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DSD - Section 17



CMIPS

D-4.2-03 – IHSS CMIPS Detailed System Design (DSD) (R2025.03.01) Section 17

Version 1.0

03/28/2025

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DSD 17/Payroll - Payroll Management

This document will describe the Payroll Management functionality of the CMIPS Payroll component. The CMIPS solution will utilize the CGI Advantage® Commercial Off-the-Shelf (COTS) Human Resources Management (HRM) Payroll and Financial packages to satisfy the payroll and fund source requirements.

DSD 17/Payroll – Payroll Management/Payroll Management Topic Area

DSD 17/Payroll – Payroll Management/Business Process

The CMIPS employee/employer structure shown in Figure 1, below is used to show the multiple levels needed for CMIPS. This diagram shows that the State of California will be used as an employer for the calculation of the annual Federal Insurance Compensation Act (FICA) reconciliation. The counties are deemed the employers for the administration of Labor Organization and Health Benefit deductions. The Recipients of the services are the employers for purposes of producing the W-2s and can also be established as an employee (Provider) in cases where the Recipient will receive payment, such as an Advance Pay Recipient, or Recipient who is also a Provider of services for another Recipient. The diagram also shows the Individual Providers (IPs) that can be attached to one or more Recipients for pay and tax reporting purposes. This structure is complex and requires the business rules for the creation and maintenance of the Recipient and Provider records for payroll processing in CMIPS.

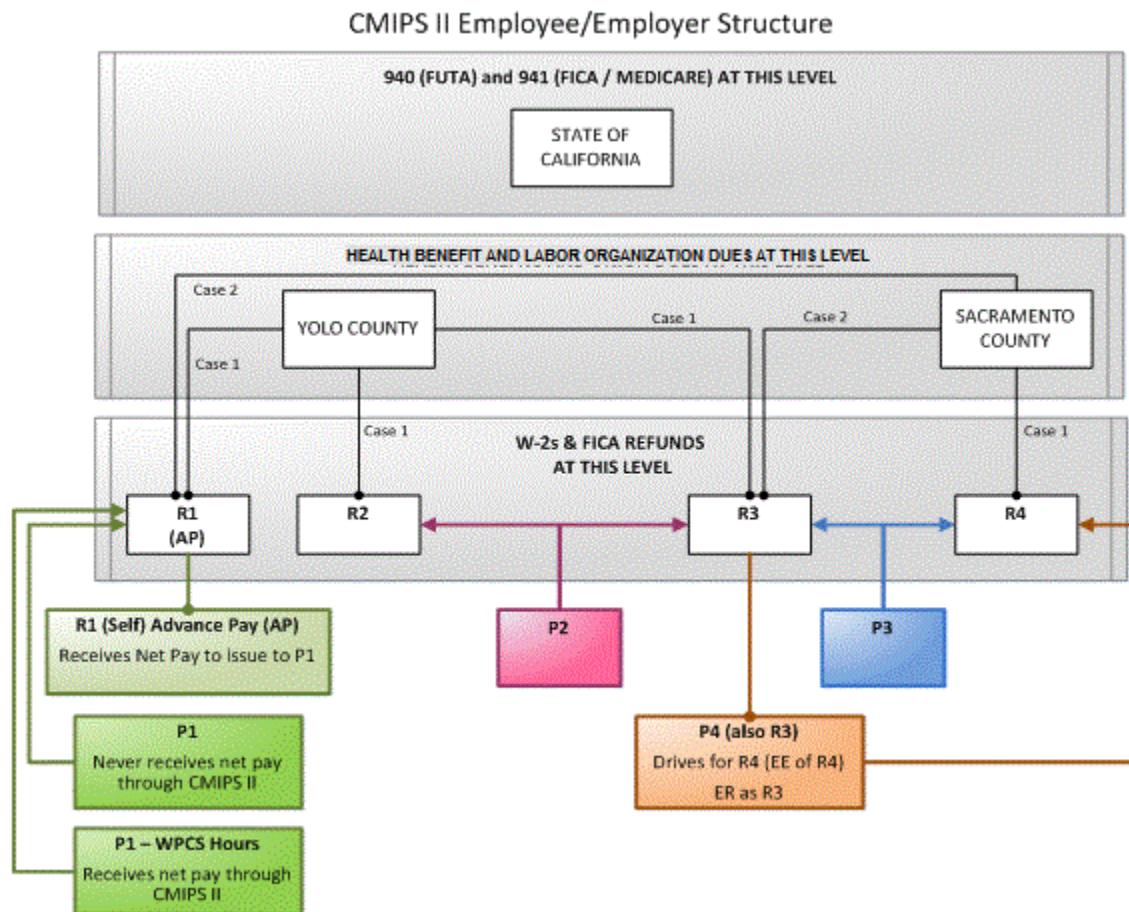


Figure – CMIPS Employee/Employer Relationships

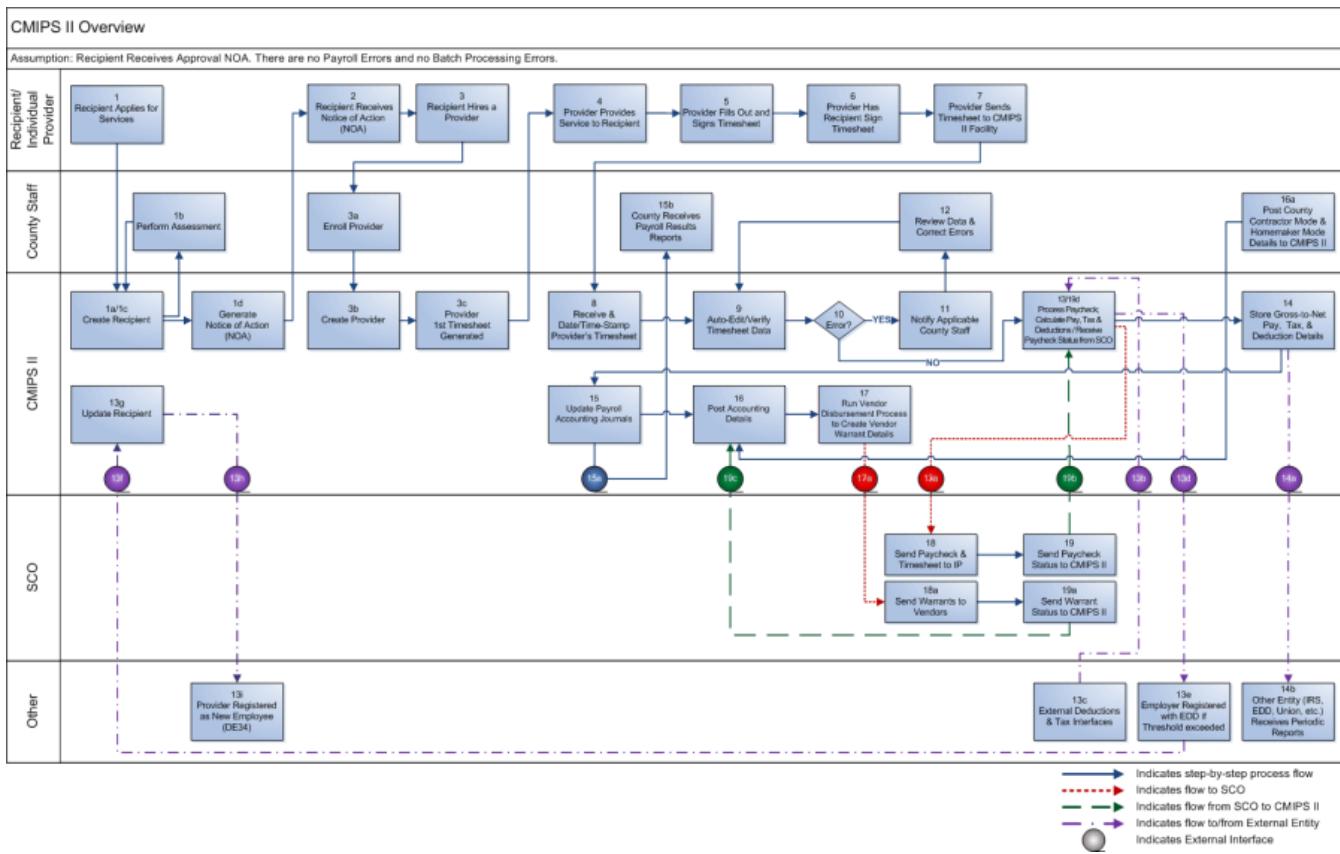


Figure – CMIPS II Overview

For this track and topic, the following business functions will be described:

- 1a/1c-CREATE Recipient: This business function will include the passing of information from Case Management (CM) to Payroll to establish and maintain the Recipient information.
 - 3b-CREATE Provider: This business function will include the passing of information from CM to Payroll to establish and maintain the Provider information. This will include establishing the Recipient as a Provider in cases such as Advance Pay, where a Recipient will also be receiving a warrant through the payroll system. As part of setting up and maintaining the Provider, the set-up of the electronic funds transfer (EFT) records will also be described.
 - 13/19d-PROCESS Pay: This business function will describe the high-level processing of payroll. The main process steps, including key input and output will be described. The actual set up, maintenance and processing of deductions, tax and contribution will be covered in detail in the Payroll-Deductions and Payroll-Tax and Contributions tracks and topics. The details associated with the processing of Advance Pay will be covered in detail in the Payroll-Advance Pay track and topic. There will also be a discussion on the general processes used to correct pay. The details of how to correct the deductions, the pay rate, the hours, and the associated taxes will be described in the associated track and topics.
 - 18-SEND Paycheck and Timesheet to IP: For this track and topic, the earnings statement layout and format will be discussed. For example, the warrant processing details will be described in detail in the Payroll-Warrant Management track and topic.

Throughout the other payroll tracks and topics, the details behind each of these processes will be discussed in more detail.

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Create and Maintain Recipient

CI	Document Name
 CI-69315 - DSD BF Create and Maintain Recipient IMPLEMENTED	DSD_BF_Create_and_Maintain_Recipient.doc

For the Payroll component, internal interfaces between CM and Payroll will enter/update the Taxing Entity (TXEN) table to create and maintain the Recipient information.

Taxing Entity (TXEN)

The following is contained in the TXEN table:

- General Information stores tax information, such as State Employer Identification Number (SEIN), date of birth and other information that supports downstream processing specific to the employer.
- Address Information stores a Recipient's mailing address, including the county and district office where the case is served.
- Business Contact stores a Recipient's legal name.
- Tax Tape Information stores the default state that will be used on the tax tape.

Business Process Flow – Create and Maintain Recipient

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Create and Maintain Provider

CI	Document Name
 CI-69310 - DSD BF Create and Maintain Provider IMPLEMENTED	DSD_BF_Create_and_Maintain_Provider.doc

For the Payroll component, internal interfaces between CM and Payroll will enter/update the following transactions used to create and maintain the Provider information.

Employee Status Maintenance (ESMT)

- This transaction creates the initial Provider record and stores the following types of data elements:
- General name information for the IP. This includes the effective date of the IP and will capture detail information related to name changes.
- Assignment Information captures general accounting details and tracks employee status.
- Classification Attributes captures pay cycle and pay rate details.
- Overrides assign the employee to policies for pay and benefits.

Employee Attributes (ATTR)

This transaction adds additional Provider record attributes such as the following types of data elements:

- Personal Information captures personal information on the IP, such as the date of birth, gender and Social Security Number (SSN).

Address (ADDR)

This transaction records and maintains an employee's address, residency and contact information. The page includes the following information:

- General Information defines the effective date of the address and information regarding the address records.
- Home Address records the actual home address of the IP.
- Mail Address records the mailing address for the IP, only to be used in cases where the IP (Recipient payee) has a guardian.

Employee Identification Change (EICF)

This page allows the recording of any changes to an employee's identification number. The system can also change the employee's ID, alternate ID, SSN and name on every existing record. For the SSN and Name, the EICF document must be used as they cannot be changed directly on the ESMT or ATTR documents.

Business Process Flow – Create and Maintain Provider

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Calculate Pay

CI	Document Name
CI-69312 - DSD BF Calculate Pay IMPLEMENTED	DSD_BF_Calculate_Pay.doc

Payroll calculates pay using Time-to-Gross (TTG) and Gross-to-Net (GTN) processes. TTG translates hours received on a timesheet into gross pay based on the Provider's associated pay rate.

GTN accumulates the gross pay data and performs additional processing such as deduction and tax processing.

For positive-pay, the TTG process establishes the current pay period, verifies that the dates indicated on the timesheet fall within the current pay period and that the Provider is eligible for the pay type and hours indicated on the timesheet and utilizes the pay rate associated with the Provider's pay policy and type. The system then makes the conversion from time, multiplied by the hourly wage, to gross pay and updates the summary tables for pay, tax and deduction activity.

For exception pay, TTG is run only for processing of time exceptions such as overtime, which currently does not apply to the CMIPS program.

During the payroll run, GTN selects a group of employees based on the period they are being paid and performs the following functions:

- Calculates exception gross pay based on pay rates and authorized hours and/or dollars associated with the employee.
- Checks for employees' positive gross pay existing on the Pending Payment (PEND) table.
- Calculates FLSA for non-exempt employees. (This is not being configured for CMIPS, but configuration steps will be included in the system documentation for future processing needs.)
- Checks for employees' deductions on the Pending Deduction (PDDED) table and calculates benefits and deductions.
- Adds payments and subtracts deductions.
- Updates summary/inquiry tables.
- Prepares data elements for submission on the SCO tape.

GTN is performed offline for regular and supplemental pay cycles.

Business Process Flow – Calculate Pay

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Correct Pay

CI	Document Name
CI-69311 - DSD BF Correct Pay IMPLEMENTED	DSD_BF_Correct_Pay.doc

Correcting pay can be accomplished through a series of transactions that are processed through TTG and GTN. These transactions include the types of adjustment documents described in the subsections that follow.

Timesheet Adjustment

A timesheet can be processed for a prior or current period with the proper time needed for the next payroll. This can include hours misreported (increased or decreased) for a prior period, an adjustment to a previously submitted time record or current time.

One-Time Deduction

A one-time deduction transaction can be used to process a deduction correction against a future or pending payment. This can be used to catch up on a deduction or can be used to adjust a future payment by the amount specified. This can be done in one payroll period or spread over multiple pay periods.

External Adjustments

This page will primarily be used for the adjustment of subject wages for taxation. These types of adjustments (entity adjustments) will occur when a Provider moves from a non-familial relationship to an exempt relationship (or vice versa) and where there is also a retroactive effective date for this change. A negative change in subject wages for an employee or employer tax will initiate the refund of prior period withholdings or contributions from which the Provider is now exempt. A positive change in subject wages for an employee or employer tax will initiate the collection of past due withholdings or contributions not previously withheld.

Business Process Flow – Correct Pay

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Electronic Funds Transfer

CI	Document Name
 CI-69314 - DSD BF Electronic Funds Transfer IMPLEMENTED	DSD_BF_Electronic_Funds_Transfer.doc

Providers and those recipients receiving advance pay or restaurant meal allowance payments can be enrolled in direct deposit so that their payments are made via electronic funds transfer (EFT) to a single checking or savings account.

Paper requests from providers or recipients for new, modified, or terminated direct deposit enrollment received by mail are processed by the manual submission of a Net Pay Distribution (NPD) document in Advantage HRM. For providers submitting direct deposit enrollment information electronically via the IHSS Electronic Services Portal (ESP), NPD documents are processed during nightly batch.

The pre-note process is triggered by the population of the Prenote Effective Date on the NPD document – either manually or by batch – with the date the document is created. In the event that the NPD document is submitted without this date, it will be system-generated during payroll processing when a payment is made for a pay period greater than or equal to the effective date of the NPD. To expedite this process and to ensure that payments for any service period are disbursed as EFT, a retroactive effective date can be entered; for CMIPS, this date should always be January 1, 2007. See DSD Section 19 for additional information about the pre-note file sent to the State Controller's Office.

The number of days between the pre-note date and the issuance of payments by EFT is controlled by the Site Parameter 'EFT APPROVAL DAYS', currently set to 15. During this time, payments will be made by paper warrant. If a pre-note or EFT transaction is rejected by the depositing bank, the direct deposit enrollment will be terminated by the manual submission of an NPD document with an action code of 'Delete'.

The direct deposit enrollment will be terminated automatically by a monthly batch job for providers and recipients under the following circumstances:

- No payment activity in the past 90 calendar days; and
- Active direct deposit enrolled for at least 90 calendar days, regardless of pre-note status

Business Process Flow Electronic Funds Transfer

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Business Process Function – Earnings Statement

CI	Document Name
 CI-69313 - DSD BF Earnings Statement IMPLEMENTED	DSD_BF_Earnings_Statement.doc

The earnings statement can be configured through the Payroll application by selecting the pay events, tax events, and deduction events that are to be displayed. On the CMIPS three-part form of warrant/earnings statement/timesheet, there is a limited amount of space available for the earnings statement.

Business Process Flow Electronic Funds Transfer

This section is not applicable for Payroll Management

Initiation/Triggers, Pre-Conditions and Post Conditions

This section is not applicable for Payroll Management

Process/Screen Flow

This section is not applicable for Payroll Management

DSD 17/Payroll – Payroll Management/Business Process /Screen Designs

The screens that will be used will be from [Recip CM & OS – Payroll within Case Management](#).

DSD 17/Payroll – Payroll Management/Business Process /Screen Designs/Payroll Management Screens

All user input necessary to perform Payroll Management is accomplished with screens in the Case Management component of CMIPS. As such, there are no screens represented here.

Hyperlinks/Functions

This section is not applicable for Payroll Management.

Payroll Data Elements

The following data elements are specific to Payroll Management configuration within the Payroll component and have been customized for CMIPS. Refer to Appendix C for baseline Advantage configuration elements:

Table – Site Specific Parameters (SPAR)

Site Parameter Code	Effective Date	Expiration Date	Site Parameter Flag	Site Parameter Number	Site Parameter Text	Comments
ACCOUNTING ATTRIBUTE FORMAT	1900-01-01	9999-12-31	N	0		Enter the acronym for the accounting system in use at your site in the Text Value field.
ACCRUE LABOR AT PROGRAM LEVEL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to include the Program on reversing Journal Vouchers. Enter N if you do not want the job number included.
ACCRUE LABOR AT RPT CODE LEVEL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to include the reporting category on reversing Journal Vouchers. Enter N if you do not want the reporting category included.
ACCRUE LABOR OVERRIDE OBJECT	1900-01-01	9999-12-31	N	0		Enter object in the Text Value field to be used as an override object on detail lines on reversing Journal Vouchers (JVs). If left blank, the original object is used on reversing JVs.
ACCTG ATTR DEFAULT LEVEL ID	1900-01-01	9999-12-31	Y	0	A	Enter the accounting attribute default level ID in the Text Value field. Enter A if accounting attributes are specified at the department level. Enter G if accounting attributes are specified at the global level.
ACCTG BYPASS FINANCIAL EDITS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field if the General Ledger Interface program should only perform the accounting period lookup as a part of its accounting validation routine. If Y is entered, the run time of the general ledger interface is reduced because the financial codes validation routine is bypassed. When documents are loaded and processed in CGI Advantage® Financial, the edits are performed by the system. Enter N if you do not want to bypass the financial codes validation routine. If blank, the financial edits are bypassed.
ACCTG CHARGE EXCESS TIME CATEG	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if an object or labor distribution code to which overtime hours are reported on the General Ledger can be defined on the Time Category (TMC) page. When this entry is set to Y, the General Ledger interface uses TMC to determine the accounting information for hours charged in excess of employee standard hours.
ACCTG PERDS NOT USED FOR PAM	1900-01-01	9999-12-31	N	0		Not applicable.
ADJ CONTRACT TOLERANCE AMOUNT	1900-01-01	9999-12-31	N	0		If you are using the smoothing model of contract pay, enter a value to be compared to the change in adjusted contract amounts in the Text Value field. If the difference between the recalculated adjusted contract amount and the prior adjusted contract amount is less than the value you enter here, the system assumes the difference is due to rounding. In this case, the adjusted contract amount used for the last calculation of pay is used again. If the difference between the amounts is more than the value in this field, then the recalculated amount is used to calculate pay.
ADVANTAGE FINANCIAL 3. X SYSTEM	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to specify that the site is using a CGI Advantage® Financial 3x system (any version of 3x). When set to Yes, PAM uses the accounting and payroll journals in ADV Financial to find past pay cycle data. When set to No, PAM uses the payroll expense, liability and fringe journal history tables to find this data.

ALLOCATE LEAVE PAY OVER LABOR	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to specify that leave pay events are allocated over the labor pay details in the pay period.
ALLOCATE OVERTIME OVER LABOR	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to specify that overtime pay events are allocated over the labor pay details effective during the FLSA period.
ALLOW CON /RES BALANCE UPDATE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to enable conversion /historical updates to the Contract Pay Summary (CONP), Contract Pay Summary - Smoothing Factor (CONS) and Reserve Pay Summary (RESP) pages. Enter N to disable these updates.
ALLOW CONTRACT PAY PROCESSING	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that contract pay processing is allowed at this site. Enter N if contract pay processing is not allowed.
ALLOW JOB NOTICE ENCUMBRANCING	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that position authorization records should be updated based on job notice records. Enter N if position authorization records should not be updated based on job notice records.
ALLOW RESERVE PAY PROCESSING	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that reserve pay processing is allowed at this site. Enter N if reserve pay processing is not allowed.
ALLOW UPDATES TO PAMT	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that Position Authorization Maintenance updates are allowed at this site. Enter N if Position Authorization Maintenance updates are not allowed.
AMENDED W2	1900-01-01	9999-12-31	N	0		Enter N in the Yes/No Flag field to indicate that the original W2s are to be printed. Enter Y in the Yes/No Flag field and a phrase in the Text Value field if W-2s are to be reprinted. The entered text is printed on the bottom right of the W-2 form to distinguish the reprint from the original.
APPLICANT ID IS EMPLOYEE ID	1900-01-01	9999-12-31	N	0		Enter Y to in the Yes/No Flag field to indicate that the applicant ID must always correspond to the employee ID. Enter N to indicate you do not want to enforce this rule.
APPLY FTE PERCENT	1900-01-01	9999-12-31	N			Enter Y in the Yes/No Flag field to enable the process which applies the FTE percent. This option only affects pay for exception-paid employees whose pay rates are table-driven. The purpose of this modification is to allow for the specification of one pay class and one set of pay rates for a given set of employees who meet this criterion. Individuals within this group of employees can then have differing FTE percentages in order to reflect their part-time status. Different rates and pay classes do not need to be specified for each employee who has a different FTE percentage. After determining whether or not an employee meets the criteria specified above, Gross-to-Net prorates the number of hours and pay by the employee's FTE percentage. Time or pay that is input through a Time Sheet Adjustment (TADJ) or Timesheet (TIMEI) is not impacted by this option, so positive-paid employees or exception-paid employees with extra time or dollar input will not show an increase or decrease based on FTE percentage. Hours worked for Time-to-Gross purposes are assumed to be the true hours worked and will not be prorated.
AUTO GEN EMPLOYEE ID	1900-01-01	9999-12-31	Y	0		CGI Advantage® HRM provides the ability to automatically generate unique employee ID's for new hires through the New Employee (NEMP), Employee Status Maintenance (ESMT) and Employee Identification Change Form (EICF) pages. Set the Yes/No Flag field to Y to invoke the automatic generation of employee IDs. The manual entry or editing of the employee ID through the New Employee (NEMP) and Employee Status Maintenance (ESMT) pages will be prohibited and an error will be issued if a user attempts to manually enter the employee ID. If this SPAR entry is set to Y, the APPLICANT ID IS EMPLOYEE ID and EMPLOYEE ID IS SSN entries on SPAR must be set to N. Set the Yes/No Flag field to N if you do not wish to automatically generate the Employee ID field. In addition, manual modifications of established Employee IDs will be allowed via the Employee Identification Change Form (EICF). In addition, when the AUTO GEN EMPLOYEE ID parameter's Yes/No Flag is set to Y, the ability to manually enter a new Employee ID on the Employee Identification Change Form (EICF) document will be restricted. The Generate New ID checkbox on the EICF document indicates that a new Employee ID should be created for an existing employee. If this checkbox on EICF is selected, the New Employee ID field must be left blank and the system will automatically generate a new employee ID. If the checkbox is not selected, then the Employee ID must remain unchanged and the New Employee ID will have to be the same as the original employee ID. If the AUTO GEN EMPLOYEE ID entry is set to N, then the use of the Generate New ID checkbox will not be allowed.
AUTO GENERATE DPND ID	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the Dependent ID should be auto-generated.

AUTO UPDATE CURRENT EMPL FL	1900-01-01	9999-12-31	N	0		Auto Update Current Employee Flag set to Y allows applications for current employees to be automatically updated with an automated update status established on the Applicant Status page.
AUTOMATED BANK RECONCILIATION	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that your site uses the automated bank reconciliation feature. If this entry is Y, outstanding checks are not archived by the check archiving process.
AUTOMATED LEAVE ACCR DOC CD	1900-01-01	9999-12-31	N	0		Enter the document code to be used in creation of Automated Leave Accrual Documents in the Text Value field.
BASELINE BUDGET PREP LOAD	1900-01-01	9999-12-31	N	0		Enter where the amounts generated by the budget prep forecast are loaded on the Budget Report table in CGI Advantage ® Financial. Valid values are: Requested the requested budget Recommended the recommended budget Adopted the adopted budget This entry only applies to sites not using the Advanced Budget Prep subsystem.
BATCH OPERATOR E-MAIL ADDRESS	1900-01-01	9999-12-31	Y	0	brenda.yost@cgi.com	Enter the batch operator's email address in the Text Value field.
BENEFITS SITE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the Employee Benefits Subsystem.
BUDGET CHANGE FACTOR	1900-01-01	9999-12-31	N	0		Enter the budget change factor in the Numeric Value field. The Position Control Subsystem provides a budget roll forward procedure by which budgets for a given fiscal year are used to establish budgets for the next one. The budget change factor enables across the board modifications. To increase budgets by 10%, this factor would be set to 1.1000; to decrease by 10%, use a factor of 0.9000. If no value is entered, a value of 1.0 (no change) is assumed.
BUDGET ON FTE OR INCUMBENT	1900-01-01	9999-12-31	N	0		Enter whether the budgeting is to be done on an Incumbent basis or an FTE basis. Enter 'F' for FTE and 'I' for Incumbent.
CCOMP CALCULATIONS BYPASSED	1900-01-01	9999-12-31	Y	0		This entry determines whether Client Compensation calculations are processed at your site. Set the Yes/No Flag to N, to process and generate Client Compensation for all eligible employees. Set the Yes/No Flag to Y, to bypass Client Compensation calculations for all employees. Default value for this parameter is Y.
CENTRAL REGISTRATION NUMBER	1900-01-01	9999-12-31	N	0		This entry is required only by the state of Maryland for W-2 processing. Enter the 12-digit central registration number in the Text Value field. Caution: If your site is using clearing funds and wants offset accounts in all funds to clear automatically (including transfer of cash), a Cash Balance Sheet Account must be specified as the JV OFFSET BS ACCT CD on the Site Specific Parameters (SPAR) page.
CHECK ARCHIVE BLOCK SIZE	1900-01-01	9999-12-31	N	1		Enter the Check Archive Block Size in the Numeric Value field. The Check Archive Selection Statistics Report uses the numeric value to determine how often it should commit to the report table. Default value is 1.
CHECK CONVERSION DATE RANGE	1900-01-01	9999-12-31	N	0		
CHECK PDF ENABLED	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to clean the jet form site after check PDF is done.
CHECKPDF APPSERVER FILE LOC	1900-01-01	9999-12-31	N	0	/opt/AMSADV3/RTFiles/FINDEV/ExportImport/	Enter the location where the .zip files from the jet form printer should be unzipped on the server in the Text Value field.
CHECKPDF BLOCK SIZE	1900-01-01	9999-12-31	N	0	1	Enter the commit Block Size in the Text Value field.
CHECKPDF BUFFER SIZE	1900-01-01	9999-12-31	N	0	2048	Enter the size of the buffered output stream in the Text Value field.
CLEARING FUND DEFAULT	1900-01-01	9999-12-31	N	0		A valid fund must be entered in the Text Value if clearing fund processing is used at this site. This value can be overridden on individual Deduction Plan (DPLN) page entries. Note: Reserve Pay processing always uses the fund specified in the Text Value of the FUND FOR RESERVE PAY field on the Site Specific Parameters (SPAR) page.
CLEARING FUND DEFAULT OPTION	1900-01-01	9999-12-31	N	0		Set Yes/No Flag to Y to indicate that clearing fund processing should be used. Set the Yes/No Flag field to N to indicate that clearing fund processing should not be used. This value can be overridden on the Deduction Plan Accounting (DPLN) page. Note: Reserve pay processing, if used by a site, is already using the functional equivalent of clearing fund processing and is not affected by this flag.
COMBINED CHECK OPTION	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to include all of an employee's appointments with the same pay cycle and same pay period end date on a single check.

COMPUTER TYPE	1900-01-01	9999-12-31	Y	0	IBM p595	Enter the standard computer type in the Text Value field. This entry is used to indicate to the Social Security Administration (SSA) the hardware used to produce the W-2 magnetic media tape.
CONSOLIDATE QRTE LINES	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to merge adjacent lines with no differences other than expiration and effective dates into one line. The merged line displays the earliest effective date to the latest.
CONTINUOUS CHECK NUMBERS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field then the first paycheck number in the next cycle, is the last paycheck number used + one.
CONTRACT PAY ALLOWED	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that contract pay is allowed at this site. Enter N if contract pay is not allowed.
CONTRACT PAY PROC BLOCK SIZE	1900-01-01	9999-12-31	N	0		System default.
CREATE CONTRACT SUMMARY RECS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to allow contract summary records to be created on the Contract Pay Summary - Smoothing Factor (CONS) page through online data entry. This would typically be used for data conversion occurring in the middle of a contract year.
CREATE PYRL DOCS FOR NET PAY	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to create Net Pay documents.
CREATE RESERVE SUMMARY RECS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to allow reserve summary records to be created on the Reserve Pay Summary (RESP) page through on-line data entry. This would typically be used for data conversion occurring in the middle of a contract year.
CREATE VP DOCS FOR FRINGES	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field if Vendor Payable (ABSVP) documents will be created for Fringe Expenses during the Payroll Accounting Document Generator process.
CURRENT ENCUMB FY	1900-01-01	9999-12-31	N	0		Not applicable.
DATE FOR ANNUALIZED SALARY	1900-01-01	9999-12-31	N	0		Enter the date by which the salary is annualized in YYMMDD format. If no date is entered, the Annualized Salary Extract process defaults to the current date.
DECEASED EMPLOYEE STATUS	1900-01-01	9999-12-31	Y	0	D	Enter the employment status code that indicates on that an employee is deceased. This value is used to select employees for the Deceased Employees Exception Report as part of the W-2 reporting process. The employment status code is defined on the Employment Status (EMPS) page.
DEDUCTION EFT CLEARING BANK	1900-01-01	9999-12-31	Y	0	1110	Enter the bank account code from the Bank Account (BANK) page for the bank the site uses to clear EFTs to vendors for satisfaction of deduction liabilities. The bank account number is entered in the Text Value field.
DEFAULT ACCTG 1	1900-01-01	9999-12-31	N	0	FUND_CD	Enter the 1st accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 2	1900-01-01	9999-12-31	N	0	SFUND_CD	Enter the 2nd accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 3	1900-01-01	9999-12-31	N	0	DEPT_CD	Enter the 3rd accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 4	1900-01-01	9999-12-31	N	0	UNIT_CD	Enter the 4th accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 5	1900-01-01	9999-12-31	N	0	SUNIT_CD	Enter the 5th accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 6	1900-01-01	9999-12-31	N	0	APPR_CD	Enter the 6th accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 7	1900-01-01	9999-12-31	N	0	OBJ_CD	Enter the 7th accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT ACCTG 8	1900-01-01	9999-12-31	N	0	SOBJ_CD	Enter the 8th accounting field to be displayed on the Employee's Timesheet in the Text Value field. This field should be the name of the field as it appears in the database.
DEFAULT BALANCE SHEET ACCT CD	1900-01-01	9999-12-31	Y	0	3000	Enter the default balance sheet account code in the Text Value field. This code is used if an invalid balance sheet account code is entered on the Deduction Plan (DPLN) page.
DEFAULT BUDGET PREP CODE	1900-01-01	9999-12-31	N	0		Enter a default Budget Prep Code to be used if the Budget Prep Code on the Proposed Authorized Position Changes page is blank and the Budget Prep Code from Position Status Maintenance is blank. This entry only applies to sites using the Advanced Budget Prep subsystem.

