

Child Support Reimbursement

Welfare Data Tracking
Implementation Project

Permissions Needed to Update Child Support Reimbursement

- The County worker must have MED's update capability in order to update Child Support Reimbursement.
- Child Support Reimbursement is entered through the Child Support Reimbursement Update (UCSR) screen.
- The County must have UCSR update capability.
- The County may only update their own county records.

Child Support Reimbursement Policy

- All County Letter 02-74, issued October 1, 2002, states that the “cumulative child support recoupment will be applied to the earliest unreimbursed month(s) of aid, on or after January 1998, and moving forward as each month’s grant is abated”.

UCSR Screen

- The UCSR Screen is used to view and update collections of child support that fully reimburses the aid payment made in a specific month.

TRAC Navigation

- TRAC is accessed through the MEDS system.
- At the MEDS Main Menu, type “Y” at the Menu Option line, and then hit enter. 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
(F20) 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)
K = IAPP - APPLICATION TRACKING INQUIRY MENU
O = HOME - HOMELESS ASSISTANCE PROGRAM MENU
V = HIAR - HEALTH INSURANCE SYSTEM MENU (ACTION REQUEST MENU)
Y = TRAC - TRAC INFORMATION SYSTEM MAIN MENU (PRODUCTION)
Z = TRAT - TRAC INFORMATION SYSTEM MAIN MENU (TRAINING)

FOR DETAILED EXPLANATIONS OF THE INQUIRY OPTIONS LISTED PRESS F13

TRAC Main Menu

TRAC

TRAC INFORMATION SYSTEM
MAIN MENU

	INQUIRY SCREEN NAME	ID		UPDATE SCREEN NAME	ID
1.	INDIVIDUAL INQUIRY	IINQ	13.	NON-CAL PARTICIPATION UPDATE	UNCP
2.	INDIVIDUAL DETAIL	IDET	14.	DIVERSION UPDATE	UDIV
3.	ALTERNATE IDENTITY	ALID	15.	CHILD SUPPORT REIMB UPDATE	UCSR
4.	COUNTY SUMMARY	KSUM	16.	SUPPORTIVE SERVICES UPDATE	USSO
5.	PROGRAM SUMMARY	PSUM	17.	PROGRAM PARTICIPATION UPDATE	UPRG
6.	DIVERSION SUMMARY	DSUM	18.	EXCEPTION UPDATE	UPEX
7.	EXCEPTIONS SUMMARY	ESUM			
8.	TIME CLOCKS SUMMARY	TSUM			
9.	WELFARE TO WORK SUMMARY	WSUM			
10.	TANF 60-MONTH CALENDAR	TCAL			
11.	CAL 60-MONTH CALENDAR	KCAL			
12.	WTW 24-MONTH CALENDAR	WCAL			

SELECT A SCREEN NUMBER AND PRESS ENTER : __

F1=HELP F3=EXIT F11=MEDS

TRAC Navigation

- On TRAC's Main Menu, enter 15 on the screen number line and then hit the enter key for the UCSR Screen.
- Before TRAC displays the child support reimbursement records, 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                                TRAC INFORMATION SYSTEM
                                INDIVIDUAL INQUIRY

SEARCH CRITERIA - ENTER 1 OR MORE
SSN      :  _ _ - _ _ - _ _ _ _
CIN      :  _ _ _ _ _ _ _ _
ALIEN #   :  A _ _ _ _ _ _ _ _
COUNTY ID :  _ _ - _ _ - _ _ _ _ _ _ (COUNTY #/AID/SERIAL #/FBU/PRSN #)
```

*****OR*****

SEARCH CRITERIA - ENTER FIELDS

```
                LAST*                FIRST                MIDDLE                SUFX
NAME:  _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
```

```
                SPECIFIC                -OR-                RANGE
DOB:  _ _ / _ _ / _ _ _ _                FROM :  _ _ / _ _ / _ _ _ _
                TO :  _ _ / _ _ / _ _ _ _
```

```
SEX:  _
      *MANDATORY
```

ENTER SEARCH CRITERIA AND PRESS ENTER

F1=HELP F5=AIND F11=MEDS F12=TRAC

IINQ Search Results by CIN

```
ISUM                                TRAC INFORMATION SYSTEM
                                INDIVIDUAL RESPONSE SUMMARY

