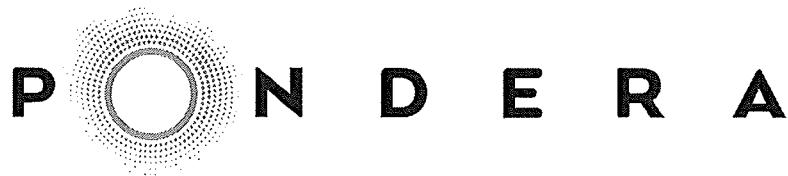


# NV DIVISION OF WELFARE AND SUPPORTIVE SERVICES (SNAP)



## MASTER DESIGN DOCUMENT CASE TRACKER

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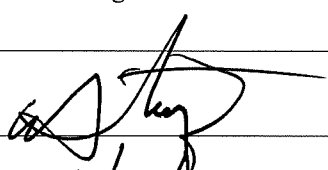
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# 1. Revision History/Approvals

## 1.1. Document Revision History

Version	Author	Date Submitted	Notes
1.0	Ash Madkan	7/7/19	Initial MDD
1.1	Ash Madkan	7/19/19	Updated to include high priority enhancement requests
1.2	Ash Madkan	7/23/19	Included additional details on forms
1.3	Ash Madkan	7/30/19	Requested changes (manual linking, inquiry/investigation findings form fields being required)

## 1.2. Review for Approval

Date Submitted	July 30, 2019
Submitted to Agency	NV DWSS
Submitted to Reviewer	Bill Strong
Reviewer Signature	
Date of Approval	8/1/2019

Submitted from Agency	Pondera Solutions
Document Approved by	Ash Madkan <a href="mailto:amadkan@ponderasolutions.com">amadkan@ponderasolutions.com</a>
Approver Signature	
Date of Approval	

### 1.2.1. Acronyms

Acronym	Full Label
Case Tracker	The new case management system
FDaaS	Fraud Detection as a Service
DWSS	Division of Welfare and Supportive Services
NOMADS	Existing case management application that houses enterprise level information.

	An existing feed sends NOMADS data to Pondera
<b>Pondera</b>	Pondera solutions. This term is generally used when the context applies to FDaaS and Case Tracker

## **2. Introduction**

### **2.1. Agreements**

Pondera and NV DWSS agree that this document encompasses the requirements necessary for a go-live. Additional changes will be delivered post go-live.

