

Resource File Integration (RFI) Menus:

The existing menu remains. Option 8 is renamed and Options 9, 10 and 11 are added as shown below. This menu will display for eligibility workers that do not have privileges to use the hidden options.

```
WCTMNU                                RFI MENU                                DATE 07/28/2008
SELECTION __ REG/CASE # _____ OFFICE __ UNIT _____ WORKER _____
SSN _____ RESOURCE TYPE _ XMIT _

1 CASE RESOLUTION
2 OFFICE UNIT WORKER INQUIRY
3 DISTRICT LIST
4 STATISTICS
5 HIGH RISK CASES
6 NEW RECORDS INQUIRY
7 NEW OFFICE UNIT WORKER RECORDS INQUIRY
8 CASE RESOLUTION HISTORY
9 INDIVIDUAL CASE SUMMARY
10 INDIVIDUAL CASE INVOLVEMENT
11 RFI QUICK PRINT MENU
```

In addition to the menu above, the menu below will display for eligibility workers that have privileges to use the hidden options. The options the eligibility worker has access to will be displayed (up to three as shown below).

```
WCTMNU                                RFI MENU                                DATE 07/28/2008
SELECTION __ REG/CASE # _____ OFFICE __ UNIT _____ WORKER _____
SSN _____ RESOURCE TYPE _ XMIT _

1 CASE RESOLUTION
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11 RFI QUICK PRINT MENU

SPECIAL OPTIONS
A SELECT ALL RESPONSES
U SUPERVISOR UNLOCK
M WRITE MENU MESSAGE
```

Option 1: Case Resolution, Option 8: Case Resolution History:

SSN and Resource Type are optional parameters.

Option 9: Individual Case Summary:

Reg/Case # is required. SSN and Resource Type are not optional parameters.

Option 10: Individual Case Involvement:

SSN is required. Resource Type is not an optional parameter:

Option 11: RFI Quick Print Menu:

SSN and Resource Type are not optional parameters.

Option: 1 – Case Resolution

Screen(s) Impacted: WCTVED, WCTWRS, WCTBDX, WCTUIB, WCTACT, WCTNHR

Screen Purpose: Resolve detail resource information for a case

Required Parameters: Case Number

Optional Parameters: Social Security Number, Resource Type

Summary:

The screens will display the detail for all of the resource hits for a given case and accept resolution codes from the eligibility worker. When all of the resource hits have a resolution code, the case flag is removed.

Screen Changes:

Display "HISTORY" indicating the presence of history for the current Case, Individual, and Resource Type. The worker will be required to enter an "X" on the line preceding "HISTORY" to access the history detail.

Keys:

F1 - First page of details

F2 - Next page of details

F3 - Previous page of details

F5 - Return to previous screen

F8 - Return to previous Office Unit Worker (WCTOUW) screen, includes Option 5 – High Risk Cases and Option 7 - New Office Unit Worker Records Inquiry

F9 - Return to previous District List (WCTDLI) screen, includes Option 6 - New Records Inquiry

F10 - Return to previous Individual Case Summary (WCTIND) screen

F11 - Return to previous Individual Case Involvement (WCTINV) screen

F16 - Main RFI menu

"X" from the input field position immediately before the 'HISTORY' image will transfer to the History screen ("HISTORY" will only display when history is present).

'XMIT' - Accept resolution/Next page

"VERIFY RESOLUTIONS AND RE-XMIT TO STORE RESOLUTION" will display on all resolution screens. A second "XMIT" must be performed in order to leave the screen and immediately store the resolution.

