



ALERT GLOSSARY

The new GAIN Alert Glossary provides an updated list of the currently used alert codes, names and description. The alerts generated by the GEARS system are key to GAIN case management and provide a valuable tool for all GAIN case management staff. The enhanced alert glossary provides GEARS users with the specific actions required for each alert, which in turn assists in having cases current, thus ensuring that participants remain actively engaged in an approved Welfare-to-Work activity.

Alert Glossary

| Table Code | Mainframe Description |
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| AD01 | <p>Additional Transportation Warrant Cancel ALERT MEANING: The auditor controller canceled an additional transportation warrant authorized on MATE and created an underpayment. GSW ACTION REQUIRED: If the need for transportation issuance still exists, cancel the original authorization request for transportation, and re-authorize it via the MATE screen.</p> |
| AN05 | <p>Verify Ancillary Expense ALERT MEANING: Ten (10) calendar days have passed since an ancillary expense was authorized on MAEA and the Verified Date field has not yet been updated. GSW ACTION REQUIRED: If ancillary receipts have been received, the GSW updates MAEA with the correct amount and the verified date. If receipts have not been received, the GSW needs to take action to obtain them from the participant by scheduling the GN 6046 for an overpayment appointment.</p> |
| AN06 | <p>Approval Req From GSS-ANC ALERT MEANING: An ancillary expense has been authorized on MAEA and it requires GSS's approval. GSS ACTION REQUIRED: The GSS reviews the case to determine whether the ancillary authorization should be approved. If the expense is approvable, the GSS updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the GSS instructs the GSW to cancel the ancillary authorization.</p> |
| AN07 | <p>Approval Req From DRA-ANC ALERT MEANING: An ancillary expense has been authorized on MAEA and it requires DRA's approval. DRA ACTION REQUIRED: The DRA reviews the case to determine whether the ancillary authorization should be approved. If the expense is approvable, the DRA updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the DRA informs the GSS and the GSS instructs the GSW to cancel the ancillary authorization.</p> |
| AN08 | <p>Approval Reviewer RQ-ANC ALERT MEANING: An ancillary expense has been authorized on MAEA by a contracted case manager and it requires a County review. COUNTY GSW/REVIEWER ACTION REQUIRED: The County GSW/reviewer reviews the case to determine whether the ancillary authorization should be approved. If the expense is approvable, the County GSW/reviewer updates the Authorization Maintenance screen and enters her/his initials as the county reviewer. If the expense is denied, the County GSW/reviewer requests that the contracted case manager cancel the ancillary authorization.</p> |
| AN09 | <p>Approval Req From Contracted GSS-ANC ALERT MEANING: An ancillary expense has been authorized on MAEA and it requires Contracted GSS's approval. GSS ACTION REQUIRED: The Contracted GSS reviews the case to determine whether the ancillary authorization should be approved. If the expense is approvable, the Contracted GSS updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the Contracted GSS instructs the Contracted GSW to cancel the ancillary authorization.</p> |

| Table Code | Mainframe Description |
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| AP01 | <p>Appraisal No Show Start Non-Compliance ALERT MEANING: Participant did not show for their Appraisal appointment. GSW ACTION REQUIRED: Contact the participant to verify if there exists good cause for not attending appraisal appointment. If good cause does not exist, update IAPP screen with no show, initiate the non-compliance process and document case on the MGPA screen.</p> |
| AP02 | <p>CalWORKs Terminated/Case Assigned to APP ALERT MEANING: Participants CalWORKs case has been terminated and participant has been assigned to n Alternate Provider Agency (APP). SCREENS TO CHECK: Verify the termination date and status on ICAS screen.</p> |
| AP03 | <p>Participant Becomes NC/Case Assigned to APP ALERT MEANING: Participants has entered Non-Compliance and participant has been assigned to n Alternate Provider Agency (APP). SCREENS TO CHECK: Verify the status of non-compliance on ICMS screen.</p> |
| AP05 | <p>CHG School Status MGA2 ALERT MEANING: Participants school status has changed and needs to be updated. SCREENS TO CHECK: Verify the status on IAPP and change current school status on MGA2.</p> |
| AP06 | <p>Actual End Date Deleted ALERT MEANING: Participants component actual end date has been deleted. SCREENS TO CHECK: Review on IPCA and MCAT for actual end date status.</p> |
| AP07 | <p>APP Paying Stage2 CC-Check MSTC ALERT MEANING: The APP has picked up a child-care request and authorized child-care payment under stage 2 funding. GSW ACTION REQUIRED: Check the MSTC screen to review the child-care payment and ensure that the child-care is authorized through the end of the component.</p> |
| AP08 | <p>APP Paying Stage1 CC-Check MCCS ALERT MEANING: The APP has picked up a child-care request and authorized child-care payment under stage 1 funding. GSW ACTION REQUIRED: Check the MAOC/MCCS screens to review the child-care payment and ensure that the child-care is authorized through the end of the component.</p> |
| AP11 | <p>CC Requested, Add Component ALERT MEANING: The participant requested for child-care supportive services and a component should be added. GSW ACTION REQUIRED: Check the IPCA/MCSC screen to verify if a new component has been added. The GSW must verify the participant's current activity, add a new component (if applicable), and request child-care (ST1-01) for the participant.</p> |
| AP12 | <p>Participant Approved for Stage 1 Child Care ALERT MEANING: The participant's stage 1 child-care was approved and authorized by the APP. GSW ACTION REQUIRED: Check the MAOC/MCCS screen to review the child-care authorization and ensure that the payment has been made correctly.</p> |

