

### **“New Fatal Edits for TRACS and Discrepancies to be Eliminated”**

TRACS has identified a large number of discrepancy messages that will be converted into fatal error messages. Also, TRACS will add a few completely new edits as new fatal errors.

The purpose is to change the way we evaluate certifications and select that data to be stored in the database. The result is that many of the certifications, now being recorded with discrepancies because the errors are discovered too late in the process to reject the transaction, will soon be rejected by fatal errors.

One benefit is that a MAT10 record stored by TRACS as a certification will be more compliant with the business guidelines established by HUD's 4350 Handbook. Another benefit is that the number of discrepancies for O/As to correct and C/As or HUD to monitor.

Up to now, TRACS has calculated 50059 values and compared them with what was submitted. If the calculated values differed from the submitted values, the TRACS calculated values were stored in the TRACS database. TRACS is changing this system philosophy. Values will still be calculated and compared, but many of the existing discrepancies will become fatal errors. In those cases where discrepancy messages remain, the submitted values will be stored in the TRACS database.

This goal was announced at the last Industry Meeting on June 5, 2002. At that meeting we had promised to post to the web the lists of the “new fatal edits” and “eliminated discrepancies” for your review.

The lists may be found on the following pages in Matrix tables A and B.

If you want to respond with your suggestions, please do so by writing to one of our TRACS analysts, Denny Saulman. His e-mail address is: [dennis\\_m\\_saulman@hud.gov](mailto:dennis_m_saulman@hud.gov)

The deadline for your comments will be Wednesday August 16, 2002.

The implementation release date for this requirement has been set for December 13, 2002.

**Matrix Table A: New Fatal Edits**

**Explanation for Matrix Table A:** Every row listed in the table is being proposed as a new fatal edit. Some of these edits currently exist in TRACS as discrepancies but will be converted to fatals. That means that the business logic for each edit will stay intact but a fatal will be generated instead of the current discrepancy. Each discrepancy listed for conversion has its discrepancy code referenced in the table’s second column and that discrepancy will be eliminated. Once a discrepancy is converted to a fatal error, its discrepancy code and message will no longer be generated and sent to TRACS users. Each new edit that will be added to the TRACS logic as a fatal is referenced with “(New Edit)”. Some of these “new edits” will replace current discrepancies having a different edit. For a list of those additional discrepancies to be replaced and eliminated, see Matrix Table B.

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
1	N/A (New Edit)	Incorrect sum: Annual Income Amount = Asset Income + Non-Asset Income	240	This edit checks their basic math against the sum of Non-Asset Income and Asset Income.  This fatal <u>replaces</u> the <b>ANI</b> (annual income) TRACS-calculated discrepancy that computes the dollars based on the income and asset records of the MAT10. Refer to “ANI” in Matrix Table B.
2	N/A (New Edit)	Incorrect computation for 3% of income: annual income X .03	241	This edit checks basic multiplication for 3% of income reported value: annual income X .03  This fatal <u>replaces</u> the <b>PAI</b> (percent of annual income) TRACS-calculated discrepancy that computes the dollars based on the income and asset records of the MAT10. Refer to “PAI” in Matrix Table B.
3	N/A (New Edit)	Incorrect Medical Allowance based on computation of MAT10 basic record fields	242	Computation of MAT10 fields is stated in the MAT User’s Guide. This is a basic edit check against the user’s math.  This fatal <u>replaces</u> the <b>AME</b> (annual medical expense) TRACS-calculated discrepancy that computes the dollars based on the income and asset records of the MAT10. Refer to “AME” in Matrix Table B.
4	N/A (New Edit)	Incorrect sum for Total Allowance based on addition of MAT10 basic record fields	243	Addition of MAT10 fields is stated in the MAT User’s Guide. This is a basic edit check against the user’s math.  This fatal <u>replaces</u> the <b>TA</b> (total allowance) TRACS-calculated discrepancy that computes the dollars based on the income and asset records of the MAT10. Refer to “TA” in Matrix Table B.
5	N/A (New Edit)	Incorrect Adjusted Income Amount due to difference between 2 MAT10 basic record fields	244	Subtraction of MAT10 fields is stated in the MAT User’s Guide. This is a basic edit check against the user’s math.  This fatal <u>replaces</u> the <b>ADI</b> (adjusted income) TRACS-calculated discrepancy that computes the dollars based on the income and asset records of the MAT10. Refer to “TA” in Matrix Table B.
6	N/A (New Edit)	Passbook Rate percent must be above zero if total assets is above \$5,000	245	For a submission having a reported total assets (field# 29) of at least \$5,000 and a subsidy type that is <u>not</u> H5 (BMIR), then a Reported Passbook Rate Percent greater than 0 must be submitted; otherwise fatal it.  [According to the 4350 Handbook..... <i>IMPUTED INCOME FROM ASSETS. (This paragraph does NOT apply to families receiving ONLY BMIR assistance.) If the net family assets exceed \$5,000, Annual Income must include the greater of: (a) The actual income from assets OR (b) An imputed income from assets. Owners must impute income by multiplying total net family assets by the passbook rate specified by HUD.]</i>

