CalSAWS

California Statewide Automated Welfare System

Design Document

CA-248202

Additional Updates to the Qualified Medicare Beneficiary (QMB), Specified Low-Income Medicare Beneficiary (SLMB), and Qualifying Individual (QI) Application (MC 14A)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Rakesh Nalluru
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION kkk	AUTHOR
08/25/2023	1.0	Initial Document	Rakesh Nalluru

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1 OVERVIEW

The purpose of this SCR is to add MC 14A (7/22) in all available threshold languages.

1.1 Current Design

Currently MC 14A is available in English and threshold languages in CalSAWS.

1.2 Requests

Add MC 14A (07/22) in missing threshold Languages to the CalSAWS.
Languages Included: Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian.

1.3 Overview of Recommendations

Add MC 14A in available threshold languages with the Latest State Version (07/22) to CalSAWS.

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 translations.
3. SCR CA-247694 will update the threshold languages (Arabic, Armenian, Cambodian, Chinese, English, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, and Vietnamese) to latest version (07/22)
4. All fields (blank or prepopulated) will be editable.
5. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Add threshold languages for MC 14A form with latest Version (07/22)

2.1.1 Overview

This section will cover the requirements for adding the MC 14A form in available threshold languages.

State Form: MC 14A (07/22)

Current Programs: Medi-Cal

Current Forms Category: Application

Current Template Repository Visibility: All counties

Template Description: This application is used to collect information on an applicant and determine eligibility for the Qualified Medicare Beneficiary (QMB), Specified Low-Income Medicare Beneficiary (SLMB), or the Qualifying Individual-1 (QI-1) programs.

Imaging Form Name: QMB/SLMB/QI Applications

Imaging Document Type: Application, Intake, or Screening

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

2.1.2 Form/NOA Verbiage
Create MC 14A XDP's for Threshold Languages

Threshold Languages: Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian

Form Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #3
Include NA BACK 9: No

2.1.3 Form/NOA Variable Population
This effort does not have any changes to variable population.

2.1.4 Form Generation Conditions

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

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	MC 14 A Threshold Languages	MC14A-HIN.pdf MC14A-JPN.pdf MC14A-MIE.pdf MC14A-PUN.pdf MC14A-TAI.pdf MC14A-UKR.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;	MC 14A is being added in all available threshold languages to CalSAWS.

	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.	

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California Statewide Automated Welfare System

Design Document

CA-205112

ACL 18-82 / ACL 20-109 - SB 380 - Phase III

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Yale Yee
	Reviewed By	Business Analysts, Build Team, Test Team

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/25/2023	1.0	Initial Document	Yale Yee

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1 OVERVIEW

1.1 Current Design

The CW EDBC applies the 'Optional Child - Receives Child Support' status reason to a person when all the following apply:

1. Either of the following is true:
   a. A Customer Option record of type 'Optional Child - Receives Child Support' exists with a Begin Date in the benefit month.
   b. A Customer Option record of type 'Optional Child - Receives Child Support' exists for any day in the benefit month and the person had the 'Optional Child - Receives Child Support' in the prior month.
2. Person is considered a child, per rules for that program type.
3. The Customer Option record shows the question "Is this child a Stepsibling or Half-Sibling of an eligible CalWORKs child?" is set to 'Yes'.
4. The Customer Option record shows the question "If a court order exists, does the child support order from the court show how much child support is given to each child?" is set to either Yes or No Court Order Exists.
5. The sum of the reported income amounts of the person for the following income types in the benefit month is more than the Child MAP:
   a. Child Support – Direct
   b. Child Support – Disregard
   c. Child Support – Excess
   d. Child Support - Through LCSA

After a person is assigned the 'Optional Child - Receives Child Support' role, the conditions will be rechecked with each subsequent EDBC. If they no longer meet these conditions (for example the Customer Options record is end-dated or the person's child support income is no longer greater than the Child MAP), they will be added back into the assistance unit (AU) either mid-period or at the start of the next reporting cycle, per existing mid-period change logic. They will be required to submit another CW 52 and the user will need to add a new Customer Options record to represent that request.

When the CW MAP amount is increased and the child's child support income is no longer more than the Child MAP, the child will be added to the Assistance Unit in CW.

1.2 Requests

CW EDBC logic will be updated to determine that a previously excluded child is not added into the program mid-period unless the Customer Options page has been updated.

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For example, when the annual MAP increase is run, children will remain excluded until the next SAR or RE processing.

The previously excluded child may be added into the program mid-period if there is a change to the Customer Options record mid-period.

1.3   Overview of Recommendations

1. Update the CW EDBC to assign the 'Optional Child – Receives Child Support' role when any of the following changes exists:
   a. The user makes changes to the Customer Options record mid-period to the question "Is this child a Stepsibling or Half-Sibling of an eligible CalWORKs child?"
   b. Running EDBC at SAR.
   c. Running EDBC at RE.

1.4   Assumptions

1. CA-252750 will address the changes for M82-832G.
2. CA-252985 will address the changes for M82-832H.
3. CA-241007 will address the changes for CW 52.
4. The current EDBC logic to determine a child as an 'Optional Child – Receives Child Support' will not change.
5. The current logic to count the Child Support income of the child will not change.

2 RECOMMENDATIONS

2.1 Update CW EDBC when Determining Optional Child Receiving Child Support

2.1.1 Overview

CW EDBC evaluates a child to determine if the child meets optional criteria including having child support income higher than MAP. CW EDBC updates the determination for a child to meet the optional criteria to:
1) when a change to the record occurs mid-period,
2) at SAR or
3) at RE.

2.1.2 Description of Changes

1. Update the CW EDBC to assign the 'Optional Child – Receives Child Support' role when any one of the following changes are made:
   a. User makes a change to the Customer Options record mid-period to the question "Is this child a Stepsibling or Half-Sibling of an eligible CalWORKs child?".
   b. Running EDBC when a SAR period is established.
   c. Running EDBC when a RE period is established.

2. If the SAR or RE period are already established, the CW EDBC will not reevaluate the household when rerunning the first month of the SAR or RE period.

Ex 1: CW MAP Amount Increase: A CW case with a parent and two children. One child is determined to be an Optional Child because they receive Child Support income. The CW EDBC is run for an intake month of January 2023 and the child is assigned a role of 'Optional Child – Receives Child Support'.

A CW COLA is later implemented mid period and the MAP amount increases. The optional child's Child Support income is no longer more than the Child MAP amount.

When CW EDBC is run mid period, the child will continue to be assigned 'Optional Child -Receives Child Support'.

Ex 2: CW MAP Amount Increase and Mid Period Customer Options Change: A CW case with a parent and two children. One child is an Optional Child.

The Customer Options record is updated mid period and the question to "Is this child a Stepsibling or Half-Sibling of an eligible CalWORKs child?" is answered as 'No'.

Additionally, CW COLA is implemented mid period and the MAP amount increases. The child's Child Support income is no longer more than the Child MAP amount.

When CW EDBC is run mid period, the child will be evaluated for Optional Child – Receives Child Support and added to the CW AU with a role of MEM.

Ex 3: Benefit Month rerun for CW: A CW application with a parent and two children, one child has a Customer Options record with the question "Is this child a Stepsibling or Half-Sibling of an eligible CalWORKs child?" is answered as 'Yes'. The CW is run for an intake month of January 2023 and EDBC determines the child support is less than MAP and includes the child in the CW AU with a role of MEM.

The SAR/RE period is established.

When CW EDBC is rerun for January 2023, the child will not be evaluated for 'Optional Child -Receives Child Support'.

2.1.3 Programs Impacted

CalWORKs

2.1.4 Performance Impacts

N/A

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.2.16	The CalSAWS shall determine whether a dependent child is deprived of a parent due to death, unemployment, disability, incapacity, or continued absence.	The CalSAWS determines whether a dependent child is deprived of a parent due to death, unemployment, disability, incapacity, or continued absence.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-216495

Add CMSP 203 - Other Health Care Coverage to CalSAWS

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Navyasri Yalamanchili
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/21/2023	1.0	Initial Draft	Navyasri Yalamanchili

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1   OVERVIEW

This effort will add CMSP 203 (07/16) forms to the CalSAWS Template Repository.

1.1   Current Design

Currently CMSP 203 (07/16) does not exist in CalSAWS.

1.2   Request

Add CMSP 203 (07/16) Other Health Care Coverage to the CalSAWS Template Repository in English and Spanish languages.

1.3   Overview of Recommendations

Add CMSP 203 (07/16) Other Health Care Coverage 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 CMSP 203 to CalSAWS

2.1.1   Overview

This section will cover the requirements for adding the CMSP 203 forms in English and Spanish languages.

State Form: CMSP 203 (07/16)

Programs: Medi-Cal

Forms Category: Forms

Template Repository Visibility: All counties

Template Description: Other Health Care Coverage

Imaging Form Name: Other Health Care Coverage

Imaging Document Type: County Medical Services Program (CMSP)

2.1.2 Form Verbiage

Create CMSP 203 XDP's

New XDP's will be created for CMSP 203 with version (07/16)

Languages: English and Spanish

Form Mockups/Examples: See Supporting Documents #1
Form Header: N/A
Include CMSP NOA BACK: No

2.1.3 Form Generation Conditions

The CalSAWS will generate the CMSP 203 Form from Template Repository.

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

Form Print/Mailing Options
Threshold forms will have the same Form Print/Mailing Options as their corresponding English and 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 CMSP 203 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 CMSP 203 Form
Post to Self-Service Portal	Y
CW/CF e-Sign indicator	N
Check to Sign indicator	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CMSP 203 Threshold Languages	CMSP 203.pdf CMSP203 SP.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.	CMSP 203 is being added in English and Spanish languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-216642

Add MC 223 - Applicant's Supplemental
Statement of Facts for Medi-Cal

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Thanushree Veereshappa
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/18/2023	1.0	Initial Draft	Thanushree Veereshappa

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1 OVERVIEW

The purpose of this SCR is to add MC 223 (10/09) to CalSAWS Template Repository in English and all available threshold languages.

1.1 Current Design

Currently MC 223 (10/09) - Applicant's Supplemental Statement of Facts for Medi-Cal does not exist in CalSAWS.

1.2 Requests

Add MC 223 (10/09) - Applicant's Supplemental Statement of Facts for Medi-Cal to CalSAWS Template Repository in English and available threshold languages.

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

1.3 Overview of Recommendations

Add MC 223 (10/09) to CalSAWS in English and following threshold languages: Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Russian, Tagalog and Vietnamese.

1.4 Assumptions

1. All fields will be editable.
2. No variables will be populated on the new MC 223 Form (aside from the standard header and footer information).
3. Supporting Documents section references attachments found on JIRA.

2 RECOMMENDATIONS

2.1 Add new MC 223 form to CalSAWS in English and all available threshold languages.

2.1.1 Overview

The MC 223 form will be added in English and all available threshold languages to CalSAWS.

State Form: MC 233 (10/09)
Programs: Medi-Cal
Forms Category: Form
Template Repository Visibility: All Counties

Template Description: Applicant's Supplemental Statement of Facts for Medi-Cal

Form Title (Document List Page Displayed Name): Applicant's Supplemental Statement of Facts for Medi-Cal

Imaging Form Name: Applicant Supplemental SOF for Medi-Cal

Imaging Document Type: Medi-Cal (MC)

2.1.2 Form Verbiage

Create MC 223 XDP

A new XDP will be added for MC 223 form with version (10/09) in English and threshold languages.

The MC 223 will have 3 impressions. First impression will have a coversheet with standard header. Second impression will be blank page. Third impression will follow the state form.

Threshold Languages: Spanish, Arabic, Armenian, Cambodian, Chinese*, Farsi, Hmong, Korean, 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_EN)

Form Mockups/Examples: See supporting documents #1

Form Number: MC 223

Include NA BACK9: No

2.1.3 Form Generation Conditions

Add MC 223 - Applicant's Supplemental Statement of Facts for Medi-Cal to Template Repository

The MC 223 Applicant's Supplemental Statement of Facts for Medi-Cal form is added only 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 the Applicant's Supplemental Statement of Facts for Medi-Cal 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 MC 223
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 Requirements:

CW/CF e-sign indicator: No

Check to Sign indicator: Yes.

Add Form Control

Add an imaging barcode for MC 223.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for MC 223 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS #1

Number	Functional Area	Description	Attachment
1	State Form	MC 223 Form	MC 223_ENG_1009.pdf MC 223_SPA_1009.pdf MC 223_ARA_1009.pdf MC 223_ARM_1009.pdf MC 223_CAM_1009.pdf MC 223_CHI_1009.pdf MC 223_FAR_1009.pdf MC 223_HMO_1009.pdf MC 223_KOR_1009.pdf MC 223_RUS_1009.pdf MC 223_TAG_1009.pdf MC 223_VIT_1009.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.6 CAR-1242	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;	MC 223 is being added in English and available threshold languages to CalSAWS.

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-216699

Add ABCD 239.7A - Notice of Administrative Disqualification CalWORKs Program

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/25/2023	1.0	Initial Draft	M Devi Priya

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1   OVERVIEW

The purpose of this change is to add the ABCD 239.7A (8/01) – "Notice Of Administrative Disqualification California Work Opportunity And Responsibility To Kids (CalWORKs) Program" in English and available threshold languages to CalSAWS.

1.1   Current Design

Currently, ABCD 239.7A (8/01) does not exist in CalSAWS.

1.2   Requests

Add ABCD 239.7A (8/01) Notice Of Administrative Disqualification California Work Opportunity And Responsibility To Kids (CalWORKs) Program in English and available threshold languages to CalSAWS Template Repository.

Languages Include: English, Spanish, Chinese, Russian, Vietnamese.

1.3   Overview of Recommendations

Add ABCD 239.7A (8/01) Notice Of Administrative Disqualification California Work Opportunity And Responsibility To Kids (CalWORKs) Program in English and available threshold languages to CalSAWS Template Repository.

Languages Include: English, Spanish, Chinese, Russian, Vietnamese.

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 Available Translations for ABCD 239.7A to CalSAWS

2.1.1   Overview

This section will cover the requirements for adding the ABCD 239.7A forms in English and available threshold languages.

State Form: ABCD 239.7A (8/01)

Programs: CalWORKs

Forms Category: NOA

Template Repository Visibility: All counties

Template Description: Notice Of Administrative Disqualification California Work Opportunity And Responsibility To Kids (CalWORKs) Program

Imaging Form Name: Notice Admin Disqualification CalWORKs

Imaging Document Type: Notification/NOA

2.1.2 Form Verbiage

<u>Create ABCD 239.7A XDP's</u>

Create new XDP's for ABCD 239.7A form in English and threshold languages with version (8/01)

Threshold Languages: Spanish, Chinese*, Russian, 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: ABCD 239.7A
Include NA BACK 9: No

2.1.3 Form Generation Conditions

The ABCD 239.7A is generated only through Template Repository.

<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 ABCD 239.7A
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 ABCD 239.7A
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	ABCD 239.7A Threshold Languages	ABCD239.7A_English.pdf ABCD239.7A_Spanish.pdf ABCD239.7A_Chinese.pdf ABCD239.7A_Russian.pdf ABCD239.7A_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.	ABCD 239.7A are being added in English and available threshold languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-225439

Add State form WTW 47-OCAT Rights and Privacy

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Basavasai Alekhya Nagalingam
	Reviewed By	Meghana R Chander

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/29/2023	1.0	Initial Draft	Basavasai Alekhya Nagalingam

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1 OVERVIEW

This effort will add WTW 47 (3/15) Online CalWORKs Appraisal Tool Rights And Privacy in CalSAWS.

1.1 Current Design

Currently, WTW 47 (3/15) does not exist in CalSAWS.

1.2 Requests

Add the WTW 47 (3/15) Online CalWORKs Appraisal Tool Rights And Privacy to CalSAWS Template Repository in English and available threshold languages.

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

1.3 Overview of Recommendations

Add the WTW 47 (3/15) Online CalWORKs Appraisal Tool Rights And Privacy to CalSAWS Template Repository in English and available threshold languages.

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

1.4 Assumptions

1. All fields will be editable.
2. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Add WTW 47 to CalSAWS Template Repository.

2.1.1 Overview

This section will cover the requirements for adding the WTW47 forms in English and available threshold languages.

State Form: WTW 47(3/15)
Programs: WTW, REP
Forms Category: Forms
Template Repository Visibility: All counties
Template Description: Online CalWORKs Appraisal Tool Rights And Privacy
Imaging Form Name: OCAT Rights And Privacy
Imaging Document Type: Welfare to Work (WTW)

2.1.2 Form Verbiage

Create WTW 47 XDP's
Add WTW 47 XDP in English and threshold languages with version (3/15).

The WTW will have 2 impressions. First page will be coversheet with standard header. Second page will follow the state version.

Threshold Languages: Spanish, Arabic, Armenian, Cambodian, Chinese*, Farsi, Korean, 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: WTW 47
Include NA BACK 9: No

2.1.3 Form Generation Conditions

This form can be 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 47 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 WTW 47 Form
Post to Self-Service Portal	Y
Electronic Signature	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	WTW 47	WTW47_EN.pdf WTW47_SP.pdf WTW47_AR.pdf WTW47_AE.pdf WTW47_CA.pdf WTW47_CH.pdf WTW47_FA.pdf WTW47_KO.pdf WTW47_RU.pdf WTW47_TG.pdf WTW47_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.	WTW47 is being added in English and available threshold Languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-236572

Add a NA 213 Blank Template in Template Repository

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/07/2023	1.0	Initial Draft	M Devi Priya

Table of Contents

1   OVERVIEW

The purpose of this change is to add the NA 213 (10/21) – Deny - Financial Eligibility in English and available threshold languages.

1.1   Current Design

Currently, NA 213 (10/21) does not exist in CalSAWS.

1.2   Requests

Add NA 213 (10/21) Deny - Financial Eligibility in English and available threshold languages to 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 NA 213 (10/21) to CalSAWS 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. Supporting Documents section references attachments found on Jira.

2   RECOMMENDATIONS

2.1   Add a NA 213 Blank Template to Template Repository

2.1.1   Overview

This section will cover the requirements for adding the NA 213 forms in English and available threshold languages.

State Form: NA 213 (10/21)

Programs: CalWORKs, CalFresh

Forms Category: Forms

Template Repository Visibility: All counties

Template Description: NOTICE OF ACTION DENY - FINANCIAL ELIGIBILITY

Imaging Form Name: NOA Deny - Financial Eligibility

Imaging Document Type: Notification/NOA

2.1.2 Form Verbiage

Create NA 213 XDP's for English and Threshold Languages

Threshold Languages: 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 Mockups/Examples: See Supporting Documents #1
Form Header: CalSAWS Standard Header #1
Form Number: NA 213
Include NA BACK 9: Yes

2.1.3 Form Generation Conditions

The NA 213 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 NA 213
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 213
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	NA 213 Threshold Languages	NA213_English.pdf NA213_Spanish.pdf NA213_ Arabic.pdf NA213_Armenian.pdf NA213_Cambodian.pdf NA213_Chinese.pdf NA213_Farsi.pdf NA213_Hmong.pdf NA213_Korean.pdf NA213_Lao.pdf NA213_Russian.pdf NA213_Tagalog.pdf NA213_ 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.	NA 213 is being added in English and available threshold languages.

Cal**SAWS**

California Statewide Automated Welfare System

Design Document

CA-241007

Update CW 101 and CW 52 to Current Version

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

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/16/2023	1.0	Initial Draft	Nagesha S

Table of Contents

1 OVERVIEW

1.1 The purpose of this change is to update the versions and add available threshold languages for CW 101(6/11)-CW Immunization Rules and CW 52 (7/18)-CW Child Supp. Instead of Cash Grant Option.

1.2 Current Design

- Currently CW 101 (6/11) is available English and threshold languages in CalSAWS.
- Currently CW 52 (7/18) is available only in English and Spanish languages in CalSAWS.

1.3 Requests

1. Update the CW 101 CalWORKs Immunization Rules to the version (7/17) version in English and state available threshold languages in CalSAWS Template Repository. Turn off the remaining threshold languages as the current version is not available in CDSS.

   Languages Include: English, Spanish, Chinese, Russian, Vietnamese.

   Languages to be turned off: Armenian, Cambodian, Korean, Tagalog.

2. Update CW 52 California Work Opportunity And Responsibility To Kids (CalWORKs) Child Support Instead Of Cash Grant Option to the (10/20) version in English, Spanish and add available threshold languages to CalSAWS Template Repository.

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

1.4 Overview of Recommendations

1. Update the CW 101 CalWORKs Immunization Rules to the version (7/17) version in English and state available threshold languages in CalSAWS Template Repository. Turn off the remaining threshold languages as the current version is not available in CDSS.

   Languages Include: English, Spanish, Chinese, Russian, Vietnamese.

   Languages to be turned off: Armenian, Cambodian, Korean, Tagalog.

2. Update CW 52 California Work Opportunity And Responsibility To Kids (CalWORKs) Child Support Instead Of Cash Grant Option to the (10/20) version in English, Spanish and add available threshold languages to CalSAWS Template Repository.

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

1.5 Assumptions

1. No updates to population logic
2. All fields (blank or prepopulated) will be editable.
3. Supporting Documents section references attachments found on Jira.

2 RECOMMENDATIONS

2.1 Update the CW 101 to the current version (7/17)

2.1.1 Overview

Update the CW 101 to the current version (7/17) for English and available threshold languages.

State Form: CW 101 (7/17)

Updated Programs: CalWORKs, RCA

Template Description: This form is used to notify CalWORKs participants about the CalWORKs Immunization Rules and provides contact information for participants has any questions.

Forms Category: Forms

Template Repository Visibility: All Counties

Imaging Form Name: CalWORKs Immunization Rules

Imaging Document Type: Medical Reports/Records

Existing Languages: English, Spanish, Armenian, Cambodian, Korean, Russian, Chinese, Tagalog and Vietnamese.

2.1.2 Form Verbiage

Update and CW101 (7/17) XDP

Update the CW 101 to the current version (7/17).

The CW 101 Xdp will have 3 impressions. First impression will have a coversheet with standard header. Second impression will be blank page. Third impression will follow the state form.

Languages to update: English, Spanish, Chinese*, Russian, 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: CW 101

Include NA Back 9: No

Form Mockups/Examples: See supporting document #1

2.1.3 Form Generation Conditions

1. **Add English and Available Translations for CW 101 to Template Repository**

    CW 101 (7/17) will be generated through the Template Repository.

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

2. **Add Form Control**

    Add an imaging barcode for CW 101 (7/17).

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

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

    The following are the print and mailing requirements for CW 101 (7/17).

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 101 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

Mailing Options	Option for CW 101 Form
Mail Priority	Same Day Priority

Additional Options:

Requirement	Option for CW 101 Form
Post to Self-Service Portal	Y

2.2 Update the CW 52 to the current version (10/20) and add Available Threshold Languages

2.2.1 Overview

Update CW 52 to the current state version 10/20 and add current version and Translations to the Template Repository.

State Form: CW 52 (10/20)

Programs: CalWORKs, RCA

Attached Forms: N/A

Template Description: CW 52 - CHANGES TO THE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKs) ASSISTANCE UNIT AND CHILD SUPPORT RULES

Forms Category: Forms

Template Repository Visibility: All Counties

Imaging Form Name: CW Assistance Unit and Child Support

Imaging Document Type: Notification/NOA

Existing Languages: English, Spanish

2.2.2 Form Verbiage

Update and CW52 (10/20) XDP and Create new CW52 (10/20) XDPs for missing Threshold languages.

Update the CW 52 to the current state version 10/20 and add available Translations from the CDSS website.

Languages to update: English and Spanish.
Add Threshold languages: Cambodian, Farsi, Hmong, Korean, Chinese*, Russian, Tagalog, Vietnamese, Armenian and Lao.

