR 22 form: Existing Header (Header_1)

   Programs: General Assistance/General Relief

   Forms Category: Application

   Template Repository Visibility: LA County Only

   Form Title (Document List Page Displayed Name): General Relief Annual Renewal Packet

   Form Number: GR RE Packet

   Include NA Back9: No

   Imaging Form Name: GR RE Packet

Imaging Document Type: Gen. Assistance/Gen. Relief (GA/GR)

Form Mockups/Examples: See Supporting Document #7

2. The following parameters should be included in the Document Parameters Page for the GR RE Packet
   - Case Number
   - Customer Name
   - Program
   - Language
   - Submit Month

3. Add Form Print Options and Mailing Requirements

The following print options will be included for the ==GR RE Packet== form:

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

Mailing Requirements:

Mail-To (Recipient): Primary Applicant of the GR Program when generated from the batch and the case person selected on the Document Parameters page when generated from the Template Repository.

Mailed From (Return): Office tied to the Worker

Mail-back-to Address: BRM Address

Outgoing Envelope Type: Flat Mail

Return Envelope Type: BRM

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

    CW/CF Electronic Signature (IVR/Text): No

    Check to Sign: No

Post to Self Service Portal (SSP): Yes

2.6.2.5 Journal Entry

Add the following custom Journal entry when the GR RE Packet is generated through Online or Batch

Journal Category: All

Journal Type: Document

Short description: GR RE Packet

Long description: The following forms were included for the {REDETER_DATE} RE: Coversheet, GR 22, GR 21, GEN 1365. The GR 22 is due on the <DUE_DATE> of the Submit Month.

Variable population for the Journal Entry:

Variable	Description	Population
REDETER_DATE	Redeter date will be the month the RE is due.	Example: RE due month is 04/2023. Redeter date will 04/2023
DUE_DATE	Due Date will be the 10th Calendar Day of the RE due month, if the 10th calendar day falls on a weekend or on a holiday the due date will be the next calendar day which is not a weekend and not a holiday.	Example 1: For the month of May the due date will be 05/10/2023 Example 2: For the month of June the due date will be 06/12/2023 as 10th and 11th are not weekdays.

2.6.2.6 Regression Test

Regression test the tracking barcode logic to check that the tracking barcode is being populated on the updated General Relief Annual Agreement packet.

Note: As per the existing logic the tracking barcode will be populated on every page of the packet (generated from the system).

2.7 Add GR 22 form

2.7.1 Overview

This effort is to add the GR 22 - General Relief Annual Renewal form to the Template Repository.

Programs: General Assistance/General Relief

Forms Category: Form

Template Repository Visibility: LA County Only

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

2.7.2 Form Verbiage

Create GR 22 Form XDP

Form Header: Existing Header (Header_1)

Form Title (Document List Page Displayed Name): General Relief Annual Renewal

Form Number: GR 22

Include NA Back9: No

Imaging Form Name: GR 22

Imaging Document Type: Gen. Assistance/Gen. Relief (GA/GR)

Form Mockups/Examples: See Supporting Document #8

2.7.3 Variable Population

Populate the following variables on GR 22 form.

Form Body Variables:

Variable	Description	Population
Report month and year	Report month and year will be the month prior to the RE submit month	Example: RE due month is 04/2023. Report month/year on GR 22: March/2023

2.7.4 Form generation Conditions

1. **Add Form to Template Repository**

   The GR 22 form will be added to Template Repository. The fields that will be pre-populated on the form are listed in the section above (in Variable population)

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

   The following print options will be included for the GR 22 form:

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

Y	Y	Y	Y	Y	Y

Mailing Requirements:

Mail-To (Recipient): Primary Applicant of the GR Program

Mailed From (Return): Office tied to the Worker

Mail-back-to Address:

Outgoing Envelope Type: Standard

Return Envelope Type: No

Additional Requirements:

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

      CW/CF Electronic Signature (IVR/Text): No

      Check to Sign: No

Post to Self Service Portal (SSP): Yes

3. The following parameters should be included in the Document Parameters Page for the GR RE Packet
   - Case Number
   - Customer Name
   - Program
   - Language
   - Submit Month

2.8 Update GR 21 form in Template Repository

2.8.1 Overview

This effort is to update the GR 21 form to the latest version. This for is currently part of the "General Relief Annual Renewal Packet" and available in Template Repository.

State Forms: GR 21 (LA County Form)

Current Programs: General Assistance/General Relief

Current Attached Forms: NA

Current Forms Category: Forms

Current Template Repository Visibility: LA County

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

2.8.2 Form/NOA Verbiage

Update GR 21 Form XDP

This form has verbiage updates.

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

Form Mockups: See Supporting Document 12

Note: There is no variable population associated with this Form and the print options remain the same.

2.9   Update ABP 4023-T Failed to Return SSP14 NOA Reason Fragment

2.9.1   Overview

This NOA is generated when there is a discontinuance status reason of "SSP14 Form Not Received."

Reason Fragment Name and ID: GR_TN_FAIL_RETURN_SSP_G648 & 7200

Known County NOA: ABP 4023-T

Current NOA Template: GR_TERMINATION_TEMPLATE

Current Program(s): General Assistance/General Relief

Current Action Type: None

Current Fragment Level: Case

Currently Repeatable: No

Include NA Back 9: Yes

Current Forms/NOAs Generated with this NOA: None

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

2.9.2   NOA Verbiage

Update Fragment XDP

The verbiage of the fragment will be updated as follows:

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

NOA Mockups/Examples: See supporting document #9

Description	Existing Text	Updated Text	Formatting*
Static	You did not turn in a completed State Supplementary Payment on time.	You did not turn in a completed SSP14 form on time.	Arial Font Size 10

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

2.9.3 NOA Variable Population

There are no updates to this section.

2.9.4 NOA Generation Conditions

There are no updates to this section.

2.10 Updates to Existing SSP 14 Form

2.10.1 Overview

This recommendation is to update the SSP 14. Currently the GR RD SSP 14 Set is used to generate the SSP 14 as part of the GR AA Packet when the packet is generated. If there is any error in the generation process of the GR RD SSP 14 Set, then there is logic to generate the SSP 14 form itself as part of the packet.

State Form: SSP 14 (09/10)

Current Programs: General Assistance/General Relief

Current Attached Form(s): GR AA Packet

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

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

2.10.2 Form Verbiage

The SSP 14 currently has a standard CalSAWS cover page and a blank page prior to the start of the form on the third page. As part of this effort, these two pages will be replaced with the new SSP 14 cover page (please see section 2.9) for LA County.

Update Form XDP

Form Header: Use the new SSP 14 Cover page (see section 2.9) for LA County

For migration counties, use the existing coversheet.

Form Mockups/Examples: See supporting document #10

2.10.3 Form Variable Population

There are no updates to this section.

2.10.4 Form Generation Conditions

1. **Updates to Form Generation**

    Update the SSP 14 generation logic to generate the form separately from the GR AA Packet.

    Create a new batch job to generate the SSP 14 on the 3rd of the Report Month, ==if that day is a weekend or holiday, then the SSP 14 will generate on the next business day.== This batch job will also have the same generation conditions as the batch that triggers the new General Relief Annual Renewal Packet; however, it will generate the SSP 14 on the 3rd of the Report Month while the General Relief Annual Renewal Packet is generated on the batch 10-day cutoff.

    Example: *For General Relief renewal (RE), the RE Due month is April 2023. The SSP 14 will be generated via batch on March 3rd while the GR RE Packet will be generated at the batch 10-day cutoff of March. Both the SSP 14 form and GR RE Packet will be due on April 10th, 2023.*

2. **Update Form Control**

    The form currently only has an imaging barcode. A tracking barcode will also be added to the SSP 14 form to track it.

    Due Date: 10th Calendar Day of the Renewal Due Month

Tracking Barcode	BRM Barcode	Imaging Barcode
Y	Y	Y

    Note: The tracking barcode should display on the SSP 14 form itself, not the cover page.

3. **Updates to Form Print/Mailing Options**

    The form will have the following updates to its Mailing Requirements. The print options are not changed for this form; therefore, not displayed here in the design.

    Mailing Options:

    Mail-To (Recipient): No change to existing logic

    Mailed From (Return): No change to existing logic

    Mail-back-to Address: LA County BRM address

    Outgoing Envelope Type: No change to existing logic

    Return Envelope Type: Returned Prepaid Envelope

2.11 Add New SSP 14 Cover Page Form

2.11.1 Overview

The SSP 14 will now use this new SSP 14 cover page that will inform the customers of how to complete the SSP 14 and its requirements for return.

State Form: N/A – Not a state form

Current Programs: General Assistance/General Relief

Current Attached Form(s): SSP 14

Current Forms Category: Forms

Current Template Repository Visibility: N/A – Form not in repository

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

2.11.2 Form Verbiage

Create Form XDP

A new XDP is created for this new cover page that will be used by the SSP 14 form.

Form Header: CalSAWS standard header (Header_1)

Form Title (Document List Page Displayed Name): N/A – the cover page by itself will never be displayed in the Document List Page.

Form Number: SSP 14 Cover Page

Include NA Back 9: No

Imaging Form Name: N/A

Imaging Document Type: N/A

Imaging Case/Person: N/A

Form Mockups/Examples: See supporting document #10

2.11.3 Form Variable Population

Form Header Variables: The header variables will populate with the existing logic for the SSP 14.

Form Body Variables:

There is 1 variable on the new SSP 14 Cover Page as shown in the table below:

Variable Name	Population	Formatting	Editable*/Field Type	Template Repository Population	Populates with Form Generation
DUE_DATE	Due Date will be the 10th Calendar Day of the RE due month, if the 10th calendar day falls on a weekend or on a holiday the due date will be the next calendar day which is not a weekend and not a holiday.	Arial Font Size 10 Example 1: For the month of May the due date will be 05/10/2023 Example 2: For the month of June the due date will be 06/12/2023 as 10th and 11th are not weekdays.	Yes / Date Field	No – The cover page will never be generated as a stand-alone form from the template repository.	Yes, this will always populate when the SSP 14 generates.

2.11.4 Form Generation Conditions

1. **<u>Add Form Generation</u>**

    This cover page is attached to the front of the SSP 14 and replaces the current header for the SSP 14 for LA County.

    There is no other generation logic for this cover page, and it is not available in the Template Repository as a stand-alone form.

2.12 Updates to Existing GR RD SSP 14 Set

2.12.1 Overview

This recommendation is to update the GR RD SSP 14 Set. Currently the GR RD SSP 14 Set is used to generate the SSP 14 as part of the GR AA Packet when packet is generated. If there is any error in the generation process of the GR RD SSP 14 Set, then there is logic to generate the SSP 14 form itself as part of the packet. This set will be turned off as part of this effort.

State Form: GR RD SSP 14 Set [SSP 14 (09/10)]

Current Programs: General Assistance/General Relief

Current Attached Form(s): GR AA Packet

Current Forms Category: Forms

Current Template Repository Visibility: All Counties

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

2.12.2 Form Verbiage

There are no updates to this section.

2.12.3 Form Variable Population

There are no updates to this section.

2.12.4 Form Generation Conditions

1. **Updates to Form Generation**

Turn off this GR RD SSP 14 Set as we will only be using the SSP 14 form from section 2.6.

2.13 Add New ABP 4023-T Failed to Return GR RE Packet NOA Reason Fragment

2.13.1 Overview

The current discontinuance NOA that generates when the Annual Agreement is not returned is generated for an EDBC status reason of "ABP898 Form Not Received." Since there is an overlap month where both the Annual Agreement packet and the new Annual Renewal packet are out in production, a new NOA will be created to generate with the new discontinuance status reason of "General Relief Annual Renewal Not Received."

Known County NOA: ABP 4023-T

NOA Template: GR_TERMINATION_TEMPLATE

Program(s): General Assistance/General Relief

Action Type: Same as existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement)

Fragment Level: Case

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: Same as existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement)

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

2.13.2 NOA Verbiage

Create Fragment XDP

The verbiage of the fragment will be as follows:

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

NOA Mockups/Examples: See supporting document #11

Description	Text	Formatting*
Static	You did not turn in a completed Annual Renewal.	Arial Font Size 10

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

2.13.3 NOA Variable Population

1. **Add Fragment Variable Population**

   There is no variable population for the new fragment.

2. **Add Fragment Regulations**

   Same as existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement)

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

   The NOA title and description will be as follows:

   NOA Reference on Document List Page: Add new record for NOA_SHORT_DESCR in NOA_SNIPPET_CONFIG as "No GR Annual Renewal Packet".

   For example, "NOA – GA – DS – No GR Annual Renewal Packet".

   NOA Title: Same as existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement)

   NOA Footer: Same as existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement)

2.13.4 NOA Generation Conditions

The action and message fragments, as well as ordering on the NOA, will follow the existing GR_TN_NO_ANNUAL_AGREEMENT_G052 (Existing GR Discontinuance NOA for No Annual Agreement).

This reason fragment will generate only for the new eligibility status reason of "General Relief Annual Renewal Packet Not Received" as mentioned in section 2.3.

Add a new record and the following values for NOA Reason ID category (CT10548):

Column Name	New Value
CODE_NUM_IDENTIF	*New code
SHORT_DECODE_NAME	GR Annual Renewal Packet Not Received
LONG_DECODE_NAME	General Relief Annual Renewal Packet Not Received
REFER_TABLE_1_DESCR	*New CODE_NUM_IDENDTIF from section 2.4 in CT73.
REFER_TABLE_2_DESCR	GA
REFER_TABLE_6_DESCR	New snippet ID

2.14 Regression Testing for GR Discontinuance Batch Sweep

2.14.1 Overview

This recommendation is to regression test the GR discontinuance batch job sweep at the batch 10-day cutoff to see if the NOA – GA – DS – No Annual Agreement/SSP14 generates when the GR AA Packet is marked as "Incomplete" in Customer Reporting.

2.14.2 Description of Changes

Perform regression testing for the following scenario:

- Mark a "Received" GR AA Packet to "Incomplete" in Customer Reporting Detail,
- Ensure the No Annual Agreement GR Discontinuance NOA has not yet been sent,
- Run the GR discontinuance batch job (PB00E173) to discontinue the case at the batch 10-day cutoff.

Expectation: The NOA – GA – DS – No Annual Agreement/SSP14 will generate.

2.15 RE Date Report

2.15.1 Overview

The RE Date Report is an On Request management report used by county workers to process redeterminations (REs). The report provides a listing of CalWORKs, CalFresh, Medi-Cal, Transitional Nutrition Benefit and now General Relief (LA only) where there is an RE that is due. The report is an on-request report, and the data is refreshed daily.

2.15.2 RE Date Report Screenshot

Note: The mockup is attached in the Supporting Documents section.

2.15.3 Description of Change

1. GA/GR and CF Base Population:

   - The program is General Relief.

Code-18	Short Description
GA	General Assistance/General Relief

   *Note: This SCR only includes LA county GA/GR information.
   - The program has an RE due. An RE due is defined as having no completion date.

   - One of the following two conditions is met:

     o The current program status is:

Code-72	Short Description
AC	Active
IN	Ineligible

o The current program status is Discontinued, and the current day is less than or equal to the third Thursday after the Discontinuance Effective Date.

Note: A program that is Discontinued for longer than the third Thursday after the Discontinuance Effective Date is dropped from the report because it can longer be rescinded.

Code-72	Short Description
DS	Discontinued

Note: The base population does not capture programs that have a currently program status of Pending or Discontinued status.

For a given case, the CalFresh information will be displayed along with the GA/GR information as a single row if it meets the criteria listed below. However, if a person meets the CalFresh criteria but does not meet the GA/GR criteria then the case will not appear on the sheet.

- The program is CalFresh.

Code-18	Short Description
FS	CalFresh

- The sub program is blank or equal to Transitional CalFresh.

Code-368	Short Description
TC	Transitional CalFresh

- The program has an RE due. An RE due is defined as having no completion date.

