



Introduction

E-Verify is the process of verifying employment with the US Department of Homeland Security. The details needed to fulfill E-Verify are taken from the I-9 employment form and must then be entered into the E-Verify system.

This process is a manual one, taking time both in filling out forms and dealing with any issues should they arise. In addition, Employers can be subject to an Audit of their employment forms with just 3 days notice!

Employers who make mistakes in the I-9/E-Verify process could see fines and non-employment of a valuable hire to their Organization. In 2013, 24% of Tentative Non-Confirmations (TNCs) were due to data entry errors in forms.

What if you could leverage the investment you have made in your HR systems (including but not limited to PeopleSoft) and the employment data stored within to automate much of the I-9/E-Verify process?

Smart I-9/E-Verify

Smart I-9/E-Verify integrates directly with your HR applications to automate employment eligibility for new hires and candidates using the Department of Homeland Security (DHS) E-Verify system.

The solution is the first E-Verify solution to achieve Oracle's Validated Integration designation for PeopleSoft HCM.

Smart I-9/E-Verify automates the manual activities typically required to collect personal Data from the new hires or candidates, populate Form I-9 information, and log on and re-enter data into the DHS E-Verify online system.

Where there are E-Verify TNCs, the solution will guide you through the process of remediation and avoid delays in getting authorization for Employment, and fines for errors and non-compliance.

The solution also reduces the effort involved with staying current with Employment legislation and changing forms. By providing these electronically, record management can be automated and stored without

Form I-9 Employment Eligibility Verification. The form includes sections for Employee Information and Attestation, and Employer Information and Attestation. It is a standard government form used for verifying the identity and employment eligibility of new hires and existing employees.



Benefits

Integrates with your HR systems

Reduce overhead; automate the collection of I-9 & Personnel data and orchestrate the entire E-Verify process

Better Wage and Tax reporting

Reduce TNCs resulting from errors and avoid potential fines

Increase new hire satisfaction as part of an effective OnBoarding process

Stay up to date with the latest forms and legislation

SmartERP has executed the Department of Homeland Security (DHS) Memorandum of Understanding and has gone through the DHS tests to be an E-Verify solution provider

paper based processes. If you are given the 3 day notice for an Audit, rest assured that everything will be in order and avoid wasting time searching for and collating paper based documentation.

Smart I-9/E-Verify integrates with your Applicant Tracking and HR System and is provided either on Premise or in the Cloud, allowing for complete flexibility according to your requirements.

Verify I-9

Verify Attach

Smart I-9: Employer Verification

Entered By: Intee Guest User Entered On: 04/29/2014 12:55PM Document Status: DHS
Updated By: [PS] Peoplesoft Superuser Updated On: 04/29/2014 4:18PM Sub Status: SSA Referral

I-9 ID: 519000098 Case Number: 2014119181624CA
Eligibility Type: Citizen Social Security #: 333-33-3333
Name: Staff Jerry W Date of Birth: 05/01/1970
Current Address: 4523 Chabot Dr Pleasanton, CA 94568 Employee Sign Date: 04/29/2014
Other Names Used (if any): Jer

[Finalize E-Verify](#)

Employment Eligibility: **Employee Referred to SSA**

Check for Case Status updates

This employee was referred to SSA on 04/29/2014

The employee must visit SSA field office within 8 federal government workdays.

E-Verify will alert you to an update through the case status alert feature. Be sure you'll need to close the case once it is updated with a final status.

To complete the referral process follow the steps below:

1. Print the SSA Referral Letter
2. Review the SSA Referral Letter privately with the employee
3. Ensure that you and the employee sign and date the SSA Referral Letter.
4. Give the employee the signed SSA Referral Letter. The employee will need to have the letter when contacting SSA.

If you created this case in error or no longer need to continue this verification, click **Close Case**.

[Close Case](#) [Print Notice](#) English

Smart E-Verify: Form I-9 PDF Printout and Employer Verification Page



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