



Service Description Document: CCMS Data Exchange INI804

COURT RECEIVES CASE INITIATION
FILING - SMALL CLAIMS
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ADMINISTRATIVE OFFICE
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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	INI804 Data Exchange Specification	Deloitte Consulting/AOC/SEARCH
1.0.0	June 2011	Service Description Document: CCMS EFL902 – Court Sends Clerk Review Rejection Notification	Optimum Technology
1.0.0	June 2011	Service Description Document: CCMS Data Exchange INI816 Court Receives Subsequent Case Filing	Optimum Technology
1.0.0	June 2011	Service Description Document: CCMS Data Exchange INI923 Court Sends Case Initiation Filing – Small Claims Confirmation 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	6
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	8
3.3	Messages	8
4.0	Exchange Context.....	11
4.1	Triggering Events	11
4.2	Subsequent Events.....	11
5.0	Data Exchange Errors and Exceptions	13
6.0	Additional Business Rules and Processes.....	15
6.1	Business Rules.....	15
6.2	Allowable Values	28
6.2.1	AOC code values	29
6.2.2	Court configurable items	32
6.2.3	Indicator element allowable values	33
6.3	Business Processes	35
6.4	Data Classification	35
6.4.1	Privacy considerations.....	35
7.0	ISB Message Processing.....	37
7.1	Routing	37
7.2	Message Interactions	37
Appendix A.	Acronyms	39

List of Figures

Figure 1. Implementation Phases	2
Figure 2. Court Receives Case Initiation Filing – Small Claims Activity Diagram.....	7

List of Tables

Table 1. Business Rules	15
Table 2. AOC Code Values	29
Table 3. Acronyms.....	39

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 exchange content requirements and related business requirements needed for the trial court to receive a case initiating filing document from an integration partner to initiate a small claims case.

Integration partners most likely to use this data exchange include:

- Electronic filing service providers

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.

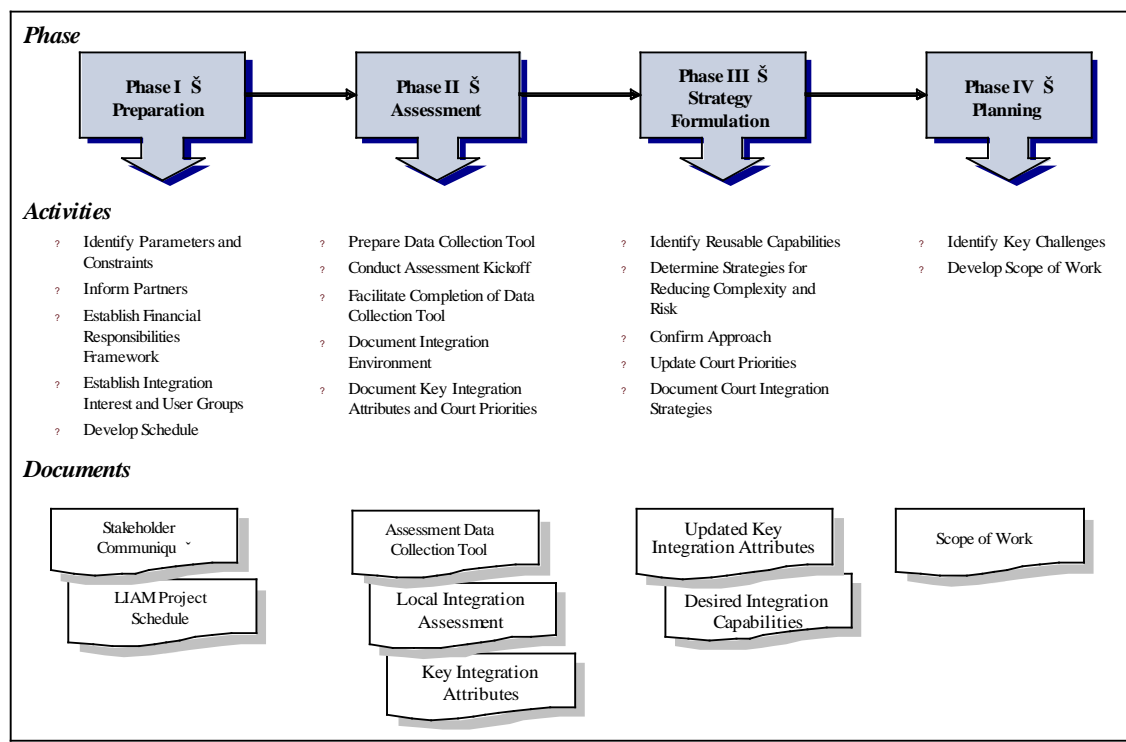


Figure 1. Implementation Phases

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

The 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>

² <http://niem.gov/>

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

Where:

- *Application* is CCMS
- *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.
 - CCMS sends data to the integration partner.

2.0 Exchange Description

This section outlines the requirements and functional design for the INI804 Receive Case Initiation Filing – Small Claims data exchange. A trial court uses this California judicial branch XML schema-based data exchange to receive a case initiating filing document from an integration partner to initiate a small claims case.

The response to this data exchange indicates successful delivery of the incoming request to the CCMS or an error message if an error is encountered. In case of successful delivery, the entire set of request data is echoed back to the integration partner along with a confirmation message. In case of error, an error message is sent back with a description of the error.

This data exchange, like all exchanges subject to a court clerk review, uses several Common Element Blocks (CEBs). A CEB is a set of related data elements that appear in multiple court data exchanges. CEBs allow court and integration partner development staff to define a business concept once, (e.g., case filing, case participant, payment, and scheduling information) and reuse these groups across exchanges rather than listing them individually for each exchange. Adopting this CEB approach and emphasizing reuse increases efficiencies by reducing the amount of redundant programming during implementation.

2.1 Capabilities

This service provides the ability for a trial court (service provider) to **receive** a case initiating filing document from an integration partner (service consumer) to initiate a small claims case.

