



# Service Description Document:

## CCMS Data Exchange INI814

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COURT RECEIVES CASE INITIATION  
FILING - NO COMPLAINT FILED (NCF)  
JUNE 2011



ADMINISTRATIVE OFFICE  
OF THE COURTS

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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	<a href="#">ISB and CCMS Data Exchange Overview</a>	Deloitte Consulting
9.0	June 2011	<a href="#">Data Exchange Functional Design Guidelines</a>	Deloitte Consulting
2.0.0	September 2011	<a href="#">Data Exchange Common Technical Requirements</a>	AOC
1.0.0	September 2011	<a href="#">INI814 Data Exchange Specifications</a>	Deloitte Consulting/AOC/SEARCH
1.0.0	June 2011	<a href="#">Service Description Document: CCMS INI802 Court Receives Case Initiation Filing – Felony, Misdemeanor and Infraction (FMI)</a>	Optimum Technology
1.0.0	June 2011	<a href="#">Service Description Document: CCMS EFL902 Court Sends Clerk Review Rejection Notification</a>	Optimum Technology
1.0.0	June 2011	<a href="#">Service Description Document: CCMS Data Exchange INI933 Court Sends Case Initiation Filing – No Complaint Filed Confirmation Notification</a>	Optimum Technology
9.0	July 2011	<a href="#">CCMS Data Exchange Errors</a>	Deloitte Consulting
1.0	July 2010	<a href="#">Court Policy File Overview</a>	AOC
N/A	September 2011	<a href="#">AOC Codes</a>	AOC/SEARCH
1.0	September 2011	<a href="#">Local Integration Assessment Methodology (LIAM)</a>	AOC
2.0	June 2010	<a href="#">LIAM Light</a>	AOC



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## 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 no complaint filed (NCF) case.

Integration partners most likely to use this data exchange include:

- Attorney General
- City attorney
- County Jail
- Department of Social Services
- District attorney – adult
- District attorney - juvenile

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](#)<sup>1</sup>.

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.

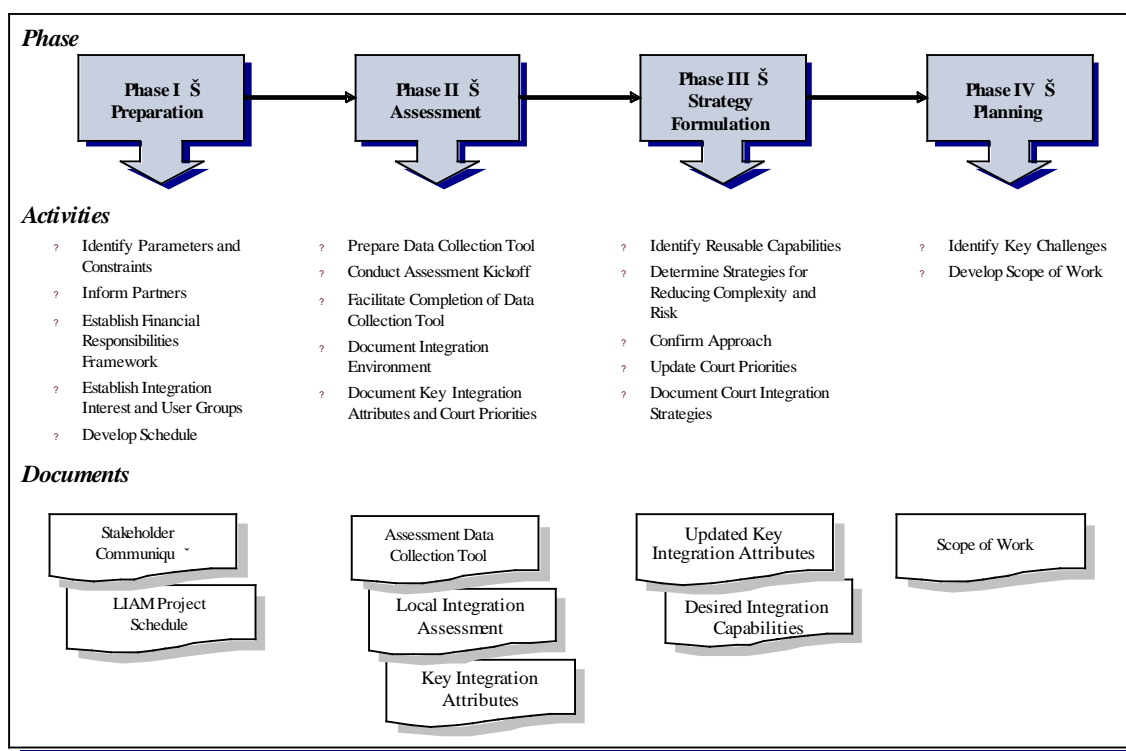


Figure 1. Implementation Phases

As an alternative, an integration partner can choose to participate in the LIAM Light assessment. 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.

