



FAMILY  
INVESTMENT  
ADMINISTRATION

## CARES BULLETIN

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TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS

FROM: KEVIN MAHON, EXECUTIVE DIRECTOR FIA

RE: SOCIAL SECURITY CLAIM NUMBER

PROGRAM AFFECTED: QMB

ORIGINATING OFFICE: OFFICE OF POLICY AND RESEARCH

### Background

The Department of Health and Mental Hygiene has advised us that case managers are not properly entering the Social Security claim number on the UINC screen for QMB, SLMB, PAA and MA Assistance Units.

Although the Social Security claim number is not a mandatory requirement for CARES, it is a requirement for DHMH. This data entry field is needed on CARES for enrolling participants into the Medicare buy-in process.

### Action Required

Eligibility workers must enter the correct Social Security claim number on the UINC screen in CARES to initiate the buy-in process. *Please note correction as follows:* The State Verification Exchange System (SVES) is the automated system used for verifying Social Security numbers. SVES replaces the manual Third Parry Query (TPQY) process and the need to request award letters from customers. To access SVES, refer to the SVES Users Manual included with the FIA Action Transmittal # 98-09 entitled State Verification Exchange System (SVES). Thank you for your patience and assistance in this matter. If you have any questions regarding this memo, please contact Nicole Pyles at (410) 767-7957.

cc: DHR Executive Staff  
DHR Help Desk

FIA Management Staff  
DHMH

CTF

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