

Federal Parent Locator Service

# **Debt Inquiry Service**

Release 13-01 – Minor  
January 4, 2013

## **Release Specifications**

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Office of Child Support Enforcement  
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## 1. SUCCESS STORIES ARE VIEWABLE BY ALL USERS IN THE SAME STATE (OCSE REF #4157)

We are enhancing the State Services Portal (SSP) Debt Inquiry Service (DIS) application to allow success stories to be viewed by any user within the same state.

### 1.1 Summary of Changes

This change will enable you to view a success story entered by another state user. This enhancement helps make you aware of all success stories reported to OCSE regarding Debt Inquiry collections for your state.

### 1.2 Background

Release 12-01 allowed you to enter success stories for Debt Inquiry collections. You could also see a summary of all success stories you entered during the past 60 days, but there was no way to view success stories reported by other users in your state.

### 1.3 Description of Changes

We are expanding the functionality of the DIS to allow you to view success stories entered by any user in your state.

### 1.4 Impact on States

If you already use DIS, no changes are necessary to take advantage of this enhancement. If you do not currently access DIS, you must make the modifications identified in the *FPLS State Services Portal Software Interface Specifications (SIS)* and pass the Debt Inquiry user role 'SD' in HTTP header to access the Debt Inquiry application.

For assistance about access to the Debt Inquiry application, contact the Help Desk at 800-258-2736. You may also send an e-mail to [ocse.gr-portal@lmco.com](mailto:ocse.gr-portal@lmco.com).

### 1.5 User Interface

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**Note:** The following screens contain fictitious data.

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**Figure 1-1: DIS Home Page (Success Story Link)**

The screenshot shows the FPLS State Services Portal. At the top left is the U.S. Department of Health and Human Services logo. The page title is 'FPLS State Services Portal'. In the top right corner, it says 'Administration for Children & Families'. Below the title is a dark blue navigation bar with 'SSP Home' on the left and 'Print | FAQ | Close' on the right. A left-hand navigation menu has four items: 'Debt Inquiry' (highlighted in light blue), 'Payout Report Details', 'Payout Report Download', and 'Success Story'. The main content area features a 'Welcome to Debt Inquiry' heading, a paragraph explaining the service, and a photograph of five children with their arms raised. Below this is a 'Messages' section with a large grey placeholder box. At the bottom, it reads 'Office of Child Support Enforcement - Last updated: 05/27/2011' and includes a 'Contact Us' link.

**Figure 1-2: Success Story Summary Page**

**FPLS State Services Portal** Children & Families

Home Print | FAQ | Close

**Debt Inquiry** *Success Story Summary*

*Success Story Summary for the period 09/16/2011 to 11/16/2011*

Date	Time	State	User Id	Success Story	
11/14/2011	01:26 PM	FL	worker1	Dad received \$4567	<a href="#">View</a>
11/14/2011	01:24 PM	FL	worker1	Mom received \$5670	<a href="#">View</a>
11/14/2011	01:24 PM	FL	worker2	Dad received \$678	<a href="#">View</a>
11/14/2011	01:23 PM	FL	worker3	Mom received \$1000	<a href="#">View</a>
11/14/2011	01:23 PM	FL	worker3	Mom received \$5000	<a href="#">View</a>
10/24/2011	01:23 PM	FL	worker4	Mom received \$890	<a href="#">View</a>
09/18/2011	01:23 PM	FL	worker5	Mom received \$607	<a href="#">View</a>

[New Story](#)

Office of Child Support Enforcement - Last updated: 05/18/2011  
[Contact Us](#)

## **2. LOCAL CODE IS BEING PROVIDED FOR EACH DIS MATCH SENT TO STATES (OCSE REF #4281)**

We are enhancing the Debt Inquiry Service (DIS) to include local code information on matches you can download from the web application, and matches sent to you through the DIS.

### **2.1 Summary of Changes**

We are including local code information on matches you can download and matches provided to you from DIS. You will be able to search for payout details by local code, and you will see the local code information when you view the Payout Details screen.

### **2.2 Background**

Release 11-01 delivered the Debt Inquiry Service and enabled you to receive match information in a Payout Report. Currently, for each payout match produced for your state, there is no indication of which of your local counties may need to review or ‘work’ the match.