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

## 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](#)<sup>2</sup> (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](#)<sup>3</sup>.

## 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.

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<sup>2</sup> <http://niem.gov/>

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

## 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
- *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 INI814 Receive Case Initiation Filing – No Complaint Filed (NCF) data exchange. A trial court uses this NIEM-based data exchange to receive a case initiating filing document from an integration partner to initiate a no complaint filed case. In essence, this data exchange creates a pseudo case with the courts until the integration partner provides supplemental information..

The response to this data exchange indicates successful delivery of the incoming request to the CCMS system 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 no complaint filed case.

### 2.2 Real World Effects

This service provides the ability for the integration partner (service consumer) to **send** a case initiating filing document to the trial court (service provider) to initiate an NCF case. The following are possible situations when an integration partner may wish to use this data exchange:

- Integration partner makes an arrest, or
- Integration partner wishes to notify the trial court of a cash bail, bail bond, Own Recognizance (OR) release form, or a request to schedule a hearing.

## **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 contains rejection information in response to the court clerk’s review of the initial filing.
- The CCMS-V4-INI933 Send Case Initiation Filing – No Complaint Filed Confirmation Notification data exchange confirms the initial filing successfully passed the clerk review and contains the pertinent case filing information.

### **2.3.2 Related exchanges**

*The related exchanges in this section identify associated exchanges integration partners may use to modify, update, or complete a correlated business process. The related exchanges include CCMS-V4-INI802 Receive Case Initiation Filing – Felony, Misdemeanor and Infraction (FMI).*

### **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.

- SO-265 Ventura: Application for Bail/Own Recognizance (O.R.) Release

## **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 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. The integration partner sends a case initiation filing-NCF request to the Integration Services Backbone (ISB).
2. The ISB receives the case initiation filing request, performs schema validation, facilitates data mapping to the California judicial branch XML schema standard, 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, translates to the NIEM standard, and forwards the response to the integration partner.
6. The integration partner receives the response and takes appropriate action.

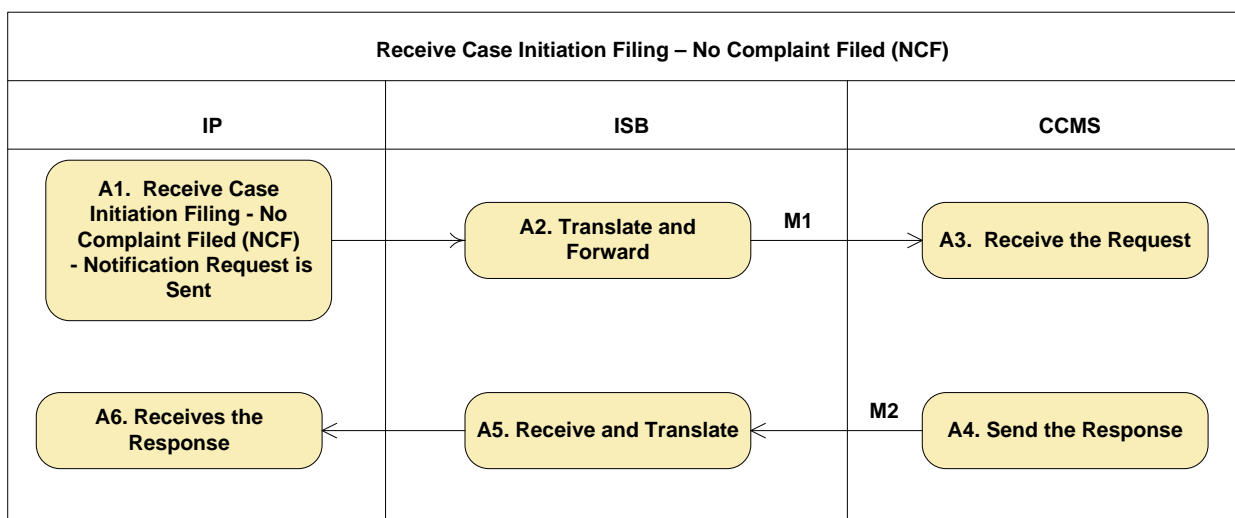


Figure 2. Court Receives Case Initiation Filing – No Complaint Filed (NCF) Activity Diagram

## 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 the failure reason) to the source system (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 the 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 the failure reason) to the source system (integration partner.)

