

DWP/MFIP-ES POLICY

(WS2015-02)

DATE ISSUED: September 8, 2015

SUBJECT: Fraud Policy

PURPOSE:

When potential evidence of welfare fraud might come to the attention of an employment services staff, it is appropriate for the staff to pass that information on for possible reporting and investigation. It is not an employment services role to investigate. Supporting fraud investigations is important to Workforce Solutions as is doing so in a manner consistent with data privacy requirements of providing only the minimal needed information.

POLICY/GUIDELINES:

1. If an Employment Counselor suspects intentional fraud on the part of one of our MFIP or DWP families, discuss the case with the Agency supervisor. If Supervisor and employment counselor are in agreement, contact the Financial Worker and provide information to him or her. At same time inform the agency's Workforce Solutions Planner. As appropriate, the Financial Worker will complete the required forms and forward the information to the Ramsey County Fraud unit for possible investigation. If the employment counselor or supervisor are unable to reach the financial worker, contact the agency's FAS Liaison.
2. If the Fraud Investigator contacts the Employment Counselor or agency leadership, either in response to a reported potential fraud situation, or without prior ES involvement, to request participant specific information, do not provide that information without first alerting the WFS Planner. The Agency should wait to provide any information to the Fraud Investigator until the WFS Planner has received direction back from the Ramsey County Attorney assigned to Workforce Solutions. It is possible that the WFS Planner will replace the ES Agency Supervisor or Employment Counselor as the contact who will provide information to the Fraud Investigator.

EFFECTIVE DATE: September 8, 2015 – Kate Probert Fagundes, MFIP/DWP ES Division Manager

CONTACT PERSON: Agency Lead Planner