Federal Parent Locator Service

Federal Case Registry

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PART 1.0:

DISCONTINUE FCR BUNDLING INDICATOR (FCR 1921)

1.0 DISCONTINUE FCR BUNDLING INDICATOR (FCR 1921)

1.1 Summary of Changes

The Federal Case Registry (FCR) is being modified to discontinue allowing a state the option of requesting that FPLS external locate request results be held and returned to the state when the results from all of the sources are received. Currently, a state must request this option on the individual locate request. With this change, FCR Locate Responses no longer will be held until all responses are received. Instead, information from each external locate source, including Social Security Administration (SSA), Federal Bureau of Investigation (FBI), Department of Defense (DoD), Internal Revenue Service (IRS) and Department of Veterans Affairs (DVA), will be returned to the user as it is received from each external locate source.

1.2 Background

This enhancement is a part of the effort to integrate the external locate process that is supported by the FPLS System into the FCR. This step will eliminate some redundancy and promote a more efficient process. Information from the external locate agencies will be returned to the states in a more timely manner. This enhancement supports the OAPO goal of streamlining FPLS operations.

1.3 Description of Changes

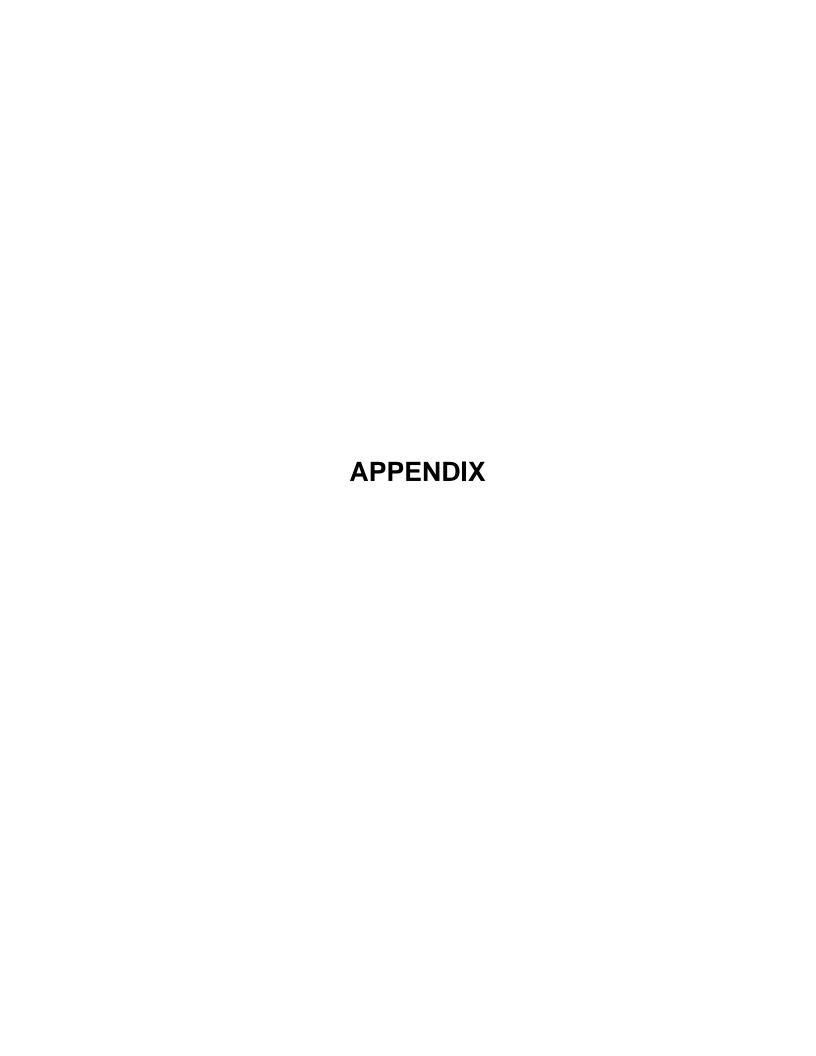
The FCR program has been modified to ignore the field previously known as the Bundle FPLS Locate Results (position 43) in the FCR Input Person/Locate Request record. This field has been redefined as Filler. The FCR no longer bundles external locate source results. If a state continues to submit the value 'Y' (bundle) in this field, the requested action will not be taken. The FCR edit for record warning code 'TW014', Invalid Bundle FPLS Locate Results Indicator, will no longer apply.

1.4 Impact on States

States must be able to accept the results from the FPLS external locate sources when the source returns them to the state via the FCR. For example, the state may request a locate specifying DVA and DoD as the external locate sources. Currently, the FPLS and DVA exchange data weekly while the FPLS and DoD exchange data monthly. Therefore, the state must be prepared to receive the DVA response and the DoD response on separate daily FCR response files.

