**I. Develop and install software interface capable of transmitting data to CSMS in the format specified below. Such interface shall be capable of electronically transmitting receipt data from the vendor’s front-end system to CSMS on a daily basis or more often and importing new data from CSMS that may result from post payment distribution modifications. Data transmitted to CSMS shall include:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Interface | Data Element | Position | Length | Format | Description |
| Collection Record to CSMS | recordType | 1 | 1 | x(1) | Either ‘H’ for Header or ‘P’ for Payment Record. The first record must be an H record or the file does not process. After the first record, any subsequent record that does not contain a ‘P’ causes the entire file not to process |
| tierDate | 2 | 10 | x(10) | H’ records, date refers to the date the file is sent to CSMS. ‘P’ records, date refers to the date of Collection. This date will be entered into the Date of collection field on CSMS’s payment record. If this field is unreadable or contains an invalid date (i.e. future date, incorrect day/month combination or leap year error) the date defaults to the batch cycle control date on CSMS |
| recordCnt | 12 | 11 | 9(11) | ‘H’ records, the count refers to the total count of records sent by the Vendor’s system. The verification step ensures this number matches with the actual record count. If it does not, the file is not processed. This number can be used to reconcile against the number of receipts created by the interface on CSMS. ‘P’ records, the count will always be 1. If this field is not completed, or completed incorrectly, the default value is 1. |
| recordAmt | 23 | 9 | 9(9)V99 | ‘H’ records, the amount refers to the total dollar amount sent by the vendor’s system. The verification step ensures this amount matches with the actual file amount. If it does not, the file is not processed. ‘P’ records, the amount is the amount of the individual receipt. If the field is not completed, or completed incorrectly, the entire file is not processed. |
| payerName | 32 | 40 | X(40) | ‘H’ records, field will be spaces. If this field is filled in, CSMS ignores the value. ‘P’ records, this information will be used to enter into the Payor field on the CSMS receipt record. Spaces are acceptable. |
| memberId | 72 | 9 | 9(9) | ‘H’ records, field will be zeroes. If this field is filled in, CSMS ignores the value. ‘P’ records, identifies the AP. This field must be completed for all payments that are to be identified. The field is verified against the Absent Parent table on CSMS. If the AP IRN does not exist or no AP IRN is sent for verification, the payment is marked as unidentified. If this field is the only identifying field filled in, payment will be posted by IRN. |
| caseNum | 81 | 9 | 9(9) | ‘H’ records, field will be zeroes. If this field is filled in, CSMS ignores the value. ‘P’ records, identifies the case. If field is filled in, and the court order number is not filled in, the payment is posted by case number. The AP-IRN sent from vendor’s system is verified to ensure it matches with the AP IRN on the Case Table. If it does not, the payment is marked as unidentified. If the Case-Num sent by the vendor’s system does not match with a case number on the Case Table, the payment is marked as unidentified. |
| crtOrdNum | 90 | 15 | x(15) | ‘H’ records, field will be spaces. If this field is filled in, CSMS ignores the value. ‘P’ records, identifies the court order. If field is filled in, and the Court Order Fips Code is completed, the payment is posted by the court order number/fips code. The AP-IRN sent from vendor’s system is verified to ensure it matches with the AP IRN on the Court Order Table. If it does not, the payment is marked as unidentified. If the Court Order information sent by vendor’s system does not match with court order information on CSMS, the payment is marked as unidentified. If the Court Order Number is filled in, but there is not a corresponding Court Order Fips Code, the payment is marked as unidentified. |
