CalSAWS

California Statewide Automated Welfare System

Design Document

CA-230837

ACL 22-67 - System updates to support STAT 47 to match CalFresh E&T rule

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Connor O'Donnell, Thomas Lazio
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
09/01/2023	1.0	Initial Draft	Connor O'Donnell, Thomas Lazio
02/06/2024	2.0	Adding SET activity to Online and Eligibility Sections	Connor O'Donnell, Thomas Lazio
02/07/2024	3.0	Updating the following activities in the Online and Eligibility Sections: • WBL Pre-apprenticeship (WBLPA) • WBL Pre-apprenticeship Subs. (WBLPA-SUB) • WBL Apprenticeship (WBLA) • WBL Apprenticeship Subs. (WBLA-SUB)	Connor O'Donnell, Thomas Lazio
02/12/2024	4.0	Added assumptions 5 and 6 Added recommendations 2.1.3.3 and 2.2.3.3	Connor O'Donnell, Thomas Lazio
03/25/2024	5.0	Added section 2.4	William Baretsky
04/29/2024	6.0	Updated columns for lists in section 4.1	Connor O'Donnell

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1 OVERVIEW

This SCR makes updates based on ACL 22-26, 22-41, 22-67 and 22-67E to align activities in the CalSAWS system with what is appropriate according to policy.

1.1 Current Design

As a result of the Employment and Training (E&T) Final Rule, CDSS will need to update the STAT 47 report to align with the new CalFresh employment and training program components.

Report changes to the STAT 47 will be developed in SCR CA-264616.

1.2 Requests

Update customer activities to match the changes indicated in ACL 22-26, 22-41, 22-67 and 22-67E.

1.3 Overview of Recommendations

1. Online: Update the Select Activities page with the necessary modifications to the selectable activities.
2. Online: Update the Service Detail page with the necessary modifications to the selectable services.
3. Eligibility: Update ABAWD Work Requirement Detail page to display new customer activities.
4. Eligibility: Update EDBC logic for counting hours towards the ABAWD Work Requirement to include new customer activities.
5. Online: Create lists of the cases and resources impacted by the changes to activities and services.

1.4 Assumptions

1. Fields not mentioned to be modified within the description of changes will retain their current functionality and logic.

2. Supervised Job Search (Non-Qualifying) customer activity will be used for Non-ABAWD placements and ABAWDs in non-qualifying component placements. This standalone customer activity will not count towards ABAWD work requirement hours.

3. Report changes to the STAT 47 will be developed in SCR CA-264616.

4. For records that currently use activities or services that will be removed with this SCR, the activity or service will remain visible on the record.

5. The counties will be responsible for 'end dating' existing records with removed activities and services. The listings in Section 4.1 are to assist counties with this effort.

6. Existing records with activity/service type of 'CFET Retention Services' will show as 'Job Retention' as of the implementation of this SCR.

2 RECOMMENDATIONS

2.1 Select Activity Page

2.1.1 Overview

The Select Activity page is used to indicate which activities a customer is participating in. Certain activities have been added and removed per the ACLs indicated in Section 1.2, these updates reflect those changes.

2.1.2 Select Activity Page Mockup

N/A

2.1.3 Description of Changes

1. Remove the following Type values from the Select Activity page:
   a. Category: CFET
      i. Type: Job Club
      ii. Type: Job Search
      iii. Type: Self Initiated Workfare
2. Add the following Type values to the 'CFET' Category on the Select Activity page:
   a. EDU Prog. Basic (EPB)
   b. EDU Prog. Career (EPC)
   c. EDU Prog. English Language (EPEL)
   d. EDU Prog. Integrated (EPI)
   e. EDU Prog. Work Readiness Training (EPWRT)
   f. Orientation/Assessment (OA)
   g. Self-Employment Training (SET)
   h. Supv. Job Search (Non-Qualifying)
   i. Supv. Job Search (WIOA and Veterans)

     j.   Work Activity (WA)
     k.   WBL Internship (WBLI)
     l.   WBL Internship Subs. (WBLI-SUB)
     m. WBL On-the-Job Training (WBLOJT)
     n.   WBL Other (WBLO)
     o.   WBL Other Subs. (WBLO-SUB)
     p.   WBL Pre-apprenticeship (WBLPA)
     q.   WBL Pre-apprenticeship Subs. (WBLPA-SUB)
     r.   WBL Apprenticeship (WBLA)
     s.   WBL Apprenticeship Subs. (WBLA-SUB)
     t.   WBL Transitional Jobs (WBLTJ)
     u.   WBL Transitional Jobs Subs. (WBLTJ-SUB)

3. Relabel the 'CFET Retention Services' Type in the 'CFET' Category to instead have a Type of 'Job Retention'.
4. Ensure that activities that are being removed will continue to be visible on records that have that activity selected.

> Technical Note: The activities being removed will only be removed from the CFET category; these activities will still be visible when relevant non-CFET categories are selected.

2.1.4 Page Location

- **Global: Empl. Services**
- **Local: Activities**
- **Task: Customer Activities**

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Page Usage/Data Volume Impacts

N/A

2.2 Service Detail Page

2.2.1 Overview

The Service Detail page is used to indicate which services a resource is participating in. Certain services have been added and removed per the ACLs indicated in Section 1.2, these updates reflect those changes.

2.2.2 Service Detail Page Mockup

N/A

2.2.3 Description of Changes

1. Remove the following Type values from the Service Detail page:
   a. Category: CFET
      i. Type: Job Club
      ii. Type: Job Search
      iii. Type: Self Initiated Workfare
2. Add the following Type values to the 'CFET' Category on the Service Detail page:
   a. EDU Prog. Basic (EPB)
   b. EDU Prog. Career (EPC)
   c. EDU Prog. English Language (EPEL)
   d. EDU Prog. Integrated (EPI)
   e. EDU Prog. Work Readiness Training (EPWRT)
   f. Orientation/Assessment (OA)
   g. Self-Employment Training (SET)
   h. Supv. Job Search (Non-Qualifying)
   i. Supv. Job Search (WIOA and Veterans)
   j. Work Activity (WA)
   k. WBL Internship (WBLI)
   l. WBL Internship Subs. (WBLI-SUB)
   m. WBL On-the-Job Training (WBLOJT)
   n. WBL Other (WBLO)
   o. WBL Other Subs. (WBLO-SUB)
   p. WBL Pre-apprenticeship (WBLPA)
   q. WBL Pre-apprenticeship Subs. (WBLPA-SUB)
   r. WBL Apprenticeship (WBLA)
   s. WBL Apprenticeship Subs. (WBLA-SUB)
   t. WBL Transitional Jobs (WBLTJ)
   u. WBL Transitional Jobs Subs. (WBLTJ-SUB)
3. Relabel the 'CFET Retention Services' Type in the 'CFET' Category to instead have a Type of 'Job Retention'.

4. Ensure that services that are being removed will continue to be visible on records that have that service selected.

Technical Notes:

The services being removed will only be removed from the CFET category; these services will still be visible when relevant non-CFET categories are selected.

The removal of these service types from the dropdown list on the Service Detail page will also remove them from other pages that contain Service Category and Type, including 'Resource Search', 'Select Resource', 'Select Provider/Agency', and 'Select Service and Provider'.

2.2.4 Page Location

- **Global: Resource Databank**
- **Local: Resources**
- **Task: Services**

2.2.5 Security Updates

N/A

2.2.6 Page Mapping

N/A

2.2.7 Page Usage/Data Volume Impacts

N/A

2.3 Eligibility – Customer Activities Countable for ABAWD Work Requirement

2.3.1 Overview

The existing logic for determining whether the Able-Bodied Adult Without Dependents (ABAWD) has met the Work Requirements will be updated to include the new countable customer activities added with this SCR.

2.3.2 Description of Changes

1. The new customer activities displayed in the table below will be added to the existing ABAWD Work Requirement Detail page. The table columns describe the following information:
    i. **Name – Page Display**: This defines the verbiage that will be used display the name of the customer activity on the existing ABAWD Work Requirement Detail page (see Mockup in Section 2.2.3 below).
    ii. **Customer Service Type**: This identifies the countable customer service type activity.
    iii. **Program Association**: This identifies the program associated with the customer service type activity.

2. The new customer activities displayed in the table below will be added to the existing **Non-Limited** logic for counting hours towards the ABAWD Work Requirement and will display under '**Non-Limited Activity Hours**' on the existing ABAWD Work Requirement Detail page (see Mockup in Section 2.3.3 below).

    Note: Non-Limited = Actual hours entered on the Customer Activity Detail Page for the activity are counted as allowable hours towards ABAWD work requirement.

Countable Customer Activities

Figure 2.3.2.2.1 Customer Activities Table

Name - Page Display	Customer Service Type	Program Association
EDU Prog. Basic	EDU Prog. Basic (EPB)	CFET
EDU Prog. Career	EDU Prog. Career (EPC)	CFET
EDU Prog. English Language	EDU Prog. English Language (EPEL)	CFET
EDU Prog. Integrated	EDU Prog. Integrated (EPI)	CFET
EDU Prog. Work Readiness Training	EDU Prog. Work Readiness Training (EPWRT)	CFET

Name - Page Display	Customer Service Type	Program Association
Self-Employment Training	Self-Employment Training (SET)	CFET
Supv. Job Search (WIOA and Veterans)	Supv. Job Search (WIOA and Veterans)	CFET
Work Activity	Work Activity (WA)	CFET
WBL Internship	WBL Internship (WBLI)	CFET
WBL Internship Subs.	WBL Internship Subs. (WBLI-SUB)	CFET
WBL On-the-Job Training	WBL On-the-Job Training (WBLOJT)	CFET
WBL Other	WBL Other (WBLO)	CFET
WBL Other Subs.	WBL Other Subs. (WBLO-SUB)	CFET
WBL Pre-apprenticeship	WBL Pre-apprenticeship (WBLPA)	CFET
WBL Pre-apprenticeship Subs.	WBL Pre-apprenticeship Subs. (WBLPA-SUB)	CFET
WBL Apprenticeship	WBL Apprenticeship (WBLA)	CFET
WBL Apprenticeship Subs.	WBL Apprenticeship Subs. (WBLA-SUB)	CFET
WBL Transitional Jobs	WBL Transitional Jobs (WBLTJ)	CFET
WBL Transitional Jobs Subs	WBL Transitional Jobs Subs. (WBLTJ-SUB)	CFET

2.3.3 ABAWD Work Requirement Detail Page Mockup

ABAWD Requirement Person Summary

Close

Name:
Smith, John 26M

Work Requirement Hours: 80	**Total Hours Completed:** 41.5	**Work Requirement Status:** Not Met
Household Workfare Requirement Hours: 17	**Total Household Workfare Hours:** 22	**Household Workfare Requirement Status:** Met

Employment Hours

Total Monthly Hours:19

Name	Type	Monthly Hours
Employer #1	Self-Employment	8
Employer #2	Unsubsidized	11

Non-Limited Activity Hours

Total Monthly Hours:15

Name	Monthly Hours
Activity #1	10
Activity #2	5

Limited Activity Hours

Total Monthly Hours:7.5	Allowable Monthly Hours: 7.5	Actual Monthly Hours:8

Name	Monthly Hours
Job Club	3
Job Search	5

Work Registration Exemptions

Type
No Data Found

Workfare Activities

Name	Monthly Hours
Workfare #1	9
Workfare #2	13

Close

2.3.4 Programs Impacted

CF

2.3.5 Performance Impacts

N/A

2.4 Automated Regression Test

2.4.1 Overview

Create new automated regression test scripts to verify the new and updated Type values are available under Category 'CFET' on the Select Activity and Service Detail pages.

