



**NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY**

David A. Paterson
Governor

ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NY 12243-0001

David A. Hansell
Commissioner

Informational Letter

Section 1

Transmittal:	08-INF-10
To:	Local District Commissioners
Issuing Division/Office :	Bureau of Audit and Quality Improvement
Date:	May 22, 2008
Subject:	Employment Verifications - Local District Commitment to a Revenue Intercept for Utilization of TALX Corporation eXpress Services under the OTDA 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):	Kathleen Murphy, OTDA/Program Integrity Phone: 518-473-7159 e-mail: Kathleen.Murphy@otda.state.ny.us
Attachments:	Attachment I – Revenue Intercept Letter to Be Returned to OTDA Attachment II – Current List of Counties Using the TALX Corporation’s eXpress Service
Attachments Available On – Line:	Yes

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
06 INF-31 06-INF-13 06-INF-24 06-ADM-13	06 INF-31 06 INF-13				

Section 2

I. Purpose

To obtain the next annual commitment from local departments of social services (LDSSs) for use of the TALX Corporation's eXpress instant employment verification service.

II. Background

Currently, 43 LDSS Commissioners are electing to participate with the New York State Office of Temporary and Disability Assistance (OTDA) in a contract with the TALX Corporation for instant employment verifications. The TALX Corporation is able to provide verifications for over 1,000 employers, including the following:

- Many national employers in high-turnover, low-wage industries such as retail, staffing, hospitality, restaurant and gaming, including, but not limited to: Wal-Mart, Walgreen's, CVS, JC Penney, Sears, Domino's Pizza, Costco, Marriot International and McDonald's;
- About half of the Fortune 500 employers, including Boeing, DuPont, Hewlett-Packard, Kraft Foods and Microsoft;
- 85% of the federal civilian population, including the Department of Defense, Veterans Administration, Social Security Administration and Internal Revenue Service;
- Temporary employment agencies, including Labor Ready, Kelly Services and Adecco; and
- Local employers, including dozens of hospitals and school districts.

A Local Department of Social Services (LDSS) examiner or investigator uses the eXpress service by accessing the Work Number employment verification link. The examiner or investigator can access this link directly through Centraport (internet access is not needed) or can access the link directly through the internet at: www.theworknumber.com. Once at the site, the examiner or investigator needs to enter only the Social Security Number. If any of the TALX employers have that Social Security Number (SSN) in their payroll database, the examiner or investigator would receive back a notice indicating that there is a positive employment match to the SSN. An LDSS is **not** charged when a positive match is returned. A cost to the LDSS is incurred **only if** the examiner or investigator selects the employer on the screen in order to obtain the detailed wage data associated with that SSN. Costs for eXpress services are charged back to the LDSSs via the revenue intercept process. The detailed wage verification from the eXpress service is "verified upon receipt".

Although the TALX Corporation also offers a free fax-based service for income verifications, there are advantages to using the eXpress service: (1) the responses to SSN inquiries are instantaneous; (2) only the applicant's or recipient's SSN must be known to search the TALX database; and (3) *all* employers associated with the SSN are returned. In contrast, the free fax-based service can be searched on employer only—the LDSS must know the employer, and the free fax-based service has a response time of five to seven days.

III. Program Implications

LDSSs who wish to continue using the TALX eXpress service must return the enclosed Revenue Intercept letter **no later than 6-6-08** (see Attachment I). LDSSs who are not currently using the eXpress service but would like to start using it must also complete and return the enclosed Revenue Intercept letter.

LDSSs who used the eXpress income verification service to obtain detailed wage data during the past year (11/1/06 – 10/31/07) were charged back the gross costs of their usage as a bottom line adjustment on a monthly RF2/RF2A settlement (see Attachment II). These costs were eligible to be claimed for Federal/State reimbursement on the Schedule D10 (LDSS-**2347-F** (10/10) Claiming of Fraud & Abuse Administrative Costs) subject to customary caps and ceilings.