## 3.3 Messages

A data exchange message<sup>4</sup> 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 information (e.g., participant, filing document, proposed hearing date, bond form) sent from the integration partner to the court.
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 description information indicating the case initiation request message was not successful and corrective action is required.

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<sup>4</sup> As defined in the Justice Reference Architecture v1.8 February 2010.

### 3. Business responses

- a. CCMS-V4-INI933 Send Case Initiation Filing – No Complaint Filed Confirmation Notification data exchange, which 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, which contains rejection information in response to the court clerk's review of the initial filing. This message informs the originating integration partner the judgment or order 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 one of the below:

- Cash bail
- Bail bond
- Request for hearing
- Own recognizance
- Conditions = None

### ***4.2 Subsequent Events***

The court receives and 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
Accept Judicial Officer	Accept Judicial Officer can only be sent when the Filing Type is "Case Management"
Address Type	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is "Postal Address"</li> </ul>
ADRProgram	<ul style="list-style-type: none"> <li>Values in the dropdown are a combination of the ADR Program Name and the Assigned Neutral.</li> <li>Applicable when Filing Type is "Alternative Dispute Resolution"</li> </ul>
Amended	<ul style="list-style-type: none"> <li>Required when this is an amendment.</li> <li>Not applicable for Filing Types: <ul style="list-style-type: none"> <li>Transferred Filings</li> <li>Trial By Declaration</li> </ul> </li> </ul>
Association Type	Required when Participant Name is provided.
Attachment .JPG or .JPEG or .GIF	Attachments can only be in .JPG, .JPEG, or .GIF format and cannot exceed 100 KB
Bail Amount	Allow digits 0-9
Begin Date	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>Passport Card Number</li> <li>Passport Number</li> </ul> </li> </ul>
Birth Country	<ul style="list-style-type: none"> <li>State/Birth State is applicable only when the Country/Birth Country selected is "United States of America"</li> <li>Only applicable when Category is "Person"</li> </ul>
Birth State	<ul style="list-style-type: none"> <li>State/Birth State is applicable only when Birth Country is "United States of America"</li> <li>Only applicable when Category is "Person"</li> </ul>
Body Part	Only applicable when Category is "Person"

Referenced Element	Business Rule Description
Bond Amount	<ul style="list-style-type: none"> <li>• Must be a valid amount</li> <li>• Applicable only when Filing Type is: <ul style="list-style-type: none"> <li>○ Appeals</li> <li>○ Case Initiation</li> <li>○ Estates</li> <li>○ Stays</li> </ul> </li> </ul>
Booking Date	Must be less than or equal to current system date
Box No./Number	<ul style="list-style-type: none"> <li>• Required when Address Type is “Military A.P.O. Box”</li> <li>• Required when Address Type is “Military F.P.O. Box”</li> </ul>
Build	Only applicable when Category is “Person”
Building	<ul style="list-style-type: none"> <li>• Required when the Resource Type is Department.</li> <li>• Applicable when a Location value is selected.</li> <li>• Not applicable when the Scheduling Option is “Reserved”</li> </ul>
Calendar Type	Not applicable when the Scheduling Option is “Reserved”
CalWorks or TANF	<ul style="list-style-type: none"> <li>• Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”</li> </ul>
CAPI	<ul style="list-style-type: none"> <li>• Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”</li> </ul>
Case Number	<ul style="list-style-type: none"> <li>• External Case Number and V4 Case Number are mutually exclusive and only one may be sent</li> </ul>
Case Participant XML ID	<ul style="list-style-type: none"> <li>• Each Case Participant XML ID must be unique and must be sequential starting with the number 1</li> </ul>
Case Participant XML ID for Associate	Must be an existing Case Participant XML ID
Case Settled for 10k	<ul style="list-style-type: none"> <li>• Applicable only when Filing Type is “Notices”</li> <li>• Allowable values are: <ul style="list-style-type: none"> <li>○ Case settled for \$10,000 or more = M</li> <li>○ Case settled for less than \$10,000 = L</li> </ul> </li> </ul>
Case Type	<p>Allowable values are:</p> <ul style="list-style-type: none"> <li>• Petition for Writ of Habeas Corpus</li> <li>• Cash Bail</li> <li>• Bail Bond</li> <li>• Own Recognizance</li> <li>• Fugitive Warrant</li> <li>• Governor’s Warrant</li> <li>• Ramey Warrant</li> <li>• Extradition</li> <li>• Juvenile Arrest</li> <li>• Other (FMI)</li> <li>• Other (Juvenile)</li> </ul>
Case Year	<ul style="list-style-type: none"> <li>• External Case Number and V4 Case Number are mutually exclusive and only one may be sent</li> </ul>
Challenged Judicial Officer	Only applicable when Filing Type is “Challenge”
Change in Financial Situation	<ul style="list-style-type: none"> <li>• Applicable only when Filing Type is “Notices”</li> <li>• Allowable values are: <ul style="list-style-type: none"> <li>○ End Fee Waiver = E</li> <li>○ Request Court Review = R</li> </ul> </li> </ul>

