

Distribution Date	April 28, 2025
To	PPOC.All
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors;
CIT Name	CalSAWS Training Manuals Updates for 25.03

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

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> General      | <input type="checkbox"/> Reports              |
| <input type="checkbox"/> Policy                  | <input type="checkbox"/> Fiscal               |
| <input checked="" type="checkbox"/> CW           | <input type="checkbox"/> Caseload Movement    |
| <input checked="" type="checkbox"/> CF           | <input type="checkbox"/> Management           |
| <input checked="" type="checkbox"/> MC           | <input type="checkbox"/> Batch and Interfaces |
| <input type="checkbox"/> CMSP                    | <input type="checkbox"/> Fiscal               |
| <input type="checkbox"/> FC/KG/AAP               | <input type="checkbox"/> GA/GR                |
| <input type="checkbox"/> Child Care              | <input type="checkbox"/> Help Desk            |
| <input type="checkbox"/> WtW                     | <input type="checkbox"/> Imaging              |
| <input type="checkbox"/> Other Program(s)_____   | <input type="checkbox"/> Security             |
| <input type="checkbox"/> BenefitsCal             | <input type="checkbox"/> Task Management      |
| <input type="checkbox"/> Customer Correspondence | <input type="checkbox"/> Technical            |
| <input type="checkbox"/> OCAT                    | <input checked="" type="checkbox"/> Training  |
| <input type="checkbox"/> Other_____              |   |

#### Description

#### Purpose

The purpose of this CIT is to inform Counties that the CalSAWS Training Manuals for CalWORKs, CalFresh, Medi-Cal and General Eligibility have been updated for the 25.03 release and are now available on the CalSAWS Web Portal.

#### Background

The Consortium Training Team develops and maintains Training Manuals for CalWORKs, CalFresh, Medi-Cal, General Eligibility and Service Arrangements for Employment Services to be used by the Counties in their induction trainings.

#### Additional Information

In the CalSAWS Training Production environment, users can log in and access cases for their own County only. Data creation and management for these courses is a county responsibility.

#### County Actions

	<p>Counties can begin to use the updated Training Manuals for CalWORKs, CalFresh, Medi-Cal and General Eligibility. The updated Training Manuals are now available on the CalSAWS Web Portal at:</p> <p>████████████████████</p> <p>██</p> <p>If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.</p>
Primary Project Contact	<p>Corey Morris Policy Design Lead (916) 282-3711 MorrisC@CalACES.org</p>
Backup Project Contact	<p>Sami Varney Trainer (916) 883-2927 VarneyS@CalSAWS.org</p>
Attachments	
Web Portal Link	<p>████████████████████</p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"><li>1. Click on the CRFIs &amp; CITs link at the top of the page.</li><li>2. Click on the "CalSAWS Information Transmittal (CIT)" folder.</li><li>3. Click on the "2025" folder.</li><li>4. Click on the appropriate CIT # folder.</li></ol>