

*Child Support  
Reimbursement*

Welfare Data Tracking  
Implementation Project

# Permissions Needed to Update Child Support Reimbursement

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- 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

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- 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

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- 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

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- 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 48-MONTH CALENDAR         KCAL
12. WTW 24-MONTH CALENDAR        WCAL

                                SELECT A SCREEN NUMBER AND PRESS ENTER : __

                                F1=HELP F3=EXIT F11=MEDS

4B  :00.1 19/60
```

# TRAC Navigation

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- 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

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- 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

4B  @:00.1  05/14
```

# 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 Search by Name

```
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:  jack_____ jills_____ _____ _____
                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 Name

```
ISUM                                TRAC INFORMATION SYSTEM
                                INDIVIDUAL RESPONSE SUMMARY
LAST   : JACK                      SUFX  :
FIRST  : JILLS                     DOB   : / /
MIDDLE :                            SEX   :
****  01 MATCH(ES) FOUND ON NAME ***** 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

## UCSR Screen Fields

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- 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                  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

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

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

                                PAGE: 01/01
```

# 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                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

*****
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                    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

*****
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                  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

*****
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                  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
  -       01        04 / 2007

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

1070 - RECORD ADDED SUCCESSFULLY.
F1=HELP F2=IINQ F3=PREV F4=SCRN F7=UP F8=DOWN F10=TSUM F11=MEDS F12=TRAC

                                PAGE: 01/01
```

## ESUM and 376 Record

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- 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.



# TRAC Reference Codes

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- 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

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- TANF 60 FG – Is the TANF 60-month clock ticking when this exception exists?
- CW 48 FLAG – Is the CalWORKs 48-month clock ticking when this exception exists?
- WTW 24 FLAG – Is the WTW 24-month clock ticking when this exception exists?

*(After January 01, 2013)*

**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 48 FG	PGM EXC WTW 24 FG	PGM EXC END DT FG
03	376	1/1/98		Reimbursed Child Support	SYSTEM GENERATED- CalWORKs Exemption - Any Month in which the Cost of the Aid is Fully Reimbursed by Child Support	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                  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
  M    01       04 / 2007

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

                                PAGE: 01/01

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                     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
  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                    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
  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                    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
  --   -
   =     01         03 / 2007

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

                                PAGE: 01/01

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                    SUFFIX :                      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                    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

*****
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
```

## 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                      SUFX     :                      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

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## 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.



# UCSR: One County Record

```
UCSR                                TRAC INFORMATION SYSTEM
                                CHILD SUPPORT REIMBURSEMENT UPDATE

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

TANF 60-MONTHS USED INCLUDES NON-CONVERTED DATA : N

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

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



# Scenario II

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## 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.



## UCSR Screen

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- 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                      SUFX      :                      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 48-month clocks.
- UCSR shows one record for Feb 2011.







# 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: 2<sup>nd</sup> 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.



# Scenario III

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## 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                      SUFX      :                      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
```

# Time Clock Recalculations

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- 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

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