



**CA-264925**

Update Citizenship Document Types for Sworn Statement/Citizen of Northern Mariana Islands

CalSAWS	DOCUMENT APPROVAL HISTORY		
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DATE	VERSION	REVISION DESCRIPTION	AUTHOR
10/25/2025	1.0	Initial Document	Nick Trusso, Finnegan Dewitt



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# CA-264925 – Update Citizenship Document Types for Sworn Statement/Citizenship of Northern Mariana Islands

## 1 OVERVIEW

The purpose of this SCR is to update the Citizenship Detail Status page in CalSAWS to include an additional document type for Trafficking Victims and modify the program eligibility for the existing document type 'Resident of Commonwealth of the Northern Mariana Islands'.

### 1.1 Current Design

Trafficking Victims are not required to provide any type of legal documentation other than a sworn statement or a letter from non-profits such as the Salvation Army who may be assisting them. Currently in CalSAWS workers do not have an option to select 'Sworn Statement' or an equivalent to it.

ACIN I-102-10 declared citizens of the Northern Mariana Islands (NMI) US citizens under Public Laws 94-241 and 99-239, the current document type "Resident of Commonwealth of the Northern Mariana Islands" is considered an ineligible non-citizen for some programs in the system.

### 1.2 Requests

Add 'Sworn Statement' field to the Citizenship Detail Status page under Document Type and add corresponding Document type to the CalSAWS Citizenship Document Code table.

Update the "Resident of Commonwealth of the Northern Mariana Islands" document type to allow eligibility for CalWORKs, CalFresh and General Assistance/General Relief.

### 1.3 Overview of Recommendations

1. Add a 'Sworn Statement' (Per MPP 70-102.2) option to the Citizenship Detail Status page under Document Type to allow the worker to select this option when none of the existing document types apply.  
*Note: No Section Code is required for eligibility.*
2. Add Document type 'Sworn Statement' to CalSAWS Citizenship Document Code table.
  - a. Add eligibility logic and aid code determination when this document type is selected.
3. Update the 'Resident of Commonwealth of the Northern Mariana Islands' document type to be considered a Naturalized US Citizen.

## 1.4 Assumptions

1. Eligibility updates are based on the CDSS response from CRPC 2435 and CRPC 2433
2. Medi-Cal Eligibility updates are based on the DHCS response from CRPC 2127 and CRPC 2126

## 2 RECOMMENDATIONS

### 2.1 Citizenship Status Detail Page

#### 2.1.1 Overview

The Citizenship Status Detail Page allows a worker to update a customer's citizenship status using different document types provided by the customer. This SCR will update the Document Type dropdown to add 'Sworn Statement' to the existing list.

#### 2.1.2 Citizenship Status Detail Mockup

The form is titled 'Change Reason' and includes fields for 'New Change Reason' (dropdown), 'New Reported Date' (date picker), 'Name' (dropdown), 'Name upon US Entry' (text input), and 'Citizenship Type' (dropdown). Below this, a 'Retrieve Information' section contains a 'Document' dropdown menu. The 'Document' menu lists various document types, with 'Sworn Statement' highlighted by a red box. Other options in the list include: Passport Annotated with I-181a, Passport Annotated with I-181b, Passport Only - Not Annotated, Resident of American Samoa, Resident of Commonwealth of the Northern Mariana Islands, SSI/SSP Recipient, T Visa or I-914, T Visa or I-915, T Visa or I-916, T Visa or I-917, Temporary I-551 Stamp (on passport or I-94, I-94A), Tribal Affidavit - Canadian Born Northern Amer. Indian, Tribal Affidavit - Mexican Born Northern Amer. Indian, U Visa, and US Passport.

