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EIV (Enterprise Income Verification)

Some EIV History

- ❖ <u>2001</u>: President's Management Agenda makes reducing improper payments a key government-wide priority. Agencies are required to measure improper payments annually, develop improvement targets and corrective actions, and track results.

- ❖ HUD begins the Rental Housing Integrity Improvement Project (RHIIP) to address improper payments and ensure that "the right benefits go to the right persons".

- ❖ <u>2004:</u> Upfront Income Verification (UIV) begins for Public Housing Authorities; this will later be named EIV for the MultiFamily side.

- ❖ <u>2007:</u> HUD signs agreement with the Dept of Health and Human Services (HHS) to do computer matching with the National Directory of New Hires (NDNH) and make employment and wage income available to Multifamily projects, CAs and the OIG.

- ❖ <u>2008:</u> EIV data becomes available for 236 and BMIR sites which have no Section 8. EIV is seen as the key to reducing improper payments and HUD notes its huge impact. Most notably, previously unreported income (especially part-time and second jobs) is revealed, and repayment agreements are made to collect retroactive subsidy overpayments.

- ❖ <u>January 31, 2010:</u> HUD's Final Rule on Income Determination makes EIV Income Reports mandatory for recertifications, as the first step toward full EIV implementation.

- ❖ <u>Anticipated for Late 2010:</u> Change 4 will mandate full EIV implementation.

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What's Available in EIV?

❖ From the Social Security Administration (SSA)

Data is provided for all household members who pass EIV pre-screening, and the SS data check

➢ Social Security (SS) benefits
➢ Social Security Disability (SSD) benefits
➢ Supplemental Security (SI) benefits
➢ Dual Entitlement benefits (someone collecting under a different person's SSN) are NOT shown
➢ Medicare premium information (deductions from SS/SI, and whether the state pays the premium for the tenant).
- When Medicare is paid by an agency, there is a (Y)es in the buy-in column, and the "Buy-In Start" column shows the date the third party started paying the premium.
- EIV does not provide information on additional deductions such as Medicare Part D for prescriptions, premiums, or garnishments. Check the difference between the gross and the net.

➢ Social Security updates data, each month, for 1/3 of the site's tenants, so all residents are updated quarterly.

➢ COLAs (Cost of Living Adjustments) won't appear on EIV Income Reports until the end of the calendar year (for tenants whose Annuals are due in April). Sites may...

- Use the current EIV printout as third party verification, and for income calculations, unless the tenant disputes it.
  - If the tenant disputes EIV data, ask him/her to bring in a current Award Letter showing the COLA, and use that as verification.

- Or, apply the COLA increase percent to the benefit amount on EIV Income Report (or on the Award Letter if the EIV data is disputed).

❖ From the National Directory of New Hires (NDNH), which is part of HHS

Data is provided for all household members 18+ (except live-in aides) who pass the SSA Identity Match.

➢ W-4 data for new hires shows the place and date of new employment for tenants who have started new jobs. W4 data is updated and sent to EIV by the 20th of each month
➢ Quarterly wages (federal and non-federal). Each quarter (Feb, May, Aug, Nov) all tenants are matched for wage/unemployment income amounts.
➢ Quarterly unemployment compensation

Timing and Flow of Data

❖ Every morning, TRACS sends EIV an update for the certs that have been received by HUD TRACS. The data is loaded into EIV the next evening (1-day lag).

➢ If you hold your data, and only transmit once a month, data will be delayed.
➢ If your CA only transmits tenant certs once a month, data will be delayed.

❖ EIV pre-screens tenants for valid first and last names, dates of birth, and social security numbers. Tenants whose data is blatantly wrong will appear on the Failed Pre-Screening Report.

➢ This is one place to look for tenants whose EIV data is missing. Fix what is incorrect via a Correction Cert, and re-transmit the cert.

❖ Certs passing the EIV pre-screening will be sent on to the SSA. The SS Identity Match searches its system for the tenant's SSN, last name and date of birth. Tenants who can't be found will appear on the Failed Verification Report.

