

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-204115

Revise CalWORKs M40-107d

CalSAWS	DOCUMENT APPROVAL HISTORY	
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	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
10/26/2023	1.0	Initial Draft	Sujit Neupane
04/03/2024	2.0	Updated Draft	Aishwarya Shankar
04/24/2024	3.0	Updates as per committee feedback	Aishwarya Shankar
05/16/2024	4.0	Updates regarding NA 270 and NA 290	Aishwarya Shankar
06/12/2024	5.0	Content Revision – DCRs based on new form name	Aishwarya Shankar

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1 OVERVIEW

This SCR updates M40-107d available in template repository.

1.1 Current Design

CalSAWS has CalWORKs time limit M40-107d (06/12) form that need to be revised to match updated verbiage provided by State in version M40-107d (04/21).

1.2 Requests

Replace M40-107d (6/12 form) with the new 4/21 version provided by the State.

1.3 Overview of Recommendations

1. Update M40-107d form to the latest state version and make available in the template repository in English, Spanish, and Vietnamese.

1.4 Assumptions

1. The remaining threshold languages for M40-107d are going to be added by SCR CA-272698.
2. M40-107D forms that are in distributed document page will be changed to the new form title provided in this design document.
3. As per current system functionality, the NA 270 in English will be attached to the M40-107d in all languages as there are no current plans to have the NA 270 translated to other languages.
4. The GEN 1365 will be included with the form.

2 RECOMMENDATIONS

2.1 Update M40-107d form available in the template repository

2.1.1 Overview

Update form M40-107d which is available in template repository.

State Form: M40-107d (04/21)

Current Program: CalWORKs

Current Attached Forms: NA Back 9

Current Forms Category: Form

Current Template Repository Visibility: All Counties

Existing Languages: English, Spanish, Vietnamese

2.1.2 Form Verbiage

Update M40-107d Form XDP

This form has updated verbiage, which is shown in the mockup for this SCR (Supporting Document # 1).

*Note: Regulation will be updated to “40-107(a)(5) and All County Letter No. 20-113”.

*Note: NA 290-related verbiage has been updated on the M40-107d based on the latest verbiage on CDSS website.

Updated Languages: English, Spanish, Vietnamese

Form Header: CalSAWS Standard Header (HEADER_1)

Form Title: Time On Aid To Former CalWORKs Recipients

***TECHNICAL NOTE:** DCR to doc_tmpl.templ_title_name

- o **Title listed on Template Repository:** Time On Aid To Former CalWORKs Recipients

Form Number: M40-107d (04/21)

Include NA Back 9: Yes

- o **Includes standard NA Back 9 variable population:** Yes

Imaging Form Name: TIME ON AID-FORMER CalWORKs RECIPIENTS

***TECHNICAL NOTE:** DCR to doc_tmpl.img_title_name

Form Mockups/Examples: See Supporting Documents #1

Page 3 of the form (as it currently is in the system [2012 version]) will be removed with this SCR (The NA Back 9 is page 2). Pages will be numbered accordingly. In the updated form, Page 1 will be the M40-107d, Page 2 will be the NA Back 9, and Page 3 will be the NA 270.

***TECHNICAL NOTE:** DCR to doc_tmpl.templ_descr to replace references of 48 months to 60 months.

2.1.3 Form Variable Population

Form Body Variables:

The following variables are additional to what we already have in the existing verbiage.

Variable Name	Population	Formatting	Editable*/ Field Type	Template Repository Population	Populates with Form Generation
<FromExmt Date>	Editable Date field to be filled in by the worker. No population.	Arial Font Size 10 "MM/DD/YYYY"	Y, Date Field	N	N/A, Template Repository only
<ToExmtDate>	Editable Date field to be filled in by the worker. No population.	Arial Font Size 10 "MM/DD/YYYY"	Y, Date Field	N	N/A, Template Repository only
<NumExmt Months>	Editable Numerical field to be filled in by the worker. No population.	Arial Font Size 10 "1"	Y, Numerical Field	N	N/A, Template Repository only
<ExmtReason>	Editable Text Box to be filled in by the worker. No population.	Arial Font Size 10 "Some reason"	Y, Text Field	N	N/A, Template Repository only

* Note: All Form Body Variables will be editable by default.

Variables Requiring Translations: N/A

2.1.4 Form Generation Conditions

1. Updates to Form Generation

Updates to attached forms: YES, Attach NA 270

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1.	Form	M40-107d 60-Month Time Limit form mockup	M40-107d_Mockup.pdf

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-241626

ACL 22-46 - Update Student Exemptions

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Tom Lazio, Trevor Torres
	Reviewed By	

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
01/11/2024	1.0	Initial Draft	Tom Lazio Trevor Torres
06/11/2024	2.0	Content Revision 1: <ul style="list-style-type: none"> - Added Security Updates Section 2.1.5 - Added Security Updates Section 2.2.5 - Added CA-241 626 Security Matrix.xls (see JIRA) 	Trevor Torres

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1 OVERVIEW

Per ACL 22-46, automatic approval of CalFresh (CF) benefits for recipients enrolled in most state-funded and foster youth programs will be removed from student eligibility consideration. Also, Local Programs that Increase Employability (LPIEs) that meet the criteria for an exemption to the student eligibility rule will still be considered in the Eligibility Determination/Benefit Calculation (EDBC) logic. This SCR will update the student eligibility exemption logic to align with current policy changes and update logic used for CF student work hours eligibility.

1.1 Current Design

CalSAWS currently uses the following calculation for CF student work hours requirement:

Step 1: Determine 'Hrs / Month':

'Hours / Week' (from the Employment Status Detail record) x # of Mondays for the benefit month (accounting for Employment Begin and End Dates)

Step 2: For Non-Self-Employment:

Determine whether they qualify: If 'Hours / Month' equals or is greater than 80 hrs, they meet the student hours requirement.

For Self-Employment:

Determine 'Total Payment for the Month': Hours / Month' x 'Hourly Wage' (from the Employment Status Detail record)

Determine 'Hourly Requirement': Federal Minimum Wage (\$7.25) x 80 hrs = \$580

Determine whether they qualify: If 'Total Payment for the Month' equals or is greater than 'Hourly Requirement', they meet student hours requirement.

CalSAWS student eligibility rule logic exempts CF participants with School Attendance records with the following values:

Employment & Training Program Participation	One of the following Employment & Training Programs
Yes	AB 12/AB 212
	CAFYES
	CARE
	CF E&T program
	Chafee ETV
	EOP
	EOPS

Employment & Training Program Participation	One of the following Employment & Training Programs
	FYSI
	Guardian Scholars Program
	McNair Scholars Program
	MESA
	Puente Project
	State or Local Gov TP
	Student Academic Services
	Title IV Funded JOBS Program
	Unaccompanied Refugee Minors
	WIOA
	Other

1.2 Requests

The consortium requests that the student eligibility exemption logic be modified to no longer consider CF recipients that participate in the following Employment & Training Programs be automatically approved for benefits:

- Extended Opportunity Programs and Services (EOPS)
- Educational Opportunity Program (EOP)
- Student Academic Services (SAS)
- Cooperative Agencies Resources for Education (CARE) Program
- McNair Scholars Program
- Mathematics, Engineering, Science Achievement (MESA) Program
- Unaccompanied Refugee Minors (URM) Program
- Guardian Scholars Program
- Foster Youth Success Initiative (FYSI)
- Cooperating Agencies Foster Youth Educational Support (CAFYES)
- Chafee Education and Training Voucher (ETV) Program
- Extended Foster Care (AB 12/AB 212)
- Puente Project

In addition, the consortium requests that a 'CalFresh Student Work Hours Status' option that is manually set by the worker be used for CF student work hours requirement instead of the current work hours calculation. The consortium also request ability to track California public institutions of higher learning as identified by CDSS.