- One of the following two conditions is met.

  o The current program status is:

Code-72	Short Description

AC	Active
IN	Ineligible

o The current program status is Discontinued, and the current day is less than or equal to 30 days after the Discontinuance Effective Date.

Note: A program that is Discontinued for longer than 30 days after the Discontinuance Effective Date is dropped from the report because it can longer be rescinded.

Code-72	Short Description
DS	Discontinued

Note: The base population does not capture programs that have a currently program status of Pending or Discontinued status.

2. Header – Every sheet on the report has the same header. The new GA/GR Details sheet includes the same header. See the attached mockups in the supporting documents section for reference.

Item	Field Name	Field Description
1	System Logo and Sheet Name	The system logo followed by the selected sheet's name.
2	Data extracted daily as of:	The day the report data was last refreshed. Format: Data extracted daily as of: MM/DD/YYYY HH:MM:SS AM/PM
3	County:	The county name the logged in user is associated to. Format: [County Name]
4	User:	The user's username. Format: User [Username]

3. **Navigation –** Every sheet on the report has the same navigation bar. All sheets will be updated to include a new 'GA/GR and CF Details' link which navigates the user to the new 'GA/GR and CF Details' sheet. See the attached mockups in the Supporting Documents section for reference.

Navigation Button	Description
Summary	The link navigates the user to the Summary sheet.
CW and CF Details	The link navigates the user to the CW and CF details sheet.
MC Details	The link navigates the user to the MC Details sheet.
TNB Details	The link navigates the user to the TNB Details sheet.
GA/GR and CF Details	The link navigates the user to the GA/GR and CF Details sheet.

4. **Summary Sheet Filters –** All existing filters on the Summary sheet apply to the new GA/GR totals including the Mismatching REs filter. See the GA/GR and CF Details Filter section for reference.

5. **Summary Sheet Totals-** Update the 'Summary' sheet totals to include the following GA/GR totals. See the attached mockup in the Supporting Documents section for placement of the totals.

Field Name	Field Description
GA/GR Only – Total	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE and do not have a CalFresh RE due.
GA/GR Only – Customer Reports	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and do not have a CalFresh RE due and a customer report was generated for the GA/GR RE.
GA/GR and CalFresh – Total	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and have a CalFresh RE due.
GA/Grand CalFresh – Customer Reports	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and

	have a CalFresh RE Due and a customer report was generated for the GA/GR RE.

Note: These totals changes as filters are applied to the base population.

6. GA/GR and CF Details - Case List Tab Mockup

7. GA/GR and CF Details – Summary Tab Mockup

8. GA/GR and CF Details – Filters

Filter Name	Description
RE Due Month	Restrict the base population based on the GA/GR **RE Due Month**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All GA/GR **RE Due Months** within the county that are captured by the base population logic. The values are displayed in descending order. Format: MM/YYYY

Filter Name	Description
Department	Restrict the base population based on the GA/GR program assigned Worker's **Department**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Department** within the county that are captured by the base population logic. The values are displayed in ascending order.
Office	Restrict the base population based on the GA/GR program assigned Worker's **Office**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Offices** within the county that are captured by the base population logic. The values are displayed in ascending order. Format:
Unit	Restrict the base population based on the GA/GR program assigned Worker's **Unit**. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Units** within the county that are captured by the base population logic. The values are displayed in ascending order.
Worker	Restrict the base population based on the GA/GR program assigned **Worker**'s selected. **Values:** • Blank (Default) – Will not place any restriction on the data. • All **Worker Numbers** within the county that are captured by the base population logic. The values are displayed in ascending order.

9. **GA/GR and CF Details – Summary Tab -** Add a 'Summary' tab to the 'GA/GR and CF Details' sheet. The tab will contain the same GA/GR totals found on the 'Summary' sheet.

Field Name	Field Description
GA/GR Only – Total	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE and do not have a CalFresh RE due.
GA/GR Only – Customer Reports	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and do not have a CalFresh RE due and a customer report was generated for the GA/GR RE.
GA/GR and CalFresh – Total	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and have a CalFresh RE due.
GA/Grand CalFresh – Customer Reports	A dynamic total of the number of cases in the GA/GR base population which have a GA/GR RE due and have a CalFresh RE Due and a customer report was generated for the GA/GR RE.

10. **GA/GR Details – Case List Tab –** Add a 'Case List' tab to the 'GA/GR and CF Details' sheet. The columns will be ordered from left to right as listed in the table.

Column Name	Column Description
Case Number	Displays the case number on the case.
Case Name	Displays the case name on the case.
RE Due Month Mismatch	Indicates whether there is a mismatch between a given cases' GA/GR program and CF program. Possible Values: • Y – The GA/GR RE and CF RE are not in the same month • N – The GA/GR RE and CF RE are in the same month • *Blank – There is no CF program information.

Column Name	Column Description
GA/GR Worker	Displays the worker number of the worker associated to the GA/GR program using the following logic: If the current program status is Active then displays the current program assign program. The column will be blank if the program does not have an assigned worker. If the current program status is Discontinued or Ineligible, then displays the last known worker of the program.
GA/GR Worker Begin Date	Displays the begin date of the worker associated to the program. Format: MM/DD/YYYY
GA/GR Application Date	Displays the application date of the latest program application associated to the GA/GR program. Format: MM/DD/YYYY
GA/GR Discontinuance Date	Displays the effective date of discontinuance for the GA/GR program effective after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY
GA/GR RE Due Month	The column displays the redetermination due month for the GA/GR program. Format: MM/YYYY
GA/GR Previous RE Completed Date	Displays the completion date of the latest completed RE by Due Month of the GA/GR program that does not have a completion reason of (CT-1892): • NV - No Longer Valid • CO - Conversion The column will be blank if the data does not exist. Format: MM/DD/YYYY

Column Name	Column Description
GA/GR Customer Report Type	329 - Displays the latest customer report type generated for the GA/GR RE.
	Possible Values:
	• General Relief Annual Agreement
	• *Blank – The column will be blank if no customer reports were generated for the case.
	*Technical Note: A Customer Report's due date is in the same month as the RE Due Month. The RE due date will be on the 10th of the month.
GA/GR Customer Report Generated Date	Displays the earliest date the GA/GR RE Packet was Generated or Sent (Code 258).
	Format:
	MM/DD/YYYY
	The column will be blank if a customer report was not Generated or Sent.
GA/GR Customer Report Current Status	258 - Displays the current status of the GA/GR RE Packet.
	Possible Values:
	• Generated
	• Sent
	• Received
	• Reviewed- Ready to Run EDBC
	• Complete- EDBC Accepted
	• Incomplete
	• Error
	• Not Applicable
	Note this list is not restrictive. If a new status is introduced the report will automatically display the value.
GA/GR Customer Report Current Status Date	Displays the status date of the current status of the GA/GR RE Packet.
	Format:
	MM/DD/YYYY
CalFresh Worker	Displays the worker number of the worker associated to the CalFresh program using the following logic:
	If the current program status is Active then displays the current program assign program. The column will be blank if the program does not have an assigned worker.
	If the current program status is Discontinued or Ineligible, then displays the last known worker of the program.

Column Name	Column Description
CalFresh Worker Begin Date	Displays the begin date of the worker associated to the program. Format: MM/DD/YYYY
CalFresh Application Date	Displays the application date of the latest program application associated to the CalFresh program. Format: MM/DD/YYYY
CalFresh Discontinuance Date	Displays the effective date of discontinuance for the CalFresh program effective during or after the RE due month. The column will be blank if the program was not discontinued. Format: MM/DD/YYYY
CalFresh RE Due Month	The column displays the redetermination due month for the CalFresh program. Format: MM/YYYY
CalFresh Previous RE Completed Date	Displays the completion date of the latest completed RE by Due Month of the CalFresh program that does not have a completion reason of (CT-1892): • NV - No Longer Valid • CO - Conversion The column will be blank if the data does not exist. Format: MM/DD/YYYY
CalFresh Transitional CalFresh	This column populates with a 'Y' if the RE information is associated to a TCF program, otherwise this column will be blank. Technical Note – TCF is identified by looking at the sub program of the CalFresh program.

Column Name	Column Description
CalFresh ESAP	Displays the Elderly Simplified Application Project (ESAP) indicator tied to the program status which is effective during the RE Due Month. Possible Values: • Y- The household is considered a CalFresh ESAP household During the RE Due Month. • *Blank- The field will be blank if the household is not considered a CalFresh ESAP household during the RE Due Month.
CalFresh Customer Report Type	329 - Displays the latest customer report type generated for the CalFresh RE. Possible Values: • CF RE Packet • CW/CF RE Packet • SAR 7 • *Blank – The column will be blank if no customer report was generated for the case. *Technical Note: A Customer Report's due date will be in the same month as the RE Due Month.
CalFresh Customer Report Generated Date	Displays the earliest date the CalFresh customer report was Generated or Sent (Code 258). Format: MM/DD/YYYY The column will be blank if a customer report was not Generated or Sent.
CalFresh Customer Report Current Status	258 - Displays the current status of the CalFresh customer report. Possible Values: • Generated • Sent • Received • Reviewed- Ready to Run EDBC • Complete- EDBC Accepted • Incomplete • Error • Not Applicable Note this list is not restrictive. If a new status is introduced the report will automatically display the value.

Column Name	Column Description
CalFresh Customer Report Current Status Date	Displays the event date of the CalFresh customer report's current status. Format: MM/DD/YYYY

11. **GA/GR and CF Details – Total**
   Add a dynamic total above the Case List / Summary container. The total represents the number of records selected from the base population. The total should equal the number of records displayed in the Case List tab view.
   Format:
   Total: [Row Count]

12. **Report Description –** Update the report description to read:

   Provides a listing of cases with a CalWORKs, CalFresh, Transitional Nutrition Benefit, General Assistance / General Relief (LA only) or Medi-Cal program where there is an RE that is due or coming due. The report will also identify cases with differing RE dates between CalWORKs and CalFresh, Medi-Cal, and GA/GR and CalFresh.

2.15.4 Report Location

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

2.15.5 Counties Impacted

The new sheet will only capture data for LA county.

2.15.6 Security Updates

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

2.15.7 Report Usage/Performance

The report's curation and transformation job are expected to increase at maximum of 25 percent.

2.16 General Relief Dashboard

2.16.1 Overview

The General Relief Dashboard provides the following information:

Aided Cases, Application Processing, Applications Received, Caseload Management, Disability Assessments, GROW, GROW Customer Activities, GR Sanctions by Category, Newly Approved Aided Persons, Pending Applications.

The Dashboard will be updated to include a new sheet to capture General Relief Renewal information.

2.16.2 General Relief Renewals Sheet Screenshot
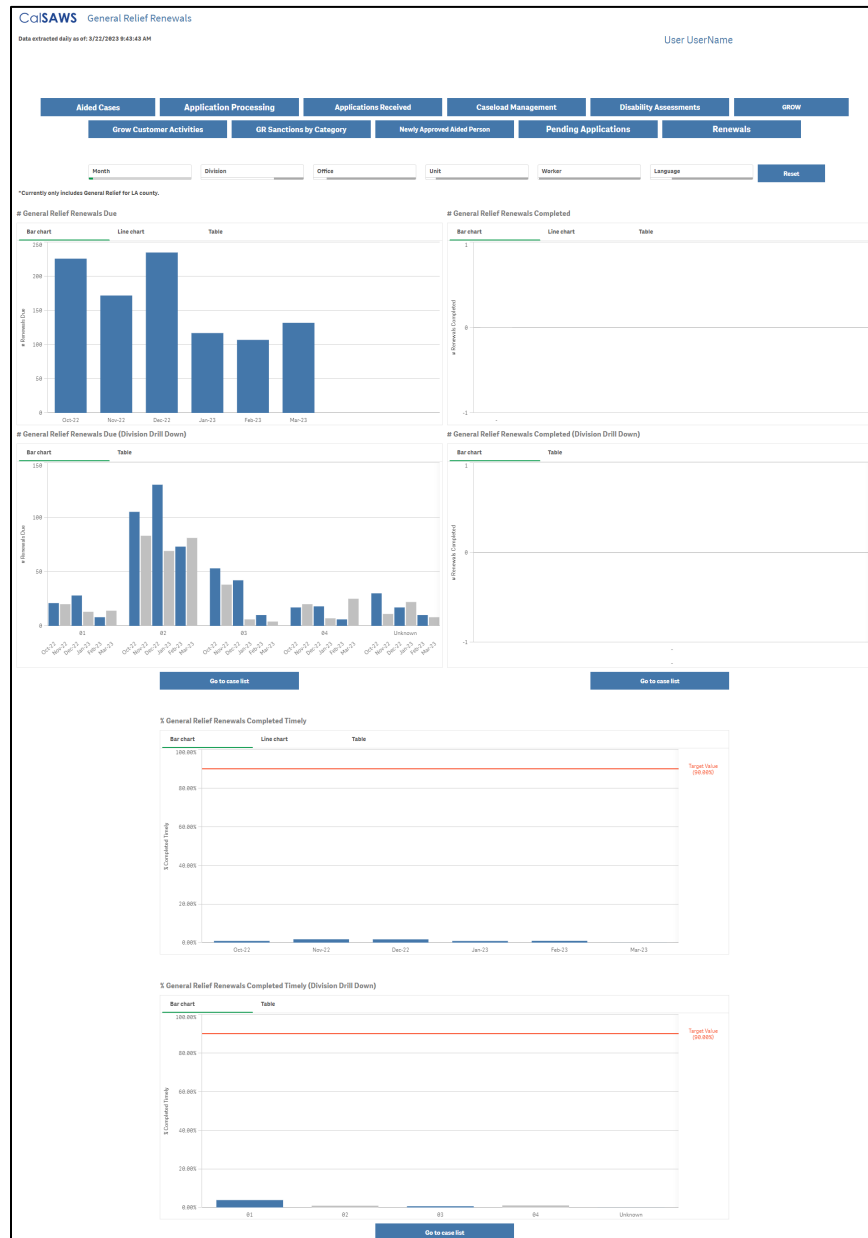
Note: The mockup is attached in the Supporting Documents section.

2.16.3 Description of Change

1. **General Relief Renewals -** Add a new sheet to the General Relief Dashboard titled 'General Relief Renewals'. The sheet captures all General Relief renewals that meet the base population logic. See the attached mockup for the placement of the new sheet.

   Base Population:

Note the code and logic which captures REs for the CalFresh, CalWORKs, Medi-Cal and CAPI dashboards is the same for all the dashboards. The code will be updated to include the General Relief program for LA county only. No other updates are made to the existing base population logic.

- The program is General Relief.

Code-18	Short Description
GA	General Assistance/General Relief

- The program status as of the first day of the RE Due Month is:

Code-72	Short Description
AC	Active

- The program has an RE with a Due Date >= 10/01/2015

- The completion reason is blank or is not equal to:

Code-1892	Short Description
NV	No Longer Valid
CO	Conversion

2. **Header** – Add the following headers to the new 'General Relief Renewals' sheet. See the attached mockups in the supporting documents section for reference.

Item	Field Name	Field Description
1	System Logo and Sheet Name	The system logo followed by the selected sheet's name.
2	Data extracted daily as of:	The day the report data was last refreshed. Format: Data extracted daily as of: MM/DD/YYYY HH:MM:SS AM/PM
4	User:	The user's username. Format: User [Username]

3. **Navigation Bar –** Every sheet on the Dashboard has the same navigation bar. Update all sheets to include a new 'Renewals' link which navigates the user to the new 'General Relief Renewals' sheet. See the attached mockups in the Supporting Documents section for reference.

Navigation Button	Description
Aided Cases	The link navigates the user to the General Relief Aided Cases sheet.
Application Processing	The link navigates the user to the General Relief Application Processing sheet.
Application Received	The link navigates the user to the General Relief Application Received sheet.
Caseload Management	The link navigates the user to the General Relief Caseload Management sheet.
Disability Assessments	The link navigates the user to the General Relief Disability Assessments sheet.
GROW	The link navigates the user to the General Relief GROW sheet.
GROW Customer Activities	The link navigates the user to the General Relief GROW Customer Activities sheet.
GR Sanctions by Category	The link navigates the user to the General Relief Sanctions sheet.
Newly Approved Aided Person	The link navigates the user to the General Relief Newly Approved Aided Person sheet.
Pending Application	The link navigates the user to the General Relief Pending Applications sheet.
Renewals	The link navigates the user to the General Relief Renewals sheet.

