CalSAWS | Information Transmittal (CIT)   0077-21

☐ **CalSAWS DD&I**	☒ **C-IV M&O**	☒ **CalWIN M&O**	☒ **LRS M&E**

Distribution Date:	April 2, 2021
To:	PPOC.All;Consortium.RegionalManagers.All;Director.All; Project.Steering.Committee; Diane Alexander;
CIT Name:	**New National Directory of New Hires (NDNH) QC Portal Project**
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

☒ General
☐ Policy
   ☐ CW
   ☐ CF
   ☐ MC
   ☐ CMSP
   ☐ FC/KG/AAP
   ☐ Child Care
   ☐ WtW
   ☐ Other Program(s)_____
☐ C4Yourself   ☐ Your Benefits Now!
☐ Customer Correspondence
☒ Other__Quality Control_____

☐ Reports
   ☐ Fiscal
   ☐ Caseload Movement
   ☐ Management
☐ Fiscal
☐ Security
☐ Batch and Interfaces
☐ Imaging
☐ Migration
☐ Conversion
☐ Technical
☐ Training
☐ Help Desk

Description: (Including any step-by-step instructions)	**Purpose** The CalSAWS project is sending out this CIT to assist California Department of Social Services (CDSS) and County Welfare Directors Association (CWDA) in notifying counties about the NEW National Directory of New Hires (NDNH) QC Portal being developed through CDSS. Details and timeline will be provided in future communication directly from CDSS. **Background** The NDNH QC Portal effort will begin as a pilot in 6 counties: Kern, Los Angeles, Riverside, Sacramento, San Bernardino, and Ventura. Once the pilot is complete, it will be expanded to the 19 Performance Management Counties (PMCs). The final expansion will be to all 58 counties (timeline not yet defined). The below information was shared with the CalFresh County Quality Control Partners: *Dear County Quality Control Partners,*

	The CDSS Quality Control (QC) Team has been working with CDSS Information Services Division (ISD) to create the National Directory of New Hires (NDNH) QC portal. This portal has been created for QC to align with the mandatory requirements detailed in the FNS 310 Handbook. Per the FNS 310 Handbook, section 512, QC is required to use income and eligibility verification system (IEVS) and other mandatory systems such as NDNH. These systems are used as a verification tool for QC reviewers to determine the eligibility status of the household and determine the correct benefit amount the household should have received. QC will compare the household information against the information from NDNH QC portal at the time of application/recertification and in the QC sample month.
	The CDSS ISD will be reaching out to County IT staff requesting security and safeguard configuration of the network at the county level. We wanted to send this email articulating the importance of this project and that it is federally required. Please forward this email to the appropriate staff, if necessary.
	The CDSS ISD Project Team will be reaching out shortly. If you have any questions, please do not hesitate to contact Choua.Lor@dss.ca.gov. Thank you.
	Additional Information Both CDSS and CWDA want to reinforce this is a new project: **Casey Adams from the CDSS ISD group will be reaching out to counties, initially just the pilot counties, to get county IP addresses and establish log ins so that testing of the system can start.** Once the IP addresses are obtained and log ins created, the system will be tested by the CDSS CalFresh team and QC staff in the six pilot PMC counties. Once testing is complete, the NDNH system will be rolled out to all QC staff in the 19 PMCs. Casey has already begun reaching out to county IT staff who have sought assurances that this was a legitimate, state sponsored ask, due to concerns around security. An update will also be provided at an upcoming CWDA Self-Sufficiency Committee meeting. **County Action** Please share this CIT as needed within your county.
Primary Project Contact: (Name, phone number, email address)	Please direct questions to askCalSAWS@calsaws.org
Attachments:	None

Web Portal Link:	████████
	OR
	You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.