

National Card Management Directory

Veteran's Identification Card Reports

USER'S GUIDE



Author:	Joe Parks
Creation Date:	June 17, 2004
Last Updated:	December 10, 2004
Version:	1.0.8

Document Control

Change Record

Date	Author	Version	Change Reference
6/17/04	Joe Parks	1.0	Initial Version
6/24/04	Joe Parks	1.0.1	Included Appendix A - Glossary of terms
7/21/04	Joe Parks	1.0.2	Included Appendix B - PICS Error Messages
07/26/04	Joe Parks	1.0.3	Reorganized Appendix A as Appendix B. Added new Appendix A as instructions for canceling a card print request. Added Appendix D as explanation of card request accept/reject codes
07/27/04	Joe Parks	1.0.4	Included caveat regarding change of status for Ineligible requests.
08/02/04	Joe Parks	1.0.5	Included updates for Appendix B - Glossary
08/03/04	Joe Parks	1.0.6	Updated introduction paragraph to specifically reference PICS
11/23/04	Joe Parks	1.0.7	Updated screen shots with more highly cleansed test data. Included instructions for newly included address check.
12/10/04	Joe Parks	1.0.8	Updated screen shots with more highly cleansed test data.

Reviewers

Name	Position
Daniel Maloney	Director
Tom Michael	Project Manager
Michael Boone	Architect
Ellen Hans	Content/Design Lead
Bernard Brauner	Content/Design Lead

Distribution

Copy No.	Name	Location
1	Douglas Southall	Douglas.Southall@Med.va.gov

Contents

Document Control	2
Introduction	5
Purpose	5
Background	5
High Level Design	6
Report Types	6
Report Flow	9
Performing a Direct Record Search:	11
Selecting Report Types:	13
Selecting Report Options:	15
National Totals Report:	15
Report Totals for all VISNs:	16
Report Totals for all Facilities:	20
Individual VISN Report:	22
Individual Facility Report:	23
Example of Hypertext Help for Card Details via MouseOver	24
Appendix A - Canceling a Card Print Request	25
Appendix B - Report Glossary	27
Appendix C - PICS Error Messages	29
Appendix D - Card Request Accept/Reject Codes	30

Introduction

Purpose

The NCMD web interface provides reporting on information stored within VA designed Veteran and Card objects contained within an Active Directory database. It also provides limited update capability for cancellation of card print requests.

Background

The Veterans Identification Card (VIC) National Card Management Directory (NCMD) stores information about issued VIC Cards and the Veterans they were issued to. The Patient Image Capture Software (PICS) sends information to this Directory.

The Directory contains static information about the veterans, including the Veteran's full name, social security number, date of birth, Integration Control Number, and picture. Information on card requests is such as status, requesting facility, and date of request is stored as well.

The NCMD Reporting System will provide nationwide access to this information through a web interface. This interface is provided through the Department of Veterans Affairs National Card Management Database (DVANCMD) utility component. The methods and properties of this DVANCMD are implemented through the Lightweight Data Access Protocol (LDAP) and Active Server Pages (ASP).

High Level Design

The following is a description of report content and system flow from the national summary level to the detailed Card and Veteran level of NCMD report.

NCMD Management Reports provide seven general views of information on VIC Card requests.

Report Types

Direct Record Search:

This query enables both exact and wild card matches of patient information based upon the veteran's last name, SSN or ICN.

All Card Requests:

This series of reports provides information on all card requests for a specified time-frame, summarized at the National, VISN and Facility level without regard for VIC Card print release status. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Unresolved Card Requests:

This series of reports provides information about unresolved yet eligible card requests that have not yet been mailed, canceled or printed. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Canceled Card Requests:

This series of reports provides information about eligible card requests that have been canceled. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Mailed Card Requests:

This series of reports provides information about card requests for cards that have already been mailed. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Rejected Card Requests:

This series of reports provides information about eligible card requests that have been rejected. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Card Requests with Errors:

This series of reports provides information about eligible card requests that have errors. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Card Requests on Hold:

This series of reports provides information about eligible card requests that are on hold. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

Ineligible/Picture Stored:

This series of reports provides information about ineligible card requests. The data from this report is stored as a placeholder to host the veteran's photo. These reports are summarized at the National, VISN and Facility level. The users will be able to drill down from the VISN and Facility level summaries for full details of VIC Card and Veteran information.

****Note:** If the status of a request is changed from Ineligible to Eligible, for any reason, then a new card request must be submitted.**

Report Summaries

VIC Card request information will be summarized at the following levels of detail for each report type:

National Total:

This is a report of the total number of VIC Card Requests across the nation for all VISNs and Facilities.

National Totals by VISN:

This is a report of the total number of VIC Card Requests across the nation summarized by VISN. NCMD Reports will provide drill down access from this summary level to the individual VIC Card and Veteran levels of detail.

