

ADDENDUM TO THE SUPPORTING STATEMENT

FORMS SSA-623, -6230, AND 6234 (REPRESENTATIVE PAYEE REPORT FOR ADULT BENEFICIARIES, CHILD BENEFICIARIES, AND BY ORGANIZATIONAL REPRESENTATIVE PAYEES)

And

iRPA (INTERNET REPRESENTATIVE PAYEE ACCOUNTING)

OMB No. 0960-0068

SSA is making three changes to this collection:

1. **We are combining forms SSA-623, SSA-6230, and SSA-6234 under one OMB number (0960-0068).**

Rationale: Previously, form SSA-6234, which Organizational representative payees complete, had its own OMB number (0960-0691). The only reason for the form having its own OMB number was because it was created at a later date than forms SSA-623 and SSA-6230. However, the content and use of form SSA-6234 is so similar to those of the other two forms that it makes sense to group them under one OMB number. Once OMB clears this ICR, we will discontinue OMB number 0960-0691.

2. **We created a new online electronic version of this form called iRPA (Internet Representative Payee Accounting).**

Rationale: When it is feasible and beneficial, SSA always tries to create electronic versions of its forms. Although electronic versions are not actually faster to complete, the public has found them to be easier, since they do not have to mail in a paper application or take the time to visit a field office. Moreover, they can result in faster processing times (since respondents cut out the mailing time). For these reasons, we created iRPA. All representative payees will encounter the same initial screens, but the application will then tailor the experience so they are only asked applicable questions.

Please note that we grouped the screen shots by type (actual questions, help screens, logon screens etc.), so the order in which we present these screens in the PDF file is not the actual order in which users will see iRPA.

Authentication for iRPA:

Representative payees who want to use this system must register for a user ID and password using one of SSA's existing authentication methods, the Integrated Registration Services (IRES; approved under OMB No. 0960-0626). Registration for IRES, which is a Level-2 authentication tool, involves attestation to registration and completion of basic contact and identifying information.

- 3. We made several revisions to the instructions which accompany form SSA-623, SSA-6230, and SSA-6234.**

Rationale: We re-formatted the first page of the instructions for the paper forms so they are easier to read. We are also including an insert with the paper forms that informs representative payees about the availability and benefits of iRPA.