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

Form Header: CalSAWS Standard Header#1
Form Number: CW 52
Include NA Back 9: No
Form Mockups/Examples: See supporting document #2

2.2.3 Form Generation Conditions

1. **Add Available Translations for CW 52 to Template Repository**
   CW 52 (10/20) will be generated through the Template Repository.

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

2. **Add Form Control**
   Add an imaging barcode for CW 52 (10/20).

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

3. **Add Form Print Options and Mailing Requirements**
   The following are the print and mailing requirements for
   CW 52 (10/20).

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 52 Form
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	N/A

Mailing Options	Option for CW 52 Form
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 52 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 101 (7/17)	CW101_EN.pdf CW101_SP.pdf CW101_CH.pdf CW101_RU.pdf CW101_VI.pdf
2	Correspondence	CW 52 (10/20)	CW52_EN.pdf CW52_SP.pdf CW52_AE.pdf CW52_AR.pdf CW52_FA.pdf CW52_HM.pdf CW52_CA.pdf CW52_LA.pdf CW52_RU.pdf CW52_KO.pdf CW52_CH.pdf CW52_TG.pdf CW52_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 101 (7/17) and CW 52 (10/20) are being updated and added 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-247827

Deduct the Bus Pass Amount from GA/GR Grant Amount

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Rama Krishna Kuchibhotla, Connor O'Donnell
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
06/06/2023	1.0	Initial Document	Rama Krishna Kuchibhotla, Connor O'Donnell
0/30/2023	2.0	Added Manual EDBC changes.	Rama Krishna Kuchibhotla

1   OVERVIEW

1.1   Current Design

Currently, the bus pass amount issued separately using supportive services is not deducted from the GAGR grant amount.

1.2   Requests

Deduct the bus pass amount issued using supportive services from GAGR Prorated Benefit Amount to calculate the Final Benefit Amount and show it as a separate line item in the Aid Payment Section of GA/GR Automated Solution EDBC Summary page.

For CalFresh program, consider the bus pass amount along with GAGR grant amount as unearned income during the calculation of benefit amount.

1.3   Overview of Recommendations

1. Add a new value "Bus Pass" to Type drop down in GA/GR County Options Detail page to capture the Bus Pass value issued separately with the Supportive Services for that month.
2. For each Bus Pass record in the GA/GR County Options Details page applicable for the benefit month, for GAGR Automated Solution program deduct the bus pass amount (from grant table) from Prorated Benefit Amount.
3. During the calculation of the benefit amount for the CalFresh program, consider both the Bus Pass Amount and the GAGR grant amount applicable for the benefit month and treat them as unearned income.

1.4   Assumptions

1. The logic that determines the grant for GAGR program will not change.
2. It is assumed that the Bus Pass amount issued using service arrangements is same as the bus pass amount in admin table for that county.

2   RECOMMENDATIONS

2.1   Online Changes

2.1.1   GA/GR County Options Detail Page

2.1.1.1 Overview

Add a new type "Bus Pass" (CT10698) to the Type Drop down to capture the Bus Pass Amount issued using the supportive services.
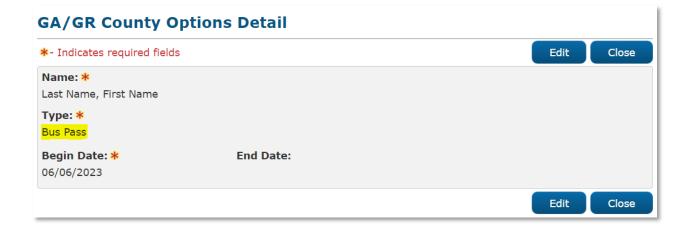
2.1.1.2 GA/GR County Options Detail Mockup

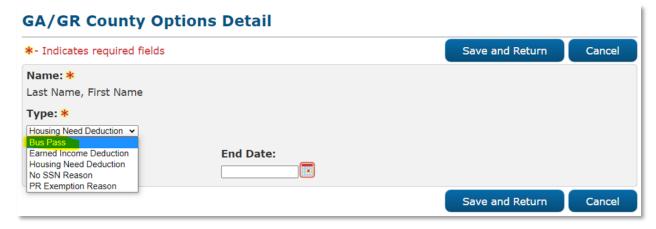**Figure 2.1.1.1 – GA/GR County Options Detail – View Mode Mockup**

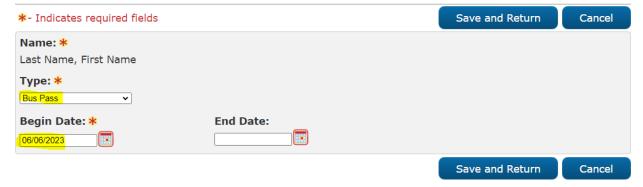**Figure 2.1.1.2 – GA/GR County Options Detail – Edit Mode Mockup**

GA/GR County Options Detail

Figure 2.1.1.3 – GA/GR County Options Detail – Edit Mode Mockup

2.1.1.3 Description of Changes

1. Add the following value to the 'Type' dropdown field:
   a. 'Bus Pass'

Technical Note:
1. Add a new "Bus Pass Amount" entry to COUNTY_PARAMTR_ADMIN table. Currently, set the limit to $25 for one household member and $0 for all other entries.

2.1.2 Page Location

- **Global: Eligibility**
- **Local: Customer information**
- **Task: County Options**

2.1.3 Security Updates

N/A

2.1.4 Page Mapping

N/A

2.1.5 Page Usage/Data Volume Impacts

N/A

2.2   Eligibility Changes

2.2.1   Overview

During the calculation of the Authorized Amount for the GA/GR Automated Solution Program, if the "Prorated Benefit Amount exceeds the calculated Bus Pass amount for the household," subtract the Bus Pass amount from the Prorated Benefit Amount to determine the "Final Aid Amount."

2.2.2   Changes to GA/GR Automation Solution program Final Aid Amount calculation.

For each person in the household who is an AU (Assistance Unit) member, when they have a 'Bus Pass' type record in the GA/GR County Options Detail page that is applicable for the benefit month, retrieve the bus pass amount from the grant admin table. Accumulate this amount and if the accumulated amount is greater than the prorated benefit amount then stop accumulating the amount including the current person. Use the accumulated amount as the total bus pass amount for the entire household.

Use below chart as an example on how to accumulate the bus pass amounts:

Household Size	Prorated benefit Amount	Bus Pass Amount
1	20	0
1	25	0
1	26+	25
2	20	0
2	26-50	25
2	51+	50

When the total Bus Pass Amount for the entire household is less than the "Prorated Benefit Amount," subtract the accumulated Bus Pass amount from the "Prorated Benefit Amount" to calculate the "Final Aid Payment" amount.

The deduction of the Bus Pass Amount will occur only when the Prorated Benefit Amount exceeds the Bus Pass Amount applicable for the entire household. In cases where the Bus Pass Amount is greater, it will be disregarded for the current benefit month.

Note: When the worker uses the "Override Payment" button to override the final aid payment, it is important to consider the Bus Pass Amount to calculate the Potential Benefit amount accurately.

When the Bus Pass Amount is deducted from the Prorated Benefit amount, it will be displayed as a separate line item on the "GA/GR Automated Solution EDBC Summary" page. This line item will appear after the "Prorated Benefit Amount" and before the "Final Aid Payment" in the Aid Payment Section. This line item is dynamic and will only be shown when the Bus Pass Amount is greater than zero and is deducted from the Prorated Benefit amount for the benefit month.

Aid Payment	Regular	
Full Month Aid Payment	$	176.00
Dates to Prorate		1-31
Prorated Benefit Amount	$	176.00
Bus Pass Amount	-	25.00
Final Aid Payment	=	151.00
Overridden Aid Payment	$	
		Override Payment
Potential Benefit	=	151.00
Previous Potential Benefit	-	0.00
Overpayment Adjustment Amount	-	0.00
Authorized Amount	=	151.00

Figure 2.2.2.1 – CalFresh EDBC Summary page Mockup

Technical Note:

1. A new column will be added to the GR_BUDGET table to store the Bus Pass Amount considered for the benefit month while running EDBC for GA/GR Automated Solution program. This amount will be used in CalFresh Benefit calculations to determine the unearned income.

2.2.2.1   Page Mapping

Add "Bus Pass Amount" field details to Page Mapping.

2.2.3   Changes to manual EDBC for GAGR Automation Solution program.

While running manual EDBC for GAGR Automation Solution program, when there is a 'Bus Pass' type record in the GA/GR County Options Detail page that is applicable for the benefit month for which the manual edbc being run, display a new dynamic line item as 'Bus Pass Amount' in Aid Payment section of GA/GR Automated Solution EDBC (Manual) page to capture the Bus Pass amount issued to the household using supportive service. This field will have a default value of $ 0.00.

When user clicks on 'Calculate' but then the Bus Pass Amount will be deducted from the Potential Allotment amount along with other deductions currently applicable to calculate the Authorized Amount.

Aid Payment

Potential Benefit:	$	0.00
Bus Pass Amount:	$	0.00
Previous Potential Benefit:	$	0.00
Overpayment Adjustment Amount	$	0.00
Authorized Amount	$	0.00
Overpayment	$	0.00
		Calculate

Pay Code:

Figure 2.2.3.1 – GA/GR Automated Solution EDBC (Manual) Mockup

Technical Note: The amount entered for Bus Pass Amount will be stored in the new column added to GR_BUDGET table.

The following validations applicable for the new Bus Pass Amount field on the page when the user click on 'Calculate' button.

1. When the user entered a negative or non-numerical amount, display the following validation:

    Bus Pass Amount: - Please enter a positive amount in xxxxxxxx.xx format.

2. When the user entered a positive amount and the amount is greater than Potential Allotment Amount, display the following validation:

<u>Bus Pass Amount:</u> - Amount cannot exceed Potential Allotment Amount.

2.2.4 Changes to CalFresh program Unearned Income calculations.

During the CalFresh benefit calculations, any cash assistance benefit amount is treated as unearned income.

When the cash assistance program is "GA/GR Automated Solution" then include the "Bus Pass Amount" deducted if any from the Prorated Benefit Amount as 'unearned income' in the CalFresh program.

Technical Note: Use the value of Bus Pass Amount stored in the new column added to the GR_BUDGET table for this purpose.

California Statewide Automated Welfare System

Design Document

CA-249462

Add It's Time to Renew Fields for Forms API MC
216, MC 217

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jennifer Muna
	Reviewed By	Connie Buzbee, Dymas Pena, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
9/19/2023	0.1	Initial Version	Jennifer Muna

Table of Contents

1   OVERVIEW

This SCR will outline the necessary modifications to the CalSAWS Forms Application Programming Interface (API) to populate the proper attributes for the MC 216 and MC 217 forms when received from the Self-Service Portal (SSP).

1.1   Current Design

Currently, the fields to populate the 'It's time to renew benefits for:' <Name> <Date of birth>' section of the MC 216 and MC 217 is not populated when the form is submitted from the Customer's SSP Account. These fields are not included in the Forms API documentation. This is preventing the information from being populated when the form is generated in CalSAWS. The Forms API for the MC 210 currently have and populate these fields.

1.2   Requests

Add the necessary fields for MC 216 and MC 217 'It's time to renew benefits for:' section to the Forms API.

1.3   Overview of Recommendations

1. Update Forms API for the MC 216 and MC 217 to include the Name and Date of Birth values for the 'It's time to renew benefits for:' section fields.
2. Update the MC 216 and MC 217 endpoints in the CalSAWS Forms API Swagger documentation.

1.4   Assumptions

1. No update to MC 210 in CalSAWS Forms API.
2. All API logic and functionality not mentioned in this SCR will retain its current functionality.
3. Upon form submission to Hyland from the Forms API, the status on Customer Reporting page will be updated to 'Received'.

2   RECOMMENDATIONS

2.1   Update MC 216 and MC 217 in CalSAWS Forms API

2.1.1   Overview

The CalSAWS Forms API is a RESTful webservice that generates a PDF of a form with the customer's answers mapped and uploads the said form to the imaging solution. The values are received by what the customer enters on the Self-Service Portal form submission. This section outlines an update to the Forms API endpoints for MC 216 and MC 217 to include the 'Name' and 'Date of Birth' elements for the 'It's time to renew benefits for:' field.

2.1.2   Description of Change

1. Update the Forms API to include the following elements for MC 216 and MC 217 for the 'It's time to renew benefits for:'. These attributes will begin displaying on the MC 216 and MC 217 when PDF is generated and stored in Hyland:

Attribute	Description
Name	The name of the beneficiary. This will include First and Last Name.
Date of Birth	The beneficiary's Date of Birth.

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

All CalSAWS Counties

2.1.7 Category

N/A. API runs in 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.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Interfaces	CalSAWS Forms API YAML	CalSAWSFormsAPI.yaml
2	Interfaces	CalSAWS Forms API HTML	CalSAWSForms.html

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
1716	The LRS shall provide the ability to implement web services and to make accessible by COUNTY-specified entities. The list of services to implement will be identified during functional design, and a subset of services will be available day 1 of project go live.	This update will populate the necessary fields to display when the form is generated in CalSAWS.

California Statewide Automated Welfare System

Design Document

CA-250048

Add Available Translations for RCA 44 to CalSAWS.

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Basavasai Alekhya Nagalingam
	Reviewed By	Meghana R Chander

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/23/2023	1.0	Initial Draft	Basavasai Alekhya Nagalingam

Table of Contents

1 OVERVIEW

This effort will add available Threshold Languages to RCA 44 (5/03) - Refugee Cash Assistance (RCA) Notice Of No Good Cause Determination And Compliance Plan Appointment in CalSAWS.

1.1 Current Design

Currently, RCA 44 (5/03) is only available in English and Spanish Languages in CalSAWS.

1.2 Requests

Add RCA 44 (5/03)- Refugee Cash Assistance (RCA) Notice Of No Good Cause Determination And Compliance Plan Appointment in available threshold languages to CalSAWS.

Languages Include: Chinese, Russian and Vietnamese.

1.3 Overview of Recommendations

Add RCA 44 (5/03)- Refugee Cash Assistance (RCA) Notice Of No Good Cause Determination And Compliance Plan Appointment in available threshold languages to CalSAWS.

Languages Include: 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 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 RCA 44 to CalSAWS

2.1.1 Overview

This section will cover the requirements for adding the RCA 44 forms in available threshold languages.

State Form: RCA 44 (5/03)

Current Programs: REP

Current Forms Category: Forms

Current Template Repository Visibility: All counties

Existing Languages: English, Spanish

Template Description This form notifies the participant they are non-compliant because they did not participate in a specific program.

Imaging Form Name: RCA No Good Cause Determ&Compl Plan Appt

Imaging Document Type: Welfare to Work

2.1.2 Form Verbiage

Create RCA 44 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: RCA 44
Include NA BACK 9: 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

This form can be generated through batch and Template repository.

Dynamic Form generation batch jobs

PB00C898 batch job must include RCA 44 in newly added threshold languages.

Technical Note: Update CT942_125

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 RCA 44 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 RCA 44 Form
Post to Self-Service Portal	Y

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	RCA 44 Threshold Languages	RCA44_CH.pdf RCA44_RU.pdf RCA44_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.	RCA 44 is being added in available threshold Languages.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-251152

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-171A)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ramya HS
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/31/2023	1.0	Initial Document	Ramya HS

Table of Contents

1 OVERVIEW

The purpose of this change is to add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-171A).

1.1 Current Design

Not all NOAs generate in all Threshold Languages (Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese).

1.2 Requests

1. Add Threshold languages to UNVERIF: PAY MTH ERN INC with NOA code A216D (Snippet ID - 6135).
   Languages Include: Spanish, Arabic, Farsi, Hmong, Lao
2. Add Threshold languages to Fail App Process with NOA code A842D (Snippet ID - 10209).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

1.3 Overview of Recommendations

1. Add Threshold languages to UNVERIF: PAY MTH ERN INC with NOA code A216D (Snippet ID - 6135).
   Languages Include: Spanish, Arabic, Farsi, Hmong, Lao
2. Add Threshold languages to Fail App Process with NOA code A842D (Snippet ID - 10209).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

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.

2   RECOMMENDATIONS

2.1   Add Threshold languages to UNVERIF: PAY MTH ERN INC with NOA Code A216D.

2.1.1   Overview

Add Threshold languages to UNVERIF: PAY MTH ERN INC with NOA Code A216D.

Reason Fragment Name and ID:
CW_DN_PAY_MNTH_INC_PRF_NOT_SUB_A216
(Fragment ID: 6135)
State Form/NOA: M40-171A (11/14)
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Include NA Back 9: Yes
Existing Languages: English, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, Vietnamese

2.1.2   Form/NOA Verbiage

Add M40-171A NOA fragments in Threshold languages.
Add Threshold languages: Spanish, Arabic, Farsi, Hmong, Lao
NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to variable population.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages to Fail App Process with NOA code A842D.

2.2.1   Overview

Add Threshold languages to Fail App Process with NOA code A842D.

Reason Fragment Name and ID: CW_CF_DN_TN_FAIL_COMPLETE_DETER
(Fragment ID: 10209)
State Form/NOA: M40-171A

Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial, Termination
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Add M40-171A NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates to variable population.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-171A NOA fragments	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;	M40-171A NOA Reason fragments are added in available Threshold languages.

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-251164

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107F2)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harshita Bhat
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/23/2023	1.0	Initial Document	Harshita Bhat

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1 OVERVIEW

The purpose of this change is to add NOA Fragments in Threshold languages for CalWORKs NOA Generation (M40-107F2).

1.1 Current Design

M40-107F2 (4/21) - Extender Ended NOA fragment available in English and Spanish.

1.2 Requests

Add Threshold languages to M40-107F2 with reason code A418C (Snippet ID - 9584).

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

1.3 Overview of Recommendations

Add Threshold languages to M40-107F2 with reason code A418C (Snippet ID - 9584).

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

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.

2 RECOMMENDATIONS

2.1 Add threshold Language for the M40-107F2 with reason code A418C.

2.1.1 Overview

Add threshold language
CW_CH_TL_60_EXTENDER_END_EXEMPTS_NO_CS_A418 reason Fragments in
CalSAWS.

Reason Fragment Name and ID:
CW_CH_TL_60_EXTENDER_END_EXEMPTS_NO_CS_A418 (Fragment ID: 9584)
State Form/NOA: NA 530/M40-107F2
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Change
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.1.2 Form/NOA Verbiage

Add M40-107F2 reason fragments in threshold languages.

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

2.1.3 Form/NOA Variable Population

No updates to the population logic.

2.1.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107F2 NOA Reason fragments	FragmentsVerbiage.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. 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;	A418C NOA Reason Code is added in threshold languages.

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-251165

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107J1)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Harshita Bhat
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/23/2023	1.0	Initial Document	Harshita Bhat

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1 OVERVIEW

The purpose of this change is to Add NOA Fragments in Threshold languages for CalWORKs NOA Generation (M40-107J1).

1.1 Current Design

M40-107J1 (4/21) - Approval After 60 Months on Aid NOA fragment available in English and Spanish.

1.2 Requests

Add Threshold languages to M40-107J1 with NOA reason code A423A (Snippet ID - 9596).

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

1.3 Overview of Recommendations

Add Threshold languages to M40-107J1 with NOA reason code A423A (Snippet ID - 9596).

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

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.

2   RECOMMENDATIONS

2.1   Add threshold Language to M40-107J1 with reason code A423A.

2.1.1   Overview

Add threshold language to M40-107J1 with reason code A423A in CalSAWS.

Reason Fragment Name and ID: CW_AP_TL_60_CS_REPAID_A423 (Fragment ID: 9596)
State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.1.2   Form/NOA Verbiage

Add M40-107J1 reason fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to the population logic.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107J1 Reason fragments	FragmentsVerbiage.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. 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;	A423A NOA Reason Code is being added in threshold languages.

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

Design Document

CA-251167

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107J1)

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Ramya YK
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/27/2023	1.0	Initial Document	Ramya YK

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1   OVERVIEW

The purpose of this change is to add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107J1).

1.1   Current Design

M40-107J1 (4/21) - Approval After 60 Months on Aid NOA fragment available in English and Spanish.

1.2   Requests

1. Add Threshold languages to M40-107J1 with NOA code A426A (Snippet ID - 9599)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to M40-107J1with NOA code A421A (Snippet ID - 9587)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to M40-107J1 with NOA code A424A (Snippet ID - 9597).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
4. Add Threshold languages to NOA type (Snippet ID - 3170).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
5. Add Threshold languages to Message Fragment (Snippet ID - 5133).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
6. Add Threshold languages to Action Fragment (Snippet ID - 4076).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

1.3   Overview of Recommendations

1. Add Threshold languages to M40-107J1 with NOA code A426A (Snippet ID - 9599)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to M40-107J1 with NOA code A421A (Snippet ID - 9587)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to M40-107J1 with NOA code A424A (Snippet ID - 9597).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

4. Add Threshold languages to NOA type (Snippet ID - 3170).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
5. Add Threshold languages to Message Fragment (Snippet ID - 5133).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
6. Add Threshold languages to Action Fragment (Snippet ID - 4076).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

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.

2   RECOMMENDATIONS

2.1   Add Threshold languages to M40-107J1 with NOA Code A426A.

2.1.1   Overview

Add Threshold languages to M40-107J1 with NOA Code A426A.

Reason Fragment Name and ID:
CW_AP_TL_REPAID_OVERPAY_PRORATE_AP_AFTER_60_A426
(Fragment ID: 9599)
State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.1.2   Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to variable population.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages to M40-107J1 with NOA Code A421A.

2.2.1   Overview

Add Threshold languages to M40-107J1 with NOA Code A421A.

Reason Fragment Name and ID:
CW_AP_TL_60_PARTICIPANT_MET_CONDITION_A421
(Fragment ID: 9587)

State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates to variable population.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3 Add Threshold languages to M40-107J1 with NOA Code A424A.

2.3.1 Overview

Add Threshold languages to M40-107J1 with NOA Code A424A.

Reason Fragment Name and ID:
CW_AP_TL_60_OVERPAY_REPAID_APPROVED_A424
(Fragment ID: 9597)
State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.3.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.3.3 Form/NOA Variable Population

No updates to variable population.

2.3.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.4 Add Threshold languages to NOA Type.

2.4.1 Overview

Add Threshold languages to NOA Type.

Reason Fragment Name and ID: CW_AP_TL_60_NOA_TYPE
(Fragment ID: 3170)
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Existing Languages: English, Spanish

2.4.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population

No updates to variable population.

2.4.4 Form/NOA Generation Conditions

N/A.

2.5 Add Threshold languages to Message Fragment.

2.5.1 Overview

Add Threshold languages to NOA Message Fragment.

Message Fragment Name and ID: CW_AP_DN_CH_TN_MESSAGE2
(Fragment ID: 5133)
Current Program(s): CalWORKs
Current Action Type: Approval, Denial, Change, Termination
Existing Languages: English, Spanish

2.5.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.5.3 Form/NOA Variable Population

No updates to variable population.

2.5.4 Form/NOA Generation Conditions

N/A

2.6 Add Threshold languages to Action Fragment.

2.6.1 Overview

Add Threshold languages to Action Fragment.

Action Fragment Name and ID: CW_AP_ACTION7
(Fragment ID: 4076)
Current Program(s): CalWORKs
Current Action Type: Approval
Existing Languages: English, Spanish

2.6.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.6.3 Form/NOA Variable Population

No updates to variable population.

2.6.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107J1 NOA fragments	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. 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	M40-107J1 NOA 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

Design Document

CA-251167

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107J1)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ramya YK
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/27/2023	1.0	Initial Document	Ramya YK

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1 OVERVIEW

The purpose of this change is to add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107J1).

1.1 Current Design

M40-107J1 (4/21) - Approval After 60 Months on Aid NOA fragment available in English and Spanish.

