Tribal TANF

Welfare Data Tracking Implementation Project

Permissions Needed to Update Tribal TANF

- The County worker must have MED's update capability in order to update Tribal TANF.
- Tribal TANF is entered through the Non-California Participation Update (UNCP) screen.
- The County must have UNCP update capability.
- A County may only update their own county records.

UNCP Screen

- The UNCP Screen is used to view and update:
 - Non-California cash program participation.
 - Tribal TANF providers for an individual.

Valid Tribal TANF Codes

- Valid Tribal TANF Codes must be used when updating Tribal TANF records.
- Valid Tribal TANF Codes are maintained in the TRAC Reference Codes. TRAC Reference Codes are maintained on the WDTIP website:

https://www.wdtip.ca.gov

Tribal TANF Codes

- Valid Tribal TANF Codes are shown in the "Tribal TANF Codes" section of the TRAC Reference Guide.
- A portion of the Tribal TANF codes are shown below.

STATE CODE	TRIBAL TANF PROVIDER	LOCATION	STATE TANF DATE
X1	Southern California Tribal Chairmen's Association (SCTCA)	San Diego County & Santa Barbara County	1998-03-01
X2	Torres Martinez Tribal TANF (TMTT)	Riverside County	2001-08-01

TRAC Navigation

- TRAC is accessed through the MEDS system.
- At the MEDS Main Menu, type "Y" at the Menu Option line, and then hit the ENTER key. This will allow you to access the TRAC production system.

MEDS Inquiry Request Menu

MENU	** INQUIRY REQUEST MENU **
OPTION ?	
(F12)	R = INQR - MEDS CLIENT INQUIRY BY ID NUMBER
(F22)	N = INQN - STATEWIDE INQUIRY FOR FILE CLEARANCE
(F23)	W = INQW - WHOLE CASE INQUIRY (CASE MEMBER INQUIRY)
(F21)	X = INXR - CROSS REFERENCE FILE INQUIRY
	S = SOCR - SHARE OF COST SPENDDOWN CASE MEMBERS/STATUS
	P = - MEDS IMMEDIATE NEED ELIGIBLE RECORD (FUTURE)
	T = INXT - MEDS IMMEDIATE NEED COUNTY ID CROSS REFERENCE
(F2O)	A = INWA - MEDS WORKER ALERTS
	H = HOLD - MEDS WORKER ALERTS FOR "HOLD" RECORDS
(F11)	M = MOPI - MEDS ONLINE POS INQUIRY
(F19)	I = IEVS - INCOME AND ELIGIBILITY VERIFICATION SYSTEM MENU
	G = HEMI - HEALTH ACCESS PROGRAMS INQUIRY MENU (CCS/GHPP)
	<pre>K = IAPP - APPLICATION TRACKING INQUIRY MENU</pre>
	O = HOME - HOMELESS ASSISTANCE PROGRAM MENU
	Q = SOLQ - SOCIAL SECURITY STATE ONLINE QUERY (SOLQ) REQUEST
	<pre>V = HIAR - HEALTH INSURANCE SYSTEM MENU (ACTION REQUEST MENU)</pre>
	Y = TRAC - TRAC INFORMATION SYSTEM MAIN MENU (PRODUCTION)
	Z = TRAT - TRAC INFORMATION SYSTEM MAIN MENU (TRAINING)
FOR DET	AILED EXPLANATIONS OF THE INQUIRY OPTIONS LISTED PRESS F13
4 <u>B</u>	Ø:00.1 03/13

TRAC Main Menu

TRAC TF	RAC INFORMATION SYSTEM MAIN MENU					
INQUIRY SCREEN NAME 1. INDIVIDUAL INQUIRY 2. INDIVIDUAL DETAIL 3. ALTERNATE IDENTITY 4. COUNTY SUMMARY 5. PROGRAM SUMMARY 6. DIVERSION SUMMARY 7. EXCEPTIONS SUMMARY 8. TIME CLOCKS SUMMARY 9. WELFARE TO WORK SUMMARY 10. TANF 60-MONTH CALENDAR 11. CAL 60-MONTH CALENDAR 12. WTW 24-MONTH CALENDAR	IDET14. DIVERSION UPDATEALID15. CHILD SUPPORT REIMB UPDATEKSUM16. SUPPORTIVE SERVICES UPDATEPSUM17. PROGRAM PARTICIPATION UPDATE	ID UNCP UDIV UCSR USSO UPRG UPEX				
SELECT A SC	REEN NUMBER AND PRESS ENTER :					
F1=HELP F3=EXIT F11=MEDS						

