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 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections /Applying Overpayment Collections (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections /Applying Overpayment Collections (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Returned Checks
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections /Returned Checks (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Enter Warrant Replacement – Detail
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/View Hours Details
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/View Hours Details (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/E-Timesheet Warrant
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/E-Timesheet Warrant (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Tasks/Notifications
 - DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces
 - DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Create Warrant (CMDR920A)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Update Warrant (CMDR921A)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Void and Reissue Requests (PRDR917A)

- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Create Recipient as Payee (PROO938A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Receive Payment Adjustments (PRDR907A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Advance Pay Recon Action (PROO935A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Calculate Net Pay for Overpayment (PROO936A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Create/Modify/Stop Overpayment Recovery (PRDR912A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Personal Overpayment Collection (PRDR937A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Receive Payroll Overpayment Collections (CMDR913A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Career Pathway Claim Configuration to Payroll (PROO941A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Career Pathways Claims to Payroll (PRDR908A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Send Multi Pay Warrants Split Request to Payroll (PRDS909A)
- DSD 27/Recip CM & OS – Payroll within Case Management/Internal Interfaces/Receive Split Multi Payments from Payroll (CMDR919A)
- DSD 27/Recip CM & OS – Payroll within Case Management/External Interfaces
- DSD 27/Recip CM & OS – Payroll within Case Management/Batch Processing
- DSD 27/Recip CM & OS – Payroll within Case Management/Reporting
- DSD 27/Recip CM & OS – Payroll within Case Management/Forms
- DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Pay Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Pay Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Tax Relationship
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Funding Source
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Warrant Line Item Source
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Warrant Line Item Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Payment Reconciliation Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Time Entry Source
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Void Replacement Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Void Replacement Reason
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Void Replacement Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Forged SCO Response
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Special Transaction Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Special Transaction Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Funding Split
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Taxation
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Time Adjustment Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Time Adjustment Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Overpayment Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Overpayment Reason
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Overpayment Recovery Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Installment Type
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Overpayment Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Overpayment Collection Status
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Mode of Payment
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Advance Pay Recon Actions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Career Pathways Training Time Claim Reject Reason
 - DSD 27/Recip CM & OS – Payroll within Case Management/Code Table Definitions/Career Pathways Incentive Claim Rejection Reason
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Line Item
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Snap Shot
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Timesheet Link
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Special Transaction Link
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Source
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Void Replacement Request
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Cashed Warrant Copy Request
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Forged Endorsement Affidavit
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Special Transaction
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Special Transaction Snapshot
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Time Adjustment
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Overpayment
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Overpayment Snapshot
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Overpayment Period
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Overpayment Collection
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Time Adjustment Link
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/SCO Remittance Advise Number
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Provider Weekly Hours
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Provider Weekly Hours Snapshot
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Special Transaction Additional Details
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Time Adjustment Exception
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Special Transaction Exception
 - DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Overpayment Warrant Period Link

- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPClaim
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPClaimSnapshot
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPClaimInfo
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPClaimInfoSnapshot
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPProviderSummary
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CPProvSummarySnapshot
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/WarrantCPClaimLink
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/Warrant Source Details
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CMIPS_MULTI_CHK_HDR
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/CMIPS_MULTI_CHK_DTL
- DSD 27/Recip CM & OS – Payroll within Case Management/Database Entities/WPCS Residual Payment
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Class Definitions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Class Definitions/Payment
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Class Definitions/Payment Activity
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Class Definitions/Payment Adjustments
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Class Definitions/Payment Batch Activity

DSD 27/Recip CM & OS – Payroll Within Case Management

DSD 27/Recip CM & OS – Payroll Within Case Management /Payroll Within Case Management Topic Area

This section will describe the functional track area that is addressed, such as Case Management or Payroll. The Recip CM & OS – Payroll within Case Management topic area will define in detail the previously agreed upon system functionality in Case Management to support Payroll processing in CMIPS.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/View Payment Information

CI	Document Name
 CI-67324 - DSD BF View Payment Information IMPLEMENTED	DSD_BF_View_Payment_Information.doc

When Payroll generates a payment in the nightly batch process, the payment information is interfaced to Case Management and stored on the Warrant and Warrant Line Item database tables.

Details about each payment are available to the user on the following Case Management screens:

- Payment Search (by Person)
- Payment Search (by Case)
- Payment Details
- Payment History
- Employer Paid Taxes
- Timesheet Information
- Issuance information (warrant number and issue date) is updated on the Warrant table when received from the State Controller's Office (SCO).

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Stop Payment

CI	Document Name
 CI-67323 - DSD BF Request Stop Payment IMPLEMENTED	DSD_BF_Request_Stop_Payment.doc

On the Request Void/Reissue/Replacement screen, the counties can request that a stop payment be placed on warrants for the following reasons:

- Cancelled
- Incorrect Information
- Payee Ineligible

The request for stop payment on the warrant is conveyed to SCO on the Void/Stop Payment report. The report is transmitted by the Contractor to SCO via courier on a daily basis. In this business process, the warrant will not be replaced and the SCO will redeposit the funds.

When confirmation is received from SCO of the successful processing of the stop payment, the Pay Status on the Payment Search and View Payment Details screens will be modified from Pending Void to Void, and the Status Date will be changed to the void date provided by SCO. In addition, Case Management will:

1. Process a SOC reversal and trigger Explanation of In-Home Supportive Services (IHSS) or Waiver Personal Care Services (WPCS) SOC Reversal letters, if a SOC deduction was taken from the voided payment.
2. Increase the available hours by the amount of the hours paid on the voided payment, if the original payment decreased the available hours.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Warrant Replacement

CI	Document Name
 CI-67326 - DSD BF Request Warrant Replacement IMPLEMENTED	DSD_BF_Request_Warrant_Replacement.doc

On the Request Void/Reissue/Replacement screen, the counties can record a pending request that SCO replace a warrant for the following reasons:

- Lost
- Stolen
- Destroyed
- Never Received

In order to process the replacement, SCO requires that the counties submit a STD 435 – Request for Duplicate Warrant. The STD435 is a shelf stock form that will not be generated in CMIPS.

When SCO processes the STD435, it will place a stop payment on the original warrant and generate a replacement warrant. The replacement warrant that is issued is an exact duplicate of the original warrant with the same warrant number and issue date without the Earnings Statement and Timesheet.

When SCO provides the Replacement Warrant Detail Report that shows the successful processing of the replacement request, the CGI Back Office staff will manually enter the Replacement Date into CMIPS. When the Replacement Date is keyed, the Pay Status on the Payment Search and View Payment Details screens will be modified from Pending Replacement to Paid. The Status Date will be updated to the Replacement Date provided by SCO and manually input by the CGI Back Office.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Warrant Re-issuance

CI	Document Name
 CI-67325 - DSD BF Request Warrant Re-issuance IMPLEMENTED	DSD_BF_Request_Warrant_Re-issuance.doc

On the Request Void/Reissue/Replacement screen, the counties can request that a payment be stopped and reissued. Stop Payment and Reissue requests are initiated when the Provider/Recipient notifies the county that his or her warrant has been damaged and provides the evidence of the damaged warrant.

A reissue request is a two-pronged process:

1. A request for the stop payment on the original warrant is conveyed to SCO on the Void/Stop Payment report. The report is transmitted by the Contractor to SCO via courier on a daily basis.
2. A new payment is generated in the nightly payroll cycle and interfaced to SCO for warrant issuance (new warrant number).

When confirmation is received from SCO of the successful processing of the stop payment on the original warrant, the Pay Status on the Payment Search and View Payment Details screens for the original warrant will be modified from Pending Void to Void, and the Status Date will be changed to the void date provided by SCO.

When Payroll reissues the payment in the nightly batch process, the new payment information is interfaced to Case Management and stored on the Warrant and Warrant Line Item database tables.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Process Redeposit of Undeliverable Warrants

CI	Document Name
 CI-67318 - DSD BF Process Redeposit of Undeliverable Warrants IMPLEMENTED	DSD_BF_Process_Redeposit_of_Undeliverable_Warrants.doc

Undeliverable payments are returned directly to SCO and the funds are re-deposited. Undeliverable paper warrants may be reissued by the county at some point in the future if the payee submits a corrected address. Undeliverable EFT payments (i.e. bank account closed) are reissued as paper warrants by the State Contractor (CGI) by taking action directly in the Payroll component.

When confirmation is received from SCO of the stop payment of an undeliverable warrant or EFT payment, the Pay Status on the Payment Search and View Payment Details screens will be modified from Paid to Void, and the Status Date will be changed to the void date provided by SCO. Case Management will also update the Void Type to Redeposit and the Void Reason to Undeliverable to differentiate the void action from those done for other purposes.

In addition, for undeliverable paper warrants Case Management will:

1. Process an SOC reversal and trigger Explanation of IHSS or WPCS SOC Reversal letters, if an SOC deduction was taken from the voided payment.
2. Increase the available hours by the amount of the hours paid on the voided payment, if the original payment decreased the available hours.
3. When an Advance Payment Overtime Special Transaction warrant is voided update the "unpaid overtime" amount. When the warrant is reissued the "unpaid overtime" amount will be decreased. (This will be a database verification only.)
4. If the original payment was a Special Transaction – Advance Payment Overtime and the associated warrant is voided the user should select the View Payments Details link from the View Special Transaction screen to view the details of the original Special Payment Transaction.

To reissue an undeliverable paper warrant, an SR should be submitted to the CMIPS Help Desk for Back Office to process the payment. There is no user interface to reissue this type of warrant.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Copy of Cashed Warrant

CI	Document Name
 CI-67327 - DSD BF Request Copy of Cashed Warrant IMPLEMENTED	DSD_BF_Request_Copy_of_Cashed_Warrant.doc

If concerns arise that a warrant was cashed by someone other than the payee, the Request Copy of Cashed Warrant screen provides the ability for counties to initiate a request for a copy of a cashed warrant.

The request for a copy of a cashed warrant is conveyed to SCO on the Request Copies of Cashed Warrants by County/Office report. The report is transmitted by the Contractor to SCO via courier on a daily basis. When SCO has processed the request, they will send the requested copy directly to the requesting county via the address printed on the report.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Process Forged Endorsement Affidavits

CI	Document Name
 CI-67317 - DSD BF Process Forged Endorsement Affidavits IMPLEMENTED	DSD_BF_Process_Forged_Endorsement_Affidavit.doc

If a payee claims he/she did not cash a warrant, he/she must complete and sign a STO CA 0034 – Forged Endorsement Affidavit in order to initiate a request for a replacement. The counties can request that a Forged Endorsement Affidavit be printed on the Print Forged Endorsement Affidavit screen. When printed, the fields in Box 1 of the form will be pre-populated with the data related to that warrant.

Although the processing of a Forged Endorsement Affidavit is primarily a business process conducted outside of CMIPS, the Create/Modify Forged Endorsement Affidavit screens provide a means for the counties to record the date the affidavit was signed, the date the affidavit was submitted to SCO, the date that SCO responded to the request and the response date.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Special Transactions

CI	Document Name
 CI-67322 - DSD BF Request Special Transactions IMPLEMENTED	DSD_BF_Request_Special_Transactions.doc

County Transactions

Counties can use the Create Special Transaction screen to request one-time payments and one-time deductions. These transactions are entered in lump sum dollars or hours for either recipient or provider payees. The types of activities that can be requested and the processing options are outlined in the tables below, along with information about how each type of transaction will be processed in CMIPS.

All county special transactions require the approval of a Payroll Approver prior to processing. Even if the requester is designated as a Payroll Approver, the special transaction must be approved by a second person with a Payroll Approver security role. When a special transaction is submitted for approval, a task will be allocated to the Payments Pending Approval Work Queue (or WPCS Work Queue if the selected Program is WPCS) to initiate review of the request. Once approved, special transactions are interfaced at the end of the day to Payroll for processing in the nightly batch cycle and can be modified or cancelled up until this time.

CDSS Transactions

CDSS can use the Create Special Transaction screen to request one-time payments or deductions. These transactions are entered in lump sum dollars or hours for either recipient or provider payees. The types of activities that can be requested and the processing options are outlined in the tables below, along with information about how each type of transaction will be processed in CMIPS.

All CDSS special transactions require the approval of a CDSS user with a Payroll Approver security role prior to processing. Even if the requester is designated as a Payroll Approver, the special transaction must be approved by a second person with a Payroll Approver security role. When a CDSS special transaction is submitted for approval, a task will be allocated to the CDSS Payments Pending Approval Work Queue to initiate review of the request. Once approved, special transactions are interfaced at the end of the day to Payroll for processing in the nightly batch cycle and can be modified or cancelled up until this time.

Vendor Transactions

The CMIPS Vendor staff can use the Create Special Transaction screen to request one-time payments for submitted Travel Claim Forms. These transactions are entered in hours for provider payees. The types of activities that can be requested and the processing options are outlined in the tables below, along with information about how each type of transaction will be processed in CMIPS.

All Vendor special transactions for Travel Claims do not require approval by a second user.

System Transactions

CMIPS payroll processing can generate Special Transaction requests as one-time payments for Advance Pay – Overtime when processing of a reconciling timesheet results in a provider working more than 40 hours in a workweek across all recipients. These transactions generated as hours to be paid at the overtime rate (provider wage/2) for the provider payees. CMIPS payroll processing can generate Special Transaction requests for Advance Pay – Back-up Provider when processing of a reconciling timesheet requires the provider be paid the differential between county rate and the back-up provider rate. These hours generate as hours to be paid at the differential rate (back-up rate - county rate) for the provider payees.

The types of activities that can be requested and the processing options are outlined in the tables below, along with information about how each type of transaction will be processed in CMIPS. System created special transactions do not require secondary approval.

Table – Special Transaction Pay Types

No	Pay Type	Purpose	Access	User Adjusts Hours in Case	Valid Combination			Available Options			Payroll Processing			
					Payee	Dollars or Hours	Service Period Span	Rate Over-ride ¹	Bypass Hours	Taxation	Taxable Income	SOC Spend-Down	Txn	AP Recon

1	Advance Pay – Additional	To pay an Advance Pay Recipient for an increase in authorized hours when the advance payment for the current or first prior month has already been processed	County	Yes	Recipient	Hours	1 Month	Yes	No	No	No	Yes	TADJ	Yes
2	Advance Pay – Initial	To pay an Advance Pay Recipient for authorized hours when the monthly advance payment cycle has already been executed.	County	Yes	Recipient	Hours	1 Month	Yes	No	No	No	Yes	TADJ	Yes
3	Advance Pay - Recovery Refund	To refund an Advance Pay – Recipient Payroll Deductions overpayment recovery that should not have been collected.	County	Yes/No	Recipient	Hours	1 Month	Yes	No	No	No	No	TADJ	Yes
4	Legislative Change	To implement legislative changes to a statute resulting, for example, in a change to the statutory maximum allowable hours. Legislative changes are never case - specific. Generally, an ongoing change to the Recipient's authorization.	CDSS	Yes	Recipient	Dollars	Multiple Service Periods	No	No	No	No	No	TADJ	No
5	Legislative Change	See purpose in item 4.	CDSS	Yes	Recipient	Hours	1 Month	Yes	No	No	No	No	TADJ	No
6	Legislative Change	See purpose in item 4.	CDSS	Yes	Provider	Dollars	Multiple Service Periods	No	No	No	Yes	No	TADJ	No
7	Legislative Change	See purpose in item 4.	CDSS	Yes	Provider	Hours	1 Month	Yes	Yes	No	Yes	No	TADJ	No
8	Overpayment Recovery Refund	To refund an overpayment recovery that should not have been collected.	County	Yes/No	Recipient	Dollars	1 Month	No	Yes	No	No	No	TADJ	No
9	Overpayment Recovery Refund	See purpose in item 8.	County	Yes/No	Provider	Dollars	1 Month	No	Yes	No	No	No	TADJ	No
10	Paramedical Reimbursement	To reimburse the Recipient for paramedical expenses incurred in the past.	County	No	Recipient	Dollars	Multiple Service Periods	No	No	No	No	No	TADJ	No
11	Restaurant Meals – Initial	To generate an initial warrant to a Restaurant Meal Recipient when the semi-monthly restaurant meals cycle has already been processed.	County	Yes	Recipient	Dollars	1 Pay Period	No	No	No	No	No	TADJ	No
12	Service Auth Reimbursement	To reimburse Recipient for expenses incurred in the past for retroactively authorized services.	County	Yes	Recipient	Dollars and Hours*	1 Month	No	No	No	No	No	TADJ	No
13	State Hearing Decision	To make payments to Recipients based on Fair Hearing outcomes.	County	Yes	Recipient	Dollars	Multiple Service Periods	No	No	No	No	No	TADJ	No
14	State Hearing Decision	See purpose in item 13.	County	Yes	Recipient	Hours	1 Month	Yes	No	No	No	No	TADJ	No

15	Writ of Admin Mandamus	To make a payment based on a Writ of Administrative Mandamus. Writs are always case-specific. Generally a one-time adjustment, but may also mandate a change in the ongoing authorization.	CDSS	Yes/No	Recipient	Dollars	Multiple Service Periods	No	No	No	No	TADJ	No	
16	Writ of Admin Mandamus	See purpose in item 15.	CDSS	Yes/No	Recipient	Hours	1 Month	Yes	Yes	No	No	TADJ	No	
17	Writ of Admin Mandamus	See purpose in item 15.	CDSS	Yes/No	Provider	Dollars	Multiple Service Periods	No	No	Yes	Based on User Option	No	TADJ	No
18	Writ of Admin Mandamus	See purpose in item 15.	CDSS	Yes/No	Provider	Hours	1 Month	Yes	Yes	Yes	Based on User Option	No	TADJ	No
19	Advance Pay - Overtime	To pay an Advance Pay Provider for overtime incurred on an Advance Pay reconciling timesheet	System	No	Provider	Hours	1 Month	No	No	Yes	Yes	TADJ	No	
20	Arrears Travel (IHSS or WPCS)	To pay an Arrears Provider for travel	CDSS	Yes	Provider	Hours	1 Pay Period	No	No	Yes	Yes	No	TADJ	No
21	Provider Medi-Cal SOC Reimbursement	To reimburse an IHSS Provider when a retroactive reduction is made to the Recipient's Medi-Cal SOC after a SOC deduction was already taken from the Provider's payment Use of this Pay Type is to be restricted to only CDSS.	CDSS	No	Provider	Dollars	One-month	No	No	No	No	OTDED	No	
22	Non-FPO Eligible Overtime	To pay an IHSS (Arrears or Advance Pay) or WPCS Provider overtime for a period when their FPO Eligible indication was set to "No".	County	No	Provider	Hours	One month	No	No	Yes	Yes	TADJ	No	
23	CONLAN Reimbursement	To reimburse an IHSS Recipient for out-of-pocket expenses incurred during the CONLAN period.	CDSS	No	Recipient	Dollars	Multiple months	No	No	No	No	OTDED	No	
24	Retroactive Overtime Pay	Used to pay overtime to a Provider on a Retroactive basis for the period designated by CDSS	Vendor	No	Provider	Hours	1 Pay Period Or for AP – One month	No	No	No	Yes	No	TADJ	No
25	Travel Claim	Payment of travel from a submitted travel claim form	Vendor	Yes	Provider	Hours	1 semi-monthly pay period	No	No	Yes	Yes	No	TADJ	No or Yes
26	Travel Claim - Supplemental	Payment of supplemental travel from a submitted supplemental travel claim form	Vendor	Yes	Provider	Hours	1 semi-monthly pay period	No	No	Yes	Yes	No	TADJ	No or Yes
27	Overtime Exemption – Pay Over Limit Payment	To pay a Provider with an Overtime Exemption all hours worked in a month	CDSS	Yes	Provider	Hours	One Month	No	No	Yes	Yes	No	TADJ	No

28	Funding Source Hours Payment	To pay a Provider the difference between the authorized hours case where the funding source changed from CFCO or PCSP to IHSS-R and the hours were cut back to 195:00	County	No	Provider	Hours	One Month	No	No	No	Yes	No	TADJ	No
29	Sick Leave	To pay Sick Leave to a Provider	CDSS	No	Provider	Hours	Monthly	No	No	Yes	Yes	No	TADJ	No
30	Sick Leave Emergency	One-time payment in response to the COVID-19 pandemic	County	No	Provider	Hours	Monthly (Paid in semi-monthly pay period)	No	No	Yes	Yes	No	TADJ	No
31	COVID Sick Leave State	Supplemental paid sick leave benefit to permit In-Home Supportive Services (IHSS) Providers to use additional service time for medical appointment accompaniment.	County	No	Provider	Hours	Monthly (Paid in semi-monthly pay period)	No	No	Yes	Yes	No	TADJ	No
32	COVID Medical Appointment	Supplemental paid benefit to Providers to assist each of their Recipients that are receiving COVID-19 vaccines.	County	No	Provider	Hours	Monthly (Paid in semi-monthly pay period)	No	No	Yes	Yes	No	TADJ	No
33	Advance Pay Backup Provider	To pay an Advance Pay Provider with an emergency assignment on a recipient case the differential pay rate (i.e. back up rate – county rate) incurred on the service hours submitted on an Advance Pay reconciling timesheet	System	No	Provider	Hours	1 semi-monthly pay period	No	No	Yes	Yes	Yes	TADJ	N

Table – Special Transaction Deduction Types

No	Deduction Type	Purpose	Access	User Adjusts Hours in Case	Valid Combination			Available Options			Payroll Processing			
					Payee	Dollars or Hours	Service Period Span	Rate Override ¹	Bypass Hours	Taxation	Taxable Income	SOC Spend-Down	Txn	AP Recon
1	Buy-Out Reimbursement (Negative Deduction)	To reimburse the Recipient for missed buy-out for any prior period. Use of this Pay Type is to be restricted to only California Department of Social Services (CDSS).	CDSS	No	Recipient	Dollars	1 Month	No	No	No	No	No	OTDED	No
2	Health Benefit Deduction (Positive Deduction)	Manual entry of a health benefit deduction that was missed. This would be a one-time deduction correction.	County	No	Provider	Dollars	1 Month	No	No	No	No	No	OTDED	No
3	Health Benefit Refund (Negative Deduction)	To refund a previous health benefit deduction. This would be a one-time deduction correction.	County	No	Provider	Dollars	1 Month	No	No	No	No	No	OTDED	No

4	Share of Cost Refund (Negative Deduction)	To generate a one-time SOC deduction correction specific only to Residual (IHSS-R). This is a refund to the Recipient for over-collected SOC. When the transaction is saved, the amount of the IHSS SOC collected for the eligibility month will be decreased by the amount of the refund.	County	No	Recipient	Dollars	1 Month	No	No	No	No	No	OTDED	No
5	Provider Medi-Cal SOC Reimbursement (Negative Deduction)	To reimburse an IHSS Provider when a retroactive reduction is made to the Recipient's Medi-Cal SOC after a SOC deduction was already taken from the Provider's payment. Use of this Pay Type is to be restricted to only CDSS.	CDSS	No	Provider	Dollars	One-month	No	No	No	No	No	OTDED	No
6	Provider Medi-Cal SOC Reimbursement	To reimburse an IHSS Provider when a retroactive reduction is made to the recipient's Medi-Cal SOC after a SOC deduction was already taken from the Provider's payment. Use of this Pay Type is to be restricted to only CDSS.	CDSS	No	Provider	Dollars	One-month	No	No	No	No	No	OTDED	No
7	CONLAN Reimbursement	To reimburse an IHSS Recipient for out-of-pocket expenses incurred during the CONLAN period.	CDSS	No	Recipient	Dollars	Multiple months	No	No	No	No	No	OTDED	No
8	CONLAN WPCS Reimbursement	To reimburse a WPCS Recipient for out-of-pocket expenses incurred during the CONLAN period.	WPCS	No	Recipient	Dollars	Multiple months	No	No	No	No	No	OTDED	No

¹ If a Rate Override is not chosen, the following rates will be used: Advance Pay Recipient: Advance Pay rate assigned to Recipient for service period Non Advance Pay Recipient: County default rate for service period Provider: Provider assigned rate for service period

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Request Payment Corrections

CI	Document Name
CI-67321 - DSD BF Request Payment Corrections IMPLEMENTED	DSD_BF_Request_Payment_Correction.doc

Counties can use the Create Payment Corrections screen to request payments to a Provider when a timesheet was processed for the incorrect number of hours, erred out entirely during processing, or when a timesheet-based payment needs to be reissued (i.e. undeliverable warrant). In addition, the screen can also be used to correct over-reported hours on an Advance Pay reconciling timesheet as part of the reconciliation process. The time entries on the Create Payment Corrections screen must be entered on a day-by-day basis.

All payment corrections require the approval of a Payroll Approver prior to processing. Even if the requester is designated as a Payroll Approver, the payment correction must be approved by a second person with a Payroll Approver security role. When a payment correction is submitted for approval, a task will be allocated to the Payments Pending Approval Work Queue (or WPCS Work Queue if the selected Program is WPCS) to initiate review of the request. Once approved, payment corrections are interfaced at the end of the day to Payroll for processing in the nightly batch cycle and can be modified or cancelled up until this time.

Table – Payment Corrections Types

No	Pay Type	Purpose	User Adjusts Auth Hours	Valid Combinations			Payroll Processing			
				Payee	Dollars or Hours	Service Period Span	Taxable Income	SOC Spend-Down	Txn	AP Recon
1	Over Reported Hours (Negative Hours)	To correct the situation where an Advance Pay Provider was credited for too many hours, i.e. daily hours of a timesheet were scanned as an 8 rather than a 3.	No	A/P Provider	Hours	1 Pay Period	Yes Needs to adjust above the line for taxes.	No	TADJ	Yes
2	Prior Underpayment	To pay additional hours to a Provider who was previously underpaid; the payment either was for insufficient hours or was subsequently voided.	Yes/No	Provider	Hours	1 Pay Period	Yes	Yes	TADJ	No
3	Timesheet Exception	To pay a Provider for a timesheet that was erroneously exceptioned.	No	Provider	Hours	1 Pay Period	Yes	Yes	TADJ	No
4	WPCS Recipient on Leave	To pay a WPCS Provider for up to seven (7) days while the Recipient is on leave. Note: For Payroll processing, this pay type will not be treated any differently than a Prior Underpayment. This pay type is required for Case Management screen validation and tracking purposes.	Yes	WPCS Provider	Hours	1 Pay Period	Yes	Yes	TADJ	No

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Set-up and Collect Overpayment Recoveries

CI	Document Name
 CI-67319 - DSD BF Set-up and Collect Overpayment Recoveries IMPLEMENTED	DSD_BF_Set-Up_and_Collect_Overpayment_Recoveries.doc

Overpayment Overview

Overpayment recovery is a process by which IHSS or WPCS funds that were overpaid to a recipient or provider can be recovered. These funds may be recovered through a personal payment (full or partial) or through payroll deductions. The following is information on the Overpayment Recovery functionality In CMIPS.

Overpayments are always setup from the recipient case prospective and when the setup of an overpayment recovery is completed users can see the progression of the overpayment recovery on the View Overpayment Recovery screen. History screen also allow views of the specific recovery actions.

When an overpayment is based upon hours, the payroll system converts the hours to dollars and calculates the associated dollars as the "Net Overpayment". If multiple pay periods were overpaid, the Net Overpayment for each overpaid pay period is summed and displays as the "Recovery Amount" in the Recovery Status cluster on the View Overpayment Recovery screen.

Overpayment collections are always dollar based and as collection payments are made, either by personal payment or payroll deduction, the dollars are converted to hours and the hours, if the overpayment type is hours based, and dollars recovered are displayed on the View Overpayment Recovery screen. Hours are returned to the case, as the overpaid monies are collected.

Based upon the approved payroll system functionality, an overpayment recovery collection will not be deducted from any payment for a pay period prior to the Overpayment Service Period.

For example, if the Overpayment Service Period is 4/16/2018 – 5/31/2018 and after the overpayment recovery is submitted and the status is active a timesheet of other payment is processed for a service period prior to 4/16/2018, an overpayment collection will not be deducted from the payment.

Overpayment Recovery Search

When the overpayment recovery screen is accessed, the default display is all Overpayment Recoveries in Pending or Active status for the recipient case. A user may also search for overpayment recoveries by Service Period "From Date" and "To Date", up to 6 months, or by "Status".

Overpayment Recovery Setup

The first screen accessed when setting up an overpayment recovery is the Create Overpayment Occurrence. This screen allows the designation of the service period(s) the overpayment covers. The service period may not exceed 12 consecutive calendar months. The user also indicates the Payee who received the overpayment, the program (IHSS or WPCS), the Overpayment Type (see the table following this section) and the reason for the overpayment. If the Overpayment Type is a Special Transaction the user must also select the specific Special Transaction which caused the overpayment.

Create Overpayment Pay Period

If the Overpayment Recovery Type is either Excess Compensation – Hours or Excess Compensation – Travel, the user must set up a series of Pay Period records to ensure any overtime which may have been paid is correctly recovered. When the "Add Overpayment Pay Period" actions is taken the "Select Warrant" screen displays from which the user must select the actual warrant(s) on which the overpayment occurred. The Excess Compensation – Hours type displays all warrants, issued to the provider for the recipient case, in the Pay Period which paid service hours, excluding special transactions. An Excess Compensation – Travel type displays all warrants in the Pay Period which paid Travel.

The user can use the "No Overpayments for this Pay Period" checkbox to indicate that a specific pay period, in an overpayment Service Period, was not overpaid. The "No Overpayments for this Pay Period" action is never allowed for the first or last pay period in a Service Period which spans multiple pay periods.

After the warrants are selected, the hours associated with these warrants will be aggregated for the pay period and displayed in the "Paid Hours" column on the Create Overpayment Pay Period screen. This screen lists the weeks/days/dates in the pay period and allows the user to enter the number of "Overpaid Hours" associated with each day in the pay period. The system does not allow entry of more Overpaid Hours on a single day than appear in the Paid Hours field for that day.

A Create Pay Period screen must be completed for each pay period in the Service Period before the "Submit Recovery" action is allowed

Recovery Setup

a. Payroll Deduction

There are two different methods to recover monies associated with an overpayment. Payroll Deductions deducts monies from future payroll payments issued to the Payee. If the Payee currently works for one or more recipient cases, the county can designate the recipient case, on the Modify Overpayment Recovery Setup screen, against which the overpayment recovery is to be collected. The overpayment recovery deduction may not necessarily be collected back from the case which was overpaid. Counties will determine the Installment Type. If it is "Negotiated" or "Other" the amount to be deducted from each payment must be indicated.

b. Personal Payment

Personal Payments are used when the provider wants to pay the overpay payment amount in a lump sum or multiple lump sum installments then the Create Overpayment Collection screen will be used. This screen allows a user to indicate the date the payment was made, the Amount of the payment, the Mode of Payment and if needed to indicate a "Receipt Number". When Personal Payments are entered in the system the dollars will be deducted from the Overpayment Balance and when necessary the dollars will be converted to hours and the overpaid hours will also be decreased.

c. Personal Payment made for an Overpayment with a Payroll Deduction Method of Recovery

The Create Overpayment Collection screen may also be used if the overpayment has been set up as a Payroll Deduction and the payee wants to make an additional payment or wants to pay the entire remaining amount of the overpayment. The existing overpayment should not be modified. Rather, the user selects the "Collections" tab on the View Overpayment Recovery screen.

From the displayed Collections screen, select the "New" action and the "Create Overpayment Collection" pop-up displays. It is on this screen the user should enter this additional payment. If this payment fully satisfies the overpayment, the system automatically sets the Overpayment Status to Closed. Otherwise, the Overpayment Balance will be reduced by the payment amount and again, when necessary the dollars will be converted to hours and the overpaid hours will also be decreased.

Manage Actions

The following are the actions which may be displayed in the Overpayment Recovery Manage cluster. These actions are associated with the Overpayment Recovery Status.

a. Submit Recovery

This action is allowed when the Overpayment Recovery status is "Pending". When this action is completed the Overpayment Recovery is flagged to be processed in the nightly batch which sends the information to the Advantage Payroll system. When this action is taken the Status of the Overpayment Recovery is updated to "Pending Payroll" if the recovery method is Payroll Deduction or to "Active" if the recovery method is Personal Payment.

b. Cancel Recovery

This action is allowed when the Overpayment Recovery status is "Pending" or "Pending Payroll". It cancels the overpayment recovery and no further action is allowed on the Overpayment Recovery details.

c. Stop Recovery

This action is allowed when the Overpayment Recovery status is "Active" and the outstanding "Balance" is greater than \$0.00. This action stops any further deductions or personal payments.

Overpayment Recovery Statuses

The following are the statuses and available actions associated with overpayment recovery records.

a. Pending or Pending Payroll

When the Overpayment Occurrence associated with a "Pending" or "Pending Payroll" status overpayment recovery is modified and any of the fields except Reason, Comments, Service Period From Date or To Date are changed, the entire Overpayment Recovery will be updated and all prior indications will be cleared. This clearing of information ensures there is no incorrect information after the modifications are made. This modification action is allowed so a user does not have to "Cancel" an overpayment recovery due to an error in data entry. When the From Date or To Date is modified, if any Pay Period records exist they will be evaluated and updated as necessary.

When all necessary screens are completed, the overpayment recovery must be submitted. Until this time the Overpayment Recovery Status is "Pending", when the user takes the "Submit Recovery" action the Status updates to "Pending Payroll" if the recovery method is "Payroll Deductions" or to "Active" if the recovery method is "Personal Payments". "Pending Payroll" flags the overpayment recovery for processing in the nightly batch job which sends the overpayment recovery information to the Advantage Payroll system to set up payroll deductions.

While an overpayment recovery is in "Pending" or "Pending Payroll" the recovery may be modified or cancelled. If changes are made to the any aspects of the overpayment recovery and the current status is "Pending Payroll", the status will change to "Pending" and the "Submit Recovery" action must be again taken.

b. Active

After an Overpayment Recovery, with a recovery method of "Payroll Deductions", has been processed through the nightly batch job and sent to the Advantage Payroll system the Overpayment Status is updated to "Active". When a "Pending" overpayment is submitted and the recovery method is "Personal Payment", the overpayment status immediately updates to "Active". The only action which may be taken by a user, once the overpayment status is "Active", is the "Stop Collection" action.

c. Cancelled

When an overpayment recovery is in "Pending" or "Pending Payroll" status the "Cancel Recovery" action may be taken by a user. This action cancels the entire Overpayment Recovery, updates the status to "Cancelled" and does not allow any further actions against the overpayment recovery.

d. Closed

This is a system generated status which is set when the outstanding "Balance" on an overpayment recovery has been reduced to \$0.00 either through a "Payroll Deduction" or a "Personal Payment".

e. Stopped

When the overpayment status is "Active" only the "Stop Collection" action may be taken, by a user, which changes the status to "Stopped".

Overpayment Recovery Collections

The Overpayment Recovery Collections has two functions. The first is a search and display. When accessed the Overpayment Recovery Collections screen lists the most recent six months of collections. The search function allows a search period of up to six months based upon the "Date Collected".

As mentioned previously in the Recovery Setup section, the second function associated with overpayment collections is to record personal payments. These payments may be made against an on-going overpayment recovery as a Mode of Entry of "Personal Payment". If the amount collected is equal to the "Balance" indicated on an existing Overpayment Recovery, then the recovery status will be updated to "Closed" and no further on-going deductions will occur. If the amount collected is less than the "Balance" then the balance will be reduced by the amount paid and on-going overpayment deductions will occur until the entire overpayment recovery balance is satisfied or the overpayment is stopped manually by a user.

The Overpayment Recovery Collection function is also used when an overpayment recovery has been setup and the entire balance is being paid. Again, the collection "Mode of Payment" is Personal Payment and when processing is complete the Overpayment Recovery status will be set to "Closed".

Terminated Cases and Overpayment Recoveries

Overpayment recoveries are always set up from the case prospective. If an overpayment occurred on a case which is currently terminated an overpayment recovery may be still be set up to collect the outstanding monies from another case on which the provider works and the recovered dollars will be credited back to the case/county against which the overpayment occurred.

a. Cross County Overpayment Recoveries Actions

When a provider no longer works in a county where an overpayment occurred, a user with the Cross County Payroll security role may set up an Overpayment Recovery for the overpaid provider against a recipient case, for whom the provider works, in another county.

The provider was overpaid on a case in County A, but the provider no longer works for any cases in County A, but is currently working for cases in County B. The Cross County Payroll user, in County A, may setup and Overpayment Recovery against the case in County B.

If the provider decides to make a personal payment on this overpayment the provider must submit the personal payment through the originating county, County A.

Collection of Overpaid Overtime

When an overpayment recovery type of Excess Compensation – Hours or Excess Compensation – Travel or Special Transaction (which paid service hours) is used and the provider was paid overtime the recovery of the hours will also recovery any overtime payments associated with the original payment.

a. How overtime hours and dollars are tracked in CMIPS

When hours are paid in CMIPS overtime is determined on a weekly basis. If a provider works in excess of 40 hours in a workweek, across all recipients (IHSS or WPCS) (Sunday – Saturday) period the hours in excess of 40 will be paid at an overtime rate. This means we need to think of hours being paid as follows: If a provider works 47:23 in a workweek, the 47:23 are paid at the county wage rate. The 7:23 are paid at the Overtime rate which would be one-half (0.5) the county wage rate. If the wage rate in the county is 10.00/hours the 47:23 is paid at \$10.00/hour and the 7:23 is paid at \$5.00/hour (10.00×0.5)

Table – Overpayment Hours and Dollars

Pay	Hours	County Rate	Gross Wage
Regular Time	47:23	10.00	473.83

Overtime	7:23	(7:23 x 5.00)	36.92
Total Gross Wages			510.75

b. Overpayment Recovery Net Pay Calculation

In the overpayment recovery it is not the Gross Wages which are recovered, but the Net Pay. All IHSS and WPCS payments are subject to tax withholding (Federal Insurance Contributions Act (FICA), Medicare and State Disability Insurance (SDI), based upon the provider's relationship to the recipient. These taxes are calculated and withheld based upon the date the payment is processed and the provider's relationship to the recipient. This means if a payment is process in the early part of a calendar (January 4, 2018) year, for a service period in the previous calendar year (December 16 – 31, 2017) the tax rate applied to this payment will be the rate in effect on the date the payment was processed (January 4, 2018).

The information in Table 2 below shows the tax rates in place for 2018 and the resulting Net Pay calculation. Please remember taxes are always rounded up or down to the nearest cent. In the example below, the FICA calculation $473.82 * 0.062 = 29.37746$ which is rounded to 29.38.

Table – Net Pay Calculation

Net Pay Calculation for Tax Year 2018	Regular Pay	OT Pay
Regular Time Gross Wages	\$ 473.83	\$ 36.92
FICA ($\$510.75 * .062$)	\$ 29.38	\$ 2.29
Medicare ($\$510.75 * .0145$)	\$ 6.87	\$ 0.54
SDI ($\$510.75 * .01$)	\$ 4.74	\$ 0.37
NET PAY (gross – sum (FICA/Medi/SDI))	\$ 432.84	\$ 33.72

The CMIPS payroll component (Advantage) calculates the net pay for both regular pay and overtime pay. These values are returned, then summed and posted as the Net Overpayment for each Pay Period. The Net Overpayments for each Pay Period are summed and display as the Total Net Overpayment which is the actual dollar amount the payee is responsible to repay.

During the setup of the Overpayment recovery the user must retain or modify the Recovery Amount on the Modify Overpayment Recovery Setup pop-up. For Examples 1 & 2 which following it is assumed the Recovery has not been modified, but is equal to the Total Net Overpayment.

Table – Recovery Amount equals Total Net Overpayment

Pay	Hours	County Rate	Gross Wage	FICA	Medicare	SDI	Net Pay
Regular Time	47:23	10.00	473.83	29.38	6.87	4.74	432.84
Overtime	7:23	(7:23 x 5.00)	36.92	2.29	0.54	0.37	33.72
Total Gross Wages			510.75	Total Net Overpayment		466.56	
				Recovery Amount		466.56	

c. Negotiated Recovery Amount is less than Total Net Overpayment

At times the Recovery Amount may be negotiated to an amount which is less than the actual Total Net Overpayment for an overpayment recovery. When this occurs the user enters this negotiated amount in the "Recovery Amount" in the Modify Overpayment Recovery Setup pop-up.

In this example we will assume the county has negotiated a Recovery Amount of \$400.00 which is less than the Total Net Overpayment (\$466.56).

When the Recovery Amount is less than the Total Net Overpayment calculates are used to ensure that the dollars recovered accurately reduce the overpaid hours.

Table – Recovery Amount is less than Total Net Overpayment

Pay	Hours	County Rate	Gross Wage	FICA	Medicare	SDI	Net Pay
Regular Time	47:23	10.00	473.83	29.38	6.87	4.74	432.84
Overtime	7:23	(7:23 x 5.00)	36.92	2.29	0.54	0.37	33.72
Total Gross Wages			510.75	Total Net Overpayment		466.56	
				Recovery Amount		400.00	

d. Converting collected overpaid dollars to case hours

When an overpayment recovery is hours based, as dollars are collected, these dollars are converted to hours and returned to a recipient case to allow payment to another provider as needed.

When a collection is processed and the collected amount is less than the Recovery Amount, the hours will be reinstated to the case beginning with the oldest pay period to the most recent. As stated previously, when the Recovery Amount is less than the Total Net Overpayment calculates are used to ensure that the dollars recovered accurately reduce the overpaid hours.

It is also important to remember no actual hours are returned to the case when Overpaid Overtime Hours are satisfied because these hours are not separate from the Regular Time hours. The recovery of Overpaid Overtime Hours is the recovery of the dollars paid out. As collections are process the Overpaid Regular Time and Overpaid Overtime in a pay period will be reinstated simultaneously as dollars are converted to hours.

CMIPS rounding of time and monies

There will always slight differences when rounding dollars to time and time to dollars. As a reminder CMIPS always rounds dollars up or down to the nearest cent and time is always rounded up or down to the nearest minute.

Overpayment Recovery Types

Table – Overpayment Recovery Types

No	Overpayment Type	Purpose	Validation Combinations				Methods of Recovery		Payroll Processing		Collection Impact
			Overpaid Payee	Recovery Payee	Dollars or Hours	Service Period Span	Payroll Deductions	Personal Payments	Payroll Deductions	Personal Payments	
1	Advance Pay – Recipient Payroll Deductions	To collect overpaid advance payments from future advance payments. The user should enter only the hours they want deducted from the next payment and then make another entry if needed after the payment is generated.	Recipient	Recipient	Hours	1 Month	Yes	No	TADJ Collects from future payment.	JVA Makes appropriate accounting entries when cash collections are received.	Information pertaining to collections made via Payroll Deductions from the Recipient is not available to make an adjustment to IHSS remaining hours.
2	Advance Pay – Other	To collect overpaid advance payments from a Recipient via Personal Payments or from a Provider via Payroll Deductions after an advance payment. Recipient reverts to arrears payments. The county will need to indicate "No Further Action" for the reconciliation month.	Recipient	Recipient or Provider	Hours	1 Month	Yes Provider Only	Yes Recipient Only	MISC Collects from future payment.	JVA Makes appropriate accounting entries when cash collections are received.	When a collection is made, IHSS remaining hours will be reinstated based on the recovery amount.

3	Excess Compensation – Hours	To Recovery an overpayment of hours to a Provider. If the overpaid hours caused the provider to be paid at an overtime rate, the overtime wages will be recovered.	Provider	Provider	Hours	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	When a collection is made, hours will be reinstated based on the recovery amount.
4	Excess Compensation – Rate	To Recovery an overpayment caused by an incorrect rate assignment (higher rate than should have been paid).	Recipient or Provider	Recipient or Provider	Hours	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
4a	Excess Compensation – Rate	See Purpose in item 4.	Provider	Provider	Hours	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
5	Restaurant Meals	To Recovery an overpayment of a restaurant meals allowance (s).	Recipient	Recipient	Dollars	Multiple Service Periods	Yes	Yes Recipient Only	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
6	Share of Cost	To collect an overpayment due to an underpayment of SOC. Applies only to Residual (IHSS-R).	Recipient	Recipient	Dollars	1 Month	Yes	Yes Recipient Only	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	When a collection is made, the amount will be credited to the outstanding IHSS share of cost for the eligibility month.
7	Special Transaction	To Recovery an overpayment of a special transaction.	Recipient or Provider	Recipient Or Provider	Dollars	Multiple Service Periods	Yes	Yes Recipient Only	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
8	Special Transaction	See Purpose in item 7.	Recipient or Provider	Recipient or Provider	Hours	1 Month	Yes	Yes Recipient Only	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	If the Bypass Hours option was not selected on the Special Txn, hours will be reinstated based on the collected amount.
9	Special Transaction	See Purpose in item 7.	Provider	Provider	Dollars	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.

10	Special Transaction	See Purpose in item 7. When an Advance Pay provider is paid overtime on an Advance Pay recipient case, the overtime hours will be recovered using this transaction.	Provider	Provider	Hours	1 Month	Yes	Yes	MISC Collects from future payment.	JVA Makes appropriate accounting entries when cash collections are received.	If the Bypass Hours option was not selected on the Special Txn, hours will be reinstated based on the collected amount.
11	Converted Overpayment	To continue to collect on overpayments that were active in Legacy CMIPS at the time of conversion.	Recipient or Provider	Recipient or Provider	Dollars	Multiple Service Periods	Yes	No	MISC Collects from future payment	N/A	No impact to hours.
12	Legacy Special Transaction	To Recovery an overpayment that occurred as a result of a Legacy Special Transaction. Use this type only when none of the other overpayment types can be used.	Recipient or Provider	Recipient or Provider	Dollars	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
13	Legacy Special Transaction	See Purpose in item 12.	Provider	Provider	Dollars	Multiple Service Periods	Yes	Yes	MISC Collects from future payment	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.
14	Excess Compensation – Travel	To collect overpaid Travel Time.	Provider	Provider	Hours	Multiple Service Periods	Yes	Yes	MISC Collects from future payment.	JVA Makes appropriate accounting entries when cash collections are received.	No impact to hours.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Take Advance Payment Reconciliation Actions

CI	Document Name
 CI-67320 - DSD BF Take Advance Payment Reconciliation Actions IMPLEMENTED	DSD_BF_Take_Advance_Payment_Reconciliation_Actions.doc

When there is no other means to resolve an Advance Payment reconciliation discrepancy (e.g., death of Recipient), the Advance Pay Recon Actions screen allows the user to select the option of taking No Further Action (formerly known in Legacy CMIPS as Force Balance) for a reconciliation month. This will result in removal from the Reconciliation of Advance Payments report.

Conversely, the user can change the status of the reconciliation month back to Un-Reconciled so that the reconciliation information once again appears on the report.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process/Career Pathways

CI	Document Name
 CI-823458 - DSD BF Career Pathways in Case Management IMPLEMENTED	DSD_BF_Career_Pathways_in_Case_Management.doc

Under [California Senate Bill No. 172](#), CDSS implemented a new Career Pathways Program that will offer training opportunities for career advancement in the home care and health care industries. This program will allow IHSS and WPCS providers to receive compensation for time-based claims for the training and dollar-based incentive claims for completing 15 hours of training, or for applying the skills learned from the training over a period of time. Providers can only submit these claims via the IHSS Electronic Services Portal (ESP). There are no corresponding paper forms for these claims. These claims will be sent to the Managed Advantage Service (MAS) payroll system from Case Management once they have gone through the CDSS Career Pathways approval process.

The Career Pathways Program includes five different areas for training from two main categories, General Pathways and Specialized Skills Pathways.

General Pathways

- General Health & Safety
- Adult Education

Specialized Skills Pathways

- Cognitive Impairments and Behavioral Health
- Complex Physical Care Needs
- Transition to home and community-based living from out-of-home care or homelessness

Providers can submit four types of claims under the Career Pathways program in ESP for which they may receive payment:

- Training Time - Providers are eligible to submit this claim as they complete training courses within the Career Pathways program.
- Training Incentive - Providers are eligible to submit this claim when they have completed at least 15 training hours in at least one of the 5 Career Pathway categories.
- One-Month Assignment Incentive - Providers are eligible to submit this claim when they have completed at least 15 training hours within at least one of the 3 Career Pathways specialized skills categories AND have worked for a recipient that needs the services aligned with that pathway for at least one month.
- Six-Month Assignment Incentive - Providers are eligible to submit this claim when they have completed at least 15 training hours within at least one of the 3 Career Pathways specialized skills categories AND have worked for a recipient that needs the services aligned with that pathway for at least six months.

After a provider submits a training time or incentive claim in ESP, CMIPS will create a corresponding claim record in the Case Management system with a status of Pending Review. The system will also create a new task in the CDSS Career Pathways work queue to alert CDSS that a new claim has been submitted and is ready for review to authorize payment. Payment authorization of Career Pathways training time and incentive claims requires a two-step approval process. To begin this process, an initial worker will open the task from the work queue, review the claim, make any modifications or comments necessary, and then make a decision to submit the claim for approval or to reject the claim. On a training time claim, the system allows CDSS to make updates to the Service Period dates and course information (i.e. Career Pathways, Class Name, Class Number, Training Date, Hours/Min) prior to submitting the claim for approval. Training Time Claims can be approved on a per class basis, therefore, the system allows a user to 1) approve all classes on a Training time claim by submitting for approval without modifications, 2) approve a claim after modifying course information using the Modify Training Time Claim screen but leaving Review Outcome selections blank for each course entry, 3) rejecting one or more courses by specifying a rejection reason for each rejected course and leaving the Review Outcome blank for approved courses on the claim, or 3) rejecting all courses on the claim by selecting a Review Outcome reason for every course on the claim. On an incentive claim, workers can only enter comments prior to approval submission. As updates are made to training time and incentive claims, the Case Management creates and stores a historical record of the claim that displays the information prior to the change.

Once the initial reviewer has submitted a training time or incentive claim for approval, Case Management will close the initial task to review the claim and then create a new task in the CDSS Payments Pending Approval work queue. This new task alerts a second group that a claim is ready for final review toward payment authorization. These reviewers then have the option to approve the claim for payment or reject the approval request. When an approval request is rejected, the system sets the claim back to Pending Review status and creates a new task to alert the worker that submitted the approval request of the reject action. This worker may then refine any updates or comments on the claim and resubmit the approval request, or opt to reject the claim.

A provider will not receive payment on rejected training time and incentive claims, or on rejected training time courses on approved training time claims. Once a CDSS worker approves a claim, Case Management sets the status to Pending Payroll, which indicates the claim is ready to be sent to the Payroll (MAS) system as part of the nightly batch for payment processing. When a CDSS worker either approves or rejects training time and incentive claims, Case Management will send correspondence to providers to notify them of the claim approval or rejection and when the system creates the payment record. Notifications of claim approval, rejection, or payment records are sent in the provider's preferred method of communication whether email, text message or both email and text.

As claimed training hours are processed for payment, Case Management tracks the cumulative number of hours a provider has completed and the date in which the 15th hour of training was met for each Career Pathway category on the Cumulative Training Hours per Pathway screen. Later, as a provider submits incentive claims, CDSS can use this screen to verify if the 15 hour training requirement within the selected career pathway on the claim has been met, to assist in making the decision to authorize the claim for payment. CDSS and county workers can also view a provider's paid training hours on the Weekly Provider Paid Hours screen and the training hours associated with a specific payment on the View Payment Details screen.

For training time claims, providers are paid for each hour submitted on the claim at the default county pay rate. The system does not limit the number of hours a provider can submit, and therefore be paid, on a training time claim. However, during the claim review process the system allows CDSS to reduce the hours and/or minutes on any training time entry on the claim record when applicable. The reduced (cutback) hours/minutes will display on the claim as Training Hours Not Paid and are excluded from the payment generated. Providers have the ability to view any changes CDSS has made to training time entries on their claims when they access the corresponding payment record in ESP.

Incentive claims do not track hours to be paid, rather a provider is paid on a set dollar amount based on the type of incentive claim as follows:

- Training Incentive = \$500
- One-Month Assignment Incentive = \$500
- Six-Month Assignment Incentive = \$2000.

In general, payments on training time and incentive claims are subject to income and payroll taxes only. In the event that health benefits created from a timesheet are not withheld, they will be deducted from a training time or incentive payment if the claim generates enough wages.

Training hours claimed under the Career Pathways program are included in a provider's overtime calculation for the work week when applicable. If the combined training hours plus the service and/or travel hours exceed 40 in a given workweek, the system will include the claimed training hours in the overtime calculation. These hours will not cause an overtime violation, however. Therefore, in instances where training hours cause a provider to exceed the weekly maximum hours, the system will not create an overtime violation.

CMIPS can generate stand-alone payments on training time and incentive claims or combine them with a payment that also includes timesheets, special transactions, travel claims, and/or sick leave claims. This will occur when the claims are associated to the same provider/recipient relationship within the same period as the other pay events. In instances where a payment associated with a training time or incentive claim is voided, a CDSS worker can reissue the claim for payment. When a CDSS worker reissues a training time or incentive claim in Case Management, the system will create a duplicate record of the claim to be sent to Payroll as part of the nightly batch. The training hours on a duplicate claim are not included in the cumulative career pathway training hours.

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Request Stop Payments

Please refer to CI 116,700 - DSD_BP_Void_Redeposit_Warrant_Payroll_Warrants.doc contained in DSD Section 19 – Warrant Management.

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Request Warrant Replacement

Please refer to CI 116,703 - DSD_BP_Void_Replacement_Warrant_Payroll_Warrants.doc contained in DSD Section 19 – Warrant Management.

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Request Warrant Re-issuance

Please refer to CI 116,702 - DSD_BP_Void_Reissue_Warrant_Payroll_Warrants.doc contained in DSD Section 19 – Warrant Management.

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Process Redeposit of Undeliverable Warrants

Please refer to CI 116,700 - DSD_BP_Void_Redeposit_Warrant_Payroll_Warrants.doc contained in DSD Section 19 – Warrant Management.

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Request Copy of Cashed Warrant

CI	Document Name
CI-67498 - DSD BP Request Copy of Cashed Warrant IMPLEMENTED	DSD_BP_Request_Copy_of_Cashed_Warrant.doc

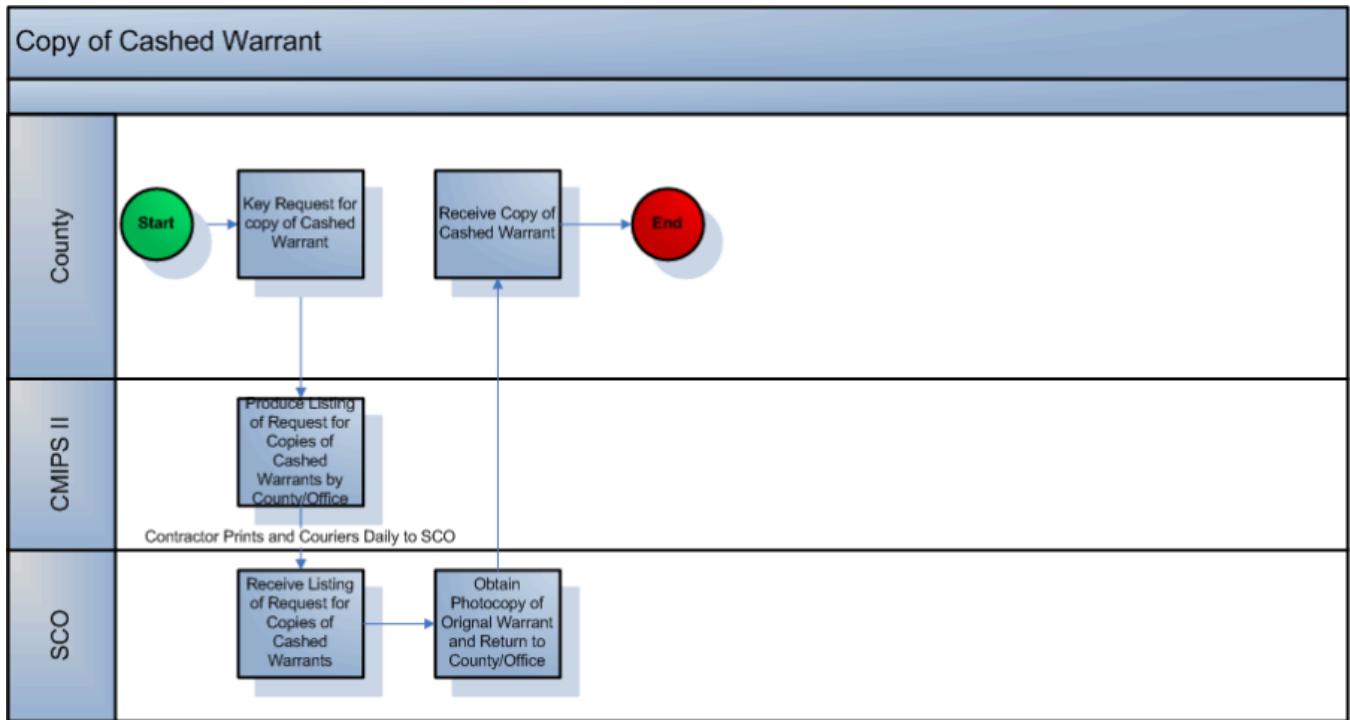


Figure – Request Copy of Cashed Warrant

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Submit Forged Warrant Affidavit

CI	Document Name
CI-67499 - DSD BP Submit Forged Warrant Affidavit IMPLEMENTED	DSD_BP_Submit_Forged_Warrant_Affidavit.doc

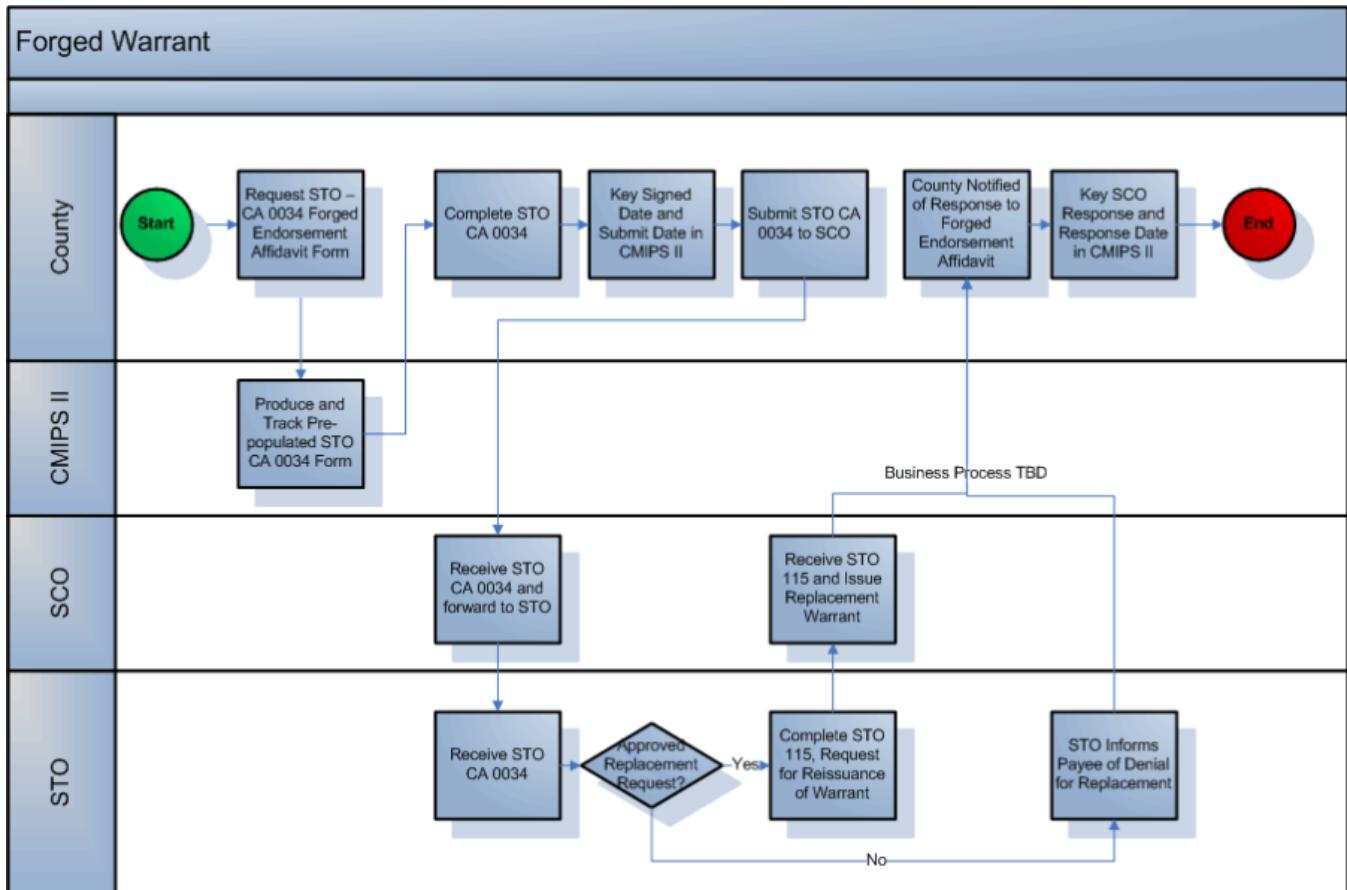


Figure – Submit Forged Warrant Affidavit

DSD 27/Recip CM & OS - Payroll within Case Management /Business Process Flows/Overpayment Recovery

CI	Document Name
 CI-813269 - DSD BP Overpayment Recovery IMPLEMENTED	DSD_BP_Overpayment_Recovery.doc

Payroll within Case Management – Overpayment Recoveries

Business Process Flow

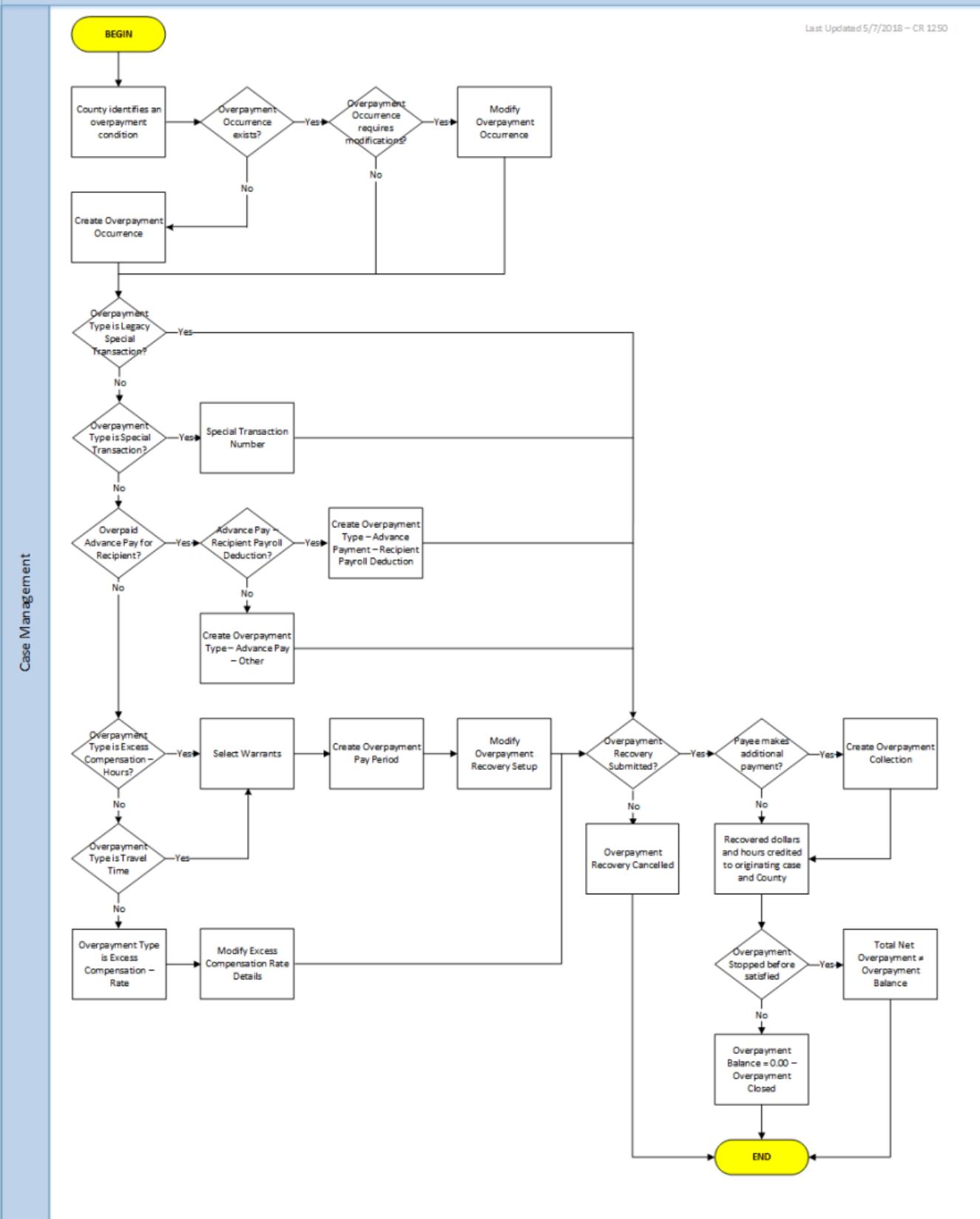


Figure – Overpayment Recovery

Initiation/Triggers, Pre-Conditions and Post Conditions

No	Business Function	Initiation/ Triggers	Pre-Conditions	Post Conditions
1	View Payment Information	User must initiate search for warrant.	Payment information must have been interfaced from Payroll to Case Management.	Payment details will be displayed to user.
2	Request Stop Payment	User must initiate request to place a stop payment on a warrant.	Warrant must be in a Paid status Payee must have been ineligible or the incorrect information must have been used to generate the warrant.	The Pay Status will change to Pending Void. The request for the stop payment will be included on the Void/Stop Payment report. When void confirmation is received from SCO: <ul style="list-style-type: none">• The Pay Status will be modified from Pending Void to Void, and the Status Date will be changed to the void date provided by SCO.• An SOC reversal will be processed and Explanation of IHSS or WPCS Share of Cost Reversal letter triggered (if applicable).• Available hours will be increased by the hours paid on voided payment (if applicable).
3	Request Warrant Replacement	User must initiate request to replace a warrant	Warrant must be in a Paid status. Warrant must have been lost, stolen, destroyed or never received.	The Pay Status will change to Pending Replacement. When the Replacement Date is keyed into Case Management by CGI Back Office staff from the Replacement Warrant Detail Report provided by SCO: <ul style="list-style-type: none">• The Pay Status will be modified from Pending Replacement to Paid, and the Status Date will be changed to the Replacement Date provided by SCO and manually input by the CGI Back Office.
4	Request Warrant Re-issuance	User must initiate request to re-issue a warrant.	Warrant must be in a Paid status. Warrant must have been damaged and presented to County.	A transaction will be interfaced to Payroll to generate a new warrant. The Pay Status on the original warrant will be changed to Pending Void. The request for the stop payment will be included on the Void/Stop Payment report. When void confirmation is received from SCO on the original warrant: <ul style="list-style-type: none">• The Pay Status will be modified from Pending Void to Void, and the Status Date will be changed to the void date provided by SCO.
5	Process Redeposit of Undeliverable Warrant	Information is received from SCO concerning the stop payment of an undeliverable warrant.	Redeposit of Undeliverable Warrant information must be interfaced from Payroll to Case Management.	The Pay Status will be modified from Paid to Void, and the Status Date will be changed to the void date provided by SCO. The Void Type will be updated to Redeposit and the Void Reason to Undeliverable. A share of cost reversal will be processed and Explanation of IHSS or WPCS Share of Cost Reversal letter triggered (if applicable). Available hours will be increased by the hours paid on voided payment (if applicable).
6	Request for Copy of Cashed Warrant	User must initiate request for copy of a cashed warrant.	Warrant must be in a Cleared status.	Warrant will appear on the Listing of Requests for Copies of Cashed Warrants.
7	Process Forged Endorsement Affidavit	User must initiate request to print a Forged Warrant Affidavit.	Warrant must be in a Cleared status.	Forged Warrant Affidavit form will be produced.
8	Request Special Transactions	User must initiate request to process a Special Transaction.	A Payment Approver must approve the special transaction.	A transaction will be interfaced to Payroll for processing.
9	Request Payment Correction	User must initiate request to process a Payment Correction.	A Payment Approver must approve the Payment Correction.	A transaction will be interfaced to Payroll for processing.

10	Set-up and Collect Overpayment Recoveries	User must initiate entry of overpayment occurrence and recovery information.	A payment must have been issued to the payee.	<p>Set-up: If the recovery method is payroll deductions, a transaction will be interfaced to Payroll to set-up the recovery deduction.</p> <p>Collection: When collections are made via payroll deduction, Payroll will interface the information to Case Management to track recovery progress and reinstate equivalent hours to the case.</p> <p>Collection: When collections are made via Personal Payment, Case Management will track the recovery progress, reinstate equivalent hours to the case and interface collection information to Payroll for accounting purposes.</p>
11	Take Advance Payment Reconciliation Actions	User requests to take No Further Action on Advance Payment Reconciliation.	Advance Payment must have been issued to the Recipient for the selected month.	The request will be interfaced to Payroll for processing.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Process Flow/Career Pathways

CI	Document Name
CI-823459 - DSD BP Career Pathways in Case Management IMPLEMENTED	DSD_BP_Career_Pathways_in_Case_Management.doc

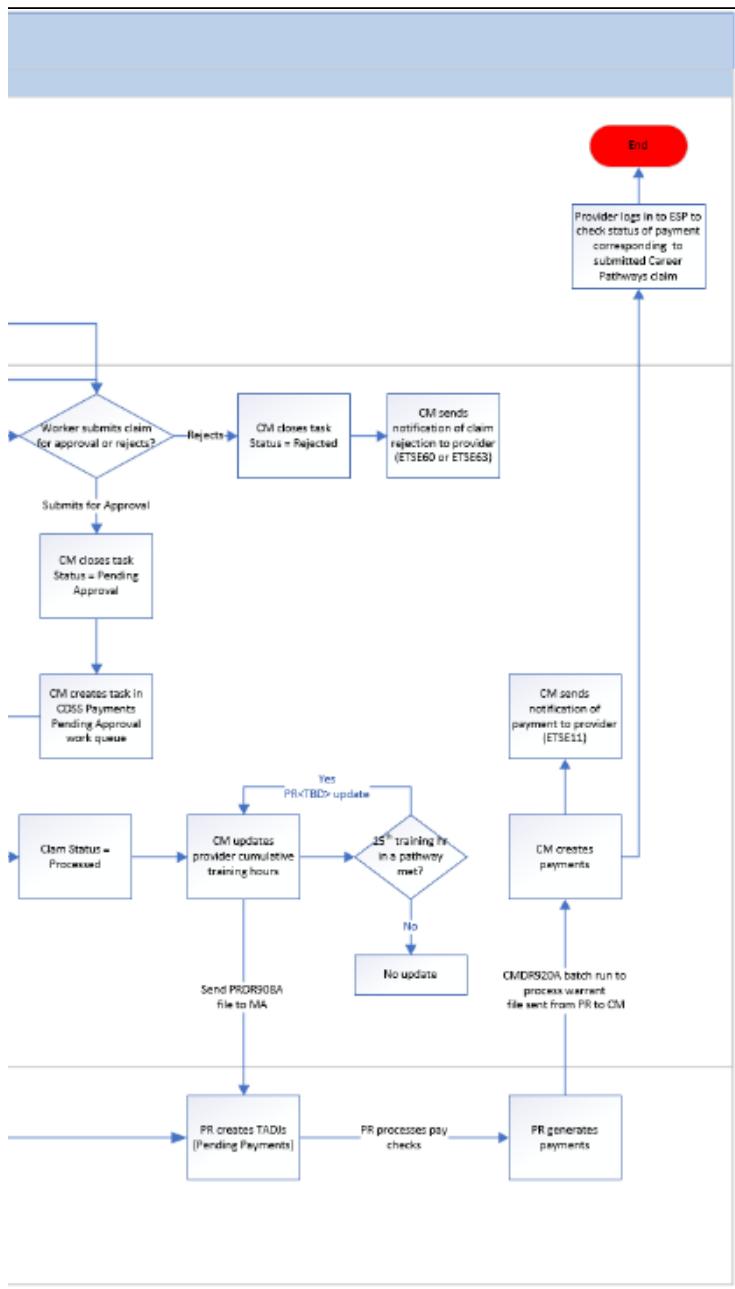


Figure – Career Pathways

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Payment Search (by Person)

CI	Document Name
 CI-67473 - DSD SF Payment Search by Person IMPLEMENTED	DSD_SF_Payment_Search_by_Person.doc

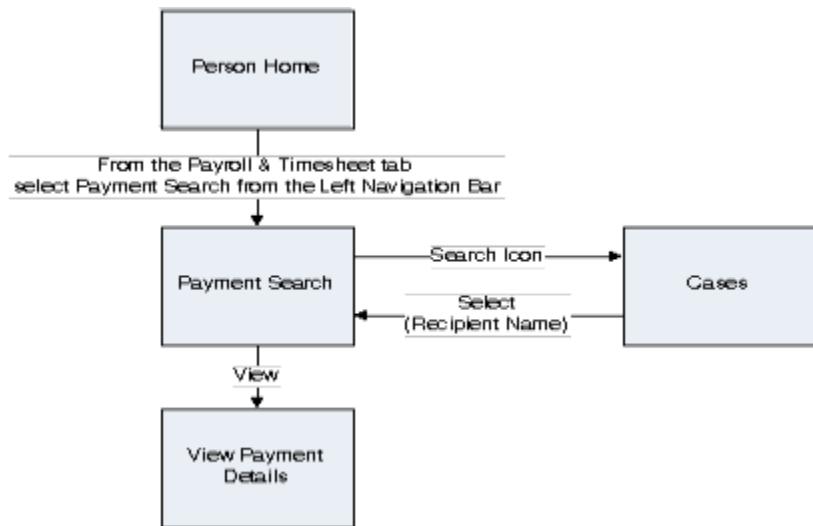


Figure – Payment Search by Person

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Payment Search (by Case)

CI	Document Name
 CI-67469 - DSD SF Payment Search by Case IMPLEMENTED	DSD_SF_Payment_Search_by_Case.doc

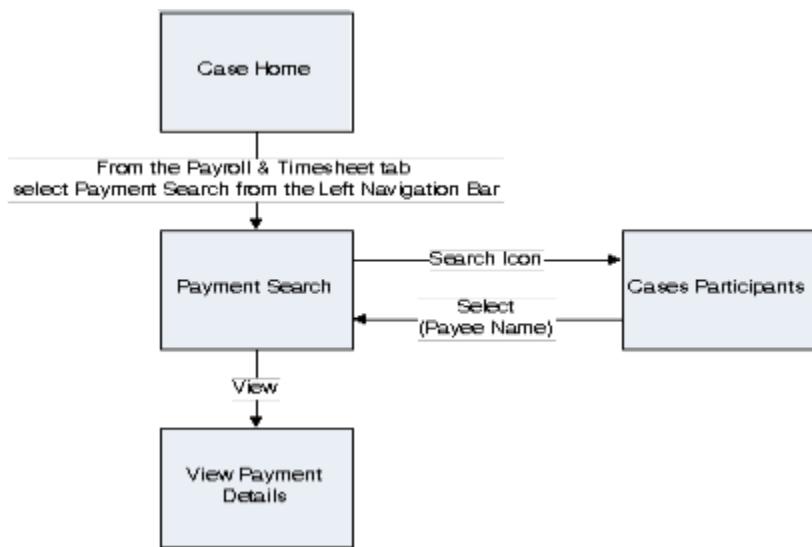


Figure – Payment Search by Case

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/View Payment Details

CI	Document Name
 CI-67480 - DSD SF View Payment Details (Case) IMPLEMENTED	DSD_SF_View_Payment_Details.doc

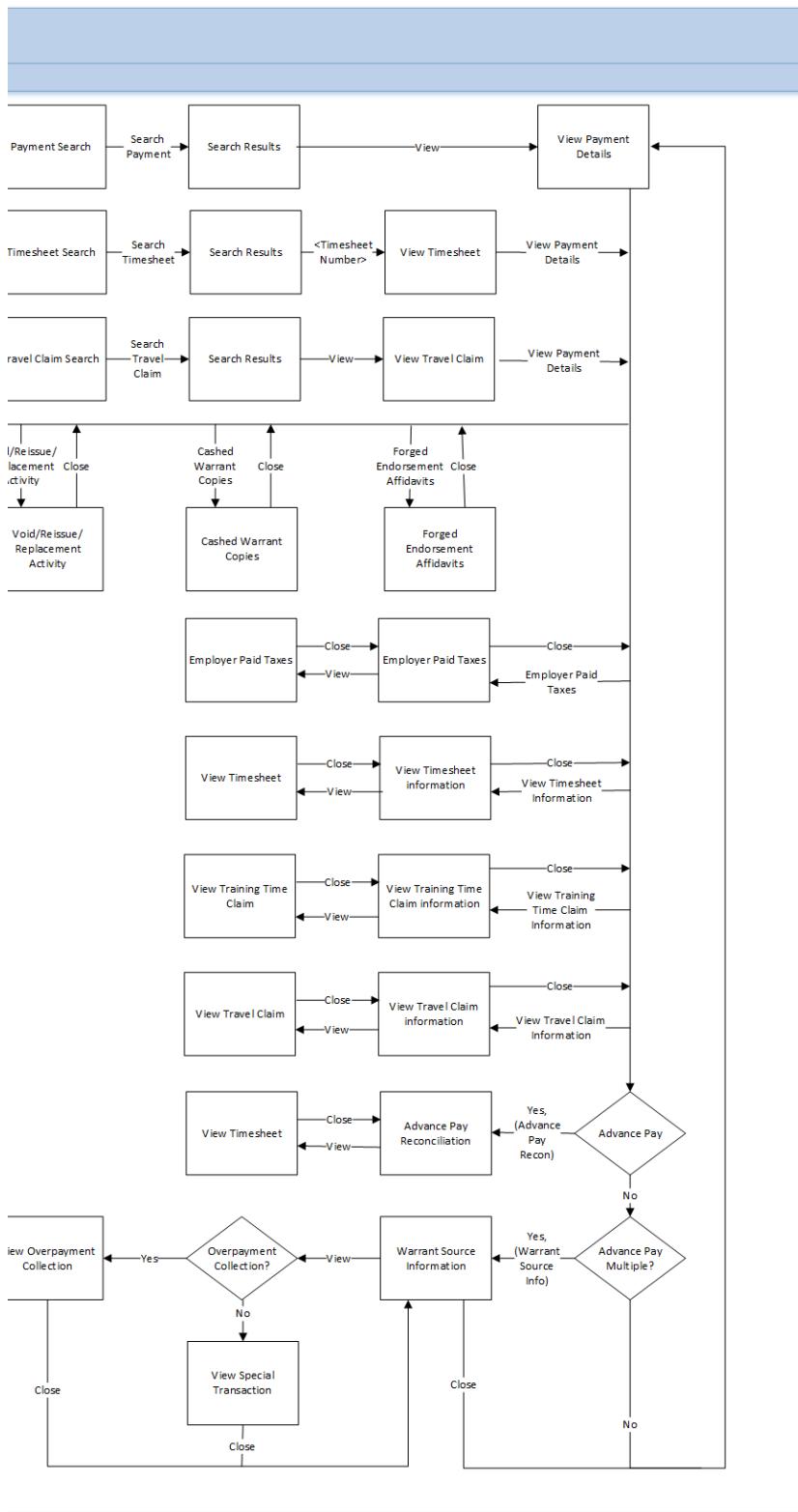


Figure – View Payment Details (Case)

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Payment Void/Reissue/Replacement Screen Flow

CI	Document Name
CI-67468 - DSD SF Payment Void Reissue Replacement IMPLEMENTED	DSD_SF_Payment_Void_Reissue_Replacement.doc

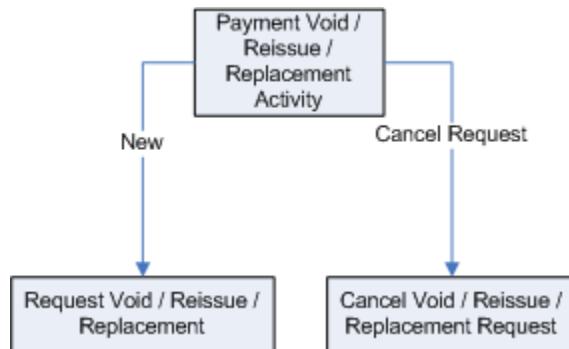


Figure – Payment Void/Reissue/Replacement

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Enter Warrant Replacement

CI	Document Name
 CI-459396 - DSD SF Enter Warrant Replacement IMPLEMENTED	DSD_SF_Enter_Warrant_Replacement.doc

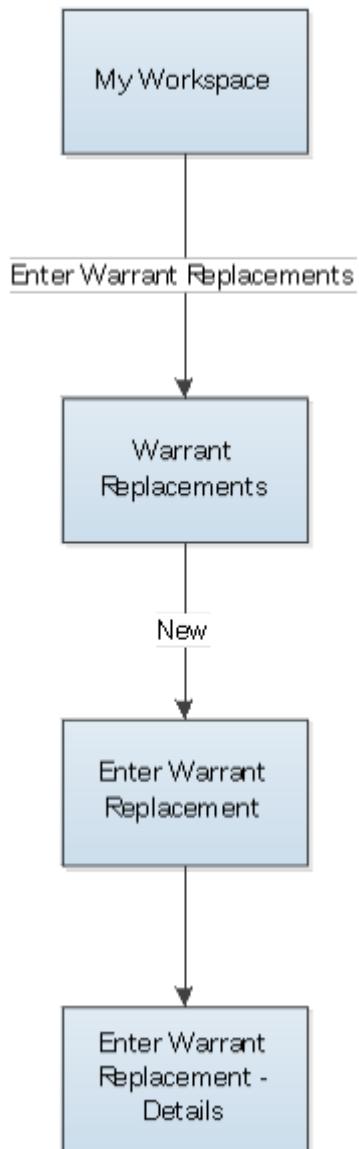


Figure – Enter Warrant Replacement

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Cashed Warrant Copy Requests

CI	Document Name
CI-67477 - DSD SF Cashed Warrant Copy Requests IMPLEMENTED	DSD_SF_Cashed_Warrant_Copy_Requests.doc

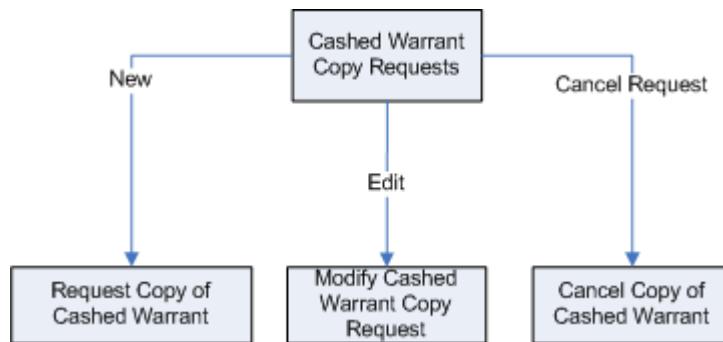


Figure – Cashed Warrant Copy Requests

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Forged Endorsement Affidavits

CI	Document Name
 CI-67478 - DSD SF Forged Endorsement Affidavits IMPLEMENTED	DSD_SF_Forged_Endorsement_Affidavits.doc

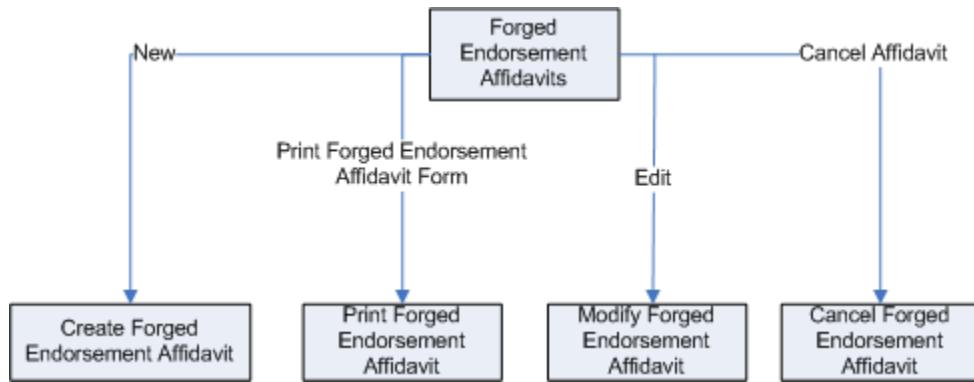


Figure – Forged Endorsement Affidavits

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Paid Hours

CI	Document Name
CI-67472 - DSD SF Paid Hours	IMPLEMENTED

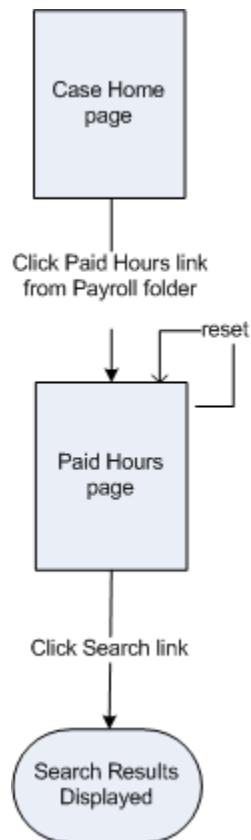


Figure – Paid Hours

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Special Transactions

CI	Document Name
CI-67479 - DSD SF Special Transactions IMPLEMENTED	DSD_SF_Special_Transactions.doc

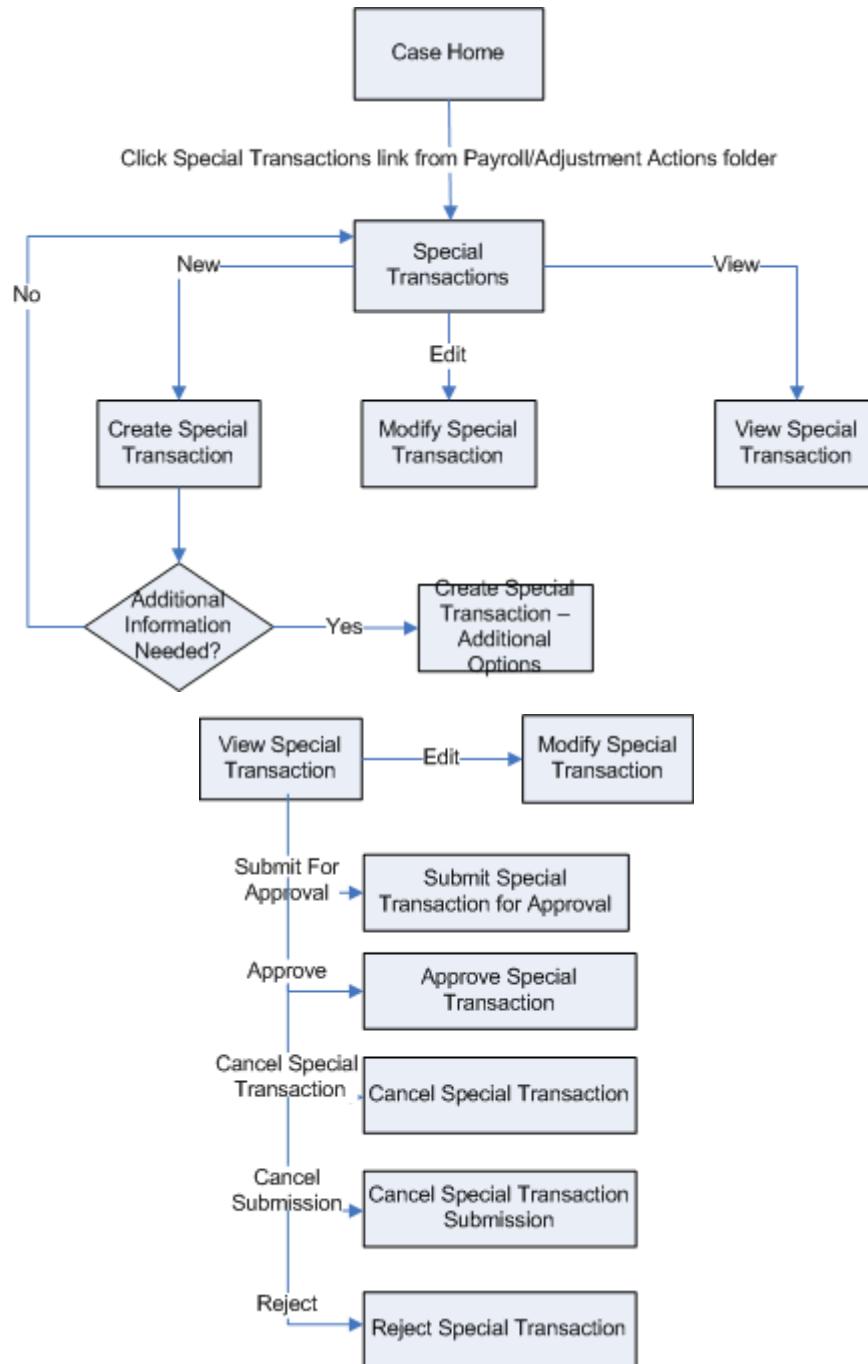


Figure – Special Transactions

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Payment Corrections

CI	Document Name
 CI-67470 - DSD SF Payment Corrections IMPLEMENTED	DSD_SF_Payment_Corrections.doc

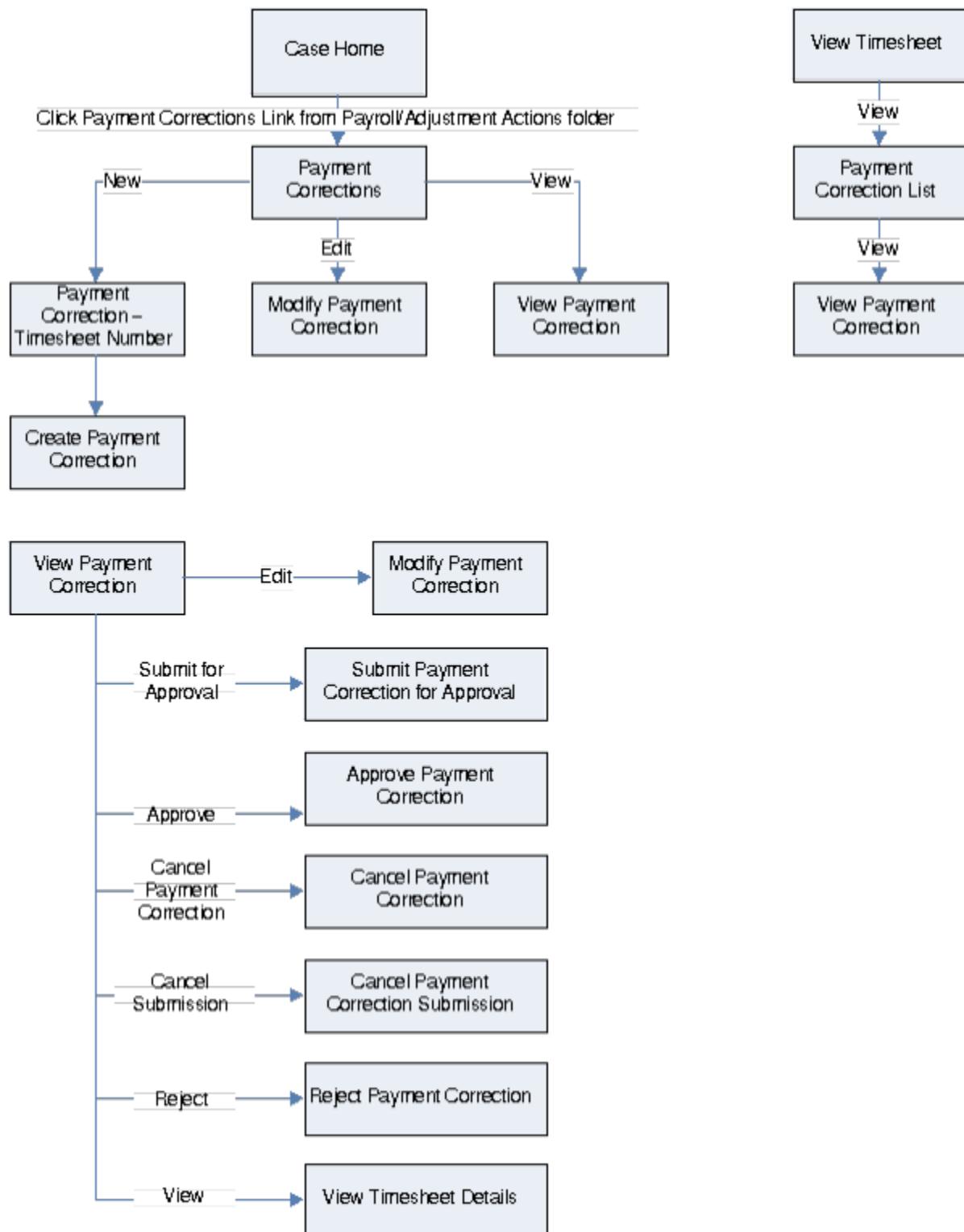


Figure – Payment Corrections

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Overpayment Recoveries

CI	Document Name
CI-67467 - DSD SF Overpayment Recoveries IMPLEMENTED	DSD_SF_Overpayment_Recoveries.doc

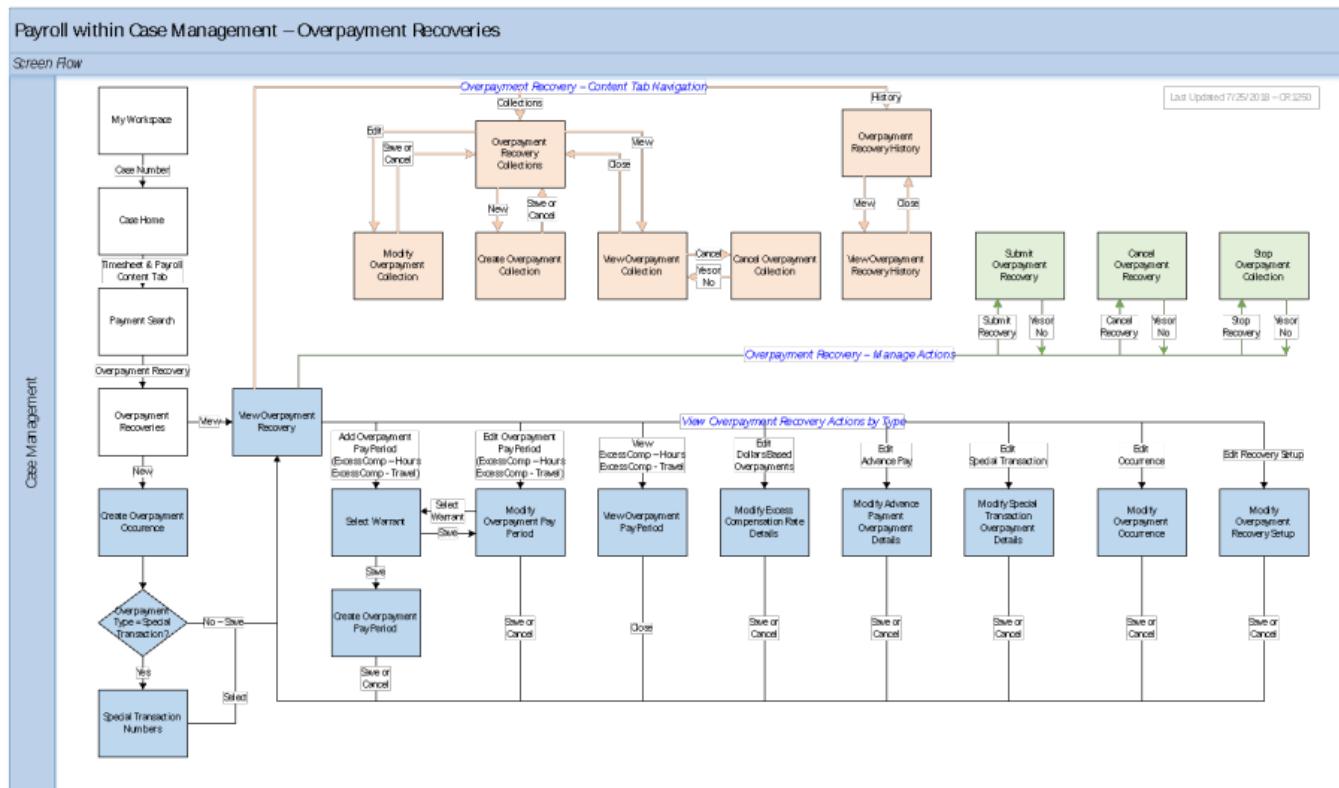


Figure – Overpayment Recoveries

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Overpayment Recoveries (by Person)

CI	Document Name
CI-67481 - DSD SF Overpayment Recoveries by Person IMPLEMENTED	DSD_SF_Overpayment_Recoveries_by_Person.doc

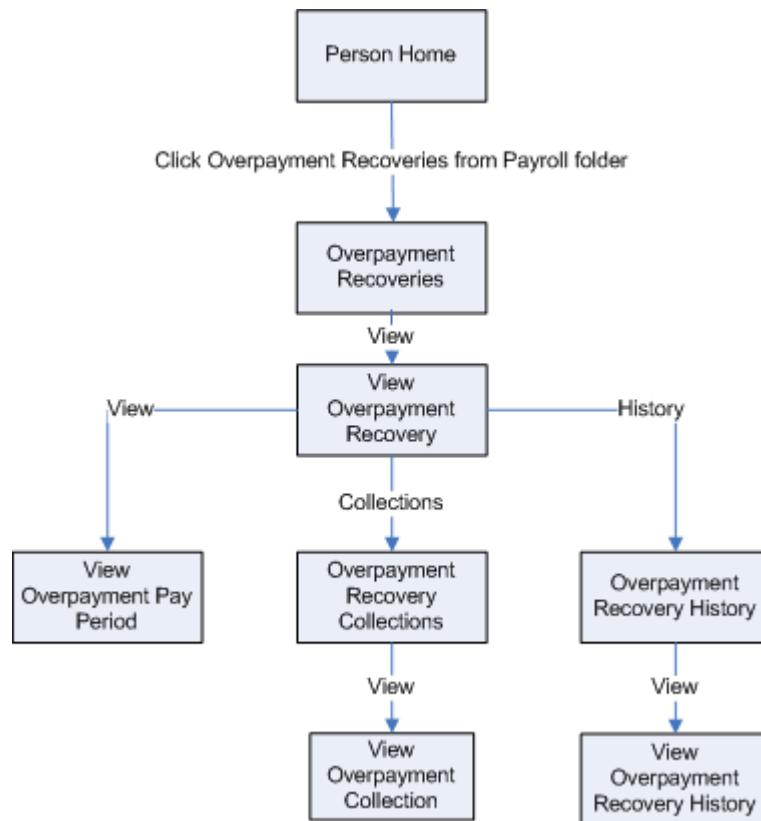


Figure - Overpayment Recoveries (by Person)

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Advance Pay Recon Actions

CI	Document Name
 CI-67475 - DSD SF Advance Pay Recon Actions IMPLEMENTED	DSD_SF_Advance_Pay_Recon_Actions.doc

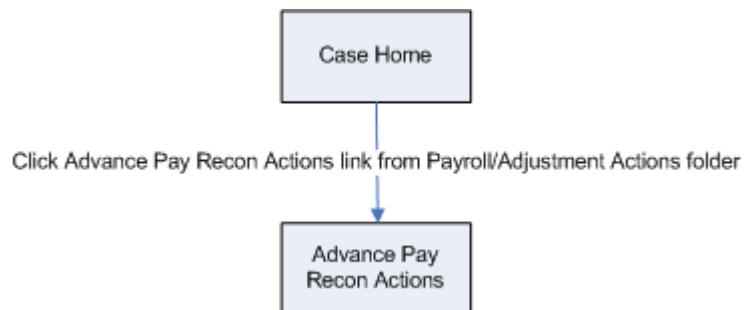


Figure – Advance Pay Recon Actions

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Weekly Provider Hours

CI	Document Name
 CI-480868 - DSD SF Weekly Provider Paid Hours IMPLEMENTED	DSD_SF_Weekly_Provider_Paid_Hours.doc

Weekly Provider Paid Hours

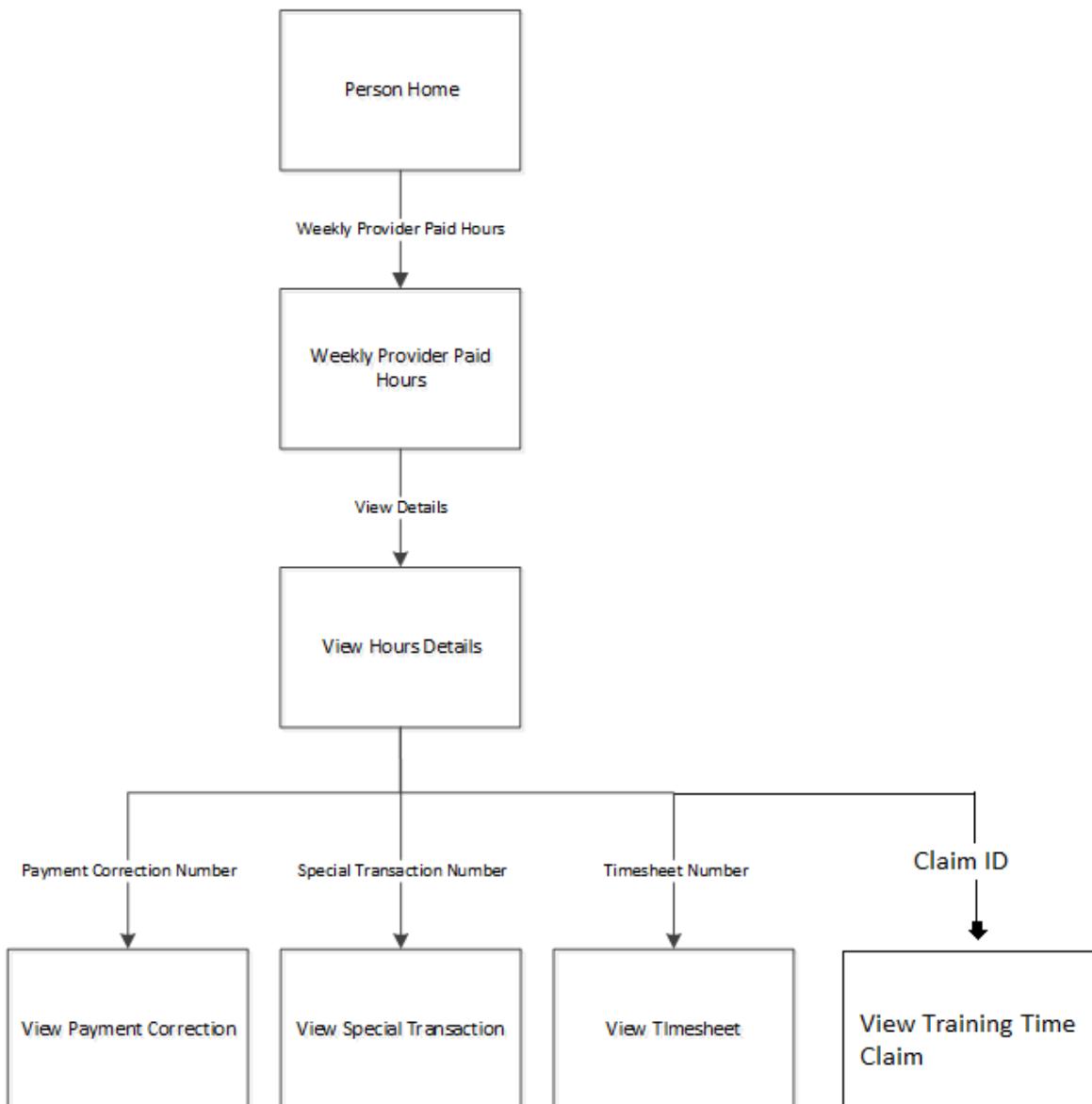


Figure – Weekly Provider Paid Hours

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Monthly Provider Paid Hours

CI	Document Name
 CI-717635 - DSD SF Monthly Provider Paid Hours IMPLEMENTED	DSD_SF_Monthly_Provider_Paid_Hours.docx

Monthly Provider Paid Hours

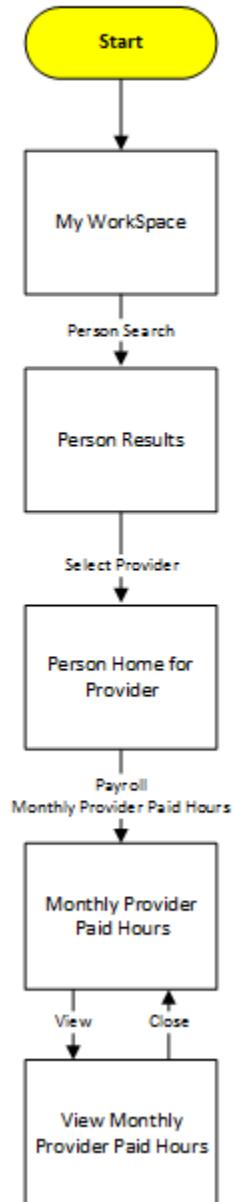


Figure – Monthly Provider Paid Hours Screen Flow

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/View Payment Details (Person)

CI	Document Name
 CI-823488 - DSD SF View Payment Details (Person) IMPLEMENTED	DSD_SF_View_Payment_Details_Person.doc

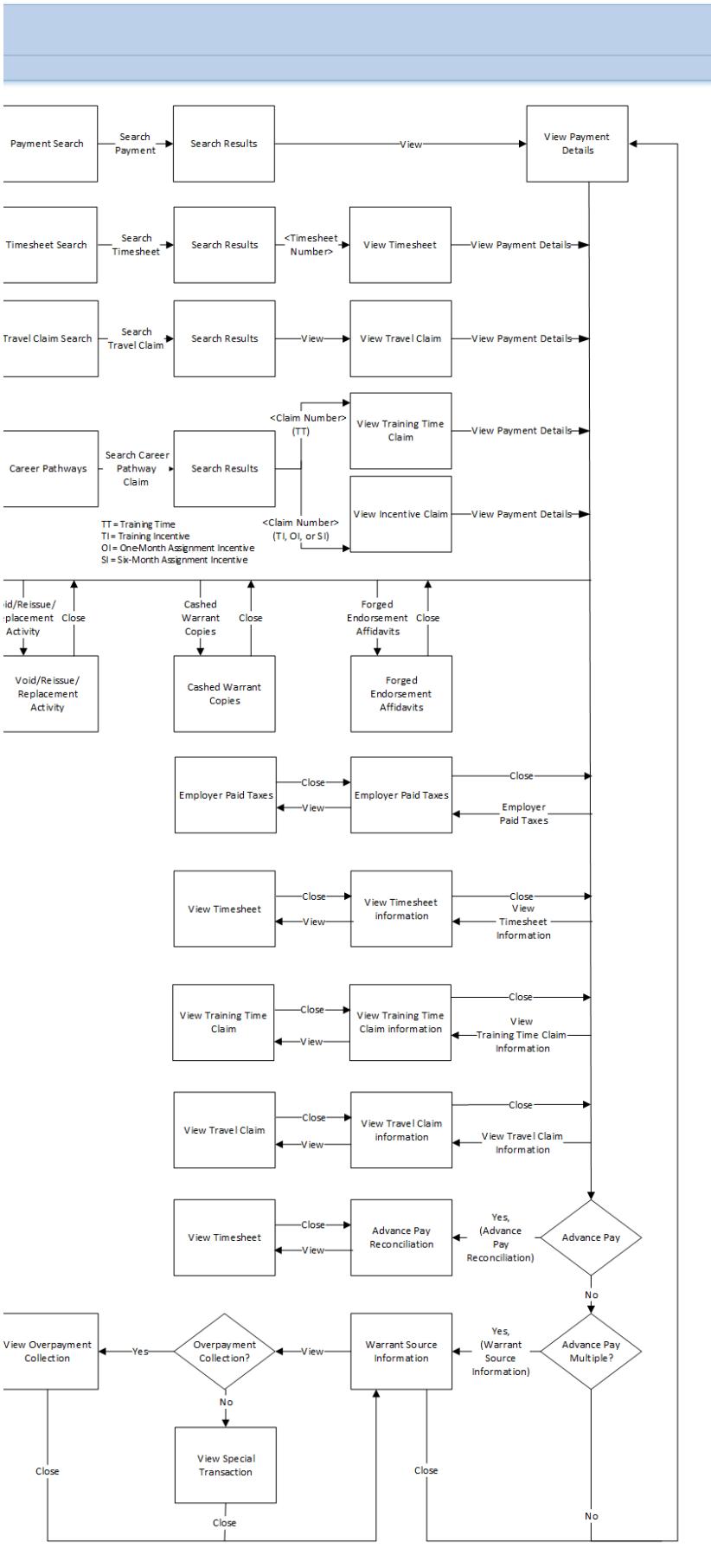


Figure – View Payment Details (Person)

DSD 27/Recip CM & OS – Payroll within Case Management /Process/Screen Flow/Career Pathways

CI	Document Name
CI-823457 - DSD SF Career Pathways IMPLEMENTED	DSD_SF_Career_Pathways.doc

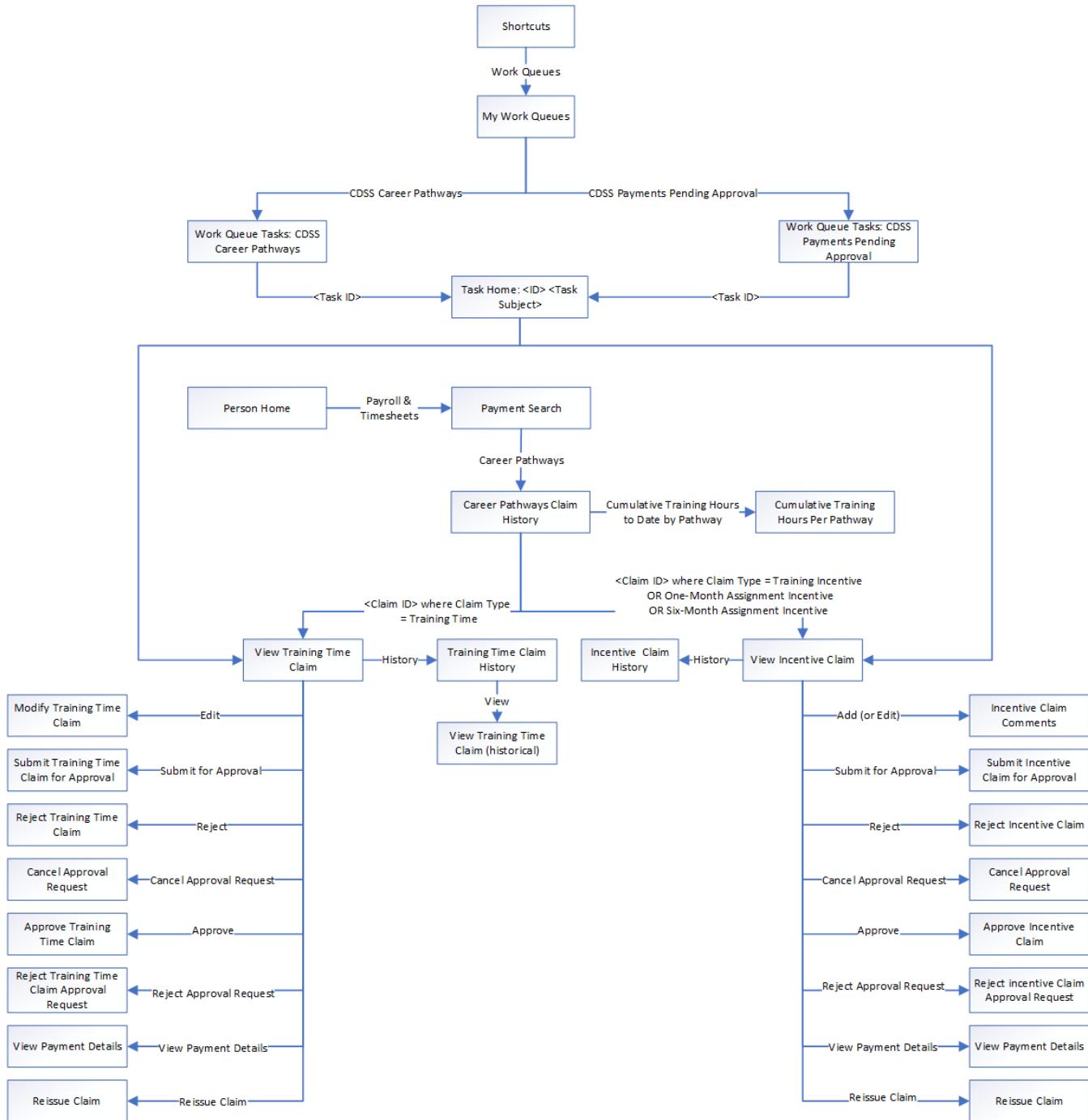


Figure – Career Pathways

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment Search (by Person)

CI	Document Name
CI-67353 - DSD SC Payment Search by Person IMPLEMENTED	DSD_SC_Payment_Search_by_Person.doc

Accessed from the Person Home screen in the Navigation menu on the Payroll & Timesheet tab, the Payment Search (by Person) screen allows the user to search for payments made to a person known to CMIPS. By default, payments for the next (Advance Payments and Restaurant Meals only), current and previous three service periods are displayed. If additional payment information is needed, a search can be performed by entering a Service Period range (limited to a thirteen month range at a time) or a Warrant Number. For further refinement of the search criteria, the user can search for and select a specific Recipient.

Figure – Payment Search (by Person)

Actions/Functions

The following actions are associated with the Payment Search (by Person) screen:

Action	Function
Print Verification Form	Displays the Print Verification Form popup.
Search	Performs search on search criteria.
Reset	Clears all search criteria fields.
Search Criteria	
Recipient Name (Search)	Opens the Cases pop-up, displaying a list of cases to which the person is associated state-wide.
Search Results	
View	Displays the Payment Details screen for the selected payment.

Data Elements

The following data elements are associated with the Payment Search (by Person) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Search Criteria					
Service Period From Date	Service date from which to start searching for payments.	Date (MM/DD/YYYY)	No	No	Yes
Service Period To Date	Service date to cease searching for payments.	Date (MM/DD/YYYY)	No	No	Yes
Issue From Date	The Issue date to start searching for payments.	Date (MM/DD/YYYY)	No	No	Yes
Issue To Date	The Issue date to cease searching for payments.	Date (MM/DD/YYYY)	No	No	Yes
Recipient Name	For further refinement the search criteria, the user can search for and select a specific case to which the person is associated. When selected, the Recipient name associated with the case will be displayed.	String	No	No	Yes
Warrant Number	To refine the search, the user can enter a specific warrant number as an additional criteria.	String	No	No	Yes
Search Results					
Service From	Begin date of pay period.	Date (MM/DD/YYYY)	No	No	No
Issued	The date the payment was issued by the State Controller's Office (SCO).	Date (MM/DD/YYYY)	No	No	No
Status	Status of the payment.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the SCO. This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> • If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. • If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. • If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Gross	Gross wages, calculated as Hours Paid times Pay Rate, before deductions.	Decimal	No	No	No
Net	Amount of the payment after deductions.	Decimal	No	No	No
Hours	Hours of service paid. Displayed in an HH:MM format.	Integer	No	No	No
Recipient Name	Name of the Recipient associated with the payment in Last Name, First Name order.	String	No	No	No
County	Name of county which served the case/Recipient when the payment was made.	String	No	No	No
Type	Type of payment. Note: For payments generated to refund any type of deduction (e.g. SOC, health benefits, FICA), this field will be blank.	String	No	No	No
SOC	Share of Cost (SOC) amount deducted from the payment.	Decimal	No	No	No
Funding Source	Funding source for the payment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cases

CI	Document Name
CI-67392 - DSD SC Cases IMPLEMENTED	DSD_SC_Cases.doc

The Cases pop-up is displayed when the Recipient Name search icon is selected from the Payment Search (by Person) or the Modify Overpayment Recovery Setup screens. The pop-up displays the cases to which the person is associated with state-wide. If the number of records exceeds 50, the user will be requested to refine their search by Case Status.

Search Criteria								
Case Status: <input type="text"/> * required field								
<input type="button" value="Search"/>								
Search Results								
#	Case Name	Case Owner	County	Case Status	IHSS Authorized Hours	WPCS Authorized Hours	Provider Status	Provider IHSS Assigned Hours
t	[REDACTED]	[REDACTED]	Los Angeles	Eligible	162:04	25:00	00:00	
t	[REDACTED]	[REDACTED]	Los Angeles	Eligible	121:43	00:00	Terminated	00:00

Figure – Cases

Actions/Functions

The following actions are associated with the Cases pop-up:

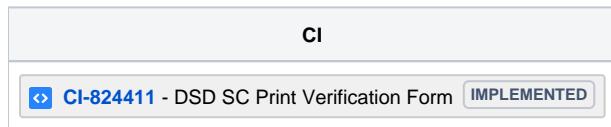
Action	Function
Search	Performs search on search criteria.
Close	Closes the pop-up without the selection of a Case and returns the user to the screen used to access the pop-up.
Search Results	
Select	Selects the case and populates the Case field on the Payment Search (by Person), or the Modify Overpayment Recovery Setup pop-up.
Case Owner	Selecting this link takes the user to the Case Owner (Social Worker) User Home screen.

Data Elements

The following data elements are specific to the Cases pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Case Status	Status of the case.	Drop-down list	No	No	Yes
Search Results					
Case Name	The name of the case (applicant or Recipient) in Last Name, First Name order.	String	No	No	No
Case Owner	The owner (assigned worker) of the case.	Number	No	No	No
County	Name of county which serves the case/Recipient.	String	No	No	No
Case Status	Status of the case.	String	No	No	No
IHSS Authorized Hours	Total Auth to Purchase After Reduced Hours (includes LMA, Reduced Hours, Re-instated Hours) on the case displayed in an HH:MM format.	Integer	No	No	No
WPCS Authorized Hours	Total WPCS authorized hours on the case displayed in an HH:MM format.	Integer	No	No	No
Provider Status	Status of the Provider.	String	No	No	No
Provider IHSS Assigned Hours	IHSS Hours assigned to the Provider on the case displayed in an HH:MM format.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Print Verification Form



The Print Verification Form pop-up is displayed when the Print Verification Form button is selected from the Payment Search (by Person). The pop-up displays the criteria needed to submit a request for Employment or Wage Verification.

A screenshot of a 'Print Verification Form' dialog box. It includes fields for 'From Date' and 'To Date' with calendar icons, a dropdown for 'Form Type' set to 'Employment', and a dropdown for 'Print' set to 'Generate PDF Only'. The dialog also features 'Save' and 'Cancel' buttons at the bottom.

Figure – Print Verification Form

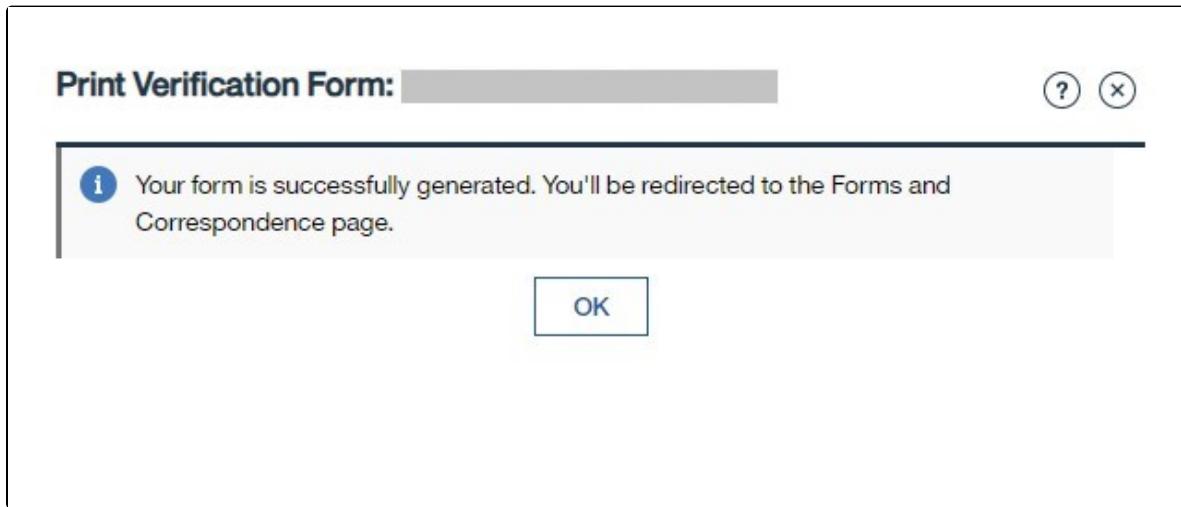


Figure - Print Verification Form - Form Successfully Generated

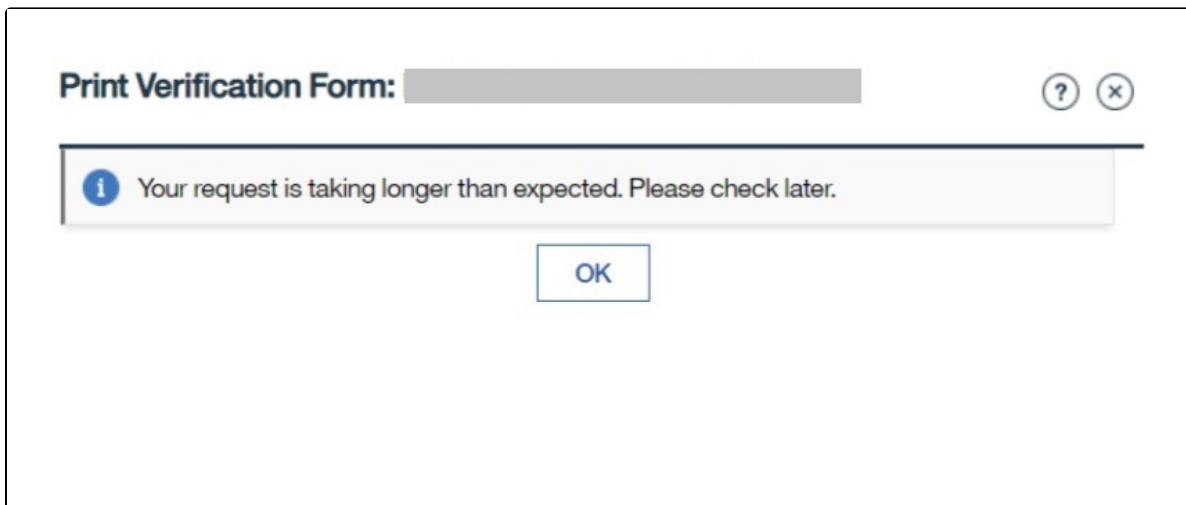


Figure - Print Verification Form - Form Failed to Generate

Actions/Functions

The following actions are associated with the Print Verification Form Popup:

Action	Function
Save	Submits the information and displays a popup with a success or failure message.
Cancel	Navigates the user back to Payment Search screen.
The following will only display when the Print Verification Form - Form Failed to Generate pop up is displayed	
OK	Selecting OK for failure message navigates the user to Forms/Correspondence screen where the form is displayed in a Pending status. Selecting OK for success message navigates the user to Forms/Correspondence screen where the form is displayed in a Printing status.

Data Elements

The following data elements are associated with the Print Verification Form Popup:

Field Name	Help	Date Type	Required Indicator	Default Value	Editable Field
From Date	The start date of the verification details requested. NOTE: This is required only for Employment and Wage Form Type	Date: MM/DD /YYYY	Yes	No	Yes
To Date	The end date of the verification details requested. NOTE: This is required only for Employment and Wage Form Type	Date: MM/DD /YYYY	Yes	No	Yes
Form Type	The verification type requested by the Provider. Includes two options: Employment and Employment and Wage.	Drop-Down List	Yes	Employment	Yes
Print	The print option provided to the user to either just generate the pdf or have it sent to CMIPS printer. Includes two options: <ul style="list-style-type: none">• Generate PDF Only• Print on CMIPS II Printer	Drop-Down List	Yes	Generate PDF Only	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment Search (by Case)

CI	Document Name
CI-67374 - DSD SC Payment Search by Case IMPLEMENTED	DSD_SC_Payment_Search_by_Case.doc

Accessed from the Case Home screen in the Navigation menu on the Timesheets & Payroll tab, the Payment Search (by Case) screen allows the user to search for payments related to a CMIPS case. By default, payments for the next (Advance Payments and Restaurant Meals only), current and previous three service periods will be displayed. If additional payment information is needed, a search can be performed by entering a service period range (limited to a 13 month range at a time) or a warrant number. For further refinement of the search criteria, the user can search for and select a specific payee.

Figure – Payment Search (by Case)

Actions/Functions

The following actions are associated with the Payment Search (by Case) screen:

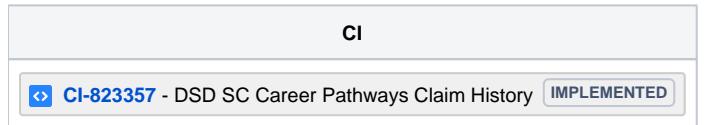
Action	Function
Search	Performs search on search criteria.
Reset	Clears all search criteria fields.
Search Criteria	
Payee Name (Search)	Opens the Case Participants pop-up window which displays the Recipient and a list of Providers assigned to the case.
Search Results	
View	Displays the Payment Details screen for the selected payment.

Data Elements

The following data elements are associated with the Payment Search (by Case) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period From Date	Service date from which to start searching for payments.	Date (MM/DD /YYYY)	No	No	Yes
Service Period To Date	Service date to cease searching for payments.	Date (MM/DD /YYYY)	No	No	Yes
Issue From Date	The Issue date to start searching for payments.	Date (MM/DD /YYYY)	No	No	Yes
Issue To Date	The Issue date to cease searching for payments.	Date (MM/DD /YYYY)	No	No	Yes
Payee Name	To refine the search, the user can enter a specific payee name as an additional criteria.	String	No	No	Yes
Warrant Number	To refine the search, the user can enter a specific warrant number as an additional criteria.	String	No	No	Yes
Search Results					
Service From	Begin date of pay period.	Date (MM/DD /YYYY)	No	No	No
Issued	The date the payment was issued by the State Controller's Office (SCO).	Date (MM/DD /YYYY)	No	No	No
Status	Status of payment.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the SCO. This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> • If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. • If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. • If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Gross	Gross wages, calculated as Hours Paid times Pay Rate, before deductions.	Decimal	No	No	No
Net	Amount of the payment after deductions.	Decimal	No	No	No
Hours	Hours of service paid. Displayed in an HH:MM format.	Integer	No	No	No
Payee Name	Name of the payee in Last Name, First Name order.	String	No	No	No
Type	Type of payment. Note: For payments generated to refund any type of deduction (e.g. SOC, health benefits, FICA), this field will be blank.	String	No	No	No
SOC	SOC amount deducted from the payment.	Decimal	No	No	No
Funding Source	Funding source for the payment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Career Pathways Claim History



The Career Pathways Claim History list screen displays when a user selects the Career Pathways button from the left navigation panel from the Payroll & Timesheets content tab. This screen displays a list of all Career Pathways claims submitted by a Provider. This screen provides users access to review and/or authorize Career Pathways claims. When training time claims receive final CDSS authorization, the system will track the number of hours by Career Pathway type. This screen can also be used to search for claims with training dates within a service period and track the status of the claim through final authorization.

A screenshot of the 'Career Pathways Claim History' search interface. At the top, there are search filters for 'To Date' (set to 03/15/2022) and 'Claim Status'. Below these are 'Search' and 'Reset' buttons. The main area is a large, empty table where results would be displayed.

Figure – Career Pathways Claim History

A screenshot of the 'Career Pathways Claim History' search interface, similar to the previous one but with results displayed. The search filters remain the same. The main area now shows a table with five rows of data, each representing a claim entry. The columns are 'Service Period From', 'Training Hours Claimed', and 'Status'. The data is as follows:

Figure – Career Pathways Claim History – Expanded

Cumulative Training Hours Per Pathway: [REDACTED] (?) (X)

Cumulative Hours Paid Per Career Pathway	
Career Pathway	Total Hours Paid To Date
Adult Education	30:00
General Health/Safety	33:50
Cognitive Impairments Behavioral Health	27:30
Complex Physical Care Needs	10:00
Transition to Home/Community Living	00:00

Close

Figure – Career Pathways Claim History – Cumulative Training Hours Per Pathway Pop-Up

Actions/Functions

The following actions are associated with the Career Pathways Claim History screen:

Action	Function
Career Pathways Claim History	
Search	Performs search for training time claims based on search criteria
Reset	Resets all search fields to their default values
Cumulative Training Hours To Date By Pathway	Opens the Cumulative Training Hours Per Pathway pop-up screen
Cumulative Training Hours Per Pathway Pop-Up	
Close	Closes the Cumulative Training Hours Per Pathway Pop-Up

Data Elements

The following data elements are associated with the Career Pathways Claim History screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
From Date	Service Date from which to start searching for training time claims	Date	No	No	Yes
To Date	Service Date to cease searching for training time claims	Date	No	No	Yes
Claim Type	The type of training time claim used for searching	String	No	No	Yes
Claim Status	The status of training time claim for searching	String	No	No	Yes
Search Results					
Claim Number	Claim number associated with specific training time	Number	No	No	No
Claim Type	The type of training time claim	String	No	No	No

Received Date	The date training time claim was received	Date	No	No	No
Service Period From	The starting date of the service period for the training time claim	Date	No	No	No
Training Hours Claimed	The training time claimed in hours and minutes Displays in HH:MM format	Integer	No	No	No
Status	Status of the training time claim	String	No	No	No
Cumulative Training Hours Per Pathway Pop-Up					
Career Pathway	The type of training time claim	String	No	No	No
Total Hours Paid to Date	The total training time paid to the current date in hours and minutes Displays in HH:MM format	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Case Participants

CI	Document Name
CI-67365 - DSD SC Case Participants IMPLEMENTED	DSD_SC_Case_Participants.doc

The Case Participants pop-up is displayed when the Payee Name search icon is selected from the Payment Search (by Case), Create Special Transaction, and Create Overpayment Occurrence screens. The pop-up displays the Recipient and a list of Providers assigned to the case. If the number of records exceeds 50, the user will be requested to refine their search by participant status.

The screenshot shows a modal dialog box titled "Case Participants". At the top right are a help icon and a close button. Below the title is a section labeled "Search Criteria" with a dropdown menu. A "Status:" label with a dropdown menu is also present. A "Search" button is located below these fields. The main area is titled "Search Results" and contains a table with columns: Action, Person Number, Person Name, Person Role Type, and Status. There are four rows in the table, each with a "Select" link under the Action column. The table has a vertical scrollbar on the right. At the bottom right of the modal is a "Close" button.

Action	Person Number	Person Name	Person Role Type	Status
Select	[REDACTED]	[REDACTED]	Primary Client	Eligible
Select	[REDACTED]	[REDACTED]	Provider	Terminated
Select	[REDACTED]	[REDACTED]	Provider	Terminated
Select	[REDACTED]	[REDACTED]	Provider	Terminated

Figure - Case Participants

Actions/Functions

The following actions are associated with the Case Participants pop-up:

Action	Function
Search	Performs search on search criteria.
Close	Closes the pop-up without the selection of a person and returns the user to the screen used to access the pop-up.