1.2 Requests

1. Add Threshold languages to M40-107J1 with NOA code A426A (Snippet ID - 9599)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to M40-107J1with NOA code A421A (Snippet ID - 9587)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to M40-107J1 with NOA code A424A (Snippet ID - 9597).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
4. Add Threshold languages to NOA type (Snippet ID - 3170).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
5. Add Threshold languages to Message Fragment (Snippet ID - 5133).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
6. Add Threshold languages to Action Fragment (Snippet ID - 4076).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

1.3 Overview of Recommendations

1. Add Threshold languages to M40-107J1 with NOA code A426A (Snippet ID - 9599)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to M40-107J1 with NOA code A421A (Snippet ID - 9587)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to M40-107J1 with NOA code A424A (Snippet ID - 9597).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

4. Add Threshold languages to NOA type (Snippet ID - 3170).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
5. Add Threshold languages to Message Fragment (Snippet ID - 5133).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
6. Add Threshold languages to Action Fragment (Snippet ID - 4076).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

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.

2   RECOMMENDATIONS

2.1   Add Threshold languages to M40-107J1 with NOA Code A426A.

2.1.1   Overview

Add Threshold languages to M40-107J1 with NOA Code A426A.

Reason Fragment Name and ID:
CW_AP_TL_REPAID_OVERPAY_PRORATE_AP_AFTER_60_A426
(Fragment ID: 9599)
State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.1.2   Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to variable population.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages to M40-107J1 with NOA Code A421A.

2.2.1   Overview

Add Threshold languages to M40-107J1 with NOA Code A421A.

Reason Fragment Name and ID:
CW_AP_TL_60_PARTICIPANT_MET_CONDITION_A421
(Fragment ID: 9587)

State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates to variable population.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3 Add Threshold languages to M40-107J1 with NOA Code A424A.

2.3.1 Overview

Add Threshold languages to M40-107J1 with NOA Code A424A.

Reason Fragment Name and ID:
CW_AP_TL_60_OVERPAY_REPAID_APPROVED_A424
(Fragment ID: 9597)
State Form/NOA: NA 530/M40-107J1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.3.2 Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.3.3 Form/NOA Variable Population
No updates to variable population.

2.3.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.4 Add Threshold languages to NOA Type.

2.4.1 Overview
Add Threshold languages to NOA Type.

Reason Fragment Name and ID: CW_AP_TL_60_NOA_TYPE
(Fragment ID: 3170)
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Approval
Existing Languages: English, Spanish

2.4.2 Form/NOA Verbiage
Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population
No updates to variable population.

2.4.4 Form/NOA Generation Conditions
N/A.

2.5   Add Threshold languages to Message Fragment.

2.5.1   Overview

Add Threshold languages to NOA Message Fragment.

Message Fragment Name and ID: CW_AP_DN_CH_TN_MESSAGE2
(Fragment ID: 5133)
Current Program(s): CalWORKs
Current Action Type: Approval, Denial, Change, Termination
Existing Languages: English, Spanish

2.5.2   Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.5.3   Form/NOA Variable Population

No updates to variable population.

2.5.4   Form/NOA Generation Conditions

N/A

2.6   Add Threshold languages to Action Fragment.

2.6.1   Overview

Add Threshold languages to Action Fragment.

Action Fragment Name and ID: CW_AP_ACTION7
(Fragment ID: 4076)
Current Program(s): CalWORKs
Current Action Type: Approval
Existing Languages: English, Spanish

2.6.2   Form/NOA Verbiage

Add M40-107J1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.6.3 Form/NOA Variable Population

No updates to variable population.

2.6.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107J1 NOA fragments	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. 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	M40-107J1 NOA 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-251170

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107F)

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Singaram Manickam
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/07/2023	1.0	Initial Document	Singaram Manickam

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1 OVERVIEW

The purpose of this change is to add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107F).

1.1 Current Design

M40-107F (4/21) - Extended Beyond 60 Months of Aid NOA fragments available in English and Spanish.

1.2 Requests

1. Add Threshold languages to M40-107F with NOA code A415I (Snippet ID - 9581).

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

2. Add Threshold languages to NOA Type (Snippet ID - 3175)
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese

1.3 Overview of Recommendations

1. Add Threshold languages to M40-107F NOA with reason code A415I (Snippet ID - 9581).

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

2. Add Threshold languages to NOA Type (Snippet ID - 3175)

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

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.

2   RECOMMENDATIONS

2.1   Add Threshold languages to M40-107F with reason code M092A.

2.1.1   Overview

Add Threshold languages to M40-107F with NOA code A415I.

Reason Fragment Name and ID:
CW_IN_TL_60_EXTENDED_EXEMPTS_CS_A415
(Fragment ID: 9581)
State Form/NOA: NA 530/M40-107F
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Immediate Need
Include NA Back 9: Yes
Existing Languages: English & Spanish

2.1.2   Form/NOA Verbiage

Add M40-107F NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to variable population.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages to NOA Type.

2.2.1   Overview

Add Threshold languages to CW_NC_TL_60_NOA_TYPE Fragment.

Reason Fragment Name and ID: CW_NC_TL_60_NOA_TYPE
(Fragment ID: 3175)
Current Program(s): CalWORKs

Current Action Type: No Change
Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Add NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates to variable population.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107F NOA fragments	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. Redetermination, Recertification, and/or Annual Agreement notices and forms;	M40-107F NOA Reason fragments are being added in available Threshold languages.

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

Design Document

CA-251171

Add NOA Fragments in Threshold Languages for CalWORKs NOA Generation (M40-107F1)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Ramya HS
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/07/2023	1.0	Initial Document	Ramya HS

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1   OVERVIEW

The purpose of this change is to add Threshold languages for CalWORKs NOA Generation (M40-107F1).

1.1   Current Design

M40-107F1 (4/21) - Extender Met After 60th Month NOA fragments available in English and Spanish.

1.2   Requests

1. Add Threshold languages to M40-107F1 with reason code A419C (Snippet ID - 9585).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to NOA Type (Snippet ID - 3171).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to NOA Template (Snippet ID - 3044).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
4. Add Threshold languages to Action Fragment (Snippet ID - 4072).
   Languages Include: Arabic, Farsi, Hmong, Lao

1.3   Overview of Recommendations

1. Add Threshold languages to M40-107F1 with reason code A419C (Snippet ID - 9585).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
2. Add Threshold languages to NOA Type (Snippet ID - 3171).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
3. Add Threshold languages to NOA Template (Snippet ID - 3044).
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese
4. Add Threshold languages to Action Fragment (Snippet ID - 4072).
   Languages Include: Arabic, Farsi, Hmong, Lao

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.

2   RECOMMENDATIONS

2.1   Add Threshold languages to M40-107F1 with reason code A419C.

2.1.1   Overview

Add Threshold languages to M40-107F1 with Snippet ID 9585.

Reason Fragment Name and ID:
CW_CH_TL_60_EXTEND_TIME_OUT_PARTICIPANT_A419
(Fragment ID: 9585)
State Form/NOA: NA 530/M40-107F1
Current NOA Template: CW_TL_60_NOA_TEMPLATE (ID: 3044)
Current Program(s): CalWORKs
Current Action Type: Change
Include NA Back 9: Yes
Existing Languages: English, Spanish

2.1.2   Form/NOA Verbiage

Add M40-107F1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

No updates to variable population.

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages to NOA Type.

2.2.1   Overview

Add Threshold languages to NOA Type with Snippet ID 3171.

Reason Fragment Name and ID: CW_CH_TL_60_NOA_TYPE
(Fragment ID: 3171)
Current Program(s): CalWORKs

Current Action Type: Change
Existing Languages: English, Spanish

2.2.2 Form/NOA Verbiage

Add NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates to variable population.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3   Add Threshold languages to NOA Template.

2.3.1 Overview

Add Threshold languages to NOA Template with Snippet ID 3044.

Reason Fragment Name and ID: CW_TL_60_NOA_TEMPLATE
(Fragment ID: 3044)
Current Program(s): CalWORKs
Existing Languages: English, Spanish

2.3.2 Form/NOA Verbiage

Add NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.3.3 Form/NOA Variable Population

No updates to variable population.

2.3.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.4 Add Threshold languages to Action Fragment.

2.4.1 Overview
Add Threshold languages to Action Fragment with Snippet ID 4072.

Reason Fragment Name and ID: CW_CH_ACTION6
(Fragment ID: 4072)
Current Program(s): CalWORKs
Current Action Type: Change
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, and Vietnamese

2.4.2 Form/NOA Verbiage
Add M40-107F1 NOA fragments in Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population
No updates to variable population.

2.4.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Correspondence	M40-107F1 NOA fragments	Fragments_Verbiage.xlsx CW 2184 and Addendum translations.zip

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 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;	M40-107F1 NOA Reason fragments are added in available Threshold languages.

	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-251329

Elimination of Asset Limits for Non-Modified Adjusted Gross Income Medi-Cal Programs

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Cynthia Ridley
	Reviewed By	Rupalatha Putta, Geetha Ramalingam, William Baretsky, Renee Gustafson, Chad Quan

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/17/2023	.01	Draft Design	Cynthia Ridley
07/27/2023	.02	Added Correspondence Recommendations	Sahithi Pabba
08/07/2023	.03	Reviewed with Build/Test	Cynthia Ridley
08/09/2023	.04	Reviewed with Consortium Analysts and DHCS. • Updated CT_170 reference to remove residency, this is still required verification. • Added a note under Recommendation 2.1.2.4 to reference programs for 'Medi-Cal Property' test. • Added Assumption that the AVP batch will not be turned off with this SCR. It is still needed for a time to determine Period of Ineligibility POI (30 month Look Back) for Long-Term Care.	Cynthia Ridley
08/14/2023	1.0	Submitted for review with Consortium Analysts	Cynthia Ridley
08/24/2023	1.1	Updated Design based on Analyst feedback. • Removed Assumption regarding Medi-Cal Property Sneede • Updated Assumption regarding forms to remove the word Renewal • Added Waiver to Recommendation 2.1.2.4	Cynthia Ridley
08/24/2023	1.2	Updated Design based on Analyst feedback. • Removed Assumption regarding MAGI NOA's related to property/asset limit • Removed Recommendation 5 and added assumption 11 regarding threshold languages with the future SCR number. • Added assumption 12 regarding	Sahithi Pabba

		verbiage update for reason fragments MC_TN_FAIL_REDETER_RESPONSE_M400 Id: 6897, Q_TN_FAIL_REDETER_RESPONSE_Q400 Id: 6320	
08/24/2023	2.0	Submitted for Committee Review	Cynthia Ridley
9/27/2023	2.1	Removed obsoleted NOA Fragments from effort	Tiffany Huckaby

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1 OVERVIEW

In 2021, AB 133 of the Health Omnibus Bill of 2021-2022 added section 14005.62 to the Welfare and Institute Code (WIC) 14005.62 establishing a two-phased approach to eliminate the asset limits for Non-MAGI Medi-Cal programs. Phase 1, was implemented with CA-230196 Increases to the Asset Limits for Non-MAGI Medi-Cal Programs in 22.05, increased the Asset Limits effective July 1, 2022, to $130,000 per person and $65,000 for each individual household member (up to a maximum of 10 people). CalSAWS refers to Asset as Property and determines Non-MAGI Medi-Cal eligibility using the Asset limits stated in ACWDL 21-31.

The purpose of this SCR is to satisfy Phase II changes to Non-MAGI Medi-Cal programs to align with the direction provided by DHCS outlined in ACWDL 22-25. The ACWDL provides guidance to eliminate the Asset limits for Non-MAGI Medi-Cal programs effective January 1, 2024.

1.1 Current Design

CalSAWS Medi-Cal EDBC rules calculate the Property Total and Countable Amount for all Non-MAGI Medi-Cal programs. EDBC rules then uses the Countable Amount and compares it to the Property Limit for Non-MAGI Medi-Cal programs, including Long Term Care (LTC) and Medicare Savings Programs (MSP) to determine Non-MAGI Medi-Cal eligibility.

Medi-Cal EDBC uses the following property limits (CT351) for a Non-MAGI Medi-Cal determination, including LTC.

- One individual, property limit of $130,000
- Two Individuals, property limit of $195,000
- The property limit increases by $65,000 for each additional household up to a maximum of 10 household members.

Medi-Cal EDBC uses the following property limits (CT335) for MSP Qualified Medicare Beneficiary (QMB), Specified Low-Income Medi-care Beneficiary (SLMB) and Qualifying Individual (QI -1)

- $130,000
- $195,000 for married couple

1.2 Requests

Per ACWDL 22-25, effective 01/01/2024, CalSAWS will eliminate using the Property limit test in Non-MAGI Medi-Cal programs, including LTC and MSP, to no longer be countable in the Asset Test for Non-MAGI Medi-Cal.

1.3   Overview of Recommendations

1. Update the Medi-Cal EDBC Rules to no longer display or count property in the eligibility determination for Non-MAGI Medi-Cal, including LTC, and Medicare Savings Programs.
2. Obsolete the Non-MAGI Reason fragments related to Asset and Property Limits.
3. Update the Verbiage of existing Non-MAGI Reason Fragments to not have text relating to Property.
4. Clean up the code references and CT 662 entries of existing Non-MAGI Reason fragments which are turned off.

1.4   Assumptions

1. The Non-MAGI Medi-Cal Denial and Discontinuance NOAs (that has the property limit variable) will retrieve the appropriate unit size property limit from the category code table and display the updated property limit automatically for Denial and Discontinuances prior to January 1, 2024.
2. The following forms are rendered obsolete as of January 1, 2024, but will remain in the Template Repository for use in Retroactive Medi-Cal Determinations:
   a. • Medi-Cal General Property Limitations (MC 007)
      • Sneede v. Kizer Property Worksheet (MC 175-3 P)
      • Medi-Cal Property Assessment Application (MC 176 PA-A)
      • QMB/SLMB/QI Property Worksheet, Adult (MC 176 P-A QMB/SLMB/QI)
      • QMB/SLMB/QI Property Worksheet, Child (MC 176 P-C QMB/SLMB/QI)
      • Period of Ineligibility for Nursing Facility Level of Care Worksheet (MC 176 P-I)
      • QDWI Property Worksheet (MC 176 QDWI-2)
      • Supplement to Statement of Facts—Pickle Eligibility Determination (MC 210 B)
      • Property Assessment Statement of Facts (MC 210 PA)
      • Medi-Cal Potential Overpayment Reporting Worksheet—Property Total Ineligibility or Ineligibility for a Specific Level of Services (MC 224 B)
      • Tuberculosis Program Property Worksheet-Adult (MC 278 TB)
      • Pickle Resource Worksheet (DHCS 7037)
3. Renewal Packets removing any property information have been updated with CA-252364
4. Renewal Forms MC 008, MC 010, MC 7077/DHCS 7077, and MC 14 A that update Asset Limits effective July 1, 2022 will be updated with CA-247694.
5. The below forms that will remove any reference to property will be updated in future SCRs as DHCS provides CalSAWS with updated versions:
   • Qualified Medicare Beneficiary Program Information Notice (MC 008)
   • Qualified Disabled Working Individual Information Notice (MC 010)
   • QMB, SLMB, QI Application (MC 14 A)
   • Property Worksheet/Assessment for Institutionalized Spouses (MC 176 PA-1)
   • Stepparent Computation When Only the Separate Children of One Spouse Want Medi-Cal (MC 176 W-1)
   • MC 210 A (Supplement to Statement of Facts for Retroactive

Coverage/Restoration (MC 210 A)
- What You Need to Know When You Apply for an Enroll in Medi-Cal (MC 219)
- Medi-Cal Request for Information (MC 355)
- Notification of Medi-Cal Intercounty Transfer (MC 360)
- Request for Limited Services (MC 4026)
- Notice Regarding Standards for Medi-Cal Eligibility (MC 7077)

6. The CMSP program does not have property limit changes therefore it will not be included with this SCR.
7. Cases where EDBC is run for a benefit month prior to January 1, 2024 will continue to use the increased Property Limits, therefore the Property Limits Code Table will not be updated with this SCR.
8. Asset Verification Program (AVP) will still need to be utilized for a time after the implementation of this design, therefore the AVP batch will not be turned off with this SCR.
9. The applicable NOAs will be regression tested by Client Correspondence, in checking for the updated property limit values.
10. The CMSP Reason Fragment's relating to Property and Asset will not be updated/obsoleted by this effect.
11. The reason fragments verbiage update will only be updated in English and Spanish languages with this effort. Threshold language verbiage update will be done with the future SCR CA-266848.

2 RECOMMENDATIONS

2.1 Medi-Cal Eligibility Rules Updates

2.1.1 Overview

Update the Medi-Cal EDBC Rules to no longer display or count property in the eligibility determination for Non-MAGI Medi-Cal, including LTC, and Medicare Savings Programs.

2.1.2 Description of Changes

1. Update Medi-Cal EDBC Rules to always pass the Medi-Cal property budget effective EDBC Benefit month January 1, 2024, or later except when testing for 'CMSP'.

   Note: The 'CMSP Property' and 'CMSP Property Sneede' will remain unchanged.

2. Update Medi-Cal EDBC Rules to no longer fail an individual for having a 'Pending', or 'Refused' property verification.
3. Update the Verification Type Code (CT_170) Medi-Cal Reference table (8) below from Mandatory to Not Needed.

CODE_NUM _IDENTIF	SHORT DECODE	UPDATED VALUE (REFER_TABLE_8_DESCR)
21	Liquid Property	N
23	Motor Vehicle	N
24	Personal Property	N
33	Real Property	N
39	Transferred Property	N

4. Update the Medi-Cal Test Category Code (CT_318) Property Reference Table (2) to no longer display in Medi-Cal EDBC Summary.

CODE_NUM_IDENTIF	SHORT DECODE	UPDATED VALUE (REFER_TABLE_2_DESCR)
01	Waiver	N
02	Minor Consent	N
03	LTC	N
04	Pickle	N
05	Pickle Spouse	N
07	1931(b) Property	N
08	1931(b) Property Sneede	N
16	Medi-Cal Property	N
17	MC Property Sneede	N
28	Working Disabled	N
35	Tuberculosis	N
37	QWDI	N
38	MSP-MC	N
39	MSP-SSI	N

Note: 'Medi-Cal Property' includes the following programs: Aged/Blind/Disabled, Aid to Families with Dependent Children (AFDC), Medically Needy, Medically Indigent, Under 21, and Aged & Disabled.

2.1.3 Programs Impacted

Medi-Cal, LTC, Medicare Savings Programs

2.1.4 Performance Impacts

N/A

2.2 Obsolete the Existing Non-MAGI Reason Fragments Relating to Property and Asset Limits.

2.2.1 Overview

Obsolete the Existing Non-MAGI Reason Fragments and remove if there are any code references.

2.2.2 Description of Change

Update the logic to no longer generate the existing Non-MAGI reason fragments relating to Asset and Property.

Remove references in code for Budget 'BUDGT_MC_340PR' Snippet Id: 904 because we are turning off all the reason fragments triggering this budget.

Note: The existing Reason Fragment text can be found in #Supporting Document 2.

ID	Fragment Name	Available Languages*
6603	MC_CH_CEC_UNVERIF_RESOURCE_M206	EN, SP, CA, AE, HM, LA, RU, AR, FA, VI, KO, TG, CH
6641	MC_CH_CEC_RESOURCE_OVER_LIMIT_M357	EN, SP, AE, AR, CA, CH, FA, HM, KO, LA, RU, TG, VI
7436	Q_DN_RESOURCES_UNVERIF_Q302	EN, SP, AE, CA, CH, KO, RU, TG, VI
6525	MC_TN_RSRCS_EXCEED_LIMIT_M052	EN, SP, AE, CA, CH, KO, RU, TG, VI
6526	MC_DN_RSRCS_EXCEED_LIMIT_M052	EN, SP, AE, CA, CH, KO, RU, TG, VI
6545	MC_TN_FAIL_LTCRP_TRANSFER_M095	EN, SP, AE, AR, CA, CH, FA, HM, KO, LA, RU, TG, VI

2.3 Update Non-MAGI Reason Fragments Verbiage related to Property.

2.3.1 Overview

The following Fragments currently contain Property related text. The fragments will be updated to no longer include Property related text.

2.3.2 Description of Change

List of Impacted Fragments:

Fragment Name	Current Text	Updated Text
MC_TN_FAIL_TO_RESPOND_M427 Id: 9600 (Will be updated only in English)	Your <FULL_PGM_NAME> is ending on <EffectiveDiscontinuanceDate> because you did not provide the renewal information that we asked for. We need you to give us information about the following to see if you can still get <PGM_NAME>: • Proof of your property. Some examples of proof of your property are bank account statements, investments statements, or titles for property that you own. • Proof of your income. Some examples of proof of your income are a paystub, your most recent tax return, a letter from your employer, or a benefits award letter. Please call us, visit your county social services office, or return your completed and signed renewal form to give us this information. You can still get <PGM_NAME>, but you need to give us more information. We need it within 90 days, by <McVerificationDueDate>. We can give you <PGM_NAME> from <MonthDayYear1> if you are eligible. If we do not get the information by <McVerificationDueDate2>, you must reapply for <PGM_NAME>.	Your <FULL_PGM_NAME> is ending on <EffectiveDiscontinuanceDate> because you did not provide the renewal information that we asked for. We need you to give us information about the following to see if you can still get <PGM_NAME>: Proof of your income. Some examples of proof of your income are a paystub, your most recent tax return, a letter from your employer, or a benefits award letter. Please call us, visit your county social services office, or return your completed and signed renewal form to give us this information. You can still get <PGM_NAME>, but you need to give us more information. We need it within 90 days, by <McVerificationDueDate>. We can give you <PGM_NAME> from <MonthDayYear1> if you are eligible. If we do not get the information by <McVerificationDueDate2>, you must reapply for <PGM_NAME>.
MC_CH_CONT_ELIG_UNDER_MN_MI_PROGS_M181 Id : 6587 (Will be updated in English and Spanish languages all	Effective <EffectiveMNMIDate>, the following person(s) continue(s) to be eligible to benefits under the Medically Needy or Medically Indigent Program:	Effective <EffectiveMNMIDate>, the following person(s) continue(s) to be eligible to benefits under the Medically Needy or Medically Indigent Program:

other languages will be turned off)	<ApprovedPersons>	<ApprovedPersons>
	The share of cost (if any) is listed <BUDGET_LOCATION>.	The share of cost (if any) is listed <BUDGET_LOCATION>.
	In order to remain eligible for this program, you must:	In order to remain eligible for this program, you must:
	- Report within ten days any significant changes that could affect your eligibility such as changes in your Income, property, medical condition, or household situation.	- Report within ten days any significant changes that could affect your eligibility such as changes in your Income, medical condition, or household situation.
	Receiving these Medi-Cal benefits does not count against any CalWORKs program time limits.	Receiving these Medi-Cal benefits does not count against any CalWORKs program time limits.

2.4   Remove CT662 Entries and Code References for Obsoleted fragments.

2.4.1   Overview

Remove code references to the fragments listed below and turn off the CT662 Entries for threshold languages as the English language fragment is already turned off.

Note: This effort is to remove out of date references/code of NOAs that no longer generate in production today.

2.4.2   Description of Change

List of impacted fragments.

ID	Fragment Name
6549	MC_DN_UNVERIF_UNEARNED_INCOME_M107
6550	MC_TN_UNVERIF_UNEARNED_INCOME_M107
6897	MC_TN_FAIL_REDETER_RESPONSE_M400
6320	Q_TN_FAIL_REDETER_RESPONSE_Q400

2.5 Automated Regression Test

2.5.1 Overview

Disable the existing automated regression test scripts that verify the Medi-Cal Property value(s), and those that verify the Medi-Cal program is Denied or Discontinued due to an individual being over the MC property limit. Create new regression test scripts to verify that Medi-Cal EDBC does not fail individuals with unverified property records (verification 'Overdue', 'Pending', or 'Refused').

