

NOTE: HANDOUT AT TELECONFERENCE

ATTACHMENT A

(REV. 05/31/02)

FRONT END DETECTION SYSTEM MONTHLY INVESTIGATION REPORT
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REPORT DUE 10TH OF EACH MONTH

COUNTY: Leonard		MONTH ENDING: 08/04					
COMPLETED BY: John Doe		TITLE: Sr. Investigator					
		(ADC) FA	(HR) SNA	NPA/FS	MAO	CHILD CARE	TOTAL
CASES REFERRED FOR INVESTIGATION	1.	125	60	30	15	10	240
NUMBER OF INVESTIGATIONS COMPLETED	2.	100	50	25	10	10	195
CASES WITH NO ERRORS FOUND	(a)	60	20	15	5	5	105
CASES WITH DISCREPANCIES DETECTED	(b)	40	30	10	5	5	90
(a. + b. = line 2)							
CASES CONFIRMED DENIED/WITHDRAWN	3.	35	25	10	5	5	80
COST AVOIDANCE							
PA	(a)	\$17,395	\$10,025	N/A	N/A	N/A	\$27,420
MA	(b)	\$18,060	\$18,825	N/A	\$3,415	N/A	\$50,300
FS	(c)	\$ 5,740	\$ 2,375	\$1,690	N/A	N/A	\$9,805
CHILD CARE	(d)	N/A	N/A	N/A	N/A	\$	\$
CASES WITH CONFIRMED GRANT REDUCTION	4.	5	5	N/A	N/A	N/A	10
COST AVOIDANCE							
PA	(a)	\$925	\$1,915	N/A	N/A	N/A	\$2,840

		MONTHLY COST AVOIDANCE VALUES				
		(ADC) FA	(HR)SNA	NPA/FS	MA ONLY	CHILD CARE
DENIED/WITHDRAWN CASES	PA	\$497	\$401	N/A	N/A	N/A
	MA	\$516	\$753	N/A	\$683	N/A
	FS	\$164	\$ 95	\$169	N/A	N/A
	CC	N/A	N/A	N/A	N/A	\$348
GRANT REDUCTION CASES	PA	\$185	\$383	N/A	N/A	N/A

FEDS - The Front End Detection System process is:

- A State mandated procedure for Temporary Assistance (FA and SNA) applications
- Designed to identify intentionally fraudulent or inadvertently erroneous information supplied by an applicant **before** the applicant is found eligible for benefits

FEDS - The Front End Detection System process is: (cont'd)

Optional for:

- NTA/Food Stamps
- Medicaid-only cases
- Child Care Subsidy

The authority for the FEDS process lies in:

- Social Services Law 134b - Mandated in 1992 a FEDS process for TA applicants
- 18 NYCRR, Part 348.7 and Part 351.4
- 92 ADM-33, "Front End Detection System"
- *Revised Policy Directive To Be Issued Spring 2005*

In a well-run FEDS process, the Examiner:

- Identifies the presence of FEDS indicators during the interview process
- Makes a timely referral to the investigation unit so that the investigation can be conducted within the approved time frames
- Places a copy of the referral in the case record

In a well-run FEDS process, the Examiner: (cont'd)

- Takes action on the case after the investigator has returned the written Report of Investigation
- Communicates **immediately** action taken on the case to the investigator so that the investigative unit can complete the monthly FEDS report

In a well-run FEDS process, the Examiner: (cont'd)

- Communicates **immediately** any early case action to the investigator (e.g., withdrawal of application, early denial) so that the investigator does not continue to work on the referral
- Communicates any address change to the investigator, so that the investigator can contact the applicant at the correct location

In a well-run FEDS process, the Examiner's Supervisor:

- Reviews the FEDS referral as soon as the examiner completes it, to ensure that the referral:
 - Is filled out completely and timely
 - Is being sent only on cases with indicators

In a well-run FEDS process, the Examiner's Supervisor: (cont'd)

- Immediately forwards the referral to the investigative unit after review, if it is complete and correct
- Is aware of examiners who need more training and/or increased attention

In a well-run FEDS process, the Investigator:

- Communicates with the examiner to gather information and impressions related to the applicant
- Conducts in-office and out-office research (WMS Inquiry, DMV, Credit Report, Assessor's Office, etc.)
- Interviews collateral contacts, as necessary

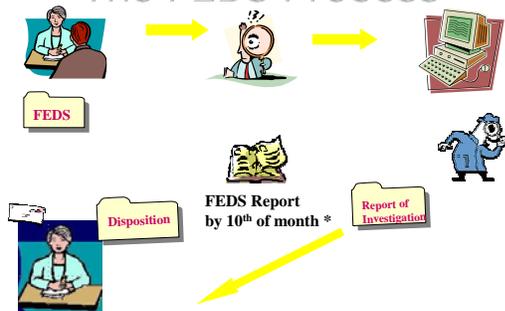
In a well-run FEDS process, the Investigator: (cont'd)

