

BATCH TRANSACTION RECORD LAYOUT

Name: Batch Follow-Up Contact Transaction

| FIELD TYPE                             |         |                            | GLOBAL FORMAT    | GLOBAL ATTRIBUTES  |      |     |     |   |   |  |
|--|---------|----------------------------|------------------|--|------|-----|-----|---|---|--|
| (N)UMERIC<br>(A)LPHA-NUMERIC<br>(T)IME |         |                            | HHMM             | Character format, whole number, right justified, leading zeroes, not specified value=zeros<br>Left justified, padded spaces, not specified value=spaces<br>Character format, numeric digits, 24 hour military time, HH=HOUR (00-23) MM=MINUTES (00-59), not specified value=spaces |      |     |     |   |   |  |
| (D)ATE                                 |         |                            | YYYYMMDD         | Character format, numeric digits, YYYY=YEAR, MM=MONTH, DD=DAY, not specified value=spaces  |      |     |     |   |   |  |
| PHY REC #                              | REL POS | DATA ELEMENT NAME          | CARE FIELD NAME  | USAGE  | TYPE | LEN | REQ | DESCRIPTION   | VALIDATION  |  |
| 1                                      | 1       | Component Code             | COMP             | Key  | N    | 3   | Y   |   | Must equal your TDMHMR component  |  |
| 1                                      | 4       | Record Type                | REC_TYPE         | Key  | N    | 1   | Y   | Transaction data record.                                    | Must equal '1'.   |  |
| 1                                      | 5       | Transaction Code           | TRANS            | Key  | N    | 2   | Y   | Batch registration transaction.                             | Must equal '13'   |  |
| 1                                      | 7       | Transaction Format Version | TRANS_VER        | Key  | A    | 1   | Y   | Current version of transaction.                             | Must equal 'A'.   |  |
| 1                                      | 8       | Logical Transaction Number | LOG_TRANS_NO     | Key  | N    | 6   | Y   | Logical transaction number in transaction file.             | Logical transaction numbers must be in ascending order in transaction file. |  |
| 1                                      | 14      | Physical Record Number     | PHY_REC_NO       | Key  | N    | 2   | Y   | Physical record sequence number within logical transaction. | Must equal '01'.  |  |
| 1                                      | 16      | Batch Number               | BATCH_NO         |  | A    | 2   |     | Assigned by component.                                      | This information is for component cross reference use only.                 |  |
| 1                                      | 18      | Transaction Enter Date     | TRANS_ENTER_DATE |  | D    | 8   | Y   | Date transaction was entered.                               |   |  |

| PHY REC # | REL POS | DATA ELEMENT NAME | CARE FIELD NAME | USAGE | TYPE | LEN | REQ | DESCRIPTION   | VALIDATION   |
|-----------|---------|-------------------|-----------------|-------|------|-----|-----|---|--|
| 1         | 26      | User ID           | USER_ID         |       | A    | 5   |     | User ID of the person that entered the transaction on your local system | .  |
| 1         | 31      | Local Case Number | CASE            |       | A    | 10  | Y   | Local case number must be unique within your component                  | Must already exist in CARE for your component<br>Must not be entirely alphabetic |
| 1         | 41      | Client ID         |                 |       | N    | 10  |     | Client ID number assigned by CARE (if known)                            |  |
| 1         | 51      | Last Name         | LASTNM          |       | A    | 16  | Y   |   | Last name must match last name on CA   |
| 1         | 67      | Suffix            | LAST_SUF        |       | A    | 3   |     | 'JR,', 'SR.', 'I', 'II', etc.   |  |
| 1         | 70      | First name        | FIRSTNM         |       | A    | 11  | Y   |   | First initial must match first initial on CA                                     |

BATCH TRANSACTION RECORD LAYOUT

Name: Batch Registration Transaction

| FIELD TYPE      |         | GLOBAL FORMAT              | GLOBAL ATTRIBUTES   |       |      |     |     |   |   |  |
|-----------------|---------|----------------------------|---|-------|------|-----|-----|---|---|--|
| (N)UMERIC       |         |                            | Character format, whole number, right justified, leading zeroes, not specified value=zeros                              |       |      |     |     |   |   |  |
| (A)LPHA-NUMERIC |         |                            | Left justified, padded spaces, not specified value=spaces   |       |      |     |     |   |   |  |
| (T)IME          |         | HHMM                       | Character format, numeric digits, 24 hour military time, HH=HOUR (00-23) MM=MINUTES (00-59), not specified value=spaces |       |      |     |     |   |   |  |
| (D)ATE          |         | YYYYMMDD                   | Character format, numeric digits, YYYY=YEAR, MM=MONTH, DD=DAY, not specified value=spaces                               |       |      |     |     |   |   |  |
| PHY REC #       | REL POS | DATA ELEMENT NAME          | CARE FIELD NAME   | USAGE | TYPE | LEN | REQ | DESCRIPTION   | VALIDATION  |  |
| 2               | 1       | Component Code             | COMP  | KEY   | N    | 3   | Y   |   | Must equal your TxMHMR Component Code.                                      |  |
| 2               | 4       | Record Type                | REC_TYPE  | KEY   | N    | 1   | Y   | Transaction data record.                                    | Must equal '1'.   |  |
| 2               | 5       | Transaction Code           | TRANS   | KEY   | N    | 2   | Y   | Batch registration transaction.                             | Must equal '13'.  |  |
| 2               | 7       | Transaction Format Version | TRANS_VER   | KEY   | A    | 1   | Y   | Current version of transaction.                             | Must equal 'A'.   |  |
| 2               | 8       | Logical Transaction Number | LOG_TRANS_NO  | KEY   | N    | 6   | Y   | Logical transaction number in transaction file.             | Logical transaction numbers must be in ascending order in transaction file. |  |
| 2               | 14      | Physical Record Number     | PHY_REC_NO  | KEY   | N    | 2   | Y   | Physical record sequence number within logical transaction. | Must equal '02'.  |  |
| 2               | 16      | Middle Name                | MIDNM   |       | A    | 10  |     |   |   |  |
| 2               | 26      | Type of Service            | SERV_TYPE   | KEY   | A    | 4   | Y   | Type of Service   | Can batch F001, F002, FR01, FR03, and                                       |  |
| 2               | 30      | Effective Date             | EFF_DT  |       | D    | 8   | Y   |   | Must be > = registration date.  |  |