2.5.2 Description of Change

1. Disable / deprecate existing regression scripts that perform the following verifications in the Regression Test Suite:
   a. Medi-Cal property limit values, including the MSP and Sneede values
   b. Medi-Cal closure (Denied, Discontinued) due to an individual being over the property limit

   Technical Note: An estimated 16 scripts would be deprecated.
2. Create new regression scripts to verify that Medi-Cal EDBC does not fail (Deny or Discontinue) an individual with property having each of the following verification statuses:
   a. Overdue
   b. Pending
   c. Refused

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	ACWDL 22-25	
2	Correspondence	Supporting Document 2	Existing Reason Fragment Text that needs to be obsoleted.xslx

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-253167

Add Denial NOA Fragments in Threshold Languages for CalWORKs/RCA NOA Fragment Generation (NA 290)

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kamal Shaker J
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION kkk	AUTHOR
07/21/2023	1.0	Initial Document	Kamal Shaker J

Table of Contents

1 OVERVIEW

The purpose of this change is to add Denial NOA Fragments in Threshold Languages for CalWORKs/RCA NOA Fragment Generation (NA 290).

1.1 Current Design

Not all Denial NOA Fragments generate in all Threshold Languages (Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Spanish, Tagalog, Vietnamese).

1.2 Requests

1. Add Threshold languages to Denial NOA - Not Meeting Deprivation Require (NOA Code A702D) to match with the state version. Snippet ID: 6163
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

2. Add Threshold languages to Denial NOA - Not Meeting Relationship (NOA Code A302D) to match with the state version. Snippet ID: 6142
   Languages Include: Arabic, Farsi, Hmong & Lao

3. Add Threshold languages to Denial NOA - SSN Not Provided/Applied For (NOA Code A003D) to match with the state version. Snippet ID: 6127
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

4. Add Threshold languages to Denial NOA - PWE Empl 28 Days Prior to App (NOA Code A723D) to match with the state version. Snippet ID:6361
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

5. Add Threshold languages to Denial NOA - Imdt Need CW Not Eligible (NOA Code A201D) to match with the state version. Snippet ID: 6134
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

6. Add Threshold languages to Denial NOA - Failed Imdt Need Cash Aid Approved (NOA Code A240D) to match with the state version. Snippet ID: 6140
   Languages Include: Arabic, Farsi, Hmong & Lao

7. Add Threshold languages to Denial NOA - Ineligible Non-Citizen(s) (NOA Code A661D) to match with the state version. Snippet ID: 6158
   Languages Include: Arabic, Farsi, Hmong & Lao

8. Add Threshold languages to Denial NOA - Not Meeting Child Age Rule (NOA Code A361D) to match with the state version. Snippet ID: 6146
   Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

9. Add Threshold languages to Denial NOA - Unverified: Eviction Notice (NOA Code A236D) to match with the state version. Snippet ID: 6137

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

10. Add Threshold languages to Denial NOA - Resource Amount > Limit (NOA Code A104D) to match with the state version. Snippet ID: 6132
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
11. Add Threshold languages to Denial NOA - Inelig Person for Preg Spl Nds (NOA Code A801D) to match with the state version. Snippet ID: 6167
    Languages Include: Arabic, Farsi, Hmong & Lao.
12. Add Threshold languages to Denial NOA - Failed Residency Requirements (NOA Code A027D) to match with the state version. Snippet ID: 6129
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
13. Add Threshold languages to Denial NOA - Unverif: Utl Shut-Off Notice (NOA Code A237D) to match with the state version. Snippet ID: 6138
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
14. Add Threshold languages to Denial NOA - Imdt Need Failed In Rcpt of HA (NOA Code A242D) to match with the state version. Snippet ID: 6141
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
15. Add Threshold languages to Denial NOA - No Proof of Non-Citizen Status (NOA Code A678D) to match with the state version. Snippet ID: 6160
    Languages Include: Arabic, Farsi, Hmong & Lao.
16. Add Threshold languages to Denial NOA - Non-Citizen Pending Verif (NOA Code A006D) to match with the state version. Snippet ID: 6128
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
17. Add Threshold languages to RCA Denial - In US Over 12 Months (NOA Code R002D) to match with the state version. Snippet ID: 7470
    Languages Include: Arabic, Farsi, Hmong & Lao
18. Add Threshold languages to Denial NOA - Imdt Need N/A as Exp Grt Req (NOA Code A239D) to match with the state version. Snippet ID: 6139
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
19. Add Threshold languages to Denial NOA - Mandatory Indiv Not Applied (NOA Code A710D) to match with the state version. Snippet ID: 6164
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
20. Add Threshold languages to Denial NOA - Fail: Net Test Undo Children (NOA Code A249D) to match with the state version. Snippet ID: 6220
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

21. Add Threshold languages to Denial NOA - Child of FC Recipient (NOA Code A110D) to match with the state version. Snippet ID: 7770
    Languages Include: Arabic, Farsi, Hmong & Lao
22. Add Threshold languages to Denial NOA - Only Child Ineligible Alien (NOA Code A379D) to match with the state version. Snippet ID: 6243
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
23. Add Threshold languages to Denial NOA - No Longer Pregnant (NOA Code A718D) to match with the state version. Snippet ID: 6166
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
24. Add Threshold languages to Denial NOA - IPV Sanctioned 1rst Time (NOA Code A393D) to match with the state version. Snippet ID: 6149
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
25. Add Threshold languages to Denial NOA - Whereabouts Unknown (NOA Code A309D) to match with the state version. Snippet ID: 6143
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
26. Add Threshold languages to Denial NOA - Teen Pregnant/Parent Not in App (NOA Code A321D) to match with the state version. Snippet ID: 6145
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
27. Add Threshold languages to Denial NOA - Child of KG Recipient (NOA Code A111D) to match with the state version. Snippet ID: 7775
    Languages Include: Arabic, Farsi, Hmong & Lao
28. Add Threshold languages to Denial NOA - Parents IPV Sanction 3rd Time (NOA Code A392D) to match with the state version. Snippet ID: 6148
    Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
29. Add Threshold languages to RC_DN_NOA_TYPE Fragments to match with the state version. Snippet ID: 3138
    Languages Include: Arabic, Farsi, Hmong & Lao
30. Add Threshold languages to RC_DN_MESSAGE1 Message Fragments to match with the state version. Snippet ID: 5097
    Languages Include: Arabic, Farsi, Hmong & Lao
31. Add Threshold languages to RC_DN_ACTION1 Action Fragments to match with the state version. Snippet ID: 4105
    Languages Include: Arabic, Farsi, Hmong & Lao
32. Add Threshold languages to RC_NOA_TEMPLATE Fragments to match with the state version. Snippet ID: 3036
    Languages Include: Arabic, Farsi, Hmong & Lao
33. Add Threshold languages to CW_DN_MESSAGE2 Message Fragments to match with the state version. Snippet ID: 5020

Languages Include: Arabic, Farsi, Hmong & Lao

34. Add Threshold languages to CW_DN_ACTION4 Action Fragments to match with the state version. Snippet ID: 4018
Languages Include: Arabic, Farsi, Hmong & Lao

35. Add Threshold languages to CW_DN_MESSAGE5 Message Fragments to match with the state version. Snippet ID: 5018
Languages Include: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese

36. Add Threshold languages to CW_DN_MESSAGE1 Message Fragments to match with the state version. Snippet ID: 5019
Languages Include: Arabic, Farsi, Hmong & Lao

1.3 Overview of Recommendations

1. Add Threshold languages to NA 290 Denial Fragments with reason code: A702D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
2. Add Threshold languages to NA 290 Denial Fragments with reason code: A302D in available threshold languages: Arabic, Farsi, Hmong & Lao
3. Add Threshold languages to NA 290 Denial Fragments with reason code: A003D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
4. Add Threshold languages to NA 290 Denial Fragments with reason code: A723D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
5. Add Threshold languages to NA 290 Denial Fragments with reason code: A201D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
6. Add Threshold languages to NA 290 Denial Fragments with reason code: A240D in available threshold languages: Arabic, Farsi, Hmong & Lao
7. Add Threshold languages to NA 290 Denial Fragments with reason code: A661D in available threshold languages: Arabic, Farsi, Hmong & Lao
8. Add Threshold languages to NA 290 Denial Fragments with reason code: A361D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
9. Add Threshold languages to NA 290 Denial Fragments with reason code: A236D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
10. Add Threshold languages to NA 290 Denial Fragments with reason code: A104D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
11. Add Threshold languages to NA 290 Denial Fragments with reason code: A801D in available threshold languages: Arabic, Farsi, Hmong & Lao

12. Add Threshold languages to NA 290 Denial Fragments with reason code: A027D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
13. Add Threshold languages to NA 290 Denial Fragments with reason code: A237D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
14. Add Threshold languages to NA 290 Denial Fragments with reason code: A242D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
15. Add Threshold languages to NA 290 Denial Fragments with reason code: A678D in available threshold languages: Arabic, Farsi, Hmong & Lao
16. Add Threshold languages to NA 290 Denial Fragments with reason code: A006D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
17. Add Threshold languages to NA 290 Denial Fragments with reason code: R002D in available threshold languages: Arabic, Farsi, Hmong & Lao
18. Add Threshold languages to NA 290 Denial Fragments with reason code: A239D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
19. Add Threshold languages to NA 290 Denial Fragments with reason code: A710D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
20. Add Threshold languages to NA 290 Denial Fragments with reason code: A249D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
21. Add Threshold languages to NA 290 Denial Fragments with reason code: A110D in available threshold languages: Arabic, Farsi, Hmong & Lao
22. Add Threshold languages to NA 290 Denial Fragments with reason code: A379D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
23. Add Threshold languages to NA 290 Denial Fragments with reason code: A718D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
24. Add Threshold languages to NA 290 Denial Fragments with reason code: A393D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
25. Add Threshold languages to NA 290 Denial Fragments with reason code: A309D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
26. Add Threshold languages to NA 290 Denial Fragments with reason code: A321D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
27. Add Threshold languages to NA 290 Denial Fragments with reason code: A111D in available threshold languages: Arabic, Farsi, Hmong & Lao

28. Add Threshold languages to NA 290 Denial Fragments with reason code: A392D in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
29. Add Threshold languages to RC_DN_NOA_TYPE Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
30. Add Threshold languages to RC_DN_MESSAGE1 Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
31. Add Threshold languages to RC_DN_ACTION1 Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
32. Add Threshold languages to RC_NOA_TEMPLATE Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
33. Add Threshold languages to CW_DN_MESSAGE2 Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
34. Add Threshold languages to CW_DN_ACTION4 Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao
35. Add Threshold languages to CW_DN_MESSAGE5 Fragments in available threshold languages: Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, & Vietnamese
36. Add Threshold languages to CW_DN_MESSAGE1 Fragments in available threshold languages: Arabic, Farsi, Hmong & Lao

1.4 Assumptions

1. The triggering conditions of the NOA for Threshold Generation remains 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.

2 RECOMMENDATIONS

2.1 Add NA 290 Denial NOA with reason code A702D for Threshold Generation in CalSAWS.

2.1.1 Overview

Add NA 290 Denial NOA with reason code A702D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_DPRVTN_REQ_NOT_MET_A702 (Fragment ID: 6163)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program

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Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.1.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.1.3 Form/NOA Variable Population

No updates in this section.

2.1.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2 Add NA 290 Denial NOA with reason code A302D for Threshold Generation in CalSAWS.

2.2.1 Overview

Add NA 290 Denial NOA with reason code A302D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NO_ELIG_CHILD_A302 (Fragment ID: 6142)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.2.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao

NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

No updates in this section.

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3 Add NA 290 Denial NOA with reason code A003D for Threshold Generation in CalSAWS.

2.3.1 Overview

Add NA 290 Denial NOA with reason code A003D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_SSN_NOT_PROV_A003 (Fragment ID: 6127)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.3.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.3.3 Form/NOA Variable Population

No updates in this section.

2.3.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.4 Add NA 290 Denial NOA with reason code A723D for Threshold Generation in CalSAWS.

2.4.1 Overview

Add NA 290 Denial NOA with reason code A723D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_PWE_EMPLOY_28_DAYS_BEFORE_A723 (Fragment ID: 6361)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.4.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population

No updates in this section.

2.4.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.5 Add NA 290 Denial NOA with reason code A201D for Threshold Generation in CalSAWS.

2.5.1 Overview

Add NA 290 Denial NOA with reason code A201D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NOT_ELIG_IMM_NEED_A201 (Fragment ID: 6134)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.5.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.5.3 Form/NOA Variable Population

No updates in this section.

2.5.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.6 Add NA 290 Denial NOA with reason code A240D for Threshold Generation in CalSAWS.

2.6.1 Overview

Add NA 290 Denial NOA with reason code A240D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_REG_AID_APP_AND_IMDT_NEED_DEN_A240 (Fragment ID: 6140)

State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.6.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.6.3 Form/NOA Variable Population
No updates in this section.

2.6.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.7 Add NA 290 Denial NOA with reason code A661D for Threshold Generation in CalSAWS.

2.7.1 Overview
Add NA 290 Denial NOA with reason code A661D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_INELIG_NON_CTZN_A661 (Fragment ID: 6158)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.7.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.7.3 Form/NOA Variable Population
No updates in this section.

2.7.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.8 Add NA 290 Denial NOA with reason code A361D for Threshold Generation in CalSAWS.

2.8.1 Overview
Add NA 290 Denial NOA with reason code A361D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_CHILD_AGE_NOT_MET_A361 (Fragment ID: 6146)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.8.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.8.3 Form/NOA Variable Population

No updates in this section.

2.8.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.9 Add NA 290 Denial NOA with reason code A236D for Threshold Generation in CalSAWS.

2.9.1 Overview

Add NA 290 Denial NOA with reason code A236D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NO_EVCTN_NOTICE_A236 (Fragment ID: 6137)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.9.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.9.3 Form/NOA Variable Population

No updates in this section.

2.9.4 Form/NOA Generation Conditions

No updates to existing trigger conditions

2.10 Add NA 290 Denial NOA with reason code A104D for Threshold Generation in CalSAWS.

2.10.1 Overview

Add NA 290 Denial NOA with reason code A104D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_PROP_CNT_EXCD_A104 (Fragment ID: 6132)
State Form/NOA: NOA 290 PROP
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.10.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.10.3 Form/NOA Variable Population

No updates in this section.

2.10.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.11 Add NA 290 Denial NOA with reason code A801D for Threshold Generation in CalSAWS.

2.11.1 Overview

Add NA 290 Denial NOA with reason code A801D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_INELIG_PERS_PREG_A801 (Fragment ID: 6167)

State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.11.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.11.3 Form/NOA Variable Population
No updates in this section.

2.11.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.12 Add NA 290 Denial NOA with reason code A027D for Threshold Generation in CalSAWS.

2.12.1 Overview
Add NA 290 Denial NOA with reason code A027D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NON_RESI_A027 (Fragment ID: 6129)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.12.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.12.3 Form/NOA Variable Population
No updates in this section.

2.12.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.13 Add NA 290 Denial NOA with reason code A237D for Threshold Generation in CalSAWS.

2.13.1 Overview

Add NA 290 Denial NOA with reason code A237D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_UTIL_SHUT_OFF_A237 (Fragment ID: 6138)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.13.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.13.3 Form/NOA Variable Population

No updates in this section.

2.13.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.14 Add NA 290 Denial NOA with reason code A242D for Threshold Generation in CalSAWS.

2.14.1 Overview

Add NA 290 Denial NOA with reason code A242D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_DUE_HOMELESS_ASST_A242 (Fragment ID: 6141)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.14.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.14.3 Form/NOA Variable Population

No updates in this section.

2.14.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.15 Add NA 290 Denial NOA with reason code A678D for Threshold Generation in CalSAWS.

2.15.1 Overview

Add NA 290 Denial NOA with reason code A678D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NOPRF_NON_CTZN_A678 (Fragment ID: 6160)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.15.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

Add Threshold languages: Arabic, Farsi, Hmong, Lao

NOA Mockups/Examples: Supporting Documents #1

2.15.3 Form/NOA Variable Population

No updates in this section.

2.15.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.16 Add NA 290 Denial NOA with reason code A006D for Threshold Generation in CalSAWS.

2.16.1 Overview

Add NA 290 Denial NOA with reason code A006D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NCTZN_PRF_NOT_SUB_A006 (Fragment ID: 6128)

State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.16.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.16.3 Form/NOA Variable Population
No updates in this section.

2.16.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.17 Add NA 290 Denial NOA with reason code R002D for Threshold Generation in CalSAWS.

2.17.1 Overview
Add NA 290 Denial NOA with reason code R002D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: RC_DN_OVER_EIGHTH_MONTHS_R002 (Fragment ID: 7470)
State Form/NOA: NA 290 RCA Denial
Current NOA Template: RC_NOA_TEMPLATE (ID: 3036)
Current Program(s): RCA
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.17.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.17.3 Form/NOA Variable Population

No updates in this section.

2.17.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.18 Add NA 290 Denial NOA with reason code A239D for Threshold Generation in CalSAWS.

2.18.1 Overview

Add NA 290 Denial NOA with reason code A239D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_EXPDT_GRNT_REQ_A239 (Fragment ID: 6139)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.18.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.18.3 Form/NOA Variable Population

No updates in this section.

2.18.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.19 Add NA 290 Denial NOA with reason code A710D for Threshold Generation in CalSAWS.

2.19.1 Overview

Add NA 290 Denial NOA with reason code A710D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_MAND_INDIV_NOT_APP_A710 (Fragment ID: 6164)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.19.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.19.3 Form/NOA Variable Population

No updates in this section.

2.19.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.20 Add NA 290 Denial NOA with reason code A249D for Threshold Generation in CalSAWS.

2.20.1 Overview

Add NA 290 Denial NOA with reason code A249D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_INC_GRT_AID_UNDOC_ALIEN_CHILD_A249 (Fragment ID: 6220)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.20.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.20.3 Form/NOA Variable Population

No updates in this section.

2.20.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.21 Add NA 290 Denial NOA with reason code A110D for Threshold Generation in CalSAWS.

2.21.1 Overview

Add NA 290 Denial NOA with reason code A110D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_CH_TN_CHILD_OF_FC_KG_RECIPIENT (Fragment ID: 7770)

State Form/NOA: NA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.21.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.21.3 Form/NOA Variable Population

No updates in this section.

2.21.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.22 Add NA 290 Denial NOA with reason code A379D for Threshold Generation in CalSAWS.

2.22.1 Overview

Add NA 290 Denial NOA with reason code A379D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_ONLY_CHILD_INELIG_ALIEN_A379 (Fragment ID: 6243)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.22.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.22.3 Form/NOA Variable Population

No updates in this section.

2.22.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.23 Add NA 290 Denial NOA with reason code A718D for Threshold Generation in CalSAWS.

2.23.1 Overview

Add NA 290 Denial NOA with reason code A718D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_NOLNG_PRGNT_A718 (Fragment ID: 6166)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.23.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.23.3 Form/NOA Variable Population

No updates in this section.

2.23.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.24 Add NA 290 Denial NOA with reason code A393D for Threshold Generation in CalSAWS.

2.24.1 Overview

Add NA 290 Denial NOA with reason code A393D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_FIRST_IPV_SANCTION_A393 (Fragment ID: 6149)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.24.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.24.3 Form/NOA Variable Population

No updates in this section.

2.24.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.25 Add NA 290 Denial NOA with reason code A309D for Threshold Generation in CalSAWS.

2.25.1 Overview

Add NA 290 Denial NOA with reason code A309D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: CW_DN_WHRABTS_UNKWN_A309 (Fragment ID: 6143)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.25.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.25.3 Form/NOA Variable Population

No updates in this section.

2.25.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.26 Add NA 290 Denial NOA with reason code A321D for Threshold Generation in CalSAWS.

2.26.1 Overview

Add NA 290 Denial NOA with reason code A321D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_MINOR_APP_DNT_HAVE_AUTH_USER_A321 (Fragment ID: 6145)

State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.26.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.26.3 Form/NOA Variable Population
No updates in this section.

2.26.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.27 Add NA 290 Denial NOA with reason code A111D for Threshold Generation in CalSAWS.

2.27.1 Overview
Add NA 290 Denial NOA with reason code A111D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_CH_TN_CHILD_OF_FC_KG_RECIPIENT (Fragment ID: 7775)
State Form/NOA: NA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.27.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.27.3 Form/NOA Variable Population
No updates in this section.

2.27.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.28 Add NA 290 Denial NOA with reason code A392D for Threshold Generation in CalSAWS.

2.28.1 Overview
Add NA 290 Denial NOA with reason code A392D for Threshold Generation in CalSAWS.

Reason Fragment Name and ID:
CW_DN_PRNT_THIRD_IPV_SANCTION_A392 (Fragment ID: 6148)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Current Fragment Level: Program
Currently Repeatable: No
Include NA Back 9: Yes
Existing Languages: English and Spanish

2.28.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.28.3 Form/NOA Variable Population

No updates in this section.

2.28.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.29 Add RC_DN_NOA_TYPE Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.29.1 Overview

Add RC_DN_NOA_TYPE Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

Reason Fragment Name and ID: RC_DN_NOA_TYPE (Fragment ID: 3138)
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.29.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.29.3 Form/NOA Variable Population

No updates in this section.

2.29.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.30 Add RC_DN_MESSAGE1 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.30.1 Overview

Add RC_DN_MESSAGE1 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: RC_DN_MESSAGE1 (Fragment ID: 5097)
State Form/NOA: NA 290 RCA Denial
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.30.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.30.3 Form/NOA Variable Population

No updates in this section.

2.30.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.31 Add RC_DN_ACTION1 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.31.1 Overview

Add RC_DN_ACTION1 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: RC_DN_ACTION1 (Fragment ID: 4105)
State Form/NOA: NA 290 RCA Denial
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial

Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.31.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.31.3 Form/NOA Variable Population
No updates in this section.

2.31.4 Form/NOA Generation Conditions
No updates to existing trigger conditions.

2.32 Add RC_NOA_TEMPLATE for Threshold Generation in CalSAWS.

2.32.1 Overview
Add RC_NOA_TEMPLATE for Threshold Generation in CalWORKs.
Reason Fragment Name and ID: RC_NOA_TEMPLATE (Fragment ID: 3036)
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.32.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.32.3 Form/NOA Variable Population
No updates in this section.

2.32.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.33 Add CW_DN_MESSAGE2 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.33.1 Overview

Add CW_DN_MESSAGE2 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: CW_DN_MESSAGE2 (Fragment ID: 5020)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.33.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.33.3 Form/NOA Variable Population

No updates in this section.

2.33.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.34 Add CW_DN_ACTION4 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.34.1 Overview

Add CW_DN_ACTION4 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: CW_DN_ACTION4 (Fragment ID: 4018)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.34.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.34.3 Form/NOA Variable Population

No updates in this section.

2.34.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.35 Add CW_DN_MESSAGE5 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.35.1 Overview

Add CW_DN_MESSAGE5 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: CW_DN_MESSAGE5 (Fragment ID: 5018)
State Form/NOA: NOA 290 PROP
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Existing Languages: English and Spanish

2.35.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.35.3 Form/NOA Variable Population

No updates in this section.

2.35.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.36 Add CW_DN_MESSAGE1 Fragment for NA 290 Denial for Threshold Generation in CalSAWS.

2.36.1 Overview

Add CW_DN_MESSAGE1 Fragment for NA 290 Denial for Threshold Generation in CalWORKs.

Reason Fragment Name and ID: CW_DN_MESSAGE1 (Fragment ID: 5019)
State Form/NOA: NOA 290
Current NOA Template: CW_NOA_TEMPLATE (ID: 3026)
Current Program(s): CalWORKs
Current Action Type: Denial
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese.

2.36.2 Form/NOA Verbiage

Add NOA fragments in Available Threshold languages.

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

NOA Mockups/Examples: Supporting Documents #1

2.36.3 Form/NOA Variable Population

No updates in this section.

