

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-245051

Add IHSS Income Actual  
and Proxy Hours for WINS

CalSAWS	DOCUMENT APPROVAL HISTORY	
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2024.01.26	.02	Online updates added	Erika Kusnadi
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# 1 OVERVIEW

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Allow workers to enter In-Home Supportive Services (IHSS) work hours type and amount for use by CalFresh (CF) Eligibility Determination and Benefit Calculation (EDBC) in Work Incentive Nutritional Supplement (WINS) benefit calculations.

## 1.1 Current Design

On the Income Amount Detail page, workers can select the work hours type (Actual or Proxy) to be used by CF EDBC in WINS benefit calculations.

Workers can only enter this information if the Income Type is "Salary, Wages", which is only available when the Income Category on the Income Detail page is "Earnings".

CF EDBC only includes the Income Type "Salary, Wages" in WINS benefit calculations.

## 1.2 Requests

In addition to the existing income type used in CF EDBC WINS benefit calculations, include income from the IHSS Income Category where the type is "wages".

## 1.3 Overview of Recommendations

1. Update the Income Amount Detail page to allow workers to enter work hours type and amount information when the Income Type is one of the following (which are only available under the IHSS Income Category):
  - "Wages - Caregiver For Spouse/Minor" (CT186 Code C4)
  - "Caregiver Wages - Other". (CT186 Code C5)
2. Update the Income Amount Detail page to re-title the fields to be Work Hours Type and Work Hours.
3. Update the Transaction History Detail page for the Income Detail records to use the short description (AT to Actual and PX to Proxy) for the Work Hours Type.
4. Update CF EDBC to include the following Income Types in WINS benefit calculations:
  - "Wages - Caregiver For Spouse/Minor"
  - "Caregiver Wages - Other".
5. Generate a list of cases for the counties to review where they may need to update the Work Hours information on the IHSS income once this change is implemented.

## 1.4 Assumptions

1. All existing functionalities will remain unchanged unless called out as part of this SCR.
2. No changes are being made to CF EDBC WINS benefit calculations other than including these two additional income types in calculations if data is entered on the page.

## 2 RECOMMENDATIONS

### 2.1 Online: Income Amount Detail

#### 2.1.1 Overview

The Income Amount Detail page allows user to add or edit an income amount. Currently when users are creating or editing an income amount for an IHSS Income Category where the income type is 'Caregiver Wages – Other' or 'Wages – Caregiver For a Spouse/Minor' they do not have an option to input the Work type and the amount of hours. This SCR will add those two additional fields to be displayed on the page when the Income Category is IHSS and the Type is either 'Caregiver Wages – Other' or 'Wages – Caregiver For a Spouse/Minor'.

#### 2.1.2 Income Amount Detail Page Mockup

**Income Amount Detail**

\*- Indicates required fields

Program: Cash / CalFresh

Save and Add Another Save and Return Cancel

**Change Reason**

New Change Reason: \*  
- Select -

New Reported Date: \*  
[Date Picker]

**Average Calculator**

Amount	Date Received	Count in Average	Work Hours Type	Work Hours
[Input]	[Date Picker]	Yes	[Dropdown]	[Input]

Average Amount: 0

Reported Amount: \*  
0

Unreported Amount:  
[Input]

Begin Date: \*  
[Date Picker]

End Date:  
[Date Picker]

Verified: \*  
Pending [View]

Save and Add Another Save and Return Cancel

This Type\_1 page took 0.48 seconds to load.

Figure 2.1.1a – Income Amount Detail Page in Create mode.

## Income Amount Detail

\* - Indicates required fields

Save and Add Another

Save and Return

Cancel

Program: Cash / CalFresh

### Change Reason

New Change Reason: \*

- Select -

New Reported Date: \*

### ▼ Average Calculator

Amount	Date Received	Count in Average	Work Hours Type	Work Hours	
<input type="text"/>	<input type="text"/>	Yes	Proxy	<input type="text"/>	Add

Average Amount: 0

Reported Amount: \*

0

Unreported Amount:

Begin Date: \*

End Date:

Verified: \*

Pending

View

Save and Add Another

Save and Return

Cancel

This Type\_1 page took 0.48 seconds to load.

Figure 2.1.1b – Income Amount Detail Page in Create mode.

## Income Amount Detail

\* - Indicates required fields

Save and Add Another

Save and Return

Cancel

Program: Cash / CalFresh

### Change Reason

New Change Reason: \*

- Select -

New Reported Date: \*

### ▼ Average Calculator

Amount	Date Received	Count in Average	Work Hours Type	Work Hours	
<input type="text"/>	<input type="text"/>	Yes	Actual	<input type="text"/>	<input type="button" value="Add"/>

Average Amount:

0

Reported Amount: \*

0

Unreported Amount:

Begin Date: \*

End Date:

Verified: \*

Pending

Save and Add Another

Save and Return

Cancel

This Type\_1 page took 0.48 seconds to load.