VISN Summary:

This is a report of the total number of VIC Card Requests for a specified VISN. NCMD Reports will provide drill down access from this summary level to the individual VIC Card and Veteran levels of detail.

National Totals by Facility:

This is a report of the total number of VIC Card Requests across the nation summarized by Facility. NCMD Reports will provide drill down access from this summary level to the individual VIC Card and Veteran levels of detail.

Facility Summary:

This is a report of the total number of VIC Card Requests for a specified Facility. NCMD Reports will provide drill down access from this summary level to the individual VIC Card and Veteran levels of detail.

VIC Card Details:

This is a report of all attribute values for the VIC Card. This report is accessible only through a drill down from the VISN or Facility summary level.

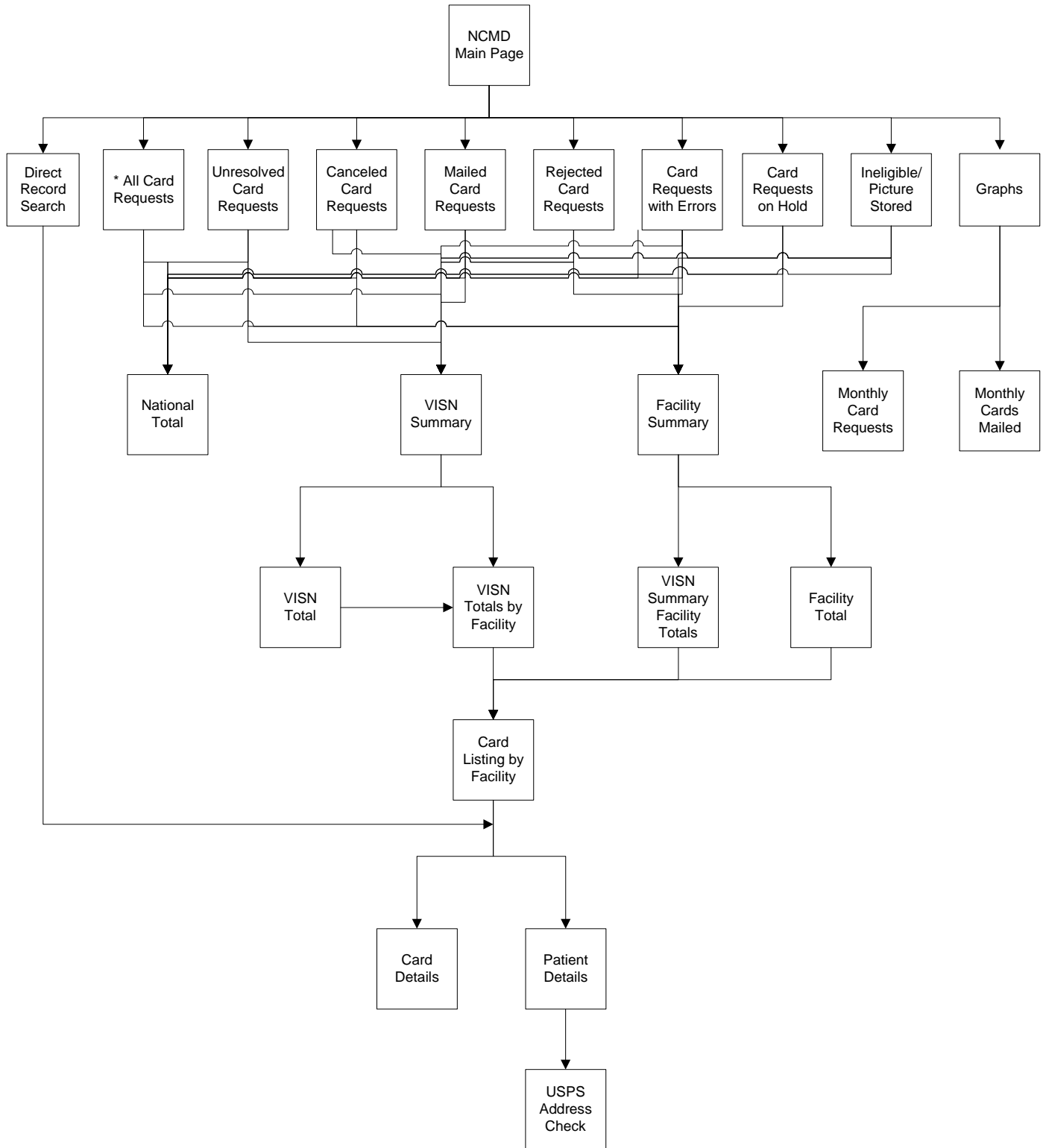
Veteran Details:

This is a report of all attribute values for the Veteran Card. This report is accessible only through a drill down from the VISN or Facility summary level. Report Flow

Report Flow

This is a hierarchical view of the report flow for all NCMD Management Reports. Each of the seven reports provides the capability of drill down to the Card and Patient detail levels. The user may return to the NCMD Main Page from any level of report through the “New Report” button on each page. The next section provides general instructions for generating these reports.

