



George E. Pataki
Governor

NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NY 12243-0001

Robert Doar
Commissioner

Informational Letter

Section 1

Transmittal:	06-INF-31
To:	Local District Commissioners
Issuing Division/Office:	Division of Program Support and Quality Improvement / Bureau of Audit and Quality Control
Date:	
Subject:	Local District Commitment to a Revenue Intercept for Utilization of TALX Corporation eXpress Services for Employment and Wage Verifications under the Statewide Contract with TALX Corporation
Suggested Distribution:	Temporary Assistance (TA) Directors Food Stamps (FS) Directors Fraud Directors Staff Development Coordinators Fair Hearings Staff
Contact Person(s):	Richard Nawrot, Director of Program Integrity Phone: 518-402-0125 e-mail: Richard.Nawrot@otda.state.ny.us Maria Schollenberger, Management Specialist 3 Phone: 518-402-0127 e-mail: Maria.Schollenberger@otda.state.ny.us
Attachments:	
Attachment Available On – Line:	

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
06-INF-13 06-INF-24 06-ADM-13	06-INF-13				

Section 2

I. Purpose

To obtain a commitment from the local districts for ongoing utilization of the TALX Corporation's eXpress service beyond the three month trial period; which expires October 31, 2006.

II. Background

The New York State Office of Temporary and Disability Assistance (OTDA) has implemented a computer match with the National Directory of New Hires (NDNH) in July 2006. A separate ADM regarding policy and procedures for the NDNH was issued (06-ADM-13).

The Federal requirements for participation in the NDNH are that the W-4 new hires match information must be:

- Verified with the employer prior to taking case action; and
- Handled in a strict confidential manner because it is considered Internal Revenue Service (IRS) information and subject to IRS security requirements.

To meet both these requirements, OTDA conducts employment and income verifications centrally and will only disseminate the verified information, not the W-4 information, to the local districts.

In order to facilitate the employment and income verification for the NDNH match and also to assist local districts in their own employment and income verifications, OTDA entered into a statewide contract with the TALX Corporation (The Work Number) which provides for an automated employment and wage verification service.

The eXpress service is an internet-based service for individual SSN inquiries. A local district will not be charged when a positive match is returned. A charge will only occur when employment and wage history on a specific positive match for the Social Security Number (SSN) is accessed from the TALX database.

The contract provided for a three month trial period (8/1/06 – 10/31/06) with unlimited users and transaction volumes at no cost to the local districts.

Local districts were advised in 06-INF-24 that following the three month trial period, interested local districts will have to commit to ongoing usage. The trial period ends on October 31, 2006.

During the trial period 49 local districts participated, 2,715 staff were enrolled as users of the eXpress service and 10,695 transactions were conducted in August and September. Based on local district usage of eXpress during the trial period, we estimate the cost to be \$1.98 per match on an on-going basis. However, depending on the number of districts that opt to continue and submit a revenue intercept letter, the rate may change. Below is a rate schedule based on statewide monthly volumes of positive matches.

<u>Monthly Volume</u>	<u>Rate</u>
2,020	\$3.00
3,080	2.50
3,800	2.12
5,940	2.12
7,420	2.05
11,600	1.98
18,130	1.91
28,330	1.84
40,800	1.77
58,750	1.70
70,500	1.63
84,600	1.56
101,500	1.49

III. Program Implications

Each local district will have to submit the enclosed Revenue Intercept letter if they elect to continue utilizing the eXpress service beyond the trial period. Upon receipt of this letter, we will notify the TALX Corporation of the districts that will continue the eXpress service and the districts will need to take no further action.

For the districts that do not return the Revenue Intercept letter, the eXpress function will be automatically discontinued on November 1, 2006 and the districts may avail themselves to the free fax-based service provided by the TALX Corporation. Please keep in mind that the free service requires that the employer is known by the district. There are **advantages of the eXpress service** that you should consider in making your decision. The responses to your inquiries are instantaneous and you only need the client Social Security number to search the TALX database which will reveal all employers associated with the client. Whereas the free fax service can take up to five days to receive a response and you must know the Employer in order to search the TALX database.

The Revenue Intercept letter is due by COB October 25, 2006 and must be returned to Richard Nawrot via e-mail, fax or hard copy.

E-mail: Richard.Nawrot@otda.state.ny.us
Fax Number: 518-402-0121
Address: Office of Temporary Disability & Assistance
Riverview Center 4th Floor
40 North Pearl Street
Albany, New York 12243

Issued By

Name: John M. Paolucci
Title: Deputy Commissioner
Division/Office: PSQI/A&QC

Mr. Richard Radzyninski
Chief Accountant
Office of Temporary and Disability Assistance
Bureau of Financial Services
40 North Pearl Street 14-C
Albany, New York 12243

Dear Mr. Radzyninski:

This letter is to advise you that _____ County authorizes the NYS Office of Temporary and Disability Assistance to intercept from revenue otherwise due our agency, a sum not to exceed \$_____ to be used to fund National Directory of New Hire charges .

The revenue to be intercepted can be from the Federal or State RF-2 or 2A settlement. _____ County acknowledges that the \$_____ is eligible for Federal and/or State reimbursement and will be claimed and reimbursed, subject to customary caps and ceilings.

Sincerely,