Search Results

Select	Selects the person and populates the Payee Name field on the Payment Search (by Case) screen, Create Special Transaction screen and Create Overpayment Occurrence screens.
--------	--

Data Elements

The following data elements are associated with the Case Participants pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Status	Status of the participant.	Drop-down list	No	No	Yes
Search Results					
Person Number	CMIPS Recipient Number or Provider Number associated with the participant.	String	No	No	No
Person Name	Name of the case participant in Last Name, First Name order.	String	No	No	No
Person Role Type	This specifies if the participant is a Recipient or Provider on the case.	String	No	No	No
Status	Status of the participant.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Payment Details

CI	Document Name
 CI-67344 - DSD SC View Payment Details IMPLEMENTED	DSD_SC_View_Payment_Details.doc

The View Payment Details pop-up is accessible from the Payment Search, View Timesheet, View Travel Claim, View Training Time Claim, and View Incentive Claim screens. The pop-up allows the user to view details about the payment, including earning statement information. In addition, the pop-up includes functionality to allow the user to void, reissue and replace payments, request copies of cashed warrants, and print and record information pertaining to Forged Endorsement Affidavits.

Activity Cashed Warrant Copies Forged Endorsement Affidavits

Tax Relationship: Non-Family Provider

Recipient Name: [REDACTED]
District Office: 19 74 District Office

EFT: Yes
Funding Source: CFCO
Status Date: 10/05/2023

Pay Period: 09/01/2023 - 09/15/2023
Case Hours Not Paid (HH:MM): 00:00
Travel Hours Not Paid(HH:MM): 00:00
Sick Leave Hours Not Paid (HH:MM): 00:00
Training Hours Not Paid (HH:MM): 00:00
Hours Paid as Overtime(HH:MM): 00:00
Overtime Pay Rate: 0.000

Current	Year-to-Date
\$103.50	\$19,181.33
\$103.50	\$18,767.33
\$0.00	\$874.48
\$0.00	\$269.21
\$6.41	\$1,189.24
\$1.50	\$278.13
\$0.93	\$172.63

\$0.00	\$414.00
\$50.00	\$100.00
\$44.66	\$16,297.64
Employer Paid Taxes...	
View Timesheet Information...	
Close	

Figure – View Payment Details (link to View Timesheet Information)

170384



Cashed Warrant Copies Forged Endorsement Affidavits

Tax Relationship: Non-Family Provider

Recipient Name: [REDACTED]

District Office: 01 32 District Office

0000

EFT: Yes

Funding Source: PCSP

Status Date: 07/12/2022

Claim

Pay Period: 06/16/2022 - 06/30/2022

Case Hours Not Paid (HH:MM): 00:00

Travel Hours Not Paid(HH:MM): 00:00

Sick Leave Hours Not Paid (HH:MM): 00:00

Training Hours Not Paid (HH:MM): 00:00

Hours Paid as Overtime(HH:MM): 07:00

Overtime Pay Rate: 8.375

Current

Year-to-Date

\$175.88

\$8,241.79

\$0.00

\$7,344.81

\$117.25

\$469.00

\$58.63

\$427.98

\$0.00

\$654.31

\$20.00

\$240.00

\$0.00

\$87.55

\$20.00	\$240.00
\$10.90	\$510.99
\$2.55	\$119.51
\$1.93	\$90.66
\$0.00	\$90.00
\$120.50	\$6,208.77

[Employer Paid Taxes...](#) [View Travel Claim Information...](#) [Close](#)

Figure 2 - View Payment Details (link to View Travel Claim Information)

23565



Cashed Warrant Copies Forged Endorsement Affidavits

Tax Relationship: Non-Family Provider

Recipient Name: [REDACTED]

District Office: 15 01 District Office

EFT: No

Funding Source: PCSP

Status Date: 07/25/2022

Time

Pay Period: 03/01/2022 - 03/15/2022

Case Hours Not Paid (HH:MM): 00:00

Travel Hours Not Paid(HH:MM): 00:00

Sick Leave Hours Not Paid (HH:MM): 00:00

Training Hours Not Paid (HH:MM): 00:00

Hours Paid as Overtime(HH:MM): 00:00

Overtime Pay Rate: 0.000

Current

Year-to-Date

\$180.00

\$180.00

\$180.00

\$180.00

\$11.16

\$11.16

\$2.61

\$2.61

\$1.98

\$1.98

\$164.25

\$164.25

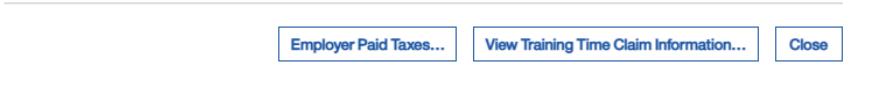


Figure 3 - View Payment Details (link to View Training Time Claim Information)

Actions/Functions

The following actions are associated with the View Payment Details pop-up:

Action	Function
Advanced Pay Reconciliation	Displays the Advanced Pay Reconciliation pop-up. The Advanced Pay Reconciliation option will only be available when the pay type is Advance Pay.
Employer Paid Taxes	Displays a pop-up containing the Employer Paid Taxes associated with this payment.
View Timesheet Information	Displays the View Timesheet Information pop-up which lists all timesheets associated with the payment.
View Training Time Claim Information	Displays the View Training Time Claim Information pop-up screen, which lists all training time claims associated with the payment.
View Travel Claim Information	Displays the View Travel Claim Information pop-up screen, which lists all travel claims associated with the payment.
Warrant Source Information	Displays the Warrant Source Information pop-up. The Warrant Source Information option will only be available when the pay type is Advance Pay Multiple.
Close	Closes the pop-up and returns the user to the Payment Search screen.
Tabs	
History (Tab)	Displays the Payment History pop-up.
Void/Reissue/Replacement Activity (Tab)	Displays the Payment Void/Reissue/Replacement Activity pop-up.
Cashed Warrant Copies (Tab)	Displays the Cashed Warrant Copy Requests pop-up.
Forged Endorsement Affidavits (Tab)	Displays the Forged Endorsement Affidavits pop-up.

Data Elements

The following data elements are specific to the View Payment Details pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payee					
Payee Number:	CMIPS Recipient Number or Provider Number associated with the payee.	Number	No	No	No
Payee Name:	First name, middle initial, last name and suffix of the payee.	String	No	No	No
Address:	Address to which the warrant or advice was mailed.	String	No	No	No
Tax Relationship:	Relationship of payee to Recipient.	String	No	No	No
Case					
Case Number:	CMIPS case number associated with payment.	Number	No	No	No
Recipient Name:	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
County:	Name of county which served the case/Recipient when the payment was made.	String	No	No	No
District Office:	District Office which served the case/Recipient when the payment was made (2-digit county number + 2-digit district number + district name).	String	No	No	No
Payment					

Warrant Number:	Identifier of the warrant issued by the SCO. This field will contain all zeroes until the information is returned from SCO: • If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. • If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89 or 70-79. • If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99.	String	No	No	No
EFT:	Indicates whether or not the Method of Payment was through EFT: • Yes • No	Check Box	No	No	No
Issue Date:	Date on which the payment was issued by the SCO.	Date (MM/DD/YYYY)	No	No	No
Funding Source:	Funding source for the payment.	String	No	No	No
Pay Status:	Status of the payment.	String	No	No	No
Status Date:	Date on which the payment status has changed.	Date (MM/DD/YYYY)	No	No	No
Void/Reissue/Replacement Action – This cluster will only be displayed if a void, reissue or replacement action was previously taken on the payment and/or a Replacement Date was been keyed by CGI Back Office.					
Type:	The type of void/reissue/ replacement action that was taken.	String	No	No	No
Reason:	Reason that the void/reissue/ replacement action was necessary.	String	No	No	No
Replacement Date:	Date on which the payment was replaced by SCO.	Date (MM/DD/YYYY)	No	No	No
Pay Event					
Pay Type:	Type of payment.	String	No	No	No
Pay Period:	Pay Period (From Date - To Date) for which the payment was issued.	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Case Hours Paid (HH:MM):	Hours of service paid related to Case Authorized Hours.	Integer	No	No	No
Case Hours Not Paid (HH:MM):	Case authorized hours claimed on the timesheet that were not paid. Displayed in an HH:MM format.	Integer	No	No	No
Travel Hours Paid (HH:MM):	Hours of Travel Time paid.	Integer	No	No	No
Travel Hours Not Paid (HH:MM):	Travel hours claimed on the timesheet that were not paid. Displayed in an HH:MM format.	Integer	No	No	No
Sick Leave Hours Paid (HH:MM):	Total Sick Leave hours paid. Displayed in an HH:MM format.	Integer	No	No	No
Sick Leave Hours Not Paid (HH:MM):	Sick Leave hours claimed that were not paid. Displayed in an HH:MM format.	Integer	No	No	No
Training Hours Paid (HH:MM):	Total training hours hours paid. Displayed in an HH:MM format.	Integer	No	No	No
Training Hours Not Paid (HH:MM):	Training hours claimed on a training time claim that were not paid. Displayed in an HH:MM format.	Integer	No	No	No
Total Hours Paid (HH:MM):	Total Hours of service and/or Travel and/or Sick Leave and/or Training Hours paid. Displayed in an HH:MM format. <u>Note:</u> There are no hours associated with payments on incentive claims.	Integer	No	No	No
Hours Paid as Overtime (HH:MM):	Hours of service and/or training hours paid at an overtime rate.	Integer	No	No	No
Pay Rate:	Hourly wage paid to the payee. <u>Note:</u> Hourly wage rate is not associated with payments on incentive claims.	Decimal	No	No	No
Overtime Pay Rate:	Overtime wage paid to the payee	Decimal	No	No	No
Earnings Statement – Current and YTD Amounts					

Total Gross:	The sum of Regular, Adjustments, Travel, Overtime, and Overtime Travel and Sick Leave, before deductions.	Decimal	No	No	No
Pay Regular:	Wages calculated as Hours Paid times Pay Rate from a regular timesheet, a training time claim, or an incentive claim, before deductions	Decimal	No	No	No
Pay Adjustment:	Wages calculated as Hours Paid times Pay Rate from a payment correction, supplemental timesheet, or special transaction, before deductions	Decimal	No	No	No
Pay Travel:	Wages calculated as Travel Hours Paid times Pay Rate	Decimal	No	No	No
Pay Overtime:	Wages calculated as Service Hours Paid times Overtime Pay rate, before deductions	Decimal	No	No	No
Overtime Travel:	Wages calculated as Travel Hours Paid times Overtime Pay rate, before deductions	Decimal	No	No	No
Sick Leave:	Wages calculated for Sick Leave, before deductions	Decimal	No	No	No
Federal:	Amount deducted for federal income taxes.	Decimal	No	No	No
State:	Amount deducted for state income taxes.	Decimal	No	No	No
FICA:	Amount deducted for FICA, also known as Social Security taxes	Decimal	No	No	No
Medicare:	Amount deducted for Medicare taxes.	Decimal	No	No	No
SDI/DIEC:	Amount deducted for State Disability Insurance (SDI) or Disability Insurance Elective Coverage (DIEC) premiums.	Decimal	No	No	No
Dues:	Amount deducted for labor organization dues	Decimal	No	No	No
CalSavers:	Amount deducted for CalSavers.	Decimal	No	No	No
Net Pay:	Amount of the payment after deductions.	Decimal	No	No	No
Additional Fed Tax:	Amount of additional federal income tax withheld per W-4.	Decimal	No	No	No
Additional State Tax:	Amount of additional state income tax withheld per W-4.	Decimal	No	No	No
Share of Cost:	Amount to be paid by the Recipient to the Provider for his /her Medi-Cal or IHSS SOC.	Decimal	No	No	No
Recovery:	Amount deducted from payee's wages toward the recovery of an overpayment.	Decimal	No	No	No
Lien:	Amount deducted for one or more wage attachments against the payee's wages.	Decimal	No	No	No
Health:	Amount deducted for health benefit premiums.	Decimal	No	No	No
Health Trust:	Amount deducted for labor organization Health Trust	Decimal	No	No	No
CAF/PEOPLE:	Amount deducted for labor organization CAF Fund /People Fund	Decimal	No	No	No
Initiation:	Amount deducted for labor organization initiation	Decimal	No	No	No
Other Insurance:	Amount deducted for labor organization other insurance	Decimal	No	No	No
Advance Pay Deduction:	Amount deducted to zero out the net pay amount for advance pay reconciling timesheets.	Decimal	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment History

CI	Document Name
CI-70947 - DSD SC Payment History IMPLEMENTED	DSD_SC_Payment_History.doc

The Payment History pop-up is accessed by selecting the History Tab on the View Payment Details pop-up. The Payment History pop-up tracks changes to the payment status and other payment related data that can be modified over time. When data on a payment record is changed, the current information is displayed on the View Payment Details pop-up and the payment information prior to the change becomes viewable on the Payment History pop-up.

The screenshot shows a modal dialog box titled 'Payment History'. At the top, there are three tabs: 'Activity', 'Cashed Warrant Copies', and 'Forged Endorsement Affidavits'. Below the tabs, there is a search bar and a dropdown menu. The main content area displays payment details: 'Payee Name:' and 'Recipient Name:' both redacted, and 'Pay Period: 07/16/2020 - 07/31/2020'. Below this, a table shows a single row of historical data:

Status Date	Void Type	Void Reason	Replacement Date	Updated By	History Created
08/02/2020				superuser	08/04/2020 22:25

At the bottom right of the dialog is a blue 'Close' button.

Figure – Payment History

Actions/Functions

The following actions are associated with the Payment History pop-up:

Action	Function
Close	Closes the pop-up screen and returns the user to the Payment Search screen.
Tabs	
Payment Details (Tab)	Displays the View Payment Details pop-up.
Void/Reissue/Replacement Activity (Tab)	Displays the Payment Void/Reissue/Replacement Activity pop-up.
Cashed Warrant Copies (Tab)	Displays the Cashed Warrant Copy Requests pop-up.
Forged Endorsement Affidavit (Tab)	Displays the Forged Endorsement Affidavits pop-up.

Data Elements

The following data elements are specific to the Payment History pop-up.

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payment					
Payee Number	CMIPS Recipient Number or Provider Number associated with the payee.	Number	No	No	No
Payee Name	First name, middle initial, last name and suffix of the payee.	String	No	No	No
Case Number	CMIPS Case Number associated with payment.	Number	No	No	No
Recipient Name	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the State Controller's Office (SCO). This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> • If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. • If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. • If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Pay Period	Pay period (From Date - To Date) for which the payment was issued	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
History					
Warrant Number	Unique identifier of the warrant issued by the State Controller's Office (SCO). This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> • If the payment was made via warrant, the warrant number will be prefixed with 80-89. • If the payment was made via EFT, the warrant number will be prefixed with 99. 	String	No	No	No
Issue Date	Date on which the payment was issued by the State Controller's Office (SCO).	Date (MM/DD/YYYY)	No	No	No
Status	Status of payment.	String	No	No	No
Status Date	Date on which the status changed.	Date (MM/DD/YYYY)	No	No	No
Void Type	The type of void/reissue/ replacement action that was taken.	String	No	No	No
Void Reason	Reason that the void/reissue/ replacement action was necessary.	String	No	No	No
Replacement Date	Date on which the payment was replaced by SCO.	Date (MM/DD/YYYY)	No	No	No
Updated By	The user or system that made the change to the payment information, causing the history record to be written.	String	No	No	No
History Created	The date the change was made to the payment information, causing the history record to be written.	Date/Time MM/DD/YYYY HH:MM	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment Void/Reissue/Replacement Activity

CI	Document Name
CI-67373 - DSD SC Payment Void Reissue Replacement Activity IMPLEMENTED	DSD_SC_Payment_Void_Reissue_Replacement_Activity.doc

The Payment Void/Reissue/Replacement Activity pop-up is accessed by selecting the Payment Void/Reissue/Replacement Activity tab on the View Payment Details pop-up. The Payment Void/Reissue/Replacement Activity pop-up shows a record of all void/reissue/replacement activity related to the payment and also allows the user to enter a new request to stop payment, reissue, or replace a payment.

Requests for stop payments and void/reissues appear on the Request for Void/Stop Payment report which is generated daily in the nightly batch cycle and forwarded to the State Controller's Office for processing. Requests for void/reissue also generate an interface to Payroll to issue a new warrant. Requests can be cancelled on the same day they are entered to avoid inclusion on the report and/or the interface to Payroll for processing. When a void request (stop payment or void/reissue) or replacement request is made, the Pay Status on the Payment Search and View Payment Details pop-up will change to Pending Void or Pending Replacement, respectively.

Figure – Payment Void/Reissue/Replacement Activity

Actions/Functions

The following actions are associated with the Payment Void/Reissue/Replacement Activity pop-up:

Action	Function
Close	Closes the pop-up screen and returns the user to the Payment Search screen.
Tabs	
Payment Details (Tab)	Displays the View Payment Details pop-up.
History (Tab)	Displays the Payment History pop-up.

Cashed Warrant Copies (Tab)	Displays the Cashed Warrant Copy Requests pop-up.
Forged Endorsement Affidavit (Tab)	Displays the Forged Endorsement Affidavits pop-up.
Voids/Reissues/Replacements	
New	Displays the Request Void/Reissue/Replacement pop-up. This option is enabled only when the Pay Status is Paid, a Stale Date is not populated, and the user is in a case context.
Cancel Request	Displays the Cancel Void/Reissue/Replacement request. This option is enabled only for Stop Payment and Void/Reissue requests made that day and for Replacement requests when the Pay Status is Pending Payroll. In addition, this option is enabled only for requests that have not previously been cancelled and when the user is in a case context.

Data Elements

The following data elements are specific to the Payment Void /Reissue /Replacement Activity pop-up.

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payment					
Payee Number	CMIPS Recipient Number or Provider Number associated with the Payee.	Number	No	No	No
Payee Name	First name, middle initial, last name and suffix of the payee.	String	No	No	No
Case Number	CMIPS Case Number associated with payment.	Number	No	No	No
Recipient Name	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the SCO. This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> • If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. • If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. • If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Pay Period	Pay period (From Date - To Date) for which the payment was issued.	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Voids/Reissues/Replacements					
Type	The type of request.	String	No	No	No
Reason	Reason that the void/replacement action was necessary.	String	No	No	No
Request Date	Date on which the request for Void/Reissue/Replacement was entered.	Date (MM/DD/YYYY)	No	No	No
Requested By	User who entered the Void/Reissue/ Replacement request.	String	No	No	No
Status	The status of the void/reissue/replacement request. Note: Replacement Requests will remain in a Pending Payroll status unless a Void /Reissue or Stop Payment request is processed.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Request Void/Reissue/Replacement

CI	Document Name
CI-67361 - DSD SC Request Void/Reissue/Replacement IMPLEMENTED	DSD_SC_Request_Void_Reissue_Replacement.doc

The Request Void/Reissue/Replacement pop-up is displayed when the "New" link is selected on the Payment Void/Reissue/Replacement Activity pop-up. The Request Void/Reissue/Replacement pop-up allows the user to specify the type of request and reason the action is being taken.

The screenshot shows a modal dialog titled "Request Void/Reissue/Replacement". At the top right are a help icon (?) and a close button (X). Below the title is a red asterisk followed by the text "* required field". A section labeled "Request Information" contains two dropdown menus. The first dropdown, labeled "Type: *", has "Void/Reissue" selected. The second dropdown, labeled "Reason: *", has "Stolen" selected. At the bottom of the dialog are two buttons: "Submit Request" and "Cancel".

Figure – Request Void/Reissue/Replacement

Actions/Functions

The following actions are associated with the Request Void/Reissue/Replacement pop-up:

Action	Function
Submit Request	Saves the Type and Reason, changes the Pay Status to Pending Void or Pending Replacement, updates the Status Date, closes the screen, and returns the user to the Payment Void/Reissue/Replacement Activity pop-up. The information on the request is also displayed on the Payment Details pop-up. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been submitted. See Tasks/Notifications for more details.
Cancel	Cancels the request, closes the screen, and returns the user to the Payment Void/Reissue/Replacement Activity pop-up.

Data Elements

The following data elements are specific to the Request Void/ Reissue/ Replacement pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Type	The type of action to be taken.	Drop-down list	Yes	No	Yes
Reason	The reason that the void/replacement action is necessary.	Drop-down list	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Void/Reissue/Replacement Request

CI	Document Name
CI-67395 - DSD SC Cancel Void/Reissue/Replacement Request IMPLEMENTED	DSD_SC_Cancel_Void_Reissue_Replacement_Request.doc

The Cancel Void/Reissue/Replacement pop-up is displayed when the Cancel Request link is selected on the Request Void/Reissue/Replacement pop-up. The Cancel Void/Reissue/Replacement Request pop-up allows the user to cancel a request to void or reissue a payment that was made earlier the same day.

The screenshot shows a modal dialog box titled "Cancel Void/Reissue/Replacement Request". At the top right are a help icon (?) and a close/cancel icon (X). The main message in the center asks, "Are you sure you want to cancel this Void/Reissue/Replacement request?". Below the message are two buttons: "Yes" on the left and "No" on the right. The entire window has a light gray background and is centered on the screen.

Figure – Cancel Void/Reissue/Replacement Request

Actions/Functions

The following actions are associated with the Cancel Void/Reissue/Replacement Request pop-up:

Action	Function
Yes	Cancels the request, removes the Type and Reason, reverts the Pay Status back to its previous status (Paid) and reverts the Status Date. Also closes the screen and returns the user to the Payment Void/Reissue/Replacement Activity pop-up. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been cancelled. See Tasks/Notifications for more details.
No	Aborts the cancellation request, closes the screen, and returns the user to the Payment Void/Reissue/Replacement Activity pop-up.

Data Elements

There are no data elements specific to the Cancel Void/Reissue/Replacement Request pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Enter Warrant Replacement

CI	Document Name
 CI-459400 - DSD SC Enter Warrant Replacement IMPLEMENTED	DSD_SC_Enter_Warrant_Replacement.doc

The Enter Warrant Replacement screen is accessible by selecting the "New" link on the Warrant Replacements screen. The screen allows CGI Back Office staff to enter the information from the Replacement Warrant Detail Report provided by SCO. Based on Warrant Number and Issue Date, the Warrant table will be queried to find a match and, if found, the Replacement Date will be updated with the value entered.

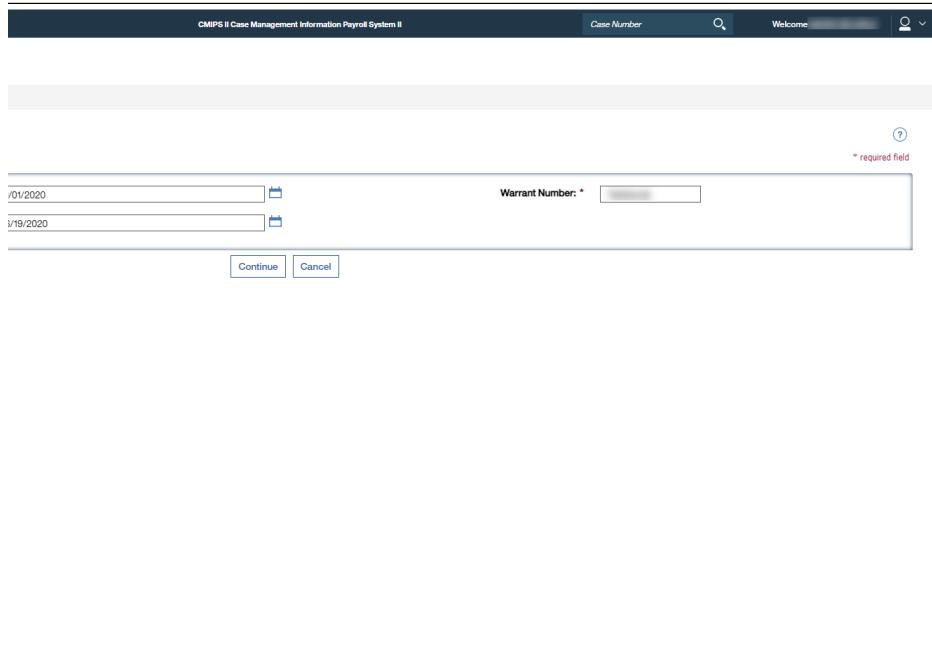


Figure – Enter Warrant Replacement

Actions/Functions

The following actions are associated with the Enter Warrant Replacement screen:

Action	Function
Continue	Navigates the user to the Enter Warrant Replacement – Details screen.
Cancel	Cancels the request and returns the user to the Warrant Replacements screen.

Data Elements

The following data elements are specific to the Enter Warrant Replacement screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Replacement Date	Date on which the warrant was replaced by the SCO.	Date (MM/DD/YYYY)	Yes	No	Yes
Warrant Number	Identifier of the warrant issued by the SCO.	String	Yes	No	Yes
Issue Date	Date on which the payment was issued by the SCO.	Date (MM/DD/YYYY)	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Enter Warrant Replacement – Details

CI	Document Name
CI-459401 - DSD SC Enter Warrant Replacement Details IMPLEMENTED	DSD_SC_Enter_Warrant_Replacement_Details.doc

The Enter Warrant Replacement - Details screen is accessible by selecting the Continue link on the Enter Warrant Replacements screen. This screen allows CGI Back Office staff to verify the information keyed on the Enter Warrant Replacement screen.

The screenshot displays the 'Enter Warrant Replacement - Details' screen. At the top, there's a header bar with the system name, a search field, and a 'Welcome' message. Below the header is a large input area containing several text fields and dropdown menus. One field is labeled 'Recipient Name: LATONYA PLUMER'. Another section shows financial details: 'Net Amount: \$2,892.50' and 'Funding Source: CFCO'. At the bottom of the input area, there are date fields showing '3/19/2020' and '3/01/2020', followed by a 'Pay' label and a 'Pay Period' range '02/01/2020 - 02/15/2020'. At the very bottom of the screen are three buttons: 'Save', 'Save & New', and 'Cancel'.

Figure – Enter Warrant Replacement – Details

Actions/Functions

The following actions are associated with the Enter Warrant Replacement screen:

Action	Function
Save	Saves the Replacement Date and Replacement Entry Date (current date) on the Warrant table. If the current status of the associated warrant is Pending Replacement, updates the status to Paid and status date to the Replacement Date. If the VoidReplacementType is blank, updates to Replacement. If the VoidReplacementReason is blank, updates to Lost. Navigates the user to the Warrant Replacements screen.
Save & New	Saves the Replacement Date and Replacement Entry Date (current date) on the Warrant table. If the current status of the associated warrant is Pending Replacement, updates the status to Paid and status date to the Replacement Date. If the VoidReplacementType is blank, updates to Replacement. If the VoidReplacementReason is blank, updates to Lost. Queues up the Enter Warrant Replacement screen for entry of another warrant replacement.
Cancel	Cancels the request and returns the user to the Warrant Replacements screen.

Data Elements

The following data elements are specific to the Enter Warrant Replacement screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payee					
Payee Number	CMIPS Recipient Number or Provider Number associated with the payee.	Number	No	No	No
Payee Name	First name, middle initial, last name and suffix of the payee.	String	No	No	No
Case					
Case Number	CMIPS case number associated with payment.	Number	No	No	No
Recipient Name	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
County	Name of county which served the case/Recipient when the payment was made.	String	No	No	No
Payment					
Warrant Information					
Warrant Number	Identifier of the warrant issued by the SCO.	String	No	No	No
Net Amount	Net amount of the payment after deductions.	Decimal	No	No	No
Issue Date	Date on which the payment was issued by the SCO.	Date (MM/DD/YYYY)	No	No	No
Funding Source	Funding source for the payment.	String	No	No	No
Replacement Date	Date on which the warrant was replaced by the SCO.	Date (MM/DD/YYYY)	No	No	No
Pay Event					
Pay Type	Type of payment. Note: For payments generated to refund any type of deduction (e.g. SOC, health benefits, FICA), this field will be blank.	String	No	No	No
Pay Period	Pay Period (From Date - To Date) for which the payment was issued.	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cashed Warrant Copy Requests

CI	Document Name
CI-67382 - DSD SC Cashed Warrant Copy Requests IMPLEMENTED	DSD_SC_Cashed_Warrant_Copy_Requests.doc

When the Cashed Warrant Copies tab is selected from the View Payment Details pop-up on the Recipient Case, the Cashed Warrant Copy Requests pop-up displays allowing a user to either request a copy of a cashed warrant or cancel an existing request.

Figure – Cashed Warrant Copy Requests

Actions/Functions

The following actions are associated with the Cashed Warrant Copy Requests pop-up:

Action	Function
Close	Closes the pop-up and returns the user to the Payment Search screen.
Tabs	
Payment Details (Tab)	Displays the View Payment Details pop-up.
History (Tab)	Displays the Payment History pop-up.
Void/Reissue/Replacement Activity (Tab)	Displays the Payment Void/Reissue/Replacement Activity pop-up.
Forged Endorsement Affidavits (Tab)	Displays the Forged Endorsement Affidavits pop-up.
Cashed Warrant Copies	

New	<p>Displays the Request Copy of Cashed Warrant pop-up.</p> <p>This option is enabled only for warrants with a Pay Status of Cleared (cashed) and when the user is in a case context.</p>
Edit	<p>Displays the Modify Cashed Warrant Copy Request pop-up to allow the user to update the Received Date field.</p> <p>This option is enabled only for requests that have not previously been cancelled and when the user is in a case context.</p>
Cancel Request	<p>Displays the Cancel Cashed Warrant Copy Request pop-up.</p> <p>This option is enabled only for requests made that day which have not previously been cancelled and when the user is in a case context (accessed from the Case Home screen).</p>

Data Elements

The following data elements are specific to the Cashed Warrant Copy Requests pop-up.

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payment					
Payee Number	CMIPS Recipient Number or Provider Number associated with the payee.	Number	No	No	No
Payee Name	First name, middle initial, last name and suffix of the payee.	String	No	No	No
Case Number	CMIPS case number associated with payment.	Number	No	No	No
Recipient Name	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the State Controller's Office (SCO). This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Pay Period	Pay period (From Date - To Date) for which the payment was issued.	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Cashed Warrant Copy Requests					
Request Date	Date the cashed warrant copy was requested.	Date (MM/DD/YYYY)	No	No	No
Requested By	User who entered the Request for Copy of Cashed Warrant.	String	No	No	No
Received Date	Date on which the copy of the cashed warrant was received by the county.	Date (MM/DD/YYYY)	No	No	No
Cancelled	Indicates if the request was cancelled.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Request Copy of Cashed Warrant

CI	Document Name
CI-67357 - DSD SC Request Copy of Cashed Warrant <small>IMPLEMENTED</small>	DSD_SC_Request_Copy_of_Cashed_Warrant.doc

The Request Copy of Cashed Warrant pop-up is displayed when the "New" link is selected on the Cashed Warrant Copy Requests pop-up allowing the user to submit a request for a copy of a cashed warrant. Requests appear on the Listing of Requests for Copies of Cashed Warrants Report which is generated daily in the nightly batch cycle. This report is forwarded to the SCO, on the next business day, for processing.

The screenshot shows a modal dialog box titled "Request Copy of Cashed Warrant". At the top right are two buttons: a question mark icon and a close (X) icon. Below the title, a message asks, "Are you sure you want to submit the request for a copy of this Cashed Warrant?". At the bottom are two blue rectangular buttons labeled "Yes" and "No".

Figure – Request Copy of Cashed Warrant

Actions/Functions

The following actions are associated with the Request Copy of Cashed Warrant pop-up:

Action	Function
Yes	Records the request and displays the Cashed Warrant Copy Requests pop-up. If the case is not associated to the user's county location, a notification is sent to the case owner that a request has been submitted. See Tasks/Notifications for more details.
No	Dismisses the request and displays the Cashed Warrant Copy Requests pop-up.

Data Elements

There are no data elements specific to the Request Copy of Cashed Warrant pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Cashed Warrant Copy Request

CI	Document Name
CI-67355 - DSD SC Modify Cashed Warrant Copy Request IMPLEMENTED	DSD_SC_Modify_Cashed_Warrant_Copy_Request.doc

The Modify Cashed Warrant Copy Request pop-up displays when the Edit link is selected from the Cashed Warrant Copy Request pop-up and allows a user to enter the date the copy of the cashed warrant was received from SCO.

Figure – Modify Cashed Warrant Copy Request

Actions/Functions

The following actions are associated with the Modify Cashed Warrant Copy Request pop-up:

Action	Function
Save	Saves the information entered and displays the Cashed Warrant Copy Requests screen. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been modified. See Tasks/Notifications for more details.
Cancel	Dismisses the information entered and displays the Cashed Warrant Copy Requests screen.

Data Elements

The following data elements are specific to the Modify Cashed Warrant Copy Request pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Request Date	Date the cashed warrant copy was requested.	Date (MM/DD/YYYY)	No	No	No
Requested By	User who entered the Request for Copy of Cashed Warrant.	String	No	No	No
Received Date	Date on which the copy of the cashed warrant was received by the county.	Date (MM/DD/YYYY)	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Cashed Warrant Copy Request

CI	Document Name
CI-67376 - DSD SC Cancel Cashed Warrant Copy Request IMPLEMENTED	DSD_SC_Cancel_Cashed_Warrant_Copy_Request.doc

The Cancel Cashed Warrant Copy Request pop-up is displayed when the Cancel Request link is selected on the Cashed Warrant Copy Requests pop-up when accessed from the Recipient case. The Cancel Cashed Warrant Copy Request pop-up allows the user to cancel a request previously entered that day. A request can only be cancelled on the same day the request is entered.

When cancelled the warrant and associated details will not be included on the Listing of Requests for Copies of Cashed Warrants Report.

The screenshot shows a modal dialog box titled "Cancel Cashed Warrant Copy Request". Inside the dialog, a message asks, "Are you sure you want to cancel the request for a copy of this Cashed Warrant?". Below the message are two buttons: "Yes" and "No". In the top right corner of the dialog, there are two small circular icons with question and close symbols respectively.

Figure – Cancel Cashed Warrant Copy Request

Actions/Functions

The following actions are associated with the Cancel Cashed Warrant Copy Request pop-up:

Action	Function
Yes	Cancels the request and displays the Cashed Warrant Copy Requests pop-up with the "Cancelled" field updated to "Yes". If the case is not associated to the user's county location, a notification is sent to the case owner that the request has been cancelled. See Tasks/Notifications for more details.
No	Dismisses the cancellation request and displays the Cashed Warrant Copy Requests pop-up.

Data Elements

There are no data elements specific to the Cancel Cashed Warrant Copy Request pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Forged Endorsement Affidavits

CI	Document Name
CI-67345 - DSD SC Forged Endorsement Affidavits IMPLEMENTED	DSD_SC_Forged_Endorsement_Affidavits.doc

The Forged Endorsement Affidavits pop-up allows a user to print a Forged Endorsement Affidavit form and to track forms submitted by the county to the SCO. The pop-up displays when the Forged Endorsement Affidavits button is selected on the View Payment Details pop-up.

The screenshot shows a modal dialog titled "Forged Endorsement Affidavits". At the top, there are buttons for help (?) and close (X). Below the title, there are tabs: "Void/Reissue/Replacement Activity", "Cashed Warrant Copies", and "Forged Endorsement Affidavits" (which is currently selected). The main content area contains the following information:

- Payee Number: [REDACTED]
- Payee Name: [REDACTED]
- Case Number: [REDACTED]
- Recipient Name: [REDACTED]
- Warrant Number: [REDACTED]
- Pay Period: 06/01/2020 - 06/15/2020

Below this, there is a section titled "Print Forged Endorsement Affidavit Form..." with a link. A table lists submitted forms:

	Signed Date	Submitted Date	SCO Response	SCO Response Date	Cancelled
Affidavit...	11/13/2020	11/13/2020	Reissued	11/13/2020	Yes
Affidavit...	11/18/2020	11/18/2020			No

At the bottom right of the dialog is a "Close" button.

Figure – Forged Endorsement Affidavits

Actions/Functions

The following actions are associated with the Forged Endorsement Affidavits pop-up:

Action	Function
Close	Closes the pop-up screen and returns the user to the Payment Search screen.
Tabs	
Payment Details (Tab)	Displays the View Payment Details pop-up.
History (Tab)	Displays the Payment History pop-up.
Void/Reissue /Replacement Activity (Tab)	Displays the Payment Void/Reissue/Replacement Activity pop-up.
Cashed Warrant Copies (Tab)	Displays the Cashed Warrant Copy Requests pop-up.
Forged Endorsement Affidavits	

New	Displays the Create Forged Endorsement Affidavit pop-up. This option is enabled only for warrants with a Pay Status of Cleared (cashed) and when the user is in a case context.
Print Forged Endorsement Affidavit Form	Displays the Print Forged Endorsement Affidavit Form pop-up to allow the printing of the STO-CA-0034 Forged Endorsement Affidavit. The fields in Box 1 of the form will be pre-populated with the data related to the warrant. This option is enabled only for warrants with a Pay Status of Cleared (cashed) and when the user is in a case context.
Edit	Displays the Modify Forged Endorsement Affidavit pop-up. This option is enabled only for affidavits that have not previously been cancelled and when the user is in a case context.
Cancel Affidavit	Displays the Cancel Forged Endorsement Affidavit pop-up. This option is enabled only for affidavits that have not previously been cancelled and when the user is in a case context.

Data Elements

The following data elements are specific to the Forged Endorsement Affidavits pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payment					
Payee Number	CMIPS Recipient Number or Provider Number associated with the payee.	Number	No	No	No
Payee Name	First name, middle -initial, last name and suffix of the payee	String	No	No	No
Case Number	CMIPS case number associated with payment.	Number	No	No	No
Recipient Name	First name, middle initial, last name and suffix of the Recipient associated with the case.	String	No	No	No
Warrant Number	Identifier of the warrant issued by the State Controller's Office (SCO). This field will contain all zeroes until the information is returned from SCO: <ul style="list-style-type: none"> If the payment was made via warrant in Legacy CMIPS, the warrant number will be prefixed with 70-79. If the payment was made via warrant in CMIPS, the warrant number will be prefixed with 80-89. If the payment was made via EFT in Legacy CMIPS or CMIPS, the warrant number will be prefixed with 99. 	String	No	No	No
Pay Period	Pay period (From Date - To Date) for which the payment was issued.	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Forged Endorsement Affidavits					
Signed Date	Date that the Forged Endorsement Affidavit was signed by the Payee.	Date (MM/DD/YYYY)	No	No	No
Submitted Date	Date that the Forged Endorsement Affidavit was submitted to SCO by the county.	Date (MM/DD/YYYY)	No	No	No
SCO Response	Action taken by SCO based on the Forged Endorsement Affidavit.	String	No	No	No
SCO Response Date	Date that SCO responded to the Forged Endorsement Affidavit.	Date (MM/DD/YYYY)	No	No	No
Cancelled	Indicates if the request was cancelled.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Forged Endorsement Affidavit

CI	Document Name
CI-67388 - DSD SC Create Forged Endorsement Affidavit IMPLEMENTED	DSD_SC_Create_Forged_Endorsement_Affidavit.doc

The Create Forged Endorsement Affidavit pop-up is displayed when the "New" link is selected on the Forged Endorsement Affidavits pop-up. The Create Forged Endorsement Affidavit pop-up allows the user to enter information about the county submission of a Forged Endorsement Affidavit to the SCO.

The screenshot shows a modal dialog titled 'Create Forged Endorsement Affidavit'. At the top right are a question mark icon and a close button. Below the title, a note says '* required field'. A dropdown menu labeled 'Details' is open. In the center, there are two date input fields: 'Signed Date:' with a value of '12/15/2020' and a calendar icon, and 'Submit Date:' with a value of '12/15/2020' and a calendar icon. At the bottom right are 'Save' and 'Cancel' buttons.

Figure – Create Forged Endorsement Affidavit

Actions/Functions

The following actions are associated with the Create Forged Endorsement Affidavit pop-up:

Action	Function
Save	Saves the information entered and displays the Forged Endorsement Affidavits pop-up. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been submitted. See Tasks/Notifications for more details.
Cancel	Dismisses the information entered and displays the Forged Endorsement Affidavit pop-up.

Data Elements

The following data elements are specific to the Create Forged Endorsement Affidavit pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					

Signed Date	Date that the Forged Endorsement Affidavit was signed by the payee.	Date MM/DD YYYY	Yes	Current Date	Yes
Submit Date	Date that the Forged Endorsement Affidavit was submitted to SCO by the county.	Date MM/DD YYYY	No	Current Date	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Forged Endorsement Affidavit

CI	Document Name
CI-67354 - DSD SC Modify Forged Endorsement Affidavit IMPLEMENTED	DSD_SC_Modify_Forged_Endorsement_Affidavit.doc

The Modify Forged Endorsement Affidavit pop-up is displayed when the Edit link is selected on the Forged Endorsement Affidavits pop-up. The Modify Forged Endorsement Affidavit pop-up allows the user to modify information about the county submission of a Forged Endorsement Affidavit to the SCO, including the SCO Response and Response Date.

The screenshot shows a modal dialog titled "Modify Forged Endorsement Affidavit:" with a blurred background. At the top right are a help icon and a close button. Below the title, a red asterisk indicates a required field. The main section is titled "Details". It contains two rows of input fields. The first row has "Signed Date:" with a value of "11/18/2020" and "Submit Date:" with a value of "11/18/2020" followed by a calendar icon. The second row has "SCO Response:" with a dropdown menu and "SCO Response Date:" with a date input field containing "11/18/2020" and a calendar icon. At the bottom right are "Save" and "Cancel" buttons.

Figure - Modify Forged Endorsement Affidavit

Actions/Functions

The following actions are associated with the Modify Forged Endorsement Affidavit pop-up:

Action	Function
Save	Saves the information entered and displays the Forged Endorsement Affidavits pop-up. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been modified. See Tasks/Notifications for more details.
Cancel	Dismisses the information entered and displays the Forged Endorsement Affidavit pop-up.

Data Elements

The following data elements are specific to the Modify Forged Endorsement Affidavit pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Signed Date	Date that the Forged Endorsement Affidavit was signed by the payee.	Date (MM/DD/YYYY)	No	No	No

Submit Date	Date that the Forged Endorsement Affidavit was submitted to SCO by the county.	Date (MM/DD/YYYY)	No	No	Yes
SCO Response	Action taken by SCO based on the Forged Endorsement Affidavit.	Drop-down List	No	No	Yes
SCO Response Date	Date that SCO responded to the Forged Endorsement Affidavit.	Date	No	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Forged Endorsement Affidavit

CI	Document Name
CI-67387 - DSD SC Cancel Forged Endorsement Affidavit IMPLEMENTED	DSD_SC_Cancel_Forged_Endorsement_Affidavit.doc

The Cancel Forged Endorsement Affidavit pop-up is displayed when the Cancel Affidavit link is selected on the Forged Endorsement Affidavits pop-up. The Cancel Forged Endorsement Affidavit pop-up allows the user to cancel a previous entry.

The screenshot shows a modal dialog box titled "Cancel Forged Endorsement Affidavit". At the top right are a question mark icon and a close (X) icon. Below the title, a message asks, "Are you sure you want to cancel the Forged Endorsement Affidavit on this Warrant?". Two buttons are present at the bottom: "Yes" and "No".

Figure – Cancel Forged Endorsement Affidavit

Actions/Functions

The following actions are associated with the Cancel Forged Endorsement Affidavit pop-up:

Action	Function
Yes	Cancels the request and displays the Forged Endorsement Affidavits pop-up. If the case is not associated to the user's county location, sends a notification to the case owner that the request has been cancelled. See Tasks/Notifications for more details.
No	Dismisses the cancellation request and displays the Forged Endorsement Affidavits pop-up.

Data Elements

There are no data elements specific to the Cancel Forged Endorsement Affidavit pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Print Forged Endorsement Affidavit

CI	Document Name
CI-67390 - DSD SC Print Forged Endorsement Affidavit IMPLEMENTED	DSD_SC_Print_Forged_Endorsement_Affidavit.doc

The Print Forged Endorsement Affidavit pop-up displays when the Print Forged Endorsement Affidavit Form link is chosen on the Forged Endorsement Affidavits pop-up. The Print Forged Endorsement Affidavit pop-up allows the user to print the STO-CA-0034 Forged Endorsement Affidavit. The fields in Box 1 of the form will be pre-populated with the data related to the warrant.

Print Forged Endorsement Affidavit Form: [REDACTED] ? X

* required field

Print: * Print in Nightly Batch ▼

Save Cancel

Figure – Print Forged Endorsement Affidavit

Actions/Functions

The following actions are associated with the Print Forged Endorsement Affidavit pop-up:

Action	Function
Save	Prints the Forged Endorsement Affidavit form.
Cancel	Cancels the request to print the Forged Endorsement Affidavit form.

Data Elements

The following data elements are specific to the Print Forged Endorsement Affidavit pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Print	Drop-down that allows the user to choose the method of printing the Forged Endorsement Affidavit form as follows: <ul style="list-style-type: none">• Print in Nightly Batch - stages the form to be printed on the CMIPS printer during the nightly batch cycle• Print Now on CMIPS Printer - prints the form immediately on the CMIPS printer associated with the user• Generate Now for Local Print – allows the user to access the PDF version of the form on the Forms List screen and print to any printer that has been defined on his/her computer	Drop-down	Yes	Print in Nightly Batch	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Timesheet Information

CI	Document Name
CI-67342 - DSD SC View Timesheet Information IMPLEMENTED	DSD_SC_View_Timesheet_Information.doc

The View Timesheet Information pop-up is accessible from the Payment Details pop-up by selecting the View Timesheet Information link. The pop-up lists all timesheets associated with a payment. For Advance Payments to Recipients, the pop-up will also display the reconciliation status for the reconciliation month and the status of the associated reconciling timesheets.

View Timesheet Information: [REDACTED] ? ×

Timesheets			
Action	Provider Name	Hours Paid	Status
View...	[REDACTED]	10:00	Processed

Close

Figure – View Timesheet Information

Actions/Functions

The following actions are associated with the View Timesheet Information pop-up:

Action	Function
Close	Closes the window and returns the user to the Payment Details pop-up.
Timesheets	
View	Displays the View Timesheet screen.

Data Elements

The following data elements are associated with the View Timesheet Information pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Advance Payment – This cluster will only be displayed for advance payments.					

Payment Recon Status	Status of the advance payment reconciliation.	String	No	No	No
No Further Action Date	Date the user indicated No Further Action on the Advance Pay No Further Action screen. This field will only be displayed if the Payment Recon Status is No Further Action.	Date (MM/DD/YYYY)	No	No	No
Timesheets					
Provider Name	Name of the Provider associated with the timesheet in Last Name, First Name order.	String	No	No	No
Hours Paid	The timesheet hours and minutes that were processed for payment. Displayed in an HH:MM format.	Integer	No	No	No
Status	Status of the timesheet.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Employer Paid Taxes

CI	Document Name
CI-67350 - DSD SC Employer Paid Taxes IMPLEMENTED	DSD_SC_Employer_Pad_Taxes.doc

The Employer Paid Taxes pop-up is accessible from the Payment Details screen by selecting the Employer Paid Taxes link. The pop-up contains information on Employer Paid Taxes associated with the payment.

The screenshot shows a modal dialog box titled "Employer Paid Taxes: [REDACTED]" with a close button (X) and a help button (?). The main content area displays a table of employer paid taxes with columns for "Current" and "Year-to-Date". The table includes rows for FICA, Medicare, FUTA, and SUI, each showing the same values (\$8.06, \$1.89, \$0.78, and \$8.06 respectively).

	Current	Year-to-Date
FICA	\$8.06	\$8.06
Medicare	\$1.89	\$1.89
FUTA	\$0.78	\$0.78
SUI	\$8.06	\$8.06

Close

Figure – Employer Paid Taxes

Actions/Functions

The following actions are associated with the Employer Paid Taxes pop-up:

Action	Function
Close	Closes the window and returns the user to the Payment Details pop-up.

Data Elements

The following data elements are associated with the Employer Paid Taxes pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
FICA	Amount of the Recipient's FICA also known as Social Security tax.	Decimal	No	No	No

MEDICARE	Amount of the Recipient's Medicare taxes.	Decimal	No	No	No
FUTA	Amount of the Recipient's Federal Unemployment Tax Act (FUTA).	Decimal	No	No	No
SUI	Amount of the Recipient's State Unemployment Insurance Tax (SUI).	Decimal	No	No	No
ETT	Amount of the Recipient's State Employment Training Tax (ETT).	Decimal	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Paid Hours

⚠️ Updated Share of Cost functionality has been implemented in the CMIPS application; however, it is not yet enabled. The 'IHSS Available Hours' column is not accessible to users. It will be enabled in a future release.

CI	Document Name
CI-67391 - DSD SC Paid Hours IMPLEMENTED	DSD_SC_Paid_Hours.doc

Accessed from the navigation menu on the Payroll & Timesheet tab, the Paid Hours screen allows the user to view authorized and paid hours for each mode of service (IP, CC, and HM) and for WPCS. Search criteria must be entered to specify the service months to be displayed. The Service Period Date range is limited to 6 months at a time. Information pertaining to a particular service month will only be available once a timesheet is issued or hours are actually paid for that month.

With To	IHSS Available Hours	IHSS Remaining Hours	IHSS Paid Hours	IP Assigned Hours	IP Paid Hours	CC Assigned Hours	CC Paid Hours	HM/PAC Assigned Hours	HM/PAC Paid Hours	WPCS Service Hours
44:06	00:00	44:06	44:06	44:06	00:00	00:00	00:00	00:00	00:00	Click here to view...

Figure – Paid Hours

Actions/Functions

The following actions are associated with the Paid Hours screen:

Action	Function
Search	Performs a search for authorized and paid hours per service month based on the date range entered.
Reset	Clears all search criteria fields.
Search Results	
Click here to view...	A link under WPCS Service Hours column is enabled and will launch the WPCS Service Hours pop-up screen.

Data Elements

The following data elements are included on the Paid Hours screen:

Field Name	Description	Data Type	Required Indicator	Default Value	Editable Field

Search Criteria					
Service Month					
Service Month From Date	The first day of the first service month for which authorized and paid information is requested.	Date (MM/DD/YYYY)	Yes	No	Yes
Service Month To Date	The last day of the last service month for which authorized and paid information is requested.	Date (MM/DD/YYYY)	Yes	No	Yes
Search Results					
Service Month	Start date of the service month.	Date (MM/YYYY)	No	No	No
IHSS Auth to Purchase	The Recipient Auth to Purchase After Reduced Hours for the service month (includes LMA, Reduced Hours, Reinstated Hours).	Time (HH:MM)	No	No	No
IHSS Available Hours	The Recipient hours adjusted after SOC Hours deducted from IHSS Auth to Purchase Hours. If SOC Hours for the service month is 00:00 then the data in this field is the same as IHSS Auth to Purchase Hours.	Time (HH:MM)	No	No	No
IHSS Remaining Hours	Displays the remaining IP mode of service hours in a given service month. Note: At the beginning of the month, the hours and minutes displayed are the same as the IHSS Available Hours.	Time (HH:MM)	No	No	No
IHSS Paid Hours	The IHSS paid hours for the service month. For non-Advance Payment cases, the value in this field will be the sum of IP Paid Hours, CC Paid Hours and HM Paid Hours. For Advance Payment cases, the value in this field will be the hours paid to the Recipient.	Time (HH:MM)	No	No	No
IP Assigned Hours	The IP assigned hours for the service month. For a non-SOC service month, these hours equal to the IP Hours on the Modes of Service screen. For a SOC service month, these hours are the IP hours adjusted after SOC hours deduction.	Time (HH:MM)	No	No	No
IP Paid Hours	The IP paid hours for the service month.	Time (HH:MM)	No	No	No
CC Assigned Hours	The CC assigned hours for the service month.	Time (HH:MM)	No	No	No
CC Paid Hours	The CC paid hours for the service month.	Time (HH:MM)	No	No	No
HM/PAC Assigned Hours	The HM assigned hours for the service month.	Time (HH:MM)	No	No	No
HM/PAC Paid Hours	The HM paid hours for the service month.	Time (HH:MM)	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Special Transactions

CI	Document Name
CI-67338 - DSD SC Special Transactions IMPLEMENTED	DSD_SC_Special_Transactions.doc

Accessed from the navigation menu under the Timesheet & Payroll tab, the Special Transactions screen lists special transaction activity that has occurred on the case. By default, the list is filtered to display only special transactions not yet processed by Payroll. To view historical special transaction activity, search criteria can be entered to filter by a Service Period range (limited to six months at a time) and, if desired, by the Status of the request. The screen includes links to add new requests, view requests and modify requests not yet processed by Payroll.

Payee Name	Service From	Program	Type	Amount	Hours	Status
KING, BRANDON	01/16/2020	IHSS	Advance Pay - Overtime	\$0.00	28:00	Processed
KING, BRANDON	01/01/2020	IHSS	Advance Pay - Overtime	\$0.00	34:21	Processed
KING, SIMONETTE	01/01/2020	IHSS	Advance Pay - Initial	\$0.00	140:01	Processed

Figure – Special Transactions

Actions/Functions

The following actions are associated with the Special Transactions screen:

Action	Function
Search	Performs a search of Special Transactions based on the criteria entered.
Reset	Clears all search criteria fields.
Special Transactions	
New	Displays the Create Special Transaction pop-up to allow the user to enter a new request.
View	Displays the View Special Transaction screen to allow the user to view a previously created request.
Edit	Displays the Modify Special Transaction screen to allow the user to edit a previously created request. This option is enabled only for special transactions which are in a Pending, Pending Payroll or Rejected status.

Data Elements

The following data elements are specific to the Special Transactions screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Service Period To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Status	Status of the special transactions to be selected.	Drop-down List	No	No	Yes
Special Transactions					
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Payee Name	The name of the Recipient or Provider associated to the case to which the transaction pertains in Last Name, First Name order.	String	No	No	No
Service From	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Type	The type of special transaction.	String	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Hours	The hours associated with the special transaction. Displayed in an HH:MM format.	Integer	No	No	No
Status	The status of the special transaction.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Special Transaction

CI	Document Name
CI-67348 - DSD SC Create Special Transaction IMPLEMENTED	DSD_SC_Create_Special_Transaction.doc

When the "New" link is selected on the Special Transactions screen the Create Special Transaction pop-up displays and allows the user to enter a request for a one-time payment, refund or deduction.

Figure – Create Special Transaction

Actions/Functions

The following actions are associated with the Create Special Transaction pop-up:

Action	Function
Save	Saves the request temporarily in memory and takes the user to the Create Special Transactions - Additional Options screen when one of the following combination of entries was made: <ul style="list-style-type: none"> • Entry of a Provider payee, hours, and a type of Legislative Change • Entry of a type of Overpayment Recovery Refund • Entry of a Recipient payee, hours, and a type of Writ of Admin Mandamus • Entry of a Provider payee, hours or dollars, and a type of Writ of Admin Mandamus For all other types, the request is saved and the user is navigated to the View Special Transaction screen.
Cancel	Cancels the request and returns the user to the Special Transactions list screen.

Details	
Payee Name (Search Icon)	Opens the Case Participant's pop-up window which displays the Recipient and a list of Providers assigned to the case.
Rate Override (Search Icon)	Opens the County Pay Rate pop-up window which lists the county pay rates.

Data Elements

The following data elements are specific to the Create Special Transaction pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
Service Period From Date	The first day of the pay period for which the transaction is applicable.	Date (MM /DD /YYYY)	Yes	No	Yes
Service Period To Date	The last day of the pay period for which the transaction is applicable.	Date (MM /DD /YYYY)	Yes	No	Yes
Details					
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	Yes	No	Yes
Program	<p>The program associated with the special transaction.</p> <p>The drop-down values will be filtered based on the user's security role. A WPCS user will only be able to select the WPCS program. Conversely, an IHSS user will only be able to select the IHSS program.</p> <p>Only users with a security role that includes the CDSS Payment Security Group will be able to select the IHSS or WPCS program.</p>	Drop-down list	Yes	No	Yes
Type	<p>The type of special transaction requested.</p> <p>The drop-down values will be filtered based on the user's security role.</p> <p>Only users with a security role that includes the CDSS Payment Security Group will have the option of selecting Buy-Out Reimbursement, Writ of Administrative Mandamus, or Legislative Change.</p> <p>WPCS users will only have the following options in the drop-down list:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund • Service Auth Reimbursement • State Hearing Decision 	Drop-down list	Yes	No	Yes
Amount	The amount associated with the special transaction.	Decimal	No	No	Yes
Hours (HH: MM)	The hours and minutes associated with the special transaction in an HH:MM format.	Integer	No	No	Yes
Rate Override	<p>The rate to be associated with the special transaction.</p> <p>An entry in this field will only be valid when hours are entered.</p>	Decimal	No	No	Yes
Comments					
Comments	Comments pertinent to the special transaction request. Up to 500 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Special Transaction – Additional Options

CI	Document Name
 CI-67360 - DSD SC Create Special Transaction Additional Options IMPLEMENTED	DSD_SC_Create_Special_Transaction_Additional_Options.doc

The Create Special Transaction - Additional Options screen is displayed when the Save link is selected on the Create Special Transaction pop-up and a Type of Legislative Change, Overpayment Recovery Refund, or Writ of Admin Mandamus was selected (see Actions/Functions section for the Create Special Transaction screen for details). The Create Special Transaction - Additional Options screen allows the user to select additional options for the special transaction.

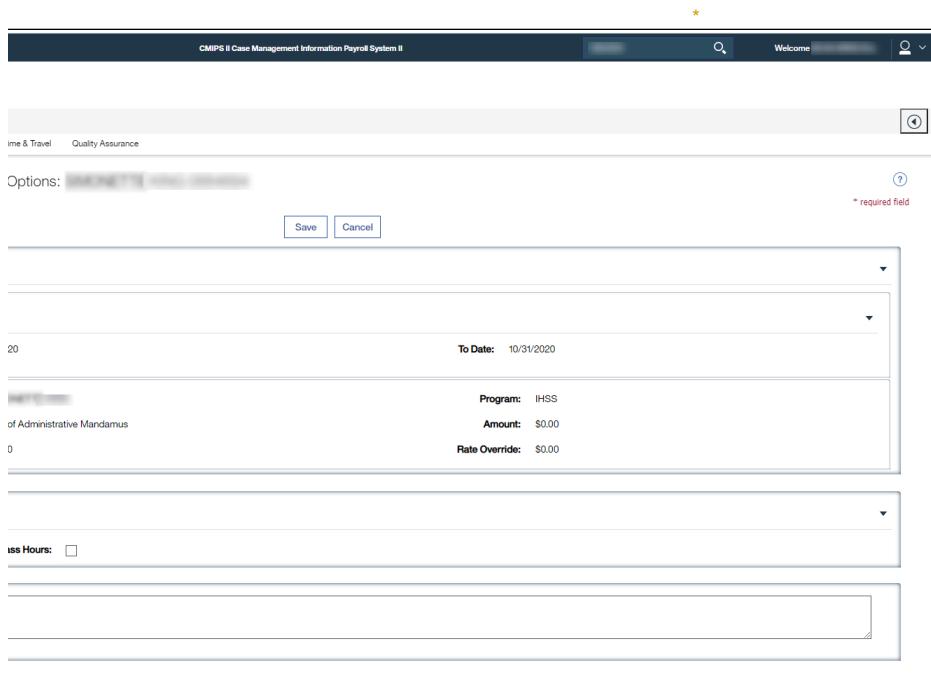


Figure – Create Special Transaction – Additional Options

Actions/Functions

The following actions are associated with the Create Special Transaction - Additional Options screen:

Action	Function
Save	Saves the request and navigates the user to the View Special Transaction screen.
Cancel	Cancels the request and returns the user to the Special Transactions list screen.

Data Elements

The following data elements are specific to the Create Special Transaction - Additional Options screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					

Service Period From Date	The first day of the pay period for which the transaction is applicable.	Date (MM /DD/YYYY)	No	No	No
Service Period To Date	The last day of the pay period for which the transaction is applicable.	Date (MM /DD/YYYY)	No	No	No
Details					
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction in an HH:MM format.	Integer	No	No	No
Rate Override	The rate to be associated with the special transaction. An entry in this field will only be valid when hours are entered.	Decimal	No	No	No
Time Entries – This section is available for entry only for Special Transaction types of Writ of Administrative Mandamus and Legislative Change when the payee selected is a Provider and hours are entered on the Create Special Transaction screen					
SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	The daily hours claimed for the Provider in an HH:MM format. The day of the week and numeric day labels will be dynamically displayed based on the day/week/year and Service Period range.	Integer	No	00:00	Yes
Total: (HH:MM)	Sum daily hours for the indicated week. System calculated value as user enters hours on the screen.	Integer	No	00:00	Yes
Total (HH:MM)	This field is an aggregation (sum) of all the daily hours entered by the user displayed in HH:MM format. System calculated value as user enters hours on the screen. The TOTAL indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.	Integer	No	No	No
Options					
Bypass Hours	Indicator of whether or not the available hours for the service month should be affected by this special transaction. This field is available for entry only when one of the following combination of entries are made on the Create Special Transaction screen: <ul style="list-style-type: none">• Entry of a Provider payee, hours, and a type of Legislative Change• Entry of hours and a type of Writ of Admin Mandamus• Entry of a Type of Overpayment Recovery Refund	Check Box	No	Unselected	Yes
Refund Hours (HH:MM)	The hours and minutes associated with an Overpayment Recovery Refund that should be deducted from remaining hours. This field is available for entry only for a Type of Overpayment Recovery Refund.	Integer	No	No	Yes
Taxation	The taxability of this special transaction. This field is available for entry only when the following entries were made on the Create Special Transaction screen: <ul style="list-style-type: none">• The payee selected is a Provider and• The type selected is Writ of Admin Mandamus	Drop-down List	No	No	Yes
Comments					
Comments	Comments pertinent to the special transaction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Special Transaction

CI	Document Name
CI-67375 - DSD SC View Special Transaction IMPLEMENTED	DSD_SC_View_Special_Transaction.doc

The View Special Transaction screen displays when the View link is selected on the Special Transactions screen. The View Special Transaction screen allows the user to view special transaction requests. The screen includes a Manage area to allow users to take the following actions on a request that has not yet been processed by Payroll: Submit for Approval, Cancel Submission, Approve, Reject, or Cancel Special Transaction. Once approved, special transactions are interfaced at the end of the day to Payroll for processing in the nightly batch cycle. They can be modified or cancelled up until this time.

The screenshot shows the CMIPS II Case Management Information Payroll System II interface. The main window displays a list of special transaction requests. Each request includes fields for Type (e.g., Writ of Administrative Mandamus), Status (e.g., Pending), and Amount (\$0.00). A 'Rate Override' field is also present. The 'Special Transaction Number' and 'Status Date' are shown as grayed-out fields. Below the list, there are two tables showing detailed time entries for specific days of the week (e.g., SUN 4: 00:00, MON 5: 01:00) and a summary of totals (e.g., Total: 03 : 00). At the bottom, there are fields for 'Taxation' (set to Taxable) and 'Approved By/Rejected By'. Action buttons 'Edit' and 'Close' are located at the bottom left.

Figure – View Special Transaction

Actions/Functions

The following actions are associated with the View Special Transaction screen:

Action	Function
Edit	Displays the Modify Special Transaction screen to allow the user to edit the request. This option is enabled only for Special Transactions which are in a Pending, Pending Payroll, or Rejected status.
Close	Closes the screen and returns the user to the Special Transactions list screen.
Manage	
Submit for Approval	Displays the Submit Special Transaction for Approval pop-up. This option is enabled only for special transactions which are in a Pending or Rejected status.
Cancel Submission	Displays the Cancel Special Transaction Submission pop-up. This option is enabled only for special transactions which are in a Pending Approval status. This option does not display for the following special transaction Type: <ul style="list-style-type: none"> • Advance Pay - Overtime • Advance Pay – Back-Up Provider
Approve	Displays the Approve Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending Approval status and for users with a Security Role that includes the SpecTranApproval Security Group.
Reject	Displays the Reject Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending Approval status and for users with a Security Role that includes the SpecTranApproval Security Group.
Cancel Special Transaction	Displays the Cancel Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending, Pending Approval, Pending Payroll, or Rejected status. This option will not display for the following special transaction Type: <ul style="list-style-type: none"> • Advance Pay – Overtime • Advance Pay – Back-Up Provider
Reissue	This option only displays when a Special Transaction Type: Retro Overtime Pay, Advance Pay Overtime, or Advance Pay - Back-Up Provider has been Voided and the reason is "Un-Deliverable".
View Payment Details	Display the View Payment Details pop-up. This option is enabled when a payment is created in Case Management for the special transaction type.

Data Elements

The following data elements are specific to the View Special Transaction screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD /YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD /YYYY)	No	No	No
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	No	No	No

Amount	The amount associated with the special transaction.	Decimal	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Rate Override	The rate to be associated with the special transaction. Note: For Advance Pay - Back-Up Provider type this field always display \$0.00.	Decimal	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction displayed in an HH:MM format.	Integer	No	No	No
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Status	The status of the payment request.	String	No	No	No
Status Date	The date the current status was set	Date (MM/DD/YYYY)	No	No	No
Program	The program associated with the special transaction.	String	No	No	No

Time Entries – This section is only available for entry of Special Transaction types of Writ of Administrative Mandamus and Legislative change when the payee selected is a Provider and Hours are entered on the Create Special Transaction screen

SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	The daily hours claimed for the Provider in an HH:MM format. The day of the week and numeric day labels dynamically display based on the day /week/year and Service Period range.	Integer	No	No	No
Total: (HH:MM)	Sum daily hours for the indicated week. System calculated value as user enters hours on the screen.	Integer	No	No	No
Total (HH:MM)	This field is an aggregation (sum) of all the daily hours entered by the user displayed in HH:MM format. System-calculated value as user enters hours on the screen. The TOTAL indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.	Integer	No	No	No
Taxation	The taxability of this special transaction. This field only displays when the following entries were made on the Create Special Transaction screen: <ul style="list-style-type: none">• The payee selected is a Provider and• The type selected is Writ of Admin Mandamus	String	No	No	No

Travel Time Entries - This section is only available for entry of the Special Transaction type of Advance Pay - Travel

Week Starting Date	The weekly travel hours claimed for the Provider in an HH:MM format. The Week starting Dates and boxes will be dynamically displayed based on the week and Service Period range.	Integer	No	No	No
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Options

Refund Hours (HH:MM)	The hours and minutes associated with an Overpayment Recovery Refund that should be deducted from remaining hours. This field only displays for a Type of Overpayment Recovery Refund.	Integer	No	No	No
Bypass Hours	Indicator of whether or not the available hours for the service month should be affected by this special transaction. This field only displays when one of the following combination of entries are made on the Create Special Transaction screen: <ul style="list-style-type: none">• Entry of a Provider payee, hours, and legislative change type• Entry of hours and Writ of Admin Mandamus type• Entry of Overpayment Recovery Refund type	Check Box	No	No	No

Submitted/Approved/Rejected By

Submitted By	The user who submitted the special transaction request.	String	No	No	No
Approved By /Rejected By	The user who approved the special transaction request.	String	No	No	No

Comments

Comments	Comments pertinent to the special transaction request.	String	No	No	No
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Submit Special Transaction for Approval

CI	Document Name
CI-67386 - DSD SC Submit Special Transaction for Approval IMPLEMENTED	DSD_SC_Submit_Special_Transaction_for_Approval.doc

When the Submit for Approval link is selected from the View Special Transaction screen, the Submit Special Transaction for Approval confirmation pop-up is displayed.

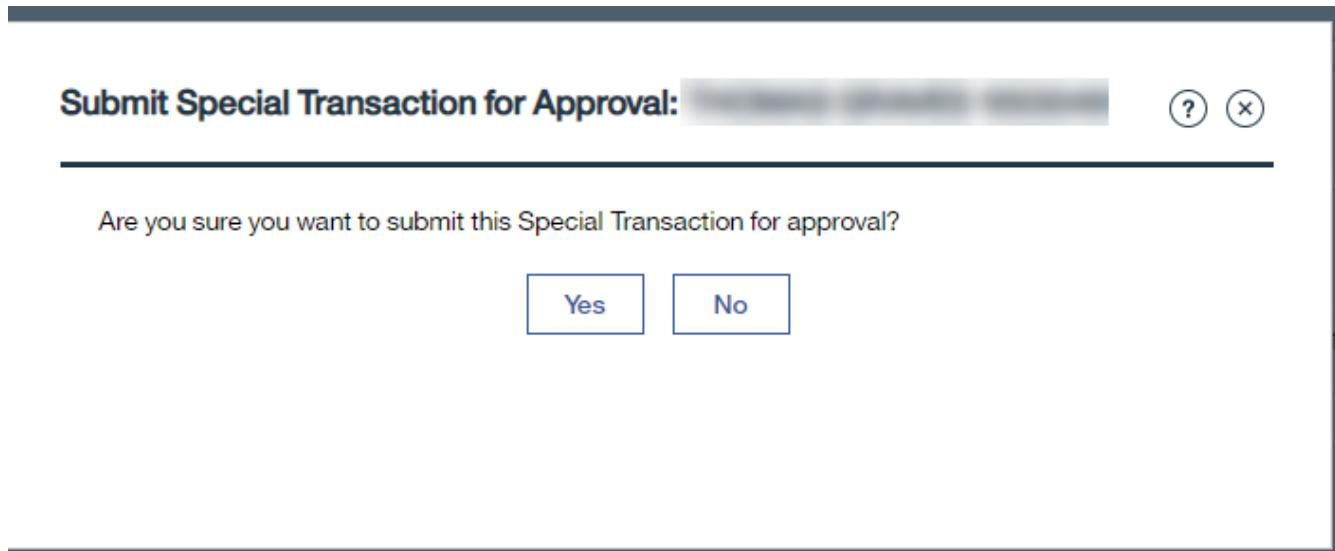


Figure – Submit Special Transaction for Approval

Actions/Functions

The following actions are associated with the Submit Special Transaction for Approval pop-up:

Action	Function
Yes	Submits the Special Transaction for supervisor approval and returns the user to the View Special Transaction screen. See Business Rules - Special Transactions for further actions.
No	Cancels the submit action and returns the user to the View Special Transaction screen.

Data Elements

There are no data elements associated with the Submit Special Transaction for Approval pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Special Transaction Submission

CI	Document Name
CI-67389 - DSD SC Cancel Special Transaction Submission IMPLEMENTED	DSD_SC_Cancel_Special_Transaction_Submission.doc

When the Cancel Special Transaction Submission link is selected from the View Special Transaction screen, the Cancel Special Transaction Submission confirmation pop-up is displayed.

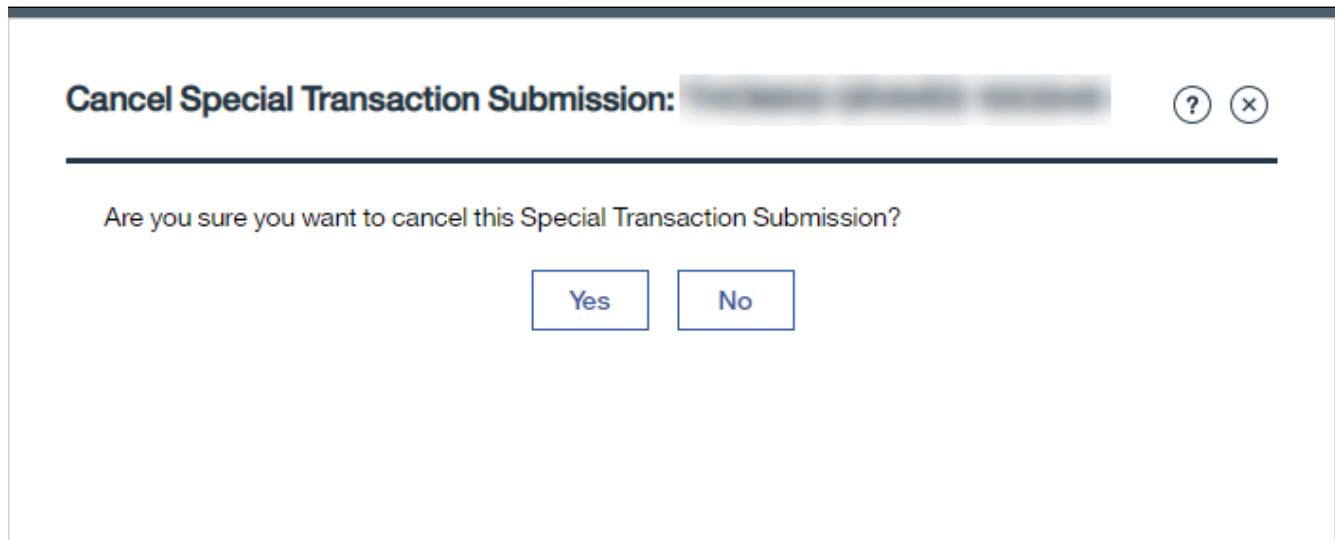


Figure – Cancel Transaction Submission

Actions/Functions

The following actions are associated with the Cancel Special Transaction Submission pop-up:

Action	Function
Yes	Cancels the request for the approval of a supervisor and returns the user to the View Special Transaction screen. See Business Rules - Special Transactions for further actions.
No	Cancels the action and returns the user to the View Special Transaction screen.

Data Elements

There are no data elements associated with the Cancel Special Transaction Submission pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Approve Special Transaction

CI	Document Name
CI-67359 - DSD SC Approve Special Transaction IMPLEMENTED	DSD_SC_Approve_Special_Transaction.doc

When the Approve link is selected from the View Special Transaction screen, an Approve Special Transaction confirmation pop-up is displayed.

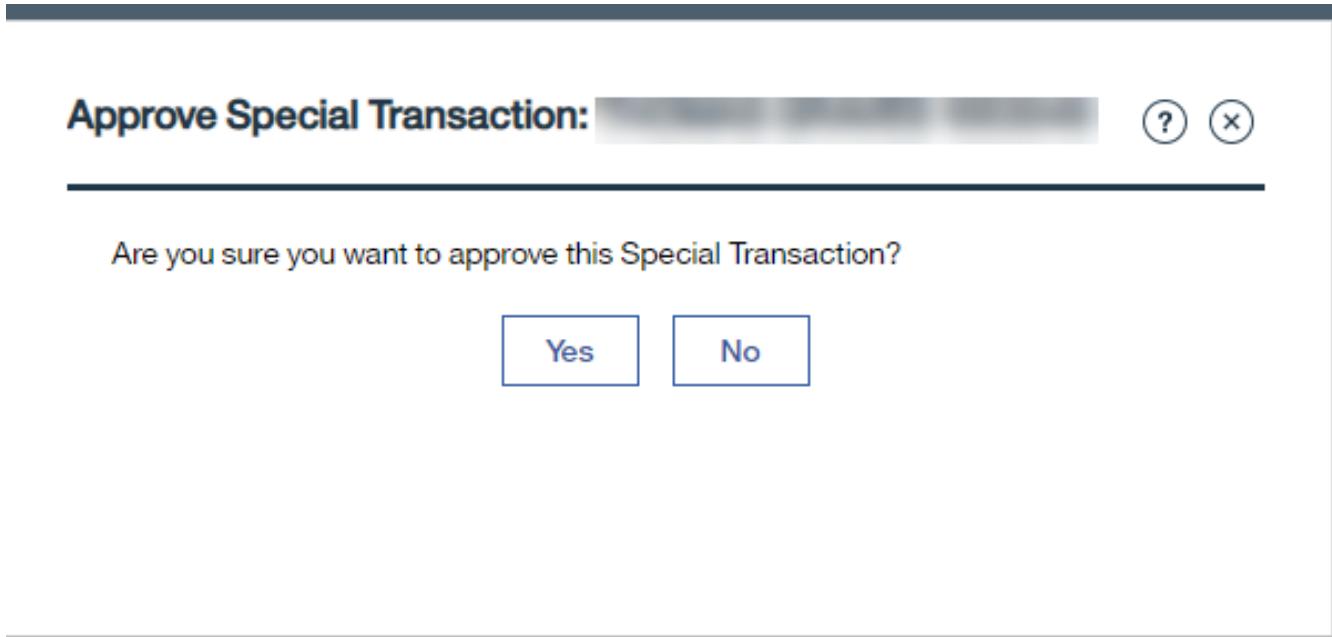


Figure – Approve Special Transaction

Actions/Functions

The following actions are associated with the Approve Special Transaction pop-up:

Action	Function
Yes	Approves the Special Transaction request and returns the user to the View Special Transaction screen. See Business Rules - Special Transactions for further actions.
No	Cancels the approve action and returns the user to the View Special Transaction screen.

Data Elements

There are no data elements associated with the Approve Special Transaction pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Special Transaction

CI	Document Name
CI-67384 - DSD SC Reject Special Transaction IMPLEMENTED	DSD_SC_Reject_Special_Transaction.doc

When the Reject link is selected from the View Special Transaction screen, the Reject Special Transaction pop-up is displayed.

The screenshot shows a modal dialog titled "Reject Special Transaction". At the top right are a help icon and a close button. Below the title, a red asterisk indicates a required field. A section labeled "Rejection Information" contains a "Comments:" label followed by a large text input area. At the bottom right of the dialog are two buttons: "Reject Special Transaction" and "Cancel".

Figure – Reject Special Transaction

Actions/Functions

The following actions are associated with the Reject Special Transaction pop-up:

Action	Function
Reject Special Transaction	Rejects the Special Transaction request and returns the user to the View Special Transaction screen. See Business Rules - Special Transactions for further actions.
Cancel	Cancels the reject action and returns the user to the View Special Transaction screen.

Data Elements

The following data elements are specific to the Reject Special Transaction pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	Yes	No	Yes
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Special Transaction

CI	Document Name
CI-67343 - DSD SC Cancel Special Transaction IMPLEMENTED	DSD_SC_Cancel_Special_Transaction.doc

When the Cancel Special Transaction link is selected from the View Special Transaction screen, the Cancel Special Transaction confirmation pop-up is displayed.

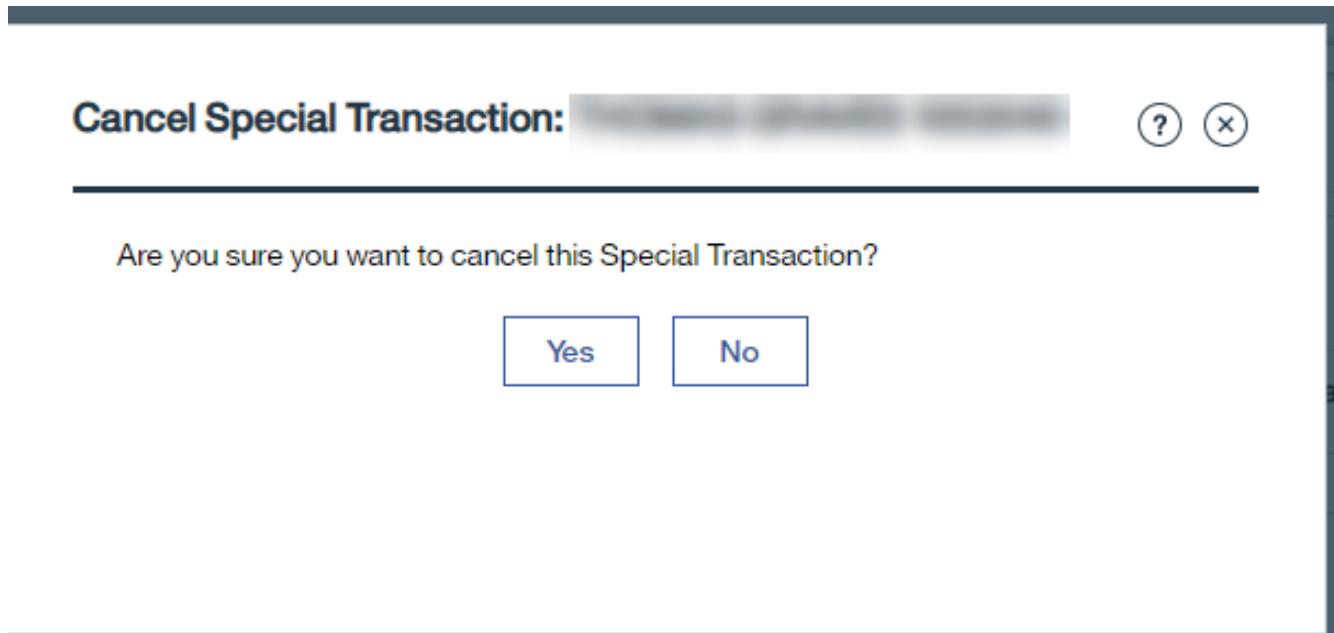


Figure – Cancel Special Transaction

Actions/Functions

The following actions are associated with the Cancel Special Transaction pop-up:

Action	Function
Yes	Cancels the Special Transaction and returns the user to the View Special Transaction screen. See Business Rules - Special Transactions for further actions.
No	Cancels the action and returns the user to the View Special Transaction screen.

Data Elements

There are no data elements associated with the Cancel Special Transaction pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Special Transaction

CI	Document Name
CI-67337 - DSD SC Modify Special Transaction IMPLEMENTED	DSD_SC_Modify_Special_Transaction.doc

The Modify Special Transaction screen is displayed when the Edit link is selected either from the Special Transactions list screen or from the View Special Transaction screen. The Modify Special Transaction allows the user to modify a previously entered special transaction request prior to processing by Payroll. If the payment is modified, the user must again submit the payment for approval, "Submit for Approval", from the View Special Transaction screen.

The screenshot shows the CMIPS II Case Management Information Payroll System II interface. The main title bar reads "CMIPS II Case Management Information Payroll System II". Below the title bar, there are navigation links: "Inbox", "Caseload By Users", "Home & Travel", and "Quality Assurance". The main content area is titled "Modify Special Transaction". It contains the following fields:

- Case Number:** [redacted]
- To Date:** 10/31/2020
- Recipient Name:** [redacted]
- Program:** IHSS
- Type:** Writ of Administrative Mandamus
- Status:** Pending
- Special Transaction Number:** [redacted]
- Status Date:** 11/10/2020
- Rate (HH:MM):** 15 : 00
- Rate Override:** \$0.00
- Hours Breakdown:**

	HH:MM	HH:MM	
SUN 4:	00 : 00	SUN 11:	00 : 00
MON 5:	01 : 00	MON 12:	01 : 00
TUE 6:	01 : 00	TUE 13:	00 : 00
WED 7:	00 : 00	WED 14:	01 : 00
THU 8:	01 : 00	THU 15:	00 : 00
FRI 9:	00 : 00	FRI 16:	01 : 00
SAT 10:	00 : 00	SAT 17:	00 : 00
- Total:** 03 : 00
- Total:** 04 : 00
- Total:** 00 : 00
- Total (HH:MM):** 15 : 00
- Pass Hours:**
- Taxable:** Taxable
- Submitted By:** [redacted]
- Approved By/Rejected By:** [redacted]

At the bottom of the form are two buttons: "Save" and "Cancel".

Figure – Modify Special Transaction

Actions/Functions

The following actions are associated with the Modify Special Transaction screen:

Action	Function
Save	Saves the changes to the Special Transaction request returning the user to the View Special Transaction screen. When a payment has been modified the user must again submit the request for approval on the View Special Transaction screen. Without this "Approval", the request will not be sent to Payroll for processing.
Cancel	Cancels the changes to the Special Transaction request and returns the user to the screen of origin (either Special Transactions list screen or View Special Transaction screen).
Details	
Rate Override (Search)	Opens the County Pay Rate pop-up window which lists the county pay rates. Only displays if the Transaction Type allows a Pay Rate Override action.

Data Elements

The following data elements are specific to the Modify Special Transaction screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD /YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD /YYYY)	No	No	No
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the special transaction should be paid.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Type	The type of special transaction to be issued.	String	No	No	No
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Status	The system-generated status of the pending payment request.	String	No	No	No
Status Date	Date on which the status of the Special Transaction changed.	Date (MM/DD /YYYY)	No	No	No
Amount	The amount associated with the special transaction. This field will only be displayed if an amount was entered on the Create Special Transaction screen.	Decimal	No	No	Yes
Hours (HH:MM)	The hours and minutes associated with the special transaction in an HH:MM format. This field will only be displayed if hours were entered on the Create Special Transaction screen.	Integer	No	No	Yes
Rate Override	The rate to be associated with the special transaction. An entry in this field will only be valid when hours are entered.	Decimal	No	No	Yes

Time Entries – This section is available for entry only for Special Transaction types of Writ of Administrative Mandamus and Legislative change when the payee selected is a Provider and Hours are entered on the Create Special Transaction screen

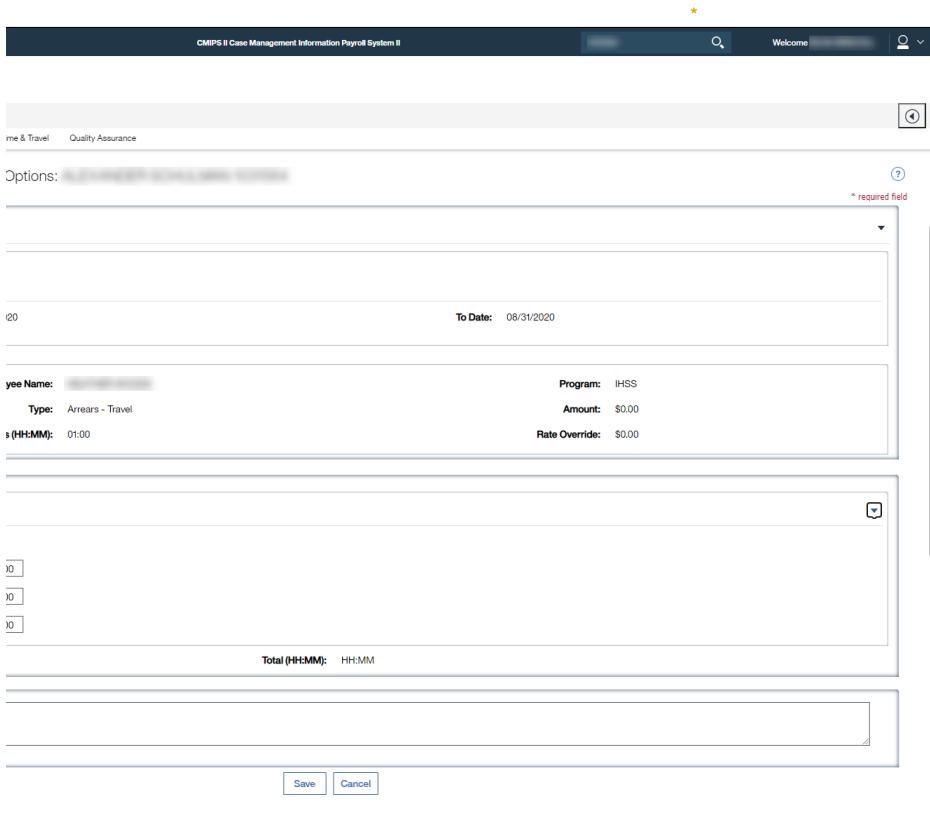
SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	The daily hours claimed for the Provider in an HH:MM format. The day of the week and numeric day labels will be dynamically displayed based on the day/week/year and Service Period range.	Integer	No	00:00	Yes
Total (HH:MM):	Sum of the daily hours for the indicated week. System calculated value as user enters hours on the screen.	Integer	No	00:00	Yes

Total (HH:MM)	This field is an aggregation (sum) of all the daily hours entered by the user displayed in HH:MM format. System calculated value as user enters hours on the screen. The TOTAL indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.	Integer	No	No	No
Options					
Refund Hours (HH:MM)	The hours and minutes associated with an Overpayment Recovery Refund that should be deducted from remaining hours. This field is available for entry only for a type of Overpayment Recovery Refund.	Integer	No	No	Yes
Bypass Hours	Indicator of whether or not the available hours for the service month should be affected by this special transaction. This field is available for entry only when one of the following combination of entries were made on the Create Special Transaction screen: <ul style="list-style-type: none">• Entry of a Provider payee, hours, and a type of legislative change• Entry of hours and a type of Writ of Admin Mandamus• Entry of a type of Overpayment Recovery Refund	Check Box	No	Unselected	Yes
Taxation	The taxability of this special transaction. This field is available for entry only when the following entries were made on the Create Special Transaction screen: <ul style="list-style-type: none">• The payee selected is a Provider• The type selected is Writ of Admin Mandamus	Drop-down List	No	No	Yes
Submitted/Approved/Rejected By					
Submitted By	The user who submitted the special transaction request.	String	No	No	No
Approved By /Rejected By	The user who approved the special transaction request.	String	No	No	No
Comments					
Comments	Comments pertinent to the special transaction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Special Transaction – Additional Options – Travel

CI	Document Name
 CI-480728 - DSD SC Create Special Transaction Additional Options Travel IMPLEMENTED	DSD_SC_Create_Special_Transaction_Additional_Options_Travel.doc

When the Create Special Transaction screen is saved and the Type "Arrears – Travel" is indicated the Create Special Transaction - Additional Options screen displays with a "Travel Time Entries" section. Arrears – Travel will be used by CDSS to pay additional travel over the 14:00 hour maximum. The number of weeks displayed will be up to four weeks. The user can indicate the number of additional travel hours to be paid per week. Additional Travel is a CDSS specific function and payment will not be allowed if Travel hours have not been paid on a previously processed Travel Claim Form and if no weeks in the specified pay period were paid for 14:00 hours.



The screenshot shows the 'Create Special Transaction - Additional Options – Travel' screen. At the top, there's a header bar with the CMIPS II logo, a search bar, and a 'Welcome' message. Below the header, the main form has sections for 'Options' (with a dropdown menu), 'Name' (with fields for 'Type: Arrears - Travel', 'Program: IHSS', 'Amount: \$0.00', and 'Rate Override: \$0.00'), and 'Total (HH:MM)' (with a dropdown menu showing '00', '10', and '20'). At the bottom, there are 'Save' and 'Cancel' buttons.

Figure – Create Special Transaction – Additional Options – Travel

Actions/Functions

The following actions are associated with the Create Special Transaction - Additional Options – Travel screen:

Action	Function
Save	Saves the request and displays the View Special Transaction screen.
Cancel	Cancels the request and returns the user to the Special Transactions list screen.

Data Elements

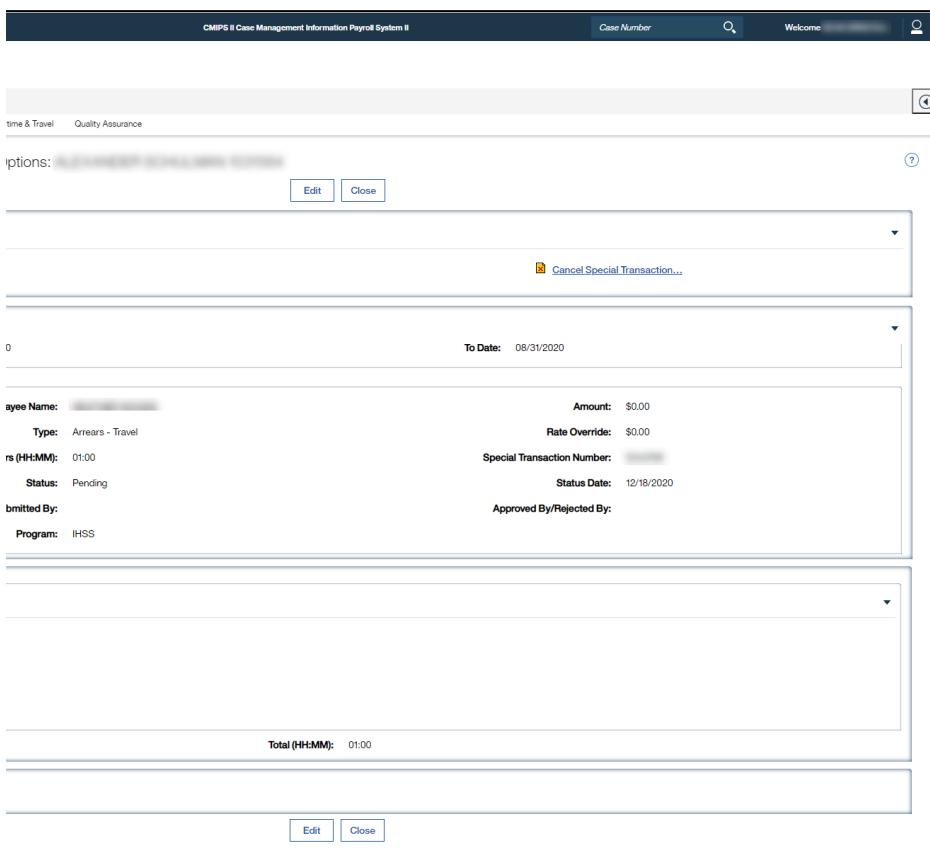
The following data elements are specific to the Create Special Transaction - Additional Options – Travel screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
Details					
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction in an HH:MM format.	Integer	No	No	No
Rate Override	The rate to be associated with the special transaction. An entry in this field will only be valid when hours are entered.	Decimal	No	No	No
Travel Time Entries					
Week Starting Date	The Week starting dates and boxes will be dynamically displayed based on the week and Service Period range. If Type Arrears Travel is indicated, depending upon the number of weeks in the pay period, a maximum of four weeks will display. If Type Advance Pay Travel is indicated, depending upon the number of weeks in a month, a maximum of six weeks will display.	Date (MM/DD)	No	No	No
HH:MM (Hours)	The weekly travel hours claimed for the Provider for the workweek	Integer (HH:MM)	No	No	Yes
Total (HH:MM)	This field is an aggregation (sum) of all the weekly travel hours entered by the user displayed in HH:MM format. System calculated value as user enters hours on the screen. The Travel Total indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.	Integer	No	No	Yes
Comments					
Comments	Comments pertinent to the special transaction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Special Transaction – Additional Options – Travel

CI	Document Name
 CI-480715 - DSD SC View Special Transaction Additional Options Travel IMPLEMENTED	DSD_SC_View_Special_Transaction_Additional_Options_Travel.doc

When the View link associated with a specific Special Transaction from the Special Transaction screen and the special transaction is a type of Travel (Advance Pay or Arrears (IHSS or WPCS) the View Special Transaction screen displays.



The screenshot shows the CMPS II Case Management Information Payroll System II interface. The main title bar reads "CMPS II Case Management Information Payroll System II". The top navigation bar includes "Case Number", a search icon, and "Welcome". Below the navigation, there are tabs for "time & Travel" and "Quality Assurance". The main content area is titled "options: [REDACTED]" and contains several input fields and buttons. At the top right of this section is a help icon (a question mark inside a circle). Below the title are two buttons: "Edit" and "Close". There are dropdown menus for "To Date" (set to 08/31/2020) and "From Date" (set to 08/01/2020). Under the "Recipient Name" field, which is [REDACTED], there are fields for "Amount" (\$0.00), "Rate Override" (\$0.00), and "Special Transaction Number" ([REDACTED]). To the right of these are "Status Date" (12/18/2020) and "Approved By/Rejected By" (empty). Below these details is a large text area containing the travel log. At the bottom of the screen are two more "Edit" and "Close" buttons.

Figure – View Special Transaction – Additional Options – Travel

Actions/Functions

The following actions are associated with the View Special Transaction - Additional Options (Travel) screen:

Action	Function
Edit	Displays the Modify Special Transaction screen to allow the user to edit the request. This option is enabled only for Special Transactions which are in a Pending, Pending Payroll or Rejected status.
Close	Closes the screen and returns the user to the Special Transactions list screen.
Manage	

Submit for Approval	Displays the Submit Special Transaction for Approval pop-up. This option is enabled only for special transactions which are in a Pending or Rejected status.
Cancel Submission	Displays the Cancel Special Transaction Submission pop-up. This option is enabled only for special transactions which are in a Pending Approval status.
Approve	Displays the Approve Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending Approval status and for users with a Security Role that includes the SpecTranApproval Security Group.
Reject	Displays the Reject Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending Approval status and for users with a Security Role that includes the SpecTranApproval Security Group.
Cancel Special Transaction	Displays the Cancel Special Transaction pop-up. This option is enabled only for special transactions which are in a Pending, Pending Approval, Pending Payroll or Rejected status.

Data Elements

The following data elements are specific to the View Special Transaction -Additional Options (Travel) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Rate Override	The rate to be associated with the special transaction.	Decimal	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction displayed in an HH:MM format.	Integer	No	No	No
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Status	The status of the payment request.	String	No	No	No
Status Date	The date the current status was set	Date	No	No	No
Submitted By	The user who submitted the special transaction request.	String	No	No	No
Approved By /Rejected By	The user who approved or rejected the special transaction request.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Travel Time Entries					
Week Starting Date	The Week starting dates and boxes will be dynamically displayed based on the week and Service Period range. If Type Arrears Travel is indicated, depending upon the number of weeks in the pay period, a maximum of four weeks will display. If Type Advance Pay Travel is indicated, depending upon the number of weeks in a month, a maximum of six weeks will display.	Date (MM/DD)	No	No	No
HH:MM (Hours)	The weekly travel hours claimed for the Provider for the workweek	Integer (HH:MM)	No	No	No
Total (HH:MM) (Hours)	The total weekly travel hours claimed for the Provider for all workweeks indicated for the special transaction request.	Integer (HH:MM)	No	No	No
Comments	Comments pertinent to the special transaction request.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Special Transaction – Additional Options – Travel

CI	Document Name
CI-480727 - DSD SC Modify Special Transaction Additional Options Travel IMPLEMENTED	DSD_SC_Modify_Special_Transaction_Additional_Options_Travel.doc

When the Edit link is selected from the View Special Transaction screen by a CDSS user with the appropriate security role and the special transaction is a type of "Arrears – Travel" (IHSS or WPCS) the Modify Special Transaction – Additional Options screen displays. This transaction will allow CDSS to pay a Provider more than the 14:00 hour weekly maximum for travel.

The screenshot shows the CMPS II interface with the following details:

- Header:** CMPS II Case Management Information Payroll System II, Case Number, Welcome, User icon.
- Breadcrumbs:** Home & Travel, Quality Assurance.
- Form Fields:**
 - Options: [redacted]
 - To Date: 08/31/2020
 - Provider Name: [redacted]
 - Type: Arrears - Travel
 - Status Date: 11/16/2020
 - Amount: \$0.00
 - Rate Override: \$0.00
 - Program: IHSS
 - Total (HH:MM): HH:MM
- Buttons:** Save, Cancel.

Figure – Modify Special Transaction – Additional Options – Travel

Actions/Functions

The following actions are associated with the Modify Special Transaction - Additional Options – Travel screen:

Action	Function
Save	Saves the request and displays the View Special Transaction screen.
Cancel	Cancels the request and returns the user to the Special Transactions list screen.

Data Elements

The following data elements are specific to the Modify Special Transaction - Additional Options – Travel screen:

Field Name	Data Type	Required Indicator	Default Value	Editable Field	
Details					
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
Payee Name	The first name and last name of the Recipient or Provider associated to the case to which the transaction pertains.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Special Transaction Number	The special transaction number assigned to the payment	Integer	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Status Date	The date the current status was set	Date (MM/DD/YYYY)	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction in an HH:MM format.	Integer	No	No	No
Rate Override	The rate to be associated with the special transaction. An entry in this field will only be valid when hours are entered.	Decimal	No	No	No
Travel Time Entries					
Week Starting Date	The Week starting dates and boxes will be dynamically displayed based on the week and Service Period range. If Type Arrears Travel is indicated, depending upon the number of weeks in the pay period, a maximum of four weeks will display.	Date (MM/DD)	No	No	No
HH:MM (Hours)	The weekly travel hours claimed for the Provider for the workweek	Integer (HH:MM)	Yes, at least one week	No	Yes
Total (HH:MM)	This field is an aggregation (sum) of all the weekly travel hours entered by the user displayed in HH:MM format. System calculated value as user enters hours on the screen. The Travel Total indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.	Integer	No	No	No
Comments					
Comments	Comments pertinent to the special transaction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reissue Special Transaction

CI	Document Name
CI-510765 - DSD SC Reissue Special Transaction IMPLEMENTED	DSD_SC_Reissue_Special_Transaction.doc

When the Reissue link is selected from the Special Transaction screen the Reissue Special Transaction pop-up displays. This pop-up screen allows a user to either confirm or cancel the Reissue Special Transaction.

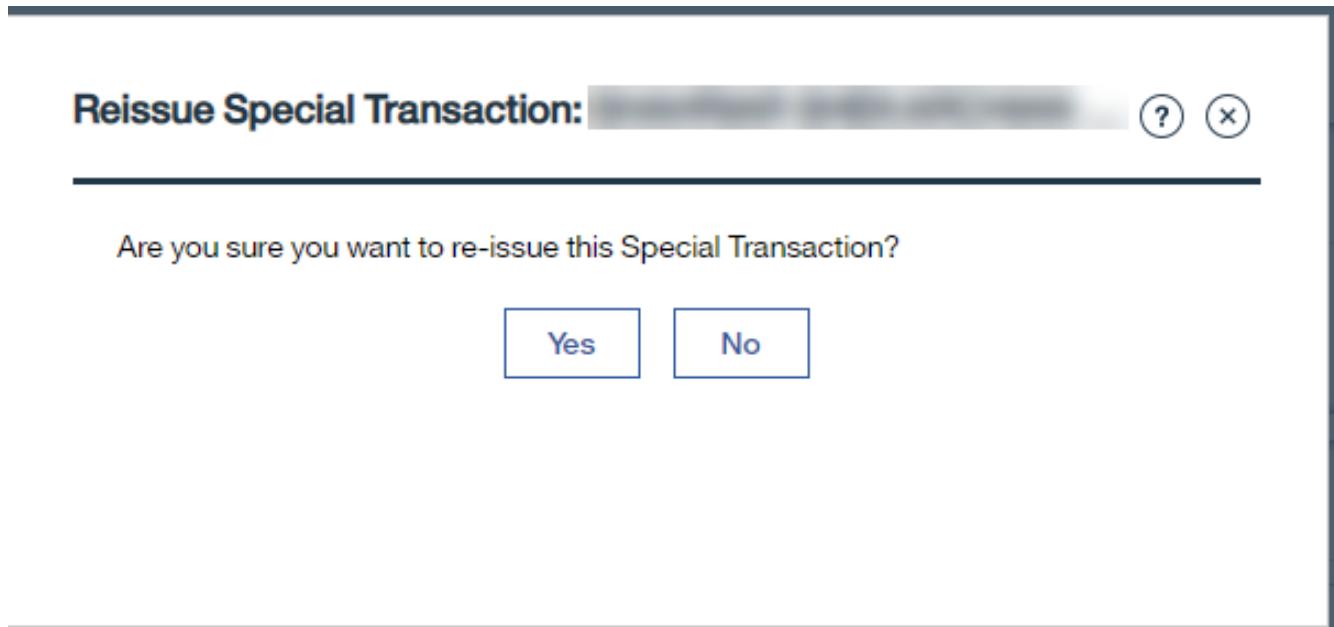


Figure – Reissue Special Transaction

Actions/Functions

The following actions are associated with the Reissue Special Transaction pop-up:

Action	Function
Yes	When the Yes link is selected the Reissue Special Transaction will process.
No	When the No link is selected the Reissue Special Transaction action is cancelled.

Data Elements

There are no data elements associated with the Reissue Special Transaction pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Special Transaction – Additional Options – Travel Claim

CI	Document Name
CI-513989 - DSD SC View Special Transaction Additional Options Travel Claim IMPLEMENTED	DSD_SC_View_Special_Transaction_Additional_Options_Trave l_Claim.docx

When the View link associated with a specific Special Transaction from the Special Transaction screen and the special transaction type is "Travel Claim" or "Travel Claim – Supplemental" the View Special Transaction – Additional Options screen displays with the "Travel Claim Hours" cluster. This screen will be used to view any Travel Claims that were entered into CMIPS as Special Transactions.

The screenshot shows a software interface titled 'CMIPS II Case Management Information Payroll System II'. The main window is titled 'View Special Transaction – Additional Options – Travel Claim'. It displays the following information:

- Traveler Details:**
 - Name: [REDACTED]
 - Type: Travel Claim
 - Program: IHSS
 - Status: Processed
 - Special Transaction Number: 1021329
 - Date Entered: 06/02/2016
 - Total (HH:MM): 22:40
- Travel Claims List:** A table showing a single entry:

Description	Excess Travel Time Workweek 2.
Description	Excess Travel Time Workweek 3.
- Bottom Text Area:** A large text area containing the following text:

Excess Travel Time Workweek 2.
Excess Travel Time Workweek 3.

Figure – View Special Transaction – Additional Options – Travel Claim

Actions/Functions

The following actions are associated with the View Special Transaction - Additional Options (Travel Claim) screen:

Action	Function
Close	Closes the screen and returns the user to the Special Transactions list screen.

Data Elements

The following data elements are specific to the View Special Transaction - Additional Options (Travel Claim) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
From Date	The first day of the pay period for which the transaction is applicable.	Date (MM /DD/YYYY)	No	No	No
To Date	The last day of the pay period for which the transaction is applicable.	Date (MM /DD/YYYY)	No	No	No
Details					
Payee Name	The first name and last name of the recipient or provider associated to the case to which the transaction pertains.	String	No	No	No
Status	The status of the payment request.	String	No	No	No
Type	The type of special transaction requested.	String	No	No	No
Program	The program associated with the special transaction.	String	No	No	No
Travel Claim Number	The number associated with the Travel Claim being paid with this special transaction	Integer	No	No	No
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Hours (HH:MM)	The hours and minutes associated with the special transaction in an HH:MM format.	Integer	No	No	No
Status Date	The date the current status was set	Date (MM /DD/YYYY)	No	No	No
Travel Claim Hours					
Week Starting Date	The Workweek Start date(s) and boxes will be dynamically displayed based on the From Date and To Date indicated on the Create Special transaction screen.	Date (MM /DD)	No	No	No
HH:MM (Hours)	The total number of overtime hours for the indicated workweek to be paid.	Integer (HH:MM)	No	No	No
Total (HH:MM)	<p>This field is an aggregation (sum) of all the weekly overtime hours entered by the user displayed in HH:MM format.</p> <p>System calculated value as user enters hours on the screen.</p> <p>The Total hours indicated must be the same as the hours in the HOURS (HH:MM) field in the Service Period section.</p>	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment Corrections

CI	Document Name
CI-67364 - DSD SC Payment Corrections IMPLEMENTED	DSD_SC_Payment_Corrections.doc

Accessed from the navigation menu under the Timesheet & Payroll tab, the Payment Corrections screen lists payment correction activity that has occurred on the case. By default, the list is filtered to display only payment corrections not yet processed by Payroll. To view historical payment correction activity, search criteria can be entered to filter by a Service Period range (limited to six months at a time) and, if desired, by the Status of the request. The screen includes links to add new requests, view requests and modify requests not yet processed by Payroll.

Figure – Payment Corrections

Actions/Functions

The following actions are associated with the Payment Corrections screen:

Action	Function
Search	Performs a search of the payment corrections based on criteria entered.
Reset	Clears all search criteria fields.
Payment Corrections	
New	Displays the Payment Correction - Timesheet Number pop-up to allow the user to enter a new request.
View	Displays the View Payment Correction screen to allow the user to view a previously created request.
Edit	Displays the Modify Payment Correction screen to allow the user to edit a previously created request. This option is enabled only for payment corrections which are in a Pending, Pending Payroll or Rejected status.

Data Elements

The following data elements are specific to the Payment Corrections screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period					
Service Period From Date	The first day of the pay period for which the payment correction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Service Period To Date	The last day of the pay period for which the payment correction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Details					
Status	Status of the payment corrections to be selected.	Drop-down List	No	No	Yes
Payment Corrections					
Provider Name	The name of the Provider for whom the correction is being made in Last Name, First Name order.	String	No	No	No
Service From	The starting date of the service period.	Date (MM/DD/YYYY)	No	No	No
Timesheet Type	The type of timesheet to be corrected.	String	No	No	No
Correction Type	The type of payment correction.	String	No	No	No
Total Hours	The total of the payment correction. Displayed in an HH:MM format.	Integer	No	No	No
Status	Status of the payment correction.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Payment Correction - Timesheet Number

CI	Document Name
CI-67385 - DSD SC Payment Correction Timesheet Number IMPLEMENTED	DSD_SC_Payment_Correction_Timesheet_Number.doc

The Payment Correction - Timesheet Number screen is displayed when the "New" link is selected on the Payment Corrections screen. The first step in keying a payment correction is to enter the Timesheet Number associated to the payment which requires correction. When the Continue link is selected, the Payment Correction screen is displayed for entry of the correction type and daily hours.

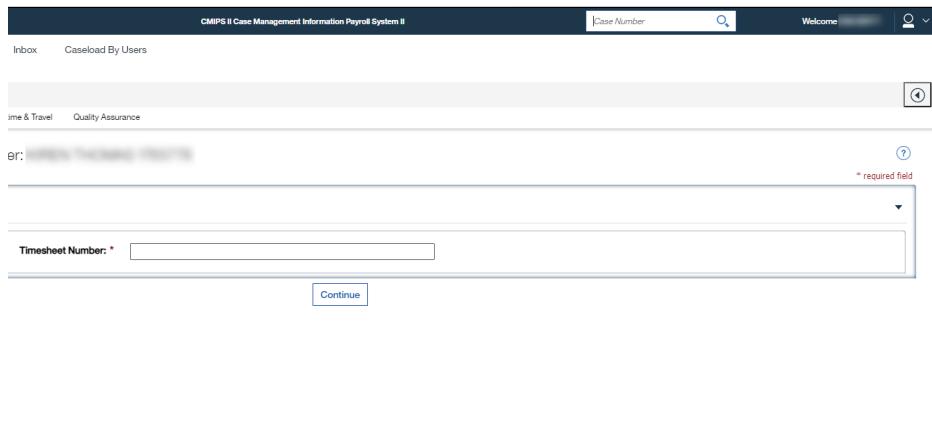


Figure – Payment Correction – Timesheet Number

Actions/Functions

The following actions are associated with the Payment Correction - Timesheet Number screen:

Action	Function
Continue	Navigates the user to the Create Payment Correction screen.

Data Elements

The following data elements are specific to the Payment Correction - Timesheet Number screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Timesheet Number	Timesheet Number associated to the payment correction.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Payment Correction

CI	Document Name
CI-67356 - DSD SC Create Payment Correction IMPLEMENTED	DSD_SC_Create_Payment_Correction.doc

The Create Payment Correction screen is displayed when the Continue link is selected on the Payment Correction – Timesheet Number screen or when the "Enter Payment Correction" link is selected on the View Timesheet screen. The Create Payment Correction screen allows the user to enter a request for a Payment Correction. Payment Corrections must be entered on a daily basis within a service period.

The screenshot shows the CMPS II Case Management Information Payroll System II interface. The top navigation bar includes links for Case Number, Welcome, and a search function. Below the navigation is a breadcrumb trail: time & Travel > Quality Assurance. The main content area is titled 'Create Payment Correction'. It contains fields for 'Recipient Name' (dropdown), 'Correction Type' (dropdown), and 'Timesheet Number' (text input). Below these are sections for weekly timesheet entries (HH:MM) from week 19 to 26. At the bottom, there are buttons for 'Save', 'Save & New', and 'Cancel'.

Figure – Create Payment Correction

Actions/Functions

The following actions are associated with the Create Payment Correction screen:

Action	Function
Save	Saves the request and navigates the user to the View Payment Correction screen.
Save & New	Saves the timesheet and returns the user to the Payment Correction - Timesheet Number pop-up for entry of the next timesheet number.
Cancel	Cancels the request and returns the user to the Payment Corrections list screen.

Data Elements

The following data elements are specific to the Create Payment Correction screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Provider Name	The first name and last name of the Provider for whom the correction is being made.	String	No	No	No
Recipient Name	First Name and Last Name of the Recipient associated to the case.	String	No	No	No
Service Period From	The starting date of the service period.	Date (MM/DD/YYYY)	No	No	No
Correction Type	<p>The type of payment correction.</p> <p>IHSS users will only have the following options in the Drop-down list:</p> <ul style="list-style-type: none"> • Prior Underpayment • Timesheet Exception • Over Reported Hours <p>WPCS users will only have the following options in the Drop-down list:</p> <ul style="list-style-type: none"> • Prior Underpayment • Timesheet Exception • WPCS Recipient on Leave 	Drop-down List	Yes	No	Yes
Timesheet Type	The type of timesheet.	String	No	No	No
Timesheet Number	Timesheet number associated to the payment correction.	String	No	No	No
Time Entries					
SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	<p>The correction time in an HH:MM format.</p> <p>The day of the week and numeric day labels will be dynamically displayed based on the day/week/year and timesheet type.</p>	Integer	No	00:00	Yes
Weekly Total:	<p>Sum of daily hours and Travel for the indicated week.</p> <p>System calculated value as user enters hours on the screen.</p>	Integer	No	00:00	Yes
Total Correction (HH:MM)	<p>Total of the daily and weekly travel time entries.</p> <p>Displayed in an HH:MM format.</p>	Integer	No	No	No
Comments					
Comments	Comments pertinent to the payment correction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Payment Correction

CI	Document Name
CI-67336 - DSD SC View Payment Correction IMPLEMENTED	DSD_SC_View_Payment_Correction.doc

The View Payment Correction screen is displayed when the View link is selected on the Payment Corrections screen. The View Payment Correction screen allows the user to view a payment correction request. The screen includes a Manage area to allow users to take the following actions on a request that has not yet been processed by Payroll: Submit for Approval, Cancel Submission, Approve, Reject, or Cancel Payment Correction. Once approved, payment corrections are interfaced at the end of the day to Payroll for processing in the nightly batch cycle and can be modified or cancelled up until this time.

The screenshot shows the CMPS II Case Management Information Payroll System II interface. The main window title is "CMPS II Case Management Information Payroll System II". The top navigation bar includes "Welcome" and a search icon. Below the navigation, there are tabs for "Inbox" and "Caseload By Users". Under "Caseload By Users", there are links for "time & Travel" and "Quality Assurance". The main content area is titled "View Payment Correction". It displays a payment correction request with the following details:

- Recipient Name: [REDACTED]
- Correction Type: Prior Underpayment
- Timesheet Number: [REDACTED]
- Approved By/Rejected By: [REDACTED]
- Status Date: 11/12/2020

Below this, there is a weekly timesheet grid showing hours worked (HH:MM) for each day of the week (SUN 21 to SAT 27). The grid shows 00:00 for all days.

	HH:MM	HH:MM	HH:MM
SUN 21:	00:00	SUN 28:	00:00
MON 22:	01:00	MON 29:	00:00
TUE 23:	00:00	TUE 30:	00:00
WED 24:	00:00	WED:	00:00
THU 25:	00:00	THU:	00:00
FRI 26:	00:00	FRI:	00:00
SAT 27:	00:00	SAT:	00:00

At the bottom of the grid, there are summary totals:

- Weekly Total: 01:00
- Weekly Total: 00 : 00
- Weekly Total: 00 : 00

Below these totals, there is a field for "Total Correction (HH:MM):" with the value "01:00". At the very bottom of the screen is a "Close" button.

Figure – View Payment Correction

Actions/Functions

The following actions are associated with the View Payment Correction screen:

Action	Function
Edit	Displays the Modify Payment Correction screen to allow the user to edit the request. This option is enabled only for Payment Corrections which are in a Pending, Pending Payroll or Rejected status.
Close	Closes the screen and returns the user to the Payment Corrections list screen.
Manage	

Submit for Approval	Displays the Submit Payment Correction for Approval pop-up. This option is enabled only for payment corrections which are in a Pending or Rejected status.
Cancel Submission	Displays the Cancel Payment Correction Submission pop-up. This option is enabled only for payment corrections which are in a Pending Approval status.
Approve	Displays the Approve Payment Correction pop-up. This option is enabled only for payment corrections which are in a Pending Approval status and for users with a Security Role that includes the PaymentCorrectionApproval Security Group.
Reject	Displays the Reject Payment Correction pop-up. This option is enabled only for payment corrections which are in a Pending Approval status and for users with a Security Role that includes the PaymentCorrectionApproval Security Group.
Cancel Payment Correction	Displays the Cancel Payment Correction pop-up. This option is enabled only for payment corrections which are in a Pending, Pending Approval, Pending Payroll or Rejected status.

Data Elements

The following data elements are specific to the View Payment Correction screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Provider Name	The first name and last name of the Provider for whom the correction is being made.	String	No	No	No
Recipient Name	The first name and last name of the Recipient associated to the case.	String	No	No	No
Service Period From	The starting date of the service period.	Date (MM/DD/YYYY)	No	No	No
Correction Type	The type of payment correction.	String	No	No	No
Timesheet Type	The type of timesheet.	String	No	No	No
Timesheet Number	Timesheet Number associated to the payment correction.	String	No	No	No
Submitted By	The user requesting the payment correction.	String	No	No	No
Approved By /Rejected By	The user who approved the payment correction request.	String	No	No	No
Status	Status of the adjustment.	String	No	No	No
Status Date	The date the status was set	Date (MM/DD/YYYY)	No	No	No
Time Entries					
SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	The correction time in an HH:MM format. The day of the week and numeric day labels will be dynamically displayed based on the day/week/year and timesheet type.	Integer	No	No	No
Weekly Total:	Sum of daily hours for the indicated week. System calculated value as user enters hours on the screen.	Integer	No	No	No
Total Correction (HH:MM)	Total of the daily and weekly travel time entries. Displayed in an HH:MM format.	Integer	No	No	No
Comments					
Comments	Comments pertinent to the payment correction request.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Submit Payment Correction for Approval

CI	Document Name
CI-67341 - DSD SC Submit Payment Correction for Approval IMPLEMENTED	DSD_SC_Submit_Payment_Correction_for_Approval.doc

The Submit Payment Correction for Approval confirmation pop-up is displayed when the Submit for Approval link is selected from the View Payment Correction screen.

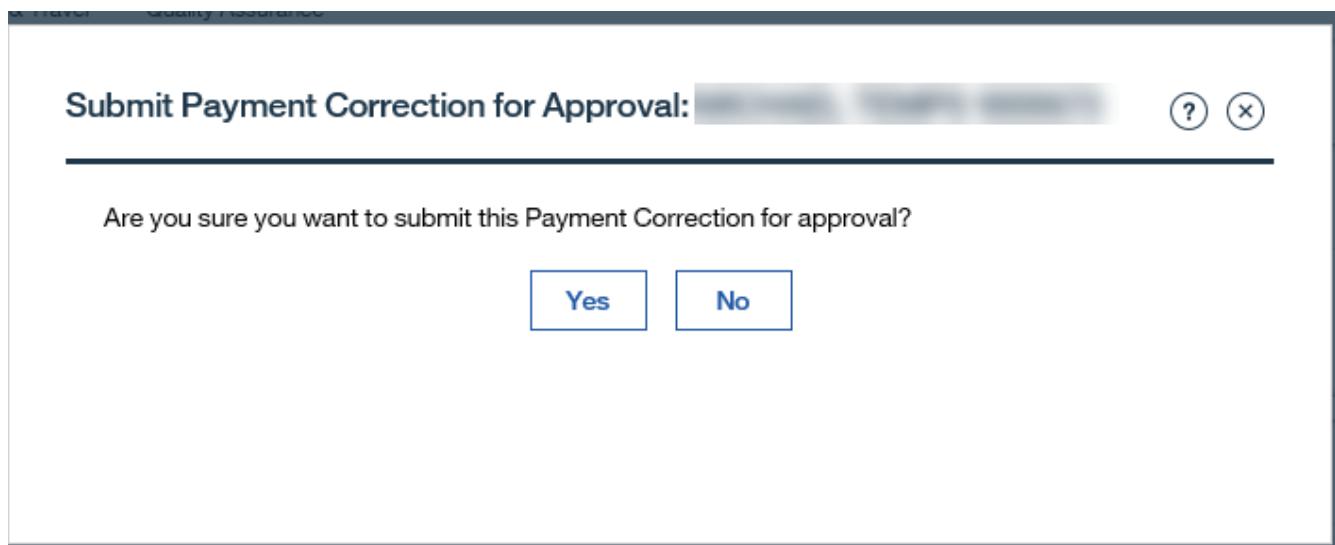


Figure – Submit Payment Correction for Approval

Actions/Functions

The following actions are associated with the Submit Payment Correction for Approval pop-up:

Action	Function
Yes	Submits the Payment Correction for supervisor approval and returns the user to the View Payment Correction screen. See Business Rules – Payment Corrections for further actions.
No	Cancels the submit action and returns the user to the View Payment Correction screen.

Data Elements

There are no data elements associated with the Submit Payment Correction for Approval pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Payment Correction Submission

CI	Document Name
CI-67383 - DSD SC Cancel Payment Correction Submission IMPLEMENTED	DSD_SC_Cancel_Payment_Correction_Submission.doc

When the Cancel Payment Correction Submission link is selected from the View Payment Correction screen, the Cancel Payment Correction Submission confirmation pop-up is displayed.

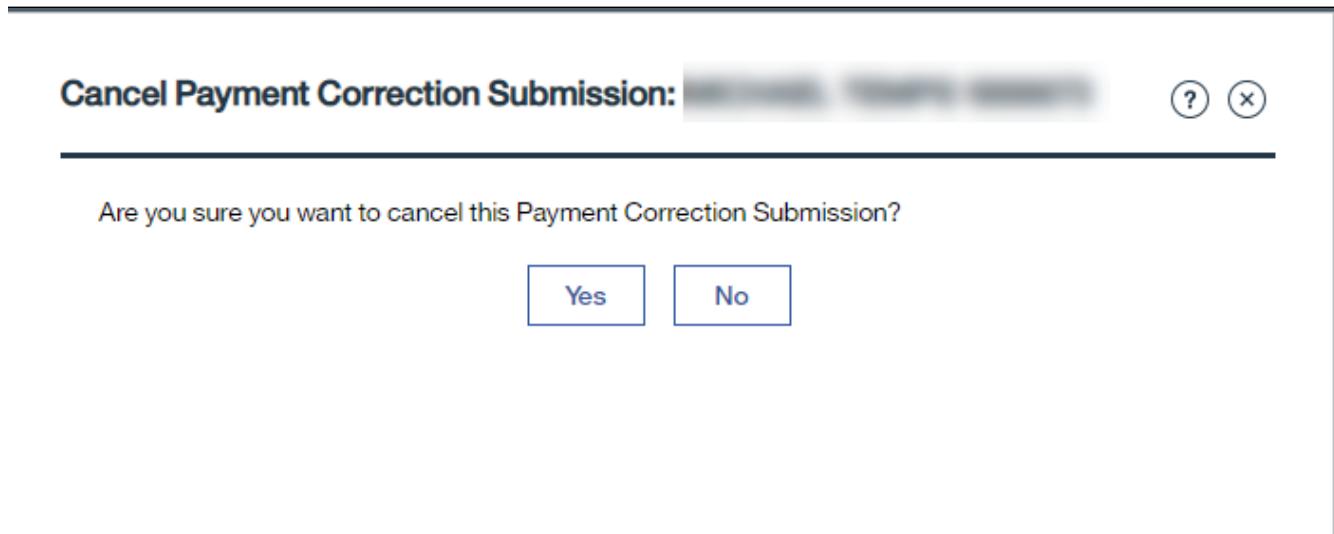


Figure – Cancel Payment Correction Submission

Actions/Functions

The following actions are associated with the Cancel Payment Correction Submission pop-up:

Action	Function
Yes	Cancels the request for the approval of a supervisor and returns the user to the View Payment Correction screen. See Business Rules – Payment Corrections for further actions.
No	Cancels the action and returns the user to the View Payment Correction screen.

Data Elements

There are no data elements associated with the Cancel Payment Correction Submission pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Approve Payment Correction

CI	Document Name
CI-67347 - DSD SC Approve Payment Correction IMPLEMENTED	DSD_SC_Approve_Payment_Correction.doc

When the Approve link is selected from the View Payment Correction screen, an Approve Payment Correction confirmation pop-up is displayed.

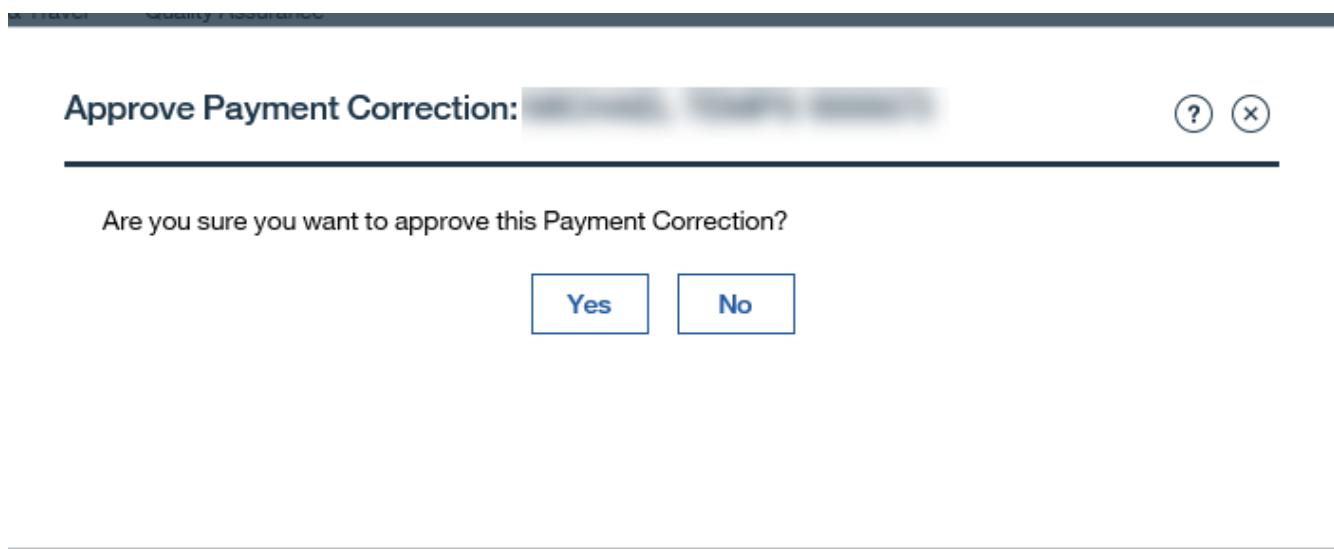


Figure – Approve Payment Correction

Actions/Functions

The following actions are associated with the Approve Payment Correction pop-up:

Action	Function
Yes	Approves the Payment Correction request and returns the user to the View Payment Correction screen. See Business Rules – Payment Corrections for further actions.
No	Cancels the approve action and returns the user to the View Payment Correction screen.

Data Elements

There are no data elements associated with the Approve Payment Correction pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Payment Correction

CI	Document Name
CI-67328 - DSD SC Reject Payment Correction IMPLEMENTED	DSD_SC_Recent_Payment_Correction.doc

When the Reject link is selected on the View Payment Correction screen, the Reject Payment Correction pop-up is displayed.

The screenshot shows a modal dialog titled "Reject Payment Correction: [REDACTED]". Inside, there's a section labeled "Rejection Information" with a "Comments:" field containing a placeholder "Comments: *". Below the field are scroll arrows. At the bottom right are two buttons: "Reject Payment Correction" and "Cancel". A red asterisk (*) is placed next to the word "Comments" to indicate it is a required field.

Figure – Reject Payment Correction

Actions/Functions

The following actions are associated with the Reject Payment Correction pop-up:

Action	Function
Reject Payment Correction	Rejects the Payment Correction request and returns the user to the View Payment Correction screen. See Business Rules – Payment Corrections for further actions.
Cancel	Cancels the reject action and returns the user to the View Payment Correction screen.

Data Elements

The following data elements are specific to the Reject Payment Correction pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Payment Correction

CI	Document Name
CI-67346 - DSD SC Cancel Payment Correction IMPLEMENTED	DSD_SC_Cancel_Payment_Correction.doc

When the Cancel Payment Correction link is selected on the View Payment Correction screen, the Cancel Payment Correction confirmation pop-up is displayed. A payment correction can only be cancelled on the day it is entered.

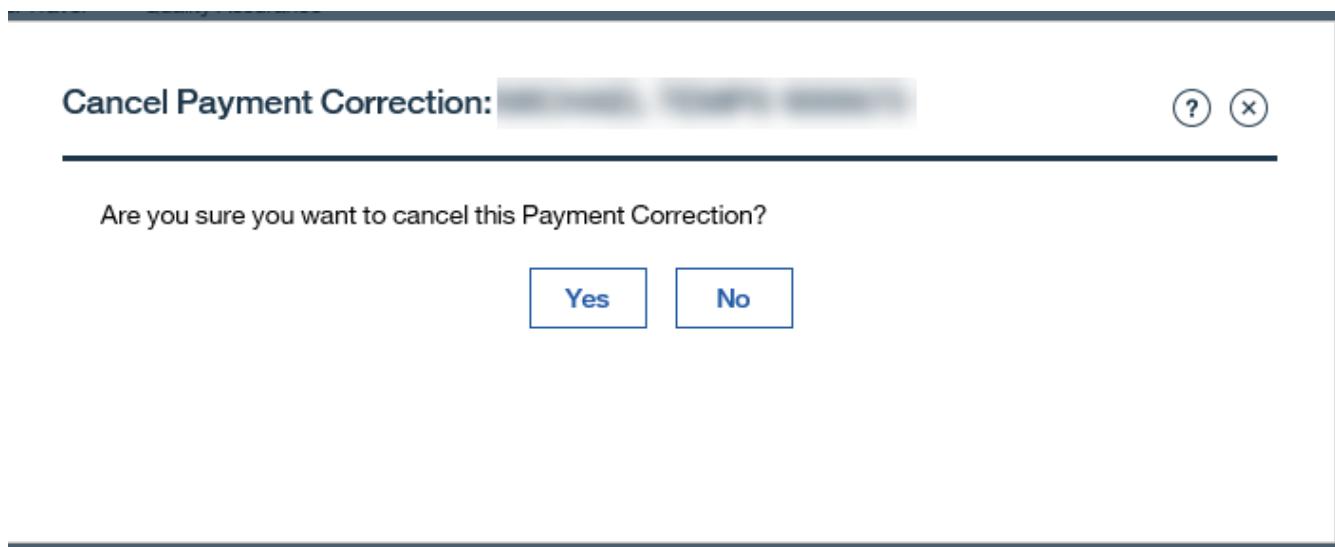


Figure – Cancel Payment Correction

Actions/Functions

The following actions are associated with the Cancel Payment Correction pop-up:

Action	Function
Yes	Cancels the Payment Correction and returns the user to the View Payment Correction screen. See Business Rules – Payment Corrections for further actions.
No	Cancels the action and returns the user to the View Payment Correction screen.

Data Elements

There are no data elements associated with the Cancel Payment Correction pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Payment Correction

CI	Document Name
CI-67332 - DSD SC Modify Payment Correction IMPLEMENTED	DSD_SC_Modify_Payment_Correction.doc

The Modify Payment Correction screen is displayed when the Edit link is selected on the Payment Corrections List screen or from the View Payment Corrections screen. The Modify Payment Correction screen allows the user to edit a previously entered Payment Correction request prior to processing by Payroll. Payment Corrections are interfaced at the end of the day to Payroll for processing in the nightly batch cycle and can be cancelled and modified up until this time.

The screenshot shows the 'CMIPS II Case Management Information Payroll System II' interface. The top navigation bar includes 'Case Number', 'Welcome', and a search function. Below the header, there are tabs for 'Inbox' and 'Caseload By Users'. The main content area is titled 'Modify Payment Correction'. It contains the following fields:

- Recipient Name:** [REDACTED]
- Correction Type:** Prior Underpayment
- Timesheet Number:** [REDACTED]
- Approved By/Rejected By:** [REDACTED]
- Status:** Pending
- Status Date:** 11/12/2020

Below these fields is a table showing weekly work logs:

HH:MM	HH:MM	HH:MM
SUN 21: 00:00	SUN 28: 00:00	SUN: 00:00
MON 22: 01:00	MON 29: 00:00	MON: 00:00
TUE 23: 00:00	TUE 30: 00:00	TUE: 00:00
WED 24: 00:00	WED: 00:00	WED: 00:00
THU 25: 00:00	THU: 00:00	THU: 00:00
FRI 26: 00:00	FRI: 00:00	FRI: 00:00
SAT 27: 00:00	SAT: 00:00	SAT: 00:00

At the bottom of the screen, there are buttons for 'Save' and 'Cancel'.

