Office of the Secretary
555 S. Kansas Ave., 6th Floor
Topeka, KS 66603

Phone: (785) 296-3271
Fax: (785) 296-4985
www.dcf.ks.gov

Laura Howard, Secretary

Laura Kelly, Governor

Memo on DCF EES Verifications

Chairperson Awerkamp and members of the committee.

The Kansas Department for Children and Families has put together a comprehensive list of verifications used by eligibility workers at initial application, annual renewal and an ongoing basis for Economic and Employment Services programs. Programs include Cash assistance (Temporary Assistance for Needy Families), Food assistance (Supplemental Nutrition Assistance Program), Child Care subsidy, Employment assistance, and Low-Income Energy assistance (LIEAP).

Verifications vary by assistance program and include but are not limited to: Identity of each adult in a mandatory filing unit, gross non-exempt income for each adult in mandatory filing unit, disability, resources, U.S. Citizenship /non-citizenship status, social security numbers, relationship to children on file, cooperation with additional programs (child support services).

For programs that receive data through an automated process below, like SSA and KEES, a task is created for eligibility staff to take action on a case. Information received from some verification sources such as the Kansas Lottery is sent via email and matched manually by staff.

- **Experian** – Staff access online employment and income data for Food Assistance applicants and recipients reporting a change in household status or completing a renewal.
- **Internal Revenue Service** – EES transmits records to IRS **monthly** to match unearned income reported for the most recent tax year on Form 1099 with income reported and unreported by individuals being certified or recertified to receive TANF benefits.
- **Kansas Adult Supervised Population Electronic Repository (KASPER)** – Staff access online criminal history records for all adults in a household when assistance is requested. Records are accessed at application, review, and when a change in household status is reported.
- **Kansas Child Support Services –** When benefits are authorized, a data file is automatically generated and sent to Kansas Child Support Services to begin the process of assisting the applicant in securing child support payments. Staff also access online support payment data at application, review, and when a change in household status is reported.
- **Kansas Department of Commerce** – At application, review, and when a change in household status is reported, staff access online quarterly wage data for individuals whose employers report their wage information in Kansas.
- **Kansas Department of Corrections** – EES receives a **monthly** report listing individuals in state custody.
- **Kansas Department of Health and Environment (KDHE) Office of Vital Statistics** – DCF staff has real time access to Kansas' on-line vital statistics verification of birth records for use in verifying relationship for those applying for cash assistance for non-biological children. DCF has regular access to updated death record information of Kansas' Vital Statistics.
- **Kansas Department of Labor** – At application, review, and when a change in household status is reported, staff access the online Kansas Unemployment Compensation system to view unemployment records including payments.
- **Kansas Eligibility Enforcement System (KEES) –** KEES is a joint eligibility system that houses household information for SNAP, TANF, Child Care, LIEAP, Adoption Assistance and Medical Assistance. Information known to one program is visible and accessible to the other programs.
- **Kansas Lottery** – EES receives a file monthly listing all payouts in excess of $3,500 on a monthly basis
- **Kansas Payment Center** – At application, review, and when a change in household status is reported, staff access online child and spousal support income and expense records.

Office of the Secretary
555 S. Kansas Ave., 6th Floor
Topeka, KS 66603

Phone: (785) 296-3271
Fax: (785) 296-4985
www.dcf.ks.gov

Laura Howard, Secretary

Laura Kelly, Governor

- **Kansas Public Employees Retirement System (KPERS)** – At application, review, and when a change in household status is reported, staff review KPERS retirement income through a data interface in KEES.
- **Lexus Nexus** – Staff access the online service to verify identity of **applicants**.
- **National Directory of New Hires (NDNH)** – EES matches the NDNH records **monthly** with records for new applicants and those whose benefit eligibility is being recertified. The new hire match provides the data of hire, employer, and client address on the W-4.
- **Public Assistance Reporting Information System (PARIS)** – EES participates in this interstate match quarterly to ensure those receiving benefits in Kansas are not receiving duplicate benefits in another state **quarterly**.
- **Social Security Administration** – EES maintains an active data exchange agreement with SSA. Staff access data for Social Security numbers, Medicare entitlement, Social Security Income, qualifying work quarters, prisoner, address, date of death and citizenship status through **daily manual** and automated SVES request process, automated SDX exchange for SSI recipients, and BENDEX exchange to receive automated updates on any changes on their records for Kansas Public Assistance recipients.
- **Systematic Alien Verification for Entitlements (SAVE)** – Staff access the U.S. Citizenship and Immigration Services online service, SAVE, to verify immigration status and naturalized/acquired U.S. citizenship of applicants seeking benefits.
- **The Work Number (Equifax)/TALX** – At application, review, and when a change in household status is reported, staff access the online The Work Number system to review employment and compensation data reported by employers affiliated with Equifax's system.