➢ This is the next place to look for tenants whose EIV data is missing. Fix what is incorrect via a Correction Cert, and re-transmit the cert.

❖ Certs passing the SSA Identity Match will be sent on to NDNH so that income information can be posted to EIV. Tenants with no income or unemployment data will appear on the No Income Report.

   ➢ This is the last place to look for tenants whose EIV data is missing. Print this out to document that you searched for the EIV Income Report, but there was no income to report.

❖ Around the 17th of each month, EIV posts updated data for all tenants whose Annuals are due in 120 days.

   ➢ EIV requests data from SSA on the 1st Monday of each month, for tenants whose ARs are due in 4 months, plus data for all Correction Certs and UTs.

❖ Income Discrepancy Reports are generated every weekend. Obsolete data is overwritten, so print reports when you see them if you choose to use this Report.

Consider the Sources and Timing of the Data

❖ If the State or SSA District Office doesn't update its records and send them to the NDNH/SSA master files promptly, EIV data will be delayed.

❖ For new employment, the data comes from information employers send into their state databases. Most employers report new hire information within 30 days of the hire date. Therefore, information may be available in 60 days.

❖ Employment wage data comes from employer quarterly reports to their state's unemployment fund. This is also the source of the tenant's last date of employment.

❖ The Period of Income (POI) is the 12-month period starting 15 months before the AR is due, and ending 3 months prior to the AR due-date.

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Registering for EIV

❖ Secure Systems (WASS) Coordinators can be EIV Coordinators. Users can be EIV Users.
  ➢ You can be a Coordinator for one contract and a User for another with the same M-ID, but you can only have one role for a particular contract.

❖ First-time Coordinator registration requires:
  ➢ Having a letter from the site's owner authorizing you to be the EIV Coordinator.
  ➢ Completing a CAAF (Coordinator Access Authorization Form) and sending it to the HUD MF Help Desk via fax (202-401-7984) or email (MF_eiv@hud.gov). The Help Desk will email you when you've been approved.
  ➢ Assigning the HSC role to the properties on the approved CAAF.
  ➢ Submitting an electronic CAAF from within EIV, to the MF Help Desk.
  ➢ Completing the EIV Security Awareness Training Questionnaire for Coordinators. This will be replaced by a Security Awareness Testing Module online, on 9/14/09. Coordinators must score 14/15 in order to pass.
  ➢ Downloading the MultiFamily Housing EIV User Guide, which details instructions on how to register for, and use, EIV. Use it for the required site EIV training.

❖ User registration requires:

  ➢ Completing a manual UAAF (User Access Authorization Form) and giving it to your EIV Coordinator, who will authorize you to use the system. Follow up with an online UAAF.
  ➢ Completing the EIV Security Awareness Training Questionnaire for Users. This will be replaced by a Security Awareness Testing Module online, no later than 3/1/10. Users must score 10/15 in order to pass.
  ➢ Reading the MultiFamily Housing EIV User Guide. It details all the instructions on how to register for, and use, EIV.

❖ Go to the EIV website at: http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivapps.cfm and look in the Related Information Box (in green) on the right, to obtain Authorization Forms, the Manual and the Security Awareness Questionnaire.

❖ For help with the process, contact the Multi-Family Help Desk at 800-767-7588 or mf_eiv@hud.gov

❖ Keep all of the site's Coordinator and User registration documents, as well as your current reauthorization documents, on file for MORs.

  ➢ Once the security online tests are in effect, they'll be stored online for one year, and paper copies will no longer be required for the files.
  ➢ If the required forms aren't on file at your MOR, the Reviewer must email that information to eiv_alert@hud.gov.
    ▪ That will expire the site's access until the Finding is cleared.