Figure – Modify Payment Correction

Actions/Functions

The following hyperlink functionality will be associated with the Modify Payment Correction screen:

Action	Function
Save	Saves the changes to the Payment Correction request. Returns the user to the View Payment Correction screen. On the View Payment Correction screen, the user needs to submit the request for approval. Without approval, the request will not be sent to Payroll for processing.
Cancel	Cancels the changes to the correction request and returns the user to the screen of origin (either Payment Corrections list screen or View Payment Correction screen).

Data Elements

The following data elements are specific to the Modify Payment Correction screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Provider Name	The first name and last name of the Provider for whom the correction is being made.	String	No	No	No
Recipient Name	The first name and last name of the Recipient associated to the case.	String	No	No	No
Service Period From	The starting date of the service period.	Date (MM/DD/YYYY)	No	No	No
Correction Type	The type of payment correction.	String	No	No	No
Timesheet Type	The type of timesheet.	String	No	No	No
Timesheet Number	Timesheet Number associated to the payment correction.	String	No	No	No
Submitted By	The user requesting the payment correction.	String	No	No	No
Approved By /Rejected By	The supervisor that approved the payment correction request.	String	No	No	No
Status	Status of the correction.	String	No	No	No
Status Date	The date the current status was set.	Date (MM/DD/YYYY)	No	No	No
Time Entries					
Travel	This field will only display for travel timesheets. The weekly travel time in an HH:MM format.	Integer	No	00:00	Yes
SUN (01 – 31) MON (01 – 31) TUE (01 – 31) WED (01 – 31) THU (01 – 31) FRI (01 – 31) SAT (01 – 31)	The correction time in an HH:MM format. The day of the week and numeric day labels will be dynamically displayed based on the day/week/year and timesheet type.	Integer	No	00:00	Yes
Weekly Total:	Sum of daily hours and Travel for the indicated week. System calculated value as user enters hours on the screen.	Integer	No	Claimed Hrs	Yes
Total Correction (HH:MM)	Total of the daily and weekly travel time entries. Displayed in an HH:MM format.	Integer	No	No	No
Comments					
Comments	Comments pertinent to the payment correction request. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recoveries

CI	Document Name
CI-67377 - DSD SC Overpayment Recoveries IMPLEMENTED	DSD_SC_Overpayment_Recoveries.doc

Accessed from the left navigation menu under the Timesheets & Payroll Content tab, the Overpayment Recoveries screen lists overpayment recovery activity that has occurred on the case. By default, the list is filtered to display only "Pending" and "Active" status recoveries. To view historical overpayment recovery activity, search criteria can be entered to filter by a Service Period range (limited to six months at a time) and, if desired, by the Status of the recovery. The screen includes links to add new recoveries and view existing recoveries.

Figure – Overpayment Recoveries

Actions/Functions

The following actions are associated with the Overpayment Recoveries screen:

Action	Function
Search	Performs a search for overpayments based on the search criteria.
Reset	Clears all search criteria fields.
Overpayment Recoveries	
New	Displays the Create Overpayment Occurrence screen to allow the user to enter a new Overpayment Recovery.
View	Displays the View Overpayment Recovery screen which allows the user to view and edit existing Overpayment Recoveries.

Data Elements

The following data elements are associated with the Overpayment Recoveries screen:

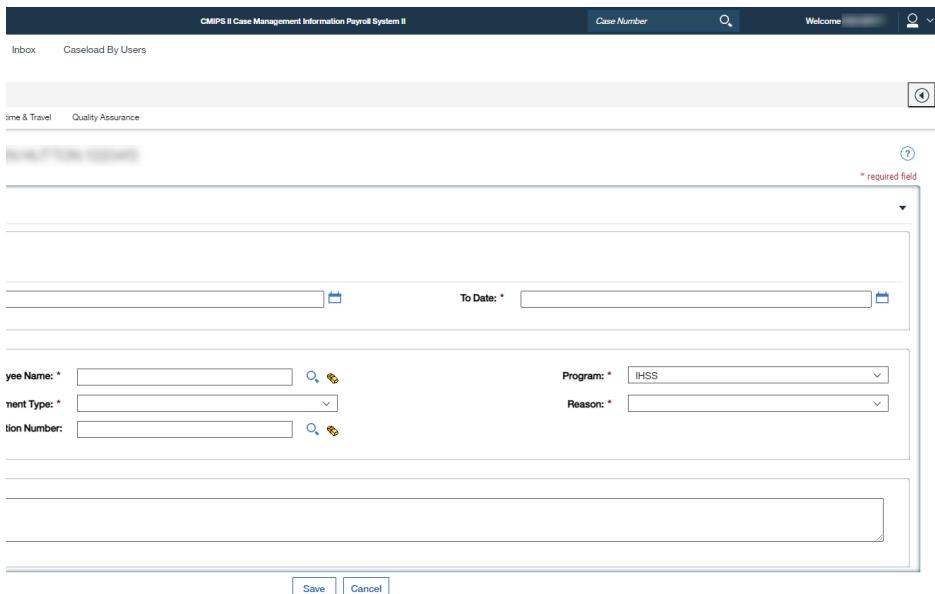
Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period					
Service Period From Date	The begin date of the first pay period in which an overpayment occurred. This field is required to display historical recoveries.	Date (MM/DD/YYYY)	No	No	Yes
Service Period To Date	The end date of the last pay period in which an overpayment occurred. This field is required to display historical recoveries.	Date (MM/DD/YYYY)	No	No	Yes

Details					
Status	Status of the overpayment recoveries to be selected. This field is required to display historical recoveries.	Drop-down List	No	No	Yes
Overpayment Number	The system generated number assigned to the overpayment	String	No	No	Yes
Overpayment Recoveries					
Recipient Name	The name of the Recipient associated to the case on which the overpayment occurred in Last Name, First Name order.	String	No	No	No
Overpayment Number	The number assigned to the overpayment	String	No	No	No
Service From	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Service To	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Total Overpaid Hours	The total hours overpaid. There will not be a value in this field for the following dollar-based overpayment types: <ul style="list-style-type: none">• Restaurant Meals• Share of Cost• Special Transaction• Converted Overpayment• Legacy Special Transaction	Integer	No	No	No
Recovery Amount	The amount to be recovered.	Decimal	No	No	No
Balance	The remaining amount to be collected.	Decimal	No	No	No
Status	The status of the overpayment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Overpayment Occurrence

CI	Document Name
 CI-67371 - \$exceptionMessage	DSD_SC_Create_Overpayment_Occurance.doc

The Create Overpayment Occurrence screen is displayed when the New link is selected on the Overpayment Recoveries screen. The Create Overpayment Occurrence screen allows the user to enter information about the occurrence of an overpayment. This is the first step in setting up the overpayment recovery. When this screen is saved, the View Overpayment Recovery screen will be displayed for the user to set-up the method of recovery.



The screenshot shows the 'Create Overpayment Occurrence' form. At the top, there are tabs for 'Time & Travel' and 'Quality Assurance'. Below the tabs, there are sections for 'Payee Name', 'Program', 'Reason', and 'Recovery Case'. The 'Payee Name' section includes a search icon. The 'Program' section has a dropdown menu set to 'IHSS'. The 'Reason' section also has a dropdown menu. The 'Recovery Case' section is currently empty. At the bottom of the form are 'Save' and 'Cancel' buttons.

Figure – Create Overpayment Occurrence

Actions/Functions

The following actions are associated with the Create Overpayment Occurrence screen:

Action	Function
Save	Saves the entries to document the overpayment occurrence and navigates the user to the View Overpayment Recovery screen. At this time the default value for the Recovery Case field and Recovery Payee on the View Overpayment Recovery screen will be set to the case and payee on which the overpayment occurred. For Advance Pay – Recipient Payroll Deductions overpayment types, the Recovery Method will be set to Payroll Deductions.
Cancel	Cancels the creation action and returns the user to the Overpayment Recoveries screen.
Details	
Payee Name (Search)	Opens the Case Participants pop-up screen which displays the Recipient and a list of Providers assigned to the case.
Special Transaction Number (Search)	Opens the Special Transaction Numbers pop-up screen to allow search and selection of the special transaction which caused the overpayment. The list will be filtered to display only special transactions in a Processed status.

Data Elements

The following data elements are associated with the Create Overpayment Occurrence screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Overpayment Occurrence					
Service Period					
Service Period From Date	The begin date of the first pay period in which the overpayment occurred.	Date MM/DD/YYYY	Yes	No	Yes
Service Period To Date	The end date of the last pay period in which the overpayment occurred.	Date MM/DD/YYYY	Yes	No	Yes
Details					
Payee Name	The first name and last name of the Recipient or Provider who incurred the overpayment.	String	Yes	No	Yes
Program	<p>The program associated with the overpayment.</p> <p>The drop-down values will be filtered based on the user's security role. A WPCS user will only be able to select the WPCS program. Conversely, an IHSS user will only be able to select the IHSS program.</p>	Drop-down List	Yes	No	Yes
Overpayment Type	<p>The type of overpayment which occurred.</p> <p>WPCS users will only have the following options in the Drop-down list:</p> <ul style="list-style-type: none"> • Excess Compensation - Hours • Excess Compensation - Rate • Special Transaction 	Drop-down List	Yes	No	Yes
Reason	The reason the overpayment occurred.	Drop-down List	Yes	No	Yes
Special Transaction Number	The unique number generated by the system for the special transaction which caused the overpayment.	String	No	No	Yes
Comments					
Comments	Additional information about the overpayment. Up to 5,000 characters can be entered.	String	No	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Special Transaction Numbers

CI	Document Name
CI-116593 - DSD SC Special Transaction Numbers IMPLEMENTED	DSD_SC_Special_Transaction_Numbers.doc

The Special Transaction Numbers pop-up is displayed when the Special Transaction Number search icon is selected from the Create Overpayment Occurrence screen. The pop-up displays special transactions processed on the case (Status is Processed). If the number of records exceeds 50, the user will be requested to refine his/her search by entering a service period range.

The screenshot shows a modal dialog box titled "Special Transaction Numbers". At the top right are a question mark icon and a close button. Below the title is a note: "* required field". The main search area has a dropdown menu set to "a" and a date range selector with "From Date" and "To Date" fields. A "Search" button is located below the date fields. A scrollable list of transaction details is shown, with columns for "Special Transaction Number", "Payee Name", "Service From", "Type", "Amount", "Hours", and "Status". The "Status" column shows all entries as "Processed". At the bottom right of the list is a "Close" button.

Figure – Special Transaction Numbers

Actions/Functions

The following hyperlink functionality will be associated with the Special Transaction Numbers pop-up:

Action	Function
Search	Performs a search of special transactions based on the criteria entered.
Select	Selects the special transaction and populates the Special Transaction Number field on the Create Overpayment Occurrence screen.
Close	Closes the pop-up without the selection of a special transaction.

Data Elements

The following data elements are associated with the Special Transaction Numbers pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period From Date	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Service Period To Date	The last day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	Yes	No	Yes
Search Results					
Special Transaction Number	The unique number generated by the system for this special transaction.	String	No	No	No
Payee Name	The name of the Recipient or Provider associated to the case to which the transaction pertains in Last Name, First Name order.	String	No	No	No
Service From	The first day of the pay period for which the transaction is applicable.	Date (MM/DD/YYYY)	No	No	No
Type	The type of special transaction.	String	No	No	No
Amount	The amount associated with the special transaction.	Decimal	No	No	No
Hours	The hours associated with the special transaction. Displayed in an HH:MM format.	Integer	No	No	No
Status	The status of the special transaction.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Overpayment Recovery

CI
CI-116602 - DSD SC View Overpayment Recovery Excess Compensation Hours Cluster IMPLEMENTED

When the Save link is selected on the Create Overpayment Occurrence screen or when the View link is selected on the Overpayment Recoveries screen for a specific overpayment, the View Overpayment Recovery screen displays. The View Overpayment Recovery screen has several cluster with various actions depending upon the Overpayment Type allowing the user edit or view information about the occurrence of an overpayment and its recovery method.

The screen includes a Manage cluster which allows the user to Stop Collection or Submit Recovery or Cancel Recovery. The Stop Collection link displays when the Recovery Status cluster displays a Status of "Active". The Submit Recovery action sends the Overpayment Recovery information to payroll and changes the status to "Pending Payroll". When the Overpayment Recovery is processed in the nightly back the Status is updated to "Active". The Cancel Recovery link displays when the Status is "Pending".

On the View Overpayment Recovery screen there are three page navigation tabs, the default "View Overpayment Recovery". The "Collections" tab which allows users to create Overpayment Collections outside of the on-going overpayment recovery. For example, if a Provider who has an active overpayment wishes to make an "extra" payment or pay-off the existing overpayment recovery, the user accesses the Collections tab. From the Collections cluster, the user selects the "New" action which displays the Create Overpayment Collections pop-up which will allow the user to enter the information associated with the payment. If the payment amount is equal to the "Balance" indicated in the "Recovery Status" section of the View Overpayment Recovery screen, when the payment is processed, the overpayment will automatically be closed. If the payment amount is less than the "Balance" when the payment is processed, the balance of the overpayment will be decreased by the amount of the payment.

The "History" tab allows a user to see the high level and detail history of transactions which have processed against the overpayment recovery.

The Overpayment Type selected on the "Create Overpayment Occurrence" screen dictates clusters which will be displayed on the View Overpayment Recovery screen. Below are samples of each variation of the screen based on overpayment type.

Excess Compensation Hours Details Cluster

For an overpayment type of Excess Compensation - Hours, the Excess Compensation Hours Details cluster displays. The user is required to enter the overpaid hours per day per pay period on the Create/Modify Overpayment Pay Period screens. As the Pay Period records for the Service Period(s) are created or modified, the data is interfaced to Advantage and the Net Overpayment for each Pay Period is calculated and populated to the "Net Overpayment" field. The "Net Overpayments" for all Pay Periods in the Service Period are summed and displayed in the "Recovery Amount" fields in the "Recovery Status" cluster.

The screenshot shows a web-based application interface for managing overpayments. At the top, there's a header with the system name 'CMIPS II Case Management Information Payroll System II', a search bar labeled 'Case Number' with a magnifying glass icon, and a 'Welcome' message. Below the header, there's a large form area divided into several sections:

- Top Section:** A 'To Date' field set to '06/30/2020'. To the right are buttons for 'Close' and a question mark icon.
- Middle Left Section:** Fields for 'Program' (set to 'IHSS'), 'Reason' (set to 'Other'), and 'Overpayment Number' (redacted).
- Middle Right Section:** Fields for 'Recipient Name' (redacted) and 'District Office' (set to '19 47 District Office').
- Table Section:** A table showing time and monetary details:

Recovered Hours	Overpaid Overtime Hours	Recovered Overtime Hours	Net Overpayment
00:00	03:00	00:00	\$132.36

 Below the table are summary fields: 'Total Recovered Hours (HH:MM)' and 'Total Recovered Overtime Hours (HH:MM)', both set to '00:00'.
- Status Section:** A section showing 'Status: Active' and 'Stop Date'.
- Recovery Payee Section:** Fields for 'Recovery Payee' (redacted) and 'Amount Per Payment' (\$0.00).
- Message Section:** A message box stating 'I away on 7/7/2020. Provider [redacted] had claimed service hour during the hospitalization and creating an overpayment on # 132.36'.
- Bottom Section:** A 'Close' button.

Figure – View Overpayment Recovery – Excess Compensation Hours Details Cluster

Excess Compensation Rate Details Cluster

For an overpayment type of Excess Compensation - Rate, the Excess Compensation Rate Details cluster will display. The user is required to enter the Overpaid Hours, the Paid Rate and the Correct Rate on the Modify Excess Compensation Rate Details screen. Based on these entries, the system will calculate the Total Net Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the text "CMIPS II Case Management Information Payroll System II" and a search icon. Below the header, there's a toolbar with a "Close" button and a help icon. The main area is titled "Recovery..." and contains several clusters of input fields:

- To Date:** 01/31/2020
- Program:** IHSS
Reason: Administrative Error
Overpayment Number: [REDACTED]
- Recipient Name:** [REDACTED]
District Office: 19 47 District Office
- Correct Rate:** \$13.80
- Status:** Pending
Stop Date:
- Recovery Payee:** [REDACTED]
Amount Per Payment: \$0.00

At the bottom of the window, there's another "Close" button.

Figure – View Overpayment Recovery – Excess Compensation Rate Details Cluster

Excess Compensation Travel Details Cluster

For an overpayment type of Excess Compensation - Travel, the Excess Compensation Travel Details cluster displays. The user is required to enter the overpaid hours per day per pay period on the Create/Modify Overpayment Pay Period screens. As the Pay Period records for the Service Period(s) are created or modified, the data is interfaced to Advantage and the Net Overpayment for each Pay Period is calculated and populated to the "Net Overpayment" field. The "Net Overpayments" for all Pay Periods in the Service Period are summed and displayed in the "Recovery Amount" fields in the "Recovery Status" cluster.

SIMPS II Case Management Information Payroll System II

Case Number: Welcome

Close ?

Stop Collection...

To Date: 06/30/2020

Program: IHSS
Reason: Fraud
Overpayment Number: [REDACTED]

Recipient Name: [REDACTED]
District Office: 0131 District Office

Recovered Hours	Overpaid Overtime Hours	Recovered Overtime Hours	Net Overpayment
08:20	06:40	06:40	\$157.22
04:34	36:50	06:14	\$744.49
00:00	08:20	00:00	\$168.43
00:00	00:00	00:00	\$0.00
00:00	26:40	00:00	\$538.98
00:00	26:40	00:00	\$718.64

Total Recovered Hours (HH:MM): 12:54
Total Recovered Overtime Hours (HH:MM): 12:54

Status: Active
Stop Date:

Recovery Payee: [REDACTED]

Amount Per Payment: \$0.00

Amount from April to June.

Close

Figure – View Overpayment Recovery – Excess Compensation Travel Details Cluster

Advance Payment Overpayment Details Cluster

For an overpayment type of Advance Pay – Recipient Payroll Deductions or Advance Pay – Other, the Advance Payment Overpayment Details cluster will display.

For Advance Pay – Recipient Payroll Deductions the user is required to enter the Overpaid Hours. Advance Pay - Recipient Payroll Deductions are recouped from future payments as a reduction to hours paid rather than a dollar-based recovery, so the system does not calculate the Total Gross Overpayment. For an overpayment type of Advance Pay – Other, the user is required to enter the Overpaid Hours and the Rate. The system will use these two values to calculate the Total Gross Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for managing payroll overpayments. At the top, it says "CMPS II Case Management Information Payroll System II". Below that is a search bar and a "Welcome" message. The main area is titled "Advanced Payment Overpayment Details". It contains several input fields:

- "Program: IHSS"
- "Reason: Advance Pay"
- "Overpayment Number: [REDACTED]"
- "Recipient Name: [REDACTED]"
- "District Office: 19 19 District Office"
- "Rate: \$13.80"
- "Total Recovered Hours (HH:MM): 00:00"
- "Status: Pending"
- "Stop Date: [REDACTED]"
- "Recovery Payee: [REDACTED]"
- "Amount Per Payment: \$0.00"

A "Close" button is located at the bottom left of the form area.

Figure – View Overpayment Recovery – Advanced Payment Overpayment Cluster

Special Transaction Overpayment Details Cluster

For an overpayment type of Special Transaction where the special transaction was hours-based, the Special Transaction Overpayment Details cluster displays. The user is required to enter overpaid hours on the Modify Special Transaction Overpayment Details screen. Based on this entry and the processing details of the special transaction, the system will determine whether or not the original Special Transaction paid overtime. The Total Net Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the system name and navigation links. Below it is a large, multi-section form. The sections include:

- Program:** IHSS
- Reason:** Administrative Error
- Overpayment Number:** [REDACTED]
- Recipient Name:** [REDACTED]
- District Office:** 19 35 District Office
- Total Recovered Hours (HH:MM):** 00:00
- Total Recovered Overtime Hours (HH:MM):** 00:00
- Status:** Cancelled
- Stop Date:** [REDACTED]
- Recovery Payee:** [REDACTED]
- Amount Per Payment:** \$0.00
- Note:** \$5.50 x11hrs \$6= \$55.50 overpayment.

At the bottom left of the form is a "Close" button.

Figure – View Overpayment Recovery - Special Transaction Overpayment Details Cluster

Dollar-Based Overpayments – Converted Overpayment, Legacy Special Transaction, Restaurant Meals, Share of Cost and Special Transactions

Unlike other types of overpayments where the system calculates the Total Net Overpayment based on hours and rate information provided by the user, dollar-based legacy special transaction, restaurant meals, share of cost and special transaction overpayment types require that the user enter the Recovery Amount on the Modify Recovery Setup screen. The overpayment type of Converted Overpayment is used for conversion purposes and cannot be selected by the user.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the system name, case number search, and user welcome. Below the header is a toolbar with a close button and a help icon. The main area is a large form divided into several sections:

- Recovery...**: A section containing a "Close" button.
- To Date:** 02/29/2020
- Program:** IHSS
Reason: Advance Pay
Overpayment Number: [REDACTED]
- Recipient Name:** [REDACTED]
District Office: 19 19 District Office
- Rate:** \$13.80
Total Recovered Hours (HH:MM): 00:00
- Status:** Pending
Stop Date:
- Recovery Payee:** [REDACTED]
Amount Per Payment: \$0.00

Figure – View Overpayment Recovery – Dollar-Based Overpayments

Actions/Functions

The following hyperlink functionality will be associated with the View Overpayment Recovery screen:

Action	Function
Context Tabs	
History (Tab)	Displays the Overpayment Recovery History screen which lists the changes that have occurred on that particular overpayment recovery.
Collections (Tab)	Displays the Overpayment Recovery Collections screen which lists the collections made against the overpayment.
Screen	
Close	Closes the screen and returns the user to the Overpayment Recovery screen.

Manage Area	
Submit Recovery	Displays the Submit Overpayment Recovery pop-up for the user to activate the recovery. This option is only available when the Status in the Recovery Status cluster is Pending.
Cancel Recovery	Displays the Cancel Overpayment Recovery pop-up for the user to cancel an overpayment recovery. For Payroll Deduction Recovery Methods: This option is only available when the Status in the Recovery Status cluster is Pending or Pending Payroll. For Personal Payment Recovery Methods: This option is only available when the Status in the Recovery Status cluster is Pending.
Stop Collection	Displays the Stop Overpayment Collection pop-up for the user to enter the date to stop the overpayment collections. For Payroll Deduction Recovery or Person Payment Recovery Methods: This option is only available when the Status in the Recovery Status cluster is Active.
Occurrence	
Edit Occurrence	Displays the Modify Overpayment Occurrence screen to allow the user to modify overpayment occurrence details.
Excess Compensation – Hours or Excess Compensation – Travel	
Add Overpayment Pay Period	Displays the Select Warrant pop-up for the first pay-period associated with the From Date or if some pay-periods records exist, the next pay-period in the Service Period From Date and To Date. This action displays when one or more of the Pay-Periods in the Service Period From Date and To Date has not yet been created. When all pay period in the Service Period have been created, this button will no longer be accessible.
View (Overpayment Pay Period)	Displays the View Overpayment Pay Period screen.
Edit (Overpayment Pay Period)	Displays the Modify Overpayment Pay Period screen. This option is only available when the overpayment is in a Pending or Pending Payroll status.
Excess Compensation – Rate	
Edit Excess Compensation Rate Details	Displays the Modify Excess Compensation Rate Details screen to allow the user to add and modify the details of an Excess Compensation – Rate overpayment type. This option will be available only when an overpayment is in a Pending or Pending Payroll status.
Advance Payment	
Edit Advance Payment Overpayment Details	Displays the Modify Advance Payment Overpayment Details screen to allow the user to add and modify the details of an Advance Pay overpayment type. This option will be available only when an overpayment is in a Pending or Pending Payroll status.
Special Transaction	
Edit Special Transaction Overpayment Details	Displays the Modify Special Transaction Overpayment Details screen to allow the user to add and modify the details of an hours-based Special Transaction overpayment type. This option will be available only when an overpayment is in a Pending or Pending Payroll status.
Recovery Setup	
Edit Recovery Setup	Displays the Modify Overpayment Recovery Setup screen to allow the user to create and modify the overpayment recovery setup information. This option will not be available on Advance Pay – Recipient Payroll Deductions overpayment types and overpayments which are in a Cancelled, Stopped or Closed status.

Data Elements

The following data elements are associated with the View Overpayment Recovery screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Occurrence					

Service Period					
Service Period From Date	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Service Period To Date	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Payee Name	The first name and last name (in this order) of the Recipient or Provider who incurred the overpayment.	String	No	No	No
Program	The program associated with the overpayment.	String	No	No	No
Overpayment Type	The type of overpayment which occurred.	String	No	No	No
Reason	The reason the overpayment occurred.	String	No	No	No
Special Transaction Number	The unique number generated by the system for the special transaction which caused the overpayment. There will be a value in this field only for Special Transaction overpayment types.	String	No	No	No
Overpayment Number	The unique number generated by the system for the overpayment.	String	No	No	No

Case

Case Number	The case number of the case on which the overpayment occurred.	Number	No	No	No
Recipient Name	The first name and last name (in this order) of the Recipient associated to the case on which the overpayment occurred.	String	No	No	No
County	Name of county which served the case when the overpayment occurred.	String	No	No	No
District Office	District which served the case when the overpayment occurred (2-digit county number + 2-digit district number + district name).	String	No	No	No
Funding Source	The funding source during the period in which the overpayment occurred.	String	No	No	No

Excess Compensation Hours Details - Displays when the Overpayment Type is Excess Compensation – Hours.

From Date	The beginning date of the pay period in which an overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Overpaid Hours	The hours overpaid in the pay period.	Integer (HH:MM)	No	No	No
Recovered Hours	The hours recovered for the pay period during the collection process.	Integer (HH:MM)	No	No	No
Overpaid Overtime Hours	The overpaid overtime hours.	Integer (HH:MM)	No	No	No
Recovered Overtime Hours	The overtime hours recovered for the pay period during the collection process.	Integer (HH:MM)	No	No	No
Net Overpayment	The net amount of the overpayment for the pay period.	Decimal	No	No	No
Total Overpaid Hours	System Generated: The hours overpaid for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Hours	System Generated: The total hours recovered to date.	Integer (HH:MM)	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No

Excess Compensation Travel Details - Displays when the Overpayment Type is Excess Compensation – Travel.

Total Overpaid Hours	System Generated: The hours overpaid for all pay periods.	Integer (HH:MM)	No	No	No
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Total Recovered Hours	System Generated: The total hours recovered to date.	Integer (HH:MM)	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No

Excess Compensation Rate Details - Displays when the Overpayment Type is Excess Compensation – Rate

Overpaid Hours (HH:MM)	The hours paid at the incorrect rate. Displayed in an HH:MM format.	Integer	No	No	No
Paid Rate	The rate at which the payee was paid, causing the overpayment.	Decimal	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours, Paid Rate and Correct Rate.	Decimal	No	No	No
Correct Rate	The rate at which the payee should have been paid.	Decimal	No	No	No

Advance Payment Overpayment Details - Displays when overpayment type is Advance Pay – Recipient Payroll Deductions or Advance Pay – Other.

Overpaid Hours (HH:MM)	The total hours overpaid. Displayed in an HH:MM format.	Integer	No	No	No
Rate	The rate at which the overpaid hours were paid. This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Gross Overpayment	The system-calculated gross amount of the overpayment based on user entered Overpaid Hours and Rate. This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Displayed in an HH:MM format.	Integer	No	No	No

Special Transaction Overpayment Details - Displays when the Overpayment Type is Special Transaction and the special transaction was entered using hours.

Overpaid Hours (HH:MM)	The total hours overpaid. Displayed in an HH:MM format.	Integer	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Displayed in an HH:MM format. This field will not be populated if the Bypass Hours option was specified on the Special Transaction.	Integer	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours.	Decimal	No	No	No

Recovery Status - Displays for all overpayment types.

Recovery Amount	The amount to be recovered. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Collected to Date	The amount collected to date.	Decimal	No	No	No
Balance	The remaining amount to be collected. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Status	The system-generated status of the overpayment.	String	No	No	No
Stop Date	The date collections against the overpayment were stopped.	Date (MM/DD/YYYY)	No	No	No

Recovery Setup - Displays for all overpayment types.					
Recovery Case	The name of the case from which the overpayment is to be collected.	String	No	No	No
Recovery Payee	The name of the payee from which the overpayment is to be collected.	String	No	No	No
Recovery Method	The method to be used for recovery.	String	No	No	No
Installment Type	The type of installments to be taken.	String	No	No	No
Amount Per Payment	The amount to be recovered per payment.	Decimal	No	No	No
Comments	Additional information about the overpayment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Overpayment Occurrence

CI	Document Name
CI-67381 - DSD SC Modify Overpayment Occurrence [IMPLEMENTED]	DSD_SC_Modify_Overpayment_Occurrence.doc

When the Edit Occurrence action is selected from the View Overpayment Recovery screen the Modify Overpayment Occurrence pop-up displays allowing the user to modify overpayment occurrence information. Modifications are only allowed when the Overpayment Recovery Status is Pending or Pending Payroll.

Figure – Modify Overpayment Occurrence

Actions/Functions

The following hyperlink functionality will be associated with the Modify Overpayment Occurrence pop-up:

Action	Function
Save	Saves the entries to the overpayment occurrence and returns the user to the View Overpayment Recovery screen.
Cancel	Cancels the modify action and returns the user to the View Overpayment Recovery screen.

Data Elements

The following data elements are associated with the Modify Overpayment Occurrence pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Overpayment Occurrence					

Service Period						
Service Period From Date	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	Yes	No	Yes, while status is Pending or Pending Payroll	
Service Period To Date	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	Yes	No	Yes, while status is Pending or Pending Payroll	
Details						
Payee Name	The first name and last name of the Recipient or Provider who incurred the overpayment.	String	Yes	No	Yes, while status is Pending or Pending Payroll	
Program	The program associated with the overpayment.	String	Yes	No	Yes, while status is Pending or Pending Payroll	
Overpayment Type	The type of overpayment which occurred.	String	Yes	No	Yes, while status is Pending or Pending Payroll	
Reason	The reason the overpayment occurred.	Drop-down List	Yes	No	Yes, while status is Pending or Pending Payroll	
Special Transaction Number	The unique number generated by the system for the special transaction which caused the overpayment.	String	No	No	Yes, while status is Pending or Pending Payroll	
Comments						
Comments	Additional information about the overpayment. Up to 5,000 characters can be entered.	String	No	No	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Overpayment Pay Period

CI	Document Name
 CI-67369 - DSD SC Create Overpayment Pay Period IMPLEMENTED	DSD_SC_Create_Overpayment_Pay_Period.doc

When the Save link is selected on the Select Warrant pop-up the Create Overpayment Pay Period pop-up displays for the first or next sequential pay period in the Service Period. The Create Overpayment Pay Period pop-up displays the information from the selected warrants for the pay period and allows the user to record overpaid hours by day within a pay period. If the overpayment spans multiple pay periods, the user can select the Save & New link to access the Select Warrant pop-up for the next pay period. If the Overpayment Recovery spans multiple pay periods, but one of those pay periods had no overpaid hours the user must select the "No Overpaid Hours for this Pay Period" check box.

Figure – Create Overpayment Pay Period

Actions/Functions

The following hyperlink functionality will be associated with the Create Overpayment Pay Period pop-up:

Action	Function
Save	Saves the pay period entries and interfaces the data to Payroll to calculate the net overpayment for the pay period and returns the user to the View Overpayment Pay Period pop-up.
Save & New	<p>This link only displays when the Service Period From Date and To Date on the View Overpayment Recovery screen spans more than one pay period.</p> <p>This link will not display when the Service Period is the last pay period in the Service Period.</p> <p>Saves the pay period entries and interfaces the data to Payroll to calculate the net overpayment for the pay period and returns the user to the Overpayment Recovery – Select Warrant for the next pay period.</p>
Cancel	Cancels the pay period entries and returns the user to the Overpayment Recovery – Select Warrant pop-up.

Data Elements

The following data elements are specific to the Create Overpayment Pay Period pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Service Period	The Pay Period From and To dates	Date (MM/DD/ YYYY – MM/DD/ YYYY)	No	No	No
Program	The program associated with the overpayment	String	No	No	No
No Overpaid Hours for this Pay Period	Allows the user to designate that there were no overpaid hours for the pay period.	Checkbox	No	Unchecked	Yes
Time Entries - Data displays for all days in all workweeks in a pay period. Each day in the pay period should be populated with the aggregated daily totals from the warrants selected on the Select Warrant pop-up. The only fields which are editable are the Overpaid Hours fields in the pay period. Overpaid Hours will be populated to the Overpaid Hours field when a Provider claimed and was paid for time and then the case or Provider was subsequently terminated or put on leave for the date. Tab order on this pop-up is from left to right, top to bottom.					
Date	The Sunday (SU) through Saturday (SA) workweek indicated populated with the applicable date for the displayed pay period	String	No	No	No
Paid Hours	Indicates the total number of hours paid to the Provider from the warrants selected	Integer (00:00)	No	No	No
Overpaid Hours	User entry of the number of overpaid hours for a day previously paid	Integer (00:00)	No	Yes, if Provider or case put on Leave or Terminated after hours were paid. The number of hours previously paid	Yes
Weekly Totals					
Total Hours: (HH:MM)	System Generated: The Total Paid Hours or Overpaid Hours for by workweek in a pay period.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Overpayment Pay Period

CI	Document Name
CI-67335 - DSD SC View Overpayment Pay Period IMPLEMENTED	DSD_SC_View_Overpayment_Pay_Period.doc

The View Overpayment Pay Period pop-up is displayed when the View link is selected on the View Overpayment Recovery screen. The View Overpayment Pay Period pop-up allows the user to view overpaid hours by day within a pay period.

Paid Hours		Overpaid Hours		Paid Hours		Overpaid Hours		Paid Hours		Overpaid Hours	
HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM	HH : MM
SUN 2:	04:08	00:00	SUN 9:	04:08	00:00	SUN:	00:00	00:00	00:00	00:00	00:00
MON 3:	04:08	00:00	MON 10:	04:08	00:00	MON:	00:00	00:00	00:00	00:00	00:00
TUE 4:	04:08	00:00	TUE 11:	04:08	00:00	TUE:	00:00	00:00	00:00	00:00	00:00
WED 5:	04:08	00:00	WED 12:	04:08	00:00	WED:	00:00	00:00	00:00	00:00	00:00
THU 6:	04:08	00:00	THU 13:	04:08	00:00	THU:	00:00	00:00	00:00	00:00	00:00
FRI 7:	04:08	00:00	FRI 14:	04:08	00:00	FRI:	00:00	00:00	00:00	00:00	00:00
SAT 8:	04:08	00:00	SAT 15:	04:08	00:00	SAT:	00:00	00:00	00:00	00:00	00:00
Total Hours:	28:56	00:00	Total Hours:	28:56	00:00	Total Hours:	00:00	00:00	Total Hours:	00:00	00:00

Close

Figure – View Overpayment Pay Period

Actions/Functions

The following hyperlink functionality will be associated with the View Overpayment Pay Period pop-up:

Action	Function
Close	Closes the View Overpayment Pay Period screen and returns the user to the View Overpayment Recovery screen.

Data Elements

The following data elements are specific to the View Overpayment Pay Period pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Service Period	The Pay Period From and To dates	Date (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Program	The program associated with the overpayment.	String	No	No	No
No Overpaid Hours for this Pay Period	Allows the user to designate that there were no overpaid hours for the pay period.	Checkbox	No	No	No

Pay Period Weekly Hours Entries - Data displays for all days in all workweeks in a pay period. The only fields which are editable are the Overpaid Hours fields in the pay period. Overpaid Hours will be populated to the Overpaid Hours field when a provider claimed and was paid for time and then the case or provider was subsequently terminated or put on leave for the date.					
Date	The Sunday (SU) through Saturday (SA) workweek indicated populated with the applicable date for the displayed pay period	String	No	No	No
Paid Hours	Indicates the number of hours paid to the Provider	Integer (00:00)	No	No	No
Overpaid Hours	User entry of the number of overpaid hours for a day previously paid	Integer (00:00)	No	No	No
Total Hours: (HH:MM)	System Generated: The Total Paid Hours or Overpaid Hours for by workweek in a pay period.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Overpayment Pay Period

CI	Document Name
CI-67372 - DSD SC Modify Overpayment Pay Period IMPLEMENTED	DSD_SC_Modify_Overpayment_Pay_Period.doc

The Modify Overpayment Pay Period pop-up is displayed when the Edit link is selected on the View Overpayment Recovery screen. The Modify Overpayment Pay Period pop-up allows the user to modify previously recorded overpaid hours by day within a pay period.

Period: [REDACTED]		Period: [REDACTED]		Period: [REDACTED]	
e Period: 08/01/2020-08/15/2020		Program: IHSS		No Overpaid Hours for this Pay Period: <input type="checkbox"/>	
Overpaid Hours	Paid Hours	Overpaid Hours	Paid Hours	Overpaid Hours	Paid Hours
HH:MM	HH:MM	HH:MM	HH:MM	HH:MM	HH:MM
00 : 00	SUN 2: 04:08	00 : 00	SUN 9: 04:08	00 : 00	SUN: 00:00
00 : 00	MON 3: 04:08	00 : 00	MON 10: 04:08	00 : 00	MON: 00:00
00 : 00	TUE 4: 04:08	00 : 00	TUE 11: 04:08	00 : 00	TUE: 00:00
00 : 00	WED 5: 04:08	00 : 00	WED 12: 04:08	00 : 00	WED: 00:00
00 : 00	THU 6: 04:08	00 : 00	THU 13: 04:08	00 : 00	THU: 00:00
00 : 00	FRI 7: 04:08	00 : 00	FRI 14: 04:08	00 : 00	FRI: 00:00
01 : 00	SAT 8: 04:08	00 : 00	SAT 15: 04:08	00 : 00	SAT: 00:00
01 : 00	Total Hours: 28:56	00 : 00	Total Hours: 28:56	00 : 00	Total Hours: 00:00
<input type="button" value="Save"/> <input type="button" value="Cancel"/>					

Figure – Modify Overpayment Pay Period

Actions/Functions

The following hyperlink functionality will be associated with the Modify Overpayment Pay Period pop-up:

Action	Function
Select Warrant	Displays the Select Warrant pop-up for the associated pay period.
Save	Saves the pay period entries and interfaces the data to Payroll to calculate the net overpayment for the pay period. Returns the user to the View Overpayment Pay Period screen. The system calculated net overpayment for each pay period and total net overpayment (for all pay periods) can be viewed on the View Overpayment Recovery screen.
Cancel	Cancels the pay period entries and returns the user to the View Overpayment Recovery screen.

Data Elements

The following data elements are specific to the Modify Overpayment Pay Period pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Service Period	The Pay Period From and To dates	Date (MM/DD/YYYY – MM/DD/YYYY)	Yes	No	No
Program	The program associated with the overpayment.	String	No	No	No
No Overpaid Hours for this Pay Period	Allows the user to designate that there were no overpaid hours for the pay period.	Checkbox	No	No	Yes
Time Entries - Data displays for all days in all workweeks in a pay period. The only fields which are editable are the Overpaid Hours fields in the pay period. Overpaid Hours will be populated to the Overpaid Hours field when a provider claimed and was paid for time and then the case or provider was subsequently terminated or put on leave for the date.					
Date	The Sunday (SU) through Saturday (SA) workweek indicated populated with the applicable date for the displayed pay period	String	No	No	No
Paid Hours	Indicates the number of hours paid to the provider	Integer (00:00)	No	No	No
Overpaid Hours	User entry of the number of overpaid hours for a day previously paid	Integer (00:00)	No	No	Yes
Total Hours: (HH:MM)	System Generated: The Total Paid Hours or Overpaid Hours for by workweek in a pay period.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Excess Compensation Rate Details

CI	Document Name
CI-67366 - DSD SC Modify Excess Compensation Rate Details IMPLEMENTED	DSD_SC_Modify_Excess_Compensation_Rate_Detail.doc

The Modify Excess Compensation Rate Details pop-up is displayed when the Edit Excess Compensation Rate Details link is selected on the View Overpayment Recovery screen. The Modify Excess Compensation Rate Details pop-up allows the user to add and modify information about an overpayment resulting from the use of an incorrect rate.

Modify Excess Compensation Rate Details: ? X

* required field

Excess Compensation Rate Details

Overpaid Hours (HH:MM): * :

Paid Rate: *

Correct Rate: *

Save Cancel

Figure – Modify Excess Compensation by Rate Details

Actions/Functions

The following hyperlink functionality will be associated with the Modify Overpaid by Rate Details pop-up:

Action	Function
Save	Saves the entries and interfaces the data to Payroll to calculate the net overpayment. Returns the user to the View Overpayment Recovery screen where the system calculated Total Net Overpayment can be viewed.
Cancel	Cancels the Edit action and returns the user to the View Overpayment Recovery screen.
Details	
Paid Rate (Search)	Opens the County Pay Rate pop-up window which lists the county pay rates.
Correct Rate (Search)	Opens the County Pay Rate pop-up window which lists the county pay rates.

Data Elements

The following data elements are associated with the Modify Overpaid by Rate Details pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Overpaid Hours (HH:MM)	The hours paid at the incorrect rate. Displayed in an HH:MM format.	Integer	Yes	No	Yes
Paid Rate	The rate at which the payee was paid, causing the overpayment.	Decimal	Yes	No	Yes
Correct Rate	The rate at which the payee should have been paid.	Decimal	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Advance Payment Overpayment Details

CI	Document Name
 CI-67358 - DSD SC Modify Advance Payment Overpayment Details IMPLEMENTED	DSD_SC_Modify_Advance_Payment_Overpayment_Detail.doc

The Modify Advance Payment Overpayment Details pop-up is displayed when the Edit Advance Payments Overpayment Details link is selected on the View Overpayment Recovery screen. The Modify Advance Payment Overpayment Details pop-up screen allows the user to add and modify information about an overpayment to an Advance Payment Recipient.

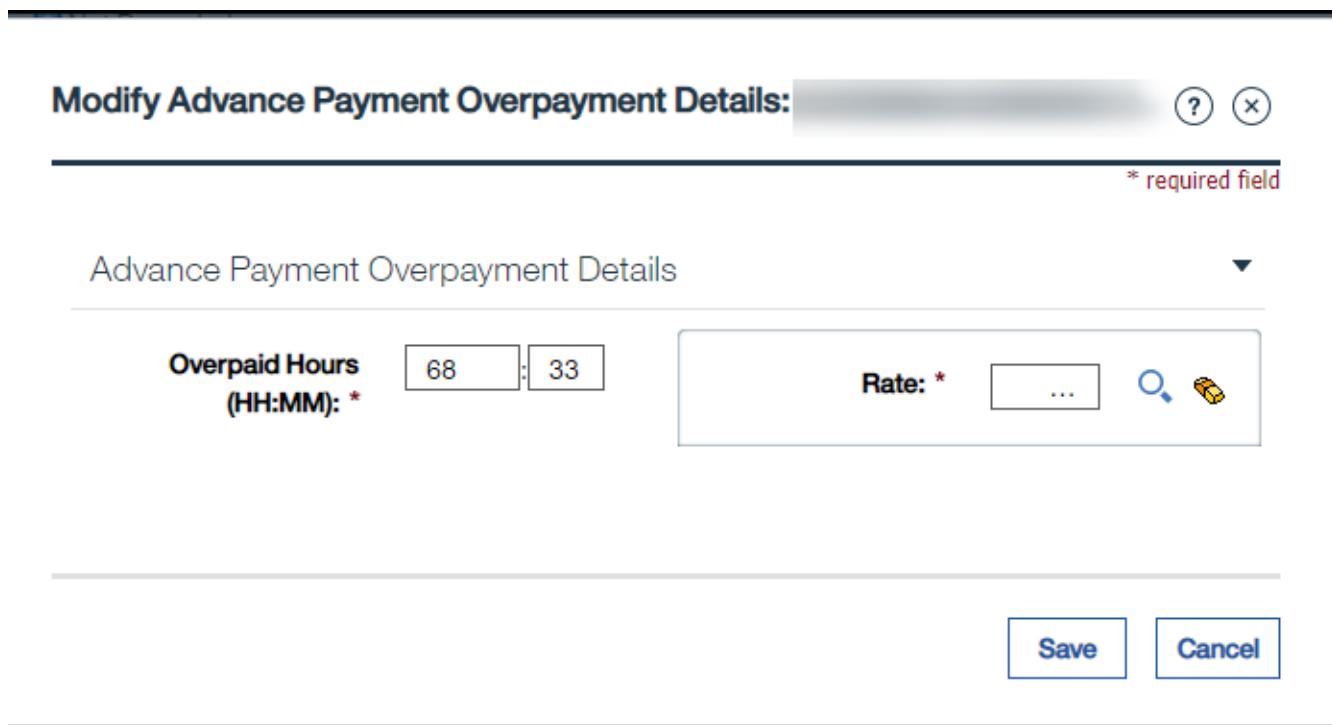


Figure – Modify Advance Payment Overpayment Details

Actions/Functions

The following hyperlink functionality will be associated with the Modify Advance Payment Overpayment Details pop-up:

Action	Function
Save	Saves the entries and returns the user to the View Overpayment Recovery screen.
Cancel	Cancels the Edit action and returns the user to the View Overpayment Recovery screen.
Details	
Rate (Search)	Opens the County Pay Rate pop-up window which lists the county pay rates.

Data Elements

The following data elements are associated with the Modify Advance Payment Overpayment Details pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Overpaid Hours (HH:MM)	The number of overpaid hours. Displayed in an HH:MM format.	Integer	Yes	No	Yes
Rate	The rate at which the overpaid hours were paid.	Decimal	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Special Transaction Overpayment Details

CI	Document Name
 CI-67370 - DSD SC Modify Special Transaction Overpayment Details IMPLEMENTED	DSD_SC_Modify_Special_Transaction_Overpayment_Details.doc

The Modify Special Transaction Overpayment Details pop-up is displayed when the Edit Special Transaction Overpayment Details link is selected on the View Overpayment Recovery screen. The Modify Special Transaction Overpayment Details pop-up allows the user to add and modify information about an overpayment to a special transaction.

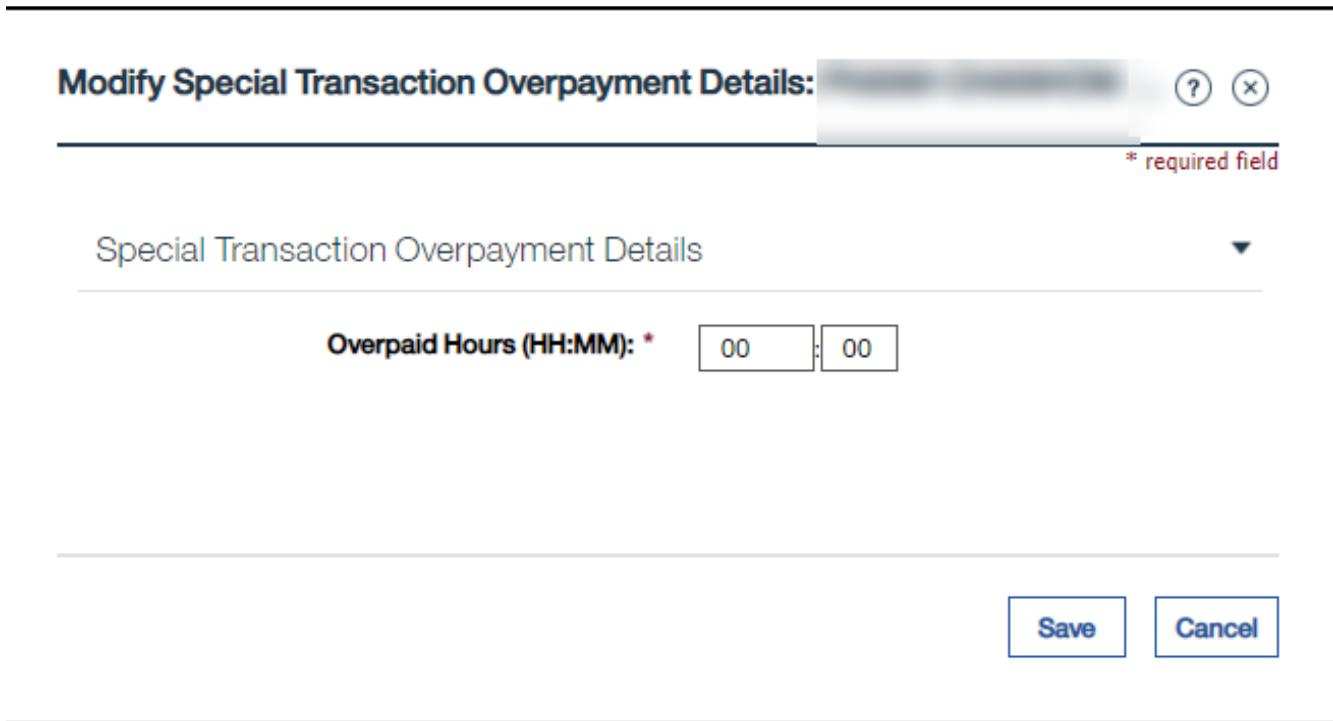


Figure – Modify Special Transaction Overpayment Details

Actions/Functions

The following hyperlink functionality will be associated with the Modify Special Transaction Overpayment Details pop-up:

Action	Function
Save	Saves the entries and interfaces the data to Payroll to calculate the net overpayment for the service month. Returns the user to the View Overpayment Recovery screen where the system calculated total net overpayment can be viewed.
Cancel	Cancels the Edit action and returns the user to the View Overpayment Recovery screen.

Data Elements

The following data elements are associated with the Modify Special Transaction Overpayment Details pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Overpaid Hours (HH:MM)	The number of overpaid hours. Displayed in an HH:MM format.	Integer	Yes	No	Yes
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Overpayment Recovery Setup

CI	Document Name
CI-67380 - DSD SC Modify Overpayment Recovery Setup IMPLEMENTED	DSD_SC_Modify_Overpayment_Recovery_Setup.doc

The Modify Overpayment Recovery Setup pop-up is displayed when the Edit Recovery Setup link is selected on the View Overpayment Recovery screen. The Modify Overpayment Recovery Setup pop-up allows the user to add and modify information about the recovery setup. Any updates to the recovery setup information for payroll deduction recovery methods will trigger an update to Payroll in the nightly batch cycle.

The screenshot shows the 'Modify Overpayment Recovery Setup' dialog box. At the top, there are buttons for help (?) and close (X). A note indicates '* required field'. Below this, a recovery amount of '\$5,923.43' is entered. The main section is titled 'Recovery Setup' and contains fields for 'Recovery Case' (with search and delete icons), 'Recovery Payee' (with search and delete icons), and 'Recovery Method' (a dropdown menu). Further down, 'Installment Type' and 'Amount Per Payment' are set to '\$0.00'. A 'Comments' area contains the text: 'Provider claimed and was paid for hours when the minor recipient was not in her custody.' At the bottom right are 'Save' and 'Cancel' buttons.

Figure – Modify Overpayment Recovery Setup

Actions/Functions

The following hyperlink functionality will be associated with the Modify Overpayment Recovery Setup pop-up:

Action	Function

Save	Save the changes to the overpayment recovery and returns the user to the View Overpayment Recovery screen. For the Recovery Method of Payroll Deduction when the status is Active: <ul style="list-style-type: none">Updates Send to Payroll indicator to 'Yes' (internal processing).
Cancel	Cancels the Edit action and returns the user to the View Overpayment Recovery screen.
Recovery Setup	
Recovery Case (Search)	Opens the Cases pop-up window which displays a list of cases to which the payee is associated state-wide.
Recovery Payee (Search)	Opens the Case Participants pop-up window which displays the Recipient and a list of Providers assigned to the case on which the overpayment occurred.

Data Elements

The following data elements are associated with the Modify Overpayment Recovery pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Recovery Amount					
Recovery Amount	The amount to be recovered.	Decimal	No	See below*	Yes**
Recovery Setup					
Recovery Case	Allows the user to select the case from which the overpayment should be collected. Once selected on the Cases pop-up, the name of the Recovery Case will be displayed.	String	No	Case on which the Over-payment occurred	Yes**
Recovery Payee	Allows the user to select the payee from which the overpayment should be collected. Once selected on the Case Participants pop-up, the name of the Recovery Payee will be displayed.	String	No	Payee to whom the Over-payment occurred	Yes**
Recovery Method	The method to be used for recovery.	Drop-down List	No	No	Yes**
Installment Type	The type of installments to be taken.	Drop-down List	No	No	Yes
Amount Per Payment	The amount to be recovered per payment. An entry in this field is required for Installment Types of Negotiated and Other	Decimal	No	No	Yes
Comments					
Comments	Additional information about the overpayment. Up to 200 characters can be entered.	String	No	No	Yes

*The recovery amount will default to the system calculated Total Net Overpayment for the following overpayment types:

- Excess Compensation – Hours
- Excess Compensation – Rate
- Special Transactions – Hours
- The recovery amount will default to the system calculated Total Gross Overpayment for Advance Pay – Other.

**These fields are editable only when the recovery status is Pending or Pending Payroll.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Submit Overpayment Recovery

CI	Document Name
 CI-67378 - DSD SC Submit Overpayment Recovery IMPLEMENTED	DSD_SC_Submit_Overpayment_Recovery.doc

When the Submit Recovery link is selected from the View Overpayment Recovery screen, the Submit Overpayment Recovery confirmation pop-up is displayed.



Figure – Submit Overpayment Recovery

Actions/Functions

The following hyperlink functionality will be associated with the Submit Overpayment Recovery pop-up:

Action	Function
Yes	<p>For the Recovery Method of Payroll Deduction:</p> <ul style="list-style-type: none">• Sets status to Pending Payroll.• Updates Send to Payroll indicator to 'Yes' (internal processing). <p>For the Recovery Method of Personal Deduction:</p> <ul style="list-style-type: none">• Sets status to Active.• Updates Send to Payroll indicator to 'No' (internal processing). <p>For both methods:</p> <ul style="list-style-type: none">• If the overpayment occurred on a case not associated with the user's county location, sends a notification to the case owner that the recovery has been submitted. See Tasks/Notifications for more details.• Returns the user to the View Overpayment Recovery screen.
No	Cancels the action and returns the user to the View Overpayment Recovery screen.

Data Elements

There are no data elements associated with the Submit Overpayment Recovery pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Overpayment Recovery

CI	Document Name
CI-67379 - DSD SC Cancel Overpayment Recovery IMPLEMENTED	DSD_SC_Cancel_Overpayment_Recovery.doc

When the Cancel Recovery link is selected from the View Overpayment Recovery screen, the Cancel Overpayment Recovery confirmation pop-up is displayed.



Figure – Cancel Overpayment Recovery

Actions/Functions

The following hyperlink functionality will be associated with the Cancel Overpayment Recovery pop-up:

Action	Function
Yes	Sets the status of overpayment recovery to Cancelled and updates the Send To Payroll indicator to 'No' (internal processing). Returns the user to the View Overpayment Recovery screen. If the overpayment occurred on a case not associated with the user's county location, sends a notification to the case owner that the recovery has been cancelled. See Tasks/Notifications for more details.
No	Cancels the action and returns the user to the View Overpayment Recovery screen.

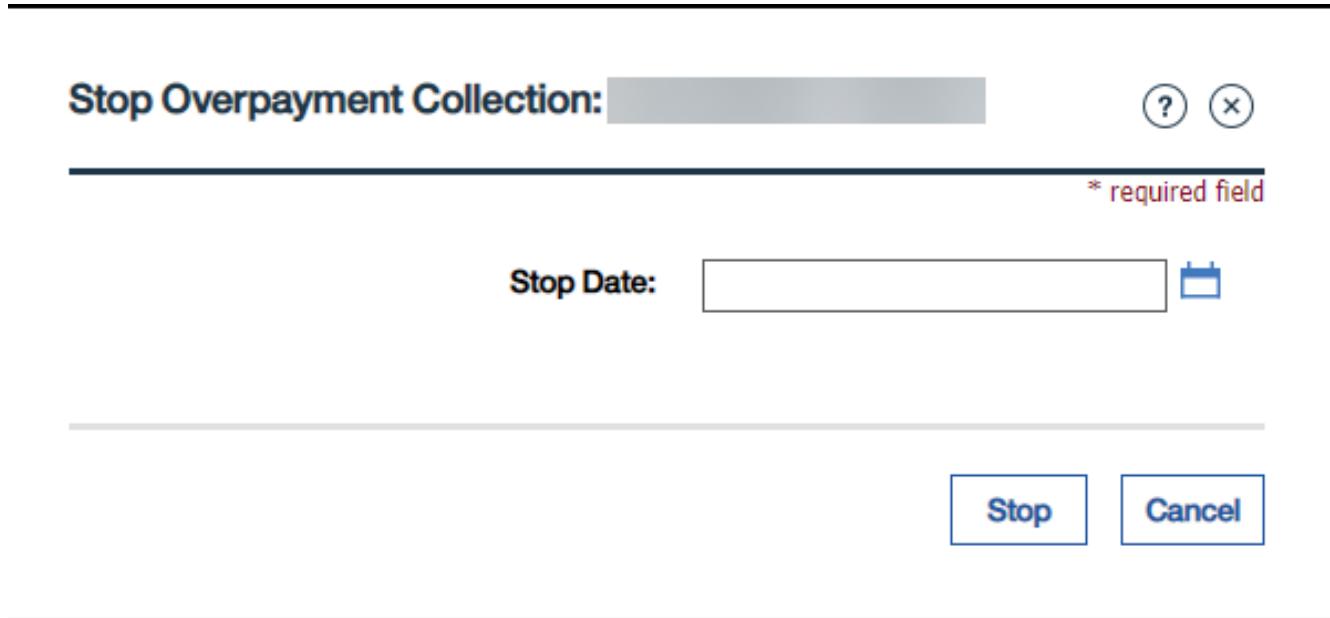
Data Elements

There are no data elements associated with the Cancel Overpayment Recovery pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Stop Overpayment Collection

CI	Document Name
CI-67329 - DSD SC Stop Overpayment Collection IMPLEMENTED	DSD_SC_Stop_Overpayment_Collection.doc

When the Stop Collection link is selected from the View Overpayment Recovery screen, the Stop Overpayment Collection confirmation pop-up is displayed.



The figure shows a modal dialog box titled "Stop Overpayment Collection". At the top right are a question mark icon and a close (X) icon. Below the title, a red asterisk followed by "required field" is placed next to a "Stop Date:" label and its input field. The input field has a blue calendar icon to its right. At the bottom right of the dialog are two buttons: "Stop" and "Cancel".

Figure – Stop Overpayment Collection

Actions/Functions

The following hyperlink functionality will be associated with the Stop Overpayment Collection pop-up:

Action	Function
Stop	For Payroll Deduction Recovery Methods: <ul style="list-style-type: none">Updates the Send to Payroll indicator to 'Yes' (internal processing) to request that Payroll cease collections via payroll deductions as of the specified date. For both methods: <ul style="list-style-type: none">Sets the status of overpayment recovery to Stopped.If the overpayment occurred on a case not associated with the user's county location, sends a notification to the case owner that the recovery has been stopped. See Tasks/Notifications for more details. Returns the user to the View Overpayment Recovery screen.
Cancel	Cancels the action and returns the user to the View Overpayment Recovery screen.

Data Elements

The following data elements are associated with the Stop Overpayment Collection pop-up screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Stop Date	The date that the collection should be stopped.	Date (MM/DD/YYYY)	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recovery History

CI	Document Name
CI-67340 - DSD SC Overpayment Recovery History IMPLEMENTED	DSD_SC_Overpayment_Recovery_History.doc

Accessed by selecting the History link on the View Overpayment Recovery and Overpayment Recovery Collection screens, the Overpayment Recovery History screen lists each change that occurred to a particular overpayment recovery record.

Figure – Overpayment Recovery History

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recovery History screen:

Action	Function
View	Displays the View Overpayment Recovery History pop-up and allows the user to view a snapshot of the overpayment recovery at the time of the change.
Close	Closes the screen and returns the user to the Overpayment Recoveries (by Person) screen.
Tabs	
View Overpayment Recovery (Tab)	Displays the View Overpayment Recovery screen and allows the user to view the current state of the overpayment recovery.
Collections (Tab)	Displays the Overpayment Recovery Collections screen which lists the collections made against the overpayment.

Data Elements

The following data elements are associated with the Overpayment Recovery History screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Payee Name	The name of the Recipient or Provider who incurred the overpayment in Last Name, First Name order.	String	No	No	No
Service From	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Service To	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No

Total Overpaid Hours	<p>The total hours overpaid.</p> <p>There will not be a value in this field for the following dollar-based overpayment types:</p> <ul style="list-style-type: none"> • Restaurant Meals • Share of Cost • Special Transaction • Converted Overpayment • Legacy Special Transaction. <p>Displayed in HH:MM format.</p>	Integer	No	No	No
Total Overpaid Overtime Hours	<p>The total number of overpaid overtime hours.</p> <p>Displayed in HH:MM format.</p>	Integer	No	No	No
Recovery Amount	<p>The amount to be recovered.</p> <p>There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.</p>	Decimal	No	No	No
Balance	<p>The remaining amount to be collected.</p> <p>There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.</p>	Decimal	No	No	No
Status	The system-generated status of the overpayment.	String	No	No	No
Updated By	The user who made the change to the Overpayment Recovery.	String	No	No	No
History Created	The date and time the change was made to this Overpayment Recovery.	Date/Time (MM/DD /YYYY HH:MM)	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Overpayment Recovery History

CI	Document Name
 CI-67368 - DSD SC View Overpayment Recovery History	DSD_SC_View_Overpayment_Recovery_History.doc IMPLEMENTED

Accessible by selecting the View link on the Overpayment Recovery History screen, the View Overpayment Recovery History pop-up allows the user to view a snapshot of overpayment recovery at the time of the change.

View Overpayment Recovery History: [REDACTED]



Occurrence

Service Period

From 07/01/2019 To 11/30/2019
Date: Date:

Payee Name: [REDACTED] Program: IHSS

Overpayment Type: Excess Compensation - Rate Reason: Administrative Error

Special Transaction Number: Overpayment Number: [REDACTED]

Case

Case Number: [REDACTED] Recipient Name: [REDACTED]

County: Los Angeles District Office: 19 19 District Office

Funding Source: PCSP

Excess Compensation Rate Details

Overpaid Hours (HH:MM): 00:00 Paid Rate: \$0.00

Total Net Overpayment: \$0.00 Correct Rate: \$0.00

Recovery Status

Recovery Amount: \$0.00 Status: Pending

Collected to Date: \$0.00 Stop Date:

Balance: \$0.00

Recovery Setup

Recovery Case: [REDACTED]

Recovery Payee: [REDACTED]

Recovery Method:	
Installment Type:	Amount Per Payment: \$0.00
Comments: Provider was paid rate of \$15.80 instead of 12.80. Correction needed.	
Close	

Figure - View Overpayment Recovery History

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recovery History pop-up:

Action	Function
Close	Closes the screen and returns the user to the Overpayment Recovery History screen.

Data Elements

The following data elements are associated with the View Overpayment Recovery History pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Occurrence					
Service Period					
Service Period From Date	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Service Period To Date	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Payee Name	The first name and last name (in this order) of the Recipient or Provider who incurred the overpayment.	String	No	No	No
Program	The program associated with the overpayment.	String	No	No	No
Overpayment Type	The Overpayment Type.	String	No	No	No
Reason	The reason the overpayment occurred.	String	No	No	No
Special Transaction Number	The unique number generated by the system for the special transaction which caused the overpayment (if applicable).	String	No	No	No
Overpayment Number	The unique number generated by the system for the overpayment.	String	No	No	No
Case					
Case Number	The case number of the case on which the overpayment occurred.	Number	No	No	No
Recipient Name	The first name and last name (in this order) of the Recipient associated with the case on which the overpayment occurred.	String	No	No	No
County	Name of county that served the case when the overpayment occurred.	String	No	No	No
District Office	District that served the case when the overpayment occurred (two-digit county number + two-digit district number + district name).	String	No	No	No

Funding Source	The funding source during the period in which the overpayment occurred.	String	No	No	No
Excess Compensation Hours Details - This cluster displays when the Overpayment Type is Excess Compensation – Hours.					
Total Overpaid Hours	System Generated: The hours overpaid for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Total Recovered Hours	System Generated: The total recovered hours to date. Displays in an HH:MM format.	Integer	No	No	No
Total Overpaid Overtime Hours	The total number of Overpaid Overtime Hours for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Total Recovered Overtime Hours	System Generated: The total number of Overtime Hours recovered to date. Displays in an HH:MM format.	Integer	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No
Excess Compensation Travel Details - This cluster displays when the Overpayment Type is Excess Compensation – Travel.					
Total Overpaid Hours	System Generated: The hours overpaid for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Total Recovered Hours	System Generated: The total recovered hours to date. Displays in an HH:MM format.	Integer	No	No	No
Total Overpaid Overtime Hours	The total number of Overpaid Overtime Hours for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Total Recovered Overtime Hours	System Generated: The total number of Overtime Hours recovered to date. Displays in an HH:MM format.	Integer	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No
Excess Compensation Rate Details - This cluster displays when the Overpayment Type is Excess Compensation – Rate overpayment.					
Overpaid Hours (HH:MM)	The hours paid at the incorrect rate. Displayed in an HH:MM format.	Integer	No	No	No
Paid Rate	The rate at which the payee was paid, causing the overpayment.	Decimal	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours, Paid Rate and Correct Rate.	Decimal	No	No	No
Correct Rate	The rate at which the payee should have been paid.	Decimal	No	No	No
Advance Payment Overpayment Details - This cluster displays when the Overpayment Type is Advance Pay – Recipient Payroll Deductions or Advance Pay – Other.					
Overpaid Hours (HH:MM)	The total hours overpaid. Displayed in an HH:MM format.	Integer	No	No	No
Rate	The rate at which the overpaid hours were paid. This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Gross Overpayment	The system-calculated gross amount of the overpayment based on user entered Overpaid Hours and Rate. This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Displayed in an HH:MM format.	Integer	No	No	No
Special Transaction Overpayment Details - This cluster displays when the Overpayment Type is Special Transaction and the special transaction was entered using Hours.					
Overpaid Hours (HH:MM)	The total hours overpaid. Displayed in an HH:MM format.	Integer	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Displayed in an HH:MM format. This field will not be populated if the Bypass Hours option was specified on the Special Transaction.	Integer	No	No	No

Total Overpaid Overtime Hours	The total number of Overpaid Overtime Hours for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Total Recovered Overtime Hours	System Generated: The total number of Overtime Hours recovered to date. Displays in an HH:MM format.	Integer	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours.	Decimal	No	No	No
Recovery Status - This cluster displays for all overpayment types.					
Recovery Amount	The amount to be recovered. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Status	The system-generated status of the overpayment.	String	No	No	No
Collected to Date	The amount collected to date.	Decimal	No	No	No
Stop Date	The date collections against the overpayment were stopped.	Date (MM /DD/YYYY)	No	No	No
Balance	The remaining amount to be collected. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Recovery Setup - This cluster displays for all overpayment types.					
Recovery Case	The first name and last name (in this order) of the name of the case from which the overpayment is to be collected.	String	No	No	No
Recovery Payee	The first name and last name (in this order) of the payee from whom the overpayment is to be collected.	String	No	No	No
Recovery Method	The method to be used for recovery.	String	No	No	No
Installment Type	The type of installments to be taken.	String	No	No	No
Amount Per Payment	The amount to be recovered per payment.	Decimal	No	No	No
Comments					
Comments	Additional information about the overpayment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recovery Collections

CI	Document Name
CI-67333 - DSD SC Overpayment Recovery Collections IMPLEMENTED	DSD_SC_Overpayment_Recovery_Collection.doc

The Overpayment Recovery Collections screen is displayed when the Collections link is selected on the View Overpayment Recovery screen. By default, the list is filtered to display the latest six months of collections. To view historical overpayment recovery collections, the list can be optionally filtered by a date collected range (limited to six months at a time). The screen includes links to create a new collection and to view or modify existing collections.

Amount	Warrant Number / Receipt Number	Mode Of Payment	Status
\$96.69	[REDACTED]	Payroll Deduction	Collected
\$109.42	[REDACTED]	Payroll Deduction	Collected
\$79.17	[REDACTED]	Payroll Deduction	Collected
\$85.67	[REDACTED]	Payroll Deduction	Collected
\$92.51	[REDACTED]	Payroll Deduction	Collected
\$92.07	[REDACTED]	Payroll Deduction	Collected

Figure – Overpayment Recovery Collections

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recovery Collections screen:

Action	Function
Search	Performs a search for overpayment collections based on search criteria.
Reset	Clears all search criteria fields.
Close	Closes the screen and returns the user to the Overpayment Recoveries screen.
Tabs	
View Overpayment Recovery (Tab)	Displays the View Overpayment Recovery screen and allows the user to view the current state of the overpayment recovery.
History (Tab)	Displays the Overpayment Recovery History screen which lists the changes that have occurred on that particular overpayment recovery.
Collections	

New	<p>Displays the Create Overpayment Collection pop-up to allow the user to enter a new personal overpayment collection.</p> <p>This option is enabled only when the Overpayment Recovery is in an Active status.</p> <p>This link will not be available when the overpayment type is Advance Pay - Recipient Payroll Deductions.</p>
View	Displays the View Overpayment Collection pop-up to allow the user to view details of this overpayment collection.
Edit	<p>Displays the Modify Overpayment Collection pop-up to allow the user to modify overpayment collection information.</p> <p>This option will be available only for collections made via personal payment which are in a status of Pending Payroll or Collected.</p>

Data Elements

The following data elements are associated with the Overpayment Recovery Collections screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Date Collected From Date	Date from which to start searching for collections.	Date (MM/DD /YYYY)	Yes	No	Yes
Date Collected To Date	Date to cease searching for collections.	Date (MM/DD /YYYY)	Yes	No	Yes
Collections					
Date Collected	The date a collection was made.	Date (MM/DD /YYYY)	No	No	No
Amount	The amount of the collection.	Decimal	No	No	No
Warrant Number / Receipt Number	The Warrant Number from which the payroll deduction was taken. OR The receipt issued for a personal payment, if applicable.	String	No	No	No
Mode of Payment	How the payment was made.	String	No	No	No
Status	Status of a collection made by personal payment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Create Overpayment Collection

CI	Document Name
CI-67352 - DSD SC Create Overpayment Collection IMPLEMENTED	DSD_SC_Create_Overpayment_Collection.doc

This pop-up is accessed by selecting the New link on the Overpayment Recovery Collections screen. The Create Overpayment Collection pop-up allows the user to record information about the collection of an overpayment made by a personal payment.

Figure – Create Overpayment Collection

Actions/Functions

The following hyperlink functionality will be associated with the Create Overpayment Collection pop-up:

Action	Function
Save	Saves the collection information in a Pending Payroll status and returns the user to the Overpayment Recovery Collections list screen. If the case is not associated with the user's county location, sends a notification to the case owner that the collection has been made. See Tasks/Notifications for more details.
Save & New	Saves the collection information in a Pending Payroll status and queues up a Create Overpayment Collection screen to record another payment. If the case is not associated with the user's county location, sends a notification to the case owner that the collection has been made. See Tasks/Notifications for more details.
Cancel	Cancels the recording of the collection and returns the user to the Overpayment Recovery Collections list screen.

Data Elements

The following data elements are associated with the Create Overpayment Collection pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					

Date Collected	The date on which the payment was received.	Date (MM/DD/YYYY)	Yes	No	Yes
Amount	The amount collected.	Decimal (Non-negative number)	Yes	No	Yes
Mode of Payment	Whether the personal payment was made via cash, check or money order.	Drop-down list	Yes	No	Yes
Receipt Number	The receipt issued for the collection of the payment.	String	No	No	Yes
Comments					
Comments	Additional information about the overpayment collection. Up to 200 characters can be entered.	String	No	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Overpayment Collection

CI	Document Name
CI-67367 - DSD SC View Overpayment Collection IMPLEMENTED	DSD_SC_View_Overpayment_Collection.doc

This pop-up is accessed by selecting the View link from the Overpayment Recovery Collections screen. The View Overpayment Collection pop-up allows the user to browse information about an overpayment collection.

The screenshot shows a modal dialog box titled "View Overpayment Collection: [REDACTED]". The window has a header with a question mark icon and a close button. It contains three main sections: "Manage", "Details", and "Comments".

- Manage:** Contains a link to "Cancel Overpayment Collection...".
- Details:** Displays the following information:
 - Date Collected: 11/02/2020
 - Amount: \$250.00
 - Status: Pending Payroll
 - Returned Check: No
 - Recorded By: mvelasqu001
- Comments:** A text input field with placeholder text "Enter comments here."

A "Close" button is located at the bottom right of the window.

Figure – View Overpayment Collection

Actions/Functions

The following hyperlink functionality will be associated with the View Overpayment Collection pop-up:

Action	Function
Close	Closes the window and returns the user to the Overpayment Recovery Collections screen.
Manage	

Cancel Overpayment Collection	<p>Displays the Cancel Overpayment Collection screen for the user to cancel an overpayment collection.</p> <p>Payroll Deduction Mode of Payment: This option will not be available.</p> <p>Personal Payment Mode of Payment: This option will only be available when the status of the collection is Pending Payroll.</p> <p>This will be displayed only from a case context.</p>
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Data Elements

The following data elements are associated with the View Overpayment Collection pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Date Collected	The date on which the payment was received.	Date (MM/DD/YYYY)	No	No	No
Amount	The amount collected.	Decimal	No	No	No
Mode of Payment	How the payment was made, i.e. Payroll Deduction, Cash, Check, or Money Order.	String	No	No	No
Warrant Number / Receipt Number	The receipt issued for the collection of the payment.	String	No	No	No
Status	Status of a collection made by personal payment.	String	No	No	No
Returned Check	Indicator that a check used for the personal payment was returned by the bank.	String	No	No	No
Recorded By	The user who recorded the collection.	String	No	No	No
Comments					
Comments	Additional information about the overpayment collection.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Overpayment Collection

CI	Document Name
CI-67394 - DSD SC Cancel Overpayment Collection IMPLEMENTED	DSD_SC_Cancel_Overpayment_Collection.doc

When the Cancel Overpayment Collection link is selected from the View Overpayment Collection screen, the Cancel Overpayment Collection confirmation pop-up is displayed.

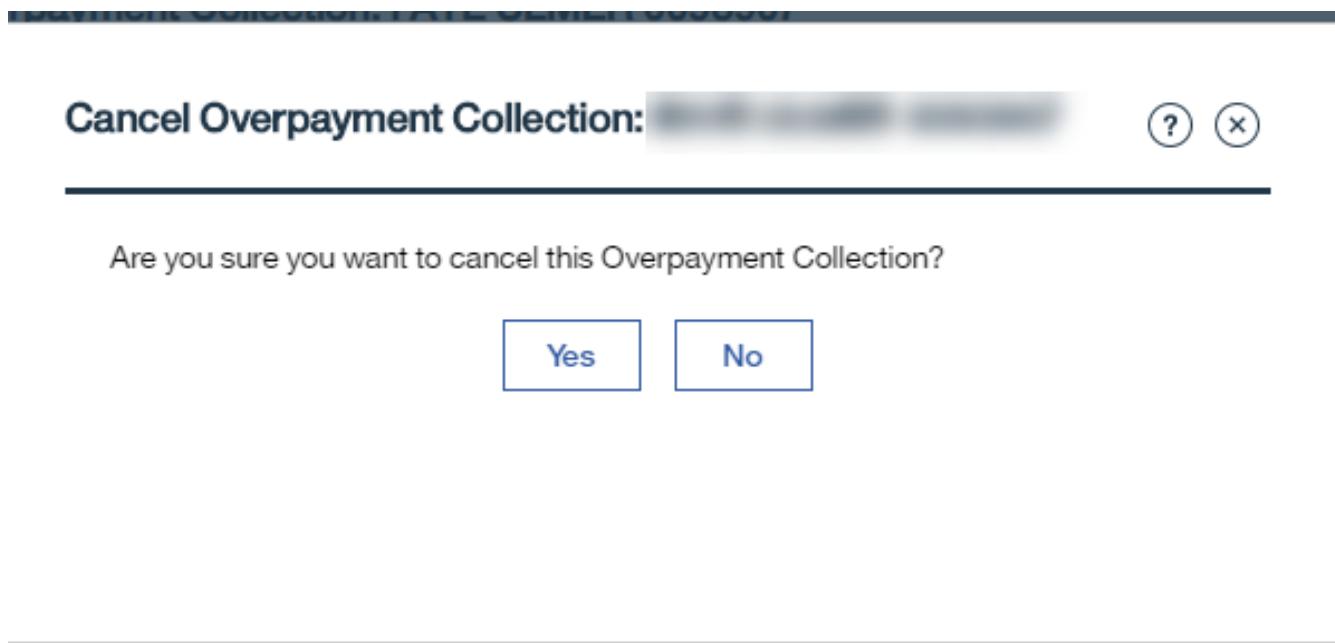


Figure – Cancel Overpayment Collection

Actions/Functions

The following hyperlink functionality will be associated with the Cancel Overpayment Collection pop-up:

Action	Function
Yes	Sets the status of overpayment collection to Cancelled and returns the user to the View Overpayment Collection screen. If the case is not associated with the user's county location, sends a notification to the case owner that the collection has been cancelled. See Tasks/Notifications for more details.
No	Cancels the action and returns the user to the View Overpayment Collection screen.

Data Elements

There are no data elements associated with the Cancel Overpayment Collection pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Overpayment Collection

CI	Document Name
CI-67393 - DSD SC Modify Overpayment Collection IMPLEMENTED	DSD_SC_Modify_Overpayment_Collection.doc

The Modify Overpayment Collection pop-up allows the user to record information about the collection of an overpayment made by personal payment. This pop-up screen is accessed from the Overpayment Recovery Collections screen. Overpayment collections are interfaced to Payroll for processing in the nightly batch cycle and can be viewed and fully modified up until that time. Thereafter, only the Returned Check indicator is available for update.

The screenshot shows a modal dialog box titled "Modify Overpayment Collection". At the top right are a question mark icon and a close button. Below the title, a note says "* required field". The form contains several input fields:

- Date Collected:
- Amount:
- Mode Of Payment:
- Receipt Number:
- Status:
- Returned Check:
- Recorded By:
- Comments:

At the bottom right are "Save" and "Cancel" buttons.

Figure – Modify Overpayment Collection

Actions/Functions

The following hyperlink functionality will be associated with the Modify Overpayment Collection pop-up:

Action	Function
Save	Saves the changes to collection information and returns the user to the Overpayment Recovery Collections list screen. If the case is not associated with the user's county location, sends a notification to the case owner that the collection has been made. See Tasks/Notifications for more details.
Cancel	Cancels the changes to collection information and returns the user to the Overpayment Recovery Collections list screen.

Data Elements

The following data elements are associated with the Modify Overpayment Collection pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Date Collected	The date on which the payment was received.	Date (MM/DD/YYYY)	No	No	Yes*
Amount	The amount collected.	Decimal (Non-negative number)	No	No	Yes*
Mode of Payment	Whether the personal payment was made via cash, check or money order.	Drop-down List	No	No	Yes*
Receipt Number	The receipt issued for the collection of the payment.	Number	No	No	Yes*
Status	Status of a collection made by personal payment.	String	No	No	No
Returned Check	Indicator that a check used for the personal payment was returned by the bank.	Checkbox	No	Unselected	Yes
Recorded By	The user who recorded the collection.	String	No	No	No
Comments					
Comments	Additional information about the overpayment collection. Up to 200 characters can be entered.	String	No	No	Yes

*These fields are editable only when the collection status is Pending Payroll.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recoveries (by Person)

CI	Document Name
CI-67349 - DSD SC Overpayment Recoveries by Person IMPLEMENTED	DSD_SC_Overpayment_Recoveries_by_Person.doc

Accessed from the Person Home screen in the navigation menu under the Timesheet & Payroll tab, the Overpayment Recoveries (by Person) screen lists all overpayment recoveries where the person is designated as the Recovery Payee. By default, the list is filtered to display only pending and active recoveries. To view historical overpayment recovery activity, the list can be optionally filtered by service period (limited to six months at a time) and the status of the recovery. The screen includes links to view recovery details.

Figure – Overpayment Recoveries (by Person)

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recoveries (by Person) screen:

Action	Function
Search	Performs a search for overpayments based on search criteria.
Reset	Clears all search criteria fields.
Overpayment Recoveries	
View	Displays the View Overpayment Recovery (by Person) screen and allows the user to view existing overpayment recoveries.

Data Elements

The following data elements are associated with the Overpayment Recoveries (by Person) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period					

Service Period From Date	The begin date of the first pay period in which an overpayment occurred. This field is required to display historical recoveries.	Date (MM/DD/YYYY)	Yes	No	Yes
Service Period To Date	The end date of the last pay period in which an overpayment occurred. This field is required to display historical recoveries.	Date (MM/DD/YYYY)	Yes	No	Yes
Details					
Status	Status of the overpayments to be selected. This field is required to display historical recoveries.	Drop-down List	No	No	Yes
Overpayment Number	The system generated number assigned to the overpayment	String	No	No	Yes
Overpayment Recoveries					
Recipient Name	The name of the Recipient associated to the case on which the overpayment occurred in Last Name, First Name order.	String	No	No	No
Overpayment Number	The number assigned to the overpayment	String	No	No	No
County	The county which serves the case on which the overpayment occurred.	String	No	No	No
Service From	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Service To	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Total Overpaid Hours	The total hours overpaid. There will not be a value in this field for the following dollar-based overpayment types: <ul style="list-style-type: none">• Restaurant Meals• Share of Cost• Special Transaction• Converted Overpayment• Legacy Special Transaction• Displayed as HH:MM	Integer	No	No	No
Recovery Amount	The amount to be recovered.	Decimal	No	No	No
Balance	The remaining amount to be collected.	Decimal	No	No	No
Status	The status of the overpayment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Overpayment Recovery (by Person)

CI	Document Name
 CI-67351 - DSD SC View Overpayment Recovery by Person IMPLEMENTED	DSD_SC_View_Overpayment_Recovery_by_Person.doc

When the View link is selected on the Overpayment Recoveries (by Person) screen for a specific overpayment, the View Overpayment Recovery (by Person) screen displays. The View Overpayment Recovery screen has several cluster with various actions depending upon the Overpayment Type allowing the user to view information about the occurrence of an overpayment and its recovery method.

On the View Overpayment Recovery screen there are three page navigation tabs, the default being the "View Overpayment Recovery" tab. The "Collections" tab which navigates the user to the Overpayment Recovery Collections (by Person) screen. The "History" tab navigates the user to the Overpayment Recovery History (by Person) screen.

The Overpayment Type selected on the "Create Overpayment Occurrence" screen dictates which clusters display on the View Overpayment Recovery screen. Below are samples of each variation of the screen based on overpayment type.

Excess Compensation Hours Details Cluster

For an overpayment type of Excess Compensation - Hours, the Excess Compensation Hours Details cluster displays. The user is required to enter the overpaid hours per day per pay period on the Create/Modify Overpayment Pay Period screens. As the Pay Period records for the Service Period(s) are created or modified, the data is interfaced to Advantage and the Net Overpayment for each Pay Period is calculated and populated to the "Net Overpayment" field. The "Net Overpayments" for all Pay Periods in the Service Period are summed and displayed in the "Recovery Amount" fields in the "Recovery Status" cluster.

To Date: 06/30/2020

Program: IHSS
Reason: Other
Overpayment Number: [REDACTED]

Recipient Name: [REDACTED]
District Office: 1947 District Office

Recovered Hours	Overpaid Overtime Hours	Recovered Overtime Hours	Net Overpayment
00:00	03:00	00:00	\$132.36

Total Recovered Hours (HH:MM): 00:00
Total Recovered Overtime Hours (HH:MM): 00:00

Status: Active
Stop Date:

Recovery Payee: [REDACTED]
Amount Per Payment: \$0.00

6/2020 and she passed away on 7/7/2020. Provider [REDACTED] had claimed service hour during the hospitalization and creating an overpayment on # 132.36

Figure – View Overpayment Recovery – Excess Compensation Hours Details Cluster

Excess Compensation Rate Details Cluster

For an overpayment type of Excess Compensation - Rate, the Excess Compensation Rate Details cluster displays. The user is required to enter the Overpaid Hours, the Paid Rate and the Correct Rate on the Modify Excess Compensation Rate Details screen. Based on these entries, the system calculates the Total Net Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for the CMIPS II Case Management Information Payroll System. The main title bar reads "CMIPS II Case Management Information Payroll System II". Below the title bar, there are tabs for "Case Number" and "Welcome". The main content area is titled "View Overpayment Recovery – Excess Compensation Rate Details Cluster". At the top right of this title bar is a question mark icon. Below the title, there is a "Close" button. The form contains several sections:

- To Date:** 06/30/2020
- Compensation - Rate**:
 - Program:** IHSS
 - Reason:** Other
 - Overpayment Number:** [REDACTED]
- Recipient Name:** [REDACTED]
District Office: 1947 District Office
- Correct Rate:** \$13.80
- Status:** Pending
Stop Date: [REDACTED]
- Recovery Payee:** [REDACTED]
Amount Per Payment: \$0.00

At the bottom left of the cluster is another "Close" button.

Figure – View Overpayment Recovery – Excess Compensation Rate Details Cluster

Excess Compensation Travel Details Cluster

For an overpayment type of Excess Compensation - Travel, the Excess Compensation Travel Details cluster displays. The user is required to enter the overpaid hours per day per pay period on the Create/Modify Overpayment Pay Period screens. As the Pay Period records for the Service Period(s) are created or modified, the data is interfaced to Advantage and the Net Overpayment for each Pay Period is calculated and populated to the "Net Overpayment" field. The "Net Overpayments" for all Pay Periods in the Service Period are summed and displayed in the "Recovery Amount" fields in the "Recovery Status" cluster.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the text "CMIPS II Case Management Information Payroll System II", "Case Number", and "Welcome". Below the header, there's a toolbar with icons for search, refresh, and user profile.

The main content area is titled "View Overpayment Recovery – Excess Compensation Travel Details Cluster". It contains several input fields and tables:

- To Date:** 06/30/2020
- Program:** IHSS
Reason: Fraud
Overpayment Number: [REDACTED]
- Recipient Name:** [REDACTED]
District Office: 1947 District Office
- A table showing recovered and overpaid overtime hours:

Recovered Hours	Overpaid Overtime Hours	Recovered Overtime Hours	Net Overpayment
08:20	06:40	06:40	\$157.22
04:34	36:50	06:14	\$744.49
00:00	08:20	00:00	\$168.43
00:00	00:00	00:00	\$0.00
00:00	26:40	00:00	\$538.98
00:00	26:40	00:00	\$718.64
- Total Recovered Hours (HH:MM): 12:54
Total Recovered Overtime Hours (HH:MM): 12:54
- Status:** Active
Stop Date: [REDACTED]
- Recovery Payee:** [REDACTED]
- Deductions:** age - 10%
Amount Per Payment: \$0.00
- A note: "ut claimed well over that amount from April to June."

Figure – View Overpayment Recovery – Excess Compensation Travel Details Cluster

Advance Payment Overpayment Details Cluster

For an overpayment type of Advance Pay – Recipient Payroll Deductions or Advance Pay – Other, the Advance Payment Overpayment Details cluster displays.

For Advance Pay – Recipient Payroll Deductions the user is required to enter the Overpaid Hours. Advance Pay - Recipient Payroll Deductions are recouped from future payments as a reduction to hours paid rather than a dollar-based recovery, so the system does not calculate the Total Gross Overpayment. For an overpayment type of Advance Pay – Other, the user is required to enter the Overpaid Hours and the Rate. The system uses these two values to calculate the Total Gross Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the system name and navigation links. Below it is a toolbar with icons for search, refresh, and help. The main area contains several input fields and dropdown menus. One section is titled 'Pay - Other' and includes fields for 'Program' (IHSS), 'Reason' (Advance Pay), and 'Overpayment Number'. Another section shows 'Recipient Name' and 'District Office' (19 47 District Office). There are also fields for 'Rate' (\$13.80) and 'Total Recovered Hours (HH:MM)' (00:00). A status field indicates 'Status: Pending' and 'Stop Date:'. At the bottom, there's a section for 'Recovery Payee' and 'Amount Per Payment' (\$0.00). A 'Close' button is located at the bottom left of the form.

Figure – View Overpayment Recovery – Advanced Payment Overpayment Cluster

Special Transaction Overpayment Details Cluster

For an overpayment type of Special Transaction where the special transaction was hours-based, the Special Transaction Overpayment Details cluster displays. The user is required to enter overpaid hours on the Modify Special Transaction Overpayment Details screen. Based on this entry and the processing details of the special transaction, the system determines whether or not the original Special Transaction paid overtime. The Total Net Overpayment and propagate this value to the Recovery Amount field.

The screenshot shows a software interface for managing overpayments. At the top, there's a header bar with the text 'CMIPS II Case Management Information Payroll System II', 'Case Number', a search icon, and 'Welcome'. Below the header is a toolbar with several icons. The main area is titled 'View Overpayment Recovery - Special Transaction Overpayment Details Cluster'. It contains several input fields and sections:

- To Date:** 07/31/2016
- Transaction** section: Program: IHSS, Reason: Administrative Error, Overpayment Number: [REDACTED]
- Recipient Name:** [REDACTED], District Office: 1947 District Office
- Hours** section: Total Recovered Hours (HH:MM): 00:00, Total Recovered Overtime Hours (HH:MM): 00:00
- Status** section: Status: Cancelled, Stop Date: [REDACTED]
- Recovery Payee:** [REDACTED], Amount Per Payment: \$0.00
- A note at the bottom left: '↳ \$6. Correct wage rate \$5.50 x11hrs \$6= \$55.50 overpayment.'
- A 'Close' button at the bottom left.

Figure – View Overpayment Recovery - Special Transaction Overpayment Details Cluster

Dollar-Based Overpayments – Converted Overpayment, Legacy Special Transaction, Restaurant Meals, Share of Cost and Special Transactions

Unlike other types of overpayments where the system calculates the Total Net Overpayment based on hours and rate information provided by the user, dollar-based legacy special transaction, restaurant meals, share of cost and special transaction overpayment types require that the user enter the Recovery Amount on the Modify Recovery Setup screen. The overpayment type of Converted Overpayment is used for conversion purposes and cannot be selected by the user.

The screenshot shows the 'View Overpayment Recovery' screen in the CMIPS II system. At the top, there are tabs for 'Case Number' and 'Welcome'. Below the tabs, there is a search bar and a 'Close' button. The main content area displays the following information:

- To Date:** 02/29/2020
- Program:** IHSS
- Reason:** Advance Pay
- Overpayment Number:** [REDACTED]
- Recipient Name:** [REDACTED]
- District Office:** 19 47 District Office
- Rate:** \$13.80
- Total Recovered Hours (HH:MM):** 00:00
- Status:** Pending
- Stop Date:** [REDACTED]
- Recovery Payee:** [REDACTED]
- Amount Per Payment:** \$0.00

Figure – View Overpayment Recovery – Dollar-Based Overpayments

Actions/Functions

The following hyperlink functionality is associated with the View Overpayment Recovery screen:

Action	Function
Context Tabs	
History (Tab)	Displays the Overpayment Recovery History screen which lists the changes that have occurred on that particular overpayment recovery.
Collections (Tab)	Displays the Overpayment Recovery Collections screen which lists the collections made against the overpayment.
Screen	
Close	Closes the screen and returns the user to the Overpayment Recovery screen.
Excess Compensation – Hours or Excess Compensation – Travel	
View (Overpayment Pay Period)	Displays the View Overpayment Pay Period screen.

Data Elements

The following data elements are associated with the View Overpayment Recovery screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Occurrence					
Service Period					
From Date	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
To Date	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Payee Name	The first name and last name (in this order) of the Recipient or Provider who incurred the overpayment.	String	No	No	No
Program	The program associated with the overpayment.	String	No	No	No
Overpayment Type	The type of overpayment which occurred.	String	No	No	No
Reason	The reason the overpayment occurred.	String	No	No	No
Special Transaction Number	The unique number generated by the system for the special transaction which caused the overpayment. Note: There is only a value in this field for Special Transaction overpayment types.	String	No	No	No
Overpayment Number	The unique number generated by the system for the overpayment.	String	No	No	No
Case					
Case Number	The case number of the case on which the overpayment occurred.	Number	No	No	No
Recipient Name	The first name and last name (in this order) of the Recipient associated to the case on which the overpayment occurred.	String	No	No	No
County	Name of county which served the case when the overpayment occurred.	String	No	No	No
District Office	District which served the case when the overpayment occurred (2-digit county number + 2-digit district number + district name).	String	No	No	No
Funding Source	The funding source during the period in which the overpayment occurred.	String	No	No	No
Excess Compensation Hours Details - Displays when the Overpayment Type is Excess Compensation – Hours.					
From Date	The beginning date of the pay period in which an overpayment occurred.	Date (MM/DD/YYYY)	No	No	No
Overpaid Hours	The hours overpaid in the pay period.	Integer (HH:MM)	No	No	No
Recovered Hours	The hours recovered for the pay period during the collection process.	Integer (HH:MM)	No	No	No
Overpaid Overtime Hours	The overpaid overtime hours.	Integer (HH:MM)	No	No	No
Recovered Overtime Hours	The overtime hours recovered for the pay period during the collection process.	Integer (HH:MM)	No	No	No
Net Overpayment	The net amount of the overpayment for the pay period.	Decimal	No	No	No
Total Overpaid Hours	System Generated: The hours overpaid for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Hours	System Generated: The total hours recovered to date.	Integer (HH:MM)	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No
Excess Compensation Travel Details - Displays when the Overpayment Type is Excess Compensation – Travel.					

Total Overpaid Hours	System Generated: The hours overpaid for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Hours	System Generated: The total hours recovered to date.	Integer (HH:MM)	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on the daily entries of overpaid hours per pay period.	Decimal	No	No	No
Excess Compensation Rate Details - Displays when the Overpayment Type is Excess Compensation – Rate					
Overpaid Hours (HH:MM)	The hours paid at the incorrect rate. Note: Displayed in an HH:MM format.	Integer	No	No	No
Paid Rate	The rate at which the payee was paid, causing the overpayment.	Decimal	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours, Paid Rate and Correct Rate.	Decimal	No	No	No
Correct Rate	The rate at which the payee should have been paid.	Decimal	No	No	No
Advance Payment Overpayment Details - Displays when overpayment type is Advance Pay – Recipient Payroll Deductions or Advance Pay – Other.					
Overpaid Hours (HH:MM)	The total hours overpaid. Note: Displayed in an HH:MM format.	Integer	No	No	No
Rate	The rate at which the overpaid hours were paid. Note: This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Gross Overpayment	The system-calculated gross amount of the overpayment based on user entered Overpaid Hours and Rate. Note: This field is only displayed for Overpayment Types of Advance Pay – Other.	Decimal	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Note: Displayed in an HH:MM format.	Integer	No	No	No
Special Transaction Overpayment Details - Displays when the Overpayment Type is Special Transaction and the special transaction was entered using hours.					
Overpaid Hours (HH:MM)	The total hours overpaid. Displayed in an HH:MM format.	Integer	No	No	No
Total Recovered Hours (HH:MM)	The total hours recovered to date. Displayed in an HH:MM format. Note: This field is not be populated if the Bypass Hours option was specified on the Special Transaction.	Integer	No	No	No
Total Overpaid Overtime Hours	System Generated: The total overpaid overtime hours for all pay periods.	Integer (HH:MM)	No	No	No
Total Recovered Overtime Hours	System Generated: The total overpaid overtime hours recovered to date.	Integer (HH:MM)	No	No	No
Total Net Overpayment	The system-calculated total amount of the overpayment based on user entered Overpaid Hours.	Decimal	No	No	No
Recovery Status - Displays for all overpayment types.					
Recovery Amount	The amount to be recovered. Note: There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Collected to Date	The amount collected to date.	Decimal	No	No	No
Balance	The remaining amount to be collected. Note: There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Status	The system-generated status of the overpayment.	String	No	No	No
Stop Date	The date collections against the overpayment were stopped.	Date (MM/DD/YYYY)	No	No	No
Recovery Setup - Displays for all overpayment types.					

Recovery Case	The name of the case from which the overpayment is to be collected.	String	No	No	No
Recovery Payee	The name of the payee from which the overpayment is to be collected.	String	No	No	No
Recovery Method	The method to be used for recovery.	String	No	No	No
Installment Type	The type of installments to be taken.	String	No	No	No
Amount Per Payment	The amount to be recovered per payment.	Decimal	No	No	No
Comments					
Comments	Additional information about the overpayment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recovery History (by Person)

CI	Document Name
CI-67363 - DSD SC Overpayment Recovery History by Person IMPLEMENTED	DSD_SC_Overpayment_Recovery_History_by_Person.doc

Accessed by selecting the History link on the View Overpayment History (by Person) screen, the Overpayment Recovery History (by Person) screen lists each change that occurred to a particular overpayment recovery record. The screen includes links to view a snapshot of overpayment recovery after each particular change.

Total Overpaid Hours	Total Overpaid Overtime Hours	Recovery Amount	Balance	Status	Updated By	History Created
00:00	00:00	\$0.00	\$0.00	Pending	[Redacted]	07/10/2020 14:27
09:00	03:00	\$132.36	\$132.36	Pending	[Redacted]	07/10/2020 14:34
09:00	03:00	\$132.36	\$132.36	Pending	[Redacted]	07/10/2020 14:44
09:00	03:00	\$132.36	\$132.36	Pending Payroll	[Redacted]	07/10/2020 14:45
09:00	03:00	\$132.36	\$132.36	Pending	[Redacted]	07/10/2020 14:46
09:00	03:00	\$132.36	\$132.36	Pending	[Redacted]	07/10/2020 14:47
09:00	03:00	\$132.36	\$132.36	Pending	[Redacted]	07/10/2020 14:47

Figure – Overpayment Recovery History (by Person)

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recovery History (by Person) screen:

Action	Function
View	Displays the View Overpayment Recovery History pop-up and allows the user to view a snapshot of the overpayment recovery at the time of the change.
Close	Closes the screen and returns the user to the Overpayment Recoveries (by Person) screen.
Tabs	
View Overpayment Recovery (Tab)	Displays the View Overpayment Recovery (by Person) screen and allows the user to view the current state of the overpayment recovery.
Collections (Tab)	Displays the Overpayment Recovery Collections (by Person) screen which lists the collections made against the overpayment.

Data Elements

The following data elements are associated with the Overpayment Recovery History (by Person) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Recipient Name	The name (Last Name, First Name) of the Recipient associated to the case on which the overpayment occurred in Last Name, First Name order.	String	No	No	No

County	Name of county which served the case when the overpayment occurred.	String	No	No	No
Service From	The begin date of the first pay period in which the overpayment occurred.	Date (MM/DD/YYY)	No	No	No
Service To	The end date of the last pay period in which the overpayment occurred.	Date (MM/DD/YYY)	No	No	No
Total Overpaid Hours	The total hours overpaid. There will not be a value in this field for the following dollar-based overpayment types: <ul style="list-style-type: none">• Restaurant Meals• Share of Cost• Special Transaction• Converted Overpayment• Legacy Special Transaction	Integer	No	No	No
Total Overpaid Overtime Hours	The total number of Overpaid Overtime Hours for all pay periods. Displays in an HH:MM format.	Integer	No	No	No
Recovery Amount	The amount to be recovered. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Balance	The remaining amount to be collected. There will not be a value in this field for Advance Pay – Recipient Payroll Deductions overpayment types.	Decimal	No	No	No
Status	The system-generated status of the overpayment.	String	No	No	No
Updated By	The user who made the change to the Overpayment Recovery.	String	No	No	No
History Created	The date the change was made to the Overpayment Recovery.	Date/Time (MM/DD/YYYY HH:MM)	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Overpayment Recovery Collections (by Person)

CI	Document Name
 CI-67330 - DSD SC Overpayment Recovery Collections by Person IMPLEMENTED	DSD_SC_Overpayment_Recovery_Collections_by_Person.doc

The Overpayment Recovery Collections (by Person) screen is displayed when the Collections button is selected on the View Overpayment Recovery (by Person) screen. By default, the list is filtered to display the latest six months of collections. To view historical overpayment recovery collections, the list can be optionally filtered by a date collected range (limited to six months at a time). The screen includes links to view an existing collection.

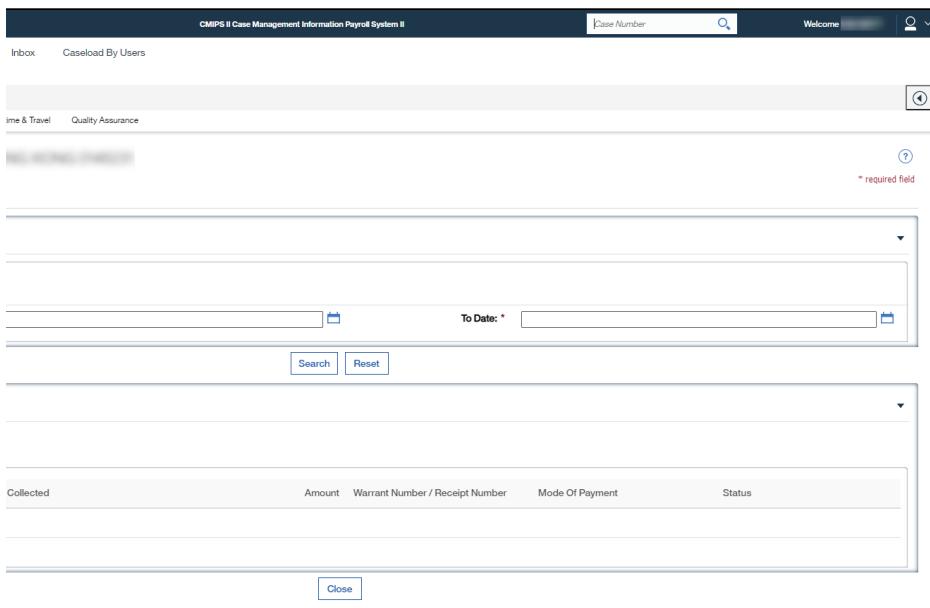


Figure – Overpayment Recovery Collections (by Person)

Actions/Functions

The following hyperlink functionality will be associated with the Overpayment Recovery Collections (by Person) screen:

Action	Function
Search	Performs a search for overpayment collections based on search criteria.
Reset	Clears all search criteria fields.
Close	Closes the Overpayment Recovery Collections screen and navigates the user to the Overpayment Recoveries (by Person) screen.
Tabs	
View Overpayment Recovery (Tab)	Displays the View Overpayment Recovery (by Person) screen and allows the user to view the current state of the overpayment recovery.
History (Tab)	Displays the Overpayment Recovery History (by Person) screen which lists the changes that have occurred on that particular overpayment recovery.
Collections	
View	Displays the View Overpayment Collection pop-up and allows the user to view the existing overpayment collection.

Data Elements

The following data elements are associated with the Overpayment Recovery Collections (by Person) screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Date Collected From Date	Date Collected from which to start searching for collections.	Date (MM/DD/YYYY)	Yes	No	Yes
Date Collected To Date	Date Collected to cease searching for collections.	Date (MM/DD/YYYY)	Yes	No	Yes
Collections					
Date Collected	The date a collection was made.	Date (MM/DD/YYYY)	No	No	No
Amount	The amount of the collection.	Decimal	No	No	No
Warrant Number / Receipt Number	The Warrant Number from which the payroll deduction was taken. OR The receipt issued for a personal payment, if applicable.	String	No	No	No
Mode of Payment	How the payment was made, i.e. Payroll Deduction, Cash, Check, or Money Order.	String	No	No	No
Status	Status of a collection made by personal payment.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Advance Pay Recon Actions

CI	Document Name
CI-67331 - DSD SC Advance Pay Recon Actions IMPLEMENTED	DSD_SC_Advance_Pay_Recon_Actions.doc

Accessed from the navigation menu under the Timesheets & Payroll tab, the Advance Pay Recon Actions screen allows the user to select a No Further Action reconciliation action for a reconciliation month when there is no other means of resolving a reconciliation discrepancy (e.g., death of Recipient), resulting in the removal from the Reconciliation of Advance Payments report. Conversely, the user can change the status of the reconciliation month back to Un-Reconciled so that the reconciliation information once again appears on the report.

The screenshot shows a web-based application interface for CMIPS II. At the top, there's a header bar with the title 'CMIPS II Case Management Information Payroll System II', a search icon, and a 'Welcome' dropdown. Below the header, there are navigation links for 'Inbox' and 'Caseload By Users'. The main content area has tabs for 'Time & Travel' and 'Quality Assurance'. The current page is titled 'DSD SC Advance Pay Recon Actions'. It features several input fields: two date pickers for 'Service Month From Date' and 'Service Month To Date', a dropdown menu for 'Reconciliation Action' (with an asterisk indicating it's required), and a 'Save' button at the bottom.

Figure – Advance Pay Recon Actions

Actions/Functions

The following hyperlink functionality will be associated with the Advance Pay Recon Actions screen:

Action	Function
Save	Sends a transaction to Payroll to take the appropriate action and displays the response (success or failure) received from Payroll on the screen. If the case is not associated with the user's county location, sends a notification to the case owner that the action has been taken.

Data Elements

The following Advance Payment related data elements are included on the Advance Pay Recon Actions screen:

Field Name	Description	Data Type	Required Indicator	Default Value	Editable Field
Service Month					
Service Month From Date	Start date of the service month for which the reconciliation action is being taken	Date (MM/DD /YYYY)	Yes	No	Yes
Service Month To Date	End date of the service month for which the reconciliation action is being taken	Date (MM/DD /YYYY)	Yes	No	Yes
Reconciliation Action					
Reconciliation Action	The type of reconciliation action being taken	Drop-down List	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Weekly Provider Paid Hours

CI	Document Name
CI-480870 - DSD SC Weekly Provider Paid Hours IMPLEMENTED	DSD_SC_Weekly_Provider_Paid_Hours.doc

When the Provider Paid Hours link is selected from the Person navigation menu, the Weekly Provider Paid Hours screen displays and will be blank. The user must enter Service Period "From Date" and "To Date" and then select the Search link. The Service Period Date range is limited to a three (3) month period. Information pertaining to the requested period will display only once hours have been paid for the requested period. The search results display the paid hours for a given Sunday-Saturday week for the Provider selected.

The "From Date" and "To Date" must be associated with IHSS Pay Periods. 1-15th or 16th to last day of month or multiple service periods. The Search Results "Week Starting Date" will always be a Sunday and the "Week Ending Date" will always be a Saturday regardless of the Search Period entered. Therefore, the Search Results may overlap with the end or beginning of a previous or subsequent service periods.

Unpaid Overtime (OT) Hours - Anytime an Advance Pay or Retro Overtime Payment is voided these payments will result in Unpaid Overtime (IHSS or WPCS) Hours. These unpaid overtime hours will be paid the next time a payment (IHSS or WPCS) is made, to the provider, for that workweek.

Overpaid Overtime (OT) Hours – When a Provider is paid overtime for a workweek and it is later determined that there were overpaid hours to the Provider and a payment correction is processed the overpaid OT Hours will display the Overpaid Overtime Hours field for the specific workweek.

Figure – Weekly Provider Paid Hours

Actions/Functions

The following actions are associated with the Weekly Provider Paid Hours screen:

Action	Function
Search	Performs search based upon indicated search criteria
Reset	Clears all search criteria fields
Search Results	
View Details	Displays the View Hours Details screen for the selected record

Data Elements

The following data elements are specific to the Weekly Provider Paid Hours screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Service Period					
From Date	Service date from which to start searching for paid hours	Date (MM /DD/YYYY)	Yes	No	Yes

To Date	Service date to cease searching for payments	Date (MM/DD/YYYY)	Yes	No	Yes
Search Results					
Week Starting Date	Service date from which to start searching for paid hours	Date (MM/DD/YYYY)	No	No	No
Week Ending Date	Service date to cease searching for payments	Date (MM/DD/YYYY)	No	No	No
IHSS Paid Hours	The total IHSS paid hours for the given week. Displayed in an HH:MM format.	Integer	No	No	No
IHSS Unpaid OT	The total IHSS Unpaid Overtime. Displayed in an HH:MM format.	Integer	No	No	No
WPCS Paid Hours	The total WPCS paid hours for the given week. Displayed in an HH:MM format.	Integer	No	No	No
WPCS Unpaid OT	The total WPCS Unpaid Overtime hours for the week. Displayed in an HH:MM format.	Integer	No	No	No
Travel Paid Hours	The total Travel paid hours for the given week. Displayed in an HH:MM format.	Integer	No	No	No
Training Paid Hours	The total training hours paid to a Provider on Career Pathways training time claims for the given week. The hours will display after the claim is processed. Displayed in HH:MM format.	Integer	No	No	No
Total Paid Hours	The total paid hours for the given week. Displayed in an HH:MM format. The value in this field will be the sum of all WPCS, IP, Travel, and Training hours paid to the Provider.	Integer	No	No	No
OT Paid Hours	The total hours paid at an Overtime rate for the given week. Displayed in an HH:MM format.	Integer	No	No	No
Overpaid OT Hours	The total hours overpaid at an overtime rate for the week. Displayed in an HH:MM format.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Hours Details

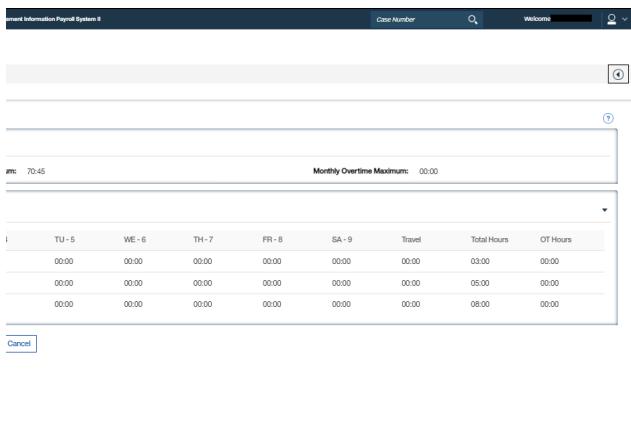
CI	Document Name
 CI-480869 - DSD SC View Hours Details IMPLEMENTED	DSD_SC_View_Hours_Details.doc

When the View Details link is selected from the Weekly Provider Paid Hours screen, the View Hours Details screen displays, showing the associated payment details for the week including the daily paid hours for each hours based payroll transaction (Payment Correction, Special Transaction, Timesheet, or Training Time Claim). Each payroll transaction indication will display "Travel" when Travel Time was paid, "Total Hours" paid for the week, and "Overtime" (OT Hours) when Overtime was paid.

Since the payment of overtime is controlled by various settings in the FLSA Configuration internal control table the user will know whether the FPO Eligible rules are being used to process Provider payments when the FPO Eligible indication on this screen is either "Yes" or "No". When the FPO Eligible indication is set to "N/A" it means the FPO Eligible rules are not being used to process payments. For further information regarding the payment of overtime and travel, please see DSD Section 23 – Provider Management – Business Process Function – Flexible Payroll Option (FPO Eligible) and DSD Section 25 – Case Maintenance – Business Process Function – Overtime Calculations and Actions.

When the FPO Eligible indication is "No" overtime will not be paid on a timesheet regardless of the number of hours worked in a workweek. If the county chooses to pay a Provider overtime for a workweek where the FPO Eligible indications is "No" a special transaction will be used and only then will hours appear in the Travel or OT Hours fields and the FPO Eligible indication will be updated to "Yes" because of the payment of overtime or travel.

All WPCS and IHSS hours based payroll transactions paid in the selected Sunday-Saturday week for the Provider will be sorted by the date the Transaction Number was processed with the earliest processed transaction at the top. If multiple Time Entry Types exist for the Provider then each is listed separately.



The screenshot shows a table with columns for Day of the Week (TU - 5, WE - 6, TH - 7, FR - 8, SA - 9) and a column for Travel. The table rows show hours worked for each day, with the total hours and overtime hours (OT Hours) listed at the bottom of each row. The table has a header row and several data rows. A 'Cancel' button is visible at the bottom left of the form area.

	TU - 5	WE - 6	TH - 7	FR - 8	SA - 9	Travel	Total Hours	OT Hours
00:00	00:00	00:00	00:00	00:00	00:00	00:00	03:00	00:00
00:00	00:00	00:00	00:00	00:00	00:00	00:00	05:00	00:00
00:00	00:00	00:00	00:00	00:00	00:00	00:00	08:00	00:00

Figure – View Hours Details

Actions/Functions

The following actions are associated with the View Hours Details screen:

Action	Function
Cancel	Closes the screen and returns the user to the Weekly Provider Paid Hours screen.
Transaction & Time Entry [HH:MM] Details	
Transaction Number	The unique identifier for the paid hours (i.e. Timesheet Number, Special Transaction Number, Payment Correction Number, Training Time Claim ID). Selecting the Warrant Source Number displays the associated Time Entry Type. (Example: View Timesheet, View Special Transaction, View Payment Correction, or View Training Time Claim screen)

Data Elements

The following data elements are specific to the View Hours Details screen:

Field Name	Data Type	Required Indicator	Default Value	Editable Field	
Details					
Week	Week (From Date – To Date) for the paid hours information selected	String (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
Weekly Maximum	The Provider's Weekly Maximum. If the Provider is "Active" multiple Recipient cases, then this field is calculated differently and will therefore not match the Recipient Weekly Maximum. If a week crosses two months and the months have different Weekly Maximums, then this field will display the highest Weekly Maximum	Integer (HH:MM)	No	No	No
Monthly Overtime Maximum	The Provider's Overtime Maximum If the Provider is "Active" on multiple Recipient cases, this field will display as "N/A" because the Provider will not have a Monthly Overtime Maximum If a workweek crosses two months and these months have different Monthly Overtime Maximums, then this field will display the highest Monthly Overtime Maximum	Integer (HH:MM)	No	No	No
Transaction & Time Entry [HH:MM] Details					
Recipient Name	Name of the Recipient associated to the paid hours in Last Name, First Name order.	String	No	No	No
Time Entry Type	The source of the paid hours	String	No	No	No
Transaction Number	The unique identifier for the payment (i.e. Timesheet Number, Special Transaction Number, Overpayment Number).	String	No	No	No
Program	The Program for the paid hours (IHSS or WPCS) *Code Table value maps to ProviderPayType	String	No	No	No
Warrant Status	The current status of the warrant associated with the payment *Code Table Values map to PayStatus	String	No	No	No
SU (01 – 31) MO (01 – 31) TU (01 – 31) WE (01 – 31) TH (01 – 31) FR (01 – 31) SA (01 – 31)	The daily hours paid for each transaction in an HH:MM format for the week indicated. The day of the week and numeric day labels will be dynamically displayed based on the day /week/year. Each warrant source number, with exception of training hours, will display its associated daily hours. (Note: Training hours for the week display as Total Hours).	Integer	No	No	No
Travel	The Travel Time hours paid for each transaction in an HH:MM format for the week indicated. If the FPO Eligible indication is "No" Travel hours will only be associated with a Time Entry Type of Special Transaction. Each warrant source number will display its associated Travel Time hours if applicable.	Integer	No	No	No
Total Hours	The total paid hours for the displayed week, in HH:MM format is the sum of the Sunday through Saturday daily entries plus any Travel Time paid. Each warrant source number will display the associated Total Hours.	Integer	No	No	No
OT Hours	The total hours paid at an Overtime Rate for the week indicated displayed in HH:MM format. If the FPO Eligible indication is "No" OT Hours will only be associated with a Time Entry Type of Special Transaction. Each warrant source number will display the associated OT Hours.	Integer	No	No	No

FPO Eligible	<p>When the FLSA Configuration FPO Eligible field is set to a date other than the system high date the field indicates whether or not ("Yes" or "No") the Provider/ Recipient FPO Eligible indication for the workweek is Yes or No.</p> <p>When a special transaction is keyed to pay either "Non-FPO Eligible Overtime" or "Non-FPO Eligible Travel" the FPO Eligible indication for that payment will be "Yes" because the Special Transaction has paid the Overtime or Travel time. This Yes indication will ensure accurate tracking overtime and travel hours.</p> <p>When the FLSA Configuration FPO Eligible field is set to the system high date this field will display as "N/A".</p>	String	No	No	No
Daily Total (Row at bottom of screen)	<p>The Daily Total Hours value will be the sum of all the Total Hours for each weekday for all warrant Source Number.</p> <p>Displays in an HH:MM format.</p>	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Warrant Source Information

CI	Document Name
CI-813190 - DSD SC Warrant Source Information IMPLEMENTED	DSD_SC_Warrant_Source_Information.doc

When the Warrant Source Information option is selected on the View Payment Details pop-up the Warrant Source Information pop-up displays, listing all Pay Types which comprise the gross amount of an Advance Pay warrant.

Warrant Source Number	Warrant Source Type	Pay Type	Pay Period From	Hours Paid	Pay Rate	Gross
[REDACTED]	Payroll	Advance Pay	08/01/2020	194:49	\$13.00	\$2,532.62
[REDACTED]	Overpayment	Advance Pay Overpayment Collection	06/01/2020	00:19	\$13.00	\$-4.12

Figure – Warrant Source Information

Hyperlinks/Functions

The following hyperlink functionality will be associated with the Warrant Source Information pop-up:

Hyperlink	Function
Close	Closes the window and returns the user to the View Payment Details screen.
Warrant Source Information	
View	Displays the View Overpayment Collection or View Special Transaction pop-up screens. Warrant Source Type "Payroll" will never display a View link.

Data Elements

The following data elements are associated with the Warrant Source Information pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Warrant Source Number	The unique identifier for the payment (i.e. Warrant Number, Timesheet Number, Special Transaction Number, Overpayment Number).	String	No	No	No
Warrant Source Type	The Type of the Warrant Source	String	No	No	No
Pay Type	Type of payment	String	No	No	No

Pay Period From	Begin date of pay period	Date	No	No	No
Hours Paid	Hours paid. Displayed in an HH:MM format that will reflect a negative number if the Provider was overpayed and owes money.	Integer	No	No	No
Pay Rate	Hourly wage paid to the payee	Decimal	No	No	No
Gross	Gross wages, calculated as Hours Paid times Pay Rate, before deductions. Displayed as a negative number if the Provider was overpayed and owes money.	Decimal	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Advanced Pay Reconciliation

CI	Document Name
CI-813191 - DSD SC Advance Pay Reconciliation IMPLEMENTED	DSD_SC_Advance_Pay_Reconciliation.doc

When the Advance Pay Reconciliation option is selected from the View Payment Details screen the Advance Pay Reconciliation pop-up displays allowing the user to view the status of all Advance Pay Reconciling timesheets associated to the specific Advance Pay warrant. The Advance Pay Reconciliation option on the View Payment Details screen will only be displayed for advance payments made to the recipient.

Action	Provider Name	Hours Paid	Status
W...	SHELTON, MELITA	00:00	Issued
W...	SHELTON, MELITA	00:00	Issued

Figure – Advance Pay Reconciliation

Hyperlinks/Functions

The following hyperlink functionality will be associated with the Advance Pay Reconciliation pop-up:

Hyperlink	Function
View	Displays the View Timesheet pop-up. The Advance Pay Reconciliation option will only be available when the pay type is Advance Pay, Advance Pay Initial, or Advance Pay Additional.
Close	Closes the window and returns the user to the View Payment Details screen.

Data Elements

The following data elements are associated with the Advance Pay Reconciliation pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Advance Payment					
Payment Recon Status	Status of the advance payment reconciliation	String	No	No	No
No Further Action Date	Date the user indicated No Further Action on the Advance Pay No Further Action screen. This field will only be displayed if the Payment Recon Status is No Further Action. Displayed in an MM/DD/YYYY format.	Date	No	No	No

Timesheet					
Provider Name	Name of the Provider associated with the timesheet in Last Name, First Name order.	String	No	No	No
Hours Paid	The timesheet hours and minutes that were processed for payment. Displayed in an HH:MM format.	Integer	No	No	No
Status	Status of the timesheet	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs>Select Warrant

CI	Document Name
CI-813271 - DSD SC Select Warrant IMPLEMENTED	DSD_SC_Select_Warrant.docx

When the "Add Overpayment Pay Period" link is selected on the Overpayment Recoveries screen for an Overpayment Recovery Type of Excess Compensation – Hours or Excess Compensation – Travel, or the Select Warrant action is selected on the Modify Overpayment Pay Period pop-up, the Overpayment Recovery – Select Warrant, pop-up displays.

The user may select the warrant(s) against which the overpayment occurred. Only warrants in Cleared status associated to the "Program" which were issued to the provider for the Service Period indicated will display. Pay Types will be controlled by the Overpayment Recovery Type.

Figure – Select Warrant

Actions/Functions

The following actions are associated with the Select Warrant pop-up:

Action	Function
Save	Saves the selected warrants. IF, this is the initial select of warrants for the pay period, then display the Create Overpayment Pay Period pop-up. ELSE, the screen was accessed from the Modify Overpayment Pay Period pop-up, then return the user to the Modify Overpayment Pay Period pop-up.
Cancel	Dismisses the pop-up and displays the View Overpayment Recovery screen

Data Elements

The following data elements are associated with the Select Warrant pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field

Select Warrant – Service Period	Displays the literal dates of the pay period being created	String (MM/DD/YYYY – MM/DD/YYYY)	No	No	No
No Overpaid Hours for this Pay Period	Allows the user to indicate that there were No Overpaid Hours in a pay period. The action is not allowed for the "first" or "last" pay period in a Service Period which covers multiple pay periods.	Checkbox	No	No	Yes
Warrant Number	The warrant number associated with the payment	String	No	No	No
Service From	The Service From date associated with the warrant	Date (MM/DD/YYYY)	No	No	No
Hours	The number of service hours paid on the warrant	Integer (HH:MM)	No	No	No
Issued	The date the payment was issued by the State Controller's Office (SCO).	Date	No	No	No
Status	The Warrant Status	String	No	No	No
Pay Type	The type of payment issued	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Monthly Provider Paid Hours

CI	Document Name
CI-717636 - DSD SC View Monthly Provider Paid Hours IMPLEMENTED	DSD_SC_Monthly_Provider_Paid_Hours.doc

The Monthly Provider Paid Hours screen allows a user an at-a-glance view of the Providers paid hours by service month. When the Monthly Provider Paid Hours link is selected from the Page Navigation on the Person Payroll & Timesheet tab the Provider Monthly Paid Hours screen displays. The default display is the most recent six months of data. Service Month rows are created when a payment, for a service month, is processed. **Note:** This screen will not display data for service months prior to 1/1/2017 or the implementation of Exemption Cutback. When "From" and "To" dates are entered records which span the indicated service months will display up to a 12 month period.

Figure – Monthly Provider Paid Hours

Actions/Functions

The following actions are associated with the Monthly Provider Paid Hours screen:

Action	Function
Search	Processes a search based upon the From Date and To Date entries
Reset	Resets the Search Period From Date and To Date fields to blank
View	Displays the View Monthly Provider Paid Hours screen for the selected service month

Data Elements

The following data elements are associated with the Monthly Provider Paid Hours screen:

Field Name	Help	Date Type	Required Indicator	Default Value	Editable Field
Search Criteria					
Service Period From Date	Service date from which to start searching for payments.	Date MM/DD/YYYY	Yes	No	Yes
Service Period To Date	Service date to cease searching for payments. Search period may not exceed a one year period.	Date MM/DD/YYYY	Yes	No	Yes
Search Results					
Service Month	The most recent six months payments to the Provider	Date (MM/YYYY)	No	No	No

Overtime Exemption	Indicates whether or not this Provider has/had an Overtime Exemption for the service month.	String (Yes or No)	No	No	No
Claimed Hours	The total number of hours claimed on Provider payment(s) for the service month for all recipient cases include IHSS and WPCS, if applicable.	Integer (HHH:MM)	No	No	No
Paid Hours	The total number of hours paid to the Provider in the service month for all recipient cases include IHSS and WPCS, if applicable.	Integer (HHH:MM)	No	No	No
Ineligible Hours Cutback	The total number of hours which were cutback due to the Provider's ineligibility. (For example: Claimed hours for: a period when Provider was On-Leave; Claimed greater than Provider Assigned Hours; Claimed hours in excess of the Recipient's monthly authorized hours, etc.)	Integer (HHH:MM)	No	No	No
IHSS Exemption Cutback	For a month where the Overtime Exemption is Yes, the total number of IHSS hours cutback, and not paid, because the claimed hours were over the Overtime Exemption Limit.	Integer (HHH:MM)	No	No	No
WPCS Exemption Cutback	For a month where the Overtime Exemption is Yes, the total number of WPCS hours cutback, and not paid, because the claimed hours were over the Overtime Exemption Limit.	Integer (HHH:MM)	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Monthly Provider Paid Hours

CI	Document Name
CI-717637 - DSD SC Monthly Provider Paid Hours IMPLEMENTED	DSD_SC_View_Monthly_Provider_Paid_Hours.doc

When the View link associated with a specific service month is selected on the Monthly Provider Paid Hours screen the View Monthly Provider Paid Hours screen displays. This screen displays the details of the payments and overpayment recovery for the service month for the Provider. When a warrant is voided, the transaction will no longer display on the screen. When hours appear in the Exemption Cutback they are associated with the Program Type associated with the payment transaction. **Note:** The Claimed Hours for the Special Transaction of the type "Overtime Exemption – Pay Over Limit" will be 00:00 hours as it's the adjustment transaction to the Monthly Provider Paid Hours.

The screenshot shows a web-based application interface for viewing monthly provider paid hours. At the top, there is a header bar with the system name 'MIPS II Case Management Information Payroll System II', a search bar, and a user profile section. Below the header, a title bar says 'View Monthly Provider Paid Hours'. The main content area contains a table with the following data:

Service Period Begin Date	Processed Date	Claimed Hours	Paid Hours	Ineligible Hours Cutback	Exemption Cutback	Overpayment Recovery
08/01/2020	08/17/2020	57:34	57:34	00:00	00:00	00:00

At the bottom left of the table area, there is a 'Close' button.

Figure – View Monthly Provider Paid Hours

Actions/Functions

The following actions are associated with the View Monthly Provider Paid Hours screen:

Action	Function
Close	Closes the screen and displays the Provider Monthly Paid Hours screen
Transaction Number	Displays a pop-up with the View Transaction Details associated with the transaction.

Data Elements

The following data elements are associated with the View Monthly Provider Paid Hours screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Recipient	Recipient Case Name (Last Name, First) associated with the payment	String	No	No	No
Time Entry Type	The time entry type	String	No	No	No
Program	Program associated with the Payment (IHSS or WPCS)	String	No	No	No
Status	The warrant status	string	No	No	No
Service Period Begin Date	The Service Period associated with the payment (MM/DD/YYYY)	Date MM/DD/YYYY	No	No	No
Processed Date	The date the payment was processed (MM/DD/YYYY)	Date MM/DD/YYYY	No	No	No

Claimed Hours	The total number of hours claimed on provider payment for the service month for all recipient cases include IHSS or WPCS if applicable (HHH:MM)	Integer	No	No	No
Paid Hours	The total number of hours paid to the provider in the service month (IHSS or WPCS) (HHH:MM)	Integer	No	No	No
Ineligible Hours Cutback	The total number of hours which were cutback due to the provider's ineligibility. (For example: Claimed hours for: a period when provider was On-Leave; Claimed greater than Provider Assigned Hours; Claimed hours in excess of the Recipient's monthly authorized hours, etc.)	Integer	No	No	No
Exemption Cutback	For a month where the Overtime Exemption is Yes, the total number of hours over the Overtime Limit which were not paid to the provider. (HHH:MM)	Integer	No	No	No
Overpayment Recovery	The number of overpayment recovery hours which have been collected for the service month through an overpayment recovery. As hours are recovered for a specific recipient the Claimed Hours, Paid Hours and Exemption Cutback hours will be adjusted.	Integer	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/EVV Details Pop-Up

CI	Document Name
CI-823185 - DSD SC EVV Details Pop-Up IMPLEMENTED	DSD_SC_EVV_Details_Pop_Up.doc

When the EVV Details tab is selected from the View Timesheet Pop-Up, the EVV Details Pop-up displays. The EVV Details Pop-up provides the EVV data (start and end times and locations) for the timesheet.

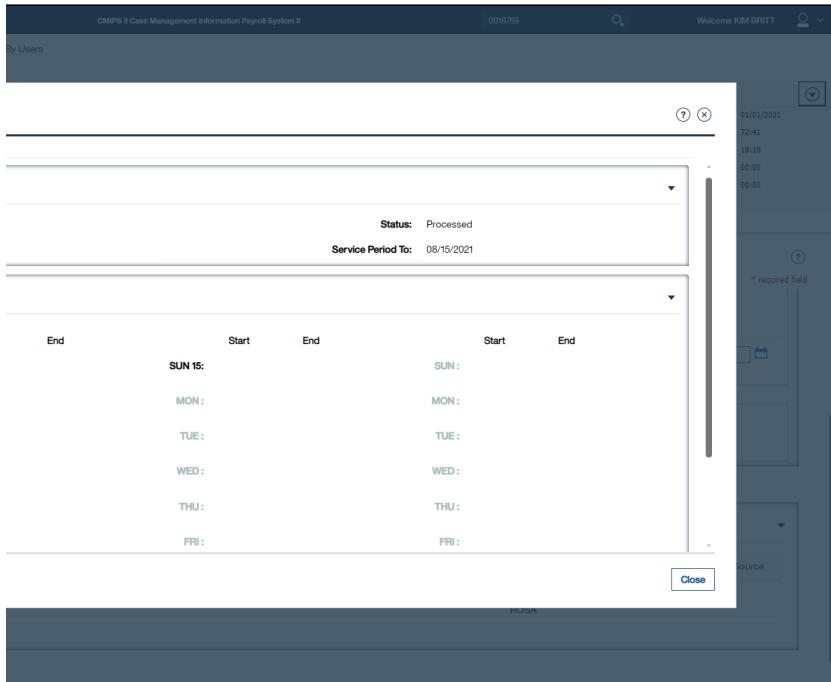


Figure – EVV Details Pop-Up

Actions/Functions

The following actions are associated with the EVV Details Pop-Up:

Action	Function
Page Navigation	
View Timesheet Details	When the View Timesheet tab is selected the View Timesheet Details Pop-Up displays for with current timesheet data.
EVV Details	
Close	Closes the EVV Details Pop-Up and takes user back to the View Timesheet Information pop-up.

Data Elements

The following data elements are specific to the EVV Details Pop-Up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
EVV Details – The values in the cluster will be blank for non-work days. This cluster will not display for timesheets that are in a Pending Issuance or Issued status or for timesheets that are non-EVV.					

