C Employment Verification Information (EMVI) – Overview

REVISION 18
(07/01/11 – 09/30/11)

The Employment Verification Information (EMVI) screen is used to view employment and income information from employers participating in TALX.

Each EMVI record consists of two screens. The first screen displays the participant's personal and employment information. The second screen displays 60 days of income information from the date of the request. When the date of a new request is within 60 days from the date of a previous request, the new EMVI record displays ONLY the information received after the date of the previous request.

AZTECS generates an employment and income verification request for all participants, age 16 or older, who have a valid Social Security Number (SSN) and when one or more of the following occurs:

- A new application is registered on REAP

- A renewal application is registered on RERE

- A program is added to an active case on APMA

- Information is changed on SSDO

- Information is changed on CLMA

A manual request for EMVI may be submitted from CLPR. When CLPR is accessed from CLIN and CLIM, key a Y in the TO REQUEST EMPLOYMENT VERIFICATION, ENTER Y field and press ENTER.

To access EMVI, key 5 in the ENTER SELECTION (BY NUMBER) field on ININ, and press ENTER.

The newest information on EMVI is displayed first. Press ENTER to advance to older information.

(See EMVI Field Descriptions)