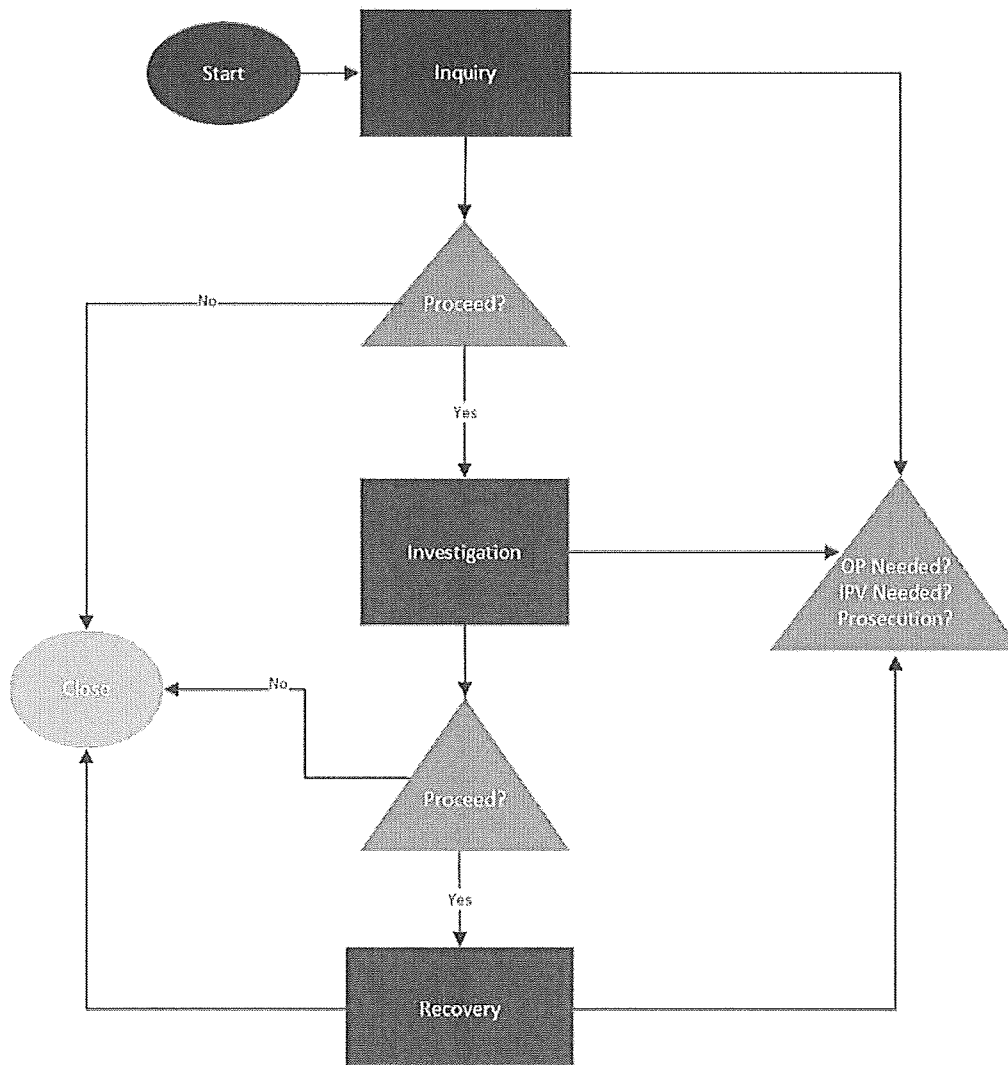
### **2.2. Program Overview**

The NV DWSS receives inquiry allegations from a variety of sources. After the initial screening, a determination is made if there is sufficient evidence to proceed with a full investigation or close the inquiry. If the determination is made to continue the investigation, the division may proceed with a variety of actions including determining an overpayment is due, issuing an IPV, or even prosecution. Once a debt is established, the system user may link a NOMADS debt to the Case Tracker case so that debt specific information is automatically transferred.

### 3. Case Tracker Design

#### 3.1. Workflow

This chart outlines the specific status options available in the system in the large blue squares. This workflow will be available at the initial Go live.



##### 3.1.1. Inquiry Status

The first status available in the system will be the inquiry type. The next options are to either directly close the inquiry, or to open a full investigation. In order to proceed to either status, the user will be required to complete the 'inquiry findings' forms (described in the Forms section).

As a major component of reporting, the Inquiry Start Date is defined as the date the inquiry is created. The End Date is defined as the last date the case has the status of inquiry.

### 3.1.2. Investigation Status

Once in investigation, the case can again be closed or continue to a recovery status. The user is required to complete the ‘investigation findings’ form described in the Forms section.

As a major component of reporting, the Investigation Start/End Date are defined the first date the case has a value for the investigation owner and the date the investigation findings form is completed.

### 3.1.3. Recovery Status

The recovery status is the final possible status value (aside from closed) and indicates a case currently has an outstanding debt linked or has a processing IPV.

### 3.1.4. Closed

The case has no more outstanding work. The case itself will not be blocked from having further actions taken such as debts updated.

## 3.2. Recovery/Debts

Debts will be linked inside of FDaaS (existing functionality). Once linked, fields inside the recovery and the debt repayment history forms will be automatically updated (specified in the Forms section of this document).

As part of the build out process, Pondera will review the overall workflow and make changes to enhance the user experience of linking a debt to the Nomads system. Depending upon the scope of the changes, this may be a post go-live enhancement.

Pondera will explore two specific changes:

1. Allow a case tracker user to simply enter a NOMADS debt number in order to link a NOMADS debt case.
2. Add the user name that creates a debt link as the assigned claim specialist.

### 3.3. Case Profile

The case profile provides quick glance information relevant to a specific case number. The user should be able to quickly ascertain the status, history, and information regarding allegations. Additional detailed information is available by clicking on the corresponding form.

The screenshots below are out of date and should not be used for confirmation of requirements. It will be updated prior to sign off.

#### 3.3.1. Case Profile Ribbon

The case profile ribbon displays whenever the user is working within a specific case and provides high level information.

