

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 183		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
i -ii	3	1/00	i - ii	3	10/00
5 - 6	3	1/00	5	3	1/00
			6	3	10/00
6a	3	1/00	6a - 6b	3	10/00
DATE: OCTOBER, 2000 TO: ALL INCOME MAINTENANCE MANUAL HOLDERS					

This change is being made to Chapter 3 to add the New Hire Report. It is currently available in hard copy only (paper) and is not on MOBIUS at this time. It will, however, be going on-line in the near future.

The New Hire Report is not intended to replace worker query into the New Hire Screens in OSCAR. Since all employers do not consistently report, and when they do, do not always provide all necessary data, the report cannot be considered to be all inclusive. It can, however, be considered as a lead in payment accuracy.

Policy questions should be directed to the OFS Policy Unit.

Questions concerning RAPIDS procedure should be directed to the RAPIDS Help Desk.

INCOME AND ELIGIBILITY VERIFICATION SYSTEM (IEVS)

3.1 INTRODUCTION 1

3.2 STATE INFORMATION SOURCES ACCESSED 3

A. BUREAU OF EMPLOYMENT PROGRAMS (BEP) 3

 1. Wage Information 3

 2. UCI 3

B. SOCIAL SERVICE INFORMATION SYSTEM (FACTS) 5

C. WORKERS' COMPENSATION 5

 1. Claimant's Payee 5

 2. Type Of Injury 6

 3. Independent Verification 6

 4. Income Sources 6

D. NEW HIRE REPORT 6

 1. Report Information 6

 2. Access to OSCAR System New Hire Information (NEHR)
 6a

 3. Verification 6a

3.3 FEDERAL INFORMATION SOURCES ACCESSED 6b

A. INTERNAL REVENUE SERVICE (IRS) 6b

B. SOCIAL SECURITY ADMINISTRATION (SSA) 6b

 1. BENDEX 7

 2. BEERS 7

 3. SSN Verification Details 8

 4. SDX SSI Response 8

 5. Forty (40) Qualifying Quarters Of Coverage 8

 6. Prisoner Match 8

 7. Savings Record 9

3.4 SPECIAL PROCEDURE REQUIREMENTS 10

A. EMPLOYEE AWARENESS 10

B. CLIENT NOTICE OF IEVS REQUIREMENTS 10

C. INDEPENDENT VERIFICATION 10

B. SOCIAL SERVICE INFORMATION SYSTEM (FACTS)

FACTS has information for recipients of:

- Foster Care
- Adoption Assistance
- Individual who also apply or receive Food Stamps, Medicaid and/or WV WORKS

C. WORKERS' COMPENSATION

The Workers' Compensation exchange provides the following:

1. Payment Information

The Workers' Compensation Payment detail screen displays payment information from the Bureau of Employment Programs Workers' Compensation files. The screen shows all payments made and the date of payment.

2. Claimant's payee

The Workers' Compensation Claimant's representative detail screen displays information from Workers' Compensation for claimant's payee.

3. Type Of Injury

The Workers' Compensation accident nature code describes why benefits are being issued to the claimant from Workers' Compensation.

4. Independent Verification

In situations where the client is not the payee, or when there is a discrepancy in what the client

The Report contains the following RAPIDS information from the RAPIDS files:

- Case Number
- Birth Date
- Pin Number
- RAPIDS Individual's Name, Address, City, State, Zipcode

2. OSCAR Access To New Hire Information (NEHR)

The OSCAR System New Hire Screen (NEHR) is accessed by the menu for OSCAR, or by typing NEHR on the command line, followed by a space and the SSN of the individual.

3. Verification

Verification is required when a discrepancy exists with reported information. See Section 4.2,B,5.