

Federal Parent Locator Service

Federal Case Registry

Release 10-02 – Minor
December 3, 2010

Release Specifications

Version 1.0
September 3, 2010

Administration for Children and Families
Office of Child Support Enforcement
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DCN: C8-02.01.102.01

This document was prepared for the United States Department of Health and Human Services, Office of Child Support Enforcement under Contract Number NIH CIOSP 263-01-D-0054 by Lockheed Martin, Information Systems and Global Services, Incorporated (LM IS&GS). The work was authorized in compliance with the following specific prime task order:

Delivery Order Number: HHS-ACF-2006-C2500M
Delivery Order Title: Federal Case Registry
Document Date: September 2010

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1. IM PRINT PROGRAM INCLUDES CONFIDENCE LEVEL (OCSE REF #3091)

1.1 Summary of Changes

The FCR system is being modified to include a confidence level rating on its existing Insurance Match (IM) print reports for states that elect to receive their IM matches via the FCR print program. The confidence level is based on the obligor match codes that the IM program uses to identify the criteria that are used to determine a match. The IM responses are sorted by claim status (open, unknown, closed) and, within each claim status category, by the obligor match code confidence level (High, Medium and Low) as described in Chart1-1.

CHART 1-1: INSURANCE MATCH CONFIDENCE LEVELS		
Obligor Match Code	Description	Confidence Level
00	Name and address	Low
01	Name and date of birth (DOB)	Medium
02	Name and Social Security number (SSN)	High
03	SSN	Low
04	SSN and address	Medium
05	SSN and DOB	Medium
06	Name, SSN and address	High
07	Name, SSN and DOB	High
08	SSN, address and DOB	Medium
09	Name, SSN, address and DOB	High
10	Name, address and DOB	Medium
11	Name, DOB and altered insurance SSN	High
12	Name, address and altered insurance SSN	High
13	Name, address, DOB and altered insurance SSN	High

1.2 Background

Currently, if the state has elected to receive insurance matches in a printable format, the FCR system sends a state's IM response information in a 132-byte report format. The IM print report displays a description of the IM obligor match code. The obligor match code indicates to the states which criteria were used to determine the match. With this change, there will be a clear indication on the FCR print report of the confidence level of the match, based on the obligor match code.

1.3 Impact on States

States that receive their IM responses by receipt of an FCR print report will have the benefit of having the confidence level rating of the match on the report.

In addition, all states that receive their IM matches via the standard response record will have the benefit of the IM match data being sorted by claim status and confidence level. The confidence level will not be added to the response records. The confidence level will only be used to sequence the response records.

1.4 Input Record Specification

There are no changes to the input records.

1.5 Output Record Specification

There are no changes to the output records.

1.6 FCR Print Report

Refer to Appendix A, “FCR Insurance Match Print Report,” for an example of the “Confidence Level” labeling.

2. INCLUDE NAMES WITH UNVERIFIED SSNS IN NATIONAL CHANGE OF ADDRESS PROCESS (OCSE REF #3109)

2.1 Summary of Changes

In December 2008, (*Release 08-02 Specifications*, OCSE Ref #2286), the FCR implemented a new interface with the U.S. Postal Service's (USPS) National Change of Address (NCOA^{Link}®) database. States have the option to check the address of IV-D participants with verified SSNs and no family violence indicator against the NCOA^{Link} database. The NCOA^{Link} database is a national database of address change information that is maintained by the USPS.

Since the NCOA^{Link} implementation, states have requested a modification to the FCR NCOA^{Link} process to accept participants with unverified SSNs. Being able to send unverified participants to NCOA^{Link} will benefit states by saving postage on a larger volume of their caseload.

This release will remove the edit requirement that the person's SSN/Name combination must be verified for NCOA^{Link}. The FCR system will continue to enforce the requirements that the person must be in a IV-D case and have no family violence indicator.

2.2 Background

The NCOA^{Link} interface was requested by many states. States utilizing this interface will benefit in many areas of case management such as:

- reducing undeliverable mail by using the most current address information available
- reducing mail forwarding fees
- reducing the need to generate postmaster letters to the USPS
- tracking participants as they move
- expediting service of process

2.3 Description of Changes

The FCR system is being modified to remove the NCOA^{Link} edit requirement that the person's SSN/Name combination must be verified.

The FCR will continue to edit the input transaction to ensure that:

- the person has no family violence indicator
- the person is in a state's IV-D case
- the address is in an acceptable format

The FCR will edit the address information to ensure that the first line of the address is present, the city is present, the state code is a valid state abbreviation or territory code, the Zip Code has a minimum of five, or nine, numeric characters (left justified in field) and is not equal to zeroes. No foreign addresses should be sent to NCOA^{Link}.