<b>Primary Subject</b> Kevin Smith	<b>Residential Address</b> 139 Mathewson St., Providence, RI 02903	<b>SSN / UPI</b> XXXXXX	<b>Safety Indicators</b> XXXXXX
<b>Programs</b> XXXXXX	<b>Case Subtype</b> XXXXXX	<b>Mailing Address</b> XXXXXX	<b>Referral Reason</b> XXXXXX
<b>Current Owner</b> A.Griffith (B-East-Orange)	<b>Pondera FraudCaster Profile</b> Kevin Smith	<b>Contact Number</b> Drug Diversion	<b>District Office</b> XXXXXX



### 3.3.2. Forms

Forms are screens in Case Tracker where data can be recorded against a case or viewed. This section identifies which forms will be available in case tracker, and what information each form will contain. Forms can be used to trigger a task, structure a process or facilitate approval requests/notifications. Forms are extremely important to support reports available in the system. Attachments and notes can always be saved to a case without a corresponding form in order to extend functionality.

Visual mockups have been added in the Appendix and hyperlinked on each row in the table below. Please note, the mockups are only designed to visually display the required fields and should not be viewed as a final representation of the layout or order of fields.

<b>Form Name</b>	<b>Header Section on Profile Screen</b>	<b>How to create</b>
<a href="#"><u>Inquiry Findings</u></a>	Yes	Status change when leaving inquiry
<a href="#"><u>Investigative Findings</u></a>	Yes	Status change when leaving investigation
<a href="#"><u>Cost Allocation</u></a>	Yes	Can add hours at any point via manual button
<a href="#"><u>Cost Avoidance</u></a>	Indicator only	Manual button
<a href="#"><u>Cost Avoidance Disqualification IPV</u></a>	Indicator only	Manual button
<a href="#"><u>Recovery</u></a>	Yes	
<a href="#"><u>Debt Repayment History</u></a>	Yes	Only auto-created
<a href="#"><u>IPV Waiver</u></a>	Yes	Manual button
<a href="#"><u>Hearing</u></a>	Yes	Manual button
<a href="#"><u>Prosecution</u></a>	Yes	Manual button
<a href="#"><u>Entity</u></a>	Yes	Auto-created, manual option if entity does not exist in system

Header section information:

- **Inquiry** -
- **Investigation** - Assigned Investigator, Investigation Opened Date, Investigation Closed Date, Investigation Disposition, Investigation Disposition Date, Paternity Disposition, Paternity Disposition Date, Investigation Status, Evidence Found to Reduce or Deny Benefits, Total Cost Avoidance
- **Cost Allocation** – Total Hours in inquiry, investigation, and recovery.
- **Recovery/Debt Repayment History** - Assigned Claim Specialist, Date Claim Assigned, Claim Status, Claim Disposition, Claim Disposition Date, Programs, Debt Number, Linked Debt Numbers, Overpayment
- **IPV Waiver** - # of Waivers Prepared, # of Waivers Signed

- Table columns: Preparer, IPV Assigned Date, IPV Disposition, IPV Disposition Date, Programs
- **Hearing** - Assigned Coordinator, Date of Hearing Scheduled, Hearing Type, Hearing Status, Hearing Number, Program
- **Prosecution** - I&R Prosecution Approval Date, Prosecuting Authority Acceptance Date, Prosecution Disposition, JOC Date
- **Profile Entities** – Primary Subject indicator, Subject Type, Subject Name, Mailing Address, Residential Address, Email, Phone
- **Team**

### 3.3.3. Default Forms

#### *Tasks*

Case Tracker has the ability for a user to create a task for another user (or themselves) to complete a specific activity. These tasks can be rejected, re-assigned, generate notifications, be tracked and be reported on.

#### *Attachments*

The user can, at any time, upload an attachment to the case. Information such as user and date will automatically be captured while an optional note box is also available.

#### *Notes*

The user can, at any time, add a note to a case. Information such as user and date will automatically be captured.

## 3.4. Reporting

Pondera will provide an adhoc reporting solution. This will allow specific users to create custom reports as needed. In addition, Pondera will migrate up to 5 high value reports from the current case management system.

Up to 5 users will have direct access to the report module to create and modify reports.

## 3.5. Related Cases

The users will have the ability to manually link cases and easily remove the link. There will be an option on a case to click a button and search cases to select the proper one to add.

## 3.6. Parking lot Viewer

Users (especially managers) will have a view of cases to easily bulk assign. Filters will be available along the top to allow users to directly drill into relevant cases.