DEFAULT CHECK DISTRIBUTION	1900-01-01	9999-12-31	Y	0	2	Enter the default value where all employees will be defaulted for check distribution in the Text Value field. Enter 1 for Check-stub to Pay Location, 2 for Check-stub to Home, 3 for Direct Deposit to Pay Location, 4 for Direct Deposit to Home and 5 for Direct Deposit to Email.
DEFAULT COUNTRY CODE	1900-01-01	9999-12-31	N	0	US	Enter the Default Country Code in the Text Value field; the entered Country code is defaulted on the Licenses and Certification, Applicant Address Maintenance, and Applicant Reference pages. If the system encounters a data entry page with a valid state code but without the country code completed, it uses the default country code.
DEFAULT EVAL PERIOD BASIS	1900-01-01	9999-12-31	N	0		Enter which date is used to determine an employee's standard performance evaluation period in the Text Value field. Valid values are: A- Appointment date P- Pay progression start date T- Date in title
DEFAULT EVAL PERIOD END DT	1900-01-01	9999-12-31	N	0		Enter the default end date for performance evaluations in the Text Value field. Use MMDD format.
DEFAULT EVAL PERIOD LENGTH	1900-01-01	9999-12-31	N	0		Enter the default number of days or months in a standard employee evaluation period in the Numeric Value field. In addition, indicate in the Text Value field whether the evaluation period length is in D (days) or M (months).
DEFAULT EVAL TYPE CODE	1900-01-01	9999-12-31	N	0		Enter the default evaluation type code that should be used if an evaluation type code is not specific to the employee's title. Enter the appropriate code in the Text Value field. Valid values are located on the Evaluation Type (ETYP) page.
DEFAULT FED TAX EXEMPT CT	1900-01-01	9999-12-31	N	0		Enter the default number of allowances used to calculate an employee's federal tax withholding. The default number is entered in the Numeric Value field and is used in the absence of actual employee-specific data. Valid values range from 0 to 99.
DEFAULT FED TAX MAR STAT	1900-01-01	9999-12-31	N	0	E	Enter the default tax marital status code used to calculate an employee's federal tax withholding. This code is entered in the Text Value field and is used in the absence of actual employee-specific data. Valid values are contained in the Tax Marital Status (TAXM) page.
DEFAULT FICA CLASS CODE	1900-01-01	9999-12-31	N	0	Z	Enter the default FICA class code used to identify the employee's participation in the retirement and Medicare portion of FICA. This code is entered in the Text Value field and is used in the absence of actual employee-specific data.
DEFAULT LDPR CD FOR DED	1900-01-01	9999-12-31	N	0	P9999	Enter the default labor distribution profile code in the Text Value field. This code is used as a default in the absence of a valid labor distribution code for a specific deduction. Valid values are contained in the Labor Distribution Profile (LDPR) page.
DEFAULT LDPR CD FOR ETRP	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that a default profile code can be used when reimbursing an employee for a training course. If this option is Y, it is valid to set the Labor Distribution Option Flag to P on the Employee Training Profile (ETRP) Document and leave LDPR blank. If a default profile code can be used, enter the profile code in the Text Value field. Refer to the LDPR page for valid codes.
DEFAULT LDPR CD FOR PAY	1900-01-01	9999-12-31	N	0	P9999	Enter the default labor distribution profile code in the Text Value field. This default code is used when the Event Type (EVNT) page contains an invalid labor distribution profile code. Refer to the LDPR page for valid codes.
DEFAULT LDPR FOR CONTRACT PAY	1900-01-01	9999-12-31	N	0		Enter the default LDPR value to be used in PAM processing in the Text Value field.
DEFAULT LDPR FOR LEV LIAB	1900-01-01	9999-12-31	N	0		Enter a Y in the Yes/No Flag field to determine the accounting information for all employees being processed based on the LDPR code entered in the Text Value field. Enter N in the Yes/No Flag field to determine the accounting information only those employees without appointment accounting based on the LDPR code entered in the Text Value field.
DEFAULT PERF RATING PROFILE	1900-01-01	9999-12-31	N	0		Enter the default performance rating profile that should be used if the performance rating profile is not specific to the employee's title. Enter the appropriate code in the Text Value field.
DEFAULT ST /LOC TAX EXEMPT CT	1900-01-01	9999-12-31	N	0		Enter the number of allowances to be used in calculating an employee's state and local tax withholding in the absence of employee-specific data. Enter the number in the Numeric Value field. Valid values range from 0 to 99.
DEFAULT ST /LOC TAX MAR STAT	1900-01-01	9999-12-31	N	0	E	Enter the tax marital status code to be used in calculating an employee's state and local tax withholding in the absence of employee-specific data. Enter the code in the Text Value field. Refer to the Tax Marital Status (TAXM) page for valid codes.

DEFAULT TAX CLASS CODE	1900-01-01	9999-12-31	N	0	Z	Enter the code to be used in determining the set of tax withholdings to be calculated in the absence of actual employee specific data. Enter the code in the Text Value field. Valid values are contained in the Tax Class (TAXC) page.
DEPT CODE FOR RESERVE PAY	1900-01-01	9999-12-31	N	0	5180	Enter the Department code where reserve pay is accumulated and paid out in the Text Value field. Valid values are contained in the Department (DEPT) page.
DEPT ID FORMAT	1900-01-01	9999-12-31	N	0		Enter numeric in the Text Value field to indicate that the DEPT SPECIFIC ID on the Employee Accounting Data (DEPTA) page should be numeric. If you enter any text other than NUMERIC there are no edits on the field.
DEPT REQUIRED ON SEIT	1900-01-01	9999-12-31	N	0		Not applicable.
DISPLAY DED ERRORS ON REPORT	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to include employees with any type of deduction errors on the Deduction Processing Exceptions (HAR1200) report. Setting this to Y increases the size of the Pay Cycle Extract File. Enter N to include only employees whose pay check would be negative if the deductions were taken.
DISPLAY EARNINGS TIME IN DAYS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to display earnings time in days instead of hours on the Contract Pay Summary - Smoothing Factory (CONS) page, the Contract Pay Summary (CONP) page, the Payroll Check (OCHK) Inquiry, and the Online Check Print (OCHP) page. Hours are converted to days based on the first value found in the following fields: Ovrd Hours Per Contract Day Count on the Contract/Reserve Pay Options (COPT) page; Contract Hours Per Day on the Pay Class (PYCL) page; or Standard Daily Work Hours on the Pay Class (PYCL) page.
EARLIEST RETRO PAY DATE	1900-01-01	9999-12-31	N	0	20070701	Enter the earliest date for which retroactive pay can be processed in the Text Value field. Enter date in CCYYMMDD format. The date must be a valid date on the Calendar Date (CLDT) page.
EFT APPROVAL DAYS	1900-01-01	9999-12-31	Y	20		Enter the number of days after an EFTs effective date that pay processing produces pre-notifications until the bank has responded with approval. Enter the number in the Numeric Value field.
EFT COMPANY IDENTIFIER	1900-01-01	9999-12-31	N	0		Enter the nine-digit company identifier number to be used on the Company/Batch record on the Electronic Funds Transfer (EFT) tape in the Text Value field. If no value is entered, the field defaults to the Text Value field entry of the EMPLOYER FEDERAL TAX NO parameter.
EFT FOR SUPP PAY FL	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that the site uses EFTs for pay processed during a supplemental pay cycle. Enter N if pay processed during a supplemental cycle is paid by check (or warrant) rather than by EFT.
ELECTION WORKER EMPL STATUS	1900-01-01	9999-12-31	N	0		Not applicable.
ELECTION WORKER THRESHOLD AMT	1900-01-01	9999-12-31	N	0		Not applicable.
EMP ID IS SSN	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if the employee's SSN is the employee ID.
EMPLOYER CITY	1900-01-01	9999-12-31	Y	0	Sacramento	Enter the employer's city in the Text Value field.
EMPLOYER FEDERAL TAX NO	1900-01-01	9999-12-31	N	0	94-2629822	Enter a nine-digit number assigned by the IRS to an organization for federal tax reporting purposes in the Text Value field.
EMPLOYER NAME	1900-01-01	9999-12-31	Y	0	DSS IHSS	Enter the name of the employer in the Text Value field.
EMPLOYER STATE	1900-01-01	9999-12-31	Y	0	CA	Enter the employer's state in the Text Value field.
EMPLOYER STREET ADDRESS	1900-01-01	9999-12-31	Y	0	744 P ST # MS 19-96	Enter the street address of the employer in the Text Value field.
EMPLOYER TELEPHONE NO	1900-01-01	9999-12-31				Enter the phone number, including area code and extension if applicable, in the Text Value field. Do not enter any hyphens or parenthesis. For instance, the telephone number (703) 267-8000 ext. 12345 would be entered in the Text Value field as 703267800012345. This entry is used on the 1099-R form and magnetic media.
EMPLOYER W2 ESTABLISHM ENT NO	1900-01-01	9999-12-31				Enter the W-2 establishment number to differentiate between locations and types of businesses in the Text Value field. This code appears in the E records on the tape. This entry is used for employers participating in the Establishment Reporting Plan.

EMPLOYER ZIP CODE PREFIX	1900-01-01	9999-12-31	Y	0	95814	Enter the ZIP code of the employer in the Text Value field.
EMPLOYER ZIP CODE SUFFIX	1900-01-01	9999-12-31	N			Enter the four-digit suffix for the employer's ZIP code in the Text Value field.
EMPS CODES EXCLUDED FOR A21	1900-01-01	9999-12-31				Enter the Employment Status codes that should be excluded in A21 processing in the Text Value field.
ENVVAR AMS SOURCE	1900-01-01	9999-12-31	N	0	HRMSET	Enter the source set file to be used in On-demand Check processing in the Text Value field.
ENVVAR BATCH PATH	1900-01-01	9999-12-31	N	0	/opt/AMSADV3 /hrmdevPE /hrm37/base /scripts/	Enter the absolute path to the directory where the ONDMCHK script to be used in On-demand Check processing is kept in the Text Value field.
ENVVAR USERID	1900-01-01	9999-12-31	N	0	hrmadm	Enter the user id to be used during On-demand Check calculations in the Text Value field.
EXPENSE BUDGET FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if the department and the document number should be combined and written to the transaction number on the JV header. Enter N if the document number on the JV header should be written to the transaction number on the JV header.
EXPENSE BUDGET LINE	1900-01-01	9999-12-31				Allows all Documents and Reference Pages with an Expense Budget Line to point to a specific Expense Budget Structure and Budget Level. Enter this Budget Structure /Level the Text Value field. Two separate Budget Structures and Budget Levels are associated to the Expense Event Type. These Budget Structures/Levels are specified in the Text Value field on the EXPENSE BUDGET LINE and the EXPENSE2 BUDGET LINE
EXPENSE2 BUDGET LINE	1900-01-01	9999-12-31				Allows all documents and reference pages with an Expense Budget Line to point to a specific Expense Budget Structure and Budget Level. Enter this Budget Structure/Level the Text Value field. Two separate Budget Structures and Budget Levels are associated to the Expense Event Type. These Budget Structures/Levels are specified in the Text Value field on the EXPENSE BUDGET LINE and the EXPENSE2 BUDGET LINE
EXPENSE EVENT TYPE REQS	1900-01-01	9999-12-31				Allows all Documents and Reference Pages with an Expense Budget Line to point to a specific Financial EVENT TYPE. Enter an Event Type for Expense Budget Line in the Text Value for which you wish to associate the Expense Budget Line.
FICA WAGE BASE CEILING	1900-01-01	9999-12-31	Y	102000		Enter the Social Security wage base for the year. For example, in 2004 tax year the FICA Wage Base Ceiling is \$87,900.
FLSA CALCULATIONS BYPASSED	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field if FLSA calculations should not be performed for your site. Enter N if FLSA calculations should be performed.
FRB COMPANY IDENTIFICATION NO	1900-01-01	9999-12-31	N	0		Enter the seven-digit number which identifies the organization or company which has created the Federal Reserve Bank standard tape. This number is entered in the Text Value field.
FRB DISTRICT DESIGNATOR	1900-01-01	9999-12-31	N	0		Enter the three-digit Federal Reserve Bank district designator number. Default is 005. This number is entered in the Text Value field.
FRB PLANT LOCATION ID	1900-01-01	9999-12-31	N	0		Enter the Federal Reserve Bank plant location code in the Text Value field.
FRB RESERVE ACCOUNT BRANCH NO	1900-01-01	9999-12-31	N	0		Enter the branch number for the Federal Reserve Bank with which your organization has a savings bond account in the Text Value field.
FRB RESERVE ACCOUNT NO	1900-01-01	9999-12-31	N	0		Enter your organization's Federal Reserve Bank account number in the Text Value field.
FRINGE PAY OFFSET BS ACCT CD	1900-01-01	9999-12-31	N	0		Enter the offset balance sheet account used for fringe pay in the Text Value field. Refer to the Balance Sheet Account (BSA) page.
FTE PERCENT LIMIT	1900-01-01	9999-12-31	N	0		Maximum full-time percent a job notice can have. This number is entered in the Text Value field.
FUND CODE FOR RESERVE PAY	1900-01-01	9999-12-31	Y	0	0001	Enter the fund code for reserve pay in the Text Value field. Reserve pay is accumulated to and paid out from the fund specified. Refer to the Fund (FUND) page for valid codes.
FUND REQUIRED ON SEIT	1900-01-01	9999-12-31	N	0		Not applicable.

GENERATE AUTOMATED PAY	1900-01-01	9999-12-31	N	0		Not applicable.
GET WORK CYCLE FROM PYCL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if an employee's work cycle code can be inferred from the Pay Class (PYCL) page. If a work cycle code is entered on the Contract/Reserve Pay Options (COPT) page or the Department Specific Data (DEPTD) page, it overrides the work cycle code entered on the Pay Class (PYCL) page. Non-contract employees default to the calendar work cycle on PYCL. If the contract pay employee opts to spread payments over the calendar year, the calendar work cycle code is inferred from PYCL. If the contract pay employee opts to spread payments over the duration of the contract, the contract work cycle code is inferred from PYCL.
GLOBAL LEVEL DEFAULT DEPT	1900-01-01	9999-12-31	Y	0	5180	If the Accounting Attribute default level ID is G (global), enter the default department code in the Text Value field. The department code entered is used as the key to the Labor Distribution (LDPR) page entry. Valid values are contained in the Department (DEPT) page. Enter Y in the Yes/No Flag field in order for this value to be used by the Payroll Accounting Document Generator.
INCIDENT DOC CREATE COMMIT CT	1900-01-01	9999-12-31	N	100		Enter the number of documents that should be created before being committed to the database in the Text Value field.
INCL PPER DETAILS IN LABOR ACC	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag to include prior period details in labor accruals. Enter N if you do not want to include prior period details.
INSTALLATION DESCRIPTION	1900-01-01	9999-12-31	N	0	CMIPS II	Enter the name to be used on the site's reports and page titles in the Text Value field.
INSURANCE TAX RATE	1900-01-01	9999-12-31	N	0.029		This field indicates the percentage to be used on the 941 Form on line 7 for the tax on Medicare wages. Enter this percentage in the Numeric Value field.
JOB CATALOG ID FOR CHCK	1900-01-01	9999-12-31	N	0		Enter the catalog id for the job form the job catalog that is used to perform the immediate balance update during the CHCK document processing in the Text Value field.
JV BUDGET OVERRIDE FL	1900-01-01	9999-12-31	N	0		Enter Y in Yes/No Flag to set the Budget Override flag on generated Journal Vouchers to Y for Yes. Enter N to leave the Journal Voucher Budget Override flag blank.
JV ENCUM OPTIONL COUNTER START	1900-01-01	9999-12-31	N	0		System default.
JV OFFSET BS ACCT CD	1900-01-01	9999-12-31	Y	0	3000	Enter Y to indicate that the first four characters of this entry's text value should be used for both expense and liability offsets. Enter your site's salaries and wages payable balance sheet account in the Text Value field. This account is used to offset each journal voucher in the general ledger interface. Valid codes are located on the Balance Sheet Account (BSA) page. Enter N in Yes/No Flag to indicate that the financial system's Special Accounts (SPEC) page should be used to determine the offset account for the JVs created by the General Ledger Interface. The account specified in Due to Fund is used as the offset for expense-side JVs, and the account specified in Due from Fund is used as the offset for liability-side JVs.
JV OFFSET BS ACCT CD ENCUM	1900-01-01	9999-12-31	N	0	3000	Enter the JV offset BS ACCT code, set at 3000 for CMIPS II.
JV PAYROLL CASH BANK ACCT CODE	1900-01-01	9999-12-31	Y	0	1110	Enter the JV payroll cash bank account code in the Text Value field. If you enter no value, the field defaults in the financial system.
LEAVE PAY TYPE CODE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag and then enter a leave pay type code in the Text Value field. If an N is entered in the Yes/No Flag, the SPAR entry is ignored and the Leave Pay Type code defaults to each employee's Base Type code (found on the Employment Status (EMPS) page). The leave pay type code is used to determine leave liability on the Leave Liability Report (HAA8100). Refer to the Event Type (EVNT) page for valid codes.
LEAVE PRORATED BY PC FTE	1900-01-01	9999-12-31	N	0		Not applicable.
LEAVE STUB COLUMN 1	1900-01-01	9999-12-31	N	0		Not applicable.
LEAVE STUB COLUMN 1 NAME	1900-01-01	9999-12-31	N	0		If the Yes/No Flag field of PRINT LEAVE ON CHECK parameter is Y, enter the column name (up to eight characters) in the Text Value field. Defaults to Cur Accr if left blank. If the Yes/No Flag field of PRINT LEAVE ON CHECK is N, leave this field blank.

LEAVE STUB COLUMN 2	1900-01-01	9999-12-31	N	0		If the Yes/No Flag field of PRINT LEAVE ON CHECK is Y, enter one of the following in the Text Value field: CURR_ACCR_AM (Current Accruals), CURR_USAGE_AM (Current Usages), CURR_BAL_AM (Current Balance), LYTD_ACCR_AM (LYTD Accruals), LYTD USAGE_AM (LYTD Usages), YTD_ACCR_AM (YTD Accruals), YTD_USAGE_AM (YTD Usages), MTD_ACCRUAL_AM (MTD Accruals), MTD_USAGE_AM (MTD Usages). Defaults to CURR_ACCR_AM (Current Accruals) if left blank.
LEAVE STUB COLUMN 2 NAME	1900-01-01	9999-12-31	N	0		If the Yes/No Flag field of PRINT LEAVE ON CHECK is Y, enter the column name (up to seven characters) in the Text Value field. Defaults to Cur Usg if left blank. If the Yes/No Flag field of PRINT LEAVE ON CHECK is N, leave this field blank.
LEAVE STUB COLUMN 3	1900-01-01	9999-12-31	N	0		If the Yes/No Flag field of Print Leave on Check is Y, enter one of the following in the Text Value field: CURR_ACCR_AM (Current Accruals), CURR_USAGE_AM (Current Usages), CURR_BAL_AM (Current Balance), LYTD_ACCR_AM (LYTD Accruals), LYTD USAGE_AM (LYTD Usages), YTD_ACCR_AM (YTD Accruals), YTD_USAGE_AM (YTD Usages), MTD_ACCRUAL_AM (MTD Accruals), MTD_USAGE_AM (MTD Usages). Defaults to CURR_ACCR_AM (Current Accruals) if left blank.
LEAVE STUB COLUMN 3 NAME	1900-01-01	9999-12-31	N	0		If the Yes/No Flag field of Print Leave on Check is Y, enter the column name (up to nine characters) in the Text Value field. Defaults to CURR BAL if left blank. If the Yes/No Flag field of Print Leave on Check is N, leave this field blank.
LEV LIAB JRNL BLOCK SIZE	1900-01-01	9999-12-31	N	0		Enter the minimum number of blocks of data committed at a time during the Leave Liability Expense Processor job in the Text Value field.
LEV LIAB PROC BLOCK SIZE	1900-01-01	9999-12-31	N	0		Enter the minimum number of blocks of data committed at a time during the Contract Pay Encumbrance Processor job in the Text Value field.
LIMIT ON NUMBER OF LINES	1900-01-01	9999-12-31	Y	0	100	Enter the maximum number of lines created on a PYRL document during the Payroll Accounting Document Generator process - including the Header, Vendor, and Accounting sections in the Text Value field.
MAG MEDIA TAXING ENTITY	1900-01-01	9999-12-31	N	0	94-2629822	Enter in the taxing entity to be populated in the header fields on the Mag Media Document in the Text Value field.
MASS REPORT CLIENT NAME	1900-01-01	9999-12-31	Y	0	IN HOME SUPPORTIVE SERVICES	
MAX GTN PROC NO	1900-01-01	9999-12-31	N	0		Enter the maximum number of GTN processes you want to run for the payroll, in the Numeric Value field
MAX PREFETCH COUNT	1900-01-01	9999-12-31	N	0		System default.
MD EXEMPTION END DATE	1900-01-01	9999-12-31	N	0		Not applicable.
MD EXEMPTION START DATE	1900-01-01	9999-12-31	N	0		Not applicable.
MULTIPLE 1099R BY APPT	1900-01-01	9999-12-31	N	0		Not applicable.
MULTIPLE EMPLOYERS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if your site assigns separate federal ID numbers to each department. Use the Taxing Entity Information (TXEN) page to enter Federal identification numbers for each department instead of the EMPLOYER FEDERAL TAX NO on the Site Specific Parameters (SPAR) page. In addition, if MULTIPLE EMPLOYERS is set to Y and a department is specified in the EEO-4 Report (HB00400Y) process, EEO employer information for EEO4 reporting is picked up from the EEO Employer Information (EEOE) page.
NO JV DEPT ON LIABILITY FL	1900-01-01	9999-12-31	N	0		Enter N to allow department codes to be posted on liabilities. Enter Y to remove the department from Journal Voucher liability detail line entries. If N is selected and Reserve Pay processing is being used, the Site Specific entry Department Code for Reserve Pay should be set to spaces.
OBJT REQUIRED ON SEIT	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if the Student Earnings Interface page editing process recognizes Object as required on the Student Earnings Interface page. Indicate N if the Student Earnings Interface page editing process recognizes Object as not required, and the Student Earnings Interface page must indicate all asterisks (**).
ONE PASS DOC PROCESSING ONLY	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses one-pass document processing as documented in the System Utilities manual. A site should never use Y if they use VSAM files and no database management system.

OPAY MAX DIVISOR	1900-01-01	9999-12-31	N	24		Enter the maximum number of payments allowed for Overload Pay Processing in the Numeric Value field.
ORG CHART MAX ROWS	1900-01-01	9999-12-31	N	0		Controls the maximum number of rows that can be exported out of Advantage HRM to use in the organization chart. When the Yes/No Flag is set to Y, and a numerical value is entered, then the system limits the maximum number of rows that can be inserted into the data file.
OUTPUT SUMMARY DATA TO PCEF	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the pay summary and deduction summary records should be output to the PCEF file for use by the check print process.
OUTSTANDING PAYCHECK THRESHOLD	1900-01-01	9999-12-31	Y	395		Enter the number of days a check must be outstanding (that is, not cashed or canceled) before it is highlighted on the Outstanding Paycheck Report. The number of days is entered in the Numeric Value field.
OVERRIDE ALLOWED FOR TIMEI	1900-01-01	9999-12-31	N	0		Enter a value in the Text Value field to determine if accounting overrides are allowed. Valid values are: Y – Accounting Overrides are allowed N – Accounting Overrides are not allowed ADMIN – Use the Timesheet Administrator (TIMEA) table to determine if employees are allowed to use overrides.
PAM COMMIT BLOCK SIZE	1900-01-01	9999-12-31	Y	0	100	Enter the minimum number of blocks of data committed at a time during the Payroll Check Processor job in the Text Value field.
PAM DATA READ FROM FINANCIAL	1900-01-01	9999-12-31	N	0		False for CMIPS II. The PAM data will be configured in HRM and passed to Financial.
PAM DOC DEPT DEFAULT	1900-01-01	9999-12-31	Y	0	5180	If the GLOBAL LEVEL DEFAULT DEPARTMENT on SPAR is not activated and a department is not specified for the reference page or document the application is processing, the PAM DOC DEPT DEFAULT parameter provides a default department. Without this default department, the Payroll Accounting Document Generator will fail with a 'GLOBAL LEVEL DEFAULT DEPT. NOT FOUND' error.
PAY CHECK PROCESSOR BLOCK SIZE	1900-01-01	9999-12-31	Y	0	100	Enter the commit block size for the PAM process in the Text Value field. If this is 0 then C_BLOCK_SIZE is the commit block size.
PAY RATE MAX FUTURE YEARS	1900-01-01	9999-12-31	Y	0	5	Enter a non-negative integer value in the Text Value field indicating the maximum future year search limit, which is the number of years from the current date that the search for future dates can allow.
PAYCHECK ARCHIVE PERIOD	1900-01-01	9999-12-31	Y	0	8	Enter the number of days at a minimum that a check must be on the check database before it can be archived. The number is entered in the Text Value field.
PAYCHECK DEDUCTION LINES	1900-01-01	9999-12-31	Y	0	17	Enter the number of deduction lines to be printed on the paycheck in the Text Value field. All extra rows will be summed into one line.
PAYCHECK EMAIL	1900-01-01	9999-12-31	Y	0		Enter a Y in the Yes/No Field if an email should be sent to the email address in the Address table for the admin once the paycheck job has finished.
PAYCHECK FRINGES LINES	1900-01-01	9999-12-31	N	0		Enter the number of fringe lines to be printed on the paycheck in the Text Value field. All extra rows will be summed into one line.
PAYCHECK LEAVES LINES	1900-01-01	9999-12-31	N	0		Enter the number of leave lines to be printed on the paycheck in the Text Value field. All extra rows will be summed into one line.
PAYCHECK NO OF BUNDLES	1900-01-01	9999-12-31	N	0		Enter the number of bundles per .dat file to be sent to the Adobe Server in the Text Value field.
PAYCHECK PAYS LINES	1900-01-01	9999-12-31	Y	2		Enter the number of pay lines to be printed on the paycheck in the Text Value field. All extra rows will be summed into one line.
PAYMENT VOUCHER DEPT	1900-01-01	9999-12-31	Y	0	5180	Enter the department code displayed in the header of all payment vouchers created to satisfy deduction liabilities in the Text value field. Valid values are contained in the Department (DEPT) page.
PEIMS DISTRICT ID	1900-01-01	9999-12-31	N	0		Enter the District ID in Text Value field.
PEIMS INCL EMPLOYMENT STATUS	1900-01-01	9999-12-31	N	0		Enter employment statuses of employees that should be picked up for processing in the Text Value field.
PENSION PAYROLL SITE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site is a Pension Payroll Site.
POSITION CONTROL SITE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the Position Control Subsystem.
POSITION ROLLOVER FISCAL YEAR	1900-01-01	9999-12-31	N	0		Enter latest fiscal year for position information maintained on the database. Use ccyy format. This date is used to create the position authorization for two fiscal years to cover any rollovers.

POSTING QUARTER	1900-01-01	9999-12-31	N	0	20073	Enter the quarter to be updated by Gross To Net in the Text Value field.
PRE-PRINTED TIMESHEET DOC CD	1900-01-01	9999-12-31	N	0		Enter the four-character code your site uses to identify the preprinted timesheet transaction type. Enter this code in the Text Value field. If this field is left blank, the default is TIMEI.
PRINT ADDRESS ON CHECK	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that the employee's mailing address should be printed on the check. Enter N to indicate that no address should be printed. If this field is left blank, the default is N.
PRINT CHECK ALIGNMENTS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to print alignment checks. Enter in the number of checks to be printed before the real check is printed in the Text Value field.
PRINT EFT	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to print EFTs. Enter N to not print EFTs.
PRINT FRINGE AMOUNTS ON CHECK	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to print fringe pay or deduction amounts on check stubs or advice. The specific categories are designated on the Event Category (CATG) page.
PRINT LEAVE AMOUNTS ON CHECK	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that leave balance information should be printed on the check stub. Enter N to indicate that is should not be included. If this field is left blank, the default is N.
PRINT PAY CYCLE TOTALS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to print the pay cycle event totals on the Payroll Register Report. Enter N to indicate that these totals should not be printed. If this field is left blank the default is N.
PRINT PAY LOCATION TOTALS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to print the pay location event totals on the Payroll Register Report. Enter N to indicate that these totals should not be printed. If left blank, the default is N.
PRINT PAYROLL GROUP TOTALS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to print the payroll group totals on the Payroll Register. Enter N to indicate that these totals should not be printed. If this field is left blank, the default is N.
PRINT PAYROLL NO TOTALS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to print the payroll number totals on the Payroll Register. Enter N to indicate that these totals should not be printed. If this field is left blank, the default is N.
PRINT RUN TOTALS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to print the run totals on the Payroll Register. Enter N to indicate that these totals should not be printed. If this field is left blank, the default is N.
PRINT WAGES IF ZERO LOCAL TAX	1900-01-01	9999-12-31	N			Enter Y in the Yes/No Flag field if you want zero state and/or local taxes to be printed along with the associated state and /or local wages and descriptions on W-2s or 1099-Rs. If set to N, employees with zero state or local taxes, but who do have state or local wages, do not have this information printed. If this field is left blank, the default is N.
PRINT WAGES IF ZERO TAXES	1900-01-01	9999-12-31	Y	0		Used to create a W-2 if there are no taxes.
PRINT_JOB_C_HK	1900-01-01	9999-12-31	Y	0	STATIC_CHECK	Enter the job name for check print in the Text Value field.
PRINT_JOB_E_FFT	1900-01-01	9999-12-31	Y	0	STATIC_EFT	Enter the job name for EFT print in the Text Value field.
PRINT_JOB_E_MAIL	1900-01-01	9999-12-31	Y	0	CHP_PDFEMAIL	Enter the job name for Email PDF job in the Text Value field. This field is used when the email option is on.
PRINT_JOB_P_DF	1900-01-01	9999-12-31	Y	0	STATIC_PAYSTUB	Enter the job name for Email PDF in the Text Value field. This field is used when the email option is off.
PRIOR QUARTER POSTING DT	1900-01-01	9999-12-31	N	0	20070630	Enter the date to be posted with the adjustment is part of a prior period in the Text Value field. The Original Check Date / Effective Date of each pay detail is compared to the Posting Quarter to determine if it is a prior quarter adjustment - if so, this entry is posted to the Federal Tax Quarterly Summary (FQTR) table using the Prior Quarter Posting Date.
PROCESS DED DETL COMMIT BLOCK	1900-01-01	9999-12-31	N	100		Enter the commit block size to be used by the Process Ded Detail batch job for your site. The default value is 100.
PROCESS PAY DETL COMMIT BLOCK	1900-01-01	9999-12-31	N	100		Enter the commit block size to be used by the Process Pay Detail batch job for your site. The default value is 100.
PRODUCT NAME	1900-01-01	9999-12-31	N	0	CMIPS II	Enter the product name (up to 50 characters) in the Text Value field. The product name is printed on reports.
PRODUCT VERSION	1900-01-01	9999-12-31	N	0		Enter the product version (up to eight characters) in the Text Value field. The product version appears in the header of the site's reports.

PYRL ACTG DOC SUMM LEVEL	1900-01-01	9999-12-31	Y		4	Enter in the default summarization level for the payroll documents in the Text Value field.
PYRL ACTG LINE DED SUMM	1900-01-01	9999-12-31	N	0		When the Yes/No Flag field is set to Y, certain payroll documents that have the same Fund, Sub-Fund, BSA, Sub-BSA, BFY, FY, APD, Clearing fund, and Sub-Clearing Fund are combined into one accounting line.
PYRL DOC 2, X INT BLOCK SIZE	1900-01-01	9999-12-31	N	0		Not applicable.
PYRL DOC GEN BLOCK SIZE	1900-01-01	9999-12-31	Y		100	Enter in how many records the job will commit from memory to the DB to the Text Value field.
PYRL DOCUMENT OUTPUT TO FINANCIAL	1900-01-01	9999-12-31				The PYRL documents created by the Payroll Document Generator process can be transferred into the Advantage Financial application by one of two methods. By configuring the PYRL DOCUMENT OUTPUT TO FINANCIAL entry, PYRL documents can either be generated in the Advantage HRM database and then exported to XML via SysManUtil, or can be generated directly in the Advantage Financial database. If the Yes/No Flag is set to Y, then the Payroll Accounting Document Generator writes to the PYRL document tables in the financial database. If the Yes/No Flag is set to N, the Payroll Accounting Document Generator writes to the PYRL document tables in the HRM database.
PYRL DOCUMENT MAXIMUM SIZE	1900-01-01	9999-12-31	N		100	Enter in the maximum number of lines that are allowed per PYRL document in the Text Value field.
PYRL PAYROLL BANK ACCT CD	1900-01-01	9999-12-31	Y	0	1110	System default.
RECALC TTG RETRO COMMIT BLOCK	1900-01-01	9999-12-31				Enter the number of block data committed at a time during the Recalculate TTG for Retro Job in the Text Value field. The default value is set to 100.
RECALCULATE DEDUCTIONS FL	1900-01-01	9999-12-31	N	0		Not applicable.
RECRUITING AND STAFFING SITE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the Recruiting and Staffing Subsystem (ATS).
RECRUITING STAFFING EMP DELETE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to allow the system to delete the Recruiting and Staffing records of inactive employees during the archive process.
RECYCLE PARTIAL PAYMENTS	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field if a payment which causes a negative gross condition should be recycled as a partial payment. If set to Y, two One-Time Payments (OTPAY) are created. The amount on both equals the amount which could not be taken. The first One-Time Payments (OTPAY) is positive and processed as part of the current check in order to bring the gross back to zero. The second OTPAY is negative and is recycled to be taken in the next paycheck.
REDUCED TAX CLASS CODES	1900-01-01	9999-12-31	N	0		Enter the Tax Class codes in the Text Value field that are reduced during tax processing. Valid values are located on Tax Class (TAXC).
RESERVE FOR ENCUMBRANCE BSA	1900-01-01	9999-12-31	N	0		Not applicable.
RESET RETRO END DATE	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that Retro record end dates should be overridden by the appointment date.
RESET RETRO START DATE	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that Retro record start dates should be overridden by the appointment date.

