EIV System's
Identity Verification Report Training Slides 2022

Identity Verification Report

Assists with the availability of EIV tenant income information and helps the PHA in identifying tenant personal identifiers that require correction.

Tenants with incorrect PII, or an assigned Alternate-ID, or whose Form HUD 50058 on file with the PHA is 15 months or older, will not have their income information matched during HUD's data matching process with the National Directory of New Hires Database.

PHAs are required to:

▶ Monitor the Identity Verification Report on a <u>monthly basis</u>

▶ If applicable, require family to provide updated information, official documentation and/or current documentation from SSA

▶ birth certificate, state-issued identification card

▶ Update Form HUD-50058 with SSA-provided information

▶ Update Form HUD-50058 with tenant-provided information

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Identity Verification Report

Identifies tenants that:

▶ **Failed EIV Pre-Screening** – PII (Name, SSN, DOB) does NOT match SSA database

▶ **Failed SSA Identity Test** – Incorrect PII or invalid Form HUD 50058, meaning the effective date of action on line 2b of Form HUD-50058 is 15 months or older, indicating a possible overdue Annual Reexam

▶ **Have Pending Verification by HUD** - PII <u>NOT</u> yet sent to SSA for validation

▶ Are Deceased

▶ May not be eligible for assistance due to non-compliance with SSN disclosure requirements (24 CFR 5.216)

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Generating the Identity Verification Report

Click on **Identity Verification Report** link

► PHA users with the following assigned EIV user roles may generate the Identity Verification Report:

  ► **PHA Occupancy – Voucher**

  ► **PHA Occupancy – Public Housing**

► Click on the *Identity Verification Report* link from EIV's left navigation panel

Generating the Identity Verification Report

Verification Reports >> Identity Verification Report >> Report Selection

Select Program Type, Reexamination Month and Action Type*:

Program Type:	All PIH Programs ▼
Reexamination Month:	ALL ▼
Action Type:	All ▼

Select Region:

⦿ HUD HQ	
○ STATE	ALL ▼
○ HUB	10HSEA Seattle Hub ▼
○ FO	0APH SEATTLE HUB OFFICE ▼
○ TARC	PB1 Cleveland TARC ▼
○ PHA	AK001 - AK001 AHFC - MTW PH ▼

Get Report

▶ **Select report criteria**

　▶ Program Type, Reexamination Month, Action Type, PHA

▶ **Click on the Get Report button and EIV will display the results:**

　▶ Failed EIV Pre-Screening

　▶ Failed SSA Identity Test

　▶ Pending Verification

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Identity Verification Report
Example: EIV Pre-Screening Deficiencies

Verification Reports >> Report Selection >> PHA Statistics

EIV Pre-Screening Deficiencies | SSA Screening Deficiencies | Pending Verification By HUD

EIV Pre-Screening Deficiencies as of 03/10/2019

Participant Code:	AK001 AHFC - MTW PH
Program Type:	All PIH Programs
Reexamination Month:	All
Action Type:	All
Number of Households with Failed EIV Pre-Screening Deficiency:	10
Number of Households with Failed Effective Date Check (Overdue Annual Reexam) Deficiency:	4
Number of Households with Failed SSN Check (Invalid SSN) Deficiency:	6
Number of Household Members with Failed SSN Check (Invalid SSN) Deficiency:	6

Print Report
Print Report

Download Report to Excel
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Error Description Help

1 - 10 of 10 Households

HOH SSN _____ | HOH Name Anna _____, HOH DOB 01/15/1986 | Project AK001000275 FAIRBANKS

Member SSN	Member Name	Member DOB	Failed EIV Pre-
H00-___		11/01/2018	Failed SSN che

Pre-Screening Results

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Identity Verification Report
Failed EIV Pre-Screening Resolution

Failed SSN Check

▶ Tenant is assigned an Alternate ID or has an invalid SSN

▶ If applicable, replace alternate ID with valid SSN or correct the deficient SSN

Failed Effective Date Check

▶ Indication of Form HUD-50058 has an effective date older than 15 months (indication of possible overdue annual reexam)

HUD cannot obtain income information for anyone with a PIC-generated alternate ID or an invalid SSN

Failed EIV Prescreen - Error Code Description - Google Chrome — □ ✕

🔒 https://hudvpn1.hud.gov/go/hudapps.hud.gov~ssl/eiv/reexamination/failedEIVPrescreenreport?showErrors=true

