

Introducing the PIC Error and PIC vs. VMS Discrepancy Dashboards

Prepared by CVR Associates, Inc.



Agenda

This webinar will introduce the new PIH Information Center (PIC) Error and PIC vs. VMS (Voucher Management System) Discrepancy Dashboards and how public housing authorities (PHAs) can use them to identify PIC errors and track PHA performance.

1. Introduction
2. Importance of Accurate PIC Reporting
3. PIC Error Dashboard
4. PIC vs. VMS Discrepancy Dashboard
5. Reporting Using the PIC Error Dashboard
6. Overview of Correction Processes
7. Benefits of the Dashboards





Introduction



Overview of PIC

PIC is the computer system used by HUD to review and monitor information submitted by PHAs regarding the people who participate in subsidized housing programs. PHAs with the HCV Program use the Form 50058 to electronically submit data about the tenants to HUD from the PHA's system of record.

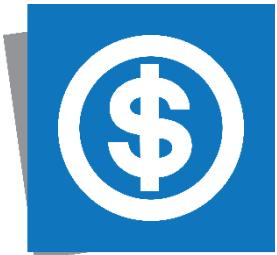
The 50058 contains information about:



Demographics and
Citizenship Status



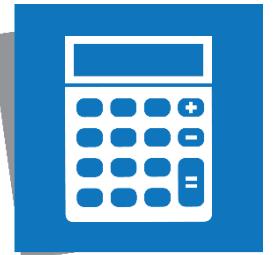
Disability
Status



Income and
Assets



The Subsidized
Unit



Rent
Calculations

PIC Data



HUD uses the information submitted in PIC on the 50058 to:

- Monitor PHA performance and assess the effectiveness of the HCV Program
- Analyze the program and determine future funding levels
- Detect fraud and monitor family compliance with income reporting requirements and other aspects of eligibility for housing assistance
- Provide information to Congress and other parties
- Provide information to HUD's Enterprise Income Verification (EIV), a computer matching system that verifies HCV tenant-reported income and confirm tenant identity data

Leasing Data Reported to HUD

PHAs report HCV (Housing Choice Voucher) data to HUD (Department of Housing and Urban Development) in two different ways:

1. PIC Transmissions

- Typically reported by HCV staff
- Provide demographic, income, HAP (Housing Assistance Payments) amounts, and other data on an individual household basis

2. VMS (Voucher Management System) Submissions

- Provide Unit Months Leased (UML) and HAP totals by month
- Transmit other relevant financial and program data
- Typically reported by finance staff



Leasing Data Reported to HUD

HUD uses this data to provide oversight for HCV operations and management.

1. PIC Transmissions

- Monitor program demographics
- Detect fraud and monitor family compliance with income reporting requirements and other aspects of eligibility for housing assistance
- Provide information to EIV

2. VMS Submissions

- Determine administrative fee eligibility
- Populate HUD's Two-Year Tool to monitor and project funding and voucher utilization
- Determine funding levels for subsequent years

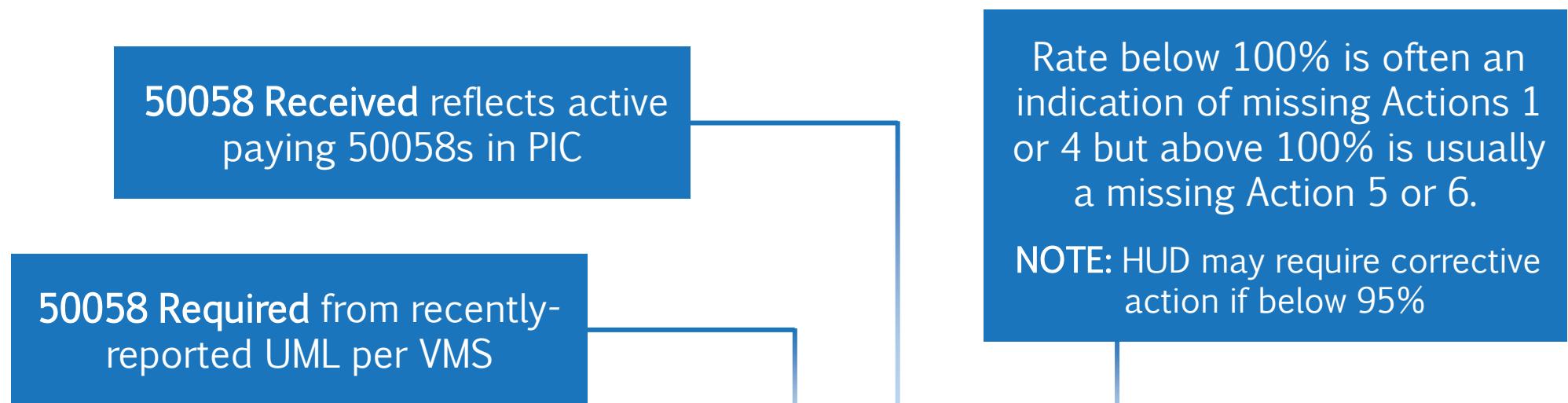


Importance of Accurate PIC Reporting



PIC Delinquency Report

The PIC Delinquency Report compares total UML as reported in PIC versus VMS. This report can help PHAs identify if there are reporting errors in either system. HUD can require PHAs with significant variances to take corrective action.



HA FYE	Program Type	ACC Units	VMS Units Leased	As of (MM/YY)	Port Outs	Port Ins	50058 Required 1	50058 Received 2	Difference 3	Reporting Rate	Forms Received		
											Last Month 4	Last 3 Months 5	Last 6 Months 6
06/30	Voucher Funded Assistance	343					325	323	2	99.38	323	0	2
06/30	Voucher Funded Assistance	372	271	06/22	0	0	271	276	-5	101.85	31	276	276