LAST   :                          SUFX :                          CIN   : 72996371H
FIRST  :                          DOB  :    /    /                      SSN   :    -    -
MIDDLE :                          SEX  :                               ALIEN# :
****  01 MATCH(ES) FOUND ON CIN ***** PAGE: 01/01
SEL    CIN/      SSN/      LAST NAME/  MIDDLE/  SUFX/
      ALIEN#     COUNTY #  FIRST NAME  DOB      SEX
-      72996371H   543-54-5335  JACK     09/10/1989  M
      19          JILLS

                                SELECT ONE AND PRESS ENTER
                                F1=HELP F3=PREV F5=AIND F7=UP F8=DOWN F9=IDET F11=MEDS F12=TRAC
```

```

IINQ                                TRAC INFORMATION SYSTEM
                                     INDIVIDUAL INQUIRY

SEARCH CRITERIA - ENTER 1 OR MORE
SSN      :  _ _ - _ _ - _ _
CIN      :  _ _ _ _
ALIEN #   :  A _ _ _ _
COUNTY ID :  _ _ - _ _ - _ _ - _ _ (COUNTY #/AID/SERIAL #/FBU/PRSN #)

```

```

SEARCH CRITERIA - ENTER FIELDS
                LAST*                FIRST                MIDDLE                SUFX
NAME:  jack_____jills_____

```

SPECIFIC

DOB: / /

-OR-

RANGE

FROM : / /

TO : / /

ENTER SEARCH CRITERIA AND PRESS ENTER

F1=HELP F5=AIND F11=MEDS F12=TRAC

IINQ Search Results by Name

```
ISUM                                TRAC INFORMATION SYSTEM
                                INDIVIDUAL RESPONSE SUMMARY

LAST   : JACK                     SUFFIX :
FIRST  : JILLS                    DOB    :   /   /
MIDDLE :                           SEX    :
****  01 MATCH(ES) FOUND ON NAME ***** PAGE: 01/01
SEL    CIN/      SSN/      LAST NAME/  MIDDLE/  SUFFIX/
      ALIEN#    COUNTY #  FIRST NAME  DOB      SEX
-      72996371H  543-54-5335 JACK      09/10/1989 M
                        19      JILLS
```

SELECT ONE AND PRESS ENTER
F1=HELP F3=PREV F5=AIND F7=UP F8=DOWN F9=IDET F11=MEDS F12=TRAC

UCSR Screen Fields

- County # - represents the county who owns the record.
- Effective Month – represents the month when the amount of aid was reimbursed by child support collected.

UCSR Screen

```
UCSR                                TRAC INFORMATION SYSTEM
                                CHILD SUPPORT REIMBURSEMENT UPDATE

LAST   : JACK                     SUX :                     CIN   : 72996371H
FIRST  : JILLS                    DOB  : 09/10/1989    SSN   :
MIDDLE :                          SEX  : M             ALIEN# :

