

PIC COACH CORNER – Volume 2009-3

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I. PIC News

- Release 6.4 has been officially pushed back to 4/24/2009
- Website link to PIC System Release summaries and PIC Headlines:
<http://www.hud.gov/offices/pih/systems/pic/news/index.cfm>

This is how it will look when a PHA forgets to blank field 3w (Former HOH SSN) after the April Release!

https://nthhq147.hud.gov - Form 50058 Error Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

EPSON Web-To-Page Print Print Preview

Multifamily Tenant Characteristics System

FORM HUD-50058 ERROR ANALYSIS REPORT

HA ID:	NE001	Return ID:	NE001
Transmission Date:	03-12-2009	Vendor Data:	02/14/2005
Ticket Number:	2550940	Filename:	00003.ASC

Summary

Number of 50058 Submitted 1

Number of 50058 accepted (may contain warnings)	1
Number of 50058 rejected without any processing	0
Number of 50058 having fatal errors	0
Total number of fatal errors in transmission	0
Total number of warnings in transmission	1

Validations against the Technical Reference Guide have been performed.
Validations against the MTCS Database have been performed.

Form Number : 1

Last Name	MFLBUBB	First Name	ABEKCBS
SSN	505889296	Number of Errors	1
Program Type	VO	Type of Action	3
Effective Date	10-01-2008		
PHA USE ONLY			

Error Number: 1
Field Number: 3w
Error Message: WARNING: 4187 - This SSN is already Head of Household. Field 3w should be blank. Data ignored

Rec Nbr in Error	Section	Field in Error	Field Contents
000002	B	Head of Household SSN	505889296

Records 1 - 1 of 1

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Family Reporting Software (FRS)

What Is the Family Reporting Software (FRS)?

The Family Reporting Software (FRS) 4.0 is HUD-provided freeware (at no cost) that collects, stores, and prepares Form HUD-50058 data for transmission via the Internet to the Form-50058 sub-module of IMS-PIC at HUD. FRS can also be configured and

operated to support more than one PHA. However, FRS is a single-user system and cannot be networked.

Important: The download process to install FRS on a single PC has two parts:

- Download and install the Basic Installation File. (This only needs to be done the first time on that PC.)
- Download and install the latest Patch Update. (This needs to be done every time HUD publishes a new patch update).

FRS 4.0 Patch Instructions

**FRS Users may need to download “updated” patch after PIC System Releases-
Check to see if HUD has published a new Patch update on the FRS Webpage!**

FRS 4.0 Patch Download Instructions

NOTE: FRS 4.0 patch is for existing FRS 4.0 users only.

There are two steps required to download the FRS 4.0 patch:

1. Download the FRS 4.0 patch file ([FRS40.EXE](#) 1.2 MB) into the FRS 4.0 directory (d:\HUDFRS40 where d is the drive letter where FRS is installed).
2. Execute the FRS40.EXE file by double-clicking it in Windows Explorer.

System Requirements

- IBM or IBM-compatible with an 80486 or higher processor (Pentium recommended)
- 32 MB of memory (or higher), 80 MB of available hard disk space
- Printer - Prints 8 1/2" x 11" paper, 80 characters per line, form feed feature
- Microsoft Windows 2000 or higher
- Microsoft Internet Explorer or Netscape Navigator 6 or later

II. Other System News

Access to the SAVE System

To verify non citizen status the PHA must have access to the SAVE WEB 2 system. Use of the SAVE system is mandated by regulation statute. This is the contact information and requirements to gain access:

If you are requesting access to the SAVE WEB-2 System, please send the following information to SAVE-VIS@HUD.GOV:

Name of PHA
Address (mailing and physical)
Telephone Number
Fax Number
Contact Person
Email Address

SSA Identity Validation Process in EIV

Many users have asked how the SSA “identity validation” process works. In a nutshell:

1. Personal identifiers (Name, DOB & SSN) are submitted to SSA
2. SSA matches HUD-provided personal identifiers against SSA databases; if all match, SSA sends back status of “verified”
3. If all do not match; SSA will indicate which personal identifier does not match. SSA sends back status “failed” with error description, i.e.
 - a. surname did not match
 - b. SSN invalid
 - c. SSN incorrect (in many instances SSA will provide correct SSN)
 - d. Date of birth did not match (in some instances, SSA will provide correct DOB)
4. A status of “not verified” means that HUD has not yet transferred the personal identifiers to SSA for validation.

The Failed Verification report will display this information and the Household Income report will display this information as well.

Destruction of EIV Records

Many PHAs have inquired about the requirement for destruction of EIV information. Below is additional information regarding this requirement. Further inquiries may be directed to PIH.RHIIP.TA@HUD.GOV.

The PHA **must** destroy wage, unemployment, employment and new hire information two years from print date. Under no circumstances may the PHA maintain the information for a longer period of time. This data destruction requirement is imposed by the U.S. Dept of HHS, as outlined in the computer matching agreement between HUD and HHS.

This destruction requirement does **not** apply to SS/SSI benefit information.

EIV Website and Links to Reference Information

Enterprise Income Verification (EIV) System

<http://www.hud.gov/offices/pih/programs/ph/rhiip/uivsystem.cfm>

[EIV User Manual for PIH users](#) 

[EIV System Security Administration Manual](#) 