| Table Code | Mainframe Description |
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| AP13 | <p>Participant Approved for Stage 2 Child Care ALERT MEANING: The participant's stage 2 child-care was approved and authorized by the APP. GSW ACTION REQUIRED: Check the MSTC screen to review the child-care authorization and ensure that the payment has been made correctly.</p> |
| AP14 | <p>Participant No Longer Eligible for Child Care ALERT MEANING: The APP notifies the GSW that the participant is no longer eligible for child care. GSW ACTION REQUIRED: Check the MCCS/MAOC/MSTC screen to verify if the participant's child-care has been ended correctly.</p> |
| AP15 | <p>Check on Actual End Date ALERT MEANING: The actual end date was updated by a GEARS user and that date is less than the original expected end date. SCREENS TO CHECK: Check the MASO, MAST or MCAT to ensure the end date of a component matches with the end date that shows on the paperwork in the case i.e. GN6006.</p> |
| AP16 | <p>Check on Expected End Date ALERT MEANING: This alert is to notify the APP that the expected end date was updated by a GEARS user and that the new expected end date is not the same as the original expected end date. SCREENS TO CHECK: Check the MASO, MAST or MCAT to verify the new expected end date and make sure it matches with the date that shows on the paperwork in the case i.e. GN6006.</p> |
| AP17 | <p>Check Participant Address ALERT MEANING: Participant's address was updated by GEARS and/or LEADER. SCREENS TO CHECK: Check the MASO, MAST or MCAP to ensure the participant's address is correct. If the case no longer belongs to the current APP, approve child-care and transfer case to appropriate APP.</p> |
| AP18 | <p>Check Participant Phone ALERT MEANING: Participant's home or message phone was updated by GEARS and/or LEADER. SCREENS TO CHECK: Check the MASO, MAST or MCAT to review the new change.</p> |
| AP19 | <p>Check New Component Added ALERT MEANING: GEARS user has added a new component on the IPCA screen. SCREENS TO CHECK: Check MASO, MAST or IPCA to ensure the component has been updated.</p> |
| AP20 | <p>Check New Conciliation Added ALERT MEANING: The participant is in the non-compliance process. SCREENS TO CHECK: Check MASO, MAST or ICMS to review the participant's conciliation status.</p> |

| Table Code | Mainframe Description |
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| AP21 | <p>Check Participant Sanction ALERT MEANING: The participant has been sanctioned and will be excluded from the CalWORKs program. SCREENS TO CHECK: Check MASO, MAST or ICMS. If the participant has been sanctioned, the child-care should be cancelled.</p> |
| AP22 | <p>Check Child Eligible Status ALERT MEANING: The child's eligibility for CalWORKs benefits has changed. SCREENS TO CHECK: Check MASO, MAST or ICAC. If the child has reached the age of 13, he/she is no longer eligible for child-care. If the child has reached 18, it may be necessary to discontinue the case if he/she is the only child in the home.</p> |
| AP23 | <p>Check New Child Added ALERT MEANING: A new child has been added to LEADER and/or GEARS. SCREENS TO CHECK: Check MASO, MAST or ICAC to review the new child's eligibility.</p> |
| AP24 | <p>Check New Child Added ALERT MEANING: A GEARS user has added a new child-care request on the MCCR screen. SCREENS TO CHECK: Check MASO, MAST, MCCR or SCCR to review the child-care request.</p> |
| AP25 | <p>Check Participant Eligibility Status ALERT MEANING: The participant's eligibility status may have changed either through the participant's request, earnings or sanction. SCREENS TO CHECK: Check MASO, MAST, or IPRC to review the participant's eligibility.</p> |
| AP26 | <p>Check Participant Deregistration Code ALERT MEANING: The participant's deregistration code may have changed. SCREENS TO CHECK: Check MASO, MAST, or MGRG to review the participant's status.</p> |
| AP27 | <p>Check Participant Name ALERT MEANING: The participant's name has been changed. SCREENS TO CHECK: Check MASO, MAST, or IPRC to review the participant's name and status.</p> |
| AP28 | <p>Check Child Care End Date ALERT MEANING: The APP changes the child-care authorize-end-date. GSW ACTION REQUIRED: Check MCCS/MAOC/MSTC screens to review the authorize-end-date and verify the actual end date of participant's GAIN activity. A new child-care request should be added if necessary based on the participants' current participation in GAIN. Otherwise, GSW must contact the APP to verify and document on the MGPA screen.</p> |
| AP29 | <p>Check Change of Provider ALERT MEANING: The APP changes the child-care provider on the MAOC screen. GSS ACTION REQUIRED: Check the MCCS/MAOC screen for the child-care provider's information. No action is required.</p> |

| Table Code | Mainframe Description |
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| | Check Child Care Not Available |
| AP30 | ALERT MEANING: The APP adds the information on the MCNA screen to inform the GSW/AFLP that the child-care is not available. GSS ACTION REQUIRED: Check the MCNA/SCNA screen to review a notification sent by the APP. The GSW determines the cause for the child-care provider's information. |
| | Check Child In Home Status |
| AP31 | ALERT MEANING: The child's eligibility status code or the in-home-indicator has been changed. The child may no longer be in the home or eligible for CalWORKs benefits. SCREEN TO CHECK: Check MASO/ MAST/ OR ICAC to review the child's eligibility status. |
| | Check Participant New Job |
| AP32 | ALERT MEANING: The participant's new employment has been added. SCREEN TO CHECK: Check the MAST or IEPL to review the participant's employment information. |
| | Check Participant Job Ended |
| AP33 | ALERT MEANING: The participant's employment has been ended. SCREEN TO CHECK: Check the MAST or IEPL to verify the participant's employment end date. |
| | Check Change in Income |
| AP34 | ALERT MEANING: The participant's total-income has been changed. SCREEN TO CHECK: Check the MAST or ICAS to verify the change of the participant's income. |
| | Check Stage 2 End Date |
| AP35 | ALERT MEANING: The APP changed the stage-2-child-care end date on the MSTC screen. GSW ACTION REQUIRED: Check the MSTC screen to review the stage-2 end date and verify the actual end date of the participant's GAIN activity. The GSW should contact the APP if necessary. |
| | Check MCNA ST1-03 MSG |
| AP37 | ALERT MEANING: The APP sends a message to the GSW/AFLP to notify that the child-care is not available. GSW ACTION REQUIRED: Check the MCNA/SCNA screen to determine the unavailability reasons. |
| | Check MCCC ST1-07 MSG |
| AP38 | ALERT MEANING: The APP sends a message to the GSW/AFLP to notify that the child-care information has been changed. GSW ACTION REQUIRED: Check the MCCC/SCCC screen to review the new change. No action is required. |
| | Trans B Check Child Care Travel Time |
| AP39 | ALERT MEANING: This alert is to notify the R & R/APP staff when the transportation type B warrant has been issued to the participant. SCREENS TO CHECK: Check the MASO, MAST, STRP, MTRP and TRWS to verify the transportation amount that has been paid to the participant to pay the child care provider. |