2.2 Real World Effects

This service provides the ability for an integration partner (service consumer) to **send** a case-initiating document to the trial court (service provider) to initiate a small claims case. This exchange is used when an integration partner submits a small claims case-initiating filing document for a client for a jurisdictional amount of less than or equal to \$7,500.

2.3 Related Forms and Exchanges

2.3.1 Business response exchanges

All exchanges subject to a court clerk review have corresponding “business response” exchanges that describe the outcome of the court clerk’s review. One of two exchanges handles the subsequent business response to this data exchange:

- The CCMS-V4-EFL902 Send Clerk Review Rejection Notification exchange, which contains rejection information in response to the court clerk’s review of the initial filing.
- The CCMS-V4-INI923 Send Case Initiation Filing – Small Claims Confirmation Notification data exchange, which confirms the initial filing successfully passed the clerk review and contains the pertinent case filing information.

2.3.2 Related exchanges

The related exchanges identify associated exchanges integration partners may use to modify, update, or complete a correlated business process. All amended and additional case filings are received by the trial court using the CMSV4-INI816 Receive Subsequent Case Filing data 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 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 using 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 the “alternate” flow of information for error and exception handling scenarios. Additional diagrams and descriptions of information flows are found in the *“Data Exchange Functional Design Guidelines.”*

3.1 Primary Flow

1. An integration partner sends a case initiation filing request to the IISB.
2. The ISB receives the case initiation filing request, performs schema validation, and forwards the message to CCMS.
3. CCMS receives the message and performs business validations on the data exchange per the rules outlined in [Section 6.0, Additional Business Rules and Processes](#).
4. CCMS sends a success or failure response to the ISB.
5. The ISB receives the response message, performs schema validation, and forwards the response to the integration partner.
6. The integration partner receives the response and takes appropriate action.

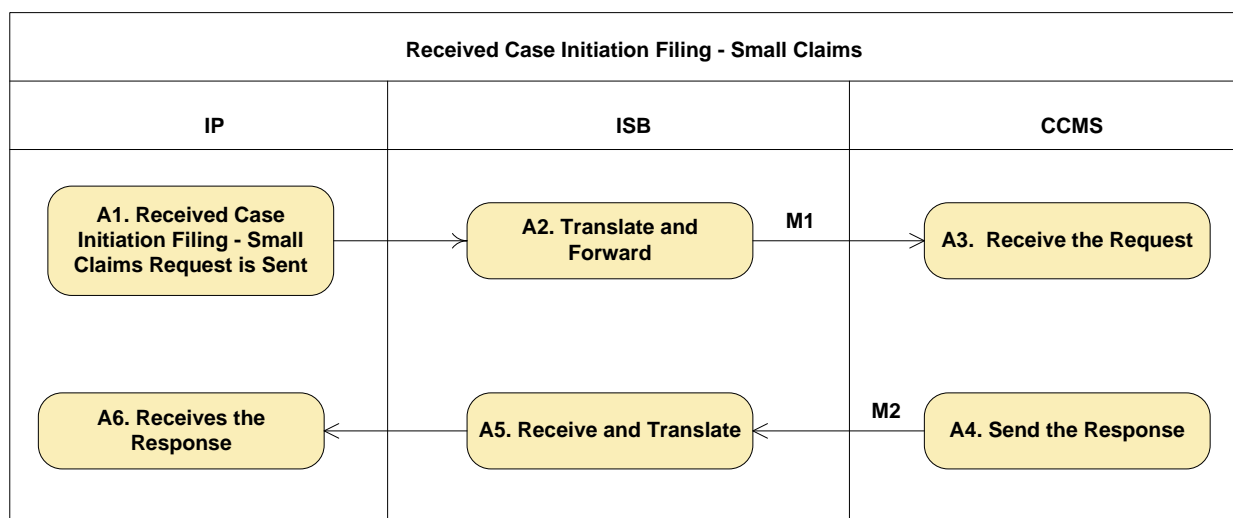


Figure 2. Court Receives Case Initiation Filing – Small Claims Activity Diagram

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 (integration partner), and an exception occurs within the ISB, (e.g., schema validation) before the request is forwarded to the target system (CCMS). The ISB handles the exception and sends a response (containing failure reason) to the source system (the integration partner).
- The ISB returned a positive acknowledgement to the source system (integration partner), and an exception occurs when the ISB attempts to forward the request to the target system (CCMS). The ISB handles the exception and sends a response (containing failure reason) to the source system (integration partner).
- The ISB forwards the request to the target system (CCMS) 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 (integration partner).

3.3 Messages

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

1. Request message
 - a. The Request message contains the case initiation filing request from an integration partner to a court. This exchange contains the small claims case information (e.g., participants, filing document, and filed by/refers to identifier).
2. Response messages
 - a. The Success Response message contains delivery confirmation data with status information (e.g. 'Received'), along with the original request message echoed back to the sender. The Success Response message informs the integration partner that CCMS received the request, and the court clerk will perform a subsequent and separate review.
 - b. The Error Response message contains error and error descriptions sent by the court to the originating integration partner. This message informs the integration partner that the request was not successful and corrective action is required.

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

3. Business Response messages

- a. The CCMS-V4-INI923 Send Case Initiation Filing – Small Claims Confirmation Notification data exchange is the subsequent business response to this exchange. This exchange confirms the initial filing successfully passed the clerk review process and contains the pertinent case filing information.
- b. The CCMS-V4-EFL902 Send Clerk Review Rejection Notification exchange contains rejection information in response to the court clerk's review of the initial filing. This message informs the originating integration partner that the small claims filing did not pass the court clerk review and corrective action is required.

4.0 Exchange Context

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

4.1 *Triggering Events*

An integration partner sends the trial court the case initiating filing (plaintiff's claim).

- Conditions = None

4.2 *Subsequent Events*

The court reviews the filing for subsequent processing.