Referenced Element	Business Rule Description
City	<b>(CEB05) Branch: Court. Case. Participant. Address</b> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Required when Country is “United States of America”</li> <li>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"> <li>&lt;Blank&gt;</li> <li>Military in America = AA</li> <li>Military (Europe, Mid East, Africa, Canada) = AE</li> <li>Military in the Pacific = AP</li> </ul> </li> </ul>
Class	Required for the following ID Types: <ul style="list-style-type: none"> <li>Driver’s License Number</li> </ul>
Code	Only applicable when Category is “Person”
Conditional Settlement Date to Dismiss	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Only applicable when Filing Type is “Notices”</li> <li>Applicable only when Filing Document is “Notice of Settlement”</li> </ul>
Costs \$	<ul style="list-style-type: none"> <li>Only applicable when Case Category is “Small Claims”</li> <li>Must be a valid currency amount.</li> </ul>
Country	<b>(CEB05) Branch: Court. Case. Participant. Address</b> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>Passport Card Number</li> <li>Passport Number</li> </ul> </li> <li>When Address Type is “International Address” United States of America is not applicable.</li> <li>Not applicable when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box”</li> </ul>
County	Required for the following ID Types: <ul style="list-style-type: none"> <li>County ID Number</li> <li>Death Certificate Number</li> <li>Other ID Card Number</li> <li>Probation Department Juvenile (PDJ) Number</li> <li>Probation Number</li> </ul>
County Relief or General Assistance	<ul style="list-style-type: none"> <li>Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”</li> </ul>
Court Code	<b>(CEB11) Branch: Court. E-Filing Court Information</b> <ul style="list-style-type: none"> <li>Must be a number, ranging from 1 to 58</li> </ul> <b>(CEB08) Branch: Court. Case. Event. Related Case. Case Number. CCMS-V4 Case Number</b> <ul style="list-style-type: none"> <li>External Case Number and V4 Case Number are mutually exclusive and only one may be sent</li> </ul>
Court-Appointed Interpreter Fees for a Witness	Applicable when Filing Type is “Fee Waiver-Additional”
Date Able to Pay Court Fees and Costs After	<ul style="list-style-type: none"> <li>Applicable when Filing Type is “Notices” and Change in Financial Situation value is “E”</li> </ul>