| Table Code | Mainframe Description |
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| | <p>Information/Documents Requested–Check SCCC</p> |
| AP40 | <p>ALERT MEANING: This alert is to notify that information or documents are required for child-care.</p> <p>SCREENS TO CHECK: Check the SCCC screen to review information or documents required.</p> |
| | <p>Check SGCI For New Info</p> |
| AP41 | <p>ALERT MEANING: This alert is to notify that there is new participant child-care information.</p> <p>SCREENS TO CHECK: Check the SGCI screen to review new participation information.</p> |
| | <p>Future Child Care Deleted</p> |
| AP42 | <p>ALERT MEANING: This alert is to notify that child-care has been deleted.</p> <p>SCREENS TO CHECK: Check MCCS/MAOC/MSTC screens to review the child-care information.</p> |
| | <p>Review ARS Component</p> |
| AR01 | <p>ALERT MEANING: This alert is to remind the GSW to check the participant's Advocacy and Referral Services component status.</p> <p>GSW ACTION REQUIRED: Check MCAT to review the Advocacy and Referral Services component status and follow up on the status of the participant and update MCAT appropriately.</p> |
| | <p>Receipt of Referral Slip</p> |
| AS05 | <p>ALERT MEANING: Five (5) workdays have passed since the participant's vocational assessment appointment date and the MGAS/MGAR screen has not yet been updated.</p> <p>GSW ACTION REQUIRED: If the GN 6014 has been received, update the MGAS screen with the Employment plan information, or update MGAR for no-show. If the GN 6014 has not been received, contact the assessor to determine the status and/or request the GN 6014.</p> |
| | <p>Third Party Assessment Results Due</p> |
| AT10 | <p>ALERT MEANING: Ten (10) workdays have passed since the participant's appointment date with a third-party vocational assessor and no GAIN vocational assessment results and employment plan, GN 6014 information from the third-party assessor has been entered on the MGAS screen.</p> <p>GSW ACTION REQUIRED: Obtain the third-party vocational assessor's employment plan (GN 6014) and enter the results from the employment plan on the MGAS screen, or if participant is a "no show," update the MGAS upon receipt of GN 6007 from assessor.</p> |
| | <p>Ancillary-Expense Warrant Cancelled</p> |
| AW01 | <p>ALERT MEANING: The auditor-controller an ancillary expense warrant authorized on MAEA and created an underpayment.</p> <p>GSW ACTION REQUIRED: Cancel the original ancillary authorization on MAEA screen. If the need still exists, re-authorize on the MAEA screen. (Ancillary expense payments currently cannot be cancelled once the approval NOA is issued to the participant).</p> |

| Table Code | Mainframe Description |
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| CL01 | <p>Chk Expect Cal End Date ALERT MEANING: This alert notifies the AFLP case manager the expected end of the component, there is no actual and date on MCAT. It will appear five days before the expected end date.</p> <p>AFLP ACTION REQUIRED: If the expected end date is prior to the teen's 19th birthday and the teen will not be graduating on previously expected end date, MCAT must be updated with corrected expected end date. If teen has turned 19 and has not graduated and has decided to remain in Cal-Learn until 20th birthday, GAIN must submit a Data Base Correction to have expected end date changed.</p> |
| CL02 | <p>CAL Ended Code=CC ALERT MEANING: AFLP has closed MCAT with "CC" (component completed). GSW ACTION REQUIRED: Case should be deregistered code "57" on MGRG once verification of completion has been received from AFLP Case Manager.</p> |
| CL03 | <p>Turning 19 In 45 Days ALERT MEANING: A reminder that teen will be turning 19 in 45 days. AFLP/GSW ACTION REQUIRED: this is the time to meet with the teen and discuss the option of remaining in Cal-Learn up until the teen's 20th birthday.</p> |
| CL04 | <p>Pt Turned 19 ALERT MEANING: Teen has turned 19. AFLP/GSW ACTION REQUIRED: For teens not staying in Cal-Learn until their 20th birthday, first, check MCLP for report cards that may be due. If a report card/bonus is due, close MCAT with "CP". Check to with case manager to see if teen will be obtaining HSD/GED in the month the teen turned 19. If report card is not due and teen will not be obtaining HSD/GED, close MCAT with "CW".</p> |
| CL05 | <p>Add Report Card Schedule ALERT MEANING: A report card AFLP ACTION REQUIRED: Case manager must give copy of the CL8 or report card schedule to Data Entry worker who then adds report period(s) to MCLP.</p> |
| CL07 | <p>Now Exemp, Pt Not Requested ALERT MEANING: Participant is exempted. The registration code is equal to "E" and the participant volunteer request flag is equal to "N". AFLP/GSW ACTION REQUIRED: Check IPCA and close the MCAT for any open component.</p> |
| CL08 | <p>Cal-Learn Flag Detected ALERT MEANING: The Cal-Learn flag on MGRG screen has been deleted. AFLP/GSW ACTION REQUIRED: AFLP case manager should transfer case to A99 file or GSW should transfer case to an "X" file.</p> |
| CL09 | <p>Schedule CAL Appt Dt Due ALERT MEANING: The teen's orientation appointment date has passed. AFLP ACTION REQUIRED: IAPP should be updated with "no show" if case manager did not successfully meet with the teen. MCAT should be updated with start date if case manager met with teen and teen is currently enrolled in school.</p> |

| Table Code | Mainframe Description |
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| CL11 | <p>AFLP Case Manager Transfer ALERT MEANING: Teen's case has been transferred to a new AFLP case manager. GSW ACTION REQUIRED: No action required.</p> |
| CL14 | <p>No Longer Eligible to CalWORKs ALERT MEANING: Participant's CalWORKs status has changed to ineligible. GSW ACTION REQUIRED: Check the IPRC and ICAS screens to determine the participant's current eligibility status. If the participant is no longer eligible to CalWORKs, follow deregistration procedures subsequent to consulting with the GSS.</p> |
| CL15 | <p>CAL Component Added ALERT MEANING: Cal-Learn component has been added. AFLP ACTION REQUIRED: Check IPCA for the Cal-Learn component and ensure to update MCAT for Actual-Start-Date.</p> |
| CL16 | <p>CAL Report Card Due ALERT MEANING: Cal-Learn report card is due within next five workdays. AFLP ACTION REQUIRED: Obtain progress report from teen. Results should be forwarded to Data Entry worker who then enters results on MCLP. If progress report is not received, CL3 should be sent to teen.</p> |
| CL17 | <p>AFLP Send Satisfactory RP Card ALERT MEANING: AFLP case manager has updated MCLP with satisfactory results. GSW ACTION REQUIRED: Update MCLP with progress report results received from AFLP case manager. Authorize bonus and send NOA.</p> |
| CL18 | <p>AFLP Send Unsatisfactory RP Card ALERT MEANING: AFLP has updated MCLP with unsatisfactory results. GSW ACTION REQUIRED: Update MCLP with progress report results received from AFLP case manager. Check CLNC to see if CL3 has been sent out.</p> |
| CL19 | <p>AFLP Send Acceptable RP Card ALERT MEANING: AFLP has updated MCLP with acceptable progress results. GSW ACTION REQUIRED: Update MCLP with progress report results received from AFLP case manager and send NOA.</p> |
| CL20 | <p>Report Card Must Be Re-Submitted ALERT MEANING: This alert notifies the AFLP that the progress report is due after ten calendar days from the day that AFLP received the progress report from teen and entered a result code "I". AFLP ACTION REQUIRED: If report card is received, update MCLP with the progress report results. If report card is not received, CL3 should be sent to teen.</p> |
| CL22 | <p>Deregistered Case ALERT MEANING: The teen's case has been deregistered on MGRG. AFLP ACTION REQUIRED: Check to make sure case is in A99 file.</p> |
| CL23 | <p>Cause Recommendation Made By AFLP ALERT MEANING: AFLP has updated CLNC with CL3 appointment results. GSW ACTION REQUIRED: Update CLNC recommending a sanction or finding good cause for non-compliance based on information received from AFLP case manager. (When recommending a sanction, a GN6001-6 must also be sent to BAP.)</p> |

