



Service Description Document:

CCMS Data Exchange DMV906

COURT SENDS FAILURE TO APPEAR
HOLD NOTIFICATION
JUNE 2011



ADMINISTRATIVE OFFICE
OF THE COURTS

INFORMATION SERVICES DIVISION

Judicial Council of California
Administrative Office of the Courts
Information Services Division
455 Golden Gate Avenue
San Francisco, California 94102-3688
415-865-4200
www.courts.ca.gov

Copyright © 2011 by Judicial Council of California/Administrative Office of the Courts. All rights reserved.

Except as permitted under the Copyright Act of 1976 and as otherwise expressly provided herein, no part of this publication may be reproduced in any form or by any means, electronic or mechanical, including the use of information storage and retrieval systems, without permission in writing from the copyright holder. Permission is hereby granted to nonprofit institutions to reproduce and distribute this publication for educational purposes if the copies credit the copyright holder.

Revision History

Version	Date	Author	Description of Changes
1.0.0	June 2011	M. West	First release

Reference Documents

Version	Date	Document Title	Author
9.0	June 2011	ISB and CCMS Data Exchange Overview	Deloitte Consulting
9.0	June 2011	Data Exchange Functional Design Guidelines	Deloitte Consulting
2.0.0	September 2011	Data Exchange Common Technical Requirements	AOC
1.0.0	September 2011	DMV906 Data Exchange Specification	Deloitte Consulting/AOC/SEARCH
1.0.0	June 2011	Service Description Document: CCMS Data Exchange DMV902 Court Sends Abstract of Conviction Notification	Optimum Technology
1.0.0	June 2011	Service Description Document: CCMS Data Exchange DMV903 Court Sends Failure to Appear Release Notification	Optimum Technology
9.0	July 2011	CCMS Data Exchange Errors	Deloitte Consulting
1.0	July 2010	Court Policy File Overview	AOC
N/A	September 2011	AOC Codes	AOC/SEARCH
1.0	September 2011	Local Integration Assessment Methodology (LIAM)	AOC
2.0	June 2010	LIAM Light	AOC

Table of Contents

1.0	Executive Summary	1
1.1	Purpose.....	1
1.2	Audience	2
1.3	CCMS Data Exchange Overview	3
1.4	Assumptions.....	3
1.5	Risks.....	3
1.6	Conventions Used in this Document.....	3
1.6.1	Exchange naming convention	3
2.0	Exchange Description	5
2.1	Capabilities	5
2.2	Real World Effects.....	5
2.3	Related Forms and Exchanges	5
2.3.1	Business response exchanges.....	5
2.3.2	Related exchanges.....	5
2.3.3	Related forms	6
2.4	Assumptions and Dependencies	6
3.0	Primary and Alternate Information Flows.....	7
3.1	Primary Flow	7
3.2	Alternate Flow	7
3.3	Messages.....	8
4.0	Exchange Context	9
4.1	Triggering Events.....	9
4.2	Subsequent Events	9
5.0	Data Exchange Errors and Exceptions	11
6.0	Additional Business Rules and Processes	13
6.1	Business Rules	13
6.2	Allowable Values	13
6.2.1	AOC code values	13
6.2.2	Court configurable elements.....	14
6.2.3	Indicator element allowable values.....	14
6.3	Business Processes.....	14
6.4	Data Classification	14
6.4.1	Privacy considerations	14
7.0	ISB Message Processing	15
7.1	Routing.....	15
7.2	Message Interactions.....	15
	Appendix A. Acronyms	17

List of Figures

Figure 1. Implementation Phases	2
Figure 2. Court Sends Failure to Appear Hold Notification Activity Diagram.....	7

List of Tables

Table 1. Business Rules	13
Table 2. AOC Code Values	13
Table 3. Acronyms.....	17

1.0 Executive Summary

1.1 Purpose

The purpose of this document is to provide integration partners with descriptive information regarding the context and business processes when preparing to implement data exchanges with the California Court Case Management System (CCMS). This document details the data exchange which will be used by the trial court to send a failure to appear hold abstract (DD5) to the California Department of Motor Vehicles (DMV).

