

Federal Parent Locator Service

OCSE Software Change

Release 08-01 – Major

April 4, 2008

Release Schedule and Manifest

Document Version 1.0

September 4, 2007

Administration for Children and Families
Office of Child Support Enforcement
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EXECUTIVE SUMMARY

The Office of Child Support Enforcement (OCSE) is planning a Major State Impact Release for the Federal Parent Locator Service (FPLS), to take effect on or about April 4, 2008. This Release Manifest describes the schedule for, and content of, this release, which is numbered 08-01. Note that some of the changes will be implemented at a time different from the April 4 Release date.

The release schedule focuses on three main events:

1. Posting of this Manifest on the OCSE Website
2. Posting of the detailed specifications on the Website
3. Implementation of the software changes.

The schedule also includes the State conference calls that will be held at key points during the release planning period to assist States in preparation for the changes.

This Manifest is primarily composed of individual sections that describe each of the changes.

There are two major-impact changes in Release 08-01. A major-impact change is one that all participating users must make in order to continue processing.

The first major-impact change is in the e-IWO System, and it will be implemented on April 4, 2008.

The other major-impact change is in the Federal Case Registry (FCR), OCSE Ref # 2311, but this adjustment is only required of those States that do not participate in SVES as of the implementation date. In addition, there are five minor-impact FCR changes in this Release. All of these FCR changes are targeted for implementation on April 4, 2008.

There are five no-impact FIRG changes, which will be implemented in November 2007. A no-impact change is one that users may begin using without making any changes to their system. These no-impact changes are being documented in this Release in order to alert users to this upcoming new functionality.

There is one no-impact Federal Offset change, which will be implemented on April 4, 2008.

There are two-minor impact changes to the Query Interstate Cases for Kids (QUICK) System, both of which will be implemented on April 4, 2008.

As a result, Release 08-01 will be implemented in the following phases:

1. November 5, 2007 – FIRG
2. April 4, 2008 – e-IWO, FCR Federal Offset and QUICK

This document also includes an appendix (Appendix A), “Planned Future Enhancements”, which provides information about future changes that are being planned for after Release 08-01. OCSE welcomes States’ comments on these planned future enhancements.

| RELEASE SCHEDULE | |
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| Dates | Activities |
| September 4, 2007 (Tuesday) | Post the Manifest to the OCSE Website. |
| FCR, IRG and QUICK Release Manifest Teleconferences: <ul style="list-style-type: none"> • September 18, 2007 10:00 AM (Tuesday) • September 20, 2007 3:00 PM (Thursday) Federal Offset and e-IWO Release Manifest Teleconferences: <ul style="list-style-type: none"> • September 25, 2007 2:00 PM (Tuesday) • September 26, 2007 10:00 AM (Wednesday) • September 27, 2007 10:00 AM (Thursday) | Multistate conference calls with States' technical support regarding the Release Manifest. Please plan to attend one of the sessions. The objective of the calls is to address the following: <ol style="list-style-type: none"> 1. What are your questions, comments and/or concerns? 2. Will you need to make changes to your system? 3. Do you have any issues concerning the Release implementation date? |
| October 4, 2007 (Thursday) | Post the Release Specifications to the OCSE Website. |
| FCR IRG and QUICK State Specifications Teleconferences: <ul style="list-style-type: none"> • October 16, 2007 10:00 AM (Tuesday) • October 18, 2007 3:00 PM (Thursday) Federal Offset and e-IWO State Specifications Teleconferences: <ul style="list-style-type: none"> • October 23, 2007 2:00 PM (Tuesday) • October 24, 2007 10:00 AM (Wednesday) • October 25, 2007 10:00 AM (Thursday) | Multistate conference calls with States' technical support regarding the Release Specifications. Please plan to attend one of the sessions. The objective of the calls is to review the specifications and Q&A. |
| TBD (to be established during conference calls) | Test with States as necessary. |
| April 4, 2008 (Friday) | OCSE implementation of FPLS Release 08-01 (except for items that are noted for release at another time) |