| Table Code | Mainframe Description |
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| CL24 | <p>Sanction Response Due From BWS ALERT MEANING: It has been 20 days since sanction was recommended and BWS has not yet processed the request. GSW ACTION REQUIRED: Send GN6001-6 asking status of sanction recommended.</p> |
| CL25 | <p>Cal-Learn Sanction Approved By BWS ALERT MEANING: BWS has approved sanction request. The sanction start date and end date have been entered. GSW ACTION REQUIRED: None.</p> |
| CL26 | <p>Cal-Learn Sanction Denied By BWS ALERT MEANING: This alert notifies GSW/AFLP that BWS has denied the sanction request. GSW ACTION REQUIRED: Check MCLC to determine why sanction was denied.</p> |
| CL28 | <p>Check On N/C Status ALERT MEANING: Thirty days have passed since CL3 appointment date and there has been no resolution. AFLP ACTION REQUIRED: Check MCLC to ensure results have been updated.</p> |
| CL29 | <p>Non-Compliance Resolution Required ALERT MEANING: Fifteen work-days have passed from the CL3 appointment date and MCLC has not been updated. AFLP ACTION REQUIRED: MCLC must be updated with the CL3 appointment results.</p> |
| CL30 | <p>No Report Card/Start N/C ALERT MEANING: Report card is not received by AFLP within 10 working days after the date it was issued by school. AFLP ACTION REQUIRED: Send CL3 for no report card.</p> |
| CL33 | <p>Unsatisfactory Progress/Initiate Cause ALERT MEANING: MCLP has been updated with unsatisfactory progress results. AFLP ACTION REQUIRED: Generate a CL3 for unsatisfactory progress.</p> |
| CL34 | <p>Incomplete Progress/Initiate Cause ALERT MEANING: Teen has turned in a report card with incomplete grades. AFLP ACTION REQUIRED: A CL3 must be generated due to incomplete grades. Also, MCLP must be updated to reflect incomplete grades in order to trigger a 45-calendar-day-period in which teen can receive an actual grade. (This results in a new progress report period.)</p> |
| CL35 | <p>Late Incomplete Report-Recommend Sanction ALERT MEANING: Complete progress report is not received within 45 calendar-days period. AFLP ACTION REQUIRED: Continue the sanction process by the recording the results of the appointment on the MCLC screen.</p> |
| CL36 | <p>Late Progress/Initiate Cause ALERT MEANING: Progress report has been turned in late (5 days after due date). GSW ACTION REQUIRED: Send CL3 for late progress report.</p> |

| Table Code | Mainframe Description |
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| CL37 | <p>No Good Cause For Late Report/Initiate Cause ALERT MEANING: GSW has updated MCLP with satisfactory results. A pop-up window then asks GSW if case has been reviewed for good cause for late report card. A "no" response generates this alert. GSW ACTION REQUIRED: None.</p> |
| CL38 | <p>Incomplete Progress Evaluation Due ALERT MEANING: When AFLP entered the incomplete result of the progress report on MCLP, alert appears within 45 calendar day period to remind AFLP case manager that incomplete progress evaluation is due. AFLP ACTION REQUIRED: If complete progress report received within 45 calendar day period, update MCLP with the progress result.</p> |
| CL39 | <p>Component End Incomplete Progress- Cause/Sanction ALERT MEANING: MCOP has been updated by AFLP case manager with an Incomplete progress, which generates NOA to teen notifying them they have 45 days to complete the credits needed. GSW ACTION REQUIRED: Case manager meets with teen and determines if good cause or sanction is recommended.</p> |
| CL40 | <p>Cause Determinations Scheduled Today ALERT MEANING: This is the CL3 appointment date. AFLP ACTION REQUIRED: Case manager determines whether or not a sanction should be recommended. MCLC should be updated with the results of the CL3 interview.</p> |
| CL43 | <p>NS Cause Updated-Contact AFLP Before Sanc ALERT MEANING: MCLC not updated within 20 calendar days of the CL3 appointment date. GEARS, therefore, automatically updated MCLC with "no show" information. GSW ACTION REQUIRED: Contact the AFLP case manager to verify that a sanction is to be recommended. Update MCLC using information obtained from AFLP case manager.</p> |
| CL44 | <p>Cause Doc Not Recd. Re-Submit ALERT MEANING: GSW has not received any cause determination documentation. AFLP ACTION REQUIRED: Case manager should check the case to view if MCLC is updated. If not, case manager should update MCLC with the progress report results.</p> |
| CL45 | <p>Comp Exp End Date Ending 12/31/99. Check Real Date ALERT MEANING: Teen turned 19 on 12/31/99. GSW ACTION REQUIRED: Review IPRC to determine if ineligible. If not aided close components on IPCA if open and deregister case.</p> |
| CL46 | <p>Close Case/Pt Inelig. To AFDC and Cal-Learn ALERT MEANING: The teen is no longer receiving TANF and therefore not eligible for Cal-Learn services. AFLP ACTION REQUIRED: Check ICAS, IPRC, and LEADER for teen's eligibility status. If teen is no longer eligible for TANF, close MCAT with end code "DD" and deregister the case: a. within one workday of the appearance of this alert if the termination date is in the past, or b. on the last workday of the month if the termination date is at the end of the current month.</p> |