1.3 Overview of Recommendations

1. Online – Rename 'Employment & Training Program Participation' and 'Employment & Training Program' field labels on School Attendance Detail page.
2. Online - Add Notes section in the School Attendance Detail page.
3. Online - Add a non-required 'School Type' field when selecting School Attendance Type 'College/Higher Education'.
4. Online - Update 'State or Local Gov TP' option to show as 'State or Local Gov E&T Program'.
5. Online- Add new 'Employment & Training Program' options on the School Attendance Detail page.
6. Online- Add new 'CalFresh Student Work Hours Status' option on the School Attendance Detail page.
7. Eligibility - Update CF EDBC Student Eligibility logic.
8. Online– Data Change to set 'CalFresh Student Work Hours Status' to 'Met' on CF Student participants meeting work hours requirement.
9. Eligibility - Generate case listing of CF Student Cases Enrolled In Programs No Longer Exempt.
10. Eligibility - Generate case listing of CF Student Cases Enrolled In Title IV Funded JOBS Program.
11. Online – Generate case listing of CF Student Cases Where Employment Is Ending

1.4 Assumptions

1. The logic introduced with this SCR will be effective as of the implementation month. Any EDBCs ran for benefit months prior to the implementation month will use the previous CF Eligible Student logic.
2. The worker will be responsible for determining whether the student has met the CalFresh student work hours requirement and adding or updating the 'CalFresh Student Work Hours Status' field on the School Attendance Detail page.
3. Online fields not mentioned to be modified within the description of changes will retain their current functionality and logic.
4. The new 'Comments' field will not record the history of the comments made on the record.
5. Removal of the 'Title IV Funded JOBS Program' option from the selection under the 'Program Type' options on the 'School Attendance Detail' page will be implemented with future SCR CA-275300.

2 RECOMMENDATIONS

2.1 School Attendance Detail

2.1.1 Overview

The School Attendance detail page is used to add/edit/view or remove school attendance detail and school attendance status information for all individuals associated to the case.

2.1.2 School Attendance Detail Mockups

School Attendance Detail

*- Indicates required fields

Images Save and Return Cancel

Name: *
Student, CF 20M

School Name: *
VERONIKA KORNEEL [Select](#)

Address:
141 JUNE STREET
Oakland, CA 70309

School Attendance Type: * College/Higher Education

School Type:

Participating in Program that Increases Employability: * Yes

Program Type: *
Guardian Scholars Program
Local Programs that Increase Employability (LPIE)
McNair Scholars Program
MESA
On-the-Job Training Program
Programs under Section 236 of the Trade Act of 1974
Puente Project
State or Local Gov E&T Program
Student Academic Services

Verified: * Pending [View](#)

Hours/Week: 0

Adequate Child Care Available: * - Select -

Enrollment Date: *

Figure 2.1.2.1 – School Attendance Detail Page with Relabeled Fields, New Fields, and Updated & New ‘Program Type’ Options

School Type:

▼

- Universities of California (UC)
- California Community Colleges (CCC)
- California State Universities (CSU)
- Private Institutions

Figure 2.1.2.2 – School Attendance Detail Page with ‘School Type’

MESA

On-the-Job Training Program


Programs under Section 236 of the Trade Act of 1974


Puente Project


State or Local Gov E&T Program

Student Academic Services

Hours/Week:

Enrollment Date: * 



Expected Completion Date: 

End Date: 

Adequate Child Care Available: *

Comments:

Figure 2.1.2.3 – School Attendance Detail Page with the “Comments” Section

Display
From:  To:  [View](#)



Attendance Status					
<input type="checkbox"/>	Status	Date Reported	Status Begin Date	Status End Date	
<input type="checkbox"/>	Attending Full Time		05/01/2022		Edit
					Remove
Add					

CalFresh Student Work Hours Status					
<input type="checkbox"/>	Status	Date Reported	Status Begin Date	Status End Date	
<input type="checkbox"/>	Met	05/01/2022	05/01/2022	06/30/2022	Edit
					Remove
Add					

Course Details		
Course	Begin Date	End Date
No Data Found		
Add		

[Images](#) [Save and Return](#) [Cancel](#)

Figure 2.1.2.4 – CalFresh Student Work Hours Status Panel “Edit” Mode Mockup

Display
From:  To:  [View](#)

Attendance Status				
<input type="checkbox"/>	Status	Date Reported	Status Begin Date	Status End Date
<input type="checkbox"/>	Attending Full Time		05/01/2022	

CalFresh Student Work Hours Status				
<input type="checkbox"/>	Status	Date Reported	Status Begin Date	Status End Date
<input type="checkbox"/>	Met	05/01/2022	05/01/2022	06/30/2022

Course Details		
Course	Begin Date	End Date
No Data Found		

[Images](#) [Edit](#) [Close](#)

Last Updated On 08/09/2023 4:24:52 PM By: [111111](#)

This [Type 1](#) page took 0.38 seconds to load.

Figure 2.1.2.5 – CalFresh Student Work Hours Status Panel “View” mode Mockup

2.1.3 Description of Changes

1. Rename "Employment & Training Program Participation" to "Participating in Program that Increases Employability" on the School Attendance Detail page.
2. Rename "Employment & Training Program" to "Program Type" on the School Attendance Detail page.
3. Add 'Comments' section (free form text field for workers to add notes) in the School Attendance Detail page.
 - a. Display a validation message when the user clicks on the "Save and Return" button when the text field has more than 2000 characters.
 - a. The validation will display the following message: "Comments – [Text2000] Value is too long [Max. length: 2000.0]".
4. Add a new field titled 'School Type' next to the 'School Attendance Type' field. This non-required field will dynamically appear when 'School Attendance Type' is set to 'College/Higher Education' and contain the following options:
 - a. Blank
 - i. This will be the default value.
 - b. Universities of California (UC)
 - c. California Community Colleges (CCC)
 - d. California State Universities (CSU)
 - e. Private Institutions

Note: Historical School Attendance Records will have the 'Blank' value for this new field.
5. Update 'State or Local Gov TP' to display as 'State or Local Gov E&T Program' under Program Type options.

Note: Historical School Attendance Records that have the 'State or Local Gov TP' will automatically display the updated name.
6. Add the following new options under Program Type:
 - a. Local Programs that Increase Employability (LPIE)
 - b. On-the-Job Training Program
 - c. Programs under Section 236 of the Trade Act of 1974
7. Add a new panel titled 'CalFresh Student Work Hours Status' below the 'Attendance Status' panel.
 - a. The 'Status' field is un-editable field that will display the most recent 'Work Hour Requirement Status' value for the data collection record from the new 'CalFresh Student Work Hours Status Detail' page (see Section 2.2).
 - i. The hyperlink of the value in the field will take the user to the View mode of the new 'CalFresh Student Work Hours Status Detail' page.
 - b. The 'Date Reported' field is an un-editable field that will display the most recent 'Date Reported' value for the data

- collection record from the new 'CalFresh Student Work Hours Status Detail' page (see Section 2.2).
- c. The 'Status Begin Date' field is an un-editable field that will display the most recent 'Status Begin Date' value for the data collection record from the new 'CalFresh Student Work Hours Status Detail' page (see Section 2.2).
 - d. The 'Status End Date' field is an un-editable field that will display the most recent 'Status End Date' value for the data collection record from the new 'CalFresh Student Work Hours Status Detail' page (see Section 2.2).
 - e. 'Checkboxes' will appear next to the records in the panel and allow users to select which record they are affecting.
 - i. 'Checkboxes' that are selected when using the 'Remove' button will be removed.
 - ii. These 'Checkboxes' will only display when the 'School Attendance Detail' page is in 'Edit' mode.
 - f. The 'Remove' button will remove the selected recorded that are selected from the 'Checkboxes'.
 - i. The 'Remove' button will only display when the School Attendance Detail page is in 'Edit' mode.
 - g. The 'Add' button will lead to the new 'CalFresh Student Work Hours Status Detail' page in 'Create' mode.
 - i. The 'Add' button will only display when the School Attendance Detail page is in 'Edit' mode.
 - h. 'Edit' buttons will display next to the records in the 'CalFresh Student Work Hours' panel and will take the user to the 'Edit' mode of the new 'CalFresh Student Work Hours Status Detail' page of that record.
 - i. These 'Edit' buttons will only display when the School Attendance Detail page is in Edit mode and when there is at least one 'CalFresh Student Work Hours' record.
 - i. Update the 'View' button (that is above the 'School Attendance Status' panel) to also display all the records listed in the 'CalFresh Student Work Hours Status', if there are multiple records.