WCTVED		VERIFIED EMPLOYMENT DATA (VED)				PAGE 001 OF 004	
CASE NAME		TYPE CASE/REG #		OFF	UNIT	WORKER	DISTRICT:DSS
ARDA, LILLY		11 ARD1				GZ	
DATE: 07/28/2008							
CLIENT NAME		SSN	DOB	SEX	CIN	SRCE	SRCE DATE
ARDA, LILLY		999999999	03/03/70	F	AY12345R	T	07/01/07
EMPLOYEE NAME/ADDRESS		EMPLOYER/ADDRESS		EMP NO: TA0010108			
ARDA, LILLY		WAL-MART					
206 MCKINLEY AVENUE UPPER		702 SW 8TH ST.					
JAMESTOWN NY 14701							
INS AVAIL:		INS ENRLD:					
STATUS: 0		BENTONVILLE		AR 72716			
W4 DATE: 08112007		ANNUAL TTL INC YTD:		759.00	ANNUAL YEAR INC: 2007		
EMPLOYEE TITLE: SALES				POST DATE: 01/02/08			
PAYRELEASDT		PERIODFRM	PERIODTO	GRSSPAY	ACTL HRS		
08/23/2007		08/17/2007		253.03	31		
09/06/2007		08/31/2007		505.71	63		
_ ACTION		_ SUPPLEMENTAL		_ HISTORY		XMIT _	

For screen WCTVED, only the following Action and Supplemental Codes and combinations are valid.

If Entry in Resolution Code Field is...	...Then Only Value Allowed in Supplemental Code Field is:
01	A, B, C, N
02	A, B, C, N
03	A, B, C, N
06	A, B, C, N
08	N
X	There is NO allowable value--if a value is entered, the following error message will appear, "Supplemental Code is Invalid for VED Action Code"
Space or Blank	There is NO allowable value--if a value is entered, the following error message will appear, "Supplemental Code is Invalid for VED Action Code"

* Within the same business day a worker can change resolutions or, if the case is still locked in RFI, blank out resolutions

Option: 2 – Office Unit Worker Inquiry

Screen(s) Impacted: WCTOUW

Screen Purpose: List semi-detailed information about case for an Office, Unit, and/or Worker (OUW)

Required Parameters: At least one of the following: Office, Unit, or Worker

Optional Parameters: Office, Unit, Worker

Summary:

The screen lists all of the cases for the entered Office, Unit, and/or Worker. Usually multiple pages will exist. Detail includes case number, case name, number of individuals for and age of each resource.

Screen Changes:

Highlight the appropriate field indicating the current sort order of the data on the screen. Add "Quick Query" field in column 80.

Keys:

F1 - First page of data

F2 - Next page of data

F3 - Previous page of data

F4 - Change sort order (case/reg or case name)

F5 - Return to previous screen

F7 - Return to previous resolution screen

F9 - Return to previous District List (WCTDLI) screen, includes Option 6 - New Records Inquiry

F10 - Return to previous Individual Case Summary (WCTIND) screen

F11 - Return to previous Individual Case Involvement (WCTINV) screen

F16 - Main RFI menu

'R' in col. 80 - Go directly to resolution screen for Case/Reg in current row.

'I' in col. 80 – Display the Individual Case Summary (WCTIND) screen for Case/Reg in current row.

WCTOUW	CASE/REG NUMBER	LIST	INQUIRY BY	PAGE 001 OF MMM			
DISTRICT DSS	OFFICE	UNIT	WORKER GZ	DATE 07/28/2008			
CASE/REG	CASE NAME	RESOURCE - AGE					
		WRS	BDX	UIB	NHR	FRM	VED
DQS30	AEMPLOYR, GLORIA	-	-	-	-	-	01-27 R
ERT41	AEMPLOYR, GLORIA	-	-	-	-	-	01-27 _
DQS35	AEMPLOYR, HELEN	-	-	-	-	-	01-28 _
ERT46	AEMPLOYR, HELEN	-	-	-	-	-	01-28 _
AQC0	ARDA, LILLY	-	-	01-28	-	01-28	02-28 _
ARD1	ARDA, LILLY	-	-	01-28	-	01-28	02-28 _
AQC3	ARDAD, RIANA	-	-	-	-	-	01-28 _
ARD4	ARDAD, RIANA	-	-	-	-	-	01-28 _
SARR4	AREV, NORM	-	-	-	-	01-28	01-28 _
TASS5	AREV, NORM	-	-	-	-	01-28	01-28 _
SAB0	ASSESSB, MISSY	-	-	-	-	-	01-28 _
TAC2	ASSESSB, MISSY	-	-	-	-	-	01-28 _
SBLA90	BASS, MARY	-	-	01-28	-	-	02-28 _
TCMA02	BASS, MARY	-	-	01-28	-	-	02-28 _
SDB7	BILLINGS, AMY	-	-	-	-	-	01-28 _
TEC8	BILLINGS, AMY	-	-	-	-	-	01-28 _
PQSB3	CAPSTER, BJ	-	-	-	-	-	01-28 _
QRTC4	CAPSTER, BJ	-	-	-	-	-	01-28 _