2.36.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	NOA	NA 290 Denial NOA Threshold languages	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. 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;	NA 290 Denial NOA Fragments are added in all available threshold languages.

	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-255740

WTW 5 Revision ACL 23-61

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kamal Shaker J
	Reviewed By	Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION kkk	AUTHOR
31/08/2023	1.0	Initial Document	Kamal Shaker J

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1   OVERVIEW

The purpose of this SCR is to update WTW5 in English and add available threshold languages to latest version (5/23).

1.1   Current Design

Currently WTW5 (1/21) is available only in English language in CalSAWS.

1.2   Requests

Update WTW5 - "Welfare-To-Work Program Notice" to latest version (5/23) in English and add available threshold languages to CalSAWS Template Repository.

Languages Include: English, Spanish, Armenian, Chinese, Russian, Vietnamese.

1.3   Overview of Recommendations

Update WTW5 - "Welfare-To-Work Program Notice" to latest version (5/23) in English and add available threshold languages to CalSAWS Template Repository.

Languages Include: English, Spanish, Armenian, Chinese, Russian, Vietnamese.

1.4   Assumptions

1. Print options for forms will remain the same as the print options of existing forms.
2. There are no changes to the generation logic of these forms. All triggers for the new version forms will be the same as the existing English forms.
3. All fields (blank or prepopulated) will be editable.
4. SCR CA-240334 incorporates the change related to online page (ACL 22-55 WTW Pregnancy Exemption)
5. SCR CA-242677 will update the WTW 5 version included in the RE Packets
6. Supporting Documents section references attachments found on Jira.

2   RECOMMENDATIONS

2.1   Add WTW 5 form in English and all available Threshold Language.

2.1.1   Overview

This section will cover the requirements for adding the WTW 5 forms in English and available threshold languages.

State Form: WTW 5 (5/23)
Programs to be Added: CalWORKs, WTW, and REP
Current Forms Category: Form
Current Template Repository Visibility: All counties
Existing Languages: English
Template Description: This form is used to notify the participant about what Welfare To Work Program is, what is expected of participants, and what will happen if requirements for program are not met. This form is included in the Redetermination Packet.
Imaging Form Name: WTW Program Notice
Imaging Document Type: Welfare to Work (WTW)

2.1.2   Form/NOA Verbiage

Create WTW 5 XDP's for English and Threshold Languages

WTW 5 will have 2 impressions. First impression will have coversheet with standard header. Second impression will follow the WTW 5 state form.

Threshold Languages: Spanish, Armenian, Chinese*, Russian, 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
Form Number: WTW 5
Include NA BACK 9: No

2.1.3 Form/NOA Generation Conditions

WTW 5 will be generated from Template Repository.

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

Form Print/Mailing Options

Threshold forms will have the same Form Print/Mailing Options as their corresponding English 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 5 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 WTW 5 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Form	WTW 5 (5/23)	WTW5_EN.pdf WTW5_SP.pdf WTW5_AE.pdf WTW5_CH.pdf WTW5_RU.pdf WTW5_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;	WTW 5 is being added in all available threshold languages.

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-257829

Add variable population in Spanish and
Threshold for MC Packets and CW 2200

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Indira Ramasamy
	Reviewed By	Tiffany Huckaby, Lianel Richwin

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/11/2023	1.0	Initial Revision	Indira Ramasamy

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1   OVERVIEW

This SCR will add the variable translations in Spanish and Threshold languages and update the IN_PERSON_ADDRESS field to match English for MC Packets.

1.1   Current Design

Currently few variables in MC Packets and CW 2200 for Spanish and Threshold language is populating in English. And the IN_PERSON_ADDRESS field in threshold language is not matching with English in MAGI RE, NON MAGI RE and MIXED HH RE Packets.

1.2   Request

1. Add the variable translations in Spanish and Threshold languages for MC Packets and CW 2200.
2. Update the IN_PERSON_ADDRESS field to match English in all available threshold languages for MAGI RE, NON MAGI RE and MIXED HH RE Packets.

1.3   Overview of Recommendations

1. Add the variable translations in Spanish and Threshold languages for MC Packets and CW 2200.
2. Update the IN_PERSON_ADDRESS field to match English in all available threshold languages for MAGI RE, NON MAGI RE and MIXED HH RE Packets.

1.4   Assumptions

1. There are no updates to the existing variable population.
2. There are no updates to the form verbiage and version as part of this effort.
3. All existing functionalities will remain the same unless called out as part of the design document.
4. Variable Translations changes is applicable when generated through online and batch.
5. SCR CA-260247 will add MC RE Packets in Mien and Ukrainian languages. Threshold translations added will be tested as part of this SCR.
6. The Program Name populated on CW 2200 form will not be translated as part of this effort.

2 RECOMMENDATIONS

2.1 Add variable population in Spanish and other available Threshold languages for CW 2200 form and MC Packets.

2.1.1 Overview

This section will cover the requirements for adding the variable populating in Spanish and Threshold languages for NON MAGI RE Packet, Mixed HH RE Packet.

Packet to be Updated:
> Non-MAGI RE Packet
> Mixed Household RE Packet
> MAGI RE Packet
> CW 2200

Current Attached Forms: N/A
Current Forms Category: Application/Forms
Current Template Repository Visibility: All counties

2.1.2 Form Verbiage

No updates to form verbiage.

2.1.3 Form Variable Population

Add the translations for the below field in NON MAGI RE Packet, Mixed HH RE Packet.

Adding Translations: Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese, Punjabi, Thai, Hindi Japanese, Mien and Ukrainian.
*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese and Mandarin

Form Body Variables:

Variable Name	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
TYPE_OF_PROPERTY	This field populates with the type of the property. If the category is 'Transferred Property/Income and type is 'Income' or 'Property', populate the field with 'Transferred Property/Income'. If the category is 'Unallowable Withdrawal', populate the field with 'Unallowable Withdrawal'. For the other categories, populate the field with the property type. (Pull the data for TYPE_OF_PROPERTY field from CT_208).	Y	Y	Y
TAX_FILING_ STATUS	This field populates with the expected filing status of the person. This information is retrieved from the Tax Household record. (Pull the data for TAX_FILING_STATUS field from CT_306)	Y	Y	Y
HH_RELATIONSHIP	This field populates with the relationship of the household member to the primary person. (Pull the data for HH_RELATIONSHIP field from CT_166)	Y	Y	Y
INCOME_FREQUENCY	This field populates the income frequency. (Pull the data for INCOME_FREQUENCY field from CT_199)	Y	Y	Y

EXPN_TYPE	This field populates with the type of the expense. (Pull the data for EXPN_TYPE field from CT_198)	Y	Y	Y
EXPN_FREQ	This field populates with the frequency of the expense. (Pull the data for EXPN_FREQ field from CT_190)			
INSURANCE_TYPE	This field populates with the health coverage type. (Pull the data for INSURANCE_TYPE field from CT_1933)			

Add the translations for the below field in CW 2200 Form.

Adding Translations: Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese.
*One translation is provided to support the three Chinese threshold languages: Cantonese, Chinese and Mandarin.

Form Body Variables:

Variable Name	Population	Populates from Template Repository	Populates with Form Generation	Editable from Template Repository
VERIFICATION	1) Verification Type – Source Name – Verification Description 2) Verification Type - Verification Description Will be populated for specific verification types. Pull the data for Verification Type from CT 170 Pull the data for Source Name for specific Verificaiton types form CT 186, CT 208, CT 200	Y	Y	Y

Note: No updates to other variables in the form/packet except adding the translations for the above field.

Variables Requiring Translations: Yes. #See Supporting documents #1.

2.1.4 Form Generation Conditions

Form generation batch jobs
No updates to the existing form generation logic.

Form Print/Mailing Options
No updates to the Form Print/Control/Mailing Options.

2.2 Update the IN_PERSON_ADDRESS field to match English in all available threshold languages for MAGI RE, NON MAGI RE and MIXED HH RE Packets.

2.2.1 Overview

This section will update the IN_PERSON_ADDRESS field to match English in all available threshold languages for MAGI RE , NON MAGI RE and MIXED HH RE Packets.

State Form:
      Non-MAGI RE Packet
      Mixed Household RE Packet
      MAGI RE Packet
Current Programs: Medi-Cal
Current Attached Forms: N/A
Current Forms Category: Application
Current Template Repository Visibility: All counties
Existing Languages: English, Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog and Vietnamese.

2.2.2 Form Verbiage

Update Packet XDP's for English and available Threshold Languages
Update the IN_PERSON_ADDRESS field in 2nd page for MAGI RE PACKET, NON MAGI RE PACKET and MIXED HH RE PACKET for LA county and 3rd page for MAGI RE PACKET, NON MAGI RE PACKET and MIXED HH RE PACKET for MIG Counties.

Updated Threshold Languages: Spanish, Armenian, Arabic, Cambodian, Chinese*, Farsi, Tagalog/Filipino, Hmong, Korean, Lao, Russian, Vietnamese.

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

2.2.3 Form Variable Population

No updates to the existing variable population.

2.2.4 Form Generation Conditions

Form generation batch jobs
No updates to the existing form generation logic.

Form Print/Mailing Options
No updates to the Form Print/Control/Mailing Options.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Client Correspondence	Variable Translations	CA-257829_Variable_Translations.xlsx

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1239 2.18.3.3	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.	Add the variable translations in Spanish and Threshold language for CW 2200 form and MC RE Packets and update the IN_PERSON_ADDRESS field to plain text for MC Packets.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-260548 | Update CSF 142 Household Size Prepopulation

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Nithin Halesh
	Reviewed By	Dymas Pena, Connie Buzbee, Gillian Bendicio, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/28/2023	1.0	Original	Nithin Halesh
9/20/2023	2.0	Adding updates to Forms API	Jennifer Muna

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1 OVERVIEW

The purpose of this change is to re-design CSF 142 (10/20) form to pull the family size for every program the participant receives benefits.

1.1 Current Design

CSF 142 currently populates the household size based on a program hierarchy.

1.2 Requests

1. Update the form CSF 142 to add new columns Cash Aid Family Size, CF Family Size and MC Family Size to the Monthly Benefits table. (Refer the mockup Supporting Document #1).
2. Update CSF 142 form variable population to pull the family size for every program (Cash Aid, CalFresh and Medi-Cal) the participant receives benefits.
3. Update CalSAWS Forms API to pull the household size for every program the participant receives benefits.

1.3 Overview of Recommendations

1. CSF 142 form needs to be modified to add three new columns: Cash Aid Assistance Unit Size, CF Household Size and MC Household Size.
2. Update CSF 142 form variable population logic to pull the family size by program.
3. Update CalSAWS Forms API to pull the household size for every program the participant receives benefits.

1.4 Assumptions

1. There are no changes in the current trigger conditions.
2. Add existing threshold languages to the updated CSF 142.
3. All API logic and functionality not mentioned in this SCR will retain its current functionality. No updates to CalSAWS Forms API Swagger documentation.

2 RECOMMENDATIONS

2.1 Update CSF 142 – Verification of Benefits

2.1.1 Overview

This section will cover the updates needed to modify CSF 142 (10/20) to add three new columns: Cash Aid Family Size, CF Family Size and MC Family Size.

State Form: CSF 142

Programs: All Programs

Attached Forms: N/A

Forms Category: Forms

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

2.1.2 Description of Change

1. **'Monthly Benefits' section**

   a. Update the CSF 142 form to add the following new columns to the Monthly Benefits table and remove the current "Family Size" column.
      - CAPI
      - Cash Aid Assistance Unit Size
      - CF Household Size
      - MC Household Size
   b. These three new columns should be displayed when generated from 'Generate Blank Template' button.

2. **'Current Household Details' section**

   a. Update the CSF 142 form to add the new column "CAPI" to the Current Household Details table.
   b. Rename the Column CalFresh to CF. (Refer image 2.2.2.2)

3. **Variable Population for CSF 142 (10/20) Form**

   Populate the variables on the CSF 142 (10/20). Fields that have editable indicator set to 'N' will not be editable when populated.

Physical Address:

Home Phone Number:

Monthly Benefits									
Month/Year	CalWORKs	GA/GR	RCA	CAPI	Cash Aid Assistance Unit Size	CalFresh	CF Household Size	MC	CMSP	MC Household Size

2.2.2.1 Monthly Benefits Section in CSF 142

Section	Field	Description	Editable
CSF 142 - Page 1	CAPI	Authorized Amount from the First EDBC run for the Corresponding Month in Month/Year column which satisfies the following conditions. • EDBC is run for CAPI program. • EDBC is either Regular or Read-only • EDBC is Accepted and Saved • EDBC source is not conversion • EDBC Program Status is either Active or Ineligible • EDBC doesn't have a budget or exists a Regular (RG) Budget or exists only one Prorated (PR) Budget • EDBC has an Issuance for the Effective Month If no EDBC found with Issuance, use the latest run EDBC for the corresponding month which satisfies all the above conditions except Issuance for the Effective Month **Authorized Amount Population:** Populate with Authorized amount from the EDBC except for the following conditions, for the following conditions populate 0	

Section	Field	Description	Editable
		• Issuance doesn't exist for the effective month or • EDBC is overridden If no EDBC found for the corresponding month leave it blank. **Example:** **Authorized Amount: 120** **Populate:120.00** **Authorized Amount: 0** **Populate: 0.00** **Authorized Amount: 231.57** **Populate:231.57**	
CSF 142 - Page 1	Cash Aid Assistance Unit Size	Populate the Cash Aid Assistance Unit size with CalWORKs or GA/GR or RCA or CAPI EDBC used in CalWORKs or GA/GR or RCA column for the Corresponding Month. Use most recent approved EDBC record for the Corresponding Month. -If the case has active CalWORKs program, then populate with Assistance Unit Size from the CalWORKs. -If the case has active GA/GR program, then populate with Assistance Unit Size from the GA/GR. -If the case has active RCA program, then populate with Assistance Unit Size from the RCA. -If the case has active CAPI program, then populate with Assistance Unit Size from the CAPI. Populate with Zero if Assistance Unit Size or Household Size is null (Depending on Which Program is used).	N

Section	Field	Description	Editable
		Leave blank If EDBC not found.	
CSF 142 – Page 1	CF Household Size	Populate the CF Household size with CalFresh EDBC used in CalFresh column for the Corresponding Month. Use most recent approved EDBC record for the Corresponding Month. Populate with Assistance Unit Size from the CalFresh. Populate with Zero if Assistance Unit Size or Household Size is null. Leave blank If EDBC not found.	N
CSF 142 – Page 1	MC Household Size	Populate the MC Household size with Medi-Cal EDBC used in Medi-Cal column for the Corresponding Month. Use most recent approved EDBC record for the Corresponding Month. Populate the Household Size with the active Medi-Cal individuals count for the Corresponding Month. Note: For Magi Cases, use Magi Determination Detail/Magi Budget Detail page to populate the active Medi-Cal individuals count. Populate with Zero if there are no active Medi-Cal individual for the Corresponding Month. Leave blank If EDBC not found.	N

Current Household Details										
Name	DOB	Aid Code	In the Home	CF	CW	GA /GR	CAPI	OHC	Medi-Cal	CMSP	MC/CMSP SOC

Comments

2.2.2.2 Current Household Details Section in CSF 142

Section	Field	Description	Editable
CSF 142 - Page 1	CAPI	Populate with 'Y' If the following conditions are met or else with 'N' for the Person(s). Person exists on a CAPI program with 'Active' or 'Ineligible' status on the current date.	N

2.2 BenefitsCal: Update CalSAWS Forms API

2.2.1 Overview

The CalSAWS Forms API is a RESTful webservice that generates a PDF of a form with the customer's answers mapped and uploads the said form to the imaging solution. In addition to other forms, there is an endpoint for the CSF 142 - Verification of Benefits (VOB) form in CalSAWS. This will trigger the generation of the CSF 142 in the Hyland Imaging solution from the customer's Self-Service Portal account upon hitting the Forms API. This section outlines the Forms API logic to pull the data from the updated CSF 142 form and generate the updated CSF 142 form.

2.2.2 Description of Change

1. Update the CalSAWS Forms API logic to pull the following new elements when generating the updated CSF 142 form. These elements will contain the Household size by program. **Note**: The CSF 142 form generated from the Forms API should match the updated CSF 142 form in CalSAWS:
    a. Cash Aid Assistance Unit Size - This will include the household size for CalWORKs, GA/GR, RCA, and/or CAPI program.

    b. CF Household Size – This will include the household size for CalFresh program.

    c. MC Household Size - This will include the household size for Medi-Cal program.

2.2.3 Partner Integration Testing

Self-Service Portal

2.2.4 Execution Frequency

Real-Time

2.2.5 Key Scheduling Dependencies

N/A

2.2.6 Counties Impacted

All CalSAWS Counties

2.2.7 Category

Real-Time

2.2.8 Data Volume/Performance

N/A

2.2.9 Interface Partner

Self-Service Portal

2.2.10 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.)

2.3 Automated Regression Test

2.3.1 Overview

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

2.3.2 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.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CSF 142 in all LRS/CalSAWS Correspondence Languages	CSF142_EN.pdf

4 REQUIREMENTS

4.1 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-260732

GA/GR Shelter Needs to be Included with
GA/GR Amount Counted in CalFresh Income

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Sridhar Mullapudi
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
07/24/2023	1.0	Draft Design Document	Sridhar Mullapudi

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1 OVERVIEW

1.1 Current Design

Recurring Special Needs amount included in the GA/GR Automated Solution EDBC are included with the GA/GR benefit amount as part of unearned income in the CalFresh EDBC.

Functionality to add GA/GR shelter need through 'Recurring Special Needs' page is currently not available in CalSAWS system.

1.2 Requests

Add a new need type in the 'Recurring Special Needs' page to capture the GA/GR shelter needs.

1.3 Overview of Recommendations

1. Update 'Recurring Special Needs' page to display a new need type 'GA/GR - Shelter Needs'.

1.4 Assumptions

1. Any need type currently used as an alternate for GA/GR -shelter needs under the 'Recurring Special Needs' page would need to be end dated by the worker if using the new added need 'GR- Shelter need' for the needs to not be counted twice in the GA/GR Automated Solution EDBC.

2 RECOMMENDATIONS

2.1 Add New Special Needs Type for GR Shelter Needs

2.1.1 Overview

Add new need type in the 'Recurring Special Needs' page to allow users to enter GA/GR Shelter Needs requirement records.

2.1.2 Recurring Special Needs Detail Mockup

Figure 2.1.1 Recurring Special Needs Detail page

2.1.3 Description of Changes

1. Add new 'Need' type in Recurring Special Needs Detail page as detailed below. This 'Need' type will be used to capture the shelter needs for GA/GR automated solution program. This new need type shall be included as part of 'Assistance Unit Special Needs' line item under the 'General Assistance/General Relief Budget' in the 'GA/GR Automated Solution EDBC Summary' page.

Short Decode Name	GA/GR – Shelter Needs

Long Decode Name	GA/GR – Shelter Needs
Chart Rate	0
Chart	N
Program Relevance Group Code	GR
Recurring Special Needs	Yes

2.1.4 Page Location
- **Global: Customer Information**
- **Local: Financial**
- **Task: Special Needs**

2.1.5 Security Updates
None

2.1.6 Page Mapping
None

2.1.7 Page Usage/Data Volume Impacts
None

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.2.24	The CalSAWS shall include deductions of claim(s) and/or addition of special needs when calculating benefits.	New recurring special needs shall be added to track, and issue GA/GR shelter needs via GA/GR automated solution EDBC

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-261100

Update County Authorizations to Not Allow Same User to Approve Payment Request

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	John B
	Reviewed By	Kapil S, Sidhant G

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
8/07/2023	1.0	Initial Design	John Besa

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1 OVERVIEW

1.1 Current Design

1. The Payment Request Detail and Valuable Request Detail pages have validation that prevents the same user from approving a payment request that he or she created.
2. This validation can be enabled or disabled in the County Authorizations page.
3. Setting the approval level to "No" currently bypasses this validation. The validation is only enabled for "1st Level Authorization" or "2nd Level Authorization".

1.2 Requests

1. Prevent the same user from authorizing their own payment/valuable request if the Authorization Level is "No" and the "Same User Approval" validation is enabled.

1.3 Overview of Recommendations

1. Update the Payment Request Detail page to trigger the validation for "Same User Approval" for authorization level "No".
2. Update the Valuable Request Detail page to trigger the validation for "Same User Approval" for authorization level "No".

1.4 Assumptions

1. The current logic to apply the "Same User Approval" validation for "1st Level Authorization" and "2nd Level Authorization" will be unaffected.
2. This SCR will not include any changes in security rights. "No" level authorization will continue to only require the respective edit rights.
3. Needs, Service Arrangements, and Benefit Issuance Thresholds logic will not be affected.

2   RECOMMENDATIONS

2.1   Payment Request Detail Page

2.1.1   Overview

The Authorization Level for Payment Request Detail page is managed on the County Authorizations page. This page has a dropdown for "Allow same user to approve Payment Requests". If this is set to "No", page validation prevents the same user that created the payment request from approving the record, even if that user has the appropriate security group. This validation will be modified to also apply to Authorization Level "No" (which is also configured on the County Authorizations page, under the "Fiscal - Payment/Valuable Request" section).

2.1.2   Payment Request Detail Mockup

Payment Request Detail

* - Indicates required fields

| Adjust | Approve | Disapprove | Edit | Close |

Cannot be created and approved by the same worker.

Service Arrangement ID:
4010119905

Payment Request Number:
4008586550

Service Arrangement Details		
Payee Name: ▮	**Case Name:** ▮	**Case Number:** B173K56
Program: Welfare to Work	**Funding Source:**	**Aid Code:** 32 - CW-TANF-Timed Out (State)
Need Category: Transportation	**Need Type:** Other	**Voucher Number:**
Service Type:	**Employed:** No	

Requested Amount: * 500.00	**Adjusted Amount:** 500.00	**Advanced:** * Yes	**Service Arrangement Requested Amount:** 500.00
Status: * Awaiting Approval	**Service Month:** * 07/2023	**Issuance Method:** * EBT	**Service Arrangement Remaining Amount:** 0.00
Pay Code: *	**Receipt Verification Date:**	**Receipt Amount:**	
Received Date: * 07/11/2023	**Creation Date:**	**Invoice Number:**	
Delivery Method: * Mail	**Immediacy:** * Routine	**Purchase Order Number:**	

Figure 2.1.1 – Payment Request Detail – Same User Validation ("No" Level Authorization)

2.1.3 Description of Changes

- Update the Payment Request Detail page to trigger the validation for "Same User Approval" for authorization level "No".

2.2 Valuable Request Detail Page

2.2.1 Overview

The Authorization Level for Valuable Request Detail page is managed on the County Authorizations page. This page has a dropdown for "Allow same user to approve Valuable Requests". If this is set to "No", page validation prevents the same user that created the valuable request from approving the record, even if that user has the appropriate security group. This validation will be modified to also apply to Authorization Level "No" (which is also configured on the County Authorizations page, under the "Fiscal - Payment/Valuable Request" section).

2.2.2 Valuable Request Detail Mockup

Valuable Request Detail

✱ - Indicates required fields

Cannot be created and approved by the same worker.

[Disapprove] [Approve] [Close]

Valuable Request ID:
200087300

Service Arrangement Details		
Service Arrangement ID: 4010119908	**Case Name:** ▮▮▮▮▮▮	**Case Number:** B173K56
Payee Name: ▮▮▮▮▮▮	**Program:** Welfare to Work	**Aid Code:** K1 - CW-Safety Net/Felon/WTW Sanct- Non-Two Parent
Need Category: Transportation	**Need Type:** Bus Pass - No Valid Month	**Employed:** Yes
Valuable Type: MTA TAP Card $7.00	**Quantity:** 2	
Arrangement Period: From: 07/11/2023 To: 07/11/2023		

Financial Information		
Pay Code: WT SN TR EM	**Status:** Awaiting Approval	**Fund Code:** WE

Figure 2.2.2 – Valuable Request Detail – Same User Validation ("No" Level Authorization)

2.2.3 Description of Changes
- Update the Valuable Request Detail page to trigger the validation for "Same User Approval" for authorization level "No".