Referenced Element	Business Rule Description
Date Appear By	<ul style="list-style-type: none"> <li>Required when Filing Document is: <ul style="list-style-type: none"> <li>Cash Bail</li> <li>Bail Bond</li> <li>Own Recognizance</li> </ul> </li> <li>Must be later than or the same as the current date</li> <li>Must be a Court Business Day (not holiday or weekend)</li> </ul>
Date of Bankruptcy	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Must be a valid date</li> <li>Applicable only when Filing Type is: <ul style="list-style-type: none"> <li>Requests</li> <li>Stipulation</li> <li>Stays</li> </ul> </li> </ul>
Date of Birth	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Only applicable when Category is "Person"</li> </ul>
Date of Birth Type	<ul style="list-style-type: none"> <li>Only applicable when Category is "Person"</li> </ul>
Date of Death	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Only applicable when Category is "Person"</li> </ul>
Date of Last Court Fee Waiver Order	<ul style="list-style-type: none"> <li>Must be a valid date</li> <li>Only applicable when Filing Type is "Notices"</li> </ul>
Date of Last Granted Fee Waiver Order	<ul style="list-style-type: none"> <li>Applicable when Filing Type is "Fee Waiver-Additional"</li> </ul>
Date of Service	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Only applicable when Filing Type is "Proof of Service – General"</li> <li>Applicable only to Family Law</li> </ul>
Date Signed	<ul style="list-style-type: none"> <li>Required when Filing Document is: <ul style="list-style-type: none"> <li>Ramey Warrant</li> <li>Governor's Warrant</li> <li>Fugitive Warrant</li> </ul> </li> <li>Must be earlier than or the same as the current system date</li> </ul>
Day of Week	<ul style="list-style-type: none"> <li>Not applicable when Scheduling Option is "Reserved"</li> <li>Event Date Time and Day of Week are mutually exclusive; only one may be sent</li> <li>Required when Event Day time is not provided</li> </ul>
Decline Judicial Officer	Decline Judicial Officer can only be sent when the Filing Type is "Case Management"
Defective	Applicable only when the Filing Type is: <ul style="list-style-type: none"> <li>Proof of Service – Case Initiating Document</li> <li>Proof of Service – General</li> </ul>
Department	<ul style="list-style-type: none"> <li>Required when the Resource Type is Department.</li> <li>Applicable when a Building value is selected.</li> <li>Not applicable when the Scheduling Option is "Reserved"</li> </ul>
Descriptor	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is "Postal Address"</li> </ul>
Direction	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is "Postal Address"</li> <li>Not applicable when address is "Military A.P.O. Box," "Military F.P.O. Box," or "P.O. Box"</li> </ul>
District	<ul style="list-style-type: none"> <li>Required when the Resource Type is Department.</li> <li>Applicable only when the Resource Type is Department.</li> <li>Not applicable when the Scheduling Option is "Reserved"</li> </ul>
Effective Date	Must be in date format: YYYY-MM-DD

Referenced Element	Business Rule Description
Electronic Address	Address must contain an “@” character and the “@” cannot be the first or the last character
Employer Phone Number	<ul style="list-style-type: none"> <li>The address is required if Preferred Mode of Delivery is “Postal Address”</li> </ul>
Entity Contact Person	Not applicable when Category is “Person”
Event Date Time	<ul style="list-style-type: none"> <li>May be in any of the following formats: <ul style="list-style-type: none"> <li>2011-04-05T13:02:21.601-04:00</li> <li>2011-01-19T09:30:47Z</li> <li>2014-06-28T09:30:47</li> <li>2014-06-28T11:00:00Z</li> </ul> </li> <li>Date can be either a future or past date</li> <li>Required when “Use Date Below” or “Override Conflict Checks” is selected.</li> <li>Not applicable when the Scheduling Option is “Reserved”</li> <li>Required when “Use Date Below” is selected and “Night Court” is not selected</li> <li>Required when Day of Week is NOT provided.</li> <li>Not applicable when Day of week is provided.</li> <li>Event Date Time and Day of Week are mutually exclusive; only one may be sent</li> <li>Required when Day of Week is not provided</li> </ul>
Event Notes	Not applicable when Scheduling Option is “Scheduled”
Event Time	<ul style="list-style-type: none"> <li>HH:MM</li> <li>Must be applicable time format (00:00)</li> <li>Colon in between numbers is not required</li> </ul>
Event Type	Not applicable when the Scheduling Option is “Reserved”
Ex Parte	Only applicable when the Filing Type is: <ul style="list-style-type: none"> <li>Order to Show Cause</li> <li>Motions</li> </ul>
Expiration Date	<ul style="list-style-type: none"> <li>Must have date format: YYYY-MM-DD</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>California State ID</li> <li>Driver’s License Number</li> <li>Other</li> <li>Other ID Card Number</li> <li>Passport Card Number</li> <li>Passport Number</li> </ul> </li> </ul>
Extension	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Digits can be 0-9</li> </ul>
External Case Number	<ul style="list-style-type: none"> <li>External Case No. and CCMS Case No. are mutually exclusive and only one may be present.</li> </ul>
Eye Color	Only applicable when Category is “Person”
Fees for a Peace Officer to Testify in Court	Applicable only 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