Integration partners most likely to use this data exchange include:

- California DMV

This document reflects agency business rules and policies that have a direct impact on the system interactions among court and integration partners. This is a companion to the exchange specifications contained in the exchange eXtensible Markup Language (XML) schemas, Web Service Description Language (WSDL) files, and the “*CCMS Data Exchange Common Technical Requirements*,” and should be reviewed along with those documents when preparing for deployment. The XML schemas, WSDLs, and Common Technical Requirements provide specific technical details regarding message structures and implementation requirements, including infrastructure, security, and deployment information. Collectively, these documents provide all of the information an integration partners requires to send and receive data with CCMS for this exchange.

The information contained here compiles court-specific information from a number of AOC documents and resources, including the “*CCMS Data Exchange Functional Design*,” “*CCMS Core Application Functionality*,” and the “*CCMS Technical Architecture*.” The content of this Service Description Document provides integration partners with a concise, detailed explanation of data exchange content and related business processes, and includes the following topics:

- Exchange description
- Events and conditions
- CCMS business processes and rules
- CCMS data requirements
- Message patterns
- Exceptions, acknowledgements, errors
- Other descriptive information

This document is based on the [Global Justice Reference Architecture’s Service Specifications Guidelines](#)¹.

¹ <http://www.it.ojp.gov/default.aspx?area=nationalInitiatives&page=1015#RefSSPs>

Prior to implementing data exchanges with CCMS, it is strongly advised that each integration partner participate in a readiness assessment prepared by the AOC in partnership with the courts. This assessment, called the “*Local Integration Assessment Methodology (LIAM)*,” consists of four phases that provide integration partners and the courts with necessary information prior to implementation activities. Figure 1 describes this process in more detail.