Note: This new panel will also have all record values of "Status Begin Date" and "Status End Date" changed based off the 'Effective Dates Confirmation List' page, if applicable (see Section 2.3).

Note: If the user has the existing Security Right "SchoolAttendanceDetailView", they will have access to the 'View' mode of the new "CalFresh Student Work Hours Status Detail" page.

If the user has the existing Security Right "SchoolAttendanceDetailEdit", they will have access to the 'Checkboxes', 'Remove' button, 'Add' button, and 'Edit' button for the "CalFresh Student Work Hours Status" panel when in 'Edit' mode and access to the 'Edit' mode of the new "CalFresh Student Work Hours Status Detail" page. Refer to Section 2.1.5, Section 2.2.5, or the Supporting Documents for further information.

2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: School Attend.**

2.1.5 Security Updates

The existing Security Rights of "SchoolAttendanceDetailView" and "SchoolAttendanceDetailEdit" will be updated to allow access to the new "CalFresh Student Work Hours Status Detail" page.

1. Security Rights

Security Right	Right Description	Right to Group Mapping
SchoolAttendanceDetailView	View the School Attendance Detail page, School Attendance Status Detail page, and the CalFresh Student Work Hours Status Detail page.	(No Changes)
SchoolAttendanceDetailEdit	Edit records in the School Attendance Detail page, School Attendance Status Detail page, and the CalFresh Student Work Hours Status Detail page.	(No Changes)

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Child Care Certificate Edit	Edit detailed information of Child Care certificates.	(No Changes)
Child Care Certificate Override	Edit and Override detailed information of Child Care certificates.	(No Changes)
Empl. Services Non-Financial Edit	Edit Access to non-financial pages under Empl. Services global nav.	(No Changes)
Information Remove	Remove information from lists across data collection pages.	(No Changes)
Non-Financial View	View detailed information to nonfinancial eligibility factors.	(No Changes)

2.1.6 Page Mapping

Update page mapping for the new fields.

2.1.7 Page Usage/Data Volume Impacts

N/A

2.1.8 Accessibility

The following Accessibility enhancements have been identified:

- Table header text should not be empty.

2.2 CalFresh Student Work Hours Status Detail

2.2.1 Overview

This page allows you to add, edit or view the CalFresh student work hours status detail information for a selected person.

2.2.2 CalFresh Student Work Hours Status Detail Mockups

CalFresh Student Work Hours Status Detail

* - Indicates required fields

Save and Return Cancel

Name:
JOHNSON, JOHN 40M

Work Hour Requirement Status:*
- Select -

Date Reported: Status Begin Date: * Status End Date:

Save and Return Cancel

This Type_1 page took 0.95 seconds to load.

Figure 2.2.2.1 – CalFresh Student Work Hours Status Detail page ‘Create/Edit’ mode Mockup

Work Hour Requirement Status:*

- Select -
- Select -
Met
Not Met

Figure 2.2.2.2 – Work Hour Requirement Status options Mockup

CalFresh Student Work Hours Status Detail

* - Indicates required fields

Edit Close

Name:
JOHNSON, JOHN 40M

Work Hour Requirement Status:*
Met

Date Reported: 05/01/2022 Status Begin Date: * 05/01/2022 Status End Date: 06/30/2022

Last Updated On 05/01/2022 1:34:18 PM By: [1111111](#)

Edit Close

This Type_1 page took 0.32 seconds to load.

Figure 2.2.2.3 – CalFresh Student Work Hours Status Detail page ‘View’ mode Mockup

2.2.3 Description of Changes

1. Add a new page titled "CalFresh Student Work Hours Status Detail".
 - a. This page is accessed from the "CalFresh Student Work Hours Status" panel from the "School Attendance Detail" page.
 - b. The "Name" field will be populated with the person's name from the dropdown field "Name" from the "School Attendance Detail" page.
 - c. The "Work Hour Requirement Status" dropdown in 'Edit' mode will have the following drop-down options, as shown in Figure 2.2.2.2:
 - i. '- Select -'
 - ii. 'Met'
 - iii. 'Not Met'

Note: Default value will be set to '- Select -'.

1. This field will be required.
2. Display a validation message when the user clicks on the "Save and Return" button when the field is on "- Select -".
 - a. The validation will display the following message: "Work Hour Requirement Status – Field is required. Please enter a value."
- d. The "Date Reported" field in 'Create' or 'Edit' mode will have a Calendar Button to select a date from.
 - i. Display a validation message when the user clicks on the "Save and Return" button when the field does not have a properly formatted date.
 1. The validation will display the following message: "Date Reported – Must be a valid calendar date and be in the form MM/DD/YYYY."
 - ii. Display a validation message when the user clicks on the "Save and Return" button when the field has a date that is greater than the current date.
 1. The validation will display the following message: "Date Reported – Date cannot be greater than current date."
- e. The "Status Begin Date" field in 'Create' or 'Edit' mode will be a required field with a Calendar Button to select a date from.
 - i. Display a validation message when the user clicks on the "Save and Return" button when the field is empty.
 1. The validation will display the following message: "Status Begin Date – Field is required. Please enter a value."

- ii. Display a validation message when the user clicks on the "Save and Return" button when the field does not have a properly formatted date.
 - 2. The validation will display the following message: "Status Begin Date – Must be a valid calendar date and be in the form MM/DD/YYYY."
- f. The "Status End Date" field in 'Create' or 'Edit' mode will have a Calendar Button to select a date from.
 - i. Display a validation message when the user clicks on the "Save and Return" button when the field has a date that is less than the 'Status Begin Date' field.
 - 1. The validation will display the following message: "Status End Date – Status End Date must be after Status Begin Date."
 - ii. Display a validation message when the user clicks on the "Save and Return" button when the field does not have a properly formatted date.
 - 1. The validation will display the following message: "Status Begin Date – Must be a valid calendar date and be in the form MM/DD/YYYY."
- g. The "Save and Return" button in 'Create' or 'Edit' mode will save the populated fields to the records and bring up validation messages if the requirements for the fields are not met.
 - i. Users will go to either back to the "School Attendance Detail" page in 'Edit' mode or to the "Effective Dating Confirmation List" page if dates overlap.
 - ii. When creating a new record, if any other records from the CalFresh Student Work Hours Status panel overlap with the dates of the new record, display the "Effective Dating Confirmation List" page (see Section 2.3).
 - iii. The field values saved from this page will be made to the "CalFresh Student Work Hours Status" panel on the "School Attendance Detail" page.
- h. The "Cancel" button in 'Create' or 'Edit' mode will take the user back to the "School Attendance Detail" page in 'Edit' mode.
- i. The "Edit" button in 'View' mode will take the user to the 'Edit' mode of the page for the record that is being displayed.
 - i. This "Edit" button will only appear in 'View' mode if the user accesses the "CalFresh Student Work Hours Detail" page when the "School Attendance Detail" page was in "Edit" mode.
- j. The "Close" button in 'View' mode will take the user back to the "School Attendance Detail" page in 'View' mode.

2.2.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: School Attend.**

2.2.5 Security Updates

The existing Security Rights of "SchoolAttendanceDetailView" and "SchoolAttendanceDetailEdit" will be updated to allow access to the new "CalFresh Student Work Hours Status Detail" page.