2.4.2 Description of Changes

1. Create new regression scripts to verify that each of the following Type values are available when Category 'CFET' is selected on the Select Activity page:
   a. EDU Prog. Basic (EPB)
   b. EDU Prog. Career (EPC)
   c. EDU Prog. English Language (EPEL)
   d. EDU Prog. Integrated (EPI)
   e. EDU Prog. Work Readiness Training (EPWRT)
   f. Job Retention
   g. Orientation/Assessment (OA)
   h. Self-Employment Training (SET)
   i. Supv. Job Search (Non-Qualifying)
   j. Supv. Job Search (WIOA and Veterans)
   k. Work Activity (WA)
   l. WBL Internship (WBLI)
   m. WBL Internship Subs. (WBLI-SUB)
   n. WBL On-the-Job Training (WBLOJT)
   o. WBL Other (WBLO)
   p. WBL Other Subs. (WBLO-SUB)
   q. WBL Pre-apprenticeship (WBLPA)
   r. WBL Pre-apprenticeship Subs. (WBLPA-SUB)
   s. WBL Apprenticeship (WBLA)
   t. WBL Apprenticeship Subs. (WBLA-SUB)
   u. WBL Transitional Jobs (WBLTJ)
   v. WBL Transitional Jobs Subs. (WBLTJ-SUB)
2. Create new regression scripts to verify that each of the following Type values are available when Category 'CFET' is selected on the Service Detail page:
   a. EDU Prog. Basic (EPB)
   b. EDU Prog. Career (EPC)
   c. EDU Prog. English Language (EPEL)
   d. EDU Prog. Integrated (EPI)
   e. EDU Prog. Work Readiness Training (EPWRT)
   f. Job Retention
   g. Orientation/Assessment (OA)
   h. Self-Employment Training (SET)
   i. Supv. Job Search (Non-Qualifying)

j. Supv. Job Search (WIOA and Veterans)
k. Work Activity (WA)
l. WBL Internship (WBLI)
m. WBL Internship Subs. (WBLI-SUB)
n. WBL On-the-Job Training (WBLOJT)
o. WBL Other (WBLO)
p. WBL Other Subs. (WBLO-SUB)
q. WBL Pre-apprenticeship (WBLPA)
r. WBL Pre-apprenticeship Subs. (WBLPA-SUB)
s. WBL Apprenticeship (WBLA)
t. WBL Apprenticeship Subs. (WBLA-SUB)
u. WBL Transitional Jobs (WBLTJ)
v. WBL Transitional Jobs Subs. (WBLTJ-SUB)

3   REQUIREMENTS

3.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.28.3.9	The LRS shall provide summary report on component(s) participation, selected and/or sorted by work participation program component or Cal-Learn program component status, User, unit, section, and/or office.	This SCR will allow users to select work participation program activities that will be mapped to the latest components added for the STAT 47 report with ACL 22-67.

4   OUTREACH

4.1   Lists

These two lists will indicate the individuals with activities and resources with services that have been deprecated by this SCR.

Standard Columns:
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

1. **List Name:** List of Individuals on Deprecated Activities
   List Criteria: List all cases that have an individual linked to an activity that was removed in Section 2.1 when that activity has a status of 'Active' with an end date greater than or equal to 07/01/2024.
   Standard Columns:
   - Case Name
   - Case Number
   - County
   - Unit
   - Unit Name
   - Office Name
   - Worker ID

   Additional Column(s):
   - Activity Category
   - Activity Type
   - Activity Status
   - Activity Begin Date
   - Activity End Date
   - Person Name
   Frequency: One-time

2. **List Name:** List of Resources Using Deprecated Services
   List Criteria: List all resources linked to a service that was removed in Section 2.2 when that service has a status of 'Pending' or 'Active' with an end date greater than or equal to 07/01/2024.
   Additional Column(s):
   - Service Category
   - Service Type
   - Service Status
   - Service Begin Date
   - Service End Date
   - Resource Name
   - Resource ID
   - Resource Address
   Frequency: One-time

The lists will be posted to the following location: CalSAWS Web Portal>System Changes>SCR and SIR Lists>2024>CA-230837

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-231810

ACL 22-45 Update the CW 2200

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Nithin B Halesh
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/02/2024	1.0	Initial Draft	Nithin B Halesh
03/07/2024	1.1	Add missing 5 verification types	Lalitha Valamarthi
03/26/2024	1.2	Design Clarifications on sections 1.4 and 2.1.4	Lalitha Valamarthi

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1 OVERVIEW

The purpose of this SCR is to update CW 2200 – "Request for Verification" to match the state version.

1.1 Current Design

Currently CalSAWS template repository has the following form version:
- CW 2200 Request for Verification (6/19).

1.2 Requests

1. Update the CW 2200 form to the latest state version 5/22.
   Languages Include: English, Spanish, Chinese, Vietnamese, Armenian, Farsi.
2. Update CW 2200 variable population to populate "Vital Statistics US Citizenship" as "Verification of US Citizenship" and "Vital Statistics Identity" as "Verification of identity" under Requested Item column.

1.3 Overview of Recommendations

1. Update the CW 2200 form to the latest state version 5/22.
   Languages Include: English, Spanish, Chinese, Vietnamese, Armenian, and Farsi.
2. Update CW 2200 variable population to populate "Vital Statistics US Citizenship" as "Verification of US Citizenship" and "Vital Statistics Identity" as "Verification of identity" under Requested Item column.

1.4 Assumptions

1. All fields (blank or prepopulated) will be editable.
2. Supporting Documents section references attachments found on JIRA.
3. Programs other than CalWORKs, CalFresh, and Medi-Cal, listed in Section 2.1.1, will be populated in the text area next to the 'Other' checkbox under "Person and Program" column.

2 RECOMMENDATIONS

2.1 Update CW 2200 in CalSAWS to match the state version 05/22.

2.1.1 Overview

Update CW 2200 in Existing Languages in CalSAWS to match the latest state version.

State Form: CW 2200 (5/22)

Programs: GROW, CalWORKs, RCA, CalFresh, Medi-Cal, CAPI, General Assistance/General Relief, Cal-Learn, Welfare to Work, REP.

Forms Category: Forms

Template Repository Visibility: All counties

Form Title (Document List Page Displayed Name):
Request For Verification

Imaging Form Name: Request For Verification

Existing Languages: English, Spanish, Chinese, Vietnamese, Armenian, and Farsi.

2.1.2 Form Verbiage

Update CW 2200 XDP to match state version

Update XDP to match the latest state version (5/22) in English, Spanish, Chinese, Vietnamese, Armenian, and Farsi.

Form Header: Mailing Cover Sheet (Refer the mockup).

Include NA Back 9: No

Form Number: CW 2200

Form Mockups/Examples: See supporting documents #1

2.1.3 Description of Changes

1. Update the CW 2200 form to the latest state version 5/22.
2. Keep the current functionality of creating a new row in the Verification table for each pending verification populated on the CW 2200.
3. Keep the current functionality of expanding the data row vertically to accommodate the text prepopulated in the Requested Item cell of the Verification table.

   Note: This will only happen for pre-populated data cells. The system is unable to expand the cell in real time based on entries typed directly into the table on the form.

4. Update the CW 2200 form to display the "Authorization for Release of Information" section when Medi-Cal is selected from the program dropdown on the "Document Parameters" page and CW 2200 is generated as a blank template.
5. Display 4 empty row of the Verification table when CW 2200 is generated via Template Repository and there are no pending verifications on the Verification list page.
6. Display 10 rows of the Verification table when CW 2200 is generated as a Blank Template.

7. Update CW 2200 variable population to populate "Vital Statistics US Citizenship" as "Verification of US Citizenship" and "Vital Statistics Identity" as "Verification of identity" under Requested Item column. These variable need to be updated in threshold languages as well.

2.1.4 Form Variable Population for CW 2200

1. CW 2200 Form will populate the following information when generated from Template Repository, Verification List page, and Batch. CalSAWS Standard Header will be populated with Customer and Worker Information.
All the text fields, dropdown fields and checkbox fields should be editable.

Form Body Variables:

Variable Name	Population	Formatting	Editable* / Field Type	Template Repository Population
Due Date	Populate the due date of all the Pending verifications from Verification Detail page. VERIF.DUE_DATE	Arial Font Size 10 Date Filed MM/DD/YYYY	Y	Y
Requested Item a. Proof of: Section	This is the drop-down field with each of the 12 categories of proof listed on the "Examples of Verification/Proof" page. For the drop-down values please see the **Requested Item Proof of: Drop-down values Table #1**. This Will be populated with the Verification Type Category. For Verifications Type to Catagory mapping please see below **CW**	Arial Font Size 10 Drop-down filed	Y	Y

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	2200 Proof of Field Mappings Table #2. For example, if the Verification Type is "Country of Birth" then the Proof of drop-down will be populated with Birth/Citizenship as per Table 2 below.			
Requested Item b. Details/Example:	1. "Verification Type – Verification Description" - Will be populated with Verification Type followed by a hyphen "-", then Verification Description from the Verification Detail page. 2. "Verification Type – Source Name – Verification Description" - Will be populated for specific verification types. Please refer to **CW 2200 Verification Source Mapping Table #3** below for more information. NOTE: All pre-population for threshold forms will be in threshold language	Arial Font Size 10	Y	Y

	except for Verification Description, which will be the user entered value from the Verification Detail page.			
Requested Item c. See Examples of Verification/Proof Section:	This is the drop-down filed with each of the 12 categories of proof Numbers listed on the "Examples of Verification/Proof" page. For the drop-down values please see the **Requested Item Proof of: Drop-down values Table #1**. The "See Examples of Verification/ Proof Section" menu should be automatically updated to correspond with the "Proof of" menu. For example, if the "Income" option is selected in the "Proof of" menu, the number "2" should be automatically populated because it corresponds to the number for "Income" on the list titled "Examples of Verification/ Proof".	Arial Font Size 10 Drop-down filed	Y	<mark>Y</mark>
Person and Program	1. Person Name from PERS table. 2. Programs a. All Active and Pending programs in the case <mark>and if the verification due</mark>	Arial Font Size 10 Last Name, First Name.	Y	<mark>Y</mark>

	~~date is greater than the current date. Otherwise, then it will not be checked.~~ b. If the case has active or pending CAPI or RCA or GA/GR or Cal-Learn or WTW or REP program ~~and if the verification due date is greater than the current date,~~ then the Other checkbox should be checked and populate the program in the text area.			
Check (✔) the box(es) if you cannot get the proof	Will be blank and editable	NA	Y	Y

Requested Item Proof of: Drop-down values Table #1:

Proof of: Category	Examples of Verification/Proof Section #

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a) Type of proof choose 1 of 12 options b) Birth/Citizenship c) Income d) Immigration Status (non-citizens) e) Property/Resources f) Other Proof g) Identity h) Relationship i) Housing and Utility Costs j) Residence k) Medical Expenses l) Medical Verification m) Immunization Records (for kids under age 6)	a) Choose one - See examples of Verification/Proof Section choose 1 of 12 options. For example types see pages 3 & 4 b) #1 c) #2 d) #3 e) #4 f) #5 g) #6 h) #7 i) #8 j) #9 k) #10 l) #11 m) #12

CW 2200 Proof of Field Mappings Table #2:

Verifications Type	Proof of: Category	Examples of Verification/Proof Section #
1. Country of Birth 2. Vital Statistics US Citizenship	Birth/Citizenship	1
1. Apply for Unconditionally Available Income 2. Child Care - Monthly Income 3. Employment Information 4. ~~GR Work Requirement - EDD~~ 5. GR Work Requirement - UIB 6. Income 7. Other Program Assistance 8. Self-Employment Expense 9. Termination Reason 10. Transferred Income 11. Unemployment Deprivation 12. Work Registration 13. SSIAP	Income	2

Verifications Type	Proof of: Category	Examples of Verification/Proof Section #
1. 40 Quarters of Work 2. Battered Non-Citizen 3. Hmong/Lao Documentation 4. Lawful Presence 5. Sponsor Abuse 6. Sponsored Non-Citizen 7. USCIS Document 8. Visa/VAWA Application	Immigration Status (non-citizens)	3
1. Liquid Property 2. Motor Vehicle 3. Motor Vehicle Encumbrance 4. Personal Property 5. Real Property 6. Real Property List and Lien 7. Transferred Property	Property/Resources	4
1. Active Duty 2. Child Care - IEP/IFSP 3. Expected Return Date 4. Homeless Exception 5. Incarceration 6. Military Service 7. Parent's Refusal to apply for a Child 18-21 8. School Attendance 9. School Attendance Employment and Training 10. School End Date 11. School Expected Completion Date 12. WTW Orientation	Other Proof	5
1. ATIN/ITIN 2. Name/Identity 3. SSN 4. Vital Statistics 5. Vital Statistics Identity 6. ID/ Driver's License	Identity	6

Verifications Type	Proof of: Category	Examples of Verification/Proof Section #
1. Date of Birth 2. Date of Death 3. Legal Guardianship 4. Relationship 5. Roomer/Boarder	Relationship	7
1. Expense Amount 2. Utility Expense 3. Living Arrangement	Housing and Utility Costs	8
1. Residence	Residence	9
1. Other Health Care Coverage 2. Special Need	Medical Expenses	10
1. MEDS Minimal Essential Coverage 2. Medical Condition 3. Medicare Information 4. Pregnancy 5. Third Party Liability 6. Disability	Medical Verification	11
1. Immunizations	Immunization Records (for kids under age 6)	12

CW 2200 Verification Source Mapping Table #3:

Verification Type	Verification Source
1. School Expected Completion Date 2. School End Date 3. School Attendance	Will be populated with the school name for these verification types. For example, for Verification type School End Date, the field will be populated with "School End Date – School Name – Verification Description" VERIF.SCHL_ATTEND_ID, SCHL_ATTEND.ORG_ID to populate the School Name
1. Income	The field will be populated along with the Income Type. For example, for Verification type Income, the field will be populated with "Income – Income Type (Employer Name) – Verification Description"

Verification Type	Verification Source
	CT_186 Decoded value of Income Type from INC.TYPE_CODE. Note: Employer Name (EMP.EMP_NAME) – If entered
1. Liquid Property 2. Motor Vehicle 3. Personal Property 4. Real Property	The field will be populated along with the Property Type. For example, for Verification type Motor Vehicle, the field will be populated with "Motor Vehicle – Property Type – Verification Description" CT_208 decoded value of Property Type from PROP.TYPE_CODE
1. Special Need	The field will be populated along with the Special Need Type. For example, for Verification type Special Need, the field will be populated with "Special Need – Special Need Type – Verification Description" CT_200 decoded value of Property Type from SPEC_NEED.TYPE_CODE
1. Employment Information	The field will be populated along with the Employer Name. For example, for Verification type Employment Information, the field will be populated with "Employment Information – Employer Name – Verification Description" EMP.EMP_NAME
1. Other Program Assistance	The field will be populated along with the Program Name. For example, for Verification type Other Program Assistance, the field will be populated with "Other Program Assistance – Program Name – Verification Description" CT_18 decoded value of Property Type from OTHER_PGM_ASSIST.PGM_CODE
1. Expense Amount	The field will be populated along with the Expense Type. For example, for Verification type Expense Amount, the field will be populated

Verification Type	Verification Source
	with "Expense Amount – Expense Type – Verification Description" CT_198 decoded value of Expense Type from EXPN.TYPE_CODE

2.1.5 Form Generation Conditions

<u>Update CW 2200 XDP in all the available languages to match state version in Template Repository</u>

The Form CW 2200 – "Request for Verification" – update both Batch and Template Repository.