Referenced Element	Business Rule Description
Filed By Case Participant XML ID	<ul style="list-style-type: none"> <li>Must be an existing Case Participant XML ID</li> <li>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.</li> <li>The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing.</li> <li>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.</li> </ul>
Filing Document	Not applicable for Initial Filings
Filing Document PDF	<ul style="list-style-type: none"> <li>PDF attachment only</li> <li>Required for the Lead Document. PDF for additional documents is optional</li> <li>Not applicable when Case Category is "NCF"</li> </ul>
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 when participant is receiving financial assistance under one of the fee waiver programs
First Name	Applicable only when Participant Category is "Person"
Food Stamps	<ul style="list-style-type: none"> <li>Applicable when Filing Type is "Fee Waiver" and Financial Assistance Indicator = "Y"</li> </ul>
Franchise Site Number	Not applicable when Category is "Person"
Gender	Only applicable when Category is "Person"
Habitual Residence	<ul style="list-style-type: none"> <li>"Other Habitual Residence" only applicable when Habitual Residence is "Other."</li> <li>Only applicable when Category is "Person."</li> </ul>
Hair Color	Only applicable when Category is "Person"
Has Special Needs	<ul style="list-style-type: none"> <li>"Special Needs" only applicable when Has Special Needs is "Y."</li> <li>Only applicable when Category is "Person"</li> </ul>
Height in Feet	<ul style="list-style-type: none"> <li>Value must be greater than zero.</li> <li>Only applicable when Category is "Person"</li> </ul>
Height in Inches	<ul style="list-style-type: none"> <li>Value must be greater than or equal to zero but less than 12.</li> <li>Only applicable when Category is "Person"</li> </ul>
ID Value	Required when ID Type is populated
ID Type	<ul style="list-style-type: none"> <li>Required when ID Number is populated</li> <li>The following is a list of ID Types that can be Case Defaulted Identifiers: <ul style="list-style-type: none"> <li>CII Number</li> <li>Driver's License Number</li> <li>FBI Number</li> <li>INS Number</li> <li>NCIC Number</li> <li>Sheriff's Bureau of Investigation Number</li> <li>Social Security Number</li> </ul> </li> </ul>
IHSS	Applicable when Filing Type is "Fee Waiver" and Financial Assistance Indicator = "Y"
Improved Financial Situation	Applicable only when Filing Type is "Fee Waiver - Additional"

Referenced Element	Business Rule Description
Insufficient Income	<ul style="list-style-type: none"> <li>Applicable only when the Filing Type is “Fee Waiver” but is not an Initial Fee Waiver</li> <li>Allowable values are: <ul style="list-style-type: none"> <li>Waive all Court Fees = A</li> <li>Waive some of the Court Fees = S</li> <li>Make payments over time = T (Possibly coded values)</li> </ul> </li> </ul>
Integration Partner Phone Number	Digits can be 0-9
Internal	Required for the following ID Types: <ul style="list-style-type: none"> <li>Employee ID Number</li> </ul>
International Phone Number Indicator	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> </ul>
Interpreter Required	<ul style="list-style-type: none"> <li>Applicable only when Case Category is Felony, Misdemeanor or Infraction</li> <li>When the case is a Felony, Misdemeanor or Infraction and there are co-defendants, the Interpreter Required and Language fields are not applicable.</li> </ul>
Item	Only applicable when Category is “Person”
Judicial Officer	<p>Applicable only when no value is entered for “Department”</p> <p>Judicial Officer information can only be sent when the Filing Type is:</p> <ul style="list-style-type: none"> <li>Amendment</li> <li>Appeals</li> <li>Applications</li> <li>Attachments and Supplementals</li> <li>Case Management</li> <li>Challenge</li> <li>Correspondence</li> <li>Declarations/Affidavits/Statements</li> <li>Ex Parte</li> <li>Exhibits/Briefs/Receipts</li> <li>Fee Waiver</li> <li>Fee Waiver – Additional</li> <li>Inventories/Appraisals/Reports</li> <li>Judgment/Dismissal</li> <li>Letters</li> <li>Motions</li> <li>Notices</li> <li>Objections/Responses</li> <li>Opposition/Replies</li> <li>Order to Show Cause</li> <li>Petitions</li> <li>Proof</li> <li>Protective/Restraining Orders</li> <li>Reports</li> <li>Requests</li> <li>Stipulation</li> <li>Transcripts</li> <li>Vexatious Litigants</li> <li>Warrants/Issuance Returns</li> </ul>
Jury Fees and Expenses	Applicable only when Filing Type is “Fee Waiver - Additional”
Jury Requested	Only applicable when the Filing Type is “Trial/Hearing Setting”