- Conditions = None

5.0 Data Exchange Errors and Exceptions

The document titled “*CCMS Data Exchange Errors*” contains all exchange specific errors that may occur between an integration partner and CCMS. It includes three sections that list error codes, names, and descriptions for each type below.

- **Transient and Non-Transient Errors** may occur while the message is processed by the ISB.
- **Functional Errors** may occur while processing messages in the ISB or CCMS.
- **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.

This data exchange uses several CEBs, which contain an over-inclusive set of data elements that may or may not be required for this data exchange. Consequently, Table 1 may include errors that do not apply to this exchange and integration partners should disregard these types of errors accordingly. Shaded elements indicate that the element appears multiple times in the data exchange and may have unique rules depending on the context of its use.

6.1 Business Rules

Table 1. Business Rules

Referenced Element	Business Rule Description
	Request
Accept Judicial Officer	Applicable only when Filing Type is "Case Management"
Additional Facts	<ul style="list-style-type: none"> Only applicable if "Other" indicator is sent Applicable to "Small Claims" case type
Address Type	<ul style="list-style-type: none"> Required if the Payment Method is "Online Credit Card" Required when Preferred Mode of Delivery is "Postal Address"
ADRProgram	<ul style="list-style-type: none"> Applicable when Filing Type is "Alternative Dispute Resolution" Values are a combination of the ADR Program Name and the Assigned Neutral
Amended	<ul style="list-style-type: none"> Required if this is an amendment. Not applicable when the Filing Type is: <ul style="list-style-type: none"> Transferred Filings Trial By Declaration
Amount Not to Exceed	<ul style="list-style-type: none"> Digits can be 0-9 Amount must match the total amount owed Only available when the Payment Method is "Online Credit Card"
Amount Received	<ul style="list-style-type: none"> Digits can be 0-9 Only applicable when Payment Method is "E-Filing" (CEB07) Branch: Court.Case.PaymentRecord <ul style="list-style-type: none"> Required if the Fee branch is populated for any filing and the Fee Amount is greater than zero.
Amount Received \$	Must be greater than zero
Association Type	If the Person/Entity is a statewide participant, the data will not display in other counties.
Attachment .JPG or .JPEG or .GIF	Must be in .JPG, .JPEG, or .GIF format and less than 100 KB in size
Attorney-Client Fee Dispute	<ul style="list-style-type: none"> Applicable to "Small Claims" case type Applicable if "Yes" for Attorney-Client Fee Dispute

Referenced Element	Business Rule Description
Begin Date	<ul style="list-style-type: none"> YYYY-MM-DD format Field available based on the ID Type selected. Required for the following ID Types: <ul style="list-style-type: none"> Passport Card Number Passport Number
Birth Country	<ul style="list-style-type: none"> State/Birth State is available only when Birth Country is “United States of America” Only valid when Category is “Person”
Birth State	<ul style="list-style-type: none"> State/Birth State is available only when Birth Country is “United States of America” Only valid when Category is “Person”
Body Part	Only valid when Category is “Person”
Body Style	If the Person/Entity is a statewide participant, this data will not display in other counties.
Bond Amount	Only applicable when the Filing Type is: <ul style="list-style-type: none"> Appeals Case Initiation Estates Stays
Box No.	<ul style="list-style-type: none"> Required if Address Type is “Military A.P.O. Box” Required if Address Type is “Military F.P.O. Box”
Box Number	Allowable only when the Address Type is “Military” (CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address <ul style="list-style-type: none"> The address is required if the Payment Method is “Online Credit Card”
Build	Only valid when Category is “Person”
Building	<ul style="list-style-type: none"> Required if the Resource Type is “Department” Available when a Location value is selected Not available when the Scheduling Option is “Reserved”
Calendar Type	Not available when the Scheduling Option is “Reserved”
CalWorks or TANF	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
CAPI	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Card Number (Card No.)	<ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Card number must contain the correct number of digits for card type selected (Visa/MC/Discover = 16 and Amex = 15)
Card Type	Only applicable when Payment Method is “Online Credit Card”
Case Category	<ul style="list-style-type: none"> Allowable value is: <ul style="list-style-type: none"> Small Claims
Case Number	External Case No. and V4 Case No. are mutually exclusive and only one or the other may be sent.
Case Participant XML ID	<ul style="list-style-type: none"> Must be unique and must be sequential starting with the number 1 Must be an existing Case Participant XML ID
Case Participant XML ID for Associate	Must be an existing Case Participant XML ID

Referenced Element	Business Rule Description
Case Settled for 10k	<ul style="list-style-type: none"> Allowable values are: <ul style="list-style-type: none"> Case settled for \$10,000 or more = M Case settled for less than \$10,000 = L Applicable when Filing Type is “Notices”
Case Sub-Type	Values dependent on case type
Challenged Judicial Officer	Only applicable when Filing Type is “Challenge”
Change in Financial Situation	Allowable values are: <ul style="list-style-type: none"> End Fee Waiver = E Request Court Review = R
City	<ul style="list-style-type: none"> Required when Country selected is “United States of America” When Address Type is “Military A.P.O.” or “Military F.P.O.” the City element must be populated with one of the StateCodeSimpleType values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Claim Against Government Agency	Applicable to “Small Claims” case type
Claim is about personal, family, or household goods	Applicable to “Small Claims” case type
Claim is about retail installment	Applicable to “Small Claims” case type
Claim is about vehicle finance	Applicable to “Small Claims” case type
Class	Required for the following ID Types: <ul style="list-style-type: none"> Driver’s License Number
Code	Only valid when Category is “Person”
Color	If the Person/Entity is a statewide participant, the data will not display in other counties.
Commercial Vehicle	If the Person/Entity is a statewide participant, the data will not display in other counties.
Conditional Settlement Date to Dismiss	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only applicable when Filing Type is “Notices” Applicable only when Filing Document is “Notice of Settlement”
Costs \$	<ul style="list-style-type: none"> Only applicable when Case Category is “Small Claims” Must be a valid currency amount.
Country	<ul style="list-style-type: none"> Required for the following ID Types: <ul style="list-style-type: none"> Passport Card Number Passport Number When Address Type is “International Address” United States of America is not an applicable selection. Does not display when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box” <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online

