

PIC COACH CORNER – Volume 2010-1

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IMS-PIC NEWS

As we've been talking about for the last six months, we are moving away from the nightly batch job that makes users inactive in IMS/PIC if they haven't accessed the system in the last 90 days – replacing it with a semiannual user recertification process. To make sure we have all of the bugs ironed out (we've tested it twice but not on a big scale) we are going to run the first recertification process in PICTest starting sometime in February. That way, if something gets messed up, we don't hurt HA's access to PIC production data.

To get us all ready for the Recertification Testing we need your help to get the word out to our HA clients. Please ask our HUD and HA users in your area to ensure that their email address is correct in IMS/PIC by clicking on the user profile link on the IMS/PIC Main Menu. Every user has access to their own User Profile, and can fix their own email address. Make this change in IMS/PIC Production, not PICTest, as we will copy the updated security database from production to PICTest prior to starting the testing.

User Profile - Windows Internet Explorer

https://pic.hud.gov/pic/userprofile/userprofile.asp

User Profile

User Profile

Please complete the user registration information on this page.

UserID: M98765

User Contact Information

PIC Home
WASS Main
PIC Main
Logoff
User Profile
Reference
Security Administration

First Name: Jane *

Last Name: Doe *

Title:

Salutation: Ms.

Address Type: **Mailing Address**

Address Line 1: 123 Main St *

Address Line 2: Suite 100

City: Anytown *

County: Anycounty

State: California

Zip Code: 99999 * -

Phone Number: (555)555-1234

Phone Ext:

Fax Number: (555)555-4321

Email Address: Jane.Doe@AnytownHA.com

Save

Done Trusted sites 100%

EIV NEWS ALERTS:

REMINDER: New PIH EIV Access Authorization Form

PHAs ARE **NOT** REQUIRED TO COMPLETE THIS NEW FORM UNLESS THEY ARE MAKING A CHANGE TO THEIR EXISTING ACCESS OR REQUESTING INITIAL ACCESS. THE FOLLOWING WAS CONVEYED TO PHAs

If you already have access to EIV and do not require access modifications, **you do not need to complete this new form**. Only PHAs requesting initial EIV access (1st time system users) or those staff that are requesting modified access (i.e. to add the new Program Administrator role for entering, updating and deleting debt/termination information) are required to complete this form and submit to the designated EIV Coordinator in your local HUD office.

PIH Debts Owed to PHAs & Terminations Module - Planned Fix for April 2010

Additional Information:

Planned fix for known deficiency: Please be advised that EIV imports all EOP 50058s on a daily basis and does not recognize when a PHA has deleted the family from the initial listing of EOP families. This means that if you delete the Davis family today, the Davis family will reappear on the list of EOP families tomorrow and every day thereafter. **As such, PHAs should not delete families from the list** because they will reappear the next day. This issue will be fixed with the April 2010 release.

New Feature Available: The Debts Owed to PHAs & Termination feature is available. You may **not** use this feature if you have not completed the September 24, 2009, PIH EIV System 9.0 training via webcast. To view this updated PIH EIV System training session, go to:
<http://www.hud.gov/webcasts/archives/iv.cfm>.

Please be reminded: In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. **This means that PHAs are not required to enter debt/termination information into EIV, until there is an OMB number and expiration date displayed on the Debts Owed & Terminations Notice Page.** At this time, any information entered by the PHA is done so voluntarily.

Training

Upcoming training opportunity: Refinement of Income & Rent Rule & Effective Implementation of the PIH EIV System

When: Thursday, January 28, 2010*

Where: HUD Headquarters, 451 7th Street, SW, 1st Floor, Brooke-Mondale Auditorium, Suites A & B, Washington, DC 20410

Time: 1PM - 5PM, Eastern Standard Time The training will also be available via [webcast](#).

You may request a Certificate of Completion beginning Monday, February 1, 2010. The request form will be posted on this website on Monday, February 1, 2010.

You do **not** need to register for this training event if you plan to view it via webcast.

This is a new training opportunity and is *not* a repeat of the September 24, 2009, training session. This training is *mandatory* for all EIV system users (including HUD staff).