1. Security Rights

Security Right	Right Description	Right to Group Mapping
SchoolAttendanceDetailView	View the School Attendance Detail page, School Attendance Status Detail page, and the CalFresh Student Work Hours Status Detail page.	(No Changes)
SchoolAttendanceDetailEdit	Edit records in the School Attendance Detail page, School Attendance Status Detail page, and the CalFresh Student Work Hours Status Detail page.	(No Changes)

2. Security Groups

Security Group	Group Description	Group to Role Mapping
Child Care Certificate Edit	Edit detailed information of Child Care certificates.	(No Changes)
Child Care Certificate Override	Edit and Override detailed information of Child Care certificates.	(No Changes)
Empl. Services Non-Financial Edit	Edit Access to non-financial pages under Empl. Services global nav.	(No Changes)

Security Group	Group Description	Group to Role Mapping
Information Remove	Remove information from lists across data collection pages.	(No Changes)
Non-Financial View	View detailed information to nonfinancial eligibility factors.	(No Changes)

2.2.6 Page Mapping

Create a new page mapping for the newly created 'CalFresh Student Work Hours Status Detail' page.

2.2.7 Page Usage/Data Volume Impacts

N/A

2.2.8 Accessibility

This page has been assessed for Accessibility requirements and meets the Accessibility standards.

2.3 Effective Dating Confirmation List

2.3.1 Overview

This page is triggered to display throughout the system whenever the system is going to automatically end one record because a new record has been added or updated. The system will adjust the effective dates of the previous record.

2.3.2 Effective Dating Confirmation List Mockups

Effective Dating Confirmation List

This is the record you have added or updated:

Name	Work Hour Requirement Status	Begin Date	End Date
JOHNSON, JOHN 40M	Not Met	03/04/2024	

The system will make corrections to your additions/updates:

The system will adjust the effective dates of this record:

Name	Work Hour Requirement Status	Begin Date	End Date
JOHNSON, JOHN 40M	Met	02/01/2024	03/03/2024

Click Save to continue or Cancel to undo this action.

Save

Cancel

This [Type 1](#) page took 0.32 seconds to load.

Figure 2.3.2.1 – Effective Dating Confirmation List “Adding Effective Date Records” Example Mockup

Effective Dating Confirmation List

This is the record you have added or updated:

Name	Work Hour Requirement Status	Begin Date	End Date
JOHNSON, JOHN 40M	Not Met	05/01/2022	

The system will make corrections to your additions/updates:

The system will delete this record:

Name	Work Hour Requirement Status	Begin Date	End Date
JOHNSON, JOHN 40M	Met	05/01/2022	06/30/2022

Click Save to continue or Cancel to undo this action.

Save

Cancel

This [Type 1](#) page took 0.34 seconds to load.

Figure 2.3.2.2 – Effective Dating Confirmation List “Replacing Effective Date Records” Example Mockup

2.3.3 Description of Changes

1. Update this page to include access from the new “CalFresh Student Work Hours Status Detail” page.
 - a. Update the variable to be worded to “Work Hour Requirement Status” when accessed from the new page, as shown in Figure 2.3.2.1 and Figure 2.3.2.2.
 - i. The Figure 2.3.2.1 example shows what the page will look like when adding a new effective date record to the “CalFresh Student Work Hours Status” panel that has a date that overlaps with existing record(s) already on the panel.
 - ii. The Figure 2.3.2.2 example shows what the page will look like when adding a new effective date record to the “CalFresh Student Work Hours Status” panel where the new record is “High-ended”, and the Begin Date is on the same day or before any existing record(s) dates already on the panel.
 - b. The values that are being adjusted from this page will be displayed on the ‘CalFresh Student Work Hours Status’ panel on the ‘School Attendance Detail’ page.

2.3.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: School Attend.**

2.3.5 Page Mapping

N/A

2.3.6 Page Usage/Data Volume Impacts

N/A

2.3.7 Accessibility

This page has been assessed for Accessibility requirements and meets the Accessibility standards.

2.4 Transaction History Detail

2.4.1 Overview

This page allows you to view and track the history of changes on the Transaction History Detail.

2.4.2 Transaction History Detail Mockups

Transaction History Detail



Begin Date: * End Date: * Staff ID:

Transaction Record / Field	Old Value	New Value	Date Time Stamp	Staff ID	Change Reason	Report Date
▼ School Attendance Detail						
Participating in Program that Increases Employability	NR	Y	2024-03-07 16:11:35	1111111		
School Type		Universitites of California (UC)	2024-03-07 16:29:15	1111111		
▼ CalFresh Student Work Hours Status Detail						
Status		Met	2024-03-01 11:47:40	1111111		
Date Reported		05/01/2022	2024-03-01 11:47:40	1111111		
Status Begin Date	03/01/2022	05/01/2022	2024-03-01 11:48:13	1111111		
Status End Date		06/30/2022	2024-03-01 12:08:01	1111111		

This Type_1 page took 0.41 seconds to load.

Figure 2.4.2.1 – Transaction History Detail Mockup

Transaction History Detail

Begin Date: * 
End Date: * 
Staff ID:

Transaction Record / Field	Old Value	New Value	Date Time Stamp	Staff ID
▼ School Attendance Detail				
Participating in Program that Increases Employability	NR	Y	2024-03-07 16:11:35	1111111
School Type		Universities of California (UC)	2024-03-07 16:29:15	1111111
▼ CalFresh Student Work Hours Status Detail				
Status		Met	2024-03-01 11:47:40	1111111
Date Reported		05/01/2022	2024-03-01 11:47:40	1111111
Status Begin Date	03/01/2022	05/01/2022	2024-03-01 11:48:13	1111111
Status End Date		06/30/2022	2024-03-01 12:08:01	1111111

This [Type 1](#) page took 0.41 seconds to load.

Figure 2.4.2.2 – Transaction History Detail “Close Up” Mockup

2.4.3 Description of Changes

1. Update the page to add the new “School Type” field from the “School Attendance Detail” page to the “Transaction Record/Field” of the “School Attendance Detail” table.
 - a. Display the “School Type” field value from the “School Attendance Detail” page.
 - b. The field will be ‘Blank’ by default.
2. Update the label of “Employment & Training Program Participation” to “Participating in Program that Increases Employability” in the ‘Transaction Record/Field’ column for the ‘Transaction History Detail’ page for all instances.
3. Update the page to record information from the new “CalFresh Student Work Hours Status Detail” page.
 - a. Add a new table labeled “CalFresh Student Work Hours Status Detail”.
 - i. The “Transaction Record/Field” will display the following fields for this field when applicable:
 1. Status – Display the “Work Hour Requirement Status” field value from the “CalFresh Student Work Hours Status Detail” page.

2. Date Reported – Display the “Date Reported” field value from the “CalFresh Student Work Hours Status Detail” page.
 3. Status Begin Date – Display the “Status Begin Date” field value from the “CalFresh Student Work Hours Status Detail” page.
 4. Status End Date – Display the “Status End Date” field value from the “CalFresh Student Work Hours Status Detail” page.
- ii. “Change Reason” and “Report Date” columns will remain ‘Blank’ for this table.

2.4.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: School Attend.**

2.4.5 Page Mapping

N/A

2.4.6 Page Usage/Data Volume Impacts

N/A

2.4.7 Accessibility

This page has been assessed for Accessibility requirements and meets the Accessibility standards.

2.5 CalFresh (CF) Eligible Student Logic Update

2.5.1 Overview

An update will be made to the eligible CF student logic to no longer automatically exempt CF student recipients that participate in certain employment training programs. In addition, the eligible CF student work hours requirement logic will be updated to use a status field set by the user rather than a work hours calculation to determine if the CF student recipient is ineligible for benefits. Below are examples of how this new work hours status functionality will work after the implementation of this SCR:

Example 1: Intake Case with 'Not Met' Status Begin Date As of the Application Date

CF HH applies for aid with an application date of '02/12/2024' and the worker determines that one of the CF recipients who is an employed student does not meet the CF student work hours requirement. The worker adds a 'CalFresh Student Work Hours Status' of 'Not Met' with a 'Status Begin Date' of '02/12/2024' to high date for CF recipient on the School Attendance Detail page. The user runs EDBC for the initial application benefit month (2/2024) and the come-up benefit month (3/2024). CF EDBC will set the role of 'UP' with a role reason of 'Ineligible CF Student' on the CF recipient for the initial month (02/2024) and subsequent month (3/2024) and ongoing.

