

DRS/IPV Action Guide

CBMS | Action Guide | Revised: January 2022

INTERFACE INFORMATION

- The DRS/IPV interface, also known as eDRS searches for Intentional Program Violations (IPVs) located in the Disqualified Recipient System (eDRS) national database for SNAP recipients.
- Review this interface at initial application, RRR, when adding a new household member to a case, or during an investigation.
- DRS/IPV can be accessed through Follow Up activities or the Interfaces Summary in II.
- CBMS checks eDRS automatically when data entry changes occur or if you select the Trigger eDRS button.

CBMS will check eDRS when an individual:

- Applies or Reapplies for Food Assistance
- Is marked as back in the home on a FA case
- Has any of the following demographic data changed:
 - Name (First, Last or Middle)
 - SSN
 - Gender
 - Date of Birth

The FA case must also meet the following:

- The individual must be currently requesting FA
- Have an SSN with an acceptable Verification Source
- Is 16 years of age or older
- Case Complete is set to “Yes”

RESEARCHING THE ALERT/RESULT

Enter the SSN or Case Number of the individual and search.

The Response field will indicate what your next steps should be:

- For “N” responses: No IPVs were found. No further action is required.
- For “Y” responses: A disqualification record was found. Highlight the record and click on the **View DRS/ FA Disqualifications Detail** related page

The response types of Disqualification include:

- A – A Colorado disqualification record added to DRS
- M – A Colorado disqualification record that was modified and sent to DRS
- D – A Colorado disqualification record that was deleted (reversed) and sent to DRS
- Q – A Colorado query record
- I – An out-of-state disqualification record received from DRS

TAKING ACTION ON THE CASE

For an out of state IPV (Type I) for SNAP: The worker will need to enter the information found from the DRS interface in the Disqualification page.

The following data entry is needed:

- Program Group = Food Assistance
- State = Out of State
- EBD = date known to the State of Colorado
- Begin Date = Date the IPV started in the other state
- End Date = system populated
- Occurrence # = 1, 2, or 3 (disqualification Number on DRS page)
- Type = (DRS page Offense Description)
- Penalty Length = number of months (1 year = 12, 2 years = 24, 10 years = 120, 99 years = 999)

- Document Type = (this is used in CO, the user may have to ask other states what form was used for IPV)
- Investigation Start Date and End Date (the user may have to contact other states for this info or just use the Decision date for both dates.)
- Decision Date = Date the decision was made
- State Agency = State of IPV
- Verification = received
- Source = Admn Disqualification

If information is missing in the interface use the provided contact information for the other state to obtain the items needed.

ACCESSIBILITY

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