



Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

DANIEL W. TIETZ
Commissioner

BARBARA C. GUINN
Executive Deputy Commissioner

General Information System (GIS) Message

Section 1

Transmittal:	22 TA/DC069 Upstate and New York City
Date:	July 13, 2022
To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, SNAP Directors, WMS Coordinators, HEAP Coordinators
From:	OTDA Employment & Income Support Programs
Subject:	Mass Processing of SDX Daily File Backlog
Effective Date:	Immediately
Contact Information:	Temporary Assistance Bureau at: 518-474-9344 or otda.sm.cees.tabureau@otda.ny.gov
	SNAP Questions – SNAP Bureau 518-473-1469 or otda.sm.cees.snap@otda.ny.gov
	HEAP Questions – HEAP Bureau 518-473-0332 or nysheap@otda.ny.gov
	SSP Questions – SSP Bureau 518-474-9322 or otda.sm.ssp@otda.ny.gov
Attachments:	N/A

Section 2

Every quarter, the federal Social Security Administration (SSA) sends OTDA a Reconciliation file to update data in the Welfare Management System (WMS) that was missed on the Daily files. During this process, the Daily SDX files are withheld until the Reconciliation is complete.

Unfortunately, due to a persistent issue with formatting of the SSA file, processing this quarter’s Reconciliation file was delayed a week but successfully ran the weekend of 7/9/22. However, Daily SDX files have not been uploaded to WMS since 6/18/22. This has resulted in a large backlog of SDX records. Additionally, this backlog affects the accuracy of the SDX information that districts would normally access via the WMS Time Limit Tracking menu. Therefore, districts are advised to access necessary SSA information directly via SOLQ in order to ensure they are accessing up to date SSA information until all Daily files have successfully been loaded.

This message is to inform you that since Monday, 7/11/22, OTDA has been mass processing this backlog of files in date order at a rate of 4 files, or about 30,000 records per day. On this schedule, the last file should process on the night of 7/15/22.

On a practical level, this means that districts are likely to experience a significant increase in new cases opening, cases that require rebudgeting and other case changes related to SDX information being received that may affect all programs.

We regret the inconvenient impact this unforeseen issue will have on district offices and are committed to providing whatever assistance and support we can to help you navigate this influx. Please know that we will continue to update you as the situation develops.