

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 10, 1984

## ALL-COUNTY INFORMATION NOTICE I- 15-84

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: INTEGRATED EARNINGS CLEARANCE/FRAUD DETECTION SYSTEM

## REFERENCE:

Since the implementation of the Integrated Earnings Clearance/Fraud Detection System (IEC/FDS) in September 1983, there have been certain operational improvements made to the system by the State, based on comments received by county users. The purpose of this All County Information Notice is to inform the counties of these system changes and to provide related instructions. In addition, we are providing a section on questions and answers, aimed at addressing some of the concerns expressed by the counties regarding the IEC/FDS.

I. NEW SYSTEM REQUIREMENTS FOR COUNTIES WHO PRINT THEIR OWN ECS 155 FORMS:

Those counties who receive output from the IEC/FDS on magnetic tape and print their own ECS 155 forms should attempt to print the information according to the format described in Attachment "A", beginning with the processing of the third quarter data (July - September 1983). By the time counties process the fourth quarter data (October - December 1983), this new printing format should be fully implemented. This will enable SDSS to accurately process the ECS 155 "County Response" information in order to develop a management reporting system and to meet the federal mandates.

II. COUNTY OPTION OF REPORTING THE ECS 155 "COUNTY RESPONSE" INFORMATION ON MAGNETIC TAPE.

With this change, a county may now opt to report ECS 155 "County Response" information on magnetic tape instead of manually completing ECS 155 questionnaires. Counties should refer to Attachment "B" of this letter for an outline of the magnetic tape format to be used.

### III. QUESTIONS/ANSWERS

#### 1. QUESTION:

If the county has submitted the ECS 155 "County Response" form, should a revised form be submitted if new information becomes available?

#### ANSWER:

No, only one ECS 155 "County Response" form can be submitted per case.

#### 2. QUESTION:

On which cases must the county process and complete an ECS 155 "County Response" form ?

#### ANSWER:

All cases which are reported as being "Matched, Above the Discrepancy Level" (regardless of whether they are active or closed) must be accounted for. If the case is active, the case must be processed and the disposition reported back to SDSS, via the "County Response" form. If the case is closed, and the county has chosen not to work "closed" cases, the county must indicate this on the "County Response" form and submit the form to SDSS.

#### 3. QUESTION:

Must the county report back on those overpayments or overissuances identified by the IEC/FDS which are shown to be administrative or agency errors?

#### ANSWER:

Yes, Section "B" on the ECS 155 "County Response" form should be completed on all cases involving an overpayment or overissuance, regardless of whether it is recipient or agency caused.

#### 4. QUESTION:

If a duplication occurs involving an active SSI case and an AFDC or FS case, and the AFDC or FS case is currently closed (and the county has opted not to work closed cases), must the case be processed?

#### ANSWER:

No, but the ECS 155 "County Response" form must still be completed and returned to the State on such a case.

#### 5. QUESTION:

On the ECS 155 "County Response" form, what is the definition of a "processed case"?

ANSWER:

A case is considered "processed" when the county has taken all action necessary to determine whether or not there is an overpayment/overissuance in the case.

6. QUESTION:

Since the ECS 155 form only has space to print wage information for five employers, how can the county find wage information on a recipient who has more than five employers?

ANSWER:

The information can be obtained through the normal EDD process using a DE 8720, or by contacting the Fraud Program Management Bureau.

7. QUESTION:

How does a county complete the "County Response" form on a case which had been processed in a prior quarter, and an overpayment/overissuance was identified through that process?

ANSWER:

The "County Response" form for the quarter in which an overpayment was identified, should indicate that there was an overpayment, and should contain the total amount of overpayment computed for the entire period (not just for the quarter in which the information was provided by the system). Consequently, in completing the questionnaires for subsequent quarters, the county should complete Section A.5. (Other) "Reviewed in Prior Quarter."

8. QUESTION:

When submitting IEC/FDS input information to SDSS, what constitutes a single "case"?

ANSWER:

All individual recipient records which have the same County Code, 7-digit Case Number and FBU code, are identified by this system as one "case", regardless of aid type.

A user guide is being developed and will be sent to all counties in the near future via an All-County Information Notice. This guide will provide a detailed description of the IEC/FDS and will help to further explain the operation of the entire system.

Any questions concerning the IEC/FDS should be directed to Ken Worman or Gary Scriven of the Fraud Program Management Bureau at (916) 924-2836.