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
				This fatal <u>replaces</u> the <b>PR</b> (passbook rate) TRACS-calculated discrepancy.
7	N/A (New Edit)	Incorrect computation of MAT10 fields for Imputed Income from Assets	246	This edit checks the user's math. MAT Guide contains the formula for computation using MAT10 fields.  The <b>IIA</b> discrepancy edit <u>remains</u> in LM120 and checks the reported imputed income from assets against the TRACS calculation of the Asset record detail.
8	N/A (New Edit)	Incorrect sum of MAT10 fields for Non-Asset Income	247	MAT fields 33 + 34 + 35 + 36 = Non-Asset Income. This is a basic edit against the reported sum for these four fields.  The <b>TNAI</b> (total non-asset income) discrepancy edit <u>remains</u> in LM120 and checks the reported non-asset income against the TRACS calculation of the Income record detail.
9	N/A (New Edit)	Incorrect choice of the greater between two MAT10 fields for Asset Income	248	User must enter the greater: Total Income from Assets (MAT field# 30) or Imputed Income from Assets (MAT field# 32).  The <b>ASI</b> (asset income) discrepancy edit <u>remains</u> in LM120 and checks the reported asset income against the TRACS calculation of the Income record detail.
10	N/A (New Edit)	Handicap Allowance claimed but no member is Handicapped	249	This edit is a simple check: If there is a reported handicap allowance, one of the members must be handicapped ("H" for special status). If not, generate this fatal.  The <b>AHE</b> (allowance handicap expense) discrepancy edit <u>remains</u> in LM200 and checks the reported handicap allowance against the TRACS evaluation of the Income record detail.  [ <b>AHE</b> is based on this formula: The 4350 handbook guideline for "Handicap Allowance" states that the allowance is the <u>lesser</u> of (Handicap Expense - 3% of Income) or the employment income adult members will earn due to the care being available.]
11	GR	TRACS calculated gross rent differs from reported value from reported value	250	Contract Rent + Utility Allowance = Gross Rent  Gross Rent field does not exist in a db2 table.
12	CE001	Effective date incorrectly occurs after next recertification date	251	
13	CE002	Next recertification date not submitted	252	If Next Recert Date was not reported, this fatal will be generated.
14	CE003	Next recertification date exceeds 1	253	

Edit No.	Edit's Current Discrep Code	Edit's Reason/Message	New Fatal Error Number	Comments
		year		
15	CE146	Incorrect next recertification date reported	254	Next Recert Date is on first of month unless Field Office has approved an alternative schedule. Alternative schedules can only be given to tenants using the Easy Worksheet (E).
16	CE008	Effective date precedes move-in date	255	
17	CE009	Effective date submitted for IR begins after first day of month	256	
18	CE004	Interim effective date is prior to previous effective date	257	An IR is submitted when the household composition changes. If the head tenant changes, then an IR may be submitted with previous name, previous ssn, and previous certification effective date to associate the previous household identification with the new one being submitted.
19	CE029	Interim effective date is after next annual recertification date	258	
20	CE006	Effective date is after next annual recertification date	259	
21	CE191	Certification effective date must occur before the voucher date	260	
22	CE058	Member birth date is after effective date of the certification	261	
23	CE081	Elderly status code omitted	262	If a member is a Head, Spouse, or Co-head and he/she is 62 years of age or over as of the Certification Effective Date and the Elderly Family Special Status code is <u>omitted</u> , then a fatal should be generated.  Eliminate any TRACS logic that is storing the "E" for Special Status.