NCMD Management Reports



Performing a Direct Record Search:

VIC National Card Management Directory Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Reload Home Search Favorites Media Print Mail RSS Feeds

Address <https://vawww.etc.med.va.gov/VIC/index.asp> Go Links >>

VIC National Card Management Directory Report

Perform a direct record search

Record Lookup

Search by: ☐ Last name ☒ SSN ☐ ICN

Search text: ☐ Exact Match

The VIC National Card Management Directory (NCMD) stores information about issued VIC Cards and the Veterans to whom they were issued. The Patient Information Capture Software (PICS) sends information to this Directory. The Directory contains static information about the veterans, including the Veteran's full name, Social Security

Done Local intranet

To perform a direct record search of the NCMD – key in either the Patient's: *Last Name*, *SSN* or *ICN* and either press *Enter* from the keyboard or else click the *Search* button. A wild-card match on the *Last Name* is performed as the default record search, unless the *Exact Match* option has been checked.

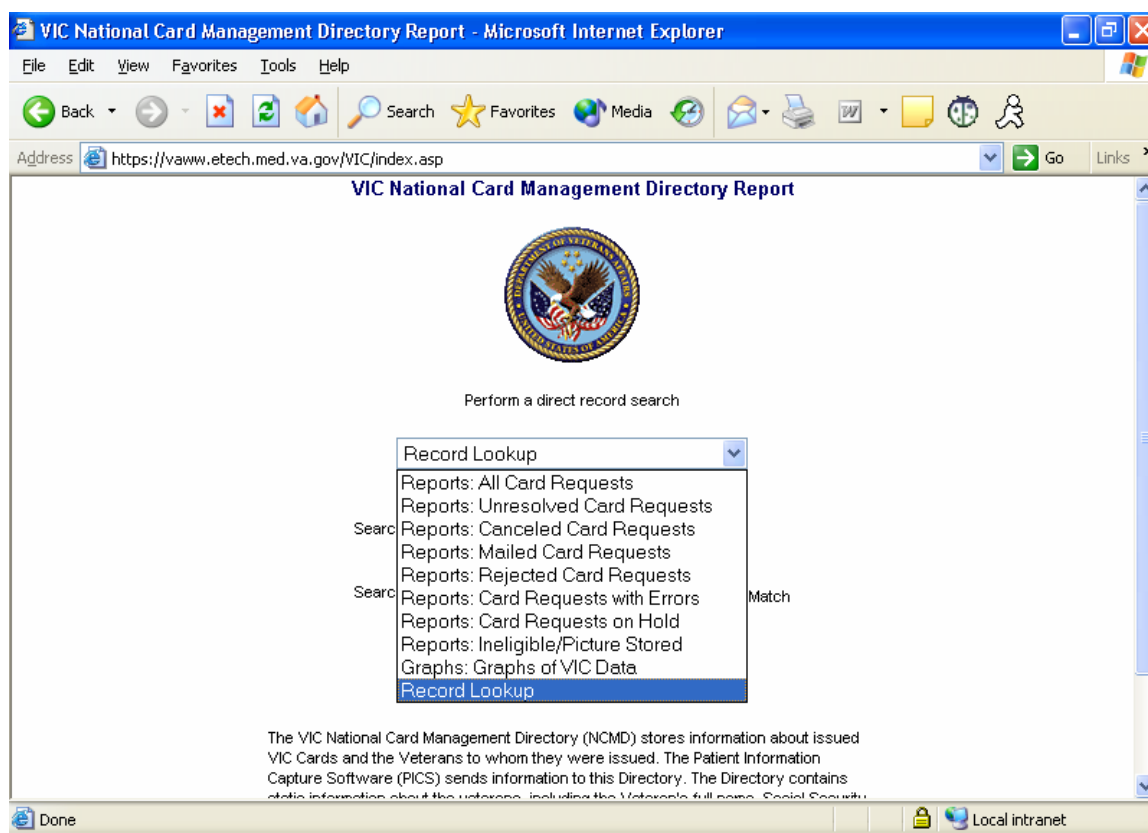
Performing a Direct Record Search – Continued:

The screenshot shows a web browser window titled "VIC NCMD Report - Microsoft Internet Explorer". The address bar displays the URL: https://vawww.etcch.med.va.gov/VIC/NCMD_Result_sorted.asp?txtSearch=666777888&rdoSearch=2&chkExact=0. The page content is titled "National Card Management Directory" and includes a red instruction: "Please select a Social Security Number to obtain more veteran information." Below this is a search form with four columns: Name, SSN, ICN, and DOB. The Name column contains "TEST", "PATIENT", and "ONE". The SSN column contains "666777888". The ICN column contains "1100000000". The DOB column contains "01/01/1900". A "NEW SEARCH" button is located below the form. The browser's status bar at the bottom shows "Done" and "Local intranet".