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

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

6 OUTREACH

None.

7 APPENDIX

None.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-265606

San Diego County GA/GR Automated
Solution Program COLA - 10/2023

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Paul Galloway
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2023.09.12	.01	Initial Draft	Paul Galloway
2023.09.21	.02	Updated after review with SD County	Paul Galloway
2023.09.29	.03	Updated BEG_DATE to standard value 01/01/1000 in Section 2.4	Paul Galloway

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1 OVERVIEW

Update values used in the GA/GR Automated Solution program for San Diego County for the fiscal year starting October 2023.

1.1 Current Design

In San Diego County, the Maximum General Assistance/General Relief (GA/GR) allowances are based on the CalWORKs Assistance Standards, Region 1 non-exempt maximum aid payments. San Diego County is using the GA/GR Automated Solution program amounts effective October 1, 2022.

1.2 Requests

Effective October 2023, CalWORKs will be implementing a MAP increase. Per CER 0270-23, San Diego County is requesting the project run a COLA Batch EDBC to apply the new GA/GR Automated Solution program values effective October 1, 2023.

1.3 Overview of Recommendations

1. Insert the new San Diego County GA/GR Automated Solution program benefit grant amounts effective October 1, 2023, for household sizes 1 and 2 in the grant admin table, and end-date the corresponding records from the previous fiscal year.
2. Insert the new San Diego County GA/GR Shared Assistance percentages effective October 1, 2023, and end-date the records from the previous fiscal year.
3. Insert the new San Diego County In-Kind Income Amounts effective October 1, 2023, and end-date the records from the previous fiscal year.
4. Add new Batch Run Reasons for running Batch EDBC for the GA/GR Automated Solution program.

1.4 Assumptions

1. This SCR is only updating the table amounts used in determining GA/GR grant amounts. It is not changing the logic that is used to determine GA/GR grant amounts.
2. SCR CA-265870 is created to run Batch EDBC on cases with active GA/GR programs in San Diego that will receive the COLA adjustment.

2 RECOMMENDATIONS

2.1 Eligibility: Update Grant Amounts in Admin Table

2.1.1 Overview

Create and apply a DCR to insert the new San Diego County GA/GR Automated Solution program benefit grant amounts effective October 1, 2023, for household sizes 1 and 2, and end-date the corresponding records from the previous fiscal year.

These values may be viewed in the CalSAWS application by navigating to Admin Tools->Admin, in the lefthand menu under GA/GR County Admin clicking Grants/Income, and on the Grants & Income Detail page clicking to expand the Grant Limits section.

2.1.2 Description of Change

1. Set the End Date to 09/30/2023 on the following grant amount records in the County Admin Table (COUNTY_PARAMTR_ADMIN) for San Diego County:

COUNTY CODE	CAT CODE	TYPE CODE	ITEM CODE	VAL	VAL TYPE CODE	BEG DATE	END DATE
37	GL	AJ	AC	523	DR	10/1/2022	**12/31/9999**
37	GL	AJ	AM	48	DR	10/1/2022	**12/31/9999**
37	GL	AJ	AI	40	DR	10/1/2022	**12/31/9999**
37	GL	AJ	AE	285	DR	10/1/2022	**12/31/9999**
37	GL	AJ	AG	22	DR	10/1/2022	**12/31/9999**
37	GL	AJ	AF	128	DR	10/1/2022	**12/31/9999**

COUNTY CODE	CAT CODE	TYPE CODE	ITEM CODE	VAL	VAL TYPE CODE	BEG DATE	END DATE
37	GL	AK	AC	717	DR	10/1/2022	**12/31/9999**
37	GL	AK	AM	68	DR	10/1/2022	**12/31/9999**
37	GL	AK	AI	40	DR	10/1/2022	**12/31/9999**
37	GL	AK	AE	391	DR	10/1/2022	**12/31/9999**
37	GL	AK	AG	33	DR	10/1/2022	**12/31/9999**
37	GL	AK	AF	185	DR	10/1/2022	**12/31/9999**

2. Insert new grant amount records in the County Admin Table (COUNTY_PARAMTR_ADMIN) for San Diego County as shown below:

COUNTY CODE	CAT CODE	TYPE CODE	ITEM CODE	VAL	VAL TYPE CODE	BEG DATE	END DATE
37	GL	AJ	AC	596	DR	10/1/2023	12/31/9999
37	GL	AJ	AM	54	DR	10/1/2023	12/31/9999
37	GL	AJ	AI	40	DR	10/1/2023	12/31/9999
37	GL	AJ	AE	324	DR	10/1/2023	12/31/9999
37	GL	AJ	AG	25	DR	10/1/2023	12/31/9999
37	GL	AJ	AF	153	DR	10/1/2023	12/31/9999

COUNTY CODE	CAT CODE	TYPE CODE	ITEM CODE	VAL	VAL TYPE CODE	BEG DATE	END DATE
37	GL	AK	AC	817	DR	10/1/2023	12/31/9999
37	GL	AK	AM	77	DR	10/1/2023	12/31/9999
37	GL	AK	AI	40	DR	10/1/2023	12/31/9999
37	GL	AK	AE	445	DR	10/1/2023	12/31/9999
37	GL	AK	AG	37	DR	10/1/2023	12/31/9999
37	GL	AK	AF	218	DR	10/1/2023	12/31/9999

Code values:
- CAT_CODE
  - GL = Grant Limits
- TYPE_CODE
  - AJ = One Household Member
  - AK = Two Household Members
- ITEM_CODE
  - AC = Grant Amount
  - AM = Utilities Amount
  - AI = Health Facility Rate
  - AE = Housing Need Amount
  - AG = Food Need Amount
  - AF = Personal Need Amount
- VAL_TYPE_CODE
  - DR = Dollar

2.2 Eligibility: Update Shared Assistance Percentages

2.2.1 Overview

Create and apply a CTCR to insert the new San Diego County GA/GR Shared Assistance percentages effective October 1, 2023, and end-date the records from the previous fiscal year (Code Table 10667).

These are used to calculate the grant amount for a single GA/GR recipient in a shared household. **Example**: a single San Diego GA/GR recipient in a household with one other person (i.e., two people total in the household) will reference the line where County Code is '37' and Household Size is "1" and will reduce the GA/GR grant amount by the Grant Reduction Percentage found there.

2.2.2 Description of Change

1. Set the End Date to 09/30/2023 on the following GA/GR Shared Assistance records for San Diego County:

CATGRY ID	CODE NUM IDENTIF	SHORT DECODE NAME	LONG DECODE NAME	ORDR BY NUM	BEG DATE	END DATE	REFER TABLE_1 DESCR	REFER TABLE_2 DESCR	REFER TABLE_3 DESCR
10667	68	SDG: HHS 1	San Diego: Household Size 1	0	10/1/2022	**12/31/9999**	37	1	14.92
10667	69	SDG: HHS 2	San Diego: Household Size 2	0	10/1/2022	**12/31/9999**	37	2	19.89
10667	70	SDG: HHS 3	San Diego: Household Size 3	0	10/1/2022	**12/31/9999**	37	3	25.24
10667	71	SDG: HHS 4	San Diego: Household Size 4	0	10/1/2022	**12/31/9999**	37	4	25.24
10667	72	SDG: HHS 5	San Diego: Household Size 5	0	10/1/2022	**12/31/9999**	37	5	25.24
10667	73	SDG: HHS 6	San Diego: Household Size 6	0	10/1/2022	**12/31/9999**	37	6	25.24
10667	74	SDG: HHS 7	San Diego: Household Size 7	0	10/1/2022	**12/31/9999**	37	7	25.24
10667	75	SDG: HHS 8	San Diego: Household Size 8	0	10/1/2022	**12/31/9999**	37	8	25.24
10667	76	SDG: HHS 9	San Diego: Household Size 9	0	10/1/2022	**12/31/9999**	37	9	25.24
10667	67	SDG: HHS 10	San Diego: Household Size 10	0	10/1/2022	**12/31/9999**	37	10	25.24

2. Insert the following GA/GR Shared Assistance records for San Diego County:

CATGRY ID	CODE NUM IDENTIF	SHORT DECODE NAME	LONG DECODE NAME	ORDR BY NUM	BEG DATE	END DATE	REFER TABLE_1 DESCR	REFER TABLE_2 DESCR	REFER TABLE_3 DESCR
10667	68	SDG: HHS 1	San Diego: Household Size 1	0	**10/1/2023**	12/31/9999	37	1	**14.94**
10667	69	SDG: HHS 2	San Diego: Household Size 2	0	**10/1/2023**	12/31/9999	37	2	**19.97**
10667	70	SDG: HHS 3	San Diego: Household Size 3	0	**10/1/2023**	12/31/9999	37	3	**25.34**
10667	71	SDG: HHS 4	San Diego: Household Size 4	0	**10/1/2023**	12/31/9999	37	4	**25.34**
10667	72	SDG: HHS 5	San Diego: Household Size 5	0	**10/1/2023**	12/31/9999	37	5	**25.34**
10667	73	SDG: HHS 6	San Diego: Household Size 6	0	**10/1/2023**	12/31/9999	37	6	**25.34**
10667	74	SDG: HHS 7	San Diego: Household Size 7	0	**10/1/2023**	12/31/9999	37	7	**25.34**
10667	75	SDG: HHS 8	San Diego: Household Size 8	0	**10/1/2023**	12/31/9999	37	8	**25.34**
10667	76	SDG: HHS 9	San Diego: Household Size 9	0	**10/1/2023**	12/31/9999	37	9	**25.34**
10667	67	SDG: HHS 10	San Diego: Household Size 10	0	**10/1/2023**	12/31/9999	37	10	**25.34**

Code Table 10667 Reference Table Columns:

- REFER_TABLE_1_DESCR = County Code
- REFER_TABLE_2_DESCR = Standard Chart HH Size
- REFER_TABLE_3_DESCR = Grant Reduction Percentage

2.3 Eligibility: Update In-Kind Income Chart

2.3.1 Overview

Create and apply a CTCR to insert the new San Diego County GA/GR In-Kind Income Amounts effective October 1, 2023, and end-date the records from the previous fiscal year (Code Table 10688).

2.3.2 Description of Change

1. Set the End Date to 09/30/2023 on the following In-Kind Income records for San Diego County:

CATGRY ID	CODE NUM IDENTIF	SHORT DECODE NAME	LONG DECODE NAME	ORDR BY NUM	BEG DATE	END DATE	REFER TABLE_1 DESCR	REFER TABLE_2 DESCR	REFER TABLE_3 DESCR	REFER TABLE_4 DESCR	REFER TABLE_5 DESCR
10688	L8	Food - Earned	Food - Earned	0	01/01/1000	12/31/9999	37	1	93	R1	103
10688	P8	Food - Unearned	Food - Unearned	0	01/01/1000	12/31/9999	37	1	92	R1	19
10688	G5	Housing - Earned	Housing - Earned	0	01/01/1000	12/31/9999	37	1	97	R1	245
10688	O1	Utilities - Earned	Utilities - Earned	0	01/01/1000	12/31/9999	37	1	37	R1	42
10688	M2	Food - Earned	Food - Earned	0	01/01/1000	12/31/9999	37	2	93	R1	78
10688	P9	Food - Unearned	Food - Unearned	0	01/01/1000	12/31/9999	37	2	92	R1	17
10688	H9	Housing - Earned	Housing - Earned	0	01/01/1000	12/31/9999	37	2	97	R1	210
10688	P2	Utilities - Earned	Utilities - Earned	0	01/01/1000	12/31/9999	37	2	37	R1	36

2. Insert the following high-dated In-Kind Income records for San Diego County:

CATGRY ID	CODE NUM IDENTIF	SHORT DECODE NAME	LONG DECODE NAME	ORDR BY NUM	BEG DATE	END DATE	REFER TABLE_1 DESCR	REFER TABLE_2 DESCR	REFER TABLE_3 DESCR	REFER TABLE_4 DESCR	REFER TABLE_5 DESCR
10688	L8	Food - Earned	Food - Earned	0	**10/01/2023**	12/31/9999	37	1	93	R1	25
10688	P8	Food - Unearned	Food - Unearned	0	**10/01/2023**	12/31/9999	37	1	92	R1	25
10688	G5	Housing - Earned	Housing - Earned	0	**10/01/2023**	12/31/9999	37	1	97	R1	324
10688	**	Housing – Unearned	Housing - Unearned	0	**10/01/2023**	12/31/9999	37	1	96	R1	324
10688	O1	Utilities – Earned	Utilities - Earned	0	**10/01/2023**	12/31/9999	37	1	37	R1	54
10688	**	Utilities – Unearned	Utilities - Unearned	0	**10/01/2023**	12/31/9999	37	1	36	R1	54
10688	**	Clothing - Earned	Clothing - Earned	0	**10/01/2023**	12/31/9999	37	1	95	R1	153
10688	**	Clothing – Unearned	Clothing - Unearned	0	**10/01/2023**	12/31/9999	37	1	94	R1	153
10688	M2	Food - Earned	Food - Earned	0	**10/01/2023**	12/31/9999	37	2	93	R1	37
10688	P9	Food – Unearned	Food - Unearned	0	**10/01/2023**	12/31/9999	37	2	92	R1	37
10688	H9	Housing – Earned	Housing - Earned	0	**10/01/2023**	12/31/9999	37	2	97	R1	445
10688	**	Housing – Unearned	Housing - Unearned	0	**10/01/2023**	12/31/9999	37	2	96	R1	445
10688	P2	Utilities – Earned	Utilities - Earned	0	**10/01/2023**	12/31/9999	37	2	37	R1	77
10688	**	Utilities – Unearned	Utilities - Unearned	0	**10/01/2023**	12/31/9999	37	2	36	R1	77
10688	**	Clothing - Earned	Clothing - Earned	0	**10/01/2023**	12/31/9999	37	2	95	R1	218
10688	**	Clothing – Unearned	Clothing - Unearned	0	**10/01/2023**	12/31/9999	37	2	94	R1	218

Notes:

- Additional types are being added effective 10/1/2023 that did not exist for the previous fiscal year.
- The amounts for "Clothing – Earned" and "Clothing – Unearned" come from the "Other" amount provided by the county.
- Rows with CODE_NUM_IDENTIF = "**" are new values that didn't exist in prior Fiscal Years. The CODE_NUM_IDENTIF will be determined by the developer creating the CTCR.
- There are existing rows for Household sizes of 3 or 4 in the table that are not being updated by this SCR.

Code Table 10688 Reference Table Columns:

- REFER_TABLE_1_DESCR = County Code
- REFER_TABLE_2_DESCR = Household Size
- REFER_TABLE_3_DESCR = Income Type (values in Short/Long Decode Name columns from CT 186)
  - 36 - Utilities - Unearned
  - 37 - Utilities - Earned
  - 92 - Food - Unearned
  - 93 - Food - Earned
  - 94 - Clothing - Unearned
  - 95 - Clothing - Earned
  - 96 - Housing - Unearned
  - 97 - Housing - Earned
- REFER_TABLE_4_DESCR = Region
- REFER_TABLE_5_DESCR = In-kind Chart Amount

(There are other reference columns in this table, but they are null/not used by San Diego County: 6-Other, 7-Stabilization, 8-SSIP/CALM/PAES/AGEX, 9-GA/GR)

2.4 Eligibility: CTCR's for Batch EDBC processing

2.4.1 Overview

Insert new Batch Run Reasons to be used in the Batch EDBC run.

2.4.2 Description of Change

1. Insert a new entry in CT744 (EDBC Run Reason Code):

Field	Value
CATGRY_ID	744
CODE_NUM_IDENTIF	xx (to be determined)
SHORT_DECODE_NAME	GA/GR COLA
LONG_DECODE_NAME	GA/GR COLA
CODE_DESCR	
ORDER_BY_NUM	0
BEG_DATE	01/01/1000
END_DATE	12/31/9999
REFER_TABLE_(1-17)_DESCR	N
REFER_TABLE_18_DESCR	Y
REFER_TABLE_19_DESCR	N

(All other reference columns null)

2. Insert a new entry in CT942 (Batch Eligibility Sweep Codes):

Field	Value
CATGRY_ID	942
CODE_NUM_IDENTIF	xx (to be determined)
SHORT_DECODE_NAME	GA/GR COLA
LONG_DECODE_NAME	GA/GR COLA
CODE_DESCR	
ORDER_BY_NUM	0
BEG_DATE	01/01/1000
END_DATE	12/31/9999

(All other reference columns null)

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Eligibility	General Relief (GR) Table of Maximum Basic Needs Rate and In-Kind Values (Effective 10/01/2023)	General Relief - Appendix_A_Table_of_
2	Eligibility	Shared Household Reduced Percentages	SDG 2023 GR COLA New format for rate C

4 REQUIREMENTS

Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1163	The LRS shall be capable of handling several types of mass updates, including table changes and regulatory changes.	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-265870

San Diego County GA/GR Automated
Solution Program COLA
Batch EDBC Run - 10/2023

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Paul Galloway
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2023.09.14	.01	Initial Draft	Paul Galloway
2023.09.21	.02	Update after review with SD County	Paul Galloway
2023.09.28	.03	Updated assumption 1 regarding worker action on GA/GR Change NOA	Paul Galloway
2023.09.29	.04	Updated 'Single Program' to 'Targeted Program' in: • Section 2.1.2 Paragraph 2.b; and, • Section 4.1 item b	Paul Galloway
2023.10.02	.05	Removed 'NB' from: • Section 2.1.2 Paragraph 2.a.ii Added SAR7 status of 'Received' to statuses to skip in: • Section 2.1.2 Paragraph 2.a.iii	Paul Galloway

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1 OVERVIEW

Run Batch EDBC to apply new GA/GR Automated Solution program values for San Diego County effective October 2023.

1.1 Current Design

SCR CA-265606 updated County Admin and Code Table values for the San Diego GA/GR Automated Solution program for the fiscal year beginning October 2023.

1.2 Requests

Per CIT 0270-23, San Diego County is requesting the project run a COLA Batch EDBC to apply the new GA/GR Automated Solution program values effective October 1, 2023.

Also run Batch EDBC <u>for only the come-up month</u> for CalFresh (CF) and Nutrition Benefit (NB) programs on the same case as the GA/GR program to apply the new unearned income amount in CF & NB calculations.

1.3 Overview of Recommendations

1. Run Batch EDBC for the month of October 2023 through come-up month for active San Diego County GA/GR Automated Solution programs (approximately 2,700).
2. Run Batch EDBC <u>for only the come-up month</u> for active CF & NB programs on the same case as a GA/GR program from the previous recommendation (approximately 2,540).
3. Generate exception listings for the county to review, and a success report with statistics of records processed.

1.4 Assumptions

1. A regular change NOA will be created by Batch EDBC for impacted GA/GR programs, but it will require worker action to populate the Mandatory Variable field describing the reason for the change in order for the NOA to be generated and mailed.
2. Existing batch logic in CalSAWS skips programs with an overridden EDBC, Manual EDBC, a pending program, or a pending person.
3. Per existing exception logic, batch EDBC run on programs where the existing EDBC for the month is Read-Only will not be authorized.
4. Counties can check 'yellow banner' programs daily on the latest Qlik report.

2   RECOMMENDATIONS

2.1   Run Batch EDBC for GA/GR and CF/NB

2.1.1   Overview

Batch EDBC will run for the month of October 2023 through come-up month for active San Diego County GA/GR Automated Solution programs, and <u>for only the come-up month</u> for CF and NB programs on the same case as the GA/GR program.

2.1.2   Description of Changes

1. Run batch EDBC for active GA/GR Automated Solution programs in San Diego County <u>for all months from 10/2023 through come-up month</u>.
   a. Exclude the following:
      i. A regular GA/GR EDBC has already been processed for the benefit month(s) since SCR CA-265606 was applied in Production.
      ii. The GA/GR program has a 'Yellow Banner' (i.e., the high-dated EDBC has a source of 'Conversion').
      iii. The benefit month is past the latest RE Due date for the GA/GR program.
   b. Batch EDBC records will have a run type code of 'Single Program'.
   c. The Run Reason 'GA/GR COLA' will be used (new value added to CT744 by SCR CA-265606).
   d. The Sub Type 'GA/GR COLA' will be used (new value added to CT942 by SCR CA-265606).
   e. Batch EDBC will insert the following Journal entry:

      Short Description: Batch EDBC ran for [month, year] .

      Long Description: Batch EDBC Ran for <Effective Month> . Batch EDBC processed for the <Program Name> program for following reasons: GA/GR COLA

2. Run batch EDBC <u>for only the come-up month</u> for active CF and NB programs on cases processed in the previous step.
   a. Exclude the following:
      i. The CF or NB program has a 'Yellow Banner' (i.e., the high-dated EDBC has a source of 'Conversion').
      ii. The benefit month is past the latest RE Due date for the CF program.

iii. The SAR7 report status for the CF program is 'Generated', 'Sent', 'Received', or 'Incomplete'.

b. Batch EDBC records will have a run type code of 'Targeted Program'.

c. The Run Reason 'GA/GR COLA' will be used (new value added to CT744 by SCR CA-265606).

d. The Sub Type 'GA/GR COLA' will be used (new value added to CT942 by SCR CA-265606).

e. Batch EDBC will insert the following Journal entry:

Short Description: Batch EDBC ran for [month, year] .

Long Description: Batch EDBC Ran for <Effective Month> . Batch EDBC processed for the <Program Name> program for following reasons: GA/GR COLA

Note:

a. Existing batch logic will skip programs with an overridden EDBC, Manual EDBC, or no worker assigned. Lists of these skipped programs will be provided to the County for review.

b. Existing exception logic will not authorize batch EDBC results on programs where the existing EDBC for the month is Read-Only. Lists of these will be provided to the County for review.

2.1.3 Programs Impacted

GA/GR Automated Solution

CF and NB

3 OUTREACH

3.1 Lists

Generate lists for the county to review after batch EDBC completes. All lists will have the following standard columns:
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

The following lists will be generated[1] with the standard columns shown above, plus any additional columns indicated:

1. **List Name**: List of cases discontinued by the batch EDBC process. The case listing will be named "List of Cases Discontinued by Batch EDBC Process".

   Additional Column(s): Program Type, Program Closure Reason

2. **List Name:** List of cases where the batch EDBC process closed a person. The case listing will be named "List of Cases Where Batch EDBC Process Closed a Person".

   Additional Column(s): Program Type

3. **List Name**: List of cases where the GA/GR EDBC resulted in a benefit reduction. The case listing will be named "List of GA/GR Cases that Resulted in Benefit Reduction".

   Additional Column(s): Include columns to indicate each benefit reduction type in a separate column (Household/AU Size Change, Income Change, Proration Change, Over Payment Adjustment Change)

4. **List Name:** List of cases that resulted in a read-only EDBC. The case listing will be named "List of Cases That Resulted in Read-Only EDBC".

   Additional Column(s): Program Type, Read-Only Reason

5. **List Name:** List of cases skipped in the batch run. The case listing will be named "List of Cases Skipped in Batch Run".

   Additional Column(s): Skip Reason, Program Type

6. **List Name:** List of any case with an authorized EDBC from the batch run. The case listing will be named "List of Cases Processed in Batch Run".

   Additional Column(s): none

---

[1] **Note**: If no data exists for a given list, that list will not be generated. **Example**: if no GA/GR EDBC results in a reduction in benefits, list #3 will not be generated.

7. **List Name:** List of cases where a GA/GR member is receiving In-Kind income at any time during the batch months processed. The case listing will be named "List of Cases with In-Kind Income". This list will include the "Shared Housing Situation" (decoded LIVING_ARRGMT.SHARE_HOUSE_SITUATN_CODE) from the active Living Arrangement record (if one exists) for the member.