| Table Code | Mainframe Description |
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| | <p>LEADER Cal-Learn Update</p> <p>ALERT MEANING: This alert notifies GSW/AFLP case manager that LEADER has changed the Cal-Learn flag to "Y" on MGRG screen, and the participant is registered to an active file.</p> <p>AFLP/GSW ACTION REQUIRED: No action required. GSW may check MGRG screen to view the Cal-Learn flag and the worker active file number.</p> |
| CL49 | |
| | <p>RPT Card Per Has Changed On GEARS</p> <p>ALERT MEANING: Report card period has changed due to teen changing schools or to independent study program.</p> <p>GSW ACTION REQUIRED: Review report card period and update so that it reflects the correct period.</p> |
| CL50 | |
| | <p>Check 90 DPP Due Required</p> <p>ALERT MEANING: Review MCOP screen to verify if 90 day period has expired.</p> <p>GSW ACTION REQUIRED: If 90 day period has expired and teen is re-instated a new 90 day period is set.</p> |
| CL51 | |
| | <p>Add New Report Period Required</p> <p>ALERT MEANING: Notifies that a new report card period in MCOP needs to be added.</p> <p>AFLP ACTION REQUIRED: Case manager inputs new report card period.</p> |
| CL52 | |
| | <p>Progress Report Due</p> <p>ALERT MEANING: A GN 6070 (progress/attendance report) is due from a participant enrolled in a post-assessment component, including SIP.</p> <p>GSW ACTION REQUIRED: If the GN 6070 was received, update MPRI. If the GN 6070 was not received, contact the participant to obtain the document and record the contact on MGPA.</p> |
| CP11 | |
| | <p>Send Next Appointment Letter</p> <p>ALERT MEANING: This alert notifies the GSW of the expected end date of a component when there is no actual end date on MCAT. It will appear five (5) workdays before the expected end date.</p> <p>GSW ACTION REQUIRED: The GSW must schedule the participant for an office appointment to assign the next GAIN activity within five (5) workdays after the expected end date.</p> |
| CP15 | |
| | <p>GN 6008 Due for Component 002</p> <p>ALERT MEANING: A GN 6008 (Progress Attendance Report) is due from Supportive Service providers.</p> <p>GSW ACTION REQUIRED: If the GN 6008 was received from the Supportive Service provider, update the MPRI screen. If not, the GSW contacts the service provider to request GN 6008 and documents the efforts on MGPA screen.</p> |
| CP16 | |
| | <p>GN 6008 Due for Component 003</p> <p>ALERT MEANING: A GN 6008 (Progress Attendance Report) is due from Supportive Service providers.</p> <p>GSW ACTION REQUIRED: If the GN 6008 was received from the Supportive Service provider, update the MPRI screen. If not, the GSW contacts the service provider to request GN 6008 and documents the efforts on MGPA screen.</p> |
| CP17 | |

| Table Code | Mainframe Description |
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| CP18 | <p>GN 6008 Due for Component 004 ALERT MEANING: A GN 6008 (Progress Attendance Report) is due from Supportive Service providers. GSW ACTION REQUIRED: If the GN 6008 was received from the Supportive Service provider, update the MPRI screen. If not, the GSW contacts the service provider to request GN 6008 and documents the efforts on MGPA screen.</p> |
| CP22 | <p>EIC Will Close in 5 Days if MCAT is Not Updated ALERT MEANING: Notifies GSW that GEARS will auto-close the EIC Component on IPCA in five (5) days. GEARS is programmed to auto-close EIC 20 calendar days from the Component-Assignment-Date if Actual-Start-Date field is not updated. GSW ACTION REQUIRED: Review EIC Component to ensure Actual-Start-Date is updated on MCAT screen.</p> |
| CP30 | <p>GN6365 Report Due ALERT MEANING: A GN 6365 (Monthly Attendance Report) is due from a participant enrolled in a post-assessment component, including SIP. GSW ACTION REQUIRED: If the GN 6365 was received, update MMAH screen. If the GN 6365 was not received, contact the participant to obtain the document and record the contact on MGPA.</p> |
| CT01 | <p>Participant No Longer Code 35 ALERT MEANING: The CalWORKs aid type is no longer code 35 GSW ACTION REQUIRED: The GSW should check ICAS screen to determine the current CalWORKs aid type for the case and inform participant of hours required to participate.</p> |
| CT03 | <p>Participant Now Code 35 ALERT MEANING: The CalWORKs aid is now code 35. GSW ACTION REQUIRED: The GSW should review the case to assure that the two-parent requirement of thirty-five (35) hours of GAIN participation is being met. Contact the participant if it is necessary to increase the hours.</p> |
| CT04 | <p>Case Transferred to Y-File Because Sanction Recommended ALERT MEANING: Notifies current GSW and the Y File worker that the case has automatically transferred into the Y File because the compliance period has ended and the case is pending sanction. GSW ACTION REQUIRED: The case has been automatically transferred to Y File, case manager forwards the physical case to Supervisor to transfer out to Y File worker.</p> |
| CU01 | <p>Curing Period End Approaching ALERT MEANING: Notifies GSW that 30 days have passed from the Curing Start Date and the Curing End Date has not been updated. GSW ACTION REQUIRED: The GSW should review the case and MCOM screen to ensure if participant has cured sanction, if cured, update the Curing End Date accordingly.</p> |
| DB35 | <p>AID Code 30/35 PT below 32/35 Hrs. ALERT MEANING: The participant's hours of participation are below the 32 hour/week requirement for aid code 30, or below 35 hour/week requirement for aid code 35. GSW ACTION REQUIRED: The GSW reviews the case to ensure that the either single/two-parent requirement of 32/35 hours per week of the GAIN participation is being met. Must contact the participants if it is necessary for them to increase the participation hours.</p> |