Referenced Element	Business Rule Description
	Credit Card”
County	Required for the following ID Types: <ul style="list-style-type: none"> County ID Number Death Certificate Number Other ID Card Number Probation Department Juvenile (PDJ) Number Probation Number
County Relief or General Assistance	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Court Code	(CEB09) Branch: Court.EFilingCourtInformation <ul style="list-style-type: none"> Must be a number ranging from 1 to 58
	(CEB10) Branch: Court.Case.CaseNumber.CCMS-V4CaseNumber <ul style="list-style-type: none"> Required if a Case Amendment
Court-Appointed Interpreter Fees for a Witness	Applicable when Filing Type is “Fee Waiver-Additional”
CVV2	<ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Must contain the correct number of digits for the card type selected (Visa/MC/Discover = 3 and Amex = 4).
Date Able to Pay Court Fees and Costs After	<ul style="list-style-type: none"> YYYY-MM-DD Applicable when Filing Type is “Notices” and Change in Financial Situation value is “E”
Date Claim Filed	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable if “Yes” for Claim Against Government Agency Applicable to “Small Claims” case type
Date of Bankruptcy	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable when the Filing Type is: <ul style="list-style-type: none"> Requests Stipulation Stays
Date of Birth	<ul style="list-style-type: none"> YYYY-MM-DD Only valid when Category is “Person”
Date of Birth Type	Only valid when Category is “Person”
Date of Death	<ul style="list-style-type: none"> YYYY-MM-DD Only valid when Category is “Person”
Date of Last Court Fee Waiver Order	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable when Filing Type is “Notices”
Date of Last Granted Fee Waiver Order	<ul style="list-style-type: none"> Applicable when Filing Type is “Fee Waiver-Additional” Must be in date format: YYYY-MM-DD
Date of Service	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable when Filing Type is “Proof of Service – General”
Day of Week	Not available when the Scheduling Option is “Reserved”
DBA Name	Required when Name Type is “DBA” or “FDBA”
Decline Judicial Officer	Decline Judicial Officer can only be sent when the Filing Type is “Case Management”
Defective	Only applicable when the Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Defendant is on active military duty	Applicable to “Small Claims” case type

Referenced Element	Business Rule Description
Demand Amount	<ul style="list-style-type: none"> • Digits allowed are 0-9 • Applicable to “Small Claims” case type • Must be a numerical value • Amount must be \$7500 or less if Plaintiff is a natural person • Amount must be \$5000 or less if Plaintiff is not a natural person (Entity, Government Agency, or Trust)
Demand Description	Applicable to “Small Claims” case type
Demanded Money	Applicable to “Small Claims” case type
Department	<ul style="list-style-type: none"> • Required if the Resource Type is Department. • Available when a Building value is selected. • Not available when the Scheduling Option is “Reserved”
Description of How Money was Calculated	Applicable to “Small Claims” case type
Descriptor	The address is required if the Payment Method is “Online Credit Card” or if Preferred Mode of Delivery is “Postal Address”
Direction	<ul style="list-style-type: none"> • Not available when Address Type is “Military,” “P. O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box” (CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address <ul style="list-style-type: none"> • The address is only required if the Payment Method is “Online Credit Card”
District	<ul style="list-style-type: none"> • Required if the Resource Type is Department. • Available only when the Resource Type is Department.
Effective Date	YYYY-MM-DD
Electronic Address	Address must contain an “@” character and the “@” cannot be the first or the last character.
End Date	<ul style="list-style-type: none"> • YYYY-MM-DD • Applicable to “Small Claims” case type
Entity Contact Person	Not applicable when Category is “Person”
Event Date	<ul style="list-style-type: none"> • Must be in date format: YYYY-MM-DD • Date can be either a future or past date • Required if “Use Date Below” or “Override Conflict Checks” is selected.
Event Date Time	<ul style="list-style-type: none"> • Must be in date format: YYYY-MM-DD. Note that slashes or hyphens between numbers are not required. • Time must be in valid time format (00:00). Note that colon between numbers is not required. • Date can be either a future or past date • Required if “Use Date Below” or “Override Conflict Checks” is selected. • Not available when the Scheduling Option is “Reserved” • Required if “Use Date Below” is selected and “Night Court” is not selected
Event Notes	Not available if the Scheduling Option is “Scheduled”
Event Type	Not available when the Scheduling Option is “Reserved”
Ex Parte	Only applicable when the Filing Type is: <ul style="list-style-type: none"> • Order to Show Cause • Motions