1 to 31 depending on calendar date	Numeric day label. These labels dynamically display based on the month/year and pay period.	Integer	No	No	No
Start	The data entered as the Start Time and Location for work for that day or timesheet. HH:MM a.m or p.m. format Home or Community	String	No	No	No
End	The data entered as the End Time and Location for work for that day or timesheet. HH:MM a.m or p.m. format Home or Community	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Timesheet Details Pop-Up

CI	Document Name
CI-823186 - DSD SC View Timesheet Details Pop-Up IMPLEMENTED	DSD_SC_View_Timesheet_Details_Pop_Up.doc

When the View link is selected from the View Timesheet Information pop-up , the View Timesheet Details Pop-Up is displayed. The Pop-Up displays the current status of the Timesheet and allows the user to view the associated details including daily time entries, Electronic Timesheet Signature and any exception conditions related to the timesheet.

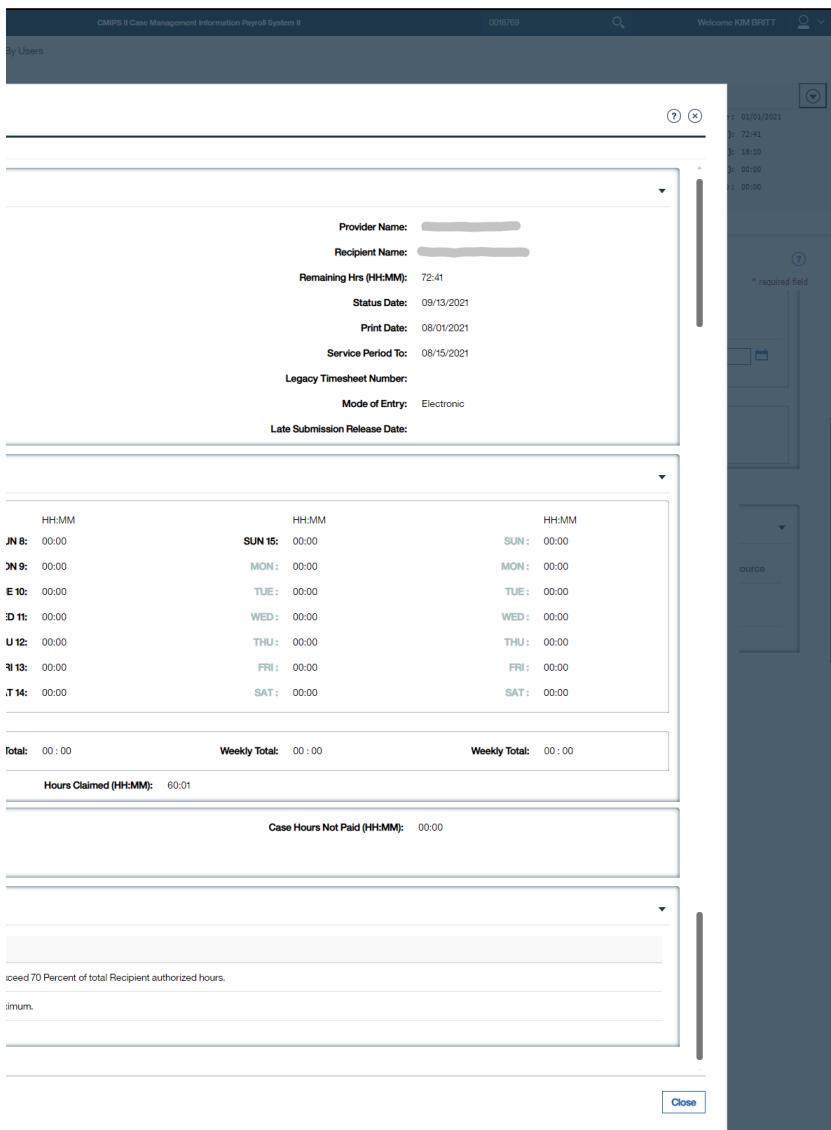


Figure – View Timesheet Details Pop-Up

Actions/Functions

The following actions are associated with the View Timesheet Details Pop-Up:

Action	Function

Page Navigation					
EVV Details	Displays the EVV Details Pop-Up for the selected timesheet				
View Timesheet					
Close	Returns the user to the screen of origin (View Timesheet Information pop-up)				

Data Elements

The following data elements are specific to the View Timesheet Details Pop-Up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Timesheet Details					
Provider Number	CMIPS unique ID for the Provider.	Number	No	No	No
Provider Name	First name and last name of the Provider.	String	No	No	No
Recipient Number	CMIPS unique ID for the case/Recipient.	Number	No	No	No
Recipient Name	First name and last name of the Recipient.	String	No	No	No
Type	The type of timesheet.	String	No	No	No
Remaining Hrs (HH:MM)	<p>The remaining monthly IP Mode of Service or WPCS hours for the Recipient or, if applicable, the remaining monthly assigned hours for the Provider as displayed on the timesheet.</p> <p>Displays in HH:MM format.</p> <p>This data element is unavailable for converted timesheets in a Processed status and for converted Part A timesheets in an Issued status.</p>	Integer	No	No	No
Status	Status of the timesheet.	String	No	No	No
Status Date	The date the current status was assigned. Displays in MM/DD/YYYY format.	Date	No	No	No
Print Method	The process used to print the timesheet.	String	No	No	No
Print Date	The date the timesheet was printed. Displays in MM/DD/YYYY format.	Date	No	No	No
Service Period From	The starting date of the service period. Displays in MM/DD/YYYY format.	Date	No	No	No
Service Period To	The ending date of the service period. Displays in MM/DD/YYYY format.	Date	No	No	No
Timesheet Number	Timesheet number associated with the timesheet.	Number	No	No	No
Legacy Timesheet Number	The legacy timesheet number associated with the timesheet.	Number	No	No	No
Received Date	<p>The date when the timesheet was received at TPF or the date when the county worker keyed the timesheet data into CMIPS.</p> <p>For converted timesheets in a Processed status, this will be the issue date of the associated payment.</p>	Date	No	No	No
Mode of Entry	Indicates mode of entry of the timesheet.	String	No	No	No
Large Font Timesheet	<p>Indicates whether the timesheet is the Large Font Timesheet.</p> <p>Note: Indicator is blank if timesheet has not been processed through Case Management.</p>	String	No	No	No
Late Submission Release Date	The date the system, a County user, or WPCS user released the timesheet from Held – Late Submission. Displays in MM/DD/YYYY format.	Date	No	No	No
TTS Recipient Timesheet Processing Details – This cluster only displays for timesheets processed by the Telephone Timesheet System or by an IHSS Service Desk agent.					
Processed Through Telephonic System	The indicator as to whether the timesheet for a BVI or E-Timesheet Recipient was processed using the Telephonic System	String	No	No	No
Processed by TTS Assistance Line Agent	The indicator as to whether the timesheet was processed by a TTS Assistance Line agent at the direction of a BVI or E-Timesheet Recipient	String	No	No	No

Time Entries [HH:MM] – This cluster does not display for converted Processed timesheet data, Legacy timesheets in a Pending or Processed status when only total hours were entered, or for timesheets in a Pending Issuance or Issued status.					
01 - 15 OR 01 – 28 OR 01 – 29 OR 01 – 30 OR 01 – 31 OR 16 – 28 OR 16 – 29 OR 16 – 30 OR 16 – 31	The daily hours claimed on the timesheet in an HH:MM format. If the hours were reduced from the amount claimed, then only the reduced hours processed by Payroll display. The numeric day labels dynamically display based on the month/year and pay period. Displays in HH:MM format.		Integer	No	No
Weekly Total	The aggregated daily hours for a week claimed on the timesheet.	Integer	No	No	No
Hours Claimed	Total daily service hours claimed on the timesheet. Displays in HH:MM format.	Integer	No	No	No
Case Hours Paid	Total service hours paid for this timesheet. Represents the total hours that were passed to Payroll for processing. Displays in HH:MM format.	Integer	No	No	No
Case Hours Not Paid	Total unpaid service hours for this timesheet. Displays in HH:MM format.	Integer	No	No	No
Hours Paid at Overtime Rate	Total hours paid at the overtime rate for this timesheet. Represents the total hours paid at the overtime rate that were passed to Payroll for processing. Displays in HH:MM format.	Integer	No	No	No
Electronic Timesheet Signature – This cluster only displays when the Mode of Entry for the timesheet is Electronic					
Provider Signature Date /Time	Indicates the date and time that the Provider electronically signed the timesheet. Displays in MM/DD/YYYY HH:MM (24 hour format)	Date /Time	No	No	No
Recipient Signature Date /Time	Indicates the date and time that the Recipient electronically signed the timesheet or approved it through TTS. Displays in MM/DD/YYYY HH:MM (24 hour format).	Date /Time	No	No	No
Provider Signature Method	Indicates the method by which the provider electronically signed their timesheet. Based on the Timesheet Signature Method Code Table.	String	No	No	No
Recipient Signature Method	Indicates the method by which the recipient electronically signed their timesheet. Based on the Timesheet Signature Method Code Table. Note: This will also indicate if the county approves the timesheet on behalf of a deceased recipient or if a timesheet signatory signs on behalf of the recipient.	String	No	No	No
Exceptions – This cluster only displays when exception conditions are detected on the timesheet and will not display for converted timesheet data or for timesheets in a Pending Issuance or Issued status.					
Code	The exception code related to the error condition.	Number	No	No	No
Description	Description of the error condition.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/WPCS Service Hours - Pop-up

The screenshot shows a pop-up window with a header 'CI'. Below the header is a message box containing the text 'CI-823204 - DSD SC WPCS Service Hours' and a button labeled 'IMPLEMENTED'.

The WPCS Service Hours – Pop-up screen is accessed by selecting a hyperlink 'Click here to view...' on WPCS Service Hours entry row on the Paid Hours screen. This screen allows CMIPS users to view a Recipient's authorized and paid WPCS hours in a given service month.

The screenshot shows the WPCS Service Hours – Pop-up screen. It displays the following information:

- Month: 09/01/2021
- WPCS Auth to Purchase: 106:25
- WPCS Paid Hours: 90:00

A 'Close' button is located at the bottom left of the screen.

Figure - WPCS Service Hours – Pop-up

Actions/Functions

The following actions are associated with the WPCS Service Hours screen:

Action	Function
Close	Closes the WPCS Service Hours screen and returns the user to the Paid Hours screen.

Data Elements

The following data elements display on the WPCS Service Hours screen:

The WPCS Service Hours screen will display the service month(s) searched on the Paid Hours screen and the WPCS Auth to Purchase and Paid Hours during the service month.

Field Name	Help	Data Type	Required Field	Default Value	Editable Field
Service Month	Displays service month(s) from Search Criteria on the Paid Hours screen.	Date (MM/DD/YYYY)	No	Blank	No
WPCS Auth to Purchase	The WPCS authorized hours for the service month.	Time (HH:MM)	No	Blank	No
WPCS Paid Hours	The WPCS paid hours for the service month.	Time (HH:MM)	No	Blank	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Training Time Claim Screen

The screenshot shows a header with the letters 'CI'. Below it is a button labeled 'CI-823368 - DSD SC View Training Time Claim' with a status indicator 'IMPLEMENTED'.

The View Training Time Claim screen is accessed by selecting the Claim ID link for a Training Time claim type row on the Career Pathways Claim History navigational screen, or by clicking the View Training Time Claim link on the corresponding task record within the CDSS Career Pathways or CDSS Payments Pending Approval work queues. This screen will display the information submitted by the Provider in ESP and allow a worker to make changes to the training class information on the claim if necessary when the status of the claim is 'Pending Review'. This screen will have a link to allow CDSS workers to make an approve or reject decision toward final authorization of payment on the claim. A View Payment Details link will display for all records that are in Processed status and for which CMIPS has generated a Paid warrant.

- When a training time claim is in 'Pending Review' status, a worker can make a decision to submit the claim for approval to the CDSS Payments Pending Approval work queue or to reject the claim. When a worker submits a training time claim for approval, the screen will display the Cancel Approval Request link, which allows a worker to recall the approval submission and do further review of the claim if necessary. When rejecting a training time claim, the worker will indicate the reason for the reject decision and the system will no longer allow further changes to be made.
- When a training time claim is in 'Pending Approval' status, the screen will allow a second worker to make a decision for final approval on the claim, therefore authorizing the claim for payment to the provider; or to reject the approval request, which sets the status of the claim back to 'Pending Review', so the initial submitter can do further analysis. Only a worker other than the initial submitter can view the Approve and Reject Approval Request links. When the training time claim is approved for payment authorization, claim status is updated to 'Pending Payroll' and no further changes can be made to the claim. If the approval request is rejected, the screen will revert to displaying the Submit for Approval and Reject links.
- After CMIPS creates the warrant for the training time claim in Case Management, this screen displays the View Payment Details link, which will allow a user to access the payment record aligned with the claim, and claim status is updated to 'Processed'.

The View Training Time Claim screen can also be accessed by selecting the View Training Time Claim Information button in the View Payment Details screen, then selecting the View... link on the View Training Time Claim Information Pop-up. When accessed this way, the View Training Time Claim screen displays as an informational pop-up only, and the Manage cluster or Edit buttons do not display.

The screenshot shows a modal window titled 'View Training Time Claim (Pending Review - 1st Reviewer)'. The window contains the following information:

- Claim ID: CI-823368
- Claim Type: Training Time
- Received Date: 04/26/2023
- Provider Number: [REDACTED]
- Recipient Number: [REDACTED]
- Service Period To: 04/15/2023
- Status: Pending Review
- Approved By/Rejected By: [REDACTED]
- Training Dates and Hours:

Training Date	Hours/Minutes	Review Outcome
04/02/2023	03:00	[REDACTED]
04/10/2023	01:00	[REDACTED]

Buttons at the bottom: Edit, Close

Figure - View Training Time Claim (Pending Review - 1st Reviewer)

Case Management Information Payroll System II Case Number Welcome [Search] [User]

[Redacted]

[Redacted] ?

[Redacted]

[Cancel Approval Request...](#)

Received Date: 04/24/2023
Provider Number: [Redacted]
Recipient Number: [Redacted]
Service Period To: 12/15/2022
Status: Pending Approval

Approved By/Rejected By:

Name	Training Date	Hours/Minutes	Review Outcome
	12/05/2022	01:00	Approved
i	12/08/2022	02:00	Approved
	12/13/2022	01:00	Approved

[Redacted]

[Redacted]

Figure - View Training Time Claim (Pending Approval - 1st Reviewer)

Case Management Information Payroll System II Case Number Welcome

Reject Approval Request...

Received Date: 04/24/2023
Provider Number: [REDACTED]
Recipient Number: [REDACTED]
Service Period To: 12/15/2022
Status: Pending Approval

Approved By/Rejected By:

Name	Training Date	Hours/Minutes	Review Outcome
	12/05/2022	01:00	Approved
	12/08/2022	02:00	Approved
	12/13/2022	01:00	Approved

Figure - View Training Time Claim (Pending Approval - 2nd Reviewer)

Case Management Information Payroll System II

Case Number: Welcome:

Received Date: 04/24/2023

Provider Number:

Recipient Number:

Service Period To: 12/15/2022

Status: Pending Payroll

Approved By/Rejected By: kwork001

Name	Training Date	Hours/Minutes	Review Outcome
	12/05/2022	01:00	Approved
3	12/08/2022	02:00	Approved
	12/13/2022	01:00	Approved

Figure - View Training Time Claim (Pending Payroll)

Received Date: 04/24/2023
 Provider Number: [redacted]
 Recipient Number: [redacted]
 Service Period To: 06/30/2022
 Status: Processed

Approved By/Rejected By: ARomo001

Training Date	Hours/Minutes	Review Outcome
06/22/2022	01:01	Approved
06/25/2022	01:00	Approved
06/27/2022	02:00	Approved

Training Time Hours Not Paid (HhMM): 00:00

Figure - View Training Time Claim (Processed) - All Training Time Entries Approved

Received Date: 04/24/2023
 Provider Number: [redacted]
 Recipient Number: [redacted]
 Service Period To: 04/15/2023
 Status: Processed

Approved By/Rejected By: kbo001

Training Date	Hours/Minutes	Review Outcome
04/01/2023	00:00	Not an Approved IHSS Career Pathways Course
04/02/2023	00:00	No Record of Course Completion
04/10/2023	20:00	Approved
04/15/2023	00:00	Submitted a Blank Claim Form

Training Time Hours Not Paid (HhMM): 04:11

Figure - View Training Time Claim (Processed) - Both Approved and Rejected Training Time Entries

This screenshot shows a detailed view of a training time claim. At the top, there's a header bar with the system name, a search bar, and a user welcome message. Below the header, the main content area displays the following information:

- Received Date:** 06/30/2022
- Provider Number:** 002616724
- Recipient Number:** 0721780
- Service Period To:** 06/15/2022
- Status:** Processed

Below this, there's a table showing training details:

Class Name	Training Date	Hours/Minutes
Test	06/12/2022	02:45

The total hours are listed as 02:45. There's also a field for "Training Time Hours Not Paid (HH:MM):" which is set to 00:00.

At the bottom right of the form is a "Close" button.

Figure - View Training Time Claim (Reissue Claim on Voided Payment)

This screenshot shows a rejected training time claim. The header and basic claim details are similar to the previous figure, but the status is "Rejected".

Approved By/Rejected By: ARomo001

A note at the top states: "sado de IHSS de carrera
etrazo/Envío un formulario de"

Below the header, the main content area displays the following information:

- Received Date:** 04/24/2023
- Provider Number:** [REDACTED]
- Recipient Number:** [REDACTED]
- Service Period To:** 05/31/2022
- Status:** Rejected

Approved By/Rejected By: ARomo001

A note at the top states: "sado de IHSS de carrera
etrazo/Envío un formulario de"

Below this, there's a table showing training details:

Training Date	Hours/Minutes	Review Outcome
05/24/2022	00:00	Not an Approved IHSS Career Pathways Course
05/27/2022	00:00	Submitted a Blank Claim Form

The total hours are listed as 06:02. There's also a field for "Training Time Hours Not Paid (HH:MM):" which is set to 06:02.

At the bottom right of the form is a "Close" button.

Figure - View Training Time Claim (Rejected)

Actions/Functions

The following actions are associated with the View Training Time Claim screen:

Action	Function
Edit	This button is used to launch the Modify Training Time Claim screen.
Close	Clicking this button will close the View Training Time Claim screen and navigate the user back to the Career Pathways Claim History screen.
Manage	
Submit for Approval	Displays the Submit Training Time Claim for Approval pop-up. Note: Link is removed when a user submits claim for approval or rejects the claim.
Reject	Displays the Reject Training Time Claim pop-up. Note: Link is removed when a user submits claim for approval or rejects the claim.
Approve	Launches the Approve Training Time Claim pop-up screen.
View Payment Details	Displays the View Payment Details screen pop-up screen with the payment details that corresponding to the training time claim record.
Reject Approval Request	Launches the Reject Training Time Claim Approval Request pop-up screen. Note: Link only appears when the claim status is in Pending Approval.
Cancel Approval Request	Launches the Cancel Approval Request pop-up screen. Note: Link only appears when the claim status is in Pending Approval, and only the submitter will see this link.

Data Elements

The following data elements are specific to the View Training Time Claim screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Claim Number	Displays unique claim ID of the training time claim.	String	No	No	No
Received Date	Displays the date Provider submitted the claim in ESP.	Date (MM/DD/YYYY)	No	No	No
Provider Name	Displays the Provider name.	String	No	No	No
Provider Number	Displays the Provider ID.	String	No	No	No
Recipient Name	Displays the Recipient name.	String	No	No	No
Recipient Number	Displays the Recipient ID.	String	No	No	No
Service Period From	Aligns with the pay period begin date Provider selected on the claim.	Date (MM/DD/YYYY)	No	No	No
Service Period To	Aligns with the pay period end date Provider selected on the claim.	Date (MM/DD/YYYY)	No	No	No
Program	Aligns with the Provider's program assignment type based on the Recipient selected on the claim. <ul style="list-style-type: none"> • If Provider has IHSS or IHSS/WPCS assignment - displays IHSS. • If Provider has WPCS only assignment - displays WPCS. 	String	No	No	No
Status	Displays the status of the training time claim.	String	No	No	No
Approver Details					
Submitted By	Displays the userID of the worker who submitted the training time claim for approval. When in Pending Review status this field is blank.	String	No	No	No
Approved By /Rejected By	Displays the userID of the worker who authorized final approval of the training time claim when in Pending Approval status. When in Pending Review status this field is blank.	String	No	No	No
Training Time Entries					
Career Pathway	Displays the career pathway type.	String	Yes	No	No
Class Number	Display the class number.	String	No	No	No
Class Name	Displays the class name.	String	No	No	No

Training Date	Displays the training date.	Date (M M/DD /YYYY)	No	No	No
Hours/Minutes	Displays the training time.	Time (HH:MM)	No	No	No
Review Outcome	Displays the Review Outcome.	String	No	No	No
Total (HH:MM)	Displays at the bottom of the list of entries the total sum of all hours on the claim. When a user updates an Hours/Minutes field on a training time entry row, this field will automatically recalculate the total hours.	Time (HH:MM)	No	No	No

Training Time Claim Hours (Processed Only)

Training Time Hours Paid (HH: MM)	Displays the total training hours paid for the training time claim.	Time (HH:MM)	No	No	No
Training Time Hours Not Paid (HH:MM)	Displays the total unpaid training hours for this training time claim. Note: If a user has not reduced the hours/minutes on any time entry displayed on the claim this field displays 00:00.	Time (HH:MM)	No	No	No
Hours Paid at Overtime Rate (HH:MM)	Displays the total hours paid at the overtime rate for the training time claim. Note: If no overtime hours paid on this claim this field displays 00:00.	Time (HH:MM)	No	No	No

Comments

Comments	This box will display comments entered by the CDSS worker if they modify any of the training time entries.	String	No	No	No
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cumulative Training Hours Per Pathway Pop-Up

CI	Document Name
CI-823369 - DSD SC Cumulative Training Hours Per Pathway Pop-Up IMPLEMENTED	DSD_SC_Cumulative_Training_Hours_Per_Pathway.doc

The Cumulative Training Hours Per Pathway Pop-Up is displayed when a user clicks the Cumulative Training Hours Per Pathway button on the Career Pathways Claim History navigational screen. This screen will display the total training hours, per Career Pathway type, that CDSS has authorized for payment on a Provider's submitted training time claims. At later point if a provider submits incentive claims, CDSS workers can use the data on this screen to make a decision to authorize a submitted incentive claim for payment. The hours displayed on this screen accumulate as submitted training time claims receive final approval.

If a Provider has not submitted a Career Pathways training time claim, this screen will display blank; there will be no row indicating the Career Pathway types. When the Provider submits an initial training time claim, The screen will populate a list of the five Career Pathway types where the total hours paid default to 00:00. Once the training time claim is authorized for payment (approved) the system will automatically align the sum of the total hours claimed for each pathway on the screen.

No Training Time Claim Submitted

The screenshot shows a modal dialog titled "Cumulative Training Hours Per Pathway". At the top right are a help icon (?) and a close button (X). Below the title is a dropdown menu labeled "Cumulative Hours Paid Per Career Pathway". The main content area contains three columns: "Career Pathway", "Total Hours Paid To Date", and "Completed 15th Hour Date". There are three rows of data, each with a horizontal line separator. At the bottom of the window is a blue "Close" button.

Initial Training Time Claim Submitted - Not Authorized for Payment

Cumulative Training Hours Per Pathway: [REDACTED]		
Cumulative Hours Paid Per Career Pathway		
Career Pathway	Total Hours Paid To Date	Completed 15th Hour Date
Adult Education	05:00	
General Health/Safety	00:00	
Cognitive Impairments Behavioral Health	00:00	
Complex Physical Care Needs	00:00	
Transition to Home/Community Living	00:00	

[Close](#)

Training Time Claim Authorized for Payment (or Payment Processed)		
Cumulative Training Hours Per Pathway: [REDACTED]		
Cumulative Hours Paid Per Career Pathway		
Career Pathway	Total Hours Paid To Date	Completed 15th Hour Date
Adult Education	00:00	
General Health/Safety	15:00	01/30/2023
Cognitive Impairments Behavioral Health	00:00	
Complex Physical Care Needs	00:00	
Transition to Home/Community Living	00:00	

[Close](#)

Figure – Cumulative Training Hours Per Pathway Pop-Up

Actions/Functions

The following actions are associated with the Cumulative Training Hours Per Pathway Pop-Up:

Action	Function
Close	Close the Cumulative Training Hours Per Pathway pop-up screen and returns the user to the Career Pathways Claim History navigational screen.

Data Elements

The following data elements are associated with the Cumulative Training Hours Per Pathway Pop-Up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Cumulative Hours Paid Per Career Pathway					
Career Pathway	Displays a list of the 5 Career Pathway types once a provider submits a training time claim in ESP. <ul style="list-style-type: none">• Adult Education• General Health/Safety• Cognitive Impairments Behavioral Health• Complex Physical Care Needs• Transition to Home/Community Living	String (10)	No	Blank	No
Total Hours Paid To Date	Displays the total number of training hours authorized (final approval) on training claims by career pathway type.	String (4)	No	Blank	No
Completed 15th Hour Date	Displays the date the Provider completed the 15th hour of training within a given Career Pathway. Note: When the hours are less than 15:00 (HH:MM), no date is displayed.	Date (MM/DD/YYYY)	No	Blank	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Submit Training Time Claim for Approval

CI	Document Name
CI-823384 - DSD SC Submit Training Time Claim for Approval IMPLEMENTED	DSD_SC_Submit_Training_Time_Claim_for_Approval.doc

Authorization of a Career Pathways training time claim requires a two-step approval where the initial worker approves the claim and a second worker does a final review to authorize the claim for payment. CDSS workers will be able to conduct both levels of approval on the Training Time Claim record. The first-level worker will review the training time claim for accuracy and make any changes necessary prior to submitting the claim for approval. When the Submit for Approval link is selected from the View Training Time Claim screen, the Submit Training Time Claim for Approval confirmation pop-up is displayed.

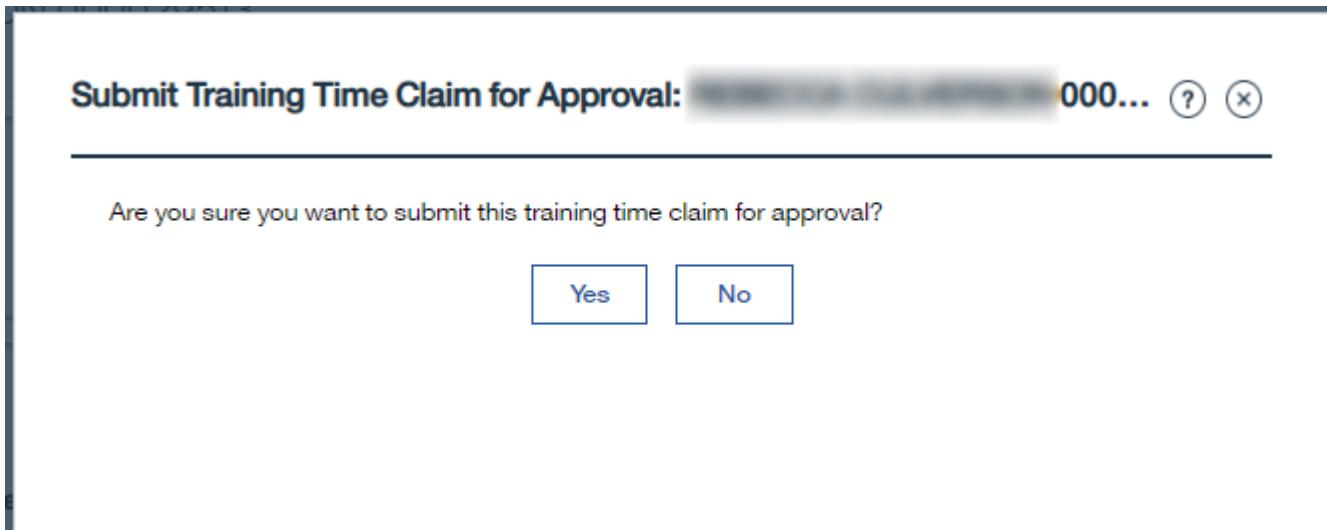


Figure – Submit Training Time Claim for Approval

Actions/Functions

The following actions are associated with the Submit Training Time Claim for Approval pop-up:

Action	Function
Yes	Submits the Training Time Claim for supervisor approval and returns the user to the View Training Time Claim screen. See Business Rules - Career Pathways for further actions.
No	Cancels the submit action and returns the user to the View Training Time Claim screen.

Data Elements

There are no data elements associated with the Submit Training Time Claim for Approval pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Training Time Claim

CI
CI-823389 - DSD SC Reject Training Time Claim Pop-Up IMPLEMENTED

CDSS workers will evaluate a Provider's submitted training time claim for accuracy and will make the initial decision to send for final authorization or rejection. A rejected claim will result in non-payment. The training time claim will allow a CDSS worker to make a reject decision for the claim. When a user clicks the Reject link from the View Training Time Claim screen, the system will launch the Reject Training Time Claim Pop-Up.

The screenshot shows a modal dialog box titled "Reject Training Time Claim: [REDACTED]" with a question mark and close buttons in the top right corner. Below the title, a message asks, "Are you sure you want to reject this training time claim?". A "Comments:" label is followed by a large text input field containing a single vertical bar character. At the bottom are two buttons: "Yes" and "No". A red asterisk and the text "required field" are located to the right of the "Comments:" label.

Figure – Reject Training Time Claim Pop-Up

Actions/Functions

The following actions are associated with the Reject Training Time Claim Pop-Up:

Action	Function
Yes	Returns the user to the View Training Time Claim screen and sets the Training Time Claim to Rejected status.
No	Cancels the reject action and returns the user to the View Training Time Claim screen.

Data Elements

The following data elements are specific to the Reject Training Time Claim Pop-Up:

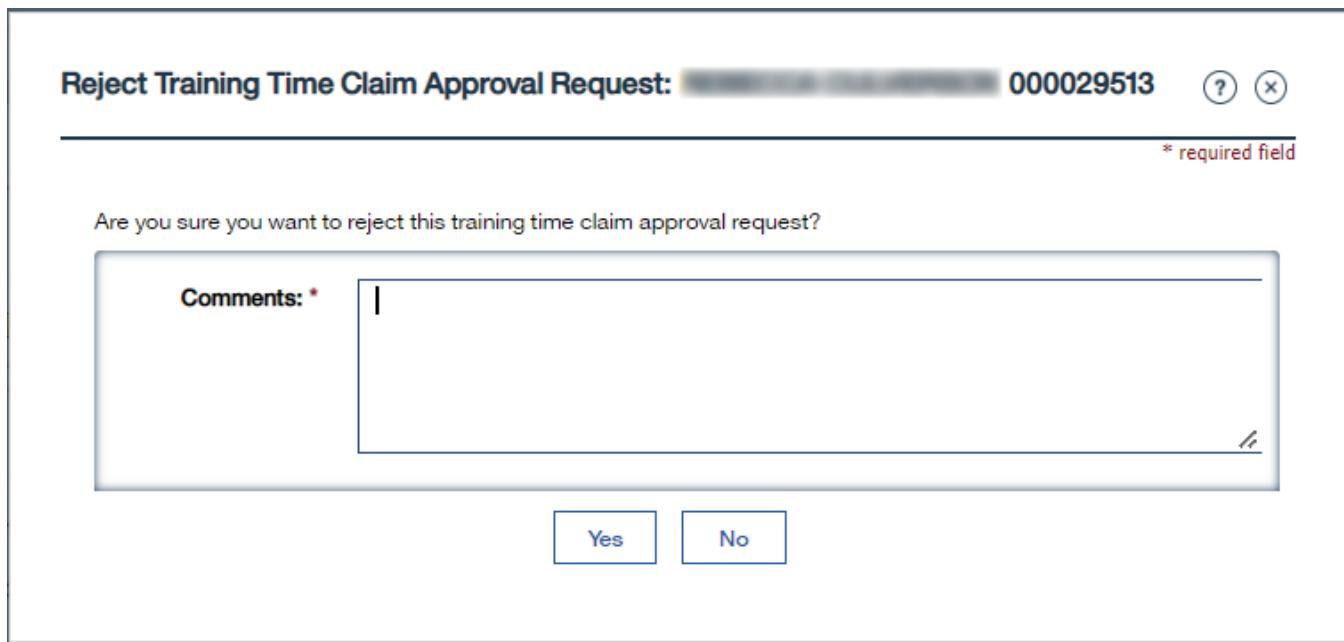
Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Are you sure you want to reject this training time claim?					

Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	No	No	Yes
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Training Time Claim Approval Request

CI	Document Name
 CI-823406 - DSD SC Reject Training Time Claim Approval Request IMPLEMENTED	DSD_SC_Reject_Training_Time_Claim_Approval_Request.doc

Clicking the Reject Approval Request link on the View Training Time Claim screen will launch the Reject Training Time Claim Approval Request screen. A CDSS worker can take the option of rejecting an approval request sent by another team member for final payment authorization on a Career Pathways training time claim. When the second reviewer rejects an approval request, the claim status is set back to pending review, and the first reviewer can make the adjustments necessary and resubmit.



Reject Training Time Claim Approval Request: 000029513

* required field

Are you sure you want to reject this training time claim approval request?

Comments: *

Yes No

Figure – Reject Training Time Claim Approval Request

Actions/Functions

The following actions are associated with the Reject Training Time Claim Approval Request screen:

Action	Function
Yes	Returns the user to the View Training Time Claim screen and sets the Training Time Claim to Pending Review status. See Business Rules - Career Pathways for further actions.
No	Cancels the reject action and returns the user to the View Training Time Claim screen.

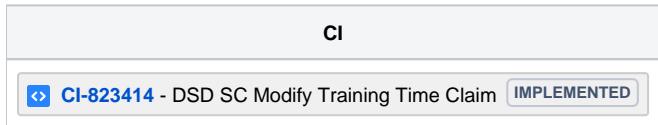
Data Elements

The following data elements are specific to the Reject Training Time Claim Approval Request screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Are you sure you want to reject this training time claim approval request?					

Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	Yes	No	Yes
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Modify Training Time Claim



When a user clicks the Edit button on the View Training Time Claim screen, the system will navigate the user to the Modify Training Time Claim screen. Users will access this screen if they need to make any minor changes to the training time entries on the claim. The system will allow a user to make any needed changes up until the claim is submitted for approval.

The screenshot shows the 'Modify Training Time Claim' screen in the CMPS Case Management Information System. The top navigation bar includes links for SW - Home, SW - Team and Workloads, My Workspace (which is selected), My Cases, Inbox, and Caseload By Users. On the left, there's a sidebar with various shortcuts like Person Name, Provider, Payment Search, Timsheet Search, Weekly Provider Paid, Monthly Provider Paid, Travel Claim Search, Overpayment Recove, Sick Leave Hours, Sick Leave Claim, and Career Pathways. Preferences are also listed. The main content area has a title 'Modify Training Time Claim: [REDACTED]'. It contains two sections: 'Details' and 'Training Time Entries'. The 'Details' section includes fields for Claim Number (13200128), Provider Name, Recipient Name, Service Period From (07/01/2023), Program (IHSS), Received Date (08/11/2023), Provider Number, Recipient Number, Service Period To (07/15/2023), and Status (Pending Review). The 'Training Time Entries' section lists two entries: 'Adult Education' with Class Number 4402 and Class Name tppu, and 'General Healthy Safety' with Class Number 4502 and Class Name tppu.01. Both entries have Training Date (07/01/2023 and 07/02/2023), Hours/Minutes (01:00), and Review Outcome dropdowns. A 'Comments:' text area is at the bottom. At the very bottom are 'Save' and 'Cancel' buttons.

Figure – Modify Training Time Claim

Actions/Functions

The following actions are associated with the Modify Training Time Claim screen:

Action	Function
Save	Saves any changes made to the training time entries on the claim and return the user to the View Training Time Claim screen. Button is enabled
Cancel	Closes the Modify Training Time Claim screen and navigate the user back to the View Training Time Claim screen with no changes saved. Button is enabled.

Data Elements

The following data elements are specific to the Modify Training Time Claim:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Claim Number	The unique claim ID number of the training time claim.	String	No	No	No

Received Date	The date the Provider submitted the claim in ESP.	Date (MM/DD/YYYY)	No	No	No
Provider Name	The name of the Provider that submitted the training time claim.	String	No	No	No
Provider Number	The unique ID number of the Provider.	String	No	No	No
Recipient Name	The name of the Recipient the Provider selected on the training time claim.	String	No	No	No
Recipient Number	The unique ID number of the Recipient.	String	No	No	No
Service Period From	Aligns with the pay period begin date the Provider selected on the claim	Date (MM/DD/YYYY)	Yes	No	Yes
Service Period To	Aligns with the pay period end date the Provider selected on the claim	Date (MM/DD/YYYY)	Yes	No	Yes
Program	Aligns with the Provider's program assignment type based on the recipient selected on the claim <ul style="list-style-type: none"> • If Provider has IHSS or IHSS/WPCS assignment - displays IHSS • If Provider has WPCS only assignment - displays WPCS 	String	No	No	No
Status	The training time claim status.	String	No	No	No

Training Time Entries

Career Pathway	Selectable list of the Career Pathway types: <ul style="list-style-type: none"> • Adult Education • General Health/Safety • Cognitive Impairments Behavioral Health • Complex Physical Care Needs, • Transition to Home/Community Living Does not allow a blank selection.	Drop-down list	Yes	No	Yes
Class Number	The course number for the training class. Field can take up to 8 alphanumeric characters.	String	Yes	No	Yes
Class Name	The training class name. Field can take up to 100 alphanumeric characters.	String	Yes	No	Yes
Training Date	The class training date. Calendar picker allows user to modify the training date.	Date (MM/DD/YYYY)	Yes	No	Yes
Hours /Minutes	The hours and minutes for the training class.	Integer (HH:MM)	Yes	No	Yes
Review Outcome	Selectable list of rejection/outcome review reasons: <ul style="list-style-type: none"> • Incorrect Claimed Hours • Incorrect Class Name • Incorrect Training Date • Incorrect Pathway • Provider Not Eligible • Multiple Entries Incorrect • Duplicate Claim • No Record of Course Completion • Not an Approved IHSS Career Pathways Course • Submitted a Blank Claim Form <p>Note: If a training time entry modification is submitted with a blank Review Outcome reason, then Review Outcome will default to Approved for claims in Pending Approval, Pending Payroll, Processed, and Void-Reissued status.</p>	Drop-down list	No	Blank	Yes
Total (HH:MM)	The total sum of all hours on the claim.	Date (MM/DD/YYYY)	No	No	No
Comments					
Comments	Comments pertinent to the training time claim. Up to 500 characters can be entered.	String	No	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Cancel Approval Request

CI	Document Name
CI-823411 - DSD SC Cancel Approval Request IMPLEMENTED	DSD_SC_Cancel_Approval_Request.doc

After a user submits a training time or incentive claim for approval, the system will allow the user to cancel the approval request to make additional changes or to do a further review of the information on the claim. When a user clicks the Cancel Approval Request link on the View Training Time Claim or View Incentive Claim screens, the system will launch the Cancel Approval Request screen.

The screenshot shows a modal dialog box titled "Cancel Approval Request". The title bar also displays the claim number "000029513". Below the title, a message asks, "Are you sure you want to cancel this request?". At the bottom of the dialog are two buttons: "Yes" and "No". There are also standard window control buttons (minimize, maximize, close) in the top right corner.

Figure – Cancel Approval Request

Actions/Functions

The following actions are associated with the Cancel Approval Request screen:

Action	Function
Yes	Closes the screen and returns the user to the View Training Time Claim (or View Incentive Claim if launched from an incentive record) screen and sets the claim status to Pending Review . See Business Rules - Career Pathways for further actions.
No	Closes the screen and returns the user to the View Training Time Claim (or View Incentive Claim if launched from an incentive record) screen.

Data Elements

There are no data elements associated with the Cancel Approval Request screen.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Training Time Claim History

CI
CI-823443 - DSD SC View Training Time Claim History IMPLEMENTED

When a user selects a View link within a row on the Timesheet Training Claim History screen, the system will launch the View Training Time Claim History screen. The View Training Time Claim History screen allows a user to view the historical data record that displays information on the training time claim prior to a change made by a user.

Order	Class Name	Training Date	Hours/Minutes	Review Outcome
1	teeeetetet	06/06/2022	00:00	No Record of Course Completion
2	Class	06/13/2022	00:00	Not an Approved IHSS Career Pathways Course
3	clear	06/15/2022	00:00	Submitted a Blank Claim Form
4	car	06/05/2022	01:00	Approved

Figure - View Training Time Claim History

Actions/Functions

The following actions are associated with the View Training Time Claim History screen:

Action	Function
Close	Clicking this button will close the View Training Time Claim History screen and navigate the user back to the Training Time Claim History list screen.

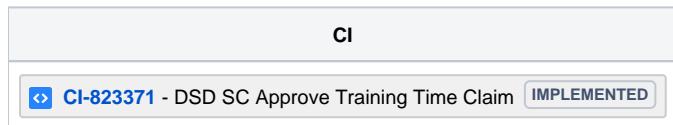
Data Elements

The following data elements are specific to the View Training Time Claim History screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Claim Number	Displays unique claim ID of the training time claim.	String	No	No	No

Received Date	Displays the date Provider submitted the claim in ESP.	Date (MM/DD /YYYY)	No	No	No
Provider Name	Displays the Provider name.	String	No	No	No
Provider Number	Displays the Provider ID.	String	No	No	No
Recipient Name	Displays the Recipient name.	String	No	No	No
Recipient Number	Displays the Recipient ID.	String	No	No	No
Service Period From	Aligns with the pay period begin date Provider selected on the claim.	Date (MM/DD /YYYY)	No	No	No
Service Period To	Aligns with the pay period end date Provider selected on the claim.	Date (MM/DD /YYYY)	No	No	No
Program	Aligns with the Provider's program assignment type based on the Recipient selected on the claim. <ul style="list-style-type: none"> • If Provider has IHSS or IHSS/WPCS assignment - displays IHSS. • If Provider has WPCS only assignment - displays WPCS. 	String	No	No	No
Status	Displays the status of the historical claim record prior to the change made.	String	No	No	No
Approver Details					
Submitted By	Displays the userID of the worker who submitted the training time claim for approval.	String	No	No	No
Approved By /Rejected By	Displays the userID of the worker whom made a decision to reject the claim, reject the approval request, or approve the claim.	String	No	No	No
Training Time Entries					
Career Pathway	Displays the career pathway type.	String	No	No	No
Class Number	Display the class number.	String	No	No	No
Class Name	Displays the class name.	String	No	No	No
Training Date	Displays the training date.	Date (MM/DD /YYYY)	No	No	No
Hours/Minutes	Displays the training time.	Integer (HH:MM)	No	No	No
Review Outcome	Displays the review outcome.	String	No	No	No
Total (HH:MM)	Displays the total sum of all hours on the claim.	Integer (HH:MM)	No	No	No
Comments					
Comments	Displays the text that corresponds to the field prior to the change that created the historical data record.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Approve Training Time Claim



When a user clicks the Approve link on the View Training Time Claim screen, the system will launch the Approve Training Time Claim screen. A Career Pathways training time claim requires a two step approval. Once the initial reviewer submits the claim for approval, a second reviewer will have the option to approve the claim. When a user selects 'Yes' to approve a training time claim, the system will set the status of the claim to 'Pending Payroll', which indicates that the claim is ready to be processed for payment.

A screenshot of a modal dialog box titled 'Approve Training Time Claim: 000029513'. It contains the question 'Do you want to approve this training time claim?' with 'Yes' and 'No' buttons. There are also help (?) and close (X) icons at the top right.

Figure – Approve Training Time Claim

Actions/Functions

The following actions are associated with the Approve Training Time Claim pop-up:

Action	Function
Yes	Approves the Career Pathways training time claim and sets the status to Pending Payroll for payment processing in the nightly batch. Returns the user to the View Training Time Claim screen.
No	Cancels the approve action and returns the user to the View Training Time Claim screen.

Data Elements

There are no data elements for the Approve Training Time Claim pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Training Time Claim History

CI	Document Name
CI-823434 - DSD SC Training Time Claim History IMPLEMENTED	DSD_SC_Training_Time_Claim_History.doc

When a user selects the History content tab link on the View Training Time Claim screen, CMIPS will navigate the user to the Training Time Claim History screen. This screen maintains a history of all changes made to a Career Pathways training time claim. When a user either saves a modification or makes a 'Yes' decision (to reject, submit the approval request, or approve for payment) on a training time claim, the system will create a new row on the Training Time Claim History screen. Each row on the screen corresponds to a historical data record of the training time claim prior to the user update.

The screenshot shows the CMIPS II interface with the following details:

- Header:** CMIPS II Case Management Information Payroll System II, Case Number, Welcome SEAN DRISCOLL, and a search bar.
- Navigation:** My Workspace, My Cases, Inbox, Person Search, and a SHORTCUTS sidebar with links like Payment Search, Timesheet Search, Weekly Provider Paid Hours, Monthly Provider Paid Hours, Travel Claim Search, Overpayment Recoveries, Sick Leave Hours, Sick Leave Claim, Career Pathways, and Preferences.
- Content:** The main area shows "Training Time Claim History: 002082539". Below it is a table titled "Training Time Claim History List" with columns: Action, Recipient Number, Recipient Name, Service Period From, Hours Claimed, Status, Date Updated, and Updated By. Three rows are listed, each with a "View" link.
- Buttons:** A "Close" button at the bottom right of the history list table.

Figure – Training Time Claim History

Actions/Functions

The following actions are associated with the Training Time Claim History screen:

Action	Function
Page Navigation Tabs	
View Training Time Claim Details	When the View Training Time Claim Details tab link is selected the system navigates to the View Training Time Claim screen.
Training Time Claim History List	
View	Clicking the View link will launch the View Training Time Claim History screen.
Close	Clicking the Close button takes the user back to the View Training Time Claim screen.

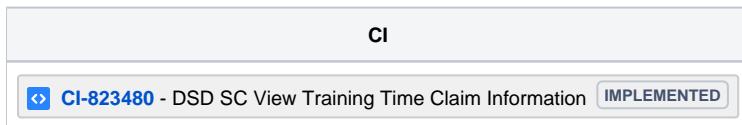
Data Elements

The following data elements are associated with the Training Time Claim History screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Recipient Number	Displays the ID number of the recipient on the training time claim record.	Number	No	No	No
Recipient Name	Displays the name of the recipient on the training time claim record.	String	No	No	No
Service Period From	Displays the Service Period From date on the training time claim record.	Date (MM/DD/YYYY)	No	No	No
Hours Claimed	Displays the total number of training hours on the claim record.	Integer (HH:MM)	No	No	No

Status	Displays the status of the training time claim.	String	No	No	No
Date Updated	Displays the date a user made a change to the training time claim record.	Date (MM/DD/YYYY)	No	No	No
Updated By	Displays the userID of the user or system that made the change causing the CM to create the historical training time claim record.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Training Time Claim Information - Pop-up



The View Training Time Claim Information pop-up screen is accessed by clicking the 'View Training Time Claim Information' on the View Payment Details screen. This screen allows CMIPS users to view a Provider's training time claim. If the payment is associated to more than one training time claim, this screen will include a row for each claim associated to the payment.

View Training Time Claim Information:

Training Time Claims

Action	Provider Name	Hours Paid	Status
View...	(Redacted)	12:00	Processed

Close

Figure - View Training Time Claim Information – Pop-up

Actions/Functions

The following actions are associated with the View Training Time Claim Information screen:

Action	Function
Close	Closes the View Training Time Claim Information screen and returns the user to the View Payment Details screen.
Training Time Claims	
View...	Launches the View Training Time Claim historical record that was paid.

Data Elements

The following data elements display on the View Training Time Claim Information screen:

Field Name	Help	Data Type	Required Field	Default Value	Editable Field
Training Time Claims					
Provider Name	Displays name of the Provider associated with the training time claim in Last Name, First Name order.	String	No	No	No
Hours Paid	Displays the training time hours and minutes that were processed for payment.	Integer (HH:MM)	No	No	No
Status	Displays the status of the training time claim.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Incentive Claim History

CI	Document Name
CI-823498 - DSD SC Incentive Claim History IMPLEMENTED	DSD_SC_Incentive_Claim_History.doc

When a user selects the History content tab link on the View Incentive Claim screen, CMIPS will navigate the user to the Incentive Claim History screen. This screen maintains a history of all changes made to a Career Pathways incentive claim. When a user either creates or edits a comment, or makes a 'Yes' decision (to reject, submit the approval request, or approve for payment) on an incentive claim, the system will create a new row on the Incentive Claim History screen. Each row on the screen corresponds to a snapshot of the historical data record on the incentive claim prior to a user update.

Figure – Incentive Claim History

Actions/Functions

The following actions are associated with the Incentive Claim History screen:

Action	Function
Page Navigation Tabs	
View Incentive Claim Details	When the View Incentive Claim Details tab link is selected the system navigates to the View Incentive Claim screen.
Training Time Claim History List	
Close	Clicking the Close button takes the user back to the View Incentive Claim screen.

Data Elements

The following data elements are associated with the Incentive Claim History screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Recipient Number	Displays the ID number of the recipient on the incentive claim record.	Number	No	No	No
Recipient Name	Displays the name of the recipient on the incentive claim record.	String	No	No	No
Service Period From	Displays the Service Period From date on the incentive claim record.	Date (MM/DD/YYYY)	No	No	No
Status	Displays the status of the incentive claim.	String	No	No	No

Date Updated	Displays the date a user made a change to the incentive claim record.	Date (MM/DD/YYYY)	No	No	No
Updated By	Displays the userID of the user or system that made the change causing the CM to create the historical incentive claim record.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/View Incentive Claim

CI	Document Name
CI-823497 - DSD SC View Incentive Claim IMPLEMENTED	DSD_SC_View_Incentive_Claim.doc

The View Incentive Claim screen is accessed by selecting the Claim ID link for a Training Incentive, One-Month Assignment Incentive, or Six-Month Assignment claim type row on the Career Pathways Claim History navigational screen, or by clicking the View Incentive Claim link on the corresponding task record within the CDSS Career Pathways work queue. This screen will display the information submitted by the Provider in ESP and allow CDSS workers to make an approve or reject decision toward final authorization of payment on the claim. A View Payment Details link will display for all records that are in Processed status and for which CMIPS has generated a Paid warrant. When a worker voids a paper warrant for an incentive claim payment, CMIPS allows a worker to reissue the claim. Reissuing the incentive claim automatically generates a new incentive claim record with Status = Pending Payroll, ensuring the system will generate a new payment to the provider.

The screenshot shows the 'CMIPS II Case Management Information Payroll System II' interface. The top navigation bar includes 'Case Number', a search icon, and 'Welcome SEAN DRISCOLL'. The main content area displays a claim record for CI-823497. At the top right of the record, there is a blue circular button with a white checkmark. Below it, the document name 'DSD_SC_View_Incentive_Claim.doc' is listed. The claim details include:

- Weekly Maximum (Hh:mm): 66:00
- Number of Active Cases: 2
- Weekly Travel Hours (Hh:mm): 00:00
- Eligible: Yes
- Enrollment Effective Date: 02/05/2014

Below these details is a large input field containing the claim text. A small 'Reject...' button is visible at the bottom left of this field. Further down, there are sections for 'Received Date' (08/17/2022), 'Provider Number' (000170384), 'Recipient Number' (1458390), 'Service Period To' (08/31/2022), and 'Status' (Pending Review). There is also a section for 'Approved By/Rejected By' which is currently empty. At the bottom, it shows 'Career Pathway: Cognitive Impairments Behavioral Health' and 'Amount To Be Paid: \$500.00'. A 'Close' button is located at the bottom left of the modal window.

Figure - View Incentive Claim (Pending Review)

CMIPS II Case Management Information Payroll System II

Case Number: Welcome SEAN DRISCOLL

Cancel Approval Request...

Received Date: 08/19/2022
Provider Number: 000170384
Recipient Number: 0106864
Service Period To: 08/31/2022
Status: Pending Approval

Approved By/Rejected By:

Career Pathway: General Health/Safety Amount To Be Paid: \$500.00

Close

Figure - View Incentive Claim (Pending Approval - First Reviewer)

CMIPS II Case Management Information Payroll System II

Case Number: Welcome BILL LOHMANN

Reject Approval Request...

Received Date: 08/19/2022
Provider Number: 000170384
Recipient Number: 0106864
Service Period To: 08/31/2022
Status: Pending Approval

Approved By/Rejected By:

Career Pathway: General Health/Safety Amount To Be Paid: \$500.00

Close

Figure - View Incentive Claim (Pending Approval - Second Reviewer)

CMIPS II Case Management Information Payroll System II

Case Number: Welcome SEAN DRISCOLL

Received Date: 08/24/2022
Provider Number: 002643074
Recipient Number: 179073
Service Period To: 08/31/2022
Status: Rejected

Approved By/Rejected By: Sdriscol01

Career Pathway: Cognitive Impairments Behavioral Health Amount To Be Paid: \$2,000.00

Close

Figure - View Incentive Claim (Rejected)

CMIPS II Case Management Information Payroll System II

Case Number: Welcome SEAN DRISCOLL

Received Date: 08/12/2022
Provider Number: 002423565
Recipient Number: 2088271
Service Period To: 08/15/2022
Status: Processed

Approved By/Rejected By: Ebueno01

Career Pathway: Complex Physical Care Needs Amount To Be Paid: \$500.00

Close

Figure - View Incentive Claim (Reissue Claim on Voided Incentive Claim Payment)

The screenshot shows a web-based application interface for managing incentive claims. At the top, there's a header bar with the system name 'CMIPS II Case Management Information Payroll System', a search bar, and a user welcome message 'Welcome SEAN DRISCOLL'. Below the header is a large form area with several sections:

- Claim Details:** Shows 'Received Date: 08/07/2022', 'Provider Number: 002423565', 'Recipient Number: 1752963', 'Service Period To: 08/15/2022', and 'Status: Processed'.
- Approval Info:** Shows 'Approved By/Rejected By: Cozares001'.
- Career Pathway:** Shows 'Career Pathway: General Health/Safety' and 'Amount To Be Paid: \$500.00'.

A small 'Close' button is located at the bottom left of the form area.

Figure - View Incentive Claim (Processed)

Actions/Functions

The following actions are associated with the View Incentive Claim screen:

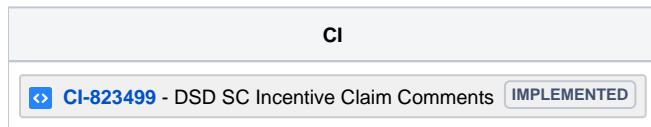
Action	Function
Add	Launches the Incentive Claim Comments pop-up screen. This button displays if the claim status is 'Pending Review' and the Comments field is blank.
Close	Clicking this button will close the View Incentive Claim screen and navigate the user back to the Career Pathways Claim History screen.
History	When the History tab link is selected the system navigates to the Incentive Claim History screen.
Manage	
Submit for Approval	Launches the Submit Incentive Claim for Approval pop-up screen. This link is removed when a user submits claim for approval or rejects the claim.
Reject	Launches the Reject Incentive Claim pop-up screen. This link is removed when a user submits claim for approval or rejects the claim.
Cancel Approval Request	Launches the Cancel Approval Request pop-up screen. This link only displays to the first level reviewer when claim status is Pending Approval.
Reject Approval Request	Launches the Reject Incentive Claim Approval Request pop-up screen. This link only displays to the second level reviewer when claim status is Pending Approval.
Approve	Launches the Approve Incentive Claim pop-up screen. This link only displays to the second level reviewer when claim status is Pending Approval.
View Payment Details	Launches the View Payment Details pop-up screen with the payment details for the incentive claim record.
Reissue Claim	Launches the Reissue Claim pop-up screen. This link only displays when the payment for an incentive claim is in Void status and EFT = N.

Data Elements

The following data elements are specific to the View Incentive Claim screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Details					
Claim Number	Displays unique claim ID of the incentive claim.	String	No	No	No
Received Date	Displays the date Provider submitted the claim in ESP.	Date (MM/DD/YYYY)	No	No	No
Provider Name	Displays the Provider name.	String	No	No	No
Provider Number	Displays the Provider ID.	String	No	No	No
Recipient Name	Displays the Recipient name.	String	No	No	No
Recipient Number	Displays the Recipient ID.	String	No	No	No
Service Period From	The pay period begin date on the claim. System automatically determines this date to align with the pay period in which the provider submitted the claim in ESP.	String	No	No	No
Service Period To	The pay period end date on the claim. System automatically determines this date to align with the pay period in which the provider submitted the claim in ESP.	String	No	No	No
Program	Aligns with the Provider's program assignment type based on the Recipient selected on the claim. • If Provider has IHSS or IHSS/WPCS assignment - displays IHSS. • If Provider has WPCS only assignment - displays WPCS.	String	No	No	No
Status	Displays the status of the incentive claim.	String	No	No	No
Approver Details					
Submitted By	Displays the userID of the worker who submitted the incentive claim for approval.	String	No	No	No
Approved By /Rejected By	Displays the userID of the worker who authorized final approval of the incentive claim when in Pending Approval status.	String	No	No	No
Rejected Comments	Displays the comments entered when the claim or when an approval request is rejected.	String	No	No	No
Incentive Information					
Type	Displays the incentive type the provider submitted on the claim. This field will display any of the following three incentive types: • Training Incentive • One-Month Assignment Incentive • Six-Month Assignment Incentive	String	No	No	No
Career Pathway	Displays the career pathway type the provider selected on the claim.	String	No	No	No
Amount To Be Paid	Displays the configured dollar amount associated with the claim type. • Training Incentive = \$500.00 • One-Month Assignment Incentive = \$500.00 • Six-Month Assignment Incentive = \$2000.00	Decimal	No	No	No
Comments					
Comments	Text box that displays the comments entered by a CDSS worker.	String	No	No	No

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Incentive Claim Comments Pop-up



When making a decision to authorize or reject payment on an incentive claim in CMIPS, a CDSS user can document the details of the analysis conducted on the Incentive Claim Comments pop-up screen by clicking the Add button on the View Incentive Claim screen. Once the user saves the comments entered, the system will display this information on the incentive claim record. Users can edit comments on an incentive claim up until submission for approval by clicking the Edit button on the View Incentive Claim screen. The Edit button displays only if a comment has been previously entered.

Figure - Incentive Claim Comments – Pop-up

Actions/Functions

The following actions are associated with the Incentive Claim Comments Pop-up:

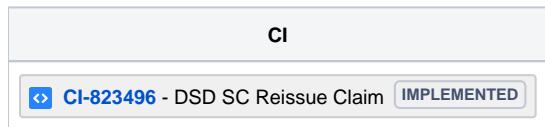
Action	Function
Save	Saves any entered text, closes the pop-up, and returns the user back to the View Incentive Claim screen.
Cancel	Closes the Incentive Claim Comments pop-up and returns the user to the View Incentive Claim screen.

Data Elements

The following data elements are associated with the Incentive Claim Comment Pop-up:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Comments	Comments (500 Characters)	String	Yes	N/A	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reissue Claim Pop-up



The Reissue Claim Pop-up is accessed by clicking on the Reissue Claim link on the View Training Time Claim or View Incentive Claim screens. This screen will allow CDSS to resend a copy of a training time or incentive claim aligned to a voided payment to Payroll to generate a new payment to the Provider.

A modal dialog box titled 'Reissue Claim: [REDACTED]' with a question mark and close buttons. It contains the message 'Are you sure you want to reissue this training time claim?' and two buttons: 'Yes' and 'No'.

Figure - Reissue Claim – Pop-up (Training Time Claim)

A modal dialog box titled 'Reissue Claim: 002423565' with a question mark and close buttons. It contains the message 'Are you sure you want to reissue this incentive claim?' and two buttons: 'Yes' and 'No'.

Figure - Reissue Claim – Pop-up (Incentive Claim)

Actions/Functions

The following actions are associated with the Reissue Claim Pop-up screen:

Action	Function
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Yes	When launched from a training time claim record: Closes the screens and returns the user to the View Training Time Claim screen. When launched from an incentive claim record: Closes the screens and returns the user to the View Incentive Claim screen.
No	When launched from a training time claim record: Closes the screen and returns the user to the View Training Time Claim screen with no changes. When launched from an incentive claim record: Closes the screens and returns the user to the View Incentive Claim screen.

Data Elements

There are no data elements specific to the Reissue Claim Pop-Up screen.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Submit Incentive Claim for Approval

CI	Document Name
CI-823521 - DSD SC Submit Incentive Claim for Approval IMPLEMENTED	DSD_SC_Submit_Incentive_Claim_for_Approval.doc

This screen is accessed when a user clicks the Submit for Approval link on the View Incentive Claim screen. A user will use this screen to make a 'Yes' or 'No' decision to submit the incentive claim for approval. When a 'Yes' decision is made, the system creates a task in the CDSS Payments Pending Approval work queue to alert CDSS to conduct a second review and sign off for payment authorization. In addition, the system moves the status of the incentive claim from 'Pending Review' to 'Pending Approval', and a user can no longer make additional modifications to the claim.

Submit Incentive Claim for Approval: [REDACTED] 000170384

Are you sure you want to submit this incentive claim for approval?

Yes No

Figure – Submit Incentive Claim for Approval

Actions/Functions

The following actions are associated with the Submit Incentive Claim for Approval pop-up:

Action	Function
Yes	Submits the incentive claim for supervisor approval and returns the user to the View Incentive Claim screen. See Business Rules - Career Pathways for further actions.
No	Cancels the submit action and returns the user to the View Incentive Claim screen.

Data Elements

There are no data elements associated with the Submit Incentive Claim for Approval pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Incentive Claim

CI	Document Name
CI-823528 - DSD SC Reject Incentive Claim IMPLEMENTED	DSD_SC_Reject_Incentive_Claim.doc

This screen is accessed when a user clicks the Reject link from the View Incentive Claim screen. CDSS workers will use this screen to make a reject decision on a Provider's submitted Career Pathways incentive claim.

The screenshot shows a modal dialog box titled "Reject Incentive Claim". At the top right are a question mark icon and a close button. Below the title, a message asks, "Are you sure you want to reject this incentive claim?". Underneath, there are two input fields: "Reason:" with a required asterisk (*) and a dropdown menu, and "Comments:" with a large text area. At the bottom of the dialog are two buttons: "Yes" and "No".

Figure – Reject Incentive Claim

Actions/Functions

The following actions are associated with the Reject Incentive Claim screen:

Action	Function
Yes	Returns the user to the View Incentive Claim screen and sets the Incentive Claim to Rejected status.
No	Cancels the reject action and returns the user to the View Incentive Claim screen.

Data Elements

The following data elements are specific to the Reject Incentive Claim screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Reason	Reason dropdown indicates the selected rejection reason from a pre-determined list. Note: The selected rejection reason populates in the comments field after the user clicks the 'Yes' button to confirm rejection of the claim.	Dropdown	Yes	No	Yes

Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	Yes	No	Yes
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DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Reject Incentive Claim Approval Request

CI	Document Name
CI-823534 - DSD SC Reject Incentive Claim Approval Request IMPLEMENTED	DSD_SC_Reject_Incentive_Claim_Approval_Request.doc

This screen is accessed when a user selects the Reject Approval Request link on the View Incentive Claim screen. This screen allows a CDSS worker to reject an approval request sent by another team member for final payment authorization on a Career Pathways incentive claim. When the second reviewer rejects an approval request, the claim status is set back to Pending Review, and the first reviewer can make the adjustments necessary and resubmit.

Reject Incentive Claim Approval Request: [REDACTED] 000170384

* required field

Are you sure you want to reject this incentive claim approval request?

Comments: *

Yes No

Figure – Reject Incentive Claim Approval Request

Actions/Functions

The following actions are associated with the Reject Incentive Claim Approval Request screen:

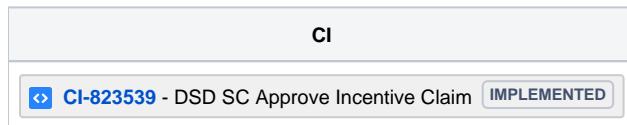
Action	Function
Yes	Processes the approval request rejection and returns the user to the View Incentive Claim screen. See Business Rules - Career Pathways for further actions.
No	Cancels the reject action and returns the user to the View Incentive Claim screen.

Data Elements

The following data elements are specific to the Reject Incentive Claim Approval Request screen:

Field Name	Help	Data Type	Required Indicator	Default Value	Editable Field
Are you sure you want to reject this incentive claim approval request?					
Comments	Comments section to provide detailed explanation of the reason for the rejection. Up to 200 characters can be entered.	String	Yes	No	Yes

DSD 27/Recip CM & OS – Payroll within Case Management /Screen Designs/Approve Incentive Claim



This screen is accessed when a user clicks the Approve link on the View Incentive Claim screen.. A Career Pathways incentive claim requires a two step approval. Once the initial reviewer submits a request for the claim approval, a second reviewer will have the option to approve the claim. When a user selects 'Yes' to approve an claim, the system will set the status of the claim to 'Pending Payroll', which indicates that the claim is ready to be processed for payment.

A screenshot of a pop-up window titled 'Approve Incentive Claim'. The title bar also displays the claim number '002643074' and includes a question mark icon and a close (X) icon. The main content area asks 'Do you want to approve this incentive claim?'. Below this are two buttons: 'Yes' and 'No'. The entire window is enclosed in a dark border.

Figure – Approve Incentive Claim

Actions/Functions

The following actions are associated with the Approve Incentive Claim pop-up:

Action	Function
Yes	Approves the Career Pathways incentive claim and sets the status to Pending Payroll for payment processing in the nightly batch. Returns the user to the View Incentive Claim screen.
No	Cancels the approve action and returns the user to the View Incentive Claim screen.

Data Elements

There are no data elements for the Approve Incentive Claim pop-up.

DSD 27/Recip CM & OS – Payroll within Case Management /Navigation Elements

See DSD Section 20 for all CMIPS navigation elements.

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages

This section defines the screen validation criteria and the error messages that will be displayed for each edit.

Note: Standard Cúram out-of-the-box (OOTB) screen validation applies to all screens. The following table lists only additional validations related to the screens described above.

- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (1-20)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (21-40)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (41-60)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (61-80)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (81-100)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (101-120)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (121-140)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (141-160)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (161-180)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (181-200)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (201-220)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (221-240)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (241-260)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (261-280)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (281-300)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (301-320)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (321-340)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (341-360)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (361-380)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (381-400)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (401-420)
- DSD 27/Recip CM & OS – Payroll within Case Management/Error Messages (421-440)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
1	16242 16243	CI-112184 - DSD EM PCM 001 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and no entries were made in the: <ul style="list-style-type: none">• Service Period From Date or Service Period To Date• OR Issue From Date or Issue To Date• OR Warrant Number	Do not allow the action	Display the error message "Entry of a Service Period Date range, Issue Date range, or a Warrant Number is required for the search"
2	16242 16243	CI-112253 - DSD EM PCM 002 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
3	16242 16243	CI-112230 - DSD EM PCM 003 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and a Service Period To Date (MMDDCCYY) entered is a day value other than the 15th or the last day of the month entered.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
4	16242 16243	CI-112351 - DSD EM PCM 004 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
5	16242 16243	CI-112193 - DSD EM PCM 005 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date and Service Period To Date range exceeds thirteen months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed thirteen months"
6	16242 16243	CI-112188 - DSD EM PCM 006 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date is entered without a Service Period To Date.	Do not allow the action	Display the error message "Service Period To Date must be entered when a Service Period From Date is entered"
7	16242 16243	CI-112250 - DSD EM PCM 007 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period To Date is entered without a Service Period From Date.	Do not allow the action	Display the error message "Service Period From Date must be entered when a Service Period To Date is entered"

8	16242 16243	CI-112337 - DSD EM PCM 008 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued in CMIPS.	Do not allow the action	Display the error message "Warrant Number Not Found"
9	16242 16243	CI-112334 - DSD EM PCM 009 IMPLEMENTED	Payment Search (by Person)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued to the person.	Do not allow the action	Display the error message "Warrant Number not previously issued to this person"
10	16242 16243	CI-112342 - DSD EM PCM 010 IMPLEMENTED	Payment Search (by Case)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued to a Provider or Recipient on the case.	Do not allow the action	Display the error message "Warrant Number not previously issued for this case"
11	12744	CI-112235 - DSD EM PCM 011 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a void/reissue/replacement and the Warrant Number is all zeroes.	Do not allow the action	Display the error message "Warrant issuance information has not yet been received from the State Controller's Office. Please try again later."
12	12204 12744	CI-112277 - DSD EM PCM 012 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a void/reissue/replacement and the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Payments issued through Electronic Funds Transfer cannot be voided, reissued or replaced"
13	12746	CI-112366 - DSD EM PCM 013 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a replacement and it has been less than five days since the issue date of the warrant.	Allow the action	Display the informational message "Less than five days have passed since the warrant was issued on MM/DD/CCYY"
14	16209 16253	CI-112346 - DSD EM PCM 014 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a replacement, AND the selected Reason is NOT one of the following values: <ul style="list-style-type: none">• Lost• Stolen• Never Received• Destroyed	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
15	16253	CI-112352 - DSD EM PCM 015 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a stop payment, AND the selected Reason is NOT one of the following values: <ul style="list-style-type: none">• Cancel• Incorrect Information• Payee Ineligible	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
16	16253	CI-112176 - DSD EM PCM 016 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a void/reissue, AND the selected Reason is NOT the following value: <ul style="list-style-type: none">• Damaged	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
17	12753	CI-112228 - DSD EM PCM 017 IMPLEMENTED	Create Forged Warrant Affidavit	When an attempt is made to save information pertaining to a forged endorsement affidavit and the Signed Date is after the current date.	Do not allow the action	Display the error message "Signed Date cannot be after the current date"
18	12753	CI-112234 - DSD EM PCM 018 IMPLEMENTED	Create Forged Warrant Affidavit / Modify Forged Warrant Affidavit	When an attempt is made to save information pertaining to a forged endorsement affidavit and the Submit Date is after the current date.	Do not allow the action	Display the error message "Submit Date cannot be after the current date"
19	12753	CI-112181 - DSD EM PCM 019 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is before the Submit Date.	Do not allow the action	Display the error message "SCO Response Date cannot be before the Submit Date"
20	12668	CI-112244 - DSD EM PCM 020 IMPLEMENTED	Paid Hours	When an attempt is made to search for hours by service month and the Service Month From Date (MMDDCCYY) is entered using a day value other than the 1st.	Do not allow the action	Display the error message "Service Month From Date must be the 1st of the month"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
21	16242 16243	↳ CI-112332 - DSD EM PCM 021 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and a Service Month To Date (MMDDCCYY) is entered using a day value other than the last day of the month entered.	Do not allow the action	Display the error message "Service Month To Date must be the last day of the month"
22	16242 16242	↳ CI-112382 - DSD EM PCM 022 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and the Service Month To Date is before the Service Month From Date.	Do not allow the action	Display the error message "Service Month To Date must be after the Service Month From Date"
23	16242 16243	↳ CI-112241 - DSD EM PCM 023 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and the Service Month From Date and Service Month To Date range exceeds six months.	Do not allow the action	Display the error message "Service Month From Date and Service Month To Date range cannot exceed six months"
24	12715 16242	↳ CI-112390 - DSD EM PCM 024 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
25	12715 16242	↳ CI-112349 - DSD EM PCM 025 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
26	12715 16242	↳ CI-112269 - DSD EM PCM 026 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
27	12715 16242	↳ CI-112324 - DSD EM PCM 027 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period From Date and Service Period To Date range exceeds six months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed six months"
28	12715	↳ CI-112370 - DSD EM PCM 028 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction request AND The Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th AND Special Transaction type is other Than Sick Leave Emergency or COVID Sick Leave State	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
29	12715	↳ CI-112189 - DSD EM PCM 029 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction request AND A Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month. AND Special Transaction type is other Than Sick Leave Emergency or COVID Sick Leave State	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
30	12715	↳ CI-112393 - DSD EM PCM 030 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
31	12715	↳ CI-112215 - DSD EM PCM 031 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the selected Service Period To Date extends beyond the current month.	Do not allow the action	Display the error message "Service Period To Date cannot extend beyond the current month"
32	12715	↳ CI-112315 - DSD EM PCM 032 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction without entering a value in either the Amount or Hours (HH:MM) fields that is greater than zero.	Do not allow the action	Display the error message "Enter either an Amount or Hours"
33	12715	↳ CI-112297 - DSD EM PCM 033 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and values were entered in both the Amount and Hours (HH:MM) fields AND the special transaction type is not Service Auth Reimbursement.	Do not allow the action	Display the error message "Entry of both an Amount and Hours is invalid "

34			Error Message Removed – Invalid/Intent Covered in Error Message 32.			
35	12715 12716	➡ CI-112223 - DSD EM PCM 035 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a value was entered in the Hours (HH:MM) field and the Service Period range spans multiple months.	Do not allow the action	Display the error message "The Service Period range cannot span multiple months when Hours are entered"
36	12715 12716	➡ CI-112369 - DSD EM PCM 036 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a Rate Override is selected but Hours were not entered.	Do not allow the action	Display the error message "A Rate Override can only be selected when Hours are entered"
37	12715 12716	➡ CI-112195 - DSD EM PCM 037 IMPLEMENTED	Create Special Transaction/ Modify Special Transaction	When an attempt is made to save a special transaction and a Rate Override value is selected, AND the Service Period From Date is prior to the begin date of the selected pay rate OR the Service Period From Date is after the end date of the selected county pay rate.	Do not allow the action	Display the error message "The Rate Override is not valid for the selected Service Period. Please reselect the rate or remove it."
38	12077	➡ CI-112240 - DSD EM PCM 038 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a special transaction has previously been processed (any status other than cancelled) for a service period which coincides with the selected service period.	Allow the Save action	Display the informational message "Special Transaction previously processed for the selected service period"
39	12039 12715	➡ CI-112205 - DSD EM PCM 039 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Paramedical Reimbursement • Restaurant Meals – Initial • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Provider Medi-Cal SOC Reimbursement • CONLAN Reimbursement • Share of Cost Refund • Funding Source Hours Payment <p>AND the selected program is WPCS.</p> <p>Note: This error condition is for security redundancy. The Type drop-down should be filtered to display the appropriate values based on the user's security profile.</p>	Do not allow the action	Display the error message "Special transaction type invalid for WPCS"
40	12715 12716 20745	➡ CI-112248 - DSD EM PCM 040 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Overpayment Recovery Refund • Service Auth Reimbursement • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Share of Cost Refund • Funding Source Hours Payment <p>AND the selected Service Period range is not a one month period.</p>	Do not allow the action	Display the error message "Service Period range must span a one month period"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
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41	20980	CI-112397 - DSD EM PCM 041 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Legislative Change • State Hearing Decision • Writ of Admin Mandamus • Overtime Exemption – Pay Over Limit Payment • Funding Source Hours Payment <p>AND hours are entered,</p> <p>AND the selected Service Period range is not a one month period.</p>	Do not allow the action	Display the error message "Service Period range must span a one month period"
42	12715 12716	CI-112314 - DSD EM PCM 042 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Restaurant Meals – Initial <p>AND the selected Service Period range is not a semi-monthly pay period.</p>	Do not allow the action	Display the error message "Service Period range must be limited to a semi-monthly pay period"
43	12715 12716	CI-112233 - DSD EM PCM 043 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Paramedical Reimbursement • Restaurant Meal – Initial • Service Auth Reimbursement • State Hearing Decision • Buy-Out Reimbursement • CONLAN Reimbursement • Share of Cost Refund <p>AND the selected payee is the Provider.</p>	Do not allow the action	Display the error message "Special transaction type invalid for Providers"
44	16203 20748 20979	CI-112395 - DSD EM PCM 044 IMPLEMENTED	Create Special Transaction - Save	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Health Benefit Deduction • Health Benefit Refund • Arrears Travel • WPCS Travel • Overtime Exemption – Pay Over Limit Payment • Sick Leave • Sick Leave Emergency • COVID Sick Leave State • COVID Medical Appointment <p>AND the selected payee is the Recipient.</p>	Do not allow the action	Display the error message "Special transaction type invalid for Recipients."
45	16203 20748	CI-112263 - DSD EM PCM 045 IMPLEMENTED	Create Special Transaction /Modify Special Transaction - Save	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Arrears Travel • WPCS Travel • Overtime Exemption – Pay Over Limit Payment • Sick Leave • Sick Leave Emergency • COVID Sick Leave State • COVID Medical Appointment <p>AND an amount is entered.</p>	Do not allow the action	Display the error message "Amount is an invalid entry for the selected special transaction"

46	12715 12716	CI-112280 - DSD EM PCM 046 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund • Paramedical Reimbursement • Restaurant Meal – Initial • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Provider Medi-Cal SOC Reimbursement • Share of Cost Refund <p>AND hours are entered.</p>	Do not allow the action	Display the error message "Hours are an invalid entry for the selected special transaction"
47	12039 12715 12716	CI-112375 - DSD EM PCM 047 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the program selected is WPCS, AND WPCS services are not authorized on the case for one or more service months within the selected Service Period range.</p>	Do not allow the action	Display the error message "WPCS services are not authorized on the case for one or more service months within the selected Service Period range"
48	12715 12716 16200	CI-112354 - DSD EM PCM 048 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the program selected is IHSS, AND IHSS services are not authorized on the case for one or more service months within the selected Service Period range.</p>	Do not allow the action	Display the error message "IHSS services are not authorized on the case for one or more service months within the selected Service Period range"
49	12715 12716 16199	CI-112243 - DSD EM PCM 049 IMPLEMENTED	Create Special Transaction - Save	<p>When an attempt is made to save a special transaction AND A Provider is selected as the payee AND The Provider was ineligible to provide services to the Recipient (in an On Leave or Terminated status) for the selected Program for one or more service months within the selected Service Period range AND Special Transaction type is other Than Sick Leave Emergency</p>	Do not allow the action	Display the error message "Provider is ineligible to provide services to the Recipient for the selected Program for one or more service months within the selected Service Period range"
50	12715 12716 20745	CI-112353 - DSD EM PCM 050 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund <p>AND the recipient was not eligible for Advance Payments during the selected Service Period (one month).</p>	Do not allow the action	Display the error message "Recipient is ineligible for Advance Payments during the selected Service Period"
51	12077	CI-112255 - DSD EM PCM 051 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial <p>AND a warrant with a Payment Type of Advance Pay or Advance Pay – Initial has already been issued for the Service Period (one month) and is not in a Void status.</p>	Do not allow the action	Display the error message "An Advance Payment was previously issued for the selected Service Period"
52			Removed by CR 891			
53			Removed by CR 891			
54	12715 12716	CI-112388 - DSD EM PCM 054 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional <p>AND the selected Service Period range is the current month</p> <p>AND the current date is the 1st through the 3rd day of the month.</p>	Do not allow the action	Display the error message "Advance Payments cannot be requested until after the 3rd day of the month"

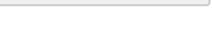
55	12715 12716	CI-112265 - DSD EM PCM 055 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Advance Pay – Additional AND a warrant with a payment type of Advance Pay or Advance Pay – Initial has not already been issued for the Service Period (one month) or was issued and the Pay Status is Void.	Do not allow the action	Display the error message "An Advance Payment was not previously issued for the selected Service Period"
56	12715 12716	CI-112396 - DSD EM PCM 056 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Paramedical Reimbursement AND a date has not been entered in the Paramedical Service Form Received Date field on the Paramedical Service Type Details screen for the current authorization.	Do not allow the action	Display the error message "Paramedical Reimbursement requires the receipt of a completed Paramedical Service Form"
57	12715 12716	CI-112288 - DSD EM PCM 057 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Restaurant Meals – Initial AND the Recipient was ineligible for Restaurant Meals during the selected Service Period.	Do not allow the action	Display the error message "Recipient is ineligible for Restaurant Meals during the selected Service Period"
58	12715 12716	CI-112217 - DSD EM PCM 058 IMPLEMENTED	Create Special Transaction /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Restaurant Meals – Initial AND the amount entered is not equal to the semi-monthly meal allowance amount applicable to the selected service period (currently set at \$31).	Do not allow the action	Display the error message "The amount must be equal to the semi-monthly meal allowance applicable to the selected service period"
59	12715 12716	CI-112364 - DSD EM PCM 059 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Restaurant Meals – Initial AND a warrant with a payment type of Restaurant Meals or Restaurant Meals – Initial has already been issued for the selected Service Period and is not in a Void status.	Do not allow the action	Display the error message "A Meal Allowance was previously issued for the selected Service Period"
60			Removed by CR 891			

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
61	12715 12716	CI-112270 - DSD EM PCM 061 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Service Auth Reimbursement AND both an Amount and Hours are not entered.	Do not allow the action	Display the error message "Service Auth Reimbursement requires entry of both an Amount and Hours"
62	12715 12716	CI-112317 - DSD EM PCM 062 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Service Auth Reimbursement AND the hours entered multiplied by the highest county IP rate* exceed the amount entered. *The highest IP rate in effect during the selected service period for the county which served the case during the selected service period.	Do not allow the action	Display the error message "Amount entered for the Service Auth Reimbursement exceeds the highest county IP rate"
63			Error Message Removed - Invalid			
64			Error Message Removed – Consolidated with Error Message 220.			
65			Error Message Removed per CR407.			

66			Error Message Removed per CR407.			
67	12715 12716	CI-112294 - DSD EM PCM 067 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Health Benefit Refund AND the health benefit deductions* taken from payments to the selected payee for the selected service period (one month) is less than the amount entered. *Health benefit deductions taken from payments to the selected payee for the selected service period less any previous Health Benefit Refunds for the selected service period.	Do not allow the action	Display the error message "The amount of the Health Benefit Refund cannot exceed the health benefit deductions taken for the selected Service Period"
68	12715 12716	CI-112336 - DSD EM PCM 068 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Share of Cost Refund AND the case has a funding program other than 2N – IHSS Residual for the selected service period (one month).	Do not allow the action	Display the error message "Funding program was not IHSS-R for the selected Service Period"
69	12715 12716	CI-112268 - DSD EM PCM 069 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Share of Cost Refund AND the SOC deducted* for the selected service period (one month) is less than the amount entered. *SOC deductions taken from payments for the selected service period less any previous Share of Cost Refunds for the selected service period	Do not allow the action	Display the error message "The Amount of the Share of Cost Refund cannot exceed the share of cost deductions taken for the selected Service Period"
70	12715 12716 16893	CI-112326 - DSD EM PCM 070 IMPLEMENTED	Create Special Transaction/ Modify Special Transaction	When an attempt is made to save a special transaction and one of the following types was entered: <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund AND the hours keyed exceed the remaining Total Auth to Purchase After Reduced Hours for the selected service month. OR the hours entered for the service period exceed a Recipient's Available Hours in the corresponding service month.	Do not allow the action	Display the error message "Hours entered exceed the available hours"
71	12715 12716	CI-112383 - DSD EM PCM 071 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Legislative Change AND the selected payee is a Provider, AND the Bypass Hours indicator is not checked, AND the hours keyed exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).	Do not allow the action	Display the error message "Hours entered exceed the remaining [IP or WPCS] hours"

72	12715 12716	CI-112210 - DSD EM PCM 072 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Legislative Change</p> <p>AND the selected payee is the Recipient,</p> <p>AND the hours keyed exceed the available hours for the selected service month for the selected Program (IHSS* or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"
73	12715 12716	CI-112374 - DSD EM PCM 073 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Overpayment Recovery Refund</p> <p>AND the selected payee is a Provider,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours entered in the Refund Hours field exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).</p>	Do not allow the action	Display the error message "Refund Hours exceed the remaining [IP or WPCS] hours"
74	12715 12716	CI-112358 - DSD EM PCM 074 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Overpayment Recovery Refund</p> <p>AND the selected payee is the Recipient,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours entered in the Refund Hours field exceed the available hours for the selected service month for the selected program (IHSS*or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Refund Hours exceed the remaining [IHSS or IP or CC or WPCS] hours"
75	12715 12716	CI-112226 - DSD EM PCM 075 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <p>Service Auth Reimbursement</p> <p>State Hearing Decision</p> <p>AND the hours keyed exceed the available hours for the selected service month for the selected program (IHSS*or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <p>For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated</p> <p>For HM and CC modes, the remaining CC Assigned Hours will be evaluated</p>	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"

76	12715 12716	CI-112305 - DSD EM PCM 076 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Writ of Admin Mandamus AND the selected payee is a Provider, AND the Bypass Hours indicator is not checked, AND the hours keyed exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).	Do not allow the action	Display the error message "Hours entered exceed the remaining [IP or WPCS] hours"
77	12715 12716	CI-112302 - DSD EM PCM 077 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Writ of Admin Mandamus AND the selected payee is the Recipient. AND the Bypass Hours indicator is not checked, AND the hours keyed exceed the available hours for the selected service month for the selected program (IHSS* or WPCS). *The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service: <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"
78	12715 12716	CI-112373 - DSD EM PCM 078 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and one of the following types was entered: <ul style="list-style-type: none"> • Legislative Change • Writ of Admin Mandamus • Overtime Exemption – Pay Over Limit Payment AND the selected payee is a Provider, AND the selected program is IHSS, AND hours are assigned to the Provider, AND the Bypass Hours indicator is not checked, AND the hours keyed exceed the available Provider assigned hours for the selected service month.	Do not allow the action	Display the error message "Hours entered exceed the remaining IHSS Provider assigned hours"
79	12715 12716	CI-112209 - DSD EM PCM 079 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Overpayment Recovery Refund AND the selected payee is a Provider, AND hours are assigned to the Provider, AND the selected program is IHSS, AND the Bypass Hours indicator is not checked, AND the hours entered in the Refund Hours field exceed the available Provider assigned hours for the selected service month.	Do not allow the action	Display the error message "Refund Hours exceed the remaining IHSS Provider assigned hours"
80	12715 12716	CI-112179 - DSD EM PCM 080 IMPLEMENTED	Create Special Transaction - Additional Options /Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Overpayment Recovery Refund AND the Bypass Hours indicator is checked, AND a value is entered in the Refund Hours field.	Do not allow the action	Display the error message "An entry in the Refund Hours field is invalid when the Bypass Hours indicator is checked"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
81			Error Message Removed – Covered under Cúram OOTB screen security.			
82	12355	 CI-112329 - DSD EM PCM 082 IMPLEMENTED	Approve Special Transaction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
83			Error Message Removed – Covered under Cúram OOTB location security.			
84			Error Message Removed – Covered under Cúram OOTB screen security.			
85	12355	 CI-112257 - DSD EM PCM 085 IMPLEMENTED	Reject Special Transaction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
86			Error Message Removed – Covered under Cúram OOTB location security.			
87	16203	 CI-112313 - DSD EM PCM 087 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
88	16203	 CI-112377 - DSD EM PCM 088 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
89	16203	 CI-112392 - DSD EM PCM 089 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
90	16203	 CI-112198 - DSD EM PCM 090 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period From Date and Service Period To Date range exceeds six months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed six months"
91	16203	 CI-112327 - DSD EM PCM 091 IMPLEMENTED	Payment Correction - Timesheet Number	When a Timesheet Number is entered and the Timesheet Number was not previously issued in CMIPS.	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] Not Found"
92	16203	 CI-112247 - DSD EM PCM 092 IMPLEMENTED	Payment Correction - Timesheet Number	When a Timesheet Number is entered and the Timesheet Number was not previously issued to any Providers for that Recipient.	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] not previously issued to a Provider for this Recipient"

93			Error Message Removed – Consolidated with Error Message 221.			
94			Error Message Removed – Consolidated with Error Message 221.			
95	12077 16203	 CI-112222 - DSD EM PCM 095 IMPLEMENTED	Payment Correction – Timesheet Number	When a Timesheet Number is entered AND The Mode of Entry = 'TPF' (TAME01) AND The timesheet status IS NOT 'Processed' (TATS04) or 'Exception' (TATS05) or 'Held – MEDS POS Error' (TATS06)	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] has not previously been processed"
96	12002 16550 16551 16562 16565	 CI-112344 - DSD EM PCM 096 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction.	Execute the Case Management timesheet validations as defined in Timesheet Validation and Processing Business Rules of Recip & CM – Time and Attendance section of the Detailed System Design (DSD). All validations except the following will be applied unless otherwise noted: "Timesheet Number [insert timesheet number] not found" "Hours claimed for first pay period exceed 70 percent of total Recipient authorized hours" "Duplicate timesheet" Payment Correction exists for this pay period." "Timesheet received prior to the end of the pay period; timesheet held and will be released for processing after MM/DD/CCYY" "Timesheet flagged for review" "Timesheet selected for random sampling" "Pending request to issue a timesheet for this pay period was not processed" Soft edits as defined in the timesheet validations will be hard edits. No "cut-back" of hours will occur automatically.	N/A
97	12715 12716	 CI-112386 - DSD EM PCM 097 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and Over Reported Hours is selected from the Correction Type drop-down, AND the timesheet type is not IHSS Advance Payment, Legacy – IHSS Advance Pay, Supplemental - IHSS Advance Pay, or Legacy Supp - IHSS Advance Pay.	Do not allow the action	Display the error message "Correction Type of Over Reported Hours is only valid for Advance Payment timesheets"
98	12003 12013 16549	 CI-112319 - DSD EM PCM 098 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down.	When executing the Case Management timesheet validations as defined in the Time and Attendance DSD packet, bypass the following timesheet validations related to Recipient leave: "Recipient on leave for the entire pay period" "Recipient on leave on the day time is recorded" "Recipient is either ineligible or on leave for the entire pay period" "Recipient is either ineligible or on leave on the days time is recorded" "Day XX – Recipient on Leave"	N/A
99	16549	 CI-112224 - DSD EM PCM 099 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down, AND the timesheet type is not WPCS, Legacy - WPCS, Supplemental - WPCS, or Legacy Supp - WPCS. Note: This error condition is for security redundancy. The Correction Type drop-down should be filtered to display the appropriate values based on the user's security profile. Also, error message 221 prevents a WPCS user from entering a Timesheet Number associated to an IHSS timesheet.	Do not allow the action	Display the error message "Correction Type of WPCS – Recipient on Leave is only valid for WPCS timesheets"
100	16549	 CI-112180 - DSD EM PCM 100 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down, AND daily hours are recorded for a day the Recipient was not in a Leave status.	Do not allow the action	Display the error message "Day XX - Recipient was not on leave"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
101	12716	CI-112365 - DSD EM PCM 101 IMPLEMENTED	Create Payment Correction/Modify Payment Correction	When no daily time entry is greater than zero.	Do not allow the action	Display the error message "Entry in at least one time entry field is required"
102			Error Message Removed – Covered under Cúram OOTB screen security.			
103	12355	CI-112368 - DSD EM PCM 103 IMPLEMENTED	Approve Payment Correction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
104			Error Message Removed – Covered under Cúram OOTB location security.			
105			Error Message Removed – Covered under Cúram OOTB screen security.			
106	12355	CI-112310 - DSD EM PCM 106 IMPLEMENTED	Reject Payment Correction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
107			Error Message Removed – Covered under Cúram OOTB location security.			
108	12318	CI-112348 - DSD EM PCM 108 IMPLEMENTED	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
109	12318	CI-112359 - DSD EM PCM 109 IMPLEMENTED	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
110	12318	CI-112192 - DSD EM PCM 110 IMPLEMENTED	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
111	12318	CI-112394 - DSD EM PCM 111 IMPLEMENTED	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period From Date and Service Period To Date range exceeds 24 months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed 24 months"
112	12670 16264	CI-112225 - DSD EM PCM 112 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
113	12670 12678 16264	CI-112211 - DSD EM PCM 113 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"

114	12670 12678 16264	CI-112380 - DSD EM PCM 114 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
115	12670 12678 16264	CI-112360 - DSD EM PCM 115 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the selected Service Period range is after the current month.	Do not allow the action	Display the error message "Service Period cannot be after the current month"
116	12039 12670 12678 16264	CI-112236 - DSD EM PCM 116 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND a payee either did not receive any payments OR received a payment(s) AND the Pay Status is Void for the selected Program (IHSS or WPCS) during the Service Period range designated by the user AND the Overpayment Type Share of Cost is NOT selected.	Do not allow the action	Display the error message "Payee did not receive any payments for the selected Program during the selected Service Period range"
117	12670 16264	CI-112239 - DSD EM PCM 117 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Types Excess Compensation – Hours is selected: AND the selected payee is the Recipient.	Do not allow the action	Display the error message "Overpayment Type invalid for Recipients"
118	12670 16264	CI-112272 - DSD EM PCM 118 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types is selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Restaurant Meals• Share of Cost AND the selected payee is the Provider.	Do not allow the action	Display the error message "Overpayment Type invalid for Providers"
119	12670 16264	CI-112296 - DSD EM PCM 119 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Share of Cost AND the Service Period range spans more than a one month period.	Do not allow the action	Display the error message "Service Period range must span a one month period"

120	12670 16264	CI-112219 - DSD EM PCM 120 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND one of the following overpayment types is indicated: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other AND a warrant with the Pay Type of <ul style="list-style-type: none">• Advance Pay• Advance Pay – Initial and Advance Pay – Additional Was either not previously issued for the Service Period OR a payment was previously issued and the current Pay Status of Void	Do not allow the action	Display the error message "An Advance Payment was not issued for the selected Service Period"
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No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
121			Error Message Removed – Advantage OOTB functionality will not be used to process negative retroactive pay rate adjustments.			
122	12670 16264	CI-112229 - DSD EM PCM 122 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the overpayment type is "Restaurant Meals" AND a warrant with the Pay Type of <ul style="list-style-type: none">• "Meal Allowance"• "Restaurant Meals – Initial" Was either not issued for the Service Period indicated OR a warrant was issued, but the current Pay Status of that warrant is Void	Do not allow the action	Display the error message "Restaurant Meals were not issued for the selected Service Period"
123	12670 16264	CI-112312 - DSD EM PCM 123 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND Overpayment Type is Share of Cost AND the Funding Source is other than 2N – IHSS Residual for the indicated Service Period (one month).	Do not allow the action	Display the error message "Funding Source was not IHSS-R for the selected Service Period"
124	12670 16264	CI-112356 - DSD EM PCM 124 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type Special Transaction is selected AND a Special Transaction Number was not selected.	Do not allow the action	Display the error message "A Special Transaction Number must be selected"

125	12670 16264	CI-112206 - DSD EM PCM 125 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the indicated Service Period range does not match the Service Period range used on the special transaction.	Do not allow the action	Display the error message "The Service Period range must match the Service Period range used for the Special Transaction"
126	12670 16264	CI-112191 - DSD EM PCM 126 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected payee was not the payee for the selected special transaction.	Do not allow the action	Display the error message "The Payee must match the Payee for the Special Transaction"
127	12670 16264	CI-112212 - DSD EM PCM 127 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected Special Transaction Type is Health Benefit Deduction	Do not allow the action	Display the error message "The Special Transaction selected is invalid for overpayment recovery"
128	12670 16264	CI-112338 - DSD EM PCM 128 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected Special Transaction Type was one of the following: Advance Pay – Initial Advance Pay – Additional Advance Pay – Recovery Refund	Do not allow the action	Display the error message "Select an overpayment type of Advance Pay for recoveries on Advance Pay Special Transactions"
129	12670 16264	CI-112385 - DSD EM PCM 129 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the Funding Source (i.e. IHSS-R, PCSP, CFCO, etc.) is not the same for the entire Service Period indicated	Do not allow the action	Display the error message "Multiple funding sources exist within the selected Service Period range. Separate overpayment recoveries must be entered for each funding source on which the overpayment occurred."
130	12670 16264	CI-112341 - DSD EM PCM 130 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the case was transferred between counties during the Service Period range indicated AND the Overpayment Type is not Special Transaction	Do not allow the action	Display the error message "Case was transferred between counties during the selected Service Period range. Separate overpayment recoveries must be entered by each county affected by the overpayment."
131	12670 16264	CI-112321 - DSD EM PCM 131 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the district office associated with the case is different between the Service Period From Date (or case start date if after the Service Period From Date) and the first day of each subsequent month in the Service Period range designated by the user AND the Overpayment Type is not Special Transaction	Do not allow the action	Display the error message "Case was transferred between district offices during the selected Service Period range. Separate overpayment recoveries must be entered for each district affected by the overpayment."

132	12670 16264	CI-112208 - DSD EM PCM 132 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Restaurant Meals• Share of Cost AND the Program is WPCS	Do not allow the action	Display the error message "Overpayment Type invalid for WPCS" Note: This error condition is for security redundancy. The Type drop-down should be filtered to display the appropriate values based on the user's security profile.
133	12670 16264	CI-112256 - DSD EM PCM 133 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the Program is WPCS, AND the Special Transaction Program indication was not WPCS	Do not allow the action	Display the error message "The selected Program must match the Program used for the Special Transaction." Note: This error condition on Modify Overpayment Occurrence Screen is for security redundancy. The Program Type drop-down should be filtered to display the appropriate values based on the user's security profile.
134	12670 16264	CI-112391 - DSD EM PCM 134 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the Program is IHSS AND the Special Transaction Program indication was not IHSS	Do not allow the action	Display the error message "The selected Program must match the Program used for the Special Transaction" Note: This error condition on Modify Overpayment Occurrence Screen is for security redundancy. The Program Type drop-down should be filtered to display the appropriate values based on the user's security profile.
135	20786	CI-112199 - DSD EM PCM 135 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link on the View Overpayment Recovery screen AND the Recovery Amount is blank or zero.	Do not allow the action	Display the error message "The Recovery Amount must be greater than zero"
136	11994 12670	CI-112196 - DSD EM PCM 136 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link and one of the following overpayment types was selected: Advance Pay – Recipient Payroll Deductions Advance Pay – Other Excess Compensation - Hours Excess Compensation - Rate Special Transaction (hours based) AND the Overpaid Hours field is blank or zero,	Do not allow the action	Display the error message "The Overpaid Hours must be greater than zero"
137	12670 16264	CI-112290 - DSD EM PCM 137 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link, AND a Recovery Method (Payroll Deductions or Personal Payments) is not selected	Do not allow the action	Display the error message "Recovery set-up must be completed prior to submission"
138			Removed CR 1250 – Release 1.20			
139			Removed CR 1250 – Release 1.20			
140			Removed. Covered in Create Overpayment Pay Period and Modify Overpayment Pay Period screen design data elements			

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error

141			Removed CR 1250 – Release 1.20			
142			Removed CR 1250 – Release 1.20			
143	12766	CI-112281 - DSD EM PCM 143 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to enter a Paid Rate that is less than the Correct Rate.	Do not allow the action	Display the error message "Paid Rate must be greater than the Correct Rate"
144	12678	CI-112221 - DSD EM PCM 144 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the overpayment type is one of the following: <ul style="list-style-type: none">• Advance Pay - Other• Excess Compensation - Hours• Excess Compensation - Rate• Special Transaction (hours based) AND the Recovery Amount calculated by the system is modified by the user to a lower value.	Allow the action	Display the informational message "The Recovery Amount calculated by the system has been modified."
145	12673	CI-112318 - DSD EM PCM 145 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the overpayment type is one of the following: <ul style="list-style-type: none">• Advance Pay - Other• Excess Compensation - Hours• Excess Compensation - Rate• Special Transaction (hours based) AND the Recovery Amount calculated by the system is modified by the user to a greater value.	Do not allow the action	Display the error message "The Recovery Amount cannot exceed the amount calculated by the system"
146	16264	CI-112182 - DSD EM PCM 146 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND a Recovery Case is not selected.	Do not allow the action	Display the error message "Recovery Case must be specified"
147	16264	CI-112303 - DSD EM PCM 147 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND a Recovery Payee is not selected.	Do not allow the action	Display the error message "Recovery Payee must be specified"
148	12678	CI-112177 - DSD EM PCM 148 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Provider is selected as the Recovery Payee AND the Recovery Payee is inactive (Provider Status not Active or On-Leave) for the selected Program on the selected Recovery Case.	Do allow the Save action	Display the informational message "Recovery Payee is inactive for the selected Program on the Recovery Case. Consider selecting another Recovery Payee or Recovery Method."
149	12062	CI-112187 - DSD EM PCM 149 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the program selected on the Create Overpayment Occurrence screen was WPCS, AND WPCS hours are not authorized on the Recovery Case selected.	Do not allow the action	Display the error message "WPCS hours are not authorized on the selected Recovery Case"
150	12678	CI-112252 - DSD EM PCM 150 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery set-up, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Recovery Case is selected other than the case on which the overpayment occurred.	Do not allow the action	Display the error message "Recovery Case must be the case on which the overpayment occurred"
151	12678	CI-112271 - DSD EM PCM 151 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the payee selected when setting up the overpayment occurrence was a Provider, AND a Recovery Payee is selected other than the payee (Provider) who was overpaid.	Do not allow the action	Display the error message "Recovery Payee must be the Provider who was overpaid"

152	12678	CI-112204 - DSD EM PCM 152 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the program selected when setting up the overpayment occurrence was IHSS,</p> <p>AND the payee selected when setting up the overpayment occurrence was the Recipient,</p> <p>AND a Provider is selected as the Recovery Payee,</p> <p>AND the Recipient on the selected Recovery Case receives Advance Payments (authorized to receive Advance Payments on the begin date of the next monthly pay period).</p>	Do not allow the action	Display the error message "The Recipient on the Recovery Case receives Advance Payments. Please select the Recipient as the Recovery Payee."
153	12678	CI-112246 - DSD EM PCM 153 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the following overpayment type was selected when setting up the overpayment occurrence:</p> <ul style="list-style-type: none"> • Advance Pay – Other <p>AND the Recipient is selected as the Recovery Payee.</p>	Do not allow the action	Display the error message "The Advance Pay - Other overpayment type requires the Recovery Payee be a Provider for payroll deductions. Please select another Recovery Payee or Recovery Method."
154	12678	CI-112264 - DSD EM PCM 154 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the following overpayment type was selected when setting up the overpayment occurrence:</p> <ul style="list-style-type: none"> • Restaurant Meals <p>AND the selected Recovery Payee is a Provider,</p> <p>AND the Recipient continues to receive Restaurant Meals (authorized to receive Restaurant Meals on the begin date of the next pay period).</p>	Do not allow the action	Display the error message "Recipient receives restaurant meals. Please select Recipient as Recovery Payee"
155	12678	CI-112298 - DSD EM PCM 155 IMPLEMENTED	Submit Overpayment Recovery	<p>When an attempt is made to submit a recovery setup and a Recovery Method of Payroll Deductions was selected,</p> <p>AND the Recovery Payee already has five Pending, Pending Payroll or Active overpayment recoveries (excluding overpayment types of Advance Pay – Recipient Payroll Deduction) using a recovery method of Payroll Deductions on the selected Recovery Case.</p>	Do not allow the action	Display the error message "Five overpayment recoveries have already been submitted on the selected Recovery Case for this Recovery Payee. Please select another Recovery Case, Recovery Payee or Recovery Method, as appropriate."
156	12318 16264	CI-112378 - DSD EM PCM 156 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Personal Payments is selected,</p> <p>AND the payee selected when setting up the overpayment occurrence was a Recipient,</p> <p>AND a Provider is selected as the Recovery Payee.</p>	Do not allow the action	Display the error message "A Recovery Method of Personal Payments from a Provider is invalid for a Recipient overpayment"
157	16264	CI-112197 - DSD EM PCM 157 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND an installment type is not selected.</p>	Do not allow the action	Display the error message "Installment Type must be specified for Payroll Deductions"
158	16264	CI-112175 - DSD EM PCM 158 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the installment type is designated as Negotiated or Other,</p> <p>AND an Amount Per Payment is not entered or zero is entered.</p>	Do not allow the action	Display the error message "Amount Per Payment must be greater than zero for Installment Types of Negotiated or Other"
159	16264	CI-112333 - DSD EM PCM 159 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the installment type is designated at 5 percent or 10 percent,</p> <p>AND an Amount Per Payment is entered.</p>	Do not allow the action	Display the error message "Amount Per Payment invalid for Installment Types of 5 percent or 10 percent"

160	16264	CI-112245 - DSD EM PCM 160 <small>IMPLEMENTED</small>	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Personal Payments is selected, AND a value was entered in the Installment Type field.	Do not allow the action	Display the error message "An entry in the Installment Type field is invalid when a Recovery Method of Personal Payments is selected"
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No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
161	16264	CI-112285 - DSD EM PCM 161 <small>IMPLEMENTED</small>	Stop Overpayment Collection	When an attempt is made to stop an overpayment collection and the Stop Date is before the current date.	Do not allow the action	Display the error message "Stop Date cannot be prior to the current date"
162	16264	CI-112231 - DSD EM PCM 162 <small>IMPLEMENTED</small>	Overpayment Recovery Collections /Overpayment Recovery Collections (by Person)	When an attempt is made to search for overpayment collections and the Date Collected To is before the Date Collected From.	Do not allow the action	Display the error message "Date Collected To must be after the Date Collected From "
163	16264	CI-112330 - DSD EM PCM 163 <small>IMPLEMENTED</small>	Overpayment Recovery Collections /Overpayment Recovery Collections (by Person)	When an attempt is made to search for overpayment collections and the Date Collected From and Date Collected To range exceeds six months.	Do not allow the action	Display the error message "Date Collected From and Date Collected To range cannot exceed six months"
164	16264	CI-112389 - DSD EM PCM 164 <small>IMPLEMENTED</small>	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Date Collected is after the current date.	Do not allow the action	Display the error message "Date Collected cannot be after the current date"
165	16264	CI-112343 - DSD EM PCM 165 <small>IMPLEMENTED</small>	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the amount of the collection is greater than the outstanding balance of the overpayment.	Do not allow the action	Display the error message "Amount collected cannot exceed the outstanding balance of the overpayment"
166	16264	CI-112237 - DSD EM PCM 166 <small>IMPLEMENTED</small>	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Returned Check indicator is checked when the status of the collection is Pending Payroll.	Do not allow the action	Display the error message "Returned Check indicator is invalid when Status is Pending Payroll"
167	16264	CI-112261 - DSD EM PCM 167 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month From Date (MMDDCCYY) is entered using a day value other than the 1st.	Do not allow the action	Display the error message "Service Month From Date must be the 1st of the month"
168	16264	CI-112307 - DSD EM PCM 168 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and a Service Month To Date (MMDDCCYY) is entered using a day value other than the last day of the month.	Do not allow the action	Display the error message "Service Month To Date must be the last day of the month"
169	16264	CI-112274 - DSD EM PCM 169 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month To Date is before the Service Month From Date.	Do not allow the action	Display the error message "Service Month To Date must be after the Service Period From Date"
170	16264	CI-112357 - DSD EM PCM 170 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the selected Service Month range is not a one month period	Do not allow the action	Display the error message "Service Month range must span a one month period"
171	16264	CI-112345 - DSD EM PCM 171 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month is greater than the current month.	Do not allow the action	Display the error message "Service Month cannot be after the current month"
172	16264	CI-112376 - DSD EM PCM 172 <small>IMPLEMENTED</small>	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action, AND a warrant with a Payment Type of Advance Pay or Advance Pay – Initial or Advance Pay – Additional or Advance Pay – Recovery Refund was not issued to the Recipient for the selected service month.	Do not allow the action	Display the error message "An Advance Payment was not made for the selected Service Month"

173	16209	CI-112202 - DSD EM PCM 173 IMPLEMENTED	Modify Cashed Warrant Copy Request	When an attempt is made to save a modification to the Cashed Warrant Copy Request and the Received Date is after the current date.	Do not allow the action	Display the error message "Received Date cannot be after the current date"
174	16209	CI-112379 - DSD EM PCM 174 IMPLEMENTED	Modify Cashed Warrant Copy Request	When an attempt is made to save a modification to the Cashed Warrant Copy Request and the Received Date is before the Request Date.	Do not allow the action	Display the error message "Received Date cannot be before the Request Date"
175	12753	CI-112284 - DSD EM PCM 175 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is entered without a SCO Response.	Do not allow the action	Display the error message "SCO Response required when SCO Response Date entered"
176	12753	CI-112328 - DSD EM PCM 176 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is after the current date.	Do not allow the action	Display the error message "SCO Response Date cannot be after the current date"
177	12718	CI-112293 - DSD EM PCM 177 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save additional options for a special transaction of following type: <ul style="list-style-type: none">• Writ of Admin Mandamus AND the Payee is the Provider AND a value was not selected from the Taxation drop-down.	Do not allow the action	Display the error message "A Taxation option must be selected"
178	12158	CI-112299 - DSD EM PCM 178 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction AND a Provider is selected as the payee, AND the selected program is IHSS, AND the Recipient was eligible for Advance Payments during the selected Service Period.	Do not allow the action	Display the error message "The Recipient received Advance Payments during the selected Service Period. Invalid request for Providers of an Advance Pay Recipient."
179	12715 12716	CI-112173 - DSD EM PCM 179 IMPLEMENTED	Modify Special Transaction	When an attempt is made to save a modification to a special transaction AND Hours were previously entered on the Create Special Transaction screen AND either the Hours value was removed or zeroes were entered	Do not allow the action	Display the error message "Hours must be greater than zero"
180	12715 12716	CI-112259 - DSD EM PCM 180 IMPLEMENTED	Modify Special Transaction	When an attempt is made to save a modification to a special transaction AND an amount was previously entered on the Create Special Transaction screen AND either the amount was removed or zeroes were entered	Do not allow the action	Display the error message "Amount must be greater than zero"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
181			Removed CR 550 – Release 1.20			
182	12678	CI-112201 - DSD EM PCM 182 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and an Amount Per Payment is entered which exceeds the Recovery Amount.	Do not allow the action	Display the error message "Amount Per Payment cannot exceed the Recovery Amount"
183	12678	CI-112362 - DSD EM PCM 183 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Amount is not entered or zero.	Do not allow the action	Display the error message "Recovery Amount must be greater than zero"
184	12678	CI-112355 - DSD EM PCM 184 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method is not selected.	Do not allow the action	Display the error message "Recovery Method must be selected"
185	12715 12716	CI-112278 - DSD EM PCM 185 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the Service Period From Date (MMDDCCYY) is prior to 01/01/2004.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to 1/1/2004."

186	12678	CI-112367 - DSD EM PCM 186 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an overpayment occurrence and the Service Period From Date (MMDDCCYY) is prior to 01/01/2004.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to 1/1/2004."
187	12678	CI-112350 - DSD EM PCM 187 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Recipient is selected as the Recovery Payee AND the Status of the Recovery Case is not Eligible, Presumptive Eligible or On-Leave.	Do allow the Save action	Display the informational message "Recovery Case is inactive. Consider selecting another Recovery Method."
188	12678	CI-112273 - DSD EM PCM 188 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Provider, AND the Recovery Payee (Provider) is inactive (Provider Status not Active or On-Leave) for the selected Program on the selected Recovery Case.	Do allow the Save action	Display the informational message "Recovery Payee is inactive for the selected Program on the Recovery Case. Consider selecting another Recovery Case or Recovery Method."
189	12678	CI-112371 - DSD EM PCM 189 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Restaurant Meals AND the Recipient is selected as the Recovery Payee, AND the Recipient no longer receives restaurant meals (not authorized to receive Restaurant Meals on the begin date of the next pay period).	Allow the Save action	Display the informational message "Recipient no longer receives restaurant meals from which to recover the overpayment. Consider selecting another Recovery Payee or Recovery Method."
190	12678	CI-112232 - DSD EM PCM 190 IMPLEMENTED	Create Overpayment Occurrence /Submit Overpayment Recovery	When an attempt is made to save an overpayment occurrence or submit an overpayment recovery AND the overpayment type is the following: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions And the Recipient no longer receives advance payments (not authorized to receive Advance Payments on the begin date of the next monthly pay period).	Allow the Save action	Display the informational message "Recipient no longer receives advance payments from which to recover the overpayment."
191	12678	CI-112339 - DSD EM PCM 191 IMPLEMENTED	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Date Collected was not entered.	Do not allow the action	Display the error message "Date Collected must be entered"
192	12678	CI-112262 - DSD EM PCM 192 IMPLEMENTED	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Amount collected was not entered or zero.	Do not allow the action	Display the error message "Amount collected must be entered"
193	12678	CI-112320 - DSD EM PCM 193 IMPLEMENTED	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Mode of Payment was not entered.	Do not allow the action	Display the error message "Mode of Payment must be selected"
194			Removed CR 1250 – Release 1.20			

195			Removed CR 1250 – Release 1.20			
196	12678	 CI-112306 - DSD EM PCM 196 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the program selected when setting up the overpayment occurrence was IHSS, AND the payee selected when setting up the overpayment occurrence was a Provider, AND a Provider is selected as the Recovery Payee, AND the Recipient on the selected Recovery Case receives Advance Payments (authorized to receive Advance Payments on the begin date of the next monthly pay period).	Do not allow the action	Display the error message "The Recipient on the Recovery Case receives Advance Payments. Please select another Recovery Case or Recovery Method."
197	12678	 CI-112190 - DSD EM PCM 197 IMPLEMENTED	Create Overpayment Occurrence/ Submit Overpayment Recovery	When an attempt is made to save an overpayment occurrence or submit an overpayment recovery, AND the following overpayment type was selected: <ul style="list-style-type: none">• Share of Cost AND either no IHSS payments were made on the case or a payment(s) was made and the Pay Status is Void during the Service Period range designated by the user.	Do not allow the action	Display the error message "No IHSS payments were made on the case during the selected Service Period range"
198	12716	 CI-112282 - DSD EM PCM 198 IMPLEMENTED	Modify Excess Compensation Rate Details/ Modify Advance Payment Overpayment Details/Modify Special Transaction Details	When an attempt is made to save overpayment details, AND the Overpaid Hours are blank or zero.	Do not allow the action	Display the error message "The Overpaid Hours must be greater than zero"
199	12318	 CI-112304 - DSD EM PCM 199 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save overpayment details without the entry of a Paid Rate	Do not allow the action	Display the error message "A Paid Rate must be selected"
200	12318	 CI-112323 - DSD EM PCM 200 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save overpayment details without the entry of a Correct Rate	Do not allow the action	Display the error message "A Correct Rate must be selected"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
201			Removed CR 1250 – Release 1.20			
202	12670	 CI-112286 - DSD EM PCM 202 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action of No Further Action AND the current Advance Payment Recon Status is not Un-Reconciled	Do not allow the action	Display the error message "No Further Action is only valid when the Payment Recon Status is Un-Reconciled"
203	12670	 CI-112325 - DSD EM PCM 203 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action of Un-Reconcile AND the current Advance Payment Recon Status is not No Further Action	Do not allow the action	Display the error message "Un-Reconcile action is only valid when the Payment Recon Status is No Further Action"
204	12212	 CI-112335 - DSD EM PCM 204 IMPLEMENTED	Request Copy of Cashed Warrant	When an attempt is made to request a copy of a cashed warrant and the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Requests for copies of cashed warrants cannot be made for payments issued through Electronic Funds Transfer"

205	12212	CI-112242 - DSD EM PCM 205 IMPLEMENTED	Create Forged Warrant Affidavit/Print Forged Endorsement Affidavit Form	When an attempt is made to save information pertaining to a forged endorsement affidavit OR print a forged endorsement affidavit AND the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Forged warrant affidavits are not applicable to payments issued through Electronic Funds Transfer"
206	12715 12716 16264	CI-112254 - DSD EM PCM 206 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the selected Service Period From Date is future to the current date.	Do not allow the action	Display the error message "Service Period From Date cannot be future to the current date"
207	12678	CI-112275 - DSD EM PCM 207 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND the payee selected when setting up the overpayment occurrence was a Provider, AND the Date Collected is prior to the Provider's earliest start date on the selected program	Do not allow the action	Display the error message "Provider's earliest begin date on the case for the selected program is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
208	12716 12678	CI-112292 - DSD EM PCM 208 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND one of the following overpayment types was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay - Other AND the Date Collected is prior to the Recipient's earliest start date on Advance Pay	Do not allow the action	Display the error message "Recipient's earliest begin date on Advance Pay is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
209	12678	CI-112381 - DSD EM PCM 209 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Restaurant Meals AND the Date Collected is prior to the Recipient's earliest start date on Restaurant Meals	Do not allow the action	Display the error message "Recipient's earliest begin date on Restaurant Meals is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
210	12678	CI-112260 - DSD EM PCM 210 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND the payee selected when setting up the overpayment occurrence was a Recipient, AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Share of Cost• Special Transaction• Converted Overpayment• Legacy Special Transaction AND the Date Collected is prior to the Recipient's earliest start date on selected program	Do not allow the action	Display the error message "Recipient's earliest begin date on the selected program is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
211	12715 12716 16202	CI-112249 - DSD EM PCM 211 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Buy-Out Reimbursement AND the selected Service Period is prior to 06/01/2006 or after 09/30/2009.	Do not allow the action	Display the error message "Buy-Out Reimbursements cannot be made for months prior to 6/2006 or after 9/2009."
212	12715 12716 16202	CI-112238 - DSD EM PCM 212 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: <ul style="list-style-type: none">• Buy-Out Reimbursement AND the Recipient's Medi-Cal Eligibility Status for the selected service month begins or ends with a '9' or is blank.	Allow the action	Display the informational message "Recipient was ineligible for Medi-Cal during the selected service month."
213	12715 12716 16202	CI-112258 - DSD EM PCM 213 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Buy-Out Reimbursement AND the Recipient's IHSS Share of Cost for the selected service month exceeds the SOC Compare Cost associated with the authorization for the selected service month.	Allow the action	Display the informational message "Recipient's Share of Cost exceeds the SOC Compare Cost for the selected service month."

214			Error Message Deleted per CR 721			
215			Error Message Deleted per CR 721			
216	12716	CI-112347 - DSD EM PCM 216 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction and Over Reported Hours is selected from the Correction Type drop-down.	When executing the Case Management timesheet validations as defined in the Time and Attendance DSD packet, bypass the following timesheet validations related to available hours: <ul style="list-style-type: none"> • "Hours Claimed Exceed Remaining Recipient Authorized Hours" • "Hours Claimed Exceed Remaining Provider Assigned Hours" • "No Remaining Recipient Authorized Hours" • "No Remaining Provider Assigned Hours" 	N/A
217	12715 12678	CI-112384 - DSD EM PCM 217 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an overpayment occurrence and the following overpayment type was NOT selected: <ul style="list-style-type: none"> • Special Transaction AND a Special Transaction Number was selected.	Do not allow the action	Display the error message "A Special Transaction Number is only valid when an Overpayment Type of Special Transaction is selected."
218	12715 16562	CI-112203 - DSD EM PCM 218 IMPLEMENTED	Payment Correction – Timesheet Number	When an attempt is made to enter a timesheet and the timesheet is received before the end of the timesheet pay period AND the Provider is NOT in a terminated status	Do not allow the action	Display the error message "Timesheet received prior to the end of the pay period."

219	16656	 CI-112220 - DSD EM PCM 219 IMPLEMENTED	Request	<ul style="list-style-type: none"> • Void /Reissue /Replacement - Submit Request • Cancel • Void /Reissue /Replacement Request - Yes • Request Copy of Cashed Warrant - Yes • Modify Cashed Warrant Copy Request - Save • Cancel Cashed Warrant Copy Request - Yes • Print Forged Endorsement Affidavit Form - Yes • Create Forged Endorsement Affidavit - Save • Cancel Forged Endorsement Affidavit - Yes • Modify Forged Endorsement Affidavit - Save 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Payment Funding Source is WPCS</p> <p>OR</p> <p>When an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Payment Funding Source is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
220	12715 12716 12720	 CI-112227 - DSD EM PCM 220 IMPLEMENTED		<ul style="list-style-type: none"> • Create Special Transaction – Save • Modify Special Transaction – Save • Submit Special Transaction for Approval – Yes • Cancel Special Transaction Submission – Yes • Approve Special Transaction – Yes • Reject Special Transaction – Yes • Cancel Special Transaction – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p> <p>OR when an attempt is made by a user other than a CDSS Modify user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Special Transaction Type is Buy-out Reimbursement, Provider Medi-Cal SOC Reimbursement, CONLAN Reimbursement, Writ of Administrative Mandamus, Legislative Change or Overtime Exemption – Pay Over Limit Payment</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
221	12715 12716	 CI-112214 - DSD EM PCM 221 IMPLEMENTED	<ul style="list-style-type: none"> • Create Payment • Correction <ul style="list-style-type: none"> – Timesheet Number – Continue • Modify Payment Correction <ul style="list-style-type: none"> – Save • Submit Payment Correction for Approval <ul style="list-style-type: none"> – Yes • Cancel Payment Correction Submission <ul style="list-style-type: none"> – Yes • Approve Payment Correction <ul style="list-style-type: none"> – Yes • Reject Payment Correction <ul style="list-style-type: none"> – Yes • Cancel Payment Correction <ul style="list-style-type: none"> – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Timesheet Type is not one of the following:</p> <ul style="list-style-type: none"> • IHSS Arrears • Supplemental – IHSS Arrears • Legacy - IHSS Arrears • Legacy Supp – IHSS Arrears • IHSS Advance Pay • Supplemental – IHSS Advance Pay • Legacy - IHSS Advance Pay • Legacy Supp – IHSS Advance Pay <p>OR</p> <p>When an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Timesheet Type is not one of the following:</p> <ul style="list-style-type: none"> • WPCS • Supplemental - WPCS • Legacy WPCS • Legacy Supp - WPCS 	<p>Do not allow the action</p>	<p>Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"</p>

222	12678 12720	 CI-112283 - DSD EM PCM 222 IMPLEMENTED	<ul style="list-style-type: none"> • Create Overpayment Occurrence – Save • Modify Overpayment Occurrence – Save • Create Overpayment Pay Period – Save and Save&New • Modify Overpayment Pay Period – Save • Modify Excess Compensation Rate Details - Save • Modify Advance Payment Overpayment Details - Save • Modify Special Transaction Overpayment Details - Save • Modify Overpayment Recovery Setup - Save • Submit Overpayment Recovery – Yes • Cancel Overpayment Recovery - Yes • Stop Overpayment Collection – Stop 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
223	12678	 CI-112194 - DSD EM PCM 223 IMPLEMENTED	<ul style="list-style-type: none"> • Create Overpayment Collection – Save and Save&New • Modify Overpayment Collection - Save • Cancel Overpayment Collection – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
224	12715 12716	 CI-112309 - DSD EM PCM 224 IMPLEMENTED	Create Payment Correction	<p>When an attempt is made to save a payment correction AND either Prior Underpayment OR Over Reported Hours is selected from the Correction Type drop-down,</p> <p>AND the timesheet associated with the Timesheet Number entered on the Create Payment Correction – Timesheet Number screen is not in a Processed status.</p>	Do not allow the action	Display the error message "Correction Type is only valid for timesheets in a Processed status"

225	12715 12716	CI-112267 - DSD EM PCM 225 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and Timesheet Exception is selected from the Correction Type drop-down, AND the timesheet associated with the Timesheet Number entered on the Create Payment Correction – Timesheet Number screen is not in an Exception status.	Do not allow the action	Display the error message "Correction Type of Timesheet Exception is only valid for timesheets in an Exception status"
226	12657	CI-116719 - DSD EM PCM 226 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a Void /Reissue AND the warrant has a Pay Type of Converted Payment	Do not allow the action	Display the error message "Void/Reissue is an invalid selection for Converted Payments. Please submit an STD 435 Request for Duplicate Warrant to SCO to replace the warrant."
227	12002	CI-446649 - DSD EM PCM 227 IMPLEMENTED	Payment Correction - Timesheet Number	When the Continue link is selected on the Payment Correction screen <ul style="list-style-type: none"> • and only one timesheet exists for the Timesheet Number entered • and the timesheet is in an Exception status for exception code TAEC012 (Duplicate timesheet) 	Do not allow the action	Display the error message "Timesheet Number - [timesheet number] is a Duplicate Timesheet. Payment Corrections are not allowed for Duplicate Timesheets."
228	16209	CI-459403 - DSD EM PCM 228 IMPLEMENTED	Payment Void/ Reissue/ Replacement Activity	When the Submit Request link is selected on the Request Void/ Reissue/ Replacement screen and the request Type is Replacement AND a Replacement Date was not previously populated.	Allow the action	Display the informational message "Please submit an STD 435 Request for Duplicate Warrant to SCO to replace the warrant."
229	16975	CI-459404 - DSD EM PCM 229 IMPLEMENTED	Enter Warrant Replacement	When a Warrant matching the Warrant Number and Issue Date entered by the user cannot be found.	Do not allow the action	Display the error message "A warrant matching the criteria entered cannot be found."
230	16975	CI-459405 - DSD EM PCM 230 IMPLEMENTED	Enter Warrant Replacement	When more than one Warrant matching the Warrant Number and Issue Date entered by the user are found.	Do not allow the action	Display the error message "Multiple warrants matching the criteria entered were found."
231	16975	CI-459406 - DSD EM PCM 231 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is future to the current date.	Do not allow the action	Display the error message "Replacement Date cannot be future to the current date."
232	16975	CI-459407 - DSD EM PCM 232 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is previous to the Issue Date.	Do not allow the action	Display the error message "Replacement Date cannot be prior to the Issue Date."
233	16975	CI-459408 - DSD EM PCM 233 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for replacement entries and a value was not entered in the Replacement Entry Date, Replacement Date or Warrant Number fields.	Do not allow the action	Display the error message "Entry of a Replacement Entry Date, Replacement Date, or Warrant Number is required for the search."
234	16975	CI-459409 - DSD EM PCM 234 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for warrant replacements and a Warrant Number is entered for a warrant with no replacement date.	Do not allow the action	Display the error message "A replacement warrant matching the criteria entered cannot be found."
235	16975	CI-459410 - DSD EM PCM 235 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued in CMIPS.	Do not allow the action	Display the error message "Warrant Number Not Found."
236	16975	CI-459411 - DSD EM PCM 236 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is subsequent to the Status Date of the warrant and the warrant status is Cleared or Void.	Do not allow the action	Display the error message "Replacement date cannot be after the Cleared or Voided date."
237	20731	CI-480821 - DSD EM PCM 237 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date and Service Period To Date range exceeds three (3) months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed three months"
238	20731	CI-480819 - DSD EM PCM 238 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and no entries were made in the Service Period From Date or Service Period To Date fields	Do not allow the action	Display the error message "Entry of a Service Period Date range is required for the search."
239	20731	CI-480790 - DSD EM PCM 239 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date (MM/DD/YYYY) is entered using a DD value other than the 1st or 16th	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month."
240	20731	CI-480801 - DSD EM PCM 240 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and a Service Period To Date (MM/DD/YYYY) is entered using a DD value other than the 15th or the last day of the MM entered	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month."

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
241	20731	CI-480768 - DSD EM PCM 241 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period To Date is before the Service Period From Date	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date."

242	20731	CI-480802 - DSD EM PCM 242 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period To Date is entered without a Service Period From Date	Do not allow the action.	Display the error message "Service Period From Date must be entered when a Service Period To Date is entered."
243	20731	CI-480767 - DSD EM PCM 243 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date is entered without a Service Period To Date	Do not allow the action.	Display the error message "Service Period To Date must be entered when a Service Period From Date is entered."
244	12318 20731	CI-480818 - DSD EM PCM 244 IMPLEMENTED	Create Special Transaction – Additional Options	<p>When the Save link is selected on the Create Special Transaction – Additional Options screen and the special transaction type is either Writ of Administrative Mandamus or Legislative Change</p> <ul style="list-style-type: none"> • AND the payee is a Provider • AND the HOURS (HH:MM) is not equal to the TOTAL (HH:MM) field 	Do not allow the action.	Display the error message "The TOTAL field is calculated by entry in the Time Entries boxes. The TOTAL must equal the HOURS indicated on the Create Special Transaction screen. Either adjust daily entries to equal the HOURS entered on the Create Special Transaction screen or Cancel the Create Special Transaction."
245	12318 20731	CI-480816 - DSD EM PCM 245 IMPLEMENTED	Modify Special Transaction	<p>When the Save link is selected on the Modify Special Transaction and the special transaction type is either Writ of Administrative Mandamus or Legislative Change</p> <ul style="list-style-type: none"> • AND the payee is a Provider • AND the HOURS (HH:MM) is not equal to the TOTAL (HH:MM) field 	Do not allow the action.	Display the error message "The TOTAL field is calculated by entry in the Time Entries boxes. The TOTAL must equal the HOURS indicated. Adjust daily entries to equal the HOURS or Cancel the Special Transaction."
246			Removed with CR 1183			
247	16203 20748	CI-480766 - DSD EM PCM 247 IMPLEMENTED	Create Special Transaction – Additional Options	<p>When the Save link is selected on the Create Special Transaction – Additional Options screen and the special transaction type is</p> <ul style="list-style-type: none"> • Or Arrears Travel (IHSS /WPCS) <p>AND</p> <ul style="list-style-type: none"> • The "TOTAL" (HH:MM) field is not equal to the "HOURS" (HH:MM) field 	Do not allow the action.	Display the error message "The "Total" field is calculated by entry in the Week Starting Date entries boxes. The "Total" must equal the "Hours" in the Service Period section of this screen. Either adjust the hours entered on this screen to equal the "Hours" or Cancel the Create Special Transaction."
248			Error Message Removed with CR 1091–			
249			Error Message Removed with CR 1091			
250	16203 20748	CI-480803 - DSD EM PCM 250 IMPLEMENTED	Create Special Transaction	<p>When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is</p> <ul style="list-style-type: none"> • Arrears Travel (IHSS /WPCS) <p>AND</p> <ul style="list-style-type: none"> • There is no provider /recipient travel record for the "Weekly Start Date" period(s) for which hours are entered 	Do not allow the action.	Display the error message "Provider does not have an associated Recipient Travel Time record for the week for which travel was entered. Please create or update the Travel Time screen for the Recipient for this period."
251			Error Message Removed with CR 1091			

252	20745	CI-480820 - DSD EM PCM 252 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is Arrears Travel IHSS or WPCS AND an IHSS Arrears or WPCS timesheet with Travel Hours is not in a processed status for the same OR a payment correction with the type Timesheet Exception is not in a processed status for the Recipient/Provider for the indicated service period	Do not allow the action.	Display the error message "Special Transaction Payments for Travel require a processed or paid timesheets for this Provider for the period containing the "Week Starting Date. Provider must submit a timesheet for this service period."
253	20745	CI-480793 - DSD EM PCM 253 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction screen AND the program is WPCS AND the Payee is a Provider AND the Provider is not an eligible WPCS Provider associated with the case for the Service Period indicated	Do not allow the action	Display the error message "The selected Provider is not an eligible WPCS Provider for the service period indicated."
254	20745	CI-480854 - DSD EM PCM 254 IMPLEMENTED	Create/Modify Payment Correction – Not Eligible for Travel	When the Save link is selected on the: Create Payment Correction screen Or Modify Payment Correction screen AND there is no Recipient /Provider travel record for one or more weeks where Travel is indicated in the Service Period	Do not allow the action.	Display the error message "Provider does not have an associated Recipient Travel Time record for the week for which travel was entered. Please create or update the Travel Time screen for the Recipient for this period."
255	20745	CI-480855 - DSD EM PCM 255 IMPLEMENTED	Create/Modify Payment Correction	When the Save link is selected on the: Create Payment Correction screen Or Modify Payment Correction screen AND any Travel entry for any week exceeds 14:00 hours across all Recipients in both programs (IHSS/WPCS).	Do not allow the action.	Display the error message "Travel Time may not exceed 14:00 hours for any week."
256	20745	CI-480856 - DSD EM PCM 256 IMPLEMENTED	Create/Modify Payment Correction	When the Save link is selected on the: Create Payment Correction screen Or Modify Payment Correction screen AND any Travel entry for any week exceeds 7:00 hours, but is less than or equal to 14:00 across all Recipients in both programs (IHSS/WPCS)	Do not allow the action.	Display the informational message 'One or more of the Weekly Travel entries exceeds the Statutory maximum of 7:00 per week. If the entered value is correct, select "Continue". If not, select "Cancel" to modify the Travel hours.'
257	20745	CI-480857 - DSD EM PCM 257 IMPLEMENTED	Create/Modify Payment Correction	When the Save link is selected on the: Create Payment Correction screen Or Modify Payment Correction screen AND a negative value is indicated for any time entry	Do not allow the action	Display the error message, "Negative values not allowed."
258			12/2/2014 – Removed per OSI UAT meeting – Error message is not needed because it cannot be triggered.			