Referenced Element	Business Rule Description
Language	<b>(CEB08) Branch: Court. Case. Event. Language</b> <ul style="list-style-type: none"> <li>Applicable when sending participant's language on non-FMI cases</li> <li>When the case is a Felony, Misdemeanor or Infraction and there are co-defendants, the Interpreter Required and Language fields are not applicable.</li> <li>When a language is selected, Interpreter Required is automatically checked – unless the Resource Type is FCS Mediator.</li> </ul> <b>(CEB05) Branch: Court. Case. Participant. Languages</b> <ul style="list-style-type: none"> <li>Primary Language only applicable when Category is "Person"</li> </ul>
Last Name	Applicable only when Participant Category is "Person"
Lawyer has agreed	Only applicable when Filing Type is: <ul style="list-style-type: none"> <li>Fee Waiver – Additional</li> <li>Fee Waiver</li> </ul>
Left/Right/Both	Only applicable when Category is "Person"
Location	<ul style="list-style-type: none"> <li>Required when the Resource Type is Department.</li> <li>Applicable when a District value is selected.</li> <li>Not applicable when the Scheduling Option is "Reserved"</li> </ul>
Long Cause	Only applicable when the Filing Type is "Trial/Hearing Setting"
Medi-Cal	Applicable when Filing Type is "Fee Waiver" and Financial Assistance Indicator = "Y"
Middle Name	Applicable only when Participant Category is "Person"

Referenced Element	Business Rule Description
Name Type	<p>For the following Case Categories, participant must have one, but only one, name with the Name Type of “Name on case”:</p> <ul style="list-style-type: none"> <li>• Civil Unlimited</li> <li>• Small Claims</li> <li>• Mental Health</li> <li>• Probate</li> <li>• Family Law</li> <li>• Appeals</li> </ul> <p>For the following Case Categories, participant must have one, but only one, name with the Name Type of “Filed As”:</p> <ul style="list-style-type: none"> <li>• FMI</li> <li>• NCF</li> <li>• Tracking</li> </ul> <p>Allowable values for “Juvenile” and “Family Law” Case Categories are:</p> <ul style="list-style-type: none"> <li>• (Null)</li> <li>• AKA (Also Known As)</li> <li>• DBA (Doing Business As)</li> <li>• ESA (Erroneously Sued As)</li> <li>• FDA (Formerly Doing Business As)</li> <li>• Alias</li> <li>• Filed As</li> <li>• True Name</li> <li>• Moniker</li> </ul> <p>Allowable values for “Civil,” “Small Claims,” “Mental Health,” “Probate,” and “Appeals” Case Categories are:</p> <ul style="list-style-type: none"> <li>• AKA (Also Known As)</li> <li>• DBA (Doing Business As)</li> <li>• ESA (Erroneously Sued As)</li> <li>• FDBA (Formerly Doing Business As)</li> <li>• Alias</li> <li>• Name on Case</li> <li>• (Null)</li> </ul> <p>Allowable values for “FMI,” “NCF,” and “Tracking” Case Categories are:</p> <ul style="list-style-type: none"> <li>• (Null)</li> <li>• AKA (Also Known As)</li> <li>• DBA (Doing Business As)</li> <li>• Alias</li> <li>• Filed As</li> <li>• True Name</li> <li>• Moniker</li> </ul>
Night Court	Not applicable when the Scheduling Option is “Reserved”
Organization Name	<p>Applicable only when Participant Category is</p> <ul style="list-style-type: none"> <li>• Entity</li> <li>• Gov’t Agency</li> <li>• Trust</li> </ul>
Original Arrest Date	<ul style="list-style-type: none"> <li>• Must be later than or the same as the violation date</li> <li>• Must be the same as or earlier than the current system date</li> </ul>
Other Fees	Other Fees Requested field is checked when this field is populated
Other Habitual Residence	Other Habitual Residence can only be sent when Habitual Residence is “Other”