Referenced Element	Business Rule Description
Expiration Date	<ul style="list-style-type: none"> • YYYY-MM-DD • Required for the following ID Types: <ul style="list-style-type: none"> ○ California State ID ○ Driver's License Number ○ Other ○ Other ID Card Number ○ Passport Card Number ○ Passport Number
Expiration Date – Month (Expiration Date Month)	<ul style="list-style-type: none"> • Date is later than the current date • Required when Payment Method is “Online Credit Card”
Expiration Date – Year (Expiration Date Year)	<ul style="list-style-type: none"> • Date is later than the current date • Digits can be 0-9 • Required when Payment Method is “Online Credit Card” • Date must be later than current system date.
Extension	<ul style="list-style-type: none"> • Value is numeric • Digits can be 0-9
External Case Number	External Case No. and CCMS Case No. are mutually exclusive and only one may be present.
Eye Color	Only valid when Category is “Person”
Fees for a Peace Officer to Testify in Court	Applicable when Filing Type is “Fee Waiver-Additional”
Fees for Court-Appointed Experts	Applicable when Filing Type is Fee Waiver-Additional
FEIN Number	Not applicable when Category is “Person”
FFA Amount	Digits must be 0-9
Filed By Case Participant XML ID	<ul style="list-style-type: none"> • Must be an existing Case Participant XML ID. • For each filing, the Filed By Case Participant XML ID and the Refers To Case Participant XML ID are mutually exclusive; only one can be sent. • The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing. • Each case participant has a Case Participant XML ID; all Case Participant XML IDs must be used as a Filed By or a Refers To case participant on at least one filing.
Filing Document	<ul style="list-style-type: none"> • Blank when the document is an attachment. • Sealed documents must be accompanied by a lead filing document indicating there are sealed filings in the e-filing. Only the lead document is visible to the clerk. • Each defendant in an FMI case must have at least one filing document.
Filing Document PDF	<ul style="list-style-type: none"> • PDF Attachment Only • Required for the lead document. PDF for additional documents is optional. • Not applicable when Case Category is “NCF”
Filing XML ID	The Filing XML ID for the first filing document must be sequential for each filing (beginning with the number 1) and must be unique.
Financial Assistance	Applicable only if participant is receiving financial assistance under one of the fee waiver programs
First Name	<ul style="list-style-type: none"> • Only applicable when Participant Category is “Person”
Food Stamps	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Franchise Site Number	Not applicable when Category is “Person”
Gender	Only valid when Category is “Person”

Referenced Element	Business Rule Description
Habitual Residence	<ul style="list-style-type: none"> “Other Habitual Residence” only available when Habitual Residence is “Other.” Only valid when Category is “Person.” Values are: “United States” and “Other”
Had Arbitration	Only applicable if “Yes” for Attorney-Client Fee Dispute
Hair Color	Only valid when Category is “Person”
Has Special Needs	<ul style="list-style-type: none"> “Special Needs” only available when Has Special Needs is “Y.” Only valid when Category is “Person”
Height in Feet	<ul style="list-style-type: none"> Value must be greater than zero. Only valid when Category is “Person”
Height in Inches	<ul style="list-style-type: none"> Value must be greater than or equal to zero but less than 12. Only valid when Category is “Person”
ID Type	<ul style="list-style-type: none"> Required if a number is entered The following is a list of ID Types that can be Case Defaulted Identifiers: <ul style="list-style-type: none"> ○ CII Number ○ Driver’s License Number ○ FBI Number ○ INS Number ○ NCIC Number ○ Sheriff’s Bureau of Investigation Number ○ Social Security Number
ID Value	ID Value should be populated if ID Type is selected.
If No Specific Date, Start Date	<ul style="list-style-type: none"> YYYY-MM-DD Applicable to “Small Claims” case type
IHSS	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Improved Financial Situation	Applicable when Filing Type is “Fee Waiver-Additional”
Insufficient Income	<ul style="list-style-type: none"> Allowable values are: <ul style="list-style-type: none"> ○ Waive all Court Fees = A ○ Waive some of the Court Fees = S ○ Make payments over time = T Only applicable when Filing Type is “Fee Waiver”
Integration Partner Phone Number	Digits can be 0-9
Internal	Required for the following ID Types: <ul style="list-style-type: none"> Employee ID Number
Interpreter Required	<ul style="list-style-type: none"> Available only when Case Category is Felony, Misdemeanor or Infraction If the case is a Felony, Misdemeanor or Infraction and there are co-defendants, the Interpreter Required and Language fields are not available.
Involves Automobile Accident	Applicable to “Small Claims” case type
Item	Only valid when Category is “Person”

Referenced Element	Business Rule Description
Judicial Officer	<ul style="list-style-type: none"> • Applicable only when no value is entered for Department. • Only applicable when Filing Type is: <ul style="list-style-type: none"> ○ Amendment ○ Appeals ○ Applications ○ Attachments & Supplementals ○ Case Management ○ Challenge ○ Correspondence ○ Declarations/ Affidavits/ Statements ○ Ex Parte ○ Exhibits/ Briefs/ Receipts ○ Fee Waiver ○ Fee Waiver- Additional ○ Inventories/ Appraisals/Reports ○ Judgment/ Dismissal ○ Letters ○ Motions ○ Notices ○ Objections/ Responses ○ Opposition/ Replies ○ Orders ○ Order to Show Cause ○ Petitions ○ Proof ○ Protective/Restraining Orders ○ Reports ○ Requests ○ Stipulation ○ Transcripts ○ Vexatious Litigants ○ Warrants/Issuance Returns
Jurisdictional Amount	<p>Required if the Case Category is:</p> <ul style="list-style-type: none"> • Small Claims • Civil Limited • Civil Unlimited • Probate • Mental Health
Jury Fees and Expenses	Applicable when Filing Type is “Fee Waiver-Additional”
Jury Requested	Only applicable when the Filing Type is “Trial/Hearing Setting”
Language	<ul style="list-style-type: none"> • If the case is a Felony, Misdemeanor or Infraction and there are co-defendants, the Interpreter Required and Language fields are not available. • If a language is selected, Interpreter Required is automatically checked – unless the Resource Type is FCS Mediator. • Primary Language only available when Category is “Person”
Last Name	<ul style="list-style-type: none"> • Only applicable when Participant Category is “Person”
Lawyer has agreed	<p>Only applicable when Filing Type is:</p> <ul style="list-style-type: none"> • Fee Waiver – Additional • Fee Waiver
Left/Right/Both	Only valid when Category is “Person”