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|----------------------------------|--|--------------|----------------------|
| System | FEDERAL CASE REGISTRY | | |
| Title | Track Intrastate FV Indicators and Remove FV Indicators as Participants/Cases are Deleted (OCSE Ref # 2209) | | |
| Proposed Changes | <p>The FCR will now identify the Case ID and State that initiates a Family Violence Indicator (FVI) on an SSN. FV will continue to be propagated across cases that include that SSN. This propagation will be done on intrastate (within the State) as well as interstate (in more than one State) cases. A State can remove FV only from the Person in the case it was initially placed on by that State. The FCR will then systematically remove the FV from that person in the cases on which it was propagated. In addition, when a person with an FVI that was set by a State (not propagated) is deleted from that case or that case is closed, the State does not need to remove the FVI before deleting the person. The FCR will remove the propagated FVIs as the person is deleted (just as is now occurring in interstate cases) if there are no other FVIs for that person identified as set by that State. If an FVI had been set by a State on a person who is in more than one case within the State, (that is, set multiple times rather than propagated), FV will only be removed from the person in the specific case(s) from which the person is being deleted.</p> | | |
| Impact | <p>No FCR Response record layout changes are associated with this system change. After Release Implementation, an FV Reconciliation process will be available. States can request this FV Reconciliation, to identify all cases/persons where FV has been set, either by the State or propagated by the FCR. States can use the output of this Reconciliation to re-evaluate whether FV should be set on a person in a particular case or cases.</p> | | |
| Business Requirements or Benefit | <p>Current FVI processing in the FCR for intrastate (within a State) cases does not track the FVI to the case of origin. As a result, it is possible that FVIs are being retained on some person records when the State intended that the FVI be removed, while FVIs on other person records might be removed when the State intended for the FVI to remain. This change will ensure that propagated FVIs do not remain when the State removes the FVI from the person on the case of origin. Conversely, this change will ensure that if a State sends a change person transaction to remove an FVI on a person in one case, the FCR will not remove another FVI set by the State on the person in another case (that is, only the State may remove FVIs that were set by the State.)</p> | | |
| Reason | <p>To improve FVI processing and tracking of FVIs so that States can reliably know which persons are flagged for FVI.</p> | | |
| Point of Contact | Linda Hudson | 850.236.7488 | linda.hudson@ngc.com |
| Targeted Implementation Date | April 4, 2008 | | |

| System | FEDERAL CASE REGISTRY | | |
|----------------------------------|---|--------------|--|
| Title | Use Name Search Routine for FCR Person Transactions (OCSE Ref # 2268) | | |
| Proposed Changes | The FCR is being modified to include a name matching routine as part of the SSN Verification process for Person Add, Change, and Locate transactions. The FCR will return records that contain a code to indicate that the SSN/Name combination was not verified at SSA, but successfully passed a name matching routine. SSN/Name combinations that successfully pass this name matching routine will be treated as if they were verified during FCR processing, and as a result they will be included in Locate and Proactive Match processing. | | |
| Impact | The FCR is adding a new SSN Validity Code to the FCR Person/Locate Request Acknowledgement/Error Record (Record Identifier 'FS') and FCR Person Reconciliation Record (Record Identifier 'RS'). This new validity code will indicate that the SSN/ Name combination was unverified by SSA but was identified by the name matching routine as a probable name match. | | |
| Business Requirements or Benefit | When participants who are submitted to the FCR are not verified, Proactive Matching, Locate Responses and DMDC Matches are not provided to States. Using the SSA name matching routine will help to increase the chances of identifying a likely match of a Name and SSN for persons, thereby providing valuable Locate data to States for processing child support cases. | | |
| Reason | To improve match potential of persons on the FCR with SSN/Name combinations that might verify using SSA's name matching routine for persons who are being added, changed or located on the FCR. | | |
| Point of Contact | Amy Ballenger | 571.313.2739 | amy.ballenger@ngc.com |
| Targeted Implementation Date | April 4, 2008 | | |