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

<u>Add Form Print Options and Mailing Requirements</u>

The following are the print and mailing requirements for CW 2200 (5/22)

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

Mailing Options:

Mailing Options	Option CW 2200
Mail-To (Recipient)	Applicant selected on the document parameters page.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	Worker's Office Address
Outgoing Envelope Type	Standard
Return Envelope Type	BRM
Special Paper Stock	N/A

Add Form Control

Add an imaging barcode for CW 2200.

Tracking Barcode	BRM Barcode	Imaging Barcode

N	Y	Y

Additional Options:

Requirement	Option for CW 2200 Form
Post to Self-Service Portal	Y

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CW 2200	CW 2200_EN.pdf CW_2200_SP.pdf CW 2200_AM.pdf CW 2200_CH.pdf CW 2200_FA.pdf CW 2200_VI.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site;	CW 2200 is being updated to latest version in English and 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-235880

Update Auto Journal Creation for Individuals

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Shining Liu, Erika Kusnadi, Jennifer Muna, Erika Kusnadi, Howard Suksanti
	Reviewed By	Michael Wu, Himanshu Jain, Chitra Barsagade, Soundarya Ramesh, Edgars Reinholds, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/13/2023	1.0	Initial Revision	Shining Liu
3/18/2024	1.1	Updated with QA comments	Howard Suksanti
3/28/2024	1.2	• Design document was updated due to the approach change on where the logic to check the person status/in house status in the case should be done for the person level journal. • Remove section 2.4 based on the review comment, Added Automate Regression test section. • Automated testing section added.	Howard Suksanti, Erika Kusnadi, Jennifer Muna
4/11/2024	1.3	Added assumption 7-9.	Howard Suksanti
5/3/2024	1.4	Content Revision to: • Include Email address and Phone number updates with Customer Contact API updates	Jennifer Muna

Table of Contents

1 OVERVIEW

1.1 Current Design

Currently in CalSAWS there are person-based triggers for journals. These triggers create journal entries for any case that the person is on.

1.2 Requests

Counties are getting redundant journal entries and would like to limit the journals created in this scenario.

1.3 Overview of Recommendations

1. Update the auto journals to only create journal entries on cases where the participant is Active/Pending on a program, or the Household status is In the Home.
2. Update the journal entry logic on the Customer Contact API.
3. Update the journal entry logic on Text Message Opt-in functionality through a text message.

1.4 Assumptions

1. Current journal functionality of the check/uncheck Allow E-mail Reminder or when a person clears Voice Print will not be changed.
2. Fields not modified within the description of changes will retain their current functionality.
3. All other BenefitsCal Application Programming Interfaces (API) not mentioned in the SCR will remain unchanged. No updates to the API Swagger documentation.
4. CA-266070 will update the Journal creation process to be an API.
5. CA-274767 will copy Journal Entry data to PostgreSQL database.
6. CA-275489 will enable Journal Entry on the new database.
7. Impact analysis was performed to check other Batch and Interface batch jobs There is no other place that triggers Person level journal entry.
8. Impact analysis was performed to check other CalSAWS pages. There is no other place that triggers Person level journal entry.
9. Impact analysis was performed to check other BenefitsCal API. There is no other place that triggers Person level journal entry.
10. CA-261398 | CSPM-68189 implementation will no longer allow the customer to update their email address or phone number from their Self-Service Portal account. Thus, the Customer Contact API will no longer create Journal entry in CalSAWS for email address or phone number updates from BenefitsCal.

2 RECOMMENDATIONS

2.1 Contact Detail

2.1.1 Overview

This page allows the user in accessing and/or updating contact information of participants/beneficiaries. Additionally, it provides options for users to Opt-In/Opt-Out of E-Notification, Text Message, and IVR Consent. Currently, journal entries are generated for all cases associated with this individual when an update is made to the E-notification and/or Text Message fields. This SCR will add an additional logic to the creation of person level journal entries to also consider the person status (active/pending) and the household status in the case when an update is made to the E-Notification and/or Text message field.

2.1.2 Contact Detail – Mockup

Figure 2.1.2-1 – Contact Detail – reference only.

2.1.3 Description of Changes

1. Update the logic used on the Contact Detail page for person level journal entries when updates are made in the following scenarios: When a person Opt-In/Opt-Out of E-Notification and When a person Opt-In/Opt-Out of Text Message.
   a. Person level journal entries will be created for the case based on the person's program status and household status as listed on Table 2.1 below.

Table 2.1

Scenario#	Person status on any program (as of the system date)	Household status (as of the system date)	Create Journal (Y/N)
1	Active	In home	Y
2	Active	There is no In Home status	Y
3	Pending	In home	N
4	Pending	There is no In Home status	N
5	Is not (active or pending)	In home	Y

6	Is not (active or pending)	There is no In Home status	N

Note: Changes are backend changes only, there are no changes to the online page. Performance team will run an analysis to check if there is a performance concern on the page.

Note: Automatic Journal will still be created when updates are made to the E-notification and/or Text Message field.

2.1.4 Page Location

- **Global:** Case Info
- **Local:** Case Summary
- **Task:** Contact Detail

2.1.5 Security Updates

N/A

2.1.6 Page Mapping

N/A

2.1.7 Accessibility

N/A

2.1.8 Page Usage/Data Volume Impacts

N/A

2.2 BenefitsCal - Update Customer Contact API to no longer create journal.

2.2.1 Overview

The Customer Contact API is a webservice that sends a customer's contact information to BenefitsCal, including storing any updates made by the customer from their Self-Service Portal account into CalSAWS. When a customer updates their contact information such as phone number, email, e-notification opt in/opt out, etc. the API will create a Journal Entry. Journal Entry details are as follows:

Journal Entry	Description
Journal Category	All
Journal Type	Narrative

Journal Entry	Description
Short Description	{Participant Name} Contact Detail Changed.
Long Description	{Contact Change Description} Name: {Participant Name} Effective Date: {Current Date. Format: MM/DD/YYYY}
Trigger Condition	When the customer updates their contact information from their Self Service Portal account.

This section outlines the necessary modifications for the Customer Contact API to include additional criteria before creating person level Journal entries for the customer.

2.2.2 Description of Change

    a. Modify Customer Contact API by checking the program status and Household status of the person prior to triggering a journal entry creation for the following elements. See section 2.1.3. for additional details.

        i. emailOptInStatus – This element contains the customer's 'E-Notification' election.

        ii. paperlessTextConsent – This element contains the customer's 'Text message' opt in election. Note: Per CA-256904, customers are automatically opted-in for Text message notifications when a type of 'Cell' is received or updated from the Self-Service Portal, if current election is blank or opted-out.

        iii. email – This element contains the customer's updated E-mail address.

        iv. phoneNumber – This element contains the customer's updated phone numbers.

2.2.3 Execution Frequency

N/A.

2.2.4 Key Scheduling Dependencies

N/A.

2.2.5 Counties Impacted

All Counties.

2.2.6 Data Volume/Performance

N/A

2.2.7 Failure Procedure/Operational Instructions

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

2.3 Update the Text Message Opt-in functionality through a text message.

2.3.1 Overview

Customer can opt in/out text message through a text message. Please find more detail of the current functionality in CA-207106. The process creates opt in/out journal for all cases that the person is associated with.

2.3.2 Description of Change

Update the SQS listener that creates Text opt in/out journal to create journal on cases that the person is active. Please refer to the details of the condition in section 2.1.3.

2.3.3 Execution Frequency

N/A.

2.3.4 Key Scheduling Dependencies

N/A.

2.3.5 Counties Impacted

All Counties.

2.3.6 Data Volume/Performance

N/A

2.3.7 Failure Procedure/Operational Instructions

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

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

2.4 Automated Regression Test

2.4.1 Overview

Create new automated regression test scripts to verify whether a journal entry is created when the E-Notification Opt-In/Opt-Out value is changed on the Contact Detail page, or a request is sent to the Customer Contact API with either 'emailOptInStatus' or 'paperlessTextConsent' elements populated, based on the Program Person Status and Household Status values for the person as of the current system date.

2.4.2 Description of Change

1. Create regressions scripts to cover each of the following scenarios related to the Contact Detail page:
   a. Verify that a journal entry is created when the Opt-In/Opt-Out value for E-Notification is changed for a case person, and the program person status / Household Status combination is each of the following as of the current system date:
      i.   Active / In the Home
      ii. Active / null (no Household Status record)
      iii. Active / Permanently out of the Home
      iv. Denied / In the Home
      v.   Deregistered / In the Home
   b. Verify that a journal entry is not created when the Opt-In/Opt-Out value for E-Notification is changed for a case person, and the program person status / Household Status combination is each of the following as of the current system date:
      i.   Pending / null (no Household Status record)
      ii. Denied / null (no Household Status record)
      iii. Denied / Permanently out of the Home
      iv. Deregistered / null (no Household Status record)
      v.   Deregistered / Permanently out of the Home

   Technical Note: One of the following EDBC programs shall be used for each of the Active, Pending, and Denied program person status tests: CalFresh, CalWORKs. The Welfare to Work program shall be used for the Deregistered program person status tests.

2. Create regression scripts to cover each of the following scenarios related to the Customer Contact API:
   a. Verify that a journal entry is created when a valid request is sent to the Customer Contact API with the 'emailOptInStatus' element

populated and the program person status / Household Status combination is one of the following as of the current system date:
- i. Active / In the Home
- ii. Active / Permanently Out of the Home
- iii. Denied / In the Home
- iv. Deregistered / In the Home

b. Verify that a journal entry is created when a valid request is sent to the Customer Contact API with the 'paperlessTextConsent' element populated and the program person status / Household Status combination is one of the following as of the current system date:
- i. Active / In the Home
- ii. Active / Permanently Out of the Home
- iii. Denied / In the Home
- iv. Deregistered / In the Home

c. Verify that a journal entry is not created when a valid request is sent to the Customer Contact API with the 'emailOptInStatus' element populated and the program person status / Household Status combination is one of the following as of the current system date:
- i. Pending / null (no Household Status record)
- ii. Denied / null (no Household Status record)
- iii. Denied / Permanently out of the Home
- iv. Deregistered / Permanently out of the Home

d. Verify that a journal entry is not created when a valid request is sent to the Customer Contact API with the 'paperlessTextConsent' element populated and the program person status / Household Status combination is one of the following as of the current system date:
- i. Pending / null (no Household Status record)
- ii. Denied / null (no Household Status record)
- iii. Denied / Permanently out of the Home
- iv. Deregistered / Permanently out of the Home

Technical Note: A single program person status / Household Status combination shall be used for each Customer Contact API scenario. Not every combination will be tested for each listed scenario.

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.5.6.1	The LRS shall allow COUNTY-specified Users to document case comments, including	This SCR updates the Opt-in/out Journal Entry.

	confidential case comments, using a minimum of twenty five (25) characters per comment.	