GOAL: 100% reporting rate

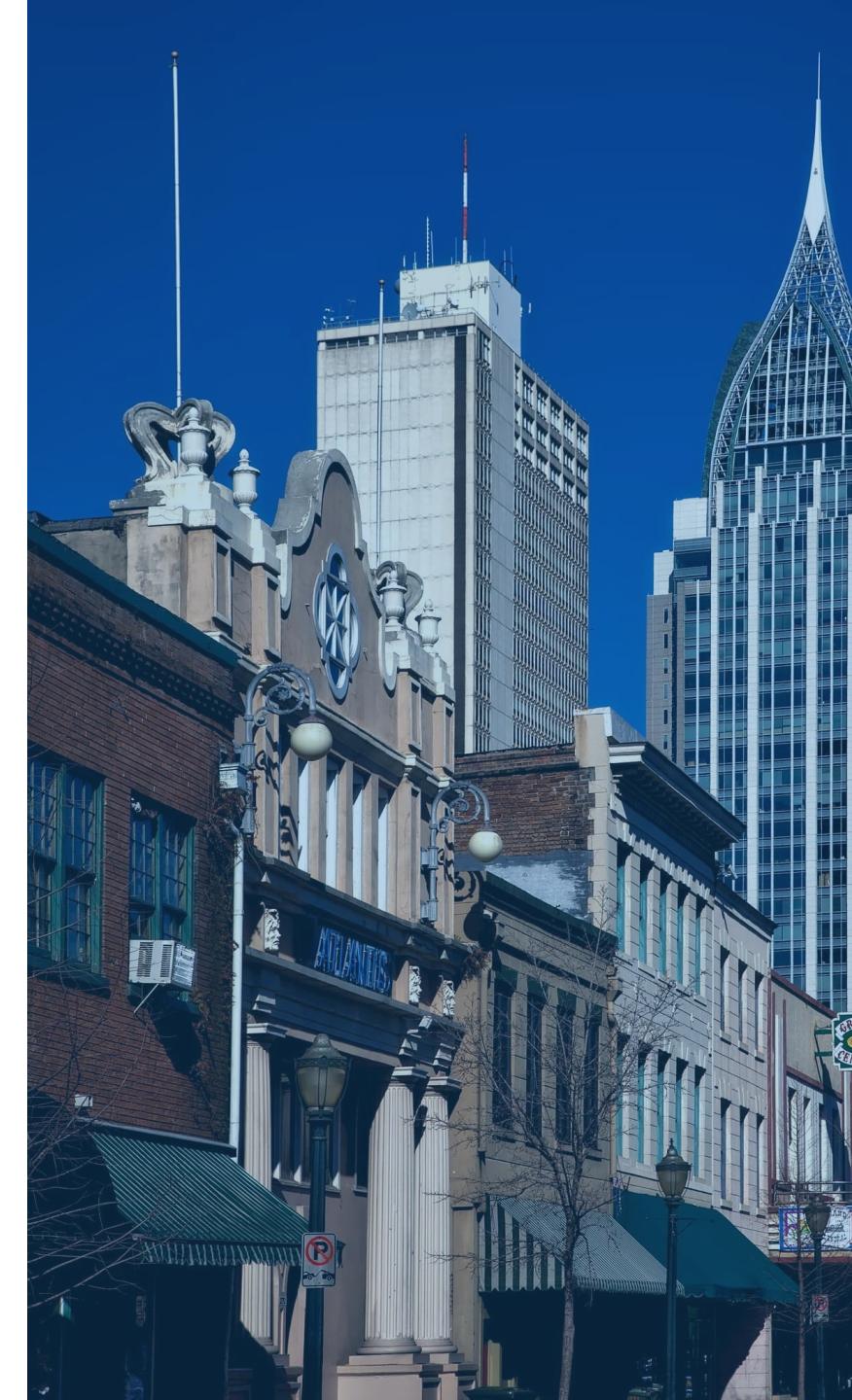
Importance of Accurate PIC Reporting

In the future, disbursements of HAP will be more dependent on PIC data and eVMS (Enterprise Voucher Management System*); as a result, the timely and accurate submissions of 50058s have greater importance.

For SEMAP (Section Eight Management Assessment Program) purposes, 50058s are due within 60 days of the effective date of the transmission. However, 50058s should be submitted on a regular basis and rejected submissions should be corrected quickly.

Incomplete PIC reporting could result in inaccurate disbursements of HAP.

*To learn more about eVMS, visit:
https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/eVMS



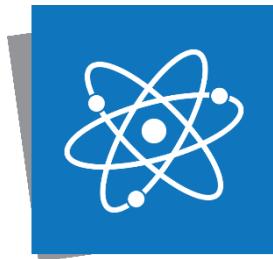


PI Error Dashboard



Benefits of the Dashboard

HUD developed the PIC Error Dashboard to allow PHAs to access:



Centralized Data

Access errors in one place.



Updated Details

View weekly updated information.



Impactful Reports

Gather insight into performance.

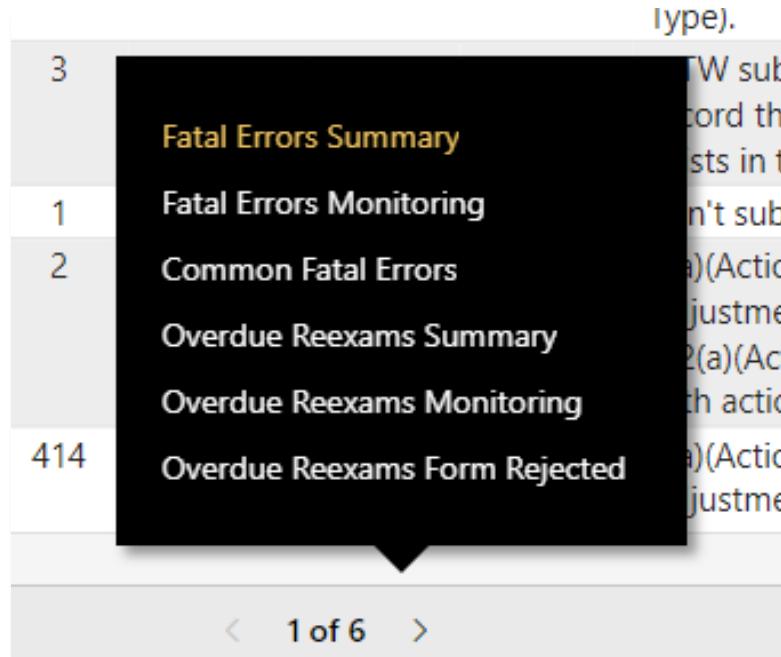


Reports in the PIC Error Dashboard



Navigating the Dashboard

To navigate between the reports in the PIC Error Dashboard, use the arrows at the bottom of the screen or select the text to open the menu.



Fatal Errors Summary

This report displays PIC records submitted by PHAs that were rejected due to fatal errors.

PHA staff can use this report to locate, correct, and resubmit the 50058s with fatal errors.

Metrics captured include:

- Number of PHAs with fatal errors
- Number of unique PIC rejections
- Number of PIC tickets (a ticket can maintain multiple PIC rejections)
- List of all PIC fatal errors by PHA

PIC Error Dashboard
50058 Fatal Errors Summary

Network Field Office State PHA Code & Name MTW Program w
All All All All All All All All

Fatal Error Report: The following table displays records submitted by the PHAs in the IMS/PIC system that were rejected as a result of fatal errors. These PIC submissions need to be corrected and resubmitted to PIC. Use the "PIC Submission Date," "Ticket Number," and "Form Number" to identify the 50058(s) that need to be corrected and resubmitted. This data is pulled manually from the PIC system, **updated weekly and is current as of the date noted in the top right hand corner**. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#), [50058 Special Program Codes](#).

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50058 Submissions that were Rejected in IMS/PIC System due to Fatal Errors									
PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Action Type Code	Error Field Data	Special Program Codes	
		0660640000	6606400005	5	43	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.
		0660640000	6606400005	5	44	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.
		3053940000	30539400002	2	1	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.
		3053940000	30539400002	2	2	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.
		0002640000	2640000149	149	414	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.
		0002640000	2640000149	149	415	MTW-NA	2a		2(a)(Action Type) must be 1 (Adjustment) or 4(Move in) If 2(a)(Action Type) is 4(Move Out) with action type 5(Move Out Type). Can't submit a form with action type 1.

< 1 of 6 >

PIC Error Dashboard

50058 Fatal Errors Summary

Network	Field Office	State	PHA Code & Name	MTW	Program w/ Error	Clear All Filters
All	All	All	All	All	All	

Data current as of: 4/24/2024

Source: IMS/PIC System

Fatal Error Report: The following table displays records submitted by the PHAs in the IMS/PIC system that were rejected as a result of fatal errors. These PIC submissions need to be corrected and resubmitted to PIC. Use the "PIC Submission Date," "Ticket Number," and "Form Number" to identify the 50058(s) that need to be corrected and resubmitted. This data is pulled manually from the PIC system, **updated weekly and is current as of the date noted in the top right hand corner**. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#), [50058 Special Program Codes](#).

PHAs with Fatal Errors

2991

Unique PIC Rejections

195.9K

PIC Ticket & 58 Forms Needing Revision

137.6K

50058 Submissions that were Rejected in IMS/PIC System due to Fatal Errors											
PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Action Type Code	Error Field Data	Special Program Codes	Error Description	Last Update Date	Form Effective Date
[REDACTED]	[REDACTED]	0660640000	6606400005	5	43	MTW-NA	2a		2(a)(Action Type) must be 1(New Admission) or 14 (Historical Adjustment) or 4(Move in) for Household SSN not in this PHA. If 2(a)(Action Type) is 4(Move in) then there must be a Household SSN with action type 5(Move Out) in MTW or 50058.	9/16/2022	9/9/9999
[REDACTED]	[REDACTED]	0660640000	6606400005	5	44	MTW-NA	2a		2(a)(Action Type) must be 15 (Void Action Type), when the previous action type for the Household SSN is 6 (End Of Participation Action Type).	9/16/2022	9/9/9999
[REDACTED]	[REDACTED]	3053940000	30539400002	2	1	MTW-NA	2a		Can't submit a form with action type 15 when no previous form exists.	7/17/2023	9/9/9999
[REDACTED]	[REDACTED]	3053940000	30539400002	2	2	MTW-NA	2a		2(a)(Action Type) must be 1(New Admission) or 14 (Historical Adjustment) or 4(Move in) for Household SSN not in this PHA. If 2(a)(Action Type) is 4(Move in) then there must be a Household SSN with action type 5(Move Out) in MTW or 50058.	7/17/2023	9/9/9999
[REDACTED]	[REDACTED]	0002640000	2640000149	149	414	MTW-NA	2a		2(a)(Action Type) must be 1(New Admission) or 14 (Historical Adjustment) or 4(Move in) for Household SSN not in this PHA. If 2(a)(Action Type) is 4(Move in) then there must be a Household SSN with action type 5(Move Out) in MTW or 50058.	10/3/2022	9/9/9999
[REDACTED]	[REDACTED]	0002640000	2640000149	149	415	MTW-NA	2a		2(a)(Action Type) must be 15 (Void Action Type), when the previous action type for the Household SSN is 6 (End Of Participation Action Type).	10/3/2022	9/9/9999

Fatal Errors Monitoring

This report shows which PHAs have the most rejections due to fatal errors. This is used to effectively target technical assistance.