<ac:structured-macro ac:name="unmigrated-wiki-markup"><ac:schema-version="1" ac:macro-id="b898548f-584b-4465-9c35-a1b81d1a64cd"><ac:plain-text-body><![CDATA[RESTRICTED REIMB EMPL STATUS	1900-01-01	9999-12-31	N	0		Enter in the employment statuses that the site deems as inactive statuses in the Text Value field. If the FSA allows negative balances (ALLOW NEGATIVE BALANCE on PREM is [Y]), the system will edit this parameter to determine whether the employee requesting a reimbursement is eligible to be reimbursed only the amount they have contributed to the FSA year-to-date or their full goal amount.	JJ > </a c: pl ai nte xt - b o d y > </a c: st ru ct ur e-d m a cr o>
REVENUE BUDGET LINE	1900-01-01	9999-12-31				Allows all Documents and Reference Pages with a Revenue Budget Line to point to a specific Financial Budget Structure and Budget Level. Enter this Budget Structure/Level in the Text Value field.		
REVENUE EVENT TYPE REQS	1900-01-01	9999-12-31	N	0		Allows all Documents and Reference Pages with a Revenue Budget Line to point to a specific Financial EVENT TYPE. Enter an Event Type for Revenue Budget Line in the Text Value for which you wish to associate the Revenue Budget Line.		
SET CONTRIBUTION GOAL	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that a to-date contribution to goal amount can be entered on the various deduction pages on which this field appears. During conversion, it is useful to enter both the original goal amount and the to-date contribution to goal.		
SET PRENOTE DATE	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that the original pre-note issue date for net pay EFTs and miscellaneous deductions which are associated with EFTs can be manually entered. This feature is generally used only during conversion.		
SINGLE TAXING ENTITY	1900-01-01	9999-12-31	Y	0	942629822	Enter in the Taxing Entity in the Text Value field. Used for sites where one taxing entity is used across the whole site.		
SPLIT PAY PERIOD	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that if the pay periods cross accounting periods, expenses and liabilities should be prorated. If Y and Text Value is MONTH, then prorate if pay periods cross accounting months. If Y and Text Value is QUARTER, then prorate if pay periods cross accounting quarters. If Y and Text Value is YEAR, then prorate only if pay periods cross accounting years. Proration is calculated using the Work Day (WDAY) or Calendar Date (CLDT) pages. If the Percentage of Pay in Prior Accounting Period on the Pay Cycle (CYCL) page is filled in, this value overrides the Work Day (WDAY) and Calendar Date (CLDT) page entries.		
STATE CODE	1900-01-01	9999-12-31	N	0	CA	Enter your state code in the Text Value field if you are using the USE FEDERAL RS RECORD site parameter entry. Valid numeric state codes are listed in the SSA's TIB-4 publication.		
STATE WITH TAPE RS RECORD	1900-01-01	9999-12-31	N	0		This entry is used only for S record reporting for states that are required to submit an S record. Enter the two-letter (postal) abbreviation for the state in the Text Value field. Valid states for S record processing include: Alabama (AL), California (CA), Colorado (CO), Indiana (IN), Louisiana (LA), Maryland (MD), Michigan (MI), New Jersey (NJ), North Carolina (NC), Ohio (OH), Pennsylvania (PA), and Wisconsin (WI).		
STATUTORY EMPLOYEE STATUS	1900-01-01	9999-12-31	N	0		Enter up to ten employment status codes in the Text Value field to indicate that an employee is exempt from Federal tax withholdings. These employment statuses must be valid on the Employment Status (EMPS) page. The federal government requires that statutory employees be indicated on the W-2 form.		
STORE WEEKLY SERVICE HOURS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if service hour totals should be stored on a weekly basis. Service hours for an employee can be viewed on the Employee Weekly Service Hours (QSVW) inquiry. The inquiry displays service hour, year-to-date service hour, and inception-to-date service hour totals.		
TABLE DESCRIPTION REQUIRED	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate whether the Short Description should be required on the Tax Reporting (TAXR) page.		

TADJ DOC HASHING OPTION	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag to activate the document hashing option on TADJ documents. If this option is activated, enter C in the Text Value field to indicate that the input total is a count of the lines entered, or enter A to indicate that the input total on the TADJ document is the sum of all entries in the actual amount field.
TAPE DENSITY	1900-01-01	9999-12-31	N	0		Enter the tape density of the magnetic media tape or cartridge being sent in the Numeric Value field. This field defaults to 62. Valid values are: 08 - 0800 CPI 16 - 1600 CPI 62 - 6250 CPI 38 - 3800 CPI
TAX PRIOR PD PAY AT FLAT RATE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate whether any pay processed for a prior period should be taxed at a flat rate rather than at the marginal rate.
TAX RATE	1900-01-01	9999-12-31	N	0	.0124	This field indicates the percentage to be used on the 941 form on lines 6a and 6b for the tax on social security wages.
TDC CATCH-UP PROVISION	1900-01-01	9999-12-31	N	0		Not applicable.
TDC EMPLOYER CONTRIBUTION LMT	1900-01-01	9999-12-31	N	0		Not applicable.
TDC SALARY REDUCTION LIMIT	1900-01-01	9999-12-31	N	0		Not applicable.
TIAA CREF DEFAULT PAYMENT MODE	1900-01-01	9999-12-31	N	0		Enter the TIAA-CREF default payment mode to indicate the assigned default payment mode for reporting and interface purposes.
TIAA CREF INSTITUTION CODE	1900-01-01	9999-12-31	N	0		Enter the TIAA-CREF institution code to indicate the assigned institution code for reporting and interface purposes.
TIME SHEET DEPT CODE	1900-01-01	9999-12-31	N	0		Enter the valid department code to be used to generate pre-printed timesheets in the Text Value field.
TIMEG DOC HASHING OPTION	1900-01-01	9999-12-31	N	0		Determines the type of validations to be performed on Input Total and Computed Input Total fields on the Group Timesheet Summary Page of the TIMEG document. If the Yes/No Flag entry is set to Y, and the Text Value is set to A, then the Input Total value must be a decimal format (0.00) and the Computed Input Total value will equal the total number of hours entered on the document for employees and match the Input Total entered by the user. If the Yes/No Flag is set to Y, and the Text Value is set to C, then the Input Total value must be a decimal format (0.00) and the Computed Input Total will equal the number of event rows on the document and must match the Input Total entered by the user. If the Yes/No Flag is set to N, then the Computed Input Total field will be blank and no hash validation will be performed.
TIMEI DAILY MAXIMUM TOTAL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to enforce a limit on total number of hours worked in a day. If the Text Value field is equal to "24" then the employee cannot enter more than 24 hours per day for a common event. If the Text Value field is equal to "Use PPET" then the employee's daily maximum hours allowed to work for a common event is calculated based upon the "Daily Maximum" field on the Pay Event Type (PPET) table for the employee's pay policy. Enter N in the Yes/No Flag field to indicate that the employee is able to enter more than 24 hours per day per event.
TIMESHEET CLOCK TIME DISPLAY	1900-01-01	9999-12-31	N	0	NORMAL	Enter the format in the Text Value field for displaying time in the Timesheet. Valid values are: Military – display time in a 24-hour military format Normal – display time using AM/PM options
TITLE SALARY LIMIT ENFORCED	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to enforce a salary limit. If Y is entered, a warning is issued if the pay amount for a non-table driven employee is out of the salary range set on the Title (TITL) page.

TITLE SALARY LIMIT FATAL ERROR	1900-01-01	9999-12-31	N	0		<p>Enter Y to issue a fatal error if the pay amount for a non-table driven employee is out of the salary range set on the Title (TITL) page. Otherwise, enter N. A fatal error is only issued if the TITLE SALARY LIMIT ENFORCED Yes/No Flag field is also Y. The TITLE SALARY LIMIT ENFORCED and TITLE SALARY LIMIT FATAL ERROR parameters function as follows:</p> <p>If the value in Amount Basis ID on the Pay Class (PYCL) page for the employee's pay class is D, H or P (that is, not A), the value entered in Amount or Percent on the employee's pay parameters on the Employment Status Maintenance (ESMT) page is converted to an annual salary. An annual salary is derived as follows:</p> <ul style="list-style-type: none"> if the Amount Basis ID= D (per day) then Annual Salary = Number of standard work days in year from the Pay Class (PYCL) page * Daily pay rate from pay parameters; if the Amount Basis ID = H (per hour) then Annual Salary = Number of standard work days in year from the Pay Class (PYCL) page * Number of hours in work day * Hourly pay rate from pay parameters; if Amount Basis ID = P (per pay period) then Annual Salary = Number of standard work days in year from Pay Class (PYCL) * (Pay period rate from pay parameters ÷ number of days in pay period from Pay Class (PYCL)); <p>Since pay rates are converted to an annual amount, salary minimum and maximum amounts should also be expressed as annual amounts; or if a site uses Position Control, the salary minimum and maximum amounts are obtained from the Position Control History page. If the site does not have Position Control, the salary minimum and maximum amounts are obtained from the Title page.</p>
TTG ACTIVE ASSIGNMENT FILTER	1900-01-01	9999-12-31	N	0		Set the Yes/No Flag field to Y to allow optional site-specific SQL WHERE clause text to be inserted in the database access that returns the effective date of an appointment's earliest assignment record. This is used to ignore assignment records that are retained for historical purposes, but which should not be considered in payroll or personnel processing.
UNIT WITHIN POSN CNTL	1900-01-01	9999-12-31	N	0		The following three settings can be entered in the Text Value field for this parameter: R - Required - This means all positions will be established at unit level and thus any lookup must have Department and Unit Code to do the lookup. N - Not Allowed - This means all positions can be at Department level only and thus will not have Unit on them (Unit will be null). So, in this case position lookups will not look for Unit Code to be null. O - Optional - This means that the site allows some Departments to establish positions at the Unit level and the rest to be established at the Department level. In this case, the Department Code is used to lookup the Extended Department (DEPTX) record to see what the overriding setting is for that particular Department. If that Department establishes positions at the Unit level, their DEPTX record will have an R to require Unit Code during looks up. In this case the Unit Code will have to be populated. If that Department does not establish the positions at Unit level (only at the Department level), then it will have an N, saying that all positions for that Department will have null units since they don't establish at the Unit level. Thus, lookups will look for Unit Code to be null. A given Department cannot setup some positions at the Unit level and some at the Department level.
UPDATE HIRED CNTS ON JNOT /JNPR	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that hired values on Job Notice are allowed to change at this site. Enter N if the hired values on Job Notice are not allowed to change at this site.
USE APPLICANT ATTRIBUTES	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the attributes on the applicant's job notice should be inferred into the Employment Status Maintenance (ESMT) page.
USE CHART FOR LEAVE FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses chart rules (time of original appointment) to determine the appropriate leave accrual rate.
USE CHART FOR TD PAY FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses chart rules (time of original appointment) to determine an appropriate rate for an employee with table-driven pay. If set to Y, then Pay Chart is required on the Pay Policy Rate (PPRT) page.
USE CHART ON LEAVE CATEGORY	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses chart rule as part of the key to the Leave Policy Category (LPCT) page.
USE CLEARING FUND	1900-01-01	9999-12-31	N	0		When the Yes/No Flag field is set to Y, all PYRL_FRNG_JRNL lines selected for a particular PRLVP document that have a clearing fund flag set to 1 and also have the same Fund, Sub-Fund, BSA, Sub-BSA, BFY, FY, APD, Clearing fund and Sub-Clearing Fund are combined into one accounting line that has the common COA elements and the total of all payment amounts.
USE EMAIL FOR CHECK DISTRIBUTE	1900-01-01	9999-12-31	N	0		Not applicable.

USE ESML LOGGING	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to enable the ESMT logging feature. This may be useful for those clients that must track multiple personnel actions occurring on the same day. Enter N to indicate that this feature should not be enabled. In order to retrieve information from the Employment Status Maintenance Log Detail Inquiry (QESD) page this entry must be set to Y.
USE FEDERAL RS RECORD	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if your site wants to use the suggested RS record model given by the federal government for W-2 reporting. For example, AZ, AK, MA, MN, OK, OR and VA all use the federal RS record. Enter the two-digit state abbreviation in the Text Value field. For states using the Federal RS Record Model, the numeric state code must also be entered in the Text Value field of the STATE CODE entry on the Site Specific Parameters (SPAR) page. Some employees may not have state or local tax withheld from their wages. If PRINT WAGES IF ZERO TAXES is set to Y, the state or local wages of these employees appears in the appropriate boxes, along with zeroes in the state or local tax boxes, and a description of the state or locality. If this entry is set to N, the state or local wages, taxes and descriptions do not appear at all for employees with no state or local income tax withholding. However, the wage amounts that do not appear still appear on the RS record for that state.
USE GRADE FOR LEAVE FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that an employee's grade influences the leave accrual rates for the site. If this field is set to Y, grade becomes a key field on the Leave Policy Rate (LPRT) page and is required.
USE GRADE FOR TD PAY FL	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that an employee's grade influences the pay rate for table-driven pay. If this field is set to Y, then Grade is required on the Pay Policy Rate (PPRT) page.
USE HISTORICAL POSITION ACCTG	1900-01-01	9999-12-31	N			Enter Y in the Yes/No Flag field to use the employee's historical position accounting values when an employee's accounting attributes are not active for the entire pay period. Enter N in the Yes/No Flag field to use the site's default accounting values for employees whose accounting attributes are not active for the entire pay period.
USE HISTORICAL TABLES FLAG	1900-01-01	9999-12-31	N			Not applicable.
USE NEW CONTRACT MODEL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to enable online edits and batch processing associated with the smoothing contract model. If this field is set to N, all other flags associated with the contract processing apply to the old contract model.
USE OVRD TAX ANNUAL FACTOR	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to use the Override Annualization Factor entered on the Pay Class (PYCL) page.
USE PEDT CONSIST EDITS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the consistency edits on the Personnel Edit Rules (PEDT) page should be enabled. Enter N to indicate that this feature should not be enabled.
USE PEDT SIMPLE EDITS	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the simple requirement edits on PEDT should be enabled. Enter N to indicate that this feature should not be enabled.
USE POSITION ATTRIBUTES	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that position attributes should be inferred into the Employment Status Maintenance (ESMT) and the Job Notice Profile (JNOT) documents from the Position Status Maintenance tab on the Position Management (POSM) page.
USE PROG ON LEAVE CATEGORY	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses progression rules as part of the key to the Leave Policy Category (LPCT) page.
USE PROGRESS FOR BENEFITS FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that the Benefits Progression Start date on the Employment Status Maintenance (ESMT) document is used by this site and is required. Enter N to indicate this field is not used and should remain optional.
USE PROGRESS FOR LEAVE FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the leave progression start date to determine the appropriate leave accrual rate. If this field is set to Y, then progression rule becomes part of the key to the Leave Policy Rate (LPRT) page, and you must enter the Leave Progression Start date on the Employment Status Maintenance (ESMT) document.
USE PROGRESS FOR TD PAY FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the pay progression start date to determine the appropriate pay rate for table-driven pay. If Y, then Progression Rule is required on the Pay Policy Rate (PPRT) page, and you must enter the Pay Progression Start date on the Employment Status Maintenance (ESMT) document.
USE REIMBURSEMENT PROCESSING	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the Flexible Spending Reimbursement Processing.

USE SERVICE HOURS FOR LEAVE	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site bases leave accrual on an employee's service hours and not elapsed time. Length of service corresponds to a leave progression code that determines the employee's leave accrual rate.
USE STEP FOR LEAVE FL	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to indicate that your site uses the employee's step to determine the appropriate leave accrual rate. If this field is set to Y, then step becomes part of the key to the Leave Policy Rate (LPRT) page.
USE STEP FOR TD PAY FL	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that your site uses the employee's step to determine the appropriate pay rate for table-driven pay. If this field is set to Y, then Step is required on the Pay Policy Rate (PPRT) page.
USE WDAY FOR RESERVE PAYOUT	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field to use the Work Day (WDAY) page to determine the factors for reserve payout calculations rather than using the factors on the Reserve Payout Factor (RPYF) page. The factor is determined as follows: Reserve Payout Numerator = Working + Holidays + blank days in the pay period; Reserve Payout Denominator = Working + Holidays + blank days from the beginning of pay period to the end of the contract. This option is only valid under the smoothing contract pay model.
VALIDATE ACTG FOR LEV LIAB	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag field if the validation of chart of account information on Leave Liability Expenses will occur in CGI Advantage® HRM. Enter N in the Yes/No Flag field if the validation of chart of account information on Leave Liability Expenses will occur in CGI Advantage® Financial.
VALIDATE BUDGET LINES SPAR	1900-01-01	9999-12-31	N	0		Determines if Budget Line Validation is required for the document being validated/submitted on the reference page being saved. If the Yes/No Flag is set to Y, all Documents that contain a complete Budget Line and are being Validated or Submitted, and all Reference Pages that contain a complete Budget Line and are being Saved, are subjected to a Budget Line Validation. Documents and Reference Pages for which the code was entered in the Text Value field, will not receive Budget Line Validation.
VALIDATE DEDS WITH DDPL FL	1900-01-01	9999-12-31	Y	0		Enter Y in the Yes/No Flag field to indicate that deductions or benefits should be validated on Deduction Policy Type (DDPL) or Benefit Policy Type (BPPL) before being taken during Gross-to-Net processing.
W2 BLOCKING FACTOR	1900-01-01	9999-12-31	N	0		Enter the value to indicate the blocking factor used to create the tape file in the Numeric Value field. For example, if the record length used in the file is 45 and the block size is defined as 4500, then the W2 BLOCKING FACTOR should be defined as 10. Maximum W-2 blocking factor is 85. If this field is blank, the default value is 25 (the most efficient blocking factor for the record length used for W-2 reporting).
W2 CONTACT EMAIL	1900-01-01	9999-12-31	N	0	margaret.wroth@hp.com	Enter the email address in the Text Value field. This entry is used on the W-2 magnetic media and must indicate the email address of the person to be contacted if the SSA encounters problems with the file or transmission.
W2 CONTACT FAX NO	1900-01-01	9999-12-31	N	0	916-636-4211	Enter the fax number, including the area code, in the Text Value field. Do not enter any hyphens or parenthesis. For instance, the fax number (703) 267-8888 would be entered in the Text Value field as 7032678888. This entry is used on the W-2 magnetic media and must indicate the facsimile number of the person to be contacted if the SSA encounters problems with the file or transmission.
W2 CONTACT NAME	1900-01-01	9999-12-31	N	0	Margaret Wroth	Enter the name in the Text Value field. This entry is used to properly identify the person to be contacted if the SSA encounters problems with the file or transmission.
W2 CONTACT PHONE NO AND EXT	1900-01-01	9999-12-31	N	0	916-636-4246	Enter the phone number, including area code and extension if applicable, in the Text Value field. Do not enter any hyphens or parenthesis. For instance, the telephone number (703) 267-8000 ext. 52345 would be entered in the Text Value field as 703267800052345. This entry is used on the W-2 magnetic media and must indicate the phone number of the person to be contacted if the SSA encounters problems with the file or transmission.
W2 INTERNAL LABELING	1900-01-01	9999-12-31	N	0		Enter the value to indicate the internal labeling format used to create the W-2 tape file in the Text Value field. Valid values are: SL (standard labels), NS (non-standard labels) or NL (no labels). If this field is blank, the default is SL.
W2 NOTIFICATION METHOD	1900-01-01	9999-12-31	N	0	1	This entry indicates the method by which the contact person prefers to be notified if the SSA encounters problems with the file or transmission. Enter a valid value in the Text Value field of the SPAR entry. Valid values are: 1 - Email or Internet Note: The option of Fax was removed for 2002 filing.
W2 PIN	1900-01-01	9999-12-31	N	0		Enter the assigned personal identification number in the Text Value field. The W-2 PIN is assigned by the SSA to the person authorized to submit the file to the SSA.

W2 PROCESS DATE	1900-01-01	9999-12-31	Y	0	20061231	Enter the last day of the year (yyymmdd) for which W-2s have been printed in the Text Value field. For example, when final W-2s are generated for 1993, 19931231 are entered in the Text Value field. This entry is used only in check cancellations. When checks are canceled for that year after production of the final W-2s, W-2 triggers are automatically generated. This entry must exist when a check is canceled on the Check Cancellation (CHCK) page.
W2 RECORDING CODE	1900-01-01	9999-12-31	N	0		Enter the character set used by the computer to generate the W-2 magnetic tape file in the Text Value field. If the field is blank, the default value is EBC (for EBCDIC).
W2 RESUBMISSION	1900-01-01	9999-12-31	N	0		Enter Y in the Yes/No Flag if the file is being resubmitted to the SSA. Otherwise, enter N in the Yes/No Flag of the SPAR entry. If the Yes/No Flag is set to Y, then enter the TCLN displayed on the notice sent by the SSA in the Text Value field.
W2PDF APPSERVER FILE LOC	1900-01-01	9999-12-31	N	0	/tmp/	System default.
W4 ADDITIONAL TAX DEDUCTION	1900-01-01	9999-12-31	N	0	FEDTA	The Text Value of this parameter determines which deduction type and deduction plan should be associated with additional federal withholding amounts at site level. In the Text Value field, enter a valid Deduction Type and Deduction Plan separated by a space. If an invalid Deduction Type/Deduction Plan is entered, the MYW4C document is rejected. This SPAR parameter is Required.
W4 OFFICE CODE	1900-01-01	9999-12-31	N	0		The Text Value of the parameter should be populated with the Tax Classes (separated by a space) that are prohibited from creating a MYW4C document. When an employee tries to create a MYW4C document in ESS from the Tax Withholding and Allowances tab, the system checks the employee's current Tax Class on the Employee Tax Parameter table. If the employee is in one of the Tax Classes listed in the Text Value of this parameter, an error is issued.
W4 RESTRICTED TAX CLASSES	1900-01-01	9999-12-31	N	0		Not applicable.
WRITE ZERO CHECKS TO DB	1900-01-01	9999-12-31	N	0		Not applicable.
CMIPS ADDRESS	1900-01-01	9999-12-31	Y	0	744 P ST # MS 19-96	Used to reflect the CMIPS II address.
CMIPS CATCHUP PAY EVENT	1900-01-01	9999-12-31	Y	0	1PAY1	Default pay event if one is not present on the record.
CMIPS CATCHUP TAX THRESHOLD	1900-01-01	9999-12-31	N	0	1000.00	Catch-up threshold for taxes.
CMIPS CITY	1900-01-01	9999-12-31	Y	0	SACRAMENTO	Used to reflect the CMIPS II address.
CMIPS EMPL REFUND EVENT	1900-01-01	9999-12-31	Y	0	1PAY1	Default refund event if one is not present on the record.
CMIPS EMPLOYER NAME	1900-01-01	9999-12-31	Y	0	DSS IHSS	Used to reflect the CMIPS II name.
CMIPS PRIMARY TXEN	1900-01-01	9999-12-31	N	0		Not applicable.
CMIPS SITE	1900-01-01	9999-12-31	Y	0		Used to reflect the CMIPS II name.
CMIPS STATE	1900-01-01	9999-12-31	Y	0	CA	Used to reflect the CMIPS II address.
CMIPS TRADE NAME	1900-01-01	9999-12-31	Y	0		Not applicable.
CMIPS ZIP	1900-01-01	9999-12-31	Y	0	95814	Used to reflect the CMIPS II address.

DSD 17/Payroll – Payroll Management/Business Process /Navigation Elements

This section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Error Messages

This section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Business Rules

This entire subsection is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Tasks/Notifications

This section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces

- The following internal interfaces will be described:
- Recipient Create (TXEN)
- Recipient Update Authorized Hours (TXEN)
- Update Person (TXEN, EICF, ATTR)
- Update Worker Number
- Update SSN (EICF)
- Update Mailing Address/Update Designee Address
- Update Waiver Personal Care Services (WPCS) Hours
- Create Provider for Special Transactions
- Create Default Provider
- Assign Case to a Provider
- Update Provider Status
- Update Provider Relationship
- Update Provider Pay Rate
- Update WPCS Appointment to Primary
- 18Yrs to 21Yrs ESMT Change
- Case Provider IRS Live-in Exclusion

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Recipient Create (TXEN)

CI	Document Name
CI-69608 - DSD INTF Recipient Create TXEN IMPLEMENTED	DSD_INTF_Recipient_Create_TXEN.doc

A Recipient is established when PCSP/IPW/IPO/IHSS-R staff perform the needs assessment and validate the application for case intake and final determination. This allows the County Welfare Department (CWD) to authorize PCSP/IPW/IPO/IHSS-R services to a Recipient. An individual Recipient will exist as a unique employer in the payroll system. Case Management will send Recipient information to the Payroll system via an internal interface. The data will be sent to the Payroll system via individual Web service calls as soon as final determination occurs in Case Management, so that it is in place for the nightly payroll run.

Characteristics of Interface

- Type – Synchronous
- Format – Extensible Markup Language (XML)
- Priority – Critical
- Frequency – Whenever Create Case Application screen is saved
- Timing/Sequencing – No sequencing; Recipient should be established in Payroll as an employer first
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over Hyper Text Transfer Protocol Secure sockets (HTTPS)

Data Elements of Interface

The Create Recipient request is triggered through a screen in CM. This request will create the Recipient in the CMIPS II Payroll system. This interface uses a web service call. The service call maps the input data elements to the appropriate Advantage Java class, and inserts the Recipient record into the Advantage HRM TXEN table.

Create Recipient creates Recipients using default values. The Create Recipient service is called from the Case Application screen. This Recipient does not have eligibility information at this time. Eligibility information is completed through the UpdateAuthHours Service to be called at the time of CM Final Determination.

Table – Table Mapping for CreateDefaultRecipient Request

Source: Web Service: CreateDefaultRecipient		Target (TABLE: TAXING_ENTITY)				
Name for Request service	Field Name	Field Name	Data Type (Format/length)	Description (Data Transformation rules)		R/O (Required/Optional)
CreateDefaultRecipient	caseNumber	TAXING_ENTITY_CD	String (7)	Case Management Case Number (unique ID for communication between the two systems). Sample = "1234567"		R
CreateDefaultRecipient	effectiveFromDate	EFFECTIVE_DT	Date	CM Application Date.		R
		EXPIRATION_DT	Date	Default. This is always "9999-12-31" for new Recipient. Default value set by the interface process.		R
		TAXING_ENTITY_NM	String (50)	Case Management Individual Identifier. Populated with the caseNumber (i.e. TAXING_ENTITY_CD). Sample = "1234567"		R
		FED_TAX_ID	String (9)	Default to FEIN for State of CA IHSS Program. Default = "942629822"		R

CreateDefaultRecipient	socialSecurityNumber\ssnType	ST_TAX_ID_1	String (2011)	Recipient's SSN plus ssnType indicator, if Applied For, Conversion Duplicate or Duplicate Research. No formatting i.e. not "123-45-6789". '00000000^A' if = ssnType ='A' '00000000^R' if = ssnType = Duplicate Research '[9-digit SSN]^R' if = ssnType Conversion Duplicate '[9-digit SSN]' if ssnType is blank	R
		ST_TAX_ID_2	String (20)	Default to "0" for new Recipient (i.e. create request) For update Recipient this value is interfaced through external agency file. In most of the cases we receive one 'SEIN #'. In DIEC cases we receive the second 'SEIN #'. This field value may at some point have 2 values. SEIN1^SEIN2 (concatenated string) SEIN^SEIN2 - will be either converted or applied when Recipient is registered for primary and/or secondary SEIN for DIEC. If none is converted, or Recipient not yet registered, value will be 0	R
CreateDefaultRecipient	dateOfBirth	ST_TAX_ID_3	String (20)	Recipient's date of birth. Expected Date format i.e. YYYY-MM-DD Sample = "1931-07-21"	R
		ST_TAX_ID_4	String (20)	State Unemployment Insurance (UI) Rate and Employment Training Tax. (Look up to CSUIR on Deduction plan) On create use default .011 (Look up to CETTR on Deduction plan) Default SUI= "0.034" Default ETT = "0.001" Values are concatenated as "SUI^ETT" Updated annually from EDD. Sample = "0.034^0.001"	R
	shareOfCost restaurantMeal	ST_TAX_ID_5	String (20)	Defaulted to '0'	R
	programName	ST_TAX_ID_6	String (20)	Program name, concatenated if more than one program. The values identified are: IPW1, IPW2, IPW3, IPW4, IPW5, IPW6, PCSP, IHSS-R, IPO, WPCS – supplied from CM For this web service , it is defaulted to '0'	R
		ST_TAX_ID_7	String (20)	For regular Recipients this value is "0". For Advance pay Recipients this value is 'Authorized hours'. Specified in hours and minutes. For this web service , it is defaulted to '0'	R
		ST_TAX_ID_8	String (20)	Case Authorized hours. Specified as hours and minutes. Will include the hours funded from WPCS. The values will be concatenated, with IHSS first and WPCS second i.e. "lhssHrs^wpcsHrs" Note: lhssHrs value will be same as Advance Pay if AP = Y. For this Web service , it is defaulted to '0'	R
		ST_TAX_ID_9	String (10)	Recipient Impairment Level. For this Web service , it is defaulted to '0'	R

CreateDefaultRecipient Request	workerNumber	ST_TAX_ID_10	String (10)	Social Worker Number. Sample = "8877665"	R
CreateDefaultRecipient	mailingAddress	STR_1_NM	String (75)	Recipient's mailing address, Street Name	R
CreateDefaultRecipient	mailingAddress	CITY_NM	String (28)	Recipient's mailing address, City Name	R
CreateDefaultRecipient	mailingAddress	ST_CD	String (2)	Recipient's State, Out of State is permitted	R
CreateDefaultRecipient	mailingAddress	ZIP	String (10)	Defaulted as below Sample = "95814"	R
CreateDefaultRecipient	mailingAddress	CTRY_CD	String (3)	Country Code. No foreign addresses are supported in CMIPS II, therefore the country code will be defaulted to "US" for all entries. Sample = "US"	R
CreateDefaultRecipient	countyCode districtOfficeCode	CTY_CD	String (5)	Recipient's County and District office where the case is being served. Concatenate countyCode and districtOfficeCode County Code will always be one of CA counties Sample = "5701"	R
CreateDefaultRecipient	lastName	CNTAC_LAST_NM	String (20)	Recipient's last name. Sample = "Smith"	R
CreateDefaultRecipient	firstName	CNTAC_FIRST_NM	String (15)	Recipient's first name. Sample = "Marie"	R
CreateDefaultRecipient	middleName	CNTAC_MIDDLE_NM	String (15)	Recipient's middle name. Sample = "Ann"	O
CreateDefaultRecipient	nameSuffix	CNTC_NAME_SUFFIX	String (5)	Recipient's Suffix. Sample = "JR"	O
CreateDefaultRecipient	gender	CNTC_DESCRIPTOR	String (5)	Recipient's gender. Sample = "F"	R
		ESTAB_NO	String (5)	Set to 'I' for Inactive	R
		ST_TAX_CD_1	String (2)	State code – always California. Default = "CA"	R
		PHONE_NO	String (30)	W2 Contact Phone and Ext from SPAR settings	O
		EMAIL_AD	String (100)	W2 Contact Email from SPAR settings	O

Table – Table Mapping for CreateRecipient Response

Source:			Target (Create Recipient Response)		
Table Name/ File Name/WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
CreateRecipient		returnStatus	String	S- for Success F- for Failure	R

Triggering Events

This section is not applicable for Create Recipient.