SELECT A RECORD TO MODIFY OR DELETE (M/D):
SEL    COUNTY #    EFFECTIVE MONTH

*****
ADD A NEW RECORD (A):
SEL          EFFECTIVE MONTH
-            _ / _

                                PAGE: 01/01

1050 - NO DATA FOR THIS CIN ON THIS SCREEN.
F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC
```

How to Add Child Support Reimbursement

- At the “Add a New Record” Section of the UCSR screen, type the letter “A” for Add in the “SEL” field and then press the Enter key.
- Child Support Reimbursement records must be entered for a specific month and cannot use a date range.
- Effective month must be entered in MM/ YYYY format.

Enter A in the SEL Field

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):
SEL COUNTY # EFFECTIVE MONTH

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
A	/

PAGE: 01/01

4000 - PLEASE ENTER DATA AND PRESS ENTER.

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

Enter Effective Month

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):
SEL COUNTY # EFFECTIVE MONTH

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
A	04 / 2007

ADD RECORD (Y/N)?

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

Type Y to Add Record

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL COUNTY # EFFECTIVE MONTH

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
A	04 / 2007

ADD RECORD (Y/N)?

y

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

Record Successfully Added

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
-	01	04 / 2007

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-	__ / __

PAGE: 01/01

1070 - RECORD ADDED SUCCESSFULLY.

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

ESUM and 376 Record

- A child support reimbursement record entered online through the UCSR screen will also appear on the Time Clock Exception Summary (ESUM) screen .
- ESUM will display the record with an exception reason code of 376.

ESUM & 376 Record

ESUM

TRAC INFORMATION SYSTEM TIME CLOCK EXCEPTION SUMMARY

LAST : JACK
FIRST : JILLS
MIDDLE :

SUFY :
DOB : 09/10/1989
SEX : M

CIN : 72996371H
SSN :
ALIEN# :

SEL	REASON	DESCRIPTION	CTY	AID	SER	FBU	PRSN	START	END
-	376	Reimbursed child support	01	-	-	-	-	04/2007	04/2007

SELECT ONE AND PRESS ENTER

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F1=HELP F2=IINQ F3=PREV F4=SCRN F5=UPEX F7=UP F8=DN F10=TSUM F11=MEDS F12=TRAC

TRAC Reference Codes

- The TRAC Reference Codes under the Program Exception Reason Type Code section - identifies the impact a “376” exception code will have on the time clocks.

Program Exception Reason Type Code

- TANF 60 FG – Is the TANF 60-month clock ticking when this exception exists?
- CW 60 FLAG – Is the CalWORKs 60-month clock ticking when this exception exists?
- WTW 24 FLAG – Is the WTW 24-month clock ticking when this exception exists?

(Between January 01, 2013 – April 30, 2022)

For TANF 60-month and WTW 24-month clocks will continue to tick when there is a child support reimbursement record.

PGM EXC CD	PGM EXC RSN CD	START DATE	END DATE	PROGRAM EXCEPTION REASON NAME	PROGRAM EXCEPTION REASON TEXT	PGM EXC TANF 60 FG	PGM EXC CW 60 FG	PGM EXC WTW 24 FG	PGM EXC END DT FG
03	377	1/1/98		Grant Amount \$10 or <u>Less</u>	SYSTEM GENERATED- CalWORKs Exemption - Recipient does not Receive a Cash Grant Payment for the Month as Grant Amount is \$10 or <u>Less</u> .	Y	N	Y	N

How to Modify Child Support Reimbursement Record

- Type the letter “M” in the “SEL” field of the record to be modified and then select the ENTER key.

Record Ready for Modification

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
M	01	04 / 2007

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-----	-----------------

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1700 - PLEASE MODIFY DATA AND PRESS ENTER.

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

End Month Modified

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
M	01	03 / 2007

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-----	-----------------

MODIFY RECORD (Y/N)? _

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

Type Y to Modify Record

```
UCSR                                TRAC INFORMATION SYSTEM
                                CHILD SUPPORT REIMBURSEMENT UPDATE

LAST   : JACK                    SUXF :                      CIN   : 72996371H
FIRST  : JILLS                   DOB  : 09/10/1989    SSN   :
MIDDLE :                          SEX  : M           ALIEN# :

SELECT A RECORD TO MODIFY OR DELETE (M/D):
  SEL   COUNTY #   EFFECTIVE MONTH
  M      01        03 / 2007

*****
ADD A NEW RECORD (A):
  SEL           EFFECTIVE MONTH

MODIFY RECORD (Y/N)?  Y                                           PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC
```

Record Modified Successfully

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	:	JACK	SUF	:		CIN	:	72996371H
FIRST	:	JILLS	DOB	:	09/10/1989	SSN	:	
MIDDLE	:		SEX	:	M	ALIEN#	:	

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
-	01	03 / 2007

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-	-- / ----

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1090 - RECORD MODIFIED SUCCESSFULLY.

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.2

10/05

Record Deletion

- Type the letter “D” in the “SEL” record for the record to be deleted and then select the ENTER key.

Type D in SEL Field

```
UCSR                                TRAC INFORMATION SYSTEM
                                CHILD SUPPORT REIMBURSEMENT UPDATE

LAST      : JACK                SUFX   :                CIN      : 72996371H
FIRST     : JILLS              DOB    : 09/10/1989    SSN       :
MIDDLE    :                   SEX     : M          ALIEN#    :

SELECT A RECORD TO MODIFY OR DELETE (M/D):
  SEL    COUNTY #    EFFECTIVE MONTH
  D      01         03 / 2007

*****
ADD A NEW RECORD (A):
  SEL                EFFECTIVE MONTH

DELETE RECORD (Y/N)?  _

                                PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC
```

Type Y to Delete Record

```
UCSR                                TRAC INFORMATION SYSTEM
                                CHILD SUPPORT REIMBURSEMENT UPDATE

LAST   : JACK                     SUFX  :                      CIN   : 72996371H
FIRST  : JILLS                   DOB   : 09/10/1989    SSN   :
MIDDLE :                          SEX   : M          ALIEN# :