The per income verification cost is based on the total monthly volume of OTDA and LDSS users. Should more users sign on and the volume increases, the amount charged per income verification may decrease. Below is a rate schedule based on statewide monthly volumes of income verification requests. **Based on current volumes, however, we expect to maintain the current charges of \$1.98 per verification.**

<u>Statewide Monthly Volume</u>	<u>Rate Per Income Verification</u>
2,020	\$3.00
3,080	2.50
3,800	2.35
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

The Revenue Intercept letter for continuing eXpress service is due by COB June 6, 2008 and must be emailed to Richard Nawrot, Director of Program Integrity at:

E-mail: Richard.Nawrot@otda.state.ny.us

Fax: (518) 402-0121

Any questions regarding this directive may be forwarded to:

Kathleen Murphy, OTDA/Program Integrity
Phone: 518-473-7159
e-mail: Kathleen.Murphy@otda.state.ny.us

Issued By

Name: James White
Title: Director
Division/Office: Audit and Quality Improvement

Revenue Intercept Letter to be returned to OTDA

LDSSs must complete only the **highlighted** areas below and must fax or email this letter **by 6-6-08** to:

E-mail: Richard.Nawrot@otda.state.ny.us

Fax: (518) 402-0121

Any questions regarding this letter may be forwarded to:

Kathleen Murphy, OTDA/Program Integrity

Phone: (518) 473-7159

e-mail: Kathleen.Murphy@otda.state.ny.us

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

Dear Ms. Scala:

This letter is to advise you that we authorize the NYS Office of Temporary and Disability Assistance to intercept from revenue otherwise due our agency, according to the information below:

Reason for Revenue Intercept: Charges by the TALX Corporation/The Work Number for income verifications

Time Period: 11/1/07 – 10/31/08

County:

Annual Revenue Intercept Amount: \$

Date Completed:

We acknowledge that the above amount is eligible for Federal and/or State reimbursement and will be claimed and reimbursed, subject to customary caps and ceilings.

Sincerely,

cc: Richard Nawrot, OTDA Program Integrity

County eXpress Charges From 11/2006 to 10/2007

kdm 4/17/08

LDSS	TOTAL	Cost Per Income Verification	Total Gross Costs
ALBANY	740	1.98	\$1,465.20
ALLEGANY	41	1.98	\$81.18
CATTARAUGUS	345	1.98	\$683.10
CAYUGA	1,322	1.98	\$2,617.56
CHAUTAUQUA	870	1.98	\$1,722.60
CHEMUNG	1,077	1.98	\$2,132.46
CHENANGO	80	1.98	\$158.40
CLINTON	0	1.98	\$0.00
DUTCHESS	2,430	1.98	\$4,811.40
ERIE	2,403	1.98	\$4,757.94
FRANKLIN	491	1.98	\$972.18
FULTON	115	1.98	\$227.70
GENESEE	139	1.98	\$275.22
GREENE	335	1.98	\$663.30
HERKIMER	808	1.98	\$1,599.84
JEFFERSON	2,326	1.98	\$4,605.48
LEWIS	452	1.98	\$894.96
MADISON	49	1.98	\$97.02
MONTGOMERY	200	1.98	\$396.00
NASSAU	246	1.98	\$487.08
NYC/HRA	10,735	1.98	\$21,255.30
NIAGARA	1,956	1.98	\$3,872.88
ONEIDA	135	1.98	\$267.30
ONONDAGA	4,526	1.98	\$8,961.48
ONTARIO	560	1.98	\$1,108.80
ORANGE	1,865	1.98	\$3,692.70
ORLEANS	93	1.98	\$184.14
OSWEGO	502	1.98	\$993.96
OTSEGO	36	1.98	\$71.28
RENSSELAER	37	1.98	\$73.26
ROCKLAND	1,621	1.98	\$3,209.58
SCHOHARIE	258	1.98	\$510.84
SCHUYLER	0	1.98	\$0.00
SENECA	0	1.98	\$0.00
STEUBEN	2,706	1.98	\$5,357.88
SUFFOLK	2,538	1.98	\$5,025.24
SULLIVAN	872	1.98	\$1,726.56
TIOGA	339	1.98	\$671.22
TOMPKINS	194	1.98	\$384.12
ULSTER	246	1.98	\$487.08
WAYNE	872	1.98	\$1,726.56
WESTCHESTER	1,867	1.98	\$3,696.66
WYOMING	263	1.98	\$520.74
TOTALS	46,690	1.98	\$92,446.20