Metrics captured include:

- Number of unique PIC rejections for all programs
- List of PHAs with a high % of errors as compared to portfolio size
- List of PHAs with the most errors (largest)

PIC Error Dashboard
50058 Fatal Errors Monitoring

Fatal Error Report: The following table displays records submitted by the PHAs in the IMS/PIC System that were rejected as a result of fatal errors. The PHAs have the most PIC rejections by the total number of errors and as a % of a PHA's portfolio. The user can click on All Programs, Voucher Errors Only, or Public Housing Errors Only to filter the data.

Total Rejections for All Programs: **195.90K**

PHAs w/ Voucher Program 50058 Fatal Errors >40% of their Portfolio Size

PHA Code	PHA Name	Total Voucher Errors	HCV Unit Count	Errors as a % of Portfolio
Planning And Cda	Planning And Cda	1,359	631	215%
Parish Police Jury	Parish Police Jury	23	13	177%
Housing Authority	Housing Authority	9	6	150%
Housing Authority	Housing Authority	24	16	150%
Council Of Governments	Council Of Governments	2,617	1,975	133%
Municipality	Municipality	6	5	120%
Housing Authority	Housing Authority	112	97	115%
Community Action Partnership Inc	Community Action Partnership Inc	385	437	88%
Housing Authority	Housing Authority	169	211	80%
Housing Authority Of The City	Housing Authority Of The City	108	138	78%
Housing Authority Of The City	Housing Authority Of The City	386	503	77%
Housing Authority	Housing Authority	99	138	72%
County Housing Authority	County Housing Authority	2,414	3,475	69%
Housing Enterprises	Housing Enterprises	283	453	62%
Housing Authority	Housing Authority	84	139	60%

PHAs with the most errors (largest)

PHA Code	PHA Name	Total Voucher Errors	HCV Unit Count	Errors as a % of Portfolio
Planning And Cda	Planning And Cda	1,359	631	215%
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PIC Error Dashboard

50058 Fatal Errors Monitoring

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[50058 Submission FAQs](#).

[Clear All Filters](#)

Data current as of: 4/24/2024
Source: IMS/PIC System

Total Rejections for
All Programs
195.90K

[All Programs](#)

[Vouchers Errors Only](#)

[Public Housing Errors Only](#)

[MTW](#)

PHAs w/ Voucher Program 50058 Fatal Errors >40% of their Portfolio Size				
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[REDACTED]	Parish Police Jury	23	13	177%
[REDACTED]	Housing Authority [REDACTED]	9	6	150%
[REDACTED]	Housing Authority [REDACTED]	24	16	150%
[REDACTED]	Council Of Governments	2,617	1,975	133%
[REDACTED]	Municipality [REDACTED]	6	5	120%
[REDACTED]	Housing Authority	112	97	115%
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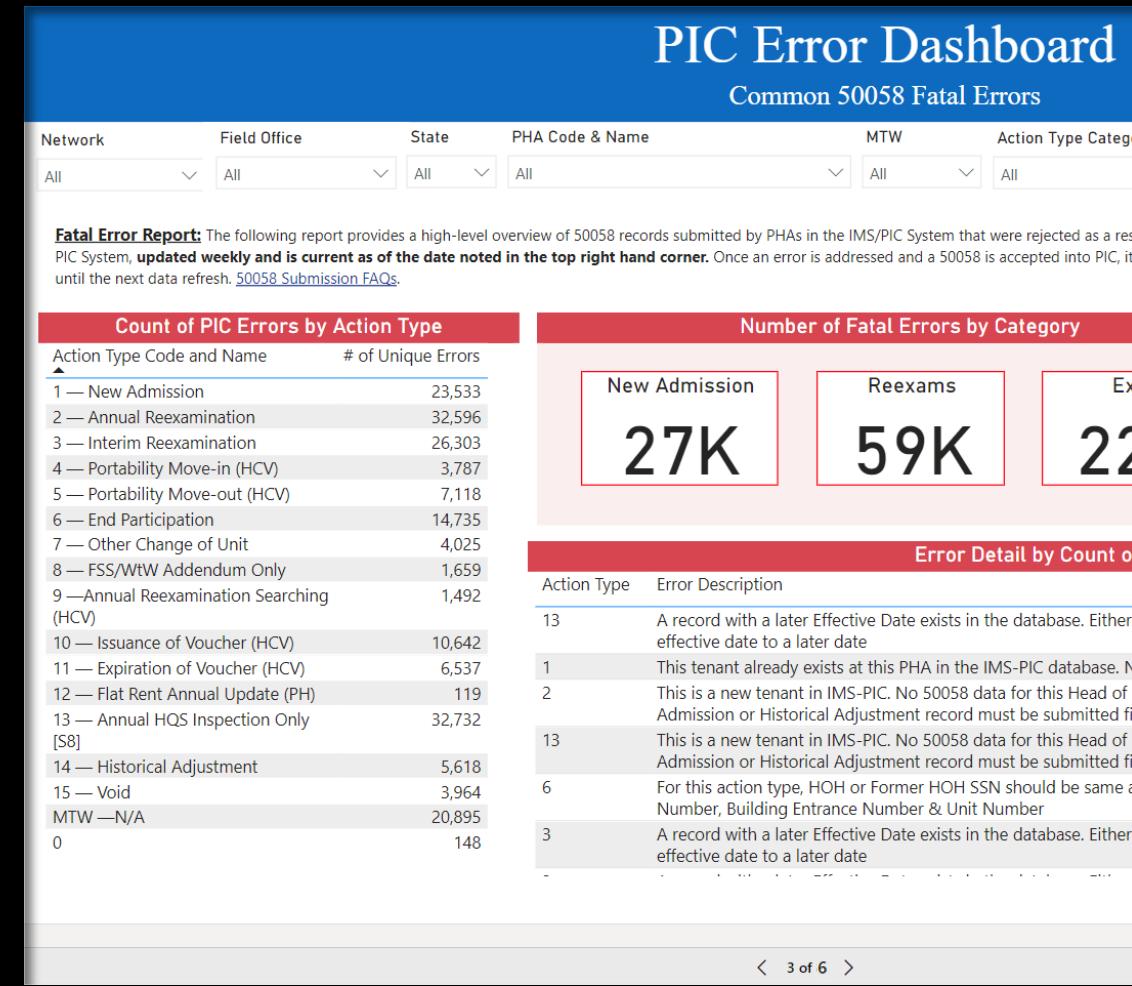
PHAs with the Most Voucher Program 50058 Fatal Errors				
PHA Code	PHA Name	Total Voucher Errors	HCV Unit Count	Errors as a % of Portfolio
[REDACTED]	Housing Preservation And Dev	6,162	38,316	16%
[REDACTED]	City Housing Authority	5,387	106,500	5%
[REDACTED]	Housing Trust Fund Corporation	4,270	49,933	9%
[REDACTED]	Metropolitan Housing Authority	3,002	15,598	19%
[REDACTED]	Dept. Of Comm. Affairs	2,754	24,413	11%
[REDACTED]	Council Of Governments	2,617	1,975	133%
[REDACTED]	County Housing Authority	2,414	3,475	69%
[REDACTED]	Metropolitan Housing Authority	2,345	15,037	16%
[REDACTED]	Housing Authority Of The City [REDACTED]	2,182	51,502	4%
[REDACTED]	Housing Authority	2,039	13,726	15%
[REDACTED]	Housing Authority Of The County [REDACTED]	1,892	12,272	15%
[REDACTED]	Housing Authority	1,499	16,045	9%
[REDACTED]	Housing Development Authority	1,438	9,976	14%
[REDACTED]	Housing Authority	1,385	8,013	17%
[REDACTED]	Planning And Cda	1,359	631	215%

Common Fatal Errors

This report provides a high-level overview of rejected records by **Action Type**. This highlights the most fatal errors, which helps target what areas require additional training to improve PHA operations and outline reporting requirements.

