



Social Security Number Verification

- Establishing an Agreement
- Implementing the Process
- Results and Lessons Learned



Agreements with SSA

- Information Exchange Agreement
 - IEA – S (Agency Level)
 - IEA – S (State Level)
 - Identifies programs and SSA Data Exchange Systems
 - SDX, BENDEX, EVS, SVES, etc.)
 - Method of data transfer
 - Security procedures
 - Safeguarding PII



Agreements with SSA

- Computer Matching and Privacy Protection Act (CMPPA)
 - Sets forth the terms and conditions governing disclosure of data
 - Data is used to entitlement and eligibility to many programs
 - LIHEAP is included in the list of programs



Agreements with SSA

- Information is available on the web at www.ssa.gov/gix/



Agreements with SSA

- Agreement Process
 - Established through SSA Regional Office
 - Maryland Dept. of Human Resources had an existing agreement for TANF, SNAP, etc.
 - LIHEAP was added



Verification Process

- Met with software contractor to explain requirements
- Contractor worked with DHR technical liaison to establish proper method for sending and receiving data.
- System design document developed



Verification Process

- Data is sent and returned weekly
- Includes applicant and all members of the household
- Valid range of numbers excludes those starting with
 - 000
 - 666
 - 900 series (reserved for IRS ITIN's)

Data Verified

Element	Must Fill	Size
SSN	Yes	9
Last Name	Yes	13
First Name	Yes	10
Middle Name/Initial	No	7
Date of Birth	No	8
Sex Code (M, F, U)	No	1



Information Returned

- Identifies if the SSN is active
- Whether the SSN belongs to a deceased person
- Gender match
- Date of birth match
- Multiple matches



Things to Know

- All punctuation is removed
- Sr, Jr, I, II, III, etc are removed
- If the optional fields are blank they are not verified.



Results and Lessons Learned

- Most invalid information are on household members (72%)
- Most invalid hits have been on:
 - Name (49%)
 - Gender (19%)
 - Date of Birth (18%)
- Typographical errors are the primary reason for invalid codes
- Social Security cards can be difficult to read
- Social Security does not always have the correct gender or date of birth.
- Need to emphasize early identification and correction.