- Created Date
- Case Type
- Case Sub-Type

- Investigation Type
- Case Status
- Case Sub-Status
- Case Assigned Date
- Current Case Owner
- Primary Recipient Name
- Primary Recipient SSN
- Referral Reason
- Source
- Programs
- District Office
- City
- Zip Code

Once the cases are displayed, the user will be able to bulk assign the cases.

### 3.7. Connection to FDaaS

Case Tracker is integrated with Pondera's Fraud Detection as a Service (FDaaS) to create an end-to-end fraud detection and case management solution for NV. Optimally, the end user can create cases directly from the FDaaS system and all relevant entity information will be automatically populated for the selected entity.

The FDaaS system will reinforce that a case exists for the entity when any other user views the profile. In the case where an entity has no open case, the profile displays a blue 'Create Case' button. The user can click this button to create a case or add the entity to an existing case. If a case already exists, an orange 'Show Case' button appears. The user can click this button and go directly to that case.

When a primary subject has an authorized rep, Pondera will automatically populate the name and demographic information in Case Tracker. If the primary subject does not have an authorized rep, the system will attempt again on the next batch update.



## **4. Data Migration**

Pondera will migrate all existing case management data into the Case Tracker system. Any desired field for migration is listed in Appendix A under the column 'Legacy Form/Field'. Where applicable, supporting data fields such as user, date and audit history will also be imported.

## 5. Appendix A (Form Details)

Any field marked as auto-generate should be editable by the user after entry for all forms.

### 5.1. Inquiry Findings

This is the screen that would appear when closing an inquiry and going to investigation or recovery.

All fields are mandatory.

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Investigation Type	radio button	Trafficking, Non-Trafficking			
Source Type:	Dropdown	Child Care, Child Support, County District Attorney, Concerned Citizen, DHCFP-Medicaid, DHHS, DWSS, Death Match, Early Intervention Project, Energy Assistance, FDaaS/Analytics, Hud, Law Enforcement, NDOC, Nevada Attorney General, OIG/FNS, Other, PARIS/Duplicate Benefits, Quality Control, SNAP Retailer, SSA			
Case Type:	Dropdown	Inquiry, Investigation, Recovery, Hearing, Parental Financial Obligation, Debt Conversion			
Case Sub Type:	Dropdown	Recipient, Recipient North, Provider, Provider North, Retailer, Internal, Non-Recipient,			

Case Sub-Status		N/A, Claims, IPV, Collections, Paternity Investigation, Do Not Age Out			
Date Initiated:	date		autogenerated when Inquiry Details created		
Date Case Assigned:	date		autogenerated when inquiry investigation assigned		
Priority:	Dropdown	1,2,3			
Referral Reason:	Dropdown	Child Abduction, Duplicate Benefits, Expenses, FEMA Disaster Investigation, Felony Check, Forging documents, Group Home Audit/Investigation, HH Composition, HUD Assist, Hardship Investigation, IPV Migration from IRIS, Identity, Immigration Assist, Income, Medicaid Assist, Misuse of EBT card, NCP Locate, Other, Overpayment, Parental Obligation Collection, Paternity SNAP Trafficking-Other, Social Media SNAP Trafficking, Provider Fraud, Purpose of Care, QC Review, Residence, Resources, Social Security Assist, TANF Supportive Services Trafficking, Trafficking, US			

		Marshal Assist, Warrant Investigation, Weatherization			
Programs:	MultiValue Dropdown	TANF, Medicaid, SNAP, EAP, Child Care, Child Support/TANF			
All Indicators			Auto-generate from FDaaS		
Allegation:	Text				
District Office:	Dropdown	Belrose, CAC, Cambridge, Carson City, Craig, Decatur, Durango, Elko, Ely, Fallon, Flamingo, Hawthorne, Henderson, Lewis Complex, N/A, Nellis, Owens, Pahrump, Reno, Sparks, Spring			

		Mountain, Warm Springs, Yerington			
City:	Dropdown	All Cities in Nevada			
Confidential:	Radio	Yes or No	Default to No		
Officer Safety:	Radio	Yes or No	Default to No, manually entered by user		

## 5.2. Investigative Findings

All fields are mandatory.

