

Federal Parent Locator Service

# **Child Support Enforcement Network**

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## **Release Specifications**

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## **1. NEW TRANSACTIONS FOR CASE CLOSURE, INTEREST AND ARREARAGE NOTIFICATION (OCSE Ref # 376)**

The CSENet application is being modified to allow new transactions that support the revised federal intergovernmental regulations. Functionality is being expanded to enable states to notify other states of additional case closure information and to request and convey any interest charges and arrearage balances.

### **1.1 Summary of Changes**

Effective January 2011, revised 45 Code of Federal Regulations (CFR) Part 303 specified new case closure reasons and procedures for notifying states of interest amounts owed. New transactions are needed to support these regulation changes.

The CSENet application is being modified to incorporate new transactions supporting the revised CFR. These transactions provide expanded functionality to enable states to notify other states of additional case closure information and to request and convey any interest charges and arrearage balances.

### **1.2 Description of Changes**

The CSENet application is being expanded to include four new case closure-related transactions and two interest-related transactions.

#### **1.2.1 NEW CASE CLOSURE TRANSACTIONS**

The CSENet application is being modified to support new response/provision of information (P) transactions, in the Managing State Cases (MSC) Function code, to notify another state that an interstate case has been closed or to advise the responding state that the case should be closed.

These transactions are being added to the CSENet application to provide states the ability to provide notifications to other states and to close an interstate case under newly specified circumstances. These activities are not currently supported in CSENet with unique transactions; the new transactions correspond directly to the requirements in CFR.

Chart 1-1 describes each transaction, its usage and lists the relevant CFR citations.

<b>CHART 1-1: NEW CASE CLOSURE-RELATED TRANSACTIONS</b>		
<b>Transaction</b>	<b>Description</b>	<b>Code of Federal Regulation</b>
MSC P GSC15	<p>Sent by Initiating State:</p> <p>The intent of this transaction is to notify the responding state that the initiating state is keeping its case open, but no longer needs the responding state’s intergovernmental services. The responding state may close the case upon receipt of this transaction.</p>	303.11(b)(14) – Notify the responding state <sup>1</sup> that its intergovernmental services are no longer needed.
MSC P GSC16	<p>Sent by Responding State:</p> <p>The intent of this transaction is to notify the initiating state when a case is closed pursuant to Sec. 303.11(b)(12) through (14) and Sec. 303.7(d)(9).</p>	303.7(d)(10) – Notify the initiating state when a case is closed pursuant to one of the case closure criteria under Sec. 303.11(b)(12) through (14) and Sec. 303.7(d)(9).
MSC P GSC17	<p>Sent by Initiating State:</p> <p>The intent of this transaction is to notify the responding state that it must stop any income withholding orders or notices to an employer and close the interstate case, unless the two states reach an alternative agreement on how to proceed.</p>	303.7(c)(12) – Instruct the responding state to close its case and stop any income withholding order or notice before the initiating state transmits an income withholding order or notice to an employer, unless the two states reach another agreement on how to proceed.
MSC P GSC18	<p>Sent by Responding State:</p> <p>The intent of this transaction is to notify the initiating state when a case is closed pursuant to CFR 303.7(c)(12) since an alternate arrangement was not reached. The responding state closed its corresponding case upon direction from the initiating state.</p>	303.7(d)(9) – Stop the responding state’s income withholding order or notice and close the intergovernmental case within 10 working days of receipt of instructions for case closure from the initiating state or an agency under paragraph 303.7(c)(12) of this section, unless the two states reach an alternative agreement.

<sup>1</sup> Although the intergovernmental regulations refer to “agency,” for CSENet purposes and for consistency with CSENet documentation, “agency” refers to “state.”

As with the existing case closure transactions, the new case closure-related transactions require transaction Header and Case data blocks. These transactions have the following requirements:

- The Header data block should be formatted according to current transaction requirements and must contain GSC15, GSC16, GSC17 or GSC18 in the Action-Reason field.

## **1.2.2 NEW ARREARS AND INTEREST BALANCE TRANSACTIONS**

Arrears and interest transactions are based on requirements in Code of Federal Regulations 45CFR 303.7(c)(7) and are not currently supported in CSENet.