Income types to consider are:

CODE_NUM/NAME
- 36-Utilities - Unearned
- 37-Utilities - Earned
- 92-Food - Unearned
- 93-Food - Earned
- 94-Clothing - Unearned
- 95-Clothing - Earned
- 96-Housing - Unearned
- 97-Housing - Earned

Additional Column(s): In-Kind Income Type, Shared Housing Situation

Lists will be posted to:
CalSAWS Web Portal > **System Changes** > **SCR and SIR Lists** > **2023** > **CA-265870**

3.2 Success Report

A "Success Report" with statistics on the Batch EDBC run will be posted to the same location as the other lists. The Success Report will not have the standard list columns. The report columns will be:

- County
- GA/GR EDBC Counts
- GA/GR EDBC Processed
- GA/GR EDBC Skipped
- GA/GR Success Rate %
- CF EDBC Counts
- CF EDBC Processed
- CF EDBC Skipped
- CF Success Rate %
- Total EDBC count (GA/GR + CF)
- Total EDBC Processed
- Total EDBC Skipped
- Overall Success Rate %
- Yellow Banner
  - GA/GR
  - CF
- SAR 7 Due (MM/YYYY)
  - GA/GR (*not applicable*)
  - CF
- RE Due (MM/YYYY and prior)
  - GA/GR
  - CF
- Total Excluded from COLA Run (Yellow Banner + SAR 7 + RE)

4 APPENDIX

4.1 Batch Operations:

a) Run GA/GR COLA driving query from CA-265870 to insert into SYS_TRANSACT_COLA in 'Single Program' mode GA/GR programs for months from 10/2023 to come-up month.

b) Run CF and NB driving query from CA-265870 to insert into SYS_TRANSACT_COLA in 'Targeted Program' mode CF and NB programs <u>for only the come-up month</u>.

c) Run Batch EDBC for GA/GR programs identified in (a) above.

d) After the EDBC processing for item (c) completes, run Batch EDBC for CF and NB programs identified in (b).

5 REQUIREMENTS

Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1172	The LRS shall include the ability to process a mass update that includes eligibility and benefits with an effective date of any prior month, the current month, or future month(s).	

California Statewide Automated Welfare System

Design Document

CA-266683

CalSAWS VA Expansion – Release 13

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Emily Best, Uzochi Oparaji
	Reviewed By	Sarah Cordano

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
08/21/23	1.0	Original Draft	Uzochi Oparaji, Emily Best

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 13 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 13	Total (All Releases)
Number of UCs	280	21	301
Number of Keywords	1808	377	2185
Main Menu Branch	8	0	8
Sub-Menu Branches	36	2	38
Number of Edited UCs	N/A	17	N/A
New UX/UI Features	N/A	N/A	N/A

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 21 more UCs, 17 edits to existing UCs, 377 new keywords, and 2 new sub-menu branches.

2.1.2   CalSAWS VA Mockups

N/A

2.1.3   Description of Changes

1. **New UCs**

   Below is a table containing all new Use Cases in Release 13:

Program	Question	Answer	Buttons
EBT Sub-Menu	How to End-Date an EBT Account?	When a Cash or CalFresh program is approved, an EBT Account is created for the customer. There is no **Remove** button on the EBT Account List page. When you **Add** a new EBT account, the old account will become end-dated. To end-date an EBT account and create a new one, in the context of a case: 1. Place the cursor over **Case Info** or **Eligibility** on the **Global** navigation bar 2. Select **Case Summary** page from the **Local** navigation bar 3. Click **EBT Account List** link on the **Task** navigation bar 4. Click the **Add** button to access the **EBT Account Detail** page 5. Complete the required fields, click **Activate**, and then **Close** 6. Back on the **EBT Account List** page, the prior account number now has an End-Date **Note**: If there are funds on the EBT Account, the funds will not transfer to the new account number. However,	**Button**: EBT Clarifications (JA) **Button**: More EBT-related Topics

		they are still accessible from an active EBT card. Please follow your county process on when a new EBT account should be created.	

EBT Sub-Menu	How to add an EBT account manually?	The steps below assume you have already searched for the account using the **EBT Account Search**. Follow your County process to locate the EBT account number outside of CalSAWS. If there is no account, use the Add button.
		
		To add an EBT account manually within the context of a case:
		1. Place the cursor over **Eligibility** or **Case Info** on the **Global** navigation bar
		2. Select **Case Summary** from the **Local** navigation bar
		3. Click the **EBT Account List** link on the **Task** navigation bar
		4. On the **EBT Account List** page:
		   a. Click the **Add Manual** button
		5. On the **EBT Account Detail** page:
		   a. Enter the **\<Account Number\>** in the **Account Number** field
		   b. Click the **Retrieve Information** button
		   c. Verify **Yes** is selected from the **Ongoing Account** drop list
		   d .Click the **Save** button
		
		Note: Only users with the appropriate security rights can use the **Add Manual** button.
			Button: EBT - Create an Account and Assign Cards (JA)
			
			Button: More EBT-related Topics

Client Correspondence Sub-Menu, Printing Sub-Menu	How to print a blank document from the template repository?	To print a blank document from the template repository:
		1. Place the cursor over **Client Corresp.** on the **Global** navigation bar
		2. Select **Templates** from the **Local** navigation bar
		3. On the **Template Repository Search** page:
		   a. Enter form information
		   b. Click the **Search** button
		   c. Select the **\<Name\>** hyperlink
			Button: Forms and NOAs (JA)
			
			Button: More Client Correspondence-related Topics
			
			Button: More Printing-related Topics

		4. On the **Document Parameters** pop-up window:
		   a. Click the **Generate Blank Template bu**tton
		   b. Click the **Print** button
		   c. Click the window **Close (X)** button
		
		Note: If you click **"Generate Blank Template"**, you will not be required to fill out the fields with an *.	

Printing Sub-Menu	How to cancel a pending central print?	A user may cancel a NOA or form from printing centrally if the status is set **"Accept – Print Centrally"** and the document has not been printed yet.
		
		To cancel a NOA or form from printing centrally within the context of a case, access the **Distributed Documents Search** page:
		1. Place the cursor over **Eligibility** on the **Global** navigation bar
		2. Select **Distributed Documents** from the **Local** navigation bar
		3. On the **Distributed Documents Search** page:
		   a. Click the checkbox corresponding to the NOA or form you want to cancel
		   b. Click the **Cancel Print** button
		
		Note: A pending form or NOA must be cancelled the same day it is generated to stop it from printing centrally.
			Button: Forms and NOAs (JA)
			
			Button: More Printing-related Topics

EBT Sub-Menu, Printing Sub-Menu	How to add an EBT printer?	The **EBT Printer Detail** page allows a User with the appropriate rights to add or edit an **EBT Printer**. When editing an **EBT Printer**, Offices can be associated or disassociated with the printer. If an office needs to be added to a printer, follow the steps below: 1. Place the cursor over the **Fiscal** tab on the **Global** navigation bar 2. Select **EBT** from the **Local** navigation bar	**Button**: EBT Printer Search (OLH) **Button**: EBT Printer Detail (OLH) **Button**: Add EBT Account Manually

| | | 3. Click the **EBT Printer Search** link on the **Task** navigation bar
4. Click the **Printer ID** hyperlink, **Add** button or **Edit** button to access the **EBT Printer Detail** page in **Add** or **Edit** mode, respectively
5. On the **EBT Printer Detail** page:
  a. Under the **'Search Results Summary'** section, select **Add**
  b. Enter the appropriate criteria to search for the desired office
  c. Select the correct office
  d. The **EBT Printer** is now associated to that office

For step-by-step instructions on how to add an EBT printer to the system, click the button "Add EBT Account Manually" below. | **Button**: More Printing-related Topics

Button: More EBT-Related Topics |
| Printing Sub-Menu | How to add and print an appointment letter? | To add and print an appointment letter within the context of a case:
1. Place the cursor over **Case Info** on the **Global** navigation bar
2. Click **Customer Schedule** on the **Local** navigator
3. On the **Customer Schedule Search** page:
  a. Click the **Search** button, then the **Add Appointment** button to access the **Customer Appointment Detail** page
4. On the **Customer Appointment Detail** page:
  a. Click the check box for each attendee required to attend, Select the **<Type>** from the **Attendance** drop list for each **Participant**
  b. Select **<Category>** from the **Category** drop list
  c. Select **<Status>** from the **Status** drop list
  d. Click the **Select** button next to the **Office** field to select an office for the appointment
5. On the **Select Office** page:
  a. Enter the search criteria, then click **Search** | **Button**: Customer Schedule-Maintain (JA)

Button: More Printing-related Topics |

		b. Click the radio button to select an Office, then click **Select**
		6. On the **Customer Appointment Detail** page:
		   a. Enter the **<Appointment Location>** in the **Location** field if different than default
		   b. Enter any comments you want to appear in the appointment letter in the **Appointment Letter Comments** field
		   c. Check the **Print Appointment Letter** checkbox to send or give an appointment letter to the Customer
		   d. Select **<Customer>** from the **Addressee** drop list
		   e. Enter the **<Begin Date>** in the **Begin Date** field
		   f. Select the **<Begin Time>** from the **Begin Time** drop list
		   g. Select the **<Duration of the Appointment>** from the **Duration** drop list
		   h. Click **Suggested Time** and choose time available for worker, click the **Save** button
		7. On the **Print** window page:
		a. Click the desired print option, close the print window
		
		Note: Review that the Appointment is being created for the applicable program(s). Office/Location auto-populates for certain counties and/or certain appointment types. Follow your County's processes on adding & printing an appointment letter.	

Printing Sub-Menu, EBT Sub-Menu	How to add an out of county EBT printer?	To add a printer from a different county: 1. Navigate to the **EBT Printer Search** page 2. Under **<Search By>**, Select **County** 3. In the **<County>** field, select the **County** for which you would like to find an **EBT Printer** 4. Click the **Search** button	**Button**: CalSAWS Fact Sheet- How to Update EBT Printers (PDF) **Button**: More Printing-related Topics

		Note: CalSAWS will provide a list of the printers within that County. Find the printer you would like to add to your office and select its Printer ID hyperlink, which will navigate you to the EBT Printer Detail page for that printer. 5. On the **EBT Printer Detail** page, select **Edit** 6. Under **Search Results Summary**, select **Add** in order to go to the **Select Office** page 7. Input your **<Office ID>** and select **Search** 8. Make sure your office is selected, then click the **Select** button 9. Once back on the **EBT Printer Detail** page, click **Save** 10. Your office is now linked to the out-of-county **EBT Printer** **Note:** Only users with the appropriate security rights will be able to add an out of county printer.	**Button**: More EBT-Related Topics

Individual Demographics Sub-Menu	How to update voter registration preferences?	To update voter registration preferences 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 **Individual Demographics** link in the **Task** navigation bar
		4. On the **Individual Demographics List** page, click the **Name** hyperlink or **Edit** button to access the **Individual Demographics Detail** page in **Edit** mode
		5. On the **Individual Demographics Detail** page:
		  a. Select **<Option>** from the **Voter Registration** drop list
		  b. Select **<Option>** from the **Voter Preference** drop list
		  c. Click the **Save** and **Return** button
			Button: More Individual Demographics-related Topics

CalWORKs, CalFresh,	How to add aid from a	When an applicant receives benefits or assistance from another program,	**Button**: Other Program

| Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP, Intake Sub-Menu | program outside of CalSAWS? | record the information related to the other program on the **Other Program Assistance Detail** page.

The following Other Program Assistance types are considered in the EDBC determination (see the JA for the full list of Other Program Assistance types):
• Adoption Assistance Program (AAP), Social Security Income (SSI), Social Security Income/State Supplemental Payment (SSI/SSP), Tribal TANF, Wraparound, Out of State Benefits, General Assistance / General Relief (GA/GR)

How the EDBC determination uses the above types depends on program specific regulations. Click the button below for more information about the Other Program Assistance Detail page. | Assistance (OPA) Detail Page (JA)

Button: More Intake-related Topics

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 |
| Intake Sub-Menu | What is a shell case? | After completion of the Case Data Removal Process, a shell case remains. Shell cases retain the Journal History and Issuance History (if present) in a pdf. format.
To access the Journal History or Issuance History:
1. Place the cursor over **Case Info** on the **Global** navigation bar
2. Select **Case Summary** from the **Local** navigator
3. Click the **Complete** hyperlink for the **Data Removal Status** field | **Button**: Data Removal Process (JA)

Button: More Intake-related Topics

Button: Skeleton Case

Button: Data Removal Statuses |

		4. On the **Case Data Removal Detail** page:
		   a. Click the **Journal History or Issuance History** hyperlink
		   b. Click the **Close** button
		
		Note: DO NOT TAKE CASE ACTIONS ON SHELL CASES. Once the Case Data Removal Process is completed, do not take case actions or attach images or documents to the case. Create a new case.	

Intake Sub-Menu	What is a Skeleton Case?	A Skeleton case is a shell case with no programs pending and no Worker assigned. This case has a unique case number that should now be visible at the upper left of the screen.
		To establish a Skeleton case:
		1. Place the cursor over **Case Info** in the **Global** navigation bar
		2. Select **New Application** from the **Local** navigator
		3. On the **New Person Search** page, enter the required fields and click **Search**
		4. On the **New Person Search Results** page, click the **Add New Person** button
		5. On the **New Person Detail** page:
		   a. Confirm **No** is selected from the **Sufficient info for CIN** drop list
		   b. Click the **Add Address** button
		6. On the **Address Detail** page, enter the required fields, click **Submit**
		7. On the **Select Address** page:
		   a. Click the radio button for the appropriate address
		   b. Click the **Select** button
		8. On the **New Person Detail** page:
		   a. Enter the **<Phone Number>** in the **Phone Number** field if appropriate
		   b. Click the **Save and Continue** button
		9. On the **Case Member** list page:
		   a. Click the **Add Person** button to add more case members
			Button: Skeleton Cases- Establish (JA)
			
			Button: More Intake-related Topics
			
			Button: Shell Case
			
			Button: Data Removal Statuses

		b. Click the **Save and Continue** button after adding the final case member 10. On the **New Programs Detail** page, Click the **Cancel** button	
Intake Sub-Menu	What types of appointments will generate a NOMI for Intake?	The NOMI Batch PB00R541 will generate the NOMI for a missed CF Intake or RE interview if the following conditions are met. All counties are opted in for the NOMI Batch job. The System will consider the appointment as an intake interview for the following combinations listed in the table below under the Category and Appointment Type fields from the Customer Appointment Detail page. If the customer misses their scheduled interview, the compliance due date on the NOMI will p**opulate 30 days following the application date (or on the next business day if the 30th day falls on a weekend or holiday) as the due date to comply for missed intake interview appointments.** **Note:** The System will check the CalFresh is Pending. The table below shows the types of appointments that will generate the NOMI for **Intake:** | Category	Appointment Type
---	---
Intake Interview	N/A, no dropdown
General Appointment	Telephone Interview Intake		**Button**: CalFresh-CF 386 Notice of Missed Interview (JA) **Button**: More Intake-related Topics
Free Response, Intake Sub-Menu	Can a case that has gone through the Case Data Removal process be used?	Once the **Case Data Removal Process** is completed, a Shell Case remains, ****do not take case actions or attach images or documents to this case**.** Create a new case. For more information on the **Data Removal Process**, refer to the JA below.	**Button**: Data Removal Process (JA) **Button**: More Intake-related Topics

EBT Sub-Menu, Free Response	What is the Immediacy Indicator?	The **Immediacy indicator** determines when benefits will be issued. There are two types of indicators: Rush and Routine. Issuances with an **Immediacy** of "**Rush**" are sent through the EBT interface immediately. **Routine** issuances are not issued until they are picked up by the nightly issuance batch. **Note**: Follow your county policy for when to **Rush** benefits.	**Button**: EBT Clarifications (JA) **Button**: More EBT-related Topics
Aid Codes Sub-Menu	Where to find aid codes?	EDBC will determine the aid code given to a participant based on the information entered on the data collection pages. You can find the aid code on the EDBC Results page or on the Case Summary page. To see the aid code from the **EDBC Results** page: 1. In the context of a case, navigate to the **EDBC Results** page 2. For Medi-Cal, navigate to the **Medi-Cal Summary** section 3. For CalFresh & CalWORKs, navigate to the **Program Configuration** section To see the aid code from the **Case Summary** page: 1. In the context of a case, navigate to the **Case Summary** page 2. For Medi-Cal, in the Medi-Cal program block, click the caret next to the participant's name to expand the section 3. For CalWORKs & CalFresh, the aid code displays in the program block in the **Aid Code** field **Note**: To manually change someone's aid code, follow your County's policy. Click the button below for a list of the Aid Codes found on DHCS.	**Button**: Medi-Cal Aid Codes 2023 (DHCS) **Button**: More Aid Code-related Topics

Medi-Cal	How to do A&D (aged and disabled) evaluation?	**Aged and Disabled (A&D)** evaluation is automatically tested when the data entered on the **Customer Information** pages meets the policy requirements for the A&D program. To access the details of the Medi-Cal EDBC for the Aged and Disabled program, follow the steps below: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigator 3. Click the **Run EDBC** link on the **Task** navigation bar to access the **Run EDBC** page 4. Click the checkbox for the **Medi-Cal** program 5. Click the **Run EDBC** button to access the **EDBC List** page 6. Click the **Medi-Cal** hyperlink to access the **Medi-Cal EDBC Summary** page 7. Click the **Aged and Disabled** hyperlink to access the **Medi-Cal EDBC - Aged and Disabled** page **Note**: The **Medical Conditions** page needs to be filled out for a customer to get a disability evaluation. If the page has not been filled out, EDBC will not screen for A&D or disabled programs.	**Button**: Medi-Cal EDBC – Aged and Disabled (OLH) **Button**: More Medi-Cal-related Topics
Printing Sub-Menu	How to reprint an appointment letter?	To reprint an appointment letter within the context of a case: 1. Navigate to the **Distributed Documents Search** page, enter the required information and click **Search** 2. Look for the **Appointment Letter** hyperlink that needs to be re-printed, click on the **Details** button, and choose **Reprint Locally** or **Reprint Centrally**	**Button**: Add & Print Appointment Letter **Button**: More Printing-related Topics
Printing Sub-Menu, Reports Sub-Menu	How to print workload inventory?	To generate and export the Eligibility Workload Inventory Export Report: 1. Place the cursor over **Eligibility** on the **Global** navigation bar	**Button**: Generate the Eligibility Workload Inventory and Monthly

| | | 2. Select **Workload Inventory** from the **Local** navigator
3. On the **Eligibility Workload Inventory** page:
   a. By default, the **Worker ID** displayed belongs to the logged in user. If the Worker ID is correct, proceed to **Step 5**
   b. To change the **Worker ID**, Click the **Select** button
4. On the **Select Worker** page:
   a. Enter search criteria
   b. Click the **Search** button
   c. Click the radio button for the worker you want to select
   d. Click the **Select** button
5. On the **Eligibility Workload Inventory** page:
   a. Select **<Assignment Type>** from the **Assignment Type** drop list
   b. Enter **<Display Workload>** in the **Display Workload** field
   c. Enter **<Status Effective Date>** in the **Status Effective Date** field
   d. Click the **View** button to refresh search results
   e. Click the **Export** icon
   f. The progress of the report generation displays in a separate window
6. In the **Report Parameters** window:
   a. Click the **Open** or **Save** button for **Do you want to open or save Eligibility Workload Inventory Export Report.xls?** depending on whether you want to save or open the report
   Note: If you click **Open**, the Excel document will open without saving (you have the option to save it after you open it). If you click **Save**, the report will be saved and you can open it from the saved file location | Productivity List Export Reports (JA)

Button: More Printing-related Topics

Button: More Report-related Topics |
| Client Correspond ence Sub-Menu, | How to generate a SAWS 2 Plus? | To generate a Statement of Facts/ SAWS 2 Plus, navigate to the Template Repository Search:
1. Place the cursor over **Client Corresp.** on the **Global** navigation bar | **Button**: More Client Correspondence -related Topics |

Printing Sub-Menu		2. Select **Templates** from the **Local** navigation bar
		3. On the **Template Repository Search**:
		   a. Enter the **Form Number**: SAWS 2 **PLUS**
		   b. Enter the required information, click on **Generate Form**
		   c. Click **Print** or **Print Locally**
		
		Note: When you generate the SAWS 2 Plus, the information will be auto-populated with information from the data collection screens.
			Button: More Printing-related Topics

Intake Sub-Menu	What is Flexible Appointment Scheduling?	Flexible Appointment Scheduling is an Appointment Type in which the worker will call the customer (or vice versa) during an appointment window, rather than a set time. The '**Flexible Block Appointment**' checkbox is only available when: •Scheduling a '**Telephone Interview**' or '**Telephone CW/CF RE Interview**' •The Category field is '**General Appointment**' and the Appointment-Type field is '**2nd Telephone Interview Recertification**', '**Telephone Interview Intake**', or '**Telephone Interview Recertification**' on the **Customer Appointment Detail** page in the 'General Information' section. When the checkbox is selected, an '**Initiate Call:**' drop-down field, a '**Phone Number:**' field, and '**Extension:**' field in the "General Information" section, as well as a '**Flexible End Time:**' drop-down field in the '**Dates**' section, will dynamically appear.	**Button**: More Intake-related Topics
Medi-Cal, CCU Sub-Menu	What are the Medi-Cal renewals key dates?	The Medi-Cal Renewals – Key Dates Fact Sheet contains information about the Continuous Coverage Unwinding (Medi-Cal). This information includes important dates of the month and the associated instructions. To view the Fact Sheet, click the button below.	**Button**: Medi-Cal Renewals - Key Dates (Fact Sheet)

			Button: Medi-Cal Renewal Discontinuances
			Button: More Medi-Cal-related Topics
			Button: More Continuous Coverage Unwinding-related Topics

2. **Edited UCs**

Below is a table containing all edited Use Cases in Release 13. Text highlighted signals edits:

Program	Question/Title	Answer	Buttons
Housing Sub-Menu, CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP	Update Household Status	To add or edit a household status in the context of a case: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** from the **Local** navigator 3. Click the **Household Status** link on the **Task** navigation bar to access the **Household Status List** page 4. Click the **Add** button to access the **Household Status Detail** page 5. Select **<Name>** from the **Name** dropdown 6. Select the **<New Status>** under the **Living in the Home Status** dropdown 7. Enter **<Date>** in the **Begin Date** field 8. Click **Save and Return** 9. The **Effective Dating Confirmation List** page will	**Button**: Household Status List (OLH) **Button**: More Housing-related Topics **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

		display with the record being updated. If the record looks correct, click **Save**	Assistance-related Topics **Button**: More Foster Care / AAP / Kin-GAP-related Topics

<mark>Housing Sub-Menu,</mark> CalWORKs, General Relief / General Assistance, Vendor Pay Sub-Menu, Intake Sub-Menu	Request Lodging Invoice	A Lodging Invoice is offered to General Relief / General Assistance and CalWORKs applicants to assist in homeless situations. Applicants may use the Lodging Invoice at contracted facilities or vendor hotels.
		
