90-170.8. IEVS REQUIREMENTS

A.
General

This section provides information on the GR IEVS requirements.

B.
Policy

IEVS Applicant information shall be ordered by the intake worker and forwarded, upon receipt, to the granted worker. At redetermination, IEVS reports shall be ordered again.

C.
Procedures

The table below shows the actions that are required for IEVS in the GR Program.

When	Step	Action
General	1	A SSN is required for IEVS. Follow procedures in GRPG 90-100 and request an IEVS Applicant Abstract via CalWIN upon receipt of the SSN.
	2	For combination GR/CalFresh cases, the CalFresh IEVS Applicant Abstract may be photocopied for the GR case when the cases are processed on the same day by the same worker.
Intake	3	Upon granting, trigger a request for an IEVS Applicant Abstract via CalWIN.

Procedures (continued)

When	Step	Action
	4	Review the IEVS information if the report is received while the case is in intake.
		<table><tr><td>**If …**</td><td>**Then …**</td></tr><tr><td>the applicant information is correct,</td><td>review the match results columns to see which, if any, inquiries resulted in a match.</td></tr><tr><td>name, SSN, DOB, or sex are incorrect for the applicant,</td><td>resubmit corrected person information to IEVS via CalWIN.</td></tr><tr><td>income discrepancies are noted,</td><td>• Contact the applicant/recipient immediately; • Inform him/her of the inconsistent information; and • Request clarification. 16-20 HHSA can be used.</td></tr><tr><td>resource discrepancies are noted,</td><td>the discrepancy must be resolved by using the 16-18 HHSA and 16-19 HHSA.</td></tr><tr><td>the case is with a granted worker,</td><td>the intake worker must forward the IEVS report to the granted worker.</td></tr></table>
	5	The case can be transferred to granted without waiting for the IEVS report.
Granted	6	Take the same steps as in Steps 3-5, above. Additionally:
		<table><tr><td>**If …**</td><td>**Then …**</td></tr><tr><td>the recipient fails to provide resolution of discrepancies,</td><td>• Discontinue the case. • Review for possible system abuse sanctions in these instances.</td></tr><tr><td>a System Abuse Sanction is appropriate,</td><td>use that discontinuance reason.</td></tr></table>
	7	Request an IEVS Applicant Abstract upon recertification of the case at redetermination.