The CSENet application is being modified to support two new transactions:

- MSC R GRINT – The purpose of this transaction is to request another state’s interest information on an individual interstate case.
- MSC P GSTAI – The initiating state uses this transaction to provide the responding state with arrears and interest information on an interstate case.

### **1.2.2.1 The MSC R GRINT Transaction**

This new MSC R transaction requires the Header data block. The transaction has the following requirement:

- The Header data block should be formatted according to current transaction requirements and must contain GRINT in the Action-Reason field.

### **1.2.2.2 The MSC P GSTAI Transaction**

This new MSC P transaction requires Header, Case and Information data blocks. The transaction has the following requirements:

#### 1. Header Data Block:

- The Header data block should be formatted according to current transaction requirements and must contain GSTAI in the Action-Reason field.

#### 2. Information Data Block:

- The first 12 characters (characters 1-12) of the Information-Text-Line-1 field are required to be filled with the Total-Arrears-Owed-Amount in the format currently required for all CSENet amount fields.

**Note:** The Total-Arrears-Owed-Amount is an aggregate amount of child support, medical support, any fees, etc., and interest calculated on overdue support on an initiating state’s order. It is the total amount a state needs to collect on overdue support on a case.

- The next 12 characters (characters 13-24) of the Information-Text-Line-1 field following the Total-Arrears-Owed-Amount are required to be filled with the Total-Interest-Owed-Amount in the format currently required for all CSENet amount fields.
- The next 8 characters (characters 25-32) of the Information-Text-Line-1 field following the Total-Interest-Owed-Amount are required to be filled with the As-of-Date in the format currently required for all CSENet date fields.

The following list contains additional detailed requirements for the Information data block in the MSC P GSTAI transaction.

- Both of the above amount fields can be positive, negative or zero dollars
- Total-Arrears-Owed-Amount, Total-Interest-Owed-Amount and As-of-Date must be present
- The As-of-Date field cannot be greater than the current date
- If the state does not charge interest, the state must fill in Total-Interest-Owed-Amount with zero dollars

All current requirements remain in effect for all data blocks included in this transaction, with the addition of the new requirements.

Chart 1-2 contains new error codes and messages that may be generated as a result of using this new transaction.

<b>CHART 1-2: ERROR CODES AND MESSAGES FOR MSC P GSTAI</b>		
<b>Error Code</b>	<b>Error Message</b>	<b>Description</b>
E943	Mandatory As-of-Date is missing	As-of-Date must be present within Information-Text-Line-1 for MSC P GSTAI.
E944	As-of-Date > than Current Date	As-of-Date cannot be greater than the current date.
E945	As-of-Date is not century compliant	The century of As-of-Date must be either 19 or 20.
E946	As-of-Date Month is not valid	The month of As-of-Date must be between 01 and 12.
E947	As-of-Date Day is not valid for leap year	The day of As-of-Date for leap year must be between 01 and 29.
E948	As-of-Date Day is not valid	The day of As-of-Date must be between 01 and 31.

<b>CHART 1-2: ERROR CODES AND MESSAGES FOR MSC P GSTAI</b>		
<b>Error Code</b>	<b>Error Message</b>	<b>Description</b>
E949	As-of-Date is not numeric	As-of-Date must contain digits in the CCYYMMDD format.
E950	Mandatory Total-Arrears-Owed-Amount is missing	Total-Arrears-Owed-Amount must be present within Information-Text-Line-1 for MSC P GSTAI.
E951	Invalid Total-Arrears-Owed-Amount	Total-Arrears-Owed-Amount must be in S99999999.99 format. The S denotes a +, - or " " (space). The 9 denotes a digit between 0 and 9.
E952	Mandatory Total-Interest-Owed-Amount is missing	Total-Interest-Owed-Amount must be present within Information-Text-Line-1 for MSC P GSTAI.
E953	Invalid Total-Interest-Owed-Amount	Total-Interest-Owed-Amount must be in S99999999.99 format. The S denotes a +, - or " " (space). The 9 denotes a digit between 0 and 9.
E957	As-of-Date Century is not valid	As-of-Date must contain digits in the CCYYMMDD format.