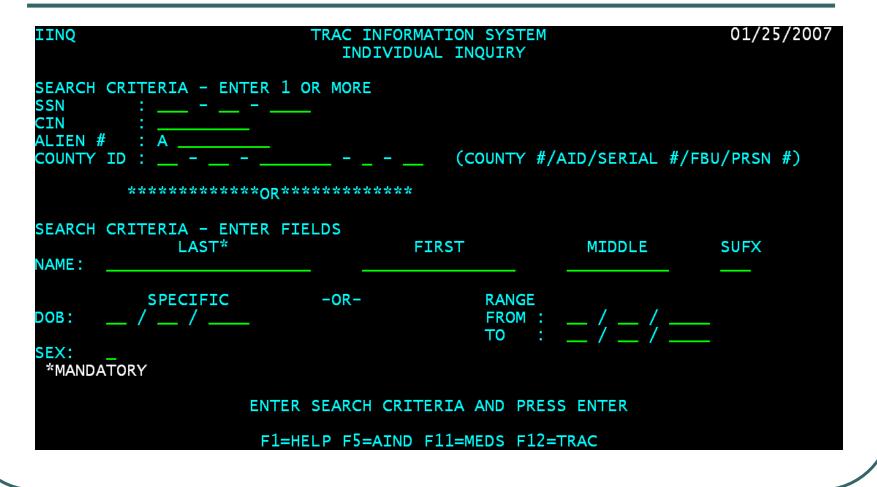
TRAC Navigation

- On TRAC's Main Menu, enter 13 on the screen number line and then hit the ENTER key for the Non-CAL Participation Update Screen.
- Before TRAC displays the Non-CAL Participation Update screen, you will need to identify the correct individual to TRAC.
- TRAC will display the Individual Inquiry (IINQ) screen. You may search by individual by CIN, SSN, Last Name, etc.

Select Individual

- On the IINQ Screen, enter the CIN, the Social Security Number, or your search criteria for the individual.
- Match(es) that meet your selection criteria will be displayed.
- ISUM will display one or more individuals that meet your search criteria.