Referenced Element	Business Rule Description
Location	<ul style="list-style-type: none"> Required if the Resource Type is “Department” Available when a District value is selected Not available when the Scheduling Option is “Reserved”
Long Cause	Only applicable when the Filing Type is “Trial/Hearing Setting”
Make	If the Person/Entity is a statewide participant, the data will not display in other counties.
Medi-Cal	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Middle Name	<ul style="list-style-type: none"> Only applicable when Participant Category is “Person”
Model	If the Person/Entity is a statewide participant, the data will not display in other counties.
More than 12 Claims Indicator	Applicable to “Small Claims” case type
Name of Defendant on active military duty	<ul style="list-style-type: none"> Enabled if Defendant is on active military duty = “Yes” Applicable to “Small Claims” case type
Name on Card	Required when Payment Method is “Online Credit Card”
Name Type	<p>Allowable values for “Juvenile” and “Family Law” Case Categories are:</p> <ul style="list-style-type: none"> (Null) AKA (Also Known As) DBA (Doing Business As) ESA (Erroneously Sued As) FDBA (Formerly Doing Business As) FKA (Formerly Known As) Alias Filed As True Name Moniker <p>Allowable values for “Civil,” “Small Claims,” “Mental Health,” “Probate,” and “Appeals” Case Categories are:</p> <ul style="list-style-type: none"> AKA (Also Known As) DBA (Doing Business As) ESA (Erroneously Sued As) FDBA (Formerly Doing Business As) Alias Name on Case (Null) <p>Allowable values for “FMI,” “NCF,” and “Tracking” Case Categories are:</p> <ul style="list-style-type: none"> (Null) AKA (Also Known As) DBA (Doing Business As) Alias Filed As True Name Moniker
Night Court	Not available when the Scheduling Option is “Reserved”

Referenced Element	Business Rule Description
Organization Name	<p>(CEB05) Branch: Court.Case.Participant.ParticipantName.Entity Name</p> <ul style="list-style-type: none"> Only applicable when Participant Category is “Entity,” “Gov’t Agency,” or “Trust” <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information.Payor.Entity</p> <ul style="list-style-type: none"> Applicable only when the “Non Case Participants.Person” branch is not sent
Other	Applicable when Case Category is “Small Claims”
Other Agency Receipt	Only applicable when Payment Method is “E-Filing”
Other Fees	Other Fees Requested field will be checked if this field is populated
Other Habitual Residence	Available only when Habitual Residence is “Other”
P O Box Number (P. O. Box Number, P O Box)	<ul style="list-style-type: none"> Applicable and required only when Address Type is “P.O. Box” <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Participant ID	<p>(CEB08) Branch: Court.Case.Event.Language</p> <ul style="list-style-type: none"> Used to send the Language for participants on non-FMI cases <p>(CEB08) Branch: Court.Case.Event.ResourceInformation.Person</p> <ul style="list-style-type: none"> Required if the Resource Type is <u>not</u> “Department” Cannot be sent if the Resource Type is “Department”
Party Address	<ul style="list-style-type: none"> Applicable when Filing Type is “Notices” Case Settled for 10k is “M”
Party Name	<ul style="list-style-type: none"> Applicable when Filing Type is “Notices” Case Settled for 10k is “M”
Payment Method	<ul style="list-style-type: none"> Required unless the payment is from a trust or is a Transfer Payment transaction. Values are configurable by the court. For credit card payments through e-filing, must use credit card transactions with online authorization. Allowable values are: <ul style="list-style-type: none"> EF (E-Filing) OCC (Online Credit Card) <p>(CEB07) Branch: Court.Case.PaymentRecord</p> <ul style="list-style-type: none"> Required if the Fee branch is populated for any filing and the Fee Amount is greater than zero. Payment Methods are mutually exclusive and only one can be sent
Payor First Name (First Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role”
Payor Last Name (Last Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role”

Referenced Element	Business Rule Description
Payor Middle Name (Middle Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role”
Phone Number (Phone No.)	Digits can be 0-9 Must support international phone numbers
Phone Type	<ul style="list-style-type: none"> Required if “Select As Primary Number” or “International Phone Number” is selected. User may only enter one of each phone type per address.
Preferred Mode of Delivery	<ul style="list-style-type: none"> If Receives Notice is “Y,” Preferred Mode of Delivery is required. If Preferred Mode of Delivery is “Postal Address,” at least one Address must be selected as Case Default. If Preferred Mode of Delivery is “E-Mail Address,” at least one E-mail address must be selected as Case Default. If Preferred Mode of Delivery is “Web Service Address,” at least one Web Service Address must be selected as the Case Default. Allowable values are: <ul style="list-style-type: none"> Blank = <Blank> Postal Address = M Email Address = E
Primary Vehicle	<ul style="list-style-type: none"> If the Person/Entity is a statewide participant, the data will not display in other counties. Only one vehicle can be selected as the Primary Vehicle
Province	<ul style="list-style-type: none"> Not available when Country is United States Not applicable when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box” (CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Race	Only valid when Category is “Person”
Reason why Money Wasn’t Demanded	<ul style="list-style-type: none"> Required if “No” was selected in Demanded Money Applicable to “Small Claims” case type
Receives Notice	If Receives Notice is “Y,” Preferred Mode of Delivery is required
Refers to Case Participant XML ID	<ul style="list-style-type: none"> Must be an existing Case Participant XML ID. For each filing, the Filed By Case Participant XML ID and the Refers To Case Participant XML ID are mutually exclusive; only one can be sent. The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing. Each case participant has a Case Participant XML ID; all Case Participant XML IDs must be used as a Filed By or a Refers To case participant on at least one filing.
Relationship	If the Person/Entity is a statewide participant, the data will not display in other counties.
Reporters’ Daily Fees	Applicable when Filing Type is Fee Waiver-Additional
Request to Waive Court Fees	Only applicable when Filing Type is “Fee Waiver”
Requested Waiver in Last Six Months	Only applicable when Filing Type is “Fee Waiver”

Referenced Element	Business Rule Description
Role	If the Person/Entity is a statewide participant, the data will not display in other counties.
Scheduling Notes	Not available when the Scheduling Option is “Reserved”
Scheduling Options	<ul style="list-style-type: none"> Not available if the event has a status of “Scheduled” Values in the drop down will include: <ul style="list-style-type: none"> Scheduled Reserved
Service Effective Date	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable when the service is effective on the case and Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Service Fees (from POS) \$	Only applicable when Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Settlement Received	Only applicable when Filing Type is “Notices”
Short Cause	Only applicable when Filing Type is “Trial/Hearing Setting”
Skin Tone	Only valid when Category is “Person”
Special Needs	<ul style="list-style-type: none"> Available only when Has Special Needs is “Y” Only valid when Category is “Person”
SSI	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
SSP	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”

