

D. OVERVIEW

Note: The IGD and this appendix have been updated. A complete Summary of Changes can be found in the IGD section entitled Revisions Contained in This Document. For ease of recognition, changes appear in *bold italic* in the affected sections.

The Transaction Functional Matrix (TFM) is a comprehensive document that contains descriptions of transaction usage, required data, and data blocks identified as essential for conducting electronic interstate case processing. The Federal Office of Child Support Enforcement (OCSE) supported states' efforts in developing the TFM. Additional suggestions and discussion items arising from the *Good Manners Guide* and the *Interface Guidance Document* were incorporated into the matrix.

A TFM Work Group, consisting of state representatives, OCSE, and the CSENet 2000 team reviewed and discussed issues raised to develop standardized business usage for transactions. The work group determined the elements contained in the TFM, transaction descriptions, usage of transactions, and data blocks identified as essential to conduct business and process CSENet data, as well as recommendations for future software enhancements.

Later, during the Phase II Work Group discussions, states requested a resource tool that could be used to assist them with their programming efforts. This section of the TFM has been finalized in response to that request. Any suggestions considered to be enhancements or changes to the original meaning of the transactions will be considered for inclusion.

The states also recommended the inclusion of all valid transactions in each section. To meet this request, the transactions previously identified by the TFM Work Group for deletion from the Valid Transactions Table have been added to the end of this section. Finally, as suggested by the states, information provided for these transactions is limited to Function, Action, and Reason codes only. Recommended alternative transaction usage is provided to assist states.

D.1 Document Layout

The matrix consists of six main parts:

- Function code,
- Action code,
- Reason code,
- Description/Business usage,
- Required data blocks and elements, and
- Data element description and usage.

D.1.1 FUNCTION CODE

The Function code (also known by its field name, Functional-Type-Code) refers to the child support business activity the transaction supports. Examples of Function codes are Quick Locate (LO1) and Enforcement (ENF).

D.1.2 ACTION CODE

The Action code describes the kind of transaction. Examples include a Request and Response (also known as provision of information). All Request and Updates with the same Reason code have been consolidated in the TFM with the distinction on use provided in the Business Usage Recommendation section.

D.1.3 REASON CODE

The Reason code (also known by its field name, Action-Reason-Code) provides further definition of the business activity the transaction communicates. For example, an Enforcement Acknowledgment (ENF A) may use the Reason code of AADIN to inform the other state that additional information is necessary to proceed with their request. (Note: Not all transactions require a Reason code, such as a Quick Locate Request, LO1 R).

D.1.4 DESCRIPTION/BUSINESS USAGE

Defines a specific transaction by the combination of Function, Action, and Reason codes and provides the business activity and usage for the transaction.

D.1.4.1 Sent by Initiating or Responding Jurisdiction

Recommends whether the initiating (IJ) or responding jurisdiction (RJ) generates the transaction. The following standard definitions are used:

- IJ is the state where the custodial party (CP) resides; and
- RJ is the state where the noncustodial parent (NCP) resides.

D.1.4.2 Recommended Action by Receiving State

Describes type of follow-up activity a state may initiate upon receiving the transaction.

D.1.4.3 Recommended Business Usage

Describes specific recommendations and/or clarifications of data usage.

D.1.5 REQUIRED DATA BLOCKS AND ELEMENTS

Lists data blocks and elements that are currently required for transmitting transactions. Shaded areas identify data blocks recommended as essential to conduct business and automate transaction processing. These recommendations do not replace the requirements presented in Appendix C: *Data Block Record Layout*.

D.1.6 DATA ELEMENT DESCRIPTION AND USAGE

Includes values and/or a description of the specific data element.

D.2 Summary of Assumptions

To ensure standardization, the TFM Work Group recommended specific business usage and general practices that should be used when interpreting and applying TFM recommendations. The following are the assumptions made by the TFM Work Group for transaction usage:

1. Enforcement transactions are used to establish a two-state process when enforcing an existing order.
2. When sending Request transactions (except LO1 and CSI) states should provide all available data to assist the receiving state.
3. Given that some IV-D offices carry generic caseloads, the Contact Name and related fields in the Case data block may contain an entity rather than a person's name.
4. States should use a full range of valid transactions for the business usage as indicated for each. This assists all states' ability to standardize and increase automated processing.

