TO: County Welfare Agency Directors
Statewide Eligibility Determination Agencies

SUBJECT: Verifying Identity Electronically

As per guidance from the Centers for Medicaid and Medicare Services (CMS), identity for programs associated with the Affordable Care Act may be verified using electronic data sources. For the State of New Jersey, the only electronic data source that would be acceptable to use for this purpose is the State Verification Exchange System (SVES). This system interfaces with Social Security and is limited to authorized employees who are required to use this type of information for various program eligibility determinations. Any staff that may use this information for any other purpose may be held legally liable.

SVES takes three (3) business days to process a verification request. To verify information without a case number, staff will need to use the F9 function key as explained on the opening screen (screenshot attached). Within three days, staff can re-enter the applicant information to access their verification outcomes. The SVES system does not require a supervisor’s approval.

Please see the attached Medicaid Eligibility System Instruction, 10-01 SVES SCHIP Processing for Citizenship Verification. It outlines additional directions needed to access and use this system specifically for citizenship and identity. Listed below are the acceptable verification code definitions from the Revised SVES/SOLQ Manual dated April 2013. It is important to note that in order to receive any of these verification codes, a “Z” must be entered in the category of assistance field. A verification code of “A” is the only code that is permitted for certification of identity.

Verification code definitions are as follows:
- A: SSN is verified, there is no indication of death, and the allegation of
citizenship is consistent with SSA data.

B  SSN is verified, there is no indication of death, and the allegation of citizenship is NOT consistent with SSA data.

C  SSN is verified, there is indication of death, and the allegation of citizenship is consistent with SSA data.

D  SSN is verified, there is indication of death, and the allegation of citizenship is NOT consistent with SSA data.

If you are not able to electronically verify an applicant’s identity using SVES, you must request paper documentation as outlined in the attachment to Medicaid Communication #09-16 to verify the applicant’s identity.

If you have any questions regarding this Medicaid Communication, please refer them to the Division’s Office of Eligibility Policy field service staff for your agency at 609-588-2556.

Sincerely,

Valerie Harr
Director

VH:m
Attachments

c: Jennifer Velez, Commissioner
   Department of Human Services
   Dawn Apgar, Deputy Commissioner
   Department of Human Services
   Lowell Arye, Deputy Commissioner
   Department of Human Services
   Lynn Kovich, Assistant Commissioner
   Division of Mental Health and Addiction Services
   Liz Shea, Assistant Commissioner
   Division of Developmental Disabilities
   Joseph Amoroso, Director
   Division of Disability Services
   Jeanette Page-Hawkins, Director
   Division of Family Development
   Allison Blake, Commissioner
   Department of Children and Families
MEDICAID ELIGIBILITY SYSTEM INSTRUCTION: NO. 10 - 01

EFFECTIVE: March 30, 2010

TO: County Welfare Agency Directors
    DCU Coordinators
    Statewide Eligibility Determination Agency
    DYFS Office of Information Systems
    ISS Area Supervisors
    DMAHS Staff

SUBJECT: SVES SCHIP PROCESSING FOR CITIZENSHIP VERIFICATION

SSA is now accepting data requests for citizenship verification for the State Children's Health Insurance Program (SCHIP) via SVES. In order to accommodate citizen verification requests for SCHIP, the following modifications have been made to the SVES Request Screen:

1: The “Category of Assistance” field must be utilized for citizenship verification queries with a data input of “Z” for SCHIP Requests.

2: The “Type of Request” field must also be data input with “01” for citizenship verification queries for SCHIP Requests when the “Category of Assistance” field is data input with a “Z”.

The following four possible SVES Verification Codes will be returned by SVES on the SVES Response Screen for citizen verification for SCHIP data requests: “A”, “B”, “C” or “D”. Please refer to the Revised SVES/SOLQ Manual dated July 2009 on page 15 for the definition of these verification codes.
Note: SCHIP requests for citizenship cannot be made via SOLQ.

Questions may be directed to Horace Rosati Jr. at 609.588.3680.

John R. Guhl
Director

JRG:Ee
Attachment

C: Jennifer Velez, Commissioner
   Department of Human Services

   William Ditto, Executive Director
   Division Of Disability Services

   Kevin Martone, Deputy Commissioner
   Department of Human Services

   Jeanette Page-Hawkins, Director
   Division of Family Development

   Kenneth W. Ritchey, Assistant Commissioner
   Division of Development Disabilities

   Janet F. Rosenzweig, Acting Commissioner
   Department of Children and Families

   Matthew D'Oria, Acting Commissioner
   Kathleen M. Mason, Assistant Commissioner
   Patricia Polansky, Assistant Commissioner
   Department of Health and Senior Services
WELCOME TO THE SVES SYSTEM

IMPORTANT NOTICE: "CASE NUMBER" IS REQUIRED ON THE REQUEST SCREEN.

ACCEPTABLE FOR CASE NUMBER IS THE 12 DIGIT MEDICAID# OR THE
FAMIS# WITH PERSON CODE. ACCEPTABLE FOR CASE NUMBER FOR DHSS IS
THE PAAD# OR THE SENIOR GOLD#. IF THERE IS NO CASE NUMBER, THE
PF9 KEY CAN BE USED TO SUBMIT REQUESTS AND JUSTIFICATION FOR SUCH
REQUESTS MUST BE KEPT ON FILE. REPORTS WILL BE MAINTAINED AND
REVIEWED ON ALL REQUESTS SUBMITTED WITHOUT CASE NUMBERS!!!

BROADCAST LAST UPDATED BY: HSAROSA 04/18/11 09:12:44

OPTION=> _

1 = REQUESTS
2 = RESPONSES
3 = WORK48QC
4 = PRISONER
5 = VIEW RESPONSE SUMMARY
6 = EXIT

ANY INFORMATION OBTAINED THROUGH THIS SYSTEM IS DEEMED CONFIDENTIAL
AND AUTHORIZATION IS REQUIRED.

PF1 = MAIN MENU