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Assigned Investigator	Dropdown	All I&R Users			
Investigation Status	Dropdown	N/A, Pending Additional Information, Prosecution	Default to N/A		
Date Investigation Opened:	Date				
Date Investigation Closed 366B:	Date	system generated when a disposition is entered.			
Investigation Age 366B:			Autocreate		



Investigation Summary					
Investigation Disposition 366B:	Dropdown	Findings, No Findings			
Evidence Found to Reduce or Deny Benefits?:	Dropdown	Yes, No	Default is No		
Paternity Disposition	Dropdown	N/A, Paternity Established, Possible NCP Identified, No Findings	Default to N/A		
Paternity Disposition Date	Date		system generated upon user entering Paternity Disposition		
NCP Name	Free Text		Only displays if Paternity Disposition = yes		
NCP DOB	Date		Only displays if Paternity Disposition = yes		
NCP SSN	SSN format		Only displays if Paternity Disposition = yes		
NCP Employer	Free Text		Only displays if Paternity Disposition = yes		
NCP Employer Address	Free Text		Only displays if		

			Paternity Disposition = yes		
NCP Employer Phone Number	Phone number format		Only displays if Paternity Disposition = yes		
Children's Names	Freetext	multiple children's names displayed	Only displays if Paternity Disposition = yes		

### 5.3. Cost Allocation

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Type of Investigator		Get value from user profile		Cost Allocation.Type of Investigator	
Date of Activity	Date (mm/dd/yyyy)				
Hours	int			Cost Allocation.Total Hours Worked	
Comments	free text			Cost Allocation.Comments	

For Display Table:

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Total SNAP Investigator Hours			Reporting for 366B		
Total Medicaid Investigator Hours			Reporting		
Total TANF Investigator Hours			Reporting		
Total EAP Investigator Hours			Reporting		
Total Child Care Investigator Hour			Reporting		

## 5.4. Cost Avoidance

For each program selected on the Investigative findings form, field 'Programs', display the following inputs:

For input:

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Program	Dropdown				
Cost Avoidance Type	Radio	Intake, Ongoing or Reduced benefit			
Corrected Benefit Amount					
Number of Months Remaining on Certification		If Intake or Ongoing is intake, then number of months: SNAP = 7 mo TANF = Medical = TANF Alternatives Program-Kinship = Child Care = TANF NNCT =	Only show if Intake or Ongoing = Ongoing		
Number of Household Members for 'Program Name'	int		Only display if program = SNAP, TANF, Medical		
Number of Children in household for 'Program Name'	int		Only display if program = TANF Alternatives Program-Kinship, Child Care, TANF NNCT		

For Display Table:

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Total Cost Avoidance			Table aggregate (not line item)		
Program					
Cost Avoidance Type					
Cost Avoidance Amount					

### 5.5. Cost Avoidance Disqualification IPV

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
IPV Specialist	Dropdown	All I&R employees			
Program	Dropdown	Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF)			
Number of violation	Dropdown	the first, the second, the third, a training funds, a residence or ID			
Primary Party Name	Dropdown	List of Primary and Associated Subjects			
JOC or IPV	Dropdown	JOC, IPV			
JOC City	Dropdown		Opens if JOC is selected, manually entered by user		
JOC County	Dropdown		Opens if JOC is selected, manually entered by user		

JOC State	Dropdown				
Date of JOC	Date		Opens if JOC is selected pull from prosecution screen		
District Office	Dropdown				
Benefit Amount/Grant	Number				
Duration (months)	Number				
Duration	Currency				
Disqualification Period	Dropdown				
Other Disqualification Period	Text				
Disqualification Begin Date	Date				
Disqualification End Date	Date				
Date Imposed	Date				
NOMADS Entry Date	Date				

## 5.6. Recovery

This form is mostly automated once a debt is linked.

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Assigned Claims Specialist:		All I&R Employees			
Date Claim Assigned	display only				Date the assigned claim specialist is assigned.
Summary of Debt					
Program 366B:	display only	SNAP, TANF, Medicaid, EAP, Child Care	display upon linking		
Debtor UPI/SS#:	display only		display upon linking		

Debtor Name:	display only		display upon linking		
Debtor Address:	Address		Display from entities, but allow edits		
Source Case ID:	display only		display upon linking		
Source Case Name:	display only		display upon linking		
Date Debt Referred:	display only		display upon linking		
Date Discovered:	display only		display upon linking		
Date Established 366B:	display only		display upon linking		
Debt Number:	display only		display upon linking		
Claim Status:		N/A, Pended 6 months for medical records			
Claim Disposition		Claim Established, No Claim Found			
Claim Disposition Date	display only		display upon linking		
Responsible Party Name(s):	display only		display upon linking		
Classification:	display only		display upon linking		
Date Claim From:	display only		display upon linking		