259	20745	CI-480859 - DSD EM PCM 259 IMPLEMENTED	Create Special Transaction – Additional Options – Arrears Travel	When the Save link is selected on the Create Special Transaction – Additional Options screen AND the Special Transaction type is Arrears Travel AND the total of 14:00 hours has not already been paid to the Provider across all Recipients for both programs (IHSS/WPCS) for any workweek indicated	Do not allow the action.	Display the error message, "Travel Time up to 14:00 per week must be paid from a timesheet. Please issue a Supplemental Timesheet to pay up to the first 14:00."
260		Error Message Removed with CR 1091				

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
261		Error Message Removed with CR 1091				
262	16203 20748	CI-480862 - DSD EM PCM 262 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a Create Special Transaction and a special transaction type of any of the following types exist for a service period which coincides with the selected service period: <ul style="list-style-type: none">• Arrears Travel• Overtime Exemption – Pay Over Limit Payment AND the status is other than: <ul style="list-style-type: none">• Processed• Cancelled• Rejected	Do not allow the action	Display the error message "Special Transaction previously submitted for the selected service period."
263		CI-484517 - DSD EM PCM 263 IMPLEMENTED	Create Payment Correction/ Modify Payment Correction	When the Save link is selected on the Create Payment Correction screen and data is entered in a calendar date field which is not contained in the Service Period From Date	Do not allow the action	Display the error message, "Processing failed during Payment Correction due to entries for dates not in the pay period: [MM/DD/YYYY-MM/DD/YYYY]" Note: 1st MM/DD/YYYY is the pay period Begin Date 2nd MM/DD/YYYY is the pay period End Date
264	20787	CI-489851 - DSD EM PCM 264 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction on the Create Payment Correction screen and the Correction Type "Timesheet Exception" is selected. AND the Timesheet Number displayed is a non-supplemental timesheet in an Exception status AND a payment correction with the Payment Correction Type of 'Timesheet Exception' exists in any status other than Cancelled or Rejected for the same Recipient/Provider for the same pay period.	Do not allow the action.	Display the error message "Payment Correction for Timesheet Exception already exists for this pay period."
265	20787	CI-489852 - DSD EM PCM 265 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction on the Create Payment Correction screen and the Correction Type "Timesheet Exception" is selected, AND the Timesheet Number displayed is a non-supplemental timesheet in an Exception status AND a non-supplemental timesheet with a different timesheet number for the same Recipient/Provider for the same pay period is in a status of Pending or Processed.	Do not allow the action.	Display the error message "Timesheet for this pay period previously processed."

266	20787 12011	CI-489853 - DSD EM PCM 266 IMPLEMENTED	Payment Correction - Timesheet Number	When the Continue link is selected on the Payment Correction screen AND the timesheet number entered is in an Exception status for exception code TAEC205 (Payment Correction exists for the pay period.)	Do not allow the action	Display the error message "Payment Correction already exists for this pay period."
267	16203	CI-495343 - DSD EM PCM 267 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Service Period range exceeds a one month period.	Do not allow the action	Display the error message "The Service Period range cannot exceed a one month period."
268	16203	CI-495344 - DSD EM PCM 268 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Funding Source associated to the payment is IHSS-R	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a month which was paid from the IHSS-R Funding Source."
269	16203	CI-495345 - DSD EM PCM 269 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Funding Source associated to the payment is WPCS	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a month which was paid from the WPCS Funding Source."
270	16203	CI-495346 - DSD EM PCM 270 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Amount indicated exceeds the Share of Cost deducted from the Providers warrant(s) for the indicated service month.	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement may not exceed the share of cost deducted [\$XXX.XX] from this Providers pay for the indicated service month." \$XXX.XX = Medi-Cal Share of Cost deducted from Providers pay for the indicate service month.
271	16203	CI-495347 - DSD EM PCM 271 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the From Date is before 7/1/2007	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a period prior to 7/1/2007."
272	16203	CI-495348 - DSD EM PCM 272 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND any initial warrant(s) issued to the Provider, for the indicated month, where a MEDS SOC was deducted and the resulting warrant amount was greater than zero dollars and has a status other than "Cleared"	Do not allow the action	Display the error message, 'Provider Medi-Cal Share of Cost Reimbursement is not allowed until the initial warrant(s) which had a MEDS Share of Cost deduction has a Status of "Cleared".'
273			Removed with CR 1183			
274			Removed with CR 1183			
275			Removed with CR 1183			
276			Removed with CR 1183			
277			Removed with CR 1183			
278			Removed with CR 1183			
279			Removed with CR 1183			
280			Removed with CR 1183			

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
281			Error Message Removed with CR 1091			
282			Error Message Removed with CR 1091			
283			Removed with CR 1183			
284			Removed with CR 1183			
285	16203	CI-507538 - DSD EM PCM 285 IMPLEMENTED	Create Special Transaction – CONLAN Reimbursement	When an attempt is made to save a special transaction and the type is CONLAN Reimbursement AND the From Date is before 7/1/2007	Do not allow the action	Display the error message, "Recipient Medi-Cal Share of Cost Reimbursement is not allowed for a period prior to 7/1/2007."
286	20819	CI-507574 - DSD EM PCM 286 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the period between the Issue From Date and To Date is greater than thirteen calendar months	Do not allow the action	Display the error message "Issue From Date and Issue To Date range cannot exceed thirteen months."
287	20819	CI-507571 - DSD EM PCM 287 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue To Date is before the Issue From Date.	Do not allow the action	Display the error message "Issue To Date must be after the Issue From Date."
288	20819	CI-507570 - DSD EM PCM 288 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue From Date is entered without an Issue To Date.	Do not allow the action	Display the error message "Issue To Date must be entered when an Issue From Date is entered."
289	20819	CI-507566 - DSD EM PCM 289 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue To Date is entered without an Issue From Date.	Do not allow the action	Display the error message "Issue From Date must be entered when an Issue To Date is entered."
290	20819	CI-507575 - DSD EM PCM 290 IMPLEMENTED	Payment Search (by person or by case)	When the Search link is selected on the Payment Search screen and there are dates in both the Service Period search fields and dates in the Issue Date search fields	Do not allow the action	Display the error message "Search must be by Service Period or Issue Date."
291	16203	CI-514043 - DSD EM PCM 291 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is <ul style="list-style-type: none">• Arrears Travel (IHSS/WPCS) AND the service period "From" date is before the Configuration table – FLSAConfigurationValues – TravelClaimStartDate	Do not allow the action.	Display the error message "This transaction is not allowed for period before MM/DD/YYYY*." MM/DD/YYYY = TravelClaimStartDate
292	16203	CI-717656 - DSD EM PCM 292 IMPLEMENTED	Create Special Transaction – Additional Options OR Modify Special Transaction	When an attempt is made to save a Create Special Transaction – Additional Options screen or Modify Special Transaction screen AND the type is "Overtime Exemption – Pay Over Limit" AND the "Bypass Hours" box is checked	Do not allow the action	Display the error message, "Bypass Hours action not allowed when provider has an Overtime Exemption for the service period."

293	20979	CI-717657 - DSD EM PCM 293 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is WPCS AND the hours and minutes entered exceeds the "wpcsCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – wpcsCutbackExemptHoursMin for service month"
294	20979	CI-717658 - DSD EM PCM 294 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is IHSS AND the hours and minutes entered exceeds the "ihssCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – ihssCutbackExemptHoursMin for service month"
295	20979	CI-717659 - DSD EM PCM 295 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is IHSS AND the hours and minutes entered exceeds the recipient IHSS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the IHSS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining IHSS hours for service month."
296	20979	CI-717660 - DSD EM PCM 296 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is WPCS AND the hours and minutes entered exceeds the recipient WPCS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the WPCS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining WPCS hours for service month."
297	20979	CI-717661 - DSD EM PCM 297 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is WPCS the hours and minutes entered exceeds the "wpcsCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – wpcsCutbackExemptHoursMin for service month"
298	20979	CI-717662 - DSD EM PCM 298 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is IHSS the hours and minutes entered exceeds the "ihssCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – ihssCutbackExemptHoursMin for service month"
299	20979	CI-717663 - DSD EM PCM 299 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is IHSS AND the hours and minutes entered exceeds the IHSS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the IHSS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining IHSS hours for service month."

300	20979	 CI-717664 - DSD EM PCM 300 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is WPCS AND the hours and minutes entered exceeds the WPCS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the WPCS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining WPCS hours for service month."
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No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
301	20979	 CI-717665 - DSD EM PCM 301 IMPLEMENTED	Create Special Transaction OR Modify Special Transaction	When the Save link is selected on the Create Special Transaction OR Modify Special Transaction AND the Special Transaction Type is: Legislative Change OR Writ of Admin Mandamus AND the payee is a provider AND the provider has an Overtime Violation Exemption for the service month being processed AND the Hours indicated (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.	Do not allow the action	Display the error message, "The Hours exceeds provider Overtime Exemption limit of [FLSAConfig:ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total Correction up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
302	20979	 CI-717666 - DSD EM PCM 302 IMPLEMENTED	Create Payment Correction OR Modify Payment Correction	When the Save or Save and New link is selected on the Create Payment Correct screen OR the Save link is selected on the Modify Payment Correction screen AND the provider has an Overtime Violation Exemption for the service month being processed AND the Total Correction hours for the payment (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.	Do not allow the action	Display the error message, "The Total Correction exceeds the provider Overtime Exemption limit of [FLSAConfig: ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total Correction up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
303	20979	 CI-717667 - DSD EM PCM 303 IMPLEMENTED	Timesheet Manual Entry OR Modify Timesheet Manual Entry	When the Save or Save & New link is selected on the Timesheet Manual Entry or the Modify Timesheet Manual Entry screen AND the provider has an Overtime Violation Exemption for the service month being processed AND the Total hours for the payment (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.		Display the error message, "The Total exceeds provider Overtime Exemption limit of [FLSAConfig:ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
304	20979	 CI-717668 - DSD EM PCM 304 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a Create Special Transaction screen AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Service Month is before ExemptionCutbackStartDate	Do not allow the action	Display error message, "Transaction Type not allowed before the Overtime Exemption Cutback Begin Date [MM/DD/YYYY]." MM/DD/YYYY = ExemptionCutbackStartDate
305	20979	 CI-717669 - DSD EM PCM 305 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a Create Special Transaction screen AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Provider is not eligible for Overtime Exemption for the service month	Do not allow the action	Display error message, "Provider is ineligible for Overtime Exemption for the service month."

306	20979	CI-719253 - DSD EM PCM 306 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the exempt cutback hours = zero	Do not allow the action	Display the error message, "No Overtime Exemption Cutback Hours exist for the service month."
307	20787	CI-753327 - DSD EM PCM 307 IMPLEMENTED	Payment Correction – Timesheet Number	When a Timesheet Number is entered AND the Mode of Entry for the timesheet is "Electronic" AND the Timesheet Status is "Processed" OR the Timesheet Status is "Exception – Paid" AND the warrant status is "Paid" or "Cleared"	Do not allow the action	Display the error message "Payment Correction cannot be completed for this E-Timesheet. Please issue Supplemental Timesheet to Provider."
308	20787	CI-753328 - DSD EM PCM 308 IMPLEMENTED	Payment Correction – Timesheet Number	When a Timesheet Number is entered AND the Mode of Entry for the timesheet is "Electronic" (TAME06) OR the Mode of Entry for the timesheet is "Telephonic" (TAME07) AND the Timesheet Status is "Recipient Rejected" (TATS18) OR the Timesheet Status is "County Rejected" (TATS19)	Do not allow the action	Display the error message "Payment Correction cannot be completed for this rejected E-Timesheet. Provider has been notified."
309	16202	CI-790166 - DSD EM PCM 309 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is not IHSS-R OR the Funding Source for the month prior to the payment month was not PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed when the Funding Source for the service month prior to the payment month was PCSP or CFCO and the Funding Source for the service month being paid is IHSS-R"
310	16202	CI-790167 - DSD EM PCM 310 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R AND the Funding Source for the month prior to the payment month is PCSP or CFCO AND the recipient's Impairment Level in the month being paid is not NSI OR the recipient's Impairment Level in the prior month is not NSI	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed when the Impairment Level for the service month prior to the payment month was NSI and the Impairment Level for the service month being paid is NSI"
311	16202	CI-790168 - DSD EM PCM 311 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R AND the Funding Source for the month prior to the payment month is PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI AND the Auth to Purchase before LMA Hours for the month being paid is not 195:00 OR the Auth to Purchase before LMA in the month prior to the payment month is not greater than 195:00	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed for a service month where the Auth to Purchase before LMA Hours were decreased due to a change to the IHSS-R Funding Source."
312	16203	CI-790170 - DSD EM PCM 312 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Providers Sick Leave Eligibility Date for the fiscal year associated with Service Period From Date is blank	Do not allow the action	Display the error message, "Provider has not met Sick Leave eligibility criteria."
313	16203	CI-790171 - DSD EM PCM 313 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the hours entered into the Hours (HH:MM) field are greater than the difference between the previous month's PCSP or CFCO Auth to Purchase after LMA Hours and the current month's IHSS-R Auth to Purchase after LMA Hours plus (+) any previously paid special transaction type "Funding Source Hours Payment" for the month being processed	Do not allow the action	Display the error message "Hours associated to the Funding Source Hours Payment special transaction may not exceed [HH:MM]." *[HH:MM] is calculated as (previous month's PCSP or CFCO Auth to Purchase after LMA Hours) – (current month's IHSS-R Auth to Purchase after LMA Hours + Special Transaction Type "Funding Source Hours Payment" hours)

314	16203 21093 21095	CI-790533 - DSD EM PCM 314 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R OR the Funding Source for the month prior to the payment month was PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI AND the Auth to Purchase before LMA Hours for the month being paid is 195:00 AND the Auth to Purchase before LMA in the month prior to the payment month was greater than 195:00 AND the Paid Hours on the case for the month being paid is less than 195:00	Do not allow the action	Display the error message "Current Case Paid Hours are [HHH:MM].The provider should submit a timesheet for payment up to the authorized hours before Special transaction type 'Funding Source Hours Payment' is allowed."
315	16203 21093 21095	CI-790534 - DSD EM PCM 315 IMPLEMENTED	Create Special Transaction Modify Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Total Hours is greater than the providers Sick Leave Remaining Hours for the fiscal year	Do not allow the action	Display the error message, "Hours exceed providers remaining Sick Leave hours (HH:MM) for the fiscal year." HH:MM = Sick Leave Remaining Hours for fiscal year in which hour are claimed.
316	16203 21093 21095	CI-790535 - DSD EM PCM 316 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transition AND the Type is Sick Leave AND a rate override is indicated	Do not allow the action	Display the error message, "Transaction Type does not allow rate override."
317	16203 21093 21095	CI-790536 - DSD EM PCM 317 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Service Period "From Date" is before the Providers Sick Leave Eligibility Date for the fiscal year associated with Service Period From Date	Do not allow the action	Display the error message, "Provider not eligible to claim sick leave until [MM/DD /YYYY]." MM/DD/YYYY – Provider Sick Leave Eligibility Date for fiscal year associated with Pay Period Begin Date
318	16203 21093 21095	CI-813106 - DSD EM PCM 318 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Program is WPCS AND the From Date is before the [FLSAConfiguration /WPCCSickLeaveStartDate]	Do not allow the action	Display the error message, "Provider has not met Sick Leave eligibility criteria."
319	12165 12670 12671	CI-813192 - DSD EM PCM 319 IMPLEMENTED	Modify Advance Payment Overpayment Details	When an attempt is made to save the Advance Payment Overpayment Details screen AND the Rate selected does not match the Rate on the Advance Pay Warrant for the Service Period indicated on the View Overpayment Recovery	Do not allow the action	Display the error message "The selected Rate is not the Rate used to calculate the Advance Pay warrant for the month in which the overpayment occurred. Please verify rate on the Advance Payment warrant and select the correct Rate."
320	12165 12670 12671	CI-813193 - DSD EM PCM 320 IMPLEMENTED	Modify Advance Payment Overpayment Details	When an attempt is made to save the Modify Advance Payment Overpayment Details screen AND the following overpayment type was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions AND the Overpaid Hours entered by the user exceeds the recipient's "Total Auth to Purchase Hours After Reduced Hours" for the next pay period	Do not allow the action	Display the error message 'The Overpaid Hours entered exceeds the recipient's "Total Auth to Purchase after Reduced Hours" indicated for the next pay period. Please reduce the Overpaid Hours to an amount that can be collected from the next Advance Payment.'

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
321	12165 12670 12671	CI-813194 - DSD EM PCM 321 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save the Modify Excess Compensation Rate Details screen AND the Service Period From Date on the View Overpayment Recovery Excess Compensation is prior to the begin date of the selected Paid Rate OR the Service Period From Date is after the end date of the selected county pay rate.	Do not allow the action	Display the error message "The Paid Rate is not valid for the selected Service Period. Please select the correct rate."

322	12165 12670 12671	CI-813195 - DSD EM PCM 322 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save the Modify Excess Compensation Rate Details screen AND the Service Period From Date on the View Overpayment Recovery Excess Compensation is prior to the Begin Date of the County Pay Rate selected as the Correct Rate OR the Service Period From Date is after the End Date of the selected County Pay Rate selected as the Correct Rate.	Do not allow the action	Display the error message "The Correct Rate is not valid for the selected Service Period. Please select the correct rate."
323	12670	CI-813272 - DSD EM PCM 323 IMPLEMENTED	Create Overpayment Pay Period, Modified Overpayment Pay Period	When the Save link is selected on either of the following pop-ups: • Create Overpayment Pay Period • Modify Overpayment Pay Period AND the hours (HH:MM) entered in the Overpaid Hours field for a single day are greater (>) than the displayed Paid Hours for that day	Do not allow the action	Display the error message, "Day XX – may not exceed Paid Hours."
324	12670	CI-813273 - DSD EM PCM 324 IMPLEMENTED	Modify Overpayment Recovery Setup	When the Save action is processed on the Modify Overpayment Recovery Setup AND the Recovery Case is not associated with the user's county AND the security role of this user taking the action is not Cross County Payroll AND the Program Type is IHSS	Do not allow the action	Display the error message, "Recovery Case is not in your county, action must be taken by your county's Cross County Payroll user." *Note: WPCS users are not allowed to take action when the Program Type is IHSS.
325	12670	CI-813274 - DSD EM PCM 325 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action is processed on either the • Create Overpayment Occurrence • Modify Overpayment Occurrence AND the Service Period exceeds 12 months	Do not allow the action	Display the error message, Overpayment Recovery Service Period may not exceed 12 months.
326	12670	CI-813275 - DSD EM PCM 326 IMPLEMENTED	Submit Recovery	When the Submit Recovery action is selected and the Overpayment Type is one of the following: • Excess Compensation – Hours • Excess Compensation – Travel AND a Pay Period record does not exist for each pay period in the indicated Service Period	Do not allow the action	Display the error message, "A Pay Period record must exist for each pay period in indicated Overpayment Recovery Service Period."
327	12670 21112	CI-813276 - DSD EM PCM 327 IMPLEMENTED	Select Warrant	When the Save action is processed on the Select Warrant pop-up and either no warrant has been selected OR the "No Overpaid Hours for this Pay Period" checkbox is not selected	Do not allow the action	Display the error message, "Either a warrant must be selected or the "No Overpaid Hours for this Pay Period" checkbox must be selected to save the data."
328	12670 21112	CI-813277 - DSD EM PCM 328 IMPLEMENTED	Select Warrant	When the Save action is processed on the Select Warrant pop-up and the user has selected the "No Overpaid Hours for this Pay Period" checkbox and the Pay Period is either the first pay period or the last pay period in the indicated Service Period	Do not allow the action	Display the error message, 'The "No Overpaid Hours for this Pay Period" may not be selected for either the first or last pay period in the Overpayment Recovery Service Period. Please change the Service period to exclude this pay period if no overpayment occurred.'
329	12670	CI-813278 - DSD EM PCM 329 IMPLEMENTED	Submit Recovery	When the Yes link is selected on the Submit Recovery pop-up AND the same provider has an existing "Active" status Overpayment Recovery OR an existing "Pending Payroll" status Overpayment Recovery	Do not allow the action	Display the error message, "Because the provider currently has another [Overpayment Recovery Status] status overpayment recovery this overpayment cannot be submitted at this time. When the existing Overpayment Recovery Status is "Closed" or "Stopped" a task will be sent to the Payroll Work Queue."
330	12670	CI-813279 - DSD EM PCM 330 IMPLEMENTED	Overpayment Recovery Collection	When the Save link is selected on the Overpayment Recovery Collection screen AND the user is not associated to the Overpayment Recovery Case County AND the Program Type is IHSS	Do not allow the action	Display the error message, "Personal Payment must be submitted to [Overpayment Recovery Case County] County." * Note: WPCS users are not allowed to take action when the Program Type is IHSS.
331	12670	CI-813280 - DSD EM PCM 331 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the overpayment type is Excess Compensation – Travel AND a travel payment does not exist for the first and last pay periods in the indicated service per	Do not allow the action	Display the error message "Overpayment Type – Excess Compensation – Travel not allowed when a Travel claim has not been paid for the first and last pay periods in the Service Period."

332	12670 16264	CI-813281 - DSD EM PCM 332 IMPLEMENTED	Create Overpayment Pay Period Modify Overpayment Pay Period	When an attempt is made to save a Create or Modify Overpayment Pay Period pop-up AND there are no Overpaid Hours entries greater than zero. AND the "No Overpaid Hours for this Pay Period" checkbox is not selected	Do not allow the action	Display the error message 'An Overpaid Hours entry is required or the "No Overpaid Hours for this Pay Period" must be selected.'
333	12670 16264	CI-813282 - DSD EM PCM 333 IMPLEMENTED	Create Overpayment Pay Period, Modified Overpayment Pay Period	When the Save link is selected on either of the following pop-ups: <ul style="list-style-type: none">• Create Overpayment Pay Period• Modify Overpayment Pay Period AND the hours (HH:MM) entered in the Overpaid Hours field for a single day are greater (>) than 0. AND the "No Overpaid Hours for this Pay Period" checkbox is selected	Do not allow the action	Display the error message "Either overpaid hours' time entries must be entered or the "No Overpaid Hours for this Pay Period" checkbox must be selected to save the data. Please update entries or selection."
334	12670	CI-813283 - DSD EM PCM 334 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an overpayment occurrence and the following overpayment type is Special Transaction AND a Special Transaction with a Pay Type of Advance Pay – Overtime is selected	Do not allow the action	Display the error message "This Special Transaction has a pay type of Advance Pay – Overtime and may not be selected."
335	12371 21112	CI-813284 - DSD EM PCM 335 IMPLEMENTED	Create Overpayment Pay Period OR Modify Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save action is processed on the Create or Modify Overpayment Pay Period screen AND the Overpayment Type is Excess Compensation – Hours OR the Overpayment Type is Excess Compensation – Travel AND any warrant issued to the provider, which paid overtime in the Pay Period does not have an Issue Date or Warrant Number OR a timesheet was processed and a warrant has not yet been issued	Do not allow the action	Display the error message, "Pay Period record may not be created until all payments to this provider for this pay period have been paid or cleared." NOTE: This EM ensures that all payments issue to the provider for the pay period, regardless of which case they are paid against have a Warrant Number and Issue Date to ensure that Overpaid Hours and Overpaid Overtime are correctly calculated for the Pay Period.
336	12318	CI-819667 - DSD EM PCM 336 IMPLEMENTED	Overpayment Recoveries (By Person)	If the service period To Date is blank or a date other than the 15 th or the last day of the month	Do not allow the action	Display the error message, "Service Period To Date must be the 15 th or the last day of the month."
337	12318	CI-819668 - DSD EM PCM 337 IMPLEMENTED	Overpayment Recoveries (By Person)	If the service period From Date is blank or a date other than the 1 st or 16 th	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th."
338	12318	CI-822160 - DSD EM PCM 338 IMPLEMENTED	Overpayment Recoveries	If the service period From Date is blank or a date other than the 1 st or 16 th	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th."
339	12670	CI-822165 - DSD EM PCM 339 IMPLEMENTED	Submit Recovery	When the Submit Recovery action is processed AND either the first Pay Period record or the Last Pay Period record is indicated as "No Overpaid Hours for this Pay Period"	Do not allow the action	Display the error message, "[Pay Period Start Date] may not have a "No Overpaid Hours for this Pay Period" indication. Please adjust the Overpayment Occurrence Service Period to not include this Pay Period or modify the Pay Period to add Overpaid Hours."
340	16203	CI-819079 - DSD EM PCM 340 IMPLEMENTED	Payment Correction - Timesheet Number	When a timesheet number is entered on the Payment Correction - Timesheet Number screen AND the mode of entry of the timesheet is "Telephonic" AND the Timesheet Status is "Processed" OR the Timesheet Status is "Exception - Paid" and the Warrant Status is "Paid" or "Cleared"	Do not Allow the action	Display the error message "Payment Correction cannot be completed for this E-Timesheet. Please issue Supplemental Timesheet to Provider."

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
341	16203	CI-822583 - DSD EM PCM 341 IMPLEMENTED	Create Special Transaction/Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND Hours are greater than SickLeaveEmergencyHoursLimit.	Do not allow the action	Display the error message " Sick Leave Emergency cannot exceed <SickLeaveEmergencyHour sLimit> hours."
342	16203	CI-822585 - DSD EM PCM 342 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND Pay Period Start Date is prior to SickLeaveEmergencyStartDate.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to [MM/DD /YYYY] for Sick Leave Emergency."

343	16203	CI-822586 - DSD EM PCM 343 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND The Service Period exceeds SickLeaveEmergencyEndDate.	Do not allow the action	Display the error message "Service Period cannot exceed [MM/DD/YYYY] for Sick Leave Emergency."
344	12671	CI-822807 - DSD EM PCM 344 IMPLEMENTED	Modify Overpayment Collection/Create Overpayment Collection - Save	When an attempt is made to save the Modify Overpayment Collection screen OR When an attempt is made to save/save & new the Create Overpayment Collection screen AND A negative sign (-) is used in the Amount field.	Do not allow the action	Display the error message "You cannot enter a negative amount (-) in the amount field."
345	16203	CI-823003 - DSD EM PCM 345 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters anything other than 2 or the maximum allowable hours for COVID Medical Accompaniment in the hours field	Do not allow the action	Display the error message, "COVID Medical Accompaniment transaction must be for 02:00 or [HH:MM] hours." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
346	16203	CI-823004 - DSD EM PCM 346 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters anything other than 2 or the maximum allowable hours for COVID Medical Accompaniment in the hours field	Do not allow the action	Display the error message, "COVID Medical Accompaniment transaction must be for 02:00 or [HH:MM] hours." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
347	16203	CI-823006 - DSD EM PCM 347 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters the maximum allowable hours for the transaction and there are already hours paid on previous COVID Medical Accompaniment transactions for that Recipient	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
348	16203	CI-823007 - DSD EM PCM 348 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters the maximum allowable hours for the transaction and there are already hours paid on previous COVID Medical Accompaniment transactions for that Recipient	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
349	16203	CI-823008 - DSD EM PCM 349 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters 2 hours and there are hours paid on previous COVID Medical Accompaniment transactions for the Recipient that would cause the total hours (2-hours for previous transactions) to surpass the maximum allowed transaction amount	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
350	16203	CI-823009 - DSD EM PCM 350 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters 2 hours and there are hours paid on previous COVID Medical Accompaniment transactions for the Recipient that would cause the total hours (2-hours for previous transactions) to surpass the maximum allowed transaction amount	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
351	16203	CI-823010 - DSD EM PCM 351 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipient's Auth to Purchase after LMA for that month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
352	16203	CI-823011 - DSD EM PCM 352 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipient's Auth to Purchase after LMA for that month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."

353	16203	CI-823012 - DSD EM PCM 353 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipients Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
354	16203	CI-823013 - DSD EM PCM 354 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipients Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
355	16203	CI-823016 - DSD EM PCM 355 IMPLEMENTED	Create Special Transaction/Modify Special Transaction - Save	When an attempt is made to save or modify a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND Hours claimed exceed the CovidSickLeaveStateHoursLimit for the calendar year (including previously claimed COVID Sick Leave State hours for that year)	Do not allow the action	Display the error message " COVID Sick Leave State cannot exceed <CovidSickLeaveStateHourSLimit> hours in the given year."
356	16203	CI-823017 - DSD EM PCM 356 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND Pay Period Start Date is prior to CovidSickLeaveStateStartDate.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to [MM/DD/YYYY] for COVID Sick Leave State."
357	16203	CI-823018 - DSD EM PCM 357 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND The Service Period exceeds CovidSickLeaveStateEndDate.	Do not allow the action	Display the error message "Service Period cannot exceed [MM/DD/YYYY] for COVID Sick Leave State."
358		CI-823192 - DSD EM PCM 358 CANCELLED	Cancelled by ASR Sprint 8 Team CM&AS			
359	12715 12716	CI-823200 - DSD EM PCM 359 IMPLEMENTED	Create Special Transaction/Create Special Transaction – Additional Options/Modify Special Transaction	When an attempt is made to save a special transaction AND The Program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The special transaction Type is Legislative Change or Writ of Admin Mandamus AND The Bypass Hours indicator is not selected AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month AND The Payee Name corresponds to a Provider OR IF The Payee Name corresponds to a Recipient and The special transaction Type is Legislative Change or Writ of Admin Mandamus or Service Auth Reimbursement or State Hearing Decision	Do not allow the action	Display the error message, 'Hours entered exceed recipient's remaining available hours for the service month due to share of cost.'
360	12715 12716	CI-823201 - DSD EM PCM 360 IMPLEMENTED	Create Special Transaction – Additional Options/Modify Special Transaction	When an attempt is made to save a special transaction AND The Program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The special transaction Type is Overpayment Recovery Refund AND The Payee Name corresponds to a Provider or Recipient AND The Bypass Hours indicator is not selected AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month	Do not allow the action	Display the error message, 'Refund hours exceed recipient's remaining available hours for the service month due to share of cost.'

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
361	21352	CI-823374 - DSD EM PCM 361 IMPLEMENTED	Career Pathways Claim History – From Date	When a user enters a service period From Date that is not the first day of a service period	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th of the month."
362	21352	CI-823375 - DSD EM PCM 362 IMPLEMENTED	Career Pathways Claim History – To Date	When a user enters a service period To Date that is not the last day of a service period	Do not allow the action	Display the error message, "Service Period To Date must be the 15th or the last day of the month."

363	21352	CI-823376 - DSD EM PCM 363 IMPLEMENTED	Career Pathways Claim History – To Date Prior to From Date	When a user enters a service period To Date that is prior to the service period From Date	Do not allow the action	Display the error message, "Service Period To Date must be after the Service Period From Date"
364	21352	CI-823377 - DSD EM PCM 364 IMPLEMENTED	Career Pathways Claim History – Invalid Format	When a user enters a service period From Date or To Date that is an invalid format	Do not allow the action	Display the error message, "The field 'From Date' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<what the user entered>'." OR "The field 'To Date' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<what the user entered>'."
365	21352	CI-823378 - DSD EM PCM 365 IMPLEMENTED	Career Pathways Claim History – Greater than 13 Months	When a user enters a service period that is greater than 13 months	Do not allow the action	Display the error message, "Service Period From Date and Service Period To Date range cannot exceed thirteen months."
366	21352	CI-823379 - DSD EM PCM 366 IMPLEMENTED	Career Pathways Claim History – Incomplete Service Dates	When a user enter incomplete service period dates	Do not allow the action	Display the error message, "Service Period From Date must be entered when a Service Period To Date is entered." OR "Service Period To Date must be entered when a Service Period From Date is entered."
367	21352	CI-823380 - DSD EM PCM 367 IMPLEMENTED	Career Pathways Claim History – No Search Criteria	When a user searches with no search criteria	Do not allow the action	Display the error message, "Entry of a Service Period Date range, a Claim Type, or a Claim Status is required for the search."
368		CI-823407 - DSD EM PCM 368 CANCELLED	Cancelled by ASR Sprint 56 Team CM&AS			
369		CI-823408 - DSD EM PCM 369 CANCELLED	Cancelled by ASR Sprint 49 Team CM&AS			
370	21352	CI-823409 - DSD EM PCM 370 IMPLEMENTED	Reject Training Time Claim Approval Request – Blank Comments Field	When a user clicks the Yes button and there is no text in the Comments field	Do not allow the action	Display the error message, "Comments must be entered."
371	21352	CI-823416 - DSD EM PCM 371 IMPLEMENTED	Modify Training Time Claim – Over 500 Characters	When a user enters more than 500 characters in the Comments field	Do not allow the action	Display the error message, "The value entered in the field 'Comments' is too long (####) - maximum allowed is '500'."
372	21352	CI-823391 - DSD EM PCM 372 IMPLEMENTED	Modify Training Time Claim – Blank Class Number	When a user clicks the Save button and the Class Number field is blank	Do not allow the action	Display the error message, "Class Number cannot be blank."
373	21352	CI-823392 - DSD EM PCM 373 IMPLEMENTED	Modify Training Time Claim – Blank Class Name	When a user clicks the Save button and the Class Name field is blank	Do not allow the action	Display the error message, "Class Name cannot be blank."
374	21352	CI-823393 - DSD EM PCM 374 IMPLEMENTED	Modify Training Time Claim – Blank Training Date	When a user clicks the Save button and the Training Date field is blank	Do not allow the action	Display the error message, "Training Date cannot be blank."
375	21352	CI-823394 - DSD EM PCM 375 IMPLEMENTED	Modify Training Time Claim – Incorrect Format Training Date	When a user enters a incorrect format for Training Date and attempts to move on from the field	Do not allow the action	Display the error message, "The field Training Date is not valid. A date must be entered in the format 'MM/dd/yyyy', you entered '<user entry>' "
376	21352	CI-823395 - DSD EM PCM 376 IMPLEMENTED	Modify Training Time Claim – Outside of Pay Period	When a user clicks the Save button and the Training Date is outside of the pay period	Do not allow the action	Display the error message, "Training Date must be within service period indicated on the claim."
377	21352	CI-823396 - DSD EM PCM 377 IMPLEMENTED	Modify Training Time Claim – Future Date	When a user clicks the Save button and the Training Date is a future date within the service period	Do not allow the action	Display the error message, "Training Date cannot be a future date."

378	21352	CI-823397 - DSD EM PCM 378 IMPLEMENTED	Modify Training Time Claim – Training Time is Blank	When a user clicks the Save button and the Hours and Minutes fields are blank	Do not allow the action	Display the error message, "Training time must have hours and/or minutes entry."
379	21352	CI-823398 - DSD EM PCM 379 IMPLEMENTED	Modify Training Time Claim – Must be Whole Number	When a user clicks the Save button and the Hours and Minutes field does not contain a whole number	Do not allow the action	Display the error message, "The Hours /Minutes fields must contain a whole number."
380	21352	CI-823399 - DSD EM PCM 380 IMPLEMENTED	Modify Training Time Claim – Time Entry Greater than 24 Hours	When a user clicks the Save button and the total Hours and Minutes are greater than 24 hours for a single time entry	Do not allow the action	Display the error message, "Time entry cannot be greater than 24:00."

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
381	21352	CI-823400 - DSD EM PCM 381 IMPLEMENTED	Modify Training Time Claim – Cannot Exceed 24 Hours	When a user clicks the Save button AND Training time entry for the same training date is greater than 1 AND Total sum for the entered date is greater than 24 hours in total sum for that date	Do not allow the action	Display the error message, "Total Hours for <training date in MM/DD/YYYY format> cannot exceed 24 hours."
382	21352	CI-823401 - DSD EM PCM 382 IMPLEMENTED	Modify Training Time Claim – Negative Values Not Allowed	When a user clicks the Save button and the Hours or Minutes field has a negative value	Do not allow the action	Display the error message, "Negative value is not allowed."
383		CI-823402 - DSD EM PCM 383 CANCELLED	Cancelled by ASR Sprint 56 Team CM&AS			
384	21352 21355	CI-823520 - DSD EM PCM 384 IMPLEMENTED	Incentive Claim Comments – Blank Comments Field	When a user clicks the Save button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
385	21352 21355	CI-823529 - DSD EM PCM 385 IMPLEMENTED	Reject Incentive Claim	When a user clicks the Yes button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
386	21352 21355	CI-823536 - DSD EM PCM 386 IMPLEMENTED	Reject Incentive Claim Approval Request	When a user clicks the Save button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
387	21352 21355	CI-823572 - DSD EM PCM 387 IMPLEMENTED	Reject Incentive Claim	When a user clicks the Yes button and the Reason drop-down is blank	Do not allow the action	Display the error message, "Reason' must be entered".
388	12701 21358	CI-823631 - DSD EM PCM 388 IMPLEMENTED	Create Payment Correction - Hours entered exceed remaining back-up provider hours for fiscal year	When the Type = 'Prior Underpayment' or 'Timesheet Exception' AND The hours entered for the back-up assignment dates exceed the recipient's remaining back-up provider hours for the fiscal year	Do not allow the action	Display the error message, "Hours entered exceed the recipients remaining back-up provider hours for the fiscal year."
389	12701 21358	CI-823632 - DSD EM PCM 389 IMPLEMENTED	Modify Payment Correction - Hours entered exceed remaining back-up provider hours for fiscal year	When the Type = 'Prior Underpayment' or 'Timesheet Exception' AND The hours entered for the back-up assignment dates exceed the recipient's remaining back-up provider hours for the fiscal year	Do not allow the action	Display the error message, "Hours entered exceed the recipients remaining back-up provider hours for the fiscal year."
390	12701 21358	CI-823653 - DSD EM PCM 390 IMPLEMENTED	Create Payment Correction - Hours entered exceed the case hours paid on timesheet	When the user clicks the Save button AND Type = Over Reported Hours AND The hours indicated in Total Correction (HH:MM) exceed Case Hours Paid for the Timesheet Number on the payment correction	Do not allow the action	Display the following error message, "The over reported hours entered on this payment correction exceed the number of case hours paid on the timesheet."

391	12701 21358	CI-823654 - DSD EM PCM 391 IMPLEMENTED	Modify Payment Correction - Hours entered exceed the case hours paid on timesheet	When the user clicks the Save button AND Type = Over Reported Hours AND The hours indicated in Total Correction (HH:MM) exceed Case Hours Paid for the Timesheet Number on the payment correction	Do not allow the action	Display the following error message, "The over reported hours entered on this payment correction exceed the number of case hours paid on the timesheet."
392	21350 21352	CI-823738 - DSD EM PCM 392 IMPLEMENTED	Modify Training Time Claim - Duplicate Class	When a user selects the Save button on the Modify Training Time Claim screen AND A class number entered on a training entry is the same as the number on a training entry on the same claim or another training time claim in any Pending or Processed Status, where the Review Outcome is either blank or 'Approved',	Do not allow the action	Display the following error message banner, "Class Number <insert class number> already exists on claim <insert claim number>."
393	21352	CI-823878 - DSD EM PCM 393 IMPLEMENTED	Reject Training Time Claim - Outcome Review reason	When a user selects the Yes button on the Reject Training Time Claim screen AND An "Outcome Reason" is not selected for each row on the training claim	Do not allow the action	Display the error message, "An Outcome Reason must be selected for each class being rejected."
394	21352	CI-823879 - DSD EM PCM 394 IMPLEMENTED	Submit Training Time Claim for Approval - all rows have Outcome Reason selected	When a user selects the Yes button on the Submit Training Time Claim for Approval screen AND All rows on the training time claim have an outcome reason selected	Do not allow the action	Display the error message, "Submit for Approval is not allowed when all classes have a rejection reason selected."
395	21352	CI-823899 - DSD EM PCM 395 IMPLEMENTED	Modify Training Time Claim - Service Period From Date 1st or 16th	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not the 1 st or 16 th	Do not allow the action	Display the error message, "Service Period From date must be the 1 st or 16 th of the month."
396	21352	CI-823900 - DSD EM PCM 396 IMPLEMENTED	Modify Training Time Claim - Service Period To ate 15th or last day of month	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is not the 15 th or the last day of the month	Do not allow the action	Display the error message, "Service Period To date must be the 15 th or the last day of the month."
397	21352	CI-823901 - DSD EM PCM 397 IMPLEMENTED	Modify Training Time Claim - Service Period To Date must be after From date	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is before the Service Period From date	Do not allow the action	Display the error message, "Service Period To date must be after the Service Period From date."
398	21352	CI-823902 - DSD EM PCM 398 IMPLEMENTED	Modify Training Time Claim - Service Period limited to 1 pay period	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date and Service Period To date is not for a single pay period	Do not allow the action	Display the error message, "Service Period must be limited to a single pay period."
399	21352	CI-823903 - DSD EM PCM 399 IMPLEMENTED	Modify Training Time Claim - Service Period after CP start date	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is prior to the CareerPathwaysCutOffDate	Do not allow the action	Display the error message, "The Service Period From date must be on or after the Career Pathways start date."
400	21352	CI-823904 - DSD EM PCM 400 IMPLEMENTED	Modify Training Time Claim - Training Date not in Service Period	When a user selects the Save button on the Modify Training Time Claim screen AND Training Date is not between the Service Period From date and the Service Period To date AND The Review Outcome field is Blank	Do not allow the action	Display the error message, "Training Date must be within the service period indicated on the claim."

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
401	21352	CI-823906 - DSD EM PCM 401 IMPLEMENTED	Modify Training Time Claim - Service Period From must be entered	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is blank	Do not allow the action	Display the error message, "Service Period From' must be entered."
402	21352	CI-823907 - DSD EM PCM 402 IMPLEMENTED	Modify Training Time Claim - Service Period To must be entered	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is blank	Do not allow the action	Display the error message, "Service Period To' must be entered."

403	21352	CI-823908 - DSD EM PCM 403 IMPLEMENTED	Modify Training Time Claim - Service Period From not valid	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not valid	Do not allow the action	Display the error message, "The field 'Service Period From' is not valid. A date must be in the format "MM/dd/yyyy", you have entered '<user entered information>'."
404	21352	CI-823909 - DSD EM PCM 404 IMPLEMENTED	Modify Training Time Claim - Service Period To not valid	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not valid	Do not allow the action	Display the error message, "The field 'Service Period To' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<user entered information>'."
405		Reserved				
406		Reserved				
407		Reserved				
408		Reserved				
409		Reserved				
410		Reserved				
411	21403	CI-824412 - DSD EM PCM 411 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date is beyond current year minus 2 years	When the user selects the From Date AND The From Date is beyond current year minus 2 years	Do not allow the action	Display a warning message: "The From Date cannot be before <MM/DD /YYYY>."
412	21403	CI-824413 - DSD EM PCM 412 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date later than current date	When the user selects the To Date AND The To Date is later than the current date	Do not allow the action	Display a warning message: "The To Date cannot be later than the current date."
413	21403	CI-824414 - DSD EM PCM 413 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date is before From Date	When the user selects the To Date AND The To Date is before the From Date	Do not allow the action	Display a warning message: "To Date cannot be before the From Date."
414	21403	CI-824415 - DSD EM PCM 414 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date not selected	When the user selects the Save button AND The From Date is not selected	Do not allow the action	Display a warning message: "The request cannot be submitted, please select a From Date."
415	21403	CI-824416 - DSD EM PCM 415 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date not selected	When the user selects the Save button AND The To Date is not selected	Do not allow the action	Display a warning message: "The request cannot be submitted, please select a To Date."
416	21403	CI-824417 - DSD EM PCM 416 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date later than current date	When the user selects the From Date AND The From Date is later than the current date	Do not allow the action	Display a warning message: "From Date cannot be later than the current date."

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (1-20)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
1	16242 16243	↳ CI-112184 - DSD EM PCM 001 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and no entries were made in the: <ul style="list-style-type: none">• Service Period From Date or Service Period To Date• OR Issue From Date or Issue To Date• OR Warrant Number	Do not allow the action	Display the error message "Entry of a Service Period Date range, Issue Date range, or a Warrant Number is required for the search"
2	16242 16243	↳ CI-112253 - DSD EM PCM 002 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
3	16242 16243	↳ CI-112230 - DSD EM PCM 003 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and a Service Period To Date (MMDDCCYY) entered is a day value other than the 15th or the last day of the month entered.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
4	16242 16243	↳ CI-112351 - DSD EM PCM 004 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
5	16242 16243	↳ CI-112193 - DSD EM PCM 005 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date and Service Period To Date range exceeds thirteen months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed thirteen months"
6	16242 16243	↳ CI-112188 - DSD EM PCM 006 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period From Date is entered without a Service Period To Date.	Do not allow the action	Display the error message "Service Period To Date must be entered when a Service Period From Date is entered"
7	16242 16243	↳ CI-112250 - DSD EM PCM 007 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Service Period To Date is entered without a Service Period From Date.	Do not allow the action	Display the error message "Service Period From Date must be entered when a Service Period To Date is entered"
8	16242 16243	↳ CI-112337 - DSD EM PCM 008 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued in CMIPS.	Do not allow the action	Display the error message "Warrant Number Not Found"
9	16242 16243	↳ CI-112334 - DSD EM PCM 009 IMPLEMENTED	Payment Search (by Person)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued to the person.	Do not allow the action	Display the error message "Warrant Number not previously issued to this person"
10	16242 16243	↳ CI-112342 - DSD EM PCM 010 IMPLEMENTED	Payment Search (by Case)	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued to a Provider or Recipient on the case.	Do not allow the action	Display the error message "Warrant Number not previously issued for this case"
11	12744	↳ CI-112235 - DSD EM PCM 011 IMPLEMENTED	Request Void/Reissue/Replacement	When an attempt is made to submit a request for a void/reissue/replacement and the Warrant Number is all zeroes.	Do not allow the action	Display the error message "Warrant issuance information has not yet been received from the State Controller's Office. Please try again later."
12	12204 12744	↳ CI-112277 - DSD EM PCM 012 IMPLEMENTED	Request Void/Reissue/Replacement	When an attempt is made to submit a request for a void/reissue/replacement and the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Payments issued through Electronic Funds Transfer cannot be voided, reissued or replaced"
13	12746	↳ CI-112366 - DSD EM PCM 013 IMPLEMENTED	Request Void/Reissue/Replacement	When an attempt is made to submit a request for a replacement and it has been less than five days since the issue date of the warrant.	Allow the action	Display the informational message "Less than five days have passed since the warrant was issued on MM/DD/CCYY"

14	16209 16253	CI-112346 - DSD EM PCM 014 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a replacement, AND the selected Reason is NOT one of the following values: <ul style="list-style-type: none">• Lost• Stolen• Never Received• Destroyed	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
15	16253	CI-112352 - DSD EM PCM 015 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a stop payment, AND the selected Reason is NOT one of the following values: <ul style="list-style-type: none">• Cancel• Incorrect Information• Payee Ineligible	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
16	16253	CI-112176 - DSD EM PCM 016 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a void/reissue, AND the selected Reason is NOT the following value: <ul style="list-style-type: none">• Damaged	Do not allow the action	Display the error message "The selected Reason is invalid for the Type of action requested"
17	12753	CI-112228 - DSD EM PCM 017 IMPLEMENTED	Create Forged Warrant Affidavit	When an attempt is made to save information pertaining to a forged endorsement affidavit and the Signed Date is after the current date.	Do not allow the action	Display the error message "Signed Date cannot be after the current date"
18	12753	CI-112234 - DSD EM PCM 018 IMPLEMENTED	Create Forged Warrant Affidavit / Modify Forged Warrant Affidavit	When an attempt is made to save information pertaining to a forged endorsement affidavit and the Submit Date is after the current date.	Do not allow the action	Display the error message "Submit Date cannot be after the current date"
19	12753	CI-112181 - DSD EM PCM 019 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is before the Submit Date.	Do not allow the action	Display the error message "SCO Response Date cannot be before the Submit Date"
20	12668	CI-112244 - DSD EM PCM 020 IMPLEMENTED	Paid Hours	When an attempt is made to search for hours by service month and the Service Month From Date (MMDDCCYY) is entered using a day value other than the 1st.	Do not allow the action	Display the error message "Service Month From Date must be the 1st of the month"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (21-40)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
21	16242 16243	CI-112332 - DSD EM PCM 021 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and a Service Month To Date (MMDDCCYY) is entered using a day value other than the last day of the month entered.	Do not allow the action	Display the error message "Service Month To Date must be the last day of the month"
22	16242 16242	CI-112382 - DSD EM PCM 022 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and the Service Month To Date is before the Service Month From Date.	Do not allow the action	Display the error message "Service Month To Date must be after the Service Month From Date"
23	16242 16243	CI-112241 - DSD EM PCM 023 IMPLEMENTED	Paid Hours	When an attempt is made to search for paid hours and the Service Month From Date and Service Month To Date range exceeds six months.	Do not allow the action	Display the error message "Service Month From Date and Service Month To Date range cannot exceed six months"
24	12715 16242	CI-112390 - DSD EM PCM 024 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
25	12715 16242	CI-112349 - DSD EM PCM 025 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
26	12715 16242	CI-112269 - DSD EM PCM 026 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
27	12715 16242	CI-112324 - DSD EM PCM 027 IMPLEMENTED	Special Transactions (Search)/ Special Transaction Numbers	When an attempt is made to search for special transactions and the Service Period From Date and Service Period To Date range exceeds six months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed six months"
28	12715	CI-112370 - DSD EM PCM 028 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction request AND The Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th AND Special Transaction type is other Than Sick Leave Emergency or COVID Sick Leave State	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
29	12715	CI-112189 - DSD EM PCM 029 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction request AND A Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month. AND Special Transaction type is other Than Sick Leave Emergency or COVID Sick Leave State	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
30	12715	CI-112393 - DSD EM PCM 030 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
31	12715	CI-112215 - DSD EM PCM 031 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the selected Service Period To Date extends beyond the current month.	Do not allow the action	Display the error message "Service Period To Date cannot extend beyond the current month"

32	12715	CI-112315 - DSD EM PCM 032 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction without entering a value in either the Amount or Hours (HH:MM) fields that is greater than zero.	Do not allow the action	Display the error message "Enter either an Amount or Hours"
33	12715	CI-112297 - DSD EM PCM 033 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and values were entered in both the Amount and Hours (HH:MM) fields AND the special transaction type is not Service Auth Reimbursement.	Do not allow the action	Display the error message "Entry of both an Amount and Hours is invalid "
34			Error Message Removed – Invalid/Intent Covered in Error Message 32.			
35	12715 12716	CI-112223 - DSD EM PCM 035 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a value was entered in the Hours (HH:MM) field and the Service Period range spans multiple months.	Do not allow the action	Display the error message "The Service Period range cannot span multiple months when Hours are entered"
36	12715 12716	CI-112369 - DSD EM PCM 036 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a Rate Override is selected but Hours were not entered.	Do not allow the action	Display the error message "A Rate Override can only be selected when Hours are entered"
37	12715 12716	CI-112195 - DSD EM PCM 037 IMPLEMENTED	Create Special Transaction/ Modify Special Transaction	When an attempt is made to save a special transaction and a Rate Override value is selected, AND the Service Period From Date is prior to the begin date of the selected pay rate OR the Service Period From Date is after the end date of the selected county pay rate.	Do not allow the action	Display the error message "The Rate Override is not valid for the selected Service Period. Please reselect the rate or remove it."
38	12077	CI-112240 - DSD EM PCM 038 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and a special transaction has previously been processed (any status other than cancelled) for a service period which coincides with the selected service period.	Allow the Save action	Display the informational message "Special Transaction previously processed for the selected service period"
39	12039 12715	CI-112205 - DSD EM PCM 039 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Paramedical Reimbursement • Restaurant Meals – Initial • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Provider Medi-Cal SOC Reimbursement • CONLAN Reimbursement • Share of Cost Refund • Funding Source Hours Payment <p>AND the selected program is WPCS.</p> <p>Note: This error condition is for security redundancy. The Type drop-down should be filtered to display the appropriate values based on the user's security profile.</p>	Do not allow the action	Display the error message "Special transaction type invalid for WPCS"
40	12715 12716 20745	CI-112248 - DSD EM PCM 040 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Overpayment Recovery Refund • Service Auth Reimbursement • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Share of Cost Refund • Funding Source Hours Payment <p>AND the selected Service Period range is not a one month period.</p>	Do not allow the action	Display the error message "Service Period range must span a one month period"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (41-60)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
41	20980	CI-112397 - DSD EM PCM 041 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Legislative Change • State Hearing Decision • Writ of Admin Mandamus • Overtime Exemption – Pay Over Limit Payment • Funding Source Hours Payment <p>AND hours are entered,</p> <p>AND the selected Service Period range is not a one month period.</p>	Do not allow the action	Display the error message "Service Period range must span a one month period"
42	12715 12716	CI-112314 - DSD EM PCM 042 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Restaurant Meals – Initial <p>AND the selected Service Period range is not a semi-monthly pay period.</p>	Do not allow the action	Display the error message "Service Period range must be limited to a semi-monthly pay period"
43	12715 12716	CI-112233 - DSD EM PCM 043 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Paramedical Reimbursement • Restaurant Meal – Initial • Service Auth Reimbursement • State Hearing Decision • Buy-Out Reimbursement • CONLAN Reimbursement • Share of Cost Refund <p>AND the selected payee is the Provider.</p>	Do not allow the action	Display the error message "Special transaction type invalid for Providers"
44	16203 20748 20979	CI-112395 - DSD EM PCM 044 IMPLEMENTED	Create Special Transaction - Save	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Health Benefit Deduction • Health Benefit Refund • Arrears Travel • WPCS Travel • Overtime Exemption – Pay Over Limit Payment • Sick Leave • Sick Leave Emergency • COVID Sick Leave State • COVID Medical Appointment <p>AND the selected payee is the Recipient.</p>	Do not allow the action	Display the error message "Special transaction type invalid for Recipients."

45	16203 20748	CI-112263 - DSD EM PCM 045 IMPLEMENTED	Create Special Transaction /Modify Special Transaction - Save	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund • Arrears Travel • WPCS Travel • Overtime Exemption – Pay Over Limit Payment • Sick Leave • Sick Leave Emergency • COVID Sick Leave State • COVID Medical Appointment <p>AND an amount is entered.</p>	Do not allow the action	Display the error message "Amount is an invalid entry for the selected special transaction"
46	12715 12716	CI-112280 - DSD EM PCM 046 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund • Paramedical Reimbursement • Restaurant Meal – Initial • Buy-Out Reimbursement • Health Benefit Deduction • Health Benefit Refund • Provider Medi-Cal SOC Reimbursement • Share of Cost Refund <p>AND hours are entered.</p>	Do not allow the action	Display the error message "Hours are an invalid entry for the selected special transaction"
47	12039 12715 12716	CI-112375 - DSD EM PCM 047 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the program selected is WPCS, AND WPCS services are not authorized on the case for one or more service months within the selected Service Period range.</p>	Do not allow the action	Display the error message "WPCS services are not authorized on the case for one or more service months within the selected Service Period range"
48	12715 12716 16200	CI-112354 - DSD EM PCM 048 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the program selected is IHSS, AND IHSS services are not authorized on the case for one or more service months within the selected Service Period range.</p>	Do not allow the action	Display the error message "IHSS services are not authorized on the case for one or more service months within the selected Service Period range"
49	12715 12716 16199	CI-112243 - DSD EM PCM 049 IMPLEMENTED	Create Special Transaction - Save	<p>When an attempt is made to save a special transaction AND A Provider is selected as the payee AND The Provider was ineligible to provide services to the Recipient (in an On Leave or Terminated status) for the selected Program for one or more service months within the selected Service Period range AND Special Transaction type is other Than Sick Leave Emergency</p>	Do not allow the action	Display the error message "Provider is ineligible to provide services to the Recipient for the selected Program for one or more service months within the selected Service Period range"
50	12715 12716 20745	CI-112353 - DSD EM PCM 050 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund <p>AND the recipient was not eligible for Advance Payments during the selected Service Period (one month).</p>	Do not allow the action	Display the error message "Recipient is ineligible for Advance Payments during the selected Service Period"
51	12077	CI-112255 - DSD EM PCM 051 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial <p>AND a warrant with a Payment Type of Advance Pay or Advance Pay – Initial has already been issued for the Service Period (one month) and is not in a Void status.</p>	Do not allow the action	Display the error message "An Advance Payment was previously issued for the selected Service Period"
52			Removed by CR 891			
53			Removed by CR 891			

54	12715 12716	CI-112388 - DSD EM PCM 054 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional <p>AND the selected Service Period range is the current month</p> <p>AND the current date is the 1st through the 3rd day of the month.</p>	Do not allow the action	Display the error message "Advance Payments cannot be requested until after the 3rd day of the month"
55	12715 12716	CI-112265 - DSD EM PCM 055 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Additional <p>AND a warrant with a payment type of Advance Pay or Advance Pay – Initial has not already been issued for the Service Period (one month) or was issued and the Pay Status is Void.</p>	Do not allow the action	Display the error message "An Advance Payment was not previously issued for the selected Service Period"
56	12715 12716	CI-112396 - DSD EM PCM 056 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Paramedical Reimbursement <p>AND a date has not been entered in the Paramedical Service Form Received Date field on the Paramedical Service Type Details screen for the current authorization.</p>	Do not allow the action	Display the error message "Paramedical Reimbursement requires the receipt of a completed Paramedical Service Form"
57	12715 12716	CI-112288 - DSD EM PCM 057 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Restaurant Meals – Initial <p>AND the Recipient was ineligible for Restaurant Meals during the selected Service Period.</p>	Do not allow the action	Display the error message "Recipient is ineligible for Restaurant Meals during the selected Service Period"
58	12715 12716	CI-112217 - DSD EM PCM 058 IMPLEMENTED	Create Special Transaction /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Restaurant Meals – Initial <p>AND the amount entered is not equal to the semi-monthly meal allowance amount applicable to the selected service period (currently set at \$31).</p>	Do not allow the action	Display the error message "The amount must be equal to the semi-monthly meal allowance applicable to the selected service period"
59	12715 12716	CI-112364 - DSD EM PCM 059 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Restaurant Meals – Initial <p>AND a warrant with a payment type of Restaurant Meals or Restaurant Meals – Initial has already been issued for the selected Service Period and is not in a Void status.</p>	Do not allow the action	Display the error message "A Meal Allowance was previously issued for the selected Service Period"
60			Removed by CR 891			

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (61-80)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
61	12715 12716	➡ CI-112270 - DSD EM PCM 061 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Service Auth Reimbursement AND both an Amount and Hours are not entered.	Do not allow the action	Display the error message "Service Auth Reimbursement requires entry of both an Amount and Hours"
62	12715 12716	➡ CI-112317 - DSD EM PCM 062 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Service Auth Reimbursement AND the hours entered multiplied by the highest county IP rate* exceed the amount entered. *The highest IP rate in effect during the selected service period for the county which served the case during the selected service period.	Do not allow the action	Display the error message "Amount entered for the Service Auth Reimbursement exceeds the highest county IP rate"
63			Error Message Removed - Invalid			
64			Error Message Removed – Consolidated with Error Message 220.			
65			Error Message Removed per CR407.			
66			Error Message Removed per CR407.			
67	12715 12716	➡ CI-112294 - DSD EM PCM 067 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Health Benefit Refund AND the health benefit deductions* taken from payments to the selected payee for the selected service period (one month) is less than the amount entered. *Health benefit deductions taken from payments to the selected payee for the selected service period less any previous Health Benefit Refunds for the selected service period.	Do not allow the action	Display the error message "The amount of the Health Benefit Refund cannot exceed the health benefit deductions taken for the selected Service Period"
68	12715 12716	➡ CI-112336 - DSD EM PCM 068 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Share of Cost Refund AND the case has a funding program other than 2N – IHSS Residual for the selected service period (one month).	Do not allow the action	Display the error message "Funding program was not IHSS-R for the selected Service Period"
69	12715 12716	➡ CI-112268 - DSD EM PCM 069 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	When an attempt is made to save a special transaction and the following type was entered: Share of Cost Refund AND the SOC deducted* for the selected service period (one month) is less than the amount entered. *SOC deductions taken from payments for the selected service period less any previous Share of Cost Refunds for the selected service period	Do not allow the action	Display the error message "The Amount of the Share of Cost Refund cannot exceed the share of cost deductions taken for the selected Service Period"

70	12715 12716 16893	 CI-112326 - DSD EM PCM 070 IMPLEMENTED	Create Special Transaction/ Modify Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Advance Pay – Initial • Advance Pay – Additional • Advance Pay – Recovery Refund <p>AND the hours keyed exceed the remaining Total Auth to Purchase After Reduced Hours for the selected service month.</p> <p>OR the hours entered for the service period exceed a Recipient's Available Hours in the corresponding service month.</p>	Do not allow the action	Display the error message "Hours entered exceed the available hours"
71	12715 12716	 CI-112383 - DSD EM PCM 071 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered: Legislative Change</p> <p>AND the selected payee is a Provider,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours keyed exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).</p>	Do not allow the action	Display the error message "Hours entered exceed the remaining [IP or WPCS] hours"
72	12715 12716	 CI-112210 - DSD EM PCM 072 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered: Legislative Change</p> <p>AND the selected payee is the Recipient,</p> <p>AND the hours keyed exceed the available hours for the selected service month for the selected Program (IHSS* or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"
73	12715 12716	 CI-112374 - DSD EM PCM 073 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered: Overpayment Recovery Refund</p> <p>AND the selected payee is a Provider,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours entered in the Refund Hours field exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).</p>	Do not allow the action	Display the error message "Refund Hours exceed the remaining [IP or WPCS] hours"

74	12715 12716	 CI-112358 - DSD EM PCM 074 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Overpayment Recovery Refund</p> <p>AND the selected payee is the Recipient,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours entered in the Refund Hours field exceed the available hours for the selected service month for the selected program (IHSS*or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Refund Hours exceed the remaining [IHSS or IP or CC or WPCS] hours"
75	12715 12716	 CI-112226 - DSD EM PCM 075 IMPLEMENTED	Create Special Transaction/Modify Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <p>Service Auth Reimbursement</p> <p>State Hearing Decision</p> <p>AND the hours keyed exceed the available hours for the selected service month for the selected program (IHSS*or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <p>For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated</p> <p>For HM and CC modes, the remaining CC Assigned Hours will be evaluated</p>	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"
76	12715 12716	 CI-112305 - DSD EM PCM 076 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Writ of Admin Mandamus</p> <p>AND the selected payee is a Provider,</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours keyed exceed the available IP hours for the selected service month for the selected program (IHSS or WPCS).</p>	Do not allow the action	Display the error message "Hours entered exceed the remaining [IP or WPCS] hours"
77	12715 12716	 CI-112302 - DSD EM PCM 077 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Writ of Admin Mandamus</p> <p>AND the selected payee is the Recipient.</p> <p>AND the Bypass Hours indicator is not checked,</p> <p>AND the hours keyed exceed the available hours for the selected service month for the selected program (IHSS*or WPCS).</p> <p>*The remaining Total Auth to Purchase After Reduced Hours will be checked first. If hours are available, subsequent checks will be made when there are mixed modes of service:</p> <ul style="list-style-type: none"> • For mixed modes including IP mode, the remaining IP Assigned Hours will be evaluated • For HM and CC modes, the remaining CC Assigned Hours will be evaluated 	Do not allow the action	Display the error message "Hours entered exceed the remaining [IHSS or IP or CC or WPCS] hours"

78	12715 12716	 CI-112373 - DSD EM PCM 078 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and one of the following types was entered:</p> <ul style="list-style-type: none"> • Legislative Change • Writ of Admin Mandamus • Overtime Exemption – Pay Over Limit Payment <p>AND the selected payee is a Provider, AND the selected program is IHSS, AND hours are assigned to the Provider, AND the Bypass Hours indicator is not checked, AND the hours keyed exceed the available Provider assigned hours for the selected service month.</p>	Do not allow the action	Display the error message "Hours entered exceed the remaining IHSS Provider assigned hours"
79	12715 12716	 CI-112209 - DSD EM PCM 079 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Overpayment Recovery Refund</p> <p>AND the selected payee is a Provider, AND hours are assigned to the Provider, AND the selected program is IHSS, AND the Bypass Hours indicator is not checked, AND the hours entered in the Refund Hours field exceed the available Provider assigned hours for the selected service month.</p>	Do not allow the action	Display the error message "Refund Hours exceed the remaining IHSS Provider assigned hours"
80	12715 12716	 CI-112179 - DSD EM PCM 080 IMPLEMENTED	Create Special Transaction - Additional Options /Modify Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <p>Overpayment Recovery Refund</p> <p>AND the Bypass Hours indicator is checked, AND a value is entered in the Refund Hours field.</p>	Do not allow the action	Display the error message "An entry in the Refund Hours field is invalid when the Bypass Hours indicator is checked"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (81-100)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
81			Error Message Removed – Covered under Cúram OOTB screen security.			
82	12355	CI-112329 - DSD EM PCM 082 IMPLEMENTED	Approve Special Transaction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
83			Error Message Removed – Covered under Cúram OOTB location security.			
84			Error Message Removed – Covered under Cúram OOTB screen security.			
85	12355	CI-112257 - DSD EM PCM 085 IMPLEMENTED	Reject Special Transaction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
86			Error Message Removed – Covered under Cúram OOTB location security.			
87	16203	CI-112313 - DSD EM PCM 087 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
88	16203	CI-112377 - DSD EM PCM 088 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
89	16203	CI-112392 - DSD EM PCM 089 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
90	16203	CI-112198 - DSD EM PCM 090 IMPLEMENTED	Payment Corrections (Search)	When an attempt is made to search for payment corrections and the Service Period From Date and Service Period To Date range exceeds six months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed six months"
91	16203	CI-112327 - DSD EM PCM 091 IMPLEMENTED	Payment Correction - Timesheet Number	When a Timesheet Number is entered and the Timesheet Number was not previously issued in CMIPS.	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] Not Found"

92	16203	CI-112247 - DSD EM PCM 092 IMPLEMENTED	Payment Correction - Timesheet Number	When a Timesheet Number is entered and the Timesheet Number was not previously issued to any Providers for that Recipient.	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] not previously issued to a Provider for this Recipient"
93			Error Message Removed - Consolidated with Error Message 221.			
94			Error Message Removed - Consolidated with Error Message 221.			
95	12077 16203	CI-112222 - DSD EM PCM 095 IMPLEMENTED	Payment Correction - Timesheet Number	When a Timesheet Number is entered AND The Mode of Entry = 'TPF' (TAME01) AND The timesheet status IS NOT 'Processed' (TATS04) or 'Exception' (TATS05) or 'Held – MEDS POS Error' (TATS06)	Do not allow the action	Display the error message "Timesheet Number - [insert timesheet number] has not previously been processed"
96	12002 16550 16551 16562 16565	CI-112344 - DSD EM PCM 096 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction.	Execute the Case Management timesheet validations as defined in Timesheet Validation and Processing Business Rules of Recip & CM – Time and Attendance section of the Detailed System Design (DSD). All validations except the following will be applied unless otherwise noted: "Timesheet Number [insert timesheet number] not found" "Hours claimed for first pay period exceed 70 percent of total Recipient authorized hours" "Duplicate timesheet" "Payment Correction exists for this pay period." "Timesheet received prior to the end of the pay period; timesheet held and will be released for processing after MM/DD/CCYY" "Timesheet flagged for review" "Timesheet selected for random sampling" "Pending request to issue a timesheet for this pay period was not processed" Soft edits as defined in the timesheet validations will be hard edits. No "cut-back" of hours will occur automatically.	N/A
97	12715 12716	CI-112386 - DSD EM PCM 097 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and Over Reported Hours is selected from the Correction Type drop-down, AND the timesheet type is not IHSS Advance Payment, Legacy – IHSS Advance Pay, Supplemental - IHSS Advance Pay, or Legacy Supp - IHSS Advance Pay.	Do not allow the action	Display the error message "Correction Type of Over Reported Hours is only valid for Advance Payment timesheets"
98	12003 12013 16549	CI-112319 - DSD EM PCM 098 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down.	When executing the Case Management timesheet validations as defined in the Time and Attendance DSD packet, bypass the following timesheet validations related to Recipient leave: "Recipient on leave for the entire pay period" "Recipient on leave on the day time is recorded" "Recipient is either ineligible or on leave for the entire pay period" "Recipient is either ineligible or on leave on the days time is recorded" "Day XX – Recipient on Leave"	N/A
99	16549	CI-112224 - DSD EM PCM 099 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down, AND the timesheet type is not WPCS, Legacy - WPCS, Supplemental - WPCS, or Legacy Supp - WPCS. Note: This error condition is for security redundancy. The Correction Type drop-down should be filtered to display the appropriate values based on the user's security profile. Also, error message 221 prevents a WPCS user from entering a Timesheet Number associated to an IHSS timesheet.	Do not allow the action	Display the error message "Correction Type of WPCS – Recipient on Leave is only valid for WPCS timesheets"

100	16549	 CI-112180 - DSD EM PCM 100 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	<p>When an attempt is made to save a payment correction and WPCS Recipient on Leave is selected from the Correction Type drop-down,</p> <p>AND daily hours are recorded for a day the Recipient was not in a Leave status.</p>	Do not allow the action	Display the error message "Day XX - Recipient was not on leave"
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (101-120)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
101	12716	 CI-112365 - DSD EM PCM 101 <small>IMPLEMENTED</small>	Create Payment Correction/Modify Payment Correction	When no daily time entry is greater than zero.	Do not allow the action	Display the error message "Entry in at least one time entry field is required"
102			Error Message Removed – Covered under Cúram OOTB screen security.			
103	12355	 CI-112368 - DSD EM PCM 103 <small>IMPLEMENTED</small>	Approve Payment Correction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
104			Error Message Removed – Covered under Cúram OOTB location security.			
105			Error Message Removed – Covered under Cúram OOTB screen security.			
106	12355	 CI-112310 - DSD EM PCM 106 <small>IMPLEMENTED</small>	Reject Payment Correction	When the Yes link is selected by the submitter of the request.	Do not allow the action	Display the error message "Submitter of the request cannot perform the requested action"
107			Error Message Removed – Covered under Cúram OOTB location security.			
108	12318	 CI-112348 - DSD EM PCM 108 <small>IMPLEMENTED</small>	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"
109	12318	 CI-112359 - DSD EM PCM 109 <small>IMPLEMENTED</small>	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
110	12318	 CI-112192 - DSD EM PCM 110 <small>IMPLEMENTED</small>	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
111	12318	 CI-112394 - DSD EM PCM 111 <small>IMPLEMENTED</small>	Overpayment Recoveries (Search) (by Case and by Person)	When an attempt is made to search for overpayment recoveries and the Service Period From Date and Service Period To Date range exceeds 24 months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed 24 months"
112	12670 16264	 CI-112225 - DSD EM PCM 112 <small>IMPLEMENTED</small>	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Service Period From Date (MMDDCCYY) is entered using a day value other than the 1st or 16th.	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month"

113	12670 12678 16264	CI-112211 - DSD EM PCM 113 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND a Service Period To Date (MMDDCCYY) is entered using a day value other than the 15th or the last day of the month.	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month"
114	12670 12678 16264	CI-112380 - DSD EM PCM 114 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Service Period To Date is before the Service Period From Date.	Do not allow the action	Display the error message "Service Period To Date must be after the Service Period From Date"
115	12670 12678 16264	CI-112360 - DSD EM PCM 115 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the selected Service Period range is after the current month.	Do not allow the action	Display the error message "Service Period cannot be after the current month"
116	12039 12670 12678 16264	CI-112236 - DSD EM PCM 116 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND a payee either did not receive any payments OR received a payment(s) AND the Pay Status is Void for the selected Program (IHSS or WPCS) during the Service Period range designated by the user AND the Overpayment Type Share of Cost is NOT selected.	Do not allow the action	Display the error message "Payee did not receive any payments for the selected Program during the selected Service Period range"
117	12670 16264	CI-112239 - DSD EM PCM 117 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Types Excess Compensation – Hours is selected: AND the selected payee is the Recipient.	Do not allow the action	Display the error message "Overpayment Type invalid for Recipients"
118	12670 16264	CI-112272 - DSD EM PCM 118 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types is selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Restaurant Meals• Share of Cost AND the selected payee is the Provider.	Do not allow the action	Display the error message "Overpayment Type invalid for Providers"
119	12670 16264	CI-112296 - DSD EM PCM 119 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Share of Cost AND the Service Period range spans more than a one month period.	Do not allow the action	Display the error message "Service Period range must span a one month period"

120	12670 16264	 CI-112219 - DSD EM PCM 120 IMPLEMENTED	<p>Create Overpayment Occurrence</p> <p>Modify Overpayment Occurrence</p> <p>Submit Overpayment Recovery</p>	<p>When the Save action processes on the Create Overpayment Occurrence</p> <p>OR the Modify Overpayment Occurrence</p> <p>OR the Submit Overpayment Recovery action is processed</p> <p>AND one of the following overpayment types is indicated:</p> <ul style="list-style-type: none"> • Advance Pay – Recipient Payroll Deductions • Advance Pay – Other <p>AND a warrant with the Pay Type of</p> <ul style="list-style-type: none"> • Advance Pay • Advance Pay – Initial and Advance Pay – Additional <p>Was either not previously issued for the Service Period</p> <p>OR a payment was previously issued and the current Pay Status of Void</p>	Do not allow the action	Display the error message "An Advance Payment was not issued for the selected Service Period"
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (121-140)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
121			Error Message Removed – Advantage OOTB functionality will not be used to process negative retroactive pay rate adjustments.			
122	12670 16264	 CI-112229 - DSD EM PCM 122 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the overpayment type is "Restaurant Meals" AND a warrant with the Pay Type of <ul style="list-style-type: none">• "Meal Allowance"• "Restaurant Meals – Initial" Was either not issued for the Service Period indicated OR a warrant was issued, but the current Pay Status of that warrant is Void	Do not allow the action	Display the error message "Restaurant Meals were not issued for the selected Service Period"
123	12670 16264	 CI-112312 - DSD EM PCM 123 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND Overpayment Type is Share of Cost AND the Funding Source is other than 2N – IHSS Residual for the indicated Service Period (one month).	Do not allow the action	Display the error message "Funding Source was not IHSS-R for the selected Service Period"
124	12670 16264	 CI-112356 - DSD EM PCM 124 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type Special Transaction is selected AND a Special Transaction Number was not selected.	Do not allow the action	Display the error message "A Special Transaction Number must be selected"
125	12670 16264	 CI-112206 - DSD EM PCM 125 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the indicated Service Period range does not match the Service Period range used on the special transaction.	Do not allow the action	Display the error message "The Service Period range must match the Service Period range used for the Special Transaction"
126	12670 16264	 CI-112191 - DSD EM PCM 126 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected payee was not the payee for the selected special transaction.	Do not allow the action	Display the error message "The Payee must match the Payee for the Special Transaction"

127	12670 16264	CI-112212 - DSD EM PCM 127 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected Special Transaction Type is Health Benefit Deduction	Do not allow the action	Display the error message "The Special Transaction selected is invalid for overpayment recovery"
128	12670 16264	CI-112338 - DSD EM PCM 128 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the selected Special Transaction Type was one of the following: Advance Pay – Initial Advance Pay – Additional Advance Pay – Recovery Refund	Do not allow the action	Display the error message "Select an overpayment type of Advance Pay for recoveries on Advance Pay Special Transactions"
129	12670 16264	CI-112385 - DSD EM PCM 129 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence Submit Overpayment Recovery	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the Funding Source (i.e. IHSS-R, PCSP, CFCO, etc.) is not the same for the entire Service Period indicated	Do not allow the action	Display the error message "Multiple funding sources exist within the selected Service Period range. Separate overpayment recoveries must be entered for each funding source on which the overpayment occurred."
130	12670 16264	CI-112341 - DSD EM PCM 130 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the case was transferred between counties during the Service Period range indicated AND the Overpayment Type is not Special Transaction	Do not allow the action	Display the error message "Case was transferred between counties during the selected Service Period range. Separate overpayment recoveries must be entered by each county affected by the overpayment."
131	12670 16264	CI-112321 - DSD EM PCM 131 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the district office associated with the case is different between the Service Period From Date (or case start date if after the Service Period From Date) and the first day of each subsequent month in the Service Period range designated by the user AND the Overpayment Type is not Special Transaction	Do not allow the action	Display the error message "Case was transferred between district offices during the selected Service Period range. Separate overpayment recoveries must be entered for each district affected by the overpayment."
132	12670 16264	CI-112208 - DSD EM PCM 132 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND one of the following overpayment types was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay – Other• Restaurant Meals• Share of Cost AND the Program is WPCS	Do not allow the action	Display the error message "Overpayment Type invalid for WPCS" Note: This error condition is for security redundancy. The Type drop-down should be filtered to display the appropriate values based on the user's security profile.
133	12670 16264	CI-112256 - DSD EM PCM 133 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the Program is WPCS, AND the Special Transaction Program indication was not WPCS	Do not allow the action	Display the error message "The selected Program must match the Program used for the Special Transaction." Note: This error condition on Modify Overpayment Occurrence Screen is for security redundancy. The Program Type drop-down should be filtered to display the appropriate values based on the user's security profile.

134	12670 16264	 CI-112391 - DSD EM PCM 134 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence AND the Overpayment Type is Special Transaction AND the Program is IHSS AND the Special Transaction Program indication was not IHSS	Do not allow the action	Display the error message "The selected Program must match the Program used for the Special Transaction" Note: This error condition on Modify Overpayment Occurrence Screen is for security redundancy. The Program Type drop-down should be filtered to display the appropriate values based on the user's security profile.
135	20786	 CI-112199 - DSD EM PCM 135 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link on the View Overpayment Recovery screen AND the Recovery Amount is blank or zero.	Do not allow the action	Display the error message "The Recovery Amount must be greater than zero"
136	11994 12670	 CI-112196 - DSD EM PCM 136 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link and one of the following overpayment types was selected: Advance Pay – Recipient Payroll Deductions Advance Pay – Other Excess Compensation - Hours Excess Compensation - Rate Special Transaction (hours based) AND the Overpaid Hours field is blank or zero,	Do not allow the action	Display the error message "The Overpaid Hours must be greater than zero"
137	12670 16264	 CI-112290 - DSD EM PCM 137 IMPLEMENTED	View Overpayment Recovery	When the user selects the Submit Recovery link, AND a Recovery Method (Payroll Deductions or Personal Payments) is not selected	Do not allow the action	Display the error message "Recovery set-up must be completed prior to submission"
138			Removed CR 1250 – Release 1.20			
139			Removed CR 1250 – Release 1.20			
140			Removed. Covered in Create Overpayment Pay Period and Modify Overpayment Pay Period screen design data elements			

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (141-160)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
141			Removed CR 1250 – Release 1.20			
142			Removed CR 1250 – Release 1.20			
143	12766	CI-112281 - DSD EM PCM 143 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to enter a Paid Rate that is less than the Correct Rate.	Do not allow the action	Display the error message "Paid Rate must be greater than the Correct Rate"
144	12678	CI-112221 - DSD EM PCM 144 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the overpayment type is one of the following: <ul style="list-style-type: none">• Advance Pay - Other• Excess Compensation - Hours• Excess Compensation - Rate• Special Transaction (hours based) AND the Recovery Amount calculated by the system is modified by the user to a lower value.	Allow the action	Display the informational message "The Recovery Amount calculated by the system has been modified."
145	12673	CI-112318 - DSD EM PCM 145 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the overpayment type is one of the following: <ul style="list-style-type: none">• Advance Pay - Other• Excess Compensation - Hours• Excess Compensation - Rate• Special Transaction (hours based) AND the Recovery Amount calculated by the system is modified by the user to a greater value.	Do not allow the action	Display the error message "The Recovery Amount cannot exceed the amount calculated by the system"
146	16264	CI-112182 - DSD EM PCM 146 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND a Recovery Case is not selected.	Do not allow the action	Display the error message "Recovery Case must be specified"
147	16264	CI-112303 - DSD EM PCM 147 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND a Recovery Payee is not selected.	Do not allow the action	Display the error message "Recovery Payee must be specified"
148	12678	CI-112177 - DSD EM PCM 148 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Provider is selected as the Recovery Payee AND the Recovery Payee is inactive (Provider Status not Active or On-Leave) for the selected Program on the selected Recovery Case.	Do allow the Save action	Display the informational message "Recovery Payee is inactive for the selected Program on the Recovery Case. Consider selecting another Recovery Payee or Recovery Method."
149	12062	CI-112187 - DSD EM PCM 149 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the program selected on the Create Overpayment Occurrence screen was WPCS, AND WPCS hours are not authorized on the Recovery Case selected.	Do not allow the action	Display the error message "WPCS hours are not authorized on the selected Recovery Case"

150	12678	CI-112252 - DSD EM PCM 150 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery set-up, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Recovery Case is selected other than the case on which the overpayment occurred.	Do not allow the action	Display the error message "Recovery Case must be the case on which the overpayment occurred"
151	12678	CI-112271 - DSD EM PCM 151 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup, AND the payee selected when setting up the overpayment occurrence was a Provider, AND a Recovery Payee is selected other than the payee (Provider) who was overpaid.	Do not allow the action	Display the error message "Recovery Payee must be the Provider who was overpaid"
152	12678	CI-112204 - DSD EM PCM 152 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the program selected when setting up the overpayment occurrence was IHSS, AND the payee selected when setting up the overpayment occurrence was the Recipient, AND a Provider is selected as the Recovery Payee, AND the Recipient on the selected Recovery Case receives Advance Payments (authorized to receive Advance Payments on the begin date of the next monthly pay period).	Do not allow the action	Display the error message "The Recipient on the Recovery Case receives Advance Payments. Please select the Recipient as the Recovery Payee."
153	12678	CI-112246 - DSD EM PCM 153 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Advance Pay – Other AND the Recipient is selected as the Recovery Payee.	Do not allow the action	Display the error message "The Advance Pay - Other overpayment type requires the Recovery Payee be a Provider for payroll deductions. Please select another Recovery Payee or Recovery Method."
154	12678	CI-112264 - DSD EM PCM 154 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Restaurant Meals AND the selected Recovery Payee is a Provider, AND the Recipient continues to receive Restaurant Meals (authorized to receive Restaurant Meals on the begin date of the next pay period).	Do not allow the action	Display the error message "Recipient receives restaurant meals. Please select Recipient as Recovery Payee"
155	12678	CI-112298 - DSD EM PCM 155 IMPLEMENTED	Submit Overpayment Recovery	When an attempt is made to submit a recovery setup and a Recovery Method of Payroll Deductions was selected, AND the Recovery Payee already has five Pending, Pending Payroll or Active overpayment recoveries (excluding overpayment types of Advance Pay – Recipient Payroll Deduction) using a recovery method of Payroll Deductions on the selected Recovery Case.	Do not allow the action	Display the error message "Five overpayment recoveries have already been submitted on the selected Recovery Case for this Recovery Payee. Please select another Recovery Case, Recovery Payee or Recovery Method, as appropriate."
156	12318 16264	CI-112378 - DSD EM PCM 156 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Personal Payments is selected, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Provider is selected as the Recovery Payee.	Do not allow the action	Display the error message "A Recovery Method of Personal Payments from a Provider is invalid for a Recipient overpayment"
157	16264	CI-112197 - DSD EM PCM 157 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND an installment type is not selected.	Do not allow the action	Display the error message "Installment Type must be specified for Payroll Deductions"

158	16264	 CI-112175 - DSD EM PCM 158 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the installment type is designated as Negotiated or Other,</p> <p>AND an Amount Per Payment is not entered or zero is entered.</p>	Do not allow the action	Display the error message "Amount Per Payment must be greater than zero for Installment Types of Negotiated or Other"
159	16264	 CI-112333 - DSD EM PCM 159 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected,</p> <p>AND the installment type is designated at 5 percent or 10 percent,</p> <p>AND an Amount Per Payment is entered.</p>	Do not allow the action	Display the error message "Amount Per Payment invalid for Installment Types of 5 percent or 10 percent"
160	16264	 CI-112245 - DSD EM PCM 160 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When an attempt is made to save a recovery setup and a Recovery Method of Personal Payments is selected,</p> <p>AND a value was entered in the Installment Type field.</p>	Do not allow the action	Display the error message "An entry in the Installment Type field is invalid when a Recovery Method of Personal Payments is selected"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (161-180)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
161	16264	CI-112285 - DSD EM PCM 161 IMPLEMENTED	Stop Overpayment Collection	When an attempt is made to stop an overpayment collection and the Stop Date is before the current date.	Do not allow the action	Display the error message "Stop Date cannot be prior to the current date"
162	16264	CI-112231 - DSD EM PCM 162 IMPLEMENTED	Overpayment Recovery Collections /Overpayment Recovery Collections (by Person)	When an attempt is made to search for overpayment collections and the Date Collected To is before the Date Collected From.	Do not allow the action	Display the error message "Date Collected To must be after the Date Collected From "
163	16264	CI-112330 - DSD EM PCM 163 IMPLEMENTED	Overpayment Recovery Collections /Overpayment Recovery Collections (by Person)	When an attempt is made to search for overpayment collections and the Date Collected From and Date Collected To range exceeds six months.	Do not allow the action	Display the error message "Date Collected From and Date Collected To range cannot exceed six months"
164	16264	CI-112389 - DSD EM PCM 164 IMPLEMENTED	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Date Collected is after the current date.	Do not allow the action	Display the error message "Date Collected cannot be after the current date"
165	16264	CI-112343 - DSD EM PCM 165 IMPLEMENTED	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the amount of the collection is greater than the outstanding balance of the overpayment.	Do not allow the action	Display the error message "Amount collected cannot exceed the outstanding balance of the overpayment"
166	16264	CI-112237 - DSD EM PCM 166 IMPLEMENTED	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Returned Check indicator is checked when the status of the collection is Pending Payroll.	Do not allow the action	Display the error message "Returned Check indicator is invalid when Status is Pending Payroll"
167	16264	CI-112261 - DSD EM PCM 167 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month From Date (MMDDCCYY) is entered using a day value other than the 1st.	Do not allow the action	Display the error message "Service Month From Date must be the 1st of the month"
168	16264	CI-112307 - DSD EM PCM 168 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and a Service Month To Date (MMDDCCYY) is entered using a day value other than the last day of the month.	Do not allow the action	Display the error message "Service Month To Date must be the last day of the month"
169	16264	CI-112274 - DSD EM PCM 169 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month To Date is before the Service Month From Date.	Do not allow the action	Display the error message "Service Month To Date must be after the Service Period From Date"
170	16264	CI-112357 - DSD EM PCM 170 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the selected Service Month range is not a one month period	Do not allow the action	Display the error message "Service Month range must span a one month period"
171	16264	CI-112345 - DSD EM PCM 171 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action and the Service Month is greater than the current month.	Do not allow the action	Display the error message "Service Month cannot be after the current month"
172	16264	CI-112376 - DSD EM PCM 172 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action, AND a warrant with a Payment Type of Advance Pay or Advance Pay – Initial or Advance Pay – Additional or Advance Pay – Recovery Refund was not issued to the Recipient for the selected service month.	Do not allow the action	Display the error message "An Advance Payment was not made for the selected Service Month"
173	16209	CI-112202 - DSD EM PCM 173 IMPLEMENTED	Modify Cashed Warrant Copy Request	When an attempt is made to save a modification to the Cashed Warrant Copy Request and the Received Date is after the current date.	Do not allow the action	Display the error message "Received Date cannot be after the current date"

174	16209	CI-112379 - DSD EM PCM 174 IMPLEMENTED	Modify Cashed Warrant Copy Request	When an attempt is made to save a modification to the Cashed Warrant Copy Request and the Received Date is before the Request Date.	Do not allow the action	Display the error message "Received Date cannot be before the Request Date"
175	12753	CI-112284 - DSD EM PCM 175 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is entered without a SCO Response.	Do not allow the action	Display the error message "SCO Response required when SCO Response Date entered"
176	12753	CI-112328 - DSD EM PCM 176 IMPLEMENTED	Modify Forged Warrant Affidavit	When an attempt is made to save updated information pertaining to a forged endorsement affidavit and the SCO Response Date is after the current date.	Do not allow the action	Display the error message "SCO Response Date cannot be after the current date"
177	12718	CI-112293 - DSD EM PCM 177 IMPLEMENTED	Create Special Transaction – Additional Options /Modify Special Transaction	When an attempt is made to save additional options for a special transaction of following type: <ul style="list-style-type: none">• Writ of Admin Mandamus AND the Payee is the Provider AND a value was not selected from the Taxation drop-down.	Do not allow the action	Display the error message "A Taxation option must be selected"
178	12158	CI-112299 - DSD EM PCM 178 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction AND a Provider is selected as the payee, AND the selected program is IHSS, AND the Recipient was eligible for Advance Payments during the selected Service Period.	Do not allow the action	Display the error message "The Recipient received Advance Payments during the selected Service Period. Invalid request for Providers of an Advance Pay Recipient."
179	12715 12716	CI-112173 - DSD EM PCM 179 IMPLEMENTED	Modify Special Transaction	When an attempt is made to save a modification to a special transaction AND Hours were previously entered on the Create Special Transaction screen AND either the Hours value was removed or zeroes were entered	Do not allow the action	Display the error message "Hours must be greater than zero"
180	12715 12716	CI-112259 - DSD EM PCM 180 IMPLEMENTED	Modify Special Transaction	When an attempt is made to save a modification to a special transaction AND an amount was previously entered on the Create Special Transaction screen AND either the amount was removed or zeroes were entered	Do not allow the action	Display the error message "Amount must be greater than zero"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (181-200)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
181			Removed CR 550 – Release 1.20			
182	12678	CI-112201 - DSD EM PCM 182 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and an Amount Per Payment is entered which exceeds the Recovery Amount.	Do not allow the action	Display the error message "Amount Per Payment cannot exceed the Recovery Amount"
183	12678	CI-112362 - DSD EM PCM 183 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Amount is not entered or zero.	Do not allow the action	Display the error message "Recovery Amount must be greater than zero"
184	12678	CI-112355 - DSD EM PCM 184 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method is not selected.	Do not allow the action	Display the error message "Recovery Method must be selected"
185	12715 12716	CI-112278 - DSD EM PCM 185 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the Service Period From Date (MMDDCCYY) is prior to 01/01/2004.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to 1/1/2004."
186	12678	CI-112367 - DSD EM PCM 186 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an overpayment occurrence and the Service Period From Date (MMDDCCYY) is prior to 01/01/2004.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to 1/1/2004."
187	12678	CI-112350 - DSD EM PCM 187 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Recipient, AND a Recipient is selected as the Recovery Payee AND the Status of the Recovery Case is not Eligible, Presumptive Eligible or On-Leave.	Do allow the Save action	Display the informational message "Recovery Case is inactive. Consider selecting another Recovery Method."
188	12678	CI-112273 - DSD EM PCM 188 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the payee selected when setting up the overpayment occurrence was a Provider, AND the Recovery Payee (Provider) is inactive (Provider Status not Active or On-Leave) for the selected Program on the selected Recovery Case.	Do allow the Save action	Display the informational message "Recovery Payee is inactive for the selected Program on the Recovery Case. Consider selecting another Recovery Case or Recovery Method."
189	12678	CI-112371 - DSD EM PCM 189 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Restaurant Meals AND the Recipient is selected as the Recovery Payee, AND the Recipient no longer receives restaurant meals (not authorized to receive Restaurant Meals on the begin date of the next pay period).	Allow the Save action	Display the informational message "Recipient no longer receives restaurant meals from which to recover the overpayment. Consider selecting another Recovery Payee or Recovery Method."

190	12678	CI-112232 - DSD EM PCM 190 IMPLEMENTED	Create Overpayment Occurrence /Submit Overpayment Recovery	When an attempt is made to save an overpayment occurrence or submit an overpayment recovery AND the overpayment type is the following: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions And the Recipient no longer receives advance payments (not authorized to receive Advance Payments on the begin date of the next monthly pay period).	Allow the Save action	Display the informational message "Recipient no longer receives advance payments from which to recover the overpayment."
191	12678	CI-112339 - DSD EM PCM 191 IMPLEMENTED	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Date Collected was not entered.	Do not allow the action	Display the error message "Date Collected must be entered"
192	12678	CI-112262 - DSD EM PCM 192 IMPLEMENTED	Create Overpayment Collection/Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Amount collected was not entered or zero.	Do not allow the action	Display the error message "Amount collected must be entered"
193	12678	CI-112320 - DSD EM PCM 193 IMPLEMENTED	Modify Overpayment Collection	When an attempt is made to save an overpayment collection and the Mode of Payment was not entered.	Do not allow the action	Display the error message "Mode of Payment must be selected"
194			Removed CR 1250 – Release 1.20			
195			Removed CR 1250 – Release 1.20			
196	12678	CI-112306 - DSD EM PCM 196 IMPLEMENTED	Modify Overpayment Recovery Setup	When an attempt is made to save a recovery setup and a Recovery Method of Payroll Deductions is selected, AND the program selected when setting up the overpayment occurrence was IHSS, AND the payee selected when setting up the overpayment occurrence was a Provider, AND a Provider is selected as the Recovery Payee, AND the Recipient on the selected Recovery Case receives Advance Payments (authorized to receive Advance Payments on the begin date of the next monthly pay period).	Do not allow the action	Display the error message "The Recipient on the Recovery Case receives Advance Payments. Please select another Recovery Case or Recovery Method."
197	12678	CI-112190 - DSD EM PCM 197 IMPLEMENTED	Create Overpayment Occurrence/ Submit Overpayment Recovery	When an attempt is made to save an overpayment occurrence or submit an overpayment recovery, AND the following overpayment type was selected: <ul style="list-style-type: none">• Share of Cost AND either no IHSS payments were made on the case or a payment(s) was made and the Pay Status is Void during the Service Period range designated by the user.	Do not allow the action	Display the error message "No IHSS payments were made on the case during the selected Service Period range"
198	12716	CI-112282 - DSD EM PCM 198 IMPLEMENTED	Modify Excess Compensation Rate Details/ Modify Advance Payment Overpayment Details/Modify Special Transaction Details	When an attempt is made to save overpayment details, AND the Overpaid Hours are blank or zero.	Do not allow the action	Display the error message "The Overpaid Hours must be greater than zero"
199	12318	CI-112304 - DSD EM PCM 199 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save overpayment details without the entry of a Paid Rate	Do not allow the action	Display the error message "A Paid Rate must be selected"

200	12318	 CI-112323 - DSD EM PCM 200 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save overpayment details without the entry of a Correct Rate	Do not allow the action	Display the error message "A Correct Rate must be selected"
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (201-220)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
201			Removed CR 1250 – Release 1.20			
202	12670	CI-112286 - DSD EM PCM 202 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action of No Further Action AND the current Advance Payment Recon Status is not Un-Reconciled	Do not allow the action	Display the error message "No Further Action is only valid when the Payment Recon Status is Un-Reconciled"
203	12670	CI-112325 - DSD EM PCM 203 IMPLEMENTED	Advance Pay Recon Actions	When an attempt is made to save a reconciliation action of Un-Reconcile AND the current Advance Payment Recon Status is not No Further Action	Do not allow the action	Display the error message "Un-Reconcile action is only valid when the Payment Recon Status is No Further Action"
204	12212	CI-112335 - DSD EM PCM 204 IMPLEMENTED	Request Copy of Cashed Warrant	When an attempt is made to request a copy of a cashed warrant and the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Requests for copies of cashed warrants cannot be made for payments issued through Electronic Funds Transfer"
205	12212	CI-112242 - DSD EM PCM 205 IMPLEMENTED	Create Forged Warrant Affidavit/Print Forged Endorsement Affidavit Form	When an attempt is made to save information pertaining to a forged endorsement affidavit OR print a forged endorsement affidavit AND the EFT indicator is set to "Yes".	Do not allow the action	Display the error message "Forged warrant affidavits are not applicable to payments issued through Electronic Funds Transfer"
206	12715 12716 16264	CI-112254 - DSD EM PCM 206 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request and the selected Service Period From Date is future to the current date.	Do not allow the action	Display the error message "Service Period From Date cannot be future to the current date"
207	12678	CI-112275 - DSD EM PCM 207 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND the payee selected when setting up the overpayment occurrence was a Provider, AND the Date Collected is prior to the Provider's earliest start date on the selected program	Do not allow the action	Display the error message "Provider's earliest begin date on the case for the selected program is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
208	12716 12678	CI-112292 - DSD EM PCM 208 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND one of the following overpayment types was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Advance Pay - Other AND the Date Collected is prior to the Recipient's earliest start date on Advance Pay	Do not allow the action	Display the error message "Recipient's earliest begin date on Advance Pay is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."
209	12678	CI-112381 - DSD EM PCM 209 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	When an attempt is made to save an overpayment collection AND the following overpayment type was selected when setting up the overpayment occurrence: <ul style="list-style-type: none">• Restaurant Meals AND the Date Collected is prior to the Recipient's earliest start date on Restaurant Meals	Do not allow the action	Display the error message "Recipient's earliest begin date on Restaurant Meals is [MM/DD/CCYY]. The Date Collected cannot be prior to this date."

210	12678	CI-112260 - DSD EM PCM 210 IMPLEMENTED	Create Overpayment Collection /Modify Overpayment Collection	<p>When an attempt is made to save an overpayment collection</p> <p>AND the payee selected when setting up the overpayment occurrence was a Recipient,</p> <p>AND the following overpayment type was selected when setting up the overpayment occurrence:</p> <ul style="list-style-type: none"> • Share of Cost • Special Transaction • Converted Overpayment • Legacy Special Transaction <p>AND the Date Collected is prior to the Recipient's earliest start date on selected program</p>	Do not allow the action	Display the error message "Recipient's earliest begin date on the selected program is [MM/DD /CCYY]. The Date Collected cannot be prior to this date."
211	12715 12716 16202	CI-112249 - DSD EM PCM 211 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered: Buy-Out Reimbursement</p> <p>AND the selected Service Period is prior to 06/01/2006 or after 09/30/2009.</p>	Do not allow the action	Display the error message "Buy-Out Reimbursements cannot be made for months prior to 6/2006 or after 9/2009."
212	12715 12716 16202	CI-112238 - DSD EM PCM 212 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered:</p> <ul style="list-style-type: none"> • Buy-Out Reimbursement <p>AND the Recipient's Medi-Cal Eligibility Status for the selected service month begins or ends with a '9' or is blank.</p>	Allow the action	Display the informational message "Recipient was ineligible for Medi-Cal during the selected service month."
213	12715 12716 16202	CI-112258 - DSD EM PCM 213 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the following type was entered: Buy-Out Reimbursement</p> <p>AND the Recipient's IHSS Share of Cost for the selected service month exceeds the SOC Compare Cost associated with the authorization for the selected service month.</p>	Allow the action	Display the informational message "Recipient's Share of Cost exceeds the SOC Compare Cost for the selected service month."
214		Error Message Deleted per CR 721				
215		Error Message Deleted per CR 721				
216	12716	CI-112347 - DSD EM PCM 216 IMPLEMENTED	Create Payment Correction /Modify Payment Correction	<p>When an attempt is made to save a payment correction and Over Reported Hours is selected from the Correction Type drop-down.</p>	<p>When executing the Case Management timesheet validations as defined in the Time and Attendance DSD packet, bypass the following timesheet validations related to available hours:</p> <ul style="list-style-type: none"> • "Hours Claimed Exceed Remaining Recipient Authorized Hours" • "Hours Claimed Exceed Remaining Provider Assigned Hours" • "No Remaining Recipient Authorized Hours" • "No Remaining Provider Assigned Hours" 	N/A
217	12715 12678	CI-112384 - DSD EM PCM 217 IMPLEMENTED	Create Overpayment Occurrence	<p>When an attempt is made to save an overpayment occurrence and the following overpayment type was NOT selected:</p> <ul style="list-style-type: none"> • Special Transaction <p>AND a Special Transaction Number was selected.</p>	Do not allow the action	Display the error message "A Special Transaction Number is only valid when an Overpayment Type of Special Transaction is selected."
218	12715 16562	CI-112203 - DSD EM PCM 218 IMPLEMENTED	Payment Correction – Timesheet Number	<p>When an attempt is made to enter a timesheet and the timesheet is received before the end of the timesheet pay period</p> <p>AND the Provider is NOT in a terminated status</p>	Do not allow the action	Display the error message "Timesheet received prior to the end of the pay period."

219	16656	 CI-112220 - DSD EM PCM 219 IMPLEMENTED	Request	<ul style="list-style-type: none"> • Void /Reissue /Replacement - Submit Request • Cancel • Void /Reissue /Replacement Request - Yes • Request Copy of Cashed Warrant - Yes • Modify Cashed Warrant Copy Request - Save • Cancel Cashed Warrant Copy Request - Yes • Print Forged Endorsement Affidavit Form - Yes • Create Forged Endorsement Affidavit - Save • Cancel Forged Endorsement Affidavit - Yes • Modify Forged Endorsement Affidavit - Save 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Payment Funding Source is WPCS</p> <p>OR</p> <p>When an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Payment Funding Source is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
220	12715 12716 12720	 CI-112227 - DSD EM PCM 220 IMPLEMENTED		<ul style="list-style-type: none"> • Create Special Transaction – Save • Modify Special Transaction – Save • Submit Special Transaction for Approval – Yes • Cancel Special Transaction Submission – Yes • Approve Special Transaction – Yes • Reject Special Transaction – Yes • Cancel Special Transaction – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p> <p>OR when an attempt is made by a user other than a CDSS Modify user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Special Transaction Type is Buy-out Reimbursement, Provider Medi-Cal SOC Reimbursement, CONLAN Reimbursement, Writ of Administrative Mandamus, Legislative Change or Overtime Exemption – Pay Over Limit Payment</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (221-240)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
221	12715 12716		<ul style="list-style-type: none"> • Create Payment • Correction – Timesheet Number – Continue • Modify Payment Correction – Save • Submit Payment Correction for Approval – Yes • Cancel Payment Correction Submission – Yes • Approve Payment Correction – Yes • Reject Payment Correction – Yes • Cancel Payment Correction – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Timesheet Type is not one of the following:</p> <ul style="list-style-type: none"> • IHSS Arrears • Supplemental – IHSS Arrears • Legacy - IHSS Arrears • Legacy Supp – IHSS Arrears • IHSS Advance Pay • Supplemental – IHSS Advance Pay • Legacy - IHSS Advance Pay • Legacy Supp – IHSS Advance Pay <p>OR</p> <p>When an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the Timesheet Type is not one of the following:</p> <ul style="list-style-type: none"> • WPCS • Supplemental - WPCS • Legacy WPCS • Legacy Supp - WPCS 	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"

222	12678 12720	CI-112283 - DSD EM PCM 222 IMPLEMENTED	<ul style="list-style-type: none"> • Create Overpayment Occurrence – Save • Modify Overpayment Occurrence – Save • Create Overpayment Pay Period – Save and Save&New • Modify Overpayment Pay Period – Save • Modify Excess Compensation Rate Details - Save • Modify Advance Payment Overpayment Details - Save • Modify Special Transaction Overpayment Details - Save • Modify Overpayment Recovery Setup - Save • Submit Overpayment Recovery – Yes • Cancel Overpayment Recovery - Yes • Stop Overpayment Collection – Stop 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
223	12678	CI-112194 - DSD EM PCM 223 IMPLEMENTED	<ul style="list-style-type: none"> • Create Overpayment Collection – Save and Save&New • Modify Overpayment Collection - Save • Cancel Overpayment Collection – Yes 	<p>When an attempt is made by an IHSS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not IHSS</p> <p>OR when an attempt is made by a WPCS user to take the action specified in the Screen Name or User Action field column</p> <p>AND the selected Program is not WPCS</p>	Do not allow the action	Display the error message "User is not assigned to the appropriate User Security Role to perform the requested action"
224	12715 12716	CI-112309 - DSD EM PCM 224 IMPLEMENTED	Create Payment Correction	<p>When an attempt is made to save a payment correction AND either Prior Underpayment OR Over Reported Hours is selected from the Correction Type drop-down,</p> <p>AND the timesheet associated with the Timesheet Number entered on the Create Payment Correction – Timesheet Number screen is not in a Processed status.</p>	Do not allow the action	Display the error message "Correction Type is only valid for timesheets in a Processed status"

225	12715 12716	CI-112267 - DSD EM PCM 225 IMPLEMENTED	Create Payment Correction	When an attempt is made to save a payment correction and Timesheet Exception is selected from the Correction Type drop-down, AND the timesheet associated with the Timesheet Number entered on the Create Payment Correction – Timesheet Number screen is not in an Exception status.	Do not allow the action	Display the error message "Correction Type of Timesheet Exception is only valid for timesheets in an Exception status"
226	12657	CI-116719 - DSD EM PCM 226 IMPLEMENTED	Request Void/ Reissue/ Replacement	When an attempt is made to submit a request for a Void /Reissue AND the warrant has a Pay Type of Converted Payment	Do not allow the action	Display the error message "Void/Reissue is an invalid selection for Converted Payments. Please submit an STD 435 Request for Duplicate Warrant to SCO to replace the warrant."
227	12002	CI-446649 - DSD EM PCM 227 IMPLEMENTED	Payment Correction - Timesheet Number	When the Continue link is selected on the Payment Correction screen <ul style="list-style-type: none"> • and only one timesheet exists for the Timesheet Number entered • and the timesheet is in an Exception status for exception code TAEC012 (Duplicate timesheet) 	Do not allow the action	Display the error message "Timesheet Number - [timesheet number] is a Duplicate Timesheet. Payment Corrections are not allowed for Duplicate Timesheets."
228	16209	CI-459403 - DSD EM PCM 228 IMPLEMENTED	Payment Void/ Reissue/ Replacement Activity	When the Submit Request link is selected on the Request Void/ Reissue/ Replacement screen and the request Type is Replacement AND a Replacement Date was not previously populated.	Allow the action	Display the informational message "Please submit an STD 435 Request for Duplicate Warrant to SCO to replace the warrant."
229	16975	CI-459404 - DSD EM PCM 229 IMPLEMENTED	Enter Warrant Replacement	When a Warrant matching the Warrant Number and Issue Date entered by the user cannot be found.	Do not allow the action	Display the error message "A warrant matching the criteria entered cannot be found."
230	16975	CI-459405 - DSD EM PCM 230 IMPLEMENTED	Enter Warrant Replacement	When more than one Warrant matching the Warrant Number and Issue Date entered by the user are found.	Do not allow the action	Display the error message "Multiple warrants matching the criteria entered were found."
231	16975	CI-459406 - DSD EM PCM 231 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is future to the current date.	Do not allow the action	Display the error message "Replacement Date cannot be future to the current date."
232	16975	CI-459407 - DSD EM PCM 232 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is previous to the Issue Date.	Do not allow the action	Display the error message "Replacement Date cannot be prior to the Issue Date."
233	16975	CI-459408 - DSD EM PCM 233 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for replacement entries and a value was not entered in the Replacement Entry Date, Replacement Date or Warrant Number fields.	Do not allow the action	Display the error message "Entry of a Replacement Entry Date, Replacement Date, or Warrant Number is required for the search."
234	16975	CI-459409 - DSD EM PCM 234 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for warrant replacements and a Warrant Number is entered for a warrant with no replacement date.	Do not allow the action	Display the error message "A replacement warrant matching the criteria entered cannot be found."
235	16975	CI-459410 - DSD EM PCM 235 IMPLEMENTED	Warrant Replacements	When an attempt is made to search for payments and a Warrant Number is entered that was not previously issued in CMIPS.	Do not allow the action	Display the error message "Warrant Number Not Found."
236	16975	CI-459411 - DSD EM PCM 236 IMPLEMENTED	Enter Warrant Replacement	When a Replacement Date is entered that is subsequent to the Status Date of the warrant and the warrant status is Cleared or Void.	Do not allow the action	Display the error message "Replacement date cannot be after the Cleared or Voided date."
237	20731	CI-480821 - DSD EM PCM 237 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date and Service Period To Date range exceeds three (3) months.	Do not allow the action	Display the error message "Service Period From Date and Service Period To Date range cannot exceed three months"
238	20731	CI-480819 - DSD EM PCM 238 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and no entries were made in the Service Period From Date or Service Period To Date fields	Do not allow the action	Display the error message "Entry of a Service Period Date range is required for the search."
239	20731	CI-480790 - DSD EM PCM 239 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date (MM/DD /YYYY) is entered using a DD value other than the 1st or 16th	Do not allow the action	Display the error message "Service Period From Date must be the 1st or 16th of the month."
240	20731	CI-480801 - DSD EM PCM 240 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and a Service Period To Date (MM/DD /YYYY) is entered using a DD value other than the 15th or the last day of the MM entered	Do not allow the action	Display the error message "Service Period To Date must be the 15th or the last day of the month."

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (241-260)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
241	20731	CI-480768 - DSD EM PCM 241 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period To Date is before the Service Period From Date	Do not allow the action.	Display the error message "Service Period To Date must be after the Service Period From Date."
242	20731	CI-480802 - DSD EM PCM 242 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period To Date is entered without a Service Period From Date	Do not allow the action.	Display the error message "Service Period From Date must be entered when a Service Period To Date is entered."
243	20731	CI-480767 - DSD EM PCM 243 IMPLEMENTED	Weekly Paid Hours	When the Search link is selected on the Weekly Paid Hours screen and the Service Period From Date is entered without a Service Period To Date	Do not allow the action.	Display the error message "Service Period To Date must be entered when a Service Period From Date is entered."
244	12318 20731	CI-480818 - DSD EM PCM 244 IMPLEMENTED	Create Special Transaction – Additional Options	When the Save link is selected on the Create Special Transaction – Additional Options screen and the special transaction type is either Writ of Administrative Mandamus or Legislative Change <ul style="list-style-type: none"> • AND the payee is a Provider • AND the HOURS (HH:MM) is not equal to the TOTAL (HH:MM) field 	Do not allow the action.	Display the error message "The TOTAL field is calculated by entry in the Time Entries boxes. The TOTAL must equal the HOURS indicated on the Create Special Transaction screen. Either adjust daily entries to equal the HOURS entered on the Create Special Transaction screen or Cancel the Create Special Transaction."
245	12318 20731	CI-480816 - DSD EM PCM 245 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction and the special transaction type is either Writ of Administrative Mandamus or Legislative Change <ul style="list-style-type: none"> • AND the payee is a Provider • AND the HOURS (HH:MM) is not equal to the TOTAL (HH:MM) field 	Do not allow the action.	Display the error message "The TOTAL field is calculated by entry in the Time Entries boxes. The TOTAL must equal the HOURS indicated. Adjust daily entries to equal the HOURS or Cancel the Special Transaction."
246			Removed with CR 1183			
247	16203 20748	CI-480766 - DSD EM PCM 247 IMPLEMENTED	Create Special Transaction – Additional Options	When the Save link is selected on the Create Special Transaction – Additional Options screen and the special transaction type is <ul style="list-style-type: none"> • Or Arrears Travel (IHSS /WPCS) AND <ul style="list-style-type: none"> • The "TOTAL" (HH:MM) field is not equal to the "HOURS" (HH:MM) field 	Do not allow the action.	Display the error message "The "Total" field is calculated by entry in the Week Starting Date entries boxes. The "Total" must equal the "Hours" in the Service Period section of this screen. Either adjust the hours entered on this screen to equal the "Hours" or Cancel the Create Special Transaction."
248			Error Message Removed with CR 1091–			
249			Error Message Removed with CR 1091			

250	16203 20748	CI-480803 - DSD EM PCM 250 IMPLEMENTED	Create Special Transaction	<p>When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is</p> <ul style="list-style-type: none"> • Arrears Travel (IHSS /WPCS) <p>AND</p> <ul style="list-style-type: none"> • There is no provider /recipient travel record for the "Weekly Start Date" period(s) for which hours are entered 	Do not allow the action.	Display the error message "Provider does not have an associated Recipient Travel Time record for the week for which travel was entered. Please create or update the Travel Time screen for the Recipient for this period."
251		Error Message Removed with CR 1091				
252	20745	CI-480820 - DSD EM PCM 252 IMPLEMENTED	Create Special Transaction	<p>When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is Arrears Travel IHSS or WPCS</p> <p>AND an IHSS Arrears or WPCS timesheet with Travel Hours is not in a processed status for the same</p> <p>OR a payment correction with the type Timesheet Exception is not in a processed status for the Recipient/Provider for the indicated service period</p>	Do not allow the action.	Display the error message "Special Transaction Payments for Travel require a processed or paid timesheets for this Provider for the period containing the "Week Starting Date. Provider must submit a timesheet for this service period."
253	20745	CI-480793 - DSD EM PCM 253 IMPLEMENTED	Create Special Transaction	<p>When the Save link is selected on the Create Special Transaction screen</p> <p>AND the program is WPCS</p> <p>AND the Payee is a Provider</p> <p>AND the Provider is not an eligible WPCS Provider associated with the case for the Service Period indicated</p>	Do not allow the action	Display the error message "The selected Provider is not an eligible WPCS Provider for the service period indicated."
254	20745	CI-480854 - DSD EM PCM 254 IMPLEMENTED	Create/Modify Payment Correction – Not Eligible for Travel	<p>When the Save link is selected on the:</p> <p>Create Payment Correction screen</p> <p>Or Modify Payment Correction screen</p> <p>AND there is no Recipient /Provider travel record for one or more weeks where Travel is indicated in the Service Period</p>	Do not allow the action.	Display the error message "Provider does not have an associated Recipient Travel Time record for the week for which travel was entered. Please create or update the Travel Time screen for the Recipient for this period."
255	20745	CI-480855 - DSD EM PCM 255 IMPLEMENTED	Create/Modify Payment Correction	<p>When the Save link is selected on the:</p> <p>Create Payment Correction screen</p> <p>Or Modify Payment Correction screen</p> <p>AND any Travel entry for any week exceeds 14:00 hours across all Recipients in both programs (IHSS/WPCS).</p>	Do not allow the action.	Display the error message "Travel Time may not exceed 14:00 hours for any week."

256	20745	 CI-480856 - DSD EM PCM 256 IMPLEMENTED	Create/Modify Payment Correction	<p>When the Save link is selected on the: Create Payment Correction screen</p> <p>Or Modify Payment Correction screen</p> <p>AND any Travel entry for any week exceeds 7:00 hours, but is less than or equal to 14:00 across all Recipients in both programs (IHSS/WPCS)</p>	Do not allow the action.	Display the informational message 'One or more of the Weekly Travel entries exceeds the Statutory maximum of 7:00 per week. If the entered value is correct, select "Continue". If not, select "Cancel" to modify the Travel hours.'
257	20745	 CI-480857 - DSD EM PCM 257 IMPLEMENTED	Create/Modify Payment Correction	<p>When the Save link is selected on the: Create Payment Correction screen</p> <p>Or Modify Payment Correction screen</p> <p>AND a negative value is indicated for any time entry</p>	Do not allow the action	Display the error message, "Negative values not allowed."
258			12/2/2014 – Removed per OSI UAT meeting – Error message is not needed because it cannot be triggered.			
259	20745	 CI-480859 - DSD EM PCM 259 IMPLEMENTED	Create Special Transaction – Additional Options – Arrears Travel	<p>When the Save link is selected on the Create Special Transaction – Additional Options screen</p> <p>AND the Special Transaction type is Arrears Travel</p> <p>AND the total of 14:00 hours has not already been paid to the Provider across all Recipients for both programs (IHSS/WPCS) for any workweek indicated</p>	Do not allow the action.	Display the error message, "Travel Time up to 14:00 per week must be paid from a timesheet. Please issue a Supplemental Timesheet to pay up to the first 14:00."
260			Error Message Removed with CR 1091			

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (261-280)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
261			Error Message Removed with CR 1091			
262	16203 20748	CI-480862 - DSD EM PCM 262 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a Create Special Transaction and a special transaction type of any of the following types exist for a service period which coincides with the selected service period:</p> <ul style="list-style-type: none"> • Arrears Travel • Overtime Exemption – Pay Over Limit Payment <p>AND the status is other than:</p> <ul style="list-style-type: none"> • Processed • Cancelled • Rejected 	Do not allow the action	Display the error message "Special Transaction previously submitted for the selected service period."
263		CI-484517 - DSD EM PCM 263 IMPLEMENTED	Create Payment Correction/ Modify Payment Correction	When the Save link is selected on the Create Payment Correction screen and data is entered in a calendar date field which is not contained in the Service Period From Date	Do not allow the action	<p>Display the error message, "Processing failed during Payment Correction due to entries for dates not in the pay period: [MM/DD/YYYY-MM/DD/YYYY]"</p> <p>Note: 1st MM/DD/YYYY is the pay period Begin Date 2nd MM/DD/YYYY is the pay period End Date</p>
264	20787	CI-489851 - DSD EM PCM 264 IMPLEMENTED	Create Payment Correction	<p>When an attempt is made to save a payment correction on the Create Payment Correction screen and the Correction Type "Timesheet Exception" is selected.</p> <p>AND the Timesheet Number displayed is a non-supplemental timesheet in an Exception status</p> <p>AND a payment correction with the Payment Correction Type of 'Timesheet Exception' exists in any status other than Cancelled or Rejected for the same Recipient/Provider for the same pay period.</p>	Do not allow the action.	Display the error message "Payment Correction for Timesheet Exception already exists for this pay period."
265	20787	CI-489852 - DSD EM PCM 265 IMPLEMENTED	Create Payment Correction	<p>When an attempt is made to save a payment correction on the Create Payment Correction screen and the Correction Type "Timesheet Exception" is selected,</p> <p>AND the Timesheet Number displayed is a non-supplemental timesheet in an Exception status</p> <p>AND a non-supplemental timesheet with a different timesheet number for the same Recipient/Provider for the same pay period is in a status of Pending or Processed.</p>	Do not allow the action.	Display the error message "Timesheet for this pay period previously processed."
266	20787 12011	CI-489853 - DSD EM PCM 266 IMPLEMENTED	Payment Correction - Timesheet Number	<p>When the Continue link is selected on the Payment Correction screen</p> <p>AND the timesheet number entered is in an Exception status for exception code TAEC205 (Payment Correction exists for the pay period.)</p>	Do not allow the action	Display the error message "Payment Correction already exists for this pay period."
267	16203	CI-495343 - DSD EM PCM 267 IMPLEMENTED	Create Special Transaction	<p>When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement</p> <p>AND the Service Period range exceeds a one month period.</p>	Do not allow the action	Display the error message "The Service Period range cannot exceed a one month period."

268	16203	CI-495344 - DSD EM PCM 268 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Funding Source associated to the payment is IHSS-R	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a month which was paid from the IHSS-R Funding Source."
269	16203	CI-495345 - DSD EM PCM 269 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Funding Source associated to the payment is WPCS	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a month which was paid from the WPCS Funding Source."
270	16203	CI-495346 - DSD EM PCM 270 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the Amount indicated exceeds the Share of Cost deducted from the Providers warrant(s) for the indicated service month.	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement may not exceed the share of cost deducted [\$XXX.XX] from this Providers pay for the indicated service month." \$XXX.XX = Medi-Cal Share of Cost deducted from Providers pay for the indicate service month.
271	16203	CI-495347 - DSD EM PCM 271 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND the From Date is before 7/1/2007	Do not allow the action	Display the error message, "Provider Medi-Cal Share of Cost Reimbursement is not allowed for a period prior to 7/1/2007."
272	16203	CI-495348 - DSD EM PCM 272 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction and the type is Provider Medi-Cal SOC Reimbursement AND any initial warrant(s) issued to the Provider, for the indicated month, where a MEDS SOC was deducted and the resulting warrant amount was greater than zero dollars and has a status other than "Cleared"	Do not allow the action	Display the error message, 'Provider Medi-Cal Share of Cost Reimbursement is not allowed until the initial warrant(s) which had a MEDS Share of Cost deduction has a Status of "Cleared".'
273			Removed with CR 1183			
274			Removed with CR 1183			
275			Removed with CR 1183			
276			Removed with CR 1183			
277			Removed with CR 1183			
278			Removed with CR 1183			
279			Removed with CR 1183			
280			Removed with CR 1183			

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (281-300)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
281			Error Message Removed with CR 1091			
282			Error Message Removed with CR 1091			
283			Removed with CR 1183			
284			Removed with CR 1183			
285	16203	 CI-507538 - DSD EM PCM 285 IMPLEMENTED	Create Special Transaction – CONLAN Reimbursement	When an attempt is made to save a special transaction and the type is CONLAN Reimbursement AND the From Date is before 7/1/2007	Do not allow the action	Display the error message, "Recipient Medi-Cal Share of Cost Reimbursement is not allowed for a period prior to 7/1/2007."
286	20819	 CI-507574 - DSD EM PCM 286 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the period between the Issue From Date and To Date is greater than thirteen calendar months	Do not allow the action	Display the error message "Issue From Date and Issue To Date range cannot exceed thirteen months."
287	20819	 CI-507571 - DSD EM PCM 287 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue To Date is before the Issue From Date.	Do not allow the action	Display the error message "Issue To Date must be after the Issue From Date."
288	20819	 CI-507570 - DSD EM PCM 288 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue From Date is entered without an Issue To Date.	Do not allow the action	Display the error message "Issue To Date must be entered when an Issue From Date is entered."
289	20819	 CI-507566 - DSD EM PCM 289 IMPLEMENTED	Payment Search (by person or by case)	When an attempt is made to search for payments and the Issue To Date is entered without an Issue From Date.	Do not allow the action	Display the error message "Issue From Date must be entered when an Issue To Date is entered."
290	20819	 CI-507575 - DSD EM PCM 290 IMPLEMENTED	Payment Search (by person or by case)	When the Search link is selected on the Payment Search screen and there are dates in both the Service Period search fields and dates in the Issue Date search fields	Do not allow the action	Display the error message "Search must be by Service Period or Issue Date."
291	16203	 CI-514043 - DSD EM PCM 291 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction screen and the Special Transaction type is <ul style="list-style-type: none">• Arrears Travel (IHSS/WPCS) AND the service period "From" date is before the Configuration table – FLSAConfigurationValues – TravelClaimStartDate	Do not allow the action.	Display the error message "This transaction is not allowed for period before MM/DD/YYYY*." MM/DD/YYYY = TravelClaimStartDate
292	16203	 CI-717656 - DSD EM PCM 292 IMPLEMENTED	Create Special Transaction – Additional Options OR Modify Special Transaction	When an attempt is made to save a Create Special Transaction – Additional Options screen or Modify Special Transaction screen AND the type is "Overtime Exemption – Pay Over Limit" AND the "Bypass Hours" box is checked	Do not allow the action	Display the error message, "Bypass Hours action not allowed when provider has an Overtime Exemption for the service period."

293	20979	CI-717657 - DSD EM PCM 293 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is WPCS AND the hours and minutes entered exceeds the "wpcsCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – wpcsCutbackExemptHoursMin for service month
294	20979	CI-717658 - DSD EM PCM 294 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is IHSS AND the hours and minutes entered exceeds the "ihssCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – ihssCutbackExemptHoursMin for service month
295	20979	CI-717659 - DSD EM PCM 295 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is IHSS AND the hours and minutes entered exceeds the recipient IHSS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the IHSS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining IHSS hours for service month."
296	20979	CI-717660 - DSD EM PCM 296 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is WPCS AND the hours and minutes entered exceeds the recipient WPCS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the WPCS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining WPCS hours for service month."
297	20979	CI-717661 - DSD EM PCM 297 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is WPCS the hours and minutes entered exceeds the "wpcsCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – wpcsCutbackExemptHoursMin for service month
298	20979	CI-717662 - DSD EM PCM 298 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program Type is IHSS the hours and minutes entered exceeds the "ihssCutbackExemptHoursMin" for the service month.	Do not allow the action	Display the error message, "Hours and minutes may not exceed providers Overtime Exemption Cutback Hours [HHH:MM] for the service month. HHH:MM – ihssCutbackExemptHoursMin for service month
299	20979	CI-717663 - DSD EM PCM 299 IMPLEMENTED	Modify Special Transaction	When the Save link is selected on the Modify Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Program is IHSS AND the hours and minutes entered exceeds the IHSS remaining hours and minutes for the service month	Do not allow the action	Display the error message, "Hours and minutes may not exceed the IHSS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining IHSS hours for service month."

300	20979	 CI-717664 - DSD EM PCM 300 IMPLEMENTED	Modify Special Transaction	<p>When the Save link is selected on the Modify Special Transaction</p> <p>AND the Transaction Type is "Overtime Exemption – Pay Over Limit"</p> <p>AND the Program is WPCS</p> <p>AND the hours and minutes entered exceeds the WPCS remaining hours and minutes for the service month</p>	Do not allow the action	Display the error message, "Hours and minutes may not exceed the WPCS remaining hours for the service month. Please review the Recipient Paid Hours screen for remaining WPCS hours for service month."
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (301-320)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
301	20979	 CI-717665 - DSD EM PCM 301 IMPLEMENTED	Create Special Transaction OR Modify Special Transaction	When the Save link is selected on the Create OR Modify Special Transaction AND the Special Transaction Type is: Legislative Change OR Writ of Admin Mandamus AND the payee is a provider AND the provider has an Overtime Violation Exemption for the service month being processed AND the Hours indicated (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.	Do not allow the action	Display the error message, "The Hours exceeds provider Overtime Exemption limit of [FLSAConfig:ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total Correction up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
302	20979	 CI-717666 - DSD EM PCM 302 IMPLEMENTED	Create Payment Correction OR Modify Payment Correction	When the Save or Save and New link is selected on the Create Payment Correct screen OR the Save link is selected on the Modify Payment Correction screen AND the provider has an Overtime Violation Exemption for the service month being processed AND the Total Correction hours for the payment (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.	Do not allow the action	Display the error message, "The Total Correction exceeds the provider Overtime Exemption limit of [FLSAConfig: ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total Correction up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
303	20979	 CI-717667 - DSD EM PCM 303 IMPLEMENTED	Timesheet Manual Entry OR Modify Timesheet Manual Entry	When the Save or Save & New link is selected on the Timesheet Manual Entry or the Modify Timesheet Manual Entry screen AND the provider has an Overtime Violation Exemption for the service month being processed AND the Total hours for the payment (IHSS or WPCS) plus any previously paid hours (IHSS and/or WPCS) for the service month exceeds [FLSAConfig: ExemptionTypeLimit] hours.		Display the error message, "The Total exceeds provider Overtime Exemption limit of [FLSAConfig:ExemptionTypeLimit] by [XX:XX]." XX:XX = Difference of [FLSAConfig: ExemptionTypeLimit] and (Total up to the remaining Case or Provider Assigned hours + Previously Paid Hours)
304	20979	 CI-717668 - DSD EM PCM 304 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a Create Special Transaction screen AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Service Month is before ExemptionCutbackStartDate	Do not allow the action	Display error message, "Transaction Type not allowed before the Overtime Exemption Cutback Begin Date [MM/DD/YYYY]." MM/DD/YYYY = ExemptionCutbackStartDate
305	20979	 CI-717669 - DSD EM PCM 305 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a Create Special Transaction screen AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the Provider is not eligible for Overtime Exemption for the service month	Do not allow the action	Display error message, "Provider is ineligible for Overtime Exemption for the service month."
306	20979	 CI-719253 - DSD EM PCM 306 IMPLEMENTED	Create Special Transaction	When the Save link is selected on the Create Special Transaction AND the Transaction Type is "Overtime Exemption – Pay Over Limit" AND the exempt cutback hours = zero	Do not allow the action	Display the error message, "No Overtime Exemption Cutback Hours exist for the service month."

307	20787	CI-753327 - DSD EM PCM 307 IMPLEMENTED	Payment Correction – Timesheet Number	When a Timesheet Number is entered AND the Mode of Entry for the timesheet is "Electronic" AND the Timesheet Status is "Processed" OR the Timesheet Status is "Exception – Paid" AND the warrant status is "Paid" or "Cleared"	Do not allow the action	Display the error message "Payment Correction cannot be completed for this E-Timesheet. Please issue Supplemental Timesheet to Provider."
308	20787	CI-753328 - DSD EM PCM 308 IMPLEMENTED	Payment Correction – Timesheet Number	When a Timesheet Number is entered AND the Mode of Entry for the timesheet is "Electronic" (TAME06) OR the Mode of Entry for the timesheet is "Telephonic" (TAME07) AND the Timesheet Status is "Recipient Rejected" (TATS18) OR the Timesheet Status is "County Rejected" (TATS19)	Do not allow the action	Display the error message "Payment Correction cannot be completed for this rejected E-Timesheet. Provider has been notified."
309	16202	CI-790166 - DSD EM PCM 309 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is not IHSS-R OR the Funding Source for the month prior to the payment month was not PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed when the Funding Source for the service month prior to the payment month was PCSP or CFCO and the Funding Source for the service month being paid is IHSS-R"
310	16202	CI-790167 - DSD EM PCM 310 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R AND the Funding Source for the month prior to the payment month is PCSP or CFCO AND the recipient's Impairment Level in the month being paid is not NSI OR the recipient's Impairment Level in the prior month is not NSI	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed when the Impairment Level for the service month prior to the payment month was NSI and the Impairment Level for the service month being paid is NSI"
311	16202	CI-790168 - DSD EM PCM 311 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R AND the Funding Source for the month prior to the payment month is PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI AND the Auth to Purchase before LMA Hours for the month being paid is not 195:00 OR the Auth to Purchase before LMA in the month prior to the payment month is not greater than 195:00	Do not allow the action	Display the error message "Special transaction type 'Funding Source Hours Payment' is only allowed for a service month where the Auth to Purchase before LMA Hours were decreased due to a change to the IHSS-R Funding Source."
312	16203	CI-790170 - DSD EM PCM 312 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Providers Sick Leave Eligibility Date for the fiscal year associated with Service Period From Date is blank	Do not allow the action	Display the error message, "Provider has not met Sick Leave eligibility criteria."
313	16203	CI-790171 - DSD EM PCM 313 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the hours entered into the Hours (HH:MM) field are greater than the difference between the previous month's PCSP or CFCO Auth to Purchase after LMA Hours and the current month's IHSS-R Auth to Purchase after LMA Hours plus (+) any previously paid special transaction type "Funding Source Hours Payment" for the month being processed	Do not allow the action	Display the error message "Hours associated to the Funding Source Hours Payment special transaction may not exceed [HH:MM]." *[HH:MM] is calculated as (previous month's PCSP or CFCO Auth to Purchase after LMA Hours) – (current month's IHSS-R Auth to Purchase after LMA Hours + Special Transaction Type "Funding Source Hours Payment" hours)

314	16203 21093 21095	CI-790533 - DSD EM PCM 314 IMPLEMENTED	Create Special Transaction	When an attempt is made to save a special transaction request AND the type is Funding Source Hours Payment AND the Funding Source for the service month being paid is IHSS-R OR the Funding Source for the month prior to the payment month was PCSP or CFCO AND the recipient's Impairment Level in the month being paid is NSI AND the recipient's Impairment Level in the prior month is NSI AND the Auth to Purchase before LMA Hours for the month being paid is 195:00 AND the Auth to Purchase before LMA in the month prior to the payment month was greater than 195:00 AND the Paid Hours on the case for the month being paid is less than 195:00	Do not allow the action	Display the error message "Current Case Paid Hours are [HHH:MM].The provider should submit a timesheet for payment up to the authorized hours before Special transaction type 'Funding Source Hours Payment' is allowed."
315	16203 21093 21095	CI-790534 - DSD EM PCM 315 IMPLEMENTED	Create Special Transaction Modify Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Total Hours is greater than the providers Sick Leave Remaining Hours for the fiscal year	Do not allow the action	Display the error message, "Hours exceed providers remaining Sick Leave hours (HH:MM) for the fiscal year." HH:MM = Sick Leave Remaining Hours for fiscal year in which hour are claimed.
316	16203 21093 21095	CI-790535 - DSD EM PCM 316 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transition AND the Type is Sick Leave AND a rate override is indicated	Do not allow the action	Display the error message, "Transaction Type does not allow rate override."
317	16203 21093 21095	CI-790536 - DSD EM PCM 317 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Service Period "From Date" is before the Providers Sick Leave Eligibility Date for the fiscal year associated with Service Period From Date	Do not allow the action	Display the error message, "Provider not eligible to claim sick leave until [MM/DD /YYYY]." MM/DD/YYYY – Provider Sick Leave Eligibility Date for fiscal year associated with Pay Period Begin Date
318	16203 21093 21095	CI-813106 - DSD EM PCM 318 IMPLEMENTED	Create Special Transaction	When an attempt is made to Save a Special Transaction AND the Type is Sick Leave AND the Program is WPCS AND the From Date is before the [FLSAConfiguration /WPCCSickLeaveStartDate]	Do not allow the action	Display the error message, "Provider has not met Sick Leave eligibility criteria."
319	12165 12670 12671	CI-813192 - DSD EM PCM 319 IMPLEMENTED	Modify Advance Payment Overpayment Details	When an attempt is made to save the Advance Payment Overpayment Details screen AND the Rate selected does not match the Rate on the Advance Pay Warrant for the Service Period indicated on the View Overpayment Recovery	Do not allow the action	Display the error message "The selected Rate is not the Rate used to calculate the Advance Pay warrant for the month in which the overpayment occurred. Please verify rate on the Advance Payment warrant and select the correct Rate."
320	12165 12670 12671	CI-813193 - DSD EM PCM 320 IMPLEMENTED	Modify Advance Payment Overpayment Details	When an attempt is made to save the Modify Advance Payment Overpayment Details screen AND the following overpayment type was selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions AND the Overpaid Hours entered by the user exceeds the recipient's "Total Auth to Purchase Hours After Reduced Hours" for the next pay period	Do not allow the action	Display the error message 'The Overpaid Hours entered exceeds the recipient's "Total Auth to Purchase after Reduced Hours" indicated for the next pay period. Please reduce the Overpaid Hours to an amount that can be collected from the next Advance Payment.'