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-253667

Task Mgmt Configurable Task Categories

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Vallari Bathala
	Reviewed By	Justin Dobbs, Sarah Rich, Dymas Pena

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/10/2023	1.0	Initial Revision	Vallari Bathala
01/29/2024	1.1	1. Remove the following Worklist pages from Section 7, Appendix: <table><tr><th>Page(s)</th><th>Field(s)</th></tr><tr><td>Worklist Page</td><td>Category dropdown in the Search panel and Get Next panel.</td></tr><tr><td>Worklist: Task Detail Page</td><td>Category dropdown.</td></tr><tr><td>Worklist PR/RE Page</td><td>Category dropdown in the Get Next panel.</td></tr></table> 2. Update the description of #2 in Section 7, Appendix to: This section outlines the initial set of Task Categories that will be available for each county within the CalSAWS System. 3. Updated Section 2.1.3 Description of Changes to update the length of the Name field to 40 characters.	Vallari Bathala
4/15/2024	1.2	Content Revision to 1. Add Assumption regarding BenefitsCal APIs 2. Add section for BenefitsCal Task logic updates 3. Add section for Task API logic updates	Jennifer Muna Justin Dobbs

Table of Contents

1 OVERVIEW

This design describes the details for allowing Users to create and configure County specific Task Categories.

1.1 Current Design

The CalSAWS System allows counties to create custom Task Types via the Task Type pages. A required attribute for a Task Type is a Task Category. Task Categories can be associated to Task Banks and/or Positions to facilitate Get Next functionality and specific types of Task routing such as "Office Distribution" assignment.

The CalSAWS System includes a static set of Task Categories that are common to all counties; Task Categories are not county customizable.

1.2 Requests

1. Implement functionality that allows counties to configure custom Task Categories.

1.3 Overview of Recommendations

1. Create a Task Category List and Detail page to facilitate custom Task Categories by county.
2. Update online pages and processing logic within CalSAWS that is reliant on Task Categories to be based on the county custom Task Categories instead of the existing static Task Categories.

1.4 Assumptions

1. SCR CA- 253606 will implement the necessary changes to reporting for county specific Task Categories.
2. All existing API functionalities will remain unchanged that are not mentioned in this SCR. There is no update to API Swagger Documentation.
3. Release of Information API is currently disabled in CalSAWS. The ROI Automated Action update will be addressed in CA-258275 upon the re-enablement of the ROI API.

2   RECOMMENDATIONS

2.1   Task Category List Page

2.1.1   Overview

The Task Category List page will capture and display information for Task Categories available to the viewing county.

2.1.2 Task Category List Page Mockup

Admin

- Flag
- County Announcement
- County Authorizations
- County Benefit Issuance Thresholds
- County Security Roles
- Disaster Services
- ▼ **Automated Actions**
  - Document Routing
  - MEDS Alert Admin
  - Task Admin
- Audit
- Non-County Staff
- Correspondence
- Campaign
- Emergency Text
- ▼ **Tasks**
  - Task Settings
  - Task Categories
  - Task Types
  - Task Reassignment
  - Task Upload
- Referral Assignments
- ▼ **GA/GR County Admin**
  - Rules
  - Fiscal
  - Grants/Income
  - Appointment
  - Correspondence
  - Non-Compliance/Sanction

Figure 2.1.2-1 – Task Category List Page Navigation Mockup

Task Category List

▼ Refine Your Search

[Search]

Name:
[   ]

Results per Page: [25 ▼] [Search]

Search Results Summary	Results 1 - 25 of 46

1 2 Next

[Add Task Category]

	Name	Description	
▽	▽	▼	▽
☐	Category 1	Description for Category 1 that can be added in the Task Category Detail page.	[Edit]
☐	Category 2	Description for Category 2 that can be added in the Task Category Detail page.	[Edit]
	AAP Worker		
	Application Registration		
	Auxiliary Issuance		
☐	Batch EDBC		[Edit]
	CMIPSII		
	CSC		
☐	CWS		[Edit]
	CalHEERS		
☐	Case Update		[Edit]
☐	Foster Care RDB		[Edit]
☐	Fraud		[Edit]
	IEVS		
	IEVS Criminal		
	IEVS Priority		
	Intake		
	Interest Allocation		
	Invoice		
	Issuance Method		

[Remove]   [Add Task Category]

1 2 Next

Figure 2.1.2-2 – Task Category List Page Mockup

2.1.3 Description of Changes

Add a Task Category List page to the CalSAWS System that is accessible through a new "Task Categories" Task Navigation hyperlink. (See Figure 2.1.2-1 for the placement of the task navigation link and reference Section 2.1.5 for the full page navigation.)

The "Task Categories" hyperlink will display if the User's security profile includes the "TaskCategoryDetailView" security right.

Add a Task Category List page to the CalSAWS System.

1. Search Section

   This is the upper section of the page that displays as a collapsible panel with search criteria.

   a. Name - A text field that allows a user to search by a Task Category name. The maximum length for this field is <mark>40</mark> characters.

2. **BUTTON**: Search – This button will refresh the information on the list page based on the search parameter values. If this button is clicked without filling in any parameters, all records will display. If this button is clicked and no records satisfy the search criteria, a "No Data Found" message displays in the Search Results Summary Section.

3. Search Results Summary Section

   This section will be displayed when there is at least one Task Category record found. The results will be paginated with 25 results per page. When the page initially loads, all Task Categories available for the county will display. Results in this panel will be ordered alphabetically by Name. The Name and Description columns are sortable.

   a. **BUTTON:** Add Task Category – This button will navigate to the Task Category Detail page in create mode. The button will display if the worker's security profile contains the "TaskCategoryDetailEdit" security right. This button will display above and below the results panel.

   b. Selectable checkbox – For each result displayed, a selectable checkbox may or may not display at the beginning of the row. A checkbox will not display for Task Categories that cannot be removed.

   c. **BUTTON**: Edit – This button will navigate to the Task Category Detail page in Edit mode for the Task Category. The button will display if the worker's security profile contains the "TaskCategoryDetailEdit" security right.

   d. **BUTTON**: Remove – This button will remove any Task Categories that have been selected via the Selectable Checkbox. (See Selectable checkbox field above in 3b). This button will display if

the worker's security profile contains the
"TaskCategoryDetailEdit" security right.

2.1.4 Page Validations

1. "Remove – One of the selections for removal is currently configured to a Position, Bank, Task Type, Task Reassignment or QA/QC Task Sample."

    a. Pressing the Remove button while selecting a Task Category that has been configured for a Position, Bank, Task Type, Task Reassignment or QA/QC Task Sample. will display a validation message.

2.1.5 Page Location

- **Global:** Admin Tools
- **Local:** Admin
- **Task:** Tasks > Task Categories

   The Task Navigation will display if the user profile contains the "TaskCategoryListView" security right.

2.1.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
TaskCategoryListView	Task Category List	• Task Category View • Task Category Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Task Category View	View Task Category List and Task Category Detail information.	• View Only
Task Category Edit	View Task Category List and Task Category Detail information. Edit and	N/A

Security Group	Group Description	Group to Role Mapping
	save Task Category information.	

2.1.7 Page Mapping

Add page mapping for the Task Category List page.

2.1.8 Page Usage/Data Volume Impacts

N/A

2.2 Task Category Detail Page

2.2.1 Overview

This section describes the functionality for a new Task Category Detail page.

2.2.2 Task Category Detail Mockup

Task Category Detail

✳- Indicates required fields   Save and Return   Cancel

Task Category Information

Name: ✳

Task Category Name that is 40 Characters Long

Description:

Description for Task Category Name that is 40 Characters Long that can be added in the Task Category Detail page.

Save and Return   Cancel

Figure 2.2.2-1 – Task Category Detail – Create

Task Category Detail

✳ - Indicates required fields   Edit   Close

Task Category Information

Name: ✳
Task Category Name that is 40 Characters Long

Description:
Description for Task Category Name that is 40 Characters Long that can be added in the Task Category Detail page.

Associations

Positions(s): 0   Banks(s): 0   Task Type(s): 0

Task Reassignment(s): 0   QA/QC Task Sample(s): 0

Edit   Close

Figure 2.2.2-2 – Task Category Detail – View without Associations

Task Category Detail

✳ - Indicates required fields   Edit   Close

Task Category Information

Name: ✳
Task Category Name that is 40 Characters Long

Description:
Description for Task Category Name that is 40 Characters Long that can be added in the Task Category Detail page.

Associations

Positions(s): 23   Banks(s): 100   Task Type(s): 0

Task Reassignment(s): 20   QA/QC Task Sample(s): 0

Edit   Close

Figure 2.2.2-3 – Task Category Detail – View with Associations

Task Category Detail

✱ - Indicates required fields   [Save and Return] [Cancel]

Task Category Information

Name: ✱
Task Category Name that is 40 Characters Long

Description:
Description for Task Category Name that is 40 Characters Long that can be added in the Task Category Detail page.

Associations

Positions(s): 0	Banks(s): 0	Task Type(s): 0
Task Reassignment(s): 0	QA/QC Task Sample(s): 0	

[Save and Return] [Cancel]

Figure 2.2.2-4 – Task Category Detail – Edit without Associations

Task Category Detail

✱ - Indicates required fields   [Save and Return] [Cancel]

Task Category Information

Name: ✱
Task Category Name that is 40 Characters Long

Description:
Description for Task Category Name that is 40 Characters Long that can be added in the Task Category Detail page.

Associations

Positions(s): 23	Banks(s): 100	Task Type(s): 0
Task Reassignment(s): 20	QA/QC Task Sample(s): 0	

[Save and Return] [Cancel]

Figure 2.2.2-5 – Task Category Detail – Edit with Associations

2.2.3 Description of Changes

Add a Task Category Detail page to the CalSAWS System.

1. **BUTTON**: Edit - This button displays when the page is in view mode and will refresh the Task Category Detail page in Edit mode. The button will

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display if the worker's security profile contains the "TaskCategoryDetailEdit" security right.

2. **BUTTON**: Close - This button displays when the page is in View mode and will navigate to the Task Category List page.

3. **BUTTON**: Save and Return - This button displays when the page is in Create or Edit mode. The button will save page changes and navigate to the Task Category List page. The button will display if the worker's security profile contains the "TaskCategoryDetailEdit" security right.

4. **BUTTON**: Cancel - This button displays when the page is in Create or Edit mode. The button will discard page changes and navigate to the Task Category List page.

5. <u>Task Category Information Section</u>

   This is the upper section of the page that displays general Task Category attributes.

   a. Name **(Required)** – A text field that allows a user to specify the name of the Task Category. The maximum length for this field is 40 characters. When the page is in Edit mode, this field will ONLY be editable if the Task Category has not been associated to something (See Associations below).

   b. Description - A text field that allows a user to input up to 2000 characters of information to serve as a description for the particular Task Category.

   c. <u>Associations</u>

   This section of the page displays association information for the Task Category. This section will only display when the page is in View or Edit mode. This section will not display when the page is in Create mode.

       i. The following attributes are included in this panel:

           1. Position(s)

               a. If the Category is associated to one or more Position(s) via the Position Detail page, display the number of Positions the Category is associated to.

               b. If the Category is not associated to one or more Position(s) via the Position Detail page, display '0'.

           2. Banks(s)

               a. If the Category is associated to one or more Task Bank(s) via the Bank Detail page, display the number of Banks the Category is associated to.

               b. If the Category is not associated to one or more Task Bank(s) via the Bank Detail page, display '0'.

           3. Task Type(s)

a. If the Category is associated to one or more Task Type(s) via the Task Type Detail page, display the number of Task Types the Category is associated to.

b. If the Category is not associated to one or more Task Type(s) via the Task Type Detail page, display '0'.

4. Task Reassignment(s)

a. If the Category is associated to one or more Task Reassignment(s) via the Task Reassignment Detail page, display the number of Task Reassignments the Category is associated to.

b. If the Category is not associated to one or more Task Reassignments via the Task Reassignment Detail page, display '0'.

5. QA/QC Task Sample(s)

a. If the Category is associated to one or more QA/QC Task Sample(s) via the QA/QC Task Sample Detail page, display the number of QA/QC Task Samples the Category is associated to.

b. If the Category is not associated to one or more QA/QC Task Sample(s) via the QA/QC Task Sample Detail page, display '0'.

2.2.4 Page Validations

1. "Name - A Task Category with this name already exists."

a. Add a validation if the User attempts to save the page when a Task Category already exists for the county with the same name.

2.2.5 Page Location

- **Global:** N/A
- **Local:** N/A
- **Task:** N/A
- The Task Navigation will display if the user profile contains the "TaskCategoryDetailView" security right.

2.2.6 Security Updates

1. Security Rights

Security Right	Right Description	Right to Group Mapping
TaskCategoryDetailView	Task Category Detail;	• Task Category View • Task Category Edit
TaskCategoryDetailEdit	Task Category Detail;	• Task Category Edit

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Task Category View	View Task Category List and Task Category Detail information	• View Only
Task Category Edit	View Task Category List and Task Category Detail information. Edit, save and remove Task Category information.	N/A

2.2.7 Page Mapping

Add page mapping for the Task Category Detail page.

2.2.8 Page Usage/Data Volume Impacts

N/A

2.3 Additional Page Modifications

2.3.1 Overview

This section outlines additional modification to CalSAWS pages required to make the new county specific Task Categories available to all pages currently displaying or utilizing the Task Category attribute.