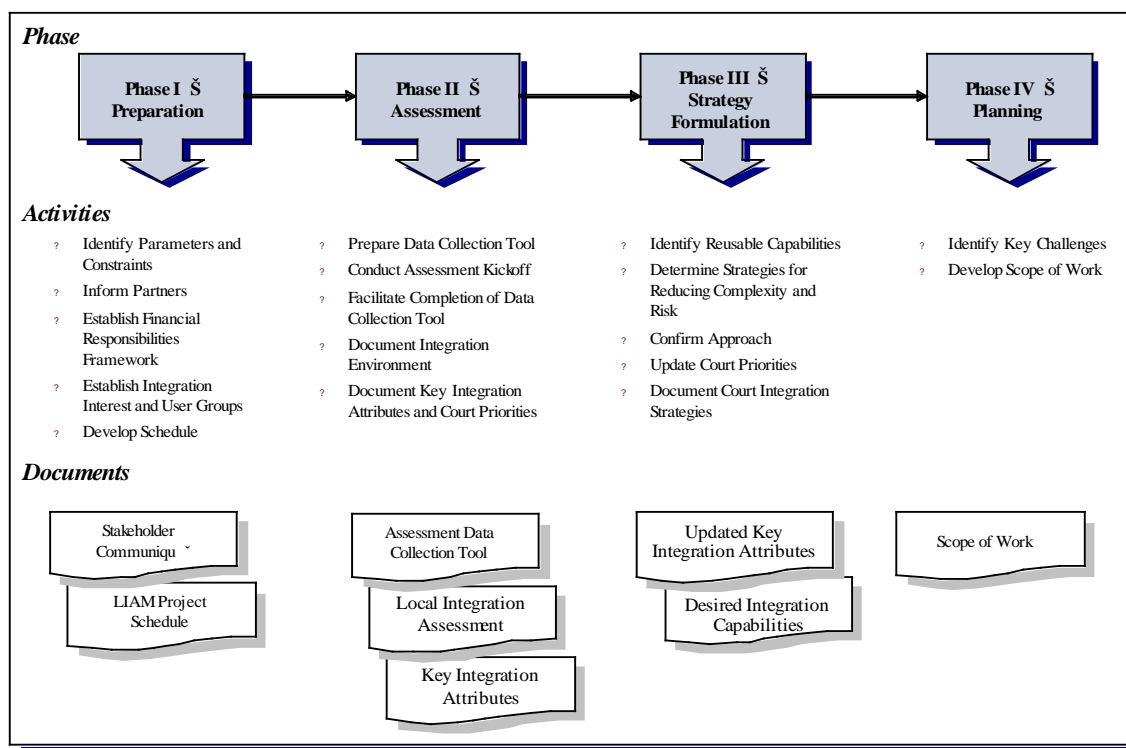


Figure 1. Implementation Phases

Alternatively, an integration partner can choose to participate in the “*LIAM Light*” assessment, which focuses on replacing existing electronic exchanges instead of automating new exchanges.

After CCMS is deployed with the replaced existing exchanges, integration partners may want to use the full LIAM to assess other business processes that can be automated using other exchanges.

1.2 Audience

Audiences for this document are subject matter experts (SMEs) and technical staff, who need to understand how this data exchange works in order to implement it between an integration partner and CCMS. Known audiences include:

- Integration partner CCMS Data Exchange Implementation Team
- CCMS Deployment Team
- AOC Data Integration staff, including business analysts, developers, and architects, etc.

- Integrated Services Backbone (ISB) vendors
- CCMS vendors
- Court CCMS project managers and SMEs

1.3 CCMS Data Exchange Overview

As part of the CCMS project, 121 data exchanges servicing all case types were developed to enable courts and their integration partners to exchange information using CCMS. Sixty-three exchanges are based on data exchange standards established in the [National Information Exchange Model](#)² (NIEM), and 58 exchanges are based on California judicial branch XML schema. It is important to note that each of the 121 exchanges is actually a set of exchanges that includes individual exchanges for Request, Response, and Error Handling. A complete list of CCMS data exchanges is available on the [Integration Partners website](#)³.

1.4 Assumptions

Following is a list of current assumptions:

- Integration partners and courts have completed their LIAM process as a prerequisite to implementing data exchanges.
- Integration partners have a working proficiency with Web services and XML, and a basic understanding and knowledge of the NIEM structure and implementation concepts.

1.5 Risks

To date, there are no risks identified for this exchange.

1.6 Conventions Used in this Document

1.6.1 Exchange naming convention

During the data exchange development process, the AOC adopted a standard naming convention to describe the “action” of the exchange from the court perspective, and applied an alphanumeric categorization for various court functions. Each follows this format:

<Application>-<Interface Number><Interface Name>

Where:

- *Application* is CCMS

² <http://niem.gov/>

³ <http://www.courts.ca.gov/partners/integration.htm>

- *Interface Number* consists of code name of functional area (two or three letters (e.g., “DOJ” for Department of Justice-related data exchanges)), and a three-digit number:
 - If the first digit is “8” then CCMS is receiving the data from an integration partner.
 - If the first digit is “9” then CCMS is sending the data to an integration partner.
 - The remaining two digits identify the unique integer ID sequentially assigned to the data exchange.
- *Interface Name* is descriptive name of the data exchange.

Examples:

- CCMS-V4-DOJ802 Receive Disposition Error Report Notification
 - CCMS receives data from an integration partner.
- CCMS-V4-DOJ901 Send Initial, Subsequent Disposition Notification
 - CCMS sends data to an integration partner.

2.0 Exchange Description

This section outlines the requirements and functional design for the DMV906 Send Failure to Appear Hold Notification data exchange. A court uses this California judicial branch XML schema-based data exchange to send a failure to appear hold abstract (DD5) to the DMV. The court must report a person's violation of the requirement to appear in court relating to a citation/charging document. This transaction is also used to report Owner Responsibility (equipment violations) for Failure To Appear (FTA) status.