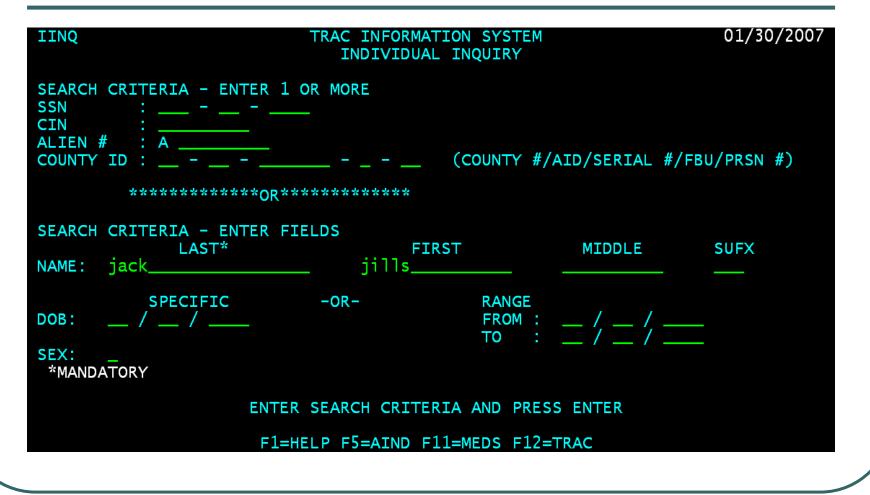
IINQ Screen



IINQ Search Results by CIN

ISUM TRAC INFORMATION SYSTEM INDIVIDUAL RESPONSE SUMMARY	01/30/2007
LAST : SUFX : CIN	: 72996371H
FIRST :DOB :/SSNMIDDLE :SEX :ALIEN#	
**** 01 MATCH(ES) FOUND ON CIN	PAGE: 01/01
SEL CIN/ SSN/ LAST NAME/ MIDDLE, ALIEN# COUNTY # FIRST NAME DOB	/ SUFX/ SEX
_ 72996371H 543-54-5335 ЈАСК	
19 JILLS 09/10/2	1989 M
SELECT ONE AND PRESS ENTER F1=HELP F3=PREV F5=AIND F7=UP F8=DOWN F9=IDET F11=MEDS F1	12=TRAC

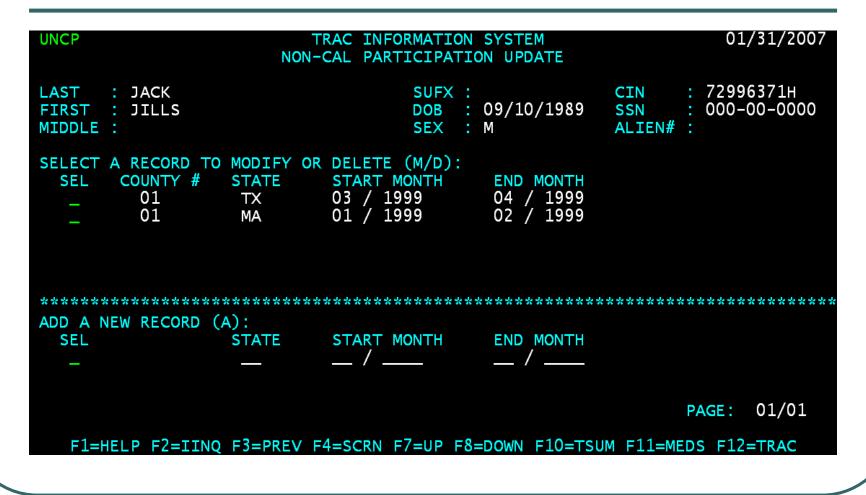
IINQ Search by Name



IINQ Search Results by Name

	INFORMATION SYSTEM DUAL RESPONSE SUMMARY	01/30/2007
LAST : JACK FIRST : JILLS	SUFX : DOB : / /	CIN : SSN :
MIDDLE : **** 01 MATCH(ES) FOUND ON NAM SEL CIN/ SSN/	SEX : /E *************** LAST NAME/	ALIEN# : ***** PAGE: 01/01 MIDDLE/ SUFX/
ALIEN# COUNTY # _ 72996371H 543-54-5335	FIRST NAME	DOB SEX
19	JILLS	09/10/1989 M
SELECT F1=HELP F3=PREV F5=AIND F	FONE AND PRESS ENTER F7=UP F8=DOWN F9=IDET F11	-=MEDS F12=TRAC

UNCP Screen



UNCP Screen Fields

- County # represents the county who owns the record.
- State represents the California Tribal TANF provider or the State where an individual received non-California welfare benefits.
- Start & End Month represents the period of the aid.