4. **Sheet Filters** – Add the following filters to the General Relief Renewals sheet:

Filter	Description
Month	A multi select parameter which filters the base population to those records where the RE Due Month is equal to the selected value(s). By default, the current month and the last 5 months are selected. Format: Mon-YY
Division	A multi select parameter which filters the base population to those records where the Division is equal to the selected value(s). By default, no value is selected.
Office	A multi select parameter which filters the base population to those records where the Office is equal to the selected value(s). By default, no value is selected.
Unit	A multi select parameter which filters the base population to those records where the Unit is equal to the selected value(s). By default, no value is selected.
Worker	A multi select parameter which filters the base population to those records where the Worker is equal to the selected value(s). By default, no value is selected.
Language	A multi select parameter which filters the base population to those program person that have their language set to the selected value(s). By default, no value is selected.

13. Add a '# General Relief Renewals Due' widget to the General Relief Renewals sheet. The widget captures all renewals in the sheet's base population. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

 # General Relief Renewals Due

View 1: Bar chart

General Relief Renewals Due
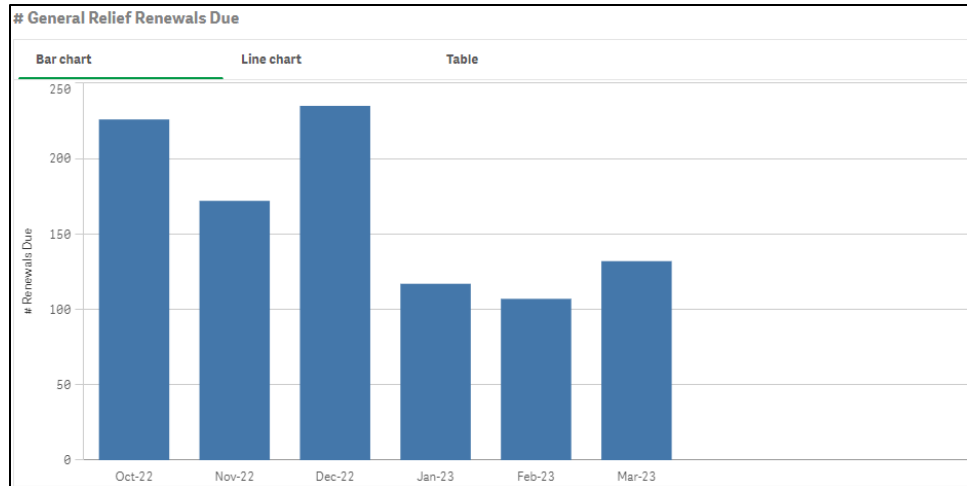
Row = Renewal Due Month
    Format: Mon-YY
    Order: Ascending
Length of bars = # Renewals Due

View 2: Line chart

General Relief Renewals Due
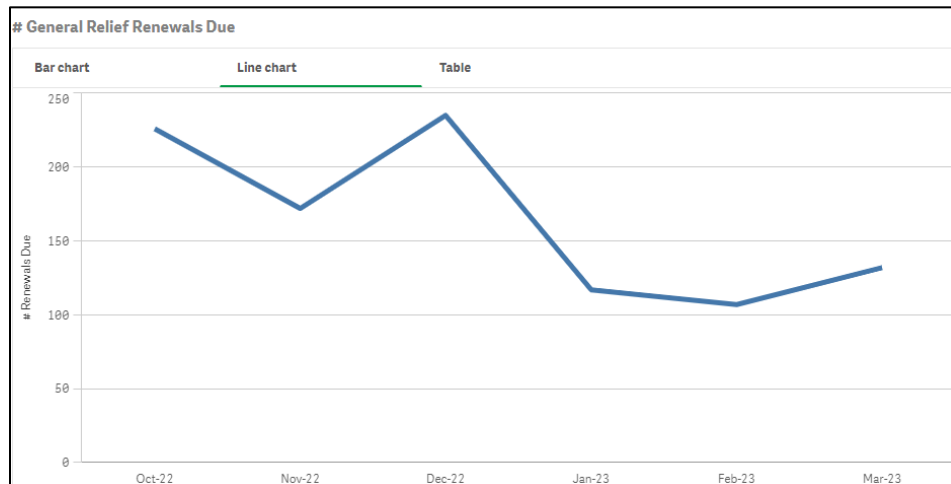
Line: Renewal Due Month

    Format: Mon-YY
    Order: Ascending
Height of line: # Renewals Due

View 3: Table

General Relief Renewals Due

Bar chart	Line chart	Table

Due Date Month	# Renewals Due
Oct-22	226
Nov-22	172
Dec-22	235
Jan-23	117
Feb-23	107
Mar-23	132

Column 1: Due Date Month
        Format: Mon-YY
        Order: Ascending
Column 2: # Renewals Due

14. Add a '# General Relief Renewals Completed' widget to the General Relief Renewals sheet. The widget captures all renewals in the sheet's base population that have been completed. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

 # General Relief Renewals Completed

View 1: Bar chart
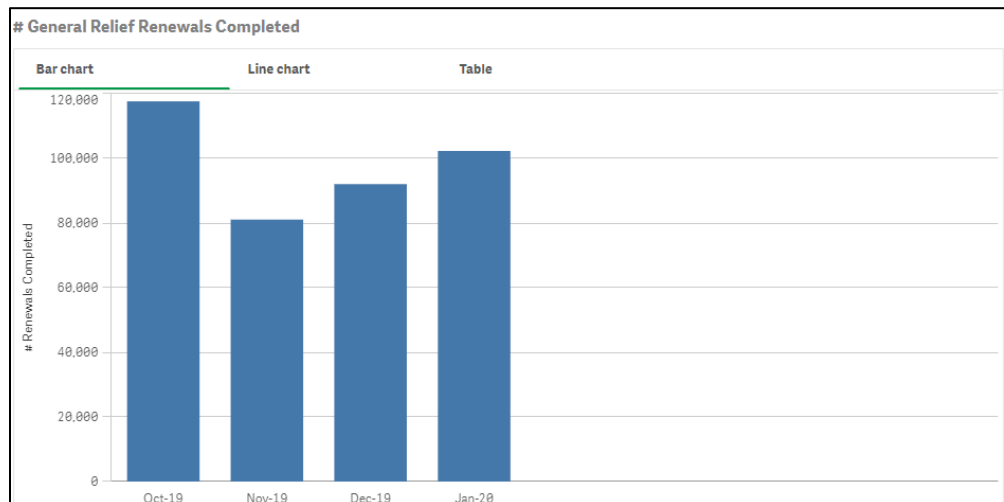
Bars = Completion Date
        Format: Mon-YY
        Order: Ascending
Length of bars = # Renewals Completed

View 2: Line chart
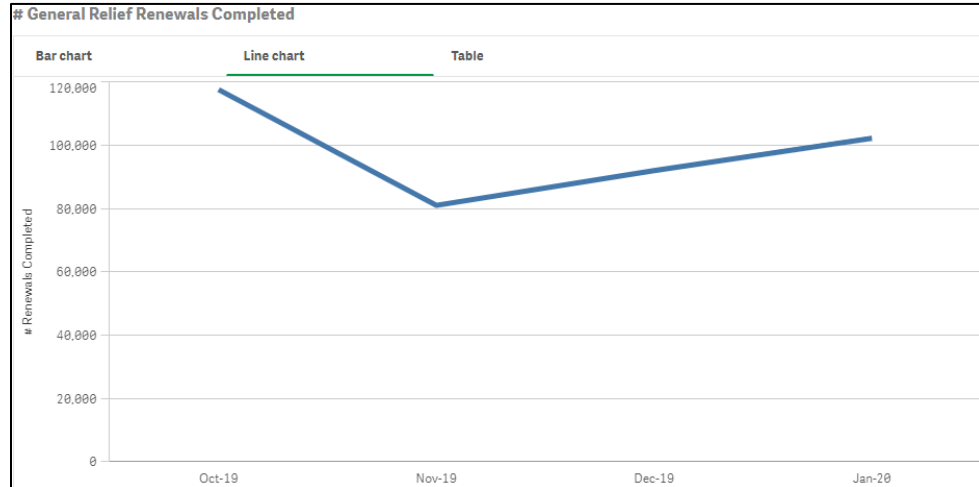
Line: Completion Date

        Format: Mon-YY

        Order: Ascending

Height of line: # Renewals Completed

View 3: Table

Completion Month	# Renewals Completed
Sep-19	98,486
Oct-19	117,656
Nov-19	81,061
Dec-19	92,044
Jan-20	102,299
Feb-20	101,227

Column 1: Completion Month

        Format: Mon-YY

        Order: Ascending

Column 2: # Renewals Completed

15. Add a '# General Relief Renewals Due (Division Drill Down)' widget to widget to the General Relief Renewals sheet. The widget captures all renewals in the sheet's base population. The widget includes a link titled 'Go to case list' which navigates to a new '# General Relief Renewals Due' case list. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

 # General Relief Renewals Due (Division Drill Down)
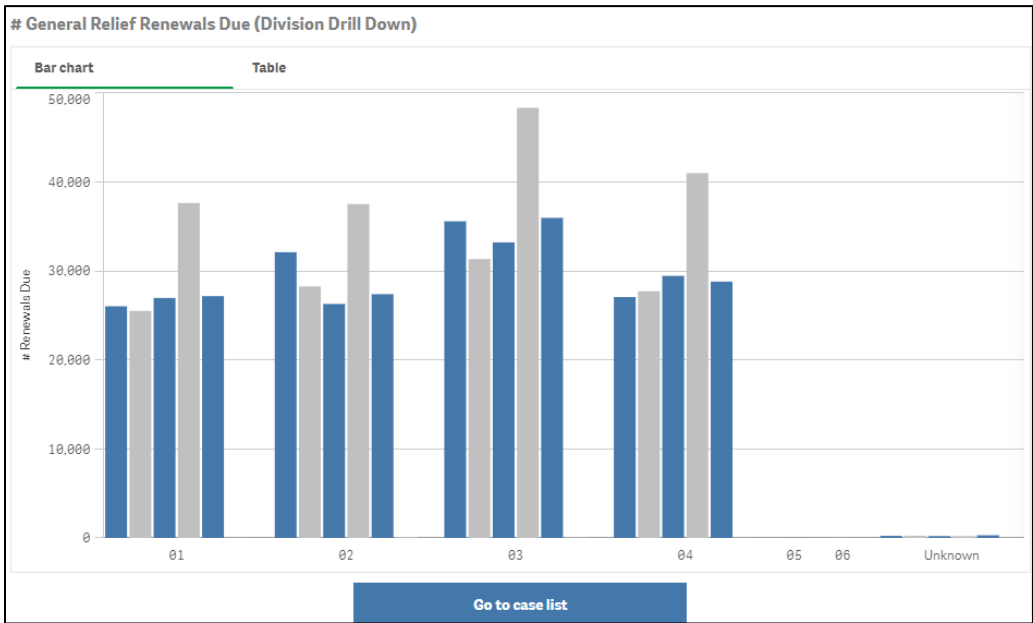
View 1: Bar chart

Group = Division Drill Down
      Order: Ascending
Bars = Due Date Month
      Order: Ascending
Length of bars = # Renewals Due

View 2: Table

Column 1: Division Drill Down
      Order: Ascending

Columns 2: # Renewals Due

16. Add a '# General Relief Renewals Completed (Division Drill Down)' widget to widget to the General Relief Renewals sheet. The widget captures all renewals in the sheet's base population that are completed. The widget includes a link titled 'Go to case list' which navigates to a new '# General Relief Renewals Completed' case list. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

 # General Relief Renewals Completed (Division Drill Down)
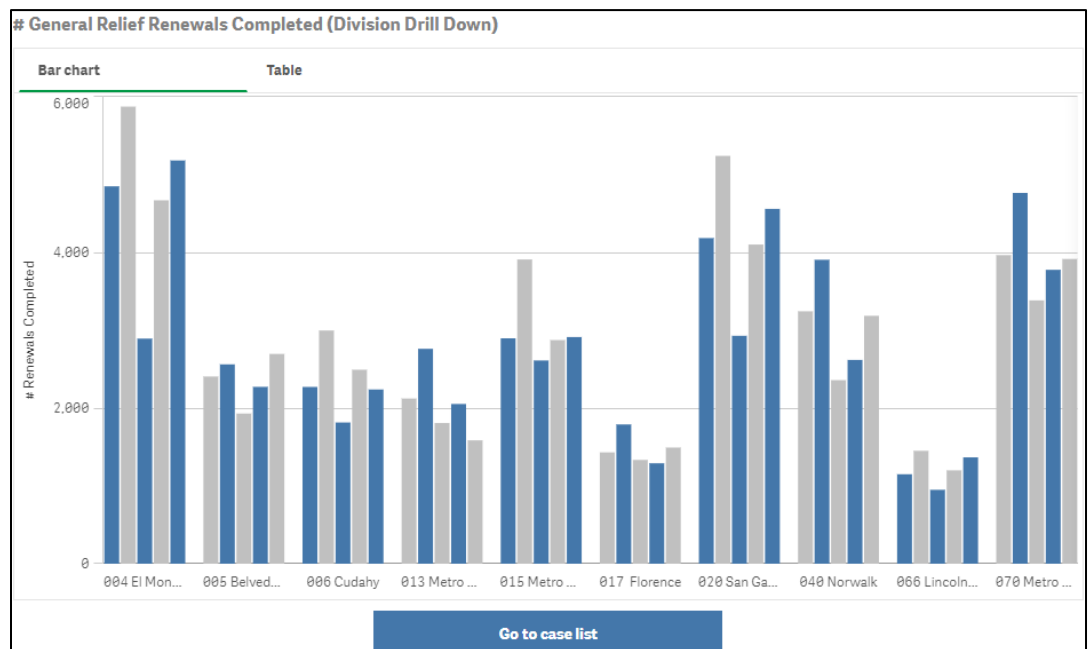
View 1: Bar chart

Group = Division Drill Down
        Order: Ascending
Bars = Completion Month
        Order: Ascending
Length of bars = # Renewals Completed

View 2: Table

General Relief Renewals Completed (Division Drill Down)

Bar chart	Table

Office		# Renewals Completed
004 El Monte (San Gab. V. Serv. Center)		23,469
005 Belvedere		11,867
006 Cudahy		11,816
013 Metro Family		10,332
015 Metro East		15,206
017 Florence		7,339
020 San Gabriel Valley		21,017
040 Norwalk		15,314
066 Lincoln Heights		6,118
070 Metro Special Office		19,808

Go to case list

Column 1: Division Drill Down
    Order: Ascending
Columns 2: # Renewals Completed

17. Add a '% General Relief Renewals Completed Timely' widget to the General Relief Renewals sheet. The widget captures all renewals in the sheet's base population that are completed. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

% General Relief Renewals Completed Timely

View 1: Bar chart
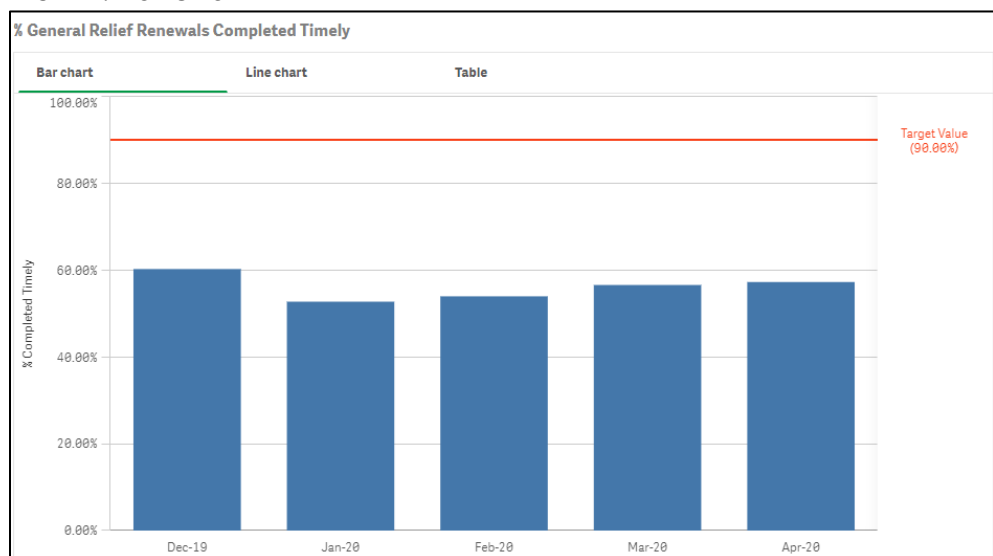
Group = Renewal Due Month