❖ To become a Coordinator for an additional site:

  ➢ You must be a Secure Systems (WASS) Coordinator for the site first
  ➢ Go to EIV/Coordinator Access Request/Authorization Form; complete an on-line Certification CAAF. Choose the new site when you see your list of sites come up on the Form.
  ➢ After submitting the CAAF for the new site, the MF Help Desk will send you an email confirming that your EIV Coordinator access has been certified by HUD for the additional property(ies) you submitted.
  ➢ In User Maintenance/Property Assignment maintenance, attach your HSC role to the new site. You should then be able to access all data and authorize Users.

    ▪ HINT: When you go to User Administration/Coordinator Cert Report, the new site should say "Certified". If it says "New" instead, the CAAF request didn't "take" and must be done again.

Note: Before using EIV, be sure that you have the required EIV Policies and Procedures in place, and that you have signed 9887/9887A forms for all tenants.

Security is a Major Concern

The contract between DHHS and HUD has extremely tight security and confidentiality procedures, since EIV contains personal information about tenants that has been collected by the government and is covered under the Privacy Act.

All EIV users must sign Rules of Behavior to gain access. Sanctions will be used to discipline people who break these rules, and may include removal of access, civil or

criminal prosecution.

> ➢ HUD will soon release new Rules of Behavior for people who see EIV data but don't have computer access. These will need to be signed, dated and kept on file along with other User documents.
> ➢ Independent auditors can see EIV data with some restrictions; HUD will be issuing a non-disclosure oath for them to sign.

❖ EIV information can only be used for limited official purposes: O/As for recertifications, CAs for monitoring and the OIG (Office of Inspector General) for investigations.

❖ EIV data cannot be kept in files for Tax Credit or Rural Housing Projects.

❖ You must provide proper written Recertification Reminder Notices to tenants (Initial, 120/90/60) that specifically list the items HUD requires them to bring to their recertification interview.

MORs Will Enforce Security and Proper Usage

MORs can only have Findings if you fail to comply with the rules and procedures for the specific parts of EIV that you use.

❖ Your written EIV Policies and Procedures should clearly define which reports you will use, and how you will use them.

> ➢ Policies and procedures should also include security procedures of three types…

> > ▪ Technical Safeguards
> > • Reduce risks of security violations related to EIV software, network and applications such as prohibiting the sharing of IDs or passwords
> > • Follow proper Coordinator/User reauthorization procedures to identify and authenticate anyone using EIV data
> > • Deter and detect any attempts to access the system without authorization, by ensuring that EIV screens are not left unattended
> > • Monitor User activity by keeping accurate Coordinator and User lists.

- Administrative Safeguards
  - Ensure that access rights, roles, and responsibilities are appropriately and adequately assigned by the Coordinator, as authorized by the owner
  - Protect copies of sensitive data and destroy system-related records to prevent reconstruction of the contents
    - ♦ Follow file retention rules: keep all EIV printouts for the term of tenancy plus 3 years
    - ♦ Destroy records by shredding, burning or pulverizing
  - Ensure that properly signed 9887/9887A forms are included in all tenant files before accessing and using EIV data
  - Maintain, communicate, and enforce standard operating procedures related to securing EIV data
  - Describe your staff training, including annual review of security procedures and distribution of the EIV User Manual
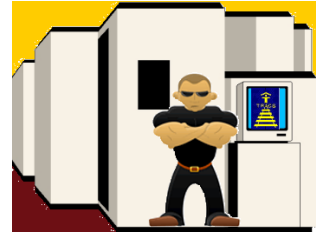
- Physical Safeguards
  - Establish barriers between unauthorized persons, and documents or computer media containing private data by password protecting any EIV data kept on the hard drive and by maintaining EIV printouts in locked file cabinets in secured areas
  - Clearly identify restricted areas by use of prominent signs or other indicators
  - Maintain a list of people with access to restricted areas, such as contractors and maintenance staff
  - Prevent undetected entry into protected areas and into protected documents
  - Notify Coordinators/Security Administrators of system breaches and penetration by unauthorized users.