The FCR will send valid change of address verification requests to NCOA^{Link} for matching, and will return the change of address verification response with an indication of the result of the match, or if the request was rejected.

2.4 Impact on States

If a state has not implemented the NCOA^{Link} interface and would like to participate, refer to *Release 08-02 Specifications*, Part 3, “National Change of Address Interface (OCSE Ref #2286),” for implementation and participation details.

For states that have implemented NCOA^{Link}, the state will receive the NCOA^{Link} address verification responses for those unverified participants in a IV-D case who have no family violence indicator.

2.5 Input Record Specification

There are no input record changes.

2.6 Output Record Specification

Refer to Appendix B, “FCR Change of Address Verification Response Record,” Chart B-1, “FCR Change of Address Verification Response Record,” for the revised record layout changes.

A. FCR INSURANCE MATCH PRINT REPORT

This appendix contains a sample of the FCR print report, shown in Figure A-1, which contains the “Confidence Level” labeling. In this example, the obligor match code is described as name, SSN and address, equating to an obligor match code of ‘06’ and indicates a confidence level of ‘High.’

The information that is changing is highlighted in **turquoise**, and is enclosed in brackets ([]).

Figure A-1: Insurance Match Report

```
1 07/12/2010                                INSURANCE MATCH REPORT                                PAGE: 2

CASE-ID: 999999999          RESPONSE DATE: 07/12/2010  OBLIGOR SSN/NAME: XXX-XX-XXXX  XXXXXX, FRANK
                               PROVIDED SSN: XXX-XX-XXXX
SSN/NAME VERIFICATION CODE: THE SSN/NAME COMBINATION VERIFIES
[CONFIDENCE LEVEL: HIGH]
----- I N S U R E R   I N F O R M A T I O N -----

INSURER ID: 99999999  PROCESSING DATE: 07/12/2010  NEW/UPDATED INFO: NEW
NAME: ABC INSURANCE CO
CONTACT NAME:                                PHONE:                                EXT:                                FAX:
EMAIL:
ADDRESS: PO BOX 9999                                FOREIGN ADDRESS INDICATOR:
                                                    FOREIGN COUNTRY NAME:

MINNEAPOLIS, MN 99999-9999
ADDRESS SCRUB IND-1: GA

----- C L A I M   I N F O R M A T I O N -----

CLAIM NUMBER: 9999999          CLAIM TYPE: WORKERS COMPENSATION          CLAIM LOSS DATE: 06/15/2010
CLAIM STATE: SD  BENEFICIARY:          CLAIM REPORTED DATE:          PAYOUT FREQUENCY: OTHER
STATUS: MATCHED CLAIM OPEN AT THE TIME OF THE MATCH          MATCH CODE: NAME, SSN AND ADDRESS

----- C L A I M A N T   I N F O R M A T I O N -----

NAME: XXXXXX, FRANK          ITIN NUMBER:          DOB:          SEX:
HOME PHONE: (XXX) XXX-XXXX  WORK PHONE:          EXT:          CELL PHONE:
DRIVERS LICENSE:          STATE:
OCCUPATION:          PROFESSIONAL LICENSE NUMBER:
ADDRESS: 9999 OAKWOOD DR          FOREIGN ADDRESS INDICATOR:
                                                    FOREIGN COUNTRY NAME:

BELZONI, MS 99999-9999
ADDRESS SCRUB IND-1: GA

----- E M P L O Y E R   I N F O R M A T I O N -----

EMPLOYER NAME: XYZ INCORPORATED          PHONE: (999) 999-9999  EXT:
ADDRESS: 9999 293RD ST          FOREIGN ADDRESS INDICATOR:
                                                    FOREIGN COUNTRY NAME:

BERESFORD, SD 99999-9999
ADDRESS SCRUB IND-1: CH
ADDRESS SCRUB IND-2: BU
ADDRESS SCRUB IND-3: BU
```

B. FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

This appendix contains the record specifications for the FCR output transaction record that is affected by the changes that were made for this release.

The change to this record is in the Comments column of the field, “Change of Address Verification Response Code” (locations 375-376). The comment relating to code ‘06’ (Request Record Rejected) was modified to delete the statement “or the person’s SSN/name combination is unverified.” The revised statement for code ‘06’ is highlighted in **turquoise**, and is enclosed in brackets ([]).