58

Order: Ascending
Length of bars = % Completed Timely
Target Value = 90.00%

View 2: Line Chart

% General Relief Renewals Completed Timely
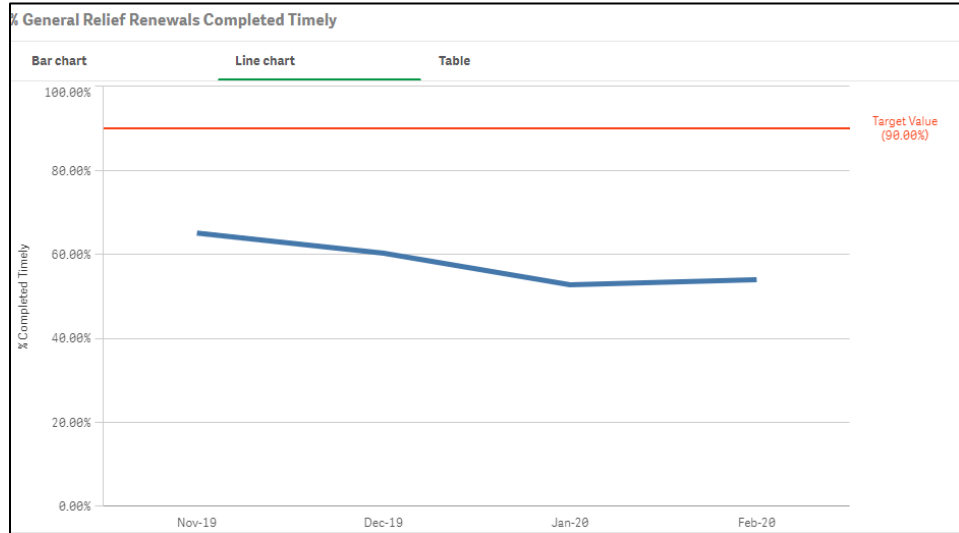
Line: Renewal Due Month
Order: Ascending
Height of Line: % Completed Timely
Target Value = 90.00%

View 3: Table

% General Relief Renewals Completed Timely

Due Date Month	% Renewals Completed Timely
Nov-19	65.10%
Dec-19	60.30%
Jan-20	52.77%
Feb-20	54.01%

Column 1: RE Due Month
Order: Ascending
Columns 2: % Renewals Completed Timely

18. Add a '% General Relief Renewals Completed Timely (Division Drill Down)' widget to the General Relief Renewals sheet. The widget

captures all renewals in the sheet's base population where the RE was completed. The widget includes a 'Go to case list' link which navigates the user to the new '% General Relief Renewals Completed Timely' case list. See the attached mockups in the Supporting Documents section for reference on the widget's placement.

% General Relief Renewals Completed Timely (Division Drill Down)
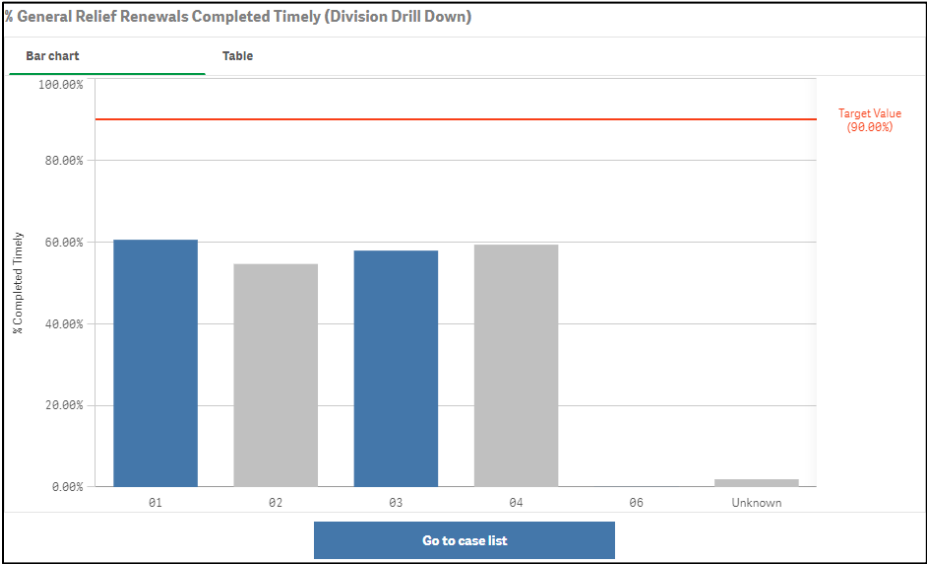
View 1: Bar chart

Bars = Division Drill Down
        Order: Ascending
Length of bars = % Completed Timely
Target Value = 90.00%

View 2: Table

% General Relief Renewals Completed Timely (Division Drill Down)

Bar chart	Table

Division	% Renewals Completed Timely
Totals	**58.06%**
01	60.60%
02	54.66%
03	57.93%
04	59.40%
06	0.00%
Unknown	1.92%

Go to case list

Column 1: Division Drill Down
    Order: Ascending
Column 2: % Renewals Completed Timely

19. Add a case list titled 'General Relief Renewals Due' to the General Relief Renewals sheet. The sheet includes a 'Return' button which returns the user to the 'General Relief Renewals' sheet.

CalSAWS   General Relief Renewals Due

Case Number	Case Name	Program	Primary Language	Division	Office	Unit	Worker	Renewal Due Month
B0BWX10	Case Name	General Assistance/General Relief	Spanish	04	031 South Family	4O	19DP314O9N	03/2023
B0CD673	Case Name	General Assistance/General Relief	English	03	040 Norwalk	4C - MEDS RECON	19DP404C4O	12/2022
B0G1469	Case Name	General Assistance/General Relief	Spanish	02	080 Long Term Care	5L - 3V3	19DP805L3I	10/2022
B0GQS67	Case Name	General Assistance/General Relief	Spanish	02	038 Metro North Office	2N - 333	19DP382N0U	11/2022
B0GSW37	Case Name	General Assistance/General Relief	English	03	040 Norwalk	4C - MEDS RECON	19DP404C4P	10/2022
B0J8R76	Case Name	General Assistance/General Relief	Arabic	02	036 Pomona	4V - 3UF	19DP364V01	12/2022
B0JXM19	Case Name	General Assistance/General Relief	Spanish	03	006 Cudahy	PE - MSR	19DP86PE04	12/2022
B0JZ190	Case Name	General Assistance/General Relief	English	01	034 Lancaster	17 - 202	19DP341707	12/2022
B0KD879	Case Name	General Assistance/General Relief	Mandarin (Chinese)	02	014 Civic Center	1K - CalFresh/Medi-Cal Approved	19DP141K2Z	12/2022
B0KSF83	Case Name	General Assistance/General Relief	English	03	006 Cudahy	PE - MSR	19DP06PE01	10/2022
B0KT117	Case Name	General Assistance/General Relief	Spanish	03	006 Cudahy	PE - MSR	19DP06PE0B	10/2022
B0M1K92	Case Name	General Assistance/General Relief	English	02	080 Long Term Care	15 - 2004	19DP801507	11/2022
B0M7503	Case Name	General Assistance/General Relief	Spanish	02	010 Wilshire Special Office	KJ - GRCC	19DP10KJ00	11/2022
B0MCC31	Case Name	General Assistance/General Relief	Spanish	02	080 Long Term Care	1K - CalFresh/Medi-Cal Approved	19DP801K16	12/2022
B0MCT74	Case Name	General Assistance/General Relief	English	02	002 Hawthorne Medi-Cal Regional	1J - CalFresh/Medi-Cal Approved	19DP921J0K	12/2022
B0MPP56	Case Name	General Assistance/General Relief	Mandarin (Chinese)	02	014 Civic Center	1K - CalFresh/Medi-Cal Approved	19DP141K2X	10/2022
B0N2M68	Case Name	General Assistance/General Relief	Spanish	03	005 Belvedere	A2 - Alvarado - A2	19DP05A225	10/2022
B0P7S35	Case Name	General Assistance/General Relief	English	02	080 Long Term Care	1K - CalFresh/Medi-Cal Approved	19DP801K16	12/2022
B0QWK10	Case Name	General Assistance/General Relief	Russian	04	060 Rancho Park	6E - Pineda - 6E	19DP006E0D	03/2023
B0S5T3J	Case Name	General Assistance/General Relief	Mandarin (Chinese)	03	020 San Gabriel Valley	3D - 3CB	19DP203D8E	11/2022
B0SZV04	Case Name	General Assistance/General Relief	Russian	04	060 Rancho Park	6E - Pineda - 6E	19DP006E0D	03/2023
B0T9S82	Case Name	General Assistance/General Relief	Spanish	03	020 San Gabriel Valley	47 - 3M1	19DP204703	12/2022
B0T8154	Case Name	General Assistance/General Relief	Armenian	01	002 Glendale	1J - CalFresh/Medi-Cal Approved	19DP021J2T	01/2023
B0TX167	Case Name	General Assistance/General Relief	English	01	082 West Valley	2K - Medi-Cal/CalFresh Approved	19DP822K11	12/2022
B0V5W52	Case Name	General Assistance/General Relief	English	02	036 Pomona	4V - 3UF	19DP364V01	10/2022
B0V6960	Case Name	General Assistance/General Relief	English	04	083 Southwest Family	BS - Morelos - BS	19DP83BS49	10/2022

Return

Note: The mockup is attached in the Supporting Documents section.

Base Population:
Includes all tasks in the Historical Time Task Management Sheet's base population. The data is restricted by the filters that were selected in the previous page.

Columns:

Add the following columns to the case list. The columns are placed in the order that they appear on this list. The columns are defined in Column Definitions section.

1. Case Number
2. Case Name
3. Program
4. Primary Language
5. Division
6. Office
7. Unit
8. Worker
9. Renewal Due Month

20. Add a case list titled 'General Relief Renewals Completed' to the General Relief Renewals sheet. The sheet includes a 'Return' button which returns the user to the 'General Relief Renewals' sheet.

Note: The mockup is attached in the Supporting Documents section.

Base Population:

Includes all tasks in the Historical Time Task Management Sheet's base population that are completed. The data is restricted by the filters that were selected in the previous page.

Columns:

Add the following columns to the case list. The columns are placed in the order that they appear on this list. The columns are defined in the Column Definitions section listed below.

1. Case Number
2. Case Name
3. Program

4. Primary Language
5. Division
6. Office
7. Unit
8. Worker
9. Renewal Due Month
10. Renewal Completion Date
11. Qlik ID

21. Add a case list titled '% General Relief Renewals Completed Timely' to the General Relief Renewals sheet. The sheet includes a 'Return' button which returns the user to the 'General Relief Renewals' sheet.

Note: The mockup is attached in the Supporting Documents section.

Base Population:

Includes all tasks in the Historical Time Task Management Sheet's base population that are completed. The data is restricted by the filters that were selected in the previous page.

Columns:

Add the following columns to the case list. The columns are placed in the order that they appear on this list. The columns are defined in the Column Definitions section listed below.

1. Case Number
2. Case Name
3. Program
4. Primary Language
5. Division
6. Office
7. Unit

8. Worker
9. Renewal Due Month
10. Renewal Completion Date
11. Qlik ID

22. Add a case list titled '% General Relief Renewals Completed Timely' to the General Relief Renewals sheet. The sheet includes a 'Return' button which returns the user to the 'General Relief Renewals' sheet.

Note: The mockup is attached in the Supporting Documents section.

Base Population:

Includes all tasks in the Historical Time Task Management Sheet's base population. The data is restricted by the filters that were selected in the previous page.

Columns:

Add the following columns to the case list. The columns are placed in the order that they appear on this list. The columns are defined in Column Definitions section.

1. Case Number
2. Case Name
3. Program
4. Primary Language
5. Division
6. Office
7. Unit
8. Worker
9. Renewal Due Month
10. Renewal Completion Date
11. Timeliness Indicator
12. Qlik ID

64

23. **Column Definitions:** Define the new columns listed above as follows:

Column Name	Column Description
Case Number	Displays the Case Number on the case.
Case Name	Displays the Case Name on the case.
Program	Displays the program name of the program.
Primary Language	Displays the current Primary Language of the primary applicant.
Division	Displays the Division of the program assigned worker.
Office	Displays the Office of the program assigned worker.
Unit	Displays the Unit of the program assigned worker.
Worker	Displays the current program assigned worker of the program.
Renewal Due Month	Displays the RE Due Month of the renewal. Format: MM/YYYY
Renewal Completion Date	Displays the completion date of the Renewal. Format: MM/DD/YYYY The column will be blank if the RE was not competed.
# of Days Delinquent	Displays the number of days that the Renewal has been delinquent. If the Program is Active and the RE is not complete and the RE Due Date is in the past, then the # of Days Delinquent = current date – RE Due Date. Otherwise, the column will be blank.

Column Name	Column Description
Termination Indicator	Displays the current Division of the program assigned worker. Possible Values: • On-Going • Terminated Note if there is no status reason then the record displays 'On-Going'. This is because an Active status does not have a status reason while a Denied or Discontinued status has a status reason.
Timeliness Indicator	Indicates whether the RE was completed timely. Possible Values: • Timely – If the completion date is less than or equal to the RE Due month. • Not Timely - If the completion date is greater than the RE Due month.
Qlik ID	A Qlik unique row identifier.

2.16.4 Report Location

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

2.16.5 Counties Impacted

The new sheet will only have data available for LA county.

2.16.6 Security Updates

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

2.16.7 Report Usage/Performance

The report's curation and transformation job are expected to increase at max by 25 percent.

2.17 Update Discontinue GR for Non-Receipt of Forms Batch Sweep

2.17.1 Overview

Update PB00E173 to also sweep for the new General Relief Annual Renewal Packet.

2.17.2 Description of Change

1. Update PB00E173 so that it also sweeps for cases that have not returned the new General Relief Annual Renewal Packet (GR RE Packet).