Errors

The error processing will be the same process as other synchronous errors. System Maintenance Utility (SMU) errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed in the Advantage application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a 'document create' or 'update the document', it will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	DEFRCIP1001	Missing CaseNumber
2	DEFRCIP1002	Missing DateOfBirth
3	DEFRCIP1003	Missing County
4	DEFRCIP1004	Missing DistrictOfficeCode
5	DEFRCIP1005	Missing FirstName
6	DEFRCIP1006	Missing LastName
7	DEFRCIP1007	Missing Gender
8	DEFRCIP1008	Missing SocialSecurityNumber
9	DEFRCIP1009	Missing MailingAddress
10	DEFRCIP1010	More than two mailing addresses
11	DEFRCIP1011	Missing MailingAddress.BeginDate
12	DEFRCIP1012	Missing MailingAddress.Address
13	DEFRCIP1013	Missing MailingAddress.Address.Street1
14	DEFRCIP1014	Missing MailingAddress.Address.City
15	DEFRCIP1015	Missing MailingAddress.Address.State
16	DEFRCIP1016	Missing MailingAddress.Address.Zip
17	DEFRCIP1017	Missing WorkerNumber
18	DEFRCIP1018	Missing ApplicationDate
19	DEFRCIP1019	Request processing failed (possibly due to invalid data)
20	GEN1006	General Exception

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Authorized Hours Recipient (TXEN)

CI	Document Name
CI-117894 - DSD INTF Update Authorized Hours Recipient TXEN IMPLEMENTED	DSD_INTF_Update_Authorized_Hours_Recipient_TXEN.doc

The Case Management system triggers the Update Authorized Hours Recipient TXEN interface to Payroll whenever case authorization evidence is submitted or whenever there is a change to a case status. The primary trigger is when a user selects the "Submit Evidence" link in the Evidence Work Space; however, it is also triggered when a user terminates a case or places it on leave, or when the user rescinds a case. External interfaces from SAWS and MEDS also trigger the interface when there is a change to eligibility.

This interface establishes the case status in payroll, as well as its county association, funding source, monthly authorized hours, and advance pay or restaurant meal designation. It establishes the Recipient as an employee on the case if the advance pay or restaurant meal box is checked for the first time on the Program Evidence screen. The information sent to payroll becomes the source for configuring the Employee Profiles with the correct funding source, county association, and advance pay configuration for all providers associated with the case, including the Recipient (if an Employee Profile has been created).

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever Final Determination business rules engine is run
- Timing/Sequencing – No sequencing; an existing TXEN should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table 5 – UpdateRecipientAuthHours (Table Mapping) to TXEN

Source:		Target (TAXING_ENTITY)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientAuthHours	caseNumber	TAXING_ENTITY_CD	String(10)	Stores the caseNumber. CM provides this.	R
UpdateRecipientAuthHours	effectiveFromDate	EFFECTIVE_DATE	N/A	Effective start date of the updated authorized hours. For new eligibility, this date is the begin date of the first time slice of the authorized hours.	R
UpdateRecipientAuthHours	effectiveToDate	EXPIRATION_DATE	N/A	Effective end date of the updated authorized hours For new eligibility, this date is the end date of the last time slice of the authorized hours.	R
UpdateRecipientAuthHours	authorizedHours	ST_TAX_ID_8	String(20)	Stores the Case Authorized hours. Updated for each time slice received.	R
UpdateRecipientAuthHours	countyCode	CTY_CD	String(4)	Stores the four-character County/District Office. Updated County code (1 st two characters). If a change is made, the district code is defaulted back to 01. Updated for the current time slice.	R
UpdateRecipientAuthHours	FundingProgram	ST_TAX_ID_6	String(20)	Stores Funding Program. Updated for the current time slice.	R
UpdateRecipientAuthHours	ImpairmentLevel	ST_TAX_ID_9	String(20)	Stores Impairment Level. Values of 'N' or 'S'. Updated for the current time slice.	R

UpdateRecipientAuthHours	restaurantMeal	ST_TAX_ID_5	String(20)	Stores Restaurant Meal Indicator ('Y', 'N'). Updated for the current time slice. When employeeStatus is the request is 'A', then set according to indicator in the request. When employeeStatus is Inactive ('L', 'D', 'T') then set to 0	R
UpdateRecipientAuthHours	advancePay	ST_TAX_ID_7	String(20)	Advance Pay Indicator. Stores "Advance Pay" authorized hours when employeeStatus in the request is 'A' and Advance Pay Indicator is set to 'Y', otherwise set to 0. Updated for the current time slice.	R
UpdateRecipientAuthHours	employeeStatus	ESTAB_NO	String(20)	Stores Employee (case) status. Derive employeeStatus on the request ('A','L','D','T') as follows: When 'A', set to 'A' When 'L', set to 'V' When 'D' set to 'U' When 'T' set to 'X'	R

Table – UpdateRecipientAuthHours (Table Mapping) to ESMT

Source:		Target (ESMT)			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientAuthHours	caseNumber	TAXING_ENTIT_CD	String(10)	Applies to both Case Provider and Recipient Employee Profiles. Populated with caseNumber on the request.	R
UpdateRecipientAuthHours	N/A	EMPL_FIRST_NM	String(15)	Only applies to the Recipient's Employee Profile. When creating the Recipient's Employee Profile for the first time, derived from CNTAC_FIRST_NM on the Current Taxing Entity Record. When updating the Recipient's Employee Profile, derived from EMPL_FIRST_NM on the EMPL table.	
UpdateRecipientAuthHours	N/A	EMPL_MIDDLE_NM	String(15)	Only applies to the Recipient's Employee Profile. When creating the Recipient's Employee Profile for the first time, derived from CNTAC_MIDDLE_NM on the Current Taxing Entity Record. When updating the Recipient's Employee Profile, derived from EMPL_MIDDLE_NM on the EMPL table.	
UpdateRecipientAuthHours	N/A	EMPL_LAST_NM	String(20)	Only applies only to the Recipient's Employee Profile. When creating the Recipient's Employee Profile for the first time, derived from CNTAC_LAST_NM on the Current Taxing Entity Record. When updating the Recipient's Employee Profile, derived from EMPL_LAST_NM on the EMPL table.	
UpdateRecipientAuthHours	N/A	EMPL_SUFFIX_CD	String(5)	Only applies only to the Recipient's Employee Profile. When creating the Recipient's Employee Profile for the first time, derived from CNTAC_NM_SUFFIX on the Current Taxing Entity Record. When updating the Recipient's Employee Profile, derived from EMPL_SUFFIX_CD on the EMPL table.	
UpdateRecipientAuthHours	effectiveFromDate	EFFECTIVE_DATE	N/A	For all applicable profiles, set to the effectiveFromDate in the request.	R
UpdateRecipientAuthHours	effectiveToDate	EXPIRATION_DATE	N/A	Uses the System End Date 12/31/9999.	R
UpdateRecipientAuthHours	N/A	APPOINTMENT_ID	String(1)	If the Recipient is being set up with an Employee Profile for the first time, set to " ". For the primary appointment, set to " ". Set to "A" for Advance Pay and set to "M" for Restaurant Meals; otherwise, set based upon existing ESMT.	R
UpdateRecipientAuthHours	program	HOME_DEPT_CD	String(20)	For all applicable employee profiles associated with the IHSS program, populates with the <Program> on the request.	R
UpdateRecipientAuthHours	countyCode	HOME_UNIT_CD	String(20)	For all applicable employee profiles, including WPCS, the first two characters are populated with the <CountyCode> on the request. If this is a County Code change, the last two characters default to "01".	R

UpdateRecipientAuthHours	countyCode	OVRD_DED_POL_CD	String(5)	<p>Stores the Deduction Policy to automatically enroll employees in payroll deductions and exclude them from other deductions.</p> <p>For the Recipient's Employee profile, the deduction policies are set at the time the profile is created:</p> <ul style="list-style-type: none"> Set to "RCIP" for the primary and "W" appointments. Set to "RM" for the restaurant meal appointment. Set to "AP1" for the Advance Pay appointment. Note: "AP1" is the default estimated tax enrollment which withholds FICA, Medicare and SDI from the advance pay warrant. A batch job that runs as part of the nightly cycle will change the deduction policy based upon what is cumulatively being withheld from reconciling timesheets: <ul style="list-style-type: none"> Set to "APD" if only FICA and Medicare are withheld cumulatively. Set to "AP2" if only SDI is withheld cumulatively Set to "APF" if none of the payroll taxes are withheld cumulatively <p>For Provider ESMTS - only update the primary " " appointment if the request indicates a change to County or advance pay status:</p> <ul style="list-style-type: none"> If case authorization is Arrears:, then set to countyCode + Familial Relationship Code (FM, JV, DP). If Familial Relationship Code = "IP", then set to countyCode only. If case authorization is Advance Pay then set to Familial Relationship + "A". 	R
UpdateRecipientAuthHours	countyCode	OVRD_PAY_POL_CD	String(5)	<p>Derived as follows:</p> <p>For Provider ESMTS:</p> <ul style="list-style-type: none"> If case authorization is Arrears, then set to CountyCode. If case authorization is Advance Pay, then set to CountyCode + "AP". <p>For Recipient ESMTS:</p> <ul style="list-style-type: none"> On Primary appointment (or "W", if it exists), set to CountyCode + "R". On "A" appointment, set to CountyCode + "A". On "M" appointment, set to "RM". 	R
UpdateRecipientAuthHours	grade	OVRD_GRDE_CD	String(5)	<p>For Provider ESMTS: The authorization interface does not change the grade on the Provider Employee Profiles.</p> <p>For Recipient ESMTS:</p> <ul style="list-style-type: none"> On Primary or "A" appointments (or "W", if it exists), set to the grade value in the request. "M" appointment is always set to "01". 	R
UpdateRecipientAuthHours	Step	STEP_CD	String(20)	<p>For Provider ESMTS: The authorization interface does not change the step on the Provider Employee Profiles.</p> <p>For Recipient ESMTS:</p> <ul style="list-style-type: none"> On Primary or "A" appointments (or "W", if it exists): set to the step value in the request. "M" appointment is always set to "01". 	R
UpdateRecipientAuthHours	employeeStatus	EMPLM_T_STA_CD	String(20)	<p>employeeStatus from the request is only applied to the Recipient's Employee Profile, and is not related to the associated Provider Employee Profiles.</p> <ul style="list-style-type: none"> If request status is "A": <ul style="list-style-type: none"> For primary appointment (and "W" appointment if it exists), set to "C". For "A" appointment: <ul style="list-style-type: none"> If Advance Pay termination, then set to "X". If Advance Pay reactivation, then set to "R". For "M" appointment: <ul style="list-style-type: none"> If Restaurant Meals termination, then set to "X". If Restaurant Meals reactivation, then set to "M". If request status is other than "A" ("T", "L", "D"). <ul style="list-style-type: none"> For "A" or "M" appointment, set to "X". For primary appointment: <ul style="list-style-type: none"> When "T", set to "X". When "L", set to "V". When "D", set to "U". 	R

updateRecipientAuthHours	program advance Pay restaurantMeal	CIVIL_S VC_STA_CD	String(5)	<p>Stores the base pay event as a lookup value to derive the pay events used on the TADJs. The length can be from 2-5 characters, depending on the type of employee.</p> <p>For Recipient ESMTs, the pay event is static based upon the type of profile:</p> <ul style="list-style-type: none"> Set to "RCIP" for the recipient's primary or 'W' appointment Set to "GA" for the recipient's Advance Pay "A" appointment Set to "GM" for the recipients Restaurant Meal "M" appointment <p>For Provider ESMTS, updateRecipientAuthHours sets the third, fourth and fifth characters as follows:</p> <p>For the primary appointment, set the 3rd character based upon program:</p> <ul style="list-style-type: none"> Set to "1" if program is CFCO, PCSP, or IPO Set to "R" if program is IHSS-R <p>Set the 4th and 5th characters based upon advancePay and live-in exemption status:</p> <ul style="list-style-type: none"> If advancePay = "Y" and USER_CD_5 on EMPL = "Y" and USER_DT_5 on EMPL is >= effectiveFromDate, then set to "AL" If advancePay = "N" and USER_CD_5 on EMPL = "Y" and USER_DT_5 on EMPL is >= effectiveFromDate, then set the 4th character to "L" and do not populate the 5th character Otherwise, the 4th and 5th characters are not populated 	R
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Table – UpdateRecipientAuthHours (Table Mapping) to ATTR

Source:		Target (ATTR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientAuthHours	caseNumber	BIRTH_DT	String(10)	Set to the ST_TAX_ID_3 from the recipient's TAXING_ENTITY record	R
UpdateRecipientAuthHours	caseNumber	EMPL_SN	String(9)	Set to the ST_TAX_ID_1 from the recipient's TAXING_ENTITY record	R
UpdateRecipientAuthHours	caseNumber	SEX_ID	String(1)	Set to the CNTAC_DSCR from the recipient's TAXING_ENTITY record	R
UpdateRecipientAuthHours	N/A	CONVIC_TION_ID	String(1)	Set to 'N'	R
UpdateRecipientAuthHours	N/A	CITIZENSHIP_ID	String(1)	Set to 'C'	R
UpdateRecipientAuthHours	N/A	ETHN_CD	String(1)	Set to 'O'	R
UpdateRecipientAuthHours	N/A	USER_CD_1	String(5)	Stores the case-provider payroll tax category based upon familial relationship sent from Case Management. Leave blank when creating ATTR for recipient as employee.	O
UpdateRecipientAuthHours	N/A	USER_CD_2	String(5)	Used to indicate the EMPL_SSN is an Applied for SSN. Set to "Y" if ST_TAX_ID_1 on TAXING_ENTITY ends with "A", which represents an applied for SSN.	O
UpdateRecipientAuthHours	N/A	USER_CD_3	String(5)	Stores the case-provider familial relationship sent from Case Management. Leave blank when creating the ATTR for recipient as employee.	O
UpdateRecipientAuthHours	N/A	USER_CD_5	String(5)	Stores the case-provider live-in exemption status. Leave blank when creating the ATTR for recipient as employee.	O
UpdateRecipientAuthHours	N/A	USER_DT_5	String(10)	Stores the effective date of the case-provider live-in exemption status. Leave blank when creating the ATTR for recipient as employee.	O

Table – UpdateRecipientAuthHours (Table Mapping) to ADDR

Source:		Target (ADDR)			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientAuthHours	employeeID	EMPLOYEE_ID	String(10)	The Employee ID assigned to the Recipient's Employee Profile.	R
UpdateRecipientAuthHours	beginDate	EFFECTIVE_DT	String(10)	If the recipient is being set up as an employee on the case for the first time and there is no designee address in the request, then set to the current date; otherwise, set to the <beginDate> of the designee address on the request.	R

UpdateRecipientAuthHours	endDate	EXPIRATION_DT	String(10)	If more than one designee address is included, set to the <endDate> in the first Designee address record; otherwise, set to high end date.	R
UpdateRecipientAuthHours	N/A	ML_EQ_HM_AD_FL	Number	If Designee address is present, then this value is set to "0" (No) and the Mailing address fields (fields below ending in "2") are populated with Designee information; otherwise, set to (Yes) and do not populate Mailing address fields.	R
UpdateRecipientAuthHours	N/A	STR_1_NM	String(40)	Set to STR_1_NM from the recipient's current TAXING_ENTITY record.	R
UpdateRecipientAuthHours	N/A	STR_2_NM	String(40)	Set to STR_2_NM from the recipient's current TAXING_ENTITY record.	R
UpdateRecipientAuthHours	N/A	CITY_NM	String(40)	Set to CTY_NM from the recipient's current TAXING_ENTITY record.	R
UpdateRecipientAuthHours	N/A	ST_CD	String(2)	Set to ST_CD from the recipient's current TAXING_ENTITY record.	R
UpdateRecipientAuthHours	N/A	ZIP	String(9)	Set to ZIP from the recipient's current TAXING_ENTITY record.	R
UpdateRecipientAuthHours	N/A	CTY_CD	String(4)	Set to countyCode on the request + "01".	R
UpdateRecipientAuthHours	designeeFullName	STR_1_NM_2	String(40)	Set to "c/o" + <designeeFullName> on the request.	R
UpdateRecipientAuthHours	streetAddress1	STR_2_NM_2	String(40)	Set to streetAddress1 on the request.	R
UpdateRecipientAuthHours	cityName	CITY_NM_2	String(40)	Set to the <cityName> on the request.	R
UpdateRecipientAuthHours	stateCode	ST_CD_2	String(2)	Set to the stateCode on the request.	R
UpdateRecipientAuthHours	Zip	ZIP_2	String(9)	Set to the <zip> on the request.	R
UpdateRecipientAuthHours	N/A	CTRY_CD_2	String(2)	Set to "US".	R
UpdateRecipientAuthHours	countyCode	CTY_CD_2	String(4)	Set to countyCode on the request + "01".	R

Triggering Events

The update authorized hours service will perform the following functionality:

- When the authorized hours service is called, the service will immediately check if the request is valid. It will check if there is a case number provided and that at least one set of authorized hours have been submitted on the request.
- It will then check if the request has a program of "IHSSR" on any of the authorized hours. If "IHSSR" has been submitted on the request, the request will be updated to "IHSS" as "IHSSR" will not be tracked within Advantage.
- If there is not an employee id supplied on the request, a lookup will be done to determine if there is already an employee id for the case number provided on the request. CM may not always send the employee id on the request and it is critical to have the employee id if one exists already so as not to create a second employee id for the recipient.
- If there is an employee id provided or an employee id was found in the prior lookup, a check is then made to determine if the employee id is for restaurant meals, advance pay, or both. It will check the ESMT values to determine if the advance pay and/or restaurant meals are terminating or reactivating based on the request.
 - For an active advance pay ESMT, the status (ESMT_DOC_HDR.EMPLMT_STA_CD) on the ESMT will be "R". So, if the request has an "N" in the advance pay flag and the current status on the ESMT for advance pay is "R", the advance pay is terminating. If the advance pay is "T" and the advance pay flag is "Y" on the request, then the advance pay is being reactivated.
 - For restaurant meals, the active status for a restaurant meal ESMT will be "M". So, if the request has an "N" in the restaurant meals flag and the status on the ESMT for restaurant meals is "M", the restaurant meals is terminating. If the status on the restaurant meal ESMT is "T" and the restaurant meals flag is "Y" on the request, the restaurant meals is being reactivated.
 - Global variables will be set so the service knows this is a reactivation or termination of advance pay and/or restaurant meals. Global variables will also be set if the Program provided on the request has changed from the current ESMT (ESMT_DOC_HDR.HOME_DEPT_CD) or the County has changed on the ESMT (ESMT_DOC_HDR.HOME_UNIT_CD).
 - For advance pay, grade and step will also be checked to see if a change has been made. The grade on the request will be compared to the ESMT_DOC_HDR.OVRD_GRDE_CD field. The step on the request will be compared to the ESMT_DOC_HDR.STEP_CD field to determine if there is a change.
- After the necessary checks have been performed, the service will process each set of AUTH hours supplied on the request. The only validation on each set of AUTH hours is that the start and end dates supplied are valid dates. While processing each set of AUTH hours, the following changes will be made to the TAXING_ENTITY record:
 - ST_TAX_ID_7 (Advance Pay Hours) will be set to the authorized hours if the Advance Pay flag on the request is 'Y'. If it is 'N', the ST_TAX_ID_Y field will be set to '0'
 - ST_TAX_ID_8 (Funding Program Hours – IHSS and WPCS are concatenated) will be set to the authorized hours on the request for the time range provided.
 - ST_TAX_ID_9 (Impairment Level) will be set to 'N' (Non-Severely Impaired) if the <ImpairmentLevel> field on the request is 'N'. It will be set to 'S' if the <ImpairmentLevel> field on the request is 'S' (Severely Impaired). Java Class Name: ImpairmentLevel.java

- d. ST_TAX_ID_6 (Program Name): Java Class Name: ProgramName.java If <Authorization.ProgramName> = 'IPO', 'IPW1-6', 'IHSS','PCSP' then the ST_TAX_ID_6 field will be set to the program provided. From CM, 'IP01-6' will be sent on the request as 'IPO'. ST_TAX_ID_6 is a concatenated field. If 'WPCS' hours are ever added via the updateWPCSHours web service, the 'WPCS' program will appear in the ST_TAX_ID_6 field after one of the funding programs listed above is one exists.
- e. CTY_CD (County Code District Office): Java Class Name: CountyCodeDistrictOffice.java A comparison is made to check if CTY_CD on the TAXING_ENTITY = <CountyCode> on the request. If there is a change, the County Code will be updated and the district will be reset to '01'.
- f. ST_TAX_ID_5 (RestaurantMeals): If the request contains a 'Y' in the <RestaurantMeals> flag, this will be set to 'Y'.
- g. ESTAB_NO (Status): The ESTAB_NO field will be set as follows:
- i. If <EmployeeStatus> on request = 'A', ESTAB_NO = 'A' (Active)
 - ii. If <EmployeeStatus> on request = 'D', ESTAB_NO = 'U' (Deceased)
 - iii. If <EmployeeStatus> on request = 'L', ESTAB_NO = 'V' (Leave)
 - iv. If <EmployeeStatus> on request = 'T', ESTAB_NO = 'X' (Terminated)
 - v. If <EmployeeStatus> on request = 'T' or 'D' or 'L', the ST_TAX_ID_5 and ST_TAX_ID_7 fields are reset to '0'
6. After the Taxing Entity record has been updated, and if an ESMT for Restaurant Meals or Advance Pay already exists, the ESMT will be updated as follows:
- a. ESMT_DOC_HDR.HOME_DEPT_CD (Program Code): Java Class Name: ProgramName.java. If the program name has changed, the HOME_DEPT_CD will be updated with the new program from the request.
 - b. ESMT_DOC_HDR.HOME_UNIT_CD (County Code): Java Class Name: CountyCodeDistrictOffice.java. If the County has changed, the HOME_UNIT_CD will be updated with the new County. The District code will be defaulted back to '01'.
 - c. ESMT_DOC_HDR.OVRD_DED_POL_CD (Deduction Policy Code): Java Class Name: CountyCodeDistrictOffice.java and EmployeeServicesUtility.java. If the County has changed, there will also be a change to the deduction policy code on the ESMT. The deduction policy will be set as follows:
 - i. If the Appointment is WPCS, the deduction policy is set to the familial relationship code + 'W'
 - ii. If the Appointment is IHSS, the deduction policy is set to the County Code + Familial Relationship Code UNLESS the familial relationship code = 'IP'. If it's 'IP', then the deduction code is just set to the County Code.
 - iii. The Familial Relationship Code above is derived as follows:
 1. Using the ESMT_DOC_HDR.CIVIL_SVC_STA_CD, if the value is 'F', the Familial Relationship Code = 'FM' (Family Member). If the value is 'J', the Familial Relationship Code = 'JV' (Juvenile). If the value is 'D', the Familial Relationship Code = 'DP' (Domestic Partner). Anything else is set to 'IP' (No Relation).
 - d. ESMT_DOC_HDR.OVRD_PAY_POL_CD (Pay Policy Code) Java Class Name: CountyCodeDistrictOffice.java. If the ESMT being updated is for advance pay ('A' appointment), the pay policy code is set to the County Code on the Request + 'AP'. Otherwise, the pay policy code is just set to the County Code.
 - e. ESMT_DOC_HDR.OVRD_GRDE_CD (Grade Code). For the primary appointment and advance pay appointment ESMT's, the OVRD_GRDE_CD on the ESMT will be updated to the grade on the request. Grade will not be updated on Restaurant Meal appointment ESMT's.
 - f. ESMT_DOC_HDR.STEP_CD (Step Code). For the primary appointment and advance pay appointment ESMT's, the STEP_CD will be updated to the Step Code on the request. Step Code will not be updated on Restaurant Meal appointment ESMT's.
 - g. ESMT_DOC_HDR.EMPLMT_STA_CD (Employment Status) The employment status will be updated as follows on only the Advance Pay and Restaurant Meal appointment's only. The primary appointment will not be updated with status changes.
 - i. If this is an advance pay termination, the EMPLMT_STA_CD will be set to 'T'
 - ii. If this is an advance pay reactivation, the EMPLMT_STA_CD will be set to 'R'
 - iii. If this is a restaurant meals termination, the EMPLMT_STA_CD will be set to 'T'
 - iv. If this is a restaurant meals reactivation, the EMPLMT_STA_CD will be set to 'M'
7. If a Restaurant Meals ESMT does not already exist and the <RestaurantMeals> flag on the request is set to 'Y', a new Restaurant Meals ESMT will be created. If the recipient does not already have a primary appointment ESMT, a primary appointment ESMT will also be created at this time. Java Class: RestaurantMeals.java and EmployeeServicesUtility.java. The restaurant meals ESMT will be populated as follows:
- a. APPOINTMENT_ID: Set to 'M'
 - b. EFFECTIVE_DT: Set to the case application date from taxing_entity
 - c. EXPIRATION_DT: Set to the system end date 12/31/9999
 - d. PAY_CLS_CD: Set to 'RMEAL'
 - e. PAYROLL_NO_CD: Set to 'RMEAL'
 - f. EMPLMT_STA_CD: Set to 'M'
 - g. OVRD_DEDPOL_CD: Set to 'RM'
 - h. OVRD_PAYPOL_CD: Set to 'RM'
 - i. TBL_DRV_PY_RT_FL: Set to 'Y'
 - j. CIVIL_SVC_STA_CD: Set to 'GM'
 - k. HOME_DEPT_CD: Set to the <ProgramName> on the request
 - l. HOME_UNIT_CD: Set to the County Code + District Office
 - m. OVRD_GRDE_CD: Set to '01'
 - n. STEP_CD: Set to '01'
 - o. TAXING_ENTITY_CD: Set to the <CaseNumber> on the request
8. If an Advance Pay ESMT does not already exist and the <AdvancePay> flag on the request is set to 'Y', a new Advance Pay ESMT will be created. If the recipient does not already have a primary appointment ESMT, a primary appointment ESMT will also be created at this time. Java Class: AdvancePay.java. The advance pay ESMT will be populated as follows:
- a. APPOINTMENT_ID: Set to 'A'
 - b. EFFECTIVE_DT: Set to the case application date from taxing_entity
 - c. EXPIRATION_DT: Set to the system end date: 12/31/9999
 - d. PAY_CLS_CD: Set to 'AP'
 - e. PAYROLL_NO_CD: Set to 'AP'
 - f. EMPLMT_STA_CD: Set to 'R'
 - g. OVRD_DEDPOL_CD: Set to 'AP1'
 - h. OVRD_PAYPOL_CD: Set to the <CountyCode> + 'A'
 - i. TBL_DRV_PY_RT_FL: Set to 'Y'
 - j. CIVIL_SVC_STA_CD: Set to 'GA'
 - k. HOME_DEPT_CD: Set to the <ProgramName> on the request
 - l. HOME_UNIT_CD: Set to the County Code + District Office
 - m. OVRD_GRDE_CD: Set to the <Grade> on the request
 - n. STEP_CD: Set to the <STEP_CD> on the request

- o. TAXING_ENTITY: Set to the <CaseNumber> on the request
- 9. If either a Restaurant Meals or Advance Pay ESMT are created, a single primary appointment (' ') ESMT will also get created. There will only be one primary appointment created even if the recipient has restaurant meals and advance pay. The primary appointment ESMT will be populated as follows:
 - a. APPOINTMENT_ID: Set to ''
 - b. EFFECTIVE_DT: Set to the case application date from taxing_entity
 - c. EXPIRATION_DT: Set to the system end date: 12/31/9999
 - d. PAY_CLS_CD: Set to 'RCIP'
 - e. PAYROLL_NO_CD: Set to 'RCIP'
 - f. EMPLMT_STA_CD: Set to 'C'
 - g. OVRD_DEDPOL_CD: Set to 'RCIP'
 - h. OVRD_PAYPOL_CD: Set to <CountyCode> + 'R'
 - i. TBL_DRV_PY_RD_FL: Set to 'Y'
 - j. CIVIL_SVC_STA_CD: Set to 'RCIP'
 - k. HOME_DEPT_CD: Set to <ProgramName> on the request
 - l. HOME_UNIT_CD: Set to County Code + District Office
 - m. OVRD_GRDE_CD: Set to Grade on the request
 - n. STEP_CD: Set to Step Code on the request
 - o. EEO_FT_FL: Set to 'Y'
 - p. TAXING_ENTITY_CD: Set to <CaseNumber> on the request
- 10. If either an advance pay or restaurant meals ESMT is submitted, there will also be an ATTR (Attributes) document submitted as well. The ATTR document will be populated as follows:
 - a. BIRTH_DT: Set to the ST_TAX_ID_3 from the recipient's TAXING_ENTITY record
 - b. EMPL_SSN: Set to the ST_TAX_ID_1 from the recipient's TAXING_ENTITY record.
 - c. SEX_ID: Set to the CNTAC_DSCR from the recipient's TAXING_ENTITY record
 - d. CONVICTION_ID: Set to 'N'
 - e. CITIZENSHIP_ID: Set to 'C'
 - f. ETHN_CD: Set to 'O'
- 11. If either an advance pay or restaurant meals ESMT is submitted, there will also be an ADDR (Address) document submitted as well. The ADDR document will be populated as follows:
 - a. EFFECTIVE_DT: Set to the application date on the recipient's TAXING_ENTITY record
 - b. ML_EQ_HM_AD_FL: Set to 'True'
 - c. STR_1_NM: Set to STR_1_NM from the recipient's TAXING_ENTITY record
 - d. STR_2_NM: Set to STR_2_NM from the recipient's TAXING_ENTITY if exists
 - e. CITY_NM: Set to CITY_NM from the recipient's TAXING_ENTITY record
 - f. ST_CD: Set to ST_CD from the recipient's TAXING_ENTITY record
 - g. ZIP: Set to ZIP from the recipient's TAXING_ENTITY record
 - h. CTRY_CD: Set to 'US'
 - i. CTY_CD: Set to CTY_CD from the recipient's TAXING_ENTITY record
- 12. If there is a change to the advance pay time frame or there is a switch from advance pay to arrears (or vise-versa) then any associated active provider ESMT's will updated to reflect the change. A lookup will be performed to find any active providers associated with the recipient. The following changes will be made on the active provider ESMT's:
 - a. CIVIL_SVC_STA_CD:
 - i. If <Grade> = '01', set to 'G' + familial relationship code + '1'
 - ii. If <Program> = 'IHSS' and grade <> '01', set to 'G' + familial relationship code + 'R'
 - iii. Otherwise set to 'G' + familial relationship code + 2nd character of Grade (so if grade is '02', append a '2')
 - iv. In any of the above three conditions, if this is for advance pay, append an 'A' to the end of the CIVIL_SVC_STA_CD.
 - b. PAYROLL_NO_CD: Set to 'IP' if not advance pay. Set to 'IPA' if advance pay.
 - c. PAY_CLS_CD: Set to 'IP' if not advance pay. Set to 'IPA' if advance pay.
 - d. OVRD_PAY_POL_CD: Set to <CountyCode> if not advance pay. Set to <CountyCode> + 'AP' if advance pay.
 - e. PVRD_DED_POL_CD: If advance pay, set to the family relationship code + 'A'. If not advance pay and the familial relationship is 'IP', set to <CountyCode>. If not advance pay and the familial relationship is not 'IP', set to <CountyCode> + Familial Relationship
 - f. HOME_UNIT_CD: Set to <CountyCode> + 01 (district default)
 - g. Last character of CIVIL_SVC_STA_CD will be updated if indicator Y for Live in Provider
- 13. If the authorized hours request contains a designee address, this address will be added to the recipient's ADDR document for the time frame associated with the designee address on the request. Java Class Name: DesigneeAddress.java. The designee address will get populated on the ADDR as follows:
 - a. EFFECTIVE_DT: Set to the <beginDate> for the designee address on the request
 - b. EXPIRATION_DT: Set to the <endDate> for the designee address on the request
 - c. STR_1_NM_2: Set to 'c/o' + <designeeFullName> on the request
 - d. STR_2_NM_2: Set to <streetAddress1> on the request
 - e. CITY_NM_2: Set to <cityName> on the request
 - f. ST_CD_2: Set to <stateCode> on the request
 - g. ZIP_2: Set to <zip> on the request
 - h. CTRY_CD_2: Set to 'US'
 - i. CTY_CD_2: Set to <countyCode> + '01' on the request

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage application. Any failures on a synchronous call will send back the failure on the response to CM. Any failures on an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Person Service (TXEN, EICF, ATTR)

CI	Document Name
CI-69602 - DSD INTF Update Person TXEN EICF ATTR IMPLEMENTED	DSD_INTF_Update_Person_TXEN_EICF_ATTR.doc

The Update Person interface (PROO992A) is triggered from the Case Management Modify Person screen if a user saves the modification to a person's name, date of birth or gender, and that person is established in payroll, either a) as a Recipient with a case number, or b) as a provider assigned to a case with a payroll employee id.