Option: 3 – District List

Screen(s) Impacted: WCTDLI

Screen Purpose: District Listing

Required Parameters: None

Optional Parameters: None

Summary:

This screen lists all of the hits for the district with resource and case information. The default sort order is by Office, Unit, and Worker.

Screen Changes:

Display the field that the data is sorted by. Add "Quick Query" field in column 80.

Keys:

F1 - First page of data

F2 - Next page of data

F3 - Previous page of data

F4 - Change sort order (sort order is displayed on the screen)

F5 - Return to previous screen

F7 - Return to previous resolution screen

F8 - Return to previous Office Unit Worker (WCTOUW) screen, includes Option 5 – High Risk Cases and Option 7 - New Office Unit Worker Records Inquiry

F10 - Return to previous Individual Case Summary (WCTIND) screen

F11 - Return to previous Individual Case Involvement (WCTINV) screen

F16 - Main RFI menu

'R' in col. 80 - Go directly to resolution screen for Case/Reg in current row.

'T' in col. 80 – Display the Individual Case Summary (WCTIND) screen for Case/Reg in current row

'O' in col. 80 – Display the Office Unit Worker (WCTOUW) screen for Office Unit Worker in current row.

WCTDLI		DISTRICT LIST INQUIRY							PAGE 001 OF MMM		
DISTRICT									DATE 07/28/2008		
SORT ORDER		CASE NO									
AGE		CASE/REG #					CASE NAME	OFFICE	UNIT	WORKER	
W	B	N	U	F	V						
					28	000000001	APPEL, SOPHIE, A	67N	67001	67001	—
					28	01PDHUNLEY	PAGE, JIMMY, B	APE	PEARL	PAUL	—
					28	03BUPTSTNG	03BUPTSTNG, 03BUPT		ELINE	EGR	—
					28	04BUPTSTNG	04BUPTSTNG, 04BUPT		ELINE	EGR	—
					28	0760A	REESE, ANN			HS	—
					28	08BUPTSTNG	08BUPTSTNG, 08BUPT	BAS	ELINE	EGR	—
					28	09BUPTSTNG	09BUPTSTNG, 09BUPT		ELINE	EGR	—
					28	0MCEO	JAYS, JOHN			HS	—
					28	0MCE6	JOHNSON, JOHN			HS	R
				28	28	ORAMBFQ00	HANES, TED			HS	—
					28	1871A	REESE, ANN			HS	—
				28	28	1SANCGRP1	HANES, TED			HS	—
29					27	270879	SWEENEY, SHANNON	MED	TEAM5	44443	—
					28	2NDF1	JAYS, JOHN			HS	—
					28	2NDF7	JOHNSON, JOHN			HS	—
\$					28	2NDF9	DAVIS, JANE			HS	—
					28	59L00	JGGH, LKJH, K		KJKGH	889	—
					28	59L05	GG, T, T		KJ	KJK	—

Option 4 - Statistics**Screen(s) Impacted:** WCTSTT**Screen Purpose:** Summary of counts for recently loaded data**Required Parameters:** None**Optional Parameters:** None**Summary:**

For each resource, this screen displays the date the application/case was sent for matching, the date the application/case was flagged, and the number of individuals in the application/case.