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GIHER	<p>Managing State Cases – Provision/Response, Notice of an Upcoming Hearing</p> <p>Sent by Responding or Initiating State: This transaction is used to notify the other state that a hearing has been scheduled.</p> <p>Action by Receiving State: Process according to state procedures.</p> <p>Business Usage Recommendation: Enter the date of hearing in the Action-Resolution Date field of the Header. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GIHER
				ACTION-RESOLUTION-DATE	The date the event will occur
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	=1
				ORDER-DATA-IND	=0 (Numeric)
				COLLECTION-DATA-IND	=0 (Numeric)
				INFORMATION-IND	=0 (Numeric)
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GIHER		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=O (Alpha)
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=O (Alpha)

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSADD	<p>Managing State Cases – Provision/Response, Add Dependent Participant</p> <p>Sent by Initiating State: This transaction is used to notify the Responding state that a dependent should be added to the Interstate case.</p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: Provide only the Dependent(s) to be added in the Participant Data Block. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSADD
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSADD		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=O (Alpha)
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=O (Alpha)

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC01	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(1)</p> <p><i>Obsolete: This no longer matches the criteria outlined in 45 CFR 303.11(b).</i></p> <p><i>[To be considered for deletion during a Major Release.] States are encouraged to discontinue using this transaction.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC01
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
				COLLECTION-DATA-IND	=0 (Numeric)
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC01		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC02	<p>Managing State Cases – Provision/Response, Case Closure Reason <i>CFR 303.11(b)(1)</i></p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(1)</i>, <i>there is no longer a current support order and arrearages are under \$500 or unenforceable under State law.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC02
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC02		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC03	<p>Managing State Cases – Provision/Response, Case Closure Reason <i>CFR 303.11(b)(2)</i></p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(2), the noncustodial parent or putative father is deceased and no further action, including a levy against the estate, can be taken.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC03
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC03		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC04	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(4)</p> <p><i>Obsolete: This no longer matches the criteria outlined in 45 CFR 303.11(b).</i></p> <p><i>[To be considered for deletion during a Major Release.] States are encouraged to discontinue using this transaction.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC04
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
PARTICIPANT-DATA-IND	Fill as appropriate				
ORDER-DATA-IND	=0 (Numeric)				
COLLECTION-DATA-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC04		INFORMATION-IND	=0 (Numeric)
				OVERDUE-IND	=0 (Numeric)
				CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC05	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(4)(i)</p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(4)(i), the noncustodial parent's location is unknown, and the State has made diligent efforts using multiple sources, in accordance with Sec. 303.3, all of which have been unsuccessful, to locate the noncustodial parent: Over a three-year period when there is sufficient information to initiate an automated locate effort.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC05