In payroll Update Person will perform the following tasks:

- If the person is the Recipient associated with a case number:
 - Create a new Taxing Entity (TXEN) record using the effective date in the request to capture the change
- If the person has an employee id (including a recipient established as an employee on their own case):
 - Create an Employee Identification Change Form (EICF) document if the person's name has changed
 - Create an Attributes (ATTR) document if the person's date of birth or gender changes; when creating the ATTR, the interface will retain all other existing information, such as familial relationship and live-in exemption status.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever Modify Person screen is saved
- Timing/Sequencing – No sequencing; an existing TXEN should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

The following tables or documents will be processed.

TAXING_ENTITY Table: Comparison is required for previous values. Name changes will be applied to current time slice and all future time slices. There will be change to the Date of Birth.

ATTR Document: Compare the incoming Birth date with the Birth date or incoming gender with existing gender in EMPL table. If either one is different, then the ATTR document will be processed for the current time slice.

EICF Document: Comparison is required for previous values by looking at the EMPL table. If there is a change to any of the name fields, make the name changes through the EICF document.

Table – UpdatePerson (Table Mapping) to TXEN

Source:		Target (TAXING_ENTITY)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdatePerson request	caseNumber	TAXING_ENTITY_CD	String(7)	Case Management Unique Case Number	R
UpdatePerson request	firstName	CNTAC_FIRST_NM	String(15)	Recipient's First Name	O
UpdatePerson request	middleName	CNTAC_MIDDLE_NM	String(15)	Recipient's Middle Name	O
UpdatePerson request	lastName	CNTAC_LAST_NM	String(20)	Recipient's Last Name	O
UpdatePerson request	nameSuffix	CNTAC_NM_SUFFIX	String(5)	Recipient's Suffix	O

UpdatePerson request	gender	CNTAC_DESC	String(20)	Gender of the Recipient	O
UpdatePerson request	dob	ST_TAX_ID_3	String(5)	Recipient's date of birth	O

Table – UpdatePerson (Table Mapping) to EICF

Source:		Target (EICF)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdatePerson request	employeeID	EMPLOYEE_ID	String(10)	Derived from case number by looking up into EMPL	R
UpdatePerson request	firstName	NEW_EMPL_FIRST_NM	String(15)	Updated First Name	O
UpdatePerson request	middleName	NEW_EMPL_MIDDLE_NM	String(15)	Updated Middle Name	O
UpdatePerson request	lastName	NEW_EMPL_LAST_NM	String(20)	Updated Last Name	O
UpdatePerson request	nameSuffix	NEW_EMPL_SUFFIX_CD	String(5)	Updated Suffix	O

Table – UpdatePerson (Table Mapping) to ATTR

Source:		Target (ATTR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdatePerson request	employeeID	EMPLOYEE_ID	String(10)	CM will provide this.	R
UpdatePerson request	dateOfBirth	BIRTH_DT	String(9)	Updated Date of Birth	O
UpdatePerson request	gender	SEX_ID	String	Updated Sex	O

Triggering Events

This section is not applicable.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage application. Any failures on a synchronous call will send back the failure on the response to CM. Any failures on an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	EMPID1001	Employee id not found
2	UPDPRSN1001	First Name Not Provided
3	UPDPRSN1002	Last Name Not Provided
4	UPDPRSN1003	Birth Date Not Provided
5	UPDPRSN1004	Gender Not Provided
6	UPDPRSN1005	No Case Number or Employee ID on Request
7	UPDPRSN1006	Case Number SQL Lookup to TXEN Failed

8	UPDPRSN1007	Case Number Invalid
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DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Worker Number

CI	Document Name
CI-69599 - DSD INTF Update Worker Number IMPLEMENTED	DSD_INTF_Update_Worker_Number.doc

The updateRecipientWorkerNumber interface sends the worker number and the District Office associated with the case owner's role to payroll. It is triggered when the case is assigned to a new case owner in Case Management. In payroll, the interface inserts a new record for the caseNumber on the TAXING_ENTITY table. On the new record, it updates the ST_TAX_ID_10 field with the worker number and the last two characters of the county code with the district office from the request. It also creates ESMTs to update the last two characters of the Home Unit Code on all Employee Profiles that are linked to the case with the new district office.

Unless it is triggered by an ICT authorization, the interface uses the current date as the effective date for the change. If it is triggered by an ICT authorization, it will use the effective date sent in the request.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever the Create User screen or Modify User screen is saved
- Timing/Sequencing – No sequencing; an existing TXEN should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – UpdateRecipientWorkerNumber (Table Mapping) to TXEN

Source:		Target (TXEN)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientWorkerNumber	caseNumber	TAXING_ENTITY_CD	String(7)	Used to identify the corresponding record on the TAXING_ENTITY table.	R
UpdateRecipientWorkerNumber	beginDate	EFFECTIVE_DT	Date	beginDate will be used if present. Otherwise, the effective date will be set to calendar date	O
UpdateRecipientWorkerNumber	workerNumber	ST_TAX_ID_10	String(20)	Set to the social worker number in the request	R
UpdateRecipientWorkerNumber	districtOffice	CTY_CD	String(4)	Set the last two characters to the District Office in the request	R

Table – UpdateRecipientWorker (Table Mapping) to ESMT

Source:		Target (ESMT)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
UpdateRecipientWorkerNumber	caseNumber	TAXING_ENTITY_CD	String(10)	Used to identify all Employee Ids and Appointment Ids associated with the case	R
UpdateRecipientWorkerNumber	beginDate	EFFECTIVE_DT	Date	beginDate will be used if present. Otherwise, the effective date will be set to calendar date	O

UpdateRecipientWorkerNumber	districtOffice	HOME_UNIT_CD	String(40)	Set the last two characters to the District Office in the request	R
		CIVIL_SVC_STA_CD	String(5)	Append 'L' to the end (or remove from) based upon the provider's live-in exemption status on EMPL.USER_CD_5 and effective date on EMPL.USER_DT_5. USER_CD_5 is blank then ignore. If USER_CD_5 = 'Y' the append the 'L' as of the USER_DT_5 effective date. If USER_CD_5 = 'N' then remove the 'L' as of the USER_DT_5 effective date.	R

Triggering Events

This section is not applicable.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage application. Any failures on a synchronous call will send back the failure on the response to CM. Any failures on an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	EMPID1001	Employee ID Not Found
13	UPDWRKNO1001	Worker Number Not Provided
14	UPDWRKNO1002	Case Number Not Provided
15	UPDWRKNO1003	Case Number Invalid
16	UPDWRKNO1004	Case Number SQL Lookup to TXEN Failed

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update SSN (EICF)

CI	Document Name
CI-69605 - DSD INTF Update SSN EICF IMPLEMENTED	DSD_INTF_Update_SSN_EICF.doc

The purpose of this interface is to update a person's SSN in payroll when a user corrects the person's SSN in Case Management. It is only triggered if there is an instance of the person in payroll (i.e. person is a recipient with a case number or a registered provider assigned to at least one case). When triggered, the updateSSN web service will send caseNumber (if the person is a recipient) and each Advantage employeeID associated with the person; it will apply the change in payroll for each match found.

When the request includes caseNumber, the web service will create a new record on the TAXING_ENTITY table to capture the change and a new record on the TAXING_ENTITY_CHANGES table to flag the change for EDD reporting purposes.

When the request includes employeeID(s), the web service will create and submit an Employee Identification Change Form (EICF) document and - if the request is adding or removing the Applied For SSN indicator - an Employee Attributes (ATTR) document.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever Modify Alternate ID screen is saved
- Timing/Sequencing – No sequencing; an existing TXEN should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)

Interface Method – Web service over HTTPS/1. Data Elements of Interface

Table – UpdateSsn (Table Mapping) to Taxing Entity (TXEN)

The web service will create a new record on the Taxing Entity table to capture the change when the request includes caseNumber.

Source: Web Service: UpdateSSN		Target (TABLE: TAXING_ENTITY)				
Name of the Request service	Field Name	Field Name	Data Type (Format- length)	Description(Data Transformation rules)	R/O (Required/ Optional)	
updateSSNRequest	caseNumber	TAXING_ENTITY_CD	String(7)	Case Management Case Reference Number Sample = "1234567"	R	
updateSSNRequest	EffectiveDate	EFFECTIVE_DT	Date (YYYY-MM-DD)	Effective Date of the SSN change	R	
updateSSNRequest	socialSecurityNumber^ssnType	ST_TAX_ID_1	String(11)	Stores the recipient's SSN appended with "[ssnType]" if indicator is present. ssnType is only used to indicate an Applied for SSN, and "A" is the only valid value. Otherwise the ssnType field will be blank in the request. • Sample when ssnType is blank = "123456789" (non-zero number) • When ssnType = "A" then ST_TAX_ID_1 = "000000000^A"	R	

Table – UpdateSsn (Table Mapping) to Employee Identification Change Form (EICF)

The web service will create and submit an EICF document to update the Employee Profile SSN for each employeeID included in the request.

Source: Web Service: UpdateSSN		Target (EICF)

Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or Optional)
UpdateSsnRequest	employeeID	EMPLOYEE_ID	String(10)	Advantage Employee ID (unique case-provider ID used to communicate between the two systems). More than one Employee ID can be sent in a single request.	R
UpdateSsnRequest	effectiveFromDate	EFFECTIVE_DATE	N/A	Effective Date of the SSN change	R
UpdateSsnRequest	socialSecurityNumber	NEW_EMPLOYEE_SSN	String(9)	The SSN value. Sample "123456789". For Applied For SSN, the value will be "000000000"	R

Table – UpdateSsn (Table Mapping) to Employee Attributes (ATTR)

If sending or updating an Applied For SSN, the web service will create an ATTR to add or remove the Applied For indicator

Source: Web Service: UpdateSSN		Target (ATTR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or Optional)
UpdateSsnRequest	employeeID	EMPLOYEE_ID	String(10)	Advantage Employee Id (unique case-provider ID used to communicate between the two systems). More than one Employee ID can be sent in a single request.	R
UpdateSsnRequest	socialSecurityNumber	EMPL_SS_N	String(9)	"000000000" will be sent for an Applied For SSN	R
UpdateSsnRequest	ssnType	USER_CD_2	String (1)	Set to "Y" for an Applied For SSN. Set back to blank when valid value is sent.	R

Table – UpdateSsn (Table Mapping) to TAXING_ENTITY_CHANGES

The web service will create a new record on the Taxing Entity Changes table to indicate a demographic change when the request includes caseNumber.

Source: Web Service: UpdateSSN		Target (TAXING_ENTITY_CHANGES)			
Name for Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or Optional)
UpdateSSN	caseNumber	TAXING_ENTITY_CD	String(20)	Case Management Case Reference Number Sample = "1234567"	R
UpdateSSN	effectiveDate	EFFECTIVE_DT	Date (YYYY-MM-DD)		R
	N/A	REPORTED	String(20)	Valid Values: "Y" or "N" Flag is set to "N"	R

Triggering Events

Case Management Screen Name	Trigger Point	Payroll Web Service	Comments
Modify Alternative ID	'Save' link	UpdatePersonSSN (PROO923A)	Web service is triggered only if the Applicant/Recipient/Provider Alternate ID of type 'SSN' is edited from this screen and is in the Payroll system as either a recipient with a case number or a provider assigned to at least one case. A person registered as a provider can have multiple employee ids.

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseHeader.caseReference	TAXING_ENTITY.TAXING_ENTITY_CD	
CaseParticipantRole. employeeID	EMPL.EMPLOYEE_ID	

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage application. Any failures on a synchronous call will send back the failure on the response to CM. Any failures on an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	EMPID1001	Employee ID Not Found
9	UPDSSN1001	SSN Not Provided
10	UPDSSN1002	No Case Number or Employee ID on Request
11	UPDSSN1003	Case Number Invalid
12	UPDSSN1004	Case Number SQL Lookup to TXEN Failed

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Mailing Address/Update Designee Address

CI	Document Name
 CI-69603 - DSD INTF Update Mailing Address Update Designee Address IMPLEMENTED	DSD_INTF_Update_Mailing_Address_Update_Designee_Address.doc

This section will describe the internal interface used to update the mailing address on the Advance Pay Recipient, including the designee address.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever Modify Address screen is saved
- Timing/Sequencing – No sequencing; an existing Employee ID should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – UpdateMailingAddress/updateDesigneeAddress (Table Mapping) to TXEN

Source:		Target (TAXING_ENTITY)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateMailingAddress	Casenumber	TAXING_ENTITY_CD	String (10)	CM will provide this.	R
updateMailingAddress	beginDate	EFFECTIVE_DATE	N/A	Effective start date of the new address	O
updateMailingAddress	StreetAddress1, StreetAddress2	STR_1_NM	String (75)	Recipient's mailing address, Street Name	O
updateMailingAddress	CityName	CITY_NM	String (28)	Recipient's mailing address, City Name	O
updateMailingAddress	StateCode	ST_CD	String (2)	Recipient's State, State	O
updateMailingAddress	zip	ZIP	String (10)	Defaulted as below Sample = "95814"	O

Table – UpdateMailingAddress/updateDesigneeAddress (Table Mapping) to ADDR

Source:		Target (ADDR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateMailingAddress	employeeid	EMPLOYEE_ID	String (10)	Provided by CM	R
updateMailingAddress	effectiveFromDate	EFFECTIVE_DATE	N/A	Effective start date of the new address	O
updateMailingAddress	StreetAddress1	STR_1_NM	String (75)	Updated street number	O
updateMailingAddress	StreetAddress2	STR_2_NM	String (75)	Updated street name/Updated PO Box	O

updateMailingAddress	CityName	CITY_NM	String (28)	Updated city	O
updateMailingAddress	StateCode	ST_CD	String (9)	Updated state	O
updateMailingAddress	zip	ZIP_1	String (9)	Updated ZIP code	O

Table – UpdateMailingAddress/updateDesigneeAddress(Table Mapping) to ADDR

Source:		Target (ADDR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateDesigneeAddress	employeeid	EMPLOYEE_ID	String (10)	Provided by CM	R
updateDesigneeAddress	beginDate	EFFECTIVE_DATE	N/A	Effective start date of the new address	O
updateDesigneeAddress	StreetAddress1	STR_1_NM	String (75)	Updated street number	O
updateDesigneeAddress	StreetAddress2	STR_2_NM	String (75)	Updated street name/Updated PO Box	O
updateDesigneeAddress	City	CITY_NM	String (28)	Updated city	O
updateDesigneeAddress	State	ST_CD	String (9)	Updated state	O
updateDesigneeAddress	zip	ZIP_1	String (9)	Updated ZIP code	O

Triggering Events

This section is not applicable.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage application. Any failures on a synchronous call will send back the failure on the response to CM. Any failures on an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	EMPID1001	Employee ID not found
17	UPDMALADDR1001	No Case Number and No Employee ID Provided
18	UPDMALADDR1002	Case Number Invalid
19	UPDMALADDR1003	Case Number SQL Lookup to TXEN Failed
20	UPDMALADDR1004	Begin Date Not Provided
21	UPDMALADDR1005	Mailing Address Index Out of Range

Table – Error Codes

Error No.	Error Code	Description
1	EMPID1001	Employee ID not found
22	UPDDSGADDR1001	No Employee IDs on Request
23	UPDDSGADDR1002	Begin Date Not Provided
24	UPDDSGADDR1003	Designee Address Index Out of Range

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update WPCS Hours (TXEN)

CI	Document Name
CI-69600 - DSD INTF Update WPCS Hours TXEN IMPLEMENTED	DSD_INTF_Update_WPCS_Hours_TXEN.doc

The updateRecipientWpcshours web service to payroll is triggered when a Case Management user selects "Save" on the Create or Modify WPCS Hours screen to add authorized WPCS hours to the case. The hours are added to the case's Taxing Entity profile in payroll according to the date range sent.

The WPCS hours stored on Taxing Entity serve two purposes:

- If a user attempts to assign a provider to the case through WPCS, and the Taxing Entity profile is not configured with WPCS hours as of the effective date sent, then the web service will fail
- The WPCS hours are included as an audit element in the SCO Daily Claims file

The following attributes on the Taxing Entity table indicate the case has authorized WPCS hours:

- State Tax Id 6 field, which stores the IHSS funding source, is appended with "^WPCS"
- State Tax Id 8 field, which stores the IHSS authorized hours, is appended with "<WPCSHours>"

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Whenever Modify WPCS Hours screen is saved
- Timing/Sequencing – No sequencing; an existing TXEN should exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – updateRecipientWpcshours (Table Mapping) to TXEN

Source:		Target (TXEN)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateRecipientWpcshours	caseNumber	TAXING_ENTITY_CD	String(7)	This is the key	R
updateRecipientWpcshours	segmentType			Valid Values: "New" or "Old". Used to calculate "Active" and "Terminated" time slices. Default is "New". An "Old" segmentType is sent in addition to a "New" segment type only when an existing segment is modified.	
updateRecipientWpcshours	beginDate	EFFECTIVE_DATE	N/A	Effective start date of the WPCS authorization segment	R
updateRecipientWpcshours	endDate	EXPIRATION_DATE	N/A	Effective end date of the WPCS authorization segment	R
	N/A	ST_TAX_ID_6	String(20)	For the calculated "Active" time slice (where wpcshours is not "00:00"), the code appends "^WPCS" For the calculated "Terminated" time slices, the code removes "^WPCS"	R
updateRecipientWpcshours	wpcshours	ST_TAX_ID_8	String(20)	For the calculated "Active" time slice, the code appends "<wpcshours>" For the calculated "Terminated" time slices, the code removes "<wpcshours>"	R

Table - updateRecipientWpcsHours (Table Mapping) to ESMT

The web service creates ESMTs to create/update the WPCS Employee Profile if the Recipient is already setup with an Employee Profile on the case

Source: updateRecipientWpcsHours		Target: ESMT Document				
Name of the Request Service	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)		R/O (Required or Optional)
updateRecipientWpc sHours	N/A	EMPLOYEE_ID	String (10)	Advantage HRM generated sequential numbering.		R
updateRecipientWpc sHours	N/A	APPOINTMENT_ID	String (1)	Set to 'W' for WPCS		R
updateRecipientWpc sHours	caseNu mber	EMPL_ALT_ID_NO	String (20)	Represents the Case Management Unique Person Reference ID. The caseNumber is used when the Employee is the Recipient,		R
updateRecipientWpc sHours	N/A	TAXING_ENTITY_CD	String (7)	Set to the caseNumber, which represents the Employer. Sample value = "1234567"		R
EMPL	N/A	EMPL_FIRST_NM	String (15)	Recipient's First Name. Set to CNTACT_FIRST_NM from the current TAXING_ENTITY record. Sample = "Michael"		R
EMPL	N/A	EMPL_MIDDLE_NM	String (15)	Recipient's Middle Name. Set to CNTAC_MIDDLE_NM from the current TAXING_ENTITY record. Sample = "B"		O
EMPL	N/A	EMPL_LAST_NM	String (20)	Recipient's Last Name. Set to CNTAC_LAST_NM from the current TAXING_ENTITY record. Sample = "Knaff"		R
EMPL	N/A	EMPL_SUFFIX_CD	String (5)	Recipient's Suffix. Set to CNTC_NM_SUFFIX from the current TAXING_ENTITY record. Sample = "JR"		O
updateRecipientWpc sHours	beginDate	EFFECTIVE_DT	Date (YYYY-MM-DD)	If creating the W appointment for the first time, first create an "Inactive" ESMT from 1/1/2007 - 12/31/9999, then create an ESMT from the earliest case WCPs authorization date on TAXING_ENTITY, and additional ESMTs for each change to county/district office and WCPs Authorization status found on TAXING_ENTITY. If updating existing W appointment, then create ESMTs for each change to county/district office and calculated WCPs Authorization status within the request's "Old" and "New" segmentTypes Set effective date to the segment start date.		R
updateRecipientWpc sHours	endDate	EXPIRATION_DT	Date (YYYY-MM-DD)	Automatically determined through submission of the ESMT.		O
updateRecipientWpc sHours	N/A	APPOINTMENT_DT	Date (YYYY-MM-DD)	Set to the earliest case authorization date on TAXING_ENTITY where WCPs Authorization is present Sample = "2009-01-01"		R
updateRecipientWpc sHours	N/A	PERS_ACTN_CD	String (5)	For the placeholder "Inactive" ESMT from 1/1/2007 - 12/31/9999, set to "EHIRE". For all subsequent ESMTs set to "ELIG".		R
updateRecipientWpc sHours	N/A	EMPLMT_STA_CD	String (1)	Valid Values - "C" - Active Recipient, or "X" Terminated Recipient.		R
updateRecipientWpc sHours	N/A	HOME_DEPT_CD	String (4)	"WPCS"		R
updateRecipientWpc sHours	N/A	HOME_UNIT_CD	String (4)	Derived from CTY_CD on TAXING_ENTITY. The value must also be defined on UNIT. The value represents the county and district office combination. Sample value = "5701"		R
updateRecipientWpc sHours	N/A	STEP_CD	String (5)	Set to the step representing the Default County Rate, "01"		R
updateRecipientWpc sHours	N/A	TBL_DR_V_PY_RT_FL	String (1)	Set to "Y"		R

updateRecipientWpc_sHours	N/A	EEO_FT_FL	String (1)	Default value	R
updateRecipientWpc_sHours	N/A	PC_FT_PC	Numeric (5,4)	Set to 1.	R
updateRecipientWpc_sHours	N/A	PAYROLLO_NO_CD	String (5)	Set to "RCIP", which represents one-time monthly payments to Recipients. Must be defined on the PYNO table.	R
updateRecipientWpc_sHours	N/A	PAY_CL_S_CD	String (5)	Set to "RCIP". Must be defined on the PYCL table.	R
updateRecipientWpc_sHours	N/A	CIVIL_S_VC_STA_CD	String (5)	Set to "RCIP". Must be defined on the CIVS table.	R
updateRecipientWpc_sHours	N/A	TITLE_CD	String (6)	Set to "PROVDR". Must be defined to TITL table.	R
updateRecipientWpc_sHours	N/A	SUB_TITLE_CD	String (2)	Set to "00". Must be defined on STTL table.	R
updateRecipientWpc_sHours	N/A	OVRD_PAYPOL_CD	String (5)	Set to the first two characters of CTY_CD from TAXING_ENTITY and append with "R". Must be defined on PPOL table e.g.: "57R"	R
updateRecipientWpc_sHours	N/A	OVRD_DEDPOL_CD	String (5)	Set to "RCIP". Must be defined on DPOL table	R
updateRecipientWpc_sHours	N/A	OVRD_GRDE_CD	String (5)	Set to "01", which is the Grade associated with the default County rate.	R

Notes:

If an existing segment is modified, the transaction will send an "Old" segment type and a "New" segment type, otherwise the transaction only sends a "New" segment type:

1. Data elements in the "New" segment contain the newly saved values
2. Data elements in the "Old" segment contain the data from before the update was saved

If the Advantage code confirms the corresponding records on Taxing Entity contain values matching the "Old" segment, the Advantage code will calculate up to three time slices by comparing the "New" and "Old" segment begin and end dates:

1. The code will calculate one "Active" time slice if the "New" and "Old" begin and end dates match
2. The code will calculate one "Active" time slice and one "Terminated" time slice under the following conditions:
 - a. If the "New" begin date is after the "Old" and the "New" end date is greater than or equal to the "Old" end date, then the code will calculate:
 - i. One "Terminated" time slice for the date range between the "Old" and "New" begin dates
 - ii. One "Active" time slice using the "New" begin and end dates
 - b. If the "New" end date is less than the "Old" end date and the "New" begin date is less than or equal to the "Old" begin date, then the code will calculate:
 - i. One "Active" time slice using the "New" begin and end dates
 - ii. One "Terminated" time slice using the date range between the "New" end date and the "Old" end date
3. The code will calculate one "Active" time slice and two "Terminated" time slices when the "New" begin date is after the "Old" begin date and the "New" end date is before the "Old" end date:
 - a. One "Terminated" time slice for the date range between the "Old" begin date and the "New" begin date
 - b. One "Active" time slice using the "New" begin and end dates
 - c. One "Terminated" time slice for the date range between the "New" end date and the "Old" end date.

The service checks to see if the Recipient is also configured with an IHSS or WPCS employee profile on their own case:

1. If the Recipient is configured with an IHSS employee profiles but doesn't yet have a WPCS employee profile, the web service creates ESMTs to configure the WPCS employee profile
2. If the Recipient is configured with a WPCS employee profile, the web service creates ESMTs to update the WPCS employee profile with changes to WPCS authorization status and county or district

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Create Providers for Special Transactions

CI	Document Name
CI-69607 - DSD INTF Create Providers for Special Transactions IMPLEMENTED	DSD_INTF_Create_Providers_for_Special_Transactions.doc

To receive payments through the CMIPS system, a recipient must first be established as an employee to their own case in payroll. If a user creates a special transaction to the Recipient from the Create Special Transaction screen and the Recipient doesn't already have a unique 10-digit employee id from payroll, Case Management will trigger the Create Recipient as Payee in Payroll (PROO938A) interface, which sends to payroll the case number and designee address if the Recipient has a conservator.

The payroll side of PROO938A, Create Providers for Special Transactions, uses the case number to build the Recipient's Employee Profile from the case information stored on Taxing Entity, beginning with the case's earliest active date. If the request also includes a designee address, the interface will use the designee address as the mailing address, and the most current contact address on Taxing Entity as the residential address. Once the profile has completed, the interface will return the unique 10-digit employee id back to Case Management, along with a successful return code.

Characteristics of Interface

- Type – Asynchronous
- Format – XML
- Priority – Critical
- Frequency – When special transactions or overpayment recovery is set up for a Provider whose employee ID does not exist in CM
- Timing/Sequencing – TXEN should exist for this Recipient
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch Web service over HTTPS

Data Elements of Interface

Table – Create Provider for Special Transactions (Table Mapping) to ESMT

Source: createSpecTransRecipientReq		Target: ESMT Document				
Name of the Request Service	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)		R/O (Required or Optional)
createSpecTransRecipientReq	N/A	EMPLOYEE_ID	String (10)	Advantage HRM generated sequential numbering.		R
createSpecTransRecipientReq	N/A	APPOINTMENT_ID	String (1)	Set to the primary appointment (represented by a single space).		R
createSpecTransRecipientReq	Casenumber	EMPL_ALT_ID_NO	String (20)	Represents the Case Management Unique Person Reference ID. The caseNumber is used when the Employee is the Recipient,		R
createSpecTransRecipientReq	N/A	TAXING_ENTITY_CD	String (7)	Set to the caseNumber, which represents the Employer. Sample value = "1234567"		R
createSpecTransRecipientReq	N/A	EMPL_FIRST_NM	String (15)	Recipient's First Name. Set to CNTACT_FIRST_NM from the current TAXING_ENTITY record. Sample = "Michael"		R
createSpecTransRecipientReq	N/A	EMPL_MIDDLE_NM	String (15)	Recipient's Middle Name. Set to CNTAC_MIDDLE_NM from the current TAXING_ENTITY record. Sample = "B"		O

createSpecTransRecipientReq	N/A	EMPL_L AST_NM	String (20)	Recipient's Last Name. Set to CNTAC_LAST_NM from the current TAXING_ENTITY record. Sample = "Knaff"	R
createSpecTransRecipientReq	N/A	EMPL_S UFFIX_CD	String (5)	Recipient's Suffix. Set to CNTC_NM_SUFFIX from the current TAXING_ENTITY record. Sample = "JR"	O
createSpecTransRecipientReq	N/A	EFFECTIVE_DT	Date (YYYY-MM-DD)	After placeholder "Inactive" ESMT from 1/1/2007 - 12/31/9999 is created, an ESMT time segment is created from the earliest case authorization date on TAXING_ENTITY where ESTAB_NO = 'A' for each change to funding source, county/district office and case status found on TAXING_ENTITY. Set effective date to the segment start date.	R
createSpecTransRecipientReq	N/A	EXPIRATION_DT	Date (YYYY-MM-DD)	After placeholder "Inactive" ESMT from 1/1/2007 - 12/31/9999 is created, an ESMT time segment is created from the earliest case authorization date on TAXING_ENTITY where ESTAB_NO = 'A' for each change to funding source, county/district office and case status found on TAXING_ENTITY. Set effective date to the segment end date.	O
createSpecTransRecipientReq	N/A	APPOINTMENT_DT	Date (YYYY-MM-DD)	Set to the earliest case authorization date on TAXING_ENTITY where ESTAB_NO = 'A' Sample = "2009-01-01"	R
createSpecTransRecipientReq	N/A	PERS_ACTN_CD	String (5)	For the placeholder "Inactive" ESMT from 1/1/2007 - 12/31/9999, set to "EHIRE". For all subsequent ESMTs set to "ELIG".	R
createSpecTransRecipientReq	N/A	EMPLM_T_STA_CD	String (1)	Set to "C". "C" – Active Recipient Employee	R
createSpecTransRecipientReq	N/A	HOME_DEPT_CD	String (4)	Derived from ST_TAX_ID_6 on TAXING_ENTITY: "IHSS", "CFCO", "PCSP", "IPO"	R
createSpecTransRecipientReq	N/A	HOME_UNIT_CD	String (4)	Derived from CTY_CD on TAXING_ENTITY. The value must also be defined on UNIT. The value represents the county and district office combination. Sample value = "5701"	R
createSpecTransRecipientReq	N/A	STEP_CD	String (5)	Set to the step representing the Default County Rate, "01"	R
createSpecTransRecipientReq	N/A	TBL_DR_V_PY_R_T_FL	String (1)	Set to "Y"	R
createSpecTransRecipientReq	N/A	EEO_FT_FL	String (1)	Set to "Y"	R
createSpecTransRecipientReq	N/A	PC_FT_PC	Numeric (5,4)	Set to 1.	R
createSpecTransRecipientReq	N/A	PAYROLL_NO_CD	String (5)	Set to "RCIP", which represents one-time monthly payments to Recipients. Must be defined on the PYNO table.	R
createSpecTransRecipientReq	N/A	PAY_CLS_CD	String (5)	Set to "RCIP". Must be defined on the PYCL table.	R
createSpecTransRecipientReq	N/A	CIVIL_SVC_STA_CD	String (5)	Set to "RCIP". Must be defined on the CIVS table.	R
createSpecTransRecipientReq	N/A	TITLE_CD	String (6)	Set to "PROVDR". Must be defined to TITL table.	R
createSpecTransRecipientReq	N/A	SUBTITLE_CD	String (2)	Set to "00". Must be defined on STTL table.	R
createSpecTransRecipientReq	N/A	OVRD_PAYPOL_CD	String (5)	Set to the first two characters of CTY_CD from TAXING_ENTITY and append with "R". Must be defined on PPOL table e.g.: "57R"	R
createSpecTransRecipientReq	N/A	OVRD_DEDPOL_CD	String (5)	Set to "RCIP". Must be defined on DPOL table	R
createSpecTransRecipientReq	N/A	OVRD_GRDE_CD	String (5)	Set to "01", which is the Grade associated with the default County rate.	R

Table – Create Provider for Special Transactions (Table Mapping) to ATTR

Source:		Target (ATTR)				
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)		R/O (Required or optional)
createSpecTransRecipientReq	N/A	BIRTH_DT	String(10)	Set to the ST_TAX_ID_3 from the recipient's TAXING_ENTITY record		R
createSpecTransRecipientReq	N/A	EMPL_SN	String(9)	Set to the ST_TAX_ID_1 from the recipient's TAXING_ENTITY record		R
createSpecTransRecipientReq	N/A	SEX_ID	String(1)	Set to the CNTAC_DSCR from the recipient's TAXING_ENTITY record		R
createSpecTransRecipientReq	N/A	CONVIC_TION_ID	String(1)	Set to 'N'		R
createSpecTransRecipientReq	N/A	CITIZENSHIP_ID	String(1)	Set to 'C'		R
createSpecTransRecipientReq	N/A	ETHN_CD	String(1)	Set to 'O'		R
createSpecTransRecipientReq	N/A	USER_CD_1	String(5)	Stores the case-provider payroll tax category based upon familial relationship sent from Case Management. Leave blank when creating ATTR for recipient as employee.		O
createSpecTransRecipientReq	N/A	USER_CD_2	String(5)	Used to indicate the EMPL_SSN is an Applied for SSN. Set to "Y" if ST_TAX_ID_1 on TAXING_ENTITY ends with "^A", which represents an applied for SSN.		O
createSpecTransRecipientReq	N/A	USER_CD_3	String(5)	Stores the case-provider familial relationship sent from Case Management. Leave blank when creating the ATTR for recipient as employee.		O
createSpecTransRecipientReq	N/A	USER_CD_5	String(5)	Stores the case-provider live-in exemption status. Leave blank when creating the ATTR for recipient as employee.		O
createSpecTransRecipientReq	N/A	USER_DT_5	String(10)	Stores the effective date of the case-provider live-in exemption status. Leave blank when creating the ATTR for recipient as employee.		O