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD				
Field Name	Location	Length	A/N	Comments
Record Identifier	1-2	2	A/N	This field contains the characters 'NC'.
Verification Response Indicator	3	1	A/N	This field contains the character 'R' to indicate this record is the response record from the FCR-to- NCOA Interface.
Filler	4-18	15	A/N	This field is reserved for future use. This field contains spaces.
Transmitter State/Territory Code	19-20	2	A/N	This field contains the information that was submitted on the request record.
Filler	21-64	44	A/N	This field is reserved for future use. For the current version, it is spaces.
First Name Text	65-80	16	A/N	This field contains the information that was submitted on the request record.
Middle Name Text	81-96	16	A/N	This field contains the information that was submitted on the request record.
Last Name Text	97-126	30	A/N	This field contains the information that was submitted on the request record.
Filler	127-160	34	A/N	This field is reserved for future use. For the current version, it is spaces.
Submitted Address Line 1 Text	161-200	40	A/N	This field contains the information that was submitted on the request record.
Submitted Address Line 2 Text	201-240	40	A/N	This field contains the information that was submitted on the request record.
Submitted City Name	241-260	20	A/N	This field contains the information that was submitted on the request record.
Submitted State Code	261-262	2	A/N	This field contains the information that was submitted on the request record.
Submitted Zip Code	263-271	9	A/N	This field contains the information that was submitted on the request record.
Filler	272-313	42	A/N	This field is reserved for future use. For the current version, it is spaces.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
SSN	314-322	9	N	This field contains the information that was submitted on the request record.
Member Identifier	323-337	15	A/N	This field contains the information that was submitted on the request record.
User Field	338-352	15	A/N	This field contains the information that was submitted on the request record.
Filler	353-374	22	A/N	This field is reserved for future use. For the current version, it is spaces
Change of Address Verification Response Code	375-376	2	A/N	<p>This field contains one of the following values to clarify the response that was sent to the submitter from the NCOA interface:</p> <p>01 – Request Record Not Processed. The record was not processed because there is no current signed NCOA agreement with OCSE or the entire FCR Input Batch File was rejected as a result of errors encountered in batch.</p> <p>02 – Request Record Rejected. One or both of the following field(s) was missing and/or invalid: Verification Request Indicator and/or Transmitter State/Territory Code.</p> <p>03 – Request Record Rejected. The SSN is missing or invalid.</p> <p>04 – Request Record Rejected. The Name is missing or invalid.</p> <p>05 – Request Record Rejected. The address is foreign or the address information is missing, invalid or incomplete. At least one address line must be present, the city must be present, the state must be valid, Zip must be a minimum of five or nine numeric characters (left justified) and not equal to zero.</p> <p>[06 – Request Record Rejected. The person is not registered in a IV-D case.]</p> <p>10 – No match found at NCOA.</p> <p>28 – Address not available at NCOA.</p> <p>39 – Disclosure Prohibited, person associated with family violence.</p>