| Table Code | Mainframe Description |
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| DE05 | <p>Close Open Component-Pending Sanction ALERT MEANING: When participant is sanctioned, this alert is displayed to remind GSW to close all open components prior to GEARS auto-deregistering case due to financial sanction. GSW ACTION REQUIRED: Check IPCA screen to see if there is any open component and close it.</p> |
| DF05 | <p>Good Cause for Not Participating Expiring. ALERT MEANING: Participant temporarily excused from GAIN program for good cause reason is about to expire. This alert will appear ten (10) days prior to the expiration date of the good cause. GSW ACTION REQUIRED: Check MGCR screen to verify the Good Cause End Date. If the participant provides verification and continues to be excused with a good cause, update the Good Cause End Date on MGCR screen. Otherwise, schedule an office appointment so that the participant may be scheduled to begin or resume their GAIN participation.</p> |
| EM03 | <p>NHR Job Reported-Evaluate and Verify Employment ALERT MEANING: Informs GSW that participant is listed on the New Hire Registry report. GSW ACTION REQUIRED: GSW takes appropriate actions to verify employment if there is no matching report on either GEARS or LEADER. The GSW shall not only input the verified employment on MEPF, but will also send a copy to the district IEVS unit for input on LEADER.</p> |
| EM06 | <p>Minimum Wage Not Met, Employment Will Close in 10 Days ALERT MEANING: Informs GSW that participant is earning less than minimum wage (not meeting the six-month minimum wage requirement) and employment record on MEPF will be automatically closed within 10 days. GSW ACTION REQUIRED: GSW contacts participant to request verification that minimum wage is now being met, if not participant is encouraged to request a salary increase to meet at least the higher of the federal or state minimum wage or must participate in GAIN full time.</p> |
| EM07 | <p>Minimum Wage Not Met, Employment Closed ALERT MEANING: Informs participant that employment has been closed on MEPF by system due to the minimum wage not being met. GSW ACTION REQUIRED: Contact participant to verify employment information. If not employed, assign to appropriate GAIN activity.</p> |
| EM08 | <p>Employment Verification is Due in 15 Days ALERT MEANING: For participants verified as still employed with the same employer, GEARS has created an employment verification due date that is aligned with the submit month of the next QR7, which is now due in 15 days. GSW ACTION REQUIRED: Check IEPL and MEPF screens to review the employment information and verification due date. Send participant an appointment letter notifying them that employment verification is due.</p> |
| EX01 | <p>Exempt Code Status Changed ALERT MEANING: Participant's exemption code status has been changed GSW ACTION REQUIRED: Check MGRG to view the participant exemption status. If the exemption has been granted, GSW follows the procedures to deregister the case, or if the exemption is removed, GSW should schedule the appointment for participant to begin or resume participation.</p> |

| Table Code | Mainframe Description |
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| EX02 | <p>LEADER Exemption Change, Auto Resolve Compliance ALERT MEANING: Informs GAIN Services Worker that the non-compliance/sanction has been stopped because LEADER granted the exemption and passed over to GEARS. GSW ACTION REQUIRED: Review MGRG and RELE to verify if exemptions have been granted and deregister the case appropriately. Ensure non-compliance is closed on MCOM.</p> |
| EX03 | <p>LEADER Employment Change, GEARS Auto Resolve Compliance ALERT MEANING: Informs GAIN Services Worker that the non-compliance/sanction has been stopped by GEARS because the participant is employed full-time. GSW ACTION REQUIRED: Review MGRG, SLEM, and ILEM screens to verify employment and exemption codes 10/13.</p> |
| EX45 | <p>Clock Stop/Extend Will End in 45 Days ALERT MEANING: Notifies GSW that clock stopper/extender will end in 45 days. (e.g. Domestic Violence component) GSW ACTION REQUIRED: Review case and component on GEARS and contact participant to evaluate the need to continue with clock stopper/extender component.</p> |
| FR01 | <p>Open FRP Component - FR Participant ALERT MEANING: Notifies the GSW that the FR flag has been updated on MPRS and the FRP component should be added on MCSC. This alert appears ten calendar days after the FR flag is updated. GSW ACTION REQUIRED: The GSW reviews the MPRS screen to verify the FR flag is updated, and then proceeds to add the FRP component via the MCSC screen.</p> |
| FR02 | <p>FR Component Close to 180 Days ALERT MEANING: This alert is to notify the GSW that the FRP component has been opened for 150 days. This alert appears 30 calendar days before the FRP component expected end date. GSW ACTION REQUIRED: GSW reviews the end date of the FRP component in the MCAT screen. Ensure to follow the current procedures and regulations of the Family Reunification Program to determine whether the component should be extended or closed on IPCA.</p> |
| GPR1 | <p>Case Documentation Needed ALERT MEANING: Informs users to document the case on MGPA screen. GSW ACTION REQUIRED: User is required to document case on MGPA after taking any action on the MAEA, MATE, MCSC, MEPF, or MTRP screens.</p> |
| GR05 | <p>Grievance Decision Date Must Be Entered. ALERT MEANING: A grievance hearing date has been entered on screen IGUI, IGSH or IGFC by the GSW, but the screen has not been updated with the decision date. This alert appears ten (10) after the grievance hearing date. GSW ACTION REQUIRED: Update IGUI, IGSH or IGFC with the decision date of the hearing upon notification from ASH (DPSS Appeals and State Hearing Section).</p> |
| HMEN | <p>Homeless Situation Has Ended ALERT MEANING: LEADER has updated a new current address and participant is no longer homeless. GSW ACTION REQUIRED: GSW reviews the MCAP screen to verify new address and homeless situation, contacts participant to confirm if no longer homeless. GSW updates MGCR to end good cause and sends appointment letter to assign to next GAIN activity.</p> |