All PIH EIV system users will be required to complete the January 28, 2010, training by July 31, 2010. For those PHA & HUD staff that desire a *Certificate of Completion*, you may request a certificate beginning February 1, 2010 and through the close of business on July 31, 2010. It is not mandatory for you to have a *Certificate of Completion*. PIH offers this service as a courtesy to those who desire to have documentation of completing HUD Headquarters training.

This training, as with all PIH EIV training sessions, can be viewed on the day of the training or at a later date from HUD's webcast archives.

PIH RHIIP Training Agenda*

- Final Rule: Refinement of Income & Rent Determinations in Public & Assisted Housing Programs effective January 31, 2010
- Effective Implementation of Mandated Use of the Enterprise Income Verification (EIV) System to minimize improper subsidy payments

Thursday, January 28, 2010

12:00 pm – 12:45 pm (Eastern Standard Time)	Registration (Live studio audience in Washington, DC)
1:00 pm – 1:05 pm	Welcome
1:05 pm – 1:10 pm	Overview of Final Rule: Refinement of Income & Rent Determinations in Public and Assisted Housing Programs
1:10 pm – 1:15 pm	Revised Regulation- Electronic Submission & Retention of form HUD-50058 (24 CFR 908.101)
1:15 pm – 1:30 pm	Revised Regulation- Disclosure & Verification of SSNs (24 CFR 5.216)
1:30 pm – 1:35 pm	New Regulation- Mandated Use of HUD's EIV System (24 CFR 5.233)
1:35 pm – 1:45 pm	Refinement Rule Questions & Answers Session
1:45 pm – 1:50 pm	Effective Use of the EIV System
1:50 pm – 2:00 pm	EIV Income Report
2:00 pm – 2:10 pm	Deceased Tenants Report
2:10 pm – 2:15 pm	Multiple Subsidy Report
2:15 pm – 2:20 pm	New Hires Report
2:25 pm – 2:35 pm	Identity Verification Report
2:35 pm – 2:45 pm	Immigration Report
2:45 pm – 3:00 pm	Questions & Answers Session
3:00 pm – 3:15 pm	Break
3:15 pm – 3:30 pm	Verification of Citizenship and Immigration Status
3:30 pm – 3:45 pm	Income Discrepancy Resolution
3:45 pm – 4:00 pm	Debts Owed to PHAs & Terminations
4:00 pm – 5:00 pm	Questions & Answers Session

*Agenda subject to change

PIH Notice 2010-3 has been published. This Notice provides PHAs with guidance in implementing the new SSN disclosure and verification requirements in accordance with the Refinement of Income and Rent Rule, which is effective January 31, 2010. This notice is also available online at: <http://www.hud.gov/offices/pih/publications/notices/10/pih2010-3.pdf>.

Below are the public notices that HUD has published in the Federal Register to inform the public about computer matching programs that HUD has implemented and HUD's development of the EIV system, as well as proposed rules to improve overall program integrity in the public housing and housing choice voucher programs.

Federal Register Notices

- ▶ [Refinement of Income and Rent Rule \(Proposed Rule\)](#) - Published October 15, 2009
- ▶ [Notice of Proposed Information Collection for Public Comment: Enterprise Income Verification \(EIV\) System Access Authorization Form & Rules of Behavior and User Agreement](#) - Published October 6, 2009
- ▶ [Notice of Proposed Information Collection for Public Comment: Enterprise Income Verification \(EIV\) System - Debts Owed to Public Housing Agencies & Terminations](#) - Published October 2, 2009
- ▶ [Enterprise Income Verification \(EIV\) System: Amendment to an Existing System of Records Notice](#) - Published September 1, 2009
- ▶ [Delay of Refinement of Income and Rent Rule \(Final Rule\)](#) - Published August 29, 2009
- ▶ [Delay of Refinement of Income and Rent Rule \(Final Rule\)](#) - Published March 27, 2009
- ▶ [Notice of Computer Matching Program Between HUD and SSA](#) - Published March 11, 2009
- ▶ [Delay of Refinement of Income and Rent Rule \(Final Rule\)](#) - Published February 11, 2009
- ▶ [Refinement of Income and Rent Rule \(Final Rule\)](#) - Published January 27, 2009
- ▶ [Refinement of Income and Rent Rule \(Proposed Rule\)](#)
- ▶ [Establishment of a New Systems of Records](#)
- ▶ [Notice of Matching Program: Matching Tenant Data in Assisted Housing](#)