Figure 2.1.1c – Income Amount Detail Page in Create mode.

## Income Amount Detail

\*- Indicates required fields

Save and Add Another

Save and Return

Cancel

Program: Cash / CalFresh

**Change Reason**

**New Change Reason: \***

Reported on PR/RE

**Change Reason:**  
Reported on PR/RE

**New Reported Date: \***

01/31/2024

**Reported Date:**  
01/31/2024

[View](#)

**▼ Average Calculator**

Amount	Date Received	Count in Average	Work Hours Type	Work Hours
<input type="checkbox"/> 5.00	<input type="text" value=""/>	Yes <input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	Yes <input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>

**Average Amount:** 5.00

Figure 2.1.2 – Income Amount Detail Page in Edit mode.

**Income Amount Detail**

[Edit](#)

[Close](#)

\*- Indicates required fields

Program: Cash / CalFresh

**Change Reason**

**Change Reason: \***  
Intake

**Reported Date:**  
01/12/2024

[View](#)

**▼ Average Calculator**

Amount	Date Received	Count in Average	Work Hours Type	Work Hours
10.00	01/12/2024	Yes		

**Reported Amount: \***  
10.00

**Begin Date: \***  
01/12/2024

**Verified: \***  
Pending [View](#)

**Unreported Amount:**  
0.00

**End Date:**

Figure 2.1.3a – Income Amount Detail Page in View mode.

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## Income Amount Detail

\*- Indicates required fields

Edit

Close

Program: Cash / CalFresh

### Change Reason

Change Reason: Intake

Reported Date: 01/12/2024

View

### ▼ Average Calculator

Amount	Date Received	Count in Average	Work Hours Type	Work Hours
10.00	01/12/2024	Yes	Actual	999.9

Reported Amount: \*  
10.00

Unreported Amount:  
0.00

Begin Date: \*  
01/12/2024

End Date:

Verified: \*  
Pending [View](#)

Figure 2.1.3b – Income Amount Detail Page in View mode.

## Income Amount Detail

\*- Indicates required fields

Edit

Close

Program: Cash / CalFresh

### Change Reason

Change Reason:  
Intake

Reported Date:  
01/12/2024

View

### ▼ Average Calculator

Amount	Date Received	Count in Average	Work Hours Type	Work Hours
10.00	01/12/2024	Yes	Proxy	

Reported Amount: \*  
10.00

Unreported Amount:  
0.00

Begin Date: \*  
01/12/2024

End Date:

Verified: \*  
Pending [View](#)

Last Updated On 01/26/2024 12:08:51 PM By: [1357695](#)

Edit

Close

Figure 2.1.3c – Income Amount Detail Page in View mode.

## Income Amount Detail

\*- Indicates required fields

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- **Work Hours** - Work Hour must be entered between 0 and 999.9 and only can contain one decimal.

---

Program: Cash / CalFresh

**Change Reason**

**New Change Reason: \*** 
**New Reported Date: \***

▼ **Average Calculator**

Amount	Date Received	Count in Average	Work Hours Type	Work Hours	
<input type="text"/>	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="Actual"/>	<input type="text" value="999.999"/>	<input type="button" value="Add"/>

**Average Amount:** 0

**Reported Amount: \***

**Unreported Amount:**

**Begin Date: \***

**End Date:**

**Verified: \***

This Type 1 page took 0.69 seconds to load.

**Figure 2.1.4 – Income Amount Detail Page with validation.**

### 2.1.3 Description of Changes

1. Update the Income Amount Detail page to re-title the columns titled 'Work' to 'Work Hours Type' and 'Hours' to 'Work Hours' under the 'Average Calculator' section (this will apply to when the Category is 'Earnings' and the Type is 'Salary,Wages').
  - a. Display the 'Work Hours Type' and 'Work Hours' column on the Income Amount Detail page when the Income Category is 'IHSS' and Type is either 'Caregiver Wages – Other' or 'Wages – Caregiver For Spouse/Minor' and the Program is 'Cash/CalFresh' or 'Medi-Cal'.
    - i. The column 'Work Hours Type' will be a drop-down field and have the following options:
      1. Blank (Default value)
      2. Actual

3. Proxy
    - ii. The column 'Work Hours' will be a text field.
      1. When the 'Proxy' value is selected from the 'Work' column, the 'Hours' text field will be greyed out (Figure 2.1.1b).
      2. Only numeric value and '.' can be inputted on the field.
        - a. When an alpha value or any other symbol or character other than '.' is inputted, those values will not be entered on the field (the field will remain unchanged).
    - b. Apply the existing validation 'Work Hours – Work Hour must be entered between 0 and 999.9 and only can contain one decimal.'.
      - i. Validation will be displayed when the user clicks on the 'Save and Add Another' or the 'Save and Return' button on the page and the value entered on the 'Hours' text field is greater than 999.9, more than one decimal ('.') is entered, and/or more than one decimal point is entered (example: 50.55 will trigger the validation, 50.5 will not trigger the validation).
2. For all existing records (records that were created prior to the implementation of this SCR) the 'Work Hours Type' value will default to 'Blank' and the 'Work Hours' value will default to 'Blank'.