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
				Spaces– Match found by NCOA.
Filler	377-386	10	A/N	This field is reserved for future use. For the current version, it is spaces.
Standardized Address Line 1 Text	387-436	50	A/N	This field contains the standardized street address line 1 from the NCOA vendor; it is a standardized version of the input address. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.
Standardized Address Line 2 Text	437-486	50	A/N	This field contains the standardized street address line 2 from the NCOA vendor; it is a standardized version of the input address. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.
Standardized Address Line 3 Text	487-536	50	A/N	This field contains the standardized street address line 3 from the NCOA vendor; it is a standardized version of the input address. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.
Standardized City Name	537-566	30	A/N	This field contains the standardized city name from the NCOA vendor; it is a standardized version of the input city. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.
Standardized State Code	567-568	2	A/N	This field contains the standardized state code from the NCOA vendor; it is the standardized version of the input state. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.
Standardized Zip Code	569-577	9	A/N	This field contains the standardized Zip Code from the NCOA vendor; it is a standardized version of the input Zip Code. If a standardized address was not provided by the NCOA vendor, this field may contain spaces.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
Standardized Delivery Point Digits	578-579	2	A/N	This field contains the delivery point digits for generating a delivery point barcode, for the standardized address. If not provided by NCOA vendor, this field may contain spaces.
Standardized Check Digit	580	1	A/N	This field contains the check digit used for POSTNET barcode, for the standardized address. If not provided by NCOA vendor, this field may contain spaces.
Standardized Carrier Route Code	581-584	4	A/N	This field contains the carrier route code for the standardized address. This field is used for POSTNET barcoding. If not provided by NCOA vendor, this field may contain spaces.
Standardized Line of Travel (LOT) Number	585-588	4	A/N	This field contains the line of travel (LOT) number for carrier route mailings, for the standardized address. This field is used for POSTNET barcoding. If not provided by NCOA vendor, this field may contain spaces.
Standardized LOT Sort Flag Code	589	1	A/N	This field contains the LOT ascending or descending sort flag, for the standardized address. This field is used for POSTNET barcoding. A – ascending D – descending This field may contain spaces, if not provided by the NCOA vendor.
Filler	590-611	22	A/N	This field is reserved for future use. For the current version, it is spaces
NCOA Return Code	612-613	2	A/N	This field contains one of the following values, returned from NCOA: A – Change of Address (COA) match. New address furnished. 00 – No match. 01 – Found COA. Foreign move. 02 – Found COA. Moved left no address. 03 – Found COA. Box closed, no forwarding address. 04 – Cannot match COA. Input address needs secondary information. 05 – Found COA. New delivery point is ambiguous.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
				06 – Cannot match COA. Middle name conflict. 07 – Cannot match COA. Gender related. 08 – Cannot match COA. Conflicting orders. 09 – Cannot match COA. High-rise default. 10 – Cannot match COA. Rural default. 11 – Cannot match COA. Insufficient COA name for match. 12 – Cannot match COA. Middle name test failed. 13 – Cannot match COA. Gender test failed. 14 – Found COA. New address not deliverable. 15 – Cannot match COA. Insufficient first name on input. 16 – Cannot match COA. Secondary number discrepancy. 17 – Cannot match COA. Input name different or insufficient. 18 – Cannot match COA. Individual name does not match. 19 – Found COA. New address not ZIP + 4 coded. 20 – Cannot match COA. Multiple potential matches. 66 – COA pending delete, mail cannot not be forwarded. 91 – COA match. Secondary number dropped from COA. 92 – COA match. Secondary number dropped from input address.
Change of Address Effective Date	614-619	6	A/N	This field contains the date the address change became effective from the NCOA database. The format is CCYYMM. If change of address was not found on NCOA database, this field may contain spaces.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
NCOA Address Move Type Code	620	1	A/N	This field contains one of the following values, to identify the type of move: B – Business F – Family I – Individual R – LACS ^{Link} match S – Suite ^{Link} match Space – field not returned by NCOA
NCOA LACS Code	621	1	A/N	This field contains one of the following Locatable Address Conversion System values returned from NCOA: Y – Address converted by LACS ^{Link} N – Address looked up with LACS ^{Link} but not converted S – LACS ^{Link} conversion was made, but secondary information dropped. Space – No LACS ^{Link} lookup attempted.
NCOA CMRA Indicator	622	1	A/N	This field contains one of the following Commercial Mail Receiving Agency (CMRA) values, returned from NCOA: Y – New address is a CMRA N – New address is not a CMRA Space – Record not presented to CMRA or field not returned by NCOA.
COA Street Address Line 1 Text	623-672	50	A/N	This field contains the change of address (COA) street address line 1 from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.
COA Street Address Line 2 Text	673-722	50	A/N	This field contains the change of address street address line 2 from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
COA Street Address Line 3 Text	723-772	50	A/N	This field contains the change of address street address line 3 from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.
COA City Name	773-802	30	A/N	This field contains the change of address city name from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.
COA State Code	803-804	2	A/N	This field contains the change of address state code from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.
COA Zip Code	805-813	9	A/N	This field contains the change of address Zip Code from the NCOA database. If change of address was not found on NCOA database, this field may contain spaces.
COA Delivery Point Digits	814-815	2	A/N	This field contains the delivery point digits for generating a delivery point barcode, for the change of address. If change of address was not found on NCOA database, this field may contain spaces.
COA Check Digit	816	1	A/N	This field contains the check digit used for POSTNET barcode, for the change of address. If change of address was not found on NCOA database, this field may contain spaces.

CHART B-1: FCR CHANGE OF ADDRESS VERIFICATION RESPONSE RECORD

Field Name	Location	Length	A/N	Comments
COA Carrier Route Code	817-820	4	A/N	This field contains the carrier route code for the change of address. This field is used for POSTNET barcoding. If change of address was not found on NCOA database, this field may contain spaces.
COA Line of Travel (LOT) Number	821-824	4	A/N	This field contains the line of travel (LOT) number for carrier route mailings, for the change of address. This field is used for POSTNET barcoding. If change of address was not found on NCOA database, this field may contain spaces.
COA LOT Sort Flag Code	825	1	A/N	This field contains the LOT ascending or descending sort flag, for the change of address. This field is used for POSTNET barcoding. A – ascending D – descending If change of address was not found on NCOA database, this field may contain spaces.
Filler	826-918	93	A/N	Reserved for FCR processing. This field contains spaces.
State Sort Code	919-920	2	A/N	This field will contain the two-digit numeric FIPS state code of the state that will receive the response.