GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

September 15, 2008

Page: 1

TO: Commissioners; TA Directors; Finance Directors

FROM: Russell Sykes, Deputy Commissioner, Division of Employment and Transitional Supports

SUBJECT: The conference call schedule for September 18, 2008 regarding the Administrative Directive (ADM),"The Social Security Administration (SSA) Automation of Interim Assistance Reimbursement (IAR), Direct Deposit Authorization for IAR Payments, Government to Government Services Online (GSO) Registration, and "Monthly IAR E-Report" Database Creation".

EFFECTIVE DATE: September 18, 2008

CONTACT PERSON: Temporary Assistance Bureau at 1-800-343-8859; extension 4-9344

It is expected that the Administrative Directive (ADM) regarding the "The Social Security Administration Automation of Interim Assistance Reimbursement (IAR), Direct Deposit Authorization for IAR Payments, Government to Government Services Online (GSO) Registration, and "Monthly IAR E-Report" Database Creation" will be released in the next few days.

The purpose of the pending draft ADM is to inform Local Social Services Districts (LSSDs) that the SSA is automating the current IAR paper check process with the use of a secure website. LSSDs will be required to communicate to the SSA the amount of Interim Assistance (IA) paid via an SSA secure website and any IAR payments will be direct deposited by the SSA into a district designated bank account via the Automated Clearing House (ACH) process. The SSA will also be automating the current mailed notices process with a comprehensive e-mail alert system.

In anticipation of questions and issues related to SSA's implementation of Electronic Interim Assistance Reimbursement (eIAR) the Center for Employment and Economic Supports (CEES) and Office of Temporary and Disability Assistance (OTDA) Finance has included, in the draft ADM which was previously sent to districts for review and comment, details of a telephone conference call to provide technical assistance to districts. Due to the need to collect required data for the SSA prior to the eIAR implementation the call in directions and schedule that has been included in the draft pending ADM will remain unchanged.

The conference call will focus on an overview of the eIAR process, detail required information that districts must provide to the SSA and OTDA and review the timelines for submission of required information. The conference call will also be an opportunity for districts to discuss any issues related to the implementation of eIAR.

OTDA-4357-EL (Rev. 7/01)   UPSTATE & NYC MESSAGE
GIS 08 TA/DC020

GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports
September 15, 2008
Page: 2

The call-in schedule and directions follow. Due to line limitations, districts are asked to call in at the times specifically assigned to each district, and from one line within each district. However, there are enough lines so that staff in districts with multiple locations can call in from each location rather than from one central location. For NYC, the line limit is no more than seven different lines.

The call-in schedule and directions are as follows:

- Date: September 18, 2008

- Time: Group One – 10:00a.m. to 11:30a.m., Group Two – 1:00p.m. to 2:30p.m.

- **Group One:** Broome, Cattaraugus, Chautauqua, Clinton, Essex, Franklin, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Monroe, Niagara, Oneida, Onondaga, Orleans, Otsego, Putnam, Rensselaer, Rockland, St. Lawrence, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Ulster, and Warren (29 LSSDs)

- **Group Two:** Albany, Allegany, Cayuga, Chemung, Chenango, Columbia, Cortland, Delaware, Dutchess, Erie, Fulton, Genesee, Greene, Madison, Montgomery, Nassau, New York City, Ontario, Orange, Oswego, Saratoga, Suffolk, Sullivan, Tompkins, Washington, Wayne, Westchester, Wyoming and Yates (29 LSSDs)

- Call toll-free: **1-877-985-3373** - You will hear a welcome from OFT and will be asked to enter your numeric participant pass-code followed by the # sign. The pass-code is **4700378** for both groups.