

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC INDEPENDENCE 15-2002**

**(EPICS)**

**TO:** County Directors of Social Services

**DATE:** November 5, 2002

**RE:** Active WF/Active Claims, No EIS Recoupment Report

**EFFECTIVE**

**DATE:** November 22, 2002

Effective November 22, 2002, a monthly report entitled 'Active WF Cases/Active Claims, No EIS Recoupment Report' is being created to identify Work First cases that contain no recoupment data and there is a recoupable claim in EPICS. This report is created the fourth work night from the end of each month. The report alerts the investigator of AFDC/TANF claims that are not being recouped. In order for a recoupment to be posted in EPICS, recoupment data must be displayed on the EIS case.

**I. ACTIVE WF CASES/ACTIVE CLAIMS, NO EIS RECOUPMENT REPORT**

A. The "Active WF Cases/Active Claims, No EIS Recoupment Report" includes Work First cases that meet the criteria outlined below. No hard copy of the report is created. The report is displayed in XPTR under the name of 'DHRFRD FRD401-2 WF CLM NO RECOUP.' Twelve versions of the report are retained.

1. The aid program/category is AAF, and
2. The termination date is zeroes, and
3. The payment type is 1 or 2, and
4. The grant recoupment code is A, H, V, or space, and
5. The grant recoupment amount is zeroes, and
6. A recoupable AFDC/TANF IHE, IPV, or AE claim in EPICS.

B. No case is displayed on the report if the letter of overissuance has not been sent, the letter of overissuance is less than ten business days old, or if the claim debtor repayment approach is not R (recoupment), and the criminal judgement date is set.

C. In situations in which a claim is in one county and the EIS case displays a different county number, the case displayed is for the county in which the oldest claim resides, the status is CO (collection), the balance is greater than zero, and no delete flag of 'Y.' Examples are below.

**EXAMPLE:** EIS case has only one debtor in EPICS. That debtor has only one claim. The county number of the claim is displayed on the report.

**EXAMPLE:** EIS case has only one debtor in EPICS. That debtor has two claims. The county number of the claim with the oldest establishment date is displayed on the report.

**EXAMPLE:** EIS case has more than one debtor in EPICS. Each debtor has more than one claim. The county number of the claim with the oldest establishment date is displayed on the report.

**EXAMPLE:** The oldest claim is in one county. The EIS case contains a different county number. The data displays for the county in which this claim resides and is not displayed for the county in which the EIS case resides.

D. If no cases/claims are found for a county, no report for that county is generated.

## II. DATA FIELDS DISPLAYED ON THE REPORT

A. A number of fields are displayed on the report. There is a county total page and a state total page.

1. County Code – The name of the county.
2. Investigator ID Number
3. District Number – The District Number from the EIS case.
4. Casehead Name
5. EIS Case ID Number
6. EIS County Number – This number can be different than where the oldest claim resides.
7. Claim County Number – The county number in which the oldest claim resides.
8. Referral ID Number

9. Claim Balance

10. Claim Category – The value can be IHE, IPV, or AE.

11. Investigator ID Total – The total numbers for the investigator.

B. There is a County Total Page and a State Total Page to display the total numbers for the county and state.

C. The report is sorted by county. Within county, the report is sorted by Investigator ID, district number, and alphabetically within district number.

D. The report is displayed in XPTR under the name of 'DHRFRD FRD401-2 WF CLM NO RECOUP.' Twelve versions of the report are retained. No hard copy of the report is generated.

### III. REPORT LAYOUT

#### A. Investigator Report

RUN DATE: 08/31/2002 09:05:12		N.C. DEPARTMENT OF HEALTH AND HUMAN SERVICES			PAGE: 1	
REPORT DATE: 08/31/2002		ENTERPRISE PROGRAM INTEGRITY CONTROL SYSTEM			RETAIN THREE YEARS	
				REPORT NO: FRD401-2		
ACTIVE WF CASES/ACTIVE CLAIM, NO EIS RECOUPMENT REPORT						
COUNTY CODE: CUMBERLAND						
INVESTIGATOR ID: 134						
DISTRICT: 123						
Casehead Name	EIS Case ID	EIS Co.	Claim No.	Referral ID	Claim Balance	Claim Category
DISTRICT: 215						
Casehead Name	EIS Case ID	EIS Co.	Claim No.	Referral ID	Claim Balance	Claim Category
**INVESTIGATOR ID 134 TOTAL**						
TOTAL CASES		000	TOTAL CLAIM BALANCE		1,000.00	

#### B. County Total Report

RUN DATE: 08/31/2002 09:05:12 N.C. DEPARTMENT OF HEALTH AND HUMAN SERVICES		PAGE: 1	
REPORT DATE: 08/31/2002 ENTERPRISE PROGRAM INTEGRITY CONTROL SYSTEM		RETAIN THREE YEARS	
		REPORT NO: FRD401-2	
ACTIVE WF CASES/ACTIVE CLAIM, NO EIS RECOUPMENT REPORT			
COUNTY CODE:	CUMBERLAND		
INVESTIGATOR D		TOTAL CASES	TOTAL CLAIM BALANCE
134		10	1,000.00
135		12	1,500.00
138		14	1,000.00
****COUNTY TOTAL****		36	3,500.00

### C. State Total Report

RUN DATE: 08/31/2002 09:05:12 N.C. DEPARTMENT OF HEALTH AND HUMAN SERVICES		PAGE: 1	
REPORT DATE: 08/31/2002 ENTERPRISE PROGRAM INTEGRITY CONTROL SYSTEM		RETAIN THREE YEARS	
		REPORT NO: FRD401-2	
ACTIVE WF CASES/ACTIVE CLAIM, NO EIS RECOUPMENT REPORT			
COUNTY CODE:	STATE		
COUNTY CODE		TOTAL CASES	TOTAL CLAIM BALANCE
26		50	5,000.00
27		10	2,000.00
28		02	100.00
****STATE TOTAL****		62	7,100.00

If you have any questions, please contact DSS Automation Staff at (919) 733-7831.

Sincerely,

Wilbert R. Morris, Chief

Economic Independence Section

WRM/BA/bh