

Ex Parte Review Checklist

- Review Imaging for any income/resource/renewal/SAR information submitted by the household.

Reference: MAEH [376.2](#), [376.26](#), [378.2](#)

- Review eCIS for income reported and recorded for other programs (SNAP, Cash, and LIHEAP). Any information reported for these programs and contained in the record is considered a verified source.

Reference: MAEH [370.3](#)

- Complete a review of the Income Eligibility and Verification System (IEVS):

- | | |
|--|--|
| <input type="checkbox"/> Exchange 1 (Wages, TALX) | <input type="checkbox"/> Exchange 8 (DPM) |
| <input type="checkbox"/> Exchange 2 (UC) | <input type="checkbox"/> Exchange 9a (PARIS) |
| <input type="checkbox"/> Exchange 3 (BENDEX) | <input type="checkbox"/> Exchange 9b (VA) |
| <input type="checkbox"/> Exchange 4 (Earnings Reference) | <input type="checkbox"/> Exchange 10 (CJIS) |
| <input type="checkbox"/> Exchange 5 (Unearned Income) | <input type="checkbox"/> Exchange 11 (Lottery) |
| <input type="checkbox"/> Exchange 6 (SDX) | <input type="checkbox"/> Exchange 12 (AVS) |
| <input type="checkbox"/> Exchange 7 (Buy-In) | |

Reference: MAEH [378.61](#)

- If applicable, complete a review of the Pennsylvania Automated Child Support Enforcement Systems (PACSES).

Reference: MAEH [350.31](#)

- If applicable, complete a review of PELICAN.

Reference: MAEH [360.123](#), [360.221](#), [361.214](#) (NMP), [361.224](#) (MNO)

- If applicable, review the Disability Advocacy Program (DAP) Functions Module and DAP related narratives for DAP information.

Reference: SH [820.7](#), [820.5](#), [Ops Memo 18-03-02](#), [Ops Memo 20-09-05](#), [DAP Advocate Resources](#)