

Loan Review for Lenders Users Guide

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1. General Information

Effective April 2, 2012, the loan review module has been moved to WebLGY for lenders. A tutorial video can be located at:

http://www.benefits.va.gov/homeloans/weblgy_stakeholder_video.asp

2. Getting Started

This section details the Loan Review related functionalities that lender can use post migration to webLGY. New Functions for lenders in WebLGY

- Lenders may view the loan review details and correspondence.
- Lenders may upload loan review files and responses to deficiencies.
- The WebLGY landing page will have new mini reports that will help lenders work their loan review back log.

WebLGY Landing Page

The screenshot displays the WebLGY Lender Landing Page. At the top, there are navigation tabs: HOME, LOAN, ELIGIBILITY, and CONTACT RLC. Below these is a search bar for SAR Name. The main content area is divided into several sections:

- Recently Accessed Loans:** A list of loan numbers: 09-09-6-, 17-17-6-, 09-09-6-, and 13-13-6-. A red arrow points from the 'Locate Loan Review' button to the 13-13-6- entry.
- SAR WorkSpace:** Contains links for 'Obtain New VA loan number (LIN) for IRRRL', 'Order IRRRL', 'Request Appraisal', and 'Loan Links' (Enter New Loan, Loan Inquiry, Enter LIN). A red circle highlights 'Loan Review Search' and a red arrow points to the 'Locate Loan Review' button.
- Eligibility Links:** Includes 'Automated Certificate of Eligibility Search' and 'Prior Loan Validation'.
- Useful LIN Lists:** Lists 'Pending NOV - LAP', 'NOV Saved Not Issued', 'NOV Issued in the past 30 Days', 'Appraisals Requested in the past 30 Days', 'Appraisals Uploaded in the past 30 Days', and 'Suspended LIN'.
- Loan Review Links:** A red box highlights 'File Requested', 'Deficiency(s) Identified', and 'Lender Found Non-Compliant'. A red arrow points from the 'Helpful Mini Reports' header to this section.

2.1 Reports for lenders in WebLGY

The landing page will include the mini reports.

- File Requested
- Deficiency(s) Identified
- Non Compliant

These reports will list cases that have been selected for review.

File Requested

File Requested report will list cases that have been selected for review but VA is still pending receipt of file.

Loan Review File Requested						
Total Number of Record(s): 5						Result(s) retrieved within t
LIN	Lender Loan Number	First File Request Date	Status	Disposition Date	Appraisal Type	Property Address
10-10-6-	006.	02/06/2012	Guaranty Issued	11/08/2007	IRR	19938 County Name: KENT

Deficiency(s) Identified

Deficiency(s) Identified report will list all cases where the review has been completed, deficiencies identified and pending receipt of response from lender.

Loan Review Deficiencies Identified						
Total Number of Record(s): 3						Result(s) retrieved within t
LIN	Lender Loan Number	First Deficiency Letter Date	Status	Disposition Date	Appraisal Type	Property Address
59-59-6-	52	08/30/2005	Guaranty Issued	06/15/2005	IND	County Name: HONOLULU

Non Compliant

The Non Compliant report will list cases where the lender has not sent in the loan package or responded to deficiency findings within a reasonable time period required by VA.

Loan Review Lender Found Non-Compliant							
Total Number of Record(s): 1							Result(s) retrieved within the last
LIN	Lender Loan Number	Non-Compliance Date	Non-Compliance Reason	Status	Disposition Date	Appraisal Type	Property Address
10-10-6-	006	03/07/2012	No Package Received	Guaranty Issued	11/08/2007	IRR	County Name: KENT

Note: An existing feature located on the landing page. The Lender ID by Date report will pull all guaranteed loans and display each loan selected for review.

2.2 Locate Loan Review

A loan review may be located by simply searching for a loan record. Any link to a loan record from either a mini report, recently accessed cases or a simple ‘Enter LIN’ search will locate a loan record.

Locate Loan Review from the WeBLGY Landing Page

The screenshot shows the WeBLGY Landing Page with a navigation bar at the top containing 'HOME', 'LOAN', 'ELIGIBILITY', and 'CONTACT RLC'. Below the navigation bar is a search field for 'SAR Name:'. The main content area is divided into several sections:

- Recently Accessed Loans:** A list of loan records with dates: 09-09-6-, 17-17-6-, 09-09-6-, and 13-13-6-. A red arrow points from the '13-13-6-' entry to a 'Locate Loan Review' button.
- SAR WorkSpace:** A central area with various links:
 - Obtain New VA loan number (LIN) for IRRRL: Order IRRRL
 - Obtain New VA loan number (LIN): Request Appraisal
 - Loan Links: Enter New Loan, Loan Inquiry, Enter LIN, Advanced Search, Loan Review Search (circled in red), Funding Fee Inquiry, Lender ID by Date, Loan Status Inquiry
 - Eligibility Links: Automated Certificate of Eligibility Search, Prior Loan Validation
 - Useful LIN Lists: Pending NOV - LAP, NOV Saved Not Issued, NOV Issued in the past 30 Days, Appraisals Requested in the past 30 Days, Appraisals Uploaded in the past 30 Days, Suspended LIN
 - Loan Review Links (circled in red): File Requested, Deficiency(s) Identified, Lender Found Non-Compliant

Red arrows also point from the 'Loan Review Links' box to the 'Locate Loan Review' button and from the 'Loan Review Search' link to the 'Locate Loan Review' button.