Name	SSN	ICN	DOB
TEST	666777888	1100000000	01/01/1900

The wild-card search provides SSN links to all patients who meet the general search criteria. The direct record lookup can be based on the patient's Last Name, SSN or ICN. To filter search results for exact matches only, click the *Exact Match* checkbox before performing the search.

Selecting Report Types:



To perform a high-level search of the NCMD based upon the print status of the request, select the desired report type from the drop-down list provided.

Selecting Report Types – Continued:

VIC National Card Management Directory Report

View the total number of card requests for a specified date range

Reports: All Card Requests

From: 4/27/2004 To: 6/16/2004

☒ National Total
☐ Totals by VISN View: All VISNs
☐ Totals by Facility View: All Facilities

Report

[User Guide](#) [Change History](#) [Change Requests](#)

Once the report type has been selected, additional criteria are available for obtaining *National Totals*, *Totals by VISN*, *Totals by Facility*, *Totals for a specific VISN* and *Totals for a Specific Facility*. The desired date range for each of these reports can be specified through entry of *From:* and *To:* dates in the fields provided. The default date range for each report is seven weeks.


Selecting Report Options:

NCMD: Select Search Criteria - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address http://10.2.16.18/ncmd/CardRequests_Results.asp Go Links



VIC National Card Management Directory Report

Number of Card Requests

Facility ID	Total
All	24

Total Number of Card Requests 24

New Report

Done Internet

National Totals Report:

When the default *National Totals* option is utilized, the report provided shows the Total Number of Card Requests nationally for the specified date range.

Report Totals for all VISNs:

VIC National Card Management Directory Report

View the total number of card requests for a specified date range

Reports: All Card Requests

From: 5/24/2004 To: 6/16/2004

☐ National Total

☒ Totals by VISN View: All VISNs

☐ Totals by Facility View: All Facilities

Report

[User Guide](#) [Change History](#) [Change Requests](#)

When the *Totals by VISN* option is selected, a link to the reports for each VISN for the specified date range is provided.

VIC NCMD2 Report - Microsoft Internet Explorer

Number of Card Requests

VISN	Number of Cards
VISN 1	0
VISN 2	0
VISN 3	0
VISN 4	0
VISN 5	0
VISN 6	0
VISN 7	0
VISN 8	0
VISN 9	0
VISN 10	0
VISN 11	0
VISN 12	389
VISN 13	0
VISN 14	0
VISN 15	0
VISN 16	0
VISN 17	0
VISN 18	0
VISN 19	25
VISN 20	0
VISN 21	0
VISN 22	0
VISN 23	0

Total Number of Card Requests 414

New Report

To view the report for a given VISN, click the link for that VISN.

Report Totals for all VISNs - Continued:

VIC NCMD Report - Microsoft Internet Explorer

Address: http://10.2.16.18/vicdotnet/CardRequests_Results_DrillDown.asp?RptType=Complete&T1=040524000000&T2=040616235959Z&VISNID=18&VISN=VISN%2019

VIC National Card Management Directory Report

Card Requests

Facilities assigned to VISN 19

Facility ID	Facility Name	Number of Cards
436	VISN 19: Facility 436	0
442	VISN 19: Facility 442	0
554	VISN 19: Facility 554	0
575	VISN 19: Facility 575	0
660	VISN 19: Facility 660	25
666	VISN 19: Facility 666	0
4369AA	VISN 19: Facility 4369AA	0
4369AF	VISN 19: Facility 4369AF	0
436DT	VISN 19: Facility 436DT	0
436DU	VISN 19: Facility 436DU	0
436GA	VISN 19: Facility 436GA	0
436GB	VISN 19: Facility 436GB	0
436GC	VISN 19: Facility 436GC	0
436GD	VISN 19: Facility 436GD	0
436GF	VISN 19: Facility 436GF	0
436GH	VISN 19: Facility 436GH	0
436GI	VISN 19: Facility 436GI	0
436GJ	VISN 19: Facility 436GJ	0
436GK	VISN 19: Facility 436GK	0
4429AA	VISN 19: Facility 4429AA	0
442DT	VISN 19: Facility 442DT	0
442GB	VISN 19: Facility 442GB	0

The report will then provide links to the Facility reports for the specified VISN for the desired date range

VIC NCMD: Patient Information - Microsoft Internet Explorer

Address: http://10.2.16.18/vicdotnet/CardRequests_Results_List.asp?RptType=Complete&T1=020428000000&T2=040617235959Z&FacilityID=660&Facility=VISN%2019:%20Facility%20660

VIC National Card Management Directory

Card Requests for VISN 19: Facility 660

Please select the desired Patient or Request ID to view detailed information.