### 1.3 Impact on States

States need to take the following actions to send these transactions:

- To send the new case closure transactions, states need to add GSC15, GSC16, GSC17 and GSC18 as a Reason code for the MSC P to their CSE systems.
- To send the new interest request transaction, states need to add GRINT as a Reason code for the MSC R to their CSE systems.
- To send the new interest response transaction, states need to add GSTAI as a Reason code for the MSC P to their CSE systems.

States should also be prepared to receive transactions with these codes. To exchange any of these transactions, states must have open exchange agreements for the MSC Function code with their partners. To enable or expand exchange agreements, state representatives should contact their CSENet technical representative or the CSENet Service Desk.

If a state does not program for these transactions, it will not be able to process the incoming transaction information electronically. Case closure information going to other states will have to be provided through other means.

The software is being implemented on March 4, 2011, prior to the March 7, 2011 cycle.

## 1.4 Pilot Testing

States may elect to participate in pilot testing from February 14 to February 25, 2011, to verify system programming. Pilot testing provides states with an opportunity to exchange transactions via test data sets with:

- The CSENet application, using FIPS code 9100000
- Other states that are participating in pilot testing
- Their own system through loopback testing

States may also elect to test receiving transactions from the CSENet Test Deck application.

CSENet technical representatives will be available to provide analysis and feedback concerning test transactions during this timeframe. To participate in testing, state representatives should contact their CSENet technical representative or the CSENet Service Desk at (800) 258-2736 or [CSENet.2000@lmco.com](mailto:CSENet.2000@lmco.com).

## 1.5 Resource Materials

Appendix A, “CSENet Data Block Record Layout – Excerpt,” contains the single record layout change that supports this software modification.

## A. CSENET DATA BLOCK RECORD LAYOUT – EXCERPT

### A.1 CSENet Required Data Blocks and Data Elements

**Note:** [Opening and closing brackets] surrounding text signify changed material.

The Header data block is always required and must be the first data block in each transaction. Additional data block requirements are determined by the combination of Functional Type, Action and Action-Reason codes (located in the Header).

The Comments section of the data block layout indicates whether an element is required or conditionally required for a particular data block. Where the information is required or conditionally required, the state child support enforcement system (CSE system) must provide the appropriate information. If the field is not identified as required in the Comments section of the data block layout, the particular element is optional. If the optional information is provided by the CSE system, then the appropriate edits and rules for that field type will be enforced by the CSENet application. Also provided in the Comments section are the valid values (if any) for each data element, an explanation of the field and its relationship to other fields within the data block or record.

Chart A-1 illustrates the data block requirements for CSENet transactions with Action codes of R, U and P.

**Note:** Transactions with Action codes A, C or M require only the Header data block unless one of the data block indicators is set to one or greater, or the Attachments Indicator is Y.

CHART A-1: CSENET REQUIRED DATA BLOCKS													
Data Block Name	Requests and Updates, Action Codes R and U						Responses, Action Code P						
	L	C	E	E	P	M	L	C	E	E	P	M	C
	O	S	S	N	A	S	O	S	S	N	A	S	O
	1	I	T	F	T	C	1	I	T	F	T	C	L
Transaction Header	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>
Case	<b>R</b>		<b>R</b>	<b>R</b>	<b>R</b>	<b>I</b>	<b>R</b>	<b>A</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>D</b>	<b>R</b>
Noncustodial Parent Identification (NCP-ID)	<b>R</b>		<b>R</b>	<b>R</b>	<b>R</b>	<b>I</b>	<b>R</b>		<b>R</b>	<b>R</b>	<b>R</b>		<b>G</b>
Noncustodial Parent (NCP) Locate			<b>R</b>	<b>R</b>	<b>R</b>		<b>A</b>						
Participant			<b>B</b>	<b>B</b>	<b>B</b>	<b>H</b>		<b>A</b>					

CHART A-1: CSENET REQUIRED DATA BLOCKS													
Data Block Name	Requests and Updates, Action Codes R and U						Responses, Action Code P						
	L	C	E	E	P	M	L	C	E	E	P	M	C
	O	S	S	N	A	S	O	S	S	N	A	S	O
	1	I	T	F	T	C	1	I	T	F	T	C	L
Order				<b>R</b>									
Collection													<b>F</b>
Information	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>[E]</b>	<b>G</b>

**KEY:**

**R** = The data block is always required

**Blank** = Non-required data block

**A** = These data blocks are required if the response is successful, i.e., the second character of the Action-Reason code is S.