2.3.2 Description of Changes

1. Modify the Task panel of the Position Detail page to include Task Categories that are available to the county as seen on the Task Category List page.
2. Modify the Task panel of the Bank Detail page to include Task Categories that are available to the county as seen on the Task Category List page.
3. Modify the dropdowns/display values referenced in the Appendix in Section 7 to include county specific Task Categories.

2.4 Data Change/Load – Task Categories

2.4.1 Overview

This section describes the specifics of a Task Category data change to perform an initial load of Task Categories into the county configurable framework.

2.4.2 Description of Change

1. All existing Task Categories within CalSAWS will be initially loaded into the county configurable Task Category framework for each county. Reference the Appendix in Section 7 for a listing of Task Categories indicating which Task Categories are considered "System" Task Categories that cannot be edited or removed.
2. Data which references the existing static Task Categories will be updated to reference the Task Category as loaded into the county configurable framework as described in Step 1.

2.4.3 Estimated Number of Records Impacted/Performance

Approximately 2,400 initial rows to be loaded.

2.5 BenefitsCal: Update EBT Theft API Task Bank Assignment Logic

2.5.1 Overview

The EBT Theft API is a RESTful webservice that will allow CalSAWS to do the following:

- Retrieve the EBT 2259 form information from the Self-Service Portal and store in the CalSAWS new EBT Theft pages.
- Create an automated Journal Entry upon receiving an electronic form of EBT 2259/EBT 2259A.

- Create an Automated Action that will create a task for the worker upon receiving an electronic form of EBT 2259/EBT 2259A.

This section outlines the necessary modifications in the APIs mentioned above to update the Task Bank task assignment logic for Automated Action tasks.

2.5.2 Description of Change

1. Update the EBT Theft API by modifying the existing query logic to look for the Task Category ID instead of the Task Category Code when looking for a Task Bank assignment.

2.5.3 Execution Frequency

Real Time

2.5.4 Key Scheduling Dependencies

N/A

2.5.5 Counties Impacted

CalSAWS Counties

2.5.6 Category

Real Time API

2.5.7 Data Volume/Performance

N/A

2.5.8 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.)

2.6 BenefitsCal: Update Support Request API Task Bank Assignment Logic

2.6.1 Overview

The Support Request API is a RESTful webservice that is used to send a customer's Self-Service Portal request for additional services and/or support to CalSAWS, including the generation of an Automated Action task for the worker or bank assigned to the case.

This section outlines the necessary modifications in the APIs mentioned above to update the Task Bank task assignment logic for Automated Action tasks.

2.6.2 Description of Change

1. Update the Support Request API by modifying the existing query logic to look for the Task Category ID instead of the Task Category Code when looking for a Task Bank assignment.

2.6.3 Execution Frequency

Real Time

2.6.4 Key Scheduling Dependencies

N/A

2.6.5 Counties Impacted

CalSAWS Counties

2.6.6 Category

Real Time API

2.6.7 Data Volume/Performance

N/A

2.6.8 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.)

2.7 Task API

2.7.1 Overview

The Task API provides functionality to retrieve a listing of Task Types for the county based on a specified Task Category and the ability to create/update Tasks based on provided parameters. The underlying logic assumes a common set of Task Categories for each county only and does not consider county customized Task Categories.

2.7.2 Description of Change

1. Modify the underlying logic of the Task API processing to determine a Task/Task Type Category based on the updated Task Category data structure. This adjustment is underlying processing only and does not modify any of the expected parameters currently received by the API endpoints. In other words, this adjustment allows the existing Task API functionality to continue functioning in the same manner given county customized Task Categories.

2.8 Automated Regression Test

2.8.1 Overview

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

2.8.2 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

3.1 Task Upload Templates

Number	Functional Area	Description	Attachment
1	Online	Security Matrix	CA-253667 Security Matrix.xlsx

4   REQUIREMENTS

N/A

5 MIGRATION IMPACTS

N/A

6 OUTREACH

N/A

7 APPENDIX

1. This section outlines additional CalSAWS System pages where county configurable Task Categories will be available.

Page(s)	Field(s)
Task Type List Page	Category dropdown located in the Search panel.
Task Type Detail Page	Category dropdown in the Task Type Information panel.
Task Reassignment Detail Page	Task Category dropdown in the Task Types panel.
QA/QC Task Sample Detail Page	Task Category dropdown in the Task Types panel.
Task Pop-Up: Task Detail Page	Category dropdown.
Task Pop-Up: Task Search Page	Category dropdown in the Search panel.
Task Pop-Up: My Tasks Page	Category column in the results section.
Task Pop-Up: My Tasks Export	Category column.
Task Pop-Up: My Watchlist Page	Category column in the results section.
Task Pop-Up: Task Search Page	Category column in the results section.
Task Pop-Up: Task Search Page Export	Category column.
Task Pop-Up: My Tasks Page	Get Next Category dropdown.
Position Detail Page	The Tasks panel.
Bank Detail Page	The Task Categories panel.

2. This section outlines the initial set of Task Categories that will be available for each county within the CalSAWS System.

Task Category	Editable (Y/N)
Application Registration	No
Auxiliary Issuance	No
Batch EDBC	Yes
CalHEERS	No
Case Update	Yes
CMIPSII	No
Computation Request	No
CSC	No
CWS	Yes
e-Application	No
e-ICT	No
EBT	No
EDBC	No
External Agency Admin	No
External Recovery Account	No
Foster Care RDB	Yes
Fraud	Yes
IEVS	No

IEVS Criminal	No
IEVS Priority	No
Interest Allocation	No
Invoice	No
Issuance Method	No
Issuance Replacement/Reissue	No
Legacy	Yes
Manual	Yes
MC 355	Yes
MEDS Alert	Yes
MEDS Liaison	Yes
Payment Request	No
QR7LA	Yes
Quality Assurance Assignment	Yes
Quality Review	No
Redetermination	Yes
SAR7	Yes
Screening Packet	Yes
Self Service Portal Communications	No
Time Limits	Yes

Transaction Refund	No
Valuable	No
VITA	No

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-254637

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

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Kavitha M R
	Reviewed By	Nagesha

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/2/2024	1.0	Initial Document	Kavitha M R
04/26/2023	1.1	Removing 2.3 Recommendation part of Content Revision	Kavitha M R

Table of Contents

1   OVERVIEW

The purpose of this change is to Add NOA Fragments in Threshold Languages for Medi-Cal NOA Generation (MC 239 MSP-A).

1.1   Current Design

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

1.2   Requests

1. Add Threshold Languages to Evaluated and Approved MSP with a reason code (Q002A)

   Languages Include: Arabic, Farsi, Hmong, Hindi, and Lao.

2. Add Threshold Languages to Approved MSP Benefits with a reason code(Q001A)
   Languages Include: Arabic, Farsi, Hmong, Hindi, and Lao.

3. ~~Add Threshold Languages to QMB Conditional Eligibility with a reason code(Q003A) Languages Include: Armenian, Cambodian, Chinese, Korean, Russian, Tagalog Vietnamese, Arabic, Farsi, Hmong, Hindi, and Lao.~~

1.3   Overview of Recommendations

1. Add Threshold Languages for Evaluated and Approved MSP with a reason code(Q002A)
2. Add Threshold Languages for Approved MSP Benefits with a reason code(Q001A)
3. ~~Add Threshold Languages for QMB Conditional Eligibility with a reason code(Q003A)~~
4. Add Threshold languages for NOA Template Fragment Q_NOA_TEMPLATE
5. Add Threshold languages for NOA Title Fragment MC_AP_NOA_TYPE_MSP
6. Add Threshold languages for Message Fragment Q_AP_MESSAGE1
7. Add Threshold languages for Action Fragment Q_AP_ACTION1
8. Add Threshold languages for Action Fragment Q_AP_ACTION2

1.4   Assumptions

1. The triggering conditions of the NOA Fragments for Threshold Generation remain the same and are not being updated.
2. The existing variable population is not being updated with this effort.

2   RECOMMENDATIONS

2.1   Add Threshold languages for Evaluated and Approved MSP (NOA Code Q002A) Reason Fragment

2.1.1   Overview

Add available threshold languages for Q_AP_MSP_NOT_APPLIED_Q002 reason.

Languages include: Arabic, Hmong, Farsi, Hindi, and Lao

Fragment Name and ID: Q_AP_MSP_NOT_APPLIED_Q002 (Fragment ID: 7429)
State Form/NOA: MC 239 MSP-A
Current NOA Template: Q_NOA_TEMPLATE (ID: 3158)
Current Program(s): Medical
Current Action Type: Approval
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog and Vietnamese

2.1.2   Form/NOA Verbiage

Add Q_AP_MSP_NOT_APPLIED_Q002 Reason Fragment in Threshold languages.

Threshold languages: Arabic, Farsi, Hmong, Hindi, and Lao
NOA Mockups/Examples: Supporting Documents #1

2.1.3   Form/NOA Variable Population

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

2.1.4   Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.2   Add Threshold languages for Approved MSP Benefits (NOA Code Q001A) Reason Fragment

2.2.1   Overview

Add threshold languages for Approved MSP Benefits reason Fragment.

Languages include: Arabic, Hmong, Farsi, Hindi, and Lao

Reason Fragment Name and ID: Q_AP_MSP_APPLIED_Q001 (Fragment ID: 6301)
State Form/NOA: MC 239 MSP-A
Current NOA Template: Q_NOA_TEMPLATE (ID: 3158)

Current Program(s): Medical
Current Action Type: Approval
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog, & Vietnamese

2.2.2 Form/NOA Verbiage

Add Q_AP_MSP_APPLIED_Q001 NOA fragments in Threshold languages.

Languages include Arabic, Farsi, Hmong, Hindi, and Lao
NOA Mockups/Examples: Supporting Documents #1

2.2.3 Form/NOA Variable Population

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

2.2.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.3 Add Threshold languages for QMB Conditional Eligibility (NOA Code Q003A) Reason Fragment

2.3.1 Overview

Add threshold languages for QMB Conditional Eligibility reason Fragment in CalSAWS.

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

Reason Fragment Name and ID: Q_AP_QMB_CONDITIONALLY_ELIGIBLE_Q003 (Fragment ID: 7779)
State Form/NOA: MC 239 MSP-A
Current NOA Template: Q_NOA_TEMPLATE (ID: 3158)
Current Program(s): Medical
Current Action Type: Approval
Existing Languages: English, Spanish

2.3.2 Form/NOA Verbiage

Add Q_AP_QMB_CONDITIONALLY_ELIGIBLE_Q003 NOA fragments in Threshold languages.

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

2.4 Add Threshold languages for NOA Template Fragment Q_NOA_TEMPLATE

2.4.1 Overview

Add threshold languages for Q_NOA_TEMPLATE

State Form/NOA: MC 239 MSP-A
Current NOA Template and ID: Q_NOA_TEMPLATE (ID: 3158)
Current Program(s): Medical
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog Vietnamese, Farsi

2.4.2 Form/NOA Verbiage

Add Q_NOA_TEMPLATE fragments in Threshold languages.

Add Threshold languages: Arabic, Hmong, Hindi, and Lao
NOA Mockups/Examples: Supporting Documents #1

2.4.3 Form/NOA Variable Population

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

2.4.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.5 Add Threshold languages for NOA Title Fragment MC_AP_NOA_TYPE_MSP

2.5.1 Overview

Add threshold languages for MC_AP_NOA_TYPE_MSP

State Form/NOA: MC 239 MSP-A
Current NOA Fragment and ID: MC_AP_NOA_TYPE_MSP (ID: 3146)
Current Program(s): Medical

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

2.5.2 Form/NOA Verbiage

Add MC_AP_NOA_TYPE_MSP in Threshold languages.

Add Threshold languages: Arabic, Hmong, Hindi, and Lao
NOA Mockups/Examples: Supporting Documents #1

2.5.3 Form/NOA Variable Population

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

2.5.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.6 Add Threshold languages for Message Fragment Q_AP_MESSAGE1

2.6.1 Overview

Add threshold languages Q_AP_MESSAGE1

Fragment Name and ID: Q_AP_MESSAGE1 (Fragment ID: 5081)
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog Vietnamese

2.6.2 Form/NOA Verbiage

Add Q_AP_MESSAGE1 fragments in Threshold languages.

Add Threshold languages: Arabic, Hmong, Farsi, Hindi, and Lao
NOA Mockups/Examples: Supporting Documents #1

2.6.3 Form/NOA Variable Population

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

2.6.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.7   Add Threshold languages for Action Fragment Q_AP_ACTION1

2.7.1 Overview

Add threshold languages for Q_AP_ACTION1

Fragment Name and ID: Q_AP_ACTION1 (Fragment ID: 4086)
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog Vietnamese

2.7.2 Form/NOA Verbiage

Add Q_AP_ACTION1 fragments in Threshold languages.