Metrics captured include:

- Number of fatal errors by Action Type (New Admission, Reexams, Exits, etc.)
- Number of unique errors by Action Categories
- Error detail by count of PIC errors



PIC Error Dashboard

Common 50058 Fatal Errors

Network	Field Office	State	PHA Code & Name	MTW	Action Type Categories and Codes	Clear All Filters
All	All	All	All	All	All	

Data current as of: 4/24/2024

Source: IMS/PIC System

Fatal Error Report: The following report provides a high-level overview of 50058 records submitted by PHAs in the IMS/PIC System that were rejected as a result of fatal errors by Action Type. The data is pulled manually from the PIC System, **updated weekly and is current as of the date noted in the top right hand corner**. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#).

Count of PIC Errors by Action Type		Number of Fatal Errors by Category		Action Categories	
Action Type Code and Name	# of Unique Errors	New Admission	Reexams	Exits	Action Type Category # of Unique Errors
1 — New Admission	23,533	27K	59K	22K	Reexams (2,3) 58,899
2 — Annual Reexamination	32,596				Other 87,831
3 — Interim Reexamination	26,303				New Admission (1,4) 27,320
4 — Portability Move-in (HCV)	3,787				Exits (5,6) 21,853
5 — Portability Move-out (HCV)	7,118				Total 195,903
6 — End Participation	14,735				
7 — Other Change of Unit	4,025				
8 — FSS/WtW Addendum Only	1,659				
9 — Annual Reexamination Searching (HCV)	1,492				
10 — Issuance of Voucher (HCV)	10,642				
11 — Expiration of Voucher (HCV)	6,537				
12 — Flat Rent Annual Update (PH)	119				
13 — Annual HQS Inspection Only [S8]	32,732				
14 — Historical Adjustment	5,618				
15 — Void	3,964				
MTW —N/A	20,895				
0	148				

Error Detail by Count of PIC Errors		
Action Type	Error Description	# of Unique Errors
13	A record with a later Effective Date exists in the database. Either remove the later record or change this effective date to a later date	13,313
1	This tenant already exists at this PHA in the IMS-PIC database. New admission cannot be accepted	10,927
2	This is a new tenant in IMS-PIC. No 50058 data for this Head of Household exists. At least one New Admission or Historical Adjustment record must be submitted first	8,997
13	This is a new tenant in IMS-PIC. No 50058 data for this Head of Household exists. At least one New Admission or Historical Adjustment record must be submitted first	8,265
6	For this action type, HOH or Former HOH SSN should be same as the one existing for this Building Number, Building Entrance Number & Unit Number	8,213
3	A record with a later Effective Date exists in the database. Either remove the later record or change this effective date to a later date	7,443

Overdue Reexams Summary

This report summarizes all PHAs that have submissions with a reexam overdue by at least 14 months. PHAs can reference this report to identify overdue reexams and use the information to locate the specific record in PIC's SEMAP Indicators Report. Metrics captured include:

- List of all overdue reexams by PHA
- Number of PHAs with overdue reexams
- Average months overdue
- Number of overdue reexams

PIC Error Dashboard
50058 Overdue Reexam Summary

Network	Field Office	State	PHA Code & Name	MTW	Participant
All	All	All	All	All	All

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC system with tenant reexaminations greater than or equal to 14 months. These PIC submissions need an updated 50058 submitted to PIC. Use the "Participant" initials, "PIC Submission Date" and "Last Reexam Date" to identify the 50058's that need to be corrected and resubmitted. Additionally, users can right click in any of the columns and select "Drill through" to see more details on 50058s that were rejected. The data is pulled manually from the PIC System. **The data is updated once a month on the Monday after the PIC monthly summarization report.** The current as of the date is noted in the top right-hand corner. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#).

50058 Submissions with an Overdue Reexam > 14 Months					
PHA Code	PHA Name	Participant Initials	PIC Summarization Date	Program Type	Last Reexam Date
Housing Authority		A.C.	9/1/2023	Public Housing	6/1/2022
Housing Authority		B.L.	9/1/2023	Public Housing	6/1/2022
Housing Authority		A.B.	9/1/2023	Public Housing	6/1/2022
Housing Authority		A.H.	9/1/2023	Public Housing	6/1/2022
Housing Authority		A.W.	9/1/2023	Public Housing	6/1/2022
Housing Authority		C.B.	9/1/2023	Public Housing	6/1/2022
Housing Authority		C.C.	9/1/2023	Public Housing	6/1/2022
Housing Authority		C.S.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.B.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.D.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.G.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.J.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.T.	9/1/2023	Public Housing	6/1/2022
Housing Authority		D.W.	9/1/2023	Public Housing	6/1/2022
Housing Authority		E.G.	9/1/2023	Public Housing	6/1/2022
Housing Authority		J.D.	9/1/2023	Public Housing	6/1/2022

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PIC Error Dashboard

50058 Overdue Reexam Summary

Network	Field Office	State	PHA Code & Name	MTW	Participant Program	Clear All Filters	Data current as of: 4/24/2024
All	All	All	All	All	All		Source: IMS/PIC System

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC system with tenant reexaminations greater than or equal to 14 months. These PIC submissions need an updated 50058 submitted to PIC. Use the "Participant" initials, "PIC Submission Date" and "Last Reexam Date" to identify the 50058's that need to be corrected and resubmitted. Additionally, users can right click in any of the columns and select "Drill through" to see more details on 50058s that were rejected. The data is pulled manually from the PIC System. **The data is updated once a month on the Monday after the PIC monthly summarization report. The current as of the date is noted in the top right-hand corner.** Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#).

PHAs with Overdue Reexams

2914

Avg Months Overdue

23

of Overdue Reexams

178K

50058 Submissions with an Overdue Reexam >14 Months

PHA Code	PHA Name	Participant Initials	PIC Summarization Date	Program Type	Last Reexam Date	Months from Last Reexam	Last Submitted 50058 Action Type	Error Status
■■■■■	Housing Authority ■■■■■	A.C.	9/1/2023	Public Housing	6/1/2022	14	2	Form Rejected
■■■■■	Housing Authority ■■■■■	B.L.	9/1/2023	Public Housing	6/1/2022	14	2	Form Rejected
■■■■■	Housing Authority ■■■■■	A.B.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	A.H.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	A.W.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	C.B.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	C.C.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	C.S.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.B.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.D.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.G.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.J.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.T.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	D.W.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	E.G.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections
■■■■■	Housing Authority ■■■■■	J.D.	9/1/2023	Public Housing	6/1/2022	14	2	No Pending Rejections

On the **Overdue Reexams Summary Report**, gather more information about why an overdue reexam was rejected by using the **drill through** feature. If a reexam shows an **Error Status** of **Form Rejected**, drill through to identify why the form was rejected and how to correct it in PIC.

6/1/2021	14	1	Form Rejected
6/1/2021	14	1	Form Rejected
6/1/2021	14	1	Form Rejected
6/1/2021	14	1	Form Rejected
6/11/2021	14	1	Form Rejected
6/1/2021	14	1	No Pending Rejections

Copy >

Show as a table

Include

Exclude

Drill through >

Drill Down Forms Rejected

Participant Initials	PIC Summarization Date	Last Reexam Date	Months from Last Reexam	Action Type	Error Status	Rejected Ticket Number	Form Number	Error Submission Date
B.H.	9/1/2023	6/1/2022	14	1	Form Rejected	13978669	33	6/7/2022



Drill Through for Data

Overdue Reexams Monitoring

This report displays the PHAs with the most reexams overdue by at least 14 months by the total number and as a percentage of the portfolio. This information is used to effectively target technical assistance.