Patient ID	Request ID	Card Status	Card Request Date	Card Station	Request Status
500505000	500505000-MADTL-1	REQUEST	05/24/2004	ISW-MALONEYD2	I
853844831	853844831-AARON-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
747474743	747474743-SEVENTYFOUR-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
948484848	948484848-EIGHTYFOUR-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
494444949	494444949-FORTYNINE-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
867288372	867288372-ABR-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
912457799	912457799-ABSUO-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
902189101	902189101-ACE-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
838831021	838831021-ACTION-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
893936801	893936801-AFQNC-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
875244791	875244791-BZKPM-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
335581472	335581472-BOONE-2	REQUEST	05/28/2004	ISW-MALONEYD2	H
525225252	525225252-FIFTYTWO-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
555555555	555555555-FIVE-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
494934949	494934949-FORTY-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
484884848	484884848-FORTYEIGHT-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
414114141	414114141-FORTYONE-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
505005050	505005050-FIFTY-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
000000003	000000003-TEST-5	Inactive	06/03/2004	ISW-MALONEYD2	M
000000003	000000003-TEST-6	Active	06/03/2004	ISW-MALONEYD2	M
000000003P	000000003P-TEST-1	Inactive	06/03/2004	ISW-MALONEYD2	M
000000003P	000000003P-TEST-2	REQUEST	06/03/2004	ISW-MALONEYD2	H
838620251	838620251-ZXZEL-1	REQUEST	06/08/2004	ISW-PICSWORK	H
867744725	867744725-ZTNY-1	REQUEST	06/09/2004	ISW-PICSWORK	H
444444444	444444444-FML-1	REQUEST	06/14/2004	ISW-PICSWORK	H


The Facility Report provides *Patient ID* Links and *Request ID* links to the Patient Details and Card Details for each request associated with the given facility for the date range provided.

Patient Details (from Patient ID link)

VIC National Card Management Directory

Veteran Information

Last Name:	ONE
First Name:	TEST
Middle Name:	PATIENT
Prefix:	
Suffix:	
Full Name:	ONE,TEST PATIENT
SSN:	666777888
DOB:	01/01/1900
ICN:	1100000000
Address 1:	1 Street Address
Address 2:	
Address 3:	
City:	SCHENECTADY
State:	NY
Zip:	12345
E-Mail:	
Service Connected:	Yes



Please select a Card ID to view specific card information.

Card ID	Card Status	Card Request Date
666777888-ONE-1	REQUEST	11/22/2004 @ 16:51:23

New Search

Card Details (from Card ID link)

VIC NCMD Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print

Address https://vawww.etechnology.med.va.gov/VIC/NCMD_Result_Detail_2.asp?txtSSN=666777888&txtLName=ONE&txtVetCardID=666777888-ONE-1 Go

National Card Management Directory

Card Request Details

Card Request ID	666777888-ONE-1
Facility	SALT LAKE CITY
Facility Number	660
VISN	VISN 19
VetDFN	711
Workstation	ISW-PARKSJ
Issuer	TESTER,IMAGING
Status	Inactive
Version	
Type	
Manufacturer	
ExpirationDate	
StatusChangeDate	11/23/2004
StatusChangeBy	vhamaster/vhaiswparksj
WorkstationRequestDT	11/22/2004 @ 16:51:23
RequestFileDT	
RequestFileName	
AckReceiptDT	
AckFileName	
AcceptRejectCode	

Report Totals for all Facilities:


VIC National Card Management Directory Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Mail News RSS Feeds

Address http://10.2.16.18/vicdotnet/index.asp Go Links >>

VIC National Card Management Directory Report



View the total number of card requests for a specified date range

Reports: All Card Requests

From: 4/27/2004 To: 6/16/2004

☐ National Total

☐ Totals by VISN View: All VISNs

☒ Totals by Facility View: All Facilities

Report

[User Guide](#) [Change History](#) [Change Requests](#)

Done Internet

When the *Totals by Facility* option is selected, a link to the reports for each Facility for the specified date range is provided.

VIC NCMD2 Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Mail News RSS Feeds

Address http://10.2.16.18/vicdotnet/CardRequests_Results.asp Go Links >>

VISN 11: Facility 655GB	0
VISN 11: Facility 655GC	0
VISN 12	395
VISN 12: Facility 532	0
VISN 12: Facility 550	0
VISN 12: Facility 578	0
VISN 12: Facility 585	0
VISN 12: Facility 602	0
VISN 12: Facility 678	0
VISN 12: Facility 695	395
VISN 12: Facility 637BY	0
VISN 12: Facility 637GA	0
VISN 12: Facility 637GD	0
VISN 12: Facility 637HA	0
VISN 12: Facility 637PA	0
VISN 12: Facility 656GA	0
VISN 12: Facility 656GB	0
VISN 12: Facility 656GC	0
VISN 12: Facility 656GD	0
VISN 12: Facility 678DT	0
VISN 12: Facility 678DU	0
VISN 12: Facility 678GA	0
VISN 12: Facility 678GB	0
VISN 12: Facility 678GC	0
VISN 12: Facility 678GD	0
VISN 12: Facility 678GE	0
VISN 12: Facility 678GF	0
VISN 12: Facility 678GG	0
VISN 12: Facility 6859AA	0
VISN 12: Facility 6859AF	0

