

# Representative Payee System (RPS) / Direct Deposit: Screen Package

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RPDU

RPAY                    DATA SELECTION MENU                    RPDU  
TRANSFER TO: XXXX  
RP: SSS-SS-SSSS SSSSS SSSSSSSSSS    BN: SSS-SS-SSSS SSSSS SSSSSSSSSS  
[\[1-M\]](#)  
CHOOSE THE APPROPRIATE UPDATE NECESSARY: 99  
01. RP NAME    09. BN RESIDENCE ADDRESS  
02. IND RP ADDRESS/PHONE/DIR DEP    10. BN SPECIAL TEXT  
03. RP EMPLOYMENT                                    11. RELATIONSHIP SPECIAL TEXT  
04. FELONY    12. MISUSE  
05. RP SPECIAL TEXT                                    13. NEGOTIATED ACCOUNTABILITY MONTH  
06. RELATIONSHIP TERMINATION    14. CORRECT RP CODING (MBR/SSR/RPS)  
07. BN NAME    **15. PAYMENT DIRECT DEPOSIT (MBR/SSR/RPS)**  
08. RELATIONSHIP/CUSTODY/LEGAL    16. CORRECT BIC/ID  
    GUARDIAN    17. DELETE DIRECT DEPOSIT  
    18. Correct RP OP Liability

[\[2-C\]](#)

IF CHOICE IS 13, WHAT IS THE EFFECTIVE DATE? (MMYY): 9999

This screen is used to update information contained on the Master Rep Payee File (MRPF). Some of the options on this screen can also be used to update information to the MBR. The Representative Payee Direct Deposit Update (RDDU) information keyed on these screens updates direct deposit data on the MRPF and sends a finder (transaction) to update information to the MBR and the SSR.

RPAY DIRECT DEPOSIT RPDD  
 TRANSFER TO: XXXX  
 RP: SSS-SS-SSSS SSSSS SSSSSSSSSSS BN: SSS-SS-SSSS SSSSSSSSSSS

[1-M]

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

[2-M]

TYPE OF ACCOUNT: X 1. CHECKING 2. SAVINGS

[3-M]

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXXXXX

[4-M]

CHOOSE FOR THE ENTITLEMENT LISTED BELOW: X

- 1. THE ABOVE DIRECT DEPOSIT DATA APPLIES
- 2. OTHER DIRECT DEPOSIT DATA APPLIES
- 3. DIRECT DEPOSIT DOES NOT APPLY

[5-D]

[6-D]

[7-D]

[8-D]

[9-M]

BOAN	BN NAME	BIC/ID	TITLE 2/16	CHOICE
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X
SSS-SS-SSSS	SSSSS SSSSSSSSSSS	SSS	SS	X

[10-C]

MORE (Y/N): P

Direct Deposit (RPDD) is displayed when Direct Deposit is requested on the RPDA or RPLD screen. RPDD collects the necessary Direct Deposit information for the beneficiary/recipient. This screen collects direct deposit routing transaction numbers.

RPDA

RPAY                    DIRECT DEPOSIT APPLICATION                    RPDA  
TRANSFER TO: XXXX  
RP: SSS-SS-SSS SSSSS SSSSSSSSSSS BN: SSS-SS-SSSSS SSSSSSSSSSS

[1-M]

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

[2-M]

TYPE OF ACCOUNT: S C-CHECKING S-SAVINGS

[3-M]

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXXXXX

[4-M]

CHOOSE FOR THE ENTITLEMENT LISTED BELOW: X

- 1. THE ABOVE DIRECT DEPOSIT DATA APPLIES
- 2. OTHER DIRECT DEPOSIT DATA APPLIES
- 3. DIRECT DEPOSIT DATA DOES NOT APPLY

[5-D]

[6-D]

[7-D]

[8-M]

[9-D]

ACCOUNT NUMBER	BIC/ID	TITLE 2/16	CHOICE	SELECTION STATUS
SSSSSSSSS	SSS	SS	X	SS
SSSSSSSSS	SSS	SS	X	SS
SSSSSSSSS	SSS	SS	X	SS
SSSSSSSSS	SSS	SS	X	SS

[10-C]

MORE (Y/N): P

RPDA collect the necessary direct deposit information for the beneficiary/recipient during the application process, direct deposit routing and routing transaction number, deposit payment code, depositor account number

## RDDU

RPAY PF1=HELP REPRESENTATIVE PAYEE DIRECT DEPOSIT UPDATE RDDU  
RP: SSS-SS-SSSS SSSSS SSSSSSSSSSS

[\[1-M\]](#)

ENTER OPTION TO VIEW BENEFICIARIES: 9

1. WITH NO BANK INFORMATION
2. UNDER SPECIFIC BANK INFORMATION
3. ALL ASSOCIATED BENEFICIARIES

FOR OPTION 2, ENTER THE OLD BANK INFORMATION

**OLD BANK INFORMATION**

[\[2-C\]](#)

TYPE OF ACCOUNT: X C: CHECKING S: SAVINGS

[\[3-C\]](#)

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXX

[\[4-C\]](#)

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

ENTER NEW BANK INFORMATION:

[\[5-M\]](#)

TYPE OF ACCOUNT: X C: CHECKING S: SAVINGS

[\[6-M\]](#)

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXX

[\[7-M\]](#)

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

[\[8-M\]](#)

INDICATE ORDER OF LIST OF BENEFICIARIES: 9

1. ALPHABETICAL
2. ACCOUNT NUMBER
3. BOAN

NOTE: THE NEW BANK INFORMATION WILL BE UPDATED TO THE MBR/SSR!

[\[9-C\]](#)

NEXT PAGE: X

Representative Payee Direct Deposit Update (RDDU) is used to update Direct Deposit account information for individual or organizational representative payees. Direct deposit routing and routing transaction number, deposit payment code, depositor account number are collected.

## RDDA

RPAY REPRESENTATIVE PAYEE DIRECT DEPOSIT APPROVAL RDDA

RP: SSS-SS-SSSS SSSSS SSSSSSSSSS

[\[1-M\]](#)

MANAGEMENT AUTHORIZATION APPROVAL: X

### **1. DIRECT DEPOSIT CHANGE**

Representative Payee Direct Deposit Approval (RDDA) allows management approval for changes in direct deposit data when the change affects more than 50 beneficiaries with the same representative payee.