Cal**SAWS** | Information Transmittal (CIT) 0092-24

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

Distribution Date:	June 12, 2024
To:	PPOC.40: Consortium.RegionalManagers.All
CIT Name:	**CalSAWS Case Data Removal Schedule For 2024; Case Data Removal June Reports Completed**
From:	CalSAWS Project

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

☒ General
☐ Policy
    ☐ CW
    ☐ CF
    ☐ MC
    ☐ CMSP
    ☐ FC/KG/AAP
    ☐ Child Care
    ☐ WtW
    ☐ Other Program(s)_____
☐ BenefitsCal
☐ Customer Correspondence
☒ Other___CalSAWS Case Data Removal___

☐ Reports
    ☐ Fiscal
    ☐ Caseload Movement
    ☐ Management
☐ Fiscal
☐ Security
☒ Batch and Interfaces
☐ Imaging
☐ Migration
☐ Conversion
☐ Technical
☐ Training
☒ Help Desk

Description:	**Purpose** ████████ CIT 0401-23 informed counties of the CalSAWS Case Data Removal Schedule for 2024. The purpose of this CIT is to update the Counties on phase 2 of the CalSAWS Data Retention Policy (CDRP) program batch execution run for 2024. **This only affects Los Angeles County and the previous C-IV Counties.** **Background** Approved by the JPA Board in 2019, the CDRP provides guidelines for how long to retain case data in CalSAWS once a case has been closed. The series of batch programs that implements this policy was last run in CalSAWS in 2022. See CIT 0088-22 ████████ for reference. The CalSAWS Data Retention Policy is scheduled to occur on an annual basis. The case review period occurred **January 9th, 2024, through May 2nd, 2024. SCR CA-247899; CalSAWS Case Data Removal 2024 Run Cases Identification & Validation** has completed. **Additional Information** **The Case Data Removal Identification Report, Case Data Removal Override Report, and Case Data Removal Completion reports have generated. The Report Date is 05/01/2024 and Run Date is 06/12/2024.**

	County Action Follow your counties business process to reconcile the reports. Log a Service Now ticket and assign to Batch for any discrepancies. If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.
Primary Project Contact:	Frederick Gains gainsf@CalSAWS.org
Backup Project Contact:	Henry Arcangel arcangelh@CalSAWS.org
Attachments:	None
Web Portal Link:	███████ OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2024" folder. 4. Click on the appropriate CIT # folder.