		To request a Lodging Invoice within the context of a case:
		1. Place the cursor over **Eligibility** on the **Global** navigation bar
		2. Select **Case Summary** from the **Local** navigator
		3. Click **Invoice History** on the **Task** navigation bar
		4. On the **Invoice History** page:
		   a. Select **<Lodging>** in the **Invoice Type** drop list (bottom right)
		   b. Click the **<Request>** button
		5. On the **Invoice Detail (Request – Lodging)** page:
		   a. Select **<Participant>** from the **Participant Name** field
		   b. Click the **Select** button in the **Provider Name** field in the **Service Detail** section
		6. On the **Select Money Management Resource** page:
			Button: General Relief Meal and Lodging (JA)
			
			Button: Authorize Lodging Invoice
			
			<mark>**Button**: More Housing-related Topics</mark>
			
			Button: More CalWORKs-related Topics
			
			Button: More General Relief / General Assistance-related Topics
			
			Button: More Vendor Pay-related Topics
			
			Button: More Intake-related Topics

		a. Enter search criteria in the appropriate fields
		   b. Click the **Search** button
		   c. Confirm that the correct record appears in the **Search Results Summary** section. If multiple records appear, select the radio button that corresponds to the appropriate record
		   d. Click the **Select** button
		7. On the **Invoice Detail (Request – Lodging)** page:
		   a. Enter **<Date>** in the **Begin Date** and **End Date** fields
		   b. Enter **<Invoice Amount>** in the **Invoice Amount** field
		   c. Click the **Save and Continue** button
		
		==Note==: Some Lodging Invoices may require an authorization and be placed in a status of Pending Authorization. Click the "Lodging Invoice Authorization" button for steps on how to authorize a Lodging Invoice.	

==Housing Sub-Menu==, CalWORKs, General Relief / General Assistance, Vendor Pay Sub-Menu, Intake Sub-Menu	Authorize Lodging Invoice	Some Lodging Invoices may require an authorization and be placed in a status of Pending Authorization. To authorize a Lodging Invoice: 1. Place the cursor over **Fiscal** on the **Global** navigation bar 2. Select **Invoice** from the **Local** navigator	**Button:** General Relief Meal and Lodging (JA) **Button:** Request Lodging Invoice **Button**: ==More Housing-related Topics== **Button:** More CalWORKs-related Topics

		3. On the **Invoice Search** page:
		   a. Select **\<Invoice Status\>** from the **Search By** drop list
		   b. Select **\<Pending Authorization\>** from the **Invoice Status** drop list
		   c. Click the **Search** button
		   d. Click the **\<Invoice Number\>** hyperlink in the **Search Results Summary** section
		4. On **Invoice Detail (Payment-Lodging)** page:
		   a. Click the **Authorize** button
		
		Note: Follow your County's policy on authorizing a Lodging Invoice. Appropriate security rights are required to authorize a Lodging Invoice.
			Button: More General Relief / General Assistance-related Topics
			
			Button: More Vendor Pay-related Topics
			
			Button: More Intake-related Topics

Intake Sub-Menu	Person Search	The File Clearance task allows staff to search if a person already exists in CalSAWS and if they have existing cases for the County of application. Workers can search by Name, DOB, Case Number, etc. SSN is not a requirement. To search for a person: 1. Place the cursor over **Case Info** or **Eligibility** on the **Global** navigation bar 2. Select **Case Summary** from the **Local** navigation bar 3. On the **Person Search** page, enter at least one of the following fields:	**Button:** Person Search (JA) **Button:** More Intake-related Topics ==**Button:** Identify Duplicate Person in CalSAWS==

		a. Enter the **<Case Number>** in the **Case Number** field
		   b. Enter the **<Last Name>** in the **Last Name** field (include first name and/or middle name to narrow search result)
		   c. Enter the **<Social Security Number>** in the **Social Security** field
		   d. Enter the **<CIN>** in the **CIN** field
		   e. Enter **<Phone Number>** in the **Phone Number** field
		   f. Enter the:
		      a. **<Address Line 1>** in the **Address Line 1** field
		      b. **<Address City>** in the **City** field
		AND
		      c. **<Address State>** in the **State** field and/or **<Address ZIP Code>** in the **ZIP Code** field
		   g. For additional search criteria, click the expand caret for **Advanced Search**
		   h. Enter any other Search information
		4. Click on the **Search** button
		
		==**Note:** For cases with Duplicate Persons, click the button titled 'Identify Duplicate Person in CalSAWS'==
		
		Note: If you do not complete at least one of the following fields: Last Name, Social Security Number, Phone Number, CIN Number, or Address, **A**	

		Validation message displays when you click the Search button.	
All Questions Library	AQL	Welcome to the **All Questions Library**. Below is a list containing all the questions that I have an answer to. To find your question, type in a keyword or scroll through the list. If you still do not see the question you are looking for, select "I cannot find my question". **Be sure to type your question into the regular chat before checking the All Questions Library as I can understand things easier.**	N/A
CalWORKs, CalFresh, Medi-Cal, Welfare-to-Work, General Relief / General Assistance, Foster Care / AAP / Kin-GAP, Discontinuances Sub-Menu, Intake Sub-Menu	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 pending application for ANY persons in the future. The **Rescind** button is available based on the view date of denial/discontinuance for all EDBC programs except General	**Button**: Reapplications and Rescissions (JA) **Button**: Rescind vs Reapply **Button**: More Discontinuances-related Topics **Button**: More Intake-related Topics **Button**: More CalWORKs-related Topics **Button**: More CalFresh-related Topics

		Assistance/General Relief. When clicking the Rescind button, the BDA and application date are automatically populated based on the last valid application.	**Button**: More Medi-Cal-related Topics

		To rescind a denied/closed program:
		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 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
		4. On the **<Program> Detail** page:
		   a. Click the **Edit** button
		   b. Click the **Rescind** button
		5. On the **Rescind Detail** page:
		   a. Select a **<Rescind Reason>** from the drop list
		   b. Confirm the **Comply Date** field when displayed in the **Section Effective Date to Rescind** page section, select the radio button next to the date you wish to rescind
		   c. Click the **Save and Return** button
		6. On the **<Program> Detail** page:
			Button: More Welfare-to-Work-related Topics
			
			Button: More General Relief / General Assistance-related Topics
			
			Button: More Foster Care / AAP / Kin-GAP-related Topics

		a. Click the **Save and Return** button ==**Note**: Completing this process will put the program into **Pending** status. To get the program into **Active** status, you must update the data on the detail pages and run EDBC.==	
==Individual Demographics Sub-Menu==	View 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** 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	**Button:** Case Summary (OLH) **Button:** Individual Demographics Detail (OLH) ==**Button:** More Individual Demographics-related Topics== **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

		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	/ Kin-GAP-related Topics
Medi-Cal, Foster Care / AAP / Kin-GAP, Discontinuances Sub-Menu	Continuing Eligibility for Children (CEC)	Aid code 7J is Continuing Eligibility for Children (CEC). CEC provides Full Scope benefits to children aged 19 or younger who would otherwise lose their No SOC MC. To convert a case to CEC, you must discontinue a Foster Care (FC) program and approve a Continuing Eligibility for Children (CEC) Medi-Cal program when a child in out-of-home care: • Returns home to his/her parent(s) • Becomes emancipated • Becomes incarcerated • Gets married When using the negative action reason **Child Returns to Parent**, the child placement record must be end dated. If the child's parents have an active Medi-Cal case or are applying for Medi-Cal, the child should be added to the parent's case. The child's Foster Care/Medi-Cal case should be discontinued. The parents should not be added to the child's Foster Care case.	**Button:** Foster Care Program Discontinuance – Continuing Eligibility for Children (CEC) (JA) **Button:** More Foster Care / AAP / Kin-GAP-related Topics **Button:** More Discontinuances-related Topics **Button:** More Medi-Cal-related Topics

		Follow your County's policy for discontinuing the Foster Care program and reassigning the newly created Medi-Cal program to the appropriate Worker. Click the button below for instructions on how to convert a case to CEC.	
Foster Care / AAP / Kin-GAP, SCI Sub-Menu	Kin-GAP Special Care Increment (SCI)	When applicable, the Special Care Increment section of the Kin-GAP Rate Summary page is used to add a special care increment (SCI) record. By doing this, the System adds the SCI payment to the KG benefit when EDBC is run. Follow your County's policy for obtaining SCI approval documentation. The following are the two types of SCIs available: • **Social Worker Authorized**: Use this type to issue additional benefits when the Social Worker or Probation Officer determines the child meets the County's special care requirements and is eligible to additional benefits. Follow your County's policy for determining the SCI amount. • **Dual Agency-RC**: Use this type to issue dual agency supplements for children determined to have a developmental disability, as defined in the Lanterman Act. The state determines these amounts, and they are stored in the System. Follow your County's policy for	**Button:** Kin-GAP Summary and Rate Summary (JA) **Button:** Edit Kin-GAP Special Care Increment (SCI) **Button:** More Foster Care / AAP / Kin-GAP-related Topics **Button:** More SCI-related Topics

		obtaining dual agency supplement approval documentation. To access the Kin-GAP Rate Summary page: 1. Place the cursor over **Eligibility** on the **Global** navigation bar 2. Select **Customer Information** the **Local** navigation bar 3. Click the **Expand** caret to expand the **Kin-GAP** section on the **Task** navigation bar **Note**: This section displays when there is a Kin-GAP program on the case, regardless of the status of the program. 4. Click the **Rate Summary** link on the **Task** navigation bar For more information on completing the Kin-GAP Summary and Rate Summary pages, click the button below.	
Foster Care / AAP / Kin-GAP, <mark>SCI Sub-Menu</mark>	Edit Kin-GAP Special Care Increment (SCI)	To add, edit or view special care increment information, navigate to the Kin-GAP Special Care Increment 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 **Kin-GAP** link on the **Task** navigation bar to expand the **Kin-GAP** section 4. Click the **Rate Summary** link on the **Task** navigation	**Button:** Kin-GAP Special Care Increment Detail (OLH) **Button:** Kin-GAP Special Care Increment (SCI) **Button:** More Foster Care / AAP / Kin-GAP-related Topics <mark>**Button:** More SCI-related Topics</mark>

		bar to access the **Kin-GAP Rate Summary** page
		5. Click the **Type** hyperlink and **Edit** button in the **Special Care Increment** page section to access the **Kin-GAP Special Care Increment Detail** page in **Edit** mode
		6. On the **Kin-GAP Special Care Increment Detail** page (Edit mode):
		    a. Enter the appropriate information
		    b. Click the **Save and Return** button	

CalWORKs, CalFresh, General Relief / General Assistance, <mark>Income Sub-Menu</mark>	Recovery Account	Recovery accounts in CalSAWS are used to manage overpayments (cash aid) or over-issuances (CalFresh) discovered and being collected by the County. EDBC determines if an overpayment or an over-issuance was made based on information on the data collection pages. There are some instances where you'll need to set up an external recovery account. For more detailed information on creating a recovery account, click the relevant button below. The Recovery Account Search page allows you to search for a Recovery Account by the following criteria: • Case • Recovery Account • Discovery Date • Responsible Party • LEADER Claim Number <mark>(LA County)</mark>	<mark>**Button:** Transfer Cash Type Transaction Between Recovery Accounts</mark> <mark>**Button:** Recovery Account Detail (OLH)</mark> **Button:** Creating External Recovery Accounts for Non-Fraud Overpayments (JA) **Button:** Recovery Account - Internal - Create (JA) **Button:** Recovery Account - External - Create (JA)

		Note: For instructions on how to suspend, terminate, transfer out, or void a Recovery Account, click the button below: Recovery Account Detail (OLH).	Button: More Income-related Topics Button: More CalWORKs-related Topics Button: More CalFresh-related Topics Button: More General Relief / General Assistance-related Topics
Medi-Cal	IAT Sub-Menu	I see you have a question about IATs. Please select the option that best fits your needs.	Button: MAGI Button: View Inter-Agency Transfers Button: Link CalHEERS Referrals Button: Find IAT Summary Page Button: Unlink MAGI Referral
Medi-Cal	MAGI Sub-Menu	I see you have a question about MAGI. Please select the option that best fits your needs.	Button: IATs Button: MAGI Soft Pause Button: Find MAGI Determination Summary Page Button: Unlink MAGI Referral

			Button: FPL for MAGI Determinations **Button:** Find MAGI/BRE Error Messages **Button:** Request MAGI Negative Action **Button:** MAGI Verification List Page **Button:** Identity Proofing **Button:** Link CalHEERS Referrals
CalWORKs, CalFresh, Welfare-to-Work	Housing Sub-Menu	I see you have a question about **Housing**. Please select the option that best fits your needs.	**Button:** Temporary and Permanent Homeless Assistance **Button:** Update Living Arrangement **Button:** Update Address **Button:** Restaurant Meals Program **Button:** Update Household Status **Button:** Request Lodging Invoice

			Button: Authorize Lodging Invoice **Button:** View Homeless Assistance Time Track
Welfare-to-Work	Sanction Sub-Menu	I see you have a question about **Sanctions**. Please select the option that best fits your needs.	**Button:** Cure Sanction **Button:** Cause Determination Appointment Through Customer Schedule **Button:** Cause Determination Appointment Outcomes **Button:** Non-Compliance
CalWORKs, Medi-Cal, Welfare-to-Work, General Relief/ General Assistance	Referrals Sub-Menu	I see you have a question about **Referrals**. Please select the option that best fits your needs.	**Button:** Create Referrals **Button:** Edit Referrals **Button:** Remove Referrals **Button:** Access IHSS Referrals **Button:** Link IHSS Referrals **Button:** Reject IHSS Referrals **Button:** CHDP Referrals

CalWORKs, CalFresh, Medi-Cal, General Relief/ General Assistance	Income Sub-Menu	I see you have a question about **Income**. **Before proceeding, please understand your county's processes regarding editing and adding income.** **Note: There is a difference between adding a new income, adding income to an existing record, and editing an incorrect income amount.** Please select the option that best fits your needs.	**Button:** Add vs Edit Existing Income **Button:** Add New Income **Button:** Add Income to Existing Record **Button:** Edit Incorrect Income **Button:** Income In-Kind Unearned **Button:** Income In-Kind Earned **Button:** Exempt IHSS Income **Button:** IHSS Income WINS Eligibility **Button:** Different Income Categories **Button:** Add Self-Employment Income **Button:** Enter Self-Employment Expenses **Button:** Sponsor Deemed Income

			Button: Foster Care Income and Property (Month of Petition) **Button:** Work Study ==**Button:** Employment List Page==

3. New Keywords

Below is a table containing all new Keywords in Release 13.

UC #	Title	Keywords
EB.07	End-Date EBT Account	Close ebt account, close ebt, end date ebt account, end date ebt, create new ebt account, create ebt account, end-date ebt account, open new ebt account, closing ebt account, opening ebt account, end dating ebt account, ending ebt account, creating new ebt account,
SC.00	New Sub-Menu: SCI	Special care increment, kingap rate summary, kingap summary, kin-gap summary, kin-gap rate summary, special care increments, scr, scis, end sci, issue sci, SCI, KG SCI, Edit Special care increment, edit kingap rate summary, edit kingap special care increments, edit scr, edit scis, edit sci, edit KG SCI,
EB.08	Add EBT Account Manually	Manually add ebt account, add ebt account manually, how to add ebt account, add ebt account, manually add ebt account, adding ebt account, adding manual ebt account, adding ebt account manually, manually adding ebt account,
PT.09	Print Blank Document - Template Repository	Print blank document, how to print blank document from template repository, blank document template repository, printing a blank document,
PT.10	Cancel Pending Central Print	Cancel central print, how to cancel a central print, cancel a form from

		printing centrally, cancel a NOA from printing centrally, cancelling a central print, cancel pending print,
ID.07	Update Voter Registration	Update voter registration, how to update voter registration, update voter preferences, update voter registration preference, updating voter registration preferences,
PT.11	Add EBT Printer	Add ebt printer, how to add ebt printer, adding an ebt printer, how to add an ebt printer, adding ebt printer, ebt printer,
NT.05	Other Program Assistance	Add aid from another county, add aid from another state, other program assistance, other program assistance detail, opa detail, add aid from other, enter out of state benefits,
PT.12	Add & Print Appointment Letter	Print appointment letter, how to print appointment letter, printing an appointment letter, appointment letter print, print appointment letters, printing appointment letters, how to print appointment letters, appointment letters printing,
FR.42	Data Removal Statuses	case is data removal status, case says data removal status, case number data removal status, data removal statuses, what are the data removal statuses, remove data statuses, archived case, archived, shell case, skeleton case, cdrp, CalSAWS Data Retention Process,
PT.13	Add Out of County EBT Printer	Add out of county printer, out of county printer, adding an out of county printer, printer out of county, add printer from different county,
NT.06	Shell Case	Shell case, what is a shell case, find shell case, shell cases, what are shell cases, finding shell cases, create shell case, how to establish a shell case,
NT.07	Skeleton Case	Create skeleton case, skeleton case, what is a skeleton case, how to establish a skeleton case, skeleton cases,
NT.08	NOMI Intake Appointments	NOMI appointment types, NOMI intake appointments, what types of appointments will generate a NOMI

		for intake, generate nomi for intake, nomi intake appointments,
FR.05	EBT Sub-Menu	how to request replacement ebt in calsaws, replacement ebt, print ebt card,
FR.06	IEVS Sub-Menu	ievs ifds, fraud detection system, ecs abstract, ievs ecs, ievs recipient,
HS.00	Housing Sub-Menu	homeless shelter, update homeless status,
FR.41	Role Reason Definitions	roles, role, what does fri mean, what does mem mean,
FR.10	ICT Sub-Menu	ict outgoing, close ICT, disposition ict,
FR.09	Penalties Sub-Menu	Noncooperation, noncoop, no coop, noncooperation penalty, noncooperation penalties, child support non cooperation, child support non coop, child support penalty, child support penalties, absent parent record, absent parent, child support cooperation, parent absent,
FR.12	Imaging Sub-Menu	capture image, image, returned mail,
FR.14	Self-Service Portal Sub-Menu	e-App summary, E-App, E-app,
FR.17	Task Management Sub-Menu	change task to, completed task, pending tasks, pull up completed task,
FR.16	Referrals Sub-Menu	CHDP, Child Health and Disability Prevention, Form PM 357, pm 357,
FR.19	Client Correspondence Sub-Menu	create manual NOA, correspondence, corresp, autopoulated NOA, get a populated notice,
FR.22	Income Sub-Menu	how to add income to same source, enter income, unearned income, child support income, find income in calsaws, enter child support,
FR.23	Reports Sub-Menu	vendor exception report, vendor exceptions, vendor reports, vendor exception reports, vendor exception, vendor report, reporting, reporting screen,
FR.24	EDBC Sub-Menu	status reason, status reasons, edbc fail reasons, no eligible mem,
ID.00	Individual Demographics Sub-Menu	Update marital status, marital status, change marital status, edit marital status, how to update marital status,Update death, how to update death, add death, edit death, mark

		deceased, how to mark someone as deceased, how to mark someone as dead, mark as dead, died, death, deceased, customer died, customer death, resident death, resident died, deceased resident, deceased customer, enter deceased date, client passed away, client died, deceased client,update ethnic codes, ethnic code updates, how to update ethnic codes, ethnic codes, ethnic code, update ethnic code, Update gender identity, gender identity, update gender, gender expression,death,
FR.29	CCU Sub-Menu	craig v bonta, creig v Bonta,
FR.26	Resource Databank Sub-Menu	Add school to resource databank, add school to RDB, add school to databank, add school to resource, home school, private school, charter school, vocational school,
FR.37	Discontinuances Sub-Menu	deleting person from case, removing person from case, recind, recinding a case, delete program, delete case, delete person, denial opened in error, denial,
ST.00	Students Sub-Menu	Update school attendance, school attendance, how to add school attendance, edit school attendance, update attendance, edit school attendance, school attendance end date, school attendance detail,add school, adding school, how to add a school, adding a school, add school record, school record, how to add school record, adding school record, add school records, school records, adding school records, add school resource, school resource, how to add school resource, college, university, CalFresh Student, How do I enter attendance?, school attendance end date, school attendance detail,
CA.00	WTW Customer Appointment Sub-Menu	good cause information, adding sessions for appointment for wtw, appointment for wtw,

NT.00	Intake Sub-Menu	appointments how to set them up, app reg, clear file, file clearance, file clearing, file clearance task, complete file clearance, how to complete file clearance, completing file clearance, person search, search for a person, how to search for person, searching for a person, add program to existing case, adding a program to an existing case, schedule appointment, schedule appointments, create application, create food stamp application, create applications,
PT.00	Printing Sub-Menu	change form language, print form in another language, change print form language, print in different language, how to print a form in [Language], forms in incorrect language, form is wrong language, print a receipt, print a receipt for Repayments, print a receipt for Repayments/overpayments, overpayment receipt, print receipt, print repayment receipt, print overpayment receipt, repayment receipt, print invoice, how to print invoice, printing an invoice, invoice print, how do I print an invoice, help print invoice, printing invoices, print meals/lodging invoice, how to print lodging invoice, how to print meals invoice, print meals and lodging invoices,Print referrals from reception log detail page, print receipts from reception log detail page, print reception log detail page, how to print referrals from the reception log detail page, Participant record, case record, print for case record, print for participant record, case record print, participant record print, print case record, print participant record, print for case records, print for participant records, printing participant records, printing case records, case record printing, participant record printing, participant records, case records, Print

		locally, print centrally, central print, local print, use central printer, print with local printer, print to central, print local, print central, printing locally, printing centrally, printing local, printing central, local printing, central printing, printed centrally, printed locally, reprint locally or centrally, print, printing, print out, how to print for participant,
CW.03	Create Non-Needy Case	non needy care taker,
CF.55	Add Case Payee	assign payee, assign payee in,
CF.54	Add Journal Entry	past journals, see journals, view journal entry, view journal entries,
CF.05	Initiate Transitional CalFresh	approve transitional calfresh, approve tcf, approving transitional calfresh,
CF.51	Update Household Status	household size, number in household,
CF.39	Worker Reassignment	how do i assign a program to myself,
CF.36	Hide Person	hide members, hide individuals, hide client,
CF.33	Add Authorized Representative	AR,
CF.32	Add Person to Program	adding an individual, add an individual,
CF.34	Recovery Account	Void over-issuance, void overpayment, terminate recovery account, suspend recovery account, transfer recovery account, terminate over-issuance, terminate overpayment, transfer out, activate recovery account
CF.27	Recertification Process	Recertify,
MC.34	Request New BIC	sending BIC, send BIC
FR.43	Immediacy Indicator	Immediacy indicator, immediacy, immediacy indicators, rush issuance, routine issuance, indicate immediacy, rush, routine, rush indicator, routine indicator,
AC.00	Aid Codes Sub-Menu	aid code, find aid code, use aid code, apply aid code, how to use an aid code, what is the aid code, what is _ aid code, how to change aid code, aid codes, override aid code, aid code for _, _ aid code, Aid codes, what are the aid codes, what code for aid, where to find aid codes, find aid codes, search for aid codes, aid code search,

MC.16	A&D Evaluation	a and d evaluation, A&D eval, aged and disabled eval, how to do aged and disabled evaluation?, A&D, A&D program, ad, a and d, aged and disabled, aged & disabled,
PT.14	Reprint Appointment Letter	Reprint appointment letter, reprinting appointment letter, how to reprint an appointment letter, reprint appointment letters, reprinting appointment letters, how to reprint appointment letters,
PT.15	Print Workload Inventory	Print workload inventory, printing workload inventory, how to print workload inventory, print workload inventory's,
CC.05	Generate SAWS 2 Plus	complete saws2, generate saws 2 plus, generate sof, generate saws2, statement of facts, find statement of facts, create sof, create statement of facts, generate saws2+. saws2+, saws 2 plus,
NT.09	Flexible Appointment Scheduling	Flexible appointment scheduling, what is flexible appointment scheduling, how to schedule a flexible appointment,
MC.04	Medi-Cal Renewals- Key Dates	mc re dates, renewal dates, align re dates, mc renewal dates, recertification dates

4. **New Main Menu/Sub-Menu Branches**

   Release 13 will include 2 new sub-menu branches that will bucket keywords into a sub-menu.

   The new sub-menu branches are:
   - SCI
   - Aid Codes

5. **UX/UI Updates**

N/A

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_Release13Tracker.xlsx
2	Design	Miro Board – VA flow and use cases are documents	R13 - CalSAWS Worker-Facing VA.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
3.4.2.1.5	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