Table – Create Provider for Special Transactions (Table Mapping) to ADDR

Source:		Target (ADDR)				
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)		R/O (Required or optional)
createSpecTransRecipientReq	N/A	EMPLOYEE_ID	String(10)	The Employee ID assigned to the Recipient's Employee Profile.		R
createSpecTransRecipientReq	beginDate	EFFECTIVE_DT	String(10)	If there is no designee address in the request, then set to the current date; otherwise, set to the <beginDate> of the designee address on the request.		R
createSpecTransRecipientReq	endDate	EXPIRATION_DT	String(10)	If more than one designee address is included, set to the <endDate> in the first Designee address record; otherwise, set to high end date.		R
createSpecTransRecipientReq	N/A	ML_EQ_HM_AD_FL	Number	If Designee address is present, then this value is set to "0" (No) and the Mailing address fields (fields below ending in "_2") are populated with Designee information; otherwise, set to (Yes) and do not populate Mailing address fields.		R
createSpecTransRecipientReq	N/A	STR_1_NM	String(40)	Set to STR_1_NM from the recipient's current TAXING_ENTITY record.		R
createSpecTransRecipientReq	N/A	STR_2_NM	String(40)	Set to STR_2_NM from the recipient's current TAXING_ENTITY record.		R
createSpecTransRecipientReq	N/A	CITY_NM	String(40)	Set to CTY_NM from the recipient's current TAXING_ENTITY record.		R
createSpecTransRecipientReq	N/A	ST_CD	String(2)	Set to ST_CD from the recipient's current TAXING_ENTITY record.		R
createSpecTransRecipientReq	N/A	ZIP	String(9)	Set to ZIP from the recipient's current TAXING_ENTITY record.		R

createSpecTr ansRecipientR eq	N/A	CTY_CD	String(4)	Set to countyCode on the request + "01".	R
createSpecTr ansRecipientR eq	designe eFullNa me	STR_1_ NM_2	String(40)	Set to "c/o" + <designeeFullName> on the request.	R
createSpecTr ansRecipientR eq	streetAd dress1	STR_2_ NM_2	String(40)	Set to streetAddress1 on the request.	R
createSpecTr ansRecipientR eq	cityName	CITY_N M_2	String(40)	Set to the <cityName> on the request.	R
createSpecTr ansRecipientR eq	stateCode	ST_CD_2	String(2)	Set to the stateCode on the request.	R
createSpecTr ansRecipientR eq	Zip	ZIP_2	String(9)	Set to the <zip> on the request.	R
createSpecTr ansRecipientR eq	N/A	CTRY_C D_2	String(2)	Set to "US".	R
createSpecTr ansRecipientR eq	countyC ode	CTY_CD _2	String(4)	Set to countyCode on the request + "01".	R

Table – Create Provider Response (Table Mapping)

Source:			Target (Create Recipient Response)		
Name of the Request Service	Field Name	Field Name	Data Type(Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
EMPL	TAXING_ENTITY_CD	Casenumber	String (7)		R
	EMPLOYEE_ID	Employeeid	String (10)		R
	N/A	Action_flag	String (1)	S - for Success. F - for Failure.	R

Triggering Events

This section is not applicable for Payroll Management.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	ESMTFAIL1000	Employee ID not found on the Response
2	ATTRFAIL1000	ATTR Document for 'Case #' Failed
3	ADDRFAIL1000	ADDR Document for 'Case #' Failed

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Create Default Provider

CI	Document Name
CI-69598 - DSD INTF Create Default Provider IMPLEMENTED	DSD_INTF_Create_Default_Provider.doc

This interface is for setting up Providers who offer services to CMIPS Recipients. In other words, they are set up as employees in the Payroll system. Each payee must have a Recipient attached.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – When the Create Provider screen is saved
- Timing/Sequencing – None
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – Create Default Provider

Source: createDefaultProviderReq		Target: ESMT Document			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type(Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
		EMPLOYEE_ID	String (10)	System generated, value returned to CM for future update transactions.	R
		APPOINTMENT_ID	String	Leave blank for primary appointment.	R
createProvReq	personID	EMPL_ALT_ID_NO	String (20)	Provider's CM Unique Person Reference ID (9 Characters).	R
createProvReq	firstName	EMPL_FIRST_NM	String (15)	First name of the Provider. Sample = "Michael"	R
createProvReq	middleName	EMPL_MIDDLE_NM	String (15)	Middle name of the Provider. Sample = "B"	O
createProvReq	lastName	EMPL_LAST_NM	String (20)	Last name of the Provider. Sample = "Knaff"	R
createProvReq	nameSuffix	EMPL_SUFFIX_CD	String (5)	Suffix Sample = "JR"	O
		EFFECTIVE_DT	Date	Default to Application Date then updated.	R
		EXPIRATION_DT	Date	If no value provided defaults to system end date i.e. 9999-12-31. When a Provider terminates, this date is the termination date. Sample = "9999-12-31"	O
		APPOINTMENT_DT	Date	Default to Application Date then updated.	R
		TAXING_ENTIT_Y_CD	String (7)	Default to CDSS FEIN Number.	R
		PERS_ACTN_CD	String (5)	Default to "EHIRED" for create request.	R
		EMPLMT_STA_CD	String	Default to "I" for all creates. "I" – In-Active	R

	HOME_DEPT_CD	String (4)	Defaulted to '5180'	R
	HOME_UNIT_CD	String (4)	Defaulted to '9999'	R
	STEP_CD	String (5)	Leave blank.	R
	TBL_DRV_PY_RT_FL	String	Default = "Y" i.e. Use Table	R
	EEO_FT_FL	String	Default = "Y" i.e. Yes	R
	PC_FT_PC	Numeric (5,4)	Default = 1	R
	PAYROLL_NO_CD	String (5)	Default = 'IP'	R
	PAY_CLS_CD	String (5)	Default = 'IP'	R
	CIVIL_SVC_STA_CD	String (5)	Blank	R
	TITLE_CD	String (6)	Default "PROVDR"	R
	SUB_TITLE_CD	String (2)	Default = "01"	R
	OVRD_PAYPOL_CD	String (5)	Blank	R
	OVRD_DEDPOL_CD	String (5)	Blank	R
	OVRD_GRDE_CD	String (5)	Blank	R

Triggering Events

This section is not applicable for Payroll Management.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage Application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	ESMTFAIL1001	Employee ID not found on the Response

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Assign a Case to a Provider

CI	Document Name
CI-69610 - DSD INTF Assign a Case to a Provider IMPLEMENTED	DSD_INTF_Assign_a_Case_to_a_Provider.doc

The updateAssignCaseProvider interface is triggered when a Case Management user assigns the provider to a case through either one of the IHSS or WPCS programs. If the provider is being assigned to the case for the first time, Case Management will send updateAssignCaseProvider immediately after the createDefaultProvider interface, which must be triggered first to assign and return to Case Management a 10-digit Advantage Employee ID that is shared between the two systems to represent the unique case-provider relationship.

The updateAssignCaseProvider interface activates the Advantage Employee Profile for the program indicated by completing the tasks below:

- Creates ESMTs to
 - Link the provider's IHSS or WPCS Employee Profile to the case, establish the program hire date and activate the profile for the given program
 - Configure the Employee Profile based on the case's attributes, as well as the provider's familial relationship
 - Establish the provider's wage rate from the case's county and the grade and step in the request
 - Set the case-provider's live-in exemption status, if the provider is already actively working for the Recipient through IHSS or WPCS and is being assigned to provide services through the other program
- Creates an Employee Attributes (ATTR) document to capture the case provider's SSN, date of birth, gender and familial relationship
- Creates an Employee Address (ADDR) document to capture the case provider's mailing address
- Creates a Miscellaneous (MISC) document to enroll the case provider in the 100% advance pay deduction (APDED) if the case is authorized to receive advance pay
- Creates an Enrollment (ENRL) document to enroll the provider in State Unemployment Insurance (SUI) and Employment Training Tax (ETT), if the familial relationship is subject to these taxes and the Employment Development Department (EDD) has established alternate rates on the case

If the provider was pending at the time he or she was assigned to the case through IHSS: When the status changes to eligible, updateAssignCaseProvider could be triggered multiple times (once each time the assignment crosses a wage rate increase). To preserve the actual hire date indicated by the first request and to prevent unnecessary processing from the subsequent requests, the documents mentioned above will only be created from the first request.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – When a new or updated case number is assigned to a Provider
- Timing/Sequencing – TXEN must exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll
- Target(s) – CM
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

Table – Assign Case to a Provider - ESMT Document

Location to view in Advantage HRM: Page = Employee Profile Management (EPM), left navigation link = Employee Status Maintenance

Source: UpdateAssignCaseProvider		Target: ESMT Document				
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format- Length)	Description(Data Transformation Rules)		R/O (Required or Optional)
UpdateAssignCaseP rovider	employe eID	EMPLO YEE_ID	String (10)	Section = General Information. Field label = Employee Id Stores employeeID from the request. Value must exist on the EMPL table.		R

UpdateAssignCaseProvider	program	APPOINTMENT_ID	String	Section = General Information. Field label = Appointment Id When the provider assignment is through the IHSS program, the value will be set to the default primary appointment, which is represented by a single space " ". When the provider assignment is through the WPCS program, the value will be set to represent a secondary appointment, which for WPCS is "W".	R
UpdateAssignCaseProvider	payRate.beginDate	EFFECTIVE_DT	Date	Section = General Information. Field label = Effective Date The provider segment begin date from the request Sample = "2009-01-15".	R
UpdateAssignCaseProvider	payRate.endDate	EXPIRATION_DT	Date	Section = General Information. Field label = Expiration Date The provider segment end date from the request. If an end date is included in the request and it is not the high end date, an additional ESMT will be created with Terminated status with an effective date that is one day after the segment end date; otherwise, this date will be set to high end date. Sample = "9999-12-31".	O
updateAssignCaseProvider	payRate.beginDate	APPOINTMENT_DT	Date	Section = General Information. Field label = Original Appointment Date The provider segment begin date from the request Sample = "2009-01-01".	R
UpdateAssignCaseProvider	caseNumber	TAXING_ENTITY_CD	String (7)	Section = Assignment Information. Field label = Taxing Entity Stores the Case Number from the request, which links the provider to the case and establishes the Recipient as the provider's employer (taxing entity). Sample value = "1234567" Value must be defined on the Taxing Entity (TXEN) table	R
		PERS_ACTN_CD	String (5)	Section = Assignment Information. Field label = Personnel Action Code Set to "ELIG" Value must be defined on the Personnel Action (PACT) table	R
		EMPLMT_STA_CD	String	Section = Assignment Information. Field label = Employment Status Set to "A" (Active). If an end date is included in the request, an additional ESMT will be created to set the value to "T" (Terminated) with an effective date that is one day after the segment end date. Value must be defined on the Employment Status (EMPS) table	R
TAXING_ENTITY	ST_TAX_ID_6	HOME_DEPT_CD	String (4)	Section = Assignment Information. Field label = Home Department Stores the case's funding source (CFCO, IHSS-R, PCSP, IPO, WPCS), which is the Unit element in the CMIPS Chart of Accounts (COA) structure. For the primary appointment, the value is derived from what is captured on the Taxing Entity /State Tax Id 6 field through the UpdateRecipientAuthHours interface. Value must be defined on Department (DEPT) and Unit (UNIT) tables	R
TAXING_ENTITY	CTY_CD	HOME_UNIT_CD	String (4)	Section = Assignment Information. Field label = Home Unit Stores the code representing the county and district office managing the case, which is the Sub-unit element in the COA structure. The value is derived from what is captured in County field through the updateRecipientAuthHours interface (first two characters) and updateRecipientWorkerNumber interface (last two characters). Sample value ="5701" Value must be defined on the County (CTY) table	R
UpdateAssignCaseProvider	payRate.step	STEP_CD	String (5)	Section = Assignment Information. Field label = Step Stores the Step value from the request. Sample value ="01" Value must be defined on the Step (STEP) table	R
		TBL_DRV_PY_R_T_FL	String	Section = Assignment Information. Field label = Table Driven Pay Default = "Y" i.e. Use Table.	R
		EEO_FT_FL	String	Section = Assignment Information. Field label = EEO Full-time Default = "Y" i.e. Yes.	R

		PC_FT_PC	Numeric (5,4)	Section = Assignment Information. Field label = Percent Full-time Default = 1.	R
		PAYROL_NO_CD	String (5)	Section = Classification Attributes. Field label = Payroll Number If the program is "IHSS" and the case is advance pay, the value will be set to "IPA", otherwise the value will be "IP" Value must be defined on Payroll Number (PYNO) table	R
		PAY_CL_S_CD	String (5)	Section = Classification Attributes. Field label = Pay Class If the program is "IHSS" and the case is Advance Pay, the value will be set to "IPA", otherwise the value will be "IP" Value must be defined on Pay Class (PYCL) table	R
UpdateAssignCaseProvider	familialRelationship	CIVIL_SVC_STA_CD	String (5)	Section = Classification Attributes. Field label = Civil Service Status CMIPS uses this field to store the base pay event as a lookup value when loading transactions into Advantage as a Timesheet Adjustment (TADJ). In Advantage, pay events are used on timesheets and other transactional documents to a) determine how wages should be calculated, b) control which deductions can be withheld from those wages, and c) indicate where to place the wages and associated hours on the remittance advice. The base pay event stored in this field is used on the TADJ specifically for service hours claimed on timesheets, and pay events for all other types of pay (i.e. overtime, travel, sick leave, payment adjustments) are derived from the value in this field. For the provider as payee, the string value represents a combination of familial relationship, live-in certification status, funding source, grade, and advance pay status. Please see the derivation rules for determining the Civil Service Status value at the end of this section. For more in-depth information, please refer to DSD 16 - Pay Rate Management / Business Process Section - Provider Pay Rate Management section. Value must be defined on Civil Service Status (CIVS) table	R
UpdateAssignCaseProvider	payRate.grade	USER_CD_5	String (6)	Section = Classification Attributes. Field label = Title Set to "PROVDR" Value must be defined on the Title (TITL) table	R
		SUB_TITLE_CD	String (2)	Section = Classification Attributes. Field label = Sub-Title Set to "00" Value must be defined on the Sub-title (STTL) table	R
TAXING_ENTITY	CTY_CD	OVRD_PAYPOL_CD	String (5)	Section = Overrides. Field label = Pay Policy Derived from the first two characters in the County field on Taxing Entity. If the program is "IHSS" and the case is authorized for advance pay, "AP" will be appended at the end. Sample = "57" or "57AP" Value must be defined on the Pay Policy (PPOL) table	R
UpdateAssignCaseProvider	familialRelationship	OVRD_DEDPO_L_CD	String (5)	Section = Overrides. Field label = Benefits Policy Derived based on familial relationship, program and IHSS advance pay designation. Please see derivation rules for Benefits Policy at the end of this section. Sample for non-family provider = "57" (IHSS arrears), "IPA" (IHSS advance pay) or "IPW" (WPCS) Value must be defined on the Deduction Policy (DPOL) table	R
UpdateAssignCaseProvider	payrate.grade	OVRD_GRDE_CD	String (5)	Section = Overrides. Field label = Grade. Stores the Grade value from the request. Sample = "01" Value must be defined on the Grade (GRDE) table	R

Table – Assign Case to a Provider - ATTR Document

Location to view in Advantage HRM: Page = Employee Profile Management (EPM), left navigation link = Employee Attributes

Source: UpdateAssignCaseProvider		Target: ATTR Document				
Table Name/ File Name /WSDL Name		Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)

updateAssignCaseProvider	employeeID	EMPLOYEE_ID	String (10)	Stores employeeID from the request. Value must exist on the EMPL table.	R
UpdateAssignCaseProvider	dateOfBirth	BIRTH_DT	String	Section = Personal Information. Field label = Birth Date Stores the dateOfBirth value from the request.	R
UpdateAssignCaseProvider	socialSecurityNumber	EMPL_SS_N	String (15)	Section = Personal Information. Field label = Social Security Number Stores the socialSecurityNumber value from the request	R
UpdateAssignCaseProvider	gender	SEX_ID	String(1)	Section = Personal Information. Field label = Gender Stores the gender value from the request Valid values are Female (F), Male (M) or No-entry (N)	R
UpdateAssignCaseProvider	familialRelationship	USER_CD_1	String(5)	Section = User Defined Fields. Field label = User Code 1 Stores the derived payroll tax category based upon the familialRelationship sent in the request: When "I" then set to "IP" When "P" or "S" then set to "FM" When "D" then set to "DP" When "F" and dateOfBirth indicates the provider is under 18, then set to "FM", else set to "JV"	R
UpdateAssignCaseProvider	familialRelationship	USER_CD_3	String(5)	Section = User Defined Fields. Field label = User Code 3 Stores the familialRelationship value from the request: ("D", "F", "I", "P", "S") 1. D = Domestic Partner provider 2. F = Family Child Provider (Minor Child, Adult Child) 3. I = All other available relationship types 4. P = Parent Provider (Parent of Minor Child, Parent of Adult Child) 5. S = Spouse Provider	R
	EMPL	USER_CD_5	String(5)	Section = User Defined Fields. Field label = User Code 5 Retains the live-in certification status value if present on the EMPL table "Y" (Yes) or "N" (No)	R
	EMPL	USER_DT_5	DATE	Section = User Defined Fields. Field label = User Date 5 Retains the live-in certification status date value if present on the EMPL table	R

Table – Assign Case to a Provider - ADDR Document

Location to view in Advantage HRM: Page = Employee Profile Management (EPM), left navigation link = Employee Address

Source:		Target (ADDR) – Mailing Address				
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)		R/O (Required or optional)
updateAssignCaseProvider	employeeID	EMPLOYEE_ID	String(10)	Stores employeeID from the request. Value must exist on the EMPL table.		R
updateAssignCaseProvider	beginDate	EFFECTIVE_DT	String(10)	Section = General. Field label = Effective Date Set to the address beginDate from the request		R
updateAssignCaseProvider	endDate	EXPIRATION_DT	String(10)	Section = General. Field label = Expiration Date If more than one address is included, set to the endDate from the request in the first address record; otherwise, set to high end date.		R
	N/A	ML_EQ_HM_AD_FL	Number	Section = Home Address. Field label = Same Mailing Address? Set to 1 (i.e. box is checked)		R
updateAssignCaseProvider	streetAddress1	STR_1_NM	String(40)	Section = Home Address. Field label = Street 1 Name Set to streetAddress1 from the request.		R

updateAssignCaseProvider	streetAddress2	STR_2_NM	String(40)	Section = Home Address. Field label = Street 2 Name Set to streetAddress2 from the request.	R
updateAssignCaseProvider	cityName	CITY_NM	String(40)	Section = Home Address. Field label = City Set to cityName from the request.	R
updateAssignCaseProvider	stateCode	ST_CD	String(2)	Section = Home Address. Field label = State/Province Set to stateCode from the request.	R
updateAssignCaseProvider	zip	ZIP	String(9)	Section = Home Address. Field label = Zip/Postal Code Set to zip from the request.	R
	N/A	CTY_CD	String(4)	Set to countyCode from Taxing Entity	R

Table – Assign Case to a Provider - MISC Document

Location to View in Advantage HRM: Page = Deduction Management (DEDM), left navigation link = Miscellaneous Documents

The APDED MISC document is created using the effective date within the pay rate segment of the request if the advance pay indicator on Taxing Entity is true as of the request Begin Date.

Source:		Target (MISC) – Advance Pay Configuration			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateAssignCaseProvider	employeeId	EMPLOYEE_ID	String(10)	Stores employeeID from the request. Value must exist on the EMPL table.	R
updateAssignCaseProvider	programName	APPOINTMENT_ID	String(1)	The appointment id will always be the primary appointment (represented by a single space " "), since advance pay is only applicable to the IHSS program	R
updateAssignCaseProvider	beginDate	EFFECTIVE_DT	String(10)	Section = General Information. Field label = Effective Date Set to the pay rate begin date from the request	R
	N/A	EXPIRATION_DT	String(10)	Section = General Information. Field label = Expiration Date Set to high-end date Sample = "9999-12-31"	R
	N/A	DEDTYP_CD	String(5)	Section = General Information. Field label = Deduction Type Set to "APDED" Value must be defined on the Deduction Type (DEDT) table	R
	N/A	DEDPLAN_CD	String(5)	Section = General Information. Field label = Deduction Plan Set to "APDED" Value must be defined on the Deduction Plan (DPLN) table	R

Table – Assign Case to a Provider - ENRL Document

Location to View in Advantage HRM: Page = Deduction Management (DEDM), left navigation link = Miscellaneous Deductions

An ENRL document is created if the familial relationship tax category is "JV" or "IP", and the current Taxing Entity record has alternate SUI or ETT rates.

Source:		Target (ENRL) – State SUI/ETT Configuration			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateAssignCaseProvider	employeeId	EMPLOYEE_ID	String(10)	Stores employeeID from the request. Value must exist on the EMPL table.	R
updateAssignCaseProvider	programName	APPOINTMENT_ID	String(1)	Logic uses programName to determine appointment ID value: • "IHSS" indicates primary " " appointment. • "WPCS" indicates secondary "W" appointment	R

	N/A	EFFECTIVE_DT	String(10)	Section = General Information. Field label = Effective Date Set to "2007-01-01"	R
	N/A	EXPIRATION_DT	String(10)	Section = General Information. Field label = Expiration Date Set to "9999-12-31"	R
	N/A	DEDTYP_CD	String(5)	Section = General Information. Field label = Deduction Type <ul style="list-style-type: none">• If enrolling in a new SUI rate, then set to "CSUIR".• If enrolling in a new ETT rate, then set to "CETTR" Value must be defined on the Employer Fringe Benefits Type (EFTB) table	R
	N/A	DEDPLAN_CD	String(5)	Section = General Information. Field label = Deduction Plan <ul style="list-style-type: none">• If enrolling in a new SUI rate, then set to "SUI" + rate found on Taxing Entity.• If enrolling in a new ETT rate, then set to "ETT"+ rate found on Taxing Entity Value must be defined on the Employer Fringe Benefits Plan (EFBP) table.	R

Transaction Trigger Events

Data Derivation Rules for setting ESMT Civil Service Status and Benefits Policy

Civil Service Status (CIVS) Derivation Rules:

- Character 1 - Set to "G"
- Character 2 - Represents the payroll tax category based upon User Code 1 value on the ATTR document:
 - When User Code 1 = DP, set to "D"
 - When User Code 1 = FM, set to "F"
 - When User Code 1 = JV, set to "J"
 - When User Code 1 = IP, set to "P"
- Character 3 - Represents the funding source split so that the State share of hourly wages that exceed maximum state participation is redistributed to the county share in payroll reports
 - "W" indicates 100% Federal share (WPCS*)
 - "1" or "2" indicates Federal/State/County share (CFCO, IPO, PCSP) (*note: though code and configuration accommodates the "2" value, only "1" is used at CMIPS*)
 - "R" indicates State/County share (IHSS-R)
- Character 4 - Represents one of two things, otherwise blank:
 - "A" if the provider is an advance pay provider
 - "L" if the provider is live-in certified
- Character 5 - Set to "L" if the provider is an advance pay provider and live-in certified, otherwise blank

Sample values using the "IP" familial relationship tax category:

Payroll Tax Category	Funding Source	Advance Pay	Live-in Certified	Civil Service Status
IP	WPCS*	N/A	No	GPW
IP	PCSP	No	Yes	GP1L
IP	IPO	Yes	No	GP1A
IP	IHSS-R	Yes	Yes	GPRAL

Benefits Policy (DPOL) Derivation Rules:

When the provider is being assigned to the case through the IHSS Program, and:

- The case is arrears, then set to the first two characters from the County field on Taxing Entity and append the value from User Code 1 if it's "DP", "FM" or "JV". For example
 - "57"
 - "57DP"
 - "57FM"
 - "57JV"
- The case is advance pay, then set to User Code 1 value + "A":
 - "DPA"
 - "FMA"
 - "JVA"
 - "IPA"

When the provider is being assigned to the case through the WPCS* Program, then set to User Code 1 value + "W":

- "DPW"

- "FMW"
- "JWW"
- "IPW"

* WPCS ESMT Configuration

When a provider is assigned to the case through the WPCS program, the Employee Profile will always be set up and maintained on the secondary "W" appointment. However, in Advantage the primary appointment is still required. To accommodate a "WPCS-Only" provider, a "shell" primary appointment is created along with the secondary "W" appointment, with the Civil Service Status, Pay Policy and Deduction Policy left blank on the primary appointment. Payroll will not be run against the primary appointment for a "WPCS-Only" provider. Payroll will only run against the primary appointment if the provider is also assigned to the case through the IHSS program.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage Application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	PROVDRFAIL1000	Update to activate Employee failed

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Provider Status

CI	Document Name
 CI-69606 - DSD INTF Update Provider Status IMPLEMENTED	DSD_INTF_Update_Provider_Status.doc

The Update Provider Status interface communicates to payroll changes made to the case provider's status in Case Management when the provider is placed on Leave or Terminated, or indicated as Deceased.

Case Management triggers the Update Provider Status interface to payroll under the following conditions – and only when the provider has been assigned to a case:

- From the Leave/Terminate Case Provider screen to set the Provider on Leave or to Terminate the provider.
- To terminate the case provider in payroll when the Enrollment status is set to "No" in Case Management, and the provider's employment status on the case(s) is "Active" or "Leave":
 - From the Modify Enrollment screen.
 - By processing the weekly DHCS Suspended/Ineligible Provider File.
 - By running the monthly Inactive Provider batch process.
 - When Tier 2 General Exception is initiated by User Entry based upon receipt of General Exception from CBCB.
 - When a third or fourth Overtime Violation causes the provider to be Ineligible.
- Upon case termination, terminate all associated providers with "Active" or "Leave" status.

Update Provider Status does not communicate the change back to "Active". A case provider's status can only revert to "Active" when a Case Management user adds new active case provider segment from the View Case Provider screen; adding a new active case provider segment triggers the updateProviderPayRate web service.

In payroll, the Update Provider Status interfaces creates ESMTs to set the status according to the value and date range in the request. In addition to modifying the status, the web service will set the ESMT Civil Service Status value according to the case provider's live-in exemption status to the status and date values stored in the USER_CD_5 and USER_DT_5 fields on the EMPL table.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Update Case Provider Status is changed
- Timing/Sequencing – Employee ID must exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll (Internal to Payroll)
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

Table – Update Provider Status Table Mapping to ESMT

Source:		Target: ESMT Document			
Table Name/ File Name/WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateProviderStatus	employeeID	EMPLOYEE_ID	String(10)	Required for Update Provider Advantage HRM generated sequential numbering The Provider status for multiple segments.	R
updateProviderStatus	beginDate	EFFECTIVE_DT		Begin date of the status	R
updateProviderStatus	endDate	EXPIRATION_DT		End date of the status	R
updateProviderStatus	ProgramName			Used as selection criteria to select the right appointment	R

updateProviderStatus	employeeStat us	EMPL_STA_CD		Provider status A – Active L – Leave T- Terminate D - Deceased	R
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Triggering Events

This section is not applicable for Payroll Management.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage Application with a rejected status.

Table – Error Messages

Error No.	Error Code	Description
9	UPSTATREL1001	Missing EmployeeID
10	UPSTATREL1002	Missing EmployeeStatus
11	UPSTATREL1003	Missing BeginDate
12	UPSTATREL1004	Missing FamilialRelationship
13	UPSTATREL1005	Missing FamilialRelship.RelationDate
14	UPSTATREL1006	Missing FamilialRelship.Relationship
15	UPSTATREL1007	Missing ElectiveSDI.isElectiveSDI
16	UPSTATREL1008	Missing ElectiveSDI.BeginDate
17	UPSTATREL1009	Could not obtain Date of Birth for Employee

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Provider Familial Relationship

CI	Document Name
 CI-116406 - DSD INTF Update Provider Familial Relationship IMPLEMENTED	DSD_INTF_Update_Provider_Familial_Relationship.doc

The Update Provider Familial Relationship interface is triggered from Case Management whenever a user saves a change to the View Case Provider screen, such as changing the familial relationship or adding State Elective Disability Insurance (DIEC), adding a comment, or selecting/deselecting the Review Timesheet checkbox. This screen will trigger an update request for the Provider information which will be sent to CMIPS via a service call. If the data elements in the request correspond to the Provider's general information mentioned above, then the Service Maintenance Utility (SMU) will process the ESMT document.

The primary purpose of this interface is to ensure that the case provider is automatically enrolled in the required payroll taxes based upon the provider's familial relationship to the Recipient as the employer. According to IRS Household Employer Tax rules, a spouse, parent or child under the age of 18 is not subject to payroll tax but can elect to have DIEC, a recipient's child between 18 and 21 years of age is only subject to State payroll taxes, a Domestic Partner is only subject to Federal payroll taxes, and all other familial relationships are subject to both State and Federal payroll taxes.

In payroll, the interface creates the following documents as needed:

- ATTR to capture the familial relationship code sent from Case Management, and the payroll tax category associated with the familial relationship
- ESMT to configure the case-provider's profile with the applicable deduction policy to enable the appropriate payroll tax withholdings and pay event to enable reporting of wages according to familial relationship
- MISC to enroll or dis-enroll the provider in DIEC
- ENRL to enroll the provider in State Employer taxes if the rates are different than the default rates.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – Update Case Provider Status/Relation is changed
- Timing/Sequencing – Employee ID must exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll (Internal to Payroll)
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

The Provider information can be updated through several Update Provider screens in CM. This screen will trigger an update request for the Provider information which will be sent to CMIPS via a service call. If the data elements in the request correspond to the Provider's general information mentioned above, then the SMU will process the ESMT document.

When the system determines there is a change to DOB, and the familial relationship is 'F' (minor or adult child), and the change is such that the provider's age causes a change to the familial relationship tax category, then do the following:

- Update USER_CD_1 on the ATTR to match the correct tax relationship ('FM' if under 18, 'JV' if between 18 and 21 and 'IP' if over 21)
- Update USER_DT_1 with current application date
- Create ESMT and update CIVIL_SVC_STA_CD 2nd character and OVRD_DEDPOL_CD to match the new tax relationship
 - With an Effective date of current application date.
- If the case has alternate SUI/ETT rates and the change is from 'FM' to 'JV' or 'IP', then create static ENRL
- If the changes is from 'IP' or 'JV' to FM, and alternate SUI/ETT rates are present, then remove them

Table – Update Provider Relationship Table Mapping to ESMT

Source:		Target: ESMT Document			
Table Name/ File Name/WSDL Name	Field Name	Field Name	Data Type(Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
updateProviderFamRelshp	employeed	EMPLOYEE_ID	String(10)		R
updateProviderFamRelshp	relationship	OVRD_DEDPOL_CD	String(5)	See Triggering Events below	R

updateProviderFamRelshp	relationship	CIVIL_SVC_STA_CD	String(5)	See Triggering Events below	R
updateProviderFamRelshp	N/A	PERS_ACTN_CD	String(4)	"ELIG"	R
updateProviderFamRelshp	relationDate	EFFECTIVE_DT	Date	Triggering Events below	O

Table – Update Provider Relationship DIEC Table Mapping to MISC

Source:		Target: MISC Document			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
updateProviderFamRelshp	employeed	EMPLOYEE_ID	String(10)	N/A	R
updateProviderFamRelshp	N/A	APPOINTMENT_ID	String(1)	If the provider is a "WPCS-Only" provider (ESMT Civil Service Status is null on the primary appointment, then create an ENRL only for the "W" appointment, otherwise create MISC for each appointment found: • "IHSS" indicates primary " " appointment. • "WPCS" indicates secondary "W" appointment	R
updateProviderFamRelshp	N/A	DEDPLAN_CD	String(5)	"2DIEC"	R
updateProviderFamRelshp	N/A	DEDTYP_CD	String(5)	"2DIEC"	R
updateProviderFamRelshp	beginDate	EFFECTIVE_DT	Date	beginDate in the request	R
updateProviderFamRelshp	isElectiveSDI	EXPIRATION_DT	Date	Today's date	R

Table – Update Provider Relationship Table Mapping to ATTR

Source:		Target (ATTR)			
Name of the Request service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
EMPL	BIRTH_DT	BIRTH_DT	String(10)	Retain existing information from EMPL	R
EMPL	EMPL_SSN	EMPL_SSN	String(9)	Retain existing information from EMPL	R
EMPL	SEX_ID	SEX_ID	String(1)	Retain existing information from EMPL	R
EMPL	CONVICTI ON_ID	CONVICTI ON_ID	String(1)	Retain existing information from EMPL	R
EMPL	CITIZENSHIP_ID	CITIZENSHIP_ID	String(1)	Retain existing information from EMPL	R
EMPL	ETHN_CD	ETHN_CD	String(1)	Retain existing information from EMPL	R
updateProviderFamRelshp	relationship	USER_CD_1	String(5)	Derive from relationship: • I = 'IP' • D = 'DP' • S = 'FM' • P = 'PM' • F = 'FM' if BIRTH_DT indicates the provider is under 18; otherwise, set to 'JV'	O
EMPL	USER_CD_2	USER_CD_2	String(5)	Retain existing information from EMPL	O
updateProviderFamRelshp	relationship	USER_CD_3	String(5)	Set to relationship value: • I (Non-family) • D (Domestic Partner) • S (Spouse) • P (Parent) • F (Family/Child)	O
EMPL	USER_CD_5	USER_CD_5	String(5)	Stores the case-provider live-in exemption status. Retain existing information from EMPL	O

EMPL	USER_DT_5	USER_DT_5	String(10)	Stores the effective date of the case-provider live-in exemption status. Retain existing information from EMPL	O
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Table – Update Provider Familial Relationship - ENRL Document

An ENRL document is created if the familial relationship tax category is "JV" or "IP", and the current Taxing Entity record has alternate SUI or ETT rates.

