CalSAWS | Information Transmittal (CIT)   0152-25

Distribution Date	December 15, 2025
To	PPOC.All
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors; Committee.Training.All
CIT Name	**CalSAWS Training Manual – GA/GR Automated Solution**

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

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  - ☐ WtW
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- ☐ BenefitsCal
- ☐ Customer Correspondence
- ☐ OCAT
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- ☒ Training

Description	**Purpose**
	The purpose of this CIT is to inform Counties that the CalSAWS Training Manual for GA/GR Automated Solution is 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 training.
	Counties could utilize the course(s) and/or supporting data as necessary for use in training delivery. Counties could also create their own materials and data.
	The new CalSAWS Training Manual for GA/GR Automated Solution aligns with the functionality of the CalSAWS Training Production and Training Staging environments and is designed to be used with golden cases built in the Training Staging environment by the Counties. A Golden Case Scenario document is included with the training manual which gives County trainers the necessary information to build the golden cases used in the Training Manual.
	Additional Information

The GA/GR Automated Solution Training Manual will be maintained with updates along with all the other Training Manuals after each major release. Information about updates made will be released via CIT.

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

The CalSAWS Training Manual for GA/GR Automated Solution, which includes content up to the 25.11 release, is now available on the CalSAWS Web Portal at:

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If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.

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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 "2025" folder. 4. Click on the appropriate CIT # folder.