.01 Review of Case History

REVISION 10 (10/01/09 – 12/31/09)

Complete a review of all case information, including the details of previous approvals, denials and closures, prior to conducting an interview or customer contact. This includes, but is not limited to, the following:

- Prior applications in the <u>case file(g)</u>
- Previous <u>OSI</u> reports and the <u>AFTS</u> system for a prior or <u>potential fraud referral</u>
- CAP1, CAP2, CAP3, CADO or the CADO Extension Form (CEF), HOSU, NOHS, EWAL
- AFBH, FSBH, MABH, STBH(sta)
- AFIP requirements
- Screening Summary
- Application Screening Record (FA-006)
- CLIP screen printouts
- HOSC and BAGI
- ININ
- CHSP
- PRAP, DISA
- EBPI (EBT)

During the review of current and prior case information, identify and document any changes or discrepancies in the case file.

Use the appropriate <u>documentation forms</u> during the interview or <u>customer contact</u> to address and verify the changes or discrepancies with the PI or Representative.