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (321-340)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
321	12165 12670 12671	CI-813194 - DSD EM PCM 321 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save the Modify Excess Compensation Rate Details screen AND the Service Period From Date on the View Overpayment Recovery Excess Compensation is prior to the begin date of the selected Paid Rate OR the Service Period From Date is after the end date of the selected County pay rate.	Do not allow the action	Display the error message "The Paid Rate is not valid for the selected Service Period. Please select the correct rate."
322	12165 12670 12671	CI-813195 - DSD EM PCM 322 IMPLEMENTED	Modify Excess Compensation Rate Details	When an attempt is made to save the Modify Excess Compensation Rate Details screen AND the Service Period From Date on the View Overpayment Recovery Excess Compensation is prior to the Begin Date of the County Pay Rate selected as the Correct Rate OR the Service Period From Date is after the End Date of the selected County Pay Rate selected as the Correct Rate.	Do not allow the action	Display the error message "The Correct Rate is not valid for the selected Service Period. Please select the correct rate."
323	12670	CI-813272 - DSD EM PCM 323 IMPLEMENTED	Create Overpayment Pay Period, Modified Overpayment Pay Period	When the Save link is selected on either of the following pop-ups: <ul style="list-style-type: none">• Create Overpayment Pay Period• Modify Overpayment Pay Period AND the hours (HH:MM) entered in the Overpaid Hours field for a single day are greater (>) than the displayed Paid Hours for that day	Do not allow the action	Display the error message, "Day XX – may not exceed Paid Hours."
324	12670	CI-813273 - DSD EM PCM 324 IMPLEMENTED	Modify Overpayment Recovery Setup	When the Save action is processed on the Modify Overpayment Recovery Setup AND the Recovery Case is not associated with the user's county AND the security role of this user taking the action is not Cross County Payroll AND the Program Type is IHSS	Do not allow the action	Display the error message, "Recovery Case is not in your county, action must be taken by your county's Cross County Payroll user." *Note: WPCS users are not allowed to take action when the Program Type is IHSS.
325	12670	CI-813274 - DSD EM PCM 325 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action is processed on either the <ul style="list-style-type: none">• Create Overpayment Occurrence• Modify Overpayment Occurrence AND the Service Period exceeds 12 months	Do not allow the action	Display the error message, Overpayment Recovery Service Period may not exceed 12 months."
326	12670	CI-813275 - DSD EM PCM 326 IMPLEMENTED	Submit Recovery	When the Submit Recovery action is selected and the Overpayment Type is one of the following: <ul style="list-style-type: none">• Excess Compensation – Hours• Excess Compensation – Travel AND a Pay Period record does not exist for each pay period in the indicated Service Period	Do not allow the action	Display the error message, "A Pay Period record must exist for each pay period in indicated Overpayment Recovery Service Period."
327	12670 21112	CI-813276 - DSD EM PCM 327 IMPLEMENTED	Select Warrant	When the Save action is processed on the Select Warrant pop-up and either no warrant has been selected OR the "No Overpaid Hours for this Pay Period" checkbox is not selected	Do not allow the action	Display the error message, "Either a warrant must be selected or the "No Overpaid Hours for this Pay Period" checkbox must be selected to save the data."
328	12670 21112	CI-813277 - DSD EM PCM 328 IMPLEMENTED	Select Warrant	When the Save action is processed on the Select Warrant pop-up and the user has selected the "No Overpaid Hours for this Pay Period" checkbox and the Pay Period is either the first pay period or the last pay period in the indicated Service Period	Do not allow the action	Display the error message, 'The "No Overpaid Hours for this Pay Period" may not be selected for either the first or last pay period in the Overpayment Recovery Service Period. Please change the Service period to exclude this pay period if no overpayment occurred.'
329	12670	CI-813278 - DSD EM PCM 329 IMPLEMENTED	Submit Recovery	When the Yes link is selected on the Submit Recovery pop-up AND the same provider has An existing "Active" status Overpayment Recovery OR an existing "Pending Payroll" status Overpayment Recovery	Do not allow the action	Display the error message, "Because the provider currently has another [Overpayment Recovery Status] status overpayment recovery this overpayment cannot be submitted at this time. When the existing Overpayment Recovery Status is "Closed" or "Stopped" a task will be sent to the Payroll Work Queue."

330	12670	CI-813279 - DSD EM PCM 330 IMPLEMENTED	Overpayment Recovery Collection	When the Save link is selected on the Overpayment Recovery Collection screen AND the user is not associated to the Overpayment Recovery Case County AND the Program Type is IHSS	Do not allow the action	Display the error message, "Personal Payment must be submitted to [Overpayment Recovery Case County] County." * Note: WPCS users are not allowed to take action when the Program Type is IHSS.
331	12670	CI-813280 - DSD EM PCM 331 IMPLEMENTED	Create Overpayment Occurrence Modify Overpayment Occurrence	When the Save action processes on the Create Overpayment Occurrence OR the Modify Overpayment Occurrence OR the Submit Overpayment Recovery action is processed AND the overpayment type is Excess Compensation – Travel AND a travel payment does not exist for the first and last pay periods in the indicated service per	Do not allow the action	Display the error message "Overpayment Type – Excess Compensation – Travel not allowed when a Travel claim has not been paid for the first and last pay periods in the Service Period."
332	12670 16264	CI-813281 - DSD EM PCM 332 IMPLEMENTED	Create Overpayment Pay Period Modify Overpayment Pay Period	When an attempt is made to save a Create or Modify Overpayment Pay Period pop-up AND there are no Overpaid Hours entries greater than zero. AND the "No Overpaid Hours for this Pay Period" checkbox is not selected	Do not allow the action	Display the error message 'An Overpaid Hours entry is required or the "No Overpaid Hours for this Pay Period" must be selected.'
333	12670 16264	CI-813282 - DSD EM PCM 333 IMPLEMENTED	Create Overpayment Pay Period, Modified Overpayment Pay Period	When the Save link is selected on either of the following pop-ups: <ul style="list-style-type: none">• Create Overpayment Pay Period• Modify Overpayment Pay Period AND the hours (HH:MM) entered in the Overpaid Hours field for a single day are greater (>) than 0. AND the "No Overpaid Hours for this Pay Period" checkbox is selected	Do not allow the action	Display the error message "Either overpaid hours' time entries must be entered or the "No Overpaid Hours for this Pay Period" checkbox must be selected to save the data. Please update entries or selection."
334	12670	CI-813283 - DSD EM PCM 334 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an overpayment occurrence and the following overpayment type is Special Transaction AND a Special Transaction with a Pay Type of Advance Pay – Overtime is selected	Do not allow the action	Display the error message "This Special Transaction has a pay type of Advance Pay – Overtime and may not be selected."
335	12371 21112	CI-813284 - DSD EM PCM 335 IMPLEMENTED	Create Overpayment Pay Period OR Modify Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save action is processed on the Create or Modify Overpayment Pay Period screen AND the Overpayment Type is Excess Compensation – Hours OR the Overpayment Type is Excess Compensation – Travel AND any warrant issued to the provider, which paid overtime in the Pay Period does not have an Issue Date or Warrant Number OR a timesheet was processed and a warrant has not yet been issued	Do not allow the action	Display the error message, "Pay Period record may not be created until all payments to this provider for this pay period have been paid or cleared." NOTE: This EM ensures that all payments issue to the provider for the pay period, regardless of which case they are paid against have a Warrant Number and Issue Date to ensure that Overpaid Hours and Overpaid Overtime are correctly calculated for the Pay Period.
336	12318	CI-819667 - DSD EM PCM 336 IMPLEMENTED	Overpayment Recoveries (By Person)	If the service period To Date is blank or a date other than the 15 th or the last day of the month	Do not allow the action	Display the error message, "Service Period To Date must be the 15 th or the last day of the month."
337	12318	CI-819668 - DSD EM PCM 337 IMPLEMENTED	Overpayment Recoveries (By Person)	If the service period From Date is blank or a date other than the 1 st or 16 th	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th."
338	12318	CI-822160 - DSD EM PCM 338 IMPLEMENTED	Overpayment Recoveries	If the service period From Date is blank or a date other than the 1 st or 16 th	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th."
339	12670	CI-822165 - DSD EM PCM 339 IMPLEMENTED	Submit Recovery	When the Submit Recovery action is processed AND either the first Pay Period record or the Last Pay Period record is indicated as "No Overpaid Hours for this Pay Period"	Do not allow the action	Display the error message, "[Pay Period Start Date] may not have a "No Overpaid Hours for this Pay Period" indication. Please adjust the Overpayment Occurrence Service Period to not include this Pay Period or modify the Pay Period to add Overpaid Hours."

340	16203	 CI-819079 - DSD EM PCM 340 IMPLEMENTED	<p>Payment Correction - Timesheet Number</p> <p>When a timesheet number is entered on the Payment Correction - Timesheet Number screen AND the mode of entry of the timesheet is "Telephonie" AND the Timesheet Status is "Processed" OR the Timesheet Status is "Exception - Paid" and the Warrant Status is "Paid" or "Cleared"</p>	Do not Allow the action	Display the error message "Payment Correction cannot be completed for this E-Timesheet. Please issue Supplemental Timesheet to Provider."
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (341-360)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
341	16203	CI-822583 - DSD EM PCM 341 IMPLEMENTED	Create Special Transaction/Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND Hours are greater than SickLeaveEmergencyHoursLimit.	Do not allow the action	Display the error message "Sick Leave Emergency cannot exceed <SickLeaveEmergencyHour sLimit> hours."
342	16203	CI-822585 - DSD EM PCM 342 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND Pay Period Start Date is prior to SickLeaveEmergencyStartDate.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to [MM/DD /YYYY] for Sick Leave Emergency."
343	16203	CI-822586 - DSD EM PCM 343 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of Sick Leave Emergency is selected AND The Service Period exceeds SickLeaveEmergencyEndDate.	Do not allow the action	Display the error message "Service Period cannot exceed [MM/DD/YYYY] for Sick Leave Emergency."
344	12671	CI-822807 - DSD EM PCM 344 IMPLEMENTED	Modify Overpayment Collection/Create Overpayment Collection - Save	When an attempt is made to save the Modify Overpayment Collection screen OR When an attempt is made to save/save & new the Create Overpayment Collection screen AND A negative sign (-) is used in the Amount field.	Do not allow the action	Display the error message "You cannot enter a negative amount (-) in the amount field".
345	16203	CI-823003 - DSD EM PCM 345 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters anything other than 2 or the maximum allowable hours for COVID Medical Accompaniment in the hours field	Do not allow the action	Display the error message, "COVID Medical Accompaniment transaction must be for 02:00 or [HH: MM] hours." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
346	16203	CI-823004 - DSD EM PCM 346 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters anything other than 2 or the maximum allowable hours for COVID Medical Accompaniment in the hours field	Do not allow the action	Display the error message, "COVID Medical Accompaniment transaction must be for 02:00 or [HH: MM] hours." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
347	16203	CI-823006 - DSD EM PCM 347 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters the maximum allowable hours for the transaction and there are already hours paid on previous COVID Medical Accompaniment transactions for that Recipient	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
348	16203	CI-823007 - DSD EM PCM 348 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters the maximum allowable hours for the transaction and there are already hours paid on previous COVID Medical Accompaniment transactions for that Recipient	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
349	16203	CI-823008 - DSD EM PCM 349 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters 2 hours and there are hours paid on previous COVID Medical Accompaniment transactions for the Recipient that would cause the total hours (2+hours for previous transactions) to surpass the maximum allowed transaction amount	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction

350	16203	CI-823009 - DSD EM PCM 350 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters 2 hours and there are hours paid on previous COVID Medical Accompaniment transactions for the Recipient that would cause the total hours (2+hours for previous transactions) to surpass the maximum allowed transaction amount	Do not allow the action	Display the error message, "COVID Medical Accompaniment limited to a maximum of [HH:MM] hours per recipient." [HH:MM] = maximum allowed hours for COVID Medical Accompaniment special transaction
351	16203	CI-823010 - DSD EM PCM 351 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipient's Auth to Purchase after LMA for that month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
352	16203	CI-823011 - DSD EM PCM 352 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipient's Auth to Purchase after LMA for that month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
353	16203	CI-823012 - DSD EM PCM 353 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipients Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
354	16203	CI-823013 - DSD EM PCM 354 IMPLEMENTED	Modify Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Medical Accompaniment AND The user enters hours and the Recipients Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the Statutory Maximum hours	Do not allow the action	Display the error message, "Recipient already receives statutory maximum hours."
355	16203	CI-823016 - DSD EM PCM 355 IMPLEMENTED	Create Special Transaction/Modify Special Transaction - Save	When an attempt is made to save or modify a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND Hours claimed exceed the CovidSickLeaveStateHoursLimit for the calendar year (including previously claimed COVID Sick Leave State hours for that year)	Do not allow the action	Display the error message " COVID Sick Leave State cannot exceed <CovidSickLeaveStateHourSLimit> hours in the given year."
356	16203	CI-823017 - DSD EM PCM 356 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND Pay Period Start Date is prior to CovidSickLeaveStateStartDate.	Do not allow the action	Display the error message "Service Period From Date cannot be prior to [MM/DD/YYYY] for COVID Sick Leave State."
357	16203	CI-823018 - DSD EM PCM 357 IMPLEMENTED	Create Special Transaction - Save	When an attempt is made to save a special transaction AND Special Transaction type of COVID Sick Leave State is selected AND The Service Period exceeds CovidSickLeaveStateEndDate.	Do not allow the action	Display the error message "Service Period cannot exceed [MM/DD/YYYY] for COVID Sick Leave State."
358		CI-823192 - DSD EM PCM 358 CANCELLED	Cancelled by ASR Sprint 8 Team CM&AS			
359	12715 12716	CI-823200 - DSD EM PCM 359 IMPLEMENTED	Create Special Transaction/Create Special Transaction – Additional Options/Modify Special Transaction	When an attempt is made to save a special transaction AND The Program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The special transaction Type is Legislative Change or Writ of Admin Mandamus AND The Bypass Hours indicator is not selected AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month AND The Payee Name corresponds to a Provider OR IF The Payee Name corresponds to a Recipient and The special transaction Type is Legislative Change or Writ of Admin Mandamus or Service Auth Reimbursement or State Hearing Decision	Do not allow the action	Display the error message, 'Hours entered exceed recipient's remaining available hours for the service month due to share of cost.'

360	12715 12716	 CI-823201 - DSD EM PCM 360 IMPLEMENTED	Create Special Transaction – Additional Options/Modify Special Transaction	When an attempt is made to save a special transaction AND The Program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The special transaction Type is Overpayment Recovery Refund AND The Payee Name corresponds to a Provider or Recipient AND The Bypass Hours indicator is not selected AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month	Do not allow the action	Display the error message, 'Refund hours exceed recipient's remaining available hours for the service month due to share of cost.'
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DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (361-380)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
361	21352	CI-823374 - DSD EM PCM 361 IMPLEMENTED	Career Pathways Claim History – From Date	When a user enters a service period From Date that is not the first day of a service period	Do not allow the action	Display the error message, "Service Period From Date must be the 1st or 16th of the month."
362	21352	CI-823375 - DSD EM PCM 362 IMPLEMENTED	Career Pathways Claim History – To Date	When a user enters a service period To Date that is not the last day of a service period	Do not allow the action	Display the error message, "Service Period To Date must be the 15th or the last day of the month."
363	21352	CI-823376 - DSD EM PCM 363 IMPLEMENTED	Career Pathways Claim History – To Date Prior to From Date	When a user enters a service period To Date that is prior to the service period From Date	Do not allow the action	Display the error message, "Service Period To Date must be after the Service Period From Date"
364	21352	CI-823377 - DSD EM PCM 364 IMPLEMENTED	Career Pathways Claim History – Invalid Format	When a user enters a service period From Date or To Date that is an invalid format	Do not allow the action	Display the error message, "The field 'From Date' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<what the user entered>'." OR "The field 'To Date' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<what the user entered>'."
365	21352	CI-823378 - DSD EM PCM 365 IMPLEMENTED	Career Pathways Claim History – Greater than 13 Months	When a user enters a service period that is greater than 13 months	Do not allow the action	Display the error message, "Service Period From Date and Service Period To Date range cannot exceed thirteen months."
366	21352	CI-823379 - DSD EM PCM 366 IMPLEMENTED	Career Pathways Claim History – Incomplete Service Dates	When a user enter incomplete service period dates	Do not allow the action	Display the error message, "Service Period From Date must be entered when a Service Period To Date is entered." OR "Service Period To Date must be entered when a Service Period From Date is entered."
367	21352	CI-823380 - DSD EM PCM 367 IMPLEMENTED	Career Pathways Claim History – No Search Criteria	When a user searches with no search criteria	Do not allow the action	Display the error message, "Entry of a Service Period Date range, a Claim Type, or a Claim Status is required for the search."
368		CI-823407 - DSD EM PCM 368 CANCELLED	Cancelled by ASR Sprint 56 Team CM&AS			
369		CI-823408 - DSD EM PCM 369 CANCELLED	Cancelled by ASR Sprint 49 Team CM&AS			
370	21352	CI-823409 - DSD EM PCM 370 IMPLEMENTED	Reject Training Time Claim Approval Request – Blank Comments Field	When a user clicks the Yes button and there is no text in the Comments field	Do not allow the action	Display the error message, "Comments must be entered."
371	21352	CI-823416 - DSD EM PCM 371 IMPLEMENTED	Modify Training Time Claim – Over 500 Characters	When a user enters more than 500 characters in the Comments field	Do not allow the action	Display the error message, "The value entered in the field 'Comments' is too long (####) - maximum allowed is '500'."
372	21352	CI-823391 - DSD EM PCM 372 IMPLEMENTED	Modify Training Time Claim – Blank Class Number	When a user clicks the Save button and the Class Number field is blank	Do not allow the action	Display the error message, "Class Number cannot be blank."
373	21352	CI-823392 - DSD EM PCM 373 IMPLEMENTED	Modify Training Time Claim – Blank Class Name	When a user clicks the Save button and the Class Name field is blank	Do not allow the action	Display the error message, "Class Name cannot be blank."

374	21352	CI-823393 - DSD EM PCM 374 IMPLEMENTED	Modify Training Time Claim – Blank Training Date	When a user clicks the Save button and the Training Date field is blank	Do not allow the action	Display the error message, "Training Date cannot be blank."
375	21352	CI-823394 - DSD EM PCM 375 IMPLEMENTED	Modify Training Time Claim – Incorrect Format Training Date	When a user enters a incorrect format for Training Date and attempts to move on from the field	Do not allow the action	Display the error message, "The field Training Date is not valid. A date must be entered in the format 'MM/dd/yyyy', you entered '<user entry>' "
376	21352	CI-823395 - DSD EM PCM 376 IMPLEMENTED	Modify Training Time Claim – Outside of Pay Period	When a user clicks the Save button and the Training Date is outside of the pay period	Do not allow the action	Display the error message, "Training Date must be within service period indicated on the claim."
377	21352	CI-823396 - DSD EM PCM 377 IMPLEMENTED	Modify Training Time Claim – Future Date	When a user clicks the Save button and the Training Date is a future date within the service period	Do not allow the action	Display the error message, "Training Date cannot be a future date."
378	21352	CI-823397 - DSD EM PCM 378 IMPLEMENTED	Modify Training Time Claim – Training Time is Blank	When a user clicks the Save button and the Hours and Minutes fields are blank	Do not allow the action	Display the error message, "Training time must have hours and/or minutes entry."
379	21352	CI-823398 - DSD EM PCM 379 IMPLEMENTED	Modify Training Time Claim – Must be Whole Number	When a user clicks the Save button and the Hours and Minutes field does not contain a whole number	Do not allow the action	Display the error message, "The Hours /Minutes fields must contain a whole number."
380	21352	CI-823399 - DSD EM PCM 380 IMPLEMENTED	Modify Training Time Claim – Time Entry Greater than 24 Hours	When a user clicks the Save button and the total Hours and Minutes are greater than 24 hours for a single time entry	Do not allow the action	Display the error message, "Time entry cannot be greater than 24:00."

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (381-400)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
381	21352	CI-823400 - DSD EM PCM 381 IMPLEMENTED	Modify Training Time Claim – Cannot Exceed 24 Hours	When a user clicks the Save button AND Training time entry for the same training date is greater than 1 AND Total sum for the entered date is greater than 24 hours in total sum for that date	Do not allow the action	Display the error message, "Total Hours for <training date in MM/DD/YYYY format> cannot exceed 24 hours."
382	21352	CI-823401 - DSD EM PCM 382 IMPLEMENTED	Modify Training Time Claim – Negative Values Not Allowed	When a user clicks the Save button and the Hours or Minutes field has a negative value	Do not allow the action	Display the error message, "Negative value is not allowed."
383		CI-823402 - DSD EM PCM 383 CANCELLED	Cancelled by ASR Sprint 56 Team CM&AS			
384	21352 21355	CI-823520 - DSD EM PCM 384 IMPLEMENTED	Incentive Claim Comments – Blank Comments Field	When a user clicks the Save button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
385	21352 21355	CI-823529 - DSD EM PCM 385 IMPLEMENTED	Reject Incentive Claim	When a user clicks the Yes button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
386	21352 21355	CI-823536 - DSD EM PCM 386 IMPLEMENTED	Reject Incentive Claim Approval Request	When a user clicks the Save button and the Comments field is blank	Do not allow the action	Display the error message, "Comments must be entered."
387	21352 21355	CI-823572 - DSD EM PCM 387 IMPLEMENTED	Reject Incentive Claim	When a user clicks the Yes button and the Reason drop-down is blank	Do not allow the action	Display the error message, "'Reason' must be entered."
388	12701 21358	CI-823631 - DSD EM PCM 388 IMPLEMENTED	Create Payment Correction - Hours entered exceed remaining back-up provider hours for fiscal year	When the Type = 'Prior Underpayment' or 'Timesheet Exception' AND The hours entered for the back-up assignment dates exceed the recipient's remaining back-up provider hours for the fiscal year	Do not allow the action	Display the error message, "Hours entered exceed the recipients remaining back-up provider hours for the fiscal year."
389	12701 21358	CI-823632 - DSD EM PCM 389 IMPLEMENTED	Modify Payment Correction - Hours entered exceed remaining back-up provider hours for fiscal year	When the Type = 'Prior Underpayment' or 'Timesheet Exception' AND The hours entered for the back-up assignment dates exceed the recipient's remaining back-up provider hours for the fiscal year	Do not allow the action	Display the error message, "Hours entered exceed the recipients remaining back-up provider hours for the fiscal year."
390	12701 21358	CI-823653 - DSD EM PCM 390 IMPLEMENTED	Create Payment Correction - Hours entered exceed the case hours paid on timesheet	When the user clicks the Save button AND Type = Over Reported Hours AND The hours indicated in Total Correction (HH:MM) exceed Case Hours Paid for the Timesheet Number on the payment correction	Do not allow the action	Display the following error message, "The over reported hours entered on this payment correction exceed the number of case hours paid on the timesheet."
391	12701 21358	CI-823654 - DSD EM PCM 391 IMPLEMENTED	Modify Payment Correction - Hours entered exceed the case hours paid on timesheet	When the user clicks the Save button AND Type = Over Reported Hours AND The hours indicated in Total Correction (HH:MM) exceed Case Hours Paid for the Timesheet Number on the payment correction	Do not allow the action	Display the following error message, "The over reported hours entered on this payment correction exceed the number of case hours paid on the timesheet."
392	21350 21352	CI-823738 - DSD EM PCM 392 IMPLEMENTED	Modify Training Time Claim - Duplicate Class	When a user selects the Save button on the Modify Training Time Claim screen AND A class number entered on a training entry is the same as the number on a training entry on the same claim or another training time claim in any Pending or Processed Status, where the Review Outcome is either blank or 'Approved'	Do not allow the action	Display the following error message banner , "Class Number <insert class number> already exists on claim <insert claim number>."

393	21352	CI-823878 - DSD EM PCM 393 IMPLEMENTED	Reject Training Time Claim - Outcome Review reason	When a user selects the Yes button on the Reject Training Time Claim screen AND An "Outcome Reason" is not selected for each row on the training claim	Do not allow the action	Display the error message, "An Outcome Reason must be selected for each class being rejected."
394	21352	CI-823879 - DSD EM PCM 394 IMPLEMENTED	Submit Training Time Claim for Approval - all rows have Outcome Reason selected	When a user selects the Yes button on the Submit Training Time Claim for Approval screen AND All rows on the training time claim have an outcome reason selected	Do not allow the action	Display the error message, "Submit for Approval is not allowed when all classes have a rejection reason selected."
395	21352	CI-823899 - DSD EM PCM 395 IMPLEMENTED	Modify Training Time Claim - Service Period From Date 1st or 16th	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not the 1 st or 16 th of the month	Do not allow the action	Display the error message, "Service Period From date must be the 1st or 16th of the month."
396	21352	CI-823900 - DSD EM PCM 396 IMPLEMENTED	Modify Training Time Claim - Service Period To date 15th or last day of month	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is not the 15 th or the last day of the month	Do not allow the action	Display the error message, "Service Period To date must be the 15th or the last day of the month."
397	21352	CI-823901 - DSD EM PCM 397 IMPLEMENTED	Modify Training Time Claim - Service Period To Date must be after From date	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is before the Service Period From date	Do not allow the action	Display the error message, "Service Period To date must be after the Service Period From date."
398	21352	CI-823902 - DSD EM PCM 398 IMPLEMENTED	Modify Training Time Claim - Service Period limited to 1 pay period	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date and Service Period To date is not for a single pay period	Do not allow the action	Display the error message, "Service Period must be limited to a single pay period."
399	21352	CI-823903 - DSD EM PCM 399 IMPLEMENTED	Modify Training Time Claim - Service Period after CP start date	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is prior to the CareerPathwaysCutOffDate	Do not allow the action	Display the error message, "The Service Period From date must be on or after the Career Pathways start date."
400	21352	CI-823904 - DSD EM PCM 400 IMPLEMENTED	Modify Training Time Claim - Training Date not in Service Period	When a user selects the Save button on the Modify Training Time Claim screen AND Training Date is not between the Service Period From date and the Service Period To date AND The Review Outcome field is Blank	Do not allow the action	Display the error message, "Training Date must be within the service period indicated on the claim."

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (401-420)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
401	21352	CI-823906 - DSD EM PCM 401 IMPLEMENTED	Modify Training Time Claim - Service Period From must be entered	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is blank	Do not allow the action	Display the error message, " 'Service Period From' must be entered."
402	21352	CI-823907 - DSD EM PCM 402 IMPLEMENTED	Modify Training Time Claim - Service Period To must be entered	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period To date is blank	Do not allow the action	Display the error message, " 'Service Period To' must be entered."
403	21352	CI-823908 - DSD EM PCM 403 IMPLEMENTED	Modify Training Time Claim - Service Period From not valid	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not valid	Do not allow the action	Display the error message, "The field 'Service Period From' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<user entered information>'."
404	21352	CI-823909 - DSD EM PCM 404 IMPLEMENTED	Modify Training Time Claim - Service Period To not valid	When a user selects the Save button on the Modify Training Time Claim screen AND Service Period From date is not valid	Do not allow the action	Display the error message, "The field 'Service Period To' is not valid. A date must be in the format 'MM/dd/yyyy', you have entered '<user entered information>'."
405		Reserved				
406		Reserved				
407		Reserved				
408		Reserved				
409		Reserved				
410		Reserved				
411	21403	CI-824412 - DSD EM PCM 411 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date is beyond current year minus 2 years	When the user selects the From Date AND The From Date is beyond current year minus 2 years	Do not allow the action	Display a warning message: "The From Date cannot be before <MM/DD/YYYY>."
412	21403	CI-824413 - DSD EM PCM 412 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date later than current date	When the user selects the To Date AND The To Date is later than the current date	Do not allow the action	Display a warning message: "The To Date cannot be later than the current date."
413	21403	CI-824414 - DSD EM PCM 413 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date is before From Date	When the user selects the To Date AND The To Date is before the From Date	Do not allow the action	Display a warning message: "To Date cannot be before the From Date."
414	21403	CI-824415 - DSD EM PCM 414 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date not selected	When the user selects the Save button AND The From Date is not selected	Do not allow the action	Display a warning message: "The request cannot be submitted, please select a From Date."

415	21403	 CI-824416 - DSD EM PCM 415 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - To Date not selected	When the user selects the Save button AND The To Date is not selected	Do not allow the action	Display a warning message: "The request cannot be submitted, please select a To Date."
416	21403	 CI-824417 - DSD EM PCM 416 IMPLEMENTED	Print Verification Form - Form Type is Employment and Wage - From Date later than current date	When the user selects the From Date AND The From Date is later than the current date	Do not allow the action	Display a warning message: "From Date cannot be later than the current date."

DSD 27/Recip CM & OS – Payroll within Case Management /Error Messages (421-440)

No	Req ID	CI	Screen Name or User Action	Condition	Action	Error
421	Reserved					
422	Reserved					
423	21403	 CI-824448 - DSD EM PCM 423 IMPLEMENTED	User selects Print Verification Form button on Payment Search screen	User does not have access to CMIPS County Printer	Allow the action	Display the informational message: 'You are not assigned a CMIPS printer. You must download and print the form on your local printer once generated.'
424						
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DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules

Business rules pertaining to the following areas are covered in this section:

- SOC Deduction Evaluation (removed)
- Special Transactions
- Payment Corrections
- Create Payment Correction
- SOC Spend-Down Processing (removed)
- Voids and SOC Reversals
- Overpayment Collections
- Enter Warrant Replacement – Detail
- Create Overpayment Occurrence
- View Hours Details (removed)
- E-Timesheet Warrant (removed)

Business Rule Mapping

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/SOC Deduction Evaluation
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Create Special Transaction Screen & Create Special Transaction Screen – Additional Option
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Special Transactions Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Special Transactions Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Modify Special Transaction Screen
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Modify Special Transaction Screen (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Manage Special Transactions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Manage Special Transactions (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Interface to Payroll
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Interface to Payroll (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Additions
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Additions (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Payment Corrections
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Payment Corrections (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Payment Corrections (11-20)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Payment Correction
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Payment Correction (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/SOC Spend-Down Processing
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Voids - Reinstate Hours
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (21-30)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Processing
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Processing (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Processing (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Letters
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Letters (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Applying Overpayment Collections
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Applying Overpayment Collections (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Applying Overpayment Collections (11-20)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Returned Checks
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Overpayment Collections/Returned Checks (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Enter Warrant Replacement – Detail
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (1-10)
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (11-20)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/View Hours Details
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/View Hours Details (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/E-Timesheet Warrant
 - DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/E-Timesheet Warrant (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (11-20)

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/SOC Deduction Evaluation

This section has been removed and consolidated with similar business rules in DSD Section 24 (Time and Attendance) under "Share of Cost Deduction Evaluation".

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions

Below are the business rules applied when a special transaction is successfully saved after passing all the screen validations and the SOC evaluation.

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Create Special Transaction Screen & Create Special Transaction Screen – Additional Option
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Modify Special Transaction Screen
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Manage Special Transactions
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Interface to Payroll
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Additions

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Create Special Transaction Screen & Create Special Transaction Screen – Additional Option

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Special Transactions Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Special Transactions/Special Transactions Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (11-20)

No	Req ID	CI	Description	When	Action
1	12665 16202 20786 12728	CI-111438 - DSD BR PCM CSTAO 01 IMPLEMENTED	Successful Save Advance Payments	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Advance Pay – Initial• Advance Pay – Additional• Advance Pay – Recovery Refund	<ul style="list-style-type: none"> • Change the Special Transaction status to Pending. • Reduce the remaining IHSS hours for the service month in which the service period falls. <p>IF SOC Hours > 00:00 HH:MM in the service month</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours in the service month indicated on the special transaction by the number of Hours (HH:MM) entered.
1a			Removed CR 550 – Release 1.20		
2	16202 12728	CI-111440 - DSD BR PCM CSTAO 02 IMPLEMENTED	Successful Save Restaurant Meals	When a special transaction of the following type is successfully saved: Restaurant Meals - Initial	Change the Special Transaction status to Pending.
3	16202 12728	CI-111441 - DSD BR PCM CSTAO 03 IMPLEMENTED	Successful Save Legislative Change or Paramedical Reimbursement or State Hearing Decision or Writ of Admin Mandamus Dollars	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Legislative Change• Paramedical Reimbursement• State Hearing Decision• Writ of Admin Mandamus AND dollars are entered	Change the Special Transaction status to Pending.
4	16202 12728	CI-111442 - DSD BR PCM CSTAO 04 IMPLEMENTED	Successful Save Legislative Change Recipient Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none">• Legislative Change AND the payee is the Recipient, AND hours are entered	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

5	16202 12728	CI-111443 - DSD BR PCM CSTAO 05 IMPLEMENTED	Successful Save Legislative Change Provider Hours No Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Legislative Change AND the payee is the Provider, AND hours are entered, AND the Bypass Hours indicator was not checked	Change the Special Transaction status to Pending. Do not adjust Weekly Provider Paid Hours Do not adjust Overtime Hours. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) If the program is IHSS: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If Provider assigned hours, reduce the remaining Provider assigned hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND Hours (HH:MM) is greater than 00:00 HH:MM: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
6	16202 12728	CI-111444 - DSD BR PCM CSTAO 06 IMPLEMENTED	Successful Save Legislative Change Provider Hours Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Legislative Change AND the payee is the Provider, AND hours are entered, AND the Bypass Hours indicator was checked	Change the Special Transaction status to Pending. Do not adjust Weekly Provider Paid Hours Do not adjust Overtime Hours. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)
7	16202 12728	CI-111445 - DSD BR PCM CSTAO 07 IMPLEMENTED	Successful Save Service Auth Reimbursement Amount and Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Service Auth Reimbursement AND both an amount and hours are entered	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. Note: Dollar amount (not hours) should be interfaced to Payroll for payment. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The payee name corresponds to a Recipient: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

8	16202 12728	CI-111446 - DSD BR PCM CSTAO 08 IMPLEMENTED	Successful Save State Hearing Decision Hours	When a special transaction of the following type is successfully saved <ul style="list-style-type: none"> • State Hearing Decision AND hours are entered 	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The payee name corresponds to a Recipient: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
9	16202 12728	CI-111447 - DSD BR PCM CSTAO 09 IMPLEMENTED	Successful Save Writ of Admin Mandamus Hours Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Writ of Admin Mandamus AND hours are entered, AND the Bypass Hours indicator was checked	Change the Special Transaction status to Pending.
10	16202 12728	CI-111448 - DSD BR PCM CSTAO 10 IMPLEMENTED	Successful Save Writ of Admin Mandamus Recipient Hours No Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Writ of Admin Mandamus AND the payee is the Recipient, AND hours are entered, AND the Bypass Hours indicator was not checked	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

No	Req ID	CI	Description	When	Action
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11	16202 12728	 CI-111449 - DSD BR PCM CSTAO 11 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Writ of Admin Mandamus • Provider Hours • No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the payee is the Provider,</p> <p>AND hours are entered,</p> <p>AND the Bypass Hours indicator was not checked</p>	<p>Do not adjust Weekly Provider Paid Hours</p> <p>Do not adjust Overtime Hours.</p> <p>Do not apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • reduce the remaining Provider assigned hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. <p>If SOC Hours > 00:00 HH:MM in the service month</p> <p>AND</p> <p>The program is IHSS</p> <p>AND</p> <p>The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month OR Hours (HH:MM) is greater than 00:00 HH:MM</p> <p>AND</p> <p>The Payee Name corresponds to a Recipient or Provider:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
12	16202 12728	 CI-111450 - DSD BR PCM CSTAO 12 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Overpayment Recovery Refund • Dollars • Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was checked</p>	<p>Change the Special Transaction status to Pending.</p>

13	16202 12728	CI-111451 - DSD BR PCM CSTAO 13 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Overpayment Recovery Refund • Recipient • Dollars • No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the payee is the Recipient.</p> <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was not checked, And Refund Hours were entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the program is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the program is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls by the value entered in the Refund Hours field. • Do not apply Sick Leave Accrued Date and Eligible Date business rules <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month
14	16202 12728	CI-111452 - DSD BR PCM CSTAO 14 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Overpayment Recovery Refund • Provider • Dollars • No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the payee is the Provider,</p> <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was not checked, And Refund Hours were entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the remaining IP hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Reduce the remaining Provider assigned hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the Program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls • Do not apply Sick Leave Accrued Date and Eligible Date business rules <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month
15	16202 12728	CI-111453 - DSD BR PCM CSTAO 15 IMPLEMENTED	Successful Save Share of Cost Refund	When a special transaction of the following type is successfully saved:	<p>Change the Special Transaction status to Pending.</p> <p>Decrease the collected SOC amount for the eligibility month in which the service period falls by the amount of the SOC Refund.</p>

16	16202 12728	CI-111454 - DSD BR PCM CSTAO 16 IMPLEMENTED	Successful Save Other Deduction Types	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Buy-Out Reimbursement• Health Benefit Deduction• Health Benefit Refund• Provider Medi-Cal SOC Reimbursement• CONLAN Reimbursement	Change the Special Transaction status to Pending.
17	20745 12728	CI-480701 - DSD BR PCM CSTAO 17 IMPLEMENTED	Create Special Transaction – Additional Options – Arrears Travel – CDSS User	When the Save link is selected on the Create Special Transaction – Additional Options screen for Special Transaction type 'Arrears Travel' AND the total travel paid in a workweek to the provider for all recipients for both programs is greater than 14:00 hours for any workweek where travel is indicated AND the user has a CDSSPROGRAMMGMTROLE user id	Allow the action Apply Overtime Calculation rules Update Travel Hours Paid
18	16203 21093 12728	CI-790563 - DSD BR PCM CSTAO 18 IMPLEMENTED	Successful Save Sick Leave – Special Transaction	When a Special Transaction Type of Sick Leave is successfully saved	Set the Special Transaction status to Pending. Reduce the Remaining Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the sick leave hours being paid Increase the Claimed Hours on the on the Sick Leave Hours screen, for the fiscal year being paid, by the sick leave hours being paid.
19	16203	CI-822584 - DSD BR PCM CSTAO 19 IMPLEMENTED	Successful Save Sick Leave Emergency - Special Transaction	When a Special Transaction Type of Sick Leave Emergency is successfully saved	Set the Special Transaction status to Pending
20	16203	CI-823014 - DSD BR PCM CSTAO 20 IMPLEMENTED	Successful Save COVID Medical Accompaniment - Special Transaction	When a Special Transaction Type of COVID Medical Accompaniment is saved and the hours claimed on the special transaction + the Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is greater than the case statutory maximum for the month	Reduce the hours claimed on the special transaction so that The hours claimed on the special transaction + the Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the case statutory maximum for the month

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Special Transactions

Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (1-10)

No	Req ID	CI	Description	When	Action
1	12665 16202 20786 12728	CI-111438 - DSD BR PCM CSTAO 01 IMPLEMENTED	Successful Save Advance Payments	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Advance Pay – Initial• Advance Pay – Additional• Advance Pay – Recovery Refund	<ul style="list-style-type: none"> • Change the Special Transaction status to Pending. • Reduce the remaining IHSS hours for the service month in which the service period falls. <p>IF SOC Hours > 00:00 HH:MM in the service month</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours in the service month indicated on the special transaction by the number of Hours (HH:MM) entered.
1a			Removed CR 550 – Release 1.20		
2	16202 12728	CI-111440 - DSD BR PCM CSTAO 02 IMPLEMENTED	Successful Save Restaurant Meals	When a special transaction of the following type is successfully saved: Restaurant Meals - Initial	Change the Special Transaction status to Pending.
3	16202 12728	CI-111441 - DSD BR PCM CSTAO 03 IMPLEMENTED	Successful Save Legislative Change or Paramedical Reimbursement or State Hearing Decision or Writ of Admin Mandamus Dollars	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Legislative Change• Paramedical Reimbursement• State Hearing Decision• Writ of Admin Mandamus <p>AND dollars are entered</p>	Change the Special Transaction status to Pending.
4	16202 12728	CI-111442 - DSD BR PCM CSTAO 04 IMPLEMENTED	Successful Save Legislative Change Recipient Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none">• Legislative Change <p>AND the payee is the Recipient,</p> <p>AND hours are entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If the program is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. <p>If the program is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

5	16202 12728	 CI-111443 - DSD BR PCM CSTAO 05 IMPLEMENTED	Successful Save Legislative Change Provider Hours No Bypass Hours	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Legislative Change <p>AND the payee is the Provider,</p> <p>AND hours are entered,</p> <p>AND the Bypass Hours indicator was not checked</p>	<p>Change the Special Transaction status to Pending.</p> <p>Do not adjust Weekly Provider Paid Hours</p> <p>Do not adjust Overtime Hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>If the program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If Provider assigned hours, reduce the remaining Provider assigned hours for the service month in which the service period falls.</p> <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND Hours (HH:MM) is greater than 00:00 HH:MM:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
6	16202 12728	 CI-111444 - DSD BR PCM CSTAO 06 IMPLEMENTED	Successful Save Legislative Change Provider Hours Bypass Hours	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Legislative Change <p>AND the payee is the Provider,</p> <p>AND hours are entered,</p> <p>AND the Bypass Hours indicator was checked</p>	<p>Change the Special Transaction status to Pending.</p> <p>Do not adjust Weekly Provider Paid Hours</p> <p>Do not adjust Overtime Hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p>
7	16202 12728	 CI-111445 - DSD BR PCM CSTAO 07 IMPLEMENTED	Successful Save Service Auth Reimbursement Amount and Hours	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Service Auth Reimbursement <p>AND both an amount and hours are entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If the program is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. <p>If the program is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. <p>Note: Dollar amount (not hours) should be interfaced to Payroll for payment.</p> <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The payee name corresponds to a Recipient:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

8	16202 12728	CI-111446 - DSD BR PCM CSTAO 08 IMPLEMENTED	Successful Save State Hearing Decision Hours	When a special transaction of the following type is successfully saved <ul style="list-style-type: none"> • State Hearing Decision AND hours are entered 	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month AND The payee name corresponds to a Recipient: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
9	16202 12728	CI-111447 - DSD BR PCM CSTAO 09 IMPLEMENTED	Successful Save Writ of Admin Mandamus Hours Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Writ of Admin Mandamus AND hours are entered, AND the Bypass Hours indicator was checked	Change the Special Transaction status to Pending.
10	16202 12728	CI-111448 - DSD BR PCM CSTAO 10 IMPLEMENTED	Successful Save Writ of Admin Mandamus Recipient Hours No Bypass Hours	When a special transaction of the following type is successfully saved: <ul style="list-style-type: none"> • Writ of Admin Mandamus AND the payee is the Recipient, AND hours are entered, AND the Bypass Hours indicator was not checked	Change the Special Transaction status to Pending. If the program is IHSS and IP mode only or mixed mode including IP mode: <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If the program is IHSS and CC mode only or HM and CC modes: <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls. If the program is IHSS and HM mode only: <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. If the program is WPCS: <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month: <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Special Transactions

Create Special Transaction Screen & Create Special Transaction Screen – Additional Option (11-20)

No	Req ID	CI	Description	When	Action
11	16202 12728	CI-111449 - DSD BR PCM CSTAO 11 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save Writ of Admin Mandamus Provider Hours No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the payee is the Provider,</p> <p>AND hours are entered,</p> <p>AND the Bypass Hours indicator was not checked</p>	<p>Do not adjust Weekly Provider Paid Hours</p> <p>Do not adjust Overtime Hours.</p> <p>Do not apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • reduce the remaining Provider assigned hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls. <p>If SOC Hours > 00:00 HH:MM in the service month</p> <p>AND</p> <p>The program is IHSS</p> <p>AND</p> <p>The Hours (HH:MM) entered for the service period exceed a Recipient's remaining Available Hours in the selected service month OR Hours (HH:MM) is greater than 00:00 HH:MM</p> <p>AND</p> <p>The Payee Name corresponds to a Recipient or Provider:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month.
12	16202 12728	CI-111450 - DSD BR PCM CSTAO 12 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save Overpayment Recovery Refund Dollars Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was checked</p>	Change the Special Transaction status to Pending.

13	16202 12728	 CI-111451 - DSD BR PCM CSTAO 13 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Overpayment Recovery Refund • Recipient • Dollars • No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the payee is the Recipient.</p> <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was not checked, And Refund Hours were entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and IP hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the program is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and CC hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the program is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Reduce the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls by the value entered in the Refund Hours field. • Do not apply Sick Leave Accrued Date and Eligible Date business rules <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month
14	16202 12728	 CI-111452 - DSD BR PCM CSTAO 14 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Overpayment Recovery Refund • Provider • Dollars • No Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the payee is the Provider,</p> <p>AND dollars are entered,</p> <p>AND the Bypass Hours indicator was not checked, And Refund Hours were entered</p>	<p>Change the Special Transaction status to Pending.</p> <p>If the program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the remaining IP hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Reduce the remaining Provider assigned hours for the service month in which the service period falls by the value entered in the Refund Hours field. <p>If the Program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the remaining WPCS hours for the service month in which the service period falls • Do not apply Sick Leave Accrued Date and Eligible Date business rules <p>If SOC Hours > 00:00 HH:MM in the service month AND The program is IHSS AND The Refund Hours (HH:MM) entered for the service period exceed a Recipient's Available Hours in the selected service month AND The remaining Provider assigned hours is greater than remaining Available Hours for the selected service month:</p> <ul style="list-style-type: none"> • Reduce the remaining Available Hours for the service month
15	16202 12728	 CI-111453 - DSD BR PCM CSTAO 15 IMPLEMENTED	Successful Save Share of Cost Refund	When a special transaction of the following type is successfully saved:	<p>Change the Special Transaction status to Pending.</p> <p>Decrease the collected SOC amount for the eligibility month in which the service period falls by the amount of the SOC Refund.</p>

16	16202 12728	<input checked="" type="checkbox"/> CI-111454 - DSD BR PCM CSTAO 16 IMPLEMENTED	Successful Save Other Deduction Types	When a special transaction of one of the following types is successfully saved: <ul style="list-style-type: none">• Buy-Out Reimbursement• Health Benefit Deduction• Health Benefit Refund• Provider Medi-Cal SOC Reimbursement• CONLAN Reimbursement	Change the Special Transaction status to Pending.
17	20745 12728	<input checked="" type="checkbox"/> CI-480701 - DSD BR PCM CSTAO 17 IMPLEMENTED	Create Special Transaction – Additional Options – Arrears Travel – CDSS User	When the Save link is selected on the Create Special Transaction – Additional Options screen for Special Transaction type 'Arrears Travel' AND the total travel paid in a workweek to the provider for all recipients for both programs is greater than 14:00 hours for any workweek where travel is indicated AND the user has a CDSSPROGRAMMGMTROLE user id	Allow the action Apply Overtime Calculation rules Update Travel Hours Paid
18	16203 21093 12728	<input checked="" type="checkbox"/> CI-790563 - DSD BR PCM CSTAO 18 IMPLEMENTED	Successful Save Sick Leave – Special Transaction	When a Special Transaction Type of Sick Leave is successfully saved	Set the Special Transaction status to Pending. Reduce the Remaining Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the sick leave hours being paid Increase the Claimed Hours on the on the Sick Leave Hours screen, for the fiscal year being paid, by the sick leave hours being paid.
19	16203	<input checked="" type="checkbox"/> CI-822584 - DSD BR PCM CSTAO 19 IMPLEMENTED	Successful Save Sick Leave Emergency - Special Transaction	When a Special Transaction Type of Sick Leave Emergency is successfully saved	Set the Special Transaction status to Pending
20	16203	<input checked="" type="checkbox"/> CI-823014 - DSD BR PCM CSTAO 20 IMPLEMENTED	Successful Save COVID Medical Accompaniment - Special Transaction	When a Special Transaction Type of COVID Medical Accompaniment is saved and the hours claimed on the special transaction + the Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is greater than the case statutory maximum for the month	Reduce the hours claimed on the special transaction so that The hours claimed on the special transaction + the Auth to Purchase after LMA for the month + Previous COVID Medical Accompaniment SPEC hours Paid for the Month is equal to the case statutory maximum for the month

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Modify Special Transaction Screen

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Modify Special Transaction Screen (1-10)

No	Req ID	CI	Description	When	Action
1	16202	CI-111455 - DSD BR PCM MST 1 IMPLEMENTED	Successful Save of Modified Special Transaction Recipient	When a modified special transaction is successfully saved, AND the payee is the Recipient	Evaluate the difference between the remaining hour's reduction from the previously saved transaction (if applicable) and the remaining hour's reduction applicable to the revised transaction. Adjust the applicable remaining hours bucket(s) accordingly for the service month in which the service period falls. IF SOC Hours > 00:00 HH:MM; the system will modify the remaining Available Hours for the service month in which the service period falls when: The Program is IHSS AND The special transaction Type is 'Legislative Change' or 'Writ of Admin Mandamus' or 'Overpayment Recovery Refund' AND Hours (HH:MM) is greater than 00:00 HH:MM. Note: If the special transaction Type is 'Overpayment Recovery Refund' then Refund Hours (HH:MM) is greater than 00:00 HH:MM AND The Bypass Hours indicator is not selected OR IF The Program is IHSS AND The special transaction Type is Service Auth Reimbursement or State Hearing Decision AND Hours (HH:MM) is greater than 00:00 HH:MM For all transaction types, the system will increase or reduce the Available Hours accordingly by the amount of hours changed by the modification.
2	16203	CI-111456 - DSD BR PCM MST 2 IMPLEMENTED	Successful Save of Modified Special Transaction Provider	When a modified special transaction is successfully saved, AND the payee is the Provider AND hours are entered	Do not adjust Weekly Provider Paid Hours Do not adjust Overtime Hours. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Evaluate the difference between the remaining hour's reduction from the previously saved transaction (if applicable) and the remaining hour's reduction applicable to the revised transaction. Adjust the applicable remaining hours bucket(s) accordingly for the service month in which the service period falls. If Provider assigned hours, adjust the remaining Provider assigned hours accordingly for the service month in which the service period falls. Do not apply Sick Leave Accrued Date and Eligible Date business rules IF SOC Hours > 00:00 HH:MM; the system will modify the remaining Available Hours for the service month in which the service period falls when: The Program is IHSS AND The special transaction Type is 'Legislative Change' or 'Writ of Admin Mandamus' or 'Overpayment Recovery Refund' AND Hours (HH:MM) is greater than 00:00 HH:MM. Note: If the special transaction Type is 'Overpayment Recovery Refund' then Refund Hours (HH:MM) is greater than 00:00 HH:MM AND The Bypass Hours indicator is not selected For all transaction types, the system will increase or reduce the Available Hours accordingly by the amount of hours changed by the modification.
3	16202 16203	CI-111457 - DSD BR PCM MST 3 IMPLEMENTED	Successful Save of Modified Special Transaction Pending or Rejected Status	When a modified special transaction is successfully saved, AND the status of the special transaction is Pending or Rejected	No change to Special Transaction status.
4	16202 16203	CI-111458 - DSD BR PCM MST 4 IMPLEMENTED	Successful Save of Modified Special Transaction Pending Payroll Status	When a modified special transaction is successfully saved, AND the status of the special transaction is Pending Payroll	Change the Special Transaction status to Pending. User must resubmit for approval.

5	16203 21093	CI-790564 - DSD BR PCM MST 5 IMPLEMENTED	Successful Save of Modified Special Transaction Sick Leave – Special Transaction	When a modified special transaction is successfully saved, AND the Special Transaction Type of Sick Leave	Evaluate the difference between the hours previously saved and the modified hours in the revised transaction: IF hours increased reduce the Remaining Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid • Increment (increase) the Claimed Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid. ELSE hours decreased, increase the Remaining Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid Reduce the Claimed Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid.
6	12354 21093	CI-790565 - DSD BR PCM MST 6 IMPLEMENTED	Cancel Special Transaction	When the Yes link is selected on the Cancel Special Transaction screen AND Special Transaction Type is Sick Leave	Change the Special Transaction status to 'Cancelled' (regardless of previous status). If the previous Special Transaction status was 'Pending Approval', close the review task. If the previous Special Transaction status is 'Rejected', close the rejection task. Increase the Remaining Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid Decrease the Claimed Hours on the Sick Leave Hours screen, for the fiscal year being paid, by the hours being paid.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Manage Special Transactions

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Manage Special Transactions (1-10)

No	Req ID	CI	Description	When	Action
1	16205	CI-111459 - DSD BR PCM MAST 1 IMPLEMENTED	Submit for Approval	When the Yes link is selected on the Submit Special Transaction for Approval screen	<p>If the previous Special Transaction status was Rejected, close the rejection task.</p> <p>Change the Special Transaction status from Pending or Rejected to Pending Approval.</p> <p>Allocate a review task to the Payments Pending Approval Work Queue (or WPCS Work Queue if selected Program is WPCS).</p> <p>See Tasks/Notifications for more details.</p>
2	12354	CI-111460 - DSD BR PCM MAST 2 IMPLEMENTED	Cancel Submission	When the Yes link is selected on the Cancel Special Transaction Submission screen	<p>Close the review task.</p> <p>Change the Special Transaction status from Pending Approval to Pending.</p>
3	16656	CI-111461 - DSD BR PCM MAST 3 IMPLEMENTED	Approve	When the Yes link is selected on the Approve Special Transaction screen by a user with a Security Role that includes the SpecTranApproval Security Group to approve a special transaction for a case associated to the user's county location	<p>Close the review task.</p> <p>Send a notification to the requester that the request has been approved.</p> <p>See Tasks/Notifications for more details.</p> <p>Change the Special Transaction status from Pending Approval to Pending Payroll.</p>
4	16656	CI-111462 - DSD BR PCM MAST 4 IMPLEMENTED	Approve Cross County	When the Yes link is selected on the Approve Special Transaction screen by a user with a Security Role that includes the CrossCounty Security Group to approve a special transaction for a case not associated to the user's county location	<p>Close the review task.</p> <p>Send a notification to the requester that the request has been approved.</p> <p>See Tasks/Notifications for more details.</p> <p>Send a notification to the case owner that the request has been approved.</p> <p>See Tasks/Notifications for more details.</p> <p>Change the Special Transaction status from Pending Approval to Pending Payroll.</p>
5	16656	CI-111463 - DSD BR PCM MAST 5 IMPLEMENTED	Reject	When the Reject Special Transaction link is selected on the Reject Special Transaction screen by either (1) a user with a Security Role that includes the SpecTranApproval Security Group to reject a special transaction for a case associated to the user's county location or (2) a user with a Security Role that includes the CrossCounty Security Group to reject a special transaction for a case not associated to the user's county location	<p>Close the review task.</p> <p>Send a task to the requester indicating that the request has been rejected.</p> <p>See Tasks/Notifications for more details.</p> <p>Change the Special Transaction status from Pending Approval to Rejected.</p>

6	12716	 CI-111464 - DSD BR PCM MAST 6 IMPLEMENTED	Cancel Special Transaction	WHEN The Yes link is selected on the Cancel Special Transaction screen	<ul style="list-style-type: none"> • Change the Special Transaction status to 'Cancelled' (regardless of previous status). • If the previous Special Transaction status was 'Pending Approval', close the review task. • If the previous Special Transaction status is 'Rejected', close the rejection task. • If the previous Special Transaction status was 'Pending Payroll' and the cancellation is for a case not associated to the user's county location, send a notification to the case owner that the request has been cancelled. • Restore the Hours (HH:MM) (or Refund Hours) entered on the Special Transaction (excluding WPCS program type) back to a Recipient's Available Hours when the service period falls within a service month in which Recipient's Share of Cost Hours > 00:00 HH:MM. • Restore the IHSS remaining hours in the given service month • See Tasks/Notifications for more details. • Do not adjust Weekly Provider Paid Hours • Do not adjust Overtime Hours. • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) • If applicable, reverse any adjustments made to the remaining hours buckets upon Save on the Create Special Transaction or Modify Special Transaction screens. <p>If the type is Share of Cost Refund, reverse the adjustment made to the collected SOC amount upon Save on the Create Special Transaction/Additional Options or Modify Special Transaction screens.</p>
7			Removed with CR 1135		

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Interface to Payroll

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Interface to Payroll (1-10)

No	Req ID	CI	Description	When	Action
1	12199 12707 12712 12718 12072 12073 20738 20739	CI-111465 - DSD BR PCM IPST 1 IMPLEMENTED	Pending Payroll Status Interface to Payroll (PRDS907A)	WHEN The status of the special transaction is Pending Payroll	<p>PRDS907A</p> <p>If applicable, record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply the Weekly Maximum and the Overtime Maximum business rules and record the violations</p> <p>Apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>Interface the transaction to Payroll in the nightly batch cycle.</p> <p>Change the Special Transaction Status From 'Pending Payroll' to 'Processed'</p> <p>Note: The dollar amount (not hours) should be interfaced to Payroll for a Special Transaction type of Service Auth Reimbursement.</p>
2			Removed with CR 1135		
3	21093	CI-790566 - DSD BR PCM IPST 3 IMPLEMENTED	Batch Job (PRDR907A) Sick Leave Special Transaction Interface to Payroll	When a special transaction with a Status of Pending Payroll AND a Pay Type of: <ul style="list-style-type: none">• Sick Leave• Sick Leave Emergency	<p>Change the Special Transaction Status from "Pending Payroll" to "Processed"</p> <p>Interface the transaction to Payroll</p>
4	12072 12073 16203 21349	CI-823490 - DSD BR PCM IPST 4 IMPLEMENTED	Calculate Overtime Hours on a Special Transaction When Training Hours Exist	When PRDR907A is executed AND The status of the special transaction is Pending Payroll AND The combined total of the service hours on the special transaction and the approved training hours, on a previously processed training time claim, exceed 40 hours for the workweek	<p>If applicable, record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply the Weekly Maximum and the Overtime Maximum business rules and record the violations</p> <p>Apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>Interface the transaction to Payroll in the nightly batch cycle.</p> <p>Change the Special Transaction Status From 'Pending Payroll' to 'Processed'</p> <p>AND</p> <p>When the combined total service + approved training hours exceed 40 for the work week, <u>due to the training hours</u>, do not apply rules for overtime violations</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Additions

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Special Transactions/Additions (1-10)

No	Req ID	CI	Description	When	Action
1	12206	CI-111466 - DSD BR PCM AST 1 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save of Modified Special Transaction Share of Cost Refund 	<p>When a modified special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> Share of Cost Refund 	<p>Evaluate the difference between the collected SOC amount reduction from the previously saved transaction and the collected SOC amount reduction applicable to the revised transaction.</p> <p>Adjust the collected SOC amount accordingly for the service month in which the service period falls.</p>
2	16202	CI-480881 - DSD BR PCM AST 2 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save Writ of Admin Mandamus Provider Hours Bypass Hours 	<p>When a special transaction of the following type is successfully saved:</p> <ul style="list-style-type: none"> Writ of Admin Mandamus <p>AND the payee is a Provider</p> <p>AND hours are entered,</p> <p>AND the Bypass Hours indicator was checked</p>	<p>Change the Special Transaction status to Pending.</p> <p>Do not update Weekly Provider Paid Hours and Overtime Hours buckets.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p>
3	20794	CI-495349 - DSD BR PCM AST 3 IMPLEMENTED	Update Warrant Status and Status Date for zero dollar (\$0.00) warrants	<p>When Update Warrant (CMDR921A) is processed for a Non-EFT payment</p> <p>AND</p> <p>The warrant amount is zero dollars (\$0.00) with a SOC Deduction amount greater than zero (0.00)</p>	<p>Change warrant status from "Paid" to "Cleared"</p> <p>Update "Status Date" to equal "Issue Date"</p>
4	16203	CI-510767 - DSD BR PCM AST 4 IMPLEMENTED	Pay Retroactive Overtime	<p>When any provider is found to have been paid more than 40 hours in any workweek for the pay period designated by CDSS pay the provider the overtime differential (½ the county rate of the original payment) for the hours paid in excess of 40 hours per week using the following Special Transaction Payment.</p>	<p>For overtime hours Create Special Transaction and populate fields with the following:</p> <ul style="list-style-type: none"> From = Transaction Pay Period From Date To = Transaction Pay Period To Date Hours = Overtime hours calculated from underlying payment (Overtime Hours: View Hours Details) Payee Name = Provider name from the underlying payment Program* = Program associated with underlying transaction which exceeded 40 hours per week Type = Retro Overtime Rate = ½ the County Rate paid on the underlying transaction Comments = Retro Overtime Pay [Transaction Number] Submitted By = superuser Approved By = superuser Bypass Special Transaction Approval process Set Status to Processed <p>Note: If provider is paid for both IHSS and WPCS in the same pay period and the hours exceeds 40 the "Program" will be determined by the payment which caused the hours to exceed 40 per week.</p> <p>Note: Approved training hours combined with reconciling hours on an advance pay timesheet within a given workweek are included in the overtime hours calculation.</p>
5	16203 21365	CI-510768 - DSD BR PCM AST 5 IMPLEMENTED	View Special Transaction – Display Reissue Link	<p>When the View Special Transaction displays</p> <p>AND the Special Transaction Type is either Advance Pay Overtime or Retro Overtime Pay</p> <p>AND there are hours in the Unpaid OT Hours associated in the Weekly Provider Pad Hours (IHSS or WPCS) for the service period</p> <p>OR</p> <p>The Special Transaction Type is Advance Pay - Back-Up Provider</p> <p>AND the corresponding payment record is in "Void" status</p>	Display the "Reissue link" on the View Special Transaction screen.

6	16203 21365	 CI-510769 - DSD BR PCM AST 6 IMPLEMENTED	View Special Transaction - Reissue	<p>When a User with appropriate security profile selects the "Yes" link on the Reissue Confirmation screen</p> <p>AND Special Transaction Type is either Advance Pay Overtime or Retro Overtime Pay</p> <p>AND there are Unpaid OT Hours for either IHSS or WPCS</p> <p>OR</p> <p>The Special Transaction Type is Advance Pay - Back-Up Provider</p>	<p>Verify the Unpaid OT Hours (IHSS or WPCS)</p> <p>Create Special Transaction and populate fields with the following:</p> <ul style="list-style-type: none"> • From = Previous Transaction Pay Period From Date • To = Previous Transaction Pay Period To Date • Hours = Any Unpaid OT Hours (Provider Weekly Paid Hours:Unpaid OT Hours) • Payee Name = Provider name from the underlying payment • Program* = Program associated with original Special Transaction • Type = Retro Overtime • Rate = $\frac{1}{2}$ the County Rate paid on the underlying transaction <code><ac:structured-macro ac:name="unmigrated-wiki-markup" ac:schema-version="1" ac:macro-id="c0f0fd45-40ae-40a7-a86f-029c1a4ca097"><ac:plain-text-body><![CDATA* Comments = Reissue Unpaid Overtime Hours [Transaction Number]]></ac:plain-text-body></ac:structured-macro></code> • Submitted By = superuser • Approved By = superuser • Bypass Special Transaction Approval process <p>Set the status of the Reissued Special Transaction to 'Void/Reissued'</p>
7	12072 16203 20979	 CI-717674 - DSD BR PCM AST 7 IMPLEMENTED	Batch Job PRDR907B – Special Transaction	<p>When the batch job PRDR907B processes</p> <p>AND a provider has an Overtime Violation Exemption for the service month being processed</p>	<p>Allow the action:</p> <ul style="list-style-type: none"> • Decrement Case or WPCS Hours for the service month • Apply Overtime Calculation rules • Record Weekly Provider Paid Hours • On the Provider Monthly Paid Hours Details screen Increase the Paid Hours by the hours being paid for the service month • Decrement the Exemption Cutback Hours by the hours paid for the service month • Payroll: Process payment based on data passed from CM. • Apply Sick Leave Accrued Date and Eligible Date business rules <p>Note: This special transaction may only be keyed up to the number of service hours indicated as Exemption Cutback. If another provider has been paid for some of the "Exemption Cutback" hours then the payment will be limited to the remaining available hours on the case.</p>
8	16202	 CI-790173 - DSD BR PCM AST 8 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Funding Source • Hours Payment • Provider Hours 	<p>When the Save link is selected on the Create Special Transaction screen</p> <p>AND the Type is Funding Source Hours Payment</p> <p>AND the Funding Source in the payment month is IHSS-R</p> <p>AND the Funding Source in the month prior to the payment month was CFCO, IPO or PCSP</p> <p>AND the hours entered into the Hours (HH:MM) field are less than or equal to the difference between the previous month's PCSP, IPO or CFCO Auth to Purchase after LMA Hours and the current month's IHSS-R Auth to Purchase after LMA Hours</p>	<p>Allow action</p> <p>AND bypass the validation of available hours for the service month.</p> <p>AND indicate payment as "Taxable" based upon the provider current tax indications</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Payment Corrections

Below are the business rules applied when a payment correction is successfully saved after passing all the screen validations and the SOC evaluation.

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Payment Corrections (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Payment Corrections (11-20)

No	Req ID	CI	Description	When	Action
Create Payment Correction Screen					
1	16202 16203 20739 20745 12701	 CI-111403 - DSD BR PCM PC 01 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save Prior Underpayment Timesheet Exception 	When a payment correction of one of the following types is successfully saved: <ul style="list-style-type: none"> Prior Underpayment Timesheet Exception WPCS Recipient on Leave 	Do not update Weekly Provider Paid Hours and Overtime Hours buckets. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Change the Payment Correction status to Pending. If the timesheet is in exception status <ul style="list-style-type: none"> Change the status from Exception to Exception – Paid. If the Timesheet Type is IHSS Arrears, Supplemental – IHSS Arrears: <ul style="list-style-type: none"> Reduce the remaining IHSS and IP hours for the service month in which the service period falls. If Provider assigned hours, <ul style="list-style-type: none"> Reduce the remaining Provider assigned hours for the service month in which the service period falls. If the Service Period From date is within a service month where SOC Hours > 0:00, the Correction Type is 'Prior Underpayment' or 'Timesheet Exception', and the hours entered do not exceed the Recipient's available hours in the service month <ul style="list-style-type: none"> Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the payment correction record. Else If the Timesheet Type is IHSS Advance Pay or Supplemental – IHSS Advance Pay: <ul style="list-style-type: none"> Reduce the remaining IP hours for the service month in which the service period falls. Do not reduce the IHSS remaining hours. If Provider assigned hours <ul style="list-style-type: none"> Reduce the remaining Provider assigned hours for the service month in which the service period falls. Else If the Timesheet Type is WPCS, or Supplemental – WPCS: <ul style="list-style-type: none"> Reduce the remaining WPCS hours for the service month in which the service period falls. Apply the Weekly Maximum, Overtime Maximum and Travel Time, if applicable, business rules. Do not apply Sick Leave Accrued Date and Eligible Date business rules If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> Reduce the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls.

2	12062	 CI-111404 - DSD BR PCM PC 02 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Over Reported Hours • (Advance Pay timesheets only) 	When a payment correction of the following type is successfully saved: <ul style="list-style-type: none"> • Over Reported Hours 	Do not update Weekly Provider Paid Hours and Overtime Hours buckets. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Change the Payment Correction status to Pending. Increase the remaining IP hours for the service month in which the service period falls. Do not increase the IHSS remaining hours. If Provider assigned hours <ul style="list-style-type: none"> • Increase the remaining Provider assigned hours for the service month in which the service period falls. • Do not apply Sick Leave Accrued Date and Eligible Date business rules If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls.
3	16202 16203 16549 12701 20739	 CI-111405 - DSD BR PCM PC 03 IMPLEMENTED	Successful Save of Modified Payment Correction	When a modified payment correction is successfully saved	Do not update Weekly Provider Paid Hours and Overtime Hours buckets. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Evaluate the difference between the hours reduction from the previously saved transaction (if applicable) from the hours reduction applicable to the revised transaction. Adjust the applicable remaining hours accordingly for the service month in which the pay period falls. If Provider assigned hours <ul style="list-style-type: none"> • Adjust the remaining Provider assigned hours accordingly for the service month in which the pay period falls. • Apply the Weekly Maximum, Overtime Maximum and Travel Time, if applicable, business rules. • Do not apply Sick Leave Accrued Date and Eligible Date business rules If the timesheet type is Timesheet Type is 'IHSS Arrears' or 'Supplemental - IHSS Arrears' AND the Service Period From date is within a service month where SOC Hours > 0:00 AND the Correction Type is 'Prior Underpayment' or 'Timesheet Exception' AND the hours entered do not exceed the Recipient's available hours in the service month <ul style="list-style-type: none"> • Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the payment correction record.
Modify Payment Correction Screen					
4	16202 16203	 CI-111406 - DSD BR PCM PC 04 IMPLEMENTED	Successful Save of Modified Payment Correction Pending or Rejected Status	When a modified payment correction is successfully saved, AND the status of the payment correction is Pending or Rejected:	No change to Payment Correction status.
5	16202 16203	 CI-111407 - DSD BR PCM PC 05 IMPLEMENTED	Successful Save of Modified Payment Correction Pending Payroll Status	When a modified payment correction is successfully saved, AND the status of the payment correction is Pending Payroll	Change the Payment Correction status From Pending Payroll to Pending. User must resubmit for approval.
Manage Payment Corrections					
6	16205	 CI-111408 - DSD BR PCM PC 06 IMPLEMENTED	Submit for Approval	When the Yes link is selected on the Submit Payment Correction for Approval screen	If the previous Payment Correction status was Rejected, close the rejection task. Change the Payment Correction status from Pending or Rejected to Pending Approval. Allocate a review task to the Payments Pending Approval Work Queue (or WPCS Work Queue if selected Program is WPCS). See Tasks/Notifications for more details.
7	12354	 CI-111409 - DSD BR PCM PC 07 IMPLEMENTED	Cancel Submission	When the Yes link is selected on the Cancel Pay Correction Submission screen	Close the review task. Change the Payment Correction status from Pending Approval to Pending.
8	16656	 CI-111410 - DSD BR PCM PC 08 IMPLEMENTED	Approve	When the Yes link is selected on the Approve Payment Correction screen by a user with a Security Role that includes the PaymentCorrectionApproval Security Group to approve a payment correction for a case associated to the user's county location	Close the review task from the payment approver's task list. Send a notification to the requester that the request has been approved. See Tasks/Notifications for more details. Change the Payment Correction status from Pending Approval to Pending Payroll.

9	16656	CI-111411 - DSD BR PCM PC 09 IMPLEMENTED	Approve Cross County	When the Yes link is selected on the Approve Payment Correction screen by a user with a Security Role that includes the CrossCounty Security Group to approve a payment correction for a case not associated to the user's county location	<p>Close the review task.</p> <p>Send a notification to the requester that the request has been approved. See Tasks/Notifications for more details.</p> <p>Send a notification to the case owner that the request has been approved. See Tasks/Notifications for more details.</p> <p>Change the Payment Correction status from Pending Approval to Pending Payroll.</p>
10	16656	CI-111412 - DSD BR PCM PC 10 IMPLEMENTED	Reject	<p>When the Reject Payment Correction link is selected on the Reject Payment Correction screen:</p> <p>When either</p> <ul style="list-style-type: none"> • A user with a Security Role that includes the PaymentCorrectionApproval Security Group to reject a payment correction for a case associated to the user's county location • A user with a Security Role that includes the CrossCounty Security Group to reject a payment correction for a case not associated to the user's county location 	<p>Close the review task.</p> <p>Send a task to the requester indicating that the request has been rejected. See Tasks/Notifications for more details.</p> <p>Change the Payment Correction status From Pending Approval to Rejected.</p> <p>Reinstate rejected hours from Paid Hours.</p> <p>Restore the IHSS remaining hours in the given service month.</p> <p>If the pay period is within a service month subject to share of cost, reinstate IHSS hours entered on a rejected payment correction to a Recipient's adjusted available IHSS (IP) hours.</p> <p>If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls. </p>

No	Req ID	CI	Description	When	Action
Manage Payment Corrections (Continued)					
11	12354	CI-111413 - DSD BR PCM PC 11 IMPLEMENTED	Cancel Payment Correction (All timesheet types)	When the Yes link is selected on the Cancel Payment Correction screen:	<p>Do not update Weekly Provider Paid Hours and Overtime Hours buckets.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Change the Payment Correction status to Cancelled (regardless of previous status).</p> <p>If the previous Payment Correction status was Pending Approval, close the review task.</p> <p>If the previous Payment Correction status was Rejected, close the rejection task.</p> <p>If the previous Payment Correction status was Pending Payroll and the cancellation is for a case not associated to the user's county location, send a notification to the case owner that the request has been cancelled. See Tasks/Notifications for more details.</p> <p>If applicable, reverse any adjustments made to the remaining hours buckets upon Save on the Create Payment Correction or Modify Payment Correction screens.</p> <p>If the underlying timesheet is in Exception – Paid status set the underlying timesheet status to Exception.</p> <p>Do not apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>If the Correction Type is 'Prior Underpayment' or 'Timesheet Exception', the Timesheet Type is 'IHSS Arrears' or 'Supplemental - IHSS Arrears', and the Service Period From date is within a service month where SOC Hours > 0:00 <ul style="list-style-type: none"> • Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the cancelled payment correction record. • Restore the IHSS remaining hours in the given service month </p> <p>If the Timesheet Type is 'IHSS Advance Pay' or 'IHSS Advance Pay – Supplemental', <ul style="list-style-type: none"> • Restore the IHSS remaining hours in the given service month </p> <p>If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in the given service period </p>

12	12701 12707 12711 12712 12714 12072 12073 20738 20739 20745	CI-111414 - DSD BR PCM PC 12 IMPLEMENTED	Pending Payroll Status Interface to Payroll	When the status of the payment correction is Pending Payroll	<p>Record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply the Weekly Maximum Violation, Monthly Overtime Maximum Violation and Travel Time, if applicable, business rules and record the violations.</p> <p>Interface the transaction to payroll in the nightly batch cycle.</p> <p>Change the Payment Correction status From Pending Payroll to Processed.</p>
13	20787 21093	CI-717715 - DSD BR PCM PC 13 IMPLEMENTED	Batch Job PRDR907A – Payment Correction	When batch jobs PRDR907A process AND a provider has an Overtime Violation Exemption for the service month being processed	<p>Takes a snapshot of original payment correction data and stores in history table.</p> <p>Reduces the payment correction hours by the amount over the [FLSAConfig:ExemptionTypeLimit]. (When daily hours are processed, the reduction starts with the latest day in the pay period and works backwards.)</p> <p>Records Weekly Provider Paid Hours and applies Overtime Calculation business rule and records total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply payment transaction details to "Monthly Provider Paid Hours Details screen for any service period on or after the [FLSAConfig:ExemptionCutbackStartDate]</p> <p>Submits the Payment Correction Service and Overtime hours to Payroll only up to the recipient authorized hours or up to the FLSAConfig:ExemptionTypeLimit</p> <p>Apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>Payroll: Process payment based on data passed from CM.</p>
14	12072 12073 12701 21349	CI-823491 - DSD BR PCM PC 14 IMPLEMENTED	Calculate Overtime Hours on a Payment Correction When Training Hours Exist	When PRDR907A is executed AND The status of the special transaction is Pending Payroll AND The combined total of the service hours on the payment correction and the approved training hours, on a previously processed training time claim, exceed 40 hours for the workweek	<p>Record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply the Weekly Maximum Violation, Monthly Overtime Maximum Violation and Travel Time, if applicable, business rules and record the violations.</p> <p>Interface the transaction to payroll in the nightly batch cycle.</p> <p>Change the Payment Correction status From Pending Payroll to Processed.</p> <p>AND</p> <p>When the combined total service + approved training hours exceed 40 for the work week, <u>due to the training hours</u>, do not apply rules for overtime violations</p>
15	21358 21365	CI-823564 - DSD BR PCM PC 15 IMPLEMENTED	Advance Pay – Back-Up Provider Payment Correction	When a payment correction is processed via PRDR907A batch job AND A IHSS Advance Pay Timesheet for a period in which the Provider is assigned at a Back-Up Provider pay rate	<p>CM sends the timesheet web service transaction to MAS payroll with the hours claimed.</p> <p>AND</p> <p>CM creates a special transaction indicating the number of hours claimed on the payment correction at the back-up provider pay rate.</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Payment Corrections (1-10)

No	Req ID	CI	Description	When	Action
Create Payment Correction Screen					
1	16202 16203 20739 20745 12701	CI-111403 - DSD BR PCM PC 01 IMPLEMENTED	<ul style="list-style-type: none"> Successful Save Prior Underpayment Timesheet Exception 	<p>When a payment correction of one of the following types is successfully saved:</p> <ul style="list-style-type: none"> Prior Underpayment Timesheet Exception WPCS Recipient on Leave 	<p>Do not update Weekly Provider Paid Hours and Overtime Hours buckets.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Change the Payment Correction status to Pending.</p> <p>If the timesheet is in exception status</p> <ul style="list-style-type: none"> Change the status from Exception to Exception – Paid. <p>If the Timesheet Type is IHSS Arrears, Supplemental – IHSS Arrears:</p> <ul style="list-style-type: none"> Reduce the remaining IHSS and IP hours for the service month in which the service period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> Reduce the remaining Provider assigned hours for the service month in which the service period falls. <p>If the Service Period From date is within a service month where SOC Hours > 0:00, the Correction Type is 'Prior Underpayment' or 'Timesheet Exception', and the hours entered do not exceed the Recipient's available hours in the service month</p> <ul style="list-style-type: none"> Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the payment correction record. <p>Else If the Timesheet Type is IHSS Advance Pay or Supplemental – IHSS Advance Pay:</p> <ul style="list-style-type: none"> Reduce the remaining IP hours for the service month in which the service period falls. Do not reduce the IHSS remaining hours. <p>If Provider assigned hours</p> <ul style="list-style-type: none"> Reduce the remaining Provider assigned hours for the service month in which the service period falls. <p>Else If the Timesheet Type is WPCS, or Supplemental – WPCS:</p> <ul style="list-style-type: none"> Reduce the remaining WPCS hours for the service month in which the service period falls. Apply the Weekly Maximum, Overtime Maximum and Travel Time, if applicable, business rules. Do not apply Sick Leave Accrued Date and Eligible Date business rules <p>If the Timesheet Type is 'Advance Pay – Back-Up Provider'.</p> <ul style="list-style-type: none"> Reduce the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls.

2	12062	 CI-111404 - DSD BR PCM PC 02 IMPLEMENTED	<ul style="list-style-type: none"> • Successful Save • Over Reported Hours • (Advance Pay timesheets only) 	When a payment correction of the following type is successfully saved: <ul style="list-style-type: none"> • Over Reported Hours 	Do not update Weekly Provider Paid Hours and Overtime Hours buckets. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Change the Payment Correction status to Pending. Increase the remaining IP hours for the service month in which the service period falls. Do not increase the IHSS remaining hours. If Provider assigned hours <ul style="list-style-type: none"> • Increase the remaining Provider assigned hours for the service month in which the service period falls. • Do not apply Sick Leave Accrued Date and Eligible Date business rules If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls.
3	16202 16203 16549 12701 20739	 CI-111405 - DSD BR PCM PC 03 IMPLEMENTED	Successful Save of Modified Payment Correction	When a modified payment correction is successfully saved	Do not update Weekly Provider Paid Hours and Overtime Hours buckets. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Evaluate the difference between the hours reduction from the previously saved transaction (if applicable) from the hours reduction applicable to the revised transaction. Adjust the applicable remaining hours accordingly for the service month in which the pay period falls. If Provider assigned hours <ul style="list-style-type: none"> • Adjust the remaining Provider assigned hours accordingly for the service month in which the pay period falls. • Apply the Weekly Maximum, Overtime Maximum and Travel Time, if applicable, business rules. • Do not apply Sick Leave Accrued Date and Eligible Date business rules If the timesheet type is Timesheet Type is 'IHSS Arrears' or 'Supplemental - IHSS Arrears' AND the Service Period From date is within a service month where SOC Hours > 0:00 AND the Correction Type is 'Prior Underpayment' or 'Timesheet Exception' AND the hours entered do not exceed the Recipient's available hours in the service month <ul style="list-style-type: none"> • Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the payment correction record.
Modify Payment Correction Screen					
4	16202 16203	 CI-111406 - DSD BR PCM PC 04 IMPLEMENTED	Successful Save of Modified Payment Correction Pending or Rejected Status	When a modified payment correction is successfully saved, AND the status of the payment correction is Pending or Rejected:	No change to Payment Correction status.
5	16202 16203	 CI-111407 - DSD BR PCM PC 05 IMPLEMENTED	Successful Save of Modified Payment Correction Pending Payroll Status	When a modified payment correction is successfully saved, AND the status of the payment correction is Pending Payroll	Change the Payment Correction status From Pending Payroll to Pending. User must resubmit for approval.
Manage Payment Corrections					
6	16205	 CI-111408 - DSD BR PCM PC 06 IMPLEMENTED	Submit for Approval	When the Yes link is selected on the Submit Payment Correction for Approval screen	If the previous Payment Correction status was Rejected, close the rejection task. Change the Payment Correction status from Pending or Rejected to Pending Approval. Allocate a review task to the Payments Pending Approval Work Queue (or WPCS Work Queue if selected Program is WPCS). See Tasks/Notifications for more details.
7	12354	 CI-111409 - DSD BR PCM PC 07 IMPLEMENTED	Cancel Submission	When the Yes link is selected on the Cancel Pay Correction Submission screen	Close the review task. Change the Payment Correction status from Pending Approval to Pending.
8	16656	 CI-111410 - DSD BR PCM PC 08 IMPLEMENTED	Approve	When the Yes link is selected on the Approve Payment Correction screen by a user with a Security Role that includes the PaymentCorrectionApproval Security Group to approve a payment correction for a case associated to the user's county location	Close the review task from the payment approver's task list. Send a notification to the requester that the request has been approved. See Tasks/Notifications for more details. Change the Payment Correction status from Pending Approval to Pending Payroll.

9	16656	 CI-111411 - DSD BR PCM PC 09 IMPLEMENTED	Approve Cross County	<p>When the Yes link is selected on the Approve Payment Correction screen by a user with a Security Role that includes the CrossCounty Security Group to approve a payment correction for a case not associated to the user's county location</p>	<p>Close the review task.</p> <p>Send a notification to the requester that the request has been approved. See Tasks/Notifications for more details.</p> <p>Send a notification to the case owner that the request has been approved. See Tasks/Notifications for more details.</p> <p>Change the Payment Correction status from Pending Approval to Pending Payroll.</p>
10	16656	 CI-111412 - DSD BR PCM PC 10 IMPLEMENTED	Reject	<p>When the Reject Payment Correction link is selected on the Reject Payment Correction screen:</p> <p>When either</p> <ul style="list-style-type: none"> • A user with a Security Role that includes the PaymentCorrectionApproval Security Group to reject a payment correction for a case associated to the user's county location • A user with a Security Role that includes the CrossCounty Security Group to reject a payment correction for a case not associated to the user's county location 	<p>Close the review task.</p> <p>Send a task to the requester indicating that the request has been rejected. See Tasks/Notifications for more details.</p> <p>Change the Payment Correction status From Pending Approval to Rejected.</p> <p>Reinstate rejected hours from Paid Hours.</p> <p>Restore the IHSS remaining hours in the given service month.</p> <p>If the pay period is within a service month subject to share of cost, reinstate IHSS hours entered on a rejected payment correction to a Recipient's adjusted available IHSS (IP) hours.</p> <p>If the Timesheet Type is 'Advance Pay – Back-Up Provider'. <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in which the service period falls. </p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Payment Corrections (11-20)

No	Req ID	CI	Description	When	Action
Manage Payment Corrections (Continued)					
11	12354	CI-111413 - DSD BR PCM PC 11 IMPLEMENTED	Cancel Payment Correction (All timesheet types)	When the Yes link is selected on the Cancel Payment Correction screen:	<p>Do not update Weekly Provider Paid Hours and Overtime Hours buckets.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Change the Payment Correction status to Cancelled (regardless of previous status).</p> <p>If the previous Payment Correction status was Pending Approval, close the review task.</p> <p>If the previous Payment Correction status was Rejected, close the rejection task.</p> <p>If the previous Payment Correction status was Pending Payroll and the cancellation is for a case not associated to the user's county location, send a notification to the case owner that the request has been cancelled. See Tasks/Notifications for more details.</p> <p>If applicable, reverse any adjustments made to the remaining hours buckets upon Save on the Create Payment Correction or Modif Payment Correction screens.</p> <p>If the underlying timesheet is in Exception – Paid status set the underlying timesheet status to Exception.</p> <p>Do not apply Sick Leave Accrued Date and Eligible Date business rules</p> <p>If the Correction Type is 'Prior Underpayment' or 'Timesheet Exception', the Timesheet Type is 'IHSS Arrears' or 'Supplemental - IHSS Arrears', and the Service Period From date is within a service month where SOC Hours > 0:00</p> <ul style="list-style-type: none"> • Adjust the Recipient's available hours for the service month accordingly by the amount of hours entered or reduced on the cancelled payment correction record. • Restore the IHSS remaining hours in the given service month <p>If the Timesheet Type is 'IHSS Advance Pay' or 'IHSS Advance Pay – Supplemental'</p> <ul style="list-style-type: none"> • Restore the IHSS remaining hours in the given service month <p>If the Timesheet Type is 'Advance Pay – Back-Up Provider'</p> <ul style="list-style-type: none"> • Increase the number of remaining hours by the number of hours on the Back-Up Provider payment correction in the given service period
Interface to Payroll					
12	12701 12707 12711 12712 12714 12072 12073 20738 20739 20745	CI-111414 - DSD BR PCM PC 12 IMPLEMENTED	Pending Payroll Status Interface to Payroll	When the status of the payment correction is Pending Payroll	<p>Record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Apply the Weekly Maximum Violation, Monthly Overtime Maximum Violation and Travel Time, if applicable, business rules and record the violations.</p> <p>Interface the transaction to payroll in the nightly batch cycle.</p> <p>Change the Payment Correction status From Pending Payroll to Processed.</p>

13	20787 21093	CI-717715 - DSD BR PCM PC 13 IMPLEMENTED	Batch Job PRDR907A – Payment Correction	When batch jobs PRDR907A process AND a provider has an Overtime Violation Exemption for the service month being processed	Takes a snapshot of original payment correction data and stores in history table. Reduces the payment correction hours by the amount over the [FLSAConfig:ExemptionTypeLimit]. (When daily hours are processed, the reduction starts with the latest day in the pay period and works backwards.) Records Weekly Provider Paid Hours and applies Overtime Calculation business rule and records total Overtime hours. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Apply payment transaction details to "Monthly Provider Paid Hours Details screen for any service period on or after the [FLSAConfig:ExemptionCutbackStartDate] Submits the Payment Correction Service and Overtime hours to Payroll only up to the recipient authorized hours or up to the FLSAConfig:ExemptionTypeLimit Apply Sick Leave Accrued Date and Eligible Date business rules Payroll: Process payment based on data passed from CM.
14	12072 12073 12701 21349	CI-823491 - DSD BR PCM PC 14 IMPLEMENTED	Calculate Overtime Hours on a Payment Correction When Training Hours Exist	When PRDR907A is executed AND The status of the special transaction is Pending Payroll AND The combined total of the service hours on the payment correction and the approved training hours, on a previously processed training time claim, exceed 40 hours for the workweek	Record Weekly Provider Paid Hours, apply Overtime Calculation business rule and record total Overtime hours. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) Apply the Weekly Maximum Violation, Monthly Overtime Maximum Violation and Travel Time, if applicable, business rules and record the violations. Interface the transaction to payroll in the nightly batch cycle. Change the Payment Correction status From Pending Payroll to Processed. AND When the combined total service + approved training hours exceed 40 for the work week, due to the training hours, do not apply rules for overtime violations
15	21358 21365	CI-823564 - DSD BR PCM PC 15 IMPLEMENTED	Advance Pay – Back-Up Provider Payment Correction	When a payment correction is processed via PRDR907A batch job AND A IHSS Advance Pay Timesheet for a period in which the Provider is assigned at a Back-Up Provider pay rate	CM sends the timesheet web service transaction to MAS payroll with the hours claimed. AND CM creates a special transaction indicating the number of hours claimed on the payment correction at the back-up provider pay rate.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Create Payment Correction

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Create Payment Correction (1-10)

No	Req ID	CI	Description	When	Action
Create Payment Correction Screen					
1	20730 20744	CI-480706 - DSD BR PCM CPC 01 IMPLEMENTED	Create Payment Correction with Travel fields	When the "Continue" link is selected on the Payment Correction – Timesheet Number screen AND the underlying timesheet has Travel hours indicated	Display the Create Payment Correction screen with Travel hours boxes.
2	20730 20744	CI-480711 - DSD BR PCM CPC 02 IMPLEMENTED	Create Payment Correction without Travel fields	When the "Continue" link is selected on the Payment Correction – Timesheet Number screen AND the underlying timesheet does not have Travel hours indicated	Display the Create Payment Correction screen without Travel hours boxes.
3	20730 20744	CI-480707 - DSD BR PCM CPC 03 IMPLEMENTED	Modify Payment Correction with Travel fields	When the "Edit" link is selected from the Payment Correction screen OR when the Edit link is selected from the View Payment Correction screen AND the underlying timesheet has Travel hours indicated	Display the Modify Payment Correction screen with Travel hours boxes.
4	20730 20744	CI-480713 - DSD BR PCM CPC 04 IMPLEMENTED	Modify Payment Correction without Travel fields	When the "Edit" link is selected from the Payment Correction screen OR when the Edit link is selected from the View Payment Correction screen AND the underlying timesheet does not have Travel hours indicated	Display the Modify Payment Correction screen without Travel hours boxes.
5	20730 20744	CI-480714 - DSD BR PCM CPC 05 IMPLEMENTED	Create Payment Correction allow Travel payment	When the Save link is selected on the Create Payment Correction screen AND travel hours are claimed AND service hours are either claimed or the underlying timesheet or payment correction paid service travel AND the claimed travel hours plus any underlying timesheet or payment correction travel hours for the workweek do not exceed 14:00	Allow payment of claimed hours.
6	20730 20744	CI-480708 - DSD BR PCM CPC 06 IMPLEMENTED	Modify Payment Correction allow Travel payment	When the Save link is selected on the Modify Payment Correction screen AND travel hours are claimed AND service hours are either claimed or the underlying timesheet or payment correction paid service travel AND the claimed travel hours plus any underlying timesheet or payment correction travel hours for the workweek do not exceed 14:00	Allow payment of claimed hours.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/SOC Spend-Down Processing

This section has been removed and consolidated with similar business rules in Section 24.2.5.6 (Time and Attendance).

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids

When confirmation is received from the SCO of the successful processing of a stop payment request or that a stop payment has occurred on an undeliverable warrant, Payroll will interface the information to Case Management.

The following business rules will be applied by Case Management when processing the void information.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids (1-10)

No	Req ID	CI	Description	When	Action
1	12759	 CI-111467 - DSD BR PCM V 01 IMPLEMENTED	EFT OR No Previous Void Request OR Previous Replacement Request	When a void confirmation is received on a payment with any Pay Type AND the EFT Indicator is set to Yes OR there was not a previous request for a stop payment, replacement or reissue (Pay Status = Paid) OR there was a previous request for a replacement (Pay Status = Pending Replacement and Void Type = Replacement)	CM: Update the Pay Status on the Warrant Table from Paid to Void. AND update the Status Date to the void date provided by SCO. AND update the Void Type to Redeposit. AND update the Void Reason to Undeliverable. AND IF PAY TYPE = 'TC' or 'TCS' (Travel Claim or Travel Claim – Supplemental) THEN ALSO Update Travel Claim Status to 'Cancelled'.
2			Business Rule Removed – Consolidated with Business Rule 1 above.		
3	12757	 CI-111469 - DSD BR PCM V 03 IMPLEMENTED	Previous Stop Payment Request	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND there was a previous request for stop payment (Pay Status = Pending Void and Void Type = Stop Payment)	CM: Update the Pay Status on the Warrant Table from Pending Void to Void. AND update the Status Date to the void date provided by SCO. AND IF PAY TYPE = 'TC' or 'TCS' (Travel Claim or Travel Claim – Supplemental) THEN ALSO Update Travel Claim Status to 'Cancelled'.
4	12062	 CI-111470 - DSD BR PCM V 04 IMPLEMENTED	Previous Reissue Request	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND there was a previous request for a reissue (Pay Status = Pending Void and Void Type = Void/Reissue)	Update the Pay Status on the Warrant Table from Pending Void to Void. Update the Status Date to the void date provided by SCO.
5	12757	 CI-111471 - DSD BR PCM V 05 IMPLEMENTED	Stop Payment SOC Reversal	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND there was a previous request for a stop payment (Pay Status = Pending Void and Void Type = Stop Payment) AND a SOC deduction was taken from the voided warrant	Trigger Voids - Share of Cost Reversals business rules below.
6	12757	 CI-111472 - DSD BR PCM V 06 IMPLEMENTED	Re-deposited Warrant SOC Reversal	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND the EFT Indicator is set to No AND there was not a previous request for a stop payment, replacement or reissue (Pay Status = Paid) OR there was a previous request for a replacement (Pay Status = Pending Replacement and Void Type = Replacement) AND a SOC deduction was taken from the voided warrant	Trigger Voids - SOC Reversals business rules below.

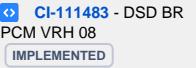
7	12757	CI-111473 - DSD BR PCM V 07 IMPLEMENTED	Stop Payment Reinstate Hours	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND there was a previous request for a stop payment (Pay Status = Pending Void and Void Type = Stop Payment)	Trigger Voids – Reinstate Hours business rules below.
8	12757	CI-111474 - DSD BR PCM V 08 IMPLEMENTED	Re-deposited Warrant Reinstate Hours	When a void confirmation is received on a payment with any Pay Type (exclude training time claims) AND the EFT Indicator is set to No AND there was not a previous request for a stop payment, replacement or reissue (Pay Status = Paid) OR there was a previous request for a replacement (Pay Status = Pending Replacement and Void Type = Replacement)	Trigger Voids – Reinstate Hours business rules below.
9	12757 21349 21371	CI-823482 - DSD BR PCM V 09 IMPLEMENTED	Stop Payment Training Time Claims	When a void confirmation is received on a payment where Pay Type = Training Time OR Pay Type = Multi AND includes at least one Training Time Claim AND there was not a previous request for a stop payment, replacement or reissue (Pay Status = Paid)	<p>CM:</p> <p>Do not reduce the cumulative hours aligned with a Career Pathway type on the voided claim.</p> <p>If overtime hours were paid on the claim:</p> <p>On the Weekly Provider Paid Hours screen</p> <ul style="list-style-type: none"> • Do not update OT Paid Hours • Do not apply overtime hours paid to Overpaid OT Hours <p>Update the warrant Status for the voided training time claim entry to VOID.</p> <p>Display the Reissue Claim link on the View Training Time Claim screen record aligned with the voided payment.</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/Voids - Reinstate Hours

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (11-20)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/Reinstate Hours (21-30)

No	Req ID	CI	Description	When	Action
1	12669 12657	 CI-111475 - DSD BR PCM VRH 01 IMPLEMENTED	Advance Payment	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Advance Pay • Advance Pay - Initial • Advance Pay - Additional • Advance Pay - Recovery Refund 	<p>Add the hours paid to the remaining IHSS hours for the service month in which the pay period falls.</p> <p>If SOC Hours > 00:00 in the service month, restore the IHSS Paid Hours appropriately in the service month for the following voided payments:</p> <ul style="list-style-type: none"> • System sets IHSS Paid Hours to 00:00 when payment voided from the monthly timesheet submitted for an Advance Pay Recipient • System sets IHSS Paid Hours to 00:00 when Initial payment voided made to an Advance Pay Recipient from a processed special transaction • System adjusts the IHSS Paid Hours by the number of hours voided on an Additional payment made to an Advance Pay Recipient from a processed special transaction • System adjusts the IHSS Paid Hours by the number of hours voided on an Advance Pay – Recovery Refund payment associated with a processed special transaction
1a			Removed CR 550 – Release 1.20		
2	12062	 CI-111477 - DSD BR PCM VRH 02 IMPLEMENTED	Restaurant Meals	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Restaurant Meals • Restaurant Meals – Initial 	Do not reinstate hours for the service month.
3	12062	 CI-111478 - DSD BR PCM VRH 03 IMPLEMENTED	Legislative Change or Paramedical Reimbursement OR State Hearing Decision OR Writ of Admin Mandamus Dollars	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Legislative Change • Paramedical Reimbursement • State Hearing Decision • Writ of Admin Mandamus AND dollars were entered	Do not reinstate hours for the service month.
4	12757	 CI-111479 - DSD BR PCM VRH 04 IMPLEMENTED	• Legislative Change • Recipient Hours	When a void confirmation is received on a warrant with the following Pay Type: <ul style="list-style-type: none"> • Legislative Change AND the payee is a Recipient AND hours were entered	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls AND If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month:</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>Else If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>Else If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the service period falls. <p>Else If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.

5	12757 20731 12072 12073	CI-111480 - DSD BR PCM VRH 05 IMPLEMENTED	<ul style="list-style-type: none"> • Legislative Change • Provider Hours • No Hours Bypass 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Legislative Change <p>AND the Payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>Decrease the Provider Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> • add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. • Weekly Provider Paid Hours display on both the Weekly Provider Paid Hours and the View Hours details screens <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode AND Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
6	12757 20731 12072 12073	CI-111481 - DSD BR PCM VRH 06 IMPLEMENTED	<ul style="list-style-type: none"> • Legislative Change • Funding Source Hours Payment • Provider Hours • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Types:</p> <ul style="list-style-type: none"> • Legislative Change • Funding Source Hours Payment <p>AND the payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Do not reinstate hours for the service month.</p>
7	12757	CI-111482 - DSD BR PCM VRH 07 IMPLEMENTED	Service Auth Reimbursement Amount and Hours	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Service Auth Reimbursement <p>AND both an Amount and Hours were entered</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and IP hours for the service month in which the pay period falls <p>AND</p> <p>If Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining WPCS hours for the service month in which the pay period falls. <p>Note: Dollar amount (not hours) is interfaced to Payroll for payment.</p>

8	12757	 <p>CI-111483 - DSD BR PCM VRH 08 IMPLEMENTED</p>	<ul style="list-style-type: none"> • State Hearing Decision • Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • State Hearing Decision AND hours were entered 	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls</p> <p>AND</p> <p>If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.
9	12757	 <p>CI-111484 - DSD BR PCM VRH 09 IMPLEMENTED</p>	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Recipient Hours • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Do not reinstate hours for the service month.</p>
10	12757	 <p>CI-111485 - DSD BR PCM VRH 10 IMPLEMENTED</p>	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Recipient Hours • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the payee is a Recipient</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls</p> <p>AND</p> <p>If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.

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11	12072 12073 12757 20731	CI-111486 - DSD BR PCM VRH 11 IMPLEMENTED	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Provider • Hours • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the Payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider, then add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode</p> <p>AND</p> <p>Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
12	12757	CI-111487 - DSD BR PCM VRH 12 IMPLEMENTED	<ul style="list-style-type: none"> • Overpayment Recovery Refund • Dollars • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND Dollars were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	Do not reinstate hours for the service month.
13	12757	CI-111488 - DSD BR PCM VRH 13 IMPLEMENTED	<ul style="list-style-type: none"> • Overpayment Recovery Refund • Recipient • Dollars • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the Payee is a Recipient</p> <p>AND dollars were entered</p> <p>AND the Bypass Hours Indicator was not checked</p> <p>AND a value was entered in the Refund Hours field</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the value entered in the Refund Hours field to the remaining IHSS and IP hours for the service month in which the pay period falls</p> <p>AND</p> <p>If Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining WPCS hours for the service month in which the pay period falls.

14	12757	 CI-111489 - DSD BR PCM VRH 14 IMPLEMENTED	<ul style="list-style-type: none"> Overpayment Recovery Refund Provider Dollars No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Overpayment Recovery Refund <p>AND the Payee is a Provider</p> <p>AND dollars were entered</p> <p>AND the Bypass Hours Indicator was not checked</p> <p>AND a value was entered in the Refund Hours field</p>	<p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> Add the value entered in the Refund Hours field to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> Add the value entered in the Refund Hours field to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> Add the value entered in the Refund Hours field to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode</p> <p>AND</p> <p>Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
15	12757	 CI-111490 - DSD BR PCM VRH 15 IMPLEMENTED	Reimbursement/Refunds	<p>When a void confirmation is received on a warrant with one of the following Deduction Types:</p> <ul style="list-style-type: none"> Buy-Out Reimbursement Health Benefit Refund Provider Medi-Cal SOC Reimbursement Share of Cost Refund 	Do not reinstate hours for the service month.
16	12757 20731 12072 12073	 CI-111491 - DSD BR PCM VRH 16 IMPLEMENTED	<ul style="list-style-type: none"> IP Payment Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> IP Pay 	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> Add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If SOC Hours > 00:00 in the service month and the Payments are non-EFT (paper checks) and the Funding Source is IHSS (IHSS-R, IPO, PCSP, CFCO) and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls. <p>If the hours are Back-up Provider Hours:</p> <ul style="list-style-type: none"> Decrease the hours paid from the Back-up Hours Paid for the Fiscal Year and increase the hours paid to the Remaining Hours for the Fiscal Year
17		Business Rule Removed – Pay Type of WPCS Pay not supported by Payroll. Consolidated with Business Rule 16.			

18	12757 20731 12072 12073	CI-111493 - DSD BR PCM VRH 18 IMPLEMENTED	<ul style="list-style-type: none"> Prior Underpayment Supplemental Hours Timesheet Exception Hours 	<p>When a void confirmation is received on a warrant with one of the following Pay Types:</p> <ul style="list-style-type: none"> Prior Underpayment Supplemental Hours Timesheet Exception 	<p>Decrease the Weekly Provider Paid Hours and re apply Overtime Hours business rule for the affected weeks indicated from the Warrant Source Number.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> Add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If SOC Hours > 00:00 in the service month and the Payments are non-EFT (paper checks) and the Funding Source is IHSS (IHSS-R, IPO, PCSP, CFCO) and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
19	12757	CI-111494 - DSD BR PCM VRH 19 IMPLEMENTED	<ul style="list-style-type: none"> Converted Payment Hours Provider 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the payee is a Provider</p>	<p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range.
20	12757	CI-111495 - DSD BR PCM VRH 20 IMPLEMENTED	<ul style="list-style-type: none"> Converted Payment Hours IHSS Recipient 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the Recipient is NOT authorized to receive Advance Payments during the first month in the pay period range</p>	<p>If IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If HM mode only:</p> <ul style="list-style-type: none"> Add the hours paid to the remaining IHSS and HM hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range.

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21	12757	CI-111496 - DSD BR PCM VRH 21 IMPLEMENTED	<ul style="list-style-type: none"> • Converted Payment • Hours IHSS • AP Recipient Pay Period Spans One Month 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the pay period spans one month</p> <p>AND the Recipient is authorized to receive Advance Payments during the month the pay period falls.</p>	Add the hours paid to the remaining IHSS hours for the service month in which the pay period falls.
22	12757	CI-111497 - DSD BR PCM VRH 22 IMPLEMENTED	<ul style="list-style-type: none"> • Converted Payment • Hours • IHSS AP Recipient Pay Period Spans more than One Month 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the pay period spans more than one month</p> <p>AND the Recipient is authorized to receive Advance Payments during the first month in the pay period range.</p>	Add the hours paid to the remaining IHSS and IP hours for the first month in the pay period range.
23	12757	CI-111498 - DSD BR PCM VRH 23 IMPLEMENTED	<ul style="list-style-type: none"> • Converted Payment • Hours • WPCS Recipient 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is WPCS.</p>	Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range.
24	12757	CI-111499 - DSD BR PCM VRH 24 IMPLEMENTED	Retroactive Pay Rate Adjustment	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Retroactive Pay Rate Adjustment 	Do not reinstate hours for the service month.
25	16202	CI-480882 - DSD BR PCM VRH 25 IMPLEMENTED	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Provider • Hours • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Do not reinstate Weekly Provider Paid Hours and Overtime Hours buckets</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Do not reinstate hours for the service month.</p>
26	16203	CI-514102 - DSD BR PCM VRH 26 IMPLEMENTED	<ul style="list-style-type: none"> • Travel Claim • Travel Claim Supplemental 	<p>When a void confirmation is received on a warrant with one of the following Pay Types:</p> <ul style="list-style-type: none"> • Travel Claim (TC) • Travel Claim – Supplemental (TCS) 	<p>CM:</p> <p>Reduce the travel hours paid to the provider for each workweek.</p> <p>AND update Travel Claim Status to "Cancelled"</p> <p>AND trigger notification to the case worker in the appropriate work queue based on program:</p> <ul style="list-style-type: none"> • Timesheet Errors Work Queue • WPCS Work Queue
27	12632	CI-717716 - DSD BR PCM VRH 27 IMPLEMENTED	Void Reinstate Hours – Overtime Exemption Hours	<p>When a void confirmation is received on a payment of any type</p> <p>AND the payment is for a period on or after the Violation Exemption Start Date [FLSA Configuration:Overtime Exemption Begin Date]</p> <p>AND the provider had an Active Overtime Exemption associated to the recipient case and the Service Month being processed</p>	<p>Reinstate the voided hours to the remaining IHSS or WPCS hours for the service month in which the pay period falls.</p> <p>On the View Provider Monthly Paid Hours screen for the Service month remove the voided payment transaction from the screen.</p>

28	21093 21096	CI-790561 - DSD BR PCM VRH 28 IMPLEMENTED	Void – Sick Leave Hours	When a void confirmation is received on a warrant with a Pay Type of Sick Leave	<p>Determine the fiscal year for which the sick leave hours were paid Take a snapshot of the Sick Leave hours</p> <p>Decrease the View Sick Leave Hours "Paid Hours" by the number of hours paid for the fiscal year</p> <p>Increase the View Sick Leave Hours, "Remaining Hours" by the number of hours paid for the fiscal year</p>
29	21093 21096	CI-790562 - DSD BR PCM VRH 29 IMPLEMENTED	Reissue Sick Leave	When the Reissue Sick Leave link is selected on the View Sick Leave Hours Details screen	<p>Reissue a new Sick Leave payment for the previous payment as follows: IF the current Remaining Hours are greater than or equal to the Sick Leave Paid Hours being reissued, allow action</p> <p>ELSE IF, Sick Leave Paid Hours exceed the provider Remaining sick leave hours for the fiscal year, pay up to the providers remaining hours for the fiscal year and cutback excess claimed sick leave hours.</p> <p>ELSE, Remaining Hours is 0:00 set Sick Leave Claim to Exception status and set Exception to Hard Edit "PMEC001 - Hours claimed exceed remaining sick leave hours"</p>
30	12669 12371	CI-813197 - DSD BR PCM VRH 30 IMPLEMENTED	Advance Pay Overpayment Collection	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Advance Pay Overpayment Collection 	<p>Add the negative collection record with a collection status of Cancelled. Balance Adjustment:</p> <ul style="list-style-type: none"> • Increase the balance of the overpayment by the amount of the cancelled collection. • If the status of the overpayment recovery is "Closed", change to "Active". • Re-interface the recovery set-up information to Payroll for processing. • Decrease the Cash Collected to Date Amount (internal bucket) by the amount of the cancelled collection. • Remaining Hours Adjustment: • Reverse any adjustments made to the remaining hours when the collection was made.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/Reinstate Hours (1-10)

No	Req ID	CI	Description	When	Action
1	12669 12657	CI-111475 - DSD BR PCM VRH 01 IMPLEMENTED	Advance Payment	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Advance Pay • Advance Pay - Initial • Advance Pay – Additional • Advance Pay – Recovery Refund 	<p>Add the hours paid to the remaining IHSS hours for the service month in which the pay period falls.</p> <p>If SOC Hours > 00:00 in the service month, restore the IHSS Paid Hours appropriately in the service month for the following voided payments:</p> <ul style="list-style-type: none"> • System sets IHSS Paid Hours to 00:00 when payment voided from the monthly timesheet submitted for an Advance Pay Recipient • System sets IHSS Paid Hours to 00:00 when Initial payment voided made to an Advance Pay Recipient from a processed special transaction • System adjusts the IHSS Paid Hours by the number of hours voided on an Additional payment made to an Advance Pay Recipient from a processed special transaction • System adjusts the IHSS Paid Hours by the number of hours voided on an Advance Pay – Recovery Refund payment associated with a processed special transaction
1a			Removed CR 550 – Release 1.20		
2	12062	CI-111477 - DSD BR PCM VRH 02 IMPLEMENTED	Restaurant Meals	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Restaurant Meals • Restaurant Meals – Initial 	Do not reinstate hours for the service month.
3	12062	CI-111478 - DSD BR PCM VRH 03 IMPLEMENTED	Legislative Change or Paramedical Reimbursement OR State Hearing Decision OR Writ of Admin Mandamus Dollars	When a void confirmation is received on a warrant with one of the following Pay Types: <ul style="list-style-type: none"> • Legislative Change • Paramedical Reimbursement • State Hearing Decision • Writ of Admin Mandamus AND dollars were entered	Do not reinstate hours for the service month.
4	12757	CI-111479 - DSD BR PCM VRH 04 IMPLEMENTED	• Legislative Change • Recipient Hours	When a void confirmation is received on a warrant with the following Pay Type: <ul style="list-style-type: none"> • Legislative Change AND the payee is a Recipient AND hours were entered	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls AND If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month:</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>Else If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>Else If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the service period falls. <p>Else If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.

5	12757 20731 12072 12073	CI-111480 - DSD BR PCM VRH 05 IMPLEMENTED	<ul style="list-style-type: none"> • Legislative Change • Provider Hours • No Hours Bypass 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Legislative Change <p>AND the Payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>Decrease the Provider Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> • add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. • Weekly Provider Paid Hours display on both the Weekly Provider Paid Hours and the View Hours details screens <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode AND Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
6	12757 20731 12072 12073	CI-111481 - DSD BR PCM VRH 06 IMPLEMENTED	<ul style="list-style-type: none"> • Legislative Change • Funding Source Hours Payment • Provider Hours • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Types:</p> <ul style="list-style-type: none"> • Legislative Change • Funding Source Hours Payment <p>AND the payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Do not reinstate hours for the service month.</p>
7	12757	CI-111482 - DSD BR PCM VRH 07 IMPLEMENTED	Service Auth Reimbursement Amount and Hours	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Service Auth Reimbursement <p>AND both an Amount and Hours were entered</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and IP hours for the service month in which the pay period falls <p>AND</p> <p>If Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours entered to the remaining WPCS hours for the service month in which the pay period falls. <p>Note: Dollar amount (not hours) is interfaced to Payroll for payment.</p>

8	12757	CI-111483 - DSD BR PCM VRH 08 IMPLEMENTED	<ul style="list-style-type: none"> • State Hearing Decision • Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • State Hearing Decision AND hours were entered 	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls</p> <p>AND</p> <p>If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.
9	12757	CI-111484 - DSD BR PCM VRH 09 IMPLEMENTED	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Recipient Hours • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Do not reinstate hours for the service month.</p>
10	12757	CI-111485 - DSD BR PCM VRH 10 IMPLEMENTED	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Recipient Hours • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the payee is a Recipient</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <p>Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls</p> <p>AND</p> <p>If Payments are non-EFT (paper checks) AND SOC Hours > 00:00 in the service month</p> <p>Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.</p> <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/Reinstate Hours (11-20)

No	Req ID	CI	Description	When	Action
11	12072 12073 12757 20731	 CI-111486 - DSD BR PCM VRH 11 IMPLEMENTED	<ul style="list-style-type: none"> • Writ of Admin Mandamus • Provider • Hours • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Writ of Admin Mandamus <p>AND the Payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was not checked</p>	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider, then add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider.</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode</p> <p>AND</p> <p>Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
12	12757	 CI-111487 - DSD BR PCM VRH 12 IMPLEMENTED	<ul style="list-style-type: none"> • Overpayment Recovery Refund • Dollars • Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND Dollars were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	Do not reinstate hours for the service month.
13	12757	 CI-111488 - DSD BR PCM VRH 13 IMPLEMENTED	<ul style="list-style-type: none"> • Overpayment Recovery Refund • Recipient • Dollars • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the Payee is a Recipient</p> <p>AND dollars were entered</p> <p>AND the Bypass Hours Indicator was not checked</p> <p>AND a value was entered in the Refund Hours field</p>	<p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and IP hours for the service month in which the pay period falls <p>AND</p> <p>If Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and CC hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and HM hours for the service month in which the service period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining WPCS hours for the service month in which the pay period falls.

14	12757	 CI-111489 - DSD BR PCM VRH 14 IMPLEMENTED	<ul style="list-style-type: none"> • Overpayment Recovery Refund • Provider • Dollars • No Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Overpayment Recovery Refund <p>AND the Payee is a Provider</p> <p>AND dollars were entered</p> <p>AND the Bypass Hours Indicator was not checked</p> <p>AND a value was entered in the Refund Hours field</p>	<p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the value entered in the Refund Hours field to the remaining WPCS hours for the service month in which the pay period falls. <p>If the Funding Source is IHSS and IP mode only or mixed mode including IP mode</p> <p>AND</p> <p>Payments are non-EFT (paper checks)</p> <p>AND</p> <p>SOC Hours > 00:00 in the service month</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
15	12757	 CI-111490 - DSD BR PCM VRH 15 IMPLEMENTED	Reimbursement/Refunds	<p>When a void confirmation is received on a warrant with one of the following Deduction Types:</p> <ul style="list-style-type: none"> • Buy-Out Reimbursement • Health Benefit Refund • Provider Medi-Cal SOC Reimbursement • Share of Cost Refund 	Do not reinstate hours for the service month.
16	12757 20731 12072 12073	 CI-111491 - DSD BR PCM VRH 16 IMPLEMENTED	<ul style="list-style-type: none"> • IP Payment • Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • IP Pay 	<p>Decrease the Weekly Provider Paid Hours and Overtime Hours indicated from the Warrant Source Number and apply Overtime business rule for each affected week in the pay period from the warrant.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> • Add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If SOC Hours > 00:00 in the service month and the Payments are non-EFT (paper checks) and the Funding Source is IHSS (IHSS-R, IPO, PCSP, CFCO) and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls. <p>If the hours are Back-up Provider Hours:</p> <ul style="list-style-type: none"> • Decrease the hours paid from the Back-up Hours Paid for the Fiscal Year and increase the hours paid to the Remaining Hours for the Fiscal Year
17		Business Rule Removed – Pay Type of WPCS Pay not supported by Payroll. Consolidated with Business Rule 16.			

18	12757 20731 12072 12073	CI-111493 - DSD BR PCM VRH 18 IMPLEMENTED	<ul style="list-style-type: none"> • Prior Underpayment • Supplemental Hours • Timesheet Exception • Hours 	<p>When a void confirmation is received on a warrant with one of the following Pay Types:</p> <ul style="list-style-type: none"> • Prior Underpayment • Supplemental Hours • Timesheet Exception 	<p>Decrease the Weekly Provider Paid Hours and re apply Overtime Hours business rule for the affected weeks indicated from the Warrant Source Number.</p> <p>If the recalculated overtime hours are less than the overtime hours already paid for this case Provider,</p> <ul style="list-style-type: none"> • Add the difference to the Un-recovered Overtime Hours for the affected workweek for this case Provider. • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. <p>If SOC Hours > 00:00 in the service month and the Payments are non-EFT (paper checks) and the Funding Source is IHSS (IHSS-R, IPO, PCSP, CFCO) and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS Available Hours and IP hours for the service month in which the pay period falls.
19	12757	CI-111494 - DSD BR PCM VRH 19 IMPLEMENTED	<ul style="list-style-type: none"> • Converted Payment • Hours • Provider 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the payee is a Provider</p>	<p>If the Funding Source is IHSS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If Provider assigned hours,</p> <ul style="list-style-type: none"> • Add this amount to the remaining Provider assigned hours for the service month in which the pay period falls. • If the pay period spans multiple months, use the first month in the pay period range. <p>If the Funding Source is WPCS:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. • If the pay period spans multiple months, use the first month in the pay period range.
20	12757	CI-111495 - DSD BR PCM VRH 20 IMPLEMENTED	<ul style="list-style-type: none"> • Converted Payment • Hours • IHSS Recipient 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> • Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the Recipient is NOT authorized to receive Advance Payments during the first month in the pay period range</p>	<p>If IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and IP hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range. <p>If CC mode only or HM and CC modes:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and CC hours for the service month in which the pay period falls. • If the pay period spans multiple months, use the first month in the pay period range. <p>If HM mode only:</p> <ul style="list-style-type: none"> • Add the hours paid to the remaining IHSS and HM hours for the service month in which the pay period falls. • If the pay period spans multiple months, use the first month in the pay period range.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/Reinstate Hours (21-30)

No	Req ID	CI	Description	When	Action
21	12757	CI-111496 - DSD BR PCM VRH 21 IMPLEMENTED	<ul style="list-style-type: none"> Converted Payment Hours IHSS AP Recipient Pay Period Spans One Month 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the pay period spans one month</p> <p>AND the Recipient is authorized to receive Advance Payments during the month the pay period falls.</p>	Add the hours paid to the remaining IHSS hours for the service month in which the pay period falls.
22	12757	CI-111497 - DSD BR PCM VRH 22 IMPLEMENTED	<ul style="list-style-type: none"> Converted Payment Hours IHSS AP Recipient Pay Period Spans more than One Month 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is IHSS</p> <p>AND the pay period spans more than one month</p> <p>AND the Recipient is authorized to receive Advance Payments during the first month in the pay period range.</p>	Add the hours paid to the remaining IHSS and IP hours for the first month in the pay period range.
23	12757	CI-111498 - DSD BR PCM VRH 23 IMPLEMENTED	<ul style="list-style-type: none"> Converted Payment Hours WPCS Recipient 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Converted Payment <p>AND Hours Paid on the Warrant Record are greater than zero</p> <p>AND the Payee is the Recipient on the case</p> <p>AND the Funding Source is WPCS.</p>	Add the hours paid to the remaining WPCS hours for the service month in which the pay period falls. If the pay period spans multiple months, use the first month in the pay period range.
24	12757	CI-111499 - DSD BR PCM VRH 24 IMPLEMENTED	Retroactive Pay Rate Adjustment	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Retroactive Pay Rate Adjustment 	Do not reinstate hours for the service month.
25	16202	CI-480882 - DSD BR PCM VRH 25 IMPLEMENTED	<ul style="list-style-type: none"> Writ of Admin Mandamus Provider Hours Bypass Hours 	<p>When a void confirmation is received on a warrant with the following Pay Type:</p> <ul style="list-style-type: none"> Writ of Admin Mandamus <p>AND the payee is a Provider</p> <p>AND hours were entered</p> <p>AND the Bypass Hours Indicator was checked</p>	<p>Do not reinstate Weekly Provider Paid Hours and Overtime Hours buckets</p> <p>(Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>Do not reinstate hours for the service month.</p>
26	16203	CI-514102 - DSD BR PCM VRH 26 IMPLEMENTED	<ul style="list-style-type: none"> Travel Claim Travel Claim Supplemental 	<p>When a void confirmation is received on a warrant with one of the following Pay Types:</p> <ul style="list-style-type: none"> Travel Claim (TC) Travel Claim – Supplemental (TCS) 	<p>CM:</p> <p>Reduce the travel hours paid to the provider for each workweek.</p> <p>AND update Travel Claim Status to "Cancelled"</p> <p>AND trigger notification to the case worker in the appropriate work queue based on program:</p> <ul style="list-style-type: none"> Timesheet Errors Work Queue WPCS Work Queue

27	12632	CI-717716 - DSD BR PCM VRH 27 IMPLEMENTED	Void Reinstate Hours – Overtime Exemption Hours	When a void confirmation is received on a payment of any type AND the payment is for a period on or after the Violation Exemption Start Date [FLSA Configuration:Overtime Exemption Begin Date] AND the provider had an Active Overtime Exemption associated to the recipient case and the Service Month being processed	Reinstate the voided hours to the remaining IHSS or WPCS hours for the service month in which the pay period falls. On the View Provider Monthly Paid Hours screen for the Service month remove the voided payment transaction from the screen.
28	21093 21096	CI-790561 - DSD BR PCM VRH 28 IMPLEMENTED	Void – Sick Leave Hours	When a void confirmation is received on a warrant with a Pay Type of Sick Leave	Determine the fiscal year for which the sick leave hours were paid Take a snapshot of the Sick Leave hours Decrease the View Sick Leave Hours "Paid Hours" by the number of hours paid for the fiscal year Increase the View Sick Leave Hours, "Remaining Hours" by the number of hours paid for the fiscal year
29	21093 21096	CI-790562 - DSD BR PCM VRH 29 IMPLEMENTED	Reissue Sick Leave	When the Reissue Sick Leave link is selected on the View Sick Leave Hours Details screen	Reissue a new Sick Leave payment for the previous payment as follows: IF the current Remaining Hours are greater than or equal to the Sick Leave Paid Hours being reissued, allow action ELSE IF, Sick Leave Paid Hours exceed the provider Remaining sick leave hours for the fiscal year, pay up to the providers remaining hours for the fiscal year and cutback excess claimed sick leave hours. ELSE, Remaining Hours is 0:00 set Sick Leave Claim to Exception status and set Exception to Hard Edit "PMEC001 - Hours claimed exceed remaining sick leave hours"
30	12669 12371	CI-813197 - DSD BR PCM VRH 30 IMPLEMENTED	Advance Pay Overpayment Collection	When a void confirmation is received on a warrant with the following Pay Type: <ul style="list-style-type: none">• Advance Pay Overpayment Collection	Add the negative collection record with a collection status of Cancelled. Balance Adjustment: <ul style="list-style-type: none">• Increase the balance of the overpayment by the amount of the cancelled collection.• If the status of the overpayment recovery is "Closed", change to "Active".• Re-interface the recovery set-up information to Payroll for processing.• Decrease the Cash Collected to Date Amount (internal bucket) by the amount of the cancelled collection.• Remaining Hours Adjustment:• Reverse any adjustments made to the remaining hours when the collection was made.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals

When confirmation is received from the SCO of the successful processing of the stop payment request or of the stop payment of an undeliverable warrant and a SOC deduction was taken from the voided warrant, during the Update Warrant process Case Management will trigger the process to perform a SOC reversal and trigger Explanation of IHSS or WPCS Share of Cost Reversal letters.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals/SOC Reversal Processing

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Processing (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Voids/SOC Reversals/SOC Reversal Processing (11-20)

No	Req ID	CI	Description	When	Action
1	16471 16971	 CI-111425 - DSD BR PCM SOCRP 01 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • PO, CFCO or PCSP • Certified SOC 	<p>When an SOC deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 3 (Medi-Cal Eligible/Certified) for the eligibility month in which the pay period falls</p>	Add the amount of the SOC Deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
2			Business Rule Removed – Covered in Item 1 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
3	16471 16971	 CI-111427 - DSD BR PCM SOCRP 03 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period outside of 13 months 	<p>When an SOC deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 5 (Medi-Cal Eligible/Uncertified SOC) for the eligibility month in which the pay period falls</p> <p>AND the pay period does not fall within the current month or within one of the past 12 months</p>	Add the amount of the SOC Deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
4			Business Rule Removed – Covered in Item 3 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
5	16471 16971	 CI-111429 - DSD BR PCM SOCRP 05 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction 	<p>When a SOC Deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 5 (Medi-Cal Eligible/Uncertified SOC) for the eligibility month in which the pay period falls</p> <p>AND the pay period falls within the current month or within one of the past 12 months</p>	Send a reversal transaction to the MEDS POS for the amount of the SOC Deduction.
6	16471 16971	 CI-111430 - DSD BR PCM SOCRP 06 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction – MEDS POS Errors 	Continued: Previously Certified OR MEDS POS Errors	If MEDS POS error(s) are returned: <ul style="list-style-type: none"> • Add the amount of the SOC deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
7			Business Rule Removed – Invalid Scenario.		

8	16471 16971	 CI-111432 - DSD BR PCM SOCRP 08 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction – No MEDS POS Errors 	No MEDS POS Errors	No additional action is taken.
9			Business Rule Removed – Covered in Item 5 above.		
10			Business Rule Removed – Covered in Item 6 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		

No	Req ID	CI	Description	When	Action
11			Business Rule Removed – Invalid Scenario.		
12			Business Rule Removed – Covered in Item 8 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
13	12130	 CI-111437 - DSD BR PCM SOCRP 13 IMPLEMENTED	SOC Reversal IHSS Residual	When an SOC deduction was taken from a voided warrant AND The Funding Source Aid Code is 2N – IHSS Residual for the eligibility month in which the pay period falls	Decrease the collected SOC amount for the eligibility month in which the pay period falls by the amount of the SOC deduction.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals/SOC Reversal Processing (1-10)

No	Req ID	CI	Description	When	Action
1	16471 16971	 CI-111425 - DSD BR PCM SOCRP 01 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • PO, CFCO or PCSP • Certified SOC 	<p>When an SOC deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 3 (Medi-Cal Eligible/Certified) for the eligibility month in which the pay period falls</p>	Add the amount of the SOC Deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
2			Business Rule Removed – Covered in Item 1 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
3	16471 16971	 CI-111427 - DSD BR PCM SOCRP 03 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period outside of 13 months 	<p>When an SOC deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 5 (Medi-Cal Eligible/Uncertified SOC) for the eligibility month in which the pay period falls</p> <p>AND the pay period does not fall within the current month or within one of the past 12 months</p>	Add the amount of the SOC Deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
4			Business Rule Removed – Covered in Item 3 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
5	16471 16971	 CI-111429 - DSD BR PCM SOCRP 05 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction 	<p>When a SOC Deduction was taken from a voided warrant</p> <p>AND the Funding Source Aid Code is 2L - IHSS Plus Option Program OR 2K - Community First Choice Option OR 2M – Personal Care Services Program for the eligibility month in which the pay period falls</p> <p>AND the 1st digit of Medi-Cal Eligibility Status is 5 (Medi-Cal Eligible/Uncertified SOC) for the eligibility month in which the pay period falls</p> <p>AND the pay period falls within the current month or within one of the past 12 months</p>	Send a reversal transaction to the MEDS POS for the amount of the SOC Deduction.
6	16471 16971	 CI-111430 - DSD BR PCM SOCRP 06 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction – MEDS POS Errors 	Continued: Previously Certified OR MEDS POS Errors	<p>If MEDS POS error(s) are returned:</p> <ul style="list-style-type: none"> • Add the amount of the SOC deduction to the Non-Reversed SOC Amount for the eligibility month in which the pay period falls.
7			Business Rule Removed – Invalid Scenario.		

8	16471 16971	 CI-111432 - DSD BR PCM SOCRP 08 IMPLEMENTED	<ul style="list-style-type: none"> • SOC Reversal • IPO, CFCO or PCSP • Uncertified SOC • Pay Period within 13 months • Process Reversal Transaction – No MEDS POS Errors 	No MEDS POS Errors	No additional action is taken.
9			Business Rule Removed – Covered in Item 5 above.		
10			Business Rule Removed – Covered in Item 6 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals/SOC Reversal Processing (11-20)

No	Req ID	CI	Description	When	Action
11			Business Rule Removed – Invalid Scenario.		
12			Business Rule Removed – Covered in Item 8 above and in Section 27.2.5.5.2.2 SOC Reversal Letters - Item 3.		
13	12130	 CI-111437 - DSD BR PCM SOCRP 13 <input type="button" value="IMPLEMENTED"/>	SOC Reversal IHSS Residual	When an SOC deduction was taken from a voided warrant AND The Funding Source Aid Code is 2N – IHSS Residual for the eligibility month in which the pay period falls	Decrease the collected SOC amount for the eligibility month in which the pay period falls by the amount of the SOC deduction.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals/SOC Reversal Letters

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Voids/SOC Reversals/SOC Reversal Letters (1-10)

No	Req ID	CI	Description	When	Action
1	16471 16472 16971	 CI-111422 - DSD BR PCM SOCRL 01 IMPLEMENTED	Trigger Explanation of IHSS Reversal Letter	When an SOC deduction was taken from a voided warrant AND The Funding Source of the payment is PCSP, CFCO or IPO AND The Pay Type is NOT Advance Pay, Advance Pay – Initial or Advance Pay- Additional	Trigger an Explanation of IHSS Reversal – Recipient letter to the Mail Designee in the specified written language (subject to CDSS available translations). Trigger an Explanation of IHSS Reversal – Provider letter in the specified written language (subject to CDSS available translations).
2	16471 16563 16971	 CI-111423 - DSD BR PCM SOCRL 02 IMPLEMENTED	Trigger Explanation of IHSS Reversal Letter (Advance Pay)	When an SOC deduction was taken from a voided warrant AND The Funding Source of the payment is CFCO or IPO AND The Pay Type is Advance Pay, Advance Pay – Initial or Advance Pay- Additional	Trigger an Explanation of IHSS Reversal – Recipient letter to the Mail Designee in the specified written language (subject to CDSS available translations).
3	16471	 CI-111424 - DSD BR PCM SOCRL 03 IMPLEMENTED	Trigger Explanation of WPCS Reversal Letter	When an SOC deduction was taken from a voided warrant AND The Funding Source of the payment is WPCS	Trigger an Explanation of WPCS Reversal – Recipient letter to the Mail Designee in the specified written language (subject to CDSS available translations). Trigger an Explanation of WPCS Reversal – Provider letter to the Provider in the specified written language (subject to CDSS available translations).