The response to this data exchange is returned from the DMV indicating whether the notification has been accepted or rejected, (e.g., message code, code description).

2.1 Capabilities

This service provides the ability for a trial court (service consumer) to **send** a failure to appear hold abstract (DD5) to the DMV (service provider).

2.2 Real World Effects

This service provides the ability for the DMV (service provider) to **receive** a failure to appear hold abstract (DD5) from a trial court (service consumer). This data exchange may be used when a case participant is flagged for failure to appear as an outcome of the FTA enforcement process.

2.3 Related Forms and Exchanges

2.3.1 Business response exchanges

All exchanges subject to a court review have All exchanges subject to a court clerk review have corresponding business response exchanges that describe the outcome of the court clerk's review.

- This data exchange is not subject to a clerk review; consequently, there are no business responses for this data exchange.

2.3.2 Related exchanges

The following related exchanges identify associated exchanges integration partners may use to modify, update, or complete a correlated business process:

- CCMS-V4-DMV902 – Send Abstract of Conviction Notification, which a courts uses to report the initial conviction to DMV, after which the court will precede with the FTA hold notification exchange.
- CCMS-V4-DMV903 – Send Failure to Appear Release Notification, which a court uses to release the FTA hold, and which may follow the FTA Hold notification exchange.

2.3.3 Related forms

“Related forms” refers to forms, reports, or other documents currently used by courts and integration partners for the types of documents that may be included in this data exchange. This list is not exhaustive and is not an authoritative list of documents replaced by the data exchange; it is only for informational purposes.

- There are no related forms.

2.4 Assumptions and Dependencies

The data exchange specification package includes a data mapping specification based on the NIEM- and CCMS-specific definitions used in this exchange. Each integration partner is responsible for mapping, or performing data translations if necessary, for all content (including coded values) sent and received through this exchange.

3.0 Primary and Alternate Information Flows

This section provides a basic description of the exchange sequence and flow between an integration partner and CCMS. It explains the primary scenario for successful delivery and receipt of data exchange content, and alternate flow of information for error and exception handling scenarios. Additional diagrams and descriptions of information flows are found in the “*Data Exchange Functional Guidelines*.”

3.1 Primary Flow

1. CCMS sends a failure to appear hold abstract (DD5) to the ISB.
2. The ISB receives the failure to appear hold abstract, performs schema validation, and forwards the message to the DMV.
3. The DMV receives the message and performs business validations, per the rules outlined in [Section 6.0, Additional Business Rules and Processes](#).
4. The DMV sends the success or failure response to the ISB.
5. The ISB receives the response message, performs schema validation, and forwards the response to CCMS.
6. CCMS receives the response message and takes appropriate action.