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC05		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC5B	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(4)(ii)</p> <p>Sent by Initiating or Responding State:</p> <p><i>This transaction is used to notify the other state the case has been closed pursuant to CFR 303.11 b)(4)(ii), the noncustodial parent's location is unknown, and the State has made diligent efforts using multiple sources, in accordance with Sec. 303.3, all of which have been unsuccessful, to locate the noncustodial parent: Over a one-year period when there is not sufficient information to initiate an automated locate effort.</i></p> <p>Action by Receiving State:</p> <p><i>Process according to Federal Guidelines.</i></p> <p>Business Usage Recommendation:</p> <p><i>In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</i></p>	HEADER	
				<i>LOCAL-FIPS-STATE/COUNTY</i>	<i>Your State/County FIPS Code</i>
				<i>OTHER-FIPS-STATE/COUNTY</i>	<i>State/County FIPS Code where transaction is directed</i>
				<i>CSENet 2000 VERSION NUMBER</i>	<i>003</i>
				<i>TRANSACTION SERIAL NUMBER</i>	<i>Fill as appropriate</i>
				<i>ACTION CODE</i>	<i>P</i>
				<i>FUNCTIONAL TYPE CODE</i>	<i>MSC</i>
				<i>TXN DATE</i>	<i>Date transaction was created</i>
				<i>CASE ID</i>	<i>Your Case ID</i>
				<i>OTHER-CASE-ID</i>	<i>Other Case ID</i>
				<i>ACTION REASON</i>	<i>GSC5B</i>
				<i>ATTACHMENTS IND</i>	<i>=N</i>
				<i>CASE-DATA-IND</i>	<i>=1</i>
				<i>NCP-IDENTIFICATION-IND</i>	<i>=1</i>
				<i>NCP-LOCATE-IND</i>	<i>=0 (Numeric)</i>
				<i>PARTICIPANT-DATA-IND</i>	<i>Fill as appropriate</i>
<i>ORDER-DATA-IND</i>	<i>=0 (Numeric)</i>				
<i>COLLECTION-DATA-IND</i>	<i>=0 (Numeric)</i>				
<i>INFORMATION-IND</i>	<i>=0 (Numeric)</i>				
<i>OVERDUE-IND</i>	<i>=0 (Numeric)</i>				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC5B		CASE DATA BLOCK	
				<i>CASE-TYPE</i>	<i>Fill as appropriate</i>
				<i>CASE-STATUS</i>	=C
				<i>CONTACT-NAME-LAST</i>	<i>Your State Contact</i>
				<i>CONTACT-NAME-FIRST</i>	<i>Your State Contact</i>
				<i>CONTACT-ADDRESS-LINE-1</i>	<i>Contact Address</i>
				<i>CONTACT-CITY</i>	<i>Contact City</i>
				<i>CONTACT-STATE</i>	<i>Contact State</i>
				<i>CONTACT-ZIP-1</i>	<i>Contact Zip Code</i>
				NCP IDENTIFICATION DATA BLOCK	
				<i>NAME-LAST</i>	<i>NCP Last Name</i>
				<i>NAME-FIRST</i>	<i>NCP First Name</i>
				<i>SSN-1/SSN-2/SSN-3</i>	<i>NCP SSN</i>
				PARTICIPANT DATA BLOCK	
				<i>NAME-LAST</i>	<i>Participant Last Name</i>
				<i>NAME-FIRST</i>	<i>Participant First Name</i>
				<i>RELATIONSHIP</i>	<i>Fill as appropriate</i>
				<i>PARTICIPANT-STATUS</i>	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSCO6	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(5)</p> <p>Sent by Initiating or Responding State:</p> <p>This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(5), the noncustodial parent cannot pay support for the duration of the child's minority because the parent has been institutionalized in a psychiatric facility, is incarcerated with no chance for parole, or has a medically-verified total and permanent disability with no evidence of support potential. The State must also determine that no income or assets are available to the noncustodial parent which could be levied or attached for support.</i></p> <p>Action by Receiving State:</p> <p>Process according to Federal Guidelines.</p> <p>Business Usage Recommendation:</p> <p>In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSCO6
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSCO6		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC07	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(6)</p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to CFR 303.11(b)(6), the NCP is a citizen of, and lives in, a foreign country, does not work for the Federal government or a company with headquarters or offices in the United States, and has no reachable domestic income or assets; and the state has been unable to establish reciprocity with the country.</p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC07
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC07		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC08	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(7)</p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to CFR 303.11(b)(7), the IV-D agency has provided location-only services as requested under CFR 302.35(c)(3).</p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC08
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC08		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC09	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(8)</p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(8), the non IV-A recipient of services requests closure of a case and there is no assignment to the State of medical support under 42 CFR 433.146 or of arrearages which accrued under a support order.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC09