| crtOrdFipsCd | 105 | 5 | x(5) | ‘H’ records, field will be spaces. If this field is filled in, CSMS ignores the value. ‘P’ records, identifies the court order. If field is filled AND the Court Order Number is completed, payment is posted by the court order number. The AP-IRN sent from Vendor’s system is verified to ensure it matches with the AP IRN on the Court Order Table. If it does not, the payment is marked as unidentified. If the Court Order information sent by Vendor’s system does not match with court order information on CSMS, the payment is marked as unidentified. If the Crt-ORD-FIPS-CD is filled in, but there is no corresponding Court Order number, the payment is marked as unidentified. |
| pmtSrc | 110 | 1 | x(1) | ‘H’ records, field will be spaces. ‘P’ records, show the source of the payment. - A REGULAR COLLECTION - B BOND ACTIVATION - C WORKER’S COMPENSATION - F FEDERAL TAX OFFSET - G FIDM COLL. IN MD FOR MD CASE - I INTERSTATE - J JUDGEMENT (ACCT JA ONLY) - L LOTTERY INTERCEPT - M FIDM COLL IN OTHER ST FOR MD CASE - O FIDM COLL IN MD FOR OUT OF ST CASE - P PRIVATE COLLECTION AGENCY - R WORK RELEASE - S STATE TAX INTERCEPT - T IRS FULL SERVICE COLLECTION - U UIBIP - W WAGE ATTACHMENT - X FEDERAL VENDOR PAYMENT - Y FEDERAL SALARY PAYMENT - Z FEDERAL RETIREMENT BENEFIT  If left blank or some other value is found, default to Regular payment. |
| pmtType | 111 | 1 | x(1) | ‘H’ records, field will be spaces. ‘P’ records, shows the type of the payment.  - A CASH - C CHECK - D CREDIT CARD - B BANK TRANSFER - M MONEY ORDER  If left blank or some other value is found, default to Check. |
| docId | 112 | 20 | x(20) | ‘H’ records, field will be spaces. ‘P’ records, field should contain the batch number/receipt number combination from the Vendor’s system. CSMS simply takes whatever information is sent from Vendor’s system and inserts into the Payment Record. If no information is received, zeros are entered. |
| recordInd | 132 | 1 | x(1) | For CSMS processing. Leave as spaces. |
| filler | 133 | 18 |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Interface | Data Element | Position | Length |
| Direct Deposit Record to CSMS | recordType | 1 | 1 |
| date | 2 | 8 |
| firstNm | 10 | 35 |
| middleNm | 45 | 35 |
| lastNm | 80 | 35 |
| memberId | 115 | 9 |
| adrLn1 | 124 | 50 |
| adrLn2 | 174 | 50 |
| city | 224 | 35 |
| state | 259 | 2 |
| zip | 261 | 5 |
| zip4 | 266 | 4 |
| country | 270 | 25 |
| ssn | 295 | 9 |
| phoneNum | 304 | 24 |
| drivLicenseNum | 328 | 35 |
| emailId | 363 | 50 |
| finInstNm | 413 | 25 |
| finInstAdr1 | 438 | 50 |
| finInstAdr2 | 488 | 50 |
| finInstCity | 538 | 35 |
| finInstSt | 573 | 2 |
| finInstZip | 575 | 5 |
| finInstZip4 | 580 | 4 |
| finInstCountry | 584 | 25 |
| routingNum | 609 | 9 |
| acctNum | 618 | 17 |
| acctType | 631 | 3 |

|  |  |  |  |
| --- | --- | --- | --- |
| Interface | Data Element | Position | Length |
| Error Record to CSMS | errorType | 1 | 2 |
| errorHeaderDt | 3 | 10 |
| errorCoName | 13 | 40 |
| errorDepositDt | 53 | 10 |
| errorMemberId | 63 | 9 |
| errorEntryAmt | 72 | 9 |
| errorActRecAmt | 81 | 9 |
| errorEntryCnt | 90 | 11 |
| errorActRecCnt | 101 | 11 |
| errorDocId | 112 | 20 |
| errorCrtOrdNum | 132 | 15 |
| errorCrtOrdFips | 147 | 5 |
| errorCaseNum | 152 | 9 |
| errorReceiptNum | 161 | 9 |
| errorPmtSrcTyp | 170 | 1 |
| errorMsg | 171 | 22 |
| filler | 193 | 8 |

**II. Develop and install interface software capable of accepting data from CSMS to keep the front-end system updated. Data shall include:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interface | Data Element | Position | Length | Format |
| Demographic Details to SDU | sduValRecType | 1 | 1 |  |
| sduCaseNum | 2 | 9 | 9(9) |
| sduCaseStatus | 11 | 3 |  |
| sduCrtordNum | 14 | 15 | x(15) |
| sduCrtordFipsCd | 29 | 5 | x(5) |
| sduCaseJurisd | 34 | 2 | x(2) |
| sduNcpFirstName | 26 | 15 | x(15) |
| sduNcpMiddleName | 51 | 12 | x(12) |
| sduNcpLastName | 63 | 20 |  |
| sduNcpSuffixName | 83 | 4 | x(4) |
| sduCpFirstName | 87 | 15 | x(15) |
| sduCpMiddleName | 102 | 12 | x(12) |
| sduCpLastName | 114 | 20 |  |
| sduCpSuffixName | 134 | 4 | x(4) |
| sduNcpSsnNum | 138 | 9 | 9(9) |
| sduCpSsnNum | 147 | 9 | 9(9) |
| sduNcpMemberId | 156 | 9 | 9(9) |
| sduCpMemberId | 165 | 9 | 9(9) |
| sduNcpAddrStr1 | 174 | 25 | x(25) |
| sduNcpAddrStr2 | 199 | 25 | x(25) |
| sduNcpAddrCity | 224 | 22 | x(22) |
| sduNcpAddrSt | 246 | 2 | x(2) |
| sduNcpAddrZip | 248 | 9 | x(9) |
| sduNcpEmpName | 257 | 30 |  |
| sduNcpEmpFedIdNum | 287 | 9 | 9(9) |
| sduNcpEmpStInsNum | 296 | 10 | x(10) |
| sduNcpEmpAddrStr1 | 306 | 25 | x(25) |
| sduNcpEmpAddrStr2 | 331 | 25 | x(25) |
| sduNcpEmpAddrCity | 356 | 22 | x(22) |
| sduNcpEmpAddrSt | 378 | 2 | x(2) |
| sduNCpEmpAddrZip | 380 | 9 | x(9) |
| filler | 389 | 2 |  |