| System | FEDERAL CASE REGISTRY |
|----------------------------------|---|
| Title | Filter Redundant Proactive and Locate Response Data (OCSE Ref # 2304) |
| Proposed Changes | The FCR is being modified to provide States with a new filtering option that will allow a State to suppress redundant Proactive and/or Locate Responses. An additional option is being provided to override this filter if a redundant response is the last response of a group so a Locate Closed Indicator can be returned. |
| Impact | <p>States will be able to specify which of the following Proactive and/or Locate Responses to suppress if the FCR determines that the key response information matches a previous response that had already been returned to the State within the specified timeframe.</p> <ul style="list-style-type: none"> • Redundant FCR-to-NDNH Proactive Match Responses initiated by a Change Person Transaction. • Redundant FCR-to-SVES Proactive Match Responses initiated by a Change Person Transaction. • Redundant NDNH Locate Responses with Locate Request Type of 'CS' • Redundant DoD, DVA, IRS, SSA and/or SVES Locate Responses with request type of 'CS'. <p>States that want to continue to receive the Locate Closed Indicator may continue to receive it by selecting a second filter option, which will be provided to override suppression when a Locate Closed Indicator is present. A new options form will be available for States to designate their choice to participate in this filtering.</p> <p>In support of this enhancement, the FCR is adding a new field, "SSA Cycle Date" for the Locate Source Response Agency Code 'E01' in the FCR Locate Response Record (Record Identifier 'FF'). This field identifies the week that the SSA AWR record was updated at SSA.</p> |
| Business Requirements or Benefit | This enhancement will enable FPLS to filter redundant external Locate and NDNH data, thereby reducing State CPU processing time, improving the overall perception of the quality of data, reducing workers' alerts, and saving time because workers will not have to review old data. |
| Reason | A significant amount of redundant data is returned to States, as a result of which the State either filters the duplicates or sends repetitive notices to caseworkers. |
| Point of Contact | Kerry Newcombe 540.234.0349 kerry.newcombe@ngc.com |
| Targeted Implementation Date | April 4, 2008 |

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| System | FEDERAL CASE REGISTRY |
| Title | Return Title II Pending File Information (OCSE Ref # 2310) |
| Proposed Changes | The FCR is being modified to proactively return a new response record that will contain SSA Title II Pending File information. This proactive response record will be created whenever SSA adds or changes a Title II pending claim for a verified SSN in an open IV-D Case on the FCR, when no family violence is involved. |
| Impact | A new Title II Pending Response Record will be returned to States that choose to receive this new proactive Locate source. States that wish to receive Title II Pending information must fill out a new options form that will be made available to them and program their State system to receive the new Title II Pending Response Record. |
| Business Requirements or Benefit | This enhancement will develop a proactive match process from SSA's Title II Pending to the FCR. Title II Pending File (adds and changes) will be matched against FCR IV-D cases with verified SSN/Name combinations and no FV. Matches will be returned to the States proactively. |
| Reason | <p>To provide more timely Title II information to the States. Providing proactive matches between the SSA Pending file and the FCR will have the following benefits:</p> <ul style="list-style-type: none"> • States will be able to issue income withholding orders (IWOs) in a more timely manner, thereby improving support collections. • States will be able to issue the IWO in time to collect child support obligations from lump sum payments. • Families will receive support faster and may receive more support if lump sum payments can be attached. • Caseworkers who are alerted to a pending application can take action to help the custodial parent ensure that dependent children are included in the application. • Other Locate information may help caseworkers find an obligor for other case actions, such as service of process. • Case actions can be triggered by automated processes rather than being dependent upon the manual action of the caseworker. <p>Additionally, the new Title II Pending Response Record will contain identification of the appropriate SSA office for issuance of the IWO, which will enable States to automate the IWO and will speed collections to the custodial parent and children.</p> |
| Point of Contact | Kerry Newcombe 540.234.0349 kerry.newcombe@ngc.com |
| Targeted Implementation Date | April 4, 2008 |

| System | FEDERAL CASE REGISTRY | | |
|----------------------------------|---|--------------|------------------------|
| Title | Automatically Return SVES Response Records for SSA External Locates (Discontinue E03 Response Record) (OCSE Ref # 2311) | | |
| Proposed Changes | FCR is discontinuing the Master Beneficiary Record (MBR) process. MBR will be replaced with the SVES Title II process. All States that are not currently using SVES will be converted to SVES, for accessing Title II information. | | |
| Impact | States that currently do not receive SVES data but want to continue receiving SSA Beneficiary data will need to program and process FCR SVES Title II (E05) Locate Response, FCR SVES Title XVI (E06) Locate Response, FCR SVES Prisoner (E07) Locate Response, and FCR SVES Not Found (E10) Record. The FCR Locate Response Record with Locate Source Response Agency Code 'E03' will no longer be returned to the State. | | |
| Business Requirements or Benefit | <p>Currently, 13 States have not opted to receive SVES Locate Responses. Instead they receive MBR (E03) responses with the AWR (E01) responses. OCSE and SSA would like to eliminate the MBR requests, due to volume and processing issues, as well as the limited value that the E03 response record provides to States. The SVES response records provide much more valuable information than the MBR (E03) response.</p> <ul style="list-style-type: none"> • States that implement programming changes to receive SVES responses, will be processed like any other SVES State. • States that cannot implement programming changes in time for this conversion to SVES may use the SVES print program, which is provided by OCSE, to view SVES data. | | |
| Reason | The MBR (E03) record is of limited value, particularly in view of the expanded Title II data provided through SVES. Through SVES, States also are provided with Title XVI and Prisoner data, neither of which sources are available through the legacy SSA external locate. Moreover, receipt of SVES data ensures that States may take advantage of the Release 08-01 change that provides proactive matching between SSA's Title II Pending File and the FCR. | | |
| Point of Contact | Kerry Newcombe | 540.234.0349 | kerry.newcombe@ngc.com |
| Targeted Implementation Date | April 4, 2008 | | |