2.17.3 Execution Frequency

No Change

2.17.4 Key Scheduling Dependencies

No Change

2.17.5 Counties Impacted

LA

2.17.6 Data Volume/Performance

N/A

2.17.7 Failure Procedure/Operational Instructions

N/A

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

1	Reports	RE Date Report – Summary Sheet Mockup	RE Date Report Summary Sheet Moc
2	Reports	RE Date Report – GA/GR Details Sheet Mockup	RE Date Report GAGR Details Mocku
3	Reports	General Relief Renewals Sheet Mockup	General Relief Renewals Sheet Moc
4	Reports	General Relief Renewals Due Case List Mockup	General Relief Renewals Due.png
5	Reports	General Relief Renewals Completed Case List Mockup	General Relief Renewals Complete
6	Reports	General Relief Renewals Completed Timely Case List	% General Relief Renewals Complete
7	Forms	General Relief Annual Renewal Packet Mockup	General Relief Annual Renewal Packet Mockup.pdf
8	Forms	GR 22 Form Mockup	GR22_Form_Mockup.pdf
9	NOAs	GR Discontinuance NOA - Failed to Return SSP 14 NOA Mockup	Failed to Return SSP 14_EN.pdf
10	Forms	SSP 14 and Cover Page Mockup	SSP14_EN.pdf
11	NOAs	GR Discontinuance NOA - Failed to Return GR RE Packet NOA Mockup	Failed to Return GR RE Packet_EN.pdf
12	Form	GR 21 Form Mockup	GR21_Form_Mockup.pdf

4 APPENDIX

4.1 Discontinuance GR For Non-Receipt of Forms Batch Job PB00E173

The following are the existing conditions that triggers the batch sweep to discontinue the GR Program for not returning the QR7 or General Relief Annual Agreement Packet:

1. Customer Report Type Code is QR7 or General Relief Annual Agreement, and

2. Current date is between program begin date and end date, and

3. Customer Report Effective Month is current month, and

4. EDBC begin date is less than or equal to beginning of current month, and

5. EDBC end date is greater than or equal to beginning of current month, and

6. EDBC status is Accepted – Saved, and

7. Customer Report Type Detail Status code is Sent, Incomplete, or Error

5   REQUIREMENTS

5.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	The LRS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions;	Replacing the Annual Agreement packet with the new Annual Renewal Packet. Updating the NOAs tied to the annual renewal for General Relief.

	u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	
2.12.1.1 CAR-1037	The LRS shall identify and display cases subject to periodic reporting requirements, by program or combination of programs.	The Customer Reporting pages will be updated to capture the new Packet for LA county in order for the renewal packet to be track.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-253509

Event Streaming - Generate Forms and NOAs in Parallel to EDBC

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Angela Zhao
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
3/7/2023	1.0	Initial draft	Angela Zhao
3/20/2023	1.1	Reviewed by client correspondence	Angela Zhao

Table of Contents

1 OVERVIEW

Currently, nightly Batch EDBC generates both forms and Notice of Action (NOA) triggers. After Batch EDBC completes, batch jobs identify those triggers and renders the forms and NOAs. To prepare for increased case load with CalWIN migration, these triggers will be rendered by event streaming jobs, which can be scheduled run alongside Batch EDBC. This will allow us to minimize the batch window.

1.1 Current Design

Currently, nightly Batch EDBC generates both forms and Notice of Action (NOA) triggers. After Batch EDBC completes, batch jobs identify those triggers and renders the forms and NOAs.

Event streaming jobs which render forms triggers exist and run on demand to support high volume days. This job is implemented to terminate after five minutes of idling. This means that if it has not rendered any documents in five minutes, it will terminate assuming that all triggers have been rendered.

Event streaming jobs which render NOA triggers exist and currently run during daytime only, processing non-Batch EDBC triggers created by workers from CalSAWS pages. A connector is used to detect NOA triggers and pushes those triggers as events to the job. The connector only detects events 30 minutes after they are generated to allow workers time to make additional case changes which may be reflected in the NOA.
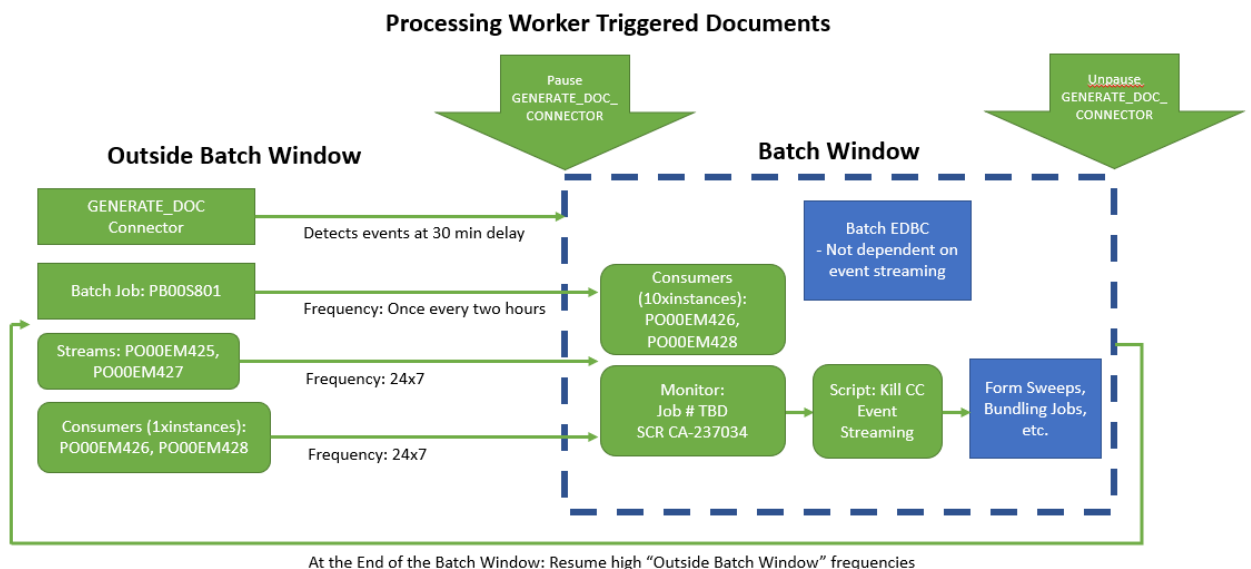
Figure 1: Existing processing flow for worker triggered forms and NOAs. This flow is executed daily.

Processing Batch Sweep Triggered Documents
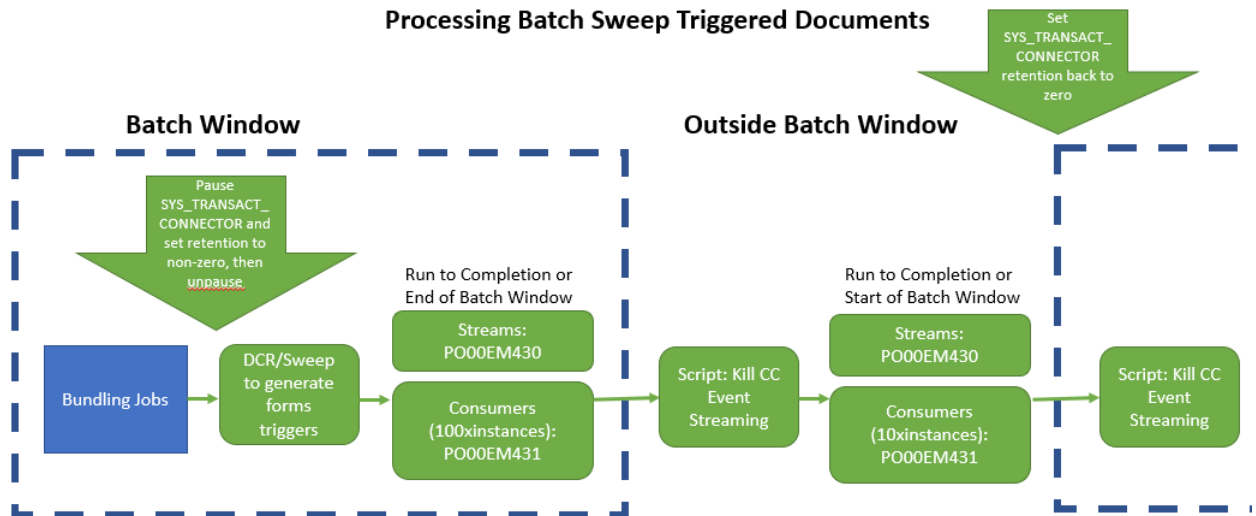
Figure 2: Existing process flow for forms triggered through batch sweeps. This process is executed on request for large volume days.

1.2   Requests

To prepare for increased case load with CalWIN migration, Batch EDBC forms and NOA triggers will be rendered by event streaming jobs. Jobs rendering NOAs will run alongside Batch EDBC and other NOA triggering batch jobs. Jobs rendering forms will initially be scheduled to run after current predecessors to the thread assignment job (PB00R6500). Currently, there are stored procedures which run after forms triggering jobs, but before the thread assignment job, that suppress some forms. These stored procedures are tied to pending SCRs which will update the initial sweep to prevent the trigger from being created. Once these SCRs are resolved, the corresponding stored procedures will be decommissioned. Prior to that, forms rendering jobs must run after the stored procedures to prevent rendering forms which should be suppressed.
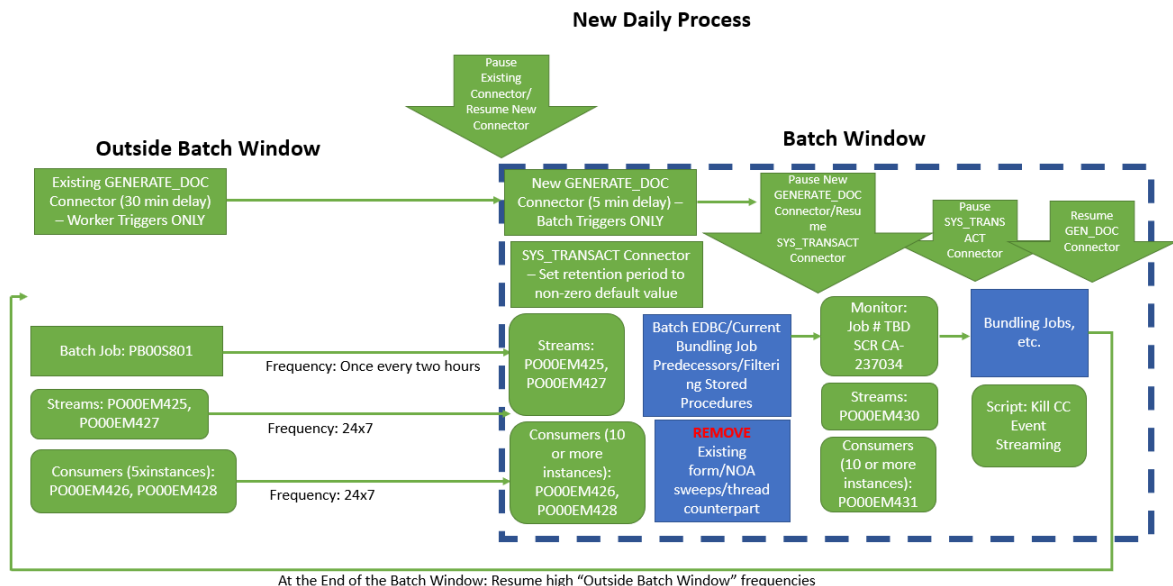
Overview of Recommendations

1. Event streaming jobs will render batch triggered NOAs while Batch EDBC runs. Event streaming jobs will render batch triggered forms after downstream stored procedures. The batch counterparts, which are restricted to running after Batch EDBC completion, will be decommissioned.
2. The existing event streaming job for forms will be updated to run continuously regardless of any idling. Continuous run reduces the amount of time that the jobs spend rebalancing, which will support scaling these jobs to handle larger volumes of triggers. In addition, we will reconfigure the job to increase the maximum possible number of parallel jobs from 100 to 500.
3. The existing connector will be updated to only detect document triggers created by workers. It will still have a built-in 30-minute delay. A new connector will be created to detect document triggers created by batch jobs. This job will have a default delay of five minutes, the default minimum for connectors. This will accommodate workers during their daytime activities while also minimizing delay during the batch window. In addition, we will reconfigure the event streaming job for NOAs to increase the maximum possible number of parallel jobs from 100 to 500.
4. The existing monitor job will be updated to include the forms rendering event streaming jobs PO00EM431.

1.3 Assumptions

1. SCR CA-237034 (Enhance Kafka Consumer architecture to run Consumers continuously) is deployed to production to support running event streaming jobs continuously, to reimplement the event streaming job for NOAs to run continuously, and to create a standard module to use for any future monitor jobs.
2. No functional changes to forms and NOA rendering.
3. This SCR will not account for one-time activities which normally occur after the bundling jobs run. For these activities, the job scheduling will need to be accounted for as part of the work item specific to that activity.
4. Once the following SCRs (to be provided by CC) are resolved, the corresponding stored procedures will be decommissioned. The last SCR to be resolved should including a scheduling change to run forms rendering event streaming jobs to run parallel to Batch EDBC rather than after its downstream jobs.

2   RECOMMENDATIONS

2.1   NOA Processing

2.1.1   Overview

Event streaming jobs which render NOA and form triggers exist and currently run during daytime only, processing non-Batch EDBC triggers created by workers from CalSAWS pages. A connector is used to detect these triggers in the GENERATE_DOC table and pushes those triggers as events to the job. The connector only detects events 30 minutes after they are generated to allow workers time to make additional case changes which may be reflected in the NOA or form.

In addition, online and Batch EDBC NOA triggers exist in the same tables and are processed the same way. Currently, the Batch EDBC NOA triggers are processed by nightly sweep and thread jobs.

During the batch window, the nightly sweep and thread jobs are scheduled as successors of their daytime event streaming counterpart.

2.1.2   Description of Change

1. Schedule current daytime NOA and forms rendering event streaming jobs (PO00EM425, PO00EM426, PO00EM427, PO00EM428) to run alongside Batch EDBC.
2. Disable existing downstream sweep and thread jobs.
3. Update existing GENERATE_DOC connector to detect only worker triggered events via the UPDATED_BY column.
4. Create a new GENERATE_DOC connector to detect only Batch EDBC triggered events via the UPDATED_BY column. In addition, this connector will have a five-minute delay, the standard minimum used for most connectors to avoid issues caused by update/commit time discrepancies.
5. Schedule a resume for the new GENERATE_DOC connector at the start of the batch window and a pause after Batch EDBC completes.
6. Increase partitions for sink topics from 100 to 500.

2.1.3   Execution Frequency

Streams/Consumers/Connectors – Daily

2.1.4   Key Scheduling Dependencies

Outside of the Batch Window:

No change

Batch Window:

Start of the Batch Window – Pause GENERATE_DOC_CONNECTOR, Resume BATCH_GENERATE_DOC_CONNECTOR, Increase consumer instance count of PO00EM426/428

Predecessors of PB00R6500 →Monitor Job, PO00EM430, PO00EM431 (10 instances), Resume SYS_TRANSACT_CONNECTOR

Monitor Job → CC Event Streaming Kill Script, Successors of existing rendering thread jobs

Bundling Jobs → Resume GENERATE_DOC_CONNECTOR, Resume daytime cyclic scheduling

2.1.5   Counties Impacted

All counties.

2.1.6   Category

No change

2.1.7   Data Volume/Performance

No change

2.1.8   Failure Procedure/Operational Instructions

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

2.2   Form Processing

2.2.1   Overview

Event streaming jobs which render forms triggers exist and run on demand to support high volume days. This job is implemented to terminate after five minutes of idling. This means that if it has not rendered any documents in five minutes, it will terminate assuming that all triggers have been rendered.

Currently, by default, the connector used to detect events for this job has a default retention period of 0 ms. This is because the job is only on

demand so a backlog of events should not be retained when there are no activities ongoing.

Since the job is currently self-terminating, there is no monitor job needed to detect when all events are consumed.

2.2.2 Description of Change

1. Schedule current on demand form rendering event streaming jobs (PO00EM430, PO00EM431) to run after predecessors of PB00R6500.
2. Consumer PO00EM431 will be updated to run continuously instead of self-terminating after five minutes of idling.
3. Update the existing monitor job to also include PO00EM430 and PO00EM431.
4. Update the SYS_TRANSACT connector to have the standard retention period of 3024000000 ms.
5. Schedule SYS_TRANSACT connector resume after predecessors of PB00R6500. Schedule the pause after the monitor job.
6. Increase partitions for sink topic from 100 to 500.

2.2.3 Execution Frequency

Daily

2.2.4 Key Scheduling Dependencies

See 2.1.4

2.2.5 Counties Impacted

All counties.

2.2.6 Category

No change

2.2.7 Data Volume/Performance

No change

2.2.8 Interface Partner

N/A

2.2.9 Failure Procedure/Operational Instructions

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

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-255986

Add Translations for New ABCDM 229 Form to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sahana Ramesh
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/12/2023	1.0	Initial Draft	Sahana Ramesh
5/09/2023	1.1	Updated Design to include 2 more languages (Russian & Vietnamese).	Sahana Ramesh

Table of Contents

1 OVERVIEW

The purpose of this SCR is to add ABCDM 229 (1/23) in threshold language to CalSAWS.