❖ When doing the desk review to prepare for your MOR, your reviewer will check EIV reports for:

➢ A large number of tenants failing verification
➢ If you use Income Discrepancy Reports: an excessive number of them

❖ If you choose to use the Existing Tenant Search, it must be described in your Tenant Selection Plan. Use of all other EIV Reports are described in the EIV Policies and Procedures.

Using EIV Data

❖ You cannot deny rental assistance, raise rent or take any adverse action against the tenant based on EIV data alone.

❖ If you use an EIV report for one tenant or applicant, use it for all.

❖ EIV can be used for Initials, Interims and Annuals, and at times other than recerts as long as the type of use is defined in the site's EIV Policies and Procedures.

❖ Use EIV printouts as third party verification documents when the tenant doesn't dispute the information, and keep them in the tenant files.

  ➢ SSA data: you can use the dollar amounts for calculating income and expenses on the 50059
  ➢ NDNH wage and unemployment data: you cannot use the dollar amounts for calculating income on the 50059. You must use tenant or employer-provided documents (i.e. 4-6 pay stubs) and valid unemployment award letter.

❖ Obtain standard third party verification, and base calculations and decisions on that information when...
  ➢ The tenant disputes the data, or
  ➢ When you find discrepancies, or
  ➢ When the tenant can't provide acceptable, current income documents, or
  ➢ When EIV data is missing or incomplete.
  ➢ You always have the right to request third party verification when you doubt the validity of the EIV or tenant-provided data you receive.

❖ When EIV shows that the tenant is employed, but the tenant reports s/he isn't employed…
  ➢ After discussion with the tenant, complete standard third-party verification with the income source(s) on the Income Report.
  ➢ If you have made several unsuccessful attempts to verify, the tenant should

come to the office and certify that the EIV employment information is invalid and has been incorrectly attributed to his/her identifiers (SSN, last name and date of birth).

➢ Advise the tenant to contact the employers to remove that information from their records. If unsuccessful, the tenant should contact the State Workforce Agency (SWA) to have the employer remove any invalid income information from his/her records.
➢ Use the tenant-provided documentation to verify tenant income.
➢ Document the tenant file
- Keep a copy of all letters sent to employers listed in the Income Report
- Keep a copy of the tenant-signed certification disputing the EIV information
- Document that you advised the tenant to contact the listed employers and, if unsuccessful, the SWA to request that the information be removed from his/her record.

❖ Keep EIV data in tenant files, unless you have Rural Housing or Tax Credit subsidies which require those agencies to examine the tenant files.
➢ HUD has an agreement with HHS to use NDNH data but other agencies do not.
➢ You cannot use the knowledge you get from EIV for Rural Housing or Tax Credit certification purposes.

❖ Tenants must repay HUD for overpaid assistance

➢ If, in fact, there was unreported or misreported income, you must go back to the point the income began, and determine the amount the tenant owes HUD.

- You can go back a maximum of five years, based on the provisions of the 9887/9887A.
- You must give the tenant a copy of the calculations as well as keep them in the tenant file.
- If the tenant can't pay the amount owed, do a Repayment Agreement. Sites are required to reimburse funds collected from the tenant to HUD, and may retain up to 20% of amounts collected for documented collection costs.
- If the tenant is in lease non-compliance for fraud, you may evict and file a civil action to recover owed amounts. You must report suspected fraud to the District HUD OIG Office.
- If the tenant defaults on payments the tenant is in lease non-compliance and eviction proceedings should begin.