**B** = The CSENet application requires at least two Participant data blocks on these transactions: one with the Relationship field containing a code of C, indicating a custodial party, and at least one with a Relationship code of D, indicating a dependent.

**C** = If the Attachments Indicator in the Transaction Header is Y, the CSENet application requires an Information data block. This is used to list the attachments being sent. This rule applies to every transaction (including those with Action codes of A, C and M).

**D** = Required except for MSC P REJCT

**E** = Required for MSC P REJCT, MSC P GSCAS and [MSC P GSTAI]

**F** = Required except for COL P CISUB

**G** = Required for COL P CISUB

**H** = Required for MSC R GRPAY. The CSENet application requires at least two Participant data blocks on these transactions: one with the Relationship field containing a code of C, indicating a custodial party, and at least one with a Relationship code of D, indicating a dependent.

**I** = Required for MSC R GRPAY

CHART A-2: CSENET DATA BLOCK TRANSACTION HEADER RECORD FOR TRANSACTIONS SENT TO THE OCSE SERVER					
Rules	Field Name	Location	Length	A/N	Comments
1	Information-Ind.	96	1	N	<p><b>Required</b>                      Indicates whether an Information data block is included in this transaction.                      Valid values for this transaction are:                      0 – Information data block is not included in this transaction                      1 – One Information data block is included in this transaction                      If the Attachments-Ind. is Y, this field must be set to 1.                      For MSC P REJCT, MSC P GSCAS [and MSC P GSTAI], this field must be set to 1.</p>
1,4,5a	Sent-Date	97-104	8	N	This field may be filled by the state CSE system with the date the transaction was generated or sent.
1,4,5a	Sent-Time	105-110	6	N	This field may be filled by the state CSE system, with the time the transaction was generated or sent. If used, the time must be in the military format: HHMMSS.
1,4	Due-Date	111-118	8	N	This field is reserved for a future version. For the current version, this field must be blank-filled.
1,4	Response-Date	119-126	8	N	This field is reserved for a future version. For the current version, this field must be blank-filled.
1	Overdue-Ind.	127	1	N	<p><b>Required</b>                      This field is used to indicate that a response is overdue.                      This field must be filled with 0.</p>

CHART A-3: CSENET DATA BLOCK TRANSACTION HEADER RECORD FOR TRANSACTIONS SENT FROM THE CSENET SERVER					
Rules	Field Name	Location	Length	A/N	Comments
1	Information-Ind.	96	1	N	<p><b>Required</b>                      Indicates whether an Information data block is included in this transaction.                      Valid values for this transaction are:                      0 – Information data block is not included in this transaction                      1 – One Information data block is included in this transaction                      If the Attachments Ind. is Y, this field must be set to 1.                      For MSC P REJCT, MSC P GSCAS [and MSC P GSTAI], this field must be set to 1.</p>
1,4,5a	Date-Received	97-104	8	N	This field may be filled by the state CSE system with the date the transaction was received.
1,4	Time-Received	105-110	6	N	This field may be filled by the state CSE system with the time the transaction was received. If used, the time must be in the military format of HHMMSS. If unused, the field must be blank-filled.
1,2,3,4	Processing-Complete	111	1	A/N	This field is reserved for a future version. For the current version, it is blank-filled.
1,4,5a	Attachments-Due-Date	112-119	8	N	This field is reserved for a future version. For the current version, it is blank-filled.
1,2,4	Sent-To-State-Host	120	1	A/N	This field is reserved for a future version. For the current version, it is blank-filled.
1,2,4	Interstate-Forms-Printed	121	1	A/N	This field is reserved for a future version. For the current version, it is blank-filled.