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC09		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC10	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(9)</p> <p>Sent by Initiating or Responding State:</p> <p>This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(9), there has been a finding by the responsible State agency of good cause or other exceptions to cooperation with the IV-D agency and the State or local IV-A, IV-D, IV-E, Medicaid or food stamp agency has determined that support enforcement may not proceed without risk of harm to the child or caretaker relative.</i></p> <p>Action by Receiving State</p> <p>Process according to Federal Guidelines.</p> <p>Business Usage Recommendation:</p> <p>In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC10
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC10		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC11	<p>Managing State Cases – Provision/Response, Case Closure Reason CFR 303.11(b)(10)</p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(10), in a non IV-A case receiving services under Sec. 302.33(a)(1)(i) or (iii), the IV-D agency is unable to contact the recipient of services within a 60 calendar day period despite an attempt of at least one letter sent by first class mail to the last known address.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation: In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC11
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC11		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC12	<p>Managing State Cases – Provision/Response, Case Closure Reason <i>CFR 303.11(b)(11)</i></p> <p>Sent by Initiating or Responding State</p> <p>This transaction is used to notify the other state the case has been closed pursuant to <i>CFR 303.11(b)(11)</i>, in a non IV-A case receiving services under Sec. 302.33(a)(1)(i) or (iii), the IV-D agency documents the circumstances of the recipient of services' noncooperation and an action by the recipient of services is essential for the next step in providing IV-D services.</p> <p>Action by Receiving State:</p> <p>Process according to Federal Guidelines.</p> <p>Business Usage Recommendation:</p> <p>In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC12
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC12		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC4A	<p>Managing State Cases – Provision/Response, Case Closure Reason <i>CFR 303.11(b)(3)(i)</i></p> <p>Sent by Initiating or Responding State: This transaction is used to notify the other state that the case has been closed pursuant to <i>CFR 303.11(b)(3)(i)</i>, paternity cannot be established because the child is at least 18 years old and action to establish paternity is barred by statute of limitations <i>which meets the requirements of Sec. 302.70(a)(5) of this chapter.</i></p> <p>Action by Receiving State: Process according to Federal Guidelines.</p> <p>Business Usage Recommendation In the Action Resolution Date field of the Header, enter the date the case was closed. Provide either the NCP SSN or DOB.</p>	HEADER	
				LOCAL-FIPS-STATE/COUNTY	Your State/County FIPS Code
				OTHER-FIPS-STATE/COUNTY	State/County FIPS Code where transaction is directed
				CSENet 2000 VERSION NUMBER	003
				TRANSACTION SERIAL NUMBER	Fill as appropriate
				ACTION CODE	P
				FUNCTIONAL TYPE CODE	MSC
				TXN DATE	Date transaction was created
				CASE ID	Your Case ID
				OTHER-CASE-ID	Other Case ID
				ACTION REASON	GSC4A
				ATTACHMENTS IND	=N
				CASE-DATA-IND	=1
				NCP-IDENTIFICATION-IND	=1
				NCP-LOCATE-IND	=0 (Numeric)
				PARTICIPANT-DATA-IND	Fill as appropriate
				ORDER-DATA-IND	=0 (Numeric)
COLLECTION-DATA-IND	=0 (Numeric)				
INFORMATION-IND	=0 (Numeric)				
OVERDUE-IND	=0 (Numeric)				

Function Code	Action Code	Reason Code	Description/Business Usage	Required Data Blocks and Elements* (Data Block Record Layout)	Data Element Description
MSC	P	GSC4A		CASE DATA BLOCK	
				CASE-TYPE	Fill as appropriate
				CASE-STATUS	=C
				CONTACT-NAME-LAST	Your State Contact
				CONTACT-NAME-FIRST	Your State Contact
				CONTACT-ADDRESS-LINE-1	Contact Address
				CONTACT-CITY	Contact City
				CONTACT-STATE	Contact State
				CONTACT-ZIP-1	Contact Zip Code
				NCP IDENTIFICATION DATA BLOCK	
				NAME-LAST	NCP Last Name
				NAME-FIRST	NCP First Name
				SSN-1/SSN-2/SSN-3	NCP SSN
				PARTICIPANT DATA BLOCK	
				NAME-LAST	Participant Last Name
				NAME-FIRST	Participant First Name
				RELATIONSHIP	Fill as appropriate
				PARTICIPANT-STATUS	=C