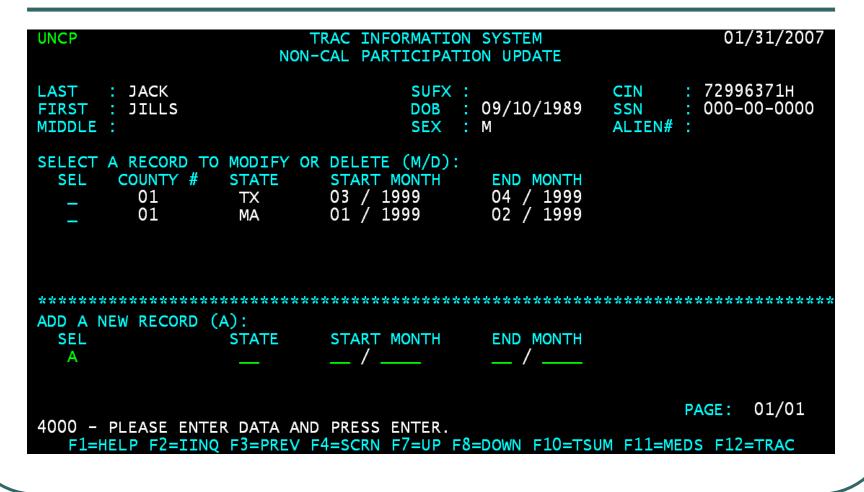
Tribal TANF Codes Start with X

- The Tribal TANF Codes will be used in the "state" field of the UNCP screen.
- The Tribal TANF Codes begins with a letter "X" followed by a number or alpha character.
- The Tribal TANF provider description and location information in the TRAC reference codes may be used to identify the proper "state" code.

How to Add Tribal TANF

 At the "Add a New Record" Section of the UNCP screen, type the letter "A" in the "SEL" field.

Enter A in the SEL Field



Enter Tribal TANF Data

UNCP	TRAC INFORMATI NON-CAL PARTICIPA		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :	SUFX DOB SEX	: 09/10/1989 <mark>S</mark>	IN : 72996371H SN : 000-00-0000 _IEN# :
	MODIFY OR DELETE (M/D) STATE START MONTH TX 03 / 1999 MA 01 / 1999	: END MONTH 04 / 1999 02 / 1999	
**************		****	******
ADD A NEW RECORD (A SEL A	STATE START MONTH x2 01 / 2000	END MONTH 01 / 2000	
	DATA AND PRESS ENTER. F3=PREV F4=SCRN F7=UP	F8=DOWN F10=TSUM F	PAGE: 01/01 F11=MEDS F12=TRAC

Type Y to Add Record

UNCP		TRAC INFORMATION -CAL PARTICIPATI		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :			09/10/1989 M	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SELECT A RECORD T SEL COUNTY # _ 01 _ 01 _ 01	O MODIFY OF STATE TX MA	R DELETE (M/D): START MONTH 03 / 1999 01 / 1999	END MONTH 04 / 1999 02 / 1999	
**************************************	*********** (A): STATE	**************************************	**************************************	* * * * * * * * * * * * * * * * * * * *
A	X2	01 / 2000	01 / 2000	
ADD RECORD (Y/N)?				PAGE: 01/01
FI=HELP F2=IIN	Q F3=PREV	-4=SCRN F/=UP F8	S=DOWN F10=TSU	JM F11=MEDS F12=TRAC

Record Successfully Added

UNCP	TRAC INFORMATION		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :	SUFX DOB SEX	09/10/1989	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SEL COUNTY #	MODIFY OR DELETE (M/D): STATE START MONTH X2 01 / 2000 TX 03 / 1999 MA 01 / 1999		
**************************************	**************************************	*****	*****
SEL -	STATE START MONTH	END MONTH	
1070 - RECORD ADDE			PAGE: 01/01
	F3=PREV F4=SCRN F7=UP F	8=DOWN F10=TSU	JM F11=MEDS F12=TRAC

How to Modify Tribal TANF

 Type the letter "M" in the "SEL" field of the record to be modified and then hit the ENTER key.

Record Ready for Modification

UNCP	TRAC INFORMATION SYSTEM N-CAL PARTICIPATION UPDATE	01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :	SUFX : DOB : 09/10/1989 SEX : M	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SELECT A RECORD TO MODIFY (SEL COUNTY # STATE M 01 X2 _ 01 TX _ 01 MA	DR DELETE (M/D): START MONTH END MONTH 01 / 2000 01 / 2000 03 / 1999 04 / 1999 01 / 1999 02 / 1999	
**************************************	START MONTH END MONTH	* * * * * * * * * * * * * * * * * * * *
1700 - PLEASE MODIFY DATA		PAGE: 01/01
	F4=SCRN F7=UP F8=DOWN F10=TSU	JM F11=MEDS F12=TRAC