CHART A-4: CSENET INFORMATION DATA BLOCK RECORD					
Rules	Field Name	Location	Length	A/N	Comments
1,2,4	Status-Change-Code	1	1	A/N	<p><b>Required</b>                      This field is used to indicate whether the case status has changed.                      Required for all transactions except for MSC P REJCT.                      Valid values for this field are:                      O – Open                      C – Closed</p>
1,2,3,4	New-Case-ID	2-16	15	A/N	<p><b>Required</b>                      This field will be used to transmit a new, changed or corrected IV-D case ID to another state.                      Required for MSC P GSCAS.                      The following criteria apply to this field:</p> <ul style="list-style-type: none"> <li>• First position must not be a space</li> <li>• Must not contain all zeros</li> <li>• Must not contain an asterisk (*) or backslash (\) in any position</li> <li>• Must not contain a combination of spaces and zeros</li> </ul>

CHART A-4: CSENET INFORMATION DATA BLOCK RECORD					
Rules	Field Name	Location	Length	A/N	Comments
1,2,3,4	Information-Text				<b>Required</b>
1,2,3,4	-Line-1	17-96	80	A/N	All 5 lines contain free-form text.
1,2,3,4	-Line-2	97-176	80	A/N	A value, other than a space, in line 1, 2 or 3 is required if the Attachment Indicator = Y.
1,2,3,4	-Line-3	177-256	80	A/N	For MSC P REJCT, the first 24 positions of the Information-Text-Line-1 field must not be all spaces. Data from the rejected transaction must be entered in the following order in the Information-Text-Line-1: <ul style="list-style-type: none"> <li>• Transaction-Serial-Number</li> <li>• Action-Code</li> <li>• Functional-Type-Code</li> <li>• Transaction-Date</li> <li>• Action-Reason (if applicable)</li> </ul> [For MSC P GSTAI the Information-Text-Line-1 field must not be all spaces. Data for the interest transaction must be entered in the following order in the Information-Text-Line-1: <ul style="list-style-type: none"> <li>• The first 12 positions of the Information-Text-Line-1 field must contain the Total-Arrears-Owed-Amount. This amount can equal zero.</li> <li>• The next 12 positions of the Information-Text-Line-1 field must contain the Total-Interest-Owed-Amount. This amount can equal zero.</li> <li>• The following 8 positions of the Information-Text-Line-1 field must contain the As-of-Date. This date cannot be greater than the current date. The As-of-Date is for the life of the case.</li> <li>• Total-Arrears-Owed-Amount, Total-Interest-Owed-Amount and As-of-Date must be present.]</li></ul>
1,2,3,4	-Line-4	257-336	80	A/N	
1,2,3,4	-Line-5	337-416	80	A/N	

## B. SCENARIOS FOR CODING MSC P GSTAI

Chart B-1 lists scenarios for coding for this transaction.

<b>CHART B-1: MSC P GSTAI CODING SCENARIOS</b>			
Total Arrears Owed Amount	Total Interest Owed Amount	As of Date	Outcome
+00002000.00	+00000300.00	20101210	<b>Valid</b>
+00002000.00	+00000300.00	blank	<b>E943 Mandatory As-of-Date is missing</b>
+00002000.00	+00000300.00	20111210	<b>E944 As-of-Date &gt; than Current Date</b>
+00000000.00	+00000300.00	20101210	<b>Valid</b>
+00000000.00	-00000300.00	20101210	<b>Valid</b>
+00000000.00	+00000000.00	20101210	<b>Valid</b>
+00002000.00	blank	20101210	<b>E952 Mandatory Total-Interest-Owed-Amount is missing</b>
-00002000.00	-00000300.00	20101210	<b>Valid</b>
+00002000.00	-00000300.00	20101210	<b>Valid</b>
+00002000.00	+00000000.00	20101210	<b>Valid</b>
-00002000.00	+00000300.00	20101210	<b>Valid</b>
+00000300.00	+00002000.00	20101210	<b>Valid</b>
-00002000.00	+00000000.00	20101210	<b>Valid</b>
-00000300.00	-00002000.00	20101210	<b>Valid</b>
blank	+00000300.00	20101210	<b>E950 Mandatory Total-Arrears-Owed-Amount is missing</b>

<b>CHART B-1: MSC P GSTAI CODING SCENARIOS</b>			
Total Arrears Owed Amount	Total Interest Owed Amount	As of Date	Outcome
<b>blank</b>	blank	20101210	<b>E950 Mandatory Total-Arrears-Owed-Amount is missing E952 Mandatory Total-Interest-Owed-Amount is missing</b>
<b>blank</b>	blank	blank	<b>E943 Mandatory As-of-Date is missing E950 Mandatory Total-Arrears-Owed-Amount is missing E952 Mandatory Total-Interest-Owed-Amount is missing</b>