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections

When overpayment collections are made through payroll deductions, Payroll interfaces the information to Case Management for tracking the progress of the recovery in order to make the information available to the user.

When overpayment collections are made through personal payments, Case Management interfaces that information to Payroll so that the appropriate accounting entries can be made.

Regardless of the method of recovery, Case Management will track the balance and status of the recovery. Note: Because information about advance payment overpayment collections made via payroll deductions from the Recipient are not interfaced from Payroll to Case Management, the status of the overpayment recovery will be listed as "Unavailable" and the balance will not be reduced.

In addition, when overpayment collections are made for Overpayment Types of Excess Compensation – Hours or Special Transaction (hours based) or Advance Pay – Other, Case Management will reinstate the recovered hours to the case to make the hours available for other Providers. If the overpayment spanned multiple months, the hours will be reinstated starting with the earliest overpaid month and working forward until the recovery is stopped or closed. If applicable, the recovered hours will be used to reduce the Provider's weekly paid hours and overtime will be recalculated for each week (Sunday through Saturday) that contains at least one (1) day that falls within the overpayment pay period. The Provider's Weekly Paid Hours will be reduced beginning with the latest day in the overpayment pay period that contains paid hours and working backward (in the same way in which hours are cutback on a timesheet). If more than one (1) timesheet and/or payment correction exists in the pay period for the same case Provider, then the hours will be reduced beginning with the transaction with the most recent processed date and working backward.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections/Applying Overpayment Collections

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections/Applying Overpayment Collections (1-10)

No	Req ID	CI	Description	When	Action
Interface from Payroll – Payroll Deduction/Create Overpayment Collection – Personal Payment					
1	12371 12665 12699 12700	CI-111388 - DSD BR PCM AOC 01 IMPLEMENTED	Collection less than Balance The amount of the collection is less than the balance of the overpayment	When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND The amount of the collection is less than the balance of the overpayment	<p>Reduce the balance of the overpayment by the amount of the deduction.</p> <p>IF Overpayment Recovery/Collection is Payroll Deduction (data received from CMDR913A)</p> <ul style="list-style-type: none"> • Increase the Payroll Collected to Date Amount (internal bucket) by the amount of the deduction • Set the collection status to Collected <p>IF the Program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the "IHSS Paid Hours" by the number of hours credited for the corresponding service month • Reduce the "IP Paid Hours" by the number of hours credited for the corresponding service month • Restore the IHSS remaining hours in the given service month <p>AND The Overpayment Type is 'Excess Compensation – Hours' AND The service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <ul style="list-style-type: none"> • Reduce the Recipient's "IHSS Available Hours" by the number of hours credited for the corresponding service month. <p>ELSE the Program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the Paid Hours, "WPCS Paid Hours" by the hours credited for the corresponding service month. <p>ELSE Overpayment Recovery Method/Collection is Personal Payment:</p> <ul style="list-style-type: none"> • Increase the Cash Collected to Date Amount (internal bucket) by the amount of the collection. <p>Set the collection status to Pending Payroll and set the payroll indicator to true in order to send the collection to Payroll in evening batch cycle (PRDR937A).</p> <p>IF the hours are Back-up Provider Hours:</p> <ul style="list-style-type: none"> • Decrease the Back-up Provider hours paid by the number of hours credited for the service month and increase the Remaining Hours for the Fiscal Year
2	12371 12657 12665 12670 12673 12674 12679 12681 12699 21117	CI-111389 - DSD BR PCM AOC 02 IMPLEMENTED	Receive Payroll Overpayment Collections Create Warrant – Pay Type Advance Pay Overpayment Collection Create Overpayment Collection - Personal Payment Collection equal to Balance	When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND The amount of the deduction is equal to the balance of the overpayment	<ul style="list-style-type: none"> • Reduce the balance of the overpayment to zero. • Change the recovery Status to Closed. <p>Send notification to case owner that the recovery is complete (CI – 111,173).</p> <p>Collection via Payroll Deduction:</p> <ul style="list-style-type: none"> • Increase the Payroll Collected to Date Amount (internal bucket) by the amount of the deduction. • Set the collection status to Collected. <p>Collection via Personal Payment:</p> <ul style="list-style-type: none"> • Increase the Cash Collected to Date Amount (internal bucket) by the amount of the collection. <p>Set the collection status to Pending Payroll and set the payroll indicator to true in order to send the collection to Payroll in evening batch cycle.</p>

3	12072 12073 12371 12670 12673 12674 12679 12681 12699 21110	<p> CI-111390 - DSD BR PCM AOC 03 IMPLEMENTED</p>	<p>Overpayment Type of Excess Compensation – Hours (Provider Only) Batch Job (CMDR913A)</p>	<p>When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND The Overpayment Type is Excess Compensation – Hours</p>	<p>See Example – Reinstating Collected Hours Over Multiple Pay Periods (DSD Section 27 – Recip CM & OS – Payroll within Case Management)</p> <p>When reinstating hours for the applicable remaining buckets, the following applies:</p> <p>Use the credited hours to reduce the Weekly Provider Paid Hours for each day in the Overpayment Recovery Service Period beginning with the warrant(s) with the oldest to the most recent issue date for each warrant associated to the Overpayment Pay Period segment</p> <ul style="list-style-type: none"> • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If more than one (1) timesheet and/or payment correction exists in the pay period for the same case Provider</p> <ul style="list-style-type: none"> • Reduce the Weekly Provider Paid Hours for each day in the workweek in the Overpayment Recovery Service Period beginning with the oldest to the most recent • Apply overtime business rule for each week that contains at least one (1) day that falls within the overpayment pay period. <p>IF the Program is IHSS:</p> <ul style="list-style-type: none"> • Reduce the Paid Hours "IHSS Paid Hours" by the number of hours credited hours for the corresponding service month • Reduce the Paid Hours "IP Paid Hours" by the number of hours credited hours for the corresponding service month • Add the credited hours to the remaining Provider assigned hours for the corresponding service month. • Restore the IHSS remaining hours in the given service month <p>AND the amount of the collection is less than the balance of the overpayment AND The service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <ul style="list-style-type: none"> • Reduce the Recipient's "IHSS Available Hours" by the number of hours credited for the corresponding service month. <p>ELSE the Program is WPCS:</p> <ul style="list-style-type: none"> • Reduce the Paid Hours, "WPCS Paid Hours" by the credited hours for the corresponding service month.
4	12670	<p> CI-111391 - DSD BR PCM AOC 04 IMPLEMENTED</p>	<p>Overpayment Type of Special Transaction Hours No Bypass Hours Recipient The Overpayment Type is Special Transaction AND The Special Transaction was entered in Hours AND The Bypass Hours option was not selected AND The Payee was the Recipient</p>	<p>When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND The Overpayment Type is Special Transaction AND The Special Transaction was entered in Hours AND The Bypass Hours option was not selected AND The Payee was the Recipient</p>	<p>See Example - Reinstating Collected Hours for One Service Month.</p> <p>When reinstating hours for the applicable remaining buckets, the following applies:</p> <p>If the Program is IHSS and IP mode only or mixed mode including IP mode:</p> <ul style="list-style-type: none"> • Add the credited hours to the remaining IHSS and IP hours for the corresponding service month. • Restore the IHSS remaining hours in the given service month <p>AND The service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <ul style="list-style-type: none"> • Add the credited hour to the remaining IHSS Available Hours and IP hours for the corresponding service month <p>If the Program is IHSS and CC mode only or HM and CC modes</p> <ul style="list-style-type: none"> • Add the credited hours to the remaining IHSS and CC hours for the corresponding service month. • Restore the IHSS remaining hours in the given service month <p>If the Program is IHSS and HM mode only:</p> <ul style="list-style-type: none"> • Add the credited hours to the remaining IHSS and HM hours for the corresponding service month. • Restore the IHSS remaining hours in the given service month <p>If the Program is WPCS:</p> <ul style="list-style-type: none"> • Add the credited hours to the remaining WPCS hours for the corresponding service month.

5	12072 12073 12679 12699 12707	CI-111392 - DSD BR PCM AOC 05 IMPLEMENTED	Overpayment Type of Special Transaction Hours No Bypass Hours Provider AND The Overpayment Type is Special Transaction AND The Special Transaction was entered in Hours AND The Bypass Hours option was not selected AND The Payee was the Provider	<p>When an overpayment collection is made (via Payroll Deduction or Personal Payment)</p> <p>AND</p> <p>The Overpayment Type is Special Transaction</p> <p>AND</p> <p>The Special Transaction was entered in Hours</p> <p>AND</p> <p>The Bypass Hours option was not selected</p> <p>AND</p> <p>The Payee was the Provider</p>	<p>See example – Reinstating Collected Hours for One Service Month.</p> <p>When reinstating hours for the applicable remaining buckets, the following applies:</p> <p>Use the credited hours to reduce the Weekly Provider Paid Hours for each day in the workweek in the Overpayment Recovery Service Period beginning with the oldest to the most recent</p> <ul style="list-style-type: none"> (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If more than one (1) timesheet and/or payment correction exists in the pay period for the same case Provider</p> <ul style="list-style-type: none"> Reduce the Weekly Provider Paid Hours for each day in the workweek in the Overpayment Recovery Service Period beginning with the oldest to the most recent Apply overtime business rule for each week that contains at least one (1) day that falls within the overpayment pay period. <p>IF the Program is IHSS:</p> <ul style="list-style-type: none"> Reduce the Paid Hours "IHSS Paid Hours" by the number of hours credited hours for the corresponding service month Reduce the Paid Hours "IP Paid Hours" by the number of hours credited hours for the corresponding service month Add the credited hours to the remaining Provider assigned hours for the corresponding service month. <p>AND</p> <p>The service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <ul style="list-style-type: none"> Reduce the Recipient's "IHSS Available Hours" by the number of hours credited for the corresponding service month <p>ELSE the Program is WPCS:</p> <p>Reduce the Paid Hours, "WPCS Paid Hours" by the credited hours for the corresponding service month.</p>
Modify Overpayment Collection – Personal Payment					
8	12665 12669 12670 12673 12679 12681 12699 12700	CI-111393 - DSD BR PCM AOC 06 IMPLEMENTED	Modify Collection Amount to Lower Value AND the Amount is modified to a lower value	<p>When the Save action is processed on the Modify Overpayment Collection pop-up</p> <p>AND the Amount is modified to a lower value</p>	<p>Flag for processing (PRDR937A)</p> <p>Balance Adjustment:</p> <ul style="list-style-type: none"> Increase the balance of the overpayment by the difference between the original amount and the modified amount of the collection. Decrease the Cash Collected to Date Amount (internal bucket) by the difference between the original amount and the modified amount. <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> Evaluate the difference between the remaining hours reinstated from the previously saved transaction (if applicable) and the remaining hours reinstatement applicable to the revised transaction. Adjust the applicable remaining hours bucket(s) accordingly for the service month in which the service period falls. <p>IF the Program is IHSS:</p> <p>AND the service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> Evaluate the difference between the remaining available hours reinstated from the previously saved transaction (if applicable) and the remaining available hours reinstatement applicable to the revised transaction. Adjust the applicable remaining available hours bucket(s) accordingly for the service month in which the service period falls. <p>Overpayment Recovery Status:</p> <p>IF the status is Closed, change to Active</p> <p>ELSE the status is Active and no status update is required</p>

9	12665 12669 12670 12679 12681 12699 12700 21113 21118	<input checked="" type="checkbox"/> CI-111396 - DSD BR PCM AOC 09 IMPLEMENTED	Modify Collection Amount to Higher Value	<p>When the Save action is processed on the Modify Overpayment Collection pop-up</p> <p>AND the overpayment collection amount is modified to a higher value</p>	<p>Flag for processing (PRDR937A)</p> <p>Balance Adjustment:</p> <ul style="list-style-type: none"> Decrease the balance of the overpayment by the difference between the original amount and the modified amount of the collection. Increase the Cash Collected to Date Amount (internal bucket) by the difference between the original amount and the modified amount. <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> Evaluate the difference between the remaining hours reinstated from the previously saved transaction (if applicable) and the remaining hours reinstatement applicable to the revised transaction. Adjust the applicable remaining hours bucket(s) accordingly for the service month in which the service period falls. <p>IF the Program is IHSS:</p> <p>AND the service month on the overpayment recovery is greater than 00:00 for SOC Hours</p> <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> Evaluate the difference between the remaining available hours reinstated from the previously saved transaction (if applicable) and the remaining available hours reinstatement applicable to the revised transaction. Adjust the applicable remaining available hours bucket(s) accordingly for the service month in which the service period falls. <p>Overpayment Recovery Status:</p> <p>IF the overpayment recovery balance is reduced to zero update status to "Closed"</p> <p>ELSE the status is Active and remaining balance is greater than zero, no status update is required.</p> <p>Trigger Tasks/Notifications:</p> <p>IF Overpayment Status is set to Closed and there are additional "Pending" status Overpayment Recoveries, trigger notification "[case name] [case number] Overpayment Recovery Complete – Pending Overpayments exist"</p> <p>ELSE there are no "Pending" Overpayment Recoveries, trigger task/notification,</p>
10	12670 12673	<input checked="" type="checkbox"/> CI-111397 - DSD BR PCM AOC 10 IMPLEMENTED	Modify Collection Amount Overpayment Type of Share of Cost	<p>When an overpayment collection amount is modified</p> <p>AND</p> <p>The Overpayment Type is Share of Cost</p>	<p>Evaluate the difference between the collected SOC amount increase from the previously saved transaction and the collected SOC amount increase applicable to the revised transaction.</p> <p>Adjust the collected SOC amount accordingly for the service month in which the service period falls.</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections/Applying Overpayment Collections (11-20)

No	Req ID	CI	Description	When	Action
Cancel Overpayment Collection – Personal Payment					
11	12670 21118	CI-111398 - DSD BR PCM AOC 11 IMPLEMENTED	Cancel Overpayment Collection	When the "Yes" action is selected on the Cancel Overpayment Collection confirmation	<p>Change the Overpayment Collections Status from "Pending Payroll" to "Cancelled".</p> <p>Balance Adjustment:</p> <ul style="list-style-type: none"> • Increase the balance of the overpayment by the amount of the cancelled collection. • Decrease the Cash Collected to Date Amount (internal bucket) by the amount of the cancelled collection. <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> • Reverse any adjustments made to the remaining hours upon save on the Create Overpayment Collection or Modify Overpayment Collection screens. <p>If the system is applying the adjusted hours to the service month where the Recipient has SOC Hours greater than 00:00</p> <p>Remaining Hours Adjustment:</p> <ul style="list-style-type: none"> • Reverse any adjustments made to the remaining 'available' hours upon save on the Create Overpayment Collection or Modify Overpayment Collection screens. <p>Overpayment Status If the Overpayment Status is "Closed", update to "Active" Else, Overpayment Status is "Active", no action is required</p>
Interface from Payroll – Payroll Deduction Reversal					
13	12669 12072 12073 21118	CI-111400 - DSD BR PCM AOC 13 IMPLEMENTED	<ul style="list-style-type: none"> • Cancel Overpayment Collection • Overpayment Type of Share of Cost 	<p>When an overpayment collection is cancelled</p> <p>AND</p> <p>The Overpayment Type is Share of Cost</p>	<p>Reverse any adjustments made to the collected SOC amount upon save on the Create Overpayment Collection or Modify Overpayment Collection screens.</p>
Interface to Payroll – Personal Payments					
14	12670	CI-111401 - DSD BR PCM AOC 14 IMPLEMENTED	<ul style="list-style-type: none"> • Personal Payment • Recovery Method is Personal Payments 	<p>When an overpayment collection is made via Personal Payment</p> <p>AND</p> <p>The Recovery Method is Personal Payments</p> <p>AND</p> <p>The status of the collection is Pending Payroll</p>	<p>In the evening batch cycle:</p> <ul style="list-style-type: none"> • Change the status of the collection from Pending Payroll to Collected. Send the collection information to Payroll for accounting purposes.

15	12670	CI-111402 - DSD BR PCM AOC 15 IMPLEMENTED	<ul style="list-style-type: none"> Personal Payment Recovery Method is Payroll Deductions 	When an overpayment collection is made via Personal Payment AND The Recovery Method is Payroll Deductions AND The status of the collection is Pending Payroll	In the evening batch cycle: <ul style="list-style-type: none"> Change the status of the collection from Pending Payroll to Collected. Send the updated overpayment Balance to Payroll. Send the collection information to Payroll for accounting purposes.
16	12679 12072 12073	CI-480880 - DSD BR PCM AOC 16 IMPLEMENTED	<ul style="list-style-type: none"> Overpayment Type of Special Transaction Hours Bypass Hours Provider 	When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND The payment Type is Special Transaction AND The Special Transaction was entered in Hours AND The Bypass Hours option WAS selected AND The Payee was the Provider	Use the credited hours to reduce the Weekly Provider Paid Hours beginning with the latest day in the overpayment pay period that contains paid hours and work backward. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) If more than one (1) timesheet and/or payment correction exists in the pay period for the same case Provider, then reduce the hours beginning with the most recent processed transaction and work backward. Apply overtime business rule for each week that contains at least one (1) day that falls within the overpayment pay period.
17	12665	CI-717714 - DSD BR PCM AOC 17 IMPLEMENTED	<ul style="list-style-type: none"> Overpayment Recovery – Excess Compensation Hours Payroll Deduction or Personal Payment 	When an overpayment collection is made (via Payroll Deduction or Personal Payment) AND the overpayment recovery is for a period on or after the Violation Exemption Start Date [FLSA Configuration:Overtime Exemption Begin Date] AND an Overtime Violation Exemption record exists for the recipient case for the Service Month being recovered	Reduce the balance of the overpayment by the amount of the deduction. Collection via Payroll Deduction: <ul style="list-style-type: none"> Increase the Payroll Collected to Date Amount (internal bucket) by the amount of the deduction. Set the Overpayment Collection Status to "Collected". Collection via Personal Payment: <ul style="list-style-type: none"> Increase the Cash Collected to Date Amount (internal bucket) by the amount of the collection. Set the Overpayment Collection Status to "Pending Payroll" Set the payroll indicator to true in order to send the collection to Payroll in evening batch cycle. IF the Program is IHSS on the recipient case Paid Hours screen: <ul style="list-style-type: none"> Decrease the IHSS Paid Hours Decrease the IP Paid Hours ELSE the Program is WPCS, on the recipient case Paid Hours screen: <ul style="list-style-type: none"> Decrease the WPCS Paid Hours Decrease the WPCS Paid Hours On the View Provider Monthly Paid Hours screen for the Service month, beginning with the most recent payment for the recipient <ul style="list-style-type: none"> Increase the Overpayment Recovery hours by the amount of the collection Decrement the Paid Hours by the amount of the collection Decrement the Claimed Hours by the amount of the collection Do not adjust Exemption Cutback hours
18	12203 12665 12669 12670 12371	CI-813196 - DSD BR PCM AOC 18 IMPLEMENTED	<ul style="list-style-type: none"> Create Warrant – Pay Type Advance Pay Overpayment Collection Overpayment Type of Advance Pay – Recipient Payroll Deductions 	When an overpayment collection is made via Payroll Deduction AND The Overpayment Type is Advance Pay – Recipient Payroll Deductions	See example - Reinstating Collected Hours for One Service Month (DSD Section 27.2.5.8.2.2) When reinstating hours for the applicable remaining buckets, the following applies: <ul style="list-style-type: none"> Add the credited hours to the remaining IHSS hours for the corresponding service month.

Interface from Payroll – Payroll Deduction/Create Overpayment Collection – Personal Payment

19	12371 12670 12699	CI-813302 - DSD BR PCM AOC 19 IMPLEMENTED	Overpayment Type is Excess Compensation – Travel	When an overpayment collection is made (via Payroll Deduction or Personal Payment)	<p>Reduce the balance of the overpayment by the amount of the deduction.</p> <p>If Overpayment Recovery/Collection is Payroll Deduction (data received from CMDR913A)</p> <ul style="list-style-type: none"> • Increase the Payroll Collected to Date Amount (internal bucket) by the amount of the deduction • Set the collection status to Collected • Reduce the "Travel Hours" by the number of hours credited for the corresponding service month <p>Use the credited hours to reduce the Weekly Provider Paid Hours for each day in the workweek in the Overpayment Recovery Service Period beginning with the warrant(s) with the oldest to the most recent issue date for each warrant associated to the Overpayment Pay Period segment</p> <ul style="list-style-type: none"> • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) <p>If more than one travel claim exists in the pay period for the same case Provider</p> <ul style="list-style-type: none"> • Reduce the Weekly Provider Paid Hours for each day in the workweek in the Overpayment Recovery Service Period beginning with the oldest to the most recent • Apply overtime business rule for each week that contains at least one (1) day that falls within the overpayment pay period. <p>ELSE Overpayment Recovery Method/Collection is Personal Payment:</p> <ul style="list-style-type: none"> • Increase the Cash Collected to Date Amount (internal bucket) by the amount of the collection. • Set the collection status to Pending Payroll and set the payroll indicator to true in order to send the collection to Payroll in evening batch cycle (PRDR937A).
20	12371 12670 12699	CI-813303 - DSD BR PCM AOC 20 IMPLEMENTED	Convert Overpayment Recovery to Case Hours	When an overpayment collection is made (via Payroll Deduction or Personal Payment)	<p>For an "Active" status Overpayment Recovery when the "Collected Amount" plus any prior "Collected Amount(s)" is less than (<) Recovery Amount (Overpayment:recoveryAmt)</p> <ul style="list-style-type: none"> • Calculate "Percentage Collected" as "Collected Amount" divide by Recovery Amount (Overpayment:recoveryAmt) • Convert Total Overpaid Hours (Overpayment:overpaidHrs) to minutes • "Recovered Overpaid Hours" equals the minutes multiplied by the "Percentage Collected" (rounded to the nearest minute) • Convert minutes back to hours and minutes "Recovered Time" • Apply the following to the overpayment recovery • Increase the Total Recovered Hours (Overpayment:overpaidHrsMin) by the "Recovered Time" • WHEN Total Recovered Hours (Overpayment:recoveredHrs) is less than Total Overpaid Overtime Hours (Overtime: recoveredOvertimeHoursMin, then increase Total Recovered Overtime Hours (Overpayment:recoveredOvertimeHoursMin) by the difference • Increase Collected to Date (Overpayment:cashCollectedToDateAmt) to Date by the "Collected Amount" • Set Balance (Overpayment:balanceAmt) to Recovery Amount (Overpayment:recoveryAmt) minus "Collected Amount" (Overpayment:cashCollectedToDateAmt)

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections/Returned Checks

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Overpayment Collections/Returned Checks (1-10)

No	Req ID	CI	Description	When	Action
1	12670	CI-111415 - DSD BR PCM RC 01 IMPLEMENTED	Returned Check Recovery Method is Payroll Deductions	When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Recovery Method is Payroll Deductions	Change the status of the collection from Collected to Returned Check. Increase the balance of the overpayment by the amount of the returned check. If the status of the overpayment recovery is Closed, change to Active. • Decrease the Cash Collected to Date Amount (internal bucket) by the amount of the returned check. In the evening batch cycle: • Send the updated overpayment Balance to Payroll. • Send the negative collection information to Payroll for accounting purposes.
2	12670	CI-111416 - DSD BR PCM RC 02 IMPLEMENTED	Returned Check Recovery Method is Personal Payments	When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Recovery Method is Personal Payments	Change the status of the collection from Collected to Returned Check. Increase the balance of the overpayment by the amount of the returned check. If the status of the overpayment recovery is Closed, change to Active. • Decrease the Cash Collected to Date Amount (internal bucket) by the amount of the returned check. In the evening batch cycle: • Send the negative collection information to Payroll for accounting purposes.
3	12670 12072 12073	CI-111417 - DSD BR PCM RC 03 IMPLEMENTED	Returned Check Overpayment Type of Excess Compensation – Hours	When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Overpayment Type is Excess Compensation – Hours	Starting with the most recent pay period with Recovered Hours and working backwards until the full amount of the check (converted to hours) has been reversed: • Decrease the Recovered Hours for the pay period by the amount of the returned check. • Reverse any adjustments when the collection was made to the Weekly Provider Paid Hours and re-apply Overtime Calculation business rule for the affected weeks. • (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens) If the Program is IHSS: • Decrease the remaining IHSS and IP hours for the corresponding service month by the amount of the returned check. If Provider assigned hours: • Decrease remaining Provider assigned hours for the service month in which the pay period falls by the amount of the returned check. If the Program is WPCS: • Decrease the remaining WPCS hours for the corresponding service month by the amount of the returned check. Note: If the hours reinstated upon collection have since been fully or partially consumed, it is possible for the remaining hours to become negative.

4	12670	 CI-111418 - DSD BR PCM RC 04 IMPLEMENTED	<p>Returned Check Overpayment Type of Special Transaction Hours No Bypass Hours Recipient</p>	<p>When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Overpayment Type of Special Transaction AND The Special Transaction was entered in hours AND The Bypass Hours option was not selected AND The Payee was the Recipient</p>	<p>Decrease the Recovered Hours by the amount of the returned check. If the Program is IHSS and IP mode only or mixed mode including IP mode:<ul style="list-style-type: none">Decrease the remaining IHSS and IP hours for the corresponding service month by the amount of the returned check.If the Program is IHSS and CC mode only or HM and CC modes:<ul style="list-style-type: none">Decrease the remaining IHSS and CC hours for the corresponding service month by the amount of the returned check.If the Program is IHSS and HM mode only:<ul style="list-style-type: none">Decrease the remaining IHSS and HM hours for the corresponding service month.If the Program is WPCS:<ul style="list-style-type: none">Decrease the remaining WPCS hours for the corresponding service month by the amount of the returned check.Note: If the hours reinstated upon collection have since been fully or partially consumed, it is possible for the remaining hours to become negative.</p>
5	12670 12072 1 2073	 CI-111419 - DSD BR PCM RC 05 IMPLEMENTED	<p>Returned Check Overpayment Type of Special Transaction Hours No Bypass Hours Provider</p>	<p>When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Overpayment Type of Special Transaction AND The Special Transaction was entered in hours AND The Bypass Hours option was not selected AND The Payee was the Provider</p>	<p>Decrease the Recovered Hours by the amount of the returned check. Reverse any adjustments when the collection was made to Weekly Provider Paid Hours and re-apply Overtime Calculation business rule for the affected weeks. (Weekly Provider Paid Hours should be validated on both the Weekly Provider Paid Hours and the View Hours details screens)</p> <p>If the Program is IHSS:<ul style="list-style-type: none">Decrease the remaining IHSS and IP hours for the corresponding service month by the amount of the returned check.If Provider assigned hours,<ul style="list-style-type: none">Decrease remaining Provider assigned hours for the service month in which the pay period falls by the amount of the returned check.If the Program is WPCS:<ul style="list-style-type: none">Decrease the remaining WPCS hours for the corresponding service month by the amount of the returned check.Note: If the hours reinstated upon collection have since been fully or partially consumed, it is possible for the remaining hours to become negative.</p>
6	12670	 CI-111420 - DSD BR PCM RC 06 IMPLEMENTED	<p>Returned Check Overpayment Type of Advance Pay - Other</p>	<p>When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Overpayment Type of Advance Pay - Other</p>	<p>Decrease the Recovered Hours by the amount of the returned check. Decrease the remaining IHSS hours for the corresponding service month by the amount of the returned check. Note: If the hours reinstated upon collection have since been fully or partially consumed, it is possible for the remaining hours to become negative.</p>
7	12670	 CI-111421 - DSD BR PCM RC 07 IMPLEMENTED	<p>Returned Check Overpayment Type of Share of Cost</p>	<p>When an overpayment collection was made via Personal Payment AND The collection is marked as returned AND The Overpayment Type of Share of Cost</p>	<p>Reduce the SOC Collected amount for the Service Month by the amount of the collection.</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Enter Warrant Replacement – Detail

No	Req ID	CI	Description	When	Action
Enter Warrant Replacement					
1	16975	 CI-459413 - DSD BR PCM EWR 1 IMPLEMENTED	Successful Save of Enter Warrant Replacement – Details screen	When the save link or the save and new link is selected on the Enter Warrant Replacement – Details screen by a user with an HPWarrantReplacement Security Role	Update the following: <ul style="list-style-type: none"> Save the Replacement Date and Replacement Entry Date (current date) on the Warrant table. If the current status of the associated warrant is Pending Replacement, <ul style="list-style-type: none"> update warrantStatusCode to 'PAID' status and update warrantStatusDate to the Replacement Date. Create Warrant Snapshot record to reflect the update on the warrant. If the VoidReplacementType is blank, set to Replacement. If the VoidReplacementReason is blank, set to Lost.

Example - Reinstating Collected Hours over Multiple Pay Periods for an Overpaid Provider

Before Collection 1:
Recovery Status

Recovery Amount*	Collected to Date	Balance
\$300.00	\$00.00	\$300.00

*Either system-calculated value or negotiated value entered by county.

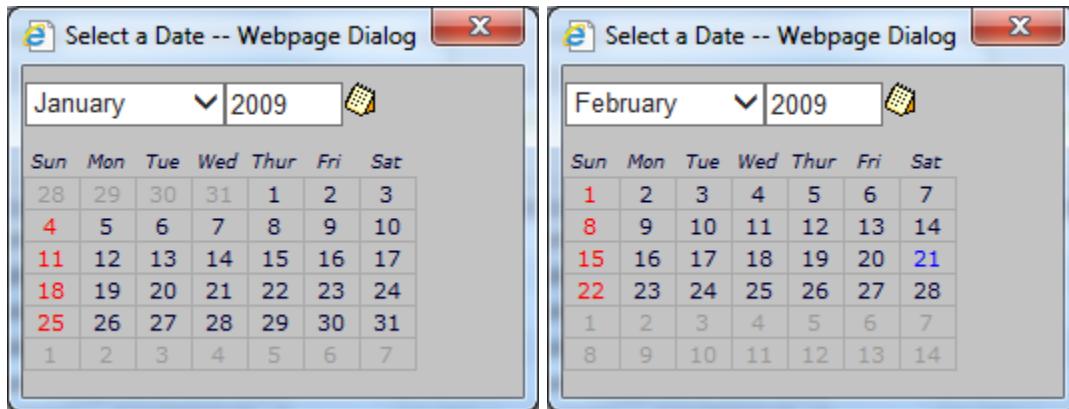
Overpaid Pay Periods

Service Period From	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month	Daily Provider Paid Hours
01/16/09	10:00	00:00	10:00	00:00	16th – 8:00 20th – 2:00
02/01/09	10:00	00:00	10:00	00:00	3rd – 5:30 12th – 4:30
Totals	20:00	00:00	20:00	20:00	

Collection 1: An overpayment recovery of \$170.00 is collected.

Step	Description	Pay Period 1	Pay Period 2
1	Determine the earliest overpaid pay period where the overpaid hours have not been fully recovered.	01/16/09	02/01/09
2	Divide the Collected Amount by the Recovery Amount to determine the Percent Collected.	\$170.00/\$300.00 = 56%	
3	Multiply the Percent Collected by the Total Overpaid Hours to determine the Total Collected Hours.	56% x 20 = 11.2	
4	Convert the decimal Total Collected Hours to an HH:MM format using the conversion chart provided by CDSS in response to ITS #755.	11:12	

5	Credit the Total Collected Hours to the Balance of the overpaid hours. Apply any excess hours to the next pay period.	10:00 – 11:12 = (01:12) Credit – 10:00 Excess – (1:12)	10:00 – 01:12 = 08:48
6	Add the credited hours to the applicable Remaining Hours buckets for the service month.	00:00 + 10:00 = 10:00	00:00 + 01:12 = 01:12
7	Subtract the credited hours to the applicable Provider Weekly Paid Hours buckets and recalculate overtime for the affected weeks.	Affected weeks: SUN 11th – SAT 17th SUN 18th – SAT 24th	Affected Week: SUN 8th – SAT 14th



After Collection 1:
Recovery Status

Recovery Amount	Collected to Date	Balance
\$300.00	\$170.00	\$130.00

Overpaid Pay Periods

Service Period From	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month	Daily Provider Paid Hours
01/16/09	10:00	10:00	00:00	10:00	16th – 00:00 20th – 00:00
02/01/09	10:00	01:12	08:48	01:12	3rd – 5:30 12th – 3:18
Totals	20:00	11:12	08:48		

Collection 2: An overpayment recovery of \$50.00 is collected.

Step	Description	Pay Period 2
1	Determine the earliest overpaid pay period where the overpaid hours have not been fully recovered.	02/01/09
2	Divide the Collected Amount by the Recovery Amount to determine the Percent Collected.	\$50.00/\$300.00 = 17%
3	Multiply the Percent Collected by the Total Overpaid Hours to determine the Total Collected Hours.	17% x 20 = 3.4
4	Convert the decimal Total Collected Hours to an HH:MM format using the conversion chart provided by CDSS in response to ITS #755.	03:24
5	Credit the Total Collected Hours to the Balance of overpaid hours. Apply any excess hours to the next pay period.	08:48 – 03:24 = 05:24
6	Add the credited hours to the applicable Remaining Hours buckets for the service month.	01:12 + 03:24 = 4:36
7	Subtract the credited hours to the applicable Provider Weekly Paid Hours buckets and recalculate overtime for the affected weeks.	Affected weeks: SUN 1st – SAT 7th SUN 8th – SAT 14th

After Collection 2:
Recovery Status

Recovery Amount	Collected to Date	Balance
\$300.00	\$220.00	\$80.00

Overpaid Pay Periods

Service Period From	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month	Daily Provider Paid Hours
01/16/09	10:00	10:00	00:00	10:00	16th – 00:00 20th – 00:00
02/01/09	10:00	04:36	05:24	04:36	3rd – 5:24 12th – 00:00
Totals	20:00	14:36	05:24		

Collection 3: An overpayment recovery of \$80.00 is collected.

Step	Description	Pay Period 2
1	Determine the earliest overpaid pay period where the overpaid hours have not been fully recovered.	02/01/09
2	Divide the Collected Amount by the Recovery Amount to determine the Percent Collected.	\$80.00/\$300.00 = 27%
3	Multiply the Percent Collected by the Total Overpaid Hours to determine the Total Collected Hours.	27% x 20 = 5.4
4	Convert the decimal Total Collected Hours to an HH:MM format using the conversion chart provided by CDSS in response to ITS #755.	05:24
5	Credit the Total Collected Hours to the Balance of overpaid hours. Apply any excess hours to the next pay period.	05:24 – 05:24 = 00:00
6	Add the credited hours to the applicable Remaining Hours buckets for the service month.	04:36 + 05:24 = 10:00
7	Subtract the credited hours to the applicable Provider Weekly Paid Hours buckets and recalculate overtime for the affected weeks.	Affected weeks: SUN 1st – SAT 7th

Note: If after applying an overpayment collection the dollar balance amount is zero, the balance of overpaid hours will be applied to the applicable remaining hours buckets and the balance of overpaid hours zeroed regardless of the number of total collected hours calculated in Step 2. The balance of overpaid hours and the total collected hours may be different due to rounding which occurs during the reinstatement process.

After Collection 3:
Recovery Status

Recovery Amount	Collected to Date	Balance
\$300.00	\$300.00	\$0.00

Overpaid Pay Periods

Service Period From	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month	Daily Provider Paid Hours
01/16/09	10:00	10:00	00:00	10:00	16th – 00:00 20th – 00:00
02/01/09	10:00	10:00	00:00	10:00	3rd – 00:00 12th – 00:00
Totals	20:00	20:00	00:00		

Example - Reinstating Collected Hours for One Service Month

Before Collection:
Recovery Status

Recovery Amount*	Collected to Date	Balance
\$300.00	\$250.00	\$50.00

*Either system calculated value or negotiated value entered by county.

Overpaid Hours

Service Month	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month
01/2009	20	16:36	03:24	16:36

Collection: An overpayment recovery of \$50.00 is collected.

Step	Description	Pay Period 2
1	Divide the Collected Amount by the Recovery Amount to determine the Percent Collected.	\$50.00/\$300.00 = 17%
2	Multiply the Percent Collected by the Total Overpaid Hours to determine the Total Collected Hours.	17% x 20 = 3.4
3	Convert the decimal Total Collected Hours to an HH:MM format using the conversion chart provided by CDSS in response to ITS #755.	03:24
4	Credit the Total Collected Hours to the Balance of overpaid hours.	03:24 – 03:24 = 00:00
5	Add the credited hours to the applicable Remaining Hours buckets for the service month.	16:36 + 03:24= 20:00

Note: If after applying an overpayment collection the dollar balance amount is zero, the balance of overpaid hours will be applied to the applicable remaining hours buckets and the balance of overpaid hours zeroed regardless of the number of total collected hours calculated in Step 2. The balance of overpaid hours and the total collected hours may be different due to rounding which occurs during the reinstatement process.

After Collection:

Overpaid Hours

Service Month	Overpaid Hours	Recovered Hours	Balance	Remaining Hours for Month
01/2009	20:00	20:00	00:00	20:00

Recovery Status

Recovery Amount*	Collected to Date	Balance
\$300.00	\$300.00	\$00.00

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Create Overpayment Occurrence

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Create Overpayment Occurrence (11-20)

No	Req ID	CI	Description	When	Action
1	16264	CI-489862 - DSD BR PCM COO 01 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an Overpayment Occurrence and an Overpayment Type of Legacy Special Transaction is selected.	Change the Save link to a "Continue" link and display the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."
2	16264	CI-489863 - DSD BR PCM COO 02 IMPLEMENTED	Create Overpayment Occurrence	When the "Continue" link is selected for the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."	Allow the Create Overpayment action.
3	16264	CI-489864 - DSD BR PCM COO 03 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an Overpayment Occurrence AND one of the following Overpayment Types is selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Or Excess Compensation – Rate• Or Restaurant Meals• Or Share of Cost• Or Special Transaction And a Special Transaction Number is indicated and the Special Transaction Number indicated is dollars based Or the Special Transaction Number is hours based and the Bypass Hours option was selected	Change the Save link to a "Continue" link and display the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."
4	16264	CI-489865 - DSD BR PCM COO 04 IMPLEMENTED	Create Overpayment Occurrence Continue	When the "Continue" link is selected for the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."	Allow the Create Overpayment action.
5	12670	CI-813286 - DSD BR PCM COO 05 IMPLEMENTED	Display Create Overpayment Occurrence	When the New link is selected on the Overpayment Recovery screen	Display with Create Overpayment Occurrence screen IF the User is an IHSS user, default the Program to IHSS ELSE IF the User is a WPCS user, default the Program to WPCS
6	12670 21112	CI-813287 - DSD BR PCM COO 06 IMPLEMENTED	Select Warrant – Overpayment Type – Excess Compensation – Hours	When the Add Overpayment Pay Period action is selected from View Overpayment Recovery screen AND the Overpayment Type is "Excess Compensation – Hours"	Display the Select Warrant pop-up listing all warrants for the first or next sequential Pay Period with the following: <ul style="list-style-type: none">• Service Hours related payments• Warrant Status is Cleared• Provider/Recipient designations which match the Payee and Case on Overpayment Recovery Display the following information associated with each warrant: <ul style="list-style-type: none">• Warrant Number• Service From• Hours• Issued• Status
7	12670 21111 21112	CI-813288 - DSD BR PCM COO 07 IMPLEMENTED	Select Warrant – Overpayment Type – Excess Compensation – Travel Time	When the "Add Overpayment Pay Period" action is selected from View Overpayment Recovery screen AND the Overpayment Type is "Excess Compensation – Travel"	Display the Select Warrant pop-up listing all warrants for the first or next sequential Pay Period with the following: <ul style="list-style-type: none">• Warrant Status is Cleared• Provider/Recipient designations which match the Payee and Case on Overpayment Recovery.• AND the Pay Type is Travel or Travel Claim – Supplement or Multi when Travel Hours are indicated Display the following information associated with each warrant: <ul style="list-style-type: none">• Warrant Number• Service From• Hours• Issued• Status

8	12670 21112	CI-813289 - DSD BR PCM COO 08 IMPLEMENTED	Display Create Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save link is selected on the Select Warrant pop-up	<p>Display the Create Overpayment Pay Period pop-up with the following data indications:</p> <ul style="list-style-type: none"> • Weeks in Pay Period – Display all workweeks, days with dates for each workweek in the pay period. • (When a workweek contains days/date from a previous or subsequent pay period, completed each workweek with applicable days/date and Paid Hours.) • Paid Hours – Sum the Paid Hours for each day from all selected warrants and display in Paid Hours field for each day in the pay period. <p>IF the provider has an On-Leave Provider Hours or WPCS Hours segment for any day(s) in the pay period and that date indicates Paid Hours, then populate the Paid Hours to the Overpaid Hours.</p> <p>ELSE set all other Overpaid Hours fields to blank</p> <p>AVAILABLE ACTIONS ON SELECT WARRANT POP-UP: IF additional Pay Period segments need to be created for Overpayment Recovery Service Period display the "Save" and "Save & Next" and "Cancel" actions</p> <p>ELSE no additional Pay Period segments need to be created display the "Save" and "Cancel" actions</p>
9	12670 12679	CI-813290 - DSD BR PCM COO 09 IMPLEMENTED	Display Modify Overpayment Pay Period after Select Warrant action	When the Save link is selected on the Select Warrant pop-up AND the screen was accessed from the Modify Overpayment Pay Period pop-up AND the selected warrant(s) have changed	<p>Display the Modify Overpayment Pay Period pop-up</p> <p>Clear all previous indications and then:</p> <ul style="list-style-type: none"> • Weeks in Pay Period – Display all workweeks, days with dates for each workweek in the pay period. • (When a workweek contains days/date from a previous or subsequent pay period, populate each workweek with applicable days/date and Paid Hours.) • Paid Hours – Sum the Paid Hours for each day from all selected warrants and display in Paid Hours field for each day in the pay period. <p>IF the provider has an On-Leave Provider Hours or WPCS Hours segment for any day(s) in the pay period and that date indicates Paid Hours, then populate the Paid Hours to the Overpaid Hours.</p> <p>ELSE set all other Overpaid Hours fields to blank</p>
10	12670 12673 12674 12679 21110	CI-813291 - DSD BR PCM COO 10 IMPLEMENTED	Create Overpayment Pay Period OR Modify Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save or Save & New action is processed on the Create Overpayment Pay Period pop-up OR the Save action is processed on the Modify Overpayment Pay Period pop-up	<p>If the Save link is selected, save the updated data and display the View Overpayment Recovery screen</p> <p>ELSE the Save & New action is selected, save the updated data and display the Select Warrant pop-up for the next sequential Pay Period</p> <p>As each Pay Period record is saved:</p> <ul style="list-style-type: none"> • Sum Overpaid Hours for the Pay Period(s) and display as "Total Overpaid Hours" • Calculate the Overpaid Overtime Hours based on the overpaid hours entered for all indicated Pay Periods and display as "Total Overpaid Overtime Hours" • Sum NET wages associated with Overpaid Hours and Overpaid Overtime Hours <p>Apply overpaid hours to warrants based upon the following:</p> <ul style="list-style-type: none"> • IF multiple warrants have been selected, beginning with the warrant with the oldest "Issue Date", if the "Overpaid Hours" for any single date exceeds the hours paid for that date on the warrant with the oldest "Issue Date", then apply the remaining overpaid hours to the subsequent warrant(s) until all overpaid hours and minutes have been identified. • ELSE a single warrant was selected and overpaid hours and minutes all overpaid hours and minutes have been identified. • Send to ADV a "Calculate Net Pay for Overpayment" (PRO0936A) for each warrant identified to have overpaid hours <p>Sum and display in the Excess Compensation Hours Details cluster the following</p> <ul style="list-style-type: none"> • Overpaid Hours per Pay Period • Overpaid Overtime Hours for each pay period

No	Req ID	CI	Description	When	Action
11	12670 21111 21112	CI-813292 - DSD BR PCM COO 11 IMPLEMENTED	Modify Overpayment Pay Period – Select Warrant	When the "Select Warrant" action is selected from the Modify Overpayment Recovery pop-up AND the Overpayment Type is Excess Compensation – Travel	<p>Display the Select Warrant pop-up listing all warrants for the Pay Period with the following:</p> <ul style="list-style-type: none"> • Pay Type includes Travel Claim or Travel Claim – Supplemental • Warrant Status is Cleared • Provider/Recipient designations which match the Payee and Case on Overpayment Recovery • Retain previously selected warrant(s) indication <p>Display the following information associated with each warrant:</p> <ul style="list-style-type: none"> • Warrant Number • Service From • Hours • Issued • Status

12	12670 21111 21112	CI-813293 - DSD BR PCM COO 12 IMPLEMENTED	Modify Overpayment Pay Period – Select Warrant	When the "Select Warrant" action is selected from the Modify Overpayment Recovery pop-up AND the Overpayment Type is Excess Compensation – Hours	Display the Select Warrant pop-up listing all warrants for the Pay Period with the following: <ul style="list-style-type: none">• Service Hours related payments• Warrant Status is Cleared• Provider/Recipient designations which match the Payee and Case on Overpayment Recovery• Retain previously selected warrant(s) indication(s) Display the following information associated with each warrant: <ul style="list-style-type: none">• Warrant Number• Service From• Hours• Issued• Status
13	12670	CI-813294 - DSD BR PCM COO 13 IMPLEMENTED	Display Modify Overpayment Pay Period	When the Edit link, associated to a listed Pay Period on the View Overpayment Recovery screen, is selected for an Overpayment Type: <ul style="list-style-type: none">• Excess Compensation – Hours• Excess Compensation – Travel	Display the Modify Overpayment Pay Period pop-up with data as previously entered, as editable, for all "Overpaid Hours" fields
14	12670 12679 21110	CI-813295 - DSD BR PCM COO 14 IMPLEMENTED	Modify Special Transaction Overpayment Details	When the Save link is selected on the Modify Special Transaction Overpayment Details pop-up AND the Payee is a Provider	Display the View Overpayment Recovery screen If the Special Transaction selected paid overtime hours populate the following to the Special Transaction Overpayment Details cluster: <ul style="list-style-type: none">• Total Overpaid Hours = Modify Special Transaction Overpayment Details – Overpaid Hours [Overpayment:overpaidHoursMin]• Total Overpaid Overtime Hours = the number of hours paid at an overtime rate on the Special Transaction Warrant [Warrant: hoursPaidOvertime] up to the Overpaid Hours [Overpayment: overpaidHoursMin] ELSE no overtime was paid on Special Transaction populate only Total Overpaid Hours [Overpayment:overpaidHoursMin] Sum Hours associated with Overpaid Hours and Overpaid Overtime Hours and Send "Calculate Net Pay for Overpayment" (PROO936A) to ADV <ul style="list-style-type: none">• POST returned Net Pay (TADJ/OCHK), from ADV, to the "Net Overpayment" for the added Pay Period
15	12670	CI-813296 - DSD BR PCM COO 15 IMPLEMENTED	Modify Overpayment Occurrence	When the Save link is selected on the Modify Overpayment Occurrence pop-up AND any field(s) other than "Reason" or "Comments" have been changed AND the status of the Overpayment Recovery is "Pending" or "Pending Payroll"	Allow the Save action Push all previous information to the Overpayment Recovery history Set or Update Status to Pending* Clear* all previous Overpayment Recovery indications +If Status is Pending, Status will remain Pending. If Status is Pending Payroll, status will be update to Pending. *Testing Note: Overpayment Recovery have all previously associated attributes cleared and View Overpayment Recovery screen should display with attributes associated with a new Overpayment Recovery Occurrence.
16	12670	CI-813297 - DSD BR PCM COO 16 IMPLEMENTED	Modify Special Transaction Overpayment Details	When the Save link is selected on the Modify Special Transaction Overpayment Details pop-up AND the Overpaid Hours are greater than zero AND the selected Special Transaction has one of the following Special Transaction Types: <ul style="list-style-type: none">• Funding Source Hours Payment• Overtime Exemption – Pay Over Limit• Writ of Admin Mandamus• Legislative Change	Allow the Save action <ul style="list-style-type: none">• Send "Calculate Net Pay for Overpayment" (PROO936A) to ADV• POST returned Net Pay (TADJ/OCHK), from ADV to the "Net Overpayment" for the added Pay Period Populate the hours associated with the Special Transaction to the Overpaid Hours <ul style="list-style-type: none">• If any of the Overpaid Overtime Hours were paid at an Overtime Rate indicate all paid overtime hours to the Overpaid Overtime hours Else no further actions is needed
17	12657 12670 12673 12674	CI-813298 - DSD BR PCM COO 17 IMPLEMENTED	Modify Overpayment Recovery Setup	When the Save link is selected on the Modify Overpayment Recovery Setup AND the Recovery Case has changed OR the Recovery Method has changed OR the Installment Type has changed	Update Overpayment Recovery Status to "Pending"
18	12371	CI-813299 - DSD BR PCM COO 18 IMPLEMENTED	Submit Recovery	When the Submit Recovery link is selected from the Manage cluster on the View Overpayment Recovery screen	Set "Send to Payroll" to "Yes" for processing in Batch Job (PRDR912). Update Status to "Pending Payroll" Display the "Cancel Recovery" link in the Manage cluster on the View Overpayment Recovery

19	21110	 CI-813300 - DSD BR PCM COO 19 IMPLEMENTED	Modify Overpayment Pay Period	When the Save link is selected on the Modify Overpayment Pay Period pop-up	Allow the Save action <ul style="list-style-type: none"> Sum gross wages associated with Overpaid Hours and Overpaid Overtime Hours and send "Calculate Net Pay for Overpayment" (PROO936A) to ADV POST returned Net Pay (TADJ/OCHK), from ADV, to the "Net Overpayment" for the added Pay Period IF current Overpayment Recovery Status is "Pending Payroll" update to "Pending".
20	12673	 CI-813301 - DSD BR PCM COO 20 IMPLEMENTED	Apply Net Pay Calculation from TADJ /OCHK	When the Net Pay (TADJ/OCHK) is process from ADV in CMIPS	Sum the Net Pay (TADJ/OCHK) "Net Overpayment" for all serviceRequestID associated with each warrant included in an Overpayment (overpaymentPeriodID) Service Period Display the summed Net Overpayment in the Excess Compensation Hours Details for each Pay Period as "Total Net Overpayment"

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Create Overpayment Occurrence (1-10)

No	Req ID	CI	Description	When	Action
1	16264	CI-489862 - DSD BR PCM COO 01 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an Overpayment Occurrence and an Overpayment Type of Legacy Special Transaction is selected.	Change the Save link to a "Continue" link and display the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."
2	16264	CI-489863 - DSD BR PCM COO 02 IMPLEMENTED	Create Overpayment Occurrence	When the "Continue" link is selected for the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."	Allow the Create Overpayment action.
3	16264	CI-489864 - DSD BR PCM COO 03 IMPLEMENTED	Create Overpayment Occurrence	When an attempt is made to save an Overpayment Occurrence AND one of the following Overpayment Types is selected: <ul style="list-style-type: none">• Advance Pay – Recipient Payroll Deductions• Or Excess Compensation – Rate• Or Restaurant Meals• Or Share of Cost• Or Special Transaction And a Special Transaction Number is indicated and the Special Transaction Number indicated is dollars based Or the Special Transaction Number is hours based and the Bypass Hours option was selected	Change the Save link to a "Continue" link and display the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."
4	16264	CI-489865 - DSD BR PCM COO 04 IMPLEMENTED	Create Overpayment Occurrence Continue	When the "Continue" link is selected for the informational message "The selected Overpayment Type will not restore hours to the case. Consider selecting Excess Compensation – Hours."	Allow the Create Overpayment action.
5	12670	CI-813286 - DSD BR PCM COO 05 IMPLEMENTED	Display Create Overpayment Occurrence	When the New link is selected on the Overpayment Recovery screen	Display with Create Overpayment Occurrence screen IF the User is an IHSS user, default the Program to IHSS ELSE IF the User is a WPCS user, default the Program to WPCS
6	12670 21112	CI-813287 - DSD BR PCM COO 06 IMPLEMENTED	Select Warrant – Overpayment Type – Excess Compensation – Hours	When the Add Overpayment Pay Period action is selected from View Overpayment Recovery screen AND the Overpayment Type is "Excess Compensation – Hours"	Display the Select Warrant pop-up listing all warrants for the first or next sequential Pay Period with the following: <ul style="list-style-type: none">• Service Hours related payments• Warrant Status is Cleared• Provider/Recipient designations which match the Payee and Case on Overpayment Recovery Display the following information associated with each warrant: <ul style="list-style-type: none">• Warrant Number• Service From• Hours• Issued• Status
7	12670 21111 21112	CI-813288 - DSD BR PCM COO 07 IMPLEMENTED	Select Warrant – Overpayment Type – Excess Compensation – Travel Time	When the "Add Overpayment Pay Period" action is selected from View Overpayment Recovery screen AND the Overpayment Type is "Excess Compensation – Travel"	Display the Select Warrant pop-up listing all warrants for the first or next sequential Pay Period with the following: <ul style="list-style-type: none">• Warrant Status is Cleared• Provider/Recipient designations which match the Payee and Case on Overpayment Recovery.• AND the Pay Type is Travel or Travel Claim – Supplement or Multi when Travel Hours are indicated Display the following information associated with each warrant: <ul style="list-style-type: none">• Warrant Number• Service From• Hours• Issued• Status

8	12670 21112	CI-813289 - DSD BR PCM COO 08 IMPLEMENTED	Display Create Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save link is selected on the Select Warrant pop-up	<p>Display the Create Overpayment Pay Period pop-up with the following data indications:</p> <ul style="list-style-type: none"> • Weeks in Pay Period – Display all workweeks, days with dates for each workweek in the pay period. • (When a workweek contains days/date from a previous or subsequent pay period, completed each workweek with applicable days/date and Paid Hours.) • Paid Hours – Sum the Paid Hours for each day from all selected warrants and display in Paid Hours field for each day in the pay period. <p>IF the provider has an On-Leave Provider Hours or WPCS Hours segment for any day(s) in the pay period and that date indicates Paid Hours, then populate the Paid Hours to the Overpaid Hours.</p> <p>ELSE set all other Overpaid Hours fields to blank</p> <p>AVAILABLE ACTIONS ON SELECT WARRANT POP-UP: IF additional Pay Period segments need to be created for Overpayment Recovery Service Period display the "Save" and "Save & Next" and "Cancel" actions</p> <p>ELSE no additional Pay Period segments need to be created display the "Save" and "Cancel" actions</p>
9	12670 12679	CI-813290 - DSD BR PCM COO 09 IMPLEMENTED	Display Modify Overpayment Pay Period after Select Warrant action	When the Save link is selected on the Select Warrant pop-up AND the screen was accessed from the Modify Overpayment Pay Period pop-up AND the selected warrant(s) have changed	<p>Display the Modify Overpayment Pay Period pop-up</p> <p>Clear all previous indications and then:</p> <ul style="list-style-type: none"> • Weeks in Pay Period – Display all workweeks, days with dates for each workweek in the pay period. • (When a workweek contains days/date from a previous or subsequent pay period, populate each workweek with applicable days/date and Paid Hours.) • Paid Hours – Sum the Paid Hours for each day from all selected warrants and display in Paid Hours field for each day in the pay period. <p>IF the provider has an On-Leave Provider Hours or WPCS Hours segment for any day(s) in the pay period and that date indicates Paid Hours, then populate the Paid Hours to the Overpaid Hours.</p> <p>ELSE set all other Overpaid Hours fields to blank</p>
10	12670 12673 12674 12679 21110	CI-813291 - DSD BR PCM COO 10 IMPLEMENTED	Create Overpayment Pay Period OR Modify Overpayment Pay Period For Overpayment Types Excess Compensation – Hours OR Excess Compensation – Travel	When the Save or Save & New action is processed on the Create Overpayment Pay Period pop-up OR the Save action is processed on the Modify Overpayment Pay Period pop-up	<p>If the Save link is selected, save the updated data and display the View Overpayment Recovery screen</p> <p>ELSE the Save & New action is selected, save the updated data and display the Select Warrant pop-up for the next sequential Pay Period</p> <p>As each Pay Period record is saved:</p> <ul style="list-style-type: none"> • Sum Overpaid Hours for the Pay Period(s) and display as "Total Overpaid Hours" • Calculate the Overpaid Overtime Hours based on the overpaid hours entered for all indicated Pay Periods and display as "Total Overpaid Overtime Hours" • Sum NET wages associated with Overpaid Hours and Overpaid Overtime Hours <p>Apply overpaid hours to warrants based upon the following:</p> <ul style="list-style-type: none"> • IF multiple warrants have been selected, beginning with the warrant with the oldest "Issue Date", if the "Overpaid Hours" for any single date exceeds the hours paid for that date on the warrant with the oldest "Issue Date", then apply the remaining overpaid hours to the subsequent warrant(s) until all overpaid hours and minutes have been identified. • ELSE a single warrant was selected and overpaid hours and minutes all overpaid hours and minutes have been identified. • Send to ADV a "Calculate Net Pay for Overpayment" (PRO0936A) for each warrant identified to have overpaid hours <p>Sum and display in the Excess Compensation Hours Details cluster the following</p> <ul style="list-style-type: none"> • Overpaid Hours per Pay Period • Overpaid Overtime Hours for each pay period

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Create Overpayment Occurrence (11-20)

No	Req ID	CI	Description	When	Action
11	12670 21111 21112	CI-813292 - DSD BR PCM COO 11 IMPLEMENTED	Modify Overpayment Pay Period – Select Warrant	When the "Select Warrant" action is selected from the Modify Overpayment Recovery pop-up AND the Overpayment Type is Excess Compensation – Travel	<p>Display the Select Warrant pop-up listing all warrants for the Pay Period with the following:</p> <ul style="list-style-type: none"> • Pay Type includes Travel Claim or Travel Claim – Supplemental • Warrant Status is Cleared • Provider/Recipient designations which match the Payee and Case on Overpayment Recovery • Retain previously selected warrant(s) indication <p>Display the following information associated with each warrant:</p> <ul style="list-style-type: none"> • Warrant Number • Service From • Hours • Issued • Status
12	12670 21111 21112	CI-813293 - DSD BR PCM COO 12 IMPLEMENTED	Modify Overpayment Pay Period – Select Warrant	When the "Select Warrant" action is selected from the Modify Overpayment Recovery pop-up AND the Overpayment Type is Excess Compensation – Hours	<p>Display the Select Warrant pop-up listing all warrants for the Pay Period with the following:</p> <ul style="list-style-type: none"> • Service Hours related payments • Warrant Status is Cleared • Provider/Recipient designations which match the Payee and Case on Overpayment Recovery • Retain previously selected warrant(s) indication(s) <p>Display the following information associated with each warrant:</p> <ul style="list-style-type: none"> • Warrant Number • Service From • Hours • Issued • Status
13	12670	CI-813294 - DSD BR PCM COO 13 IMPLEMENTED	Display Modify Overpayment Pay Period	When the Edit link, associated to a listed Pay Period on the View Overpayment Recovery screen, is selected for an Overpayment Type: <ul style="list-style-type: none"> • Excess Compensation – Hours • Excess Compensation – Travel 	Display the Modify Overpayment Pay Period pop-up with data as previously entered, as editable, for all "Overpaid Hours" fields
14	12670 12679 21110	CI-813295 - DSD BR PCM COO 14 IMPLEMENTED	Modify Special Transaction Overpayment Details	When the Save link is selected on the Modify Special Transaction Overpayment Details pop-up AND the Payee is a Provider	<p>Display the View Overpayment Recovery screen</p> <p>IF the Special Transaction selected paid overtime hours populate the following to the Special Transaction Overpayment Details cluster:</p> <ul style="list-style-type: none"> • Total Overpaid Hours = Modify Special Transaction Overpayment Details – Overpaid Hours [Overpayment:overpaidHoursMin] • Total Overpaid Overtime Hours = the number of hours paid at an overtime rate on the Special Transaction Warrant [Warrant: hoursPaidOvertime] up to the Overpaid Hours [Overpayment: overpaidHoursMin] <p>ELSE no overtime was paid on Special Transaction populate only Total Overpaid Hours [Overpayment:overpaidHoursMin]</p> <p>Sum Hours associated with Overpaid Hours and Overtime Hours and Send "Calculate Net Pay for Overpayment" (PROO936A) to ADV</p> <ul style="list-style-type: none"> • POST returned Net Pay (TADJ/OCHK), from ADV, to the "Net Overpayment" for the added Pay Period
15	12670	CI-813296 - DSD BR PCM COO 15 IMPLEMENTED	Modify Overpayment Occurrence	When the Save link is selected on the Modify Overpayment Occurrence pop-up AND any field(s) other than "Reason" or "Comments" have been changed AND the status of the Overpayment Recovery is "Pending" or "Pending Payroll"	<p>Allow the Save action</p> <p>Push all previous information to the Overpayment Recovery history</p> <p>Set or Update Status to Pending⁺</p> <p>Clear* all previous Overpayment Recovery indications</p> <p>+If Status is Pending, Status will remain Pending. If Status is Pending Payroll, status will be update to Pending.</p> <p>*Testing Note: Overpayment Recovery have all previously associated attributes cleared and View Overpayment Recovery screen should display with attributes associated with a new Overpayment Recovery Occurrence.</p>

16	12670	CI-813297 - DSD BR PCM COO 16 IMPLEMENTED	Modify Special Transaction Overpayment Details	<p>When the Save link is selected on the Modify Special Transaction Overpayment Details pop-up</p> <p>AND the Overpaid Hours are greater than zero</p> <p>AND the selected Special Transaction has one of the following Special Transaction Types:</p> <ul style="list-style-type: none"> • Funding Source Hours Payment • Overtime Exemption – Pay Over Limit • Writ of Admin Mandamus • Legislative Change 	<p>Allow the Save action</p> <ul style="list-style-type: none"> • Send "Calculate Net Pay for Overpayment" (PROO936A) to ADV • POST returned Net Pay (TADJ/OCHK), from ADV to the "Net Overpayment" for the added Pay Period <p>Populate the hours associated with the Special Transaction to the Overpaid Hours</p> <ul style="list-style-type: none"> • If any of the Overpaid Overtime Hours were paid at an Overtime Rate indicate all paid overtime hours to the Overpaid Overtime hours Else no further actions is needed
17	12657 12670 12673 12674	CI-813298 - DSD BR PCM COO 17 IMPLEMENTED	Modify Overpayment Recovery Setup	<p>When the Save link is selected on the Modify Overpayment Recovery Setup</p> <p>AND the Recovery Case has changed</p> <p>OR the Recovery Method has changed</p> <p>OR the Installment Type has changed</p>	Update Overpayment Recovery Status to "Pending"
18	12371	CI-813299 - DSD BR PCM COO 18 IMPLEMENTED	Submit Recovery	<p>When the Submit Recovery link is selected from the Manage cluster on the View Overpayment Recovery screen</p>	<p>Set "Send to Payroll" to "Yes" for processing in Batch Job (PRDR912). Update Status to "Pending Payroll"</p> <p>Display the "Cancel Recovery" link in the Manage cluster on the View Overpayment Recovery</p>
19	21110	CI-813300 - DSD BR PCM COO 19 IMPLEMENTED	Modify Overpayment Pay Period	<p>When the Save link is selected on the Modify Overpayment Pay Period pop-up</p>	<p>Allow the Save action</p> <ul style="list-style-type: none"> • Sum gross wages associated with Overpaid Hours and Overpaid Overtime Hours and send "Calculate Net Pay for Overpayment" (PROO936A) to ADV • POST returned Net Pay (TADJ/OCHK), from ADV, to the "Net Overpayment" for the added Pay Period IF current Overpayment Recovery Status is "Pending Payroll" update to "Pending".
20	12673	CI-813301 - DSD BR PCM COO 20 IMPLEMENTED	Apply Net Pay Calculation from TADJ/OCHK	<p>When the Net Pay (TADJ/OCHK) is process from ADV in CMIPS</p>	<p>Sum the Net Pay (TADJ/OCHK) "Net Overpayment" for all serviceRequestID associated with each warrant included in an Overpayment (overpaymentPeriodID) Service Period</p> <p>Display the summed Net Overpayment in the Excess Compensation Hours Details for each Pay Period as "Total Net Overpayment"</p>

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/View Hours Details

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/View Hours Details (1-10)

No	Req ID	CI	Description	When	Action
1			Removed with CR 1183		
2			Removed with CR 1183		

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/E-Timesheet Warrant

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/E-Timesheet Warrant (1-10)

No	Req ID	CI	Description	When	Action
01			Removed with CR 1282		
02			Removed with CR 1282		

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Career Pathways

- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (1-10)
- DSD 27/Recip CM & OS – Payroll within Case Management/Business Rules/Career Pathways (11-20)

No	Req ID	CI	Description	When	Action
1	21352	 CI-823373 - DSD BR PCM CP 01 <input type="button" value="IMPLEMENTED"/>	Create training time claim in CM Display data on Cumulative Hours Per Pathway screen	When CM creates the first training time claim record after a provider has submitted a Career Pathways training time claim in ESP	Display the list of the 5 Career Pathway types and Total Hours Paid to Date for each row as 00:00. The screen will display as blank when there are no training time claim created for the provider in CM.
2	21352	 CI-823381 - DSD BR PCM CP 02 <input type="button" value="IMPLEMENTED"/>	Approve training time claim	When a user approves a training time claim	Change the status of the claim from 'Pending Approval' to 'Pending Payroll'. Close the review task for the training time claim. The Manage group box no longer displays on the View Training Time Claim screen. Populate the Approved By/Rejected By field with the userID of the worker who approved the claim. Create a historical training time claim record with the previous status on the Training Time Claim History screen. Add Hours for training time entries where Review Outcome Reason = Approved, to their respective Career Pathways training time totals on the Cumulated Training Hours Per Pathway screen. CM triggers web service PRO0941A to Payroll if the case-provider indicated on the training time claim has an assignment start date prior to the Service Period From date. See Tasks/Notifications for more details. Send ETSE61 email notification and/or TM61 text message notification or ETSE62 email notification and/or TM62 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen.
3	21350	 CI-823387 - DSD BR PCM CP 03 <input type="button" value="IMPLEMENTED"/>	Submit training time claim for approval (1st Reviewer)	When a user selects the Yes button on the Submit Training Time Claim for Approval screen	Change the Training Time Claim status from Pending Review to Pending Approval. Change Training Time entries with blank Review Outcome to Approved. Change Training Time Entry Hours/Minutes fields to 00:00 if a Review Outcome option was selected. Close the review task for the training time claim. Allocate a review task to the CDSS Payments Pending Approval Work Queue. User can no longer edit the training time entries on the claim (remove Edit button from the View Training Time Claim screen). Display Cancel Approval Request link in the Manage group box on the View Training Time Claim screen. Display userID of user that submitted the claim for approval in the Submitted By field. Create a snapshot record of the training time claim (prior to submit) on the Training Time Claim History list screen. See Tasks/Notifications for more details.

4	21350	 CI-823388 - DSD BR PCM CP 04 IMPLEMENTED	Reject training time claim	When a user selects the Yes button on the Reject Training Time Claim screen	<p>Change the Training Time Claim status from Pending Review to Rejected.</p> <p>Close the review task for the training time claim. (See DSD 31 Tasks /Notifications for more details.)</p> <p>User can no longer edit the training time entries on the claim (remove Edit button from View Training Time Claim screen).</p> <p>No longer display the Manage group box.</p> <p>Display userID of the worker that submitted the claim in the Submitted By field.</p> <p>Display the Rejected Comments field populated with the Comments entered.</p> <p>Display a group box with the following fields: Training Time Paid Hours, Training Time Hours Not Paid, Hours Paid at Overtime Rate. Display Training Time Entries Total (HH:MM) as 00:00.</p> <p>Create a snapshot record of the training time claim (prior to reject) on the Training Time Claim History list screen.</p> <p>Send ETSE60 email notification and/or TM60 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen.</p>
5	21352	 CI-823405 - DSD BR PCM CP 05 IMPLEMENTED	Reject training time claim approval request	When a user selects the Yes button on the Reject Training Time Claim screen	<p>Change the Training Time Claim status from Pending Approval to Pending Review.</p> <p>Close the review task for the training time claim.</p> <p>User can edit the training time entries on the claim (Edit button displayed on the View Training Time Claim screen).</p> <p>Reverts Training Time Entries with 'Approved' Review Outcome reason to blank (but retains all other user entered Review Outcomes).</p> <p>Creates a new task to the worker who submitted the training time claim to review.</p> <p>Display the Submit for Approval and Reject links in the Manage group box.</p> <p>Display the userID of the worker that rejected the approval request in Submitted By field.</p> <p>Display the Rejected Comments field populated with the Comments entered.</p> <p>Create a snapshot record of the training time claim (prior to reject approval request) on the Training Time Claim History list screen.</p> <p>See Tasks/Notifications for more details.</p>
6	21352	 CI-823412 - DSD BR PCM CP 06 IMPLEMENTED	Cancel approval request on a training time claim	When a user selects the Yes button on the Cancel Approval Request screen	<p>Change the Training Time Claim status from Pending Approval to Pending Review.</p> <p>Close the review task for the training time claim (originally sent to the CDSS Payments Pending Approval Work Queue).</p> <p>User can edit the training time entries on the claim (Edit button displayed on the View Training Time Claim screen).</p> <p>Reverts Training Time Entries with 'Approved' Review Outcome reason to blank (but retains all other user entered Review Outcomes).</p> <p>Display the Submit for Approval and Reject links in the Manage group box.</p> <p>Create a snapshot record of the training time claim (prior to cancel approval request) on the Training Time Claim History list screen.</p> <p>See Tasks/Notifications for more details.</p>
7	21352	 CI-823415 - DSD BR PCM CP 07 IMPLEMENTED	Recalculate the Total Hours on a training time claim	When a user updates the Hours /Minutes field on a training time entry row	Recalculate the sum of the hours and minutes for all training time entry rows and display in the Total Hours (HH:MM) field.
8	21352	 CI-823403 - DSD BR PCM CP 08 IMPLEMENTED	Modify Training Time Claim	When a user clicks the Save button on the Modify Training Time Claim screen	<p>Create a snapshot record of the training time claim (prior to the save) on the Training Time Claim History list screen.</p> <p>If the Minutes entry is greater than 59 , the system will convert the number to its appropriate hours and minutes value.</p> <p>Change Training Time entries with blank Review Outcome to Approved.</p> <p>Change Training Time Entry Hours/Minutes fields to 00:00 if a Review Outcome option was selected.</p>

9	21349 21352	CI-823432 - DSD BR PCM CP 09 IMPLEMENTED	Send training time claim to Payroll	When the batch job PRDR908A is run AND the training time claim status is "Pending Payroll"	<p>On the View Training Time Claim screen:</p> <ul style="list-style-type: none"> • Set the status of the claim to 'Processed'. • Create a historical data record for the claim on the Training Time Claim History screen where Updated By is 'superuser'. • Display a group box with the following fields: Training Time Paid Hours, Training Time Hours Not Paid, Hours Paid at Overtime Rate <ul style="list-style-type: none"> ◦ Training Time Paid Hours includes sum of all training time entry hours where Review Outcome=Approved ◦ Training Time Hours Not Paid includes the sum of training time entry hours where Review Outcome=(other than Approved) plus Hours /Minutes reduced from training time entries in Review Outcome=Approved prior to the Approved training time claim being processed. • Create prdr908a-yyyymmddhhmmssmm.xml file.
10	21371	CI-823436 - DSD BR PCM CP 10 IMPLEMENTED	Reissue training time claim for Voided training time claims	When a user selects the Yes button on the Reissue Claim Pop-up screen	<p>Change the status of the claim from "Processed" to "Void-Reissued".</p> <p>Display the View Payment Details link in the Manage group box .</p> <p>Create a new training time claim history record for the snapshot of the previous (Processed) status on the voided claim.</p> <p>Generate a duplicate copy of the training time record with a new Claim Number.</p> <ul style="list-style-type: none"> • The Received Date on the new claim is the date the user did the reissue. • The Status of the claim is 'Pending Payroll'; • The Submitted By and Approved By fields are populated with the user ID of the worker that reissued the claim. • System will not add cumulative training hours for the associated career pathways type(s) on the reissued claim when the claim is processed by the nightly batch. • System will not add the training time hours for the reissued claim to the previous existing hours displayed on the Weekly Provider Hours or View Hours Details screen for the corresponding work week. • System will remove the training time claim entry row of the voided record from the View Hours Details screen. • System will create a new training time claim entry row for the record in 'Pending Payroll' status on the Weekly Provider Paid Hours screen. • System will include all the (rejected/approved) training time entries for that reissued training time claim on the View Payment Details screen and on the View Training Time Claim screen under the Training Time Entries cluster.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Career Pathways (1-10)

No	Req ID	CI	Description	When	Action
1	21352	CI-823373 - DSD BR PCM CP 01 IMPLEMENTED	Create training time claim in CM Display data on Cumulative Hours Per Pathway screen	When CM creates the first training time claim record after a provider has submitted a Career Pathways training time claim in ESP	<p>Display the list of the 5 Career Pathway types and Total Hours Paid to Date for each row as 00:00.</p> <p>The screen will display as blank when there are no training time claim created for the provider in CM.</p>
2	21352	CI-823381 - DSD BR PCM CP 02 IMPLEMENTED	Approve training time claim	When a user approves a training time claim	<p>Change the status of the claim from 'Pending Approval' to 'Pending Payroll'. Close the review task for the training time claim. The Manage group box no longer displays on the View Training Time Claim screen. Populate the Approved By/Rejected By field with the userID of the worker who approved the claim. Create a historical training time claim record with the previous status on the Training Time Claim History screen. Add Hours for training time entries where Review Outcome Reason = Approved, to their respective Career Pathways training time totals on the Cumulated Training Hours Per Pathway screen. CM triggers web service PROO941A to Payroll if the case-provider indicated on the training time claim has an assignment start date prior to the Service Period From date. See Tasks/Notifications for more details. Send ETSE61 email notification and/or TM61 text message notification or ETSE62 email notification and/or TM62 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen.</p>
3	21350	CI-823387 - DSD BR PCM CP 03 IMPLEMENTED	Submit training time claim for approval (1st Reviewer)	When a user selects the Yes button on the Submit Training Time Claim for Approval screen	<p>Change the Training Time Claim status from Pending Review to Pending Approval. Change Training Time entries with blank Review Outcome to Approved. Change Training Time Entry Hours/Minutes fields to 00:00 if a Review Outcome option was selected. Close the review task for the training time claim. Allocate a review task to the CDSS Payments Pending Approval Work Queue. User can no longer edit the training time entries on the claim (remove Edit button from the View Training Time Claim screen). Display Cancel Approval Request link in the Manage group box on the View Training Time Claim screen. Display userID of user that submitted the claim for approval in the Submitted By field. Create a snapshot record of the training time claim (prior to submit) on the Training Time Claim History list screen. See Tasks/Notifications for more details.</p>

4	21350	 CI-823388 - DSD BR PCM CP 04 IMPLEMENTED	Reject training time claim	When a user selects the Yes button on the Reject Training Time Claim screen	<p>Change the Training Time Claim status from Pending Review to Rejected.</p> <p>Close the review task for the training time claim. (See DSD 31 Tasks /Notifications for more details.)</p> <p>User can no longer edit the training time entries on the claim (remove Edit button from View Training Time Claim screen).</p> <p>No longer display the Manage group box.</p> <p>Display userID of the worker that submitted the claim in the Submitted By field.</p> <p>Display the Rejected Comments field populated with the Comments entered.</p> <p>Display a group box with the following fields: Training Time Paid Hours, Training Time Hours Not Paid, Hours Paid at Overtime Rate. Display Training Time Entries Total (HH:MM) as 00:00.</p> <p>Create a snapshot record of the training time claim (prior to reject) on the Training Time Claim History list screen.</p> <p>Send ETSE60 email notification and/or TM60 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen.</p>
5	21352	 CI-823405 - DSD BR PCM CP 05 IMPLEMENTED	Reject training time claim approval request	When a user selects the Yes button on the Reject Training Time Claim screen	<p>Change the Training Time Claim status from Pending Approval to Pending Review.</p> <p>Close the review task for the training time claim.</p> <p>User can edit the training time entries on the claim (Edit button displayed on the View Training Time Claim screen).</p> <p>Reverts Training Time Entries with 'Approved' Review Outcome reason to blank (but retains all other user entered Review Outcomes).</p> <p>Creates a new task to the worker who submitted the training time claim to review.</p> <p>Display the Submit for Approval and Reject links in the Manage group box.</p> <p>Display the userID of the worker that rejected the approval request in Submitted By field.</p> <p>Display the Rejected Comments field populated with the Comments entered.</p> <p>Create a snapshot record of the training time claim (prior to reject approval request) on the Training Time Claim History list screen.</p> <p>See Tasks/Notifications for more details.</p>
6	21352	 CI-823412 - DSD BR PCM CP 06 IMPLEMENTED	Cancel approval request on a training time claim	When a user selects the Yes button on the Cancel Approval Request screen	<p>Change the Training Time Claim status from Pending Approval to Pending Review.</p> <p>Close the review task for the training time claim (originally sent to the CDSS Payments Pending Approval Work Queue).</p> <p>User can edit the training time entries on the claim (Edit button displayed on the View Training Time Claim screen).</p> <p>Reverts Training Time Entries with 'Approved' Review Outcome reason to blank (but retains all other user entered Review Outcomes).</p> <p>Display the Submit for Approval and Reject links in the Manage group box.</p> <p>Create a snapshot record of the training time claim (prior to cancel approval request) on the Training Time Claim History list screen.</p> <p>See Tasks/Notifications for more details.</p>
7	21352	 CI-823415 - DSD BR PCM CP 07 IMPLEMENTED	Recalculate the Total Hours on a training time claim	When a user updates the Hours /Minutes field on a training time entry row	Recalculate the sum of the hours and minutes for all training time entry rows and display in the Total Hours (HH:MM) field.
8	21352	 CI-823403 - DSD BR PCM CP 08 IMPLEMENTED	Modify Training Time Claim	When a user clicks the Save button on the Modify Training Time Claim screen	<p>Create a snapshot record of the training time claim (prior to the save) on the Training Time Claim History list screen.</p> <p>If the Minutes entry is greater than 59 , the system will convert the number to its appropriate hours and minutes value.</p> <p>Change Training Time entries with blank Review Outcome to Approved.</p> <p>Change Training Time Entry Hours/Minutes fields to 00:00 if a Review Outcome option was selected.</p>

9	21349 21352	CI-823432 - DSD BR PCM CP 09 IMPLEMENTED	Send training time claim to Payroll	When the batch job PRDR908A is run AND the training time claim status is "Pending Payroll"	<p>On the View Training Time Claim screen:</p> <ul style="list-style-type: none"> • Set the status of the claim to 'Processed'. • Create a historical data record for the claim on the Training Time Claim History screen where Updated By is 'superuser'. • Display a group box with the following fields: Training Time Paid Hours, Training Time Hours Not Paid, Hours Paid at Overtime Rate <ul style="list-style-type: none"> ◦ Training Time Paid Hours includes sum of all training time entry hours where Review Outcome=Approved ◦ Training Time Hours Not Paid includes the sum of training time entry hours where Review Outcome=(other than Approved) plus Hours /Minutes reduced from training time entries in Review Outcome=Approved prior to the Approved training time claim being processed. • Create prdr908a-yyyymmddhhmmssmm.xml file.
10	21371	CI-823436 - DSD BR PCM CP 10 IMPLEMENTED	Reissue training time claim for Voided training time claims	When a user selects the Yes button on the Reissue Claim Pop-up screen	<p>Change the status of the claim from "Processed" to "Void-Reissued".</p> <p>Display the View Payment Details link in the Manage group box .</p> <p>Create a new training time claim history record for the snapshot of the previous (Processed) status on the voided claim.</p> <p>Generate a duplicate copy of the training time record with a new Claim Number.</p> <ul style="list-style-type: none"> • The Received Date on the new claim is the date the user did the reissue. • The Status of the claim is 'Pending Payroll'; • The Submitted By and Approved By fields are populated with the user ID of the worker that reissued the claim. • System will not add cumulative training hours for the associated career pathways type(s) on the reissued claim when the claim is processed by the nightly batch. • System will not add the training time hours for the reissued claim to the previous existing hours displayed on the Weekly Provider Hours or View Hours Details screen for the corresponding work week. • System will remove the training time claim entry row of the voided record from the View Hours Details screen. • System will create a new training time claim entry row for the record in 'Pending Payroll' status on the Weekly Provider Paid Hours screen. • System will include all the (rejected/approved) training time entries for that reissued training time claim on the View Payment Details screen and on the View Training Time Claim screen under the Training Time Entries cluster.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Rules/Career Pathways (11-20)

No	Req ID	CI	Description	When	Action
11	21019 21349 21352	CI-823437 - DSD BR PCM CP 11 IMPLEMENTED	Approve Training Time or Incentive Claim - Send Notification of Payment	When CMIPS generates a warrant in Case Management for a training time or incentive claim via the CMDR920A batch job	Generate ETSE11 Notification of Payment email to the provider.
12	12072 12073	CI-823472 - DSD BR PCM CP 12 IMPLEMENTED	Calculate Overtime Hours on a Training Time Claim	When the PRDR908A batch processes a training time claim where: The Total Hours on a training time claim are over 40 for the workweek within the pay period indicated on the claim. OR The Total Hours on a training time claim are under 40 for the workweek; however, the sum of the total hours across all pay events (including the training time claim) such as timesheets, travel claims, payment corrections, and special transactions for the workweek exceed 40 hours.	CM: On the View Training Time Claim screen: <ul style="list-style-type: none">• Display the number of hours exceeding 40 in the Hours Paid at the Overtime Rate field. On the Weekly Provider Paid Hours screen: <ul style="list-style-type: none">• Display overtime hours paid on the training time claim, for the workweek, in the OT Paid Hours field. AND If the combined total service + training hours exceed 40 for the work week, <u>due to the training hours</u> , do not apply rules for overtime violations.
13	16242 16244 21349	CI-823478 - DSD BR PCM CP 13 IMPLEMENTED	View Payment Details - View Training Time Claim Information button	On the View Payment Details screen, when: The Pay Type = Training Time OR The Pay Type = Multi AND The warrant record combines payments on training time claim(s) with any of the following pay types: <ul style="list-style-type: none">• Payment Correction(s)• Special Transaction(s)• Incentive Claim(s)	CM: On the View Payment Details screen: <ul style="list-style-type: none">• Display the View Training Time Claim Information button.
14	21352 21355	CI-823479 - DSD BR PCM CP 14 IMPLEMENTED	Submit Incentive Claim for Approval	When a user selects the Yes button on the Submit Incentive Claim for Approval screen	CM: On the View Incentive Claim screen: <ul style="list-style-type: none">• Change the Incentive Claim status from Pending Review to Pending Approval.• Remove the Add (or Edit) button from the Comments field.• In the Manage group box, display:<ul style="list-style-type: none">◦ Cancel Approval Request link (1st reviewer only)◦ Approve and Reject Approval Request links (2nd reviewer only)• Display userID of user that submitted the claim in the Submitted By field. Create a snapshot record of the incentive claim (prior to submit for approval) on the Incentive Claim History list screen. Close the task to review the incentive claim. Create new task in the CDSS Payments Pending Approval work queue to review the incentive claim approval request. See DSD 30 Tasks/Notifications/Payroll within Case Management for more details on task process

15	21352 21355	CI-823527 - DSD BR PCM CP 15 IMPLEMENTED	Reject Incentive Claim	When a user selects the Yes button on the Reject Incentive Claim screen	<p>CM:</p> <p>On the View Incentive Claim screen:</p> <ul style="list-style-type: none"> • Change the Incentive Claim status from Pending Review to Rejected. • Display userID of user that rejected the claim in the Approved By/Rejected By field. • Display Rejected Comments field with text from the Reject Incentive Claim screen. • Remove the Add (or Edit) button from the Comments field. • Remove the Manage group box. <p>Create a snapshot record of the incentive claim (prior to reject) on the Incentive Claim History list screen.</p> <p>Send ETSE63 Notification of <Training Incentive OR One-Month Assignment Incentive OR Six-Month Assignment Incentive> Claim Rejection email and/or TM63 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen to the provider.</p> <p>Close the task to review the incentive claim.</p> <p>See DSD 30 Tasks/Notifications/Payroll within Case Management for more details on task process.</p>
16	21352 21355	CI-823535 - DSD BR PCM CP 16 IMPLEMENTED	Reject Incentive Claim Approval Request	When a user selects the Yes button on the Reject Incentive Claim Approval Request screen	<p>CM:</p> <p>On the View Incentive Claim screen:</p> <ul style="list-style-type: none"> • Change the Incentive Claim status from Pending Approval to Pending Review. • Display Rejected Comments field with text from the Reject Incentive Claim Approval Request screen. • Display the Add (or Edit) button in the Comments field. • Display the Submit for Approval and Reject links in the Manage group box. <p>Create a snapshot record of the incentive claim (prior to rejecting the approval request) on the Incentive Claim History list screen.</p> <p>Close the task to review the incentive claim approval request.</p> <p>Create new task to review the incentive claim to the worker displayed in the Submitted By field on the incentive claim.</p> <p>See DSD 30 Tasks/Notifications/Payroll within Case Management for more details on task process.</p>
17	21352 21355	CI-823537 - DSD BR PCM CP 17 IMPLEMENTED	Cancel Approval Request on an Incentive Claim	When a user selects the Yes button on the Cancel Approval Request screen (for an incentive claim)	<p>CM:</p> <p>On the View Incentive Claim screen:</p> <ul style="list-style-type: none"> • Change the status of the incentive claim from Pending Approval to Pending Review. • Display the Add (or Edit) button in the Comments field. • Display the Submit for Approval and Reject links in the Manage group box. <p>Create a snapshot record of the incentive claim (prior to cancel approval request) on the Incentive Claim History list screen.</p> <p>Close the task to review the incentive claim approval request.</p> <p>See DSD 30 Tasks/Notifications/Payroll within Case Management for more details on task process.</p>
18	21349 21352 21355 21371	CI-823538 - DSD BR PCM CP 18 IMPLEMENTED	Reissue Claim for Voided Incentive Claim Payment	When a user selects the Yes button on the Reissue Claim screen (for an incentive claim)	<p>CM:</p> <p>On the View Incentive Claim screen:</p> <ul style="list-style-type: none"> • Change the status of the incentive claim from Processed to Void-Reissued. • Remove the Reissue Claim link. <p>Create a snapshot record of the incentive claim (prior to reissue claim) on the Incentive Claim History list screen.</p> <p>Generate a duplicate copy of the incentive claim record with a new claim number:</p> <ul style="list-style-type: none"> • Set the Received Date as the date the user did the reissue. • Set the Status of the claim to 'Pending Payroll'. • Populate the Submitted By and Approved By fields with the user ID of the worker that reissued the claim.

19	21352 21355 21373	 CI-823540 - DSD BR PCM CP 19 IMPLEMENTED	Approve Incentive Claim	When a user selects the Yes button on the Approve Incentive Claim screen	<p>CM:</p> <p>On the View Incentive Claim screen:</p> <ul style="list-style-type: none"> • Change the status of the claim from 'Pending Approval' to 'Pending Payroll'. • Remove the Manage group box. • Display userID of user that rejected the claim in the Approved By/Rejected By field. <p>Create a snapshot record of the incentive claim (prior to approve) on the Incentive Claim History list screen.</p> <p>If the Service Period End date is prior to the provider's Assignment Start Date, trigger the PRO0941A web service to Payroll.</p> <p>Send ETSE64 email notification and/or TM64 text message notification to the Provider if the corresponding preference is selected on the View Provider Timesheet Preferences screen.</p> <p>Close the review task for the incentive claim.</p> <p>See DSD 30 Tasks/Notifications/Payroll within Case Management for more details on task process.</p>
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DSD 27/Recip CM & OS – Payroll within Case Management /Tasks/Notifications

See DSD Section 30 for all CMIPS Tasks and Notifications.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Create Warrant (CMDR920A)

CI	Document Name
CI-69676 - DSD INTF Create Warrant CMDR920A IMPLEMENTED	DSD_INTF_Create_Warrant_CMDR920A.doc

Case Management (CM) receives Warrant Information from Payroll and uses this information to create Warrant records in the CM database. The Warrant Information table is used to display payment information in Case Management.

Data Elements of Interface – create_warrants

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeID	String	10	Warrant	caseParticipantServiceMonthID	Required. Get 'caseParticipantServiceMonth' record for 'EmployeeID' and 'PayPeriodFrom' & 'PayPeriodTo' and link to Warrant record.
advWarrantNumber	String	13	Warrant	advWarrantNumber	Required.
isEFT	String	1	Warrant	eftInd	Required. Valid values: Y, N.
payeeName -firstName	String	15	Warrant	payeeFirstName	Required.
payeeName -middleName	String	15	Warrant	payeeMiddleName	Optional.
payeeName - lastName	String	20	Warrant	payeeLastName	Required.
payeeName - suffix	String	5	Warrant	payeeSuffix	Optional.
address - street	String	150	Warrant	payeeAddress	Required.
address - city	String	28	Warrant	payeeCity	Required.
address - state	String	2	Warrant	payeeState	Required.
address - zip	String	5	Warrant	payeeZip	Required.
address - zip4	String	4	Warrant	payeeZipPlusFour	Optional.
taxRelationshipCode	String	10	Warrant	taxRelationshipCode	Required. Valid Values: <ul style="list-style-type: none">• AP• R• J• D• F• P
w4Allowances	int	4	Warrant	w4Allowances	This field will be blank after implementation of M&O CR127/MA CR128.
w4StatusCode	String	10	Warrant	w4StatusCode	This field will be blank after implementation of M&O CR127/MA CR128.
eicStatusCode	String	10	Warrant	eicStatusCode	Not in use.
sein	String	8	Warrant	sein	Required.

de4Allowances	int	4	Warrant	de4Allowances	This field will be blank after implementation of M&O CR127/MA CR128.
de4StatusCode	String	10	Warrant	de4StatusCode	This field will be blank after implementation of M&O CR127/MA CR128.
RecipientName - firstName	String	15	Warrant	RecipientFirstName	Required.
RecipientName - middleName	String	15	Warrant	RecipientMiddleName	Optional.
RecipientName - lastName	String	20	Warrant	RecipientLastName	Required.
RecipientName – suffix	String	5	Warrant	RecipientSuffix	Optional.
countyCode	String	10	Warrant	countyCode	Required. Valid County Codes: 01-58
districtOfficeCode	String	2	Warrant	districtOfficeCode	Required. Valid District Office Codes:
paymentFromDate	Date	4	Warrant	paymentFromDate	Required.
paymentToDate	Date	4	Warrant	paymentToDate	Required.
fundingAidCode	String	10	Warrant	fundingSourceCode	Required. Valid values: <ul style="list-style-type: none">• IHSSR• IPO• PCSP• CFCO• WPCS
processedDate	Date	4	Warrant	statusDate	Required.
payRate	Decimal	31,2	Warrant	payRate	Optional.
hoursPaidMin	int	4	Warrant	hoursPaidMin	Optional.
hoursOverAuth	int	4	Warrant	hoursOverAuth	Optional.
payRateOT	Decimal	31,4	Warrant	payRateOT	Optional.
hoursPaidMinTrvl	int	4	Warrant	hoursPaidMinTrvl	Optional.
hoursPaidOverMaxTrvl	int	4	Warrant	hoursPaidOverMaxTrvl	Optional.
hoursPaidOvertime	int	4	Warrant	hoursPaidOvertime	Optional.
hoursPaidMinSkvl	int	4	Warrant	slHoursPaidMin	Optional.
hoursOverMaxSkvl	int	4	Warrant	slHoursNotPaidMin	Optional.
hoursPaidMinTrn	int	4	Warrant	hoursPaidMinTrn	Optional.
hoursOverMaxTrn	int	4	Warrant	hoursOverMaxTrn	Optional.
hoursPaidOvertime	int	4	Warrant	hoursPaidOvertime	Optional.
payType	String	10	Warrant	payType	Optional. Valid Values: GA, GP, GM, GW, AA, MA, ODH, L, OD, PR, MM, SHR, H, W, R, U, S, TE, MULTI , G, RETRO, OPAP, APOT, APTV, APBP, ARTV, TXRF, LNRF, LORF, ROBC, HBRF, SOCP, SOCA, NFTV, NFOT, CONR, RTOT, TC, TCS, OTEX, SCLV, SCLE, POTP, CPTC, CPTI, CPOI, CPSI

backUpProv iderInd	String	1	WARRA NT	backUpPro viderInd	Optional.
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Multiple Pay Requests: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
payType	String	10	Warrant Source	payType	Required. Valid Values: GA, GP, GM, GW, AA, MA, ODH, L, OD, PR, MM, SHR, H, W, R, U, S, TE, MULTI , G, RETRO, OPAP, APOT, APTV, APBP, ARTV, TXRF, LNRF, LORF, ROBC, HBRF, SOCP, SOCA, NFTV, NFOT, CONR, RTOT, TC, TCS, OTEX, SCLV, SCLE, POTP, CPTC, CPTI, CPOI, CPSI
grossAmt	Decimal	31,2	Warrant Source	grossAmt	Required.
hoursPaidMin	int	4	Warrant Source	hoursPaid Min	Optional.
hoursPaidOvertime	int	4	Warrant Source	hoursPaid Overtime	Optional.
hoursPaidMinTrvl	int	4	Warrant Source	hoursPaid MinTrvl	Optional.
hoursPaidMinSkvl	int	4	Warrant Source	hoursPaid MinSL	Optional.
hoursPaidMinTrn	int	4	Warrant Source	hoursPaid MinTrn	Optional.
payReg	Decimal	31,2	Warrant Source	payReg	Optional.
payAdj	Decimal	31,2	Warrant Source	payAdj	Optional.
payTrv	Decimal	31,2	Warrant Source	payTrv	Optional.
payOvt	Decimal	31,2	Warrant Source	payOvt	Optional.
paySkvl	Decimal	31,2	Warrant Source	paySkvl	Optional.
hoursPaidMin	String	16	Warrant Source	hoursPaid Min	Optional.
backUpProv iderInd	String	1	Warrant Source	backUpPro viderInd	Optional.

Pay Stub Items: (One-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
lineItemTyp eCode	String	10	Warrant Lineltem	lineItemTy peCode	Required. Valid Values: GROSS, PAYADJ, FEDEIC, ADDFEDTX, STTX, ADDSTTX, FICA, MEDICARE, SDIDIEC, SOC, RECOVERY, LIEN, HEALTH, DUES, HLTHTRST, COPEPPL, INIT, OTINS, APDED, NETPAY, PAYSKLV, CART. Note: PAYSKLV will include both SCLV and SCLE values.
Amount	Decimal	31,2	Warrant Lineltem	amount	Required.
ytdAmt	Decimal	31,2	Warrant Lineltem	ytdAmt	Required.

Employer Paid tax Items: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
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lineItemTypeCode	String	10	WarrantLineItem	lineItemTypeCode	Required. Valid Values: <ul style="list-style-type: none">• FICA• MEDICARE• FUTA• SUI• ETT
Amount	Decimal	31,2	WarrantLineItem	Amount	Required
ytdAmt	Decimal	31,2	WarrantLineItem	ytdAmt	Required

Timesheets: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
timesheetNumber	String	16	WarrantTimesheetLink	timesheetID	Required. System gets timesheet record for timesheetNumber and link to the warrant.

Time Adjustments: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
timeAdjustmentNumber	long	16	WarrantTimeAdjustmentLink	timeAdjustmentID	Required. System gets TimeAdjustment record for timeAdjustmentNumber and link to the warrant

Special Transactions: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
specialTransactionNumber	long	16	WarrantSpecialTxLink	specialTransactionID	Required. System gets Special Transaction record for specialTransactionNumber and link to the warrant.

Sick Leave Claim: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
sickLeaveClaimNumber	long	16	WarrantProviderSickLeaveClaimLink	provSickLeaveClaimID	Required. System gets Sick Leave Claim record for sick leave claim and warrant link.

Career Pathway Claim: (Zero-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
cpClaimNumber	long	16	WarrantCPClaimLink	CPClaimID	Required. System gets Career Pathway Claim record for training time or incentive claim and warrant link.

Triggering Events

List of Triggering Events for the Interface: create_warrants

Screen Name /Batch Process	Trigger Point	Comments
Create Warrant	Batch Scheduler	<p>Create Warrant record for every warrant received on the file with following database columns filled with default values listed below.</p> <ul style="list-style-type: none"> • reconStatusCode – code value of Un-Reconciled' PaymentReconStaus if payType is Advance Pay or Advance Pay – Initial or Advance Pay – Additional. • scoWarrantNumber – 00000000 • warrantStatusCode – code value of Paid status <p>For all paystubItems received on file</p> <ul style="list-style-type: none"> • create WarrantLineItem record with code value of Pay Stub as a lineItemSourceCode. <p>For all employerPaidTaxes received on file</p> <ul style="list-style-type: none"> • create WarrantLineItem record with code value of Employer Paid Tax as a lineItemSourceCode. <p>For all pay requests received on the file</p> <ul style="list-style-type: none"> • create record in WarrantSource table with payType and grossAmt received on the file and warrantID of the warrant. <p>For all timesheets received on file</p> <ul style="list-style-type: none"> • create record in WarrantTimesheetLink table by getting the timesheetID from Timesheet table for timesheetNumber and warrantID of the warrant. <p>For all specialTransactions received on file</p> <ul style="list-style-type: none"> • create record in WarrantSpecialTxLink table by getting the specialTransactionID from SpecialTransaction table for specialTransactionNumber and warrantID of the warrant. <p>If the payType is Advance Pay</p> <ul style="list-style-type: none"> • decrement the Auth to Purchase remaining hours by the value in the hoursPaidMin field. <p>Generate SOC letter if the SOC Pay Stub item received on the file for the warrant with amount greater than zero. See Business Rules – SOC Spend-Down for more details</p> <p>Sick Leave claim – Decrement remaining sick leave hours.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
Matching criteria not met	"Cannot create warrant XXXXXXXX since employeeID does not exist in case Management" will be logged in log file.

Edits and Audits

When Warrant data is received at Case Management and logging is enabled; all warrant file processing errors will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Update Warrant (CMDR921A)

CI	Document Name
 CI-69678 - DSD INTF Update Warrant CMDR921A IMPLEMENTED	DSD_INTF_Update_Warrant_CMDR921A.doc

Case Management receives the following warrant updates from Payroll based on SCO interfaces. The following updates are applied to the Warrant table:

- Warrant Number Update
- SCO Warrant Number
- Issue Date
- Status Updates Received:
- Cashed by Payee
- Cleared Status
- Cleared Date
- Stop Payment and Undeliverable Warrants
- Void Status
- Void Date
- Stale-Dated Warrant
- Stale Dated Status
- Stale Date

In addition, Payroll provides updates based on Advance Pay reconciliation processing. The following updates are applied to the Warrant Table:
Recon Status

Data Elements of Interface – update_warrants

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
advWarrantNumber	String	13	Warrant	advWarrantNumber	Required
scoWarrantNumber	String	8	Warrant	scoWarrantNumber	Optional Required when issueDate is sent.
issueDate	Date	4	Warrant	issueDate statusDate warrantStatusCode	Optional Required when scoWarrantNumber is sent. Update warrantStatusCode to 'Cleared' status and statusDate same as issueDate, when scoWarrantNumber update received for EFT payments (eftInd on warrant is '1'). Update warrantStatusCode to 'Cleared' status and statusDate same as issueDate, when scoWarrantNumber update received for Non EFT payments (eftInd on warrant is '0') and is a 0\$ warrant with SOC Deduction amount greater than 0."
warrantStatusCode	String	10	Warrant	warrantStatusCode	Optional Required when warrantStatusDate is sent. Valid Values: CLEARED, VOID, STALEDATED. When 'STALEDATED' status update is received and current status of warrant is other than 'PAID,' update warrantStatusCode to 'PAID' status and create Warrant Snapshot record to reflect the status change on the warrant. When 'STALEDATED' status update is received and current status of warrant is PAID, do not create Warrant Snapshot record.
warrantStatusDate	Date	4	Warrant	statusDate staleDate	Optional Required when warrantStatusCode is sent. Update staleDate only when the warrantStatusCode is STALEDATED. Do not update statusDate when the warrantStatusCode is STALEDATED and the current warrantStatusCode is PAID. Revert the statusDate to the statusDate associated with the latest PAID warrantStatusCode on the WarrantSnapshot Table when the warrantStatusCode is STALEDATED and the current warrantStatusCode is not PAID.
reconStatusCode	String	10	Warrant	reconStatusCode	Optional Valid Values: R, UR

Triggering Events

List of Triggering Events for the Interface: update_warrants

Screen Name/Batch Process	Trigger Point	Comments
Update Warrant	Batch Scheduler	<p>For all void updates received on the file, following Actions happens depending on the business rules.</p> <p>Reinstate hours Reverse SOC amount Generate Reversal SOC letter See following Business Rules sections for more details. Voids Voids – Reinstate Hours Voids -SOC Reversals</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
Warrant.advWarrantNumber	PAYCHECK.CHK_NO	

Errors

Condition	Error Message
When matching Criteria not met	"Advantage warrant number XXXXXXXXX does not exist in Case Management" will be logged in log file.

Edits and Audits

When Warrant data is received at Case Management and logging is enabled; all warrant file processing errors will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Void and Reissue Requests (PRDR917A)

CI	Document Name
 CI-69672 - DSD INTF Send Void And Reissue Requests PRDR917A IMPLEMENTED	DSD_INTF_Send_Void_And_Reissue_Requests_PRDR917A.doc

The Payment Void/Reissue/Replacement Activity screen in Case Management allows the user to request Void and Reissue to void a warrant which was damaged and to reissue another warrant to the Payee. This section provides the data elements that Case Management sends to Payroll for Void and Reissue processing in Payroll. As part of this process, Case Management will update the status of all Void/Reissue/Replacement requests to Processed.

Data Elements of Interface – WarrantReissueReq

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeID	String	10	Warrant	caseParticipantServiceMonthID	Required. employeeID from CaseParticipantRole where caseParticipantRoleID is caseParticipantRoleID from CaseParticipantServiceMonth table where caseParticipantServiceMonthID is caseParticipantServiceMonthID on Warrant table.
advWarrantNo	String	13	Warrant	advWarrantNumber	Required.

Triggering Events

List of Triggering Events for the Interface: WarrantReissueReq

Screen Name /Batch Process	Trigger Point	Comments
Send Void And Reissue Requests	When batch process is scheduled to run	<p>Send records from Warrant & VoidReplacementRequest tables, which satisfies following conditions.</p> <p>Send Warrants which have 'Pending Void' status as warrantStatusCode in Warrant table and Pending Payroll status as statusCode and VoidAndReissue as typeCode in VoidReplacementRequest tables. Join two tables Warrant and VoidReplacementRequest using warrantID.</p> <p>Update statusCode to Processed on all requests which have a statusCode of Pending Payroll.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
Warrant.advWarrantNumber	PAYCHECK.CHK_NO	

Errors

Condition	Error Message
When matching criteria not met	"Warrant number XXXXXX not found in Advantage System" will be logged in log file.

Edits and Audits

When Warrant Reissue request data is send from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Create Recipient as Payee (PROO938A)

CI	Document Name
CI-69675 - DSD INTF Create Recipient as Payee PROO938A IMPLEMENTED	DSD_INTF_Create_Recipient_as_Payee_PROO938A.doc

All payees (Recipients and Providers) are set up as employees in the Payroll system. This interface establishes a Recipient as an employee in Payroll so that payment can be made to a Recipient based on a special transaction or an overpayment (i.e. Share of Cost) can be collected from a Recipient.

Data Elements of Interface

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
caseNumber	String	7	CaseHeader	caseReference	Required CM Case Number. This is a unique identifier for both systems.
designeeFullName	String	55	ConcernRole Contact	name	Designee's Full Name
StreetAddress1	String	75	Address	addressData	Recipient's mailing street address 1/Mail Designee's Mailing street address 1 For address of type street address, Street address 1 consists of street number, pre, street name, suffix and post fields. For address of type PO box, Street address 1 consists of PO box number. For address of type Rural Route, Street address 1 consists of Rural address. For address of type General delivery, Street address 1 consists of string General Delivery.
StreetAddress2	String	75	Address	addressData	Recipient's mailing street address 2/Mail Designee's Mailing street address 2 For address of type street address, Street address 2 consists of unit type and unit number. For all other address types street address 2 is blank.
cityName	String	28	Address	addressData	Rule Driven Recipient's mailing city name/Mail Designee's Mailing city name Update: Provided by CM if there is a change to the mailing state. Sample: "Sacramento"
stateCode	String	2	Address	addressData	Rule Driven Recipient's mailing state/Mail Designee's Mailing state Create: This must be provided by CM. Update: Provided by CM if there is a change to the mailing state. Sample: "CA"
zip	String	10	Address	addressData	Rule Driven Recipient's mailing ZIP code/Mail Designee's Mailing ZIP code Create: This must be provided by CM. Update: Provided by CM if there is a change to the ZIP code. Sample: "95820-1234"
beginDate	Date	10	ConcernRole Address	startDate	Required Effective date of service (active from this date) for Recipient's mailing address /Mail Designee's mailing address Update: Provided by CM if there is a change to the value. Format: CCYY-MM-DD Sample: "2009-01-15"
endDate	Date	10	ConcernRole Address	endDate	Default This is always '12/31/9999' for new Recipient. Default value set by the interface process. Update: Provided by CM if there is a change to the value. Format: CCYY-MM-DD Sample: "9999-12-31"

Triggering Events

Screen Name	Trigger Point	Payroll Web service	Fields	Comments

Create Special Transaction	Save link	createSpecTransRecipient	Case Number designeeFull Name Street Address 1 Street Address 2 City State ZIP Begin Date End Date	This interface should only be triggered if an employee ID has not previously been established by Payroll for the Recipient.
View Overpayment Recovery	Submit Recovery link	createSpecTransRecipient	Case Number designeeFull Name Street Address 1 Street Address 2 City State ZIP Begin Date End Date	This interface should only be triggered if an employee ID has not previously been established by Payroll for the Recipient.

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseHeader.caseReference	TAXING_ENTITY.TAXING_ENTITY_CD	

Errors

Condition	Error Message
When matching criteria not met or failure to create Recipient as payee in payroll system	Unable to establish the Recipient as a payee in the Payroll system. Please contact Help Desk.
Failure while updating employee ID in Case Management which came from Payroll Web service response	Recipient on Case Number XXXXXX was established as a payee in the Payroll system, but the Employee ID XXXXXX could not be updated in Case Management. Please contact Help Desk

Edits and Audits

When transaction is sent to Payroll and logging is enabled, person data is logged in the Case Management log file.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Receive Payment Adjustments (PRDR907A)

CI	Document Name
CI-69677 - DSD INTF Receive Payment Adjustments PRDR907A IMPLEMENTED	DSD_INTF_Receive_Payment_Adjustments_PRDR907A.doc

This interface allows payroll (Advantage) to receive payment corrections from Case Management.

Data Elements of Interface – PayAdjTran

Header Elements: PayAdjTransaction

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeId	String	10	SpecialTransaction /TimeAdjustment	caseParticipantRoleID /caseParticipantServiceMonthID	Required employeeID from CaseParticipantRole where caseParticipantRoleID is caseParticipantRoleID on SpecialTransaction table. employeeID from CaseParticipantRole where caseParticipantRoleID is caseParticipantRoleID on CaseParticipantServiceMonth table where caseParticipantServiceMonthID is caseParticipantServiceMonthID on TimeAdjustment table.
specialTxN umber	String	16	SpecialTransactio n /TimeAdjustment	specialTransactio nNumber /timeAdjustmentN umber	Required
payAdjTran Type	String	10	SpecialTransactio n /TimeAdjustment	transactionTypeC ode /adjustmentType Code	Required. CM sends value 'HBADJ' for Special Transaction types HBDED & HBRFD and 'U' (Prior Underpayment) for the 'WRL' (WPCS Recipient on Leave) payment correction. Sends new AP special transaction type value for Advance Pay Back-up Providers. Valid Values: AA, MA, ODH, ROBC, HBADJ, L, OD, PR, MM, SHR, SOCAD, H, W, U, R, TE, ARTV, TC, TCS, OTEX, SKLV, SCLE, POTP
program	String	10	SpecialTransactio n /TimeAdjustment	programCode /timesheetID	Required Valid Values: IHSS, WPCS For all Time Adjustments, if underneath timesheet is of IHSS timesheet type ,send IHSS else send WPCS
fundSrc	String	10	SpecialTransactio n	fundSourceCode	Optional Valid Values: N, B, S This field is no longer used as per CDSS request.
taxStatus	String	10	SpecialTransactio n	taxationCode	Optional Valid Values: T = Taxable NT = Non-taxable
socInd	String	1	SpecialTransactio n /TimeAdjustment	socInd/socInd	Required: Based on following logic: <ul style="list-style-type: none">• Timesheet submitted on Recipient case with SOC and pay period is post implementation (socInd=N)• Timesheet submitted on Recipient case with no SOC and pay period is post implementation and pre-implementation (socInd= N)• Timesheet submitted on recipient case with SOC and pay period is pre implementation (socInd=Y)
recInd	String	1	SpecialTransactio n /TimeAdjustment	caseparticipantR oleID/timesheetID	Required Valid values: Y, N For all Special Transaction types, CM sends N for this element For all Time Adjustment types, CM sends Y, if timesheetTypeCode is Advance Pay on timesheet table where timesheetID is timesheetID on TimeAdjustment table For Advance Pay Back-up Providers type, CM sends Y for this element
overtimeHrs	Integer	4	SpecialTransactio n /TimeSheet	totalOverTimeHo urs	Required: Total Overtime hours if any.
traveltimeHrs	Integer	4	SpecialTransactio n /TimeSheet	totalTravelHours	Required: Total Travel hours if any.

traveltimeCutbackHrs	Integer	4	SpecialTransaction /TimeSheet	totalTravelCutbackHours	Required: Total Travel Cutback hours if any.
sickleaveHrs	Integer	4	SpecialTransaction /TimeSheet	hoursMin	Required: Total Sick Leave hours if any.
sickleaveCutBackHrs	Integer	4	SpecialTransaction /TimeSheet	totalSickLeaveCutBackHours	Required: Total Sick Leave Cutback hours if any.
fromDate	String	10	SpecialTransaction /TimeSheet	fromDate /fromDate	Service Period From Date (first day of pay period) entered by the user.
overrideStep	String	5	SpecialTransaction	countyPayLevelID	Optional CM sends the value for this element only for Special Transaction types if user overrides the rate. stepCode from CountyPayLevel table where countyPaylevelID is countyPayLevelID on SpecialTransaction table. Valid values: 01, 02 , 03 For Advance Pay Back-up Providers type, CM sends the code aligned with the Provider's Back-up pay rate
overrideGrade	String	5	SpecialTransaction	countyPayLevelID	Optional CM Sends the value for this element only for Special Transaction types if user overrides the rate. gradeCode from CountyPayLevel table where countyPaylevelID is countyPayLevelID on SpecialTransaction table. Valid values: 01, 02, 03 For Advance Pay Back-up Providers type, CM sends the code aligned with the Provider's Back-up pay rate

Detail Record Elements: PayAdjDetail (one-to-many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
date	String	10	SpecialTransaction /TimeAdjustment	fromDate /daysHours	Required. CM sends one line for PayAdjDetail date. For Special Transactions: When the special transaction From Date is before the recipient's/provider's earliest start date: CM sends recipient's earliest Advance Pay start date on the case for below special transactions. Advance Pay – Initial Advance Pay – Additional Advance Pay – Recovery Refund CM sends recipient's earliest Restaurant Meals start date on the case for 'Restaurant Meals – Initial' special transaction. Depending upon the selected Payee, CM sends recipient's/provider's earliest start date on the case for the selected program (IHSS/WPCS) for other types of special transactions. For Time Adjustments: When the Time Adjustment From Date is before the provider's earliest start date: CM will not send daily entries prior to provider's earliest start date on the case for the selected program (IHSS/WPCS).
hoursMins	String	6	SpecialTransaction /TimeAdjustment	hoursMin/daysHours	CM sends one line for PayAdjDetail hoursMins. Optional Needs to convert all minutes from this database column to Hours &Minutes and format to HH:MM before sending to payroll.
dollarAmt	String	10	SpecialTransaction	amount	Optional CM sends one line for PayAdjDetail dollarAmt. Not applicable for Payment Corrections. For HBRFD (Health Benefit Refund) special transactions, CM sends negative value of the amount since Payroll accepts both HBDED and HBRFD as HBADJ transaction.

Triggering Events

List of Triggering Events for the Interface: PayAdjTran

Screen Name /Batch Process	Trigger Point	Comments

Send Payment Adjustments to Payroll	Batch Scheduler	<p>Send following records in Payment Adjustment batch file.</p> <p>Send all records from SpecialTransaction table which have Pending Payroll statusCode.</p> <p>Send all records from TimeAdjustment table which have Pending Payroll statusCode.</p> <p>Update all SpecialTransaction & TimeAdjustment records which have Pending Payroll status with Processed status and payrollSentDate with current date. Send following records in Payment Adjustment batch file.</p> <p>Send all records from SpecialTransaction table which have Pending Payroll statusCode.</p> <p>Send all records from TimeAdjustment table which have Pending Payroll statusCode.</p> <p>Update all SpecialTransaction & TimeAdjustment records which have Pending Payroll status with Processed status and payrollSentDate with current date.</p>
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Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found in Advantage system" will be logged in the log file.

Edits and Audits

When Payment Adjustment request data is sent from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Advance Pay Recon Action (PROO935A)

CI	Document Name
CI-69679 - DSD INTF Advance Pay Recon Action PROO935A IMPLEMENTED	DSD_INTF_Advance_Pay_Recon_Action_PROO935A.doc

The Advance Pay Recon Actions screen in Case Management allows the user to select a Reconciliation Action of No Further Action for a reconciliation month. Conversely, the user can change the reconciliation status back to Un-reconciled.

When the user saves a request on the Advance Pay Recon Actions screen, a synchronous interface is initiated to Payroll to update the Advance Pay Reconciliation status. This section provides the data elements for both the Case Management request transaction and the response transaction received from Payroll.

REQUEST - Data Elements of Interface – AdvancePayNofurtheractionreq

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeID	String	10	CaseParticipantRole	employeeID	Required CM is not storing this data
servicePeriodFromDate	String	10	N/A	N/A	Required CM is not storing this data
ForcedBalanceIndicator	String	1	N/A	N/A	Required CM is not storing this data Valid Values: Y, N Y – No Further Action N – Un-Reconcile

RESPONSE - Data Elements of Interface – AdvancePayNofurtheractionres (one-to-many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
advWarrantNumber	String	13	Warrant	advWarrantNumber	Required

Triggering Events

List of Triggering Events for the Interface: AdvancePayNofurtheractionreq

Screen Name /Batch Process	Trigger Point	Comments
Advance Pay Recon Actions	When user clicks Save link	<p>Retrieve the employeeID for the Recipient of the Case from Case ParticipantRole table and send the request transaction to the Payroll through Synchronous Web service</p> <p>For every advWarrantNumber received from the Payroll in response, update the Warrant table with following values</p> <p>reconStatusCode=No Further Action status code or Un-Reconciled status code depending on the request</p> <p>noFurtheractionDate = current date if No Further Action taken by the user. For Un-reconciled requests, blank the date value in this field.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	
Warrant.advWarrantNumber	PAYCHECK.CHK_NO	

Errors

Condition	Error Message
When matching criteria is not met	<p>Display message to user:</p> <p>"Advance Pay Recon Action information could not be updated in Payroll. Please contact the Helpdesk" when matching criteria not met in Payroll on request.</p> <p>"Warrant marked for Recon Action in Payroll could not be found in Case Management. Please contact the Helpdesk and provide the Advantage Warrant Number XXXXXX" when matching criteria not met in Case Management on response.</p> <p>"Advance Pay Recon Action is successful. Warrants XXXXX, XXXX are updated with requested Reconciliation Action" when processing completed successfully.</p>

Edits and Audits

All the edits are applied as per the screen validations.

When transaction is send to Payroll and logging is enabled, Advance Pay No Further Action data is logged in the Case Management log file.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Calculate Net Pay for Overpayment (PROO936A)

CI	Document Name
 CI-69671 - DSD INTF Calculate Net Pay for Overpayment PROO936A IMPLEMENTED	DSD_INTF_Calculate_Net_Pay_for_Overpayment_PROO936A.doc

The purpose of this interface is to request that Payroll calculate the preliminary net overpayment amount when the user makes entries on the Create /Modify Overpayment Pay Period, Modify Excess Compensation Rate Details and Modify Special Transaction Overpayment Details screens. Once this amount is returned from Payroll, Case Management will display the value on the View Overpayment Recovery screen.

REQUEST – Data Elements of Interface – NetPayCalcOverpayment

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employee_id	String	10	Overpayment CaseParticipantRole	caseParticipantRoleID employeeID	Required. employeeID from CaseParticipantRole where caseParticipantRoleID is caseParticipantRoleID on Overpayment table.
program	String	10	Overpayment	fundingSourceCode	Required Valid Values: IHSSR, PCSP, IPW1 – 6, IPO, WPCS, CFCO
payperiodstdt	String	10	OverpaymentPeriod Overpayment	payPeriodFromDate servicePeriodFromDate	Required. For Excess Compensation – Hours overpayment, send payPeriodFromDate from OverpaymentPeriod table. For other overpayment types, send servicePeriodFromDate from overpayment table.
overpaymentRate	String	10	Overpayment SpecialTransaction	paidRateID correctRateID countyPayLevelID fromDate	Optional This is the difference rate of correctRate and paidRate for Excess Compensation by Rate overpayments. This is overrideRate for the Special Transaction overpayments if it is hours based overpayment and rate is overridden on special transaction where overpaid.
taxStatus	String	10	SpecialTransaction	taxationCode	Optional Valid Values: T for Taxable , NT for Non-taxable Gets the taxationCode for the special transaction where this overpayment occurred. Join SpecialTransaction and Overpayment tables with specialTransactionNumber.
otHours	String	6	OverpaymentPeriod	overpaidOvertimeHoursMins	This includes the sum of overpaidOvertimeHoursMins for all the pay periods associated with the overpayment.
advWarrantNumber	String	13	Warrant	advWarrantNumber	O, This is the warrant number assigned by Advantage and will not be provided for Legacy payments
issueDate	Date	10	Warrant	issueDate	R, this is the issue date of the warrant

REQUEST – Detail Record Elements: (One-to-Many)

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments

Date	String	10	OverpaymentPeriod Overpayment	payPeriodFromDate servicePeriodFromDate	<p>Required Needs to derive days (01-15, or 16 – 28 or 29 or 30 or 31, or 01 – 28 or 29 or 30 or 31) from payPeriodFromDate from OverpaymentPeriod table for Excess Compensation - Hours Overpayment. For other overpayments send one detail record with servicePeriodFromDate from Overpayment table.</p> <p>Excess Compensation - Hours Overpayment: Send the Overpayment Pay Period To Date</p> <p>Excess Compensation - Hours Overpayment: When the Overpayment Pay Period From Date is before the Provider's earliest start date: CM will not send daily entries prior to Provider's earliest start date on the case for the selected program (IHSS/WPCS).</p> <p>Excess Compensation - Rate Overpayment: When the Overpayment Occurrence From Date is before the Provider's earliest start date: CM sends Provider's earliest start date on the case for the selected program (IHSS/WPCS).</p> <p>Special Transaction Overpayment: When the Overpayment Occurrence From Date is before the Recipient's/Provider's earliest start date: CM sends payee's earliest start date on the case for the selected program (IHSS/WPCS).</p>
Hours	String	6	OverpaymentPeriod overpayment	daysHours overpaidHoursMin	<p>Required. Send the total sum of daysHours column from OverpaymentPeriod table for Excess Compensation – Hours overpayment. For other overpayments, send one detail record with overpaidHoursMin from Overpayment table. Needs to convert all minutes from this database column to Hours & Minutes and format to HH:MM before sending to Payroll.</p>

RESPONSE - Data Elements of Interface – NetPayCalcOverpayment

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employee_id	String	10	OverpaymentCaseParticipantRole	caseParticipantRoleID employeeID	Required
NetPay	String	10	OverpaymentPeriod overpayment	netAmt calculatedOverpaymentAmount	Required. Update netAmt column in OverpaymentPeriod table for Excess Compensation – Hours overpayment. For other overpayments, update calculatedOverpaymentAmount column in Overpayment table.
TranId	String	20	N/A	N/A	ADV OCHK identifier (doc_ID)

Triggering Events

List of Triggering Events for the Interface: NetPayCalcOverpayment

Screen Name /Batch Process	Trigger Point	Comments
Create/Modify Overpayment Pay Period	When user clicks Save or Save & New link.	Call NetPayCalcOverpayment synchronous Web service with data elements listed in above request tables, and display netPayAmount received in response to the user on Overpayment Recovery screen.

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When Matching Criteria is not met	Display message to user "Net Pay could not be calculated in payroll system. Please contact help desk."

Edits and Audits

All the edits are applied as per the screen validations.

When transaction is sent to Payroll and logging is enabled, Net Pay Calc Overpayment data is logged in the Case Management log file.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Create/Modify/Stop Overpayment Recovery (PRDR912A)

CI	Document Name
 CI-69680 - DSD INTF Send CreateModifyStop Overpayment Recovery PRDR912A IMPLEMENTED	DSD_INTF_Send_CreateModifyStop_Overpayment_Recovery_PRDR912A.doc

The Create/Modify Overpayment Recovery screen in Case Management allows the user to request an Overpayment Recovery from a person known to CMIPS II. This section provides the data elements that Case Management sends to Payroll to set up, modify or stop an Overpayment Recovery.

Data Elements of Interface – OverpaymentCreateMod

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeId	String	10	Overpayment CaseParticipantRole	recoveryPayee employeeID	Required. Get 'employeeID' from 'CaseParticipantRole' table where 'caseParticipantRoleID' is "recoveryPayee" on 'Overpayment' table.
overpaidProgram	String	10	Overpayment	fundingSourceCode	Required. Valid Values: IHSSR, PCSP, IPW1, IPW2, IPW3, IPW4, IPW5,IPW6, IPO, WPCS, CFCO
installmentType	String	10	Overpayment	installmentTypeCode	Optional. Valid Values: 5,10,N,O
overpaymentGoalAmt	String	10	Overpayment	balanceAmt	The outstanding or balance amount on the overpayment recovery. This will have a 0 value once the last collection amount has been entered in the system and Overpayment is closed. Otherwise it will have the balance amount on the overpayment recovery Optional – Overpaid Service or Travel amount
paymentAmt	String	10	Overpayment	perPayPeriodAmt	The amount to be deducted per pay check. Custom amount that was entered by the user while setting up the overpayment recovery. Can have 0.00 if user prefers % deduction. Optional
countyCd	String	10	Overpayment	caseParticipantRoleID servicePeriodFromDate servicePeriodToDate	Required Valid Values: 00-58 This is the county where overpayment occurred.
district	String	10	Overpayment	caseParticipantRoleID servicePeriodFromDate servicePeriodToDate	Required This is the district office where overpayment occurred.
overpaymentNum	String	16	Overpayment	overpaymentNumber	Required
hoursMins	String	6	Overpayment	overPaidHoursMin	Optional. Send value for this field only for OPAPR (Advance Pay – Recipient Payroll Deductions) Overpayments.

effDate	String	10	Overpayment	servicePeriodFromDate	<p>Required.</p> <p>When the Overpayment From Date is before the Recipient's/Provider's earliest start date: CM sends Recipient's earliest Advance Pay start date on the case for below overpayments.</p> <ul style="list-style-type: none"> • Advance Pay – Recipient Payroll Deductions • Advance Pay – Other <p>CM sends Recipient's earliest Restaurant Meals start date on the case for 'Restaurant Meals' overpayment.</p> <p>Depending upon the selected Payee, CM sends Recipient's/Provider's earliest start date on the case for the selected program (IHSS/WPCS) for other types of overpayments.</p>
stopDate	String	10	Overpayment	stopDate	Optional
overpaymentType	String	10	Overpayment	overpaymentTypeCode	RequiredValid Values: OPAPO, OPAPR, ECH, ECR, OPRM, STOP, OPSOC, CONV, LEGACY, ECT
overrideRate	String	10	Overpayment	paidRateID	<p>Optional.</p> <p>Send value for this field only for OPAPR (Advance Pay – Recipient Payroll Deductions) Overpayments.</p>
tranId	VAR CHAR	20	OverpaymentPeriod WarrantLink	serviceRequestID	This Field includes comma separated ServiceRequestID's received from payroll as part of NetPayOverpayment Calculation webservice.

Triggering Events

List of Triggering Events for the Interface: OverpaymentCreateMod

Screen Name/Batch Process	Trigger Point	Comments
Send Create/Modify/Stop Overpayment Recovery to Payroll	Batch Scheduler	<p>Send following records in OverpaymentRecovery batch file from Overpayment tables.</p> <p>Send all records from Overpayment table which are marked with 'Yes' on Send to Payroll indicator field.</p> <p>Update retrieved Overpayment records from Pending Payroll status to "Active" Status if Overpayment Type is Advance Pay - Recipient Payroll Deductions. For all other types update with Active status. Do not update status if the status is Stopped or Closed.</p> <p>Update payrollSentDate with current date and Send to Payroll indicator to No on all retrieved overpayment records.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found Advantage System" will be logged in log file.

Edits and Audits

When Overpayment Create/Modify request data is send from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Personal Overpayment Collection (PRDR937A)

CI	Document Name
 CI-69674 - DSD INTF Send Personal Overpayment Collection PRDR937A IMPLEMENTED	DSD_INTF_Send_Personal_Overpayment_Collection_PRDR937A.doc

The Create/Modify Overpayment Collection screen in Case Management allows the user to record overpayment recoveries made by personal payment. This section provides the data elements that Case Management sends to Payroll to update the financial records.

Data Elements of Interface – CashCollection

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
employeeID	String	10	Overpayment	caseParticipantRoleID employeeID	Required Get employeeID from CaseParticipantRole table where caseParticipantRoleID is caseParticipantRoleID on Overpayment table
program	String	10	Overpayment	fundingSourceCode	Required Valid Values: IHSSR, PCSP, IPW1, IPW2, IPW3, IPW4, IPW5, IPW6, IPO, WPCS, CFCO
overpaymentType	String	10	Overpayment	overpaymentTypeCode	Required. Valid Values: OPAPO, ECH, ECR, OPRM, STOP, OPSOC, CONV, LEGACY, ECT
amtCollected	String	10	Overpayment Collection	collectedAmt	Required. Negative Values allowed. Case Management sends negative amount in the case of return checks.
dateCollected	Date	10	Overpayment Collection	collectedDate	Required.
effectiveDate	Date	10	Overpayment	servicePeriodFromDate	The start of the overpayment period.
transactionID	String	16	Overpayment	overpaymentNumber	The Overpayment Recovery – Overpayment Number. System Generated Unique Number.

Triggering Events

List of Triggering Events for the Interface: CashCollection

Screen Name/Batch Process	Trigger Point	Comments
Send Personal Overpayment Collection to Payroll	Batch Scheduler	<p>Send following records in Overpayment Collection batch file.</p> <p>All overpayment collection records with sendToPayrollInd as true and ModeOfPayment is of Personal Payments which is either cash, check or money order.</p> <p>Send the negative collectedAmt on retrieved records which have collectionStatusCode of 'Returned Check'.</p> <p>Update retrieved OverpaymentCollection records with Collected status except on 'Returned Check' records and payrollSentDate with current date. Also update 'sendToPayrollInd' to 'false' for these records.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found in Advantage System" will be logged in the log file.

Edits and Audits

When Cash Collection data is send from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Receive Payroll Overpayment Collections (CMDR913A)

CI	Document Name
 CI-69673 - DSD INTF Receive Payroll Overpayment Collections IMPLEMENTED	DSD_INTF_Receive_Payroll_Overpayment_Collections.doc

Payroll sends Overpayment Collection data to Case Management (CM) whenever an overpayment recovery is made via payroll deduction. The Overpayment Collection data is displayed in Case Management.

Data Elements of Interface – payroll_overpayment_collections

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
OverpaymentNumber	String	16	OverpaymentCollection	overpaymentID	Required Create Overpayment Collection record and link to the existing Overpayment by getting overpaymentID for the overpaymentNumber on the file.
advWarrantnumber	String	13	OverpaymentCollection	receiptNumber	Required
collectedAmt	Decimal	31,2	OverpaymentCollection	collectedAmt	Required
collectedDate	Date		OverpaymentCollection	collectedDate	Required
recoveredAmt	Decimal	31,2	Overpayment	payrollCollectedToDateAmt	Required

Triggering Events

List of Triggering Events for the Interface: payroll_overpayment_collections

Screen Name /Batch Process	Trigger Point	Comments
Receive Payroll Overpayment Collections	When CM receives the batch file	<p>For every Overpayment Collection received on the file:</p> <p>Create a record in OverpaymentCollection table and link to the existing record in Overpayment table using the OverpaymentID for the overpaymentNumber received on the file and fill the data for the other columns as listed below</p> <p>modeOfPaymentCode – codeValue of Payroll Deduction in OverpaymentCollectionModeOfPayment code table.</p> <p>collectionStatusCode – codeValue of Collected in OverpaymentCollectionStatus</p> <p>returnedCheckInd – N</p> <p>recordedBy – Batch Program Name or ID</p> <p>Update the Overpayment record as follows</p> <p>balanceAmt = recoveryAmt – (cashCollectedToDateAmt + payrollCollectedToDateAmt)</p> <p>statusCode – change to Closed status if balanceAmt is less than or equal to zero</p> <p>Note: This batch job needs to run after Create Warrant batch job.</p> <p>See Business Rules – Overpayment Collections for further actions.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
Overpayment. overpaymentNumber	DED_DETL.DOC_ID	

Errors

Condition	Error Message
When matching criteria not met	"Overpayment Number XXXXXXX not found in Case Management" will be logged in the log file.
When advWarrantnumber is not found in Case Management	"Advantage warrant number XXXXXXX does not exist in Case Management" will be logged in the log file.
When collectedDate is after the current date.	"Date Collected cannot be after the current date" will be logged in the log file.
When the collectedAmt is greater than the outstanding balance of the overpayment	"Amount collected cannot exceed the outstanding balance of the overpayment" will be logged in the log file.

Edits and Audits

When Payroll Overpayment Collection data is received at Case Management and logging is enabled; all data received from Payroll will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Career Pathway Claim Configuration to Payroll (PROO941A)

CI

 CI-823370 - DSD INTF Send Career Pathway Claim Configuration to Payroll IMPLEMENTED

The Career Pathways program will allow a provider to submit a Career Pathways claim for payment (this is specific to training time and training incentive, however, in rare cases may apply to the one-month and six-month incentives) in which the pay period dates indicated on the claim are prior to the provider's assignment to the recipient indicated on the claim (CMIPS requires a recipient/provider relationship for payment generation). In these instances, since there is no assignment as of the pay period indicated on the claim, CMIPS cannot automatically determine the funding source in which to tie the payment. This web service will send the pertinent data to the MAS Payroll system to properly align the funding source with the assessment nearest to the pay period on the claim. MAS will you the data sent from Case Management to set up a configuration record that aligns to the pay period on the claim to ensure a warrant is generated to the provider.