| Table Code | Mainframe Description |
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| HM01 | <p>Homeless - Compliance Resolved By System ALERT MEANING: Informs the GAIN Services Worker (GSW) that the non-compliance/sanction has been stopped by GEARS because the participant is homeless. GSW ACTION REQUIRED: Review MCAP screen to verify address and homeless status. Update good cause on MGCR screen with reason being "Homeless."</p> |
| INBL | <p>Invoice Blocked ALERT MEANING: GSW is notified that invoice to assessor has been blocked. GSW ACTION REQUIRED: GSW reports to designated DRD and/or RD that invoice has been blocked and that assessor information needs to be updated on MGAR.</p> |
| JC01 | <p>Job Club Component Has Been Updated ALERT MEANING: Los Angeles County of Education (LACOE) staff has updated Job Club component on MCAT screen. GSW ACTION REQUIRED: Review MCAT screen to verify that Actual-Start-Date is updated. If Actual-End-Date is entered, evaluate End Reason and take appropriate action on the case.</p> |
| JO01 | <p>JCO Component Has Been Updated ALERT MEANING: Los Angeles County of Education (LACOE) staff has updated Orientation Job Club component on MCAT screen. GSW ACTION REQUIRED: Review MCAT screen to verify that Actual-Start-Date is updated. If Actual-End-Date is entered, evaluate End Reason and take appropriate action on the case.</p> |
| JS01 | <p>JS Component Has Been Updated ALERT MEANING: Los Angeles County of Education (LACOE) staff has updated Job Services component on MCAT screen. GSW ACTION REQUIRED: Review MCAT screen to verify that Actual-Start-Date is updated. If Actual-End-Date is entered, evaluate End Reason and take appropriate action on the case.</p> |
| LD01 | <p>PT Did Not Show for LD Appt ALERT MEANING: This alert is to notify the GSW that the participant did not show for the Learning Disability appointment. GSW ACTION REQUIRED: Check the MTEI screen, contact the participant to follow the GAIN procedure for the follow-up action, and annotate the participant contact on the MGPA screen.</p> |
| LD02 | <p>PT Rescheduled for LD Appt ALERT MEANING: This alert is to notify the GSW that the participant has requested to reschedule the Learning Disability appointment. GSW ACTION REQUIRED: Check the MTEI screen, contact the participant or follow the GAIN procedure for the follow-up action, and annotate the participant contact on the MGPA screen.</p> |
| LD03 | <p>LD Evaluation Completed ALERT MEANING: This alert is to notify the GSW that the Learning Disability evaluation has been completed. GSW ACTION REQUIRED: Check the MTEI screen, then update the MTLN screen and follow the existing GAIN procedures regarding the appropriate action to take on the case.</p> |

| Table Code | Mainframe Description |
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| LD04 | <p>Schedule Appointment for LDD Referral ALERT MEANING: Informs GSW that participant has been evaluated with a learning disability and LD Evaluator determined that they may have a co-existing disorder and needs an appointment for Learning Disabilities Diagnosis. GSW ACTION REQUIRED: GSW reviews GN 6006C LD Referral for comments stating LDD needed and refers participant for a LDD appointment.</p> |
| LE01 | <p>LEADER New Employment ALERT MEANING: GSW is informed that there is new employment information on LEADER. GSW ACTION REQUIRED: GSW contacts participant to request verification of new employment.</p> |
| LE02 | <p>LEADER End of Employment ALERT MEANING: GSW is informed that existing employment has an end date on LEADER. GSW ACTION REQUIRED: GSW contacts participant to verify if employment has ended and requests verification. If confirmed, assign participant to appropriate GAIN activity.</p> |
| NC02 | <p>Complete Compliance Cause Determination ALERT MEANING: The 20 calendar days have passed since the date-of-discovery and there is no resolution on MCOM. GSW ACTION REQUIRED: GSW should follow up with cause determination procedures and updates MCOM screen accordingly. Check the MCOM screen to review for the sanction flag. GEARS automatically enters the sanction flag and resolution date on MCOM if the participant does not respond by the end of the 20th calendar day of the compliance period.</p> |
| NC04 | <p>Complete NC Conciliation Plan Process ALERT MEANING: It was determined that participant did not have good cause for not participating in GAIN. Thus, a compliance plan must be initiated. GSW ACTION REQUIRED: GSW meets with participant to sign compliance plan agreement to enter into the Compliance/Sanction process in which the participant is given the opportunity to correct compliance issue(s) before a sanction is imposed.</p> |
| NC05 | <p>Fin Sanc/Vol Excl Recom. Resol Req ALERT MEANING: The participant has volunteered to participate into GAIN program but failed or refused to comply. Twenty (20) day compliance days have passed and GSW has not closed the open component and deregistered the case. GSW ACTION REQUIRED: The compliance period has passed, GSW checks the IPCA screen and close all open components, then deregister the case with code 54 on the MGRG.</p> |
| NC06 | <p>Compliance Documentation Required ALERT MEANING: Action was taken on GEARS on MCOM regarding non-compliance and cause determination appointment. GSW ACTION REQUIRED: GSW/CCM shall document the case on GEARS via the MGPA screen with information regarding the cause determination interview and how it has been resolved.</p> |

| Table Code | Mainframe Description |
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| NC10 | <p>Compliance Plan Expired – ICMS ALERT MEANING: The participant's compliance plan has expired and there is no resolution on MCPL. GSW ACTION REQUIRED: If the participant did not comply with the compliance plan, was a no show for the compliance plan appointment or if a finding of "no good cause" was made, then update the MCPL screen with resolution to recommend sanction/exclusion.</p> |
| OR01 | <p>ORI Component Has Been Updated ALERT MEANING: Los Angeles County of Education (LACOE) staff has updated Orientation component on MCAT screen. GSW ACTION REQUIRED: Review MCAT screen to verify that Actual-Start-Date is updated. If Actual-End-Date is entered, evaluate End Reason and take appropriate action on the case.</p> |
| PANT | <p>Generate PA 140 Notice ALERT MEANING: Notifies GSW that fraud is suspected or an allegation has been received. GSW ACTION REQUIRED: GSW completes PA 140, Request for Investigation-Suspected Fraud and forwards it via GSS to designated Fraud Liaison for processing. Photocopy is retained in GAIN Participant Record Folder.</p> |
| PE02 | <p>Participant Time Limit Flag Changed ALERT MEANING: The participant's 60-month time limit status for CalWORKs may have changes which may affect the participants status in GAIN. GSW ACTION REQUIRED: Check IPRC and ICAS screens to determine the participant's current eligibility status. Review LEADER, GEARS, the case record and any supporting documents to determine whether the participant qualifies for the exemption(s), clock stopper(s) and/or waiver(s) requested. If the participant is no longer eligible to CalWORKs, contact the participant to offer post-time limited services.</p> |
| PRAG | <p>Grant Amount Changed ALERT MEANING: Grant amount has changed for participants' CalWORKs case. GSW ACTION REQUIRED: GSW reviews case on LEADER to confirm correct grant amount and re-computes hours of participation as they apply to Work Experience/Community Service component.</p> |
| RC07 | <p>Review Component 007 ALERT MEANING: Notifies GSW that three months have passed from start date of Domestic Violence (DV) component for participant who requested good cause for not complying with the WtW requirements and who are eligible to a waiver of the requirements and a clock stopper/extender. GSW ACTION REQUIRED: GSW evaluates the case status for DV services to determine if good cause still exists or if DV services are still required for the participant.</p> |
| RG21 | <p>Existing Companion Case Registered to a Different GSW ALERT MEANING: Notifies case manager that there is an existing companion case that is currently assigned to a different GSW. GSW ACTION REQUIRED: Review case name on SCOP to confirm the file number and GSW to whom companion case is assigned to, and follow appropriate procedures on whether to transfer or deregister case.</p> |