End Month Modified

UNCP		AC INFORMATION AL PARTICIPATI		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :		SUFX : DOB : SEX :	09/10/1989	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SELECT A RECORD SEL COUNTY # M 01 _ 01 _ 01 _ 01	STATE X2 TX	DELETE (M/D): START MONTH 01 / 2000 03 / 1999 01 / 1999	END MONTH 02 / 2000 04 / 1999 02 / 1999	
**************************************		**************************************	END MONTH	* * * * * * * * * * * * * * * * * * * *
MODIFY RECORD (Y, F1=HELP F2=II	-	=SCRN F7=UP F8	=DOWN F10=TSU	PAGE: 01/01 JM F11=MEDS F12=TRAC

Type Y to Modify Record

UNCP		AC INFORMATION AL PARTICIPATI		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :		SUFX : DOB : SEX :	09/10/1989 M	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SELECT A RECORD SEL COUNTY # M 01 _ 01 _ 01 _ 01	STATE S X2 (TX (DELETE (M/D): START MONTH D1 / 2000 D3 / 1999 D1 / 1999	END MONTH 02 / 2000 04 / 1999 02 / 1999	
**************************************		**************************************	**************************************	*****
MODIFY RECORD (Y, F1=HELP F2=II	•	=SCRN F7=UP F8	=DOWN F10=TSU	PAGE: 01/01 JM F11=MEDS F12=TRAC

Record Successfully Modified

UNCP	TRAC INFORMA NON-CAL PARTICI		01/31/2007
LAST : JACK FIRST : JILLS MIDDLE :	SU DO SE	· · ·	CIN : 72996371H SSN : 000-00-0000 ALIEN# :
SELECT A RECORD TO SEL COUNTY # _ 01 _ 01 _ 01 _ 01	MODIFY OR DELETE (M/ STATE X2 01 / 2000 TX 03 / 1999 MA 01 / 1999	H END MONTH 02 / 2000	
		* * * * * * * * * * * * * * * * * * *	* * * * * * * * * * * * * * * * * * * *
ADD A NEW RECORD (SEL —	STATE START MONT	H END MONTH	
	FIED SUCCESSFULLY. F3=PREV F4=SCRN F7=U	P F8=DOWN F10=TSU	PAGE: 01/01 M F11=MEDS F12=TRAC

Record Deletion

 Type the letter "D" in the "SEL" record for the record to be deleted and then hit the ENTER key.

Type Y to Delete Record

UNCP	NCP TRAC INFORMATION SYSTEM 01/31/200 NON-CAL PARTICIPATION UPDATE						
LAST : JACK FIRST : JILLS MIDDLE :	SUFX : DOB : 09/10/1989 SEX : M	CIN : 72996371H SSN : 000-00-0000 ALIEN# :					
SELECT A RECORD TO MODIFY SEL COUNTY # STATE D 01 X2 _ 01 TX _ 01 MA	OR DELETE (M/D): START MONTH END MONTH 01 / 2000 02 / 2000 03 / 1999 04 / 1999 01 / 1999 02 / 1999						
**************************************	**************************************	* * * * * * * * * * * * * * * * * * * *					
DELETE RECORD (Y/N)? _ F1=HELP F2=IINQ F3=PRE	V F4=SCRN F7=UP F8=DOWN F10=TS	PAGE: 01/01 UM F11=MEDS F12=TRAC					

Record Successfully Deleted

UNCP	01	01/31/2007					
LAST : JACK FIRST : JILLS MIDDLE :			09/10/1989 м		96371H -00-0000		
SELECT A RECORD TO SEL COUNTY # _ 01 _ 01 _ 01	STATE STAR TX 03 /	TE (M/D): T MONTH 1999 1999	END MONTH 04 / 1999 02 / 1999				

SEL _	STATE STAR	T MONTH	END MONTH				
1080 - RECORD DELE F1=HELP F2=IINC	TED SUCCESSFULL F3=PREV F4=SCR		DOWN F10=TSL	PAGE: JM F11=MEDS F12	01/01 2=TRAC		

Time Clock Recalculations

- Tribal TANF records added, modified, or deleted requires an update on the time clock calculations.
- The time clock update will occur a day after the Tribal TANF modification was made.

Conclusion

 This training module provides an overview of adding, modifying, or deleting a Tribal TANF record.