Referenced Element	Business Rule Description
State	<p>(CEB05) Branch: Court.Case.Participant.PositionType</p> <ul style="list-style-type: none"> Required if Bar Number is entered <p>(CEB05) Branch: Court.Case.Participant.IDInfo</p> <ul style="list-style-type: none"> Required when “Driver’s License Number” is used Applicable when any of the following ID Types are used: <ul style="list-style-type: none"> Driver’s License Number ID Number Other ID Card Number Professional License Number <p>(CEB05) Branch: Court.Case.Participant.Address</p> <ul style="list-style-type: none"> Required when Country is “United States” Not allowed when Address Type is “International” When Address Type is “Military A.P.O.” or “Military F.P.O.” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP <p>(CEB05) Branch: Court.Case.Participant.EmployerInfo.Address</p> <ul style="list-style-type: none"> Required if the Preferred Mode of Delivery is “Postal Address” <p>(CEB05) Branch: Court.Case.Participant.VehicleInfo</p> <ul style="list-style-type: none"> Required when “Driver’s License Number” is used Applicable when any of the following ID Types are used: <ul style="list-style-type: none"> Driver’s License Number ID Number Other ID Card Number Professional License Number <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Street Name	<ul style="list-style-type: none"> Applicable only when Address Type is not “P.O. Box” <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Street Number (Street No.)	<ul style="list-style-type: none"> Not applicable when Address Type is “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box” <p>(CEB07) Branch: Court.Case.PaymentRecord.PayorInformation. Payor.Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Street Type	<ul style="list-style-type: none"> Applicable only when Address Type is not “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box” <p>(CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address</p> <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”

Referenced Element	Business Rule Description
Submitted Date/Time	Time Stamp
Subpoena – Service Fee \$	Only applicable when Case Category is “Small Claims”
Suffix	(CEB05) Branch: Court.Case.Participant.ParticipantName.Person Name <ul style="list-style-type: none"> Applicable only when Participant Category is “Person”
	(CEB07) Branch Court.Case.PaymentRecord.PayorInformation. Payor.Person <ul style="list-style-type: none"> Not applicable if the “Non Case Participants.Entity branch is sent
Superior Court	Only applicable when Filing Type is “Fee Waiver”
Supreme Court or Appellate Division	Only applicable when Filing Type is “Fee Waiver”
Unconditional Settlement Date to Dismiss	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only applicable when the Filing Type is “Notices” Applicable only when Filing Document is “Notice of Settlement”
Unconditional Settlement Date of Settlement	<ul style="list-style-type: none"> YYYY-MM-DD Only applicable when the Filing Type is “Notices” Applicable only when Filing Document is “Notice of Settlement”
Unit Number	<ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Vehicle Identification	<ul style="list-style-type: none"> Maximum length is 17 digits. If field contains less than 10 characters, it is saved as the Vehicle Lic. No. If field contains more than 10 characters, it is saved as a VIN No.
Weight	<ul style="list-style-type: none"> Must be a positive numeric value. Only valid when Category is “Person”
When did this happen	<ul style="list-style-type: none"> YYYY-MM-DD Applicable to “Small Claims” case type
Where a contract was made	Only applicable when Case Category is “Small Claims”
Year	If the Person/Entity is a statewide participant, the data will not display in other counties.
Zip Code	<ul style="list-style-type: none"> Required when Country is United States Digits can be 0-9 Must be 5 or 9 digits when Country is “United States of America” When Country is NOT “United States of America” there is no standard input (CEB07) Branch: Court.Case.PaymentRecord.Payor Information. Payor. Address <ul style="list-style-type: none"> The address is only required if the Payment Method is “Online Credit Card”
Success Response	
Echoes back the Request plus the following:	
Status	Allowable values = “Received”

6.2 Allowable Values

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

- INI804/SchemaDefinitions/CAJUD/CommonEnumeration

Table 2. AOC Code Values

Element Name	Schema Name
Request	
Address Type	AddressType.xsd
Association Type	AssociationType.xsd
Birth Country	Country.xsd
Birth State	State.xsd
Body Part	ScarsMarksTattoosBodyPart.xsd
Build	PersonBuild.xsd
Card Type	CreditCardType.xsd
Country	Country.xsd
County	County.xsd
Date of Birth Type	DOBType.xsd
Day of Week	<p>WeekDay.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> • Monday = MONDAY • Tuesday = TUESDAY • Wednesday = WEDNESDAY • Thursday = THURSDAY • Friday = FRIDAY
Direction	StreetDirection.xsd

Element Name	Schema Name
External Case Xref Type	ExternalCaseType.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • Booking Number = BKGNUMBR, BKNUMBR, BOOKNUM • CDSS = CDSSNUMBR • Citation Number = CITNUM • City Attorney Case File Number = CACFNUM • Companion = CMPNAIN • CWS Number = CWSNUMBR • DA Case File Number = DACSNUMBR, DCFNUM • DCA Appeals Case Number = DACNUM, DCAACN, DCAACNR • DCFS Case Number = DCFSNUMBR • DCSS Case Number = DCSSCSNUMBR • DCSS Participant Number = DCSSPRTNR • DR Number = DRNUMBR, DRNUM • Filing Agency Case = FILEAGENCY • Fingerprint Card Number = FINGPRNT • Other = OTHR, OTHRNUMBR, 205202 • Probation Case Number = PCNUM, PROCSNUMBR • Public Defender Case Number = PDCN • Search Warrant Number = SWNUM • Sheriff's ID number = SHIDNUM, SHRFNUMBR • Supreme Court Appeals Case Number = SUACOAPCN, SCACN • Warrant Control Number = WARCONNUM, WRNTCNR • Warrant Number = WRNTNUMBR, WRNTNO, WRNTNR
Eye Color	EyeColor.xsd
Filing Type	FilingType.xsd
Gender	Gender.xsd
Hair Color	HairColor.xsd
Item	ScarsMarksTattoosItem.xsd
Left/Right/Both	ScarsMarksTattoosSide.xsd
Name Type	NameType.xsd
Participant Category	ParticipantType.xsd
Phone Type	PhoneCodeType.xsd
Position Type	PositionCodeType.xsd
Race	RaceCodeType.xsd
Resource Type	ResourceType.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • Arbitrator • Department • FCS Mediator • Judicial Assistant • Judicial Officer • Mediator • Temporary Judge
Role	ParticipantRole.xsd
Scheduling Options	EventStatus.xsd

