



CalWIN ISS
Implementation Support Services

Go-Live Packet (GLP) – Appendix H –
CalSAWS Terminologies

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1 PURPOSE

The purpose of the document is to provide a reference document for CalSAWS Terminologies for Counties.

2 INTRODUCTION

The document lists out CalSAWS Terminology for County Reference providing the CalSAWS Terminology, description, and corresponding CalWIN Terminology, if applicable.

3 CALSAWS TERMINOLOGY

This section covers terminology changes users will experience with the implementation of CalSAWS.

CalSAWS Term	Definition	CalWIN Term (if applicable)
Auditor Controller	An interface that provides Counties with the information for fiscal transactions that occurred in the system.	Auditor
Authorization Types	System records that authorize the creation of an Issuance or Valuable for a Customer. There are four types of Authorization Records: <ul style="list-style-type: none"> • EDBC • Payment Request • Valuable Request • Collections Request 	Authorize Eligibility Results and Benefit Amounts Benefit Issuance Benefit Recovery (Overpayment – Claims) Special Payments (Underpayment or Supplements)
Central Print	Central Print is the functionality in CalSAWS for printing items in batch through the Central Print vendor.	Batch Printing
Change Reason	Certain non-financial and financial detail pages allow Workers to establish the New Change Reason and New Reported Date. New Change Reasons impact all programs, except for Medi-Cal and Child Welfare Services programs.	UEM (Use Effective Month)
Child Welfare Services (CWS)	CalSAWS term that encompasses Foster Care (Approved Relative Caregiver [ARC]), Adoption Assistance, and Kin-GAP.	Foster Care, Adoption Assistance, and Kin-GAP
Codes Tables	A series of lookup tables in the system to help decode a code value, lookup values based on a set of parameters, or define the behavior of a code value.	Reference Tables

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Collections Refund	Refunding money to a Customer from a Recovery Account collection. Only “cash” collections can be refunded.	N/A
Come-Up Month	The Come-Up Month is the first month that benefits have not yet been “Issued.” This will be the next calendar month unless the system is processing past the payment cut-off or benefit processing date (the date that all benefits are issued for the next month).	Future Month or Recurring Benefit
Direct Deposit Interface	An interface between the system and the County bank that uses standards established by the National Automated Clearinghouse Association (NACHA) for electronic payments through the Automated Clearinghouse (ACH) system.	EFT (Electronic Fund Transfer)
Distributed Documents	Workers can search for and view document(s) that have been distributed for a case on the Distributed Documents Search page.	Client Correspondence
Effective Date	Date a change is in effect, normally denoted as from a begin date or an end date.	Effective Begin Date
eTools	Task bar in CalSAWS where Workers can view e-Application and eICTs.	N/A
Fiscal History (claiming)	A fiscal process and page that acts as the system ledger. This process automatically calculates data points to be used in the creation of the State Claims (800s) and the Consolidated Expense Claim (CEC).	Benefit Discrepancy and Benefit Recovery (Claims)
Fund Code	Used to map the expenditure of an issuance to a County account string. Fund Codes are determined during Claiming.	N/A
Hard Validation	Hard validations are similar to EDBC failure reasons in CalWIN. A hard validation does not allow the Worker to run EDBC.	EDBC Failure Reason

CalSAWS Term	Definition	CalWIN Term (if applicable)
Hide Person	CalSAWS enables hiding a person's information so it does not show up on data collection pages and cannot be added to any new program application. Best practice is to list the person as <i>Out of the Home</i> on the Household Status List page prior to hiding. Hiding a person's record is also used when an incorrect CIN is assigned.	N/A
Immediacy	A code that tells the system when to issue the benefits. Three (3) types: routine, rush, or manual.	Daily Issuance
Issuance Batches	System batch runs that create the issuance records. <ul style="list-style-type: none"> • Main Payroll Issuance Batch • Foster Care Main Payroll Issuance Batch • Future Month Supplemental Batch • Nightly Issuance Batch 	Batch Issuance Monthly Batch Issuance
Issuance Records	System records that contain the issuing of benefits, supportive service, or collections refund to a Customer or Vendor. Records Contain: <ul style="list-style-type: none"> • Control Number • Category • Benefit/Service Month • Case Number • Case Name • Program • Payee • Payee Address • Reference • Secondary Payee • Use between Payees • Issuance Method • Immediacy • Payment Amount • Invoice Number • Issue Date 	Benefit Issuance

