Welfare Data Tracking Implementation Project

WDTIP

WDTIP Bulletin

Date: July 2015

WDTIP UPDATES

➢ **TRAC Code Additions & Updates:**

Effective January 01, 2015 – CDSS has issued the following new WTW 24-Month Time Clock Program Extension Codes:

- **06/606** – Employment (per ACL 14-48)
- **06/607** – Labor Market (per ACL 14-48)
- **06/608** – Education (per ACL 14-48)
- **06/609** – Treatment (per ACL 14-48)
- **06/610** – Disability (per ACL 14-48)
- **06/611** – SSI Applicant (per ACL 14-48)
- **06/612** – Two Parent (per ACL 15-01)

The following two Program Exception Codes have expired, effective December 31, 2014 (per ACL 13–01). These Codes should no longer be used, unless for retroactive records:

- **03/316** – Parents caring for a child age 12 to 23 months and/or two children under age six.

- **03/317 –** Reengagement Process

In addition, CDSS has issued a new Tribal TANF Code:

- **XN** – Washoe Tribe of Nevada and California (WTNC) – for Amador County.

> ➢ Please refer to latest version of *Appendix 1 - TRAC Reference Codes v33 (January 2015)* to review further details of all the listed Exception Codes & Tribal TANF Code and their impact on the three different Time Clocks (TANF 60-Month, CalWORKs 48-Month, WTW 24-Month). This document can be viewed or downloaded (in either PDF or MS WORD format) from the WDTIP Web Site: http://www.wdtip.ca.gov/reference/systemdoc.shtml

> ➢ LEADER (Los Angeles County) and the CalWIN Consortia Systems (18 Counties) are now submitting Welfare to Work records (Welfare to Work Plan Sign Dates) to WDTIP – now there is a complete state-wide view of the WTW 24-Month Time Clock in the TRAC application for all 58 Counties.

> ➢ The CalWIN, C-IV, and LEADER Consortia Systems have all begun submitting all data records to WDTIP via Secured File Transfer Protocol. Security is a major concern for the Department of Health and Human Services Agency, to the OSI, as well as for our three Consortia Partners.

> ➢ Working with OTech on a database upgrade to DB2 Version 10, the WDTIP Team successfully implemented this upgrade into production and this upgrade was transparent to the end user as it only impacted the back end of the TRAC application.

> ➢ Reminder: With ACL 06-27 – the elimination of WTW Durational Sanctions took effect on July 12, 2006. The only WTW Sanction Code to be used in TRAC for tracking WTW Sanctions must be 02/200. This means that the Exception Codes 02/201 and 02/202 – should no longer be used for tracking WTW Sanctions in the TRAC system.

COUNTY WDTIP CONTACTS

The WDTIP County Contacts List is located in the WDTIP Web Site's *County Contact* section. The Contacts List is updated quarterly - if you have any changes to the current WDTIP County Contacts List, please contact the WDTIP Help Desk.

CDSS CONTACTS

WDTIP Time Limit Policy questions should be directed to Haunani Pakaki at haunani.pakaki@dss.ca.gov or (916) 654 – 1322 and Shawn Dorris at shawn.dorris@dss.ca.gov

WDTIP Welfare-to-Work Policy questions should be directed to the CDSS Employment Bureau at (916) 654 - 2137.

WDTIP HELP DESK

The WDTIP Help Desk's e-mail address: wdtip2@osi.ca.gov
Please remember the WDTIP Help Desk was established as a second-level response for County WDTIP issues. It is an expectation that your Consortia Help Desk be the first contact when trying to resolve WDTIP related issues.

When calling the WDTIP Help Desk regarding a processing or transaction problem, please provide the following that will assist in issue resolution:

➢ Provide the CIN (Please Note: ***DO NOT send SSN information* electronically due to data security concerns.**)
➢ TRAC screen prints and/or other appropriate examples. When possible, it is very helpful to also provide examples of the record(s) before the problem occurred.
➢ Batch Number and Batch Date in which the transactions were sent.
➢ Related Exception information.
➢ Any other information that will assist in issue resolution.

WDTIP TRAINING

TRAC Web Based Training (WBT) modules are available at the WDTIP Web Site. Training includes, but is not limited to: updating Program Participation, updating Child Support Reimbursements, Time Clock screens, and an overview of the TRAC screens. To review the training modules, please visit: http://www.wdtip.ca.gov/login.shtml

Please note, due to an internal security audit, County users will need a User ID and Password to access the WBT modules. Feel free to contact the WDTIP Help Desk for this information.

REMINDERS

➢ WDTIP website address: http://www.wdtip.ca.gov/
➢ WDTIP Help Desk toll-free number is (877) 365 - 7378.
➢ WDTIP Help Desk fax number is (916) 263 – 3419
➢ WDTIP Staff hours are 8:00 a.m. to 5:00 p.m. - Monday through Friday.

ACL's ADRESSED IN THIS BULLETIN

ACL 13-01:
http://www.dss.cahwnet.gov/lettersnotices/entres/getinfo/acl/2013/13-01.pdf

ACL 14-48:
http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acl/2014/14-48.pdf

ACL 15-01:
http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acl/2015/15-01.pdf

ACL 06-27:
http://www.dss.cahwnet.gov/lettersnotices/entres/getinfo/acl06/pdf/06-27.pdf