

**Consent Based Social Security Number Verification (CBSV)
Addendum A: Current Interim Verification Process (IVP) & Long-Term Strategy**

There are currently nine requesting parties that submit requests for SSN verifications through participation in the IVP. At this time, the IVP processes requests submitted on CD media. IVP accepts a maximum of one CD with a maximum of 5,000 SSN verification requests per day from each participating requester. The CD must be accompanied by a (Portable Document Format) PDF file containing a copy of a signed consent form (OMB No. 0960-0566) for each verification request. The consent forms must be in the same order as the verification requests. The consent form must be signed by the number holder and meet additional requirements outlined in the Interim Verification Process (IVP) User Agreement. SSA returns the results on a CD. The verification data field is either blank, indicating a match, or “n”, indicating a no-match. The requesting parties have either authorized a courier to manually transport the CD media on the requesting parties’ behalf, or elected to mail CDs overnight. The data on both the CD of verification requests from the requesting party and on the results CD from SSA is encrypted. Each requesting party is assigned a unique password by SSA and each CD is password protected. SSA’s policy is that the fee based SSN verification process must not interfere with the Agency’s primary mission, the administration of program-related work. Accordingly, and to the extent possible, files are currently processed and returned within three SSA business days (excluding all Federal holidays and days that SSA is closed for inclement weather or other emergencies). However, SSA aims for next day processing. Once CBSV is approved and the system is operational, the current IVP will be discontinued. Current IVP users will be required to sign the User Agreement, pay the associated registration fee, and the additional costs cited in number 13 of the supporting statement.

CBSV is one phase of the Agency’s long-term strategy for addressing fee based disclosure with consent. CBSV addresses the Agency’s strategy for performing SSN verifications in a centralized process in high volume. The Agency is in the process of defining additional phases of fee based disclosure with consent workloads including disclosures of disability data. As part of the overall long-term strategy, the Agency will address the Paperwork Reduction Act (PRA) issues associated with any subsequent phases, and submit a subsequent package for OMB clearance.