

OPI-M Systems Guide

Oregon ACCESS

Overview: Access case details such as narrations, CA/PS assessment, risk assessment, and financial information.

To log into OA you must have the desktop application installed on your computer. A request would need to be made to use this application. Use your User ID (RACF ID) and OA password. You must be connected and signed into VPN or connected with Citrix to access the system.

Request access: [MSC 0786 Individual Access Request \(IAR\)](#) (software)

[DHS 0784 SPD Individual User Profile](#) (access)

Link: Desktop application only

Contact: APD.Security-Requests@odhsoha.oregon.gov, Local Sub-Administrator (local office)

Training: [ODHS-OEP LET - Oregon ACCESS Basic Navigation](#)

ONE

Overview: System of records for eligibility of most APD and SSP programs/services, including medical (non-MAGI/MAGI), SNAP, ERDC, TANF, and TADVS.

Request Access: [MSC 0786 Individual Access Request \(IAR\)](#)

Link: [ONE System Worker Portal](#)

Contact: [OIS Service Desk](#) (support)

Training: [OEP-LET Integrated ONE overview](#)

AVS Web Portal (Outside of ONE)

Overview: Secure online portal (website) used to verify financial records from banking institutions and real property records, and asset history. Workers must use this portal if assets have not been previously verified through AVS in the ONE system or the original request does not cover the dates needing to be verified. For example, if an individual reapplies for OPI-M at a later date and establishes a new DOR outside of ONE, the worker will have to use the portal. Sign into the AVS web portal using your OR number or P number and password.

Note: Local sub-admin will need to add new users into the portal.

Request access: [DHS 0784 SPD Individual User Profile](#)

Link: <https://or.pcgusavs.com>

Contact: Local Sub-Administrator (local office)

AVS.Support@odhsoha.oregon.gov (support)

Training: ODHS-APD-AVS Module-**Under development**, [AVS 2.0 Portal User Guide](#)

Work Number

Overview: Provides verification of employment income for purpose of determining financial eligibility.

Request access: [DHS 0784 SPD Individual User Profile](#)

Link: <https://theworknumber.com/>

Contact: APD.Security-Requests@odhsoha.oregon.gov (access)

Local Sub-Administrator (support)

Training: [OEP-LET-Basic Work Number Navigation](#)

Mainframe/DHR/Hummingbird/MOCHA

Overview: Provides access to various databases used to verify information for benefit eligibility, such as viewing DMV records through the WVIR screen and Social Security Administration records through the W204 screen. Please see the [Mainframe Screens Guide](#) and [IEVS QRG](#) for more information on specific screens and their use.

Request Access: [MSC 0786 Individual Access Request \(IAR\)](#) (software)

[DHS 0784 SPD Individual User Profile](#) (access)

Link: Desktop application only

Contact: APD.Security-Requests@odhsoha.oregon.gov (access)

Local Sub-Administrator (support)

Training: [Mainframe Tools](#), ODHS-APD-IEVS Module-**Under development**

FRANCES (ECLM, WAGE, WA12, EBLU)

Overview: Staff log into FRANCES to access Oregon Employment Department (OED) claim information.

To log into the system, use your state email address and password to your Microsoft 365 account (email and login password). You must be connected and signed into VPN or connected with Citrix to access the portal.

Request access: [MSC 0786 Individual Access Request \(IAR\)](#)

Link: [FRANCES Agency Portal](#)

Contact: [OIS Service Desk](#) (support)

Training: Online module, “External Agency Portal Overview” within FRANCES. Review the guide [How to access eLearning Modules](#).

Child Support

Overview: Verify court ordered support income, if reported, through the Division of Child Support (DCS) Customer Service Team. The “Request for Child Support Case Information” form is found in the child support section of Self-Sufficiency Staff Tools.

Request Access: [Child Support on Staff Tools](#) (process)

Link & Contact: [Child Support on Staff Tools](#)

Training: [Child Support Income QRG](#)

SAVE

Overview: Verifies immigration/citizenship status for benefit eligibility.

Request Access: [DHS 0784 SPD Individual User Profile](#) (access)

Link: [SAVE Agency Log In](#)

Contact: APD.Security-Requests@odhsoha.oregon.gov

Training: [SAVE QRG](#)

OVERS

Overview: Oregon Vital Events Registration System (OVERS) holds Oregon birth, death, marriage or divorce records used to determine program eligibility.

Request Access: [OVERS Enrollment Form for State Agency Employees Request](#)

Link: [OVERS Log In](#)

Contact: OVERS Help Desk 971-673-0279

Training: [OVERS QRG](#), [State Agency Employee Training](#), [OVERS Site](#)