Date Claim To:	display only		display upon linking		
Overpayment	display only		display upon linking		
Offset:	display only		display upon linking		
Monthly Direct Pay Amount	Display only		display upon linking		
Unpaid Balance:	display only		display upon linking		
Repayment Method:	display only		display upon linking		
Date Payment Due:	display only		display upon linking		
Benefit Reduction Effective:	display only		display upon linking		
Date of Delinquency:	display only		display upon linking		
Reason For Debt:	display only		display upon linking		
Household Overpaid Reason:	display only		display upon linking		
Reason Other:	display only		display upon linking		
Investigation:	display only		display upon linking		
Date of Next Action:	display only		display upon linking		

Action Code	Display only		display upon linking		
Date of Repayment Agreement:	Display only		display upon linking		
Repayment Agreement Status:	Display only		display upon linking		
Treasury Intercept:	display only		display upon linking		
Address Match Status:	display only		display upon linking		
Address Match Error:	display only		display upon linking		
Date of Delinquency:	display only		display upon linking		
IRS ADDRESS:	display only		display upon linking		
City:	display only		display upon linking		
State:	display only		display upon linking		
Zip:	display only		display upon linking		
Date Top Notice Sent:	display only		display upon linking		
Date Top Effective Sent:	display only		display upon linking		
Current Status:	display only		display upon linking		



Initial Amount Sent to TOP:	display only		display upon linking		
Original Debt Amount:	display only		display upon linking		
Payments:	display only		display upon linking		
Adjustments:	display only		display upon linking		
Benefit Reductions:	display only		display upon linking		
Expungements:	display only		display upon linking		
Office:	display only		display upon linking		

### 5.7. Debt Repayment History

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Auto-populate?
Program 366B:			the program associated to the DEBT should display.	Program	
Debt Number			autogenerated after linking		
Transaction Date:			autogenerated after linking	Transaction Date	
Pay Method			autogenerated after linking	Pay Type	
Receipt/Adjustment Number:			autogenerated after linking	Receipt/Adjustment Number	
Amount Received			autogenerated after linking	Current Payment Amount	

## 5.8. IPV Waiver

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Auto-populate?
Preparer	Dropdown	all I&R employees			
IPV Assigned Date	Date		autogenerated when Preparer entered		
IPV Disposition	Dropdown	IPV Found, No IPV Found			
IPV Disposition Date	Date		autogenerated when IPV Disposition entered		
Supervisor	Dropdown				
Prepared Date	Date				
Program	Dropdown		pull from profile details -> inquiry		
Penalty	Dropdown	Use existing dropdown			
Accused Name	Dropdown		pull from entities		
Accused SSN	Number		autofill from entities		
Accused DOB	Date		autofill from entities		
Accused Last Known Mailing Address	Free Text		autofill from entities		
Accused Other	Free Text				
District Office	Dropdown	values from current drop down	pull from profile details -> inquiry		

Violation Summary	Free Text				
DWSS Manual Sections Violated	Free Text				
IPV Waiver Mailed	Dropdown	Yes, No	default No		
IPV Waiver Mailed Date	Date		autogenerated when IPV Waiver mailed entered equals YES		
IPV Waiver Signed	Dropdown	Yes, No	default No		
IPV Waiver Signed Date	Date		autogenerated when IPV Waiver Signed entered equals Yes		

## 5.9. Hearing

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Autopopulate?
Assigned Coordinator	dropdown	all I&R employees			
Party Name	dropdown	pull from entities			
Hearing Type	dropdown	Administrative Disqualification Hearing, Fair Hearing			
Hearing Status	dropdown	current drop down values			
Trafficking	Radio	Yes, No			
Program	dropdown	Inquiry Findings . Programs			

AREP Name	Text				Yes
AREP Address 1	Text	# and Street			Yes
AREP Address 2	Text	City, State, Zip Code			Yes
AREP Contact Phone	Number	(xxx) xxx-xxxx			Yes
Hearing Requested by		Agency, Recipient/A Rep			
Date of Hearing Request	Date		System generated when Hearing Requested entered		
Date of Prehearing Conference	Date Time				
Special Accommodations	dropdown	current drop down values			
Prehearing Result	dropdown	Agency Withdraw, Client Withdraw, Waiver Signed, Continue to Hearing			
Pre-Hearing Conference Summary	Text				
Date HO Notice Received	Date				
Date of Hearing Scheduled	Date				
Hearing Number	Text				