| Table Code | Mainframe Description |
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| RP30 | <p>Refugee Participant - SRS Flag Exp in Less than 30 Days ALERT MEANING: Supplemental Refugee Services end date on MPRS screen will expire in 30 days. GSW ACTION REQUIRED: Review case file and GEARS and contact participant to verify information is correct and evaluate further needs for SRS services if waiver is continued.</p> |
| SR01 | <p>Ancillary Request Submitted By College ALERT MEANING: Notifies GAIN Services Worker (GSW)/Contracted Case Manager (CCM) that college has requested ancillary payments via the MSRW screen. GSW/CCM ACTION REQUIRED: Review MAEA and SSRW to authorize/deny pending ancillary requests. All necessary documentation must be on file in order to approve ancillary request.</p> |
| SR02 | <p>College Identified PT Needs Transportation ALERT MEANING: Participant informed college that there exists a need for transportation. GSW ACTION REQUIRED: Reviews case file and STRP screen to verify if transportation was requested and issued. If not, contacts participant to confirm transportation needs and if needed, completes GN 6151 and issues transportation.</p> |
| SR03 | <p>College Identified PT Needs Child Care ALERT MEANING: Participant informed college that there exists a need for child care. GSW ACTION REQUIRED: Reviews case file and MCCR screen to verify if child care was requested and referral completed. If not, contact participant to complete referral and update MCCR screen.</p> |
| SS01 | <p>Specialized Supportive Services Needed ALERT MEANING: LEADER identifies the participant who needs the supportive services and sends the Supportive Services flag to GEARS. GSW ACTION REQUIRED: Check the MPRS screen to verify that the Specialized Supportive Referral Services Flag is updated, then contact the participant to offer supportive services.</p> |
| SS04 | <p>Reverse Referral Component Added ALERT MEANING: Notifies GSW that the new "Reverse Referral (008) Component" has been added to GEARS. GSW ACTION REQUIRED: No action, this component was created for use by the PA 1923 (SSS Reverse Referral) centralized unit staff for participants who began receiving SSS treatment services at the CalWORKs-contracted domestic violence, mental health, substance abuse, and/or directly-operated service provider sites without a direct referral from DPSS.</p> |
| SS10 | <p>Concurrent Participation Docs Needed from Provider ALERT MEANING: Informs GSW that five (5) months have passed since start date was updated for specialized supportive services component 002,003, and 004. GSW ACTION REQUIRED: Reminds GSW that GN 6341 has been mailed out to provider advising them to evaluate the participants' ability to participate in a concurrent activity. GSW follows up and evaluates if participant is ready to be assigned to concurrent activity.</p> |

Table Code Mainframe Description

Case Term Received – Check Status Before Deregistering Case

ALERT MEANING: Case is terminated and participant may no longer be receiving CalWORKs and therefore not eligible for GAIN services.
TR01 GSW ACTION REQUIRED: Check ICAS to determine termination date. If no longer eligible for CalWORKs, follow GAIN procedures to deregister the case manually 15 calendar days after the termination date. If participant remains eligible for CalWORKs due to case being rescinded, no action is required.

Approval REQ from GSS-TRANS

ALERT MEANING: A transportation expense has been authorized on the MTRP or MATE screen and it requires GSS approval.
TR04 GSS ACTION REQUIRED: The GSS reviews the case to determine whether the transportation authorization should be approved. If the expense is approvable, the GSS updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the GSS instructs the GSW to cancel the transportation authorization on GEARS.

Approval REQ from DRA-TRANS

ALERT MEANING: A transportation expense has been authorized on the MTRP or MATE screen and it requires DRA approval.
TR05 DRA ACTION REQUIRED: The DRA reviews the case to determine whether the transportation authorization should be approved. If the expense is approvable, the DRA updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the DRA informs the GSS and the GSS instructs the GSW to cancel the transportation authorization on GEARS.

Approval Reviewer Req-TRAN

ALERT MEANING: A transportation expense has been authorized on the MTRP or MATE screen by the contracted case manager and it requires the County review/approval.
TR06 COUNTY GSW/REVIEWER ACTION REQUIRED: The County GSW/reviewer reviews the case and necessary documentation to determine whether the transportation authorization should be approved. If the expense is approvable, the County GSW/reviewer updates the Authorization Maintenance screen and enters her/his initials as the County reviewer. If the expense is denied, the GSW/County reviewer requests that the contracted case manager cancel the transportation authorization on GEARS.

Approval Req From Contracted GSS-TRANS

ALERT MEANING: A transportation expense has been authorized on MTRP or MATE and it requires Contracted GSS approval.
TR07 GSW ACTION REQUIRED: The Contracted GSS reviews the case to determine whether the transportation authorization should be approved. If the expense is approvable, the Contracted GSS updates the Authorization Maintenance screen and enters her/his initials. If the expense is denied, the Contracted GSS instructs the Contracted GSW to cancel the transportation authorization.

Transportation Terminated, Send NOA

ALERT MEANING: GEARS has canceled transportation authorization(s) for future month(s) with the transportation end date is greater than 15 calendar days from the system date. NOA needs to be sent to the participant.
TT01 GSW ACTION REQUIRED: Check STRP and choose a selection to review for correctness. Manually send out an correct transportation NOA to participant to notify the transportation termination.

Table Code Mainframe Description

Transportation Warrant Cancelled

TW01 ALERT MEANING: The auditor-controller canceled a transportation warrant authorized on MTRP and created an underpayment.
GSW ACTION REQUIRED: Go to screen STRP and choose the selection with the cancel “**” indicator. Update MTRP to cancel the original authorization. If the need still exists, update the same MTRP screen to remove the cancellation date and reauthorize the necessary transportation.

Vocational Training Approaching 12 Months

VO12 ALERT MEANING: This alert is to notify the GSW that the Vocational Training component is approaching 12 months. This alert appears 30 calendar days before 12 months have passed from the component start date.
GSW ACTION REQUIRED: Review case and expected end date for Vocational Training component. If participant will not complete training program within 12 months, close Vocational Training component and convert component to Job Skills Training (GAIN Policy states Vocational Training component can only count as a core activity for 12 months).

Vendor Warrant Cancelled

VW01 ALERT MEANING: The Auditor-controller canceled an assessment vendor warrant, which was authorized on MPIM screen.
GSW ACTION REQUIRED: No action required.