Metrics captured include:

- Number of unique PIC rejections for all programs
- List of PHAs with a high % of errors as compared to portfolio size
- List of PHAs with the most errors (largest)

PIC Error Dashboard
50058 Overdue Reexams Monitoring

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC System that have overdue re-examinations months and displays PHAs that have the most overdue reexams by the total number of errors and as a % of their portfolio. The user can click on All Programs or Public Housing Errors Only to see which PHA programs have the most overdue reexams. Additionally, users can right click in any of the columns for more details on 50058s that were rejected. **The data is updated once a month on the Monday after the PIC monthly summarization report.** The data is noted in the top right-hand corner. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The data will refresh. [50058 Submission FAQs](#).

# of Overdue Reexams	All Programs	Voucher Program Only	Public Housing
178.2K			

PHAs with >30% of Portfolio size with 50058 Submissions with an Overdue Reexam >14 Months

PHA Code	PHA Name	Count Overdue Reexams	PHA Total Unit Count	% Portfolio Overdue
...	Housing Authority Of The City	280	229	122%
...	Housing Authority	11	11	100%
...	Housing Authority Of The City	60	61	98%
...	Housing Authority Of The Town	24	25	96%
...	Housing Authority For The Town Of	23	25	92%
...	Police Jury	136	154	88%
...	City	40	47	85%
...	Housing Agency	52	62	84%
...	Housing Authority Of The City	20	24	83%
...	Housing Authority Of The City	10	12	83%
...	Housing Authority	16	20	80%
...	Housing Authority	31	40	78%
...	Housing Authority	31	40	78%
...	Housing Authority	86	118	73%
TX316	Housing Authority Of Balmorhea	16	22	73%

...

5 of 6 >

PIC Error Dashboard

50058 Overdue Reexams Monitoring

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC System that have overdue re-examinations greater than or equal to 14 months and displays PHAs that have the most overdue reexams by the total number of errors and as a % of their portfolio. The user can click on All Programs, Voucher Errors Only, or Public Housing Errors Only to see which PHA programs have the most overdue reexams. Additionally, users can right click in any of the columns and select "Drill through" to see more details on 50058s that were rejected. **The data is updated once a month on the Monday after the PIC monthly summarization report. The current as of the date is noted in the top right-hand corner.** Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#).

Clear All
Filters

Data current as of: 4/24/2024
Source: IMS/PIC System

of Overdue
Reexams

178.2K

All Programs

Voucher Program Only

Public Housing Program Only

PHAs with >30% of Portfolio size with 50058 Submissions with an Overdue Reexam >14 Months

PHA Code	PHA Name	Count Overdue Reexams	PHA Total Unit Count	% Portfolio Overdue
	Housing Authority Of The City	280	229	122%
	Housing Authority	11	11	100%
	Housing Authority Of The City	60	61	98%
	Housing Authority Of The Town	24	25	96%
	Housing Authority For The Town Of	23	25	92%
	Police Jury	136	154	88%
	City	40	47	85%
	Housing Agency	52	62	84%
	Housing Authority Of The City	20	24	83%
	Housing Authority Of The City	10	12	83%
	Housing Authority	16	20	80%
	Housing Authority	31	40	78%
	Housing Authority	31	40	78%
	Housing Authority	86	118	73%
TX316	Housing Authority Of Balmorhea	16	22	73%

PHAs with the Most 50058 Overdue Reexams >14 Months

PHA Code	PHA Name	Count Overdue Reexams	PHA Total Unit Count	% Portfolio Overdue
	Trust Fund Corporation	728	49,933	1%
	County Housing Authority	726	11,336	6%
	Public Housing Administration	668	66,453	1%
	Housing Authority	648	25,243	3%
	Housing Authority	612	3,331	18%
	County Development Authority	593	28,874	2%
	Housing Authority	588	12,474	5%
	Redevelopment & Housing Authority	581	4,020	14%
	Housing Commission	580	2,218	26%
	Housing Authority Of The County	538	4,798	11%
	Housing Authority	535	7,578	7%
	Municipal Housing Authority	535	22,869	2%
		509	4,853	10%
		509	3,519	14%
	Housing Authority	506	1,952	26%

Overdue Reexams Forms Rejected

This report displays PHAs with overdue reexams by at least 14 months because the submitted form was rejected due to fatal errors. PHAs use this report to locate overdue reexams, update and fix the fatal error(s), and resubmit to PIC.

Metrics captured include:

- Number of PHAs with overdue reexams because of forms rejected
- Number of overdue reexams because of forms rejected
- List of all overdue reexams because of forms rejected

PIC Error Dashboard
50058 Overdue Reexams - Form Rejected

Network	Field Office	State	PHA Code & Name	MTW
All	All	All	All	All

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC system with tenant reexamination months due to the 50058 being rejected. These PIC submissions need to be corrected and resubmitted to PIC. Use the "Participant" initials, "Reexam Date", "Rejected Ticket Number" and "Error Submission Date" to identify the 50058's that need to be corrected and resubmitted. The month on the Monday after the PIC monthly summarization report. The current as of the date is noted in the top right-hand corner and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh 50058.

50058 Submissions with an Overdue Reexam				
PHA Code	PHA Name	Participant Initials	Program Type	PIC Summarization Date
[REDACTED]	Housing Authority [REDACTED]	A.C.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	B.L.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	A.W.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	M.I.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	K.W.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	A.C.	Public Housing	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	L.R.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	C.M.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	S.M.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	B.R.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	E.M.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	R.M.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	L.J.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	D.P.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	S.B.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	J.F.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	J.R.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	C.P.	Vouchers	9/1/2023
[REDACTED]	Housing Authority [REDACTED]	T.C.	Vouchers	8/1/2023

< 6 of 6 >

PIC Error Dashboard

50058 Overdue Reexams - Forms Rejected

Network	Field Office	State	PHA Code & Name	MTW	Participant Program	Clear All Filters	Data current as of: 4/24/2024
All	All	All	All	All	All		Source: IMS/PIC System

Overdue Reexam Report: The following table displays records submitted by the PHAs in the IMS/PIC system with tenant reexaminations greater than or equal to 14 months due to the 50058 being rejected. These PIC submissions need to be corrected and resubmitted to PIC. Use the "Participant" initials, "PIC Submission Date", "Last Reexam Date", "Rejected Ticket Number" and "Error Submission Date" to identify the 50058's that need to be corrected and resubmitted. **The data is updated once a month on the Monday after the PIC monthly summarization report. The current as of the date is noted in the top right-hand corner.** Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh [50058 Submission FAQs](#).

# PHAs with Overdue Reexams because of Forms Rejected	# of Overdue Reexams because of Forms Rejected
1110	21K

50058 Submissions with an Overdue Reexam >14 Months

PHA Code	PHA Name	Participant Initials	Program Type	PIC Summarization Date	Last Reexam Date	Months from Last Reexam	Action Type	Error Status	Rejected Ticket Number	Form Number
[REDACTED]	Housing Authority [REDACTED]	A.C.	Public Housing	9/1/2023	6/1/2022	14	2	Form Rejected	13982687	279
[REDACTED]	Housing Authority [REDACTED]	B.L.	Public Housing	9/1/2023	6/1/2022	14	2	Form Rejected	14467757	10
[REDACTED]	Housing Authority [REDACTED]	A.W.	Public Housing	9/1/2023	6/1/2022	14	3	Form Rejected	14222489	111
[REDACTED]	Housing Authority [REDACTED]	M.I.	Public Housing	9/1/2023	5/1/2022	15	3	Form Rejected	14211750	2
[REDACTED]	Housing Authority [REDACTED]	K.W.	Public Housing	9/1/2023	2/1/2022	18	2	Form Rejected	14676857	2
[REDACTED]	Housing Authority [REDACTED]	A.C.	Public Housing	9/1/2023	12/1/2021	20	3	Form Rejected	13567362	18
[REDACTED]	Housing Authority [REDACTED]	L.R.	Vouchers	9/1/2023	6/2/2022	14	1	Form Rejected	14002985	22
[REDACTED]	Housing Authority [REDACTED]	C.M.	Vouchers	9/1/2023	6/9/2022	14	1	Form Rejected	14002985	37
[REDACTED]	Housing Authority [REDACTED]	S.M.	Vouchers	9/1/2023	6/14/2022	14	1	Form Rejected	14002985	42
[REDACTED]	Housing Authority [REDACTED]	B.R.	Vouchers	9/1/2023	6/3/2022	14	1	Form Rejected	14122002	17
[REDACTED]	Housing Authority [REDACTED]	E.M.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	133
[REDACTED]	Housing Authority [REDACTED]	R.M.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	136
[REDACTED]	Housing Authority [REDACTED]	L.J.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	138
[REDACTED]	Housing Authority [REDACTED]	D.P.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	220
[REDACTED]	Housing Authority [REDACTED]	S.B.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	231
[REDACTED]	Housing Authority [REDACTED]	J.F.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	240
[REDACTED]	Housing Authority [REDACTED]	J.R.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	272
[REDACTED]	Housing Authority [REDACTED]	C.P.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	274
[REDACTED]	Housing Authority [REDACTED]	T.S.	Vouchers	9/1/2023	6/1/2022	14	2	Form Rejected	13982730	200