Source:		Target (ENRL) – State SUI/ETT Configuration			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateProviderFamRelshp	employeeID	EMPLOYEE_ID	String(10)	Stores employeeID from the request. Value must exist on the EMPL table.	R
updateProviderFamRelshp	N/A	APPOINTMENT_ID	String(1)	If the provider is a "WPCS-Only" provider (ESMT Civil Service Status is null on the primary appointment, then create an ENRL only for the "W" appointment, otherwise create ENRL for each appointment found: <ul style="list-style-type: none">• "IHSS" indicates primary " " appointment.• "WPCS" indicates secondary "W" appointment	R
updateProviderFamRelshp	N/A	EFFECTIVE_DT	String(10)	Section = General Information. Field label = Effective Date Set to "2007-01-01"	R
updateProviderFamRelshp	N/A	EXPIRATION_DT	String(10)	Section = General Information. Field label = Expiration Date Set to "9999-12-31"	R
updateProviderFamRelshp	N/A	DEDTYP_CD	String(5)	Section = General Information. Field label = Deduction Type <ul style="list-style-type: none">• If enrolling in a new SUI rate, then set to "CSUIR".• If enrolling in a new ETT rate, then set to "CETTR" Value must be defined on the Employer Fringe Benefits Type (EFBT) table	R
updateProviderFamRelshp	N/A	DEDPLAN_CD	String(5)	Section = General Information. Field label = Deduction Plan <ul style="list-style-type: none">• If enrolling in a new SUI rate, then set to "SUI" + rate found on Taxing Entity.• If enrolling in a new ETT rate, then set to "ETT"+ rate found on Taxing Entity Value must be defined on the Employer Fringe Benefits Plan (EFBP) table.	R

Triggering Events

ESMT Creation

Regardless of the familial relationship, if EMPL.USER_CD_5 is set to 'Y' then CIVIL_SVC_STA_CD on ESMTs beginning with an EFFECTIVE_DT equal to EMPL.USER_DT_5 onward will be appended with an 'L' (e.g. 'GFWL' or 'GFAL' or 'GF1L')

If the familial relationship is Family/Child provider and relationDate in the request is prior to the provider's 18th birthday, then ESMTs with effective dates prior to the birthday will follow the Family/Child provider under 18 configuration, and ESMTs from the provider's birthday onward will follow Family/Child provider over 18 configuration.

If the familial relationship is changing to Spouse, Parent, or Family/Child provider and the provider is UNDER 18:

For WPCS providers:

- APPOINTMENT_ID ='W'
- The OVRD_DEDPOL_CD changes to 'FMW'
- The CIVIL_SVC_STA_CD changes to 'GFW'

For Advance Pay providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to 'FMA'
- The CIVIL_SVC_STA_CD 2nd character changes to 'F'

For Arrears providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to [countycode] + FM
- The CIVIL_SVC_STA_CD 2nd character changes to 'F'

If the familial relationship is changing to Family/Child provider and the provider is OVER 18:

For WPCS providers:

- APPOINTMENT_ID ='W'
- The OVRD_DEDPOL_CD changes to 'JVW'
- The CIVIL_SVC_STA_CD changes to 'GJW'

For Advance Pay providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to 'JVA'
- The CIVIL_SVC_STA_CD 2nd character changes to 'J'

For Arrears providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to [countycode] + JV
- The CIVIL_SVC_STA_CD 2nd character changes to 'J'

If the familial relationship is changing to Domestic Partner:

For WPCS providers:

- APPOINTMENT_ID ='W'
- The OVRD_DEDPOL_CD changes to 'DPW'
- The CIVIL_SVC_STA_CD changes to 'GDW'

For Advance Pay providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to 'DPA'
- The CIVIL_SVC_STA_CD 2nd character changes to 'D'

For Arrears providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to [countycode] + DP
- The CIVIL_SVC_STA_CD 2nd character changes to 'D'

If the familial relationship is changing to Non-family provider:

For WPCS providers:

- APPOINTMENT_ID ='W'
- The OVRD_DEDPOL_CD changes to 'IPW'
- The CIVIL_SVC_STA_CD changes to 'GPW'

For Advance Pay providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to 'IPA'
- The CIVIL_SVC_STA_CD 2nd character changes to 'P'

For Arrears providers:

- APPOINTMENT_ID = ''
- The OVRD_DEDPOL_CD changes to [countycode]
- The CIVIL_SVC_STA_CD 2nd character changes to 'P'

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
9	UPSTATREL1001	Missing EmployeeID
10	UPSTATREL1002	Missing EmployeeStatus
11	UPSTATREL1003	Missing BeginDate
12	UPSTATREL1004	Missing FamilialRelationship
13	UPSTATREL1005	Missing FamilialRelship.RelationDate
14	UPSTATREL1006	Missing FamilialRelship.Relationship
15	UPSTATREL1007	Missing ElectiveSDI.isElectiveSDI
16	UPSTATREL1008	Missing ElectiveSDI.BeginDate
17	UPSTATREL1009	Could not obtain Date of Birth for Employee

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update Provider Pay Rate

CI	Document Name
 CI-69604 - DSD INTF Update Provider Pay Rate IMPLEMENTED	DSD_INTF_Update_Provider_Pay_Rate.doc

The purpose of this interface is to update the case provider's Grade and Step, and activate the case provider's employee profile for the date range sent, in the same manner that adding a case provider segment in Case Management enables the provider to receive and submit timesheets. When the employment status on the provider's existing profile is not "I" (inactive), the interface sets the Employment Status to "A" (active) and updates the Grade and Step with the Grade and Step Codes in the request. It will also append the character "L" to (or remove it from) the base pay event value stored in the Civil Service Status field according to the case-provider's live-in exemption status and effective date stored on the EMPL table.

If a provider with leave or terminated status is being reactivated and the begin date and/or end date is in the middle of a pay period and the Step in the request is different than what is on file in payroll, the Step will be applied to entire pay period. This allows wages from total service hours - which load into payroll with the pay period from date - and overtime, travel or sick leave hours - which load with the pay period end date - to be calculated with the new rate.

If the Step sent in the request is higher than what is on file in payroll, the interface will also create a Retroactive Trigger (RTRG) document to flag the case provider for retroactive pay processing.

If the Employment Status is "I" for the date range sent, then, in addition to the above modifications, the web service also configures the case provider's employee profile based upon the funding source, county, district office, and advance pay status derived from what is established for the case on the Taxing Entity table.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – When Update Case Provider Status/Relation is changed
- Timing/Sequencing – Employee ID must exist
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll (Internal to Payroll)
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

Table – Update Provider Pay Rate to ESMT

Source: updateProviderPayRate		Target: ESMT_DOC_HDR				
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format- Length)	Description(Data Transformation Rules)		R/O (Required or Optional)
updateProviderP ayRate	employe eID	EMPLO YEE_ID	String (10)	Required for Update Provider. Advantage HRM generated sequential numbering.		R
updateProviderP ayRate	program Name	APPOI NTMEN T_ID	String(1)	Required. Used to determine which appointment ID to update. "IHSS" updates the primary " " appointment. "WPCS" updates the "W" appointment.		R
updateProviderP ayRate	effective FromDate	EFFECT IVE_DT	String (10)	Set to the effectiveFromDate in the request.		R

updateProviderPayRate	effectiveToDate	EXPIRATION_DT	String (10)	If not present, then set to the high end date. If present, and the existing employment status is "I", then set to the effectiveToDate. If present, and the existing employment status is not "I", then set to the effectiveToDate and create a new ESMT changing only Employment Status to "Terminated" using the effectiveToDate+1 day as the effective date and set the expiration date to the high-end date.	R
		HOME_DEPT_CD	String(4)	If the programName is "IHSS" and the existing employment status is "I", set according to TAXING_ENTITY.ST_TAX_ID_6 for the date range in the request. Otherwise, the value in this field is not updated.	
		HOME_UNIT_CD	String(4)	If the existing employment status is "I", set the value from TAXING_ENTITY.CTY_CD for the date range in the request. Otherwise, the value in this field is not updated.	
updateProviderPayRate	Grade	CIVIL_SVC_STA_CD	String(5)	Represents the primary pay event used to process a provider's timesheet. Algorithm: "G" + Familial Relationship + (residual or WPCS or other) + Advance Pay + Live-in Exemption status "L". For example, a non-family arrears provider on a residual case translates to "GPR"; on a WPCS case "GPW"; otherwise, "GP1". A family advance pay provider on a residual case translates to "GFRA"; otherwise, "GF1A" A family live-in arrears provider on a residual case translates to "GFRL"; if advance pay, "GFRAL". The live-in exemption status "L" is set based upon the status and effective date stored on the EMPL table. If the Grade changes from "01" and the fundingProgram is not "WPCS" or "IHSS", then set the third character to match the Grade number (e.g., Grade "01" = "1", Grade "02" = "2", etc.). If the existing Employment Status = "I", then set the third and fourth characters based upon funding source and advance pay status on Taxing Entity. If the the programName is "IHSS", and existing Employment Status = "N", and corresponding Taxing Entity indicates advance pay for the date range, then insert the fourth character "A".	
updateProviderPayRate		PERS_ACTN_CD	String(5)	Set to "ELIG".	R
updateProviderPayRate		EMPLMT_STA_CD	String(1)	Set to "A".	R
updateProviderPayRate		OVRD_PAYPOL_CD	String(5)	If the existing employment status is "I", and the case is active, set the first two characters to the County on Taxing Entity, and add "AP" to the end if the case indicates Advance Pay on Taxing Entity for the date range in the request. If the programName is "IHSS", and the existing employment status is "N" and the corresponding Taxing Entity indicates advance pay for the date range, then append "AP" to the end. Otherwise, do not change.	
updateProviderPayRate		OVERD_DEDPOL_CD	String(5)	If the programName is "IHSS", and the existing employment status is "I", then set according to advance pay status and County on Taxing Entity for the date range in the request: <ul style="list-style-type: none">• If arrears, then set to the County Code + Familial relationship, if "FM", "JV", or "DP". If "IP", then set to County Code.• If advance pay, then set to Familial Relationship + "A". If the programName is "IHSS", and the existing employment status is "N", and the corresponding Taxing Entity record indicates advance pay for the date range, then set to Familial Relationship + "A". Otherwise, do not change	
updateProviderPayRate	Grade	STEP_CD	String(5)	Provider Step code.	R
updateProviderPayRate	Step	OVRD_GRDE_CD	String (5)	Provider Grade code.	R

Table – Update Provider Pay Rate to RTRG

If the web service increases the Step retroactively, and at least one pay period has passed since the provider was assigned to the case, a retroactive trigger is created to flag the provider for retroactive processing.

Source: updateProviderPayRate	Target: RTRG_DOC_HDR
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Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format- Length)	Description(Data Transformation Rules)	R/O (Required or Optional)
updateProviderPayRate	employeeID	EMPLOYEE_ID	String (10)	Required for Update Provider. Advantage HRM generated sequential numbering.	R
updateProviderPayRate	programName	APPOINTMENT_ID	String(1)	Required. Used to determine which appointment ID to update. "IHSS" updates the primary " " appointment. "WPCS" updates the "W" appointment.	R
		PERS_AC_TN_CD	String(5)	Set to "ELIG"	R
updateProviderPayRate	effectiveFromDate	RETRO_T_RIGR_STR_DT	String(10)	Set to the pay period from date associated with the request effectiveFromDate.	R
updateProviderPayRate	effectiveToDate	RETRO_T_RIGR_END_DT	String(10)	If the request effectiveToDate is greater than the latest pay period end date, then set to the latest pay period end date. Otherwise, set to the pay period end date associated with the request effectiveToDate.	R

Table – Update Provider Pay Rate to MISC

The APDED MISC document is created under the following conditions when the existing employment status is "I" or the PACT Code is "TERM":

- If the advance pay indicator on Taxing Entity is true at any time within the date range sent in the request (i.e., hours are present in the State Tax ID 7 field) and the provider is not enrolled in the APDED deduction at any time within the request's date range, then:
 - If the employment status on the provider's existing record is "I", only create a MISC document setting the Effective Date to the effectiveFromDate and the Expiration Date to the effectiveToDate in the request
 - Otherwise, create MISC documents based upon the date ranges from Taxing Entity where the advance pay indicator is true.
- If the advance pay indicator on Taxing Entity is false as of the request's effectiveFromDate, and the provider is enrolled in the APDED deduction, then:
 - If the request's effectiveFromDate is between the existing deduction's Effective Date and Expiration Date, then create a MISC document using the existing APDED Effective Date, and set the Expiration Date to equal the last day of the month prior to the effectiveFromDate where the advance pay indicator on the Taxing Entity record is true.
 - If the existing deduction's Effective Date is after the effectiveFromDate and the advance pay indicator is false for that time frame, then create a MISC document using the Effective and Expiration Dates for the APDED deduction to delete the deduction

Source:		Target (MISC) – Advance Pay Configuration			
Name of the Request Service	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
updateProviderPayRate	employeeID	EMPLOYEE_ID	String(10)	The Employee ID associated with the provider assigned to the case.	R
updateProviderPayRate	programName	APPOINTMENT_ID	String(1)	Used to determine which appointment ID to update. "IHSS" updates the primary " " appointment. "WPCS" updates the "W" appointment. The APDED deduction can only be applied to the primary " " appointment.	R
updateProviderPayRate	N/A	EFFECTIVE_DT	String(10)	Determined by the rules established above this table.	R
updateProviderPayRate	N/A	EXPIRATION_DT	String(10)	Determined by the rules established above this table.	R
updateProviderPayRate	N/A	DEDTYP_CD	String(5)	Set to "APDED".	R
updateProviderPayRate	N/A	DEDPLAN_CD	String(5)	Set to "APDED".	R

Triggering Events

Case Management Screen Name	Trigger Point	Payroll Web service	Fields	Comments
Create Provider Hours	'Save' link	updateProviderPayRate (PRO0929A)	Begin Date End Date Assigned Hours (HH:MM) Pay Rate Provider Assigned Hours Form	

Create Provider Hours	'Save & New' link	updateProviderPayRate (PROO929A)	Begin Date End Date Assigned Hours (HH:MM) Pay Rate Provider Assigned Hours Form	
Modify Provider Hours	'Save' link	updateProviderPayRate (PROO929A)	Begin Date End Date Assign Hours (HH:MM) Pay Rate Provider Assigned Hours Form	
Create WPCS Hours	'Save' link	updateProviderPayRate (PROO929A)	Begin Date End Date Pay Rate	
Create WPCS Hours	'Save & New' link	updateProviderPayRate (PROO929A)	Begin Date End Date Pay Rate	
Modify WPCS Hours	'Save' link	updateProviderPayRate (PROO929A)	Begin Date End Date Pay Rate	

The interface performs the following tasks in payroll:

- Validate the request:
 - A corresponding employee ID must exist in Advantage.
 - The programName must either be "IHSS" or "WPCS".
 - The Step must be present.
 - The Grade must be present.
- Establish which documents are required to configure the provider's profile according to the case's attributes on Taxing Entity, and the Grade and Step sent in request:
 - Create ESMT.
 - Create RTRG
 - Create MISC.
 - Create ENRL.

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole. employeeID	EMPL.EMPLOYEE_ID	

Errors

The error processing follows the same process as other synchronous errors. SMU errors are captured and relayed back to CM.

Edits and Audits

The standard COTS package edits are performed on the Advantage Application. Any failures from a synchronous call return the failure on the response to CM. Any failures from an asynchronous call are written to an error log. When the error is from a document, create or update the document will remain in the Advantage Application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	UPPAYRT1001	Missing EmployeeID
2	UPPAYRT1002	Missing ProgramName
3	UPPAYRT1003	Missing PayRate
4	UPPAYRT1004	Missing PayRate.BeginDate
5	UPPAYRT1005	Missing PayRate.Grade
6	UPPAYRT1006	Missing PayRate.Step
7	UPPAYRT1007	Unknown Provider Program value

8	UPPAYRT1008	No Employee record returned for update
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DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Update WPCS Appointment to Primary

CI	Document Name
 CI-69601 - DSD INTF Update WPCS Appointment to Primary IMPLEMENTED	DSD_INTF_Update_WPCS_Appointment_to_Primary.doc

This interface is for setting up Providers who offer services to CMIPS Recipients. In other words, they are set up as employees in the Payroll system. Each payee must have a Recipient attached.

Characteristics of Interface

- Type – Batch
- Format – XML
- Priority – Critical
- Frequency – Run nightly
- Timing/Sequencing – Prior to Payroll processing
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll (Internal to Payroll)
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

Table – Update Tax

Source: TAX (Advantage)		Target: TAX (Advantage)			
Table Name/File Name /WSDL Name	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
TAX	EMPLOYEE_ID	EMPLOYEE_ID	String (10)	Primary key to search for all ESMTs who do not have 'Tax' document for 'W' appointment.	R
TAX	APPOINTMENT_ID	APPOINTMENT_ID	String	Copy 'W' from blank appointment.	R

Table – Update MISC

Source: MISC (Advantage)		Target: MISC (Advantage)			
Table Name/File Name /WSDL Name	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
MISC	EMPLOYEE_ID	EMPLOYEE_ID	String (10)	Primary key to search for all ESMTs who do not have 'Tax' document for 'W' appointment.	R
MISC	APPOINTMENT_ID	APPOINTMENT_ID	String	Copy 'W' from blank appointment.	R

Triggering Events

This section is not applicable for Payroll Management.

Errors

Error messages specific to the update WPCS appointment to primary functionality are noted in the table below.

Table – Error Codes

Error No.	Error Code	Description
1	UPDWBTCH1001	No tax document found for any employees.
2	UPDWBTCH1002	No DIEC document found for any employees.

Edits and Audits

The standard COTS package edits will be performed on the Advantage Application. Any failures from a synchronous call will send back the failure on the response to CM. Any failures from an asynchronous call will be written to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/18 YRS or 21 YRS ESMT Change

CI	Document Name
CI-69609 - DSD INTF 18 YRS or 21 YRS ESMT Change IMPLEMENTED	DSD_INTF_18_YRS_or_21_YRS_ESMT_Change.doc

The purpose of the '18 Yrs or 21 Yrs ESMT Change' interface is to identify Family-child (F) providers turning 18 or 21 years of age and update their Employee Profiles with the new taxation status. Case Management sends the value 'F' when the user has selected 'Child' or 'Adult Child', either when assigning the provider to the case or when updating the case-provider's familial relationship. Advantage stores the 'F' value on the Employee Attributes (ATTR) document in the USER_CD_3 field and uses this value, along with the provider's date of birth, to derive taxation status as follows:

- F Provider Turning 18:
 - An Employee Attributes (ATTR) document is submitted to change the USER_CD_1 value from 'FM' to 'JV'
 - Employee Status Maintenance (ESMT) documents are submitted for current and future time slices to change the second character of the pay event (stored in the Civil Service Status Code) from 'F' to 'J' and the Override Deduction policy from 'FM' configuration to 'JV' configuration
 - An ENRL is created to enroll the provider in the SUI and ETT Employer taxes
 - A Miscellaneous (MISC) document is submitted to remove the DIEC deduction if the provider was enrolled
- F Provider Turning 21:
 - ATTR document is created to change the USER_CD_1 value from 'JV' to 'IP'
 - ESMT documents are created from the first of the current year and time slices after that date to change the second character of the pay event (stored in the Civil Service Status Code) from 'J' to 'P' and the Override Deduction policy from 'JV' configuration to 'IP' configuration
 - No ENRL is created, because the provider was already established with SUI and ETT upon reaching the age of 18

The interface must also propagate the existing live-in exemption status and date values from the EMPL USER_CD_5 and USER_DT_5 fields when creating the ATTR. When creating the ESMT it must append an "L" to (or remove it from) the Civil Service Status Code value according to the live-in exemption status and date values.

Characteristics of Interface

- Type – Batch
- Format – XML
- Priority – Critical
- Frequency – Run nightly
- Timing/Sequencing – After Payroll processing
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – Payroll (Internal to Payroll)
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Batch process

Data Elements of Interface

Table – 18 YRS or 21 YRS ESMT Change

Source: ESMT (Advantage)		Target: ESMT (Advantage)			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
ESMT	EMPLOYEE_ID	EMPLOYEE_ID	String(10)	Primary key to search for all EMPL table who turn 18 or 21 years old	R
ESMT	OVRD_DEDPOL_CD	OVRD_DEDPOL_CD	String(5)	See business logic.	R
ESMT	CIVIL_SVC_STA_CD	CIVIL_SVC_STA_CD	String(5)	See business logic.	R
		PERS_ACTN_CD	String(4)	"ELIG"	R
ESMT	BIRTH_DT, EFFECTIVE_DT	EFFECTIVE_DT	Date	Set to the earlier of (BIRTH_DT and EFFECTIVE_DT). Set it only on the first ESMT record for the Provider.	O

All other ESMT attributes remain the same as in the original ESMT.

For F providers turning 18 with DIEC, submit a MISC document to terminate the deduction:

Table – MISC Data Elements

Source :		Target: MISC (Advantage)			
Table Name/ File Name/WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
ESMT	EMPLOYEE_ID	EMPLOYEE_ID	String(10)		R
		DEDPLAN_CD	String(5)	"2DIEC"	R
		DEDTYP_CD	String(5)	"2DIEC"	R
		EFFECTIVE_DT	Date	Today's date	R
		EXPIRATION_DT	Date	Today's date	R

Table – ATTR Data Mapping

Source :		Target: ATTR (Advantage)			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
		ATTR_DOC_HDR. USER_CD_1	String(5)	If the length of ESMT.OVRD_DE_POL_CD = 3, set it to the first two characters (county code) If the length of ESMT.OVRD_DE_POL_CD = 4, set it to the second two characters In all other cases, set it to "IP"	R

All other ATTR attributes remain the same as in the original ATTR.

For F providers turning 18 and the case (TXEN) has SUI or ETT rates that are different from the default values of .034 (SUI) or .001 (ETT), then create the ENRL setting the effective date to 1/1/2007 and expiration date to 12/31/9999.

Table – ENRL Data Mapping

Source: (Advantage)		Target: ENRL (Advantage)			
Table Name/File Name /WSDL Name	Field Name	Field Name	Data Type (Format-Length)	Description (Data Transformation Rules)	R/O (Required or Optional)
ESMT	EMPLOYEE_ID	EMPLOYEE_ID	String(10)	Primary key to search EMPL table for those who turn 18 years old	R
		EFFECTIVE_DT	Date	01/01/2007	R
ESMT	APPOINTMENT_ID	APPOINTMENT_ID	String(1)	Create ENRL for each appointment id (Primary 'P' or 'W') found where the ESMT ovrд_dedpol_cd is not null	R
TXEN	ST_TAX_ID_4	OVRD_DEDPOL_CD	String(5)	See business logic.	R

Triggering Events

This section is not applicable for Payroll Management.

Matching Criteria

Advantage HRM	Payroll Element Name	Comments
EMPL.USER_CD_3	EMPL.EMPLOYEE_ID	

Errors

Error messages specific to the 18 or 21- year ESMT change functionality are noted in the table below.

Edits and Audits

Advantage will perform the standard COTS package edits with the application. Any failures from a synchronous call will send back the failure on the response to CM. The system will write any failures from an asynchronous to an error log, and when the error is from a document create or update the document will remain in the Advantage application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	AGECHANGE1001	No records were found for age change updates
2	AGECHANGE1002	No DOB for Provider
3	AGECHANGE1003	No ESMT found for employee ID
4	AGECHANGE1004	Get DIEC Info SQL Exception

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Case Provider IRS Live-in Exclusion

CI	Document Name
CI-718056 - DSD INTF Case Provider IRS Live-in Exclusion IMPLEMENTED	DSD_INTF_Case_Provider_IRS_Live-in_Exclusion.docx

The term "Live-in Provider" applies to providers who live with and provide IHSS or WPCS services to the recipient receiving IHSS or WPCS services. IHSS or WPCS payments made to live-in providers are exempt from both federal and state income tax.

To qualify for the exemption, providers must return a completed IHSS Live-In Self-Certification form (SOC-2298) to the Timesheet Processing Facility (TPF). To cancel an exemption, providers must return a completed IHSS Live-In Self-Certification Cancellation form (SOC-2299) to the TPF. A member of the TPF team then utilizes the "Live-In Provider Self-Certification Entry" screen in Case Management to record the status. This action triggers the Live-in Exemption web service to Advantage HRM, which creates an ATTR document that captures the exemption status and date, and creates ESMTs to update the pay event stored in the Civil Service Status field.

In Advantage HRM, the pay event is used to generate wages from a timesheet and controls whether or not those wages are subject to income tax – or other deductions. Advantage HRM currently uses the Civil Service Status field on the ESMT to store the base pay event (the one used for timesheets), which becomes a lookup value to derive the pay event when the timesheet loads into Advantage as a TADJ.

Characteristics of Interface

- Type – Synchronous
- Format – Extensible Markup Language (XML)
- Priority – Critical
- Frequency – Whenever Live-In Provider Self-Certification Entry screen is saved
- Timing/Sequencing – No sequencing; Provider must be established in Payroll as an employee
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over Hyper Text Transfer Protocol Secure sockets (HTTPS)

Data Elements of Interface

Table – Mapping to Employee Status Maintenance (ESMT)

Source: Case Management		Target: ESMT Document			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type(Format-Length)	Description(Data Transformation Rules)	R/O(Required or Optional)
processLiveInExemption	employeed	EMPLOYEE_ID	String(10)	Matching criteria	R
processLiveInExemption	exclusionStatus	CIVIL_SVC_STA_CD	String(5)	See triggering events below	R
processLiveInExemption	effectiveDate	EFFECTIVE_DT	String(10)	See triggering events below	R

Table – Mapping to Employee Attributes (ATTR)

Source: Case Management		Target: ATTR (Advantage)			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
processLiveInExemption	employeed	EMPLOYEE_ID	String(10)	Matching criteria	R
processLiveInExemption	exclusionStat	USER_CD_5	String (5)	See triggering events below	R
processLiveInExemption	effectiveDate	USER_DT_5	String (10)	See triggering events below	R

Response Elements from Payroll to Case Management

N/A

Triggering Events

The processLiveInExemption web service is triggered when CGI TPF staff successfully record the Live-In Self-Certification into the "Live-In Provider Self-Certification Entry" screen.

When the IRS Live-In drop down Y is selected, the following occurs:

- ATTR document is created:
 - Populating User Code 5 field in the Payroll (Advantage) System with Y indicating a SOC 2298 (IHSS Live-In Self-Certification form) has been received and processed.
 - Populating User Date 5 field in the Payroll (Advantage) System with the date the Live-In form was processed in the Case Management System.
- ESMT documents are created for the current time slice and each effective date after the Live-In form processing date to append the L to the end of the Civil Service Status field.

When the IRS Live-In drop down N is selected, the following occurs:

- ATTR document is created:
 - Populating User Code 5 field in the Payroll (Advantage) System with N indicating a SOC 2299 (IHSS Live-In Self Certification Cancellation form) has been received and processed.
 - Populating User Date 5 field in the Payroll (Advantage) System with the date the Live-In form was processed in the Case Management System
- ESMT documents are created for the current time slice and each effective date after the Live-In form processing date to remove the L from the end of the Civil Service Status field

Matching Criteria

CM Element Name	Payroll Element Name	Comments
CaseParticipantRole.employeeID	EMPL.EMPLOYEE_ID	

Errors

The error processing follows the same process as other synchronous errors. SMU errors are captured and relayed to CM.

Edits and Audits

The standard COTS package edits are performed on the Advantage Application. Any failures from a synchronous call returns the failure on the response to CM. Any failures from an asynchronous call are written to an error log, and when the error is from a document create or update, the document remains in the Advantage Application with a rejected status.

Table – Error Codes

Error No.	Error Code	Description
1	PROVDRFAIL1000	Update to activate Employee failed

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Receive Electronic EFT Requests

The 'Receive Electronic EFT Requests' interface processes XML output files from ProcServer that were generated by CM 600ZINDS batch process. The files contain Direct Deposit requests received via the IHSS Portal throughout the day. The batch script will move these files from the 600zinds ProcServer folder to the Advantage ExportImport folder.

CI	Document Name
 CI-813200 - DSD INTF Receive Electronic EFT Request IMPLEMENTED	DSD INTF Receive Electronic EFT Request.doc

Data Elements of Interface – Receive Electronic EFT Requests

Source: Case Management		Target: EFT Request XML file			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
PDDLookup	pddLookuppID	pddLookuppID	BIGINT(8)	Primary key for PDDLookup table	R
PDDLookup	employeeID	employeeID	CHARACTER(10)	The Employee ID is the identifier for the relationship between the Provider and Recipient in Advantage.	R
PDDLookup	requestType	requestType	CHARACTER(10)	Type of direct deposit request (New, Change or Cancel)	R
PDDLookup	accountType	accountType	CHARACTER(10)	Type of direct deposit account (Checking or Savings)	R
PDDLookup	routingNumber	routingNumber	CHARACTER(16)	Indicates the routing number associated with PDD Bank information.	R
PDDLookup	bankName	bankName	CHARACTER(100)	Indicates the PDD Bank Name.	R
PDDLookup	accountNumber	accountNumber	CHARACTER(20)	Indicates the account number associated with PDD Bank information.	R
PDDLookup	batchDate	batchDate	DATE(8)	Date when batch processes the request	R

Triggering Events

Autosys triggers this internal interface after the Direct Deposit Request File Generation (600ZINDS) batch job has successfully completed.

Matching Criteria

CM Element Name	Payroll Element Name	Comments
employeeID	EMPL.EMPLOYEE_ID	

Errors

See CreateNPD batch error processing.

Edits and Audits

N/A

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Create Career Pathways Claim Configuration in Payroll

CI
CI-823372 - DSD INTF Career Pathways Claim Configuration in Payroll IMPLEMENTED

This Interface is to update a case-provider's Employee Profile in Advantage based upon information sent from Case Management when a CDSS user first authorizes a Training Claim, and the provider's hire date is after the Training Claim Pay Period From Date, so that payroll can do the following when the claim is loaded through batch:

1. Calculate wages with the correct county code
2. associate the payroll details with the correct Chart of Accounts for reporting

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – When the claim form is loaded into CM for CDSS review
- Timing/Sequencing – None
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – Create Provider TTC Profile to ESMT

Source: providerTrainingDateConfig		Target: ESMT_DOC_HDR			
Table Name/ File Name /WSDL Name	Field Name	Field Name	Data Type (Format-Length)	Description(Data Transformation Rules)	R/O (Required or Optional)
providerTrainingDateConfig	employeeID	EMPLOYEE_E_ID	String (10)	Required. Advantage HRM generated sequential numbering.	R
providerTrainingDateConfig	program	APPOINTMENT_ID	String(1)	Required. Used to determine which appointment ID to update. "IHSS" updates the primary " " appointment. "WPCS" updates the "W" appointment.	R
providerTrainingDateConfig	startDate	EFFECTIVE_DT	String (10)	Set to the effectiveFromDate in the request. Represents Pay Period From Date for the Training Claim	R
providerTrainingDateConfig	fundingSource	HOME_DEPT_CD	String(4)	if "IHSSR", then "IHSS"	
providerTrainingDateConfig	countyCode DistrictOfficeCode	HOME_UNIT_CD	String(4)	Concatenate countyCode + districtOfficeCode	
	fundingSource	CIVIL_SVC_STA_CD	String(5)	Algorithm: "G" + Familial Relationship ("P", "F", "J", or "D") + "R" if "IHSSR", "W" if "WPCS", otherwise "1" e.g. "GF1", "GFR", "GFW"	
		PERS_ACT_N_CD	String(5)	Set to "ELIG".	R

		EMPLMT_S TA_CD	String(1)	Set to "N".	R
providerTrainingDateConfig	countyCode	OVRD_PAY POL_CD	String(5)		
providerTrainingDateConfig	countyCode	OVERD_D EDPOL_CD	String(5)	If the programName is "IHSS" then set to the County Code + Familial relationship, if "FM", "JV", or "DP". If "IP", then set to County Code. If the programName is "WPCS" then set to Familial Relationship ("IP", "FM", "JV", or "DP")+ "W" Otherwise, do not change	
		STEP_CD	String(5)	"01"	R
		OVRD_GR DE_CD	String (5)	"01"	R

Triggering Events

The web service will be triggered when the claim form is loaded into Case Management for CDSS review, and the provider's hire date is after the training date.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits are performed on the Advantage Application. Any failures from a synchronous call returns the failure on the response to CM. Any failures from an asynchronous call are written to an error log, and when the error is from a document create or update, the document remains in the Advantage Application with a rejected status.

