

# STATE OF ALASKA

## DEPT. OF HEALTH & SOCIAL SERVICES

### DIVISION OF PUBLIC ASSISTANCE

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#### MEMORANDUM

**DATE:** July 6, 1999

**TO:** All Field Staff

**FROM:** Rebecca Eames *R Eames*  
Chief of Field Services

**SUBJECT:** EIS Procedure 1999-7  
Prisoner Match Information

#### Introduction

The Balanced Budget Act of 1997 implemented requirements to increase Food Stamp payment accuracy. One of the requirements of the Balanced Budget Act was to establish a system to verify if an individual is detained in a Federal, State, or local correctional, penal, or detention center for more than 30 days. To accomplish this, SSA has modified the SVES interface to accept requests for prisoner information, and made available a new query response displaying the prisoner information as it appears in their databases.

EIS makes a monthly match with the SSA prisoner database and generates alerts. Caseworkers are obligated to follow-up on these alerts. This prisoner information can also be accessed by inquiring by SSN when a caseworker has reason to question whether a person listed a member on an application or participating household may be in prison.

## The Prisoner Match Information Screen

The Prisoner Match Information screen provides information based on the Status Code as provided by SSA.

EIS SVRE	STATE VERIFICATION RESPONSE	PAGE 6 OF 6	091198 08:45
SVES SSN: 123456789	INFO RECEIVED DATE: 091198		WORKER B
EIS SSN: 123456789	EIS NAME: SMITH, JOHN		
INFORMATION STATUS		PRISONER MATCH INFORMATION	
	: 2 - PRISONER DATA DISPLAYED		
DATE OF CONFINEMENT	: 10/30/1989		
SCHEDULED DATE OF RELEASE	: 01/01/1999		
FACILITY NAME	: MCLAUGHLIN YOUTH CENTER		
FACILITY ADDRESS	: 2600 PROVIDENCE DRIVE		
CITY	: ANCHORAGE		
STATE, ZIP	: AK 99508		
CONTACT PERSON	: ROY WARDEN		
PHONE NUMBER	: 907-261-4399		
FAX NUMBER	: 907-261-4300		
PF7=PAGE UP		<ENTER>=PRIOR SVES RESPONSE	

<u>FIELD</u>	<u>DESCRIPTION / USE</u>
INFORMATION STATUS	Valid Codes: <ul style="list-style-type: none"> <li>• 1 = PRISONER DATA DISCLOSURE PROHIBITED</li> <li>• 2 = PRISONER DATA DISPLAYED</li> <li>• 3 = NO DATA</li> <li>• 4 = PRISONER DATA DISCLOSURE UNKNOWN</li> </ul>
DATE OF CONFINEMENT	Date the client was admitted into the facility, as provided by SSA.
SCHEDULED DATE OF RELEASE	Date the client is scheduled to be released, as provided by SSA.
FACILITY NAME AND ADDRESS	Name and address of facility, as provided by SSA.
CONTACT PERSON AND PHONE	Name of person in charge of facility and their telephone number, as provided by SSA.

## Accessing SVRE (State Verification Response) Screen

### Step 1:

- <NEXT> to the INQUIRY MENU (INME) screen

### Step 2:

- Enter option 14 (SVES INQUIRY RESPONSE) in the ENTER FUNCTION field

### Step 3:

1. Enter the client's Social Security Number in the CLIENT SSN field
2. <ENTER>

### Step 4:

- <PF8> (page down) to page 6 of the SVRE screens

## Types of Alerts

EIS will establish alerts on the ETAD and ETAL screens. The Prisoner Match alert may be posted to a case in which the person is not the **PI** of the case, but a spouse (SP) or other relationship.

There are two types of alerts

A code of **2** in the INFORMATION STATUS field of the SVRE screen will generate the following alert:

<u>ALERT</u>	<u>DESCRIPTION</u>
INCAR-XXXXXXXXX, SEE SVRE	<ul style="list-style-type: none"><li>• '<b>INCAR</b>' indicates a client is incarcerated, as provided by SSA</li><li>• '<b>XXXXXXXXXX</b>' is the Social Security Number for the person incarcerated</li><li>• '<b>SEE SVRE</b>' indicates the caseworker must access page 6 of the EIS SVRE screen for details as provided by SSA</li></ul>

A code of 1 or 4 in the INFORMATION STATUS field of the SVRE screen will generate the following alert:

<u>ALERT</u>	<u>DESCRIPTION</u>
INCAR-XXXXXXXXX, CODE 1 (or 4)	<ul style="list-style-type: none"><li data-bbox="821 359 1391 436">• 'INCAR' indicates a client is incarcerated, as provided by SSA</li><li data-bbox="821 474 1391 583">• 'XXXXXXXXXX' is the Social Security Number for the person incarcerated</li><li data-bbox="821 621 1391 777">• 'CODE 1 (or 4)' indicates the code in the INFORMATION STATUS field of the SVRE screen as provided by SSA</li></ul>