Screen Changes:

No changes.

Option 5 – High Risk Cases**Screen(s) Impacted:** WCTOUW**Screen Purpose:** List semi-detailed information about high risk cases for an Office, Unit, and/or Worker (OUW)**Required Parameters:** None**Optional Parameters:** None**Summary:**

The screen lists all of the high risk cases for the entered Office, Unit, and/or Worker. Usually multiple pages will exist. Data includes case number, case name, number of individuals for and age of each resource.

Screen Changes:

Highlight the appropriate field indicating the current sort order of the data on the screen. Add "Quick Query" field in column 80 (same as Option 2 - **Office Unit Worker Inquiry**).

Option 6 – New Records Inquiry**Screen(s) Impacted:** WCTDLI**Screen Purpose:** District list of new hit records.**Required Parameters:** None**Optional Parameters:** None**Summary:**

This screen lists all of the new hit records for the district with resource and case information. The default sort order is by Office, Unit, and Worker.

Screen Changes:

Display the field that the data is sorted by. Add "Quick Query" field in column 80 (same as Option 3 – **District List**).

Option 7 – New Office Unit Worker Records Inquiry**Screen(s) Impacted:** WCTOUW**Screen Purpose:** List semi-detailed information about new hit records for an Office, Unit, and/or Worker (OUW)**Required Parameters:** None**Optional Parameters:** None**Summary:**

The screen lists all of the new hit records for the entered Office, Unit, and/or Worker. Usually multiple pages will exist. Data includes case number, case name, number of individuals for and age of each resource.

Screen Changes:

Highlight the appropriate field indicating the current sort order of the data on the screen. Add "Quick Query" field in column 80 (same as Option 2 - **Office Unit Worker Inquiry**).

Change to existing option:

Option: 8 – Case Resolution History

Screen(s) Impacted: WCTVED, WCTWRS, WCTBDX, WCTUIB, WCTACT, WCTNHR

Screen Purpose: Display RFI history for all resolved resources for a Case Number.

Required Parameters: Case Number

Optional Parameters: Social Security Number, Resource Type.

Summary:

The screen will display the history of all the resource hit resolutions for a given case.

Keys:

F1 - First page of details

F2 - Next page of details

F3 - Previous page of details

F7 - Return to previous resolution screen

F16 - Main RFI menu

WCTVED VERIFIED EMPLOYMENT DATA (VED) - HISTORY PAGE 001 OF 001									
CASE NAME	TYPE	CASE/REG #	OFF	UNIT	WORKER	DISTRICT:	DSS		
ARDA, LILLY	11	ARD1			GZ		DATE:07/28/2008		
CLIENT NAME	SSN	DOB	SEX	CIN	SRCE	SRCE	DATE		
ARDA, LILLY	999999999	03/03/70	F	AY17063R	T		07/01/06		
EMPLOYEE NAME/ADDRESS	EMPLOYER/ADDRESS	EMP NO:	TA0010108						
ARDA, LILLY	WAL-MART								
206 MCKINLEY AVENUE UPPER									
JAMESTOWN NY 14701	702 SW 8TH ST.								
INS AVAIL:	INS ENRLD:								
STATUS: 0		BENTONVILLE					AR 72716		
W4 DATE: 08112006	ANNUAL TTL INC YTD:	759.00	ANNUAL YEAR INC:	2006					
EMPLOYEE TITLE: SALES			POST DATE:	01/02/07					
PAYRELEASDT	PERIODFRM	PERIODTO	GRSSPAY	ACTL HRS					
08/23/2006		08/17/2006	242.13	31					
09/06/2006		08/31/2006	242.12	31					
1 ACTION	N SUPPLEMENTAL	DATE RESOLVED	XX/XX/XXXX	WORKER	XXXXXX				

Option: 10 - Individual Case Involvement

Screen(s) Impacted: WCTINV

Screen Purpose: Display list of active cases for an individual that have unresolved resource hits

Required Parameters: SSN

Optional Parameters: None

Summary:

This displays a list of active cases for an individual that have unresolved resource hits.