Internet

To view the report for a given Facility, click the link for that Facility

Report Totals for all Facilities - Continued:

VIC NCMD: Patient Information - Microsoft Internet Explorer

Address: http://10.2.16.18/vicdotnet/CardRequests_Results_List.asp?RptType=Complete&T1=0204280000002&T2=0406172359592&FacilityID=660&Facility=VISN%2019:%20Facility

VIC National Card Management Directory

Card Requests for VISN 19: Facility 660

Please select the desired Patient or Request ID to view detailed information.

Patient ID	Request ID	Card Status	Card Request Date	Card Station	Request Status
500505000	500505000-MADTL-1	REQUEST	05/24/2004	ISW-MALONEYD2	I
953844831	953844831-AARON-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
747474743	747474743-SEVENTYFOUR-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
848484848	848484848-EIGHTYFOUR-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
494444949	494444949-FORTYNINE-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
967288372	967288372-ABB-1	REQUEST	05/26/2004	ISW-MALONEYD2	H
312457789	312457789-ABSUG-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
802188101	802188101-ACE-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
939891021	939891021-ACTION-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
83396801	83396801-AFQNC-1	REQUEST	05/27/2004	ISW-MALONEYD2	H
875244731	875244731-BZKPM-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
395581472	395581472-BOONE-2	REQUEST	05/28/2004	ISW-MALONEYD2	H
525225252	525225252-FIFTYTWO-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
555555555	555555555-FIVE-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
494994949	494994949-FORTY-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
484884848	484884848-FORTYEIGHT-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
414114141	414114141-FORTYONE-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
505005050	505005050-FIFTY-1	REQUEST	05/28/2004	ISW-MALONEYD2	H
000000003	000000003-TEST-3	Inactive	06/03/2004	ISW-MALONEYD2	M
000000003	000000003-TEST-6	Active	06/03/2004	ISW-MALONEYD2	M
000000003P	000000003P-TEST-1	Inactive	06/03/2004	ISW-MALONEYD2	M
000000003P	000000003P-TEST-2	REQUEST	06/03/2004	ISW-MALONEYD2	H
838620251	838620251-ZXZEJ-1	REQUEST	06/08/2004	ISW-PICSWORK	H
867744725	867744725-ZTNY-1	REQUEST	06/09/2004	ISW-PICSWORK	H
AAAAA4444	AAAAA4444-EMIL-1	REQUEST	06/11/2004	ISW-PICSWORK	H

The report will then provide links to the reports for the specified Facility for the desired date range

Individual VISN Report:

VIC National Card Management Directory Report

View the total number of card requests for a specified date range

Reports: All Card Requests

From: 4/28/2004 To: 6/17/2004

☐ National Total

☒ Totals by VISN View: VISN 19

☐ Totals by Facility View: All Facilities

Report

[User Guide](#) [Change History](#) [Change Requests](#)

To view the card requests for a specific VISN, select the *Totals by VISN* option and the desired VISN from the dropdown list.

VIC National Card Management Directory Report

Number of Card Requests

VISN	Number of Cards
VISN 19	25

Total Number of Card Requests 25

New Report

Individual Facility Report:

VIC National Card Management Directory Report

View the total number of card requests for a specified date range

Reports: All Card Requests

From: 4/28/2004 To: 6/17/2004

☐ National Total

☐ Totals by VISN View: All VISNs

☒ Totals by Facility View: VISN 19: Facility 660

Report

[User Guide](#) [Change History](#) [Change Requests](#)

To view the card requests for a specific Facility, select the *Totals by Facility* option and the desired Facility from the dropdown list.

VIC National Card Management Directory Report

Number of Card Requests

Facility ID	Number of Cards
Facility 660	25

Total Number of Card Requests 25

New Report

Example of Hypertext Help for Card Details via MouseOver

VIC NCMD Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print

Address https://vawww.eteach.med.va.gov/VIC/NCMD_Result_Detail_2.asp?txtSSN=666777888&txtLName=ONE&txtVetCardID=666777888-ONE- Go