SELECT A RECORD TO MODIFY OR DELETE (M/D):
  SEL   COUNTY #   EFFECTIVE MONTH
  D      01        03 / 2007

*****
ADD A NEW RECORD (A):
  SEL           EFFECTIVE MONTH

DELETE RECORD (Y/N)?  y

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC
```


UCSR Record Deleted

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	: JACK	SUF	:	CIN	: 72996371H
FIRST	: JILLS	DOB	: 09/10/1989	SSN	:
MIDDLE	:	SEX	: M	ALIEN#	:

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL COUNTY # EFFECTIVE MONTH

ADD A NEW RECORD (A):

SEL EFFECTIVE MONTH

— / —

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1050 - NO DATA FOR THIS CIN ON THIS SCREEN.

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

UPEX & 376 Record Deletion

- A child support reimbursement record cannot be deleted through the Update Program Exceptions (UPEX) screen.
- An attempt to delete a 376 record through UPEX will generate a message that states “1380 – Cannot add, delete, or change this exception code via UPEX screen.”

376 Record Cannot be Deleted through UPEX

UPEX

TRAC INFORMATION SYSTEM EXCEPTION UPDATE

LAST	:	JACK	SUF	:		CIN	:	72996371H
FIRST	:	JILLS	DOB	:	09/10/1989	SSN	:	
MIDDLE	:		SEX	:	M	ALIEN#	:	

COUNTY ID : 01 - - - (COUNTY #/AID/SERIAL #/FBU/PRSN #)

EXCEPTION TYPE	:	03	EXCEPTION REASON	:	376
START DATE	:	04 / 01 / 2007	END DATE	:	04 / 30 / 2007
START MONTH	:	04 / 2007	END MONTH	:	04 / 2007

1380 - CANNOT ADD, DELETE OR CHANGE THIS EXCEPTION REASON CODE VIA UPEX SCREEN
F1=HELP F2=IINQ F3=PREV F4=SCRN F5=PREC F6=NREC F7=ADD F8=MOD F9=DEL
F10=TSUM F11=MEDS F12=TRAC

Scenario I



Scenario: One County Involved

- One County issues aid for the client.
- The County entered child support reimbursement for the earliest month of unreimbursed aid.
- KCAL will reflect an “E” for the reimbursed month. TCAL will reflect a “Y” for the reimbursed month.

PSUM: One County Issues Aid

PSUM

TRAC INFORMATION SYSTEM PROGRAM SUMMARY

LAST : M
FIRST : M
MIDDLE :

SUFY :
DOB : 04/30/1960
SEX : F

CIN : 72787191H
SSN : - -
ALIEN# :

SEL	CNVRTD	COUNTY	AID CD	SERIAL	FBU	PRSN	PROGRAM	START	END
=	Y	01	30	1234567	0	00	CALWORKS	03/2011	03/2011
-	Y	01	30	1234567	0	00	CALWORKS	02/2011	02/2011

OVERLAPPING PROGRAM PARTICIPATION : N
SELECT ONE AND PRESS ENTER

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F5=UPRG F7=UP F8=DN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

09/03

UCSR: One County Record

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	:	M	SUF	:		CIN	:	72787191H
FIRST	:	M	DOB	:	04/30/1960	SSN	:	- -
MIDDLE	:		SEX	:	F	ALIEN#	:	

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
=	01	02 / 2011

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-	-- / ----

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

10/05

TCAL: Feb Clock Flag “Y”

TCAL

TRAC INFORMATION SYSTEM
TANF 60-MONTH CALENDAR

LAST : M
FIRST : M
MIDDLE :

SUFFIX :
DOB : 04/30/1960
SEX : F

CIN : 72787191H
SSN : - -
ALIEN# :

TANF 60-MONTH TIME CLOCK START MONTH : 02/2011
TANF 60-MONTH TIME CLOCK END MONTH :
TANF 60-MONTHS USED : 002
NON-CAL MONTHS (INCLUDED IN MONTHS USED) : 000
EXCEPTION MONTHS : 000
REPAY MONTHS : 000

2011 JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC
 - Y Y - - - - - - - -

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

01/02