Keys:

F1 - First page of data

F2 - Next page of data

F3 - Previous page of data

F4 - Change sort order (sort order is displayed on the screen)

F5 - Return to previous screen (This will allow eligibility worker to return to last position in RFI, which will enable more rapid resolution of common data.)

F7 - Return to previous resolution screen

F8 - Return to previous Office Unit Worker (WCTOUW) screen, includes Option 5 – High Risk Cases and Option 7 – New Office Unit Worker Records Inquiry

F9 - Return to previous District List (WCTDLI) screen, includes Option 6 – New Records Inquiry

F10 - Return to previous Individual Case Summary (WCTIND) screen

F16 - Main RFI menu

'R' in col. 80 - Go directly to resolution screen for Case/Reg in current row.

'X' in col. 80 - Go directly to resolution screen for the current Social Security Number, Case/Reg in current row

'T' in col. 80 – Display the case summary screen (WCTIND) by individual for Case/Reg in current row.

'O' in col. 80 – Display the Office Unit Worker (WCTOUW) screen for Office Unit Worker in current row.

WCTINV		INDIVIDUAL CASE/REG INVOLVEMENT					PAGE 001 OF 002						
DISTRICT DSS		SSN 123040507 NAME STIPE, RON					DATE 07/28/2008						
SORT ORDER RESOURCE													
AGE		CASE/REG #					CASE NAME			OFFICE	UNIT	WORKER	
W	B	N	U	F	V								
.						BAMB92	STIPE, ANN					HS	.
28						CANC03	STIPE, ANN					HS	—
28						CT4	CLAFF, FRANK					HS	—
28						CT46	CLAFF, FRANK					HS	—
28						CT4A	CLAFF, FRANK					HS	—
28						CT4I	CLAFF, FRANK					HS	—
28						CT4T	CLAFF, FRANK					HS	—
.						BAMB92	STIPE, ANN					HS	.
28						CANC03	STIPE, ANN					HS	—
28						CT4	CLAFF, FRANK					HS	—
28						CT47	CLAFF, FRANK					HS	—
28						CT4A	CLAFF, FRANK					HS	—
28						CT4I	CLAFF, FRANK					HS	—
28						CT4U	CLAFF, FRANK					HS	—
.						BAMB92	STIPE, ANN					HS	.
28						CANC03	STIPE, ANN					HS	—
28						CT4	CLAFF, FRANK					HS	—
28						CT48	CLAFF, FRANK					HS	—

Option: 11 - RFI Quick Print Menu

Screen(s) Impacted: WCTPRT

Screen Purpose: List reports available for immediate printing

Required Parameters: At least one of the following: Office, Unit, or Worker

Optional Parameters: Office, Unit, Worker

Summary:

The screen lists all the available reports for the entered Office, Unit, and/or Worker. In the future, the list of available reports will be expanded that utilize other entered and/or default parameters.

Note: The reports will print to the printer identified on the Eligibility Worker's Security Record in the Printer ID (PID) field.

Keys:

F16 - Main RFI menu

```
WCTPRT  CHAU                RFI QUICK PRINT MENU                DATE 02/02/2009
SELECTION  _  REG/CASE #  _____  OFFICE  _  UNIT  _____  WORKER  _____
                                                SSN  _____  RESOURCE TYPE  _  XMIT  _

          1  UNRESOLVED OFFICE UNIT WORKER REPORT BY CASE
          2  ALL OFFICE UNIT WORKER REPORT BY CASE
```