Figure 2.1.1 – Citizenship Status Detail Mockup

**Change Reason**

<b>New Change Reason: *</b> <input style="width: 100%;" type="text" value="Intake"/>	<b>New Reported Date: *</b> <input style="width: 100%;" type="text" value="10/01/2025"/>
<b>Change Reason:</b> Intake	
<b>Reported Date:</b> 10/01/2025 <span style="float: right;"><a href="#">View</a></span>	
<b>Name: *</b> Citz, Citz 39F	
<b>Name upon US Entry:</b> <input type="text"/>	
<b>Citizenship Type:</b> Non-Citizen - Trafficking Victim	
<b>Document: *</b> <input style="width: 100%;" type="text" value="Sworn Statement"/>	
<b>Document First Name:</b> <input type="text"/>	<b>Document Middle Name:</b> <input type="text"/>
<b>Document Last Name:</b> <input type="text"/>	<b>Document Date of Birth:</b> <input type="text"/>
<b>Visa Number:</b> <input type="text"/>	<b>SEVIS ID:</b> <input type="text"/>
<b>Country of Passport Issuance:</b> <input type="text"/>	
<b>Section Code: *</b> <span style="border: 2px solid red; padding: 2px;">*</span> <input style="width: 100%;" type="text"/>	
Intends to Apply for T Visa N/A	
<b>Country or Citizenship: *</b> <span style="color: red;">*</span> <input style="width: 100%;" type="text" value="Unknown"/>	
<b>A Number:</b> <input type="text"/>	
<b>Issue Date:</b> <input type="text"/>	<b>Expiration Date:</b> <input type="text"/>
<b>Adjustment Date:</b> <input type="text"/>	<b>Five Year Bar Admin Verification:</b> <input type="text"/>

**Figure 2.1.2 – Citizenship Status Detail Mockup**

### 2.1.3 Description of Changes

1. Update the 'Document' drop-down on the Citizenship Status Detail page to include 'Sworn Statement'.
 

*Note: The options will display in the drop-down in alphabetical order.*

*Note: The default values that will be displayed when 'Sworn Statement' is selected will be the same as when the document type 'T-Visa or I-914' is selected.*

  - a. Add a required conditional field labeled 'Section Code' when the 'Sworn Statement' document type is selected.  
 The dropdown values will be:
    - i. Intends to Apply for T Visa
    - ii. N/A

### 2.1.4 Page Location

- **Global: Eligibility**
- **Local: Customer Information**
- **Task: Citizenship**
  - Non-Citizens List
    - Edit Button -> Citizenship Status Detail (Edit Mode)
    - Add Button -> Citizenship Status Detail (Create Mode)

## **2.1.5 Security Updates**

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N/A

## **2.1.6 Page Mapping**

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N/A

## **2.1.7 Accessibility**

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N/A

## **2.1.8 Page Usage/Data Volume Impacts**

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N/A

## 2.2 Eligibility – Add ‘Sworn Statement’ to Citizenship Document Code Table

### 2.2.1 Overview

Add a new Document type code ‘Sworn Statement’ to the Citizenship Document Code Table and corresponding Noncitizen Reference Code Table. Selecting this new Document on the Citizenship Status Detail page for a person will give them the existing citizen type of ‘Non-Citizen - Trafficking Victim’.

### 2.2.2 Description of Changes

1. Create a CTCR to add a new row to Code Table 173 for ‘Sworn Statement’ with the following values:

DB Column Name	Ref. Col. Desc.	Value
CATGRY_ID		173
SHORT_DECODE_NAME		Sworn Statement
LONG_DECODE_NAME		Sworn Statement
CODE_DESCR		Document type to support trafficking victims who are unable to provide any type of legal documentation.
ORDR_BY_NUM		0
BEG_DATE		01/01/1000
END_DATE		12/31/9999

2. Create a CTCR to add a new row to Code Table 360. This is the noncitizen reference table and will have the following values:

DB Column Name	Ref. Col. Desc.	Value
CATGRY_ID		360
ORDR_BY_NUM		0
BEG_DATE		01/01/1000
END_DATE		12/31/9999
REFER_TABLE_3_DESCR	RCA	Ineligible
REFER_TABLE_4_DESCR	CalWORKs	Eligible
REFER_TABLE_5_DESCR	Medi-Cal	Full
REFER_TABLE_6_DESCR	Food Stamps	Eligible