EIV Reports

- ❖ Income Report: Required for all recertifications as of September 30, 2009
  - ➢ Shows quarterly wages for past and current employment, unemployment and SS/SI, as well as Medicare expense

- ❖ Failed EIV Pre-Screening Report
  - ➢ Lists failed tenants and reasons for failures for individual residents whose data couldn't be sent to the SSA
  - ➢ Error Descriptions explain the problems so you can fix them with Corrections or Interims

- ❖ Failed Verification Report
  - ➢ Lists household members who failed the SSA identity match due to incorrect SSN, last name, date of birth or being deceased.
  - ➢ Fix with Corrections or IRs to get required Income Reports

- ❖ No Income Report
  - ➢ Shows household members who passed the SSA identify match, but no SS or wage or unemployment income was found
    - ▪ This doesn't verify zero income
    - ▪ Print this for the tenant file to document why there is no Income Report

- ❖ New Hires Report
  - ➢ Shows the place and date of employment for tenants who have started new jobs

- ❖ Income Discrepancy Report
  - ➢ Shows the difference between the income obtained though EIV and the income on the tenant's most recently transmitted full cert (MI, IC, AR, IR, Correction) when the difference is more than $2400/year
    - ▪ The income may be prorated
  - ➢ If Income Discrepancy Reports are used, you <u>must</u> follow up to resolve discrepancies.
  - ➢ You must provide the tenant with a copy of data documenting the discrepancy, and the way the overpayment was calculated. Tenant files must contain EIV reports and supporting documents used to resolve discrepancies.
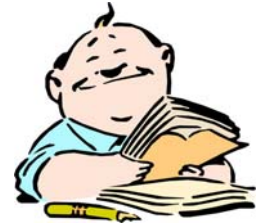
- ❖ Multiple Subsidy Report
  - ➢ Identifies tenants, through TRACS and PIC, who may be getting subsidy at more than one HUD site
  - ➢ Discuss with tenant and follow up with the other site to confirm assistance there
  - ➢ If needed, terminate assistance or tenancy
  - ➢ Plans are to allow filtering by All Households, Only Adults or Only Children

- ❖ Deceased Tenant Report identifies tenants that SSA reports as deceased
  - ➢ Update will include the date the data was received by EIV

- ❖ Existing Tenant Search
  - ➢ Shows whether an applicant is currently living at another HUD site (Multifamily or Public Housing) so sites can coordinate Move-Out and Move-In dates
  - ➢ Plans are to make this printer-friendly and include the tenant name

Coordinator and User Reauthorization

- ❖ Coordinators must reauthorize annually

  - ➢ Complete an online CAAF. The MF Help Desk will reauthorize the Coordinator and update the expiration date
  - ➢ Coordinator Certification Report shows when the sites come up for recertification. Coordinator can ask for "all sites" to be recertified; that will make them expire on the same date.
  - ➢ No new Owner Letter is required for Coordinator recertification unless there Is a change in the site's ownership
  - ➢ Coordinators must pass the online Security Awareness Testing Module annually.

- ❖ User Recertification

  - ➢ Changing from quarterly to twice a year - planned for the 9/09 release
  - ➢ Online UAAF must be submitted, and the Coordinator must recertify the User, then recertify the User's sites
  - ➢ Users must pass the online Security Awareness Testing Module annually
  - ➢ When recertifying Users, Coordinator can check "Select All" to recertify the User for multiple contracts at once

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> ➢ Plans are to allow a sort of UAAFs by date received, and search by User ID
> ➢ Users will not have access if their Coordinator's access expires

Future Plans

❖ New releases are planned for April and September of each year

❖ Adding a link to the SAVE system from the EIV navigational panel

❖ Changing the Legal Warning Page to clarify that you don't need a signed 9887/9887A to run the Existing Tenant Report for applicants

❖ Next EIV Training Webcast is tentatively planned for October 21-22, 2009. See it at:
   http://www.hud.gov/webcasts/schedule/index.cfm

❖ Email comments and suggestions for changes to: MF_EIV_Comments@hud.gov

Resources

❖ EIV/Multifamily Help Desk:
   202-708-7588 or 800-767-7588   MF_eiv@hud.gov

❖ EIV & You, tenant brochure
   http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivhome.cfm under What's Hot!
   A printed version will be coming soon, and so will a Notice with HUD's requirements for distributing the brochure to tenants