1.1 Current Design

Currently ABCDM 229 (1/23) is available in English and Spanish languages in CalSAWS Template Repository.

1.2 Requests

Add ABCDM 229 (1/23) - Applicant/Recipient's Authorization for Release of Information to Community-Based Organization (CBO) in BenefitsCal in available threshold languages to the CalSAWS Template Repository.

Languages Include: Armenian, Russian, Vietnamese

1.3 Overview of Recommendations

Add ABCDM 229 (1/23) - Applicant/Recipient's Authorization for Release of Information to Community-Based Organization (CBO) in BenefitsCal to the CalSAWS Template Repository in following threshold languages: Armenian, Russian, Vietnamese

1.4 Assumptions

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

2 RECOMMENDATIONS

2.1 Add ABCDM 229 form to CalSAWS in available threshold languages.

2.1.1 Overview

Add ABCDM 229 in available threshold languages.

State Form: ABCDM 229 (1/23)
Programs: CalFresh, CalWORKs, Medi-Cal
Forms Category: Form

Template Repository Visibility: All Counties

Form Title (Document List Page Displayed Name):

Applicant/Recipient Authorization for Release of Information to CBO in BenefitsCal

Existing Languages: English, Spanish.

2.1.2 Form Verbiage

Create ABCDM 229 XDP.

A new XDP will be created in threshold languages for ABCDM 229 form with version (1/23).

Threshold Languages: Armenian, Russian, Vietnamese

Form Header: CalSAWS Standard Header (CSF147_COVERSHEET_FRAG)

Form Number: ABCDM 229

Include NA Back 9: No

Form Mockups/Examples: See supporting documents #1

2.1.3 Form Generation Conditions

Add ABCDM (1/23) to Template Repository in available languages.

The ABCDM 229 (1/23) is added to the Template Repository.

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

Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for ABCDM 229 (1/23)

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

Mailing Options:

Mailing Options	Option ABCDM 229
Mail-To (Recipient)	Applicant selected on the document parameters page.

Mailing Options	Option ABCDM 229
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Add Form Control

Add an imaging barcode for ABCDM 229

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for ABCDM 229 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	ABCDM 229 Available Languages	ABCDM_229_Armenian.pdf ABCDM_229_Russian.pdf ABCDM_229_Vietnamese.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	ABCDM 229 (1/23) is being added in available threshold language.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-258652

ACL 23-26 Add GEN 788 to the Template Repository

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sahana Ramesh
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/12/2023	1.0	Initial Draft	Sahana Ramesh

Table of Contents

1 OVERVIEW

This effort will add GEN 788 (3/22) – "Request To Stop My Benefits" in English and Spanish languages to CalSAWS.

1.1 Current Design

Currently GEN 788 (3/22) is not available in CalSAWS.

1.2 Requests

Add the GEN 788 (3/22) Request To Stop My Benefits in to the CalSAWS Template repository in English and Spanish languages.

1.3 Overview of Recommendations

Add the GEN 788 (3/22) Request To Stop My Benefits in to the CalSAWS Template repository in English and Spanish languages.

1.4 Assumptions

1. All fields (blank or prepopulated) will be editable.
2. Supporting Documents section references attachments found on JIRA.

2 RECOMMENDATIONS

2.1 Add GEN 788 to CalSAWS in English and Spanish

2.1.1 Overview

Add GEN 788 to CalSAWS Template Repository.

State Form: GEN 788 (3/22)

Programs: CalWORKs, CalFresh, Child Care, CAPI, RCA

Forms Category: Forms

Template Repository Visibility: All Counties

Form Title (Document List Page Displayed Name): REQUEST TO STOP MY BENEFITS

Imaging Form Name: Request To Stop My Benefits

Imaging Document Type: Electronic Benefit Transfer (EBT)

Imaging Case/Person: Case

2.1.2 Form Verbiage

Create GEN 788 XDP.

A new XDP will be created in English and Spanish for GEN 788 form with version (3/22).

Form Header: CalSAWS Standard Header (HEADER_1_EN)

Form Number: GEN 788

Include NA Back 9: No

Form Mockups/Examples: See supporting documents #1

2.1.3 Form Generation Conditions

Add GEN 788 (3/22) to Template Repository in English and Spanish.

The GEN 788 (3/22) is added to the Template Repository.

Required Document Parameters: Customer Name, Case Number, Program, Language, Recovery Account Number.

Add Form Print Options and Mailing Requirements

The following are the print and mailing requirements for GEN 788

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

Mailing Options:

Mailing Options	Option GEN 788
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A
Mail Priority	Same Day Priority

Add Form Control

Add an imaging barcode for GEN 788

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for GEN 788 Form
Post to Self-Service Portal	Y
E- Signature Indicator	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	GEN 788 Available Languages	GEN_788_EN.pdf GEN_788_SP.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms; i. GR Vendor notices; k. Court-mandated notices, including Balderas notices; l. SSIAP appointment notices; m. Withdrawal forms; n. COLA notices; o. Time limit notices; p. Transitioning of aid notices; q. Interface triggered forms and notices (e.g., IFDS, IEVS); r. Non-compliance and sanction notices; s. Benefit issuance and benefit recovery forms and notices, including reminder notices; t. Corrective NOAs on State Fair Hearing decisions; u. CSC paper ID cards with LRS-generated access information; and v. CSC PIN notices.	GEN 788 (3/22) is being added in English and Spanish languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-259836

Add a New Approval Reason and message for IAR Split CAPI Payment

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nithya Chereddy
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/20/2023	1.0	Initial Draft	Nithya Chereddy

Table of Contents

1 OVERVIEW

1.1 Current Design

The IAR Split CAPI Payment NOA does not exist in the system currently.

1.2 Requests

Add the IAR Split CAPI Payment NOA to the system which will get generated from the EDBC when the associated triggers are satisfied.

1.3 Overview of Recommendations

1. Add a New Approval Reason for IAR Split CAPI Payment NOA to the system.
2. Add a New Approval Message for IAR Split CAPI Payment NOA to the system.

1.4 Assumptions

1. All existing functionalities will remain unchanged unless called out as part of this SCR.
2. This SCR is branched off from the base SCR CA-249684.

2   RECOMMENDATIONS

2.1   Add a New CAPI NOA Reason for IAR Split CAPI Payment

2.1.1   Overview

Create a new CAPI IAR Split CAPI Payment NOA reason, which will generate when a newly Approved CAPI case has a 'withheld amount' from a vendor of type "County". The verbiage was taken from existing County forms.

Known County NOA: Derived from Sacramento County CDS 102-4 (09/01)

NOA Template: NA 693

Program(s): CAPI

Action Type(s): Approval

Fragment Level: Program

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: N/A

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

2.1.2 NOA Verbiage

Add new Out of the Home Reason Fragment XDP

Add a new CAPI NOA Reason for IAR Split CAPI Payment.

NOA Mockups/Examples: See Supporting Documents #1

Description	Text	Formatting*
<STATIC_SECTION>	Your cash aid amount has been reduced by $<Reduction Amount>. Here's why: You will receive a cash aid payment in the amount of $<CAPI Payment Amount> because we are sending a portion of your first CAPI payment of $<Full Allotment Amount> for the months of <Previous Begin Month> to <Previous End Month> to repay General Assistance/General Relief you	Arial Font Size 10

| | received while your CAPI case was pending.

If <County of Residence> County paid you less than $<Full Allotment Amount> for that period, they will pay you the difference shortly. If you do not receive the difference within 2 weeks from the date you receive this notice, please contact <County of Residence> County. | |

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

2.1.3 NOA Variable Population

1. **Add CAPI Approval IAR Split Payment Fragment Variable Population**
    The new CAPI Approval IAR Split Payment Fragment has the following variables:

Variable Name	Population	Formatting*
<Reduction Amount>	Populate with the amount by which the CAPI payment has been reduced. The 'Amount' field from the Money Management section of the EDBC results. If there are multiple 'Amount' fields on the EBDC results page, the reduction amount will be the sum of all 'Amount' fields. For example: $150	Arial Font Size 10
<CAPI Payment Amount>	The calculated CAPI Payment Amount after the reduction. The 'Remaining Amount to Customer' value on the Money Management section of the EDBC results. For example: $850	Arial Font Size 10
<Full Allotment Amount>	The initial CAPI Allotment amount, prior to reduction.	Arial Font Size 10

	The 'Authorized Payment' Amount from the EDBC Results page. For example: $1000	
< Previous Begin Month>	The 'Begin Month' entered in the Payment Amount Used EDBC Page. For example: June 2022	Arial Font Size 10
< Previous End Month >	The 'End Month' entered in the Payment Amount Used EDBC Page. For example: September 2022	Arial Font Size 10
<County of Residence>	The person's County of Residence. Stored in RES.COUNTY_CODE in the CalSAWS database. For example: Yolo	Arial Font Size 10
<Full Allotment Amount>	The initial CAPI Allotment amount, prior to reduction. The 'Authorized Payment' Amount from the EDBC Results page. For example: $1000	Arial Font Size 10

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

Variables Requiring Translations: N/A

2. **Add Regulations for new CAPI Approval Split IAR Payment Reason**
The new CAPI Approval Split IAR Payment NOA has associated Regulations. The following Regulations will be added when the CAPI Approval Split IAR Payment Reason is generated on a NOA:

   New Regulations: MPP: 49-001 through 49-070

3. **Add NOA Title and Footer Reference for new Reason**
The following are the references that will be included for the new CAPI Approval Split IAR Payment Fragment.

   NOA Reference on Document List Page: CAPI Approval Split IAR Payment

   NOA Title: CAPI Approval Split IAR Payment

NOA Title Requires Translations: Yes, this will be translated in Spanish for this effort.

NOA Footer: NA 693 (XX/XXXX)

NOA Footer Requires Translations: No

2.1.4 Form/NOA Generation

1. **Add CAPI Approval Split IAR Payment Reason Fragment Generation**
   This new Fragment will generate when:
   - A case has been Approved for CAPI
   - AND the Money Management Section of the EDBC Results has a 'Amount' that is not $0
   - AND the 'Vendor' selected has a 'Type' of "County"

   Note: Withheld Amount and Vendor Type will be stored in the VEND_PMT table. See Section 2.7 for additional information.

   Action Fragment:

Action Type	Fragment	Fragment Verbiage	Fragment ID
Approval	CI_AP_ACTION_5	Your application for the Cash Assistance Program for Immigrants (CAPI) dated has been approved. The cash aid payment for your first month of aid is <CAPIFirstMonthAmount>. Your first day of cash aid is <EffectiveCAPIDate>.	4115

   Message Fragment:
   CAPI IAR Split Payment Message (see Recommendation 2.13)

   Ordering on NOA: This fragment will generate immediately following the Action Fragment.

2.2 Add a New CAPI NOA Message Fragment

2.2.1 Overview

Add a New CAPI NOA Message for IAR Split Payment Approvals

Known County NOA:

Program(s): CAPI

Action Type(s): Approval

Fragment Level: Program

Repeatable: No

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

2.2.2   Form/NOA Verbiage

Create CalFresh NOA Message Fragment XDP

Add a new CAPI NOA Message for IAR Split Payment Approvals.

NOA Mockups/Examples: See Supporting Documents #1

Description	Text	Formatting*
Static	**REPORTING RESPONSIBILITIES** The amount of your CAPI payment is based on all the information we received. You must tell <Lead County>, every time there is a change, including changes in income, resources or living arrangements for yourself, or your spouse, parent or child who lives with you, or your sponsor or sponsor's spouse regardless of where they live. You must tell us about any changes within 10 days of the change. Remember, a change may make your CAPI payment bigger or smaller. You may need to pay back any overpayments you receive. Report changes by calling the following number <Lead County Contact>.	Arial Font Size 10 'Reporting Responsibilities' in **bold**.

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

2.2.3   NOA Variable Population

1. **Add CAPI Approval IAR Split Payment Fragment Variable Population**

The new CAPI Approval IAR Split Payment Fragment has the following variables:

Variable Name	Population	Formatting*
<Lead County>	Populate the name of the county that is generating the NOA which will either be Sacramento or San Mateo.	Arial Font Size 10
<Lead County Contact Number>	Populate: 1-800-929-8118 If Sacramento County has been populated for <Lead County> OR 1-800-648-0954 If San Mateo County has been populated prior for <Lead County>	Arial Font Size 10

2.2.4 Form/NOA Generation Conditions

Add Generation for new CAPI Approval Message

Generate on an Approval NOA following the CAPI Approval Split IAR Payment Fragment (see Recommendation 2.12)

Ordering on NOA: This will be the last fragment on the NOA.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	CAPI Approval – Split IAR Payment mock up	CAPI Approval - Split IAR Payment mock up.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2   Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5   MIGRATION IMPACTS

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

6   OUTREACH

7 APPENDIX

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-260155

CalSAWS VA Expansion – Release 7

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Gray Guzman
	Reviewed By	Sarah Cordano

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/4/23	1.0	Original Draft	Gray Guzman

Table of Contents

1 OVERVIEW

1.1 Current Design

The Virtual Assistant (VA) allows CalSAWS workers to access a series of pre-defined questions (use cases) for the CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, GA/GR, and Foster Care programs. These use cases (UCs) are designed to provide workers information on CalSAWS functionalities and instructions on how to perform certain job functions.

1.2 Requests

Add more content to the VA and edit previously deployed content.

1.3 Overview of Recommendations

In Release 7 of the CalSAWS VA, we will release additional UCs within the VA and make enhancements to existing content. The scope of this SCR is as follows:

Summary of New Content:

Category	Current Design	Release 7	Total (All Releases)
Number of UCs	141	~~32~~ 27	~~173~~ 168
Number of Keywords	334	~~130~~ 119	~~464~~ 453
Main Menu Branch	8	0	8
Sub-Menu Branches	19	~~4~~ 3	~~23~~ 22

Summary of Enhancements to Existing Content:

Category	Release 7
Number of Edited UCs	2
New UX/UI Features	0

1.4 Assumptions

1. To chat with the VA, the user would click the orange chat icon in the bottom right corner of the website (shown below).

Figure 1.4.1 - VA Chat Icon

2. Once clicked, the VA will open as a pop-up window with the URL: virtualassistant.calsaws.net.

2 RECOMMENDATIONS

2.1 Internal VA Items

2.1.1 Overview

In this release, we will be adding more content to the VA and making enhancements to existing content. This content will include 32 27 more UCs, 2 edits to existing UCs, 130 119 new keywords, and 4 3 new sub-menu branches.