Hearing Request Withdrawn	dropdown	current drop down values			
Hearing Request Withdrawn Date	Date		System generated when Hearing Withdrawn entered		
Agency Withdraw Reason	Text				
Action Taken	dropdown	Withdraw with prejudice, Withdraw without prejudice			
HO Requested Additional Information?	Radio	Yes, No			
Hearing Decision	dropdown	Agency Won, Client Won			
Date of Hearing Decision	Date		System generated when Hearing Decision entered		
Decision Appealed to District Court	Radio	Yes, No	Default No		
Amount of Claim	Currency				
Amount Subject to Claim (Awarded)	Currency				
Notice of Decision Date	date				

#### 5.10. Prosecution

Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Auto-populate?
DWSS Investigator Name	dropdown	all I&R employees		DWSS Investigator Name	
Primary Defendant Name	Dropdown	list of all entities		Primary Defendant Name	

Secondary Defendant Name	Multitvalue dropdown	default N/A		Secondary Defendant Name	
Charges	Multitvalue dropdown	current values for dropdown		Charges	
County of Jurisdiction	dropdown	current values for dropdown		County of Jurisdiction	
Duration of Violation (From)	Date	Pull earliest date from form Recovery (field Date Claim From) at time of prosecution form creation		Duration of Violation (From)	
Duration of Violation (To)	Date	Pull last date from form Recovery (field Date Claim To) at time of prosecution form creation		Duration of Violation (To)	
Scope Number	Text			Scope Number	
FBI ID	Text			FBI ID	
Location of Crime	Multitvalue dropdown	current values for dropdown		Location of Crime	
I&R Prosecution Approval Date	Date			Prosecution Approval Date	
Sent to Prosecutor Date	Date			Date Sent to Prosecutor	
Accepted by Prosecutor:	Radio	Yes, No		Accepted by Prosecutor	
Prosecutor Acceptance Date:	Date		autogenerate when Accepted by Prosecutor entered	Prosecutor Acceptance Date	
Warrant Issued Date	Date				
Arrested Date	Date				
Prosecution Disposition:	dropdown	Guilty, Not Guilty		Prosecution Disposition	

JOC Date:	Date			JOC Date	
Court order terms and conditions	Text Area	Close		Court order terms and conditions	
Restitution Amount	Currency			Restitution Required	
Probation or Parole	Radio	Yes, No		Probabtion or Parole	
Date Begins	Date			Date Probation Begins	
Date Ends	Date			Date Probation Ends	
P&P Officer	Dropdown	List of Parties with Party Type = P&P Officer		P&P Officer	
Decision Appealed to District Court?	Radio	Yes, No		Decision Appealed to District Court?	

#### 5.11. Entity

Unique Fields by Party:	Field Name	Type	Values/Masks	Display Logic	Legacy Form/Field	Auto-populate?
	Party Type	dropdown	Main, Provider, AREP, Case Agent, DAG, Debtor, Employer, Family Services Specialist, Hearing Officer, Household Member/Out of the Home, Judge, Law Enforcement, Non-Custodial Parent/Absent Parent, P&P Officer, Prosecutor, Provider, State Employee			

Primary				If HOH, then Primary is YES upon creation from FDaaS		
Household Member	Relationship to HOH:	Text				
	Social Security Number	Text				
	ICI Number	Text				
	Modifier	dropdown				
	First Name	Text				
	Middle	Text				
	Last Name	Text				
	Title	Text				
	Date of Birth	Date				
	Age	Number		Display only, calculate from DOB		
	Adult or Child	Radio				
	City	Text				
	Place of Birth	Text				
	Company/ Vendor Name	Text				
	Contact First Name	Text				
	Contact Last Name	Text				
SNAP Group Home	Owner Name	Text				
SNAP Group Home	Group Home Type	dropdown				
SNAP Group Home	Group Home Coordinator	Text				