KCAL: Feb Clock Flag "E"

KCAL

TRAC INFORMATION SYSTEM
CALWORKS 60-MONTH CALENDAR

LAST :	SUFY :	CIN :
FIRST :	DOB :	SSN :
MIDDLE :	SEX :	ALIEN# :

CALWORKS 60-MONTH TIME CLOCK START MONTH : 02/2011
CALWORKS 60-MONTH TIME CLOCK END MONTH :
CALWORKS 60-MONTHS USED : 001
NON-CAL MONTHS (INCLUDED IN MONTHS USED) : 000
EXCEPTION MONTHS (EXCLUDES EXTENDER MOS) : 001
EXTENDER MONTHS (INCLUDED IN MONTHS USED) : 000
REPAY MONTHS : 000

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2011	-	E	Y	-	-	-	-	-	-	-	-	-

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

⌚ :00.1

01/02

Scenario II



Scenario: Multiple County Program Participation Records

- If a client has received aid from multiple counties, these records will be shown in the Program Summary (PSUM) screen.
- When multiple counties issued aid for the same period and only one county reflects a child support reimbursement record, the time clock will continue to tick for that month.

PSUM: Multiple County Aid

- County 01 has program participation for the period Feb to March 2011.
- County 10 has program participation for the period Jan to February 2011.
- There is one child support reimbursement record for February 2011 from one county.

PSUM: Multiple County Aid

PSUM

TRAC INFORMATION SYSTEM PROGRAM SUMMARY

LAST : M
FIRST : M
MIDDLE :

SUFFIX :
DOB : 04/30/1960
SEX : F

CIN : 72787191H
SSN : - -
ALIEN# :

SEL	CNVRTD	COUNTY	AID CD	SERIAL	FBU	PRSN	PROGRAM	START	END
=	Y	01	30	1234567	0	00	CALWORKS	03/2011	03/2011
-	Y	01	30	1234567	0	00	CALWORKS	02/2011	02/2011
-	Y	10	30	1234567	0	00	CALWORKS	02/2011	02/2011
-	Y	10	30	1234567	0	00	CALWORKS	01/2011	01/2011

OVERLAPPING PROGRAM PARTICIPATION : N
SELECT ONE AND PRESS ENTER

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F1=HELP F2=IINQ F3=PREV F4=SCRN F5=UPRG F7=UP F8=DN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

09/03

UCSR Screen

- The UCSR screen shows a child support reimbursement record for February 2011 from one county.
- There is no child support reimbursement record from the second county.
- The child support reimbursement record is reflected on the ESUM screen with an exception code of “376”.

UCSR Record for One County

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	:	M	SUF	:		CIN	:	72787191H
FIRST	:	M	DOB	:	04/30/1960	SSN	:	- -
MIDDLE	:		SEX	:	F	ALIEN#	:	

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
=	01	02 / 2011

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-	-- / ----

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

10/05

TANF and CalWORKs Flags

- Two counties issued aid for Feb 2011.
- TCAL and KCAL shows Y for Feb 2011 indicating months counted towards the TANF and CalWORKs 60-month clocks.
- UCSR shows one record for Feb 2011.

TCAL: March 2011 Flag

TCAL

TRAC INFORMATION SYSTEM
TANF 60-MONTH CALENDAR

LAST : M
FIRST : M
MIDDLE :

SUFFIX :
DOB : 04/30/1960
SEX : F

CIN : 72787191H
SSN : - -
ALIEN# :

TANF 60-MONTH TIME CLOCK START MONTH : 01/2011
TANF 60-MONTH TIME CLOCK END MONTH :
TANF 60-MONTHS USED : 003
NON-CAL MONTHS (INCLUDED IN MONTHS USED) : 000
EXCEPTION MONTHS : 000
REPAY MONTHS : 000

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2011	Y	Y	Y	-	-	-	-	-	-	-	-	-

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

01/02

KCAL: March 2011 Flag

KCAL

