

**GENERAL INFORMATION SYSTEM**  
**Center for Employment & Economic Supports**

April 8, 2008

Page: 1

**TO:** Commissioners; Employment Coordinators; FEDS Coordinators; Food Stamp Directors; Fraud Directors; National Directory of New Hires Coordinators; Staff Development Coordinators; Temporary Assistance Directors; TOP Coordinators

**FROM:** Richard Nawrot, Director of Program Integrity, Bureau of Audit and Quality Improvement

**SUBJECT:** Addition of Verified Employment Data (VED) to RFI for **All** Upstate LDSSs

**EFFECTIVE DATE:** Immediately

**CONTACT PERSON:** Lisa McLain (518) 408-5349 or lisa.mclain@otda.state.ny.us;  
Kathleen Murphy (518) 473-7159 or kathleen.murphy@otda.state.ny.us

The purpose of this GIS message is to remind Upstate Local Departments of Social Services (LDSSs) that the Welfare Management System's Resource File Integration (RFI) subsystem is being expanded to include Verified Employment Data (VED).

This addition was originally explained in **06 ADM-13** which introduced the National Directory of New Hires (NDNH) computer match and the March 7<sup>th</sup>, 2008 **GIS 08 TA/DC005**.

Currently, to process the NDNH match, the TANF adult caseload is matched against the federal NDNH database, and the employment hits from this match are then verified with the employer by OTDA/Program Integrity staff in Albany. This VED information is then transmitted to Upstate LDSSs currently via electronic Sharepoint containers.

On Thursday, April 10th **all** Upstate LDSSs will begin receiving the VED information in RFI for any employment hits that had been identified through the NDNH match and then verified.

Local District National Directory of New Hires Coordinators (LDNCs) will be provided with an Excel alert report of all their LDSS hits (containing Case Number, CIN and Office, Unit, Worker) in order to notify the appropriate workers that the VED hits are available. ***All Upstate LDSSs must then act on this information promptly because it is verified upon receipt.***

Note: Any previous VED information sent to LDSSs via the Sharepoint containers must still be resolved and returned via the Sharepoint containers.

The Informational Letter regarding this RFI/VED modification is currently in clearance and will be issued shortly.