	GEORGIA DIVISION OF FAMILY AND CHILDREN SERVICES MEDICAID POLICY MANUAL			
	Chapter:	**2000**	**Effective Date:**	**May 2023**
	Policy Title:	**Clearinghouse**		
	Policy Number:	**2004**	**Previous Policy Update:**	**MT 57**

REQUIREMENTS

Clearinghouse is an automated on-line computer interface through which wage and benefit information on applicants, recipients and financially responsible members of a budget group is matched with files in other state and federal agencies.

BASIC CONSIDERATIONS

Clearinghouse matches are performed with the following agencies and contain the following information:

- Department of Labor (DOL) Wage Files- the most recent five quarters of employment history by employer name, employer number and amount of wages earned.

- Department of Labor (DOL) Employer Address Files – the work location and/or the address of the accounting office

- Department of Labor (DOL) Unemployment Compensation Benefits (UCB) - the monthly UCB amounts for the most recent 13 months and a list of individual checks for the last ten weeks

- Department of Labor (DOL) Unemployment Compensation Benefits (UCB) Claimant Address File – the address of each UCB recipient

- Department of Labor (DOL) W-4 Employer Reporting System – the name and address of any new employer and the date of hire

- BENDEX – RSDI benefit information on individuals who are current or past recipients of public assistance.

BASIC CONSIDERATIONS (cont.)

- Child Support Inquiry ($TARS) – verifies child support data provided through Division of Child Support Services.

- State Data Exchange (SDX) – SSI benefit information.

- Federal Data Services Hub (FDSH) – provides income and employment information received from IRS records, health and entitlements from HHS records, identity from Social Security, citizenship from Department of Homeland Security records, criminality from Department of Justice records and residency from state records.

- State Online Query (SOLQ) – verifies SSN, RSDI and SSI benefit information.

- State Verification Exchange System (SVES) – verifies Citizenship/ID or nationality of Medicaid or CHIP applicants declaring to be U.S. citizens or nationals.

- Systematic Alien Verification for Entitlements (SAVE) – verifies Alien Status.

- Work Number- verifies wages provided by employers contracted through Work Number.

Clearinghouse files are accessed on any individual who is in active or pending status, is age 16 or older and who may affect eligibility for benefits such as the following:

- applicants

- recipients

- ineligible aliens

- sanctioned individuals

Clearinghouse is accessed on pending or active AU's at the following times:

- at registration or finalization of a new AU or reopening of an AU

- in the month prior to the review month, when the AU is selected for review

- if a primary SSN is changed

- adding a person to the AU at an interim change

Use the following procedures for documenting and establishing Clearinghouse history:

Chart 2004.1

Documenting and Establishing Clearinghouse History	
Data Source	**Method of Documentation**
DOL Wage Files	DOL Wage Inquiry is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies between information found on the interface, reported by the AR, and entered into Gateway.
DOL UCB Files	DOL UCB Inquiry is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies between information found on the interface, reported by the AR, and entered into Gateway.
DOL W-4 New Hire Files	New Hire is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies between information found on the interface, reported by the AR, and entered into Gateway.
BENDEX	BENDEX is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies between information found on the interface, reported by the AR, and entered into Gateway.
State Data Exchange (SDX)	SDX is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies between information found on the interface, reported by the AR, and entered into Gateway.
State Vital Records	Do not print or copy and paste from Birth Index Inquiry System, Death Index Search, Divorce Index Search or Marriage Index Search Screen. Document case notes that Vital Records was used for verification and document any discrepancies.

Documenting and Establishing Clearing house History	
Data Source	**Method of Documentation**
Systematic Alien Verification for Entitlements (SAVE)	SAVE is an interface within Gateway that is used to verify Alien status. SAVE interface is accessible via the Alien Details screen within Gateway. Document case notes if results require secondary or tertiary verification and results indicated when received.
Child Support Data ($TARS)	$TARS is an interface within Gateway that creates a historical record that can be accessed through Interfaces Module if results are found. Document any discrepancies found between the information on found on the interface, reported by the AR, and entered into Gateway.