❖ EIV System Guidance Housing Notice (H 2008-03) on June 25, 2008 (35 pages)
   http://www.hud.gov/offices/adm/hudclips/notices/hsg/files/08-03HSGN.doc

❖ There were satellite webcast trainings on December 16-17, 2008 (MF) and on February 11-12, 2009 (PIH). View them at: http://www.hud.gov/webcasts/archives/index.cfm

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❖ Revised Training Materials from the December 16-17, 2008 EIV 8.1.1 Instructional Course Webcast are at: http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivtraining.cfm

❖ EIV Access Guide, forms and instructions for Multifamily Housing Program Users
http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivapps.cfm

❖ Resolving Income Discrepancies Between Enterprise Income Verification (EIV) System Data and Tenant-Provided Income Information, Rules of Behavior and Access Forms
http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivhome.cfm

❖ Privacy Act: http://www.usdoj.gov/foia/privstat.htm

❖ Tenant Requests for Award Letters
Call SSA: 1-800-772-1213   TTY: 1-800-325-0778
Request online at: https://secure.ssa.gov/apps6z/isss/main.html

❖ EIV Webcast Questions and Answers from the 12/08 Training
http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivtraining.cfm

❖ "A Guide to Interviewing for Owners of HUD-Subsidized Multifamily Housing Programs" can help you conduct a successful tenant recertification interview. Find it at:
http://www.hud.gov/offices/hsg/mfh/rhiip/casestudy/app_4.pdf

Enterprise Income Verification

HUD Home   MF Housing   EIV Home   Search   Email

Verification Reports >> Identity Verification Report >> Failed EIV Prescreening Report

Failed EIV Prescreen Report Report by Contract

Welcome First - M00337 Last - uiv

Contracts	CA16E000027
Re-certification Month	All
Households with Errors	3

- Back to Secure Systems
- Program Office Selection
- Switch Role

Income Information
- By Subsidy Contract
- By Project Number
- By Head of Household

Verification Reports
- Existing Tenant Search
- Multiple Subsidy Report
- Identity Verification Report
- Deceased Tenant Report

User Administration
- Coordinator Cert Report
- User Requests
- User Certification
- User Certification Report

Coordinator Access Request
- Authorization Form

User Manual

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Printer Friendly Version

Error Description Help

1 - 3 of 3 Households

Failed EIV Prescreen Report for Contract: CA16E000027

HOH SSN: 604-05-5783	HOH Name: GTMOBRP MKJVFDPWJH		Contract Number: CA16E000027	
Member SSN	Member Name	Error Description
T25-11-5007	ZNVMIRP FNQIGF	Failed SSN check.
T89-43-4009	AMNN FNQIGF	Failed SSN check.

HOH SSN: 609-66-3779	HOH Name: BBXVF BKXIHSE		Contract Number: CA16E000027	
Member SSN	Member Name	Error Description
T21-10-2005	VMJL JLUDGE	Failed SSN check.

HOH SSN: T23-06-7003	HOH Name: VBGCHZ RXOI		Contract Number: CA16E000027	
Member SSN	Member Name	Error Description
T23-06-7003	VBGCHZ RXOI	Failed SSN check.