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
24	CE083	Incorrect special status code submitted for non-elderly household member	263	If Special Status code "E" is submitted, but the family member is less than 62 years of age, then a fatal should be generated.
25	CE084	Incorrect or blank sex code submitted	264	
26	CE085	Full-time student status code "F" not permitted when member's age is less than 18	265	
27	CE086	Incorrect/ Blank relationship code submitted	266	
28	CE089	Incorrect special status code submitted for family member	267	Correct choice of codes are: H (handicapped), S (full-time student), E (elderly), and J (joint custody)
29	CE149	More than one spouse reported in household	268	"S" is to be used for Spouse only.
30	CE179	Incorrect age and/or relationship code entered for household member: Foster child age 18 or older.	269	Age and relationship code must be compatible.
31	CE180	Able to work care code reported for ineligible family member	270	

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
32	CE181	Elderly special status code can apply only to relationship code "H", "S", or "K"	271	<p>This edit must follow the previous edits related to Special Status Code, "E".</p> <p>If the Special Status Code is a valid "E" for a member, then that elderly member must be one of the following: Elderly Head, Spouse, or Co-head.</p> <p>Therefore, one of the following relationship codes must be submitted for that member: "H", "S", or "K". If any other code has been submitted, generate the fatal.</p>
33	CE182	Full-time student special status code incompatible with reported Hhold composition	272	
34	CE183	Handicapped special status code ("H") is incompatible with household composition	273	
35	CE184	Household has a live-in attendant but no handicapped or elderly	274	
36	NDP	TRACS calculated number of dependents differs from reported value	275	
37	AD	TRACS calculated allowance from dependents differs from reported value	276	<p>The edit for NDP (number of dependent persons) will be completed before this edit.</p> <p>If the edit against the reported number of dependents passes, then TRACS can simply check the user's math for this Dependent Allowance edit: \$480 X number of dependents.</p> <p>(Number of Dependents is not captured and stored in tenant database. Refer to the NDP Discrepancy.)</p>
38	EHA	TRACS calculated elderly allowance differs from reported value	277	

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
39	NFM	TRACS calculated number of family members differs from reported value	278	Number_of_Family_Members count flag is incremented for each member found in the family record.  Number of Family Members is not captured and stored in tenant database.
40	NFL	TRACS calculated # of foster children/live-ins differs from reported value	279	Number_of_foster_live_ins count flag is incremented for each member found in the family record with a relationship code of "L".  Number of foster live-ins is not captured and stored in tenant database.
41	CE190	Child care expense claimed but no children under 13 in household	280	If child count under 13 yrs = 0 And reported childcare expense A amount is OR TRACS childcare allowance B amount is > 0, generate this as a fatal.  Childcare allowance/expense A is permitted if it enables a family member to "continue employment". Childcare allowance/expense B is related to "looking for work" OR "attending school".  Note: <b>CCE</b> Discrepancy <u>remains</u> :  If child count under 13 yrs > 0 And reported childcare expense A amount is not equal to TRACS childcare allowance A amount, generate <b>CCE</b> .
42	TTP	TRACS calculated total tenant payment differs from reported value	281	For the calculation guidelines, refer to item 45 in Appendix 11 of the 4350 Handbook. This edit will be a check against their math.
43	TR	TRACS calculated tenant rent differs from reported value	282	This edit will be a check against their math: TTP – Utility Allowance = Tenant Rent
44	UR	TRACS calculated utility reimbursement differs from reported value	283	4350 Handbook rule: If Utility Allowance is greater than TTP, enter the difference between the two.  This fatal edit will be against the user's math: If reported and TRACS calculated dollar figure are different, issue fatal.
45	AP	TRACS calculated assistance payment differs from reported	284	Gross Rent – TTP = AP

Edit No.	Edit's Current Discrep Code	Edit's Reason/ Message	New Fatal Error Number	Comments
		value		

===== End of Matrix Table A =====

**Matrix Table B: Additional Discrepancies to be Eliminated**

**Explanation for Matrix Table B:** The following discrepancies will not be generated by TRACS and sent to the users. These discrepancy edits cannot be converted to fatals since the logic is required to read the MAT10 asset and/or income records. Some of the new fatals edits listed in Matrix Table A will replace all of these discrepancy edits with the exception of CCA. The discrepancies listed in Matrix Table A will be eliminated since their edits will be converted to fatals.

Edit No.	Edit's Discrep Code	Discrep Reason/Msg	Comments
1	ANI	TRACS calculated annual income differs from reported value	
2	PAI	TRACS calculated 3% of annual income differs from reported value	There is no TRACS stored value for the "3% of annual income amount".
3	ADI	TRACS calculated adjusted income differs from reported value	Adjusted Income = Annual Income – Total Allowances.
4	AME	TRACS calculated allowance for medical expenses differs from reported value	
5	TA	TRACS calculated total allowances differs from reported value	

Edit No.	Edit's Discrep Code	Discrep Reason/Msg	Comments
6	PR	TRACS passbook rates differs from reported value	The discrepancy is apparently not being generated and sent to users.
7	CCA	TRACS calculated child care allowance differs from reported value	Eliminate this edit logic because it has been obsolete. There is no need to have this edit check since there is no reported childcare allowance.

===== **End of Matrix Table B** =====