



Q. I'm working with a Special Government Employee (SGE) who recently received an e-mail requesting that she complete e-QIP. What should she do?

A. As reported in the [March 28, 2018 DPSAC News](#), ["Update on Issues Related to Special Government Employees (SGEs)"] DPSAC has determined that when network accounts are being requested for SGEs, DPSAC is receiving incorrect information related to the necessary background check.

While the "Physical Access" only and "Physical and Logical Access" use cases are being processed correctly, the "Logical Access Only" use case is not working correctly at this time.

Instead of receiving a request for the NIH Police to conduct a name check, DPSAC is receiving a request to conduct a full background investigation (including fingerprints and e-QIP).

If you have SGEs who believe they may have accidentally received an e-mail requesting them to complete e-QIP, please contact ORSPersonnelSecurity@mail.nih.gov for assistance.

The NED Team is working to correct this issue and expects to have it resolved by the end of May. Until then, DPSAC will manually cancel any requests for background investigations for SGE staff. SGEs will still be able to obtain an NIH network account during this time.