Add Threshold languages: Arabic, Hmong, Farsi, Hindi and Lao
NOA Mockups/Examples: Supporting Documents #1

2.7.3 Form/NOA Variable Population

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

2.7.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

2.8   Add Threshold languages for Action Fragment Q_AP_ACTION2

2.8.1 Overview

Add threshold languages for Q_AP_ACTION2

Fragment Name and ID: Q_AP_ACTION2 (Fragment ID: 4087)
Existing Languages: English, Spanish, Armenian, Cambodian, Chinese, Korean, Russian, Tagalog Vietnamese

2.8.2 Form/NOA Verbiage

Add Q_AP_ACTION2 fragments in Threshold languages.

Add Threshold languages: Arabic, Hmong, Farsi, Hindi and Lao
NOA Mockups/Examples: Supporting Documents #1

2.8.3 Form/NOA Variable Population

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

2.8.4 Form/NOA Generation Conditions

No updates to existing trigger conditions.

3   SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	NOA	MC 239 MSP-A Threshold languages	Fragments Verbiage.xlsx

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
	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;	Q002A, Q001A and ~~Q003A~~ are added in available threshold languages.

	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-261780

Update M44-316D SAR generation and variable population

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Mohammad Dabbagh
	Reviewed By	Vicente Romero

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/23/2023	1.0	Initial Design Setup	Mohammad Dabbagh
2/5/2024	2.0	Design Clarification – Add a new NOA to generate to the existing Generation Condition and turn off existing conflicting NOAs.	Mohammad Dabbagh

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1 OVERVIEW

This SCR is to add a new NOA that will generate in the place of the current NOA that is generated under the present Generation Condition. The NOAs that have outdated verbiage that will be replaced by the newly generated NOA will be deactivated.

1.1 Current Design

NOA is currently triggering if there is a change in income, but verbiage states that there was a change because it went over in IRT Value and displays the value of income that is reported.

1.2 Requests

1. Add a new NOA based on the verbiage of M44-316D SAR state form for when there is an increase or decrease in income.
2. Adjust the generation conditions to generate the newly added NOA based on the verbiage of state form M44-316D SAR.
3. Deactivate the generation of the old income increase and decrease NOAs that use obsolete verbiage that will be replaced by the newly added NOA.

1.3 Overview of Recommendations

1. Add a new NOA that matches the verbiage of the state form.
2. Update the NOA reason fragment generation conditions to reflect the changes requested.
3. Disable the generation of the NOAs that have verbiage that is no longer needs to be generated because of the new NOA generating.
4. Replace the income variable with the Net Non-Exempt Income value.

1.4 Assumptions

1. A different SCR will add the currently and newly generated NOAs to Template Repository.
2. A different SCR will add threshold language(s) to the new NOA being added.
3. This NOA currently generates for CalWORKs only and CA-240380 SCR will add a similar NOA for RCA.

2 RECOMMENDATIONS

2.1 Adding a New NOA Reason Fragment Recommendation

2.1.1 Overview

The NOA will generate when a change in benefits occurs based on the reported and verified income that will begin on a declared month.

State Form/NOA: M44-316D SAR

Program(s): CalWORKs

Action Type(s): Change

Fragment Level: Program

Repeatable: No

Include NA Back 9: Yes

Forms/NOAs Generated with this NOA: N/A

Languages: English, Spanish

2.1.2 NOA Verbiage

Create Fragment XDP

Income has been reported and verified to be changing as of the declared month, and that the aid amount will be changing based on the change in income.

NOA Mockups/Examples: See Supporting Documents #1

Description	Text	Formatting*
Static	You reported and verified that your family income was changing beginning in <Month>. Your new income is $<Reported Income Variable>. When your income changed, your cash aid amount also changed.	Arial, Size 10

*English only, Spanish and threshold will generate based on project standards for that language.

2.1.3 NOA Variable Population

1. **Add/Update Fragment Variable Population**

   The Reported Income variable will be updated to Net Non-Exempt income.

Variable Name	Population	Formatting*
Reported Income Variable	Populate the Net Non-Exempt income	Currency Format ($), Arial, Size 10
Month	Month of new Income start	Arial, Size 10

Technical Note: Non-Exempt Income is available via EDBC Summary Page.

*English only, Spanish and threshold will generate based on project standards for that language.

Variables Requiring Translations: Month

2.1.4 New Income Change NOA Generation Conditions

1. **Updates to Fragment Generation**

    New NOA Template: No
    New Program Generation: No
    New Action Type: No
    Update to Fragment Level: No
    Repeatable: No
    New Forms/NOAs Generated with this NOA: No

Generation Type	Does this NOA reason currently generate prior to this effort?	Is this generation type being updated with this effort?
EDBC	Yes	Yes, if the Prior Net Non-Exempt Income is different than the current Net Non-Exempt Income.
Negative Action EDBC	No	
Batch	No	

2. **Add/Update Fragment Section Generation**

Section	Generation Conditions
Reason Fragment	If the Prior Net Non-Exempt Income is different than the reported Net Non-Exempt Income.

Section	Fragment ID	Fragment Filename
Action	4032	CW_CH_ACTION1
Message	5136	CW_CH_MESSAGE7

3. **Add Reason Fragment Regulation**

Fragment Regulation: 44-102, 44-113, 44-133, 44-313, 44-315, 44-316

2.1.5 CNTBL INCOME INCREASED NOA Generation Conditions

1. **Updates to Fragment Generation**
   New NOA Template: No
   New Program Generation: No
   New Action Type: No
   Update to Fragment Level: No
   Repeatable: No
   New Forms/NOAs Generated with this NOA: No

Generation Type	Does this NOA reason currently generate prior to this effort?	Is this generation type being updated with this effort?
EDBC	No	Yes, if there is a change in Aid amount due to Prior Net Non-Exempt Income is less than the current Net Non-Exempt Income.
Negative Action EDBC	No	
Batch	No	

2.1.6 CNTBL INCOME DECREASED NOA Generation Conditions

1. **Updates to Fragment Generation**
   New NOA Template: No
   New Program Generation: No

New Action Type: No

Update to Fragment Level: No

Repeatable: No

New Forms/NOAs Generated with this NOA: No

Generation Type	Does this NOA reason currently generate prior to this effort?	Is this generation type being updated with this effort?
EDBC	No	Yes, if there is a change in Aid amount due to Prior Net Non-Exempt Income is greater than the current Net Non-Exempt Income.
Negative Action EDBC	No	
Batch	No	

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
#1	NOA	New CalWORKs Non-exempt income change NOA Mockup PDF	M44_316D SAR_CalWORKs_Mockup.pdf

4   REQUIREMENTS

4.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-1213	CalSAWS shall use standard text for all notices, NOAs, forms, letters, stuffers, and flyers.	The form is using text that has been approved by the County.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-262224

ACL 23-107 – Add/Update ABAWD Forms CF 377.11E, Update CF 377.11B Batch Sweep

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Nithin B Halesh
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/18/2023	1.0	Initial Draft	Nithin B Halesh

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1 OVERVIEW

The scope of this SCR is to update CF 377.11E and CF 377.11B to the latest state version and automate CF 377.11E – "CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form" and enable batch generation of CF 377.11B – "CalFresh Countable Month Letter Use of Countable Month for ABAWDs" for all counties.

1.1 Current Design

1. The form CF 377.11E is available in CalSAWS Template Repository for all counties.
2. The CF 377.11B is automatically sent via batch for LA County (PB00R536).
3. Currently CalSAWS template repository has the following form version.
   - CF 377.11E CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form (1/20)
   - CF 377.11B CalFresh Countable Month Letter Use of Countable Month for ABAWDs (6/18)

1.2 Requests

1. Update CF 377.11E to the latest state version 12/23. Update English version of CF 377.11E and turn off Spanish.
2. Update CF 377.11B to the latest state version 9/23. Update English version of CF 377.11B.
3. Create new Batch job to generate CF 377.11E - "CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form" when an individual is losing an exemption.
4. Update Batch Job PB00R536 to generate CF 377.11B form for future months for all counties.

1.3 Overview of Recommendations

1. Update CF 377.11E to the latest state version 12/23. Update English version of CF 377.11E and turn off Spanish.
2. Update CF 377.11B to the latest state version 9/23. Update English version of CF 377.11B.
3. Create new Batch job to generate CF 377.11E - "CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form" when an individual is losing an exemption.
4. Update Batch Job PB00R536 to generate CF 377.11B form for future months for all counties.

1.4 Assumptions

1. Trigger Conditions, scheduling, and other Batch properties for the CF 377.11B Batch Job will not be altered with this change; This change will only update the Batch Job PB00R536 to run for all counties.

2. Spanish version of CF 377.11B will be updated to the latest state version under the SCR CA-274570.

2   RECOMMENDATIONS

2.1   Update CF 377.11E in CalSAWS to match the latest state version.

2.1.1   Overview

Update CF 377.11E in English Language to match the latest state version.

State Form: CF 377.11E (12/23)

Programs: CalFresh

Forms Category: Application

Template Repository Visibility: All counties

Form Title (Document List Page Displayed Name):

CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form

Imaging Form Name: CF ABAWD Time Limit Exemption Screening

Existing Languages: English, Spanish

2.1.2   Form Verbiage

Update CF 377.11E XDP to match state version

Update XDP to match the latest state version (12/23) in English language.

Update languages: English.

Form Header: Mailing Cover Sheet (Refer the mockup).

Include NA Back 9: No

Form Number: CF 377.11E

Imaging Document Type: CalFresh (CF)

Template Description: This Form is intended to be filled out and returned by the customer by mail or in person

Form Mockups/Examples: See supporting documents #1

2.1.3   Update Form Variable Population for CF 377.11E

Form Body Variables:

Form will populate the following information when generated through Batch.

Section	Field	Description
<1>	Address	Populate with worker's office physical address
<2>	County Contact Number	Populate with the County Contact Number from the Correspondence Detail Page
<3>	Section 1 Name	Populate with the Individual Name to whom the ABAWD status is changed
<4>	Address	Populate with the individual's physical address
<5>	Phone Number	Populate with the individual's cell phone number
<6>	Case Number	Populate with Case number of the application
<7>	County Contact Number on page 4	Populate with the County Contact Number from the Correspondence Detail Page

2.1.4 Form Generation Conditions

Update CF 377.11E XDP in all the available languages to match state version in Template Repository

The update CF 377.11E (12/23) CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form

– update both Batch and 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 CF 377.11E

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 CF 377.11E
Mail-To (Recipient)	Applicant selected on the document parameters page when generated through Template Repository and Primary applicant when generated through Batch.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	No
Outgoing Envelope Type	Standard
Return Envelope Type	BRM
Special Paper Stock	N/A

Add Form Control

Add an imaging barcode for CF 377.11E.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	Y	Y

Additional Options:

Requirement	Option for CF 377.11E Form
Post to Self-Service Portal	Y

2.2   Update CF 377.11B in CalSAWS to match the latest state version.

2.2.1   Overview

Update CF 377.11B in English Language to match the latest state version.

State Form: CF 377.11B (9/23)
Programs: CalFresh
Forms Category: Forms
Template Repository Visibility: All counties
Form Title (Document List Page Displayed Name):
CalFresh Countable Month Letter Use of Countable Month for ABAWDs
Imaging Form Name: Use of Countable Month for ABAWD
Existing Languages: English, Spanish

2.2.2 Form Verbiage

Update CF 377.11B XDP to match state version

Update XDP to match the latest state version (9/23) in English language.

Update languages: English.

Form Header: CalSAWS Standard Header #1

Include NA Back 9: No

Form Number: CF 377.11B

Imaging Document Type: CalFresh (CF)

Template Description: Notice to Customers that they received a countable month of Able-bodied Adults without Dependents (ABAWDs) benefits.

Form Mockups/Examples: See supporting documents #2

2.2.3 Update Form Variable Population for CF 377.11B

Form Body Variables:

Form will populate the following information when generated through Template Repository and Batch.

Section	Field	Description
<1>	Lottery/Gambling winning limit	This will be a variable that populates the gambling/lottery winnings limit value. (CT335_85)

2.2.4 Form Generation Conditions

Update CF 377.11B XDP in all the available languages to match state version in Template Repository

The update CF 377.11B (9/23) CalFresh Countable Month Letter Use of Countable Month for ABAWDs – update both Batch and 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 CF 377.11B

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 CF 377.11B
Mail-To (Recipient)	Applicant selected on the document parameters page when generated through Template Repository and Primary applicant when generated through Batch.
Mailed From (Return)	Worker's Office Address
Mail-back-to Address	No
Outgoing Envelope Type	Standard
Return Envelope Type	N/A
Special Paper Stock	N/A

Add Form Control

Add an imaging barcode for CF 377.11B.

Tracking Barcode	BRM Barcode	Imaging Barcode
N	N	Y

Additional Options:

Requirement	Option for CF 377.11B Form
Post to Self-Service Portal	Y

2.3 Create CF 377.11E Batch job for all the Counties

2.3.1 Overview

Create a new daily batch job to send out the CF 377.11E – "CalFresh Able-Bodied Adult Without Dependents (ABAWD) Time Limit Exemption Screening Form" form in English for all the Counties.