### **2.3 Description of Changes**

We are expanding the functionality of the DIS to display local code information for each match produced for your state. There will be two new local code fields: TANF Local Code and NTANF Local Code. The system will populate the new fields based on the data retrieved from the Federal Offset Debtor file for the SSN. If the debtor has an active TANF case, the DIS will populate the TANF Local Code field. If the debtor has an active NTANF case, the DIS will populate the NTANF Local Code field. In addition, State Services Portal (SSP) users can view details of the match on the Payout Details screen, which will also display the two new fields.

This enhancement will allow you to submit an income withholding order against the Debt Inquiry collection more quickly.

### **2.4 Impact on States**

If you already use DIS, no changes are necessary to take advantage of this enhancement. A new Payout Report, which adheres to the record layout described in the Appendix A, “Debt Inquiry Service Payout Record,” of this specification, will be automatically produced and available for you. If you do not currently access the Debt Inquiry Service, you must make the required modifications identified in the *FPLS State Services Portal Software Interface Specifications (SIS)* and pass the Debt Inquiry user role ‘SD’ in the HTTP header to access the Debt Inquiry application.

For assistance about access to the Debt Inquiry application, contact the Help Desk at 800-258-2736. You may also send an e-mail to [ocse.gr-portal@lmco.com](mailto:ocse.gr-portal@lmco.com).

## 2.5 User Interface

**Note:** The following screens contain fictitious data.

### 2.5.1 DIS PAYOUT REPORT DETAILS SEARCH PAGE

**Figure 2-1: DIS Payout Report Details Search Page**

The screenshot displays the FPLS State Services Portal interface. At the top, there is a logo and the text "FPLS State Services Portal" and "for Children & Families". A navigation bar includes "Home", "Print", "FAQ", and "Close". A sidebar menu on the left contains "Debt Inquiry", "Payout Report Details", "Payout Report Download", and "Success Story". The main content area is titled "Payout Report Details" and "Report Search". It features search criteria: "From Date: 05/12/2011", "To Date: 05/18/2011", "SSN: [ ] - [ ] - [ ]", "Local Code: [ ]", and "Payment Type: -Select-". A "GO" button is next to the Payment Type dropdown. Below the search fields is a "Search Results" section with a note "Click on field label to sort the field." and a table of results.

Date	SSN	Debtor Name	Organization Name	Expected Payout Date	Viewed
05/18/2011	<a href="#">XXX-XX-6789</a>	Public, John	ABC Financial Institute	05/30/2011	<input checked="" type="checkbox"/>
05/18/2011	<a href="#">XXX-XX-2781</a>	Mary, Grace	ABC Financial Institute	05/30/2011	<input checked="" type="checkbox"/>
05/17/2011	<a href="#">XXX-XX-8888</a>	James, Peter	ABC Financial Institute	05/26/2011	<input checked="" type="checkbox"/>
05/17/2011	<a href="#">XXX-XX-1141</a>	Duval, Robert	ABC Financial Institute	05/26/2011	<input type="checkbox"/>
05/16/2011	<a href="#">XXX-XX-0543</a>	Plank, David	Public Corporation	05/25/2011	<input type="checkbox"/>
05/15/2011	<a href="#">XXX-XX-6083</a>	Tamarevskiy, Sergey	Care Corporation	05/25/2011	<input type="checkbox"/>
05/15/2011	<a href="#">XXX-XX-9246</a>	Stallworth, Richard	Care Corporation	05/25/2011	<input type="checkbox"/>

At the bottom of the search results, there are "Next" and "Clear" buttons. The footer text reads: "Office of Child Support Enforcement - Last updated: 05/18/2011" and a "Contact Us" link.

