



State of New Jersey

**DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES**

ADMINISTRATIVE OFFICES
QUAKERBRIDGE PLAZA—BUILDING 5 & 7 & 12
QUAKERBRIDGE ROAD
TRENTON, NEW JERSEY 08619

ADDRESS REPLY TO:
CN-712
TRENTON, NEW JERSEY 08625

MEDICAID COMMUNICATION: 89-26

DATE: December 21, 1989

TO: County Welfare Agency/Board of Social Services Directors

SUBJECT: Safeguarding Internal Revenue Service Return Information Obtained through the Income and Eligibility Verification System

This communication serves to clarify Division policy concerning the proper handling and safeguarding of Internal Revenue Service (IRS) tax return data produced via the Income and Eligibility Verification System (IEVS).

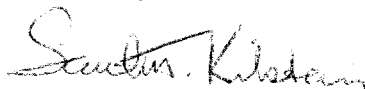
The Division has recently received clarification from the Health Care Financing Administration concerning the safeguarding of IRS data once that information has been independently verified. For the purpose of this communication, IRS return information shall be defined as any data received by, recorded by, prepared by, furnished to, or collected by the IRS, and which has been supplied through IEVS.

Information that has been received through independent verification as a result of an IRS IEVS hit is not considered IRS return information and is therefore not subject to safeguarding procedures. However, verification does not negate the requirement to safeguard the original IRS data.

Therefore, notification forms such as the Form LD-141, IEVS client notification letter, and the PA-925, VIMS Resource Report, must continue to be safeguarded even after verification takes place. Strict safeguarding practices of such information must be adhered to in order to ensure appropriate handling of verified IRS return information.

Questions concerning this communication should be referred to the field service staff assigned to your county.

Sincerely,

A handwritten signature in cursive script, appearing to read "Saul M. Kilstein".

Saul M. Kilstein
Director

SMK:Md

cc: Marion E. Reitz, Director
Division of Economic Assistance

Nicholas Scalera, Acting Director
Division of Youth and Family Services