1 - 3 of 3 Households

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

List of Error Messages on the Failed Verification Report

<u>Error Description</u>   <u>Explanation</u>

Error Description	Explanation
Member SSN not sent to SSA - Invalid SSN	The tenant's record was not sent to the SSA because the SSN failed the preliminary validation checks conducted by EIV.
Member SSN not sent to SSA - Live-In Aide or Foster Child	The tenant's record was not sent to the SSA because the relationship code indicated that the individual was a Live-In Aide or Foster Child.
Verification failed - SSN not found in SSA records	The tenant's SSN is not a valid number issued by the SSA. NOTE: The message also includes the SSN reported in SSA.
Verification failed - SSN was not verified by SSA	The tenant's SSN is not a valid number issued by the SSA.
Verification failed - Surname matched, but date of birth did not match with SSA records	The tenant's identity was not verified because while the Surname matched with SSA records, the Date of Birth did not match. However, based on the SSN/Last Name combination, SSA has indicated that the tenant <u>does not receive</u> SS/SSI benefits.
Verification failed - Date of birth matched, but surname did not match with SSA records	The tenant's identity was not verified because while the Date of Birth matched with SSA records, the Surname did not match. However, based on the SSN/Date of Birth combination, SSA has indicated that the tenant <u>does not receive</u> SS/SSI benefits.
Verification failed - SS benefits cannot be disclosed due to discrepancy in date of birth	The tenant's identity was verified by SSA based on the SSA/Last Name combination and the tenant <u>is receiving SS benefits</u>. However, due to the discrepancy in the Date of Birth, the benefit information cannot be disclosed.
Verification failed - SS benefits cannot be disclosed due to the discrepancy in name	The tenant's identity was verified by SSA based on the SSN/Date of Birth combination and the tenant <u>is receiving SS benefits</u>. However, due to the discrepancy in Last Name, benefit information cannot be disclosed.
Verification failed - SSI benefits cannot be disclosed due to discrepancy in date of birth	The tenant's identity was verified by SSA based on the SSA/Last Name combination and the tenant <u>is receiving SSI benefits</u>. However, due to the discrepancy in Date of Birth, benefit information cannot be disclosed.
Verification failed - SSI benefits cannot be disclosed due to discrepancy in name	The tenant's identity was verified by SSA based on the SSA/Date of Birth combination and the tenant <u>is receiving SSI benefits</u>. However, due to the discrepancy in Last Name, benefit information cannot be disclosed.
Verification failed - SS and SSI benefits cannot be disclosed due to discrepancy in date of birth	The tenant's identity was verified by SSA based on the SSA/Last Name combination and the tenant <u>is receiving both SS and SSI benefits</u>. However, due to the discrepancy in the Date of Birth, the benefit information cannot be disclosed.
Verification failed - SSI and SSI benefits cannot be disclosed due to discrepancy in name	The tenant's identity was verified by SSA based on the SSA/Date of Birth combination and the tenant <u>is receiving both SS and SSI benefits</u>.

Error Code	Error Short Description	Error Long Description
1	Failed effective date check.	The effective date of action is more than 15 months old.
2	Failed DOB check.	The date of birth is blank or null.
3	Failed last name check.	The last name is blank or null.
4	Failed SSN check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000}.
5	Failed DOB & effective dater check.	The date of birth is blank or null & the effective date of action is more than 15 months old.
6	Failed last name & effective date check.	The last name is blank or null & the effective date of action is more than 15 months old.
7	Failed last name & DOB check.	The last name is blank or null & the date of birth is blank or null.
8	Failed SSN & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the effective date of action is more than 15 months old.
9	Failed SSN & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the date of birth is blank or null.
10	Failed SSN & last name check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null.
11	Failed last name & DOB & effective date check.	The last name is blank or null & the date of birth is blank & the effective date of action is more than 15 months old.
12	Failed SSN & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the date of birth is blank or null & the effective date of action is more than 15 months old.
13	Failed SSN & last name & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the effective date of action is more than 15 months old
14	Failed SSN & last name & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null.
15	Failed SSN & last name & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null & the effective date of action is more than 15 months old.

Error Codes on Failed EIV Pre-Screening Report

EIV -- Income Report Detail

Wage and Benefit Report for Household of FONDA MONEY

Contracts:	FL123456789		**Subsidy Type:**	Section 8
Project:	Friendship Place		**Project Number:**	12345678
Re-certification Date:	10/01/2009		**Form 50059 as of:**	01/01/2009
Address:	1 Dime St., Tampa, FL, 33685			
Most Recent Type of Action:	IR-Annual Recertification		**Effective Date:**	1/01/2009