Element Name	Schema Name
Skin Tone	SkinTone.xsd
State	State.xsd
Street Type	StreetTypeCode.xsd
Success Response	
Address Type	AddressType.xsd
Association Type	AssociationType.xsd
Birth Country	Country.xsd
Birth State	State.xsd
Body Part	ScarsMarksTattoosBodyPart.xsd
Build	PersonBuild.xsd
Card Type	CreditCardType.xsd
Country	Country.xsd
County	County.xsd
Date of Birth Type	DOBType.xsd
Day of Week	<p>WeekDay.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Monday = MONDAY Tuesday = TUESDAY Wednesday = WEDNESDAY Thursday = THURSDAY Friday = FRIDAY
Direction	StreetDirection.xsd
External Case Xref Type	<p>ExternalCaseType.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Booking Number = BKGNUMBR, BKNUMBR, BOOKNUM CDSS = CDSSNUMBR Citation Number = CITNUM City Attorney Case File Number = CACFNUM Companion = CMPNAIN CWS Number = CWSNUMBR DA Case File Number = DACSNUMBR, DCFNUM DCA Appeals Case Number = DACNUM, DCAACN, DCAACNR DCFS Case Number = DCFSNUMBR DCSS Case Number = DCSSCSNUMBR DCSS Participant Number = DCSSPRTNR DR Number = DRNUMBR, DRNUM Filing Agency Case = FILEAGENCY Fingerprint Card Number = FINGPRNT Other = OTHR, OTHRNUMBR, 205202 Probation Case Number = PCNUM, PROCSNUMBR Public Defender Case Number = PDCN Search Warrant Number = SWNUM Sheriff's ID number = SHIDNUM, SHRFNUMBR Supreme Court Appeals Case Number = SUACOAPCN, SCACN Warrant Control Number = WARCONNUM, WRNTCNR Warrant Number = WRNTNUMBR, WRNTNO, WRNTNR

Element Name	Schema Name
Eye Color	EyeColor.xsd
Filing Type	FilingType.xsd
Gender	Gender.xsd
Hair Color	HairColor.xsd
Item	ScarsMarksTattoosItem.xsd
Left/Right/Both	ScarsMarksTattoosSide.xsd
Name Type	NameType.xsd
Participant Category	ParticipantType.xsd
Phone Type	PhoneCodeType.xsd
Position Type	PositionCodeType.xsd
Race	RaceCodeType.xsd
Resource Type	ResourceType.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • Arbitrator • Department • FCS Mediator • Judicial Assistant • Judicial Officer • Mediator • Temporary Judge
Role	ParticipantRole.xsd
Scheduling Options	EventStatus.xsd
Skin Tone	SkinTone.xsd
State	State.xsd
Street Type	StreetTypeCode.xsd
Error Response	
Code	See “CCMS Data Exchange Errors” for a list of all errors.
Description	See “CCMS Data Exchange Errors” for a list of all errors.
Status	Allowable values are: <ul style="list-style-type: none"> • Error • Rejected

6.2.2 Court configurable items

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

- Case Sub-type
- Filing Document
- Location
- Payment Method

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

This exchange includes numerous ‘Indicator’ elements that provide additional information related to a specific condition or scenario. The following is a list of indicator elements contained in this exchange. The allowable values for each element must be either ‘Y’ for yes or ‘N’ for no. Integration partners should not rely on the exchange mapping spreadsheets for the indicator element allowable values, but rather the exchange schemas contained in the appropriate schema folder.

These schemas are the authoritative source for the indicator allowable values.

- Accept Judicial Officer
- Active Military Duty
- Amended
- Attorney-Client Fee Dispute
- CalWorks or TANF
- CAPI
- Claim Against Government Agency
- Claim is about personal, family, or household goods
- Claim is about retail installment
- Claim is about vehicle finance
- Commercial Vehicle
- Confidentiality Indicator
- County Relief or General Assistance
- Court-Appointed Interpreter Fees for a Witness
- Decline Judicial Officer
- Defective
- Defendant is on active military duty
- Demanded Money
- Disqualification on Case

- Ex Parte
- Fees for a Peace Officer to Testify in Court
- Fees for Court-Appointed Experts
- Financial Assistance
- Food Stamps
- Had Arbitration
- Has Special Needs
- Hazardous Material
- IHSS
- Improved Financial Situation
- Internal
- International Phone Number Indicator
- Involves Automobile Accident
- Jury Fees and Expenses
- Jury Requested
- Lawyer has agreed
- Long Cause
- Medi-Cal
- More than 12 Claims Indicator
- Other
- Owner's Responsibility
- Primary Language Indicator
- Primary Vehicle
- Recusal on Case
- Reporters' Daily Fees
- Request to Waive Court Fees
- Requested Waiver in Last Six Months
- Settlement Received
- Short Cause
- SSI
- SSP

- Superior Court
- Supreme Court or Appellate Division
- Where a contract was made

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*.”

- No additional routing rules apply.

7.2 Message Interactions

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

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

