Cal**SAWS** | Enhancement Request (CER)

PPOCs: Please send the completed request to CER@CalSAWS.org and cc your RM.

Submission Date	12/10/2024
Title	Adding Mandatory Alien (A) Number Requirement

Region #: 2	County Name: Sacramento	
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Program(s) Impacted:

☐ Adoptive Services	☐ ARC	☒ CalFresh	☐ Cal-Learn
☒ CalWORKS / RCA	☐ CAPI	☐ Child Care	☐ CMSP
☐ Foster Care	☒ GA/GR	☐ GAIN/REP/WTW	☐ GROW
☒ Kin-GAP	☒ Medi-Cal / RMA	☐	☐
☐ Other – specify			

Area(s) Impacted:

☐ Call Center	☐ Case Assignment	☐ Central Print	☐ Client Correspondence
☒ Eligibility	☐ Fiscal / Collections	☐ Hearings	☐ Imaging
☐ Lobby Management	☐ Reports	☐ Resource Data Bank	☐ Schedule Appt
☐ Security	☐ Self Service Portal	☐ Special Investigation	☐ Task Mgmt
☐ Time Limits	☐ Training		

☐ Interface(s) - specify

☐ County Operational (ex. Business Reply Mail (BRM), EBT Printers, Change of Address, Opt In/Out, etc.) – specify

☐ Other – specify

Justification / Request Summary:

Issue:

Currently in CalSAWS the Alien (A) Number is not a mandatory field and so users are not required to complete. This has caused issues with reports that need to be provided to the State and Feds regarding non-citizens and RCA cases. Staff are having to search for documents with the A Number information on it in Imaging or contact the customer to gather the information.

Proposed Recommendation:

Sacramento is requesting that the A Number field on the Citizenship Status Detail page be made a mandatory (*) field for users to complete. A "Not Applicable" checkbox can be added to the Citizenship Status Detail page when the customer doesn't have an A # to provide, for example an Undocumented Citizenship Type.

Priority/Implementation Consideration(s):

High, without this data counties have to look for alternate methods to gather the data.

CalSAWS Response:	
CER Tracking #: (automatically generate by JIRA)	SCR #
Rejected By:	Date:
Rejection Reason(s) or other Comments:	