| System | FEDERAL CASE REGISTRY | | |
|----------------------------------|--|--------------|--|
| Title | Add SSA District Office to SVES Title II Response Record (OCSE Ref # 2328) | | |
| Proposed Changes | The FCR is modifying the SVES Title II Response Record to include the SSA District Office Address. | | |
| Impact | The FCR will add the District Office Address to a filler area in the FCR SVES Title II Response Record (Record Identifier 'FK'). | | |
| Business Requirements or Benefit | States require the address for the SSA District Office in order to issue automated income withholding orders. | | |
| Reason | States are directed to send the income withholding order (IWO) to a local SSA office, but States have not been provided an automated process to identify the office that should receive the IWO. Providing the SSA District Office address will help States to automate issuance of the IWO to the appropriate field office, reduce worker involvement, and improve timeliness of collections. | | |
| Point of Contact | Linda Hudson | 850.236.7488 | linda.hudson@ngc.com |
| Targeted Implementation Date | April 4, 2008 | | |

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|----------------------------------|--|--------------|--------------------------|
| System | FEDERAL OFFSET | | |
| Title | Improve Obligor Foreign Address Submission (OCSE Ref #1722) | | |
| Proposed Changes | The Federal Offset System is being enhanced to modify the online Address Change Process to accept Foreign Addresses. | | |
| Impact | There is no impact to States. | | |
| Business Requirements or Benefit | <ul style="list-style-type: none"> • Increase the number of certified cases on the Federal Offset System. • Increase collections on past due child support by increasing caseloads. • Decrease the number of reversals that occur due to undeliverable TOP Offset Notices by providing valid international addresses to FMS. | | |
| Reason | The Federal Offset System currently accepts U.S. addresses through the batch Case Submission process or the online entry screen. In an effort to provide address information for an obligor with a foreign address, and for Pre-Offset Notices and alternate addresses for FMS tax offset notices purposes, the online address change process is being enhanced. | | |
| Point of Contact | Brian Peeler | 202.401.5568 | brian.peeler@acf.hhs.gov |
| | Scott Hale | 202.401.5745 | Scott.Hale@acf.hhs.gov |
| Targeted Implementation Date | April 4, 2008 | | |

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|----------------------------------|--|
| System | INTERGOVERNMENTAL REFERRAL GUIDE |
| Title | Add New Address Type for State Regional Office and Child Support Offices (OCSE Ref # 2165) |
| Proposed Changes | <p>The IRG will have thirty address types available for State regional offices and twenty address types will be available for State child support offices per county. The organizational code will be changed to allow for expansion. Below is an example of how State Regional and Child Support Offices will be updated:</p> <ul style="list-style-type: none"> • Regional Office III – change from RTH to R03. • Child Support Office I – change from CON to C01. |
| Impact | This change will not require any change to States' systems. This change only affects the database reference table. |
| Business Requirements or Benefit | To allow States to better define addresses when States are regional based versus county based. |
| Reason | To facilitate addition or expansion of new codes in the system. |
| Point of Contact | Angela Kasey 202.205.3423 Angela.Kasey@acf.hhs.gov |
| Targeted Implementation Date | November 5, 2007 |

| System | INTERGOVERNMENTAL REFERRAL GUIDE | | |
|----------------------------------|---|--------------|--|
| Title | Remove 'Add New Address' Button from View Only Screens (OCSE Ref # 2254) | | |
| Proposed Changes | For State or Public view access, if no addresses are associated with a Central OCSE, Regional OCSE or International address type, the user receives the message "No Address Available" with an Add New Address button. The Add New Address button should not display for view only. | | |
| Impact | This change will not require any change to States' systems. It is only a user interface change on the FIRG system. | | |
| Business Requirements or Benefit | In the Public and State View, if there are no addresses available for Central, Regional and International, the user receives the message, "No Address Available". The Add New Address button displays under the message. Because the Public and State View do not have edit capability, the Add New Address button should not be available. | | |
| Reason | The Add New Address button should not be available for Public or State View users. Therefore, the Add New Address button will be removed to prevent unauthorized users from attempting to add new address records for Central, Regional and International. | | |
| Point of Contact | Angela Kasey | 202.205.3423 | Angela.Kasey@acf.hhs.gov |
| Targeted Implementation Date | November 5, 2007 | | |

