HSA Income Verification Database: Details & Demonstration
Income Verification Database, version 1.0

Data 1.0: Medi-Cal + CalFresh+ CalWORKs + CAAP = almost 1 in 4 San Franciscans

Pros: cloud-based; robust; protects program information; can provide sliding scale

Drawbacks: no SSI data
Use Requirements: Agency MOU

1. **Client Release of Information** & Yearly HSA Audit of 1% Sample

2. Confidentiality Clauses & Designated Employees

3. Alternative Method for Individuals to Prove Eligibility

4. Not Used for Fraud Detection or Punitive Purposes
Income Verification Database Process

01 Client Release of Information
- Individual requesting modification submits signed consent form to department
- Must be collected BEFORE using search function

02 Login & Search
- User-specific login
- Designated Employees only
- Search tool requires last 4 digits of SSN & DOB

03 FPL Look-Up Results
- Individual’s FPL category as estimated by HSA
- Reflects known verification data from past year
Database Demonstration
Income Verification Database

Human Services Agency
1650 Mission Street,
San Francisco, CA, 94103

Please enter Date of Birth, Last 4 # of SSN, Consent & Click "OK"

* Date of Birth (Enter MM/DD/YY format):

* Last 4 # of SSN

* Consent

☐ I have received signed consent from the applicant to look up their income threshold information.

Disclaimer: The FPL calculated for each individual is an approximation based on their participation in any programs provided by HSA. Many of these programs are state and/or federally regulated and have different and highly complex formulas for calculating income (for example, programs have different earned and unearned income exclusions and deductions that can be highly case-specific). As a result, the database FPL results may have a small chance of error.
### Income Verification Database

**Human Services Agency**  
1650 Mission Street,  
San Francisco, CA, 94103

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Last 4 # of SSN</th>
<th>Date of Birth</th>
<th>Income Category</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>ZIP</th>
</tr>
</thead>
</table>
| XXXX       | XXXX      | XXXX            | XXXX          | XXXX            | XXXX    | XXXX | XXXX  | XXXX

**Income Category Description:**
- Income <=: "Income Less than or equal"
- FPL : "Federal Poverty Level"
- Current Info Not Available: Person was found in our database but income information has not been verified within the past year. This person will need to verify income through your agency’s normal process.

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Thank You!

Questions & Discussion