

## eDib Glossary

**Case** - Within the EF, a case represents the adjudicative/appeal level (Initial, Reconsideration, Hearing, Reopening, Continuing Disability Review (CDR), etc.) and contains all data for all claims processed at that level. Development information (such as medical records, eForms, and DDS worksheets) is stored at case level (Initial, Reconsideration, Hearing, etc.). A case can contain one or more claim types (Title II and/or Title XVI claim). (Also see Claim.) (**NOTE:** the EF can contain multiple case levels.)

**Casual Scanning and Faxing** - Casual scanning and faxing is the on-site scanning or faxing and indexing process used locally by SSA and DDS offices to add documents to the EF.

**Claim** - A claim represents the type of Title II (Disability Insurance Benefits (DIB), Childhood Disability Benefits (CDB), Disabled Widow Benefits (DWB), etc.) or Title XVI (Disabled Individual (DI), Disabled Spouse (DS), Disabled Child (DC), Blind Individual (BI), etc.) benefits for which the claimant has filed. Each claim is linked to a case (**NOTE:** A case may contain more than one claim.). Determination information (i.e., the decision notice, SSA-831, etc.) and closure data are stored at each adjudicative claim level. (Also see Case.)

**Contract Scanning** - scanning done by a national scanning contractor to convert paper evidence received from external sources into electronic images that will be stored in the EF.

**Disability Case Adjudication and Review System (DICARS)** - DICARS supports DQB processing functions and is used to track, process, report and transmit payment determinations.

**Document Management Architecture (DMA)** - DMA is the part of the EF that is designed to store images, audio and video type files. Information that is currently stored in the paper folder as medical records, forms, audio cassettes, etc. will be housed in the DMA portion of the EF.

**DMA Viewer** - The DMA viewer provides features that enable users to review, bookmark and annotate documents that have been scanned, faxed, added as eForms or uploaded by case processing systems. You access the DMA Viewer when you open a document in eView or from a DDS legacy system (e.g., iLevy, Versa, MIDAS).

**eDib** - An initiative designed to move all partners in the disability claims adjudication process to a new electronic business process by interfacing them with an electronic folder.

**Electronic Disability Collect System (EDCS)** -- An automated system to electronically collect information about a person's disabling condition and transfer the data to the EF. EDCS is established via direct entry of data by a FO and/or propagation of Internet disability reports.

**Electronic Folder (EF)** -- The electronic repository used to store the disability information that is used to process an application for disability benefits. When eDib is fully implemented, the EF will be accessible by all components involved in the processing of disability claims. Data that is housed in the EF will come from many different SSA and DDS systems as well as from external sources (e.g., medical providers). The EF is not a case processing system. It is a case storage system. The EF will allow components to share disability case information without moving a paper folder among components. **NOTE:** This should not be confused with the Electronic Folder used by the Processing Centers for Paperless operations.

**Electronic Folder Interface (EFI)** - This is an interface to case processing systems that enables offices to exchange data with the EF. Information from the EF can be downloaded to case processing systems to enable offices to complete case-related actions. Subsequently, offices can electronically send data to the EF when case processing actions are complete.

**eForms** - Electronic Forms (eForms) is an integrated package of disability forms used to document case related actions. Under the eDib initiative, eForms has been expanded to allow access from SSA and DDS case processing systems, (including EDCS); provide data propagation from the case processing system to the eForm, provide the ability to electronically sign forms and provide the ability to save eForms to the EF.

**eView** - an application that enables users involved in case processing to view, print and/or take specified actions on the disability information contained in the Electronic Folder.

**FECS** - DMA Front-End Capture System (FECS) is the software used for Casual Scanning.

**Folderless Processing** - Processing of disability cases solely using the EF.

**Legacy Systems** - The existing case processing systems used by SSA and DDS components to initiate, develop, review and process disability determinations. These systems include: MCS, MSSICS, EDCS, DICARS, MIDAS, iLevy, Versa and other software applications used by the DDS.

**NOTE:** DDS Legacy Systems are iLevy, Versa and MIDAS. However, SSA Legacy Systems include MCS, MSSICS and DICARS.

**Record of Change (ROC)** -- A ROC is created when an EDCS case includes Internet Disability Report data or when the FO makes updates to an EDCS case after it is transferred to the DDS. The Record of Change is a "snapshot" or picture of how the case looked prior to the changes and identifies what changed, by whom the change was made and when the change was made.

**Scanning Contractor** - A vendor that SSA has contracted with (e.g. ACS, Panacea, etc.) to scan Medical Evidence of Record (MER) into the electronic folder.

**Source Reference File (SRF)** - A database of doctors, hospitals, and other providers of claimant-specific disability related information accessible within EDCS. Each State has its own SRF, but EDCS users can access another State's SRF if needed