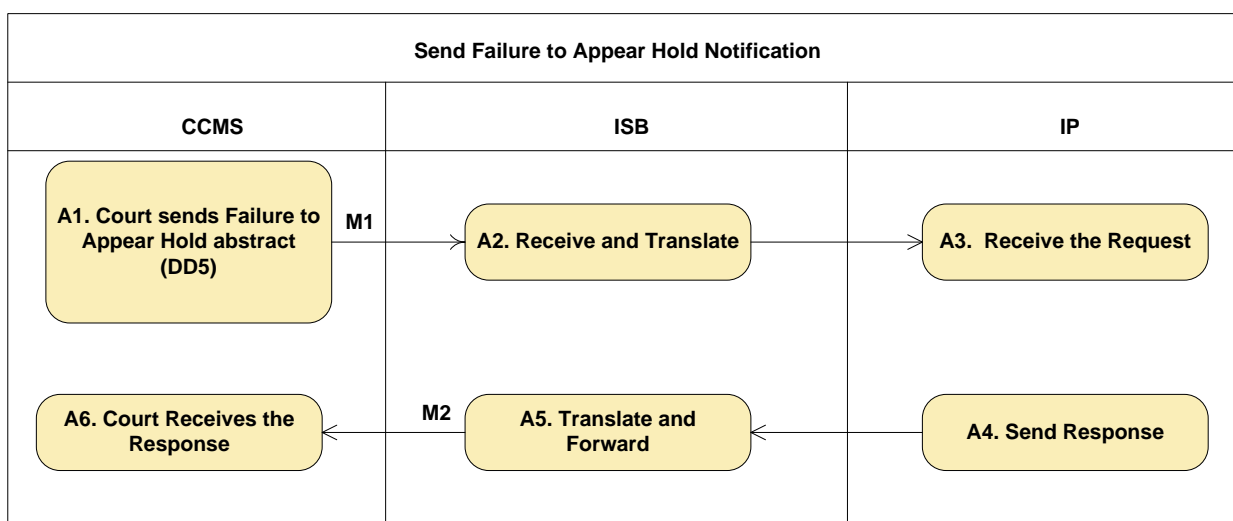


Figure 2. Court Sends Failure to Appear Hold Notification Activity Diagram

3.2 Alternate Flow

This exchange includes three possible alternate flows, depending upon the nature of the problem.

- The ISB returned a positive acknowledgement to the source system (CCMS), and an exception occurs within the ISB, (e.g., schema validation) before the request is

forwarded to the target system (DMV). The ISB handles the exception and sends a response (containing failure reason) to the source system (CCMS).

- The ISB returned a positive acknowledgement to the source system (CCMS), and an exception occurs when the ISB attempts to forward the request to the target system (DMV). The ISB handles the exception and sends a response (containing failure reason) to the source system (CCMS).
- The ISB forwards the request to the target system (DMV) and receives a negative acknowledgement, (e.g., syntactic data error) from the target system. The ISB handles the exception and sends a response (containing failure reason) to the source system (CCMS).

3.3 Messages

A data exchange message⁴ is a complete package of information sent between the courts and an integration partner. This exchange includes two types of messages.

1. Request message
 - a. The Request message contains the action request – FTA hold abstract information, (e.g., participant's driver license number, sections violated) sent by a court to the DMV.
2. Response messages
 - a. The Success Response message contains the action response – FTA hold abstract response, (e.g., participant's driver license number, message code) sent by the DMV to the court.
 - b. The Error Response message containing one or more errors and their description is sent by the DMV to the court. This message informs the court that the request was not successful and corrective action is required.

⁴ As defined in the Justice Reference Architecture v1.8 February 2010.

4.0 Exchange Context

This section provides integration partners with specific information regarding the context of the exchange.

4.1 Triggering Events

A trial court sends the FTA hold abstract information.

- Conditions = None

4.2 Subsequent Events

The DMV is notified and updates its system with the FTA hold abstract information.

- Conditions = None

The trial court accepts and processes the message codes, indicating success or error on the FTA hold abstract, received from the DMV.

- Conditions = None

5.0 Data Exchange Errors and Exceptions

“*CCMS Data Exchange Errors*” contains all exchange specific errors that may occur between an integration partner and CCMS; it includes the following three sections that list error codes, names, and descriptions for each error type:

- **Transient and non-transient errors** may occur while the ISB processes messages.
- **Functional errors** may occur while the ISB or CCMS process messages.
- **Transactional errors** may occur while processing a message in CCMS according to the Business Rule validations identified in [Section 6.0, Additional Business Rules and Processes](#).

6.0 Additional Business Rules and Processes

This section contains additional business rules and process requirements for an integration partner to successfully send or receive information from CCMS. The content of this section reflects specific rules that either cannot or are not enforced in the technical specifications that accompany the onboarding documents, specifically the mapping spreadsheets, exchange schemas, and code schemas. Integration partners must rely on this information to produce and consume valid messages exchanged with CCMS.

