



July 05, 2017

WDVA Bulletin No. 1054

TO: County / Tribal Veterans Service Offices

SUBJECT: VBATS CVSO / TVSO Functional Enhancements

In the pursuit of enhancing the Wisconsin Department of Veterans Affairs' valued partnerships with the Wisconsin County Veterans Service Officers (CVSOs) and the Tribal Veterans Service Officers (TVSOs), the following enhancements and modifications have been added to the Veterans Benefit Application Tracking (VBATS) System for those CVSOs/TVSOs counties and tribes who have signed and returned the **"WDVA/CVSO/TVSO VBATS Access and Data Sharing Agreement"** to the WDVA. The Enhancements/Modifications have been implemented to ensure the continued improvement in maintaining the accuracy of veterans' data and the timely coordinated processing of veterans' benefits.

VBATS will not be available beginning at **3:00 PM Thursday July 6, 2017** while the enhancements to the system are being implemented. All changes will be effective the next day **Friday July 7, 2017**.

VBATS Enhancements

- Veteran or dependents' personal information (beyond the search results) can be accessed by all CVSOs / TVSOs
- Veterans' DD214s and DD215s are viewable to all CVSOs / TVSOs
- CVSOs / TVSOs can view the complete Social Security Number in VBATS
- CVSOs / TVSOs can view all veteran's applications in VBATS
- CVSOs / TVSOs can print a WDVA Form 2098 Property Tax Certification
- Additional documentation from previous uploads or myWisVets is available
- Reports can be viewed by county or statewide
- Form 2098 Property Tax Certification can be viewed and printed from within the approved Property Tax application in VBATS

Defense Manpower Data Center (DMDC) Discharge Information

- Discharge records, of recently separated Wisconsin veterans, are received by WDVA from DMDC. These DMDC records will display in VBATS, specifically on the **'Service History'** page. Scanned DD Form 214s and DD Form 215s will also continue to display on the Service History Page.
- The DMDC data is updated weekly
- The new DMDC report implements a date range for results

Supporting documents can now be uploaded when adding / editing veterans and/or dependents.

When adding / editing a veteran / dependent's personal information: Uploaded supporting documents are mandatory for the required fields (indicated by "🚫"). Supporting documents are not mandatory for non-required fields.

- Supporting documents can be uploaded on the Change Information page
- A '**Document Type**' must be selected for each upload. The document type must pertain to the information that is being added / edited (E.g. Social Security card for SSN change = OK. Utility bill for SSN change = not OK)
- Additions or edits of a veteran or dependent's personal information which includes required fields will not save until supporting documents are uploaded
- Uploaded documentation is viewable from the '**View Additional Documentation**' link on the Applicant Details Page. This is a valuable collection of documents from current changes, past pending changes, and/or myWisVets uploads
- Veteran and dependent information that is added / edited, as well as the uploaded supporting documentation is tracked. WDVA will monitor that information changes correspond to the documentation uploaded

VBATS Modifications – Processes That Are No Longer Required

- Pending change request, to add or edit personal information, has been removed
- Form 1042 is not required to view veteran or dependent information
- Form 1042 is not required to view a veteran's DD214
- The masking of Social Security Numbers has been removed
- The limitation to view only applications generated by your county has been removed
- Reports set only to your county can be viewed for all counties
- WDVA Form 2419 'Annual Renewal' has been removed. The WDVA Form 2419 for VBATS access is only required for new additions or deactivations

VBATS Modifications – WDVA Employee Privacy

If the veteran in the search results is a current / former WDVA employee:

- The veteran and dependents' Social Security Numbers will only show the last four
- A signed Form 1042 is required to be emailed or faxed to WDVA in order to proceed beyond the search
- The county listed on the signed Form 1042 will be assigned (by WDVA) to that veteran, and then the veteran's information will become available. A notification email will be sent to the representing county immediately after the Veteran is assigned.
- Signed Form 1042s should be sent to:
Fax Number: 608-267-0403
Email Address: wisvets@dva.wisconsin.gov

The **County Benefits Report** is a report specific to one county, which can be selected. The **County Analysis Report** has been removed from VBATS due to inaccurate data and the report being outdated with the majority of current application types. It is possible that at a future date the County Analysis Report will be recreated with pertinent application data.

Please download and review augmented details in the [VBATS Training Guide](#):

If you have any questions, please contact Brian Jones by phone at (608) 267-1782 or by email at brian.jones@dva.wisconsin.gov or Alan Braker (608) 267-7330 alan.braker@dva.wisconsin.gov