DSD 17/Payroll – Payroll Management/Business Process /Internal Interfaces/Process Career Pathways Claim

CI
 CI-823476 - DSD INTF Process Career Pathways Claim IMPLEMENTED

This interface will dynamically pull one-to-many xml files generated by the new CM PRDR908A (training claims) batch job from the proc server location, and run as many instances of the new MA training claims batch job as there are files.

Characteristics of Interface

- Type – Synchronous
- Format – XML
- Priority – Critical
- Frequency – When the claim form is loaded into CM from the PRDR908A batch job
- Timing/Sequencing – None
- Security & Privacy Classification – It is assumed that no encryption is required on the data elements specified in this document as this is an internal interface
- Source(s) – CM
- Target(s) – Payroll
- Data Transformation(s) - Transformations will be performed on data elements where appropriate
- Media – Electronic file(s)
- Interface Method – Web service over HTTPS

Data Elements of Interface

Table – TADJ Document Layout

Source: PRDR908A. xml		Target: TADJ				
Table Name/ File Name/ WSDL Name	Data Ele ment	Table Name. Field Name	Data Type (For mat- lengt h)	Description (Data Transformation rules)		R/O (Req uires or optio nal)
Trainin gClaim Transa ctions	Emp loye rID	TADJ_DO C_HDR. EMPLOY EE_ID	Strin g (10)	The Advantage Employee Id associated with the Case/Provider relationship		R
Trainin gClaim Transa ctions	clai mNu mber	TADJ_DO C_HDR. DOC_ID	Strin g (20)	Position 5		R
Trainin gClaim Transa ctions	clai mTy pe	TADJ_DO C_HDR. DOC_ID	Strin g (20)	Positions 1-4. Valid values: <ul style="list-style-type: none">• CPTC (training hours)• CPTI (incentive)• CPOI (one month)• CPSI (six month)		R
Trainin gClaim Transa ctions	prog ram	TADJ_DO C_HDR. APPOINT MENT_ID	Strin g (1)	if "WPCS", then set to "W".		R
Trainin gClaim Transa ctions	reco nInd	TADJ_DO C_HDR. CMIPS_S PEC_PR OC	Strin g (1)	If recInd = "Y" then set to "P", else leave blank.		R

TrainingClaim Transactions	reco nInd	TADJ_DO C_HDR. DOC_STA_CD	Num eric (1)	If recInd = "Y" and pending pay exists for another timesheet for the same person/pay period, then import only (doc_sta_cd = 1). Otherwise submit the document (doc_sta_cd = 4)	R
TrainingClaim Transactions	pay Peri odSt artD ate	TADJ_DO C_LINE. EFFECTIVE_DT	Date (CCYY- MM- DD)	Used on the detail line created for hoursMin or amt values	R
TrainingClaim Transactions	pay Peri odE ndD ate	TADJ_DO C_LINE. EFFECTIVE_DT	Date (CCYY- MM- DD)	Used on the detail line created for overtimeHrs value	R
		TADJ_DO C_LINE. STEP_CD	Strin g (5)	Set to "01" on lines containing overtimeHrs or hoursMins	O
		TADJ_DO C_LINE. GRDE_CD	Strin g (5)	Set to "01" on lines containing overtimeHrs or hoursMins	O
TrainingClaim Transactions	otHo ursM ins	TADJ_DO C_LINE. EVNT_TY P_CD TADJ_DO C_LINE. LN_AM_ SC TADJ_DO C_LINE. LABR_DI ST_OVR D_FL TADJ_DO C_LINE. LABR_DI ST_PRO F_CD	Strin g (5) Strin g (12) Strin g (1) Strin g (5)	If present, a TADJ detail line will be created with the following values, all of which are required: EFFECTIVE_DT = payPeriodEndDate EVNT_TYP_CD = "L" + (substr(empl_asgnmt.civil_svc_sto_cd,2,1) of current empl_asgnmt time slice) + (substr(empl_asgnmt.civil_svc_sto_cd,3,1) of empl_asgnmt pay period time slice)+(substr(empl_asgnmt.civil_svc_sto_cd,4,1) of empl_asgnmt pay period time slice if equal to "A")+ substr(empl_asgnmt.civil_svc_sto_cd,-1) of current empl_asgnmt time slice if equal to "L") LN_AM_SRC = overtimeHrs (hhh:mm format) LABR_DIST_OVRD_FL = 'P' LABR_DIST_PROF_CD is set to a derived 5-character value : Char 1 = "L" (FLSA) Char 2-5 = EMPL_ASGMT.HOME_UNIT_CD (county/district) of the pay period time slice.	O
TrainingClaim Transactions	hour sMins	TADJ_DO C_LINE. EVNT_TY P_CD TADJ_DO C_LINE. LN_AM_ SC TADJ_DO C_LINE. LABR_DI ST_OVR D_FL TADJ_DO C_LINE. LABR_DI ST_PRO F_CD	Strin g (5) Strin g (12) Strin g (1) Strin g (5)	A TADJ detail line will be created with the following values, all of which are required: EFFECTIVE_DT = payPeriodStartDate. EVNT_TYP_CD = "N" + (substr(empl_asgnmt.civil_svc_sto_cd,2,1) of current empl_asgnmt time slice) + (substr(empl_asgnmt.civil_svc_sto_cd,3,1) of empl_asgnmt pay period time slice)+(substr(empl_asgnmt.civil_svc_sto_cd,4,1) of empl_asgnmt pay period time slice if equal to "A")+ substr(empl_asgnmt.civil_svc_sto_cd,-1) of current empl_asgnmt time slice if value is "L") LN_AM_SRC = hoursMins (hhh:mm format) LABR_DIST_OVRD_FL = 'P' LABR_DIST_PROF_CD is set to a derived 5-character value : Char 1 = "N" (Training) Char 2-5 = EMPL_ASGMT.HOME_UNIT_CD (county/district) of the pay period time slice	O

TrainingClaimTransactions	amount	TADJ_DOC_LINE_EVNT_TYP_CD	String (5)	A TADJ detail line will be created with the following values, all of which are required: EFFECTIVE_DT = payPeriodStartDate.	R
		TADJ_DOC_LINE_LN_AM_SC	String (12)	EVNT_TYP_CD = "N" + (substr(empl_asgnmt.civil_svc_sta_cd,2,1) of current empl_asgnmt time slice) + "D" +(substr(empl_asgnmt.civil_svc_sta_cd,4,1) of empl_asgnmt pay period time slice if equal to "A")+ substr(empl_asgnmt.civil_svc_sta_cd,-1) of current empl_asgnmt time slice if value is "L")	
		TADJ_DOC_LINE_LABR_DIST_OVRD_FL	String (1)	LN_AM_SRC = hoursMins (hh:mm format)	
		TADJ_DOC_LINE_LABR_DIST_PRO_F_CD	String (5)	LABR_DIST_OVRD_FL = 'P' LABR_DIST_PROF_CD is set to a derived 5-character value : Char 1 = "N" (Training) Char 2-5 = EMPL_ASGMT.HOME_UNIT_CD (county/district) of the pay period time slice	

Table – STRG Document Layout

Source: <tbd>.xml		Target: Payroll (STRG Header)			
Table Name/ File Name/ WSDL Name	Field Name	Table Name. Field Name	Data Type (Format-length)	Description (Data Transformation rules)	R/O (Required or optional)
TrainingClaimTransactions	Employee ID	STRG_DOC_HDR.EMPLOYEE_ID	String (10)	The Advantage Employee Id associated with the Case/Provider relationship	R
TrainingClaimTransactions	claimNumber	STRG_DOC_HDR.DOC_ID	String (20)	Position 5	R
TrainingClaimTransactions	claimType	STRG_DOC_HDR.DOC_ID	String (20)	Positions 1 - 4. Valid Values: <ul style="list-style-type: none">• CPTC (training hours)• CPTI (incentive)• CPTO (one month)• CPTS (six month)	R
TrainingClaimTransactions	program	STRG_DOC_HDR.APPOINTMENT_ID	String (1)	If "WPCS" then set to "W".	R
TrainingClaimTransactions	payPeriodEndDate	STRG_DOC_HDR.PPRD_END_DATE	Date (CCYY-MM-DD)		R
	N/A	STRG_DOC_HDR.SUPP_TYP_ID	String (1)	Set to "S" (CMIPS Single Warrant)	R
TrainingClaimTransactions	reclnd	STRG_DOC_HDR.DOC_STA_CD	Numeric (1)	If reclnd = "Y" and pending pay exists for another timesheet for the same person/pay period, then import only (doc_sta_cd = 1). Otherwise submit the document (doc_sta_cd = 4)	

Triggering Events

The web service will be triggered for each instances of the Training Claim batch job as there are files in the prdr908a folder on ProcServer.

Errors

The error processing will follow the same process as other synchronous errors. SMU errors will be captured and relayed back to CM.

Edits and Audits

The standard COTS package edits are performed on the Advantage Application. Any failures from a synchronous call returns the failure on the response to CM. Any failures from an asynchronous call are written to an error log, and when the error is from a document create or update, the document remains in the Advantage Application with a rejected status.

DSD 17/Payroll – Payroll Management/Business Process /External Interfaces

This entire section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Batch Processing

This section will describe the identified CMIPS batch processes.

No	Batch Process Name	CI	Description	Estimated Size (Records)	Frequency	SendReceiveMaintenance
1	Create Net Pay Distribution (1210069)	CI-813201 - DSD BTCH PRO ADV p h int 1210069 CreateNetPayDistribution IMPLEMENTED	This batch job will process the file received from the internal interface Send Electronic EFT Requests and create NPD documents.	Variable	Daily	Receive
2	Delete Net Pay Distribution (1210068)	CI-790285 - DSD BTCH PRO ADV 1210068 p h int DeleteNetPayDistribution IMPLEMENTED	This job will run monthly to terminate Provider's Direct Deposit when the provider has had no timesheets processed for 90 or more calendar days.	500	Monthly	Maintenance
3	Paycheck Print - Check Print Online Cleanup (2083)	CI-291349 - DSD BTCH PRO ADV p h int 2083 ondemandcheckcleanup IMPLEMENTED	Deletes calculation-only OCHK check records from current paycheck tables and generates a report of prepared checks	5,000	Daily	Maintenance
4	GTN - Preprocessor Regular Gross-to-Net (2021)	CI-116232 - DSD BTCH PRO ADV p h xxxx 2021 preprocessorgtngtn IMPLEMENTED	Generates triggers on the REG_TRIGGER table for payroll processing based upon the payroll number selected, assigns the GTN Run Number, and assigns the process number to each record on the table based upon the number of threads being run. Regular Gross-to-Net is run to generate advance pay and restaurant meal warrants.	1,000	Three times per month	N/A
5	GTN - Regular Gross-to-Net Pay Cycle (2022)	CI-116329 - DSD BTCH PRO ADV p h xxxx 2022 reggtntpaycycle IMPLEMENTED	Performs Gross-to-Net to generate the pay and deduction details based upon the records generated by the Preprocessor Regular Gross-to-Net (2021) batch job. Regular Gross-to-Net is run to generate the advance pay and restaurant meal warrants.	1,000	Three times per month	N/A
6	GTN - Preprocessor Supplemental Gross-to-Net (2023)	CI-116322 - DSD BTCH PRO ADV p h xxxx 2023 preprocessorsupgtn IMPLEMENTED	Generates the GTN Run Number and assigns the GTN Process Number to records on the SUPP_TRIGGER table based upon the number of threads being run. Supplemental Gross-to-Net is run to process all other CMIPS transactions, with the exception of share of cost timesheets, reconciling timesheets and vendor warrants.	5,000 - 140,000	Daily	N/A
7	GTN - Supplemental Gross-to-Net Pay Cycle (2024)	CI-291352 - DSD BTCH PRO ADV p h sup 2024 supgtnpaycycle IMPLEMENTED	Performs Gross-to-Net to generate pay and deduction details for records on the SUPP_TRIGGER table associated with the given GTN Process Number. Supplemental Gross-to-Net is run to process all other CMIPS transactions, with the exception of share of cost timesheets, reconciling timesheets and vendor warrants.	5,000 - 140,000	Daily	N/A
8	GTN - Preprocessor No-Pay-Calc (1210029)	CI-816399 - DSD BTCH PRO ADV p h npc 1200029 preprocessornpcgtn IMPLEMENTED	Generates the GTN Run Number and assigns the GTN Process Number to records on the NO_PAY_CAL_TRGR table based upon the number of threads being run. No-Pay-Calc is run to process redeposited warrants and Entity Adjustments (EADJs).	2,000	Daily	N/A
9	GTN - No-Pay-Calc Pay Cycle (2025)	CI-291351 - DSD BTCH PRO ADV p h xxx 2025 npcgtnpaycycle IMPLEMENTED	Generates the pay and deduction adjustment details for redeposits and EADJs for records on the NO_PAY_CALC_TRGR table associated with the given GTN Process Number.	2,000	Daily	N/A
10	Paycheck Print - Check Print Preprocessor (1100017)	CI-116247 - DSD BTCH PRO ADV p h xxxx 1100017 checkprintprep IMPLEMENTED	For each GTN Run Number, groups paper check records based upon number of threads indicated, and assigns a range of Advantage check numbers and to use for each group. This allows the paper check generation process to be multi-threaded.	5,000 - 140,000	Daily	N/A
11	Paycheck Print - Check Print (2041) - Paper	CI-116245 - DSD BTCH PRO ADV p h xxxx 2041 c checkprints IMPLEMENTED	Within each group check number range established by the Check Print Preprocessor (1100017) job, assigns the Advantage paper check numbers and generates the MICR records for paper warrants.	5,000 - 140,000	Daily	N/A

12	Paycheck Print - Check Print (2041) - EFT	CI-116246 - DSD BTCH PRO ADV p h xxxx 2041 e checkprinte IMPLEMENTED	Assigns the Advantage EFT Check Number and generates the MICR records for the GTN Run Number and Process Number indicated.	5,000 - 140,000	Daily	N/A
13	Assign On-Demand GTN Run No (2045)	CI-816478 - DSD BTCH PRO ADV p h xxxx 2045 gtnpaycycle IMPLEMENTED	Assigns the GTN Run Number to the checks that were committed to the payroll tables during the hourly cycles for share of cost and reconciling timesheets.	1,000	Daily	N/A
14	Load Registry - Process Pay Check (2040)	CI-116282 - CMIPS BTCH PRO ADV p h xxxx 2040 processpaychec IMPLEMENTED	Creates summary records for all pending records from Pay check table into Pay Check Sum table.	5,000 - 140,00	Daily	N/A
15	PAM HRM - Payroll Check Processor (2049)	CI-116296 - DSD BTCH PRO ADV p h xxxx 2049 payrollcheckproc IMPLEMENTED	Explodes pay and deduction detail records based on the CMIPS Chart of Accounts (COA) configuration to create the payroll expense, liability and fringe journal records. These records write to staging tables and are used by the Payroll Accounting Document Generator (2050) batch job to create the payroll accounting documents.	30,000 - 8,720,000	Daily	N/A
16	PAM HRM - Payroll Accounting Document Generator (2050)	CI-116297 - DSD BTCH PRO ADV p h xxxx 2050 payacctdocgen IMPLEMENTED	For each GTN Run Number, creates the accounting records that summarize the output from Payroll Check Processor based upon COA settings established on the PAM Summarization (PAMSUMM) table.	100,000 - 350,000	Daily	N/A
17	PAM FIN - Generate Payroll Documents (1596)	CI-116280 - DSD BTCH PRO ADV p f xxxx 3 171 pamload IMPLEMENTED	A sub-task of Payroll Accounting Document Generator (2050), uses the PYRL records created by the 2050 batch job to generate PYRL Expense (PREXP), Liability (PRLIA), Net Pay (PRLNP) and Internal Document (PRLID) xml output files.	2,000 - 3,200	Daily	N/A
18	PAM FIN - Load Documents (1597)	CI-116281 - DSD BTCH Load Payroll Accounting Documents to Financial IMPLEMENTED	A sub-task of Payroll Accounting Document Generator (2050), loads the xml into Advantage FIN as PYRL Expense (PREXP), Liability (PRLIA), Net Pay (PRLNP), and Internal (PRLID) documents	2,000 - 3,200	Daily	N/A
19	FIN Utilities - System Maintenance Utilities - Submit Documents	CI-121489 - DSD BTCH PRO ADV p f xx 167 - smu - submit pamdocs IMPLEMENTED	Submits the PREXP, PRLIA, PRLNP and PRLID documents.	2,000 - 3,200	Daily	N/A
20	PAM HRM - Journal Data Finalization (2249)	CI-822706 - DSD BTCH PRO ADV p h xxx 2249 JournalDataFinalization IMPLEMENTED	Moves the expense, liability and fringe records generated by Payroll Check Processor to the historical tables.	30,000 - 8,720,000	Daily	N/A
21	Pay Cycle Processing - Payroll Finalization (2039)	CI-116299 - DSD BTCH PRO ADV p h xxxx 2039 payrollfinal IMPLEMENTED	Moves the payroll data generated by the Gross-to-Net and Check Print processes from the staging tables to the historical tables.	5,000 - 140,000	Daily	N/A
22	Payroll Reports ETL	CI-116309 - DSD BTCH Reports ETL IMPLEMENTED	Extracts the payroll data generated by the night cycle to load into the CMIPS Business Objects reporting database	15,000 - 4,000,000	Daily	Send
23	HRM Utilities - Application Day (2013)	CI-116235 - DSD BTCH PRO ADV p h end 2110 applicationday IMPLEMENTED	Sets the Application Date in Advantage HRM to the next day once the cycle has completed.	N/A	Daily	N/A
24	FIN Utilities - Begin Day (467)	CI-116240 - DSD BTCH PRO ADV p f end 467 beginday IMPLEMENTED	Sets the Application Date in Advantage FIN to the next day once the cycle has completed.	N/A	Daily	N/A

25	Retro Pay Processing - Select Retro Trigger (2087)	CI-116318 - DSD BTCH PRO ADV p h ret 2087 selectretrotrigger IMPLEMENTED	Assign the Retro Run Number to records on the RETRO_TRIGGER table where the DOC_CD = 'RTRG.' An RTRG document is automatically created when a Case Management user retroactively increases the case provider's wage rate.	50	Weekly	N/A
26	Retro Pay Processing - Recalculate TTG Pay for Retro (2088)	CI-291348 - DSD BTCH PRO ADV p h ret 2088 retgtnpaycycle IMPLEMENTED	Uses the date range established by the RTRG document to assess whether or not the provider was under paid. The job creates pending records on the RETRO_TTG_PEND_PAY table for each timesheet where payment is owed.	50	Weekly	N/A
27	Retro Pay Processing - Retro TTG Pending Pay (10094)	CI-291360 - DSD BTCH PRO ADV p h ret 10094 ttgpendingpay IMPLEMENTED	Reads the RETRO_TTG_PEND_PAY table and creates Supplemental Triggers (STRG) for each timesheet found on the table	50	Weekly	N/A
28	Retro Pay Processing - Retro Run Cleanup (2096)	CI-116312 - DSD BTCH PRO ADV p h ret 2096 retroruncleanup IMPLEMENTED	Moves the pending payment records from the RETRO_TTG_PEND_PAY table to the PEND_PAY table. With the STRG also created, these records are then picked up for processing during the next Supplemental GTN run.	50	Weekly	N/A
29	Mass Change (2076)	CI-116285 - DSD BTCH PRO ADV adh 2076 masschange IMPLEMENTED	This job is used to create retro-active changes to the payroll system en masse, such as a retroactive wage rate change. Not currently used at CMIPS	20,000 - 100,000	Ad Hoc	N/A
30	HRM Utilities - Begin Day (2013)	CI-116279 - DSD BTCH PRO ADV 2013 cachemem IMPLEMENTED	Loads system tables into memory for performance purposes.	12	Daily	N/A
31	HRM Utilities - System Maintenance Utility (2015) - Load Documents	CI-116259 - DSD BTCH Document Load IMPLEMENTED	Used to maintain table data and documents in CGI Advantage HRM. At CMIPS, this job is called primarily to load IHSS wage rates from a csv file. It is also sometimes called to load STRG and EADJ documents by the tax support team as part of the EDD tax catchup and reporting process	Variable	Ad Hoc	N/A
32	HRM Utilities - System Maintenance Utility (2015) - Submit Documents	CI-116286 - DSD BTCH PRO ADV adh 2015 Multiple Document Submit HRM IMPLEMENTED	Used to maintain table data and documents in CGI Advantage HRM. At CMIPS, this job is called to submit documents by document type, load date, or status.	Variable	Ad Hoc	N/A
33	Load Registry- b. Process Pay Detail	CI-116283 - CMIPS2 BTCH pro adv 2047 processpaydetail CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
34	Load Registry- c. Process Ded Detail	CI-116284 - CMIPS2 BTCH pro adv 2048 processdeddetail CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
35	Generate/E-mail Paycheck Stubs	CI-116266 - DSD BTCH Generate Email Paycheck Stubs CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
36	Paycheck Load	CI-116295 - DSD BTCH Paycheck Load CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
37	Extract Pay Data for Retro Calc	CI-116262 - CMIPS2 BTCH pro adv 2090 expaydata4retro CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
38	Retro Pay Calculation	CI-116310 - CMIPS2 BTCH pro adv 2091 retropaycalc CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A

39	Retro Processing Detail Report	CI-116311 - CMIPS2 BTCH pro adv 2094 retroprocessdtlprt CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
40	Regular Payroll	CI-116306 - DSD BTCH Regular Payroll CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
41	No Pay Calc Cycle	CI-116290 - CMIPS2 BTCHF pro adv no pay calculation box CANCELLED	Cancelled with SCF - 30: DSD - MAS Batch Process CI Traceability Updates	N/A	N/A	N/A
42	Accounting Data Sync Import (1210073)	CI-822743 - DSD BTCH PRO ADV p h ADH 1210073 accountingDataSyncImport IMPLEMENTED	<p>This batch job runs in payroll to:</p> <p>a) Identify Chart Of Accounts (COA) elements configured on providers' Employee Profiles that are out-of-sync with their associated case's COA elements stored on Taxing Entity (TXEN).</p> <p>b) Create ESMT documents to bring the Employee Profiles back into sync with the case. The COA elements map to the ESMT Home Department Code (funding source), Home Unit Code (county and district office), Civil Service Status (funding source), Override Pay Policy (county), and - for IHSS arrears cases - Override Benefits Policy (county).</p> <p>Once created, the ESMTs remain in draft/hold status to allow for manual validation before document submission. The batch job is internal to payroll and uses TXEN as the source.</p>	Variable	Ad hoc	Maintenance
43	Load ABA Routing Numbers	CI-823001 - DSD BTCH PRO ADV LoadABARoutingNumbers IMPLEMENTED	This batch job reads and processes the source ABA routing numbers file and loads only EFT eligible routing numbers into Advantage load tables.	130,000	Monthly	Maintenance
44	Routing Numbers Validation (1210076)	CI-823043 - DSD BTCH PRO ADV RoutingNumsValidate IMPLEMENTED	<p>This batch job compares the Payroll entered direct deposit accounts with Routing Numbers Source data and flags the mismatched/erroneous records for cancellation.</p> <p>This batch job then builds a payroll daily report that shows the incorrect direct deposit accounts entered within Payroll.</p> <p>The daily report is sent as an email notification to Back Office users containing the following incorrect EFT records information -</p> <ol style="list-style-type: none"> 1. Routing # 2. Bank Name 3. Employee ID 4. Provider # 5. Updated User Id 	Less than 1,000	Daily	Maintenance
45	Notify DOB Tax Change	CI-823191 - DSD BTCH PRO ADV NotifyDOBTaxChange IMPLEMENTED	<p>This batch job sends an email to the payroll support team when a date-of-birth correction causes the tax relationship to change for a familial relationship of Minor Child or Adult Child.</p> <p>The job retrieves records from EMPL where user_dt_1 is populated and user_fl_1 is null or set to 'N', exports the data to send to payroll support team, then updates user_fl_1 to 1.</p>	N/A	Ad hoc	Maintenance
46	Process Career Pathways Claim Records (1210102)	CI-823477 - DSD BTCH PRO ADV ProcessCareerPathwaysClaimRecords IMPLEMENTED	<p>This batch job will load Career Pathways Claims sent in file from Case Management in Advantage as TADJs/STRGs.</p> <p>These claimType values include:</p> <ul style="list-style-type: none"> • CPTC (training hours) <ul style="list-style-type: none"> 1. IHSS Arrears 2. IHSS Advance Pay 3. WPCS • CPTI (incentive) • CPOI (one month) • CPSI (six month) 	Variable	As Needed	Maintenance
47	EFT Reject File and Load	CI-824341 - DSD BTCH PRO ADV EFTRejectFileLoad IMPLEMENTED	This batch job will trigger the prdr112a daily interface to pick up and parse the US Bank EFT Reject File and load the information to the CMIPS2_EFT_REJECT_SUMMARY and CMIPS2_EFT_REJECT_DETAIL database tables to compare them to existing Advantage EFT data.	N/A	As Needed	Maintenance

48	EFT Reject Records Output	<p> CI-824363 - DSD BTCH PRO ADV EFTRejectRecordsOutput</p> <p>IMPLEMENTED</p>	This batch job will retrieve the EFT Reject data from the CMIPS2_EFT_REJECT_SUMMARY and CMIPS2_EFT_REJECT_DETAIL database tables and validate against payroll to determine what EFT/NPD documents will be deleted. Once deleted the data details will be sent out to Case Management in the EFT Reject correspondence xml file that is placed in the procserv location cmdr995a. The EFT Reject comments will be added to the NPD document based on the corresponding reject code. If a new form is submitted then payroll will create, validate, and submit a new NPD document. If the EFT return items identifies a record with a positive amount or return code of R01 or R06, the NPD document will not be deleted. The xml file will be generated once the batch job is processed successfully. After being processed the batch job will pick up all the records that have PROCESSING_STATUS as (EXCEPTION,WARNING) and will write all those records to a CSV file which will then be looked upon by the Ping/back-office team for VOID/REISSUE process if needed.	N/A	As Needed	Maintenance
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DSD 17/Payroll – Payroll Management/Business Process /Applicable Security Roles

This entire section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Business Process /Reporting

For all payroll related reports see DSD Section 28B or 28D.

DSD 17/Payroll – Payroll Management/Business Process /Forms

See DSD Section 31A, 31B or 31C for all CMIPS forms.

DSD 17/Payroll – Payroll Management/Code Table Definitions

This entire section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Database Entities

This entire section is not applicable for Payroll Management.

DSD 17/Payroll – Payroll Management/Database Entities /EFT Reject Detail

Table – Table: EFT_REJECT_DETAIL

Field	Type	Length	Nulls	Screen Name – Field Name	Comments
UNIQUE_NUM	VARCHAR	9	No	N/A	PRIMARY KEY
PROVIDER_NO	VARCHAR	9	Yes	N/A	Provider Number
PROVIDER_LST_NM	VARCHAR	22	Yes	N/A	Provider Last Name
PROVIDER_FIRST_NM	VARCHAR	22	Yes	N/A	Provider First Name
ADDENDA_TYPE_CODE	VARCHAR	9	Yes	N/A	
SCO_ISSUE_DATE	TIMESTAMP	10	Yes	N/A	SCO Issue Date
BANK_RETURN_DATE	TIMESTAMP	10	Yes	N/A	Bank Return Date
NET_PAY	NUMBER	22	Yes	N/A	Net Pay
ACCOUNT_NO	NUMBER	50	Yes	N/A	Account Number
ROUTING_NO	VARCHAR	9	Yes	N/A	Routing Number
RETURN_CODE	NUMBER	20	Yes	N/A	Return Code
TRANSACTION_TYPE	VARCHAR	2	Yes	N/A	Transaction Type
PAYMENT_COMMENTS	VARCHAR	100	Yes	N/A	Payment Comments
LAST_UPDATE_DT	TIMESTAMP	10	Yes	N/A	System generated - Last updated date
LAST_USR_ID	VARCHAR	25	Yes	N/A	System generated - Last updated user
PROCESSING_STATUS	VARCHAR	20	Yes	N/A	Processing Status

DSD 17/Payroll – Payroll Management/Database Entities /EFT Reject Summary

Table – Table: CMIPS2_EFT_REJECT_SUMMARY

Field	Type	Length	Nulls	Screen Name – Field Name	Comments
UNIQUE_NUM	VARCHAR	9	No	N/A	PRIMARY KEY
SETTLEMENT_DT	TIMESTAMP	10	Yes	N/A	Date of Settlement
SCO_NM	TIMESTAMP	50	Yes	N/A	Immediate Destination Name
TOTAL_REJECT_COUNT	NUMBER	22	Yes	N/A	Total number of records
TOTAL_REJECT_AMOUNT	NUMBER	50	Yes	N/A	Total Credit Entry Dollar Amount in File footer
LAST_UPDATE_DT	TIMESTAMP	10	Yes	N/A	System generated - Last updated date
LAST_USR_ID	VARCHAR	9	Yes	N/A	System generated - Last updated user
PROCESSING_STATUS	VARCHAR	20	Yes	N/A	Processing Status

DSD 17/Payroll – Payroll Management/Database Entities /Provider Unknown Routing Number

Table – Table: PROV_UNKNOWN_ROUTING_NO

Field	Type	Length	Nulls	Screen Name – Field Name	Comments
ROUTING_NO	String	9	No	N/A	Captures the ROUTING_NO from DED_PARM that doesn't have a match on ROUTING_NUMS table
EMPLOYEE_ID	String	10	Yes	N/A	Captures the Advantage Employee ID associated with the record
PROVIDER_NO	String	9	Yes	N/A	Captures to Provider Number associated with the record
REPORTED_IND	Number	1	Yes	N/A	Indicates the missing record was included in the email notification
EFT_UPDATE_DT	Date	10	Yes	N/A	Captures the LAST_UPDATE_DT from the DED_PARM record, indicating when it was last updated.
EFT_UPDATED_USRID	String	16	Yes	N/A	Captures the LAST_UPDATE_USERID from the DED_PARM record, indicating the last person to make updates to the record.
LAST_UPDATE_DT	Date	10	Yes	N/A	Captures the last update date the record on this table was modified
LAST_UPDATE_USRID	String	16	Yes	N/A	Captures the last user id to make updates to the record on this table
PRENTE_ISSUE_DT	Date	10	Yes	N/A	Captures the PRNTE_EFFECTIVE_DT from DED_PARM to indicate the date the enrollment was created.

DSD 17/Payroll – Payroll Management/Database Entities /Routing Numbers

Table – Table: ROUTING_NUMS

Field	Type	Length	Nulls	Screen Name – Field Name	Comments
ROUTING_NO	String	9	No	N/A	Routing Number
BANK_NAME	String	158	Yes	N/A	Institution (Bank) Name
LAST_UPDATE_DT	String	10	Yes	N/A	System generated - Last updated date
LAST_UPDATE_USERID	Date	16	Yes	N/A	System generated - Last updated user

DSD 17/Payroll – Payroll Management/Database Entities /Routing Numbers Load

Table – Table: ROUTING_NUMS_LD

Field	Type	Length	Nulls	Screen Name – Field Name	Comments
ROUTING_NO	String	9	No	N/A	Routing Number
INSTITUTION_NAME	String	158	No	N/A	Institution (Bank) Name

DSD 17/Payroll – Payroll Management/Business Class Definitions

This entire section is not applicable for Payroll Management.