Example 2: Ongoing Case with 'Not Met' Status 'End Dated' As of the Middle of the Current Month

Ongoing CF HH containing an 'Ineligible CF Student' participant due to not meeting CF student work hours requirement is re-evaluated and the worker finds that the CF participant is meeting the student CF hours requirement. The worker edits the high dated CalFresh Student Work Hours Status' of 'Not Met' with a 'Status End Date' of 02/15/2024 and adds a status of 'Met' with 'Status Begin Date' of 02/16/2024 to high date. The user runs EDBC for the current benefit month (2/2024) and come up benefit month (3/2024). CF EDBC will set the role of 'UP' with a role reason of 'Ineligible CF Student' on the CF recipient for the current benefit month (02/2024) but will set the role of 'MEM' with no role reason for subsequent month (3/2024) and ongoing.

Example 3: Ongoing Case with 'Not Met' Status 'End Dated' As of the End of the Current Month

Ongoing CF HH containing an 'Ineligible CF Student' participant due to not meeting CF student work hours requirement is re-evaluated and the worker finds that the CF participant is meeting the student CF hours requirement. The worker edits the high dated CalFresh Student Work Hours Status' of 'Not Met' with a 'Status End Date' of 02/29/2024 (leap year) and adds a status of 'Met' with 'Status Begin Date' of 03/01/2024 to high date. The user runs EDBC for the current benefit month (2/2024) and the come-up benefit months (3/2024 and 4/2024). CF EDBC will set the role of 'UP' with a role reason of 'Ineligible CF Student' on the CF recipient for the current benefit month (02/2024) but will set the role of 'MEM' with no role reason for subsequent months (3/2024 and 4/2024) and ongoing.

2.5.2 Description of Changes

1. Update the eligible student work hours requirement check within CF EDBC Student Eligibility logic to set the 'Ineligible CF Student' role reason with 10-day notice when no other exemption criteria are met, and one the following is true:
 - a. 'CalFresh Student Work Hours Status' is set to 'Not Met' on the School Attendance Detail page and the 'Not Met' status is effective any date within the benefit month.
 - OR-
 - b. No 'CalFresh Student Work Hours Status' record exists.

Note: The eligible student work hours requirement check logic will no longer use the work hours calculation (i.e. `isEmployed80HoursWithFederalMinimumWage` method).

2. Update CF EDBC Student Eligibility logic to not exempt CF participant from 'Ineligible CF Student' status reason with 10-day notice when the following are true:
 - a. 'Participating in Program that Increases Employability' = 'Yes' on the School Attendance Detail page.
 - AND-
 - b. 'Program Type' on the School Attendance Detail page is one of the following:
 - AB 12/AB 212
 - CAFYES
 - CARE
 - Chafee ETV
 - EOP
 - EOPS
 - FYSI
 - Guardian Scholars Program

- McNair Scholars Program
- MESA
- Puente Project
- Student Academic Services
- Unaccompanied Refugee Minors

2.5.3 Programs Impacted

CalFresh

2.6 Data Change - School Attendance Detail on 'CF Student' Cases Meeting Student Hour Requirements With Ongoing Employment Status Detail records

2.6.1 Overview

Existing CF students with ongoing (high dated) Employment Detail records that meet the CF Student Eligibility hours requirement will need a 'CalFresh Student Work Hours Status' record with a status of 'Met' added on the School Attendance Detail page. This record will allow the CF student to maintain their eligible status with the new logic introduced with this SCR.

A list will be provided to counties that will contain CF students with Employment Detail records that are 'end dated' within or after the implementation month (see Outreach section) so that workers can determine which status should be added for those cases.

2.6.2 Description of Change

1. Add 'CalFresh Student Work Hours Status' record on the School Attendance Detail page with a status value of 'Met' with a Status Begin Date of {1st of the SCR implementation month} to high date for CF participants who meet the following criteria:
 - i. Participant has an 'Active' CF program status.
 - ii. Participant is in a 'Active' CF program.
 - iii. CF Participant has a role of 'MEM'.
 - iv. CF Participant age starting at 18 years old and under 50 years old as of the current system date.
 - v. CF Participant has an effective (high dated) School Attendance Detail record where all the following are true:
 - a. School Attendance Type = 'College/Higher Education'
 - b. 'Attendance Status' is either 'Attending Full Time' or 'Attending Half Time' and 'Status End Date' is high dated.
 - vi. CF Participant has an effective (high dated) Employment Status Detail record(s) as of the implementation month where 'Status' is 'Active' and one of the following is true:
 - a. Find all active Employment Status Detail records for a person where the Employment Detail Type is "Self-Employment". On each record multiply the 'Hours/Week' by the number of Mondays in the implementation month multiply by the 'Hourly Wage'. Sum the total \$ amount for the person. If the total \$ amount is equal to or more than \$580 (Federal Minimum Wage {\$7.25} x 80 hrs), this condition is true.

-OR-

- b. Find all active Employment Status Detail records for a person where the Employment Detail Type **is not** "Self-Employment". On each record multiply the 'Hours/Week' by the number of Mondays in the implementation month. Sum the total hours for the person. If the total hours are equal to or more than 80 hours, this condition is true.

2.6.3 Estimated Number of Records Impacted

31,352 records (as of 03/06/2024)

2.7 Automated Regression Test

2.7.1 Overview

Create new automated regression test scripts to verify the changes to the School Attendance Detail page, the fields available on the new CalFresh Student Work Hours Status Detail page, and the CalFresh EDBC logic outlined above for new CalFresh applications.

2.7.2 Description of Changes

1. Create regression scripts to verify the following for the School Attendance Detail page:
 - a. The 'Comments' field displays in create and edit modes.
 - b. A validation message displays when attempting to save the page with a 'Comments' value with more than 2000 characters.
 - c. The 'School Type' dropdown displays only when 'School Attendance Type' is set to 'College/Higher Education'.
 - d. The 'School Type' dropdown contains the following values only:
 - i. Blank
 - ii. Universities of California (UC)
 - iii. California Community Colleges (CCC)
 - iv. California State Universities (CSU)
 - v. Private Institutions
 - e. The page can be saved with valid 'Comments' and 'School Type' values, and that these values display in view mode.
 - f. The following options are available in the Program Type list:
 - i. Local Programs that Increase Employability (LPIE)
 - ii. On-the-Job Training Program

- iii. Programs under Section 236 of the Trade Act of 1974
 - iv. State or Local Gov E&T Program
 - g. The CalFresh Student Work Hours Status Detail section displays.
 - 2. Create regression scripts to verify the following for the CalFresh Student Work Hours Detail page:
 - a. The 'Name' field populates with the value from the School Attendance Detail page.
 - b. The 'Work Hour Requirement Status' dropdown contains the following values only:
 - i. - Select -
 - ii. Met
 - iii. Not Met
 - c. A required field validation message displays when a new value is not selected or entered into the following fields:
 - i. Date Reported
 - ii. Status Begin Date
 - iii. Status End Date
 - iv. Work Hour Requirement Status
 - d. Clicking the 'Save and Return', 'Close', and 'Cancel' buttons return the user to the School Attendance Detail page in the same page mode.