1.5 Input Record Changes

Appendix A, "FCR Input Person/Locate Request Record", provides the revised record layout for this change.



A. FCR INPUT PERSON/LOCATE REQUEST RECORD

This appendix contains the record specifications for the FCR Input Person/Locate Request Record that is affected by the changes that were made for this release.

Chart A-1 presents the entire FCR Input Person/Locate Request Record with the changes highlighted in turquoise.

	C	HART A	-1: FC	CR INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
Record Identifier	1-2	2	A/N	Required
				This field must contain the characters 'FP'.
Action Type Code	3	1	A/N	Required
				This field must contain one of the following codes:
				A – The record is to add a person to a Case on the FCR.
				C – The record is to change a person previously added to the FCR.
				D – The record is to delete a person from a single Case that had been previously added to the FCR.
				L – The record is to initiate a request for locate processing for a person not being added to the FCR, or for a person who was previously added to the FCR.
				T – This record is to terminate an open locate request.
Case ID	4-18	15	A/N	Conditionally Required
				If the Action Type Code equals 'A', this field must contain a unique identifier assigned to the Case by the State or territory.
				If the Action Type Code equals 'C' or 'D', the Case ID must not be spaces and must match the Case ID that was previously stored on the FCR for the person.
				If the Action Type Code equals 'L' and the Locate Request Type equals 'CS', this field must contain a unique identifier assigned to a IV-D case on the FCR for the person by the State or territory. If the person is in multiple IV-D cases in the submitter's system, the submitter must select one of the Case IDs for the transaction. Locate requests for each Case ID should not be submitted. If the Locate Request Type does not equal 'CS', this field must contain all spaces or a unique identifier assigned by the submitter.
				If the Action Type Code equals 'T', this field must be spaces or the unique identifier assigned to the case by the State or territory.
				If present, it must not be all zeroes and the first position cannot be a space.

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD									
Field Name	Location	Length	A/N	Comments						
Locate State/ Territory	19-20	2	A/N	Reserved for OCSE If the Action Type Code equals 'A', 'C', 'D', 'L', or 'T', this field must be spaces.						
User Field	21-35	15	A/N	Optional This field may be used by the submitter for identifying information. The information included in this field will be returned with the acknowledgement/error response and the Locate response.						
FIPS County Code	36-38	3	A/N	Optional Submitters may use this field for internal purposes. If present, this field must be positions three through five of the numeric FIPS State/Territory and County Codes. Refer to the Department of Commerce FIPS Code Manual, National Institute of Standards and Technology, FIPS PUB 6-4 (April 1995) for a list of these codes. In addition, FIPS Codes may be found on the Internet at http://www.itl.nist.gov . The information included in this field will be returned with the Acknowledgement/Error Response.						
Filler	39-40	2	A/N	This field will be used for future versions. For the current version, fill this field with spaces.						
Locate Request Type	41-42	2	A/N	Conditionally Required If the Action Type Code equals 'A' or 'C', this field must contain a 'CS' or spaces. If the Action Type Code equals 'D', any entry in this field will be ignored. If the Action Type Code equals 'L' or 'T', this field must contain one of the following codes: AD – Request for Adoption or Foster Care purposes CS – Request for IV-D purposes CV – Request for Custody and Visitation Establishment or Enforcement purposes LC – Request for Locate Only for Child Support purposes PK – Request for Parental Kidnapping purposes						

	C	HART A	-1: FC	R INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
Filler	43	1	A/N	This field, previously known as Bundle FPLS Locate Results, is no longer used. It should contain a space.
Participant Type	44-45	2	A/N	Conditionally Required
				If the Action Type Code equals 'A', this field must contain one of the codes below to define the person's participant type in the case:
				If the Action Type Code equals 'C', this field must contain one of the codes below or spaces.
				CH – Child
				CP – Custodial Party
				NP – Non-custodial Parent
				PF – Putative Father (allowed for IV-D cases only)
				If the Action Type Code equals 'D', any entry in this field will be ignored.
				If the Action Type Code equals 'L' or 'T', this field must be spaces.
Family Violence	46-47	2	A/N	Optional
				If the Action Type Code equals 'A', this field must contain 'FV' or spaces.
				If the Action Type Code equals 'C' this field must contain one of the following codes or spaces:
				FV – Family Violence associated with the person.
				XX – Remove existing Family Violence indicator from the FCR for the person.
				Spaces – There is no change to the Family Violence Indicator.
				If the Action Type Code equals 'D', any entry in this field will be ignored.
				If the Action Type Code equals 'L' or 'T', this field must be spaces.