SNAP Group Home	Number of Residents	Text				
	Primary Phone	Number				
	Secondary Phone	Number				
	Email	Text				
	Emergency Contact Name					
	Emergency Contact Phone					
	Emergency Contact Address					
	Simplified Reporter	Radio				
	Expedited	Radio				
	Categorically Eligible	Radio				
	HH Size (# on case)	Text				
	ABAWD	Radio				
	Homeless	Radio				
	Fleeing Felon	Radio				
	Gender	dropdown				
	Race	Text				
	Ethnicity	Text				
	Marital Status	dropdown				
	Citizenship	Text				
	Pondera Risk Score	Text				
SNAP Group Home	FNS Authorized	Radio				
Retailer	DBA	Text				
Retailer	Website URL	Text				
Retailer	Tax ID / FEIN	Text				
Retailer	FNS Authorized?	Radio				

Retailer	FNS Number	Text				
Retailer	Merchant Category Code	Text				
Retailer	Merchant Category Code Desc	Text				
Retailer	Retailer Total # of Stores	Text				
Retailer	Status	Text				
Retailer	Retailer Last Transaction Date	Text				
Retailer	Retailer Total Number of Store #s	Text				
Retailer	Convenience Store	Text				
Retailer	High Volume of Traveling Recipients	Text				
Retailer	Annual Total Transaction #	Text				
Retailer	LTD Total Paid	Text				
Retailer	Total Recipients (30 days)	Text				
Retailer	Annual Total Paid	Text				
Retailer	Annual Average Transaction Amt	Text				
Retailer	% of Recipients Traveling 10 Miles+ (30 days)	Text				

## 5.12. Staff Profile

Field Name	Type	Values/Masks	Display Logic
Role/Title			
First Name			
Middle Name			
Last Name			
Email			
City			
Department			
Reports To			

## 6. Appendix B (Change Log)

Date	Requestor	Changes
7/7	NA	<ul style="list-style-type: none"><li>• First draft MDD Sent to NV</li></ul>

## 7. Cost Avoidance Formulas

IRIS Form:		
<b>SNAP</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of household members = \$
Ongoing	Currency	Months * \$ Benefit Amount = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amount \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>TANF</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of household members = \$
Ongoing	Currency	Months * \$ Benefit Amount = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amount \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>TANF Alternatives Program-Kinship</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of Children = \$
Ongoing	Currency	Months * \$ Benefit Amount = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amount \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>Medical</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of household members = \$
Ongoing	Currency	Months * \$ Benefit Amount = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amount \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>Child Care</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of Children = \$
Ongoing	Currency	Months * \$ Average Benefit Amount * # of Children = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amount \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>Energy Assistance Program</b>	Header	
Average Benefit Amount (\$739.00)	Currency	\$ Benefit Amount = \$
Pro-rated from Energy Provider	Currency	\$ Refund Amount = \$

Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amour \$ Monthly Cost Avoidance * Months remaining in certification = \$
<b>TANF NNCT</b>	Header	
Intake	Currency	Months * \$ Average benefit amount * # of Children = \$
Ongoing	Currency	Months * \$ Benefit Amount = \$
Reduced Benefits Cost Avoidance	Currency	\$ Orig. Benefit Amount less \$ Corrected Benefit Amour \$ Monthly Cost Avoidance * Months remaining in certification = \$

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ENTITY INFORMATION

ENTITY INFORMATION

<b>Entity Name:</b>	HEAVENLY VALLEY SKI & RESORT CORPORATION	<b>Entity Number:</b>	C10469-1990
<b>Entity Type:</b>	Foreign Corporation (80)	<b>Entity Status:</b>	Merged
<b>Formation Date:</b>	11/16/1990	<b>NV Business ID:</b>	NV19901043331
<b>Termination Date:</b>	Perpetual	<b>Annual Report Due Date:</b>	11/30/2003
<b>Domicile Name:</b>		<b>Jurisdiction:</b>	Delaware

REGISTERED AGENT INFORMATION

<b>Name of Individual or Legal Entity:</b>	CT CORPORATION SYSTEM	<b>Status:</b>	Active
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Title	Name	Address	Last Updated	Status
Secretary	FOSTER A STEWART	ONE MONUMENT WAY, PORTLAND, ME, 04101, USA	01/28/2005	Active

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CURRENT SHARES

Class/Series	Type	Share Number	Value
	Authorized	100	0.0100000000

Page 1 of 1, records 1 to 1 of 1

☐ Unlimited Foreign Entities Only

☐ No Stock Foreign Entities Only

Number of No Par Value Shares: 0

Total Authorized Capital: \$1.00

Filing History

Name History

Mergers/Conversions

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