Example: If the School Attendance Detail page was previously in view mode, clicking the 'Cancel' button on the CalFresh Student Work Hours Detail page returns the user to School Attendance Detail in view mode.
 - e. When saving the page with a Status Begin Date / Status End Date range that overlaps the range of an existing record, the Effective Dating Confirmation List page displays:
 - i. Clicking 'Save' results in the new record being saved, and the existing records being adjusted or deleted.
 - ii. Clicking 'Cancel' returns the user to the previous page, without adjusting or deleting the existing records.
 - 3. Create regression scripts to verify that changes to the following fields (including during record creation) are visible on the Transaction History Detail page:
 - a. School Attendance Detail:
 - i. Participating in Program that Increased Employability
 - ii. School Type
 - b. CalFresh Student Work Hours Status Detail:
 - i. Date Reported
 - ii. Status
 - iii. Status Begin Date
 - iv. Status End Date

4. Create regression scripts to verify that CalFresh EDBC sets role 'UP' with role reason 'Ineligible CF Student' for an applicant meeting either of the following criteria:
 - a. 'CalFresh Student Work Hours Status' is set to 'Not Met' on a School Attendance Detail record effective for at least one day in the benefit month
 - b. No 'CalFresh Student Work Hours Status' record exists
5. Create regression scripts to verify that CalFresh EDBC does not set role reason 'Ineligible CF Student' for an applicant with 'Participating in Program that Increases Employability' set to 'Yes' on the School Attendance Detail page, and the 'Program Type' set to one of the following values for the benefit month:
 - a. AB 12/AB 212
 - b. CAFYES
 - c. CARE
 - d. Chafee ETV
 - e. EOP
 - f. EOPS
 - g. FYSI
 - h. Guardian Scholars Program
 - i. McNair Scholars Program
 - j. MESA
 - k. Puente Project
 - l. Student Academic Services
 - m. Unaccompanied Refugee Minors

Technical Note: Each 'Program Type' value should be covered by at least one script, though there may not be separate and distinct scripts created for each 'Program Type' value.

3 SUPPORTING DOCUMENTS

Number	Functional Area	Description	Attachment
1	Security	Security Matrix for updates to the existing Security Rights	CA-241626 Security Matrix.xls

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.8.2.14	The LRS shall determine which individuals must be included in the eligibility determination and take appropriate action(s), based on program rules.	This SCR will update the CF student eligibility exemption logic to align with current program rules and consortium requests.

5 OUTREACH

5.1 Lists

1. **List Name (Eligibility):** List of CF Student Cases Enrolled In Programs No Longer Exempt

List Criteria: All CF cases with student participants that meet the following criteria:

- i. Participant has an 'Active' CF program status.
- ii. Participant is in a 'Active' CF program.
- iii. CF Participant has an effective (high dated) School Attendance Detail record where all the following are true:
 - a. 'Participating in Program that Increases Employability' (formerly-labeled-as 'Employment & Training Program Participation') = 'Yes'
 - b. 'Program Type' (formerly-labeled-as 'Employment & Training Program') is one of the following:
 - AB 12/AB 212
 - CAFYES
 - CARE
 - Chafee ETV
 - EOP
 - EOPS
 - FYSI
 - Guardian Scholars Program
 - McNair Scholars Program
 - MESA
 - Puente Project
 - Student Academic Services
 - Unaccompanied Refugee Minors
 - c. 'Attendance Status' is either 'Attending Full Time' or 'Attending Half Time' and 'Status End Date' is high dated.

Standard Columns:

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

Additional Column(s):

- CF Participant Name

- School Name

Frequency: One-time

2. **List Name (Eligibility):** List of CF Student Cases Enrolled In Title IV Funded JOBS Program

List Criteria: All CF cases with student participants that meet the following criteria:

- i. Participant has an 'Active' CF program status.
- ii. Participant is in a 'Active' CF program.
- iii. CF Participant has an effective (high dated) School Attendance Detail record where all the following are true:
 - a. 'Participating in Program that Increases Employability' (formerly-labeled-as 'Employment & Training Program Participation') = 'Yes'
 - b. 'Program Type' (formerly-labeled-as 'Employment & Training Program') = 'Title IV Funded JOBS Program'
 - c. 'Attendance Status' is either 'Attending Full Time' or 'Attending Half Time' and 'Status End Date' is high dated.

Standard Columns:

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

Additional Column(s):

- CF Participant Name
- School Name

Frequency: One-time

3. **List Name (Online):** List of CF Student Cases Where Employment Is Ending

List Criteria: All CF cases with student participants that meet the following criteria:

- i. Participant has an 'Active' CF program status.
- ii. Participant is in a 'Active' CF program.
- iii. CF Participant has a role of 'MEM'.
- iv. CF Participant age starting at 18 years old and under 50 years old as of the current system date.
- v. CF Participant has an effective (high dated) School Attendance Detail record where all the following are true:
 - c. School Attendance Type = 'College/Higher Education'

- d. 'Attendance Status' is either 'Attending Full Time' or 'Attending Half Time' and 'Status End Date' is high dated.
- vi. CF Participant has Employment Status Detail record(s) where 'Status' is 'Active', and the record is 'end-dated' within the implementation month or after the implementation month (not high dated).

Standard Columns:

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

Additional Column(s):

- CF Participant Name
- School Name
- Employer
- Employment Status Detail Begin Date
- Employment Status Detail End Date

The list will be posted to the following location: CalSAWS Web Portal>System Changes>SCR and SIR Lists>2024>CA-241626

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-276025

Update criteria for Suspending and Discharging
of Recovery Accounts

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Jimmy Tu
	Reviewed By	Sidhant G, Gloria W, Marlene R

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
05/15/2024	1.0	Initial Version	Jimmy Tu
06/03/2024	1.1	Updated as per R6 comments and additional clarifications.	Jimmy Tu

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1 OVERVIEW

1.1 Current Design

CalSAWS currently does not suspend Recovery Accounts when a Recovery Account has an investigations indicator set of 'Misdemeanor', 'Court', and 'Felony', and the client has been off aid for 36 months.

1.2 Requests

1. Update Uncollectible Recovery Account Batch Discharge Module criteria for discharging Recovery Accounts due to 'Off Aid for 36 Months'.
2. Update Uncollectible Recovery Account Batch to suspend Recovery Accounts that are under investigations and have been off aid for 36 months due to 'Pending Fraud Prosecution'.

1.3 Overview of Recommendations

1. Update Uncollectible Recovery Account Batch Discharge Module criteria for discharging Recovery Accounts due to 'Off Aid for 36 Months'.
2. Update Uncollectible Recovery Account Batch to suspend Recovery Accounts that are under investigations and have been off aid for 36 months due to 'Pending Fraud Prosecution'.

1.4 Assumptions

1. There will be no impact to General Relief or CalFresh Recovery Accounts with this SCR.
2. SCR CA-277920 will generate discharge NOAs for external recovery accounts.
3. REP program is for Los Angeles County only.

2 RECOMMENDATIONS

2.1 Update Uncollectible Recovery Account Batch

2.1.1 Overview

The Uncollectible Recovery Account is used to Discharge and Suspend the appropriate Recovery Accounts based on certain criteria. This batch is being modified to add and update those criteria.

2.1.2 Description of Change

1. Update Uncollectible Recovery Account Batch Discharge Module to match the below criteria to set Recovery Accounts to **'Discharged'** status due to **'Off Aid for 36 Months'**.
 - a. Recovery Account cause code is one of the following:
 - i. Cash – Admin Caused
 - ii. Cash – Customer Caused
 - iii. Cash – Late QR7
 - iv. Cash – Late SAR7
 - v. WTW – Education
 - vi. WTW – Parking
 - vii. WTW – Ancillary
 - viii. WTW – Vehicle Repairs
 - ix. WTW – Transportation
 - b. Recovery Account Investigation is 'None', 'Dismissed', or 'No Fraud'.
 - c. Recovery Account Program is CalWORKs (including TCVAP), RCA, Welfare to Work, REP, or CL.
 - d. Associated **CW/RCA** program is not active, and All Responsible Parties (**persons**) of the RA have been off aid for CalWORKs (for CW/WTW/CL/REP Recovery Accounts) /RCA (For RCA/REP Recovery Accounts) and all responsible parties have not received CalWORKs and RCA for at least 36 consecutive months system wide (in all counties of CalSAWS).
 - i. **Program Person is NOT one of the below system-wide:**
 - a. **Program Person is 'Active' status with a Role Code of 'MEM'.**
 - b. **Role Code of 'FRE' or 'FRI'.**
 - ii. **Note: Recovery Accounts with resource/organization responsible parties will NOT be discharged.**
 - e. RA Remaining Balance is greater than \$0.00.
 - f. Recovery Account is in 'Active' or 'Suspended' Status.
2. Update Uncollectible Recovery Account Batch to update the following Recovery Accounts to **'Suspended'** status due to **'Pending Fraud Prosecution'** status reason.
 - a. Recovery Account cause code is one of the following:

- i. Cash – Admin Caused
 - ii. Cash – Customer Caused
 - iii. Cash – Late QR7
 - iv. Cash – Late SAR7
 - v. Cash – Potential IPV
 - vi. WTW – Education
 - vii. WTW – Ancillary
 - viii. WTW – Transportation
 - ix. WTW – Parking
 - x. WTW – Vehicle Repairs
 - b. Recovery Account investigations is 'Court', 'Investigations', 'Misdemeanor', or 'Felony'.
 - i. OR Recovery Account Investigations is 'No Fraud', 'None', or 'Dismissed' AND Cause Code is 'Cash – Potential IPV'.
 - c. Recovery Account Program is CalWORKs (including TCVAP), RCA, WTW, REP, CL
 - d. Associated CW/RCA program is not active, and All Responsible Parties (persons) of the RA have been off aid for CalWORKs (for CW/WTW/CL/REP Recovery Accounts) /RCA (For RCA/REP Recovery Accounts) and all responsible parties have not received CalWORKs and RCA for at least 36 consecutive months system wide (in all counties of CalSAWS).
 - i. Program Person is NOT one of the below system-wide:
 - a. Program Person is 'Active' status with a Role Code of 'MEM'
 - b. Role Code of 'FRE' or 'FRI'.
 - e. RA Remaining Balance is greater than \$0.00.
 - f. Recovery Account is in 'Active' or 'Suspended' Status.
- Note:**
1. Once investigation is complete and an IPV is established, counties will need to update the status of the RA to 'Active' to resume collections.
 2. For RA's with no IPV's determined, update the 'investigation' indicator to 'None', 'Dismissed', or 'No Fraud', and the batch will discharge the RA if eligible.
3. For all the above Recovery Accounts updated to 'Suspended' status due to 'Pending Fraud Prosecution' in #2 above, please also include a Recovery Account comment stating the below:
 - a. Comment: Recovery Account updated to Suspend status due to Pending Investigations.

2.1.3 Execution Frequency

No Change.

2.1.4 Key Scheduling Dependencies

No Change.

2.1.5 Counties Impacted

No Change.

2.1.6 Category

No Change.

2.1.7 Data Volume/Performance

No Change.

2.1.8 Failure Procedure/Operational Instructions

No Change.

3 SUPPORTING DOCUMENTS

N/A

4 REQUIREMENTS

4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.11.2.17	The LRS shall include a method for the reconciliation of overpayment/overissuance claim counts, collections, refunds, receipt/adjustment activity, and claim status changes.	Updating Discharge Criteria that determines whether a collection is eligible to be discharged.

4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

5 MIGRATION IMPACTS

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

6 OUTREACH

6.1 Lists

List Name: Recovery Accounts Suspended due to 'Pending Fraud Prosecution' with CA-276025

- a. Recovery Account cause code is one of the following:
 - i. Cash – Admin Caused
 - ii. Cash – Customer Caused
 - iii. Cash – Late QR7
 - iv. Cash – Late SAR7
 - v. Cash – Potential IPV
 - vi. WTW – Education
 - vii. WTW – Ancillary
 - viii. WTW – Transportation
 - ix. WTW – Parking
 - x. WTW – Vehicle Repairs
- b. Recovery Account investigations is 'Court', 'Investigations', 'Misdemeanor', or 'Felony'.
 - xi. OR Recovery Account Investigations is 'No Fraud', 'None', or 'Dismissed' AND Cause Code is 'Cash – Potential IPV'.
- c. Recovery Account Program is CalWORKs (including TCVAP), RCA, WTW, REP, CL
- d. Associated CW/RCA program is not active, and All Responsible Parties (persons) of the RA have been off aid for CalWORKs (for CW/WTW/CL/REP Recovery Accounts) /RCA (For RCA/REP Recovery Accounts) and all responsible parties have not received CalWORKs and RCA for at least 36 consecutive months system wide (in all counties of CalSAWS).
 - xii. Program Person is NOT one of the below system-wide:
 - a. Program Person is 'Active' status with a Role Code of 'MEM'
 - b. Role Code of 'FRE' or 'FRI'.
- e. RA Remaining Balance is greater than \$0.00.
- f. Recovery Account is in 'Active' or 'Suspended' Status.

Standard Columns:

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

Additional Column(s): Recovery Account ID, Recovery Account Cause Code, Recovery Account Investigation field, Recovery Account Original Balance, Recovery Account Total Recovered, Recovery Account Current Balance, Recovery Account Program, Recovery Account External (Y/N), Recovery Account status, Recovery Account Discovery Date, Recovery Account Established Date.

Frequency: One time.

The list will be posted to the following locations:

System	Path
CalSAWS	CalSAWS Web Portal>System Changes>SCR and SIR Lists>2024>CA-276025

7 APPENDIX

N/A.

CalSAWS

California Statewide Automated Welfare System

Design Document

CA-276642

Update Appointment Text Message To
Accommodate Flexible Appointments

CalSAWS	DOCUMENT APPROVAL HISTORY	
	Prepared By	Shining Liu
	Reviewed By	Edgars Reinholds, Himanshu Jain, Chitra Barsagade, William Baretsky

DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR
5/9/2024	1.0	Initial draft	Shining Liu
6/4/2024	1.1	Content Revision - Updates to sync up the appointment types in Redetermination with Appointment sent and Redetermination with No Appointment Sent text campaign jobs	Eric Haymes, Shining Liu

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1 OVERVIEW

1.1 Current Design

Appointment Reminder (PO00V101) sends text messages to participants who are opted into text messages and have a 'Scheduled' or 'Rescheduled' appointment in 2 business days. The current text message includes the date and start time of the appointment.

Redetermination with Appointment Sent (PO00V105) sends text messages to participants who have had an applicable Redetermination form generated and sent, as well as a 'Scheduled' or 'Rescheduled' RE appointment with a scheduled start date in the future. The current text message includes the date and start time of the appointment.

The Redetermination with Appointment Sent (PO00V105) text campaign searches for any type of appointment that is scheduled or rescheduled. If any appointment type is found and all other campaign conditions are met, then text message will be sent to the customer.

Flexible appointments were introduced in SCR CA-246603, which allows a time frame for when an appointment is scheduled to start.

The Redetermination with no Appointment Sent (PO00V107) text campaign searches a customer that no Telephone CW/CF RE Interview or Re-Evaluation CW/CF Interview appointments scheduled. If there are not one of those appointments and all other campaign conditions are met, then text message will be sent to the customer.

1.2 Requests

Update text messages regarding appointments to accommodate flexible appointments.

1.3 Overview of Recommendations

1. Update Appointment Reminder (PO00V101) text campaign. The text message template verbiage will accommodate flexible appointments.
2. Update Redetermination with Appointment Sent (PO00V105) text campaign. The text message template will accommodate flexible appointments. Additionally, update the applicable appointment types that must be scheduled or rescheduled. Limit the applicable appointment types to Telephone CW/CF RE Interview, Re-Evaluation CW/CF Interview, Re-Evaluation Interview, or a General Appointment (for Telephone Interview Recertification).

3. Update the Redetermination with no Appointment Sent (PO00V107) text campaign to include additional appointment types to exclude customers from the campaign. The new appointment types to exclude will be Re-Evaluation Interview or a General Appointment (for Telephone Interview Recertification).