**Technical Note:** Currently, existing records are already being saved as 'Null' as the 'Work Hours Type' and '0' as the 'Work Hours' (it displays as "Blank" on the page) respectively in the Database.

**Note:** The 'Work Hours Type' and 'Work Hours' columns and fields for the Income Category of IHSS with the Type of 'Caregiver Wages – Other' or 'Wages – Caregiver For Spouse/Minor' will work the same way as when the Income Category is 'Earnings' and the Type is 'Salary, Wages'. This includes the programs that dictate when the two columns will be displayed on the Income Amount Detail page (Cash/CalFresh and Medi-Cal).

#### 2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Financial -> Income**

#### 2.1.5 Security Updates

N/A

### **2.1.6 Page Mapping**

Update Page Mapping to include that the Work Hours and Work Hours Type also apply to IHSS income with the income type of 'Caregiver Wages – Other' or 'Wages – Caregiver For a Spouse/Minor'.

### **2.1.7 Accessibility**

The following Accessibility enhancements have been identified:

- Contentinfo landmark should not be contained in another landmark.

### **2.1.8 Page Usage/Data Volume Impacts**

N/A

## **2.2 Online: Transaction History Detail – Income Detail**

### **2.2.1 Overview**

The Transaction History Detail page for the Income Detail record allows user to view and track the history of changes for the Income Detail record. This SCR is to update the Transaction History Detail page for the Income Detail record to display the Work Hours Type as 'Actual' or 'Proxy' instead of 'AT' or 'PX'.