TRAC INFORMATION SYSTEM CALWORKS 60-MONTH CALENDAR

LAST :	SUFFIX :	CIN :
FIRST :	DOB :	SSN :
MIDDLE :	SEX :	ALIEN# :

CALWORKS 60-MONTH TIME CLOCK START MONTH : 01/2011
CALWORKS 60-MONTH TIME CLOCK END MONTH :
CALWORKS 60-MONTHS USED : 003
NON-CAL MONTHS (INCLUDED IN MONTHS USED) : 000
EXCEPTION MONTHS (EXCLUDES EXTENDER MOS) : 000
EXTENDER MONTHS (INCLUDED IN MONTHS USED) : 000
REPAY MONTHS : 000

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2011	Y	Y	Y	-	-	-	-	-	-	-	-	-

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

ESUM: One County Child Support Reimbursement Record

ESUM

TRAC INFORMATION SYSTEM TIME CLOCK EXCEPTION SUMMARY

LAST : M
FIRST : M
MIDDLE :

SUFY :
DOB : 04/30/1960
SEX : F

CIN : 72787191H
SSN : - -
ALIEN# :

SEL REASON DESCRIPTION
= 376 Reimbursed child support

CTY-AID-SER-FBU-PRSN START END
01- - - - 02/2011 02/2011

SELECT ONE AND PRESS ENTER

PAGE: 01/01

F1=HELP F2=IINQ F3=PREV F4=SCRN F5=UPEX F7=UP F8=DN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

09/03

Unticking the Clock for Multiple Program Participation Records

- To untick a clock when aid is issued by multiple counties, each county in question must have a child support reimbursement record for the period in question.
- If there is an existing child support reimbursement record from one county for an effective month, the next transaction can be submitted via the batch process or on-line.

UCSR: 2nd County Enters Record

- The Child Support Reimbursement Update (UCSR) screen allows multiple counties to enter a Child Support Reimbursement record (LD08) for a specific month.
- A county may have only one Child Support record for the month.

UCSR: Entering 2nd Child Support Reimbursement

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	:	M	SUF	:		CIN	:	72787191H
FIRST	:	M	DOB	:	04/30/1960	SSN	:	- -
MIDDLE	:		SEX	:	F	ALIEN#	:	

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
	01	02 / 2011

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
A	02 / 2011

PAGE: 01/01

4000 - PLEASE ENTER DATA AND PRESS ENTER.

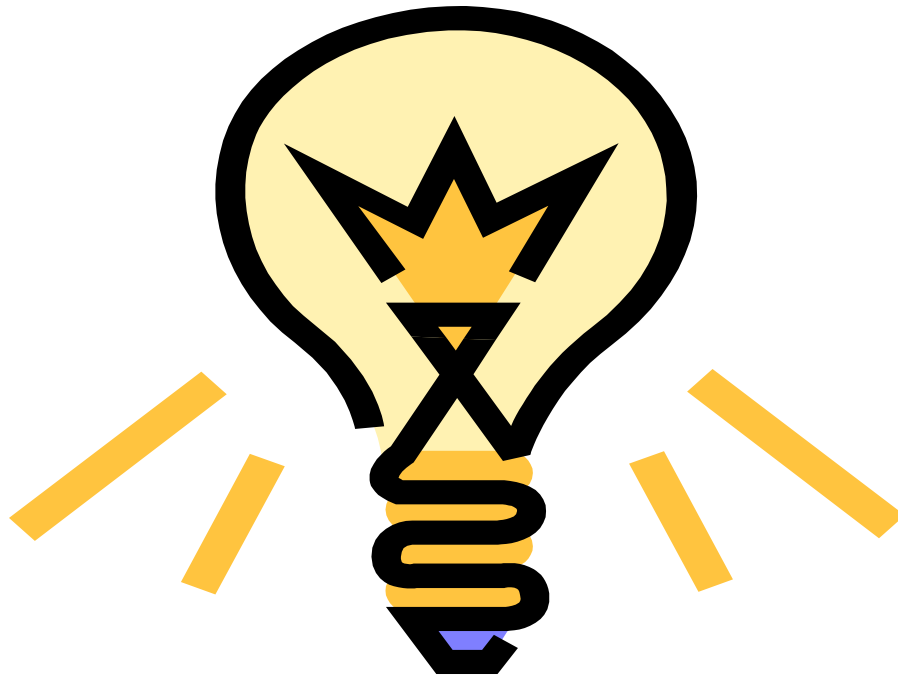
F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

01/02

Scenario III



County Attempts to Correct Child Support Reimbursement Record

- The county knows that the child support reimbursement record is incorrect.
- The county attempts to correct the record through UCSR screen.
- The county is not the county of record for the child support reimbursement.

UCSR Correction

UCSR

TRAC INFORMATION SYSTEM CHILD SUPPORT REIMBURSEMENT UPDATE

LAST	:	M	SUF	:		CIN	:	72787191H
FIRST	:	M	DOB	:	04/30/1960	SSN	:	- -
MIDDLE	:		SEX	:	F	ALIEN#	:	

SELECT A RECORD TO MODIFY OR DELETE (M/D):

SEL	COUNTY #	EFFECTIVE MONTH
=	01	02 / 2011

ADD A NEW RECORD (A):

SEL	EFFECTIVE MONTH
-	-- / ----

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F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

4B

:00.1

10/05

Time Clock Recalculations

- Child support reimbursement records added, modified, or deleted - require an update on the time clock calculations.
- The time clock update will occur the day after the child support reimbursement modification was made.

Conclusion

- This training module provides an overview of adding, modifying, or deleting a child support reimbursement record.