VISN	VISN 19
VetDFN	711
Workstation	ISW-PARKSJ
Issuer	TESTER,IMAGING
Status	Inactive
Version	
Type	
Manufacturer	
ExpirationDate	
StatusChangeDate	11/23/2004
StatusChangeBy	vhamaster\whaiswparksj
WorkstationRequestDT	11/22/2004 @ 16:51:23
RequestFileDT	
RequestFileName	
AckReceiptDT	
AckFileName	
AcceptRe	I=Ineligible for card/photo and data stored, H=Request is
Complete	being held awaiting update from PIMS, C=Request has
Complete	been canceled, E=Error due to data integrity and request
Transmit	not sent to Print Vendor, P=Request can be sent to Print
PrintRele	Vendor, S=Request has been sent to Print Vendor, A=Print
	Vendor has acknowledged receipt of the request, M=Card
	has been mailed, R=Request rejected by Print Vendor

New Search Return to Profile

Field definitions for many of the NCMD fields are provided via mouse-over. To view the definition of a field, simply allow the mouse cursor to hover over that field. The hypertext help will be shown as illustrated in the example above. For a full listing of NCMD field definitions, please reference Appendix B – Report Glossary.

Appendix A – Canceling a Card Print Request

Card Print Requests may be canceled through the NCMD web interface. However the request can only be canceled by the original initiator of the card print request.

Issuer	TESTER_IMAGING
Status	REQUEST
Version	
Type	
Manufacturer	
ExpirationDate	
StatusChangeDate	12/10/2004
StatusChangeBy	TESTER_IMAGING
WorkstationRequestDT	12/10/2004 @ 17:04:47
RequestFileDT	
RequestFileName	
AckReceiptDT	
AckFileName	
AcceptRejectCode	
CompletedDT	
CompletedFileName	
TransmitAttempts	
PrintReleaseStatus	H

New Search Return to Profile

This request has not been sent to the printer. Cancel Request

If a card print request has not been “Acknowledged”, “Sent” or “Mailed” it can be canceled by the person who has initiated that request. The “Cancel Request” option becomes available for the initiator of that request through the “Cancel Request” button, as shown in the above example. Please note that in this example, the initial state of the *Print Release Status* is set to *Hold*.

The example below illustrates that once the request has been canceled, the *Print Release Status* is changed to reflect this new status of “*Canceled*”. Again, it is important to note, that the Cancel Request button will only appear on the Card Print Request when that request is viewed by the request initiator.

National Card Management Directory

Card Request Details

The request has been successfully canceled.

Card Request ID	666777888-ONE-2
Facility	SALT LAKE CITY
Facility Number	660
VISN	VISN 19
VetDFN	711
Workstation	ISW-PARKSJ
Issuer	TESTER,IMAGING
Status	Inactive
Version	
Type	
Manufacturer	
ExpirationDate	
StatusChangeDate	12/10/2004
StatusChangeBy	VHAMASTER\whaiswparksj
WorkstationRequestDT	12/10/2004 @ 17:04:47
RequestFileDT	
RequestFileName	
AckReceiptDT	

Appendix B – Report Glossary

The following terms appear on the Card Details report. These definitions are also directly available from that report through hypertext help via mouse-over of each term.

NCMD Glossary

Facility – Requesting Facility Name

Facility Number – Requesting Facility Number (Facility number obtained from the VistA system that the user is signed into.)

VISN - Requesting VISN name

VetDFN - Unique identifier, within the facility, of the Veterans VistA PATIENT file record number

Workstation - Name of Workstation from which the request was issued

Issuer - VistA User Name who initiated the Request

Status - Values are: Request, Active, Inactive

Version - This field used by VA Express Card Project; not applicable to the VIC requests

Type - This field used by VA Express Card Project; not applicable to the VIC requests

Manufacturer - This field used by VA Express Card Project; not applicable to the VIC requests

ExpirationDate - Currently no value to be assigned

StatusChangeDate - Date of the most recent change in CARD_Status

StatusChangeBy - VistA User Name (Value is set to “NCMD” if the status is updated by daily server jobs)

WorkstationRequestDT - Date-Time card request was issued from the PICS workstation

RequestFileDT - Date-Time when the Card Print Request file containing this record was created and made available for pickup by the Print Vendor.

RequestFileName - Name of Card Print Request file sent to Print Vendor.

AckReceiptDT - Date-Time when the Card Print Acknowledgement file was created.

AckFileName - Name of initial confirmation file received from card print vendor

AcceptRejectCode - Success(0)/Error(1) codes. The place of the error code in the string of codes represents the criteria accepted or reject by the card print vendor. If the code is a 0, the data passed the acceptance criteria check. If the code is a 1, the data was rejected by the card print vendor and needs to be corrected in VistA before the card will be printed by the card print vendor. The criteria is as follows:

"Card Request Accept/Reject Code ¹ " Position	Criterion
1	Be in a format that can be read by the card print vendor (Images are standard .jpg format).
2	Have an associated picture with a matching image file name.
3	Have a valid SSN or pseudo SSN (9 digit claim number, possibly followed by a "P"). Check for at least 9 characters, but no more than 10 characters.
4	Have a valid date of birth in MMDDYYYY format. Check that there is a numeric in each position.
5	Have a valid first and last name - up to 30 characters).
6	Have a valid facility id - 3 digits, plus optional 4 alphanumeric characters.
7	Have a valid card id - Varchar up to 49 characters).
8	Have a valid service connected indicator - Y or N, never empty).
9	Have a valid street address, using CASS system.
10	Have a valid city, using CASS system.
11	Have a valid state, using CASS system.
12	Have a valid zip code, using CASS system.