Head of Household:	FONDA MONEY		
Social Security Number:	XXX-08-1234	**Date of Birth:**	1/09/1945
Family Member:	MONEY, FONDA	**SSN:**	XXX-08-1234
Date of Birth:	1/09/1945	**Relationship:**	Head of Household

Employment Information

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
1/01/08	FL	12-3456789	ABC CHECK CASHING CO. 12 No Bounce Drive, Tampa, FL 33634	05/01/2008
3/15/06	FL	12-3456789	WE LOVE CASH BANK 20 Dollarbill Lane, Tampa, FL 33612	05/01/2006
8/01/06	FL	12-3455549	EASY MORTGAGE CO. 13 Buyhouse Drive, Tampa, FL 33602	12/01/2006

Wages

Pay Period	Amount	Hire State	FEIN	Employer Name and Address	Date Received by EIV
Q1 of 2009	$2,452.87	FL	12-3456789	ABC CHECK CASHING CO. 12 No Bounce Drive, Tampa, FL 33634	05/01/2009
Q2 of 2006 07/01/2006	$3,952.65	FL	12-3456789	WE LOVE CASH BANK	
Q3 of 2006 10/01/2006	$2,382.42	FL	12-3455549	EASY MORTGAGE CO.	

Unemployment Benefits (aggregated quarterly)

Pay Period	Amount
Q4 of 2006	$1,230.00
Q3 of 2006	$1,110.00
Q2 of 2006	EIV received no benefit data
Q1 of 2006	EIV received no benefit data

Social Security Benefits

Verification Data		Benefit History		
Payment Status Code:	C – Client is eligible for SSI/SSA Payment	**Date**	**Gross Benefit**	
Date of Current Entitlement:	01/01/08	6/2009	$24.00	Benefits paid
Net Monthly Benefit if Payable:	$24.00	5/2009	$23.00	Benefits paid
Payee Name and Address:	FONDA MONEY 1 Dime St. Tampa, FL, 33685	**Lump Sum**		
		Date		**Amount**
		12/01/2008		$0.00

Dual Entitlement

Verification Data		Benefit History		
Claim Number #:	123456789-B1	**Date**	**Gross Benefit**	
Payment Status Code:	AD – Adjusted for dual entitlement	6/2009	$1,500.00	Benefits paid
Date of Current Entitlement:	09/2009	5/2009	$1,450.00	Benefits paid
Net Monthly Benefits if Payable:	$1,500.00	4/2009	$1,400.00	Benefits paid
Payee Name and Address:	FONDA MONEY 1 Dime St. Tampa, FL 33685	3/2009	$1,375.00	Benefits paid

Medicare Data

Verification Data			Premium	Buy-in	Buy-in Start	Buy-in Stop
Payee Name and Address:	FONDA MONEY 1 Dime St. Tampa, FL 33685	**Hospital Insurance:**	$0.00	N	Not available	12/1/2008
		Supp, Med. Insurance:	$96.40	Y	01/01/08	12/1/2008

Supplemental Security Benefits

Verification Data		Payment History of Net Benefits			
Payment Status Code:	C- Indicates the recipient is eligible for payment	**Date**	**Federal Amount**	**State Amount**	**Type of Payment**
Alien Indicator:	A – Proven US born, US Citizen				
SSI Monthly Assistance Amount: (Current)	$168.00	06/01/09	$168.00	$0.00	Recurring Payment
State Supplemental Amount: (Current)	$.00	05/01/09	$163.00	$0.00	Recurring Payment
		04/01/09	$157.00	$0.00	Recurring Payment
		03/01/09	$157.00	$0.00	Recurring Payment
Payee Name and Address:	FONDA MONEY 1 Dime St. Tampa,FL 33685	02/01/09	$154.00	$0.00	Recurring Payment
		01/01/09	$150.00	$0.00	Underpayment

Disability

Disability; F – Final determination allowance	Yes	**On-set Date:**	01/01/2007

Report Date: 06/01/2009

* The difference between the gross and the net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.