- Makes a home visit or conducts an in-office interview
- Forwards the written Report of Investigation back to the examiner within the appropriate time frames
- Completes paperwork to ensure an accurate monthly FEDS report

Five Mandated FEDS Indicators

1. Expenses exceed income or grant without a reasonable explanation
2. Working off the books currently or previously
3. Supported by loans from family or friends
4. Prior history of denial, case closing or overpayments resulting from an investigation
5. Current application is inconsistent with the prior case

The FEDS Process



A&QC Role: The NYS OTDA Bureau of Audit and Quality Control:

- Reviews local district FEDS plans to ensure they comply with regulatory mandates and that selected indicators are not discriminatory
- Provides oversight of the FEDS process and corrective action if problems exist
- Prepares the monthly FEDS report which aggregates results from the districts and is forwarded to the Commissioner of OTDA, Federal Agencies and to local districts.

A&QC Role: The NYS OTDA Bureau of Audit and Quality Control:

Examples of some of these reports are:

1. Record Numbers Submitted by Individual Counties
2. Supply Monthly Reports to The Commissioner of OTDA
3. Quarterly Performance Measurement Reports for The Commissioner of OTDA
4. Quarterly Governor's Accomplishments Reports
5. Distribute SFY Reports to Each District

FEDS Report: The process for reporting FEDS Cases:

- The referral is received in the investigation unit and is then recorded on line 1 of the FEDS report
- After the eligibility unit makes the final determination on the case based on the FEDS investigation, the eligibility unit forwards the case determination back to the investigation unit
- At this time, and at this time only, the investigation unit will include the case in the current months FEDS statistics for cases completed

Local District Monthly FEDS Report

The investigative unit is in charge of submitting a monthly FEDS Report

This report documents:

- # of cases referred for investigation for the month by case type

Local District Monthly FEDS Report
(cont'd)

- # of investigations completed for the month
 - Cases with no errors found (no reason to deny or reduce)
 - No findings from the referral
 - Case closes for reason(s) other than FEDS review
 - Finding(s) substantiated, however, it does not affect the eligibility or budgeting of the case

Local District Monthly FEDS Report
(cont'd)

- Cases with discrepancies detected (denied, withdrawn, or reduced)
- Cases confirmed; denied/withdrawn
 - Cost avoidance values for cases denied/withdrawn
- Cases with confirmed grant reduction
 - Cost avoidance values for cases with grant reduction

Note: cost avoidance figures for each of the case types are produced by the state and used in all different types of statistical analysis & reporting.

Gross Cost Avoidance Value for an Family Assistance (FA) Case:

PA \$2,982

MA \$3,096

FS \$ 984

Total: \$7,062

FA Cost Avoidance Value:

\$497 (the statewide monthly average cost for PA in an FA case)

x 6 (average number of months the case would have been open before it would have been found ineligible at recertification)

\$2,982

FA Cost Avoidance Value: (cont'd)

\$516 (the statewide monthly average cost for MA in an FA case)

x 6 (average number of months the case would have been open before it would have been

found ineligible at recertification)

\$3,096

FA Cost Avoidance Value: (cont'd)

\$164 (the statewide monthly average cost for a FS in an FA case)
x 6 (average number of months the FS benefit would have been paid before it would
_____ have been stopped at recertification)
\$984

**FEDS State Fiscal Year
2003-04 to date (03/04)**

Gross Cost Avoidance	\$ 436,458,918
State Share	\$ 157,342,178
Local Share	\$ 157,342,178

**FEDS State Fiscal Year
2003-04 to date (03/04) (cont'd)**

Number of Investigations Completed	128,923
Number of Cases Denied/Withdrawn	57,454
Number of Grant Reductions	15,617

The Three C's of FEDS

- Communication
- Cooperation
- Consultation

Maria Schollenberger

Phone: (518) 402-0127

Fax: (518) 402-0121

Email: maria.schollenberger@dfa.state.ny.us

Leonard Tremblay

Phone: (518) 486-1071

Fax: (518) 402-0121

Email: leonard.tremblay@dfa.state.ny.us

To Evaluate Online (Intranet):
<http://sdssnet5/>



To Evaluate Online (Internet):
<http://www.dfa.state.ny.us>



Next Program:

Recruiting Foster Care Parents:
Erie County Breaks Through

October 18th
1:30 – 3:30