6.1 Business Rules

Table 1. Business Rules

Referenced Element	Business Rule Description
Birth date	Must be in numeric DMV format - MMDDYYYY
Court Code	<ul style="list-style-type: none">• Must be a five digit code• Must use same number on all subsequent abstracts sent on same case
Docket Number	Must be the rightmost 7 digits of the citation number if a citation is present on the case, else rightmost seven digits of the case number
State	When state is CA, this element is blank
Transaction Code	Value must be "DD5"
Vehicle License Number	Vehicle's license plate number or the last 6 characters of the VIN

6.2 Allowable Values

This section provides additional information regarding individual allowable values for elements contained in this exchange. Essentially, allowable values come in two forms—AOC codes or Boolean types. This section includes subsections that list elements by each type with specific instructions for each type.

6.2.1 AOC code values

This section provides the schema location for the allowable values and description of elements contained in this exchange. Table 2 identifies the element name as it appears in the mapping spreadsheet, and the name of the specific schema that contains the values and descriptions. All allowable value schemas are found by following this path in the exchange .zip file:

- DMV906/SchemaDefinitions/CAJUD/CommonEnumeration

Table 2. AOC Code Values

Element Name	Schema Name
Error Response	
Error Code	See "CCMS Data Exchange Errors" for a list of errors.
Error Description	See "CCMS Data Exchange Errors" for a list of errors.

6.2.2 Court configurable elements

Each local court has the ability to create, edit, and remove the allowable values for the following data elements within this exchange.

- There are no court configurable data elements.

In practice, many of these values are standard across courts, but integration partners should contact their local court administrator for an authoritative list of the court-specific allowable values. These values will be contained in the Court Policy File, which describes specific court business and operational rules (e.g., hours of operation, code lists, and fee schedules) in a machine-readable format. The Court Policy File for each local court will be developed as part of the CCMS deployment of that court. Integration partners can learn more about the Court Policy File by referring to the “Court Policy File Overview.”

6.2.3 Indicator element allowable values

There are no indicator elements used in this exchange.

6.3 Business Processes

There are no additional business processes that impact the exchange.

6.4 Data Classification

At the time of this writing, no security classifications or restrictions to the data contained in this exchange have been identified.

6.4.1 Privacy considerations

At the time of this writing, no specific privacy considerations for the content contained in this exchange have been identified.

7.0 ISB Message Processing

7.1 Routing

The ISB performs message routing for this data exchange. Routing rules are based on the content contained in the Common Service Header, which is described in the “*CCMS Data Exchange Common Technical Requirements*.”

In addition, the AOC will use the following data elements’ rules to route this exchange to an integration partner:

- Court Code
- Data Exchange Name

7.2 Message Interactions

All messages sent to the ISB are processed synchronously in real-time. This means messages received by the ISB are validated, translated to the appropriate format, and routed to the destination immediately.

- A message is retransmitted every hour until 8:00 a.m. the following day before being declared unsuccessful.

Refer to the “*Data Exchange Functional Design Guidelines*” for an additional description of the message interactions with the ISB and CCMS.

Appendix A. Acronyms

Table 3. Acronyms

Acronym	Name
ACCMS	Appellate Court Case Management System
AOC	Administrative Office of the Courts
CCMS	California Case Management System
CCTC	California Courts Technology Center
CEB	Common Element Block
DI	data integration
F&F	Fees and Fines
FTA	Failure To Appear
IP	integration partner
ISB	Integrated Services Backbone
LIAM	Local Integration Assessment Methodology
NIEM	National Information Exchange Model
OWSM	Oracle Web Services Management
RRA	request/reply-asynchronous
RRS	request/reply-synchronous
SDD	Service Description Document
SLA	service level agreement
SME	subject matter experts
URL	Universal Resource Locator
WSDL	Web Services Description Language
XML	eXtensible Markup Language