Error Code	Error Short Description	Error Long Description
1	Failed effective date check.	The effective date of action is more than 15 months old.
2	Failed DOB check.	The date of birth is blank or null.
3	Failed last name check.	The last name is blank or null.
4	Failed SSN check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000}.
5	Failed DOB & effective date check.	The date of birth is blank or null & the effective date of action is more than 15 months old.
6	Failed last name & effective date check.	The last name is blank or null & the effective date of action is more than 15 months old.
7	Failed last name & DOB check.	The last name is blank or null & the date of birth is blank or null.
8	Failed SSN & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the effective date of action is more than 15 months old.
9	Failed SSN & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the date of birth is blank or null.
10	Failed SSN & last name check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null.
11	Failed last name & DOB & effective date check.	The last name is blank or null & the date of birth is blank & the effective date of action is more than 15 months old.
12	Failed SSN & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the date of birth is blank or null & the effective date of action is more than 15 months old.
13	Failed SSN & last name & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the effective date of action is more than 15 months old.
14	Failed SSN & last name & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null.
15	Failed SSN & last name & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null & the effective date of action is more than 15 months old.

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Identity Verification Report: Failed EIV Pre-screening Error Messages & PHA Corrective Actions

No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
1.	Failed DOB check	Date of birth is blank or null	Enter DOB on line 3e of Form HUD-50058. Ensure only numbers are recorded.
2.	Failed effective date check	The effective date of action is more than 15-months old	Enter a current effective date on line 2b of Form HUD-50058. The PHA must ensure that it has completed a current reexam of family income and composition.
3.	Failed last name check	The last name is blank or null.	Enter last name on line 3b of Form HUD-50058. Ensure only alpha characters are recorded. Do not include special characters such as -, ~, `, or '.

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No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
4.	Failed SSN Check	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {___00%} or LIKE {%0000}.	Enter valid SSN on line 3n of the Form HUD-50058. Do not use repetitive numbers, as directed in the current Form HUD-50058 Instruction Booklet, if tenant has not disclosed an SSN. The PHA is required to generate an ALT ID for affected individuals as outlined in Paragraph 9 of this notice. **Note:** This error message will occur for any individual with a PIC-generated ALT ID. If the individual is a U.S. Citizen/National or eligible noncitizen, the PHA is required to follow up with the family to obtain documentation of the SSN. If the individual does not contend to have eligible immigration status (and coded as an ineligible noncitizen on the Form HUD-50058), no further action is required by the PHA.

Verification Reports >> Report Selection >> PHA Statistics

EIV Pre-Screening Deficiencies	SSA Screening Deficiencies	Pending Verification By HUD

SSA Screening Deficiencies as of 03/10/2019

Participant Code:	AK001 AHFC - MTW PH
Program Type:	All PIH Programs
Reexamination Month:	All
Action Type:	All
Number of Households with SSA Screening Deficiency:	9
Number of Household Members with SSA Screening Deficiency:	9

Print Report
Print Report

Download Report to Excel
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Error Description Help

1 - 9 of 9 Households

HOH SSN	HOH Name	HOH DOB 03/11/1981	Project AK001000277 JUNEAU	
Member SSN	Member Name	Member DOB	Failed Verification Description	Verification Date
	D	02/28/2005	Verification failed - Date of birth matched, but surname did not match with SSA records	03/02/2019
HOH SSN	HOH Name Lisa	HOH DOB 12/07/1969	Project AK001000277 JUNEAU	

Identity Verification Report
Error Messages & Corrective Actions

	Error Message Description	Error Message Explanation	Required PHA Corrective Action
1.	SSN is verified; **individual is deceased; Or** SSN is verified; **individual is Deceased MM/DD/YYYY**	The tenant's SSN has been verified by SSA and the individual is deceased. If a date follows the error message, this is the date of death as reflected in SSA records.	Contact tenant's adult family member or next of kin to confirm death. Upon confirmation of death, update family composition accordingly. If a single member deceased household, take appropriate action in accordance with HUD administrative guidance, program requirements and PHA established policies, including termination of HAP contract (Section 8 only) and transmit an End of Participation (EOP) (action type 6) form HUD-50058. If applicable, recover HAP overpayment from landlord.

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Identity Verification Report
Error Messages & Corrective Actions

No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
2.	Verification failed - SSN not found in SSA records XXXXXXXXX.	The tenant SSN recorded on line 3n of the form HUD-50058 is not a valid number issued by SSA. However, the SSN reflected in SSA records is listed at the end of the error message.	Update line 3n of form HUD-50058 with the SSA-provided SSN.