### **2.2.2 Transaction History Detail Page Mockup**

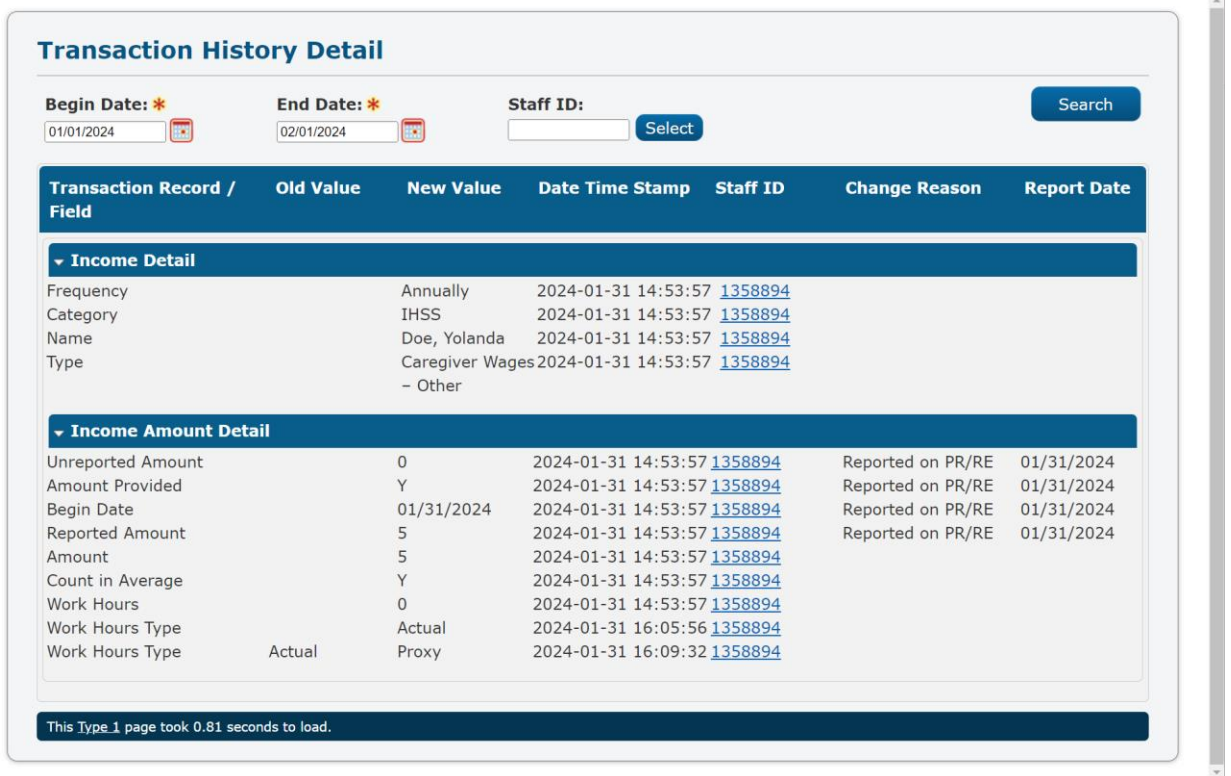


Figure 2.2.1 – Transaction History Detail page Mockup

## 2.2.3 Description of Changes

1. Update the Transaction History Detail page for the Income Detail record to display the short description on the Work Hours Type field.
  - a. Display the Work Hours Type as 'Actual' instead of 'AT' and display 'Proxy' instead of 'PX'.

Note: The change is only to display the short description instead of 'AT' (Actual) or 'PX' (Proxy). No other changes/logic are being done to how the Transaction History Detail page will work for the Income Detail record.

## 2.2.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Financial -> Income**

## 2.2.5 Security Updates

N/A

### **2.2.6 Page Mapping**

N/A

### **2.2.7 Accessibility**

The following Accessibility enhancements have been identified:

- Document should have one main landmark.
- All page content should be contained by landmark.

### **2.2.8 Page Usage/Data Volume Impacts**

N/A

## **2.3 Eligibility: Include IHSS Wages in CF WINS Benefit Calculations**

### **2.3.1 Overview**

CF EDBC WINS calculations should include IHSS income where the type is "wages".

### **2.3.2 Description of Changes**

1. Update CF EDBC WINS benefit calculations to include these two new types of IHSS wage income when making WINS hours calculations:

- "Wages - Caregiver For Spouse/Minor" (CT186 Code C4)
- "Caregiver Wages - Other Income Category" (CT186 Code C5)

Technical note:

This logic is in the rule 800SumAllMonthlyEmploymentHoursForNonExemptWei.trl.

### **2.3.3 Programs Impacted**

CF

### **2.3.4 Performance Impacts**

None anticipated.

## 2.4 Eligibility: List of Potentially Impacted Cases

### 2.4.1 List Details

When this change is implemented in CalSAWS, a one-time list will be generated to identify potentially impacted cases for the counties to review.

**List Name:** List of Cases Potentially Impacted by CA- 245051

**List Criteria:** Cases meeting all the following criteria:

- Active CF Program.
- The CF household has at least one active person who is less than 18 years old.
- An active person in the AU has a high-dated record for one of the two new types of Income that are being included in WINS calculations:
  - "Wages - Caregiver For Spouse/Minor" (CT186 Code C4)
  - "Caregiver Wages - Other Income Category" (CT186 Code C5)
- No active person from the CF household is also active on CW or RCA on the same case.

**Standard Columns:**

- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

**Frequency:** One-time

**Location:**

The list will be posted to:

CalSAWS Web Portal  
    >System Changes  
        >SCR and SIR Lists  
            >2024  
                >CA-245051

## 2.5 Automated Regression Test

### 2.5.1 Overview

Create new automated regression test scripts to verify the availability, validation, and page mappings for the 'Work' and 'Hours' fields on the Income Amount Detail page for records with Income Category 'IHSS' and Type values 'Caregiver Wages - Other' and 'Wages - Caregiver For Spouse/Minor'.

### 2.5.2 Description of Change

1. Create new regression scripts to verify that the 'Work' and 'Hours' fields are available on the Income Amount Detail page, and that the page can be saved when valid values are entered into these fields, when the Income Category is 'IHSS' and the Type is each of the following:
  - a. Caregiver Wages - Other
  - b. Wages - Caregiver for Spouse/Minor
2. Create new regression scripts to verify that a validation error message displays when clicking the 'Save and Return' or 'Save and Add Another' button the Income Amount Detail page for an income record with Income Category is 'IHSS' and the Type is either 'Caregiver Wages - Other' or 'Wages - Caregiver For Spouse/Minor', and the 'Hours' value:
  - a. Is non-numeric
  - b. Is negative
  - c. Is greater than 999.9
  - d. Contains two decimal places
3. Create a new regression script to verify that a Page Mapping entry exists for each applicable field on the Income Amount Detail page, including the 'Work Hours' and 'Work Hours Type' fields.

## 3 REQUIREMENTS

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### 3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-731	The LRS shall automate eligibility determination and benefit calculation for certain individual and case changes. - Eligibility Determination and Benefit Calculation (EDBC) - 2.8.1.21	For calculation of WINS benefits, additional hours information will be recorded and included in calculations.