2.1.2 CalSAWS VA Mockups
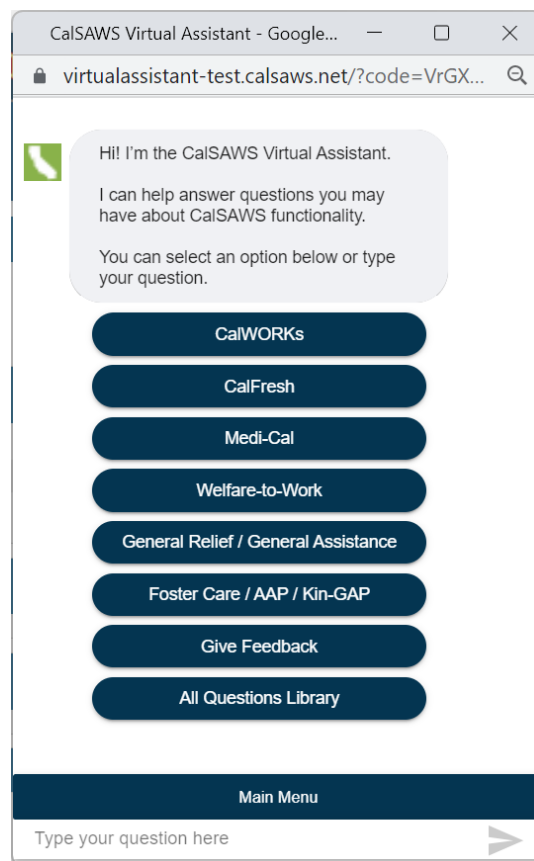
Figure 2.1.2.1 - VA Window

2.1.3 Description of Changes

1. **New UCs**

    Below is a table containing all new Use Cases in Release 7:

Program	Question	Answer	Buttons
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	How to identify a duplicate person in CalSAWS?	In CalSAWS, duplicate person records may exist due to system conversions, worker mistakes, Inter County transfers, and many other reasons. Although several enhancements have been made to CalSAWS to prevent new duplicate persons from being created, there are still outstanding records which need to be resolved. Counties Identified a contact in each county and a contact list has been created to assist in the correction of duplicate person records and ensure accurate persons records are maintained in CalSAWS. Once you determine that more than one record exists for the same person, the incorrect person record needs to be indicated as a duplicate person record in the System. **Note:** Follow your chain of command to review the CalSAWS Duplicate Protocol 2022. Appropriate security rights are required to correct a duplicate person. Click the button below for steps on identifying duplicate persons.	**Button:** Duplicate Persons -- Identifying and Correcting (JA) **Button:** CIT 0132-23 Person De-Duplication Business Process and Communication Protocol **Button:** More CalWORKs-related Topics **Button:** More CalFresh-related Topics **Button:** More Medi-Cal-related Topics **Button:** More Welfare-to-Work-related Topics **Button:** More General Relief / General Assistance-related Topics **Button:** More

			Foster Care / AAP / Kin-GAP-related Topics
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	How to update a living arrangement?	To add or edit a living arrangement, first navigate to the **Living Arrangements Detail** page: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigation bar 3. Click the **Living Arrgmt** link on the **Task** navigation bar to access the **Living Arrangements List** page 4. If applicable, click the **Name** hyperlink or **Add** button or **Edit** button to access the **Living Arrangements Detail** page in View, Add, or Edit mode, respectively	**Button:** Living Arrangement Detail (OLH) **Button:** More CalWORKs-related Topics **Button:** More CalFresh-related Topics **Button:** More Medi-Cal-related Topics **Button:** More Welfare-to-Work-related Topics **Button:** More General Relief / General Assistance-related Topics **Button:** More Foster Care / AAP / Kin-GAP-related Topics
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care /	How to view participant's Social Security Number?	Users can view a participant's Social Security Number (SSN) by accessing the **Case Summary** or **Individual Demographics Detail** pages. Based on your role, you may be able to see a participant's full or masked SSN. To access the Case Summary page: 1. From the CalSAWS Homepage, enter the **Case Number** and click **Submit**	**Button:** Case Summary (OLH) **Button:** Individual Demographics Detail (OLH) **Button:** More CalWORKs-related Topics

AAP / Kin-GAP		OR 1. Place the cursor over one of the following options from the Global navigation bar: **Case Info**, **Child Care**, **Eligibility**, or **Empl. Services** 2. Select **Case Summary** from the **Local** navigation bar To access the Individual Demographics Detail page: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigation bar 3. Click the **Individual Demographics** link in the **Task** navigation bar to access the **Individual Demographics List** page 4. Click the **Name** hyperlink 5. Click the **Edit** button in the SSN Status section to view or edit the SSN	**Button:** More CalFresh-related Topics **Button:** More Medi-Cal-related Topics **Button:** More Welfare-to-Work-related Topics **Button:** More General Relief / General Assistance-related Topics **Button:** More Foster Care / AAP / Kin-GAP-related Topics

CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	How to add an expense?	To add an expense within the context of a case:
		1. Place the cursor over **Eligibility** on the **Global** navigation bar
		2. Select **Customer Information** from the **Local** navigation bar
		3. Click the **Financial** expand caret in the **Task** navigation bar
		4. Click the **Expenses** link on the **Task** navigation bar
		5. On the **Expense List** page:
		  a. Select **<Expense Category>** from the **Expense Category** drop list
		  b. Click the **Add** button
		
		Click the button below for steps on adding, editing, or viewing the details of an expense and more expense management information.
			Button: Expense Management (JA)
			
			Button: Add SUA to a Case
			
			Button: More CalWORKs-related Topics
			
			Button: More CalFresh-related Topics
			
			Button: More Medi-Cal-related Topics
			
			Button: More Welfare-to-Work-related Topics

			Button: More General Relief / General Assistance-related Topics **Button:** More Foster Care / AAP / Kin-GAP-related Topics

CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	How to add, edit, or view the pregnancy detail information?	Users may add, edit, or view the pregnancy detail information for a participant on the Pregnancy Detail Page.
		
		To access the Pregnancy Detail Page within the context of a case:
		1. Place the cursor over **Eligibility** on the **Global** navigation bar
		2. Select **Customer Information** from the **Local** navigation bar
		3. Click the **Pregnancy** link on the **Task** navigation bar
		4. On the **Pregnancy List** page:
		  a. Click the **Name** hyperlink to access the **Pregnancy Detail** page in View mode
		   OR
		  b.Click the **Add** button to access the **Pregnancy Detail** page in Add mode
		   OR
		  c. Click the **Edit** button to access the **Pregnancy Detail** page in Edit mode
			Button: Pregnancy Detail (OLH)
			
			Button: More CalWORKs-related Topics
			
			Button: More CalFresh-related Topics
			
			Button: More Medi-Cal-related Topics
			
			Button: More Welfare-to-Work-related Topics
			
			Button: More General Relief / General Assistance-related Topics
			
			Button: More Foster Care / AAP / Kin-GAP-related Topics

CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work,	How to process a reapplication?	When the Customer has been denied or discontinued from a program and they reapply, you will need to access the New/Reapplication Detail page.	**Button:** Reapplications and Rescissions (JA)

General Relief / General Assistance, Foster Care / AAP / Kin-GAP		To access the New/Reapplication Detail page:
		1. Place the cursor over **Eligibility** on the **Global** navigation bar
		2. Select **Case Summary** from the **Local** navigation bar
		3. On the **Case Summary** page:
		  a. Change the **<Display Date>** to the month the reapplication takes affect (the BDA month)
		  b. Click the **View** button to refresh the page with the new display date
		  c. Click the **View Details** button in the **<Program>** section
		4. On the **<Program> Detail** page:
		  a. Click the **Edit** button
		  b. Click the **Reapply** button
		
		Note: The Reapply button will not display for a denied or discontinued case if there is an approved application for ALL persons in the future, or if there is already a Pending application for all persons.
		
		Click the button below and scroll to the relevant table for instructions on how to process a reapplication.
			Button: Rescind vs Reapply
			
			Button: More CalWORKs-related Topics
			
			Button: More CalFresh-related Topics
			
			Button: More Medi-Cal-related Topics
			
			Button: More Welfare-to-Work-related Topics
			
			Button: More General Relief / General Assistance-related Topics
			
			Button: More Foster Care / AAP / Kin-GAP-related Topics

CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	What is the De-Duplication Business Process and Communication Protocol?	For information on the business process and communication protocol for duplicate persons and de-duplication reports in the System, click the button below.	**Button:** CIT 0132-23 Person De-Duplication Business Process and Communication Protocol **Button:** More CalWORKs-related Topics **Button:** More CalFresh-related Topics

			Button: More Medi-Cal-related Topics **Button:** More Welfare-to-Work-related Topics **Button:** More General Relief / General Assistance-related Topics **Button:** More Foster Care / AAP / Kin-GAP-related Topics
CalWORKs, CalFresh, Medi-Cal, SAR 7 Sub-Menu	What are some hints for periodic reporting and/or re-evaluations?	For information and instructions on periodic reports / SAR 7 and reevaluations (recertifications / redeterminations/ renewals), click the button below.	**Button:** CIT 0119-23 Infographic – Periodic Reporting and Re-Evaluation **Button:** More CalWORKs-related Topics **Button:** More CalFresh-related Topics **Button:** More Medi-Cal-related Topics **Button:** More SAR 7-related Topics
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General	When to rescind vs reapply a program / person?	**Rescind:** Rescind means to reverse a denial/discontinuance on an existing application date. Rescind should be used if a user needs to undo a denial or discontinuance of a program and/or person(s),	**Button:** Reapplications and Rescissions (JA) **Button:** Go to

12

| Relief / General Assistance, Foster Care / AAP / Kin-GAP | | without logging a new application.
Rescind Scenarios:
• Customer has a discontinued program that needs to be re-opened
• Rescind an application if a household is 1st month ineligible
• A client is late turning in their verification for a periodic report (SAR/RE)
• Batch erroneously denies or discontinues a program
• Restoration of aid

Reapply:
Reapply means to add a new application date on an existing program and can be used for either an entire household or individual. Reapply should be used if the prior application for a program and/or person(s) was denied or discontinued, and they submit a new application after a break in aid.
Reapply Scenarios:
• Customer has a denied program case and wants to apply again
• Adult parents are applying for a program when their children are already active
• Any new application where the program has been pending/active previously and is currently denied/discontinued

Note: Please be mindful of the different program rules for the reapply and/or rescind processes.

Follow your county policy when determining whether to rescind or reapply a program/person and applying good cause. | Rescind Case

Button: Go to Reapply Case |

| Foster Care / AAP / Kin-GAP | How to indicate Emergency Assistance / Emergency Caregiver? | You can indicate Emergency Assistance (EA) on the Protective Custody and / or Child Welfare Service Authority Detail page. To indicate Emergency Assistance:
1. Place the cursor over **Eligibility** on the **Global** navigation bar
2. Select **Customer Information** from the **Local** navigation bar
3. Click the **Expand** caret to expand the **Foster Care** section on the **Task** navigation bar
4. Click the **Placement Authority** link on the **Task** navigation bar
5. On the **Placement Authority List** page:
  a. Select **Protective Custody** or **Child Welfare Services Court Order** from the **Placement Authority Type** drop list
  b. Click the **Add** button
6. On the **Protective Custody** and/or **Child Welfare Services Court Order Authority Detail** page, go to the **Emergency Assistance (EA)** page section:
  a. Select **<Yes>** from the **Was the EA1 application** approved? drop list
  b. Enter **<Date>** in the **Date of Risk** field
  c. Enter **<Date>** in the **Not to Exceed Date** field | **Button:** Foster Care - Placement Authority (JA)

Button: More Foster Care-related Topics |
| Foster Care / AAP / Kin-GAP | How to issue clothing allowance? | The payment process for issuing clothing allowances involves creating service arrangements and payment requests. Upon completion of this payment process, supplemental benefits such as clothing allowances are issued.

The process to issue a clothing allowance on behalf of a Foster Care or Kin-GAP child is:
1. Add a **Need**
2. Create a **Service Arrangement** | **Button:** Foster Care and Kin-GAP - Issue Supplemental Benefits with Service Arrangements (JA)

Button: More Foster Care-related Topics |

		3. Create a **Payment Request** **Note:** Some Counties use the CWS / CMS system to issue clothing allowances; please follow your County's policy. For more information about issuing supplemental benefits, such as clothing allowances, click the button below.	

Foster Care / AAP / Kin-GAP	How to add / change a Foster Care Placement?	To add or change a Foster Care placement within the context of a case:
		1. Place the cursor over **Eligibility** in the **Global** navigation bar
		2. Select **Customer Information** from the **Local** navigation bar
		3. Click the **Expand** caret to expand the **Foster Care** section on the **Task** navigation bar
		4. Click the **Child Placement** link in the **Task** navigation bar
		5. On the **Child Placement List** page:
		  a. Click the **Add** button
		6. On the **Placement Detail** page:
		  a. Click the **Select** button next to Placement Name
		
		Note: When a new placement is added, effective dating end dates the previous placement. Some Counties use the CWS / CMS system to add / change Foster Care placement; please follow your County's policy.
		
		For a complete set of instructions on how to add a Foster Care placement, click the button below.
			Button: Foster Care Placements – Add and Edit (JA)
			
			Button: More Foster Care-related Topics

Foster Care / AAP / Kin-GAP	How to add a placement authority record?	To add a Placement Authority record, you must navigate to the **Placement Authority** page. To access the **Placement Authority List** within the context of a case:	**Button:** Foster Care - Placement Authority (JA)

		1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigation bar 3. Click the **Expand** caret to expand the **Foster Care** section on the **Task** navigation bar 4. Click the **Placement Authority** link on the **Task** navigation bar Selecting the **Placement Authority Type** from the **Placement Authority Type** drop list and clicking the **Add** button will navigate you to the relevant Detail page. Each page allows you to add, edit, or view the details for the placement authority. These pages maintain the logic for online EDBC rules to determine the correct aid code. For instructions on how to add a placement authority record, click the button below.	**Button:** More Foster Care-related Topics
Foster Care / AAP / Kin-GAP	How to add Foster Care income and property for month of petition?	Once a Foster Care Income and Property Detail record is saved, the System automatically populates the Net countable income in the month of petition / voluntary placement agreement and Net countable property in the month of petition / voluntary placement agreement fields. These are the income and property amounts used in determining eligibility. To access the Foster Care Income and Property Detail page: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigation bar 3. Click the **Foster Care** link on the **Task** navigation bar 4. Click the **Placement Authority**	**Button:** Foster Care Income and Property Detail Page (JA) **Button:** More Foster Care-related Topics

		link on the **Task** navigation bar to access the **Placement Authority List** page 5. Select **<Type>** from the **Placement Authority Type** drop list 6. Click the **Type** hyperlink, the **Add** button, or the **Edit** button to access the **Child Welfare Services Authority Detail**, **Probation Authority Detail**, or **Voluntary Placement Authority Detail** page(s) in View, Add, or Edit mode, respectively 7. Click the **FC Income/Property Calculation** button to access the **Foster Care Income and Property Detail** page For instructions on how to add a Foster Care income record, a stepparent income record, a deduction record, or a property record, click the button below.	

Foster Care / AAP / Kin-GAP	How to add an infant supplemental payment?	To add an Infant Supplement Payment (ISP) child to a Kin-GAP (KG) or Foster Care (FC) case:
		1. Add the infant to the case
		2. Assign a program role of MMO (Medi-Cal Member Only) to the ISP Child
		3. Enter the child's data collection information
		4. To issue an ISP:
		   a. **Foster Care** – Complete the **Infant Supplement** page section on the **Child Placement Detail** page
		   b. **Kin-GAP** – Complete the **Infant Supplement** section on the **Kin-GAP Rate Summary** page
		5. Run EDBC
		
		Note: For counties that use the CWS/CMS interface, please continue to enter infant supplemental payment request in CWS/CMS & process the infants
			Button: Foster Care Income and Property Detail Page (JA)
			
			Button: More Foster Care-related Topics

		MEDS program per your County process Click the button below for detailed steps on how to add an infant supplemental payment.	
Free Response	When do batch sweeps run?	Batch Sweeps are run automatically with a frequency dependent on the type of Batch it is. The following buttons will give you information about some of the Daily Batch Sweeps which are run every night (Monday – Saturday). Click the JA below for more general information about batch sweeps. Click the other buttons for information about each batch sweep.	**Button:** EDBC - Batch Sweep (JA) **Button:** Batch to Discontinue Active CalFresh with Past Due Postpone Verifications **Button:** Batch to Discontinue Child 16 or Older and Not Actively Going to School from the CalWORKs Program **Button:** Batch to Deny CalFresh Application for Missing Intake Interview **Button:** More EDBC-related Topics
Daily Batch Sweeps Sub-Menu	What happens in Batch to Discontinue Active CalFresh with Past Due Postpone Verifications?	The Batch Job to Discontinue Active CalFresh with Past Due Postpone Verifications triggers EDBC on active CalFresh program cases for which the postponed verifications for Expedited CalFresh programs are past due. Program: CalFresh and Supplemental Nutrition Benefit (SNB)	**Button:** Go Back to Batch Sweeps

		This sweep will exclude cases if verification types are Personal Property, Real Property, or Transferred Property when CalFresh program is Categorically Eligible (CE) or Modified Categorical Eligibility (MCE). **Note:** Not all counties have enabled this batch job. Please follow your County's policy.	
Daily Batch Sweeps Sub-Menu	What happens in Batch to Discontinue Child 16 or Older and Not Actively Going to School from the CalWORKs Program?	The Batch Job to Discontinue Child 16 or Older and Not Actively Going to School from the CalWORKs Program triggers EDBC for all active programs when ALL of the following conditions are true: 1. If the case has active CalWORKs/RCA program individuals 2. Who are 16 years or older 3. Has a WTW/REP Work Registration status of Exempt 4. Has a school attendance and not attending school full time Program: All Programs The job excludes individuals who are on an active or pending CalLearn program, or whose Work Registration status is Mandatory or Exempt with a valid reason. **Note:** All counties have opted into this batch sweep. Please follow your County's policy.	**Button:** Go Back to Batch Sweeps
Daily Batch Sweeps Sub-Menu	What happens in Batch to Deny CalFresh Application for Missing Intake Interview?	The Batch Job to Deny CalFresh Applications for Missing Intake Interview triggers EDBC to deny pending CalFresh cases (excluding Transitional CalFresh) when all of the following conditions are true: 1. Applicant has missed the	**Button:** Go Back to Batch Sweeps

		intake interview
		   2. The NOMI form has already been generated
		   Note: The NOMI batch job runs daily and will run if the appointment is not updated to "Completed" or "Cancelled"
		   3. The application date is past 30 days
		   Note: The daily CalFresh Denial batch job runs to Deny a Pending CalFresh Application if the household has missed their appointment and it is 30 days from the Appointment Date
		   4. No future interview is scheduled
		
		Program: CalFresh
		
		Note: This batch job does not run on weekends or Holidays. Not all counties have enabled this batch job. Please follow your County's policy.	

