

## A OARC Technical Support Unit

[REVISION 46](#)  
(01/01/18 - 12/31/18)

The Office of Accounts Receivable and Collections (OARC) Technical Support Unit is responsible for the following:

- Track and monitor the entire [Intentional Program Violation](#) (IPV) overpayment process. This includes recording the dates when the overpayment is established in the Accounts Receivable Integrated Collection System (ARICS) as a claim.
- Review only those overpayments determined potential IPV by the local office for validity. Any invalid overpayment or incomplete overpayment referral is returned to the local office.

NOTE For NA, the local office returns the claim to OARC as soon as possible so that OARC may meet its 30 [workday\(g\)](#) time frame.

- Track overpayments returned to the local offices to ensure that they are corrected and returned within 30 calendar days.
- Forward overpayments that are \$2000 and above to [OSI](#) for a determination of potential [prosecution](#).
- Forward potential IPV's to the Appeals Processing Unit (APU) for an administrative disqualification appeal.
- Send the [Waiver of the Right to an Administrative Disqualification Appeal](#) (OAR5 for CA and OARC1 for NA) notice for cases that have been determined to be potential IPV overpayments prior to referring cases for a [disqualification appeal](#).

When the Waiver of the Right to an Administrative Disqualification Appeal notice is signed and returned by the client, OARC will complete the FA-757 Notice of Disqualification. This notice reflects the [disqualification penalties](#) and the amount of benefits that the remaining household members should receive if the household is currently active.

- Send disqualification notices for court fraud convictions and IPV's.
- Function as the central recovery unit for initiating and monitoring all disqualifications and recoupment.
- Forward overpayments to the [OARC Collections Unit](#).