2.3.2 Description of Changes

1. Create a new batch job that will find cases that meet all the following conditions.
    1) The current program is CalFresh Active.
    2) The individual is in CalFresh program with active member status.
    3) ABAWD Status is changed from Exempted ABAWD to ABAWD which means previous status was Exempted ABAWD and current status is ABAWD.
    4) ABAWD Status record created between the batch last success date and the batch date.
    5) Send CF 377.11E form to non-ABAWD Waiver counties (counties who are not on an ABAWD Geographical Waiver)
       Technical Note: Use CT_2620 for the non-ABAWD Waiver counties.
    6) There does not exist a record in the system transaction table for the case with a type code of 'FR', a sub type code for the 'CF 377.11E', that is for the same effective month for the current program.

2. Send the form CF 377.11E to the primary applicant in the case. For each record returned from the driving query, insert a record into the system transaction with the following transactional values:
    a. Insert the following transactional values in the system transaction table.

Field to Populate	Population for CF 377.11E
Case Id	The case Id associated to the current CalFresh program.
Program Id	Active CalFresh program ID
Person Id	CalFresh Participant.
Type Code	FR
Sub Type Code	To Be Determined at Implementation
Effective Date	The begin date of the ABAWD Status record.

2.2.3 Execution Frequency

This batch job runs daily.

2.2.4 Key Scheduling Dependencies

The PO00EM430 streams job will run after this batch job, and PO00EM431 consumer batch jobs will run after the streams job and is responsible for generating the Form.

2.2.5 Counties Impacted

All Counties.

2.2.6 Failure Procedure/Operational Instructions

Batch Support/Operations staff will diagnose the nature of the failure and determine the appropriate action.

2.4 Update the CF 377/11B Batch Job to enable batch generation for all counties.

2.4.1 Overview

The CF 377.11B batch job (PB00R536) is currently run for LA County only. Update this batch job to automate generation of the CF 377.11B for all counties.

2.4.2 Description of Change

Update the PB00R536 Batch Job to run for all counties by updating the job Property countyCodeList to include all the counties.
A BPCR is needed to pass through all county codes to the batch job.

2.4.3 Execution Frequency

No change.

2.4.4 Key Scheduling Dependencies

No change.

2.4.5 Counties Impacted

All counties.

2.4.6 Data Volume/Performance

No change.

2.4.7 Failure Procedure/Operational Instructions

Batch Support/Operations staff will diagnose the nature of the failure and determine the appropriate action.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Correspondence	CF 377.11E	CF 377.11E_EN.pdf
2	Correspondence	CF 377.11B	CF 377.11B_EN.pdf

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.3 CAR-1239	CalSAWS shall produce various notices, NOAs, forms, letters, stuffers, and flyers, including: a. Appointment notices; b. Redetermination, Recertification, and/or Annual Agreement notices and forms; c. Other scheduling notices (e.g., quality control, GR hearings, and appeals); d. Periodic reporting notices; e. Contact letters; f. Notices informing the applicant, participant, caregiver, sponsor or authorized representative of a change in worker, telephone hours or Local Office Site; g. Information notices and stuffers; h. Case-specific verification/referral forms;	CF 377.11E and CF 377.11B are being to latest state version.

	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-265202

ACL 23-93 Exempt Child Support
Income Types for Formerly
Assisted CW Families

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Paul Galloway, William Baretsky
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
2024.01.16	.01	Initial Draft	Paul Galloway
2024.01.22	.02	Added automation Regression Test updates	William Baretsky
2024.01.26	.03	Added requirement for list of affected cases	Paul Galloway
2024.01.30	.04	Updated with comments from B.A. review	Paul Galloway
2024.02.26	.05	Added assumption requested in committee comments	Paul Galloway
2024.04.01	.06	Design Clarification: income should be exempt for all in the household, so changing "AU" to "household" in section 2.1 and 2.2 to clarify.	Paul Galloway
2024.05.09	.07	CONTENT REVISION #1: Remove the requirement in this SCR to generate a list of affected cases for workers to review (Recommendation #2, Section 2.2, and all related references). The list is being replaced by processing the affected cases in a Batch EDBC run in new SCR CA-277703.	Paul Galloway

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1 OVERVIEW

ACL 23-93 directs SAWS to exempt all support payments from consideration in CalWORKs (CW) eligibility for K1/3F families.

1.1 Current Design

The Income Detail page identifies several types of support income. EDBC treats them as "Unearned" or "Exempt" based on the income type regardless of the aid code of the Assistance Unit (AU).

1.2 Requests

1. Per ACL 23-93 any support income (child, spousal, family) received by a K1/3F family must be exempt from consideration as income and resources for purposes of determining CW eligibility and grant amount.

1.3 Overview of Recommendations

1. Update CW EDBC beginning in the July 2024 benefit month to exempt any support income (child, spousal, family) when the CW AU has one of the following aid codes:
   - **3F** - CW-Safety Net/Felon/WTW Sanct-Two Parent
   - **K1** - CW-Safety Net/Felon/WTW Sanct-Non-Two Parent

2. Provide the counties a list of cases that will potentially have a benefit calculation change when CW EDBC is run after this change is implemented.

1.4 Assumptions

The changes made by this SCR are only for CW. They will not affect how unearned income is treated in any other program.

2   RECOMMENDATIONS

2.1   Eligibility: Update Income Exemption Logic

2.1.1   Overview

Income is classified for each program based on Income Type in the "Income Type Code" table. Update CW EDBC logic to exempt any income that is considered "support" and is received by any member of a CW household when EDBC results in a K1 or 3F aid code regardless of the code table classification of the income.

2.1.2   Description of Changes

1. Update EDBC to exempt any support income received by any member of a CW household from consideration in eligibility and grant amount determination when EDBC results in a K1 or 3F Aid Code if the benefit month is July 2024 or later.

   Currently, support income classification for CW households is determined based on the Income Type in Code Table 186 as shown in this excerpt:

Code	Short Decode Name	CW Classification
12	Child Support - Direct	Unearned
13	Child Support - Excess	Unearned
14	Child Support - Disregard	Unearned
15	Spousal Support - Direct	Unearned
33	Spousal Support - Disregard	Exempt
B4	Child Support - Through LCSA	Unearned
B5	Child & Spousal Support - Through LCSA	Unearned
B6	Spousal Support - Through LCSA	Unearned
EW	Child/Spousal Support DA-Current Retained	Unearned
EX	Child/Spousal Support DA-Prior Disregard	Exempt

   This change should not update the code table classification, but if the Aid Code for the CW AU is K1 or 3F then all the support income types shown in the above table need to be treated as exempt by CW EDBC.

2.1.3   Programs Impacted

CW

2.1.4 Performance Impacts

None

2.2 Eligibility: List of Potentially Impacted Cases

2.2.1 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-265202

List Criteria: Cases meeting all the following criteria:
- Active CW Program.
- High-dated Aid Code is K1 or 3F.
- An active person in the household has one of the eight types of Support Income from Code Table 186 that are currently treated as Unearned (see section 2.1.2, above) in the income category "Cash / CalFresh".
- The high-dated EDBC for the CW program has a Net Nonexempt Income amount greater than zero. The EDBC must be Accepted and Saved, Type of Regular, and not created by Conversion.

Standard Columns:
- Case Name
- Case Number
- County
- Unit
- Unit Name
- Office Name
- Worker ID

Additional Column(s):
- Aid Code
- Net Unearned Income Amount
- Income Type

Frequency: One-time

Location:
The list will be posted to:

CalSAWS Web Portal
>System Changes
>SCR and SIR Lists
>2024
>CA-265202

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2.3 Automated Regression Test

2.3.1 Overview

Create new automated regression test scripts to verify income exemption during CalWORKs EDBC for each of the following aid code and income type combinations: K1 Child Support; K1 with Spousal Support; 3F with Child Support; 3F with Spousal Support.

Note: Only one income type from each larger category will be covered, and only those income types that were not previously Exempt. For example, the "Child Support" scenarios will use one of the following codes: 12, 13, 14, B4, B5, EW.

2.3.2 Description of Change

1. Create new regression scripts to verify that Child Support income of one of the following types is not counted when CalWORKs EDBC grants benefits under aid code K1:
   a. Child Support - Direct
   b. Child Support - Excess
   c. Child Support - Disregard
   d. Child Support - Through LCSA
   e. Child & Spousal Support - Through LCSA

   Technical Note: As noted above, only one of these income types will be used. A separate script will not be created for each listed income type.

2. Create new regression scripts to verify that Child Support income of one of the following types is not counted when CalWORKs EDBC grants benefits under aid code 3F:
   a. Child Support - Direct
   b. Child Support - Excess
   c. Child Support – Disregard
   d. Child Support - Through LCSA
   e. Child & Spousal Support - Through LCSA

   Technical Note: As noted above, only one of these income types will be used. A separate script will not be created for each listed income type.

3. Create new regression scripts to verify that Spousal Support income of one of the following types is not counted when CalWORKs EDBC grants benefits under aid code K1:
   a. Spousal Support - Direct
   b. Spousal Support - Through LCSA
   c. Child & Spousal Support - Through LCSA

   Technical Note: As noted above, only one of these income types will be used. A separate script will not be created for each listed income type.

4. Create new regression scripts to verify that Spousal Support income of one of the following types is not counted when CalWORKs EDBC grants benefits under aid code 3F:
    a. Spousal Support - Direct
    b. Spousal Support - Through LCSA
    c. Child & Spousal Support - Through LCSA

   Technical Note: As noted above, only one of these income types will be used. A separate script will not be created for each listed income type.

3   REQUIREMENTS

3.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
CAR-549	The LRS shall determine what income is to be included or excluded and how to treat the income, based on program-specific rules. - Application Registration and Application Evaluation - 2.4.3.11	Income exemption is being updated to comply with policy updates.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-270757

Update FC KG AAP batch EDBC sweep job to trigger CF program.

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Howard Suksanti
	Reviewed By	Edgars Reinholds

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
12/15/2023	1.0	Initial Revision	Howard Suksanti
1/26/2024	1.1	Added clarification that TNB program is not included with this change. Update on section 2.1.2.	Howard Suksanti
1/31/2024	1.2	Added section 2.2	Howard Suksanti
4/24/2024	1.3	Update section 2.1.2 and 2.2.2	Howard Suksanti

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1 OVERVIEW

1.1 Current Design

The following Foster Care (FC)/Kin-GAP (KG)/Adoption Assistance Program (AAP) batch jobs trigger EDBC on a single program mode.

1. PB00E913 Special Care Increment (SCI) payment discontinuance sweep

These batch jobs do not run CalFresh (CF) program to adjust the benefit amount.

1.2 Requests

Modify PB00E913 batch jobs to trigger EDBC in partial program mode by including CF, Nutrition Benefits (NB) - Supplemental Nutrition Benefits (SNB) program.

1.3 Overview of Recommendations

Modify the following batch jobs to trigger EDBC in partial program mode by including CF;NB-SNB program in additional to the current target program. TNB will not be included.

1. PB00E913 SCI payment discontinuance sweep

Create a new batch job to trigger CF, SNB programs one day after PB00E913 when the CF program is on a different case.

1.4 Assumptions

1. There is no change to the trigger conditions of PB00E913. This SCR only add an EDBC run on CF, NB, SNB program to adjust the benefit amount if required.
2. PB00E122 Foster Care emergency assistance exceeded sweep does not update the benefit amount on FC, KG, AAP program so that an EDBC run on CF program is not required.

2 RECOMMENDATIONS

2.1 Update PB00E913 SCI payment discontinuance sweep

2.1.1 Overview

PB00E913 SCI payment discontinuance sweep discontinue the SCI payment when there is an end date on the SCI record. Please refer to more detail of the batch in CA-207148. The batch trigger in Single Program mode on FC/KG/AAP program.

2.1.2 Description of Change

Modify PB00E913 to run in Partial Program mode by including CF;NB-SNB program in additional to the current target program. TNB will not be included.

For FC/KG/AAP program, EDBC will be triggered on the current month till the come-up month. When the batch run date is on the last day of the month, FC/KG/AAP program is triggered on the following month till the come-up month.

CF, NB-SNB will **not** be triggered on the current month. On Target program mode including CF and SNB program, EDBC will be triggered on the come-up month.

Example:

1) if the batch run before or on the Batch 10-day cutoff (April 10), the EDBC for CF and SNB will be triggered for the May and come-up month.
2) if the batch run after Batch 10-day cutoff (April 24), the EDBC for CF and SNB will be triggered for the June benefit month.

2.1.3 Execution Frequency

No Change. Daily.

2.1.4 Key Scheduling Dependencies

No Change.

2.1.5 Counties Impacted

All counties except LA County.