From the Status and History page, there will be a link to the loan review.

Loan Status and History Page

The screenshot shows the Loan Status and History page. At the top, it displays 'HOME', 'LOAN', 'ELIGIBILITY', and 'CONTACT RLC'. Below this is a header with 'LIN: 09-09-6-', 'Loan Status: Guaranty Issued', 'RLC: 325 - CLEVELAND', 'Appraisal Type: LAPP - Origination', and 'Status: CRV/NOV/I'. The main content area is titled 'Status & History' and is divided into three columns:

- Veteran / Obligor Information:**
 - Obligor Name: [Redacted]
 - Date of Birth: [Redacted]
 - SSN: xxx-xx-9680 (with a 'Show / Hide' button)
 - Entitlement Code: 10 Persian Gulf
 - Entitlement Charged: \$65,120
 - Restoration Code: No Restoration
- Property Information:**
 - Property Doc(s): Appraisal Report
 - Property Address: [Redacted]
 - County: CAMDEN
- Loan Information:**
 - Refinance / Loan Code: 1-Purchase
 - Purchase Price: \$255,000

In the left navigation menu, the link 'LR 02/06/2012 STANDARD (Click to View)' is circled in red. A red arrow points from this link to the 'Loan Review located in left blue menu' text in the 'Obligor Name' field.

The Loan Status and History page will have a link to the loan review details page in the left navigation menu. The link will with either state Standard or Early Default loan review depending on the type of loan review selected.

The LR link will direct to the Loan Review Details & Findings Page.

Loan Review Details/Findings Page

HOME LOAN ELIGIBILITY CONTACT RLC

Notes
Status & History
Summary
Certificates
Activity
Correspondence
LR 02/06/2012
STANDARD
(Click to View)
LAPP 11/08/2007
CRV/NOV/MCRV
Issued
(Click to View)

Loan Review Details / Findings

Loan Information

Lender Loan Number: 006	Zip Code: 08035
Procedure Code: Automatic Supervised	Agent Involved: No
Loan Type Code: O - Origination	Agent ID:
EDI Indicator: L	

Loan Review Information

Review Info

Loan Review Type: Date Declared Non-Compliant:

User Performing Review: Non-Compliance Reasons:

File Date Requested: Information Substantiated:

2nd File Date Requested: Deficiency Letter Date:

Date File Received: 2nd Deficiency Letter Date:

Date Review Completed: Lender Reply Received Date:

Final VA Response Date:

[Link to upload Documents](#)

The loan review details and findings page will link to the Correspondence page, provide details concerning deficiencies identified and will provide an event history that will inform the user concerning the status of the case.

Loan Review Details/Findings Page – Bottom of page

LR 02/06/2012
STANDARD
(Click to View)
LAPP 11/08/2007
CRV/NOV/MCRV
Issued
(Click to View)

Loan Deficiencies

Type	Deficiency	Added By	Date Added	Response Required	Cleared Date
FEE_02	UNALLOWABLE FEES Unallowable Fee Refund Amount: \$25.00		02/09/2012	Yes	
UOC_42	PFST INSPECTION Pest Insp. Refund Amount: \$100.00		02/09/2012	Yes	

Loan Review Details / Findings Notes

Date	Note Text	Author	Note Type	Public
02/06/2012	Loan Review Added for Sue		Loan Review Details Note	Yes

Loan Review Events

Date	Description	User
02/21/2012	Second File Request Sent	WEBLGY.BATCHUSER
02/06/2012	First File Request Sent	
02/06/2012	LOAN REVIEW INSERT	

2.3 Correspondence

Correspondence page is linked from the left navigation menu. The correspondence page allows lenders to upload and retrieve documents related to the loan review.

Correspondence Page

There are two types of documents that lenders will upload in the correspondence page, the loan review file and the response to deficiencies.

- LR File
- LR Deficiency

Uploading these documents will change the status for each case from the pending reports on the landing page.

Note: Do not upload each deficiency response separately. Address all deficiencies together.

Note: Max Capacity for Loan Review files is 30 megabytes.

Correspondence History

Lenders may view all documents associated with the Loan Review.

Lenders may view deficiency letters here.

Loan Review Correspondence History					
4 Correspondence(s)					
Submission Date	Document Type	Document Name	File Name	Correspondence Type	Submitting User
03/13/2012	LR Deficiency	Response to Deficiencies		Document Received	
03/13/2012	LR File	Loan Package		Document Received	
02/21/2012	LR File Request Letter		File Request.pdf		WEBLGY.BAICHU
02/06/2012	LR File Request Letter		File Request.pdf		

Really, Really Important!!!!

Email notices are generated to the lender Points of Contact for all correspondence between VA and lenders.

When Loan Guaranty automatically selects a loan for review, instead of sending a paper letter, we will send an email notification to the lender point of contact. Please make sure Loan Guaranty has the correct point of contact on file.

Loan Guaranty will also email the deficiency letters to the lender point of contact.

It is very important that the point of contact is up to date in Loan Guaranty systems.