PIC vs. VMS Leasing Data in Program

This report displays the difference in data between VMS and PIC. This information is important because if the data in PIC does not match VMS, then a discrepancy will result.

Metrics captured include:

- Total HCV VMS UMLs
- Numerical difference between PIC and VMS leasing
- Percent difference between PIC and VMS leasing

PIC vs. VMS Leasing Data

Network Field Office State PHA Code & Name MTW

All All All All All

Exception Report: The following table displays the difference in the data between the Voucher Management System (VMS) and the data submitted in PIC for 50058s in PIC with **June 2023 effective dates**. If your PHA has a discrepancy, it means the data in PIC does not match the VMS submission. Check the table to see which PHAs have differences. If you have any questions, please contact your local PIC Coach in your Field Office and if you have questions regarding VMS please contact your FMC Financial Analyst.

PHAs with Differences in Leasing Between VMS and PIC

PHA Code	PHA Name	HCV PIC L
[REDACTED]	City Housing Authority	
[REDACTED]	Housing Authority	
[REDACTED]	Trust Fund Corporation	
[REDACTED]	Housing Authority Of The City [REDACTED]	
[REDACTED]	Preservation And Dev	
[REDACTED]	Housing Development Authority	
[REDACTED]	County Development Authority	
[REDACTED]	Dept. Of Comm. Affairs	
[REDACTED]	Housing & Community Development	
[REDACTED]	Housing Authority	
[REDACTED]	Housing Authority [REDACTED]	
[REDACTED]	Housing Authority Of The City [REDACTED]	
[REDACTED]	Housing Authority	
[REDACTED]	Public Housing And Community Dev	
[REDACTED]	Housing Authority	
[REDACTED]	Housing Authority	
[REDACTED]	Housing Commission	
[REDACTED]	Housing Authority Of The City [REDACTED]	
[REDACTED]	Housing Authority Of The City [REDACTED]	
Total		

< 1 of 2 >

PIC vs. VMS Leasing Data in Program

Network	Field Office	State	PHA Code & Name	MTW	Clear All Filters	Data current as of: 4/24/2024 Source: IMS/PIC System
All	All	All	All	All		

Exception Report: The following table displays the difference in the data between the Voucher Management System (VMS) and the data submitted to the IMS/PIC system. VMS data reflects **June 2023** submissions and corresponding 50058s in PIC with **June 2023 effective dates**. If your PHA has a discrepancy, it means the data in PIC does not match the VMS submission. Check to be sure all 50058s have been submitted successfully to PIC without any fatal errors, make sure your VMS submission is accurate, or be sure to adjust that months VMS submission. (VMS, which is due on the 22nd, of the following month, shows units leased on the first of the month.) If you have questions regarding PIC please contact your local PIC Coach in your Field Office and if you have questions regarding VMS please contact your FMC Financial Analyst.

HCV Program		PHAs with Differences in Leasing Between VMS and PIC 50058 for HCV Program (TBRA Account) for June 2023				
PHA Code	PHA Name	HCV PIC Leasing	HCV VMS UML	Difference PIC and VMS Leasing	% HCV Difference PIC and VMS Leasing	
	City Housing Authority	92,805	92,805	0	100.00%	
	Housing Authority	51,090	51,090	0	100.00%	
	Trust Fund Corporation	45,014	45,014	0	100.00%	
	Housing Authority Of The City	42,799	42,799	0	100.00%	
	Preservation And Dev	37,235	37,235	0	100.00%	
	Housing Development Authority	28,128	28,128	0	100.00%	
	County Development Authority	23,943	23,943	0	100.00%	
	Dept. Of Comm. Affairs	23,017	23,017	0	100.00%	
	Housing & Community Development	21,514	21,514	0	100.00%	
	Housing Authority	19,031	19,031	0	100.00%	
	Housing Authority	17,986	17,986	0	100.00%	
	Housing Authority Of The City	17,756	17,756	0	100.00%	
	Housing Authority	17,660	17,660	0	100.00%	
	Public Housing And Community Dev	17,253	17,253	0	100.00%	
	Housing Authority	17,148	17,148	0	100.00%	
	Housing Authority	15,888	15,888	0	100.00%	
	Housing Commission	15,592	15,592	0	100.00%	
	Housing Authority Of The City	14,855	14,855	0	100.00%	
	Housing Authority Of The City	14,014	14,014	0	100.00%	
Total		2,284,862	2,284,862	0	100.00%	

< 1 of 2 >

PIC vs. VMS HAP Data in Program

The second VMS-related report is the PIC vs. VMS HAP Data in Program Report, which displays the HAP difference in data between VMS and PIC. This is important because HAPs will not be accurate when PHAs transition to eVMS.

Metrics captured include:

- VMS HAP Expenses
- Numerical difference between PIC and VMS HAP
- Percent difference between PIC and VMS HAP

PIC vs. VMS HAP Data in Program

Network Field Office State PHA Code & Name MTW Clear All Filters

All All All All All All

Exception Report: The following table displays the difference in the data between the Voucher Management System (VMS) and the data submitted to the **IMS/PIC** 50058s in PIC with **June 2023 effective dates**. If your PHA has a discrepancy, it means the data in PIC does not match the VMS submission. Check to be sure all 50058s in PIC match the VMS submission. If there is a discrepancy, make sure your VMS submission is accurate, or be sure to adjust that months VMS submission. (VMS, which is due on the 22nd, of the following month, shows units please contact your local PIC Coach in your Field Office and if you have questions regarding VMS please contact your FMC Financial Analyst.

PHAs with Differences in HAP Expenses Between VMS and PIC 50058s

PHA Code	PHA Name	EHV PIC HAP Expenses	EHV VMS HAP Expenses
██████████	City Housing Authority		
██████████	Housing Authority Of The City		
██████████	County Development Authority		
██████████	Housing Preservation And Dev		
██████████	Housing Trust Fund Corporation		
██████████	Housing Authority Of The City		
██████████	Dept. Of Comm. Affairs		
██████████	Housing Authority		
██████████	County Housing Authority		
██████████	Housing Authority		
██████████	Housing Authority		
██████████	Of Housing		
██████████	Regional Housing Authority		
██████████	Housing Authority Of The County		
██████████	State Housing Development Authority		
██████████	Housing Authority Of The City		
██████████	Public Housing And Community Dev		
██████████	Housing Authority		
██████████	Housing Department		
Total			

2 of 2

PIC vs. VMS HAP Data in Program

Network	Field Office	State	PHA Code & Name	MTW	Clear All Filters	Data current as of: 4/24/2024 Source: IMS/PIC System
All	All	All	All	All		

Exception Report: The following table displays the difference in the data between the Voucher Management System (VMS) and the data submitted to the IMS/PIC system. VMS data reflects **June 2023** submissions and corresponding 50058s in PIC with **June 2023 effective dates**. If your PHA has a discrepancy, it means the data in PIC does not match the VMS submission. Check to be sure all 50058s have been submitted successfully to PIC without any fatal errors, make sure your VMS submission is accurate, or be sure to adjust that months VMS submission. (VMS, which is due on the 22nd, of the following month, shows units leased on the first of the month.) If you have questions regarding PIC please contact your local PIC Coach in your Field Office and if you have questions regarding VMS please contact your FMC Financial Analyst.