CalSAWS Term	Definition	CalWIN Term (if applicable)
	<ul style="list-style-type: none"> • Expiration Date • Delivery Method • Status • Status Reason • Document ID • Pay Code • Aid Code • Fund Code • EDBC • Authorized Worker • Status • Reason • Date 	
Journal	Area where the Worker annotates case related information. This is the equivalent of Case Comments in CalWIN.	Case Comments
Local Print	Local print is the functionality in CalSAWS that allows Workers to print within an office.	Immediate Print
Manual EDBC	A manual EDBC is a determination of program eligibility and benefit amount made outside of the System. Payee and aid code are a portion of manual EDBC.	NSDI (Non-System Determined Issuance)
Manual Issuance	A manual entry into the system that documents an issuance created outside of the system.	Record NSDI
Master Pay Code List	Spreadsheet is maintained by the project of all pay codes used in the System.	Pay Time Reference Table
Message Center	An area in CalSAWS where Workers can see messages such as a Customer who is waiting to be seen.	N/A
Money Management	County-issued disbursements made to resources on behalf of CalWORKs and Homeless Assistance Customers for housing, utilities, and other money management support.	Income pages, Shelter Expense

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Non-Requested Electronic Inter County Transfer eICT	An eICT sent without a request.	N/A
Page Sets	A specific group of pages that the Worker needs to complete for a specific action.	Non-Financial, Financial, or Resource pages
Pay Code	Used to identify a type of issuance, normally used for a supportive service issuance. All Payment Request and Valuable Request require a Pay Code. This code can be automated or manual.	Issuance Type
Payment Request	A request to issue a monetary supportive service to a Customer from a Service Arrangement.	Supportive Service Payment
Person Search	Search for Customers utilizing information such as SSN, name, DOB, or case number. There is no concept of CWIN in CalSAWS so this is one less search criterion Workers will have in CalSAWS.	Inquiry
Positive Pay	An interface between the System and the County bank that cross references warrants issued by the County with warrants redeemed by a Customer to detect fraud. Can include Rushed, Routine, Manual, External, and Cancelled issuances.	N/A
Potential Amount	Found on the Budget section of the EDBC Summary page it is the amount a Customer is potentially eligible to before deductions such as recoupments or previously issued benefits.	EDBC Results
Re-Evaluation (RE)	The term “RE” is used in CalSAWS to refer to renewals and redeterminations for programs.	RRR
Reception Log	This page allows Workers to record and edit reception log entries for contact with a Customer.	Traffic Log

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Repayment Term Detail	This page allows Workers to enter the terms of a repayment for a recovery account.	Benefit Recovery
Requested Electronic Inter County Transfer (eICT)	An eICT sent in response to a request from another County.	ICT
Rescind Detail page	This page allows Workers to rescind a denial or cancellation of service for a Customer or group of Customers based upon the effective date of the denial.	Rescind/Restore
Resource Databank (RDB)	RDB is the area in CalSAWS where Workers will manage and maintain Service Providers, Employers, Schools, Money Management Providers and Foster Care/Child Welfare programs.	Provider Maintenance
Root Questions	A set of questions used to guide a Worker during an interview. Questions are divided into Financial and Non-Financial questions.	Case Questions
Routine Issuance	Regular issuance of benefits through the batch process.	Recurring Benefit
Rush	An indicator of how benefits will be issued; Selecting the indicator of Rush means the benefits will distributed immediately to the Customer.	Daily Issuance
Rush Issuance	Immediate issuance of benefits. EBT = online host to host transaction or same day Warrant.	Daily Issuance
Service Arrangement	The process in which a supportive service is created in CalSAWS. A supportive service can be monetary or non-monetary and is not considered a benefit payment to the Customer.	Supportive Service
Skip Issuance	Occurs when the system case cannot issue a benefit. There are approximately 30 different skip reasons, most common are Incomplete SAR 7 or Incomplete Renewal/Recertification (RE).	Suspend

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Soft Validation	A system message generated by selecting the <i>Run EDBC without Verifications</i> button – to remind the user that some case data is missing while still proceeding with EDBC.	N/A
Template Repository	Contains all the form templates and notices stored in CalSAWS.	N/A
Valuable	A valuable is an item that is not money, can be used by a Customer, and has a limited or tracked quantity. Typically, items such as Bus Passes, Vouchers, or EBT cards.	Issuance Type
Valuable Category	The type of valuable: Warrant, Voucher, Bus Token, etc.	Issuance Type
Valuable Request	A request to issue a non-monetary supportive service to a Customer from a Service Arrangement.	Supportive Service
Warrants	Warrants is the CalSAWS term for checks. Warrants represents items printed in batch and in office.	Checks and Warrants
Welfare Intercept System (WIS)	The purpose of this interface is to provide data to the State for delinquent cash overpayment or CalFresh over issuance accounts.	N/A
Worklist PR/RE Page	Worklist PR/RE page lets Workers view outstanding Periodic Reports (PR), or Redetermination (RE) packets assigned to all Workers in a pool of which the Worker is a member, as well as tasks assigned to specific users.	Periodic Reports/RRR Packets

4 APPENDIX

Not applicable.