2.1.6 Data Volume/Performance

N/A

2.1.7 Failure Procedure/Operational Instructions

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

2.2 Create a new batch job to trigger CF, SNB programs one day after PB00E913.

2.2.1 Overview

There is no batch job that triggers CF, SNB program after PB00E913 run on the case when the person is Active Member on a CF program on a different case.

2.2.2 Description of Change

Trigger Batch EDBC when the following are true:
1. The day after the SCI payment End date is between the Batch Last Success date and Batch run date.
2. The person is Active Member on a CF program.

The EDBC will be run on a target program mode on CF;NB-SNB. TNB will not be included.

EDBC will be triggered on the ~~following month till the~~ come-up month.
Example:
1) if the batch run before or on the Batch 10-day cutoff (April 10), the EDBC for CF and SNB will be triggered for the May and come-up month.
2) if the batch run after Batch 10-day cutoff (April 24), the EDBC for CF and SNB will be triggered for the June benefit month.

The job will create the same journal as the PB00E913. The job will use the same sub type code as the PB00E913.

2.2.3 Execution Frequency

Daily (Mon-Sat except Holiday).

2.2.4 Key Scheduling Dependencies

Before Batch EDBC processing.

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2.2.5 Counties Impacted

All counties except LA County.

2.2.6 Data Volume/Performance

N/A

2.2.7 Failure Procedure/Operational Instructions

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

3 REQUIREMENTS

3.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.1.3	The LRS shall provide for integrated eligibility processing, in that an update of eligibility information to an individual or case shall automatically cause a redetermination of eligibility for all assistance groups in which the applicant/participant is requesting aid, based on program rules. - Eligibility Determination and Benefit Calculation (EDBC)	This SCR updates the batch to run CF, NB, SNB programs in additional to the FC/KG/AAP.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-273273

Update MC RE Packets Variable Population Logic

	DOCUMENT APPROVAL HISTORY	
CalSAWS	Prepared By	Phong Xiong, Justin Bourbonniere
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
04/27/2023	1.0	Initial Draft	Phong Xiong
07/06/2023	2.0	New Draft	Phong Xiong
02/23/2024	3.0	Update Draft	Justin Bourbonniere, Gillian Bendicio (Section 2.4)
03/05/2024	3.1	Move Requirement #1 to CA-275013 per BAs	Justin Bourbonniere
04/02/2024	3.2	Design Clarification – Clarifying the threshold language translations for some of the variables.	Phong Xiong
04/24/2023	4.0	Content Revision – Removing the sections that are no longer relevant to the scope of the SCR.	Phong Xiong

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1   OVERVIEW

The effort of this SCR will be to update the following MC RE Packets: MAGI Redetermination Packet (MAGI RE Packet), Non-MAGI Redetermination Packet (Non-MAGI RE Packet), Mixed Household Redetermination Packet (Mixed Household RE Packet). Information which does not affect Medi-Cal should not prepopulate on the MC RE Packets. Variable population will be translated into the correct languages.

1.1   Current Design

Currently Medi-Cal Renewal paperwork auto-populates with expense information, including rent, mortgage, shelter expenses, property taxes, home insurance, or utility information which do not affect the MC.

There is variable population in the Household Members, Tax Household, Income and OHC Coverage Expenses sections that need to be translated into the correct languages.

1.2   Requests

For the following MC RE Packets:

• MAGI Redetermination Packet (MAGI RE Packet)

• Non-MAGI Redetermination Packet (Non-MAGI RE Packet)

• Mixed Household Redetermination Packet (Mixed Household RE Packet)

1. When the RE paperwork pre-populates it should not include rent, mortgage, property taxes, shelter expenses, home insurance, or utility information.

   *Remove rent expense from MC RE paperwork. Request details in attached CER CA-264634.

2. Add translations for existing text variables. ~~See following sections on forms: Household Members, Tax Information, Income, Expenses and deductions, and OHC Coverage Expenses~~.

1.3   Overview of Recommendations

For the following MC RE Packets:

• MAGI Redetermination Packet (MAGI RE Packet)

• Non-MAGI Redetermination Packet (Non-MAGI RE Packet)

• Mixed Household Redetermination Packet (Mixed Household RE Packet)

1. When the RE paperwork pre-populates it should not include rent, mortgage, property taxes, shelter expenses, home insurance, or utility information.

*Remove rent expense from MC RE paperwork. Request details in attached CER CA-264634.

2. Add translations for existing text variables. ~~See following sections on forms: Household Members, Tax Information, Income, Expenses and deductions, and OHC Coverage Expenses.~~

3. Update the Self-Service Portal (SSP) Forms Status Batch job logic to ~~only pull the person's data based on if they are in the MC program or have the 'FRI' role and~~ not send the rent, mortgage, property taxes, home insurance, or utility information to the SSP.

1.4 Assumptions

1. All other logic associated to the MC RE Packets listed in this document are not changed unless explicitly specified in the recommendation sections.

2   RECOMMENDATIONS

2.1   Updates to Existing MAGI RE Packet for LA County and Migration Counties Recommendation

2.1.1   Overview

This recommendation is to update the variable population logic of the existing MAGI RE Packet to no longer populate expenses that does not affect a person's MC eligibility. There are separate packets for LA County and Migration Counties. However, only the MC 216 that is within both the MAGI RE Packet for LA County and for Migration counties have variable population logic. Ensure that the populated variables are translated into threshold languages for both LA and non-LA Packets.

Current Program: Medi-Cal

Current Forms Category: Application

Current Languages: English, Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese, Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian.

Current Imaging Category: Customer Reporting

Current Imaging Form Name: MAGI RE Packet

Template Repository Visibility: Los Angeles County, Migration Counties

2.1.2   Form Verbiage

There are no changes to this section for the MAGI RE Packet.

2.1.3   Form Variable Population

1. Remove expense types of rent, mortgage, property taxes, shelter expenses, home insurance, and utility information from populating on Expense section of the packet.
    a. Rent
    b. Mortgage
    c. Home Taxes
    d. Home Insurance
    e. Gas
    f. Electricity
    g. Water
    h. Flat Rate Utility Payments
    i. Garbage/Trash Collection Fees
    j. Utility Installation Costs
    k. Room and Board

l. Room

Technical Note: *Expense types are found on CT198.*

2. Populate translated variables in threshold languages for both LA and non-LA Packets when pre-populated in their respective threshold languages. (See appendix section for additional technical details.)

3. ~~Add translations to the 'INCOME_SOURCE' variable for the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).~~

   a. ~~**Technical note:** Update CT186 with new translations. Update CATGRY table FIELD_LABEL_DESCR to include new translations.~~

4. Add translations for the TAX_FILING_STATUS 'Primary Tax Filer' in the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).

   a. **Technical note:** Update to CT306 with new translation.

Note: These same changes must also be done to the MC 216 stand-alone form.

2.1.4 Form Generation Conditions

There are no changes to this section for the MAGI RE Packet.

2.2 Updates to Existing Non-MAGI RE Packet for LA County and Migration Counties Recommendation

2.2.1 Overview

This recommendation is to update the variable population logic of the existing Non-MAGI RE Packet to no longer populate expenses that does not affect a person's MC eligibility. There are separate packets for LA County and Migration Counties. However, only the MC 210 RV that is within both the MAGI RE Packet for LA County and for Migration counties have variable population logic. Ensure that the populated variables are translated into threshold languages for both LA and non-LA Packets

Current Program: Medi-Cal

Current Forms Category: Application

Current Languages: English, Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese, Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian.

Current Imaging Category: Customer Reporting

Current Imaging Form Name: Non-MAGI RE Packet

Template Repository Visibility: Los Angeles County, Migration Counties

2.2.2 Form Verbiage

There are no changes to this section for the Non-MAGI RE Packet.

2.2.3 Form Variable Population

1. Remove expense types of rent, mortgage, property taxes, shelter expenses, home insurance, and utility information from populating on Expense section of the packet.
   a. Rent
   b. Mortgage
   c. Home Taxes
   d. Home Insurance
   e. Gas
   f. Electricity
   g. Water
   h. Flat Rate Utility Payments
   i. Garbage/Trash Collection Fees
   j. Utility Installation Costs
   k. Room and Board
   l. Room

   Technical Note: *Expense types are found on CT198.*

2. Populate translated variables in threshold languages for both LA and non-LA Packets when pre-populated in their respective threshold languages. (See appendix section for additional technical details.)

3. ~~Add translations to the 'INCOME_SOURCE' variable for the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).~~
   a. ~~**Technical note:** Update CT186 with new translations. Update CATGRY table FIELD_LABEL_DESCR to include new translations.~~

4. Add translations for the TAX_FILING_STATUS 'Primary Tax Filer' in the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).
   a. **Technical note:** Update to CT306 with new translation.

Note: These same changes must also be done to the MC 210 RV stand-alone form.

2.2.4 Form Generation Conditions

There are no changes to this section for the Non-MAGI RE Packet.

2.3 Updates to Existing Mixed Household RE Packet for LA County and Migration Counties Recommendation

2.3.1 Overview

This recommendation is to update the variable population logic of the existing Mixed Household RE Packet to no longer populate expenses that does not affect a person's MC eligibility. There are separate packets for LA County and Migration Counties. However, only the MC 217 that is within both the MAGI RE Packet for LA County and for Migration counties have variable population logic. Ensure that the populated variables are translated into threshold languages for both LA and non-LA Packets

Current Program: Medi-Cal

Current Forms Category: Application

Current Languages: English, Spanish, Arabic, Armenian, Cambodian, Chinese, Farsi, Hmong, Korean, Lao, Russian, Tagalog, Vietnamese, Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian.

Current Imaging Category: Customer Reporting

Current Imaging Form Name: Mixed Household RE Packet

Template Repository Visibility: Los Angeles County, Migration Counties

2.3.2 Form Verbiage

There are no changes to this section for the Mixed Household RE Packet.

2.3.3 Form Variable Population

1. Remove expense types of rent, mortgage, property taxes, shelter expenses, home insurance, and utility information from populating on Expense section of the packet.
    a. Rent
    b. Mortgage
    c. Home Taxes
    d. Home Insurance
    e. Gas
    f. Electricity
    g. Water
    h. Flat Rate Utility Payments
    i. Garbage/Trash Collection Fees
    j. Utility Installation Costs
    k. Room and Board
    l. Room

    Technical Note: *Expense types are found on CT198.*

2. *Populate translated variables in threshold languages for both LA and non-LA Packets when pre-populated in their respective threshold languages.* (See appendix section for additional technical details.)
3. ~~Add translations to the 'INCOME_SOURCE' variable for the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).~~
   a. ~~**Technical note:** Update CT186 with new translations. Update CATGRY table FIELD_LABEL_DESCR to include new translations.~~
4. Add translations for the TAX_FILING_STATUS 'Primary Tax Filer' in the six new threshold languages (Hindi, Japanese, Mien, Punjabi, Thai, and Ukrainian).
   a. **Technical note:** Update to CT306 with new translation.

Note: These same changes must also be done to the MC 217 stand-alone form.

2.3.4 Form Generation Conditions

There are no changes to this section for the Mixed Household RE Packet.

2.4 Update the Form Status batch job to stop sending rent, mortgage, property taxes, shelter expenses, home insurance, or utility information to the portal for MC 210 RV, MC 216, and MC 217

2.4.1 Overview

The Form Status batch (PB00C3XX) sends the Expenses information of a case to the portal so that the portal is able to display pre-populate the Review section of the MC 210 RV, MC 216, and MC 217.

2.4.2 Description of Change

1. Modify the batch job to remove the logic that retrieves and sends the case's rent, mortgage, property taxes, home insurance, or utility information to the portal for the following forms:
   o MC 210 RV
   o MC 216
   o MC 217

2.4.3 Execution Frequency

No Change. Mon-Sat.

2.4.4 Key Scheduling Dependencies

No Change.

2.4.5 Counties Impacted

CalSAWS Counties.

2.4.6 Data Volume/Performance

N/A

2.4.7 Interface Partner

BenefitsCal Portal

2.4.8 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.)

3   REQUIREMENTS

3.1   Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.18.3.7 CAR-1243	The LRS shall identify case actions that require a notice, NOA, form, letter, stuffer, or flyer, and shall generate that appropriate notice, NOA, form, letter, stuffer, or flyer, using variable case-specific information.	Updating the variable population logic to <mark>no longer send specific expenses.</mark>

4 APPENDIX

This Appendix section shows the variables referenced in sections 2.1.3, 2.2.3, and 2.3.3.

Variable name	CODE_DETL	Requires Translation
HH_RELATIONS	CT 166	No
TAX_FILING_STATUS	CT 306	No
INCOME_SOURCE	CT 186	Yes
INCOME_FREQUENCY	CT 199	No
EXPN_TYPE	CT 198	No
EXPN_FREQ	CT 199	No
PLAN_TO_FILE	Hardcoded in Java	Yes
EXPECTED_TO_FILE	Hardcoded in Java	Yes