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD							
Field Name	Location	Length	A/N	Comments				
Member ID	48-62	15	A/N	Conditionally Required				
				If the Action Type Code equals 'A', this field must contain a submitter-assigned Member ID Number.				
				If the Action Type Code equals 'C' or 'D' this field must contain the submitter-assigned Member ID Number that was used to add the person to the FCR.				
				If the Action Type Code equals 'L', this field may be spaces or the submitter-assigned Member ID.				
				If the Action Type Code equals 'T', any entry in this field will be ignored.				
Sex Code	63	1	A/N	Conditionally Required				
				If the Action Type Code equals 'A', 'C' or 'L', this field must be an 'F', 'M' or space.				
				If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored.				
				This information should be provided whenever possible to assist in the SSN verification process.				
				If the Action Type Code is 'A', 'C' or 'L' this field must equal 'F' or 'M' if an SSN is not submitted and a valid primary First and Last Name, Date of Birth, State or Country of Birth, and at least two of the following three pieces of information are present:				
				Father's First Name and Father's Last Name				
				Mother's First Name and Mother's Maiden Name				
				City of Birth				

	C	HART A	-1: FC	CR INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
Date of Birth	64-71	8	A/N	Conditionally Required If the Action Type Code equals 'A' or 'L' and this field is not present, then either the SSN or IRS-U SSN must be present so the FCR can attempt to identify an SSN for the person. If the Action Type Code equals 'C', this field must be spaces or a valid date. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. If present, this field must be a valid date in the Year 2000-compliant format of CCYYMMDD.
SSN	72-80	9	A/N	If the Action Type Code equals 'A' or 'L' and this field is not present, then either the Date of Birth or the IRS-U SSN must be present so the FCR can attempt to identify an SSN for the person. If the Action Type Code equals 'C' and the Previous SSN is not spaces or zeroes, this field must be present. If the Action Type Code equals 'D', this field must be spaces or the SSN used to add the person to the FCR. If present, the FCR will use this field to confirm the match for the delete transaction to the person on the FCR. If the Action Type Code equals 'T', this field must be present. If present, this field must be numeric. It must not be not be all zeroes, sixes or nines.
Previous SSN	81-89	9	A/N	Conditionally Required If the Action Type Code equals 'C', this field must be spaces or the SSN that was used to add the person to the FCR. If present, it must be numeric and match to the SSN of the person on the FCR. It must not be all zeroes, all sixes or all nines. When this field is not equal to spaces, the Primary SSN field must contain the new SSN for the person. If the Action Type Code equals 'A', 'D', 'L' or 'T', this field must be spaces.

	C	HART A	-1: FC	CR INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
First Name	90-105	16	A/N	Conditionally Required If the Action Type Code equals 'A' or, 'L', this field must contain at least one alphabetic character. If the Action Type Code equals 'C', this field must be spaces or at least one alphabetic character. This field must be present when changing the person's SSN on the FCR or adding an Additional SSN for the person. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. No special characters or imbedded spaces can be present. If the Last Name is not present, this field must be spaces.
Middle Name	106-121	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be spaces or alphabetic characters. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. This field must not contain special characters or imbedded spaces. If the First and Last Name are not present this field must be spaces.
Last Name	122-151	30	A/N	Conditionally Required If the Action Type Code equals 'A' or 'L', this field must contain at least one alphabetic character. If the Action Type Code equals 'C', this field must be spaces or at least one alphabetic character. This field must be present when changing the person's SSN on the FCR or adding an Additional SSN for the person. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. No imbedded spaces or special characters, except a hyphen, can be present. If the First Name is not present, this field must be spaces.

	C	HART A	-1: FC	CR INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
City of Birth	152-167	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be a valid alphabetic character with no imbedded spaces or all spaces. This information may be used to assist in identifying the person's SSN when a verified SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize available SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored.
State or Country of Birth	168-171	4	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must contain one of the following or spaces: The two-character alphabetic FIPS Code of the State of Birth, left-justified, The two-character alphabetic FIPS Code of the Country of Birth and an asterisk, left-justified, The four-character alphanumeric FIPS Code of the Country and Province of Birth, or all spaces. This information may be used to assist in identifying the person's SSN when an SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize available SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. For valid codes, refer to Appendix F of the FCR IGD, "State and Territory Abbreviations and FIPS Codes", or to the Department of Commerce FIPS Code Manual, National Institute of Standards and Technology, FIPS PUB 10-4 for the FIPS Country Codes and FIPS PUB 6-4 (April 1995) for a list of the state codes. In addition, FIPS Codes may be found on the Internet at http://www.itl.nist.gov .