| System | INTERGOVERNMENTAL REFERRAL GUIDE | | |
|----------------------------------|---|--------------|--|
| Title | Display the “International Records? Yes or No” Option with the “All Records” Download Section (OCSE Ref # 2257) | | |
| Proposed Changes | On the Address Download screen, “International Records? Yes or No” option is not located with the “All Records” download section. This change will display International Option with “All Records” section. | | |
| Impact | There is no impact to States’ systems. This change involves only a user interface change. | | |
| Business Requirements or Benefit | This enhancement will provide better functionality to the IRG download process. | | |
| Reason | To improve the use of the download section by increasing the clarity of the screen. | | |
| Point of Contact | Angela Kasey | 202.205.3423 | Angela.Kasey@acf.hhs.gov |
| Targeted Implementation Date | November 5, 2007 | | |

| System | INTERGOVERNMENTAL REFERRAL GUIDE | | |
|----------------------------------|--|--------------|--|
| Title | Add Tribal Address Information to the IRG System (OCSE Ref # 2283) | | |
| Proposed Changes | <p>The following updates/additions will occur:</p> <ol style="list-style-type: none"> 1. Add contact information for Federally-funded IV-D Tribes. 2. Tribal contact information will be viewable to the Public User. 3. New security/access level will be created for Tribal Administrator to add, modify and delete their Tribes contact information. 4. Tribal download report will be available. 5. All Tribal updates will be audited. 6. All access to Tribal information will be tracked. | | |
| Impact | This change will not require any change to State or Tribal systems. The new user interface screen will be developed for Tribal. States, Tribes and Public will now be able to access Tribal information. | | |
| Business Requirements or Benefit | As more Tribes implement their own Child Support programs, there will be an increased need for these Tribal systems and State systems to communicate on common cases. The Location Codes and Addresses section of the IRG will be expanded to include Tribal address information. | | |
| Reason | To include Tribal data on the IRG. | | |
| Point of Contact | Angela Kasey | 202.205.3423 | Angela.Kasey@acf.hhs.gov |
| Targeted Implementation Date | November 5, 2007 | | |

| System | INTERGOVERNMENTAL REFERRAL GUIDE |
|----------------------------------|--|
| Title | Add ACF Footer and “Last Modified Date” to all IRG Screens (OCSE Ref # 2302) |
| Proposed Changes | All ACF sites and applications are required to have properly formatted footers and last modified dates at the end of their webpage for consistency with ACF Web Standards. |
| Impact | This change will not require any change to State systems. It is only a user interface change. |
| Business Requirements or Benefit | Websites and applications are required to have properly formatted footers and modified dates at the end of the webpage. |
| Reason | To conform to ACF Web Standard on all pages. |
| Point of Contact | Angela Kasey 202.205.3423 Angela.Kasey@acf.hhs.gov |
| Targeted Implementation Date | November 5, 2007 |

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|----------------------------------|---|
| System | QUERY INTERSTATE CASES FOR KIDS (QUICK) |
| Title | Design and Develop QUICK Case Activities (OCSE Ref # 2256) |
| Proposed Changes | A QUICK Case Activities Module is being added to QUICK to provide States with a standard and secure user interface to access and view case activities information and worker contact information in other States. Case activities information will be displayed in a standardized format to ensure that all States understand the meaning of the requested data. |
| Impact | States must develop the Case Activities Module if they want to provide Case Activities data. If the State is new to QUICK, the Financial Module must be developed prior to, or in conjunction with, the Case Activities Module. |
| Business Requirements or Benefit | The QUICK project is being implemented incrementally. After the Financial Data Module, the Case Activities Module was identified by the original interstate workgroup as the next priority group of data to be added to QUICK. The case activities information will improve case processing by expediting communication between the States, minimizing errors, and reducing reliance on time-consuming means to request case activities data. |
| Reason | The States are interested in expanding the information available through QUICK. Although the financial information is helpful, some States are waiting for information on completed case activities, as well as worker contact information for follow-up questions as needed. |
| Point of Contact | Kishore Raheja 703.367.5449 kishore.m.raheja@lmco.com CSENet Service Desk 800.258.2736 CSENet.2000@lmco.com |
| Targeted Implementation Date | April 4, 2008 |

