CalSAWS | Information Transmittal (CIT) 0355-23

☒ **CalSAWS M&E**   ☒ **CalWIN Migration**

Distribution Date:	October 12, 2023
To:	Consortium.RegionalManagers.all; PPOC.18; Committee.GA.All; Consortium.Implementation;
CIT Name:	General Assistance / General Relief Automated Solution CalWIN Exstream Correspondence Cut Over to CalSAWS Exstream Correspondence
From:	CalSAWS Project

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

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☐ BenefitsCal   ☐ MyBCW
☒ Customer Correspondence
☒ Other ____Exstream Users____

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Description:	**Purpose** The purpose of this CIT is to inform counties that the current login method for the Exstream Correspondence tool will change Thursday, 10/26/2023. **Background** CalSAWS General Assistance /General Relief Automated Solution (GA/GR AS) Exstream Correspondence tool is used to create and edit Notices of Actions and Forms for the county's specific GA/GR AS needs. Users will need to prepare to migrate to the CalSAWS Exstream Correspondence tool link starting Monday, 10/30/2023. **Additional Information** Instructions to log into the CalSAWS Exstream Correspondence tool will be provided prior to 10/30/2023. Users should follow the necessary steps to ensure a successful transition to the new tool location. **County Action**

	A new path has been created for Exstream Users to log into the CalSAWS Exstream Correspondence tool beginning Monday, 10/30/2023. Users will use their CalSAWS single sign on (SSO) credentials. The revised Exstream login instructions will be shared with counties prior to 10/30/2023. All Exstream County Users will need to confirm they can log in between Monday, 10/30/2023 and Friday, 11/03/2023. The project will hold "Office Hours" Daily from 10/30/2023 to 11/03/2023 for Exstream users via Teams from 9-10 AM. The sessions are available for troubleshooting any login issues counties that may be encountered. More information to follow on how to attend the troubleshooting sessions. If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.
Primary Project Contact:	Frederick Gains GainsF@CalSAWS.org
Backup Project Contact:	Nisma Gurung nisma.gurung2@gainwelltechnologies.com
Attachments:	None
Web Portal Link:	 OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2023" folder. 4. Click on the appropriate CIT # folder.