REFER_TABLE_9_DESCR	CalWORKs Funding Classification	Non-Federal
REFER_TABLE_10_DESCR	Citizenship Type Code	NT
REFER_TABLE_11_DESCR	MEDS Refugee Alien Code	W
REFER_TABLE_12_DESCR	Date of Entry	N
REFER_TABLE_13_DESCR	INS Issue Date	N
REFER_TABLE_20_DESCR	CW State Trafficking Aid Code (R1)	Y
REFER_TABLE_22_DESCR	CF State Trafficking Aid Code (R2)	Y

3. For program eligibility and benefits the worker must also select the 'Intends to Apply for T Visa' in the Section Code dropdown.

EDBC will determine the following programs and associated aid codes:

- CalWORKs – R1 – CW – TCVAP (State)
- CalFresh – R2 – CF – TCVAP (State)
- Medi-Cal – Full Scope - 2V or 4V aid code

*Note: The 'Non-Citizen – Trafficking Victim' will still need to meet all other program requirements for eligibility.*

### 2.2.3 Example Scenarios

N/A

### 2.2.4 Programs Impacted

CW, CF, MC

### 2.2.5 Performance Impacts

None

## 2.3 Eligibility – Update Existing Document Type Code Table

### 2.3.1 Overview

Citizens of the Northern Mariana Islands were declared citizens of the United States under Public Laws 94-241 and 99-239. The Document Type Code for "Resident of Commonwealth of the Northern Mariana Islands" will be updated to indicate U.S. citizenship status.

When this citizenship document type is selected, the Citizenship Type displayed will be 'Naturalized US Citizen'.

### **2.3.2 Description of Changes**

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1. Create a CTCR to update the existing Code Table 173 value for the 'Resident of Commonwealth of the Northern Mariana Islands'.

#### **CT173\_57:**

<b>DB Column Name</b>	<b>Ref. Col. Desc.</b>	<b>Value</b>
REFER_TABLE_1_DESCR	Citizenship Document	Y

2. Create a CTCR to update the existing Code Table 360 value for the above referenced document type.

#### **CT360\_U5:**

<b>DB Column Name</b>	<b>Ref. Col. Desc.</b>	<b>Value</b>
REFER_TABLE_4_DESCR	CalWORKs	Eligible
REFER_TABLE_6_DESCR	Food Stamps	Eligible
REFER_TABLE_9_DESCR	CalWORKs Funding Classification	Federal
REFER_TABLE_10_DESCR	Citizenship Type Code	NA
REFER_TABLE_11_DESCR	MEDS Refugee Alien Code	M
REFER_TABLE_25_DESCR	General Assistance	Eligible

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### **2.3.3 Example Scenarios**

N/A

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### **2.3.4 Programs Impacted**

CW, CF, GA/GR

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### **2.3.5 Performance Impacts**

None

## 2.4 [Batch Name] – No Impact

## 2.5 [Interface Name] – No Impact

## 2.6 [eHIT] – No Impact – No Impact

## 2.7 [Form/NOA Name] - No Impact

## 2.8 [Report Name] - No Impact

## 2.9 [Data Warehouse Name] - No Impact

## 2.10 [Data Change] - No Impact

## 2.11 [Automated Regression Test] - No Impact

## 3 SUPPORTING DOCUMENTS

N/A

## 4 OUTREACH

### 4.1 Lists

A list of active cases which has at least one active person who has a citizenship record with the Document type of “Resident of Commonwealth of the Northern Mariana Islands”.

**List Name:** List\_of\_active\_cases\_with\_NMI\_doc\_type

**List Criteria:** Provide a list of cases which have active programs where there is a person on the program with a citizenship document type of “Resident of Commonwealth of the Northern Mariana Islands”.

**Standard Columns:**

- Case Name

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

**Additional Column(s):** Program, Person Name

**Frequency:** One-time

The list will be posted to the following location: CalSAWS Web Portal>System Changes>SCR and SIR Lists>2026>CA-264925

## 5 APPENDIX

N/A