1.4 Assumptions

1. There are no changes to the existing CalSAWS batch sweep text campaign framework, as defined in SCR CA-207106 (CA-224051). All batch sweep text campaigns are expected to follow framework definitions, including but not limited to:
 - a. Text messages that have a <Phone Number> parameter in the message will use (844) 859-2100.
 - b. A Customer Contact History entry will be added for sent texts, except Emergency Texts, which includes a status on whether it was successfully sent or not. No journal entry will be created.
 - c. Counties may choose to turn on or off the corresponding Automated Action. Turning on the Automated Action means the new text message will be sent to participants in the county, but it will not generate notifications or tasks within CalSAWS. Turning off the Automated Action means the new text message will not be sent to participants in the county. All new Automated Actions are set to Active by default.
 - d. All batch text messages will be sent during normal business hours (8:00 AM to 6:00 PM).
 - e. Text message will be sent in Spanish if the person's written language preference is 'Spanish', otherwise the text message will be sent in 'English'. Text messages do not contain special characters, such as letters with accents, in any language.
2. Participants cannot opt into text messaging if they are linked to any case with an active 'Domestic Violence' case flag and/or an existing 'Domestic Violence' confidentiality record and their household status for the case is 'In the Home'. The automatic Domestic Violence opt-out batch job (PB00C113) must run prior to any text message sweep job.

2 RECOMMENDATIONS

2.1 Update Appointment Reminder (PO00V101)

2.1.1 Overview

Text message verbiage for Appointment Reminder text campaign (PO00V101) needs to be updated to accommodate flexible appointments.

2.1.2 Description of Change

1. Update the verbiage of the Appointment Reminder text campaign to the following.
 - a. English
 - i. BenefitsCal: You have an appointment on <Date> <at Begin Time OR between Begin Time and Flexible End Time>. Questions? <Phone Number>
 - ii. **Note:** The updated text message verbiage template should also be displayed on the Automated Action Detail page.
 - b. Spanish
 - i. BenefitsCal: Usted tiene una cita el <Date> a las <Begin Time OR Begin Time y las Flexible End Time>. Preguntas? <Phone Number>
2. Update the logic of the Appointment Reminder text campaign to populate the <at Begin Time OR between Begin Time and Flexible End Time> parameter depending on whether the appointment is flexible or not.
 - a. If the appointment is not flexible, then use <at Begin Time>. Note: There is no change to the text message that is sent when the appointment is not flexible.
 - i. English example
 1. BenefitsCal: You have an appointment on 12/15 at 10:00 AM. Questions? (844) 859-2100
 - ii. Spanish example
 1. BenefitsCal: Usted tiene una cita el 12/15 a las 10:00 AM. Preguntas? (844) 859-2100

b. If the appointment is flexible, then use < between Begin Time and Flexible End Time>.

i. English example

1. BenefitsCal: You have an appointment on 12/15 between 10:00 AM and 12:00 PM. Questions? (844) 859-2100

ii. Spanish example

1. BenefitsCal: Usted tiene una cita el 12/15 a las 10:00 AM y las 12:00 PM. Preguntas? (844) 859-2100

2.1.3 Execution Frequency

No change. ~~Daily (M-F).~~

2.1.4 Key Scheduling Dependencies

No change. ~~PO00V101 should run after PB00C113 and before PO00V200 and PO00V201 – PO00V210.~~

2.1.5 Counties Impacted

All counties.

2.1.6 Category

No change.

2.1.7 Data Volume/Performance

N/A

2.1.8 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 Update Redetermination with Appointment Sent (PO00V105)

2.2.1 Overview

Text message verbiage for Redetermination with Appointment Sent text campaign (PO00V105) needs to be updated to accommodate flexible appointments.

The Redetermination with Appointment Sent text campaign will also be updated to only check for specific kinds of appointments that have been scheduled or rescheduled. If none of these specific appointments were scheduled, that customer will be excluded from the campaign.

2.2.2 Description of Change

1. Update the verbiage of the Redetermination with Appointment Sent text campaign to the following.
 - a. English
 - i. BenefitsCal: Your redetermination packet has been mailed and your appointment is <Date> <at Begin Time OR between Begin Time and Flexible End Time>. Questions? <Phone Number>
 - ii. **Note:** The updated text message verbiage template should also be displayed on the Automated Action Detail page.
 - b. Spanish
 - i. BenefitsCal: Su paquete de redeterminacion ha sido enviado por correo y su cita es el <Date> a las <Begin Time OR Begin Time y las Flexible End Time>. Preguntas? <Phone Number>
2. Update the logic of the Redetermination with Appointment Sent text campaign to populate the <at Begin Time OR between Begin Time and Flexible End Time> parameter depending on whether the appointment is flexible or not.
 - a. If the appointment is not flexible, then use <at Begin Time>. Note: There is no change to the text message that is sent when the appointment is not flexible.
 - i. English example:
 1. BenefitsCal: Your redetermination packet has been mailed and your appointment is 12/15 at

10:00 AM. Questions? (844) 859-2100

ii. Spanish example:

1. BenefitsCal: Su paquete de redeterminacion ha sido enviado por correo y su cita es el 12/15 a las 10:00 AM. Preguntas? (844) 859-2100

b. If the appointment is flexible, then use < between Begin Time and Flexible End Time>.

i. English example:

1. BenefitsCal: Your redetermination packet has been mailed and your appointment is 12/15 between 10:00 AM and 12:00 PM. Questions? (844) 859-2100

ii. Spanish example:

1. BenefitsCal: Su paquete de redeterminacion ha sido enviado por correo y su cita es el 12/15 a las 10:00 AM y las 12:00 PM. Preguntas? (844) 859-2100

3. Update the Redetermination with Appointment Sent text campaign to limit to only capturing customers who have at least one of the following appointment types that have been Scheduled or Rescheduled:

General Description	Appointment Type	Appointment Sub-Type(s)
Any Telephone CW/CF RE Interview appointment	Telephone CW/CF RE Interview (CWP)	N/A – No limitation
Any Re-Evaluation CW/CF Interview appointment	Re-Evaluation CW/CF Interview (CWR)	N/A – No limitation
Any Re-Evaluation Interview appointment	Re-Evaluation Interview (RE)	N/A – No limitation
A General Appointment that is a Telephone Interview Recertification.	General Appointment (GA)	Telephone Interview Recertification (TR)

2.2.3 Execution Frequency

No change. Daily (M-F).

2.2.4 Key Scheduling Dependencies

No change. PO00V105 should run after PB00C113 and before PO00V200 and PO00V201 – PO00V210.

2.2.5 Counties Impacted

All counties.

2.2.6 Category

No change.

2.2.7 Data Volume/Performance

N/A

2.2.8 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 Redetermination without Appointment Sent (PO00V107)

2.3.1 Overview

The Redetermination without Appointment Sent text campaign (PO00V107) targets a population who has RE packets sent to them, but no appointment exists yet for re-evaluation. The campaign sends the customer a text message, informing the customer the RE packet was sent.

The Redetermination with no Appointment Sent text campaign will be updated to check for additional appointment types and if those appointments have been scheduled or rescheduled.

2.3.2 Description of Change

1. Update the Redetermination with no Appointment Sent text campaign to exclude customers from the campaign if they have a Scheduled or Rescheduled appointment of any of the following types:

Note: The below appointment types to exclude are in addition to the existing appointment types in the campaign.

General Description	Appointment Type	Appointment Sub-Type(s)
Any Re-Evaluation Interview appointment	Re-Evaluation Interview (RE)	N/A – No limitation
A General Appointment that is a Telephone Interview Recertification.	General Appointment (GA)	Telephone Interview Recertification (TR)

2.3.3 Execution Frequency

No change.

2.3.4 Key Scheduling Dependencies

No change.

2.3.5 Counties Impacted

All counties.

2.3.6 Category

No change.

2.3.7 Data Volume/Performance

N/A

2.3.8 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
2.18.3.20	The LRS shall support multiple means of communicating appointments, appointment reminders, and critical dates and/or information that may affect a participant's eligibility, using the following means: a. E-Mail; b. Text messaging; d. Automated phone reminder; e. USPS mail	Text notifications from CalSAWS will be updated.