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| System | QUERY INTERSTATE CASES FOR KIDS (QUICK) | | |
| Title | Establish State Status Service (OCSE Ref # 2306) | | |
| Proposed Changes | <p>A new service is being added to QUICK that will return the following information:</p> <ul style="list-style-type: none"> • The States that are in Production on QUICK. • The type of data that is being provided by each State (Financial only or both Financial and Case Activities). | | |
| Impact | <p>XML-requesting States will need to program for this service. HTML-requesting States use OCSE-developed screens, so this information will be automatically updated and displayed by OCSE. This change has no impact for HTML-requesting States.</p> | | |
| Business Requirements or Benefit | <p>The QUICK users would be able to view current changes in other States production status.</p> | | |
| Reason | <p>XML-requesting States asked for this enhancement so that they can receive timely changes in other States' status and can, in turn, make updates to the information being displayed to their workers.</p> | | |
| Point of Contact | <p>Kishore Raheja 703.367.5449 CSENet Service Desk 800.258.2736</p> | <p>kishore.m.raheja@lmco.com CSENet.2000@lmco.com</p> | |
| Targeted Implementation Date | <p>April 4, 2008</p> | | |

A. PLANNED FUTURE ENHANCEMENTS

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|----------------------------------|--|
| System | FEDERAL CASE REGISTRY |
| Title | QW Amount and Prior W-4 (OCSE Ref # 2262 / 2263) |
| Proposed Changes | <p>The FCR Proactive Match processes for NDNH QW and W-4 will be enhanced to compare current and prior quarters.</p> <ul style="list-style-type: none"> • When a QW amount increases or decreases by a certain percentage, an indicator will be set on the QW Response Record. • When a new QW record is received for an SSN and is not preceded by a W-4 record, an indicator will be set on the QW Response Record. |
| Impact | <p>The FCR NDNH Locate/Proactive Match Response Record (Record Identifier 'FN') will be updated to add a new field to a filler area. This new field will contain a code to identify if a wage amount has increased by a certain percentage or decreased by a certain percentage. This same field will contain a code to identify if a new QW has not been preceded by a W-4 record. Participation in this enhancement will be optional for States.</p> |
| Business Requirements or Benefit | <p>States can use the indicator to identify QW proactive matches that require immediate action.</p> |
| Reason | <p>States would like to know if a QW amount is significantly higher or lower than the previous QW amount so they can more readily determine if the court-ordered support amount should be modified accordingly. In addition, many States report that their caseworkers pay more attention to W-4 records than to QW records, so it would be helpful to States to know if a QW record had not been preceded by a W-4 record.</p> |
| Point of Contact | <p>Amy Ballenger 571.313.2739 amy.ballenger@ngc.com</p> |
| Implementation Date | TBD |

| System | FEDERAL CASE REGISTRY |
|----------------------------------|---|
| Title | Replace Payroll Provider's Address with Company's Address on NDNH QW Response Records (OCSE Ref #2261) |
| Proposed Changes | The FCR will update FCR NDNH Locate/Proactive Match Response Records by replacing a payroll provider address with the Employer's Address on QW records. |
| Impact | The FCR NDNH Locate/Proactive Match Response Record (Record Identifier 'FN') will include a new code in the Address Indicator Type, if the payroll provider address has been replaced with the employer's address. |
| Business Requirements or Benefit | This enhancement will initiate a search for known third party service provider addresses in QW Locates and Proactive Matches and replace the third party address with the employer's address from SSA (if available). In addition, the FCR will provide an indicator to let States know that the Employer Address was changed. |
| Reason | States are unable to use the third party service provider address in serving documents on employers or trying to locate persons. Use of the third party address delays important paperwork and often causes problems in State employer databases. Some States do use the file that is provided by OCSE that lists payroll/UI service providers and the FEINS of the companies that they serve. However, in response to requests from States, OCSE at the national level will automate a process to replace the address of the payroll service provider with the address of the employer's location where child support documents, such as income withholding orders, should be sent. If an address is changed and returned in the NDNH Locate or Proactive Match process, an indicator will also be sent to alert States to the change. |
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| Targeted Implementation Date | TBD |