JOANNE A. HOFFMANN  
Deputy Director  
Management Systems and  
Evaluation Division

Attachments

cc: CWDA

XXX X

**INTEGRATED EARNINGS CLEARANCE/FRAUD DETECTION SYSTEM**

ALL A

**PROCESS QUARTER  
COUNTY OF**

1 CASE IDENTIFICATION			2 CASE NAME	3 DIST.	4 WORKER	5 CO USE	6 PRIORITY
AID	CASE NO	FBU					

Counties who receive output from the IEC/FDS system on magnetic tape and then print their own ECS155 forms must print the following data on the ECS155 in the specified location to facilitate the state's key data entering of the Case Response Questionnaire.

**CASE TYPE:**

Code 1 = Use code "1" for cases that were returned to the county on the tape file labeled "Cases Matched and Equal to or Greater than the Discrepancy Level" (Code 440 in bytes 1-3)

Code 2 = Use code "2" for cases that were returned to the county on the tape labeled "Cases Below the Discrepancy Level" (Code 460 in bytes 1-3)

Code 3 = Use code "3" for cases that were returned to the county on the tape file labeled "Cases that are Mismatched" (Code 530 bytes 1-3)

**PROCESS YEAR:**

Code the process year as "83" or greater

**PROCESS QUARTER:**

Code 1 = First Quarter

Code 2 = Second Quarter

Code 3 = Third Quarter

Code 4 = Fourth Quarter

ATTACHMENT B

RETURN TAPE FORMAT FOR "COUNTY RESPONSE" QUESTIONNAIRE

Described below is the magnetic tape record format for counties who choose to submit to SDSS all or part of their county's IEC/FDS "County Responses" (ECS 155 case questionnaire) utilizing magnetic tape:

1. Physical Characteristics
  - 9-track 1600 BPI EBCDIC
  - 9-track 6250 BPI EBCDIC
  
2. Tape Labels - Internal
  - IBM Standard labels or unlabeled tapes are acceptable. If unlabeled tapes are used, each reel must have a tape mark at the beginning and ending of the data.
  
- External
  - Each reel must have an external label containing the following information:
    - (a) Title: ECS 155 County Response File
    - (b) County Name and Number
    - (c) Date of Submission (Mo, Day, Yr)
    - (d) Tape Characteristics (i.e., density and tracks)
    - (e) Reel Number (1 of 1, etc.)
    - (f) Type of Internal Labels
  
3. Tape Record Format
  - A. 80 position logical record
  - B. These records must be blocked either 1 or 24 logical records per physical block.

<u>TAPE POSITION</u>	<u>DESCRIPTION</u>
1	<p>Process quarter for the case being reported:</p> <p>1 = January - March  2 = April - June  3 = July - September  4 = October - December</p>
2 - 3	<p>Process year for the case being reported:</p> <p>Must be 83 or greater</p>
4	<p>Case type for the case being reported:</p> <p>Code 1 - Use code 1 for cases that were returned to the county on the tape file labeled "Cases Matched and Equal To or Greater than the Discrepancy levels (Code 440 in Bytes 1-3)</p> <p>Code 2 - Use code 2 for cases that were returned to the county on the tape labeled "Cases Below the Discrepancy level (Code 460 in Bytes 1-3)</p> <p>Code 3 - Use code 3 for cases that were returned to the county on the tape file labeled "Cases that were Mismatched" (Code 530 Bytes 1-3)</p>
5-17	<p>Case Identification</p> <p>5-6 County Number</p> <p>7-8 Aid Type</p> <p>9-15 Case Number (zero fill to the left)</p> <p>16 FBU</p> <p>17 Reserved for Case Data counties low order FBU code.</p>
18-22	<p>Filler</p>

23

Enter one of the following codes indicating the correct response to question A on form ECS 155 Questionnaire:

Code 1 = Failure of employer to cooperate.

Code 2 = Failure of recipient to cooperate.

Code 3 = Actual or potential overpayment or overissuance handled by another county.

Code 4 = Case closed prior to processing.

Code 5 = Other

24-28

Filler

29

Enter a "1" if the answer to Question "B" on form ECS 155 Questionnaire is "Yes."

30

Enter a "1" if the answer to Question B on form ECS 155 Questionnaire is "No."

Enter the appropriate code(s) to answer question B1:

31

Code A = Earnings

32

Code B = Duplicate Aid

33

Code C = SSI/SSP

34

Code D = Other

35-39

Filler

Enter the appropriate whole dollar amount(s) to answer question B2:

40-44

AFDC Dollar Amount\*

45-49

Food Stamp Issuance Amount\*

50-54

General Assistance Dollar Amount\*

55-59

Other Dollar Amount\*

\*Whole dollars only - Do not include cents

60-64

Filler

65

Enter a "1" if the answer to Question B3  
on Form ECS 155 Questionnaire is "Yes"

66

Enter a "1" if the answer to Question B3  
on Form ECS 155 Questionnaire is "No"

67-80

Filler