HCV Program

VASH

FUP

FYI

NED

Mainstream

EHV

PHAs with Differences in HAP Expenses Between VMS and PIC 50058 for EHV Program for June 2023

PHA Code	PHA Name	EHV PIC HAP Expenses	EHV VMS HAP Expenses	Difference PIC and VMS HAP EHV	% EHV Difference PIC and VMS HAP
	City Housing Authority	\$7,598,777	\$7,598,777	0	0.00%
	Housing Authority Of The City	\$3,320,844	\$3,320,844	0	0.00%
	County Development Authority	\$3,143,952	\$3,143,952	0	0.00%
	Housing Preservation And Dev	\$2,537,945	\$2,537,945	0	0.00%
	Housing Trust Fund Corporation	\$2,189,898	\$2,189,898	0	0.00%
	Housing Authority Of The City	\$1,652,715	\$1,652,715	0	0.00%
	Dept. Of Comm. Affairs	\$1,167,791	\$1,167,791	0	0.00%
	Housing Authority	\$801,596	\$801,596	0	0.00%
	County Housing Authority	\$795,513	\$795,513	0	0.00%
	Housing Authority	\$789,902	\$789,902	0	0.00%
	Housing Authority	\$773,180	\$773,180	0	0.00%
	Of Housing	\$574,942	\$574,942	0	0.00%
	Regional Housing Authority	\$573,553	\$573,553	0	0.00%
	Housing Authority Of The County	\$537,623	\$537,623	0	0.00%
	State Housing Development Authority	\$519,599	\$519,599	0	0.00%
	Housing Authority Of The City	\$510,042	\$510,042	0	0.00%
	Public Housing And Community Dev	\$485,344	\$485,344	0	0.00%
	Housing Authority	\$462,404	\$462,404	0	0.00%
	Housing Department	\$439,354	\$439,354	0	0.00%
Total		\$55,684,564	\$55,684,564	0	0.00%

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PIC vs. VMS HAP Data Report

PIC Error Dashboard Training

In this curriculum, explore training materials about how to use HUD's PIH Information Center (PIC) Error Dashboard to identify PIC errors. In addition, learn how to correct common PIC errors by referencing these job aids, videos, and webinars.

Please note: Additional trainings will be posted as they become available.

PIC Error Training



Introduction to the PIC Error Dashboard

This training provides an overview of the new PIC Error Dashboard, demonstrates the reports within the dashboard, and provides a list of PIC error correction resources.

[View the Training](#)



Correcting PIC Errors Job Aids and Video Shorts

These short job aids and videos offer step-by-step instructions for correcting the most common PIC errors found on the PIC Error Dashboard.

[View Job Aids and Video Shorts](#)



Using the PIC Error Dashboard to Identify PIC Errors

This webinar reviews the PIC Error Dashboard and each of the six reports contained in the dashboard. It also discusses how HUD uses the reports to monitor PHA activity and how you can use the reports to monitor PHA performance.

[View the Training](#)



Overview of PIC Error Correction Process



Step 1: Access Systems



On two separate tabs or windows in a web browser, open the PIC Error Dashboard and log into PIC.

Two Microsoft Power BI dashboards are shown side-by-side. The top dashboard is titled "PIC Error Dashboard" and displays a summary of errors with counts: 2991, 195.9K, and 137.6K. Below this is a table of "PIC vs. VMS Leasing Data in Program" comparing data between PIC and VMS for various locations. The bottom dashboard is titled "PIC vs. VMS Leasing Data in Program" and shows a detailed comparison of leasing data for various entities.

Two screenshots of the PIC system interface. The left screenshot shows the "Secure Systems" login page with a "system administration" section and a "Password Change" link. The right screenshot shows the "Main Menu" with a "Systems" section containing links to Business Intelligence (BIMSTR), Enterprise Income Verification (EIV), PIC - CSSR Report, PIH Information Center (PIC), and Test Site for PIH Information Center - PIC Test (PICTST). The "System Administration" section also includes a "Password Change" link. The bottom of the right screenshot shows the footer with the HUD logo, address, and links to "Home" and "Privacy Statement".

Check HUD's website to access the dashboard: hud.gov/program_offices/public_indian_housing/systems/pic/dashboard

Step 2: Filter the Dashboard



In the PIC Error Dashboard, access the Fatal Errors Summary Report. Filter by state and PHA.

Step 3: Locate the Error

Locate the error on the Fatal Errors Summary and collect the data for reference in PIC.

Fatal Error Report: The following table displays records submitted by the PHAs in the IMS/PIC system that were rejected as a result of fatal errors. These PIC submissions need to be corrected and resubmitted to PIC. Use the "PIC Submission Date," "Ticket Number," and "Form Number" to identify the 50058(s) that need to be corrected and resubmitted. This data is pulled manually from the PIC system, **updated weekly and is current as of the date noted in the top right hand corner**. Once an error is addressed and a 50058 is accepted into PIC, it will not automatically update this report. The error will remain there until the next data refresh. [50058 Submission FAQs](#), [50058 Special Program Codes](#).

PHAs with Fatal Errors
1

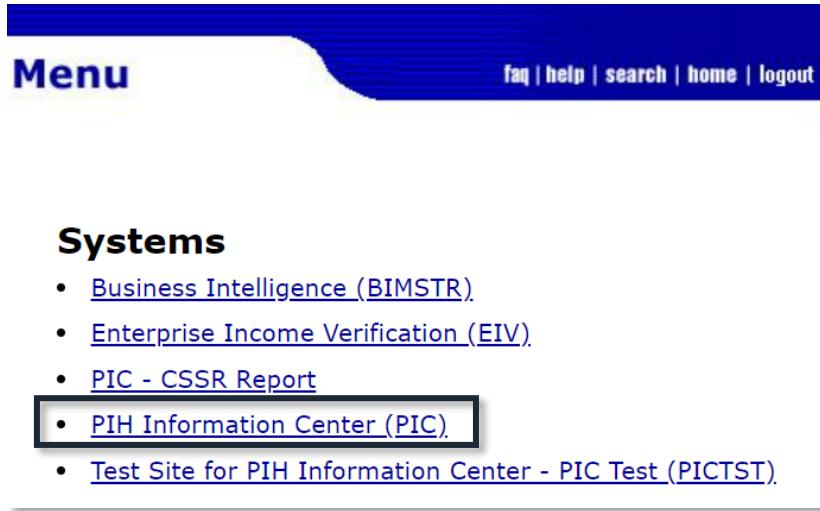
Unique PIC Rejections
2

PIC Ticket & 58 Forms Needing Revision
2

50058 Submissions that were Rejected in IMS/PIC System due to Fatal Errors											
PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Action Type Code	Error Field Data	Special Program Codes	Error Description	Last Update Date	Form Effective Date
WI [REDACTED]	Housing Authority	13666491	1366649131	31	1	3	3n		This SSN has been previously found to be invalid upon verification with Social Security Administration. Please refer to Chapter 5 of the PIC System Manual for more information.	2/24/2022	11/1/2021
WI [REDACTED]	Housing Authority	14472690	144726902	2	2	6	1e,1f,1g		same as the Ticket Number & Form Number	3/14/2023	2/27/2023

Reference the Ticket Number, Form Number, and Error Field(s).

Step 4: Access the Ticket in PIC



Menu

faq | help | search | home | logout

Systems

- [Business Intelligence \(BIMSTR\)](#)
- [Enterprise Income Verification \(EIV\)](#)
- [PIC - CSSR Report](#)
- [PIH Information Center \(PIC\)](#)**
- [Test Site for PIH Information Center - PIC Test \(PICTST\)](#)

In PIC, first select PIH Information Center (PIC) on the home page.



PIH I
IMS-PI

Welcome! Your user id

PIH Information

- User Profile
- SEMAP

Form 50058

- Submission**
- Viewer
- Reports

Select Submission under the Form 50058 heading.



Upload **Report**

Upload Data File

Select View:
Field Office:
Housing Authority:

PIC Main

Submission

Viewer

Reports

Tenant ID

Select Report (above Upload Data File).