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Identity Verification Report
Error Messages & Corrective Actions

No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
3.	Verification failed – SS/SSI benefits cannot be disclosed due to **discrepancy in date of birth MM/DD/YYYY**	The tenant is receiving SS/SSI benefits; however, SSA cannot disclose the benefit amount because the date of birth recorded on-line 3e of the form HUD-50058 does not match the DOB in SSA records is listed at the end of the error message.	Request the tenant to provide a current SS/SSI benefit letter. Update line 3e of form HUD-50058 with the SSA-provided DOB. The tenant must follow-up with SSA to dispute the SSA provided DOB.

No.			
	Error Message Description	**Error Message Explanation**	**Required PHA Corrective Action**
4.	No benefits reported by SSA MM/DD/YYYY	No benefits reported by SSA. The date of birth recorded on line 3e of the form HUD-50058 does not match the DOB in SSA records. However, the DOB reflected in SSA records is listed at the end of the error message.	Update line 3e of form HUD-50058 with the SSA-provided with SSA to dispute the SSA provided DOB.

No.			
No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
5.	Verification failed – Date of birth matched, but surname did not match with SSA records or Surname does not match; DOB was checked	The surname recorded on line 3b of the form HUD-50058 is not the same surname reflected in SSA's records.	Ask the tenant to provide documentation (SSN card, birth certificate, State issued identification card, marriage license or court documents) of the other name he/she is using. Update line 3b of form HUD-50058 with the correct surname.

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Identity Verification Report
Error Messages & Corrective Actions

No.			
	Error Message Description	**Error Message Explanation**	**Required PHA Corrective Action**
6.	Verification failed – SS/SSI benefits cannot be disclosed due to **discrepancy in name**	The tenant is receiving SS/SSI benefits; however, SSA can not disclose the benefit amount because the PIC-reported SSN is not assigned by SSA to the PIC-reported tenant name.	Request the tenant to provide a current SSN assignment letter or SS/SSI benefit letter. Ask the tenant to provide documentation (SSN card, birth certificate, State issued identification card, marriage license or court documents) of the other name he/she is using. Update line 3b and/or 3c of form HUD-50058 with the correct first name and/or surname.

Identity Verification Report
Error Messages & Corrective Actions

No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
7.	Verification failed – SSN not found in SSA records XXXXXXXXX	The tenant's SSN recorded on line 3n of the form HUD-50058 is not a valid number issued by SSA. However, the SSN reflected in SSA records is listed at the end of the error message.	Update line 3n of form HUD-50058 with the SSA-provided SSN.

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Identity Verification Report
Error Messages & Corrective Actions

No.	Error Message Description	Error Message Explanation	Required PHA Corrective Action
8.	Verification failed – **SSN not found** in SSA records **or SSN is not in file**	The tenant's SSN recorded on line 3n of the form HUD-50058 is not a valid number issued by SSA or listed in SSA records.	Request original SSN card from tenant. Confirm SSN displayed on the card matches the SSN reported on line 3n of form HUD-50058. If the numbers do not match, make the necessary correction on line 3n of form HUD-50058. For continued SSN failures, notify HUD, OIG or other law enforcement agency.

Identity Verification Report
Example: Pending Verification by HUD

Verification Reports >> Report Selection >> PHA Statistics

EIV Pre-Screening Deficiencies	SSA Screening Deficiencies	**Pending Verification By HUD**

Pending Verification Report by HUD as of 03/10/2019

Participant Code:	AK001
Program Type:	All
Reexamination Month:	All
Action Type:	All
Number of Households Pending Verification by HUD:	17

Print Report
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1 to 17 of 17 Households

HOH SSN ***-**-1466 | HOH Name Leanders TOLER JR | HOH DOB 09/29/1953 | Project AK001000274 ANCHORAGE EAST

Member SSN	Member Name	Member DOB
***-**-1466	Leanders TOLER JR	XX/XX/1953

Identity Verification Report
Pending Verification by HUD Resolution

▶ **No action required by the PHA**

▶ HUD will send tenant PII to SSA with next regularly scheduled Data Match

▶ Families scheduled for routine SSA quarterly computer matching will also appear on this report

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Identity Verification Report Corrective Action

▶ If tenant continues to appear on Identity Verification Report after PHA implementation of corrective action, tenant must work with the local SSA office to resolve