## 2.5.2 DIS PAYOUT DETAILS PAGE

Figure 2-2: Payout Details Page

<b>Debt Inquiry</b>	<b><i>Payout Details</i></b>
<b>Payout Report Details</b>	<b><i>Payor Information</i></b>
<b>Payout Report Download</b>	FEIN: 234567889 Name: ABC Financial Institute Contact Name: Tim Webb Address Line 1: 1122 Ready Road Address Line 2: 3500 Western Lane City: P.O. Box 345 State: WV ZIP/Postal Code: 11111 Phone: (444)333-5556 Ext: 777777 Fax: (567)899-9999 Email: tim.webb@atc.com Preference: Email
<b>Success Story</b>	<b><i>Payee Information</i></b>
	SSN: XXX-XX-8888 Name: Peter James Reference Identifier: Payment Type: Retroactive Pay Increase Amount: \$9000.00 Expected Payout Date: 12/22/2011 TANF Local Code: 112 NTANF Local Code: 112
	<b><i>Review Status</i></b>
	You may check the box below if the match has been reviewed.  Viewed: <input type="checkbox"/>
	<input type="button" value="Update"/> <input type="button" value="Payout Report Details"/>
	<small>Office of Child Support Enforcement - Last updated: 05/18/2011 Confidential</small>

## 2.6 Output Record Changes

OCSE will modify the Debt Inquiry Service Payout Record, in Appendix A, to add two new fields. The field TANF Local Code is in positions 706-708, and the field NTANF Local Code is in positions 709-711.

## **A. DEBT INQUIRY SERVICE OUTPUT RECORD CHANGES**

The changes in this release affect the record specifications for the DIS Payout Record.

<b>CHART A-1: DEBT INQUIRY SERVICE PAYOUT RECORD</b>				
Field Name	Location	Length	A/N	Comments
Submitted By	1-3	3	A	This field describes the type of organization that submitted the payout transaction. The values are: DEM – Debt Inquiry Employer DIN – Debt Inquiry Insurer DTI – Debt Inquiry Third Party Insurer DTP – Debt Inquiry Third Party Employer
FEIN	4-12	9	N	This field contains the federal employer identification number (FEIN) of the organization offering the payout. This field does not contain dashes.
Organization Name	13-112	100	A/N	This field contains the name of the organization offering the payout.
Contact Name	113-162	50	A/N	This field contains the name of the person to contact at the organization.
Address Line 1	163-262	100	A/N	This field contains address line 1 of the organization offering the payout.
Address Line 2	263-362	100	A/N	This field contains address line 2 of the organization offering the payout.
City	363-392	30	A/N	This field contains the name of the city of the organization offering the payout.
State	393-394	2	A	This field contains the two-character abbreviation code for the state of the organization offering the payout.
Zip/Postal Code	395-403	9	A/N	This field contains the ZIP Code of the organization offering the payout. The ZIP Code contains two parts. The first five positions contain the high-level postal ZIP Code. The last four positions further define the postal location. This field will not contain dashes.
Phone Number	404-413	10	A/N	This field contains the phone number used to contact the organization offering the payout. This field does not contain dashes.
Phone Extension	414-419	6	N	This field contains the phone extension associated with the phone number of the organization.
Fax Number	420-429	10	A/N	This field contains the fax number used to contact the organization offering the payout. This field does not contain dashes.

<b>CHART A-1: DEBT INQUIRY SERVICE PAYOUT RECORD</b>				
Field Name	Location	Length	A/N	Comments
Contact Email Address	430-494	65	A/N	This field contains the e-mail address of the contact at the organization offering the payout.
Preference	495-499	5	A/N	This field describes the preferred method by which states communicate with the organization offering the payout. The values are: Phone Fax E-mail
SSN	500-508	9	N	This field contains the Social Security number of the obligor due to receive the payout.
Arrearage Owed	509-519	11	A/N	This field is empty and will be populated by the state with an arrearage amount owed by the debtor.
First Name	520-569	50	A/N	This field contains the first name of the obligor due to receive the payout.
Last Name	570-619	50	A/N	This field contains the last name of the obligor due to receive the payout.
Reference Identifier	620-644	25	A/N	This field contains the identifier used by the organization to identify the individual due to receive the payout or the claim that results in the payout.
Payment Type	645-684	40	A/N	This field contains the type of payment being offered to the obligor.
Amount	685-695	11	A/N	This field contains the amount being offered to the obligor for payout.
Expected Payout Date	696-705	10	A/N	This field contains the date on which the payout is due to be sent to the obligor. States must contact the company offering the payout before this date. The date is displayed in the format of MM/DD/CCYY.
TANF Local Code	706-708	3	N	This field contains the local code on the obligor's TANF active case.
NTANF Local Code	709-711	3	N	This field contains the local code on the obligor's NTANF active case.