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD								
Field Name	Location	Length	A/N	Comments					
Father's First Name	172-187	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be at least one alphabetic character or all spaces. No special characters or imbedded spaces can be present. This information may be used to assist in identifying the person's SSN when a SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize the SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. If the Father's Last Name is not present, this field must be spaces.					
Father's Middle Initial	188	1	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be an alphabetic character or a space. No special characters or imbedded spaces can be present. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. If the Father's First Name and Father's Last Name are not present, this field must be a space.					
Father's Last Name	189-204	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be at least one alphabetic character or all spaces. No special characters, except hyphens, or imbedded spaces can be present. This information may be used to assist in identifying the person's SSN when a SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize the SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Father's First Name is not present, this field must be spaces.					

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD								
Field Name	Location	Length	A/N	Comments					
Mother's First Name	205-220	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be at least one alphabetic character or all spaces. No special characters or imbedded spaces can be present. This information may be used to assist in identifying the person's SSN when a SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize the SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. If the Mother's Maiden Name is not present, this field must be spaces.					
Mother's Middle Initial	221	1	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be an alphabetic character or a space. No special characters or imbedded spaces can be present. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. If the Mother's First Name and Mother's Maiden Name are not present, this field must be a space.					
Mother's Maiden Name	222-237	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be at least one alphabetic character or all spaces. No special characters, except hyphens or imbedded spaces can be present. This information may be used to assist in identifying the person's SSN when a SSN is not provided. If the SSN is not present and sufficient optional information is provided, the FCR will utilize the SSA verification routines to attempt to identify the person's SSN. If the Action Type Code equals 'D', this field must be spaces. If the Action Type Code equals 'T', any entry in this field will be ignored. If the Mother's First Name is not present, this field must be spaces.					

	С	HART A	-1: FC	CR INPUT PERSON/LOCATE REQUEST RECORD
Field Name	Location	Length	A/N	Comments
IRS-U SSN	238-246	9	A/N	Conditionally Required
				If the Action Type Code equals 'A' or 'L' and this field is not present, then either the Date of Birth or the SSN must be present so the FCR can attempt to identify an SSN for the Person.
				If the Action Type Code equals 'D', this field must be spaces.
				If the Action Type Code equals 'T', any entry in this field will be ignored.
				If the Action Type Code equals 'C', this field must be spaces or numeric.
				If present, this field must be numeric. It must not be all zeroes, sixes or nines.
				This field is used to enter the SSN of the spouse of the person being added, changed or located via the FCR, when there is reason to believe a joint Federal tax return has been filed by the persons. The SSN of the custodial parent is entered in this field. Include this information in the record only to request that the FCR access IRS information to obtain the SSN. The FCR will only access IRS information to identify an SSN when this field is present and all other SSN identification sources fail to identify an SSN.
Additional SSN 1	247-255	9	A/N	Optional
				If the Action Type Code equals 'A' or 'C', this field must be spaces or numeric.
				If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored.
				If the Action Type Code equals 'L', this field must be spaces.
				This field can be used to submit an additional SSN for the person when multiple SSNs are applicable.
				If present, this field must not be all zeroes, all sixes or all nines.
Additional SSN 2	256-264	9	A/N	Optional
				If present, this field must conform to the specifications in the field Additional SSN 1.

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD									
Field Name	Location	Length	A/N	Comments						
Additional First Name 1	265-280	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be spaces or at least one alphabetic character. No special characters or imbedded spaces can be present. If the Additional Last Name 1 is not present, this field must be spaces. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. This field can be used to add or change an Additional First Name for a person that was previously added to the FCR or to enter an alias first name for a person.						
Additional Middle Name 1	281-296	16	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be spaces or at least one alphabetic character. No special characters or imbedded spaces can be present. If the Additional First Name 1 and Additional Last Name 1 are not present, this field must be spaces. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. This field can be used to add or change an Additional First Name for a person that was previously added to the FCR or to enter an alias first name for a person.						
Additional Last Name 1	297-326	30	A/N	Optional If the Action Type Code equals 'A', 'C' or 'L', this field must be spaces or at least one alphabetic character. No imbedded spaces or special characters, except a hyphen, can be present. If the Additional First Name 1 is not present, this field must be spaces. If the Action Type Code equals 'D' or 'T', any entry in this field will be ignored. This field can be used to add or change an Additional Last Name for a person that was previously added to the FCR or to enter an alias last name for a person.						
Additional First Name 2	327-342	16	A/N	Optional If present, this field must conform to specifications in the field Additional First Name 1.						

	CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD				
Field Name	Location	Length	A/N	Comments	
Additional Middle Name 2	343-358	16	A/N	Optional If present, this field must conform to the specifications in the field 'Additional Middle Name 1'.	
Additional Last	359-388	30	A/N	Optional	
Name 2				If present, this field must conform to the specifications in the field 'Additional Last Name 1'.	
Additional First	389-404	16	A/N	Optional	
Name 3				If the Action Type Code equals 'A', 'C', D' or 'T', this field must conform to the specifications in the field 'Additional First Name 1'.	
				If the Action Type Code equals 'L', this field must be spaces.	
Additional Middle	405-420	16	A/N	Optional	
Name 3				If the Action Type Code equals 'A', 'C', D' or 'T', this field must conform to the specifications in the field 'Additional Middle Name 1'.	
				If the Action Type Code equals 'L', this field must be spaces.	
Additional Last	421-450	30	A/N	Optional	
Name 3				If the Action Type Code equals 'A', 'C', D' or 'T', this field must conform to the specifications in the field 'Additional Last Name 1'.	
				If the Action Type Code equals 'L', this field must be spaces.	
Additional First	451-466	16	A/N	Optional	
Name 4				If present, this field must conform to the specifications in the field 'Additional First Name 3'.	
Additional Middle	467-482	16	A/N	Optional	
Name 4				If present, this field must conform to the specifications in the field 'Additional Middle Name 3'.	

CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD				
Field Name	Location	Length	A/N	Comments
Additional Last	483-512	30	A/N	Optional
Name 4				If present, this field must conform to the specifications in the field 'Additional Last Name 3'.
New Member ID	513-527	15	A/N	Optional
				If the Action Type Code equals 'A', 'D', 'L' or 'T', this field must be spaces.
				If the Action Type Code equals 'C', this field must be spaces or the submitter-assigned New Member ID Number.
IRS 1099	528	1	A/N	Optional If the Action Type Code equals 'A', 'C', 'L' or 'T', this field must contain a space or a 'Y'. A 'Y' indicates that the submitter is requesting IRS-1099 as a locate source. IRS-1099 data is only available to States and territories that have an approved IRS-1099 agreement with OCSE.
				If the Action Type Code equals 'D', any entry in this field will be ignored.

CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD					
Field Name	Location	Length	A/N	Comments	
Locate Source 1	529-531	3	A/N	Conditionally Required If the Action Type Code equals 'A', this field must be spaces or one of the codes below, excluding 'H01'. If the Action Type Code equals 'C', this field must contain one of the codes below or spaces. If the Action Type Code equals 'D', any entry in this field will be ignored. If the Action Type Code equals 'L' or 'T' and the IRS-1099 field does not equal 'Y', this field must contain one of the codes below. The following are the valid Locate Source Codes: ALL—Send search request to all available locate sources (does not include IRS-1099). A01—Send a search request to the Department of Defense. This code also sends a search request to the Office of Personnel Management. A02—Send a search request to the Federal Bureau of Investigation for their employees. C01—Send a search request to the IRS (non-1099). E01—Send a search request to the Social Security Administration. F01—Send a search request to the Department of Veterans Affairs. H01—Request a search of the National Directory of New Hires. Spaces—No locate requested. Note: The NDNH is not an applicable Locate Source when a person is being added to the FCR because the FCR will automatically search and return NDNH data when a 'CP', 'NP' or 'PF' participant in a IV-D case is added to the FCR.	
Locate Source 2	532-534	3	A/N	Optional If present, this field must be a valid Locate source code as defined in field 'Locate Source 1' except 'ALL'.	

CHART A-1: FCR INPUT PERSON/LOCATE REQUEST RECORD				
Field Name	Location	Length	A/N	Comments
Locate Source 3	535-537	3	A/N	Optional If present, this field must be a valid Locate source code as defined in field 'Locate Source 2'.
Locate Source 4	538-540	3	A/N	Optional If present, this field must be a valid Locate Source Code as defined in field 'Locate Source 2'.
Locate Source 5	541-543	3	A/N	Optional If present, this field must be a valid Locate Source Code as defined in field 'Locate Source 2'.
Locate Source 6	544-546	3	A/N	Optional If present, this field must be a valid Locate Source Code as defined in field 'Locate Source 2'.
Locate Source 7	547-549	3	A/N	Optional If present, this field must be a valid Locate Source Code as defined in field 'Locate Source 2'.
Locate Source 8	550-552	3	A/N	Optional If present, this field must be a valid Locate Source Code as defined in field 'Locate Source 2'.
Filler	553-640	88	A/N	This field will be used for future versions. For the current version, fill this field with spaces.