

B OSI - Potential Fraud Referral Requirements

REVISION 45
(01/01/17 – 12/31/17)

Local offices may refer a participant for investigation when the participant is suspected of program violations and potential fraud exists.

Refer cases to [Office of Special Investigation](#) (OSI) for investigation based on any of the following situations:

- Frequent changes in budgetary unit composition (moving in or out) and living arrangement
- Newborn child with an absent parent (AP) and the participant claims no knowledge of the AP's whereabouts
- Expenses consistently exceed reported income (See [Expenses Exceed Income](#) (EEI))
- Participant's residential or mailing address is questionable
- Inconsistencies in the current application and the [case file\(g\)](#) that cannot be resolved by the local office
- The participant's contradictory verbal or written statements
- When a QC-100 indicates potential fraud exists

Prior to submitting an OSI Investigation Referral, determine whether the referral should be sent to OSI.

NOTE Referrals for investigation must support an allegation of potential fraud. The [verification process](#) must be used to verify mandatory verification factors.

Do not use OSI to verify information such as income, expenses, or budgetary unit composition.

(See [OSI Investigation Referral](#) for instruction on completing the OSI Investigation Referral)

Submit the OSI Investigation Referral via the DES Intranet when evidence of potential fraud exists and any of the following apply:

- CA only case
- NA only case
- Case involves more than one program

(See [OSI Investigation Referral](#) for instruction on completing the referral form)

The [AFTS Process](#) must be completed prior to submitting a new referral to OSI.

NOTE OSI does not conduct verification investigations. Referrals must support an allegation of suspected fraud.

ARCHIVED (Valid until 07/09/18)