Step 5: Select the Ticket in PIC

In the populated list, select the Ticket Number in PIC that matches the Ticket Number in the dashboard.

Recent Submissions

Records 1 to 50 of 4670

Ticket Number	File Name	Upload Date Time	Status
65	01.asc	05/31/2022 17:45:02.020	Complete
61	46.asc	05/31/2022 17:44:31.647	Complete
96	2022.ASC	05/31/2022 17:36:18.430	Complete
82			Complete

50058 Submissions that were Rejected in PIC

PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Action Type Code	Error Field Data	Last Update Date	Form Effective Date
WI	Housing Authority	13666461	1366649131	31	1	3	3n	2/24/2022	11/1/2021

Match the Ticket Number in PIC and the PIC Error Dashboard.

Technical Reference Guide (TRG) for instructions to submit Form 50058 for this SSN

Step 6: Open the Fatal Report

Under the Submission Error Report Format header, select HTML – Fatal.

Upload Report View Report Frequent Errors

Field Office: [REDACTED]
Housing Authority: [REDACTED]

Form 50058 Report Details

Submission Date: 2022-05-26 Submission Time: 16:10:18
Submission Filename: [REDACTED] 14.asc
Ticket Number: 53

Submission Error Report Format

HTML	HTML representation of the Entire Error report
HTML - WARNING	HTML representation of the Warnings only
HTML - FATAL	HTML representation of the Fatal Errors only
XML	XML representation of the Error report
CSV	Comma Separated Values -- can be viewed in MS-Excel
TXT	Text representation of the Error Report
ANALYSIS	Analysis Report on Error Messages

Step 7: Locate the Specific Error

Locate the correct Form Number. Then, locate the Error Number and Field Number.

Validations against the Technical Reference Guide have been performed.
Validations against the MTCS Database have been performed.

Form Number : 74	VO	10-01-2021
Last Name		
SSN		
Program Type		
Effective Date		
PHA USE ONLY		

Error Number: 1 Field Number: 3n

Error Message: FATAL: 4174 - This is a new submission first

Rec Nbr in Error	Section
000323	B

Form Number : 78

First, match the Form Number in PIC to the dashboard.

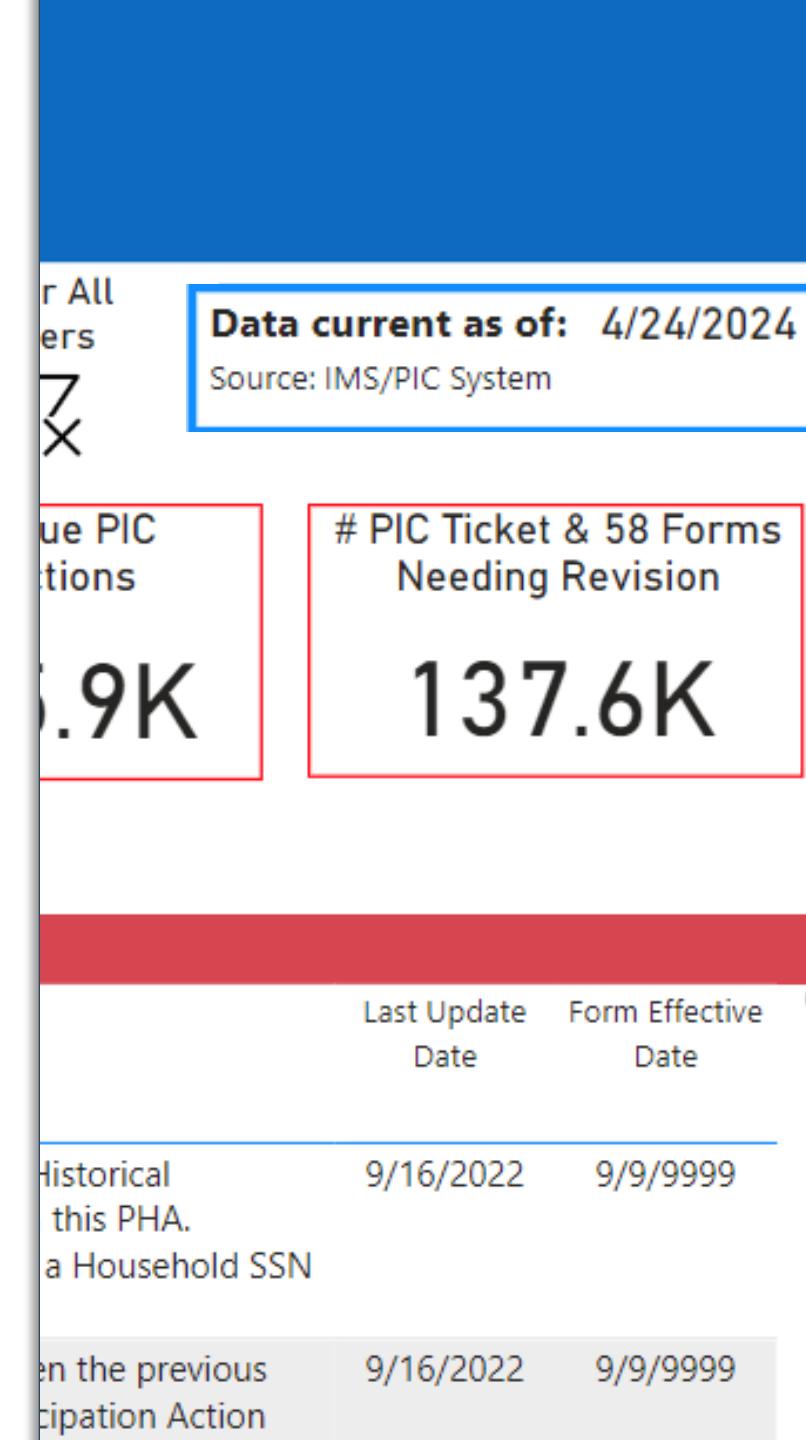
PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Error Field Data
	Housing Authority	61	49	74	1	3n

Then, verify the Error Number and Field Number.

Step 8: Correct and Submit

- Pull the family's file (electronic or paper) and open it in the system of record.
- In the system of record, identify the 50058 with the error as reported by PIC.
- Correct the error by following [HUD's guidance for PIC error correction](#).
- **BEST PRACTICE:** Have a manager approve the correction.
- Once the 50058 is approved, transmit the updated 50058 to PIC.
- Check the resubmission ticket in PIC to determine if the errors were corrected.
- Check the PIC Error Dashboard to ensure the error is no longer present.*
- Review PIC errors on a monthly basis (or timeframe established in the PHA's transmission policy).

***NOTE:** Repaired errors will not “fall off” the PIC Error Dashboard in real time but will be removed once the dashboard is updated (weekly).





Conclusion & Wrap-Up



Benefits Summary



Locate Errors Needing Correction



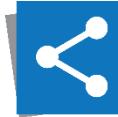
Monitor Errors Requiring Attention



Access Updated Information



All Errors in 1 Place



Track Common Mistakes



Provide Transparency into Performance

All Programs

Vouchers Err

>40% of their Portfolio Size

Total Unique Errors	PHA Total Unit Count	Errors as a % of Portfolio
23	13	177%
108	97	111%
66	68	97%
62	80	78%
183	244	75%
86	115	75%
350	481	73%
12	18	67%
3	5	60%
46	90	51%
137	270	51%
215	437	49%
597	1,249	48%
99	208	48%
134	283	47%

Additional Resources

In addition to this webinar, PHAs can access the following resources on HUD Exchange:

- **Additional webinars** designed to review specifics of using the PIC Error Dashboard and best practices for implementation
- **PIC Error Correction Guidebook** that reviews using PIC and correcting common PIC errors
- **Videos and handouts** about the most common PIC errors and correction walkthroughs

View the [PIC/IMS User Manuals](#), which provide comprehensive instruction on PIC/IMS sub-modules.



Use the feedback link on HUD Exchange
for any outstanding questions or to
provide feedback about the training.



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Thank You

See HUD Exchange for additional documents and resources.

All links referenced in this training are included in the video description.



PIC vs. VMS Discrepancy Dashboard