CompletedDT - Date-Time when the card was mailed.

CompletedFileName - Name of final mailed confirmation file from card print vendor

TransmitAttempts - Number of attempts to send the request to the Print Vendor.

PrintReleaseStatus

I=Ineligible for card/photo and data stored,
H=Request is being held awaiting update from PIMS,
C=Request has been canceled,
E=Error due to data integrity and request not sent to Print Vendor,
P=Request can be sent to Print Vendor,
S=Request has been sent to Print Vendor,
A=Print Vendor has acknowledged receipt of the request,
M=Card has been mailed,
R=Request rejected by Print Vendor

¹ 0 – in the position if error condition did not occur, 1 – in the position if request rejected due to error condition

Appendix C - PICS Error Messages

Error Message Text	System Cause
Unable to find veteran in database.	Patient record number is not valid. Should not happen.
A previous VIC request for the veteran, entered on <i>entry_date</i> from your facility, is awaiting a National ICN or Enrollment Status update. If no update is received by <i>expiration_date</i> , the previous request will expire, allowing you to enter a new request.	A pending request exists in a HOLD status.
Unable to determine veteran's Sex.	Sex field is null.
Unable to determine veteran's Social Security Number.	SSN field is null.
Unable to determine veteran's complete Date of Birth.	DOB field is null or does not include day of birth.
Unable to determine veteran's Name.	FAMILY NAME component is null.
Unable to determine a mailing address.	Attempting to use the facility address as the mailing address, but there is a problem with INSTITUTION file for local site.
Unable to determine the STREET1 field of the permanent mailing address.	Permanent address STREET1 field is null.
Unable to determine the STREET1 field of the temporary mailing address.	Temporary address STREET1 field is null.
Unable to determine the STREET1 field of the confidential mailing address.	Confidential address STREET1 field is null.
Unable to determine the STREET1 field of the facility mailing address.	Facility address STREET1 field is null.
Unable to determine the CITY field of the permanent mailing address.	Permanent address CITY field is null.
Unable to determine the CITY field of the temporary mailing address.	Temporary address CITY field is null.
Unable to determine the CITY field of the confidential mailing address.	Confidential address CITY field is null.
Unable to determine the CITY field of the facility mailing address.	Facility address CITY field is null.
Unable to determine the STATE field of the permanent mailing address.	Permanent address STATE field is null.
Unable to determine the STATE field of the temporary mailing address.	Temporary address STATE field is null.
Unable to determine the STATE field of the confidential mailing address.	Confidential address STATE field is null.
Unable to determine the STATE field of the facility mailing address.	Facility address STATE field is null.
Unable to determine the ZIP field of the permanent mailing address.	Permanent address ZIP field is null.
Unable to determine the ZIP field of the temporary mailing address.	Temporary address ZIP field is null.
Unable to determine the ZIP field of the confidential mailing address.	Confidential address ZIP field is null.
Unable to determine the ZIP field of the facility mailing address.	Facility address ZIP field is null.
Unable to determine veteran's Service Connected Indicator.	Should never happen.
Unable to determine a source facility.	There is a problem with INSTITUTION file for local site.

Appendix D – Card Request Accept/Reject Codes

The following table describes the Card Request Accept/Reject Codes and their respective positions

Denotes card request acceptance or rejection.

0 – Error condition did not occur

1 – Request rejected due to error condition

Multiple error conditions are reported by the character position of a 0 or 1 in the string.

The following 12 error codes are defined by position:

Position 1 - Every card request shall be in a format that can be read by the card print vendor (images in standard jpg format).

Position 2 - Every card request shall have an associated picture with a matching image file name.

Position 3 - Every card request shall have a valid SSN or pseudo SSN (10 digit claim number) (nine digits plus optional alpha for the pseudo SSN).

Position 4 - Every card request shall have a valid date of birth in MMDDYYYY format with valid month/day combinations.

Position 5 - Every card request shall have a valid first and last name (format should have no more than 30 characters).

Position 6 - Every card request shall have a valid facility id (3 digits plus up to 4 optional alphanumeric characters).

Position 7 - Every card request shall have a valid card id.

Position 8 - Every card request shall have a valid service connected indicator (format either Y or N).

Position 9 - Every card request shall have a valid street address (as determined by CASS).

Position 10 - Every card request shall have a valid city (as determined by CASS).

Position 11 - Every card request shall have a valid state (as determined by CASS).

Position 12 - Every card request shall have a valid zip code (as determined by CASS).