Internal Layout/System Mapping

Data Elements – Event

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Column	Description (Data Transformation rules)	R/O (Required or optional)
employeed	STRING	10	CASEPARTICIPANTROLE	EMPLOYEEID	System derives the employee ID (unique ID for the provider assigned to specific recipient) number associated with the provider on the claim	R
startDate	STRING	10	CPCLAIM	FROMDATE	Program type (IHSS or WPCS) from the claim	R
program	STRING	4	CPCLAIM	PROGRAMTYPE	Pay period start date on the claim	R
fundingSource	STRING		IHSSAUTORIZATIION	FUNDINGAIDCODE	The funding source (i.e. CFCO, PCSP, IPO, etc.) aligned with the assessment nearest to the pay period; retrieved based on the business rules (see associated business rules)	R
countyCode	2		COUNTYCASE	COUNTYCODE	The county code of the district office associated to the case owner of the training time claim at the time of the pay period (ex. '01') The county and district office codes for case owners are tracked on the COUNTYCASE table. Use the pay period to where it falls within a STARTDATE and ENDDATE on the table to retrieve this information.	R
districtOfficeCode	STRING	2	COUNTYCASE	DISTRICTOFFICECODE	The district office code aligned with the county code (ex. '01') Use the same logic for determining County Code to determine which district office to send	R

Matching Criteria

CM Element Name	Payroll Element Name	Comments
EMPLOYEEID	EMPLOYEEID	Match on employee ID

Errors

Condition	Error Message
When matching criteria not met or failure to create the configuration record in payroll system	The Provider Information could not be updated in Payroll. Please contact HelpDesk. Transaction ID <XXXXXXXXXX>.

Trigger Events

When a CDSS worker approves a Career Pathways claim in CM and the pay period indicated on the claim aligns with a time period in which the provider did not have an active assignment with the recipient.

Processing Criteria

N/A

Error Processing

When transaction is sent to Case Management and logging is enabled, transaction data is logged in the Case Management log file.

Related Components

[CI-823370 - DSD INTF Send Career Pathway Claim Configuration to Payroll PROO941A](#)

Business Process Functions

New CI will be created in future ASR.

Business Flows

New CI will be created in future ASR.

Business Rules

[CI-823381 - DSD BR PCM CP 02](#)

Tasks/Notifications

N/A

Screens

[Approve Training Time Claim](#)

(Note: These are temporary links to the ASR. Modify with the link to the DSD page once implemented.)

Reports

N/A

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Career Pathways Claims to Payroll (PRDR908A)

CI	Document Name
 CI-823431 - DSD INTF Send Career Pathways Claims to Payroll (PRDR908A) IMPLEMENTED	DSD_INTF_Send_Career_Pathways_Claims_to_Payroll_PRD R908A.doc

When a CDSS worker approves a Career Pathways training time claim, the status of the claim is set to 'Pending Payroll'. Case Management will then send all training time claim records in this status to Payroll for payment processing as part of the nightly batch. This section provides the data elements that Case Management sends to Payroll to for warrant generation on Career Pathways claims.

Data Elements of Interface – CPCClaim

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
claimNumber	String	8	CPCClaim	ClaimNumber	<p>Required.</p> <p>The claim ID number associated with the career pathways (i.e. training time claim) record.</p>
claimType	String	4	CPCClaim	ClaimType	<p>Required.</p> <p>The claim type (i.e. Training Time, Training Incentive, One-Month Assignment Incentive, Six-Month Assignment Incentive) on the claim record</p> <p>RequiredValid Values: CPTC, CPTI, CPOI,CPSI</p>
employeeID	String	10	CPCClaim	CaseParticipantRoleID employeeID	<p>Required.</p> <p>The employee ID number associated with the provider on the training time claim.</p> <p>Get 'employeeID' from 'CaseParticipantRole' table where 'caseParticipantRoleID' is "caseParticipantRoleID" on 'CPCClaim' table.</p>
program	String	4	CPCClaim	ProgramType	<p>Required.</p> <p>The program type (IHSS or WPCS) from the training claim</p> <p>Valid Values: IHSS and WPCS</p>
reconInd		1	Derived	Derived	<p>Required.</p> <p>A Y or N indicator that allow Payroll to check to ensure there are no outstanding reconciling (Advance Pay) timesheets that are in the middle of processing; send 'Y' if provider is Advanced Pay; otherwise default to 'N'</p> <ul style="list-style-type: none"> If provider is Advance Pay but meets the following conditions, <ul style="list-style-type: none"> Program = WPCS, send 'N' or Program = IHSS and pay period is prior to hire date
fromDate	Date	10	CPCClaim	FromDate	<p>Required.</p> <p>Pay Period From date on the claim</p> <p>YYYY-MM-DD format</p>
toDate	Date	10	CPCClaim	ToDate	<p>Required.</p> <p>Pay Period End date on the claim</p> <p>YYYY-MM-DD format</p>
hoursMins	String	6	CPCClaim	TotalHours Mins	<p>Required.</p> <p>The total hours/minutes on the claim; not reported on if the Claim Type other than 'Training Claim'.</p> <p>HH:MM format</p>

cutbackHours	String	6	CPClaim	CutbackHoursMins	<p>Optional.</p> <p>The number of hours removed from the training time claim (via decreasing Hours/Mins on time entries).</p> <p>Not reported (empty tag) when claim type other than 'Training Time'</p> <p>HH:MM format</p>
otHoursMins	String	6	CPClaim	TotalOTHoursMins	<p>Optional.</p> <p>The number of hours paid at the overtime rate from the claim record.</p> <p>HH:MM format</p>
amount	Decimal	7	CPClaim CPClaimInfo	CPClaimID Amount	<p>Optional.</p> <p>The dollar amount for an incentive claim; not reported (empty tag) on if the Claim Type is 'Training Claim'.</p> <p>0.00 format</p>

Triggering Events

List of Triggering Events for the Interface: SendCareerPathwaysClaim

Screen Name/Batch Process	Trigger Point	Comments
Send Career Pathways Training Time and Incentive Claims to Payroll	Batch Scheduler	<p>Send following records in CPClaim batch file from Overpayment tables.</p> <p>Send all records from CPClaim table which have Status = 'Pending Payroll'.</p> <p>Update retrieved training time and incentive records and set to 'Processed' status.</p> <p>Update SentToPayrollDate with the date of the batch run.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found Advantage System" will be logged in log file.

Edits and Audits

When Career Pathways claim request data is send from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Send Multi Pay Warrants Split Request to Payroll (PRDS909A)

CI

 CI-823592 - DSD INTF Send Multi Pay Warrants Split Request to Payroll (PRDS909A) IMPLEMENTED

This batch interface sends a file from Case Management to Payroll (MA) with key identifying details for all warrants that include payments generated after the most recent run of the batch job.

Data Elements of Interface - WarrantSourceDetails

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
Employee ID	String	20	WarrantSourceDetails	EMPLOYEEID	Required ID assigned to a provider that is specific to the recipient assignment
Advantage Warrant Number	String	13	WarrantSourceDetails	ADVWARRANTNUMBER	Required System generated number MA assigns to the payment record
Transaction Number	String	16	WarrantSourceDetails	TRANSACTIONNUMBER	Required Aligns to type of transaction (i.e. timesheet, travel, spec transaction, etc.)

Triggering Events

List of Triggering Events for the Interface: WarrantSourceDetails

Screen Name /Batch Process	Trigger Point	Comments
PRDS909A WarrantSourceDetails	Batch Scheduler	<p>Scans the WARRANT table for the following criteria:</p> <ul style="list-style-type: none"> • Pay Type = Multi AND • Batch Date is on or after the most recent of the PRDS909A batch job AND • Warrant ID does not exist on the WARRANTSOURCEDETAILS database table • The first run of the batch job post implementation to Production will select records where Pay Type = Multi and the WARRANT.BATCHDATE MM/DD/YYYY date determined by CDSS. After the first run of the batch subsequent runs will select the records created since the normal batch schedule. <p>The Warrant ID is used to query the WARRANTSOURCE table to retrieve the Transaction Number.</p> <p>Load the records in to the WARRANTSOURCEDEDETAILS database table with Status = 'Pending'.</p> <p>Upon completion, the batch will create PRDS909a.csv file that includes all records from the new DB table in 'Pending' and 'Error' status to send to Payroll (MA).</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found Advantage System" will be logged in log file.

Edits and Audits

When Send Multi Pay Warrant Split Request data is sent to Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /Internal Interfaces/Receive Split Multi Payments from Payroll (CMDR919A)

CI

 CI-823593 - DSD INTF Receive Split Multi Payments from Payroll (CMDR919A) IMPLEMENTED

This interface retrieves the file of split payments from Payroll (MA) to Case Management and imports this data to the WarrantSourceDetails table.

Data Elements of Interface – WarrantSourceDetails

Schema Element Name	Schema Element Type	Schema Element Length	CM Table	CM Table Column	Comments
Employee ID	String	20	WarrantSource Details	EMPLOYEEID	Required ID assigned to a provider that is specific to the recipient assignment
Advantage Warrant Number	String	13	WarrantSource Details	ADVWARRANTNUMBER	Required system generated number MA assigns to the payment record
Transaction Number	String	16	WarrantSource Details	TRANSACTIONNUMBER	Required Aligns to type of transaction (i.e. timesheet, travel, spec transaction, etc.)
Pay Type	String	10	WarrantSource Details	PAYTYPE	Required Type of pay
Gross Pay	Decimal	31,2	WarrantSource Details	GROSSAMT	Required Dollar amount for total pay prior to deductions
Net Pay	Decimal	31,2	WarrantSource Details	NETAMT	Required Dollar amount for total pay after deductions taken
SOC Amount	Decimal	31,2	WarrantSource Details	SOCAMT	Optional Indicates share of cost deduction taken (if applicable)
Employment Training Tax	Decimal	31,2	WarrantSource Details	EMPTRAININGTAX	Optional Dollar amount for employer paid training tax (if applicable)
State Unemployment Tax	Decimal	31,2	WarrantSource Details	STATEUNEMPOLYMENTTAX	Optional Dollar amount for State UI tax (if applicable)
FICA Tax	Decimal	31,2	WarrantSource Details	FICATAX	Optional Dollar amount for FICA tax (if applicable)
Medicare Tax	Decimal	31,2	WarrantSource Details	MEDICARETAX	Optional Dollar amount for employer paid Medicare tax (if applicable)
Federal Unemployment Tax	Decimal	31,2	WarrantSource Details	FEDERALUNEMPOLYMENTTAX	Optional Dollar amount for employer paid federal unemployment tax (if applicable)
Status	String	10	WarrantSource Details	STATUSCODE	Required Indicates data row imported to table without issue (Processed) or with issue (Error)

Triggering Events

List of Triggering Events for the Interface: WarrantSourceDetails

Screen Name /Batch Process	Trigger Point	Comments
CMDR919A WarrantSourceDetails	Batch Scheduler	<p>Manage Advantage generates the split warrant calculation file from Split Multipay Warrants batch and sends to Case Management.</p> <p>Case Management retrieves the file and updates the tax and wage details on the WarrantSourceDetails database table and moves the status of the corresponding row from 'Pending' to 'Processed'.</p> <p>The status of records where no wage or tax data is returned will move from 'Pending' to 'Error'.</p>

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

Condition	Error Message
When matching criteria not met	"Employee ID not found Advantage System" will be logged in log file.

Edits and Audits

When Receive Split Multi Payments data is received from Case Management and logging is enabled; errors that occur while creating the file will be logged.

DSD 27/Recip CM & OS – Payroll within Case Management /External Interfaces

There are no external interfaces associated with Recip CM & OS – Payroll within Case Management.

DSD 27/Recip CM & OS – Payroll within Case Management /Batch Processing

This section describes identified batch processes.

No	Batch Process Name	CI	Description	Estimated Size (Records)	Frequency	Send Receive Maintenance
1	Create Warrant (CMDR920A)	 CI-70988 - DSD BTCH PRO CRM cmdr920a IMPLEMENTED	Case Management receives the file with Warrants created by Payroll GTN process on that day, processes the file, and inserts it in the warrant table.		Daily	Receive
2	Update Warrant (CMDR921A)	 CI-70989 - DSD BTCH PRO CRM cmdr921a IMPLEMENTED	Case Management receives the file with Warrants updated in the Payroll system on that day, processes the file, and updates it in warrant table.		Daily	Receive
3	Send Void And Reissue Requests (PRDR917A)	 CI-70990 - DSD BTCH PRO CRM prdr917a IMPLEMENTED	Case Management sends warrants with Pending Void status that have associated Void and Reissue requests in VoidReplacementRequest table with Pending Payroll status.		Daily	Send
4	Receive Payment Adjustments (PRDR907A)	 CI-70984 - DSD BTCH PRO CRM prdr907a IMPLEMENTED	This batch processes the payment correction data received by Payroll from Case Management. The batch job cuts back payments to a Provider for hours exceeding 24 service hours in a day across all Recipients or across Programs.	N/A	Daily	Send
5	Send Create /Modify/Stop Overpayment Recovery (PRDR912A)	 CI-70985 - DSD BTCH PRO CRM prdr912a IMPLEMENTED	Case Management sends all overpayment records which are marked with Yes on the Send to Payroll field on the Overpayment table. The overpaymentType of DUP[iteration][A1] is interfaced to payroll when a void confirmation is received one (1) day prior to the Advance Pay recipient warrant.		Daily	Send
6	Send Personal Overpayment Collection (PRDR937A)	 CI-70987 - DSD BTCH PRO CRM prdr937a IMPLEMENTED	Case Management sends all Personal Collections marked with pending payroll status in the OverpaymentCollection table.		Daily	Send
7	Receive Payroll Overpayment Collections (CMDR913A)	 CI-70986 - DSD BTCH PRO CRM cmdr913a IMPLEMENTED	Case Management receives the file with Overpayment Collections with warrants, on which the overpayment recovery is made on that day, and processes the file and inserts it in the OverpaymentCollection table.		Daily	Receive
8	Pay Retroactive Overtime (800DINRN)	 CI-510845 - DSD BTCH PRO CRM 800DINRN IMPLEMENTED	Pay Retroactive Overtime by Special Transaction Type Retro Overtime Pay		One-Time	Maintenance
9	Receive Payment Adjustment (PRDR907B)	 CI-717718 - DSD BTCH PRO CRM prdr907b IMPLEMENTED	This batch jobs receives and process payment corrections in the payroll system from Case Management.	N/A	Daily	Receive (by Payroll)
10	Send Special Transactions and Time Adjustments (PRDR907X)	 CI-713377 - DSD BTCH PRO CRM p prdr907x IMPLEMENTED	This batch job sends all special transactions and time adjustments marked with "Pending Payroll" status in "SpecialTransaction" & "TimeAdjustment" tables to Advantage.	N/A	Daily	Send (from CM)
11	Split Multipay Warrants (PRDS09A)	 CI-823619 - DSD BTCH PRO CRM prds09a IMPLEMENTED	This batch job sends a file from Case Management to Payroll (MA) that includes identifying data items of all of the payments from multi-warrant records from the previous nightly batch. The file will include all warrant records received from the CMDR920A file where warrant type = 'MULTI' (indicating a warrant with multiple pay event types). During this batch job process, it is split into two steps. (Step 1 - Get Precalc Values) identifies and loads the single warrant payment details and gets the payroll transaction pay types using the csv file identifiers previously loaded into the CMIPS_MULTI_CHK_HDR and CMIPS_MULTI_CHK_DTL tables to later calculate the split percentages by pay type. (Step 2 - Calculate Splits) calculates the percentages of the payroll transactions by pay type and loads to the CMIPS_MULTI_CHK_DTL table using the (Step 1 - Get Precalc Values) previously loaded to the CMIPS_MULTI_CHK_HDR and CMIPS_MULTI_CHK_DTL custom tables and generates an xml file (CMDR919A) to send to CM. If calculation fails, an error code will be sent to CM to notify of failure.	N/A	Daily	Send (from CM)
12	Receive Split Multi Payments from Payroll (CMDR919A)	 CI-823650 - DSD BTCH PRO CRM cmdr919a IMPLEMENTED	This batch job will retrieve the file of split payments sent from Payroll (MA) to Case Management and imports the data to the WarrantSourceDetails table. This batch job will modify the status of the rows on the database table from "Pending" to either a 'Processed' or 'Error' status.	N/A	Daily	Receive

13	Process 15th Training Hour Day for Career Pathways Training Time Claim (901AINDN)	<p></p> <p>This batch job will find all processed claims on the CPCLAIMBATCHDATA table that the system has processed where the run date of the batch is greater than the most recent Batch Date indicated on the table.*</p> <p>The batch will then take key data from the CPCLAIMBATCHDATA table such as the Processed status code (CPCS04), the Batch Date, and the ID for each row that aligns with the provider number on the claim to run a second query on the CPCLAIM table to retrieve the data set of all training time claims that were set to a Processed status as part of the most recent nightly CMIPS batch process.</p> <p>The batch process will use the claim IDs from these training time claims that are aligned with the 'provider ID' to retrieve all of the training entry rows on the CPCLAIMINFO table.</p> <p>The batch will sort these rows in order by Career Pathway type and ascending Training Date to determine the sum of training hours within a Career Pathway up to 900 Hours/Min (i.e. 15 training hours). The Training Date that corresponds to the entry in which the provider achieved 15 hours within a given Career Pathway type across all processed training time claims is then populated the corresponding 'Date 15th Training Hours Completed' data element field on the CPPROVIDERSUMMARY table.</p> <p>*Note: The modification to CM to display a 15th hour training date will not require a manual data remediation. The initial run of the batch will populate this date for all providers in which Career Pathways types on the Cumulative Training Hours Per Pathway screen display at least 15:00 hours/mins.</p>	N/A	Daily	Receive
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DSD 27/Recip CM & OS – Payroll within Case Management /Reporting

See DSD Section 28A, 28B, 28C or 28D for all CMIPS Reports.

DSD 27/Recip CM & OS – Payroll within Case Management /Forms

See DSD Section 31A, 31B or 31C for all CMIPS Forms.

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions

This section will document each of the code tables and their values and descriptions that will be utilized by the CMIPS solution. Examples of CMIPS code tables are Provider pay rates, county names, address types, or family relationship types.

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Pay Status

CI	Document Name
 CI-68040 - DSD CT PayStatus IMPLEMENTED	DSD_CT_PayStatus.doc

Table – Code Table: PayStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
PAID	Paid	No	1	No	Yes	
CLEARED	Cleared	No	2	No	Yes	
PNDVOID	Pending Void	No	3	No	Yes	
VOID	Void	No	4	No	Yes	
PNDRPLCM	Pending Replacement	No	5	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Pay Type

CI
CI-68023 - DSD CT PayType IMPLEMENTED

Table – Code Table: PayType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
GA	Advance Pay	No	1	No	Yes	
GP	IP Pay	No	2	No	Yes	
GM	Meal Allowance	No	3	No	Yes	
AA	Advance Pay – Additional	No	4	No	Yes	
MA	Advance Pay – Initial	No	5	No	Yes	
ODH	Advance Pay – Recovery Refund	No	6	No	Yes	
L	Legislative Change	No	7	No	Yes	
OD	Overpayment Recovery Refund	No	8	No	Yes	
PR	Paramedical Reimbursement	No	9	No	Yes	
MM	Restaurant Meals - Initial	No	10	No	Yes	
SHR	Service Auth Reimbursement	No	11	No	Yes	
H	State Hearing Decision	No	12	No	Yes	
W	Writ of Admin Mandamus	No	13	No	Yes	
R	Over Reported Hours	No	14	No	Yes	
U	Prior Underpayment	No	15	No	Yes	
S	Supplemental Hours	No	16	No	Yes	
TE	Timesheet Exception	No	17	No	Yes	
MULTI	Multiple	No	18	No	Yes	Displayed when multiple payments are rolled into one warrant.
G	Converted Payment	No	19	No	Yes	Used for all payments converted from Legacy CMIPS.
RETRO	Retroactive Pay Rate Adjustment	No	20	No	Yes	
OPAP	Advance Pay Overpayment Collection	No	21	No	Yes	
TXRF	Tax Refunds (FICA, Income Tax, Medicare, SDI, Advance Pay Recon Payroll Tax Adjustments)	No	22	No	No	Payments generated directly from Advantage
LNRF	Lien Refund	No	23	No	No	Payments generated directly from Advantage
LORF	Labor Organization Refund	No	24	No	No	Payments generated directly from Advantage
ROBC	Buy-Out Reimbursement	No	25	No	Yes	
HBRF	Health Benefit Refund	No	26	No	Yes	This Pay Type should be mapped to the HBRFD Special Transaction Type
SOCP	Provider Medi-Cal SOC Reimbursement	No	27	No	Yes	
SOCA	Share of Cost Refund	No	28	No	Yes	This Pay Type should be mapped to the SOCAD Special Transaction Type
CONR	CONLAN Reimbursement	No	29	No	Yes	
RTOT	Retroactive Overtime Pay	No	30	No	No	One-Time for Retroactive Overtime Pay to providers for periods 11/1/2015 through 1/31/2016.
NFOT	Non-FPO Eligible Overtime	No	31	No	No	Disabled in SSR 1183 – Remove FPO Eligibility

TC	Travel Claim	No	32	No	Yes	
TCS	Travel Claim – Supplemental	No	33	No	Yes	
OTEX	Overtime Exemption – Pay Over Limit	No	34	No	Yes	
FSHP	Funding Source Hours Payment	No	35	No	No	This payment is included in Writ of Mandamus
SCLV	Sick Leave	No	36	No	Yes	
SCLE	Sick Leave Emergency	No	37	No	Yes	
CVDP	COVID Sick Leave State	No	38	No	Yes	
CVDR	COVID Medical Accompaniment	No	39	No	Yes	
POTP	Provider One Time Payment	No	40	No	Yes	One-Time payment to providers active for 3 months from 3/1/2020 to 12/31/2020
APBP	Advance Pay - Back-Up Provider	No	41	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Tax Relationship

CI	Document Name
 CI-68026 - DSD CT TaxRelationship IMPLEMENTED	DSD_CT_TaxRelationship.doc

Table – Code Table: TaxRelationship

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
AP	Advance Pay Recipient	No	1	No	Yes	
R	Recipient	No	2	No	Yes	
J	Age 18-21 Provider	No	3	No	Yes	
D	Domestic Partner Provider	No	4	No	Yes	
F	Family/Child Provider	No	5	No	Yes	
P	Non-Family Provider	No	6	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Funding Source

CI	Document Name
 CI-68038 - DSD CT FundingSource IMPLEMENTED	DSD_CT_FundingSource.doc

Table – Code Table: FundingSource

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
IHSSR	IHSS-R	No	1	No	Yes	
IPO	IPO	No	2	No	Yes	
IPW1	IPW1 - Parent/Spouse	No	3	No	Yes	
IPW2	IPW2 - Advance Pay	No	4	No	Yes	
IPW3	IPW3 - Protective Sup by Parent/Spouse	No	5	No	Yes	
IPW4	IPW4 - Domestic Services	No	6	No	Yes	
IPW5	IPW5 - Meals	No	7	No	Yes	
IPW6	IPW6 - Multiple Services	No	8	No	Yes	
PCSP	PCSP	No	9	No	Yes	
WPCS	WPCS	No	10	No	Yes	
CFCO	CFCO	No	11	No	Yes	Display value is 2K

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Warrant Line Item Source

CI	Document Name
 CI-68039 - DSD CT WarrantLineItemSource IMPLEMENTED	DSD_CT_WarrantLineItemSource.doc

Table – Code Table: WarrantLineItemSource

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
PAYSTUB	Pay Stub	No	1	No	Yes	
EMPRPTX	Employer Paid Tax	No	2	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Warrant Line Item Type

CI	Document Name
CI-68041 - DSD CT WarrantLineItemType IMPLEMENTED	DSD_CT_WarrantLineItemType.doc

Table – Code Table: WarrantLineItemType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
GROSS	Gross	No	1	No	Yes	
PAYREG	Pay Regular	No	2	No	Yes	
PAYADJ	Pay Adjustment	No	3	No	Yes	
PAYTRV	Pay Travel	No	4	No	Yes	
PAYOVT	Pay Overtime	No	5	No	Yes	
FEDEIC	Federal/EIC	No	6	No	Yes	
ADDFEDTX	Additional Fed Tax	No	7	No	Yes	
STTX	State	No	8	No	Yes	
ADDSTTX	Additional State Tax	No	9	No	Yes	
FICA	FICA	No	10	No	Yes	
MEDICARE	Medicare	No	11	No	Yes	
SDIDIEC	SDI/DIEC	No	12	No	Yes	
SOC	Share of Cost	No	13	No	Yes	
RECOVERY	Recovery	No	14	No	Yes	
LIEN	Lien	No	15	No	Yes	
HEALTH	Health	No	16	No	Yes	
DUES	Dues	No	17	No	Yes	
HLTHTRST	Health Trust	No	18	No	Yes	
COPEPPL	CAF/PEOPLE	No	19	No	Yes	
INIT	Initiation	No	20	No	Yes	
OTINS	Other Insurance	No	21	No	Yes	
APDED	Advance Pay Deduction	No	22	No	Yes	
FUTA	FUTA	No	23	No	Yes	
SUI	SUI	No	24	No	Yes	
ETT	ETT	No	25	No	Yes	
PAYSKLV	Pay Sick Leave	No	26	No	Yes	
CART	CalSavers	No	27	No	Yes	
NETPAY	Net Pay	No	28	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Payment Reconciliation Status

CI	Document Name
 CI-68022 - DSD CT PaymentReconStatus IMPLEMENTED	DSD_CT_PaymentReconStatus.doc

Table – Code Table: PaymentReconStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
R	Reconciled	No	1	No	Yes	
NFA	No Further Action	No	2	No	Yes	
UR	Un-Reconciled	No	3	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Time Entry Source

CI	Document Name
 CI-480902 - DSD CT Time Entry Source IMPLEMENTED	DSD_CT_Time_Entry_Source.doc

Table – Code Table: TimeEntrySource

Code Value	Code Description	Default Value	Sort Order		Parent Code	Enabled	Notes
TES001	IHSS Timesheet	No		1	No	Yes	
TES002	WPCS Timesheet	No		2	No	Yes	
TES003	Payment Correction	No		3	No	Yes	
TES004	Special Transaction	No		4	No	Yes	
TES005	Travel Claim	No		5	No	Yes	
TES006	Sick Leave Claim	No		6	No	Yes	
TES007	Overpayment	No		7	No	Yes	
TES008	Training Time Claim	No		8	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Void Replacement Type

CI	Document Name
 CI-68036 - DSD CT VoidReplacementType IMPLEMENTED	DSD_CT_VoidReplacementType.doc

Table – Code Table: VoidReplacementType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
VRTRT	Replacement	No	1	No	Yes	
VRTSP	Stop Payment	No	2	No	Yes	
VRTVR	Void/Reissue	No	3	No	Yes	
VRTRD	Redeposit	No	4	No	No	
VRTCO	Conversion	No	5	No	No	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Void Replacement Reason

CI	Document Name
 CI-68019 - DSD CT VoidReplacementReason IMPLEMENTED	DSD_CT_VoidReplacementReason.doc

Table – Code Table: VoidReplacementReason

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
VRR001	Cancel	No	1	No	Yes	
VRR002	Incorrect Information	No	2	No	Yes	
VRR003	Payee Ineligible	No	3	No	Yes	
VRR004	Damaged	No	4	No	Yes	
VRR005	Undeliverable	No	5	No	No	
VRR006	Lost	No	6	No	Yes	
VRR007	Stolen	No	7	No	Yes	
VRR008	Never Received	No	8	No	Yes	
VRR009	Destroyed	No	9	No	Yes	
VRR010	Conversion	No	10	No	No	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Void Replacement Status

CI	Document Name
 CI-68037 - DSD CT VoidReplacementStatus IMPLEMENTED	DSD_CT_VoidReplacementStatus.doc

Table – Code Table: VoidReplacementStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
VRS001	Pending Payroll	No	1	No	Yes	
VRS002	Processed	No	2	No	Yes	
VRS003	Cancelled	No	3	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Forged SCO Response

CI	Document Name
 CI-68021 - DSD CT ForgedSCOResponse IMPLEMENTED	DSD_CT_ForgedSCOResponse.doc

Table – Code Table: ForgedSCOResponse

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
FASR001	Reissued	No	1	No	Yes	
FASR002	Rejected	No	2	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Special Transaction Type

CI
CI-116341 - DSD CT SpecialTransactionType IMPLEMENTED

Table – Code Table: SpecialTransactionType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
AA	Advance Pay – Additional	No	1	No	Yes	Will appear for only IHSS users.
MA	Advance Pay – Initial	No	2	No	Yes	Will appear for only IHSS users.
ODH	Advance Pay – Recovery Refund	No	3	No	Yes	Will appear for only IHSS users.
ROBC	Buy-Out Reimbursement	No	4	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only.
HBRFD	Health Benefit Refund	No	5	No	Yes	Will appear for only IHSS users.
HBDED	Health Benefit Deduction	No	6	No	Yes	Will appear for only IHSS users.
L	Legislative Change	No	7	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only.
OD	Overpayment Recovery Refund	No	8	No	Yes	Will appear for both IHSS & WPCS users.
PR	Paramedical Reimbursement	No	9	No	Yes	Will appear for only IHSS users.
MM	Restaurant Meals - Initial	No	10	No	Yes	Will appear for only IHSS users.
SHR	Service Auth Reimbursement	No	11	No	Yes	Will appear for both IHSS & WPCS users.
SOCAD	Share of Cost Refund	No	12	No	Yes	Will appear for only IHSS users.
H	State Hearing Decision	No	13	No	Yes	Will appear for both IHSS & WPCS users.
W	Writ of Admin Mandamus	No	14	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only.
APOT	Advance Pay – Overtime	No	15	No	No	Does not appear in dropdown list. This is a transaction created by the system when overtime rules are met for an Advance Pay Provider.
ARTV	Arrears Travel	No	16	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only.
SOCP	Provider Medi-Cal SOC Reimbursement	No	17	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only
NFOT	Non-FPO Eligible Overtime	No	18	No	No	Disabled in SSR 1183 – Remove FPO Eligibility
NFTV	Non-FPO Eligible Travel	No	19	No	No	Disabled in SSR 1183 – Remove FPO Eligibility
CONR	CONLAN Reimbursement	No	20	No	Yes	Will appear for users with a Security Role that includes the CDSS Payment Security Group only
RTOT	Retroactive Overtime Pay	No	21	No	Yes	Will appear for users with access to ES Back Office
TC	Travel Claim	No	22	No	No	Will appear for all travel payments made from a manually entered initial travel claim form. This Special Transaction value was disabled with CR 1135.

TCS	Travel Claim – Supplemental	No	23	No	No	Will appear for all travel payments made from a manually entered supplemental travel claim form. This Special Transaction value was disabled with CR 1135.
OTEX	Overtime Exemption – Pay Over Limit	No	24	No	Yes	Will appear for only CDSS Program Management Users. Allows CDSS user to pay provider over the Overtime Exemption Hours, up to the Overtime Exemption Cutback for the service month.
FSHP	Funding Source Hours Payment	No	25	No	Yes	Will appear for IHSS only.
SKLV	Sick Leave	No	26	No	Yes	Will appear for only CDSS Program Management Users. Allows CDSS user to pay provider up to the Sick Leave Remaining Hours for a fiscal year.
SCLE	Sick Leave Emergency	No	27	No	Yes	Will allow IHSS or WPCS users to issue a one-time emergency sick leave special transaction in accordance with the Federal Families First Coronavirus Response Act.
CVDP	COVID Sick Leave State	No	28	No	Yes	Will allow IHSS or WPCS users to issue an emergency COVIS Sick Leave State special transaction in accordance with the Federal Families First Coronavirus Response Act.
CVDR	COVID Medical Accompaniment	No	29	No	Yes	Will allow IHSS or WPCS users to issue up to 2 2-hour COVID Medical Accompaniment transactions for providers accompanying recipients to COVID vaccinations in accordance with the Federal Families First Coronavirus Response Act.
POTP	Provider One Time Payment	No	30	No	No	Does not appear in drop-down list. This is a one-time payment to IHSS/WPCS Providers that provided service in a least 3 months from 3/1/2020 to 12/31/2020.
APBP	Advance Pay - Back-Up Provider	No	31	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Special Transaction Status

CI	Document Name
CI-116340 - DSD CT SpecialTransactionStatus IMPLEMENTED	DSD_CT_SpecialTransactionStatus.doc

Table – Code Table: SpecialTransactionStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
STS001	Pending	No	1	No	Yes	
STS002	Pending Approval	No	2	No	Yes	
STS003	Pending Payroll	No	3	No	Yes	
STS004	Processed	No	4	No	Yes	
STS005	Rejected	No	5	No	Yes	
STS006	Cancelled	No	6	No	Yes	
STS007	Void/Reissued	No	7	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Funding Split

CI	Document Name
 CI-68025 - DSD CT FundSplit IMPLEMENTED	DSD_CT_FundSplit.doc

Table – Code Table: FundSplit

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
N	Federal/State/County	No	1	No	Yes	
B	State/County	No	2	No	Yes	
S	State	No	3	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Taxation

CI	Document Name
CI-68024 - DSD CT Taxation IMPLEMENTED	DSD_CT_Taxation.doc

Table - Code Table: Taxation

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
T	Taxable	No	1	No	Yes	
NT	Non-Taxable	No	2	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Time Adjustment Type

CI	Document Name
CI-68030 - DSD CT TimeAdjustmentType IMPLEMENTED	DSD_CT_TimeAdjustmentType.doc

Table – Code Table: TimeAdjustmentType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
R	Over Reported Hours	No	1	No	Yes	Will appear only for IHSS users.
U	Prior Underpayment	No	2	No	Yes	Will appear for both IHSS & WPCS users.
TE	Timesheet Exception	No	3	No	Yes	Will appear for both IHSS & WPCS users.
WRL	WPCS Recipient on Leave	No	4	No	Yes	Will appear only for WPCS users.

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Time Adjustment Status

CI	Document Name
CI-68027 - DSD CT TimeAdjustmentStatus IMPLEMENTED	DSD_CT_TimeAdjustmentStatus.doc

Table – Code Table: TimeAdjustmentStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
TAS001	Pending	No	1	No	Yes	
TAS002	Pending Approval	No	2	No	Yes	
TAS003	Pending Payroll	No	3	No	Yes	
TAS004	Processed	No	4	No	Yes	
TAS005	Rejected	No	5	No	Yes	
TAS006	Cancelled	No	6	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Overpayment Type

CI	Document Name
 CI-68032 - DSD CT OverpaymentType IMPLEMENTED	DSD_CT_OverpaymentType.doc

Table – Code Table: OverpaymentType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPAPR	Advance Pay – Recipient Payroll Deductions	No	1	No	Yes	Will appear for IHSS users.
OPAPO	Advance Pay – Other	No	2	No	Yes	Will appear for IHSS users.
ECH	Excess Compensation - Hours	No	3	No	Yes	Will appear for both IHSS & WPCS users.
ECR	Excess Compensation - Rate	No	4	No	Yes	Will appear for both IHSS & WPCS users.
OPRM	Restaurant Meals	No	5	No	Yes	Will appear only for IHSS users.
OPSOC	Share of Cost	No	6	No	Yes	Will appear for IHSS users.
STOP	Special Transaction	No	7	No	Yes	Will appear for both IHSS & WPCS users.
CONV	Converted Overpayment	No	8	No	No	Will not appear in drop-down. Used for conversion purposes only.
LEGACY	Legacy Special Transaction	No	9	No	Yes	Will appear for both IHSS & WPCS users.
ECT	Excess Compensation – Travel	No	10	No	Yes	Will appear for both IHSS and WPCS users

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Overpayment Reason

CI	Document Name
 CI-68031 - DSD CT OverpaymentReason IMPLEMENTED	DSD_CT_OverpaymentReason.doc

Table – Code Table: OverpaymentReason

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPR001	Administrative Error	No	1	No	Yes	
OPR002	Advance Pay	No	2	No	Yes	
OPR003	Court Order	No	3	No	Yes	
OPR004	Fraud	No	4	No	Yes	
OPR005	Meals	No	5	No	Yes	
OPR006	Timesheet	No	6	No	Yes	
OPR007	Other	No	7	No	Yes	
OPR008	Conversion	No	8	No	No	Will not appear in drop-down. Used for conversion purposes only.

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Overpayment Recovery Type

CI	Document Name
 CI-68029 - DSD CT OverpaymentRecoveryType IMPLEMENTED	DSD_CT_OverpaymentRecoveryType.doc

Table – Code Table: OverpaymentRecoveryType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPRT001	Payroll Deductions	No	1	No	Yes	
OPRT002	Personal Payments	No	2	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Installment Type

CI	Document Name
 CI-68028 - DSD CT InstallmentType IMPLEMENTED	DSD_CT_InstallmentType.doc

Table – Code Table: InstallmentType

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
5	Percentage – 5%	No	1	No	Yes	
10	Percentage – 10%	No	2	No	Yes	
N	Negotiated	No	3	No	Yes	
O	Other	No	4	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Overpayment Status

CI	Document Name
CI-68034 - DSD CT OverpaymentStatus [IMPLEMENTED]	DSD_CT_OverpaymentStatus.doc

Table – Code Table: OverpaymentStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPS001	Pending	No	1	No	Yes	
OPS002	Pending Payroll	No	2	No	Yes	Not applicable to Personal Payment Recovery Method.
OPS003	Active	No	3	No	Yes	
OPS004	Stopped	No	4	No	Yes	
OPS005	Closed	No	5	No	Yes	
OPS006	Cancelled	No	6	No	Yes	
OPS007	Unavailable	No	7	No	Yes	System Generated when OverpaymentType = Advance Pay – Recipient Payroll Deductions (OPAPR)

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Overpayment Collection Status

CI	Document Name
CI-68035 - DSD CT OPCollectionStatus IMPLEMENTED	DSD_CT_OPICollectionStatus.doc

Table – Code Table: OPICollectionStatus

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPCS001	Pending Payroll	No	1	No	Yes	
OPCS002	Collected	No	2	No	Yes	
OPCS003	Returned Check	No	3	No	Yes	
OPCS004	Cancelled	No	4	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Mode of Payment

CI	Document Name
 CI-68033 - DSD CT ModeOfPayment IMPLEMENTED	DSD_CT_ModeOfPayment.doc

Table – Code Table: ModeOfPayment

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
OPCM001	Cash	No	1	No	Yes	
OPCM002	Check	No	2	No	Yes	
OPCM003	Money Order	No	3	No	Yes	
OPCM004	Payroll Deduction	No	4	No	No	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Advance Pay Recon Actions

CI	Document Name
 CI-68020 - DSD CT AdvancePayReconAction IMPLEMENTED	DSD_CT_AdvancePayReconAction.doc

Table – Code Table: AdvancePayReconAction

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
Y	No Further Action	No	1	No	Yes	
N	Un-Reconcile	No	2	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Career Pathways Training Time Claim Reject Reason

CI
 CI-823390 - DSD CT Career Pathways Training Time Claim Outcome Review Reason IMPLEMENTED

Table – Code Table: CPClaimRejectionReason

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
CPRR01	Incorrect Claimed Hours	No	1	No	Yes	
CPRR02	Incorrect Class Name	No	2	No	Yes	
CPRR03	Incorrect Training Date	No	3	No	Yes	
CPRR04	Incorrect Pathway	No	4	No	Yes	
CPRR05	Provider Not Eligible	No	5	No	Yes	
CPRR06	Multiple Entries Incorrect	No	6	No	Yes	
CPRR07	Duplicate Claim	No	7	No	Yes	
CPRR08	No Record of Course Completion	No	8	No	Yes	
CPRR09	Not an Approved IHSS Career Pathways Course	No	9	No	Yes	
CPRR10	Submitted a Blank Claim Form	No	10	No	Yes	
CPRR11	Approved	No	11	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Code Table Definitions/Career Pathways Incentive Claim Rejection Reason

CI
 CI-823571 - DSD CT Career Pathway Incentive Claim Rejection Reason IMPLEMENTED

Table – Code Table: IncentiveRejectionReason

Code Value	Code Description	Default Value	Sort Order	Parent Code	Enabled	Notes
ICRR01	Not enough Training Hours	No	1	No	Yes	
ICRR02	Not enough Specialized Training Hours	No	2	No	Yes	
ICRR03	Has not worked 1 Month requirement	No	3	No	Yes	
ICRR04	No Eligibility for 1 Month Incentive	No	4	No	Yes	
ICRR05	Has not worked 6 Months Requirement	No	5	No	Yes	
ICRR06	No Eligibility for 6 Month Incentive	No	6	No	Yes	
ICRR07	Max Incentive Type Reached	No	7	No	Yes	
ICRR08	Provider Submitted Claim too Early	No	8	No	Yes	

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities

This section will describe the database entities that will be required to support the screen designs. These database entities will be extracted from the COTS database models.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant

Table – Table Name: Warrant

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantID	BIGINT	8	No	System generated ID (N/A)	The primary key for the Warrant table.
sein	CHARACTER	10	Yes	N/A	State Employer Identification Number.
reconStatusCode	CHARACTER	10	Yes	View Timesheet Information – payment Recon status	The reconciliation status code for advance pay.
districtOfficeCode	CHARACTER	2	Yes	View Payment Details – District Office	The district office within the county.
noFurtherActionDate	DATE	4	Yes	View Timesheet Information – No Further Action Date	The date that the warrant was marked with No Further Action for advance pay Reconciliation.
caseParticipantServiceMonthID	BIGINT	8	No	View Payment Details – Case Number View Payment Details – Payee Number	Foreign key to the CaseParticipantServiceMonth table.
scoWarrantNumber	CHARACTER	9	Yes	View Payment Details – Warrant Number	Will be all "00000000" until updated with the final value.
advWarrantNumber	CHARACTER	13	Yes	N/A	This field is used for updated transactions from Advantage.
issueDate	DATE	4	Yes	View Payment Details – Issue Date	Issue date of the warrant/payment.
warrantStatusCode	CHARACTER	10	Yes	View Payment Details – Pay Status	The status of the warrant (Paid, Cleared, Pending Void, Void, Pending Replace).
statusDate	DATE	4	Yes	View Payment Details – Status Date	Date that the warrant reached its current status.
voidTypeCode	CHARACTER	10	Yes	View Payment Details – Void/Reissue /Replacement Action - Type	The Void/Reissue/Replacement action type.
voidReasonCode	CHARACTER	10	Yes	View Payment Details – Void/Reissue /Replacement Action –Reason	The reason that the replacement action is necessary (Destroyed, Lost, Stolen, etc.).
countyCode	CHARACTER	10	Yes	View Payment Details – County	The two digit numeric code for the California county.
payType	CHARACTER	10	Yes	View Payment Details – Pay Type	Type of Payment (Advance Pay, Adjustment, WPCS, IP and Meal Allowance).
RecipientLastName	CHARACTER	20	Yes	View Payment Details – Recipient Name (Part of Recipient Name)	Recipient last name.
RecipientFirstName	CHARACTER	15	Yes	View Payment Details – Recipient Name (Part of Recipient Name)	Recipient first name.
RecipientMiddleName	CHARACTER	15	Yes	View Payment Details – Recipient Name (Part of Recipient Name)	Recipient middle name.
RecipientSuffix	CHARACTER	10	Yes	View Payment Details – Recipient Name (Part of Recipient Name)	Recipient suffix.
payeeLastName	CHARACTER	20	Yes	View Payment Details – Payee Name (Part of Payee Name)	Payee last name.
payeeFirstName	CHARACTER	15	Yes	View Payment Details – Payee Name (Part of Payee Name)	Payee first name.
payeeMiddleName	CHARACTER	15	Yes	View Payment Details – Payee Name (Part of Payee Name)	Payee middle name
payeeSuffix	CHARACTER	10	Yes	View Payment Details – Payee Name (Part of Payee Name)	Payee suffix.
payeeAddress	CHARACTER	150	Yes	View Payment Details – Payee Address	Payee address.
payeeCity	CHARACTER	28	Yes	View Payment Details – Payee Address	Payee city.
payeeStateCode	CHARACTER	10	Yes	View Payment Details – Payee Address	Payee state.
payeeZip	CHARACTER	5	Yes	View Payment Details – Payee Address	Payee ZIP code.
payeeZipPlusFour	CHARACTER	4	Yes	View Payment Details – Payee Address	Payee ZIP code plus four.
paymentFromDate	DATE	4	Yes	View Payment Details – Pay Period (Part of Pay Period)	The beginning of the service period that payment.
paymentToDate	DATE	4	Yes	View Payment Details – Pay Period (Part of Pay Period)	The end of the service period that payment.
hoursPaidMin	INTEGER	4	Yes	View Payment Details – Hours Paid	The hours paid on the warrant, stored in minutes.

hoursOverAuth	INTEGER	4	Yes	View Payment Details – Hours Not Paid	The hours that were over the Provider's authorization.
payRate	DECIMAL	31,2	Yes	View Payment Details – Pay Rate	The rate at which the warrant was paid.
fundingSourceCode	CHARACTER	10	Yes	View Payment Details -Funding Source	The funding source determined for the Recipient (WPCS, IHSS-R, PCSP, IPW1 - 6, IPO, CFCO).
w4Allowances	SMALLINT	2	Yes	View Payment Details – W-4 Allowances	This field will be blank after implementation of M&O CR127/MA CR128.
w4StatusCode	CHARACTER	10	Yes	View Payment Details – W-4 Status	This field will be blank after implementation of M&O CR127/MA CR128.
eicStatusCode	CHARACTER	10	Yes	View Payment Details – EIC Status	Not in use.
de4Allowances	SMALLINT	2	Yes	View Payment Details – DE-4 Allowances	This field will be blank after implementation of M&O CR127/MA CR128.
de4StatusCode	CHARACTER	10	Yes	View Payment Details – DE-4 Status	This field will be blank after implementation of M&O CR127/MA CR128.
taxRelationshipCode	CHARACTER	10	Yes	View Payment Details – Taxax Relationship	Code values from TaxRelationship code table.
eftInd	CHARACTER	1	No	View Payment Details – EFT	Warrant or EFT.
staleDate	DATE	4	Yes	N/A	The date the warrant was stale-dated by SCO.
replacementDate	DATE	4	Yes	Warrant Replacements – Replacement Date	The date the warrant was replaced by SCO.
replacementEntryDate	DATE	4	Yes	Warrant Replacements – Replacement Entry Date	The date the ES Back Office staff keyed the warrant replacement information.
payRateOT	CHARACTER	20	Yes	View Payment Details – Overtime Pay Rate	The overtime rate at which the warrant was paid.
hoursPaidMinTrvl	INTEGER	4	Yes	View Payment Details – Travel Hours Paid	The travel hours paid on the warrant, stored in minutes.
hoursOverMaxTrvl	INTEGER	4	Yes	View Payment Details – Travel Hours Not Paid	The hours that were over the Provider's travel time authorization.
hoursPaidOvertime	INTEGER	4	Yes	View Payment Details – Hours Paid as Overtime	The overtime hours paid on the warrant, stored in minutes.
slHoursPaidMin	INTEGER	4	No	View Payment Details – Sick Leave Hours Paid	The Sick Leave hours paid on the warrant, stored in minutes.
slHoursNotPaidMin	INTEGER	4	No	View Payment Details – Sick Leave Hours Not Paid	The Sick Leave hours not paid on the warrant, stored in minutes.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
batchDate	Date	4	No	N/A	Batch Date
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The date timestamp the record was last modified
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The user id who last updated the record
versionNo	INTEGER	4	No	N/A	System Generated – How many times the record modified.
BackUpProviderInd	CHARACTER	1	No	N/A	Valid values: Y N

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Line Item

Table – Table Name: WarrantLineItem

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantLineItemID	BIGINT	8	No	System generated ID (N/A)	Primary key for WarrantLineItem.
warrantID	BIGINT	8	No	N/A	The foreign key to the Warrant table.
lineItemSourceCode	CHARACTER	10	Yes	N/A	Where the line item was from (employer, check).
lineItemTypeCode	CHARACTER	10	Yes	View Payment Details - Earnings Statement - Line Items. Employer Paid Taxes – Line Items	The type of the line item (FICA,MEDICARE,FUTA,SUI,ETT, FED_EIC, ADDFEDTX, ADDSTTX_STTX, SDIDIEC, SOC, RECOVERY, LIEN, HEALTH, UDUES, HLTHTRST, INIT, OITINS, GROSS, NETPAY, PAYADJ ..etc).
amount	DECIMAL	31,2	Yes	View Payment Details – Earning Statement - Current Employer Paid Taxes – Current	The amount of the line item.
ytdAmt	DECIMAL	31,2	Yes	View Payment Details – Earning Statement - Year- to-Date Employer Paid Taxes – Year- to-Date	The YTD amount of the line item.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Snap Shot

Table – Table Name: WarrantSnapShot

Field Name	Field Data type	Size	Null	Screen Name – Field Name	Comments
warrantSnapshotID	BIGINT	8	No	System generated ID (N/A)	Primary key for WarrantSnapShot.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
issueDate	DATE	4	Yes	Payment History – Issue Date	The payment date from SCO.
scoWarrantNumber	CHARACTER	9	Yes	Payment History - Warrant Number	Will be all "0000" until an updated with the final value.
warrantStatusCode	CHARACTER	10	Yes	Payment History - Status	The status of the warrant (Paid, Cleared, Pending Void, Void, Pending Replace).
voidTypeCode	CHARACTER	10	Yes	Payment History – Void Type	The void/reissue/replacement action type.
voidReasonCode	CHARACTER	10	Yes	Payment History – Void Reason	The reason that the replacement action is necessary (Destroyed, Lost, Stolen, etc.).
statusDate	DATE	4	Yes	Payment History – status Date	The date that SCO voided the warrant.
replacementDate	DATE	4	Yes	Payment History– Replacement Date	The date the warrant was replaced by SCO.
replacementEntry Date	DATE	4	Yes	Payment History – Replacement Entry Date	The date the ES Back Office staff keyed the warrant replacement information.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Timesheet Link

Table – Table Name: WarrantTimesheetLink

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantTimesheetLinkID	BIGINT	8	No	System generated ID (N/A)	Primary key for WarrantTimesheetLink.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
timesheetID	BIGINT	8	No	View Timesheet Information - Timesheets	Foreign key for Timesheet table.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Special Transaction Link

Table – Table Name: WarrantSpecialTxLink

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantSpecialTxLinkId	BIGINT	8	No	System generated ID (N/A)	Primary key for WarrantSpecialTxLink.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
specialTransactionID	BIGINT	8	No	N/A	Foreign key for SpecialTransaction table.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Source

Table – Table Name: WarrantSource

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantSourceID	BIGINT	8	No	System generated ID (N/A)	Primary key for WarrantSource.
warrantID	BIGINT	8	No	N/A	The foreign key to the Warrant table.
payType	CHARACTER	10	Yes	N/A	PayTypes (Meals, WPCS, Advance Pay, IP).
grossAmt	DECIMAL	31,2	Yes	N/A	The amount from this source.
hoursPaidMin	INTEGER	4	Yes	N/A	The hours paid on the warrant, stored in minutes.
hoursPaidOvertime	INTEGER	4	Yes	N/A	The overtime hours paid on the warrant, stored in minutes.
hoursPaidMinTrvl	INTEGER	4	Yes	N/A	The travel hours paid on the warrant, stored in minutes.
payReg	DECIMAL	31,2	No	N/A	The regular pay on the warrant.
payAdj	DECIMAL	31,2	No	N/A	The Adjustment pay on the warrant.
payTrv	DECIMAL	31,2	No	N/A	The travel pay on the warrant.
payOvt	DECIMAL	31,2	No	N/A	The overtime pay on the warrant.
transactionNumber	CHARACTER	16	No	N/A	The transaction Number (Timesheet, TimeAdjustment Number, Special Transaction Number).
transactionType	CHARACTER	10	No	N/A	The type of Transaction.
slHoursPaidMin	INTEGER	4	No	N/A	The sick leave claim hours paid on the warrant, stored in minutes.
paySklv	DECIMAL	31,2	No	N/A	The Sick Leave claim amount paid on the warrant.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The date timestamp the record was last modified
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The user id who last updated the record
payPeriodFrom	DATE	4	Yes	Warrant Source Information – Pay Period From	Begin date of pay period
payRate	DECIMAL	31,2	Yes	Warrant Source Information – Pay Rate	Hourly wage paid to the payee
BackUpProviderInd	CHARACTER	1	No	Warrant Source Information – Back-up Provider Indicator	Valid values: Y N

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Void Replacement Request

Table – Table Name: VoidReplacementRequest

Field Name	Field Data type	Size	Null	Screen Name – Field Name	Comments
voidReplacementRequestID	BIGINT	8	No	System generated ID (N/A)	Primary key for VoidReplacementRequest.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
typeCode	CHARACTER	10	Yes	Payment Void/Reissue/Replacement Activity - Type	Specifies if the request is for a void or a replacement.
reasonCode	CHARACTER	10	Yes	Payment Void/Reissue/Replacement Activity - Reason	The reason that the replacement action is necessary (Destroyed, Lost, Stolen, etc.).
requestUser	CHARACTER	30	Yes	Payment Void/Reissue/Replacement Activity – Requested By	
requestDate	DATE	4	Yes	Payment Void/Reissue/Replacement Activity – Request Date	The date the void was requested by the user in CMIPS.
statusCode	CHARACTER	10	Yes	Payment Void/Reissue/Replacement Activity - Status	Status code are Pending Payroll, Processed, Cancelled.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Cashed Warrant Copy Request

Table – Table Name: CashedWarrantCopyReq

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
cashedWarrantCopyReqID	BIGINT	8	No	System generated ID (N/A)	Primary key for CashedWarrantCopyReq.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
requestUser	CHARACTER	30	Yes	Cashed Warrant Copy Requests – Requested By	Foreign key to the User requesting the copy.
requestDate	DATE	4	Yes	Cashed Warrant Copy Requests – Requested Date	The date of the request
cancelledInd	CHARACTER	1	No	Cashed Warrant Copy Requests – Cancelled	Indicates if the request was cancelled.
receivedDate	DATE	4	Yes	Cashed Warrant Copy Requests –Received Date	The date the county receives the cashed warrant copy

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Forged Endorsement Affidavit

Table – Table Name: ForgedEndorsementAffidavit

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
forgedEndorsementAffidavitID	BIGINT	8	No	System generated ID (N/A)	Primary key for ForgedEndorsementAffidavit.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
signedDate	DATE	4	Yes	Forged Endorsement Affidavits - Signed Date	Date that the Forged Endorsement Affidavit was signed by the payee.
submittedDate	DATE	4	Yes	Forged Endorsement Affidavits - Submitted Date	Date that the Forged Endorsement Affidavit was submitted to SCO by the county.
scoResponseCode	CHARACTER	10	Yes	Forged Endorsement Affidavits - SCO Response	Action taken by SCO based on the Forged Endorsement Affidavit (Reissued, Rejected).
scoResponseDate	DATE	4	Yes	Forged Endorsement Affidavits – SCO Response Date	Date that SCO responded to the Forged Endorsement Affidavit.
cancelledInd	CHARACTER	1	Yes	Forged Endorsement Affidavits - Cancelled	Indicates if the request was cancelled.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Special Transaction

Table – Table Name: SpecialTransaction

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
specialTransactionID	BIGINT	8	No	System generated ID (N/A)	The primary key.
specialTransactionNumber	CHARACTER	16	Yes	Special Transaction – Special Transaction Number	
caseParticipantRoleID	BIGINT	8	No	Special Transaction– Payee Name System stores the corresponding caseParticipantRoleID of the Payee selected by the user	Foreign key to the CaseParticipantRole table.
approvalRequestID	BIGINT	8	Yes	Special Transaction – Approved By Special Transaction – Submitted By	Unique reference number of the approval request record which was created for the approval.
transactionTypeCode	CHARACTER	10	Yes	Special Transaction – Type	The type of the transaction.
amount	DECIMAL	31,2	Yes	Special Transaction - Amount	The amount of the transaction.
hoursMin	INTEGER	4	Yes	Special Transaction – Hours	The hours of the transaction in minutes.
countyPayLevelID	BIGINT	8	Yes	Special Transaction – Rate Override.	The foreign key to the CountyPayLevel table.
programCode	CHARACTER	10	Yes	Special Transaction - Program	IHSS, WPCS.
comment	VARCHAR	200	Yes	Special Transaction - Comments	A comment for the transaction.
statusCode	CHARACTER	10	Yes	Special Transaction – Status System Determines the Status	Pending, Pending Approval, Pending Payroll, Processed, Rejected, Cancelled.
fromDate	DATE	4	Yes	Special Transaction – Service Period From	The start date of the period of the transaction.
toDate	DATE	4	Yes	Special Transaction – Service Period To	The end date of the period of the transaction.
bypassHoursInd	CHARACTER	1	No	Special Transaction – Bypass Hours	
refundHoursMin	INTEGER	4	Yes	Special Transaction – Refund Hours	The hours and minutes associated with an Overpayment Recovery Refund that should be deducted from remaining IP hours. This field is available for entry only for a Type of Overpayment Recovery Refund.
taxationCode	CHARACTER	10	Yes	Special Transaction – Taxation	Taxable, Non-Taxable.
fundSplitCode	CHARACTER	10	Yes	N/A	Fed, State, County.
socInd	CHARACTER	1	No	N/A	
payrollSendDate	DATE	4	Yes	N/A	Date sent to Payroll.
statusDate	DATE	4	No	View Special Transaction – Status Date	Date that the Special Transaction reached its current status
travelClaimNumber	CHARACTER	16	Yes	View Special Transaction – Travel Claim Number	The Travel Claim Number.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdateOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdateBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.

versionNo	INTEGER	4	Yes	N/A	Audit Field - The record modified version no.
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DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Special Transaction Snapshot

Table – Table Name: SpecialTransactionSnapshot

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
specialTrans actionSnapS hotID	BIGINT	8	No	System generated ID (N/A)	The primary key.
specialTrans actionID	BIGINT	8	No	System generated ID (N/A)	The primary key of Special Transaction Table.
specialTrans actionNumbe r	CHARA CTER	16	Yes	Special Transaction – Special Transaction Number	System Generated Special Transaction Number
caseParticip antRoleID	BIGINT	8	No	Special Transaction– Payee Name System stores the corresponding caseParticipantRoleID of the Payee selected by the user	Foreign key to the CaseParticipantRole table.
approvalReq uestID	BIGINT	8	Yes	Special Transaction – Approved By Special Transaction – Submitted By	Unique reference number of the approval request record which was created for the approval.
transactionT ypeCode	CHARA CTER	10	Yes	Special Transaction – Type	The type of the transaction.
amount	DECIMAL	31,2	Yes	Special Transaction - Amount	The amount of the transaction.
hoursMin	INTEGER	4	Yes	Special Transaction – Hours	The hours of the transaction in minutes.
countyPayLe velID	BIGINT	8	Yes	Special Transaction – Rate Override.	The foreign key to the CountyPayLevel table.
programCode	CHARA CTER	10	Yes	Special Transaction - Program	IHSS, WPCS.
comment	VARCH AR	200	Yes	Special Transaction - Comments	A comment for the transaction.
statusCode	CHARA CTER	10	Yes	Special Transaction – Status System Determines the Status	Pending, Pending Approval, Pending Payroll, Processed, Rejected, Cancelled.
fromDate	DATE	4	Yes	Special Transaction – Service Period From	The start date of the period of the transaction.
toDate	DATE	4	Yes	Special Transaction – Service Period To	The end date of the period of the transaction.
bypassHours Ind	CHARA CTER	1	No	Special Transaction – Bypass Hours	
refundHours Min	INTEGER	4	Yes	Special Transaction – Refund Hours	The hours and minutes associated with an Overpayment Recovery Refund that should be deducted from remaining IP hours. This field is available for entry only for a Type of Overpayment Recovery Refund.
taxationCode	CHARA CTER	10	Yes	Special Transaction – Taxation	Taxable, Non-Taxable.
fundSplitCode	CHARA CTER	10	Yes	N/A	Fed, State, County.
socInd	CHARA CTER	1	No	N/A	
payrollSentD ate	DATE	4	Yes	N/A	Date sent to Payroll.
statusDate	DATE	4	No	View Special Transaction – Status Date	Date that the Special Transaction reached its current status
travelClaimN umber	CHARA CTER	16	Yes	View Special Transaction – Travel Claim Number	The Travel Claim Number.
createdOn	DATETI ME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARA CTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdated On	DATETI ME	8	Yes	N/A	Audit Field - The record modified time stamp.

lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	Yes	N/A	Audit Field - The record modified version no.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Time Adjustment

Table – Table Name: TimeAdjustment

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
timeAdjustmentID	BIGINT	8	No	System Generated ID (N/A)	The primary key.
caseParticipantServiceMonthID	BIGINT	8	No	Payment Correction – Provider Name, Recipient Name, Service Period From System stores the ID of the 'CaseParticipantServiceMonth' record of the timesheet entered for correction.	Foreign key to the CaseParticipantServiceMonth table.
timeAdjustmentNumber	CHARACTER	16	Yes	N/A	
origTimesheetID	BIGINT	8	No	Payment Correction – Timesheet Number, timesheetType System stores the timesheetID of the timesheetNumber user entered on screen to correct the timesheet.	Foreign key to timesheet.
adjustmentTypeCode	CHARACTER	10	Yes	Payment Correction – Correction Type	Over Reported Hours, Prior Underpayment, Timesheet Exception, WPCS Recipient on Leave.
comment	VARCHAR	200	Yes	Payment Correction - Comments	The comment for the time adjustment.
statusCode	CHARACTER	10	Yes	Payment Correction – Status System determines the status.	The status of the time adjustment.
approvalRequestID	BIGINT	8	Yes	Payment Correction – Approved By Payment Correction – Submitted By	Unique reference number of the approval request record which was created for the approval.
payrollSentDate	DATE	4	Yes	N/A	Date sent to Payroll.
totalHoursMin	INTEGER	4	Yes	Payment Correction – Total Correction	The total hours corrected
daysHours	CHARACTER	155	Yes	Payment Correction - Time Entries	A comma separated list of values for the time corrected each day
socInd	CHARACTER	1	No	N/A	
weeklyTravelHrs	CHARACTER	30	Yes	Payment Correction – Travel Time	Comma separated values to record travel time for each day specified on the timesheet for the pay period.
statusDate	DATE	4	No	View Special Transaction – Status Date	Date that the Special Transaction reached its current status

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Overpayment

Table – Table Name: Overpayment

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
overpaymentID	BIGINT	8	No	System generated ID – N/A	The primary key.
overpaymentNumber	CHARACTER 16		Yes	Overpayment Recovery – Overpayment Number System Generated Unique Number	
caseParticipantRoleID	BIGINT	8	No	Overpayment Recovery – Payee Name, Recipient Name, Case Number System stores the corresponding caseParticipantRoleID of the Payee selected by the user	Foreign key to the CaseParticipantRole table.
programCode	CHARACTER 10		Yes	Overpayment Recovery – Program.	The program code (IHSS, WPCS).
servicePeriodFromDate	DATE	4	Yes	Overpayment Recovery – Service Period From	The start of the overpayment period.
servicePeriodToDate	DATE	4	Yes	Overpayment Recovery – Service Period To	The end of the overpayment period.
overpaymentTypeCode	CHARACTER 10		Yes	Overpayment Recovery – Overpayment Type	The type of the overpayment.
reasonCode	CHARACTER 10		Yes	Overpayment Recovery – Reason	The reason for the overpayment.
specialTransactionNumber	CHARACTER 16		Yes	Overpayment Recovery – Special Transaction Number	System generated Unique Number of the special transaction overpaid.
comment	VARCHAR	1000	Yes	Overpayment Recovery – Comments	The comment for the overpayment.
recoveryTypeCode	CHARACTER 10		Yes	Overpayment Recovery – Recovery Method	The type of recovery.
installmentTypeCode	CHARACTER 10		Yes	Overpayment Recovery – Installment Type	The type of the repayment installment.
perPayPeriodAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Amount per Payment	The amount per payment to Recovery.
overpaidHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Overpaid Hours	The total overpaid hours in minutes.
recoveredHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Recovered Hours	The total recovered hours in minutes.
calculatedOverpaymentAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Total Net Overpayment	The total amount overpaid.
payrollCollectedToDateAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Collected to Date	The amount recovered so far through payroll deductions.
balanceAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Balance	The amount remaining.
paidRateID	BIGINT	8	Yes	Overpayment Recovery – Paid Rate	The foreign key to the CountyPayLevel table.
correctRateID	BIGINT	8	Yes	Overpayment Recovery – Correct Rate	The foreign key to the CountyPayLevel table.
cashCollectedToDateAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Collected to Date	The amount recovered so far through personal collections.
stopDate	DATE	4	Yes	Overpayment Recovery – Stop Date	The date that the recovery was stopped.
statusCode	CHARACTER 10		Yes	Overpayment Recovery – Status	(Pending, Pending Payroll, Active, Closed, Stopped, Cancelled, Unavailable.)
payrollSentDate	DATE	4	Yes	N/A	Date sent to Payroll.
sendToPayrollInd	CHARACTER 1		No	N/A	Indicates whether this transaction needs to be sent to Payroll or not.
recoveryPayee	BIGINT	8	No	Overpayment Recovery – Recovery Case Overpayment Recovery – Recovery Payee	Foreign key to the CaseParticipantRole table.
recoveryAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Recovery Amount	Recovery amount.
FundingSourceCode	CHARACTER 10		Yes	Overpayment Recovery – Funding Source	
overpaidOvertimeHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Overpaid Overtime Hours	The total overpaid overtime hours in minutes.
recoveredOvertimeHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Recovered Overtime Hours	The total recovered overtime hours in minutes.

calculatedOTNetAmt	DECIMAL	31,2	Yes	N/A	The total calculated net amount with respect to overpaid overtime Service / Travel hours.
recoveredOTNetAmt	DECIMAL	31,2	Yes	N/A	The overtime net amount recovered with respect to overpaid Service / Travel Hours
calculatedNetAmt	DECIMAL	31,2	No	N/A	The total calculated net amount with respect to overpaid Service / Travel hours.
recoveredNetAmt	DECIMAL	31,2	No	N/A	The total net amount recovered with respect to overpaid Service / Travel Hours

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Overpayment Snapshot

Table – Table Name: OverpaymentSnapshot

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
overpaymentSnapshotID	BIGINT	8	No	System generated ID (N/A)	The primary key.
overpaymentID	BIGINT	8	No	N/A	Foreign key to overpayment.
caseParticipantRoleID	BIGINT	8	No	Overpayment Recovery History – Payee Name, Recipient Name, Case Number	Foreign key to the CaseParticipantRole table.
programCode	CHARACTER	10	Yes	Overpayment Recovery History – Program	The program code (IHSS, WPCS).
servicePeriodFromDate	DATE	4	Yes	Overpayment Recovery History – Service Period From	The start of the overpayment period.
servicePeriodToDate	DATE	4	Yes	Overpayment Recovery History – Service Period To	The end of the overpayment period.
overpaymentTypeCode	CHARACTER	10	Yes	Overpayment Recovery History – Overpayment Type	The type of the overpayment.
reasonCode	CHARACTER	10	Yes	Overpayment Recovery History – Reason	The reason for the overpayment.
specialTransactionNumber	CHARACTER	16	Yes	Overpayment Recovery – Special Transaction Number	System-generated Unique Number of the special transaction overpaid.
comment	VARCHAR	1000	Yes	Overpayment Recovery History – Comments	The comment for the overpayment.
recoveryTypeCode	CHARACTER	10	Yes	Overpayment Recovery History – Recovery Method	The type of recovery.
installmentTypeCode	CHARACTER	10	Yes	Overpayment Recovery History – Installment Type	The type of the repayment installment.
perPayPeriodAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Amount per Payment	The amount per pay period to Recovery.
overpaidHoursMin	INTEGER	4	Yes	Overpayment Recovery History – Total Overpaid Hours	The total overpaid hours in minutes.
recoveredHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Recovered Hours	The total recovered hours in minutes.
calculatedOverpaymentAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Total Net Overpayment	The total amount overpaid.
payrollCollectedToDateAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Collected to Date	The amount recovered so far through payroll deductions.
balanceAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Balance	The amount remaining.
paidRateID	BIGINT	8	Yes	Overpayment Recovery History – Paid Rate	The foreign key to the CountyPayLevel table.
correctRateID	BIGINT	8	Yes	Overpayment Recovery History – Correct Rate	The foreign key to the CountyPayLevel table.
cashCollectedToDateAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Collected to Date	The amount recovered so far through Personal Collections.
stopDate	DATE	4	Yes	Overpayment Recovery History – Stop Date	The date that the recovery was stopped.
statusCode	CHARACTER	10	Yes	Overpayment Recovery History – Status	Pending, Pending Payroll, Active, Closed, Stopped, Cancelled.
payrollSentDate	DATE	4	Yes	N/A	Date sent to Payroll.
sendToPayrollInd	CHARACTER	1	No	N/A	Indicates whether this transaction needs to send to Payroll or not.
recoveryPayee	BIGINT	8	No	Overpayment Recovery History- Recovery Case & Recovery Payee	Foreign key to the CaseParticipantRole table.
recoveryAmt	DECIMAL	31,2	Yes	Overpayment Recovery History – Recovery Amount	Recovery amount.
overpaymentNumber	CHARACTER	16	Yes	Overpayment Recovery History – Overpayment Number	The unique external identifier for this Overpayment.
FundingSourceCode	CHARACTER	10	Yes	Overpayment Recovery History – Funding Source	

overpaidOvertimeHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Overpaid Overtime Hours (Excess Compensation Hours Details and Excess Compensation - Travel)	The total overpaid overtime hours in minutes.
recoveredOvertimeHoursMin	INTEGER	4	Yes	Overpayment Recovery – Total Recovered Overtime Hours (Excess Compensation Hours Details and Excess Compensation - Travel)	The total recovered overtime hours in minutes.
calculatedOTNetAmt	DECIMAL	31,2	Yes	N/A	The total calculated net amount with respect to overpaid overtime Service / Travel hours.
recoveredOTNetAmt	DECIMAL	31,2	Yes	N/A	The overtime net amount recovered with respect to overpaid Service / Travel Hours
calculatedNetAmt	DECIMAL	31,2	No	N/A	The total calculated net amount with respect to overpaid Service / Travel hours.
recoveredNetAmt	DECIMAL	31,2	No	N/A	The total net amount recovered with respect to overpaid Service / Travel Hours

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Overpayment Period

Table – Table Name: OverpaymentPeriod

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
overpaymentPeriodID	BIGINT	8	No	System generated ID (N/A)	The primary key
overpaymentID	BIGINT	8	No	N/A	The foreign key to the Overpayment table.
payPeriodFromDate	DATE	4	Yes	Overpayment Recovery – From Date (Excess Compensation Hours Details)	The pay period start date.
overpaidHoursMin	INTEGER	4	Yes	Overpayment Recovery – Overpaid Hours (Excess Compensation Hours Details)	The total number of overpaid hours.
netAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Net Overpayment (Excess Compensation Hours Details). Screen displays sum of netAmt + otNetAmt	Calculated by Advantage from the regular hours for the pay period.
otNetAmt	DECIMAL	31,2	Yes	Overpayment Recovery – Net Overpayment (Excess Compensation Hours Details). Screen displays sum of netAmt + otNetAmt	Calculated by Advantage from the overtime hours for the pay period.
daysHours	CHARACTER	155	Yes	Overpayment Pay Periods – Time Entries	A comma separated list of values for the time worked each day the timesheet covers.
recoveredHoursMin	INTEGER	4	Yes	Overpayment Recovery – Recovered Hours (Excess Compensation Hours Details)	The total recovered, overpaid hours.
overpaidOvertimeHoursMins	INTEGER	4	No	Overpayment Recovery – Overpaid Overtime Hours (Excess Compensation Hours Details)	The total number of overpaid overtime hours.
recoveredOvertimeHoursMins	INTEGER	4	No	Overpayment Recovery – Recovered Overtime Hours (Excess Compensation Hours Details)	The total recovered overtime hours.
overPaidHoursInd	CHARACTER	1	No	N/A	Indicates whether this period has any overpaid hours.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No	N/A	System Generated – How many times the record modified.
weeklyOTHours	CHARACTER	30	Yes	N/A	A comma separated list of values for the overtime calculated while creating or modifying the overpayment pay period record.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Overpayment Collection

Table – Table Name: OverpaymentCollection

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
overpaymentCollectionID	BIGINT	8	No	System Generated ID (N/A)	The primary key.
overpaymentID	BIGINT	8	No	N/A	The foreign key to the Overpayment table.
returnedCheckInd	CHARACTER	1	No	Overpayment Collection – Returned Check	Indicator that a check used for the personal payment was returned by the bank.
recordedBy	CHARACTER	30	Yes	Overpayment Collection – Recorded By	
Comment	VARCHAR	200	Yes	Overpayment Collection – Comments	A comment for the collection.
collectedDate	DATE	4	Yes	Overpayment Collection – Date Collected	The date collected.
collectedAmt	DECIMAL	31,2	Yes	Overpayment Collection – Amount	The amount collected.
receiptNumber	CHARACTER	30	Yes	Overpayment Collection – Warrant Number/Receipt Number	The receipt issued for the collection of the payment, or warrant number if received from Advantage.
modeOfPaymentCode	CHARACTER	10	Yes	Overpayment Collection – Mode of Payment	Whether the personal payment was made via cash, check or money order or Payroll Deduction.
collectionStatusCode	CHARACTER	10	Yes	Overpayment Collection – Status	Status of a collection made by personal payment (Pending Payroll, Collected, Returned Check).
payrollSentDate	DATE	4	Yes	N/A	Date sent to Payroll.
sendToPayrollInd	CHARACTER	1	No	N/A	Indicates whether this transaction needs to send to Payroll or not.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Time Adjustment Link

Table – Table Name: WarrantTimeAdjustmentLink

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
warrantTimeAdjustmentLinkId	BIGINT	8	No	System Generated ID (N/A)	Primary key for WarrantTimeAdjustmentLink.
warrantID	BIGINT	8	No	N/A	Foreign key for Warrant table.
timeAdjustmentID	BIGINT	8	No	N/A	Foreign key for TimeAdjustment table.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/SCO Remittance Advice Number

Table – Table Name: SCO_RA_NUMBER

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
INT_CTRL_NO	INTEGER	15	No	Auto Generated	Required. Internal control number.
RA_NUMBER	INTEGER	15	No	Data Entry	Required. SCO Remittance Advice Number.
LAST_UPDATE_USERID	INTEGER	15	No	Auto Generated	Required. Last Updated User ID.
LAST_UPDATE_DT	DATE	10	No	Auto Generated	Required. Last Updated Date/Timestamp.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Provider Weekly Hours

Table – Table Name: ProvWeeklyHrs

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
provWeeklyHrsID	BigInt	8	Primary Key	N/A	Primary Key
provWorkWeekSummaryID	BigInt	8	Foreign Key	N/A	Foreign Key of ProvWorkWeekSummary
concernRoleID	BigInt	8	Foreign Key	N/A	ConcernRoleID of the Provider
startDate	Date	4	Foreign Key	N/A	Start Date for Work Week
relatedType	Character	10	Foreign Key	N/A	Related Type of the Time Entry Source
relatedID	BigInt	8	Foreign Key	N/A	Foreign key of the related type of the source table
recordType	Character	1	No	N/A	Record Type – I for IHSS or W for WPCS
caseParticipantRoleID	BigInt	8	Foreign Key	N/A	CaseParticipantRoleID of the Provider
caseNumber	Character	40	Yes	N/A	Case Number
ProviderNumber	Character	18	Yes	N/A	Provider Number
payPeriodStartDate	Date	4	Yes	N/A	Pay period start date
payPeriodEndDate	Date	4	Yes	N/A	Pay period end date
workDaySunMin	Integer	4	No	View Hours Details – Time Entries	Sunday - minutes
workDayMonMin	Integer	4	No	View Hours Details – Time Entries	Monday - minutes
workDayTueMin	Integer	4	No	View Hours Details – Time Entries	Tuesday - minutes
workDayWedMin	Integer	4	No	View Hours Details – Time Entries	Wednesday - minutes
workDayThuMin	Integer	4	No	View Hours Details – Time Entries	Thursday - minutes
workDayFriMin	Integer	4	No	View Hours Details – Time Entries	Friday - minutes
workDaySatMin	Integer	4	No	View Hours Details – Time Entries	Saturday - minutes
workDaySunMinAdj	Integer	4	No	N/A	Sunday – minutes Adjustments
workDayMonMinAdj	Integer	4	No	N/A	Monday – minutes Adjustments
workDayTueMinAdj	Integer	4	No	N/A	Tuesday – minutes Adjustments
workDayWedMinAdj	Integer	4	No	N/A	Wednesday – minutes Adjustments

workDayThuMinAdj	Integer	4	No	N/A	Thursday – minutes Adjustments
workDayFriMinAdj	Integer	4	No	N/A	Friday - minutes Adjustments
workDaySatMinAdj	Integer	4	No	N/A	Saturday – minutes Adjustments
travelTime	Integer	4	No	View Hours Details – Travel Entries	Travel – minutes
travelTimeMinutesAdj	Integer	4	No	N/A	Travel – minutes Adjustments
overtimeMinutes	Integer	4	No	View Hours Details – Overtime	Overtime minutes for Related id record that put Provider & Workweek into Overtime
overtimeMinutesAdj	Integer	4	Yes	Un-Recovered Overtime	If the recalculated overtime hours are less than the overtime hours already paid for this case Provider, then add the difference to the Un-recovered Overtime Hours bucket for the affected pay period(s) for this case Provider.
travelTimeCutBack	INTEGER	4	Yes	NA	The total number of travel hours in minutes that are over the amount authorized for the case during the month.
fpoEligibleInd	CHARACTER	1	No	View Hours Details – FPO Eligible	Boolean Indicator to identify if transaction is a FPO Eligible.
createdOn	DATETIME	8	Yes	NA	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	NA	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	NA	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	NA	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No	NA	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Provider Weekly Hours Snapshot

Table – Table Name: ProvWeeklyHrsSnapshot

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
provWeeklyHrsSnapshotID	BigInt	8	Primary Key	N/A	Primary Key
provWorkWeekSummaryID	BigInt	8	Primary Key	N/A	Foreign Key of ProvWorkWeekSummary
provWeeklyHrsID	BigInt	8	Foreign Key	N/A	Foreign Key
concernRoleId	BigInt	8	Foreign Key	N/A	ConcernRoleId of the Provider
startDate	Date	4	Foreign Key	N/A	Start Date for Work Week
relatedType	Character	10	Foreign Key	N/A	Related Type of the Time Entry Source
relatedId	BigInt	8	Foreign Key	N/A	Foreign key of the related type of the source table
recordType	Character	1	No	N/A	Record Type – I for IHSS or W for WPCS
caseParticipantRoleId	BigInt	8	Foreign Key	N/A	CaseParticipantRoleId of the Provider
caseNumber	Character	40	Yes	N/A	Case Number
ProviderNumber	Character	18	Yes	N/A	Provider Number
payPeriodStartDate	Date	4	Foreign Key	N/A	Pay period start date
payPeriodEndDate	Date	4	Foreign Key	N/A	Pay period end date
workDaySunMin	Integer	4	No	View Hours Details – Time Entries	Sunday - minutes
workDayMonMin	Integer	4	No	View Hours Details – Time Entries	Monday - minutes
workDayTueMin	Integer	4	No	View Hours Details – Time Entries	Tuesday - minutes
workDayWedMin	Integer	4	No	View Hours Details – Time Entries	Wednesday - minutes
workDayThuMin	Integer	4	No	View Hours Details – Time Entries	Thursday - minutes
workDayFriMin	Integer	4	No	View Hours Details – Time Entries	Friday - minutes
workDaySatMin	Integer	4	No	View Hours Details – Time Entries	Saturday - minutes
workDaySunMinAdj	Integer	4	No	N/A	Sunday – minutes Adjustments
workDayMonMinAdj	Integer	4	No	N/A	Monday – minutes Adjustments
workDayTueMinAdj	Integer	4	No	N/A	Tuesday – minutes Adjustments

workDayWe dMinAdj	Integer	4	No	N/A	Wednesday – minutes Adjustments
workDayThu MinAdj	Integer	4	No	N/A	Thursday – minutes Adjustments
workDayFri MinAdj	Integer	4	No	N/A	Friday - minutes Adjustments
workDaySat MinAdj	Integer	4	No	N/A	Saturday – minutes Adjustments
travelTime	Integer	4	No	View Hours Details – Travel Entries	Travel – minutes
travelTimeMi nutesAdj	Integer	4	No	N/A	Travel – minutes Adjustments
overtimeMin utes	Integer	4	No	View Hours Details – Overtime	Overtime minutes for Related id record that put Provider & Workweek into Overtime
overtimeMin utesAdj	Integer	4	No	Un-Recovered Overtime	If the recalculated overtime hours are less than the overtime hours already paid for this case Provider, then add the difference to the Un-recovered Overtime Hours bucket for the affected pay period(s) for this case Provider.
travelTimeC utBack	INTEGER	4	Yes	N/A	The total number of travel hours in minutes that are over the amount authorized for the case during the month.
comments	Varchar	1000	No	N/A	Comments to keep track of the adjustments which resulted in the record changes
fpoEligibleInd	CHARA CTER	1	No	View Hours Details – FPO Eligible	Boolean Indicator to identify if transaction is a FPO Eligible.
createdOn	DATETI ME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARA CTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdated On	DATETI ME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdated By	CHARA CTER	30	Yes	N/A	Audit Field - The record modified time stamp.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Special Transaction Additional Details

Table – Table Name: SPAdditionalDetails

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
SPAdditionalDetailsID	BIGINT	8	No	System Generated	PrimaryKey
specialTransactionID	BIGINT	8	Foreign Key	System Generated	Foreign key to SpecialTransaction table
daysHours	CHARACTER	155	Yes	View Special Transaction – Time Entries	Comma separated days' hours in minutes
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No		System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Time Adjustment Exception

Table – Table Name: TimeAdjException

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
timeAdjExceptionID	BIGINT	8	No	System Generated	The primary key for TimeAdjException
timeAdjustmentID	BIGINT	8	No	System Populated	The foreign key to the TimeAdjustment table
exceptionTime	TIMESTAMP	10	Yes	System Generated	The time that the exception occurred.
timeAdjExceptionCode	CHARACTER	10	Yes	System Generated	The Exception Code table code values will be used to populate this column.
resolvedBy	CHARACTER	30	No	System Generated	The user in the system who closed the task related to this exception.
resolutionDate	DATE	4	Yes	System Generated	The time when the task related to this exception was closed.
currentErrorInd	CHARACTER	1	No	System Generated	Indicates that the error is a current error or an error that may no longer be valid.
messageParameters	VARCHAR	200	Yes	System Generated	A comma separated list of values for parameter substitution into the error message.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No	N/A	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Special Transaction Exception

Table – Table Name: SpecTranException

Field Name	Field Type	Size	Null	Screen Name – Field Name	Comments
specTranExceptionID	BIGINT	8	No	System Generated	The primary key for SpecTranException
specialTransactionID	BIGINT	8	No	System Populated	The foreign key to the Special Transaction table
exceptionTime	TIMESTAMP	10	Yes	System Generated	The time that the exception occurred.
specTranExceptionCode	CHARACTER	10	Yes	System Generated	The Exception Code table code values will be used to populate this column.
resolvedBy	CHARACTER	30	No	System Generated	The user in the system who closed the task related to this exception.
resolutionDate	DATE	4	Yes	System Generated	The time when the task related to this exception was closed.
currentErrorInd	CHARACTER	1	No	System Generated	Indicates that the error is a current error or an error that may no longer be valid.
messageParameters	VARCHAR	200	Yes	System Generated	A comma separated list of values for parameter substitution into the error message.
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No	N/A	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Overpayment Warrant Period Link

Table – Table Name: OverpaymentPeriodWarrantLink

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
overpaymentPeriodWarrantLinkID	BIGINT	8	No	System generated ID (N/A)	The primary key
overpaymentPeriodID	BIGINT	8	Yes	System generated ID (N/A)	The Foreign key to the OverpaymentPeriod Table
WarrantID	BIGINT	8	No	N/A	The foreign key to the Warrant table.
serviceRequestID	CHARACTER	20	Yes	N/A	tranID Received from payroll on NetPayOverpayment Calculation webservice
paidHours	INTEGER	4	No	Overpayment Pay Period – Total Paid Hours	The total hours paid on the selected warrant, Stored in minutes.
overpaidHours	INTEGER	4	No	Overpayment Pay Period – Total Overpaid Hours	The total hours that were overpaid on the selected warrant. Stored in minutes.
paidDaysHours	CHARACTER	155	Yes	Overpayment Pay Period Paid Hours – Time Entries	A comma separated list of values for the time worked each day the paid transaction covers.
overpaidDaysHours	CHARACTER	155	Yes	Overpayment Pay Period Overpaid Hours – Time Entries	A comma separated list of values for the time worked each day the transaction covers.
warrantIssueDate	DATE	8	Yes	Select Warrant	Warrant Issue Date
createdOn	DATETIME	8	Yes	N/A	Audit Field - The record creation time stamp.
createdBy	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
lastUpdatedOn	DATETIME	8	Yes	N/A	Audit Field - The record modified time stamp.
lastUpdatedBy	CHARACTER	30	Yes	N/A	Audit Field - The record modified time stamp.
versionNo	INTEGER	4	No	N/A	System Generated – How many times the record modified.
otServiceRequestID	CHARACTER	20	Yes	N/A	OCHK DOCID Received from payroll on NetPayOverpayment Calculation webservice for OT Hours

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPClaim

Table – Table Name: CPClaim

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPCLAIMID	BIGINT	8	No	System generated	The primary key for CPClaim.
PROVCONCERNROLEID	BIGINT	8	No	N/A	
PROVIDERNUMBER	CHARACTER	18	No	View Training Time Claim	Provider ID
CASENUMBER	CHARACTER	40	No	View Training Time Claim	Recipient ID
CASEID	BIGINT	8	No	System generated	
CASEPARTICIPANTROLEID	BIGINT	8	No	System generated	
CLAIMNUMBER	CHARACTER	16	No	View Training Time Claim	Claim Number
CLAIMTYPE	CHARACTER	10	No	N/A	Code that corresponds to the claim type.
FROMDATE	DATE	10	No	View Training Time Claim	Pay Period From
TODATE	DATE	10	No	View Training Time Claim	Pay Period To
PROGRAMTYPE	CHARACTER	10	No	View Training Time Claim	Program
COUNTYCODE	CHARACTER	2	No	N/A	County of the case owner at the time of the claim
DISTRICTOFFICE	CHARACTER	2	No	N/A	District office of the case owner at the time of the claim
TOTALHOURSMINS	INTEGER	4	No	View Training Time Claim	Total (HH:MM)
TOTALOTHOURSMINS	INTEGER	4	No	View Training Time Claim	Hours Paid at Overtime Rate (HH:MM)
CUTBACKHOURSMINS	INTEGER	4	Yes	View Training Time Claim	Hours Not Paid (HH:MM)
RECEIVEDDATE	DATE	10	No	N/A	Date provider submitted claim
STATUSCODE	CHARACTER	10	No	N/A	Status code of the claim
STATUSDATE	DATE	4	No	N/A	Date the status created
PROVIDERSIGNATURETIME	TIMESTAMP	10	No	N/A	Date/time provider submitted the claim
PROVIDERSIGNATUREMET HOD	CHARACTER	10	No	N/A	Method (online) claim submitted
COMMENTS	CHARACTER	200	Yes	View Training Time Claim	Comments entered on the claim
REJECTIONREASON	CHARACTER	10	Yes	View Training Time Claim	Code aligned with Reject Comments reason
REJECTIONCOMMENTS	CHARACTER	200	Yes	View Training Time Claim	Reject Comments
SUBMITTEDBY	CHARACTER	30	Yes	View Training Time Claim	Submitted By
APPROVEDBY	CHARACTER	30	Yes	View Training Time Claim	Approved By
APPROVALREQID	BIGINT	8	Yes	System generated	
BATCHDATE	DATE	4	Yes	N/A	
SENTTOPAYROLLDATE	DATE	4	Yes	N/A	
WSIND	CHARACTER	1	No	N/A	Indicates if configuration web service sent to Payroll 0 = No 1 = Yes
ORIGINALHRSMIN	INTEGER	4	No	N/A	Original total hours stored in minutes, that were submitted initially through ESP
REISSUEDCPCLAIMID	BIGINT	8	Yes	N/A	
REISSUEDCLAIMIND	CHARACTER	1	No	N/A	Indicates if the claim was reissued. 0 = No 1 = Yes
CREATEDBY	CHARACTER	30	No	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	No	N/A	Audit Field - The record creation time stamp.

LASTUPDATEDBY	CHARACTER	30	No	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	No	N/A	Audit Field - The date timestamp the record was last modified
VERSIONNO	INTEGER	4	No	N/A	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPClaimSnapshot

Table – Table Name: CPClaimSnapshot

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPCLAIMSNAPSHOTID	BIGINT	8	No	System generated	The primary key for CPClaimSnapshot.
CPCLAIMID	BIGINT	8	No	System generated	The primary key for CPClaim.
PROVCONCERNROLEID	BIGINT	8	No	N/A	
PROVIDERNUMBER	CHARACTER	18	No	View Training Time Claim	Provider ID
CASENUMBER	CHARACTER	40	No	View Training Time Claim	Recipient ID
CASEID	BIGINT	8	No	System generated	
CASEPARTICIPANTROLEID	BIGINT	8	No	System generated	
CLAIMNUMBER	CHARACTER	16	No	View Training Time Claim	Claim Number
CLAIMTYPE	CHARACTER	10	No	N/A	Code that corresponds to the claim type.
FROMDATE	DATE	4	No	View Training Time Claim	Pay Period From
TODATE	DATE	4	No	View Training Time Claim	Pay Period To
PROGRAMTYPE	CHARACTER	10	No	View Training Time Claim	Program
COUNTYCODE	CHARACTER	2	No	N/A	County of the case owner at the time of the claim
DISTRICTOFFICE	CHARACTER	2	No	N/A	District office of the case owner at the time of the claim
TOTALHOURSMINS	INTEGER	4	No	View Training Time Claim	Total (HH:MM)
TOTALOTHOURSMINS	INTEGER	4	No	View Training Time Claim	Hours Paid at Overtime Rate (HH:MM)
CUTBACKHOURSMINS	INTEGER	4	Yes	View Training Time Claim	Hours Not Paid (HH:MM)
RECEIVEDDATE	DATE	4	No	N/A	Date provider submitted claim
STATUSCODE	CHARACTER	10	No	N/A	Status code of the claim
STATUSDATE	DATE	4	No	N/A	Date the status created
PROVIDERSIGNATURETIME	TIMESTAMP	10	No	N/A	Date/time provider submitted the claim
PROVIDERSIGNATUREMETHOD	CHARACTER	10	No	N/A	Method (online) claim submitted
COMMENTS	CHARACTER	200	Yes	View Training Time Claim	Comments entered on the claim
REJECTIONREASON	CHARACTER	10	Yes	View Training Time Claim	Code aligned with Reject Comments reason
REJECTIONCOMMENTS	CHARACTER	200	Yes	View Training Time Claim	Reject Comments
SUBMITTEDBY	CHARACTER	30	Yes	View Training Time Claim	Submitted By
APPROVEDBY	CHARACTER	30	Yes	View Training Time Claim	Approved By
APPROVALREQID	BIGINT	8	Yes	System generated	
BATCHDATE	DATE	4	Yes	N/A	
SENTTOPAYROLLDATE	DATE	4	Yes	N/A	
WSIND	CHARACTER	1	No	N/A	Indicates if configuration web service sent to Payroll 0 = No 1 = Yes
CREATEDBY	CHARACTER	30	No	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	No	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	No	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	No	N/A	Audit Field - The date timestamp the record was last modified

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPClaimInfo

Table – Table Name: CPClaimInfo

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPCLAIMINFOID	BIGINT	8	No	System generated	The primary key for CPClaimInfo.
CPCLAIMID	BIGINT	8	Yes	System generated	The primary key for CPClaim.
PATHWAYTYPE	CHARACTER	10	Yes	View Training Time Claim	Career Pathway
CLASSNUMBER	CHARACTER	8	Yes	View Training Time Claim	Class Number
CLASSNAME	CHARACTER	100	Yes	View Training Time Claim	Class Name
HOURSMINS	INTEGER	4	No	View Training Time Claim	Hours/Min
TRAININGDATE	DATE	4	Yes	View Training Time Claim	Training Date
AMOUNT	DECIMAL	31	No	N/A	Amount
CREATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The date timestamp the record was last modified
VERSIONNO	INTEGER	4	No	N/A	System Generated – How many times the record modified.
REVIEWOUTCOME	CHARACTER	10	Yes	N/A	The reject reason for a Career Pathways training class

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPClaimInfoSnapshot

Table – Table Name: CPClaimInfoSnapshot

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPCLAIMINFOSNAPSHOTID	BIGINT	8	No	System generated	The primary key for CPClaimInfoSnapshot
CPCLAIMINFOID	BIGINT	8	Yes	System generated	Foreign key for CPClaimInfo.
CPCLAIMID	BIGINT	8	Yes	System generated	Foreign key for CPClaim.
PATHWAYTYPE	CHARACTER	10	Yes	View Training Time Claim	Career Pathway
CLASSNUMBER	CHARACTER	8	Yes	View Training Time Claim	Class Number
CLASSNAME	CHARACTER	100	Yes	View Training Time Claim	Class Name
HOURSMINS	INTEGER	4	No	View Training Time Claim	Hours/Min
TRAININGDATE	DATE	4	Yes	View Training Time Claim	Training Date
CPCLAIMSNAPSHOTID	BIGINT	8	No	N/A	Foreign key for CPCLAIMSNAPSHOTID
AMOUNT	DECIMAL	31	No	N/A	Amount
CREATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The date timestamp the record was last modified
REVIEWOUTCOME	CHARACTER	10	Yes	N/A	The reject reason for a Career Pathways training class

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPProviderSummary

Table – Table Name: CPProviderSummary

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPPROVIDERSUMMARYID	BIGINT	8	No	System generated	The primary key for CPPProvSummary
CONCERNROLEID	BIGINT	8	No	System generated	
PROVIDERNUMBER	CHARACTER	18	No	View Training Time Claim	Provider ID
PATHWAYTYPE	CHARACTER	10	No	View Training Time Claim	Audit Field - The record created by.
PAIDHOURSMINS	INTEGER	4	No	N/A	Audit Field - The record creation time stamp.
CREATEDBY	CHARACTER	30	No	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	No	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	No	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	No	N/A	Audit Field - The date timestamp the record was last modified
VERSIONNO	INTEGER	4	No	N/A	System Generated – How many times the record modified.
COMPLETED15THOURDATE	INTEGER	8	No	N/A	The Training Date in which a Provider completed the 15th hour of training within a given Career Pathway.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CPProvSummarySnapshot

Table – Table Name: CPProvSummarySnapshot

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
CPPROVSUMMARYSNPID	BIGINT	8	No	System generated	Primary key for CPProvSummarySnapshot.
CPPROVIDERSUMMARYID	BIGINT	8	No	System generated	Foreign key for CPProvSummary
CONCERNROLEID	BIGINT	8	No	System generated	
PROVIDERNUMBER	CHARACTER	18	No	View Training Time Claim	Provider ID
PATHWAYTYPE	CHARACTER	10	No	N/A	Audit Field - The record created by.
PAIDHOURSMINS	INTEGER	4	No	N/A	Audit Field - The record creation time stamp.
CREATEDBY	CHARACTER	30	No	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	No	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	No	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	No	N/A	Audit Field - The date timestamp the record was last modified
VERSIONNO	INTEGER	4	No	N/A	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/WarrantCPClaimLink

Table – Table Name: WarrantCPClaimLink

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
WARRANTCPCLAIMLINKID	BIGINT	8	No	System generated	Primary key for WarrantCPClaimLink.
WARRANTID	BIGINT	8	No	N/A	Foreign key for Warrant Table
CPCLAIMID	BIGINT	8	No	N/A	Foreign key for CPClaim table.
CREATEDBY	CHARACTER	30	No	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	No	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	No	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	No	N/A	Audit Field - The date timestamp the record was last modified

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/Warrant Source Details

Table – Table Name – WarrantSourceDetails

Field Name	Field Data type	Size	Null	Screen Name – Field Name	Comments
WARRANTSOURCEDETAIL SID	BIGINT	8	No	N/A	Generated when row created on the table
WARRANTID	BIGINT	8	No	N/A	System generated ID CM assigns to payment record
EMPLOYEEID	CHARACTER	20	Yes	N/A	ID assigned to a provider that is specific to the recipient assignment
ADVWARRANTNUMBER	CHARACTER	13	Yes	N/A	system generated number MA assigns to the payment record
PAYTYPE	CHARACTER	10	Yes	N/A	Type of pay
TRANSACTIONNUMBER	CHARACTER	16	No	N/A	aligns to type of transaction (i.e. timesheet, travel, spec transaction, etc.)
GROSSAMT	DECIMAL	31,2	No	N/A	Dollar amount for total pay prior to deductions
NETAMT	DECIMAL	31,2	No	N/A	Dollar amount for total pay after deductions taken
SOCAMT	DECIMAL	31,2	No	N/A	Indicates share of cost deduction taken (if applicable)
EMPTRAININGTAX	DECIMAL	31,2	No	N/A	Dollar amount for employer paid training tax (if applicable)
STATEUNEMPOLYMENTTAX	DECIMAL	31,2	No	N/A	Dollar amount for State UI tax (if applicable)
FICATAX	DECIMAL	31,2	No	N/A	Dollar amount for FICA tax (if applicable)
MEDICARETAX	DECIMAL	31,2	No	N/A	Dollar amount for employer paid Medicare tax (if applicable)
FEDERALUNEMPOLYMEN TTAX	DECIMAL	31,2	No	N/A	Dollar amount for employer paid federal unemployment tax (if applicable)
STATUSCODE	CHARACTER	10	Yes	N/A	Indicates data row imported to table without issue (Processed) or with issue (Error)
BATCHDATE	DATE	4	Yes	N/A	Batch Date
CREATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The record created by.
CREATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The record creation time stamp.
LASTUPDATEDBY	CHARACTER	30	Yes	N/A	Audit Field - The user id who last updated the record.
LASTUPDATEDON	TIMESTAMP	10	Yes	N/A	Audit Field - The date timestamp the record was last modified
VERSIONNO	INTEGER	4	No	N/A	System Generated – How many times the record modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CMIPS_MULTI_CHK_HDR

Table – Table Name: CMIPS_MULTI_CHK_HDR

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
PROCESS_DT	DATE	10	No	N/A	Date the file Processed
EMPLOYEE_ID	VARCHAR2	10	No	N/A	EmployeeId
ADV_WRNT_NO	NUMBER	15	No	N/A	advWarrantNumber
CHK_GROSS_AM	NUMBER	31,2	Yes	N/A	
CHK_NET_AM	NUMBER	31,2	Yes	N/A	
CHK_SOC_AM	NUMBER	31,2	Yes	N/A	
CHK_FICA_AM	NUMBER	31,2	Yes	N/A	
CHK_MEDI_AM	NUMBER	31,2	Yes	N/A	
CHK_FUTA_AM	NUMBER	31,2	Yes	N/A	
CHK_SUI_AM	NUMBER	31,2	Yes	N/A	
CHK_ETT_AM	NUMBER	31,2	Yes	N/A	
ERROR_CODE	VARCHAR2	150	No	N/A	
STATUS	VARCHAR2	10	No	N/A	
LINE_COUNT	NUMBER	30	No	N/A	Total No. of transaction count
FILE_NAME	VARCHAR2	35	No	N/A	
INSERT_DT	DATE	10	No	N/A	
LAST_UPDATED_DT	DATE	10	No	N/A	
LAST_UPDATED_USER	VARCHAR2	30	No	N/A	

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/CMIPS_MULTI_CHK_DTL

Table – Table Name: CMIPS_MULTI_CHK_DTL

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
PROCESS_DT	DATE	10	No	N/A	Date the file Processed
EMPLOYEE_ID	VARCHAR2	10	No	N/A	EmployeeId
ADV_WRNT_NO	VARCHAR2	13	No	N/A	advWarrantNumber
LN_NO	VARCHAR2	10	No	N/A	Auto Number based upon number of transactions
PAY_TYPE	VARCHAR2	10	No	N/A	Type of pay
TRANSACTION_NUMBER	NUMBER	20	No	N/A	Transaction Number
GROSS_PAY	NUMBER	31,2	Yes	N/A	
GROSS_PERCENT	NUMBER	31,2	Yes	N/A	
NET_AMOUNT	NUMBER	31,2	Yes	N/A	
SOC_AMT	NUMBER	31,2	Yes	N/A	
FICA	NUMBER	31,2	Yes	N/A	
MEDICARE	NUMBER	31,2	Yes	N/A	
FUTA	NUMBER	31,2	Yes	N/A	
SUI	NUMBER	31,2	Yes	N/A	
ETT	NUMBER	31,2	Yes	N/A	
LAST_RECORD	VARCHAR2	30	No	N/A	
ERROR_CODE	VARCHAR2	150	No	N/A	
STATUS	VARCHAR2	28	No	N/A	
INSERT_DT	DATE	10	No	N/A	
LAST_UPDATED_DT	TIMESTAMP	10	No	N/A	
LAST_UPDATED_USER	VARCHAR2	30	No	N/A	

DSD 27/Recip CM & OS – Payroll within Case Management /Database Entities/WPCS Residual Payment

Table – Table Name: WPCSRESIDUALPAYMENT

Field Name	Field Data Type	Size	Null	Screen Name – Field Name	Comments
WPCSRESIDUALPAYMENTID	BIGINT	8	No	System Generated	Primary key for WPCSResidualPayment
PROVIDERCONCERNROLEID	BIGINT	8	No	System Generated	Foreign key to ConcernRole
CASEID	BIGINT	8	No	System Generated	Foreign key to CaseHeader
FROMDATE	Date	4	Yes	N/A	Pay Period Start Date
WPCSWARRANTID	BIGINT	8	No	System Generated	Foreign key to Warrant
PAYTYPE	CHARACTER	10	Yes	N/A	Payment Funding Source Type
NETPAY	DECIMAL	31	Yes	N/A	Payment Amount
ISVOID	CHARACTER	1	Yes	N/A	Payment Voided
CREATEDBY	CHARACTER	30	No	NA	Audit Field - The record modified by.
CREATEDON	DATETIME	8	No	NA	Audit Field - The record modified date-time stamp.
LASTUPDATEDBY	CHARACTER	30	No	NA	Audit Field - The record modified by.
LASTUPDATEDON	DATETIME	8	No	NA	Audit Field - The record modified date-time stamp.
VERSIONNO	INTEGER	4	No	NA	System Generated – How many times the record got modified.

DSD 27/Recip CM & OS – Payroll within Case Management /Business Class Definitions

This section will document the high-level business classes that will be developed to support the CMIPS II business processes. Examples of these are the IHSS SOC calculation or the class definitions for the SAVE business process.

Another definition of a business class is the core application classes that will be developed for the CMIPS II solution. The definition of a business class is based on the Unified Modeling Language (UML) definition. This section of the DSD will contain both UML class diagrams and UML object interaction diagrams.

At a high-level, each business class definition will include the following:

Class Attributes – name, type, visibility, multiplicity, initial value

Class Operations – name, return type, return value, scope

Class Parameters – name, type, default values

At a high-level, each class operation definition will include the following:

Specification

Methods

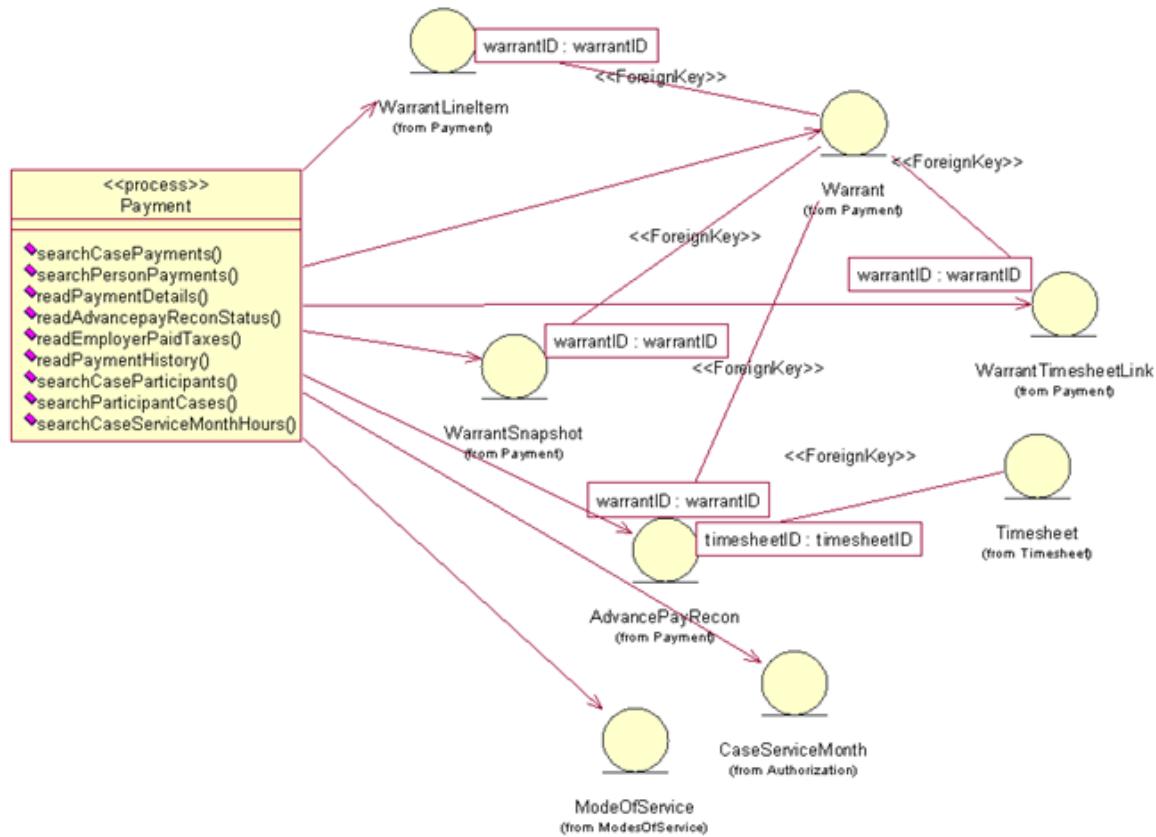
Parameters

Exceptions

Constraints

Visibility

DSD 27/Recip CM & OS – Payroll within Case Management /Business Class Definitions/Payment

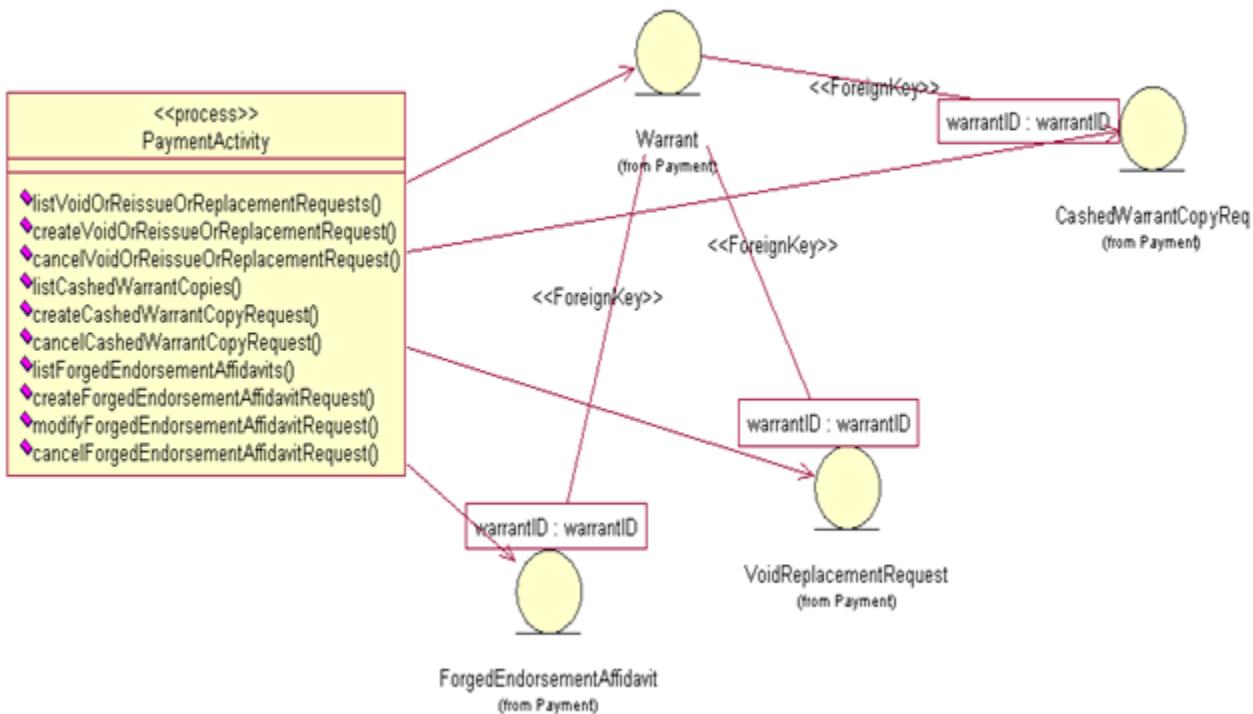


Operations

Class	Operation	Description	Exceptions
Pay me nt	<code>searchCasePaym ents ()</code>	Will query Warrant, Warrant Line Item tables to retrieve service periods for a given date range and associated case. Same operation will be used for search Previous 3 months and search Next 3 months.	AppException, InformationalExcepti on
Pay me nt	<code>searchPersonPay ments()</code>	Will query Warrant, Warrant Line Item tables to retrieve service periods for a given date range and associated person. Same operation will be used for search Previous 3 months and search Next 3 months.	AppException, InformationalExcepti on
Pay me nt	<code>readPaymentDatails ()</code>	Will query the Warrant, Warrant Line Item and WarrantTimesheetLink tables to retrieve payment details.	AppException, InformationalExcepti on
Pay me nt	<code>readAdvancepayReconStatus ()</code>	Will query Warrant, Timesheet, WarrantTimesheetLink tables to retrieve Advance Pay Recon status details.	AppException, InformationalExcepti on
Pay me nt	<code>readEmployerPaidTaxes()</code>	Will query Warrant Line Item tables to retrieve employer paid taxes for a selected warrant.	AppException, InformationalExcepti on
Pay me nt	<code>readPaymentHist ory()</code>	Will query Warrant, and WarrantSnapshot tables to retrieve payment history for a selected warrant.	AppException, InformationalExcepti on
Pay me nt	<code>searchCaseParticipants ()</code>	Will query CaseParticipantRole table to retrieve all participants in the case.	AppException, InformationalExcepti on

Pay ment	searchParticipant Cases()	Will query CaseParticipantRole table to retrieve all cases for the participant.	AppException, InformationalExcepti on
Pay ment	searchCaseServic eMonthHours()	Will query CaseServiceMonth, ModeOfService tables to retrieve authorized hours and paid hours for IP, CC, HM and WPCS on the case.	AppException, InformationalExcepti on

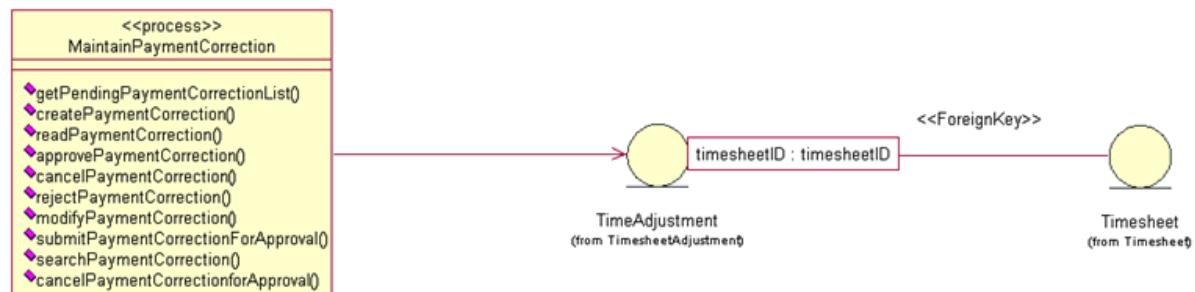
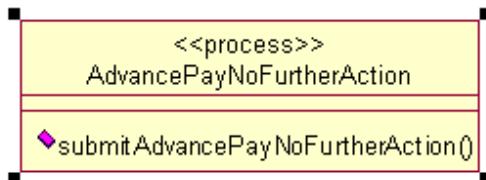
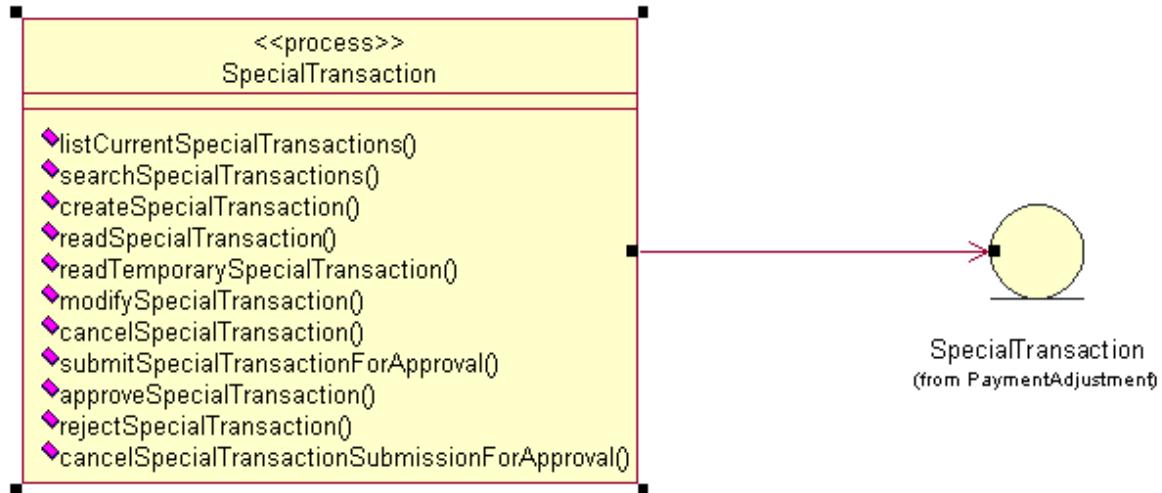
DSD 27/Recip CM & OS – Payroll within Case Management /Business Class Definitions/Payment Activity

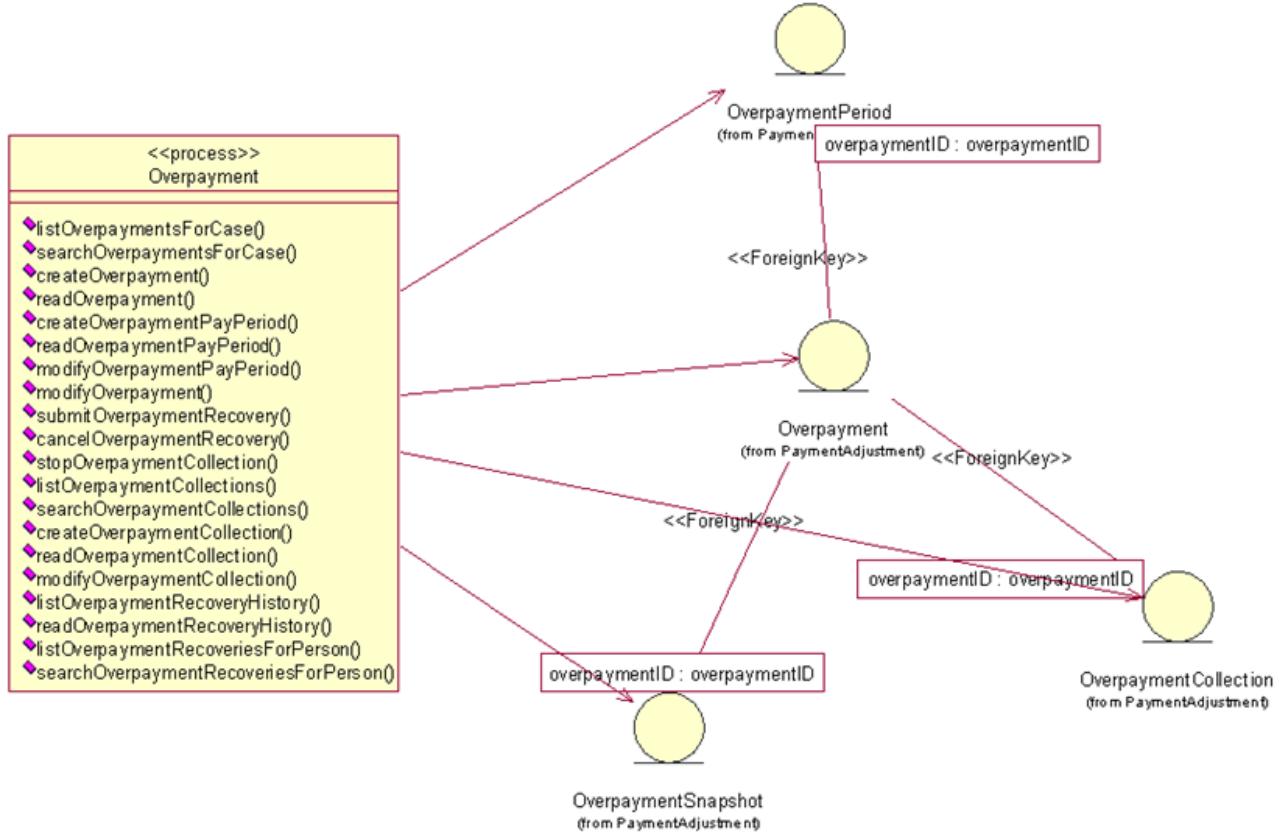


Operations

Class	Operation	Description	Exceptions
PaymentActivity	listVoidOrReissueOrReplacementRequests()	Will query VoidReplacementRequest and Warrant tables to retrieve void or reissue or replacement requests for a selected a warrant.	AppException, InformationalException
PaymentActivity	createVoidOrReissueOrReplacementRequest()	Will create record in VoidReplacementRequest table for void or reissue or replacement request for a selected warrant.	AppException, InformationalException
PaymentActivity	cancelVoidOrReissueOrReplacementRequest()	Will update status to cancelled in VoidReplacementRequest table for a selected request.	AppException, InformationalException
PaymentActivity	listCashedWarrantCopies()	Will query CashedWarrantCopyReq and Warrant tables to retrieve cashed warrant copies for a selected warrant.	AppException, InformationalException
PaymentActivity	createCashedWarrantCopyRequest()	Will create a record in CashedWarrantCopyReq table for a selected warrant.	AppException, InformationalException
PaymentActivity	cancelCashedWarrantCopyRequest()	Will update cancelled indicator in CashedWarrantCopyReq table for a selected request.	AppException, InformationalException
PaymentActivity	listForgedEndorsementAffidavits()	Will query ForgedEndorsementAffidavit and Warrant tables to retrieve Forged Endorsement Affidavits for a selected warrant.	AppException, InformationalException
PaymentActivity	createForgedEndorsementAffidavitRequest()	Will create a record in ForgedEndorsementAffidavit table for a selected warrant.	AppException, InformationalException
PaymentActivity	modifyForgedEndorsementAffidavitRequest()	Will update ForgedEndorsementAffidavit table for a selected request.	AppException, InformationalException
PaymentActivity	cancelForgedEndorsementAffidavitRequest()	Will update cancelled indicator in ForgedEndorsementAffidavit table for a selected request.	AppException, InformationalException

DSD 27/Recip CM & OS – Payroll within Case Management /Business Class Definitions/Payment Adjustments





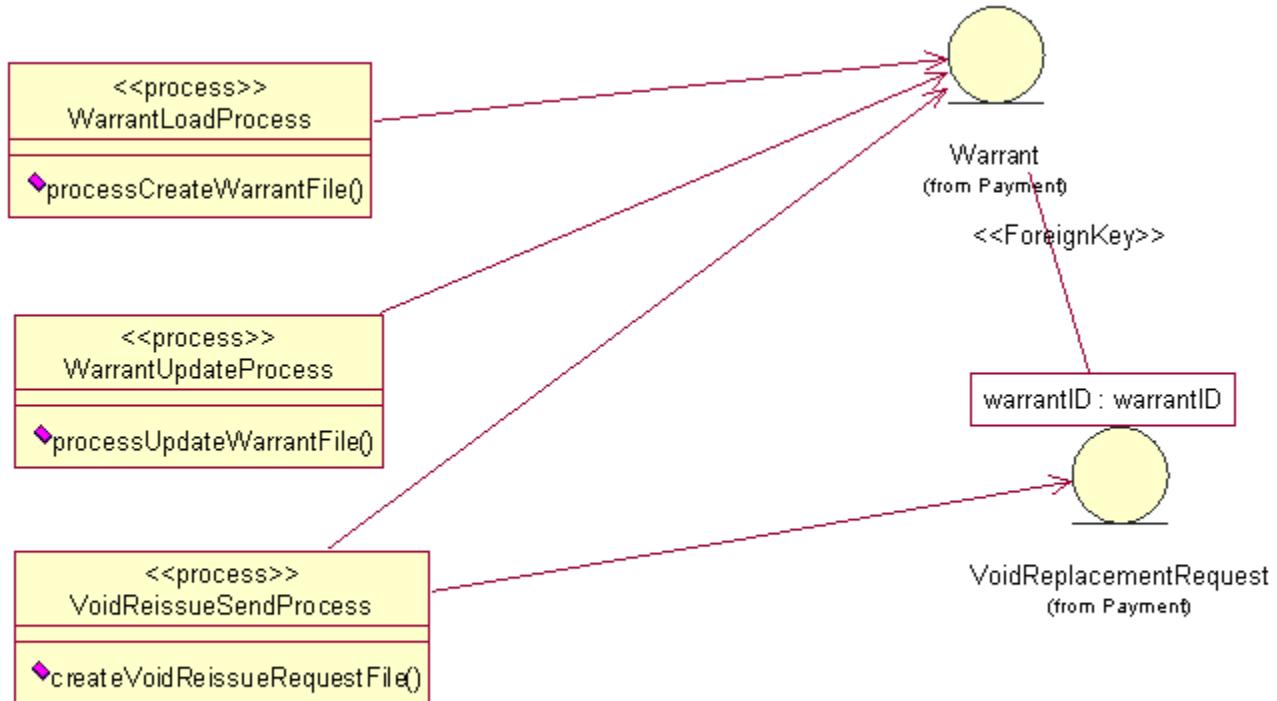
Operations

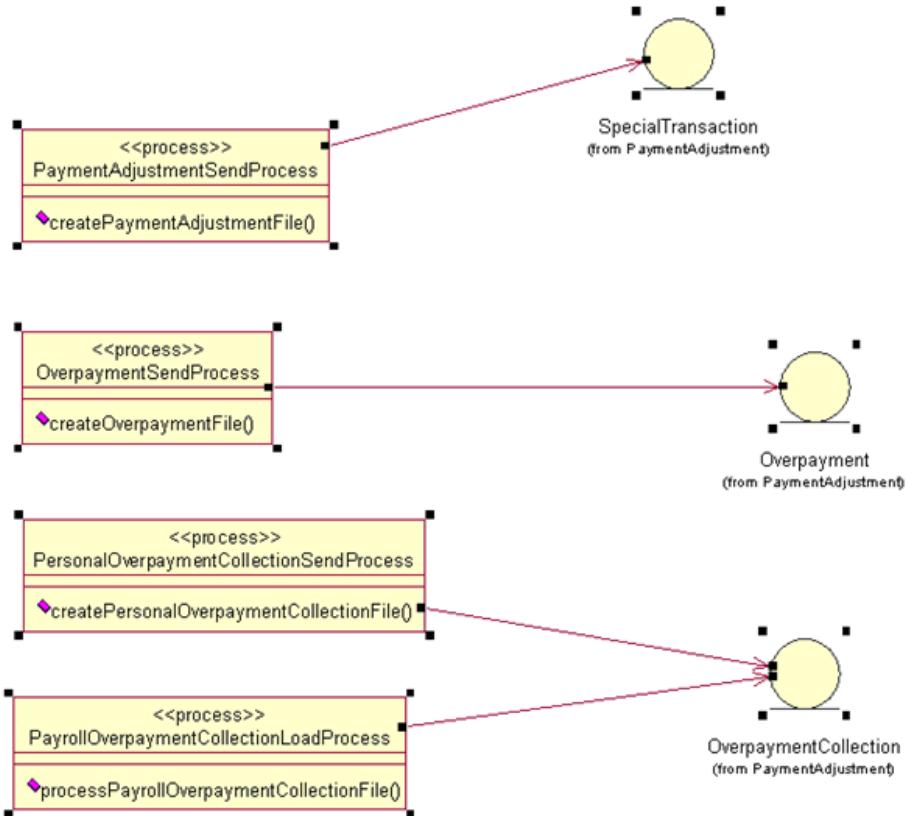
Class	Operation	Description	Exceptions
SpecialTransaction	listCurrentSpecialTransactions()	Will query SpecialTransaction table to retrieve all special transaction requests which are not yet processed by Payroll for an associated case. These are records which have following status: Pending Pending Approval Pending Payroll	AppException, InformationalException
SpecialTransaction	searchSpecialTransactions()	Will query SpecialTransaction table to retrieve all special transaction requests for a given date range and status.	AppException, InformationalException
SpecialTransaction	createSpecialTransaction()	Will create record in SpecialTransaction table for the associated case and selected payee with 'Pending' status.	AppException, InformationalException
SpecialTransaction	readSpecialTransaction()	Will query SpecialTransaction table to retrieve Special Transaction record for display.	AppException, InformationalException
SpecialTransaction	readTemporarySpecialTransaction()	Will query temporary data and return it to second screen of create special transaction.	AppException, InformationalException
SpecialTransaction	modifySpecialTransaction()	Will update Special Transaction record in SpecialTransaction table and change status to 'Pending' if transaction is in one of the following statuses: Pending Payroll Rejected	AppException, InformationalException
SpecialTransaction	cancelSpecialTransaction()	Will update status of the selected Special Transaction to Cancelled.	AppException, InformationalException

SpecialTransaction	submitSpecialTransactionForApproval()	Will submit selected Special Transaction for supervisor approval by updating status to Pending Approval and generating task for the supervisor. It updates the status to Pending Payroll if the user has supervisor privileges.	AppException, InformationalException
SpecialTransaction	approveSpecialTransaction()	Will update the selected Special Transaction status to Pending Payroll to be picked up by the batch job for Payroll processing.	AppException, InformationalException
SpecialTransaction	rejectSpecialTransaction()	Will update the selected Special Transaction status to Rejected.	AppException, InformationalException
SpecialTransaction	cancelSpecialTransactionSubmissionForApproval()	Will update the selected Special Transaction status to Pending and deletes the "Ready for Review" task associated with the Special Transaction from the Supervisor's Task List.	AppException, InformationalException
MaintainPaymentCorrection	listCurrentSpecialTransactions()	Will query SpecialTransaction table to retrieve all special transaction requests which are not yet processed by payroll for an associated case. These are records which have the following statuses: Pending Pending Approval Pending Payroll	AppException, InformationalException
MaintainPaymentCorrection	searchPaymentCorrection()	Will query TimeAdjustment table to retrieve all Payment Correction requests for a given date range and status.	AppException, InformationalException
MaintainPaymentCorrection	createPaymentCorrection()	Will create record in TimeAdjustment table for the associated case and selected payee with Pending status.	AppException, InformationalException
MaintainPaymentCorrection	readPaymentCorrection()	Will query TimeAdjustment table to retrieve Payment Correction record for display.	AppException, InformationalException
MaintainPaymentCorrection	modifyPaymentCorrection()	Will update Payment Correction record in TimeAdjustment table and changes status to Pending if transaction is in one of the following statuses: Pending Payroll Rejected	AppException, InformationalException
MaintainPaymentCorrection	cancelPaymentCorrection()	Will update status of the selected Payment Correction to Cancelled.	AppException, InformationalException
MaintainPaymentCorrection	submitPaymentCorrectionForApproval()	Will submit selected Payment Correction for supervisor approval by updating status to Pending Approval and generating task for the supervisor.	AppException, InformationalException
MaintainPaymentCorrection	approvePaymentCorrection()	Will update the selected Payment Correction status to 'Pending Payroll' to be picked up by the batch job for Payroll processing	AppException, InformationalException
MaintainPaymentCorrection	rejectPaymentCorrection()	Will update the selected Payment Correction status to Rejected.	AppException, InformationalException
MaintainPaymentCorrection	cancelPaymentCorrectionForApproval()	Will update the selected Payment Correction status to Pending and deletes the "Ready for Review" task associated with the Payment Correction from the Supervisor's Task List.	AppException, InformationalException
Overpayment	listOverpaymentCollections()	Will query Overpayment and OverpaymentCollection tables to retrieve all collections for the selected overpayment.	AppException, InformationalException
Overpayment	searchOverpaymentCollections()	Will query OverpaymentCollection table to retrieve collections for the given date range.	AppException, InformationalException
Overpayment	createOverpaymentCollection()	Will create record in OverpaymentCollection table. User can only create Personal Overpayment Collection.	AppException, InformationalException
Overpayment	readOverpaymentCollection()	Will read OverpaymentCollection record for the selected Overpayment Collection.	AppException, InformationalException
Overpayment	modifyOverpaymentCollection()	Will update Overpayment Collection record with changes.	AppException, InformationalException
Overpayment	listOverpaymentRecoveryHistory()	Will query OverpaymentSnapshot table and retrieve all history records for the selected overpayment.	AppException, InformationalException

Overpayment	readOverpaymentRecoveryHistory()	Will read OverpaymentSnapshot record for the selected overpayment record in history list.	AppException, InformationalException
Overpayment	listOverpaymentRecoveriesForPerson()	Will query Overpayment table to retrieve all pending and ongoing overpayment recoveries for an associated person. These are records which have following statuses: Pending Pending Payroll Active	AppException, InformationalException
Overpayment	searchOverpaymentRecoveriesForPerson()	Will query Overpayment table to retrieve all overpayments for a given date range and status for associated person.	AppException, InformationalException
AdvancePay NoFurtherAction	submitAdvancePayNoFurtherAction()	Will call AdvancePayNoFurtherAction webservice which marks warrants issued for the AP Recipient for that service month with No Further Action Recon status.	AppException, InformationalException

DSD 27/Recip CM & OS – Payroll within Case Management /Business Class Definitions/Payment Batch Activity





Operations

Class	Operation	Description	Exceptions
WarrantLoadProcess	processCreateWarrantFile()	Will process all warrants received in a batch file and insert them in a Warrant table.	AppException, InformationalException
WarrantUpdateProcess	processUpdateWarrantFile()	Will process all warrants received in batch file and update them in a Warrant table.	AppException, InformationalException
VoidReissueSendProcess	createVoidReissueRequestFile()	Will create a batch file with warrants which have Void and Reissue requests in VoidReplacement table.	AppException, InformationalException
PaymentAdjustmentSendProcess	createPaymentAdjustmentFile()	Will create batch file with requests from SpecialTransaction and TimeAdjustment tables which have Pending Payroll status.	AppException, InformationalException
OverpaymentSendProcess	createOverpaymentFile()	Will create batch file with overpayments from Overpayment table which have 'sendToPayrollInd' value as 'Y'.	AppException, InformationalException
PersonalOverpaymentCollectionSendProcess	createPersonalOverpaymentCollectionFile()	Will create batch file with all personal overpayment collections from OverpaymentCollection table which have Pending Payroll status.	AppException, InformationalException
PayrollOverpaymentCollectionLoadProcess	processPayrollOverpaymentCollectionFile()	Will process all overpayment collections received in batch file and insert them in OverpaymentCollection table.	AppException, InformationalException