ICT Sub-Menu	How to cancel an eICT Transfer or Request?	Only Sending Counties can cancel an eICT if an eICT is "In Process" status. An eICT in "Request" status can be canceled by the sending or receiving County. **Note:** If the eICT request has been sent by batch, the canceling County must contact the other County to inform them of the cancelation. To cancel an eICT request within the context of a case for which an eICT request was sent to another County: 1. Place the cursor over **Case Info** on the **Global** navigation bar 2. Select **Case Summary** from the **Local** navigation bar 3. Click the **ICT Summary** link on	**Button:** Inter-County Transfers - Electronic - Receiving County (JA) **Button:** More ICT-related Topics

		the **Task** navigation bar 4. Click the **Request ID** hyperlink on the **ICT Summary** page 5. Click the **Cancel ICT** button on the **ICT Detail** page **Note:** The ICT Detail page refreshes and the status is updated to Canceled	
Extended Benefits Sub-Menu	How to extend Foster Care benefits for Non-Minor Dependents?	The Extended Foster Care (EFC) program allows youth, over age 18, to remain under court jurisdiction in Foster Care as a Non-Minor Dependent (NMD). **Note:** NMDs must be in a Foster Care placement on the day prior to their 18th birthday. Otherwise, when EDBC is run for the Foster Care program, the program will fail for not meeting program requirements. To extend Foster Care benefits for NMDs coming in from another State, you must also complete the Other Program Assistance Detail page. You will need to complete the Foster Care Non-Minor Dependent Detail page to extend EFC to NMDs. To access the Foster Care Non-Minor Dependent Detail page within the context of a case: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigation bar 3. Expand the **Foster Care** caret 4. Click the **Non-Minor Dependent** link on the **Task** navigation bar to access the **Foster Care Non-Minor Dependent List** page 5. Click the **Add** button on the **Foster Care Non-Minor Dependent List** page to access the **Foster Care Non-Minor Dependent Detail** page	**Button:** Foster Care – Extended Benefits for Non-Minor Dependents (JA) **Button:** Kin-GAP Non-Minor Dependent Detail (OLH) **Button:** More Extended Benefits-related Topics

		When the Foster Care Non-Minor Dependent Detail page is completed, run EDBC for the month in which the youth turns 18 and if necessary, run EDBC for the following month. Click on the button below for complete steps on extending Foster Care benefits for Non-Minor Dependents.	

Imaging and Self-Service Portal Sub-Menu	How to view Self-Service Portal (BenefitsCal) Imaged Documents?	Users may view documents uploaded or sent from the Self-Service Portal through the Case Summary or Point of Service pages. Both pages are accessible within the context of a case.
		
		To view Self-Service Portal Imaged Documents through the **Case Summary** page:
		1. Place the cursor over **Case Info** on the **Global** navigation bar
		2. Select **Case Summary** from the **Local** navigator
		3. On the **Person Search** page:
		  a. Enter search criteria
		  b. Click the **Search** button
		4. On the **Search Results Summary** page:
		  a. Click the **<Name>** hyperlink for the case you wish to view
		5. On the **Case Summary** page:
		  a. Click the **Images** button
		
		To view from the **Point of Service** page:
		1. Place the cursor over **Case Info** on the **Global** navigation bar
		2. Select **Case Summary** from the **Local** navigator
		3. Click **Point of Service** on the **Task** navigation bar
		
		Note: The Point of Service page allows you to view images for a
			Button: Self-Service Portal (SSP) e-Applications (JA)
			
			Button: View Images (JA)
			
			Button: More Imaging-related Topics
			
			Button: More Self-Service Portal-related Topics

		specific document submitted by a customer via BenefitsCal or lobby / kiosk device within 90 days. When accessing the Point of Service page on the Task navigation bar, the date range will default to the current date.	
Income Sub-Menu	How to exempt IHSS income if living with caregiver?	When the income type of Caregiver Wages – Other should not be counted in the MAGI eligibility determination because the caregiver is living with the person receiving the personal care services, select the MAGI Medi-Cal: Lives with IHSS Recipient check box which displays below the **Income Type** drop list on the **Income Detail** page. This ensures the System does not send the income to CalHEERS. The checkbox can only be selected in add or edit mode and will only be populated when the income Type of 'Caregiver Wages – Other' is selected. **Note:** If the living situation changes and the income needs to be counted in the MAGI eligibility determination for any month, end date the income record with the check box selected and add a new income record for the appropriate months.	**Button:** IHSS Income (JA) **Button:** More Income-related Topics
Resource Databank Sub-Menu	What are the Resource Databank (RDB) Protocols?	The Resource Databank (RDB) has been designed to manage and maintain Service Providers, Employers, Schools, Money Management Providers and Foster Care/Child Welfare programs. These providers will be maintained by staff from the Counties. Staff also maintains services offered by the Providers and Job	**Button:** More Resource Databank-related Topics

		Orders created for Employers. The maintainer will be responsible for any edits and updates to the Resource, Service, or Job Order. Should a County no longer utilize any of the above maintained pieces of the RDB, they may relinquish maintenance to any County currently utilizing the Provider, Service or Job Order. Communication is critical for the use of the RDB and the RDB Committee is dedicated to ensuring the adherence to the Protocol as set forth in this document. **Note:** For the RDB Protocols, please follow your County's policy.	

Resource Databank Sub-Menu	How to search the Foster Care (FC) Resource Databank?	The Resource Request Search page allows you to search for submitted Resource Requests to be added to the Resource Databank (RDB).
		
		Note: While the pages and navigational links are labeled Foster Care, these resources are also used for the Adoption Assistance Program and Kin-GAP.
		
		To view if a Foster Care Resource already exists in the Resource Request Search page:
		1. Place the cursor over **Resource Databank** on the **Global** navigation bar
		2. Select **Foster Care** from the **Local** navigation bar
		3. On the **Foster Care Resource Search** page:
		   a. Enter search criteria
		   b. Click the **Search** button
			Button: Foster Care, Adoption Assistance Program and Kin-GAP Resources – Add, Edit and Maintain (JA)
			
			Button: More Resource Databank-related Topics

Resource Databank Sub-Menu	How to edit Child Care Provider information?	The information in the Resource Databank may need to be edited due to an error or changes to the	**Button:** Resource Databank –

| | | Provider. To edit a Child Care Provider, you must navigate to the Resource Detail page.

Note: Before adding a new provider, always search for the provider first to avoid duplicate records.

To get to the Resource Detail page:
1. Place the cursor over **Resource Databank** on the **Global** navigation bar
2. Select **Resources** from the **Local** navigator
3. On the **Resource Search** page:
  a. Enter the appropriate search criteria
  b. Click the **Search** button
4. Click the **Edit** button that corresponds to the provider you wish to edit

Note: Not all counties enter Child Care Provider information in the System. Users must have the appropriate security rights to access this section and follow their County's process for editing and adding providers in the Resource Databank.

For instructions on how to edit a Child Care Provider, click the button below. | Child Care Provider – Manage (JA)

Button: More Resource Databank-related Topics |
| SAR 7 Sub-Menu | How to process a late SAR 7? | If you are processing a SAR 7 that would result in a decrease in benefits (adverse action) and are unable to give the Participant 10-day notice, benefits are reduced in the second month of the reporting period if sufficient timely notice is provided.

Any skipped benefits will be issued on the first of the benefit month | **Button:** Semi-Annual Report (SAR 7) – Process (JA)

Button: More SAR 7-related Topics |

| Free Response | What are some hints for logging into CalSAWS? | unless the SAR 7 is being processed after the first of the benefit month. After the first of the benefit month, the skipped benefits are issued that night.

After the benefits for the first month are issued at the prior period's amount, Users must create recovery accounts for overpayments and overissuances.

Click on the button below for steps on how to process a late SAR 7. | |

| | | The CIT infographic below contains helpful hints for logging into the CalSAWS system. This information includes first-time logins, ongoing logins, and password troubleshooting.

Click the button below to be taken to the infographic. | **Button:** CIT 0138-23 Logging into CalSAWS: Helpful Hints |

2. **Edited UCs**

Below is a table containing all edited Use Cases in Release 7. Text highlighted signals edits:

Program	Question/Title	Answer	Buttons
CalWORKs, CalFresh, Medi-Cal, General Relief / General Assistance	Recertification Process	In order to process any re-evaluation, you must have first received the Re-Evaluation (RE) Packet. Review county policy to determine packet generation dates. To access the completed RE Packet: 1. Place cursor over **Eligibility** on **Global** navigation bar	**Button:** CalWORKs CalFresh Re-Evaluation and Periodic Reporting (JA) **Button:** Medi-Cal Renewal Packets (JA) **Button:** Change Reason (JA)

		2. Select **Reporting** from the **Local** navigator	<mark>**Button:** CIT 0119-23 Infographic – Periodic Reporting and Re-Evaluation</mark>
		3. Click the **Edit** button on the **Customer Reporting List** page	
		4. On the **Customer Reporting List** page:	**Button:** More CalWORKs-related Topics
		a. Select **<Reviewed - Ready to Run EDBC>** from the **Status** drop list	**Button:** More CalFresh-related Topics
		b. Enter **<Date>** in the **Date** field	**Button:** More Medi-Cal-related Topics
		c. Click the **Save and Return** button	**Button:** More General Relief / General Assistance-related Topics
		For instructions on how to process a CalFresh Recertification, a Transitional CalFresh Recertification, or a CalWORKs redetermination, click the relevant button below. For information on the automated Medi-Cal Redetermination process, click the relevant button below.	
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	Rescind Case	If you need to undo a denial or discontinuance of a person and/or program, without logging a new application, then you use the **Rescind** button on the **<Program> Detail** page to complete the process. The **Rescind** button can only rescind a group of people that share the same event effective date and event type (Denial or Discontinuance) and will not display when there is a	**Button:** Reapplications and Rescissions (JA) <mark>**Button:** Rescind vs Reapply</mark> **Button:** More CalWORKs-related Topics **Button:** More CalFresh-related Topics **Button:** More

		pending application for ANY persons in the future.	Medi-Cal-related Topics
		The **Rescind** button is available based on the view date of denial/discontinuance for all EDBC programs except General Assistance/General Relief. When clicking the Rescind button, the BDA and application date are automatically populated based on the last valid application. If it is necessary to rescind two different groups of people, the process below will need to be repeated for each group. Start with the earliest effective date.	**Button:** More Welfare-to-Work-related Topics **Button:** More General Relief / General Assistance-related Topics **Button:** More Foster Care / AAP / Kin-GAP-related Topics
		To rescind a case, start by accessing the **<Program> Detail** page. To get to the **<Program> Detail** page:	
		1. Place the cursor over **Eligibility** on the **Global** navigation bar	
		2. Select **Case Summary** from the **Local** navigator	
		3. On the **Case Summary** page:	
		a. Change the **<Display Date>** to the month in which you want to rescind	
		b. Click the **View** button to refresh the page with the new display date	

		c. Click the **View Details** button in the **<Program>** block Click the button below for a complete set of instructions on how to rescind a case.	

3. New Keywords
Below is a table containing all new Keywords in Release 7.

UC #	Title	Keywords
FR.25	Daily Batch Sweeps Sub-Menu	batch, batch sweep, batch sweeps, batches, run batch, daily batch, denial due to missed interview
FR.26	Resource Databank Sub-Menu	fc rdb, fc resource, rdb, caregiver, fc payee, kg payee, aap payee, arc payee
FR.27	Extended Benefits Sub-Menu	extended benefits, nmd, non-minor dependent
FR.28	CIT Logging into CalSAWS	login issues, log in issues, login issue, log in issue, logging into calsaws, log into calsaws, login to calsaws, calsaws login, log in, login, login problem, login problems
CF.40	Identify Duplicate Person in CalSAWS	Correct duplicate person, duplicate person, fix duplicate person, duplicates, Duplicate CIN, dup person, identify duplicate person
CF.41	Update Living Arrangement	Add living arrangement, Edit living arrangement, Update living arrangement, living arrangement, incarceration
CF.42	View Social Security Number	Social Security Number, Social Security, ssn, view ssn, view social
CF.43	Add Expense	add expense, add shelter expense, add meals expense, add school expense, TUA, LUA
CF.44	Pregnancy Detail	pregnant detail, pregnancy detail, pregnancy, pregnant, delivery date, expectancy date, pregnancy note, pregnant note, participant having

		baby, add pregnancy details, edit pregnancy detail, view pregnancy detail
CF.45	Process Reapplication	reapply, reapplication, process a reapplication, registered reapplication
CF.46	Person De-Duplication Business Process	de-duplication business process, de-duplication communication protocol, de-duplication reports, dup person from conversion, de-duplication, de-duplication reports, duplication reports, de-duplicate person, de-duplicate, deduplicate, deduplicate person, deduplication
CF.47	Infographic for PR/RE/Reports	periodic reporting, periodic reports, customer reporting, QR7
FC.02	Indicate Emergency Assistance / Emergency Caregiver	Emergency Assistance, EA, Emergency Caregiver, Caregiver EA
FC.03	Issue Clothing Allowance	issue clothing allowance, clothing allowance, supplemental benefits
FC.04	Add / Change Foster Care Placement	add placement, edit placement, update foster care placement, replacement
FC.05	Add Placement Authority Record	change of placement, placement authority, legal authority, fc placement authority, nonrelated legal guardian, child protective custody, child welfare services, probation, voluntary placement, nonminor dependent, reentry
FC.06	Foster Care Income and Property (Month of Petition)	foster care income, foster care property, manage fc income and property, add fc income and property, month of petition income, month of petition property
FC.07	Add Infant Supplemental Payment to Case	add isp, isp child, infant sup, infant supplemental, infant payment, infant supplement

4. **New Main Menu/Sub-Menu Branches**
    Release 7 will include 4-3 new sub-menu branches that will bucket keywords into a sub-menu.

The new sub-menu branches are:
- Daily Batch Sweeps
- Resource Databank
- Extended Benefits
- ~~CBO ROI to Self-Service Portal~~

5. **UX/UI Updates**
There are no UX/UI updates in this release.

2.1.4 Page Location

N/A

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Design	Release Tracker	VirtualAssistant_Release7Tracker.xlsx
2	Design	Miro Board – VA flow and use cases are documents	R7 - CalSAWS Worker-Facing VA.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
3.4.2.1	5. The LRS shall include Show me how to features, coaches, and expert systems along with What's this? activation to facilitate User access to more detailed online Help functions.	The VA is an included coach and expert system.

5   OUTREACH

N/A

6   APPENDIX

N/A