Referenced Element	Business Rule Description
P.O. Box Number	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Applicable only when Address Type is “P.O. Box”</li> </ul>
Participant ID	<p><b>Branch: Court. Case. Warrant. Signing Judicial Officer</b></p> <ul style="list-style-type: none"> <li>Required when Filing Document is: <ul style="list-style-type: none"> <li>Ramey Warrant</li> <li>Governor’s Warrant</li> <li>Fugitive Warrant</li> </ul> </li> </ul> <p><b>(CEB08) Branch: Court. Case. Event. Language</b></p> <ul style="list-style-type: none"> <li>Applicable when sending participant’s language on non-FMI cases</li> </ul> <p><b>(CEB08) Branch: Court. Case. Event. Resource Information. Person</b></p> <ul style="list-style-type: none"> <li>Required when the Resource Type is NOT “Department”</li> <li>Cannot be sent when the Resource Type is “Department”</li> </ul>
Party Address	Applicable only when Filing Type is “Notices” and Case Settled for 10k is “M”
Party Name	Applicable when Filing Type is “Notices” and Case Settled for 10k is “M”
Phone Extension	<p><b>(CEB05) Branch: Court. Case. Participant. Employer Info. Phone</b></p> <ul style="list-style-type: none"> <li>The address is required if Preferred Mode of Delivery is “Postal Address”</li> </ul>
Phone Type	<ul style="list-style-type: none"> <li>Required when “Select As Primary Number” or “International Phone Number” is selected.</li> <li>Must be only one phone type per address</li> <li>Must be only one phone number per phone type</li> <li>Required when “Phone Number” is selected</li> </ul>
Preferred Mode of Delivery	<ul style="list-style-type: none"> <li>When Receives Notice is “Y,” Preferred Mode of Delivery is required.</li> <li>When Preferred Mode of Delivery is “Postal Address,” at least one Address must be selected as Case Default.</li> <li>When Preferred Mode of Delivery is “E-Mail Address,” at least one E-mail address must be selected as Case Default.</li> <li>When Preferred Mode of Delivery is “Web Service Address,” at least one Web Service Address must be selected as the Case Default.</li> </ul>
Primary Language Indicator	Additional Language Spoken should be sent only when Category selected is “Person”
Primary Vehicle	Only one vehicle can be selected as the Primary Vehicle
Province	Not applicable when Country is “United States”
Race	Only applicable when Category is “Person”
Receives Notice	When Receives Notice is “Y”, “Preferred Mode of Delivery” is required
Refers To Case Participant XML ID	<ul style="list-style-type: none"> <li>Must be an existing Case Participant XML ID</li> <li>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.</li> <li>The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing.</li> <li>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.</li> </ul>
Release Condition	When issuing a warrant, when the Release Condition is selected as “No Bail”, the Post Bail and Bond checkbox is also checked

Referenced Element	Business Rule Description
Reporters' Daily Fees	Applicable only 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	Applicable for "Fee Waiver" Filing Type
Scheduling Notes	Not applicable when Scheduling Option is "Reserved"
Scheduling options	Not applicable when the event has a status of "Scheduled"
Sealed by Court Order	Restricts access to all case PDF documents
Service Effective Date	<ul style="list-style-type: none"> <li>• Must be in date format: YYYY-MM-DD</li> <li>• Must be a valid date</li> <li>• Applicable only when the service is effective on the case and the Filing Type is: <ul style="list-style-type: none"> <li>○ Proof of Service – Case Initiating Document</li> <li>○ Proof of Service – General</li> </ul> </li> </ul>
Service Fees (from POS) \$	<ul style="list-style-type: none"> <li>• Must be a valid currency amount</li> <li>• Only applicable when Filing Type is: <ul style="list-style-type: none"> <li>○ Proof of Service – Case Initiating Document</li> <li>○ Proof of Service – General</li> </ul> </li> </ul>
Settlement Received	Applicable only when Filing Type is "Notices"
Short Cause	Only applicable when Filing Type is "Trial/Hearing Setting"
Skin Tone	Only applicable when Category is "Person"
Special Needs	<ul style="list-style-type: none"> <li>• Special Needs can only be sent when the value for "Has Special Needs" is sent as "Y"</li> <li>• Applicable only when Participant Category is "Person"</li> </ul>
SSI	<ul style="list-style-type: none"> <li>• Applicable when Filing Type is "Fee Waiver" and Financial Assistance Indicator = "Y"</li> </ul>
SSP	<ul style="list-style-type: none"> <li>• Applicable only when Filing Type is "Fee Waiver" and Financial Assistance indicator is "Y"</li> </ul>

Referenced Element	Business Rule Description
State	<p><b>(CEB05) Branch: Court. Case. Participant. Address</b></p> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>State/Birth State is applicable only when Country/Birth Country is “United States of America”</li> </ul> <p><b>(CEB05) Branch: Court. Case. Participant. Position Type</b></p> <ul style="list-style-type: none"> <li>Required when Driver’s License number is provided</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>Bar Number</li> <li>Driver’s License Number</li> <li>ID Number</li> <li>Other ID Card Number</li> <li>Professional License Number</li> </ul> </li> </ul> <p><b>(CEB05) Branch: Court. Case. Participant. Vehicle Info</b></p> <ul style="list-style-type: none"> <li>Required when Driver’s License number is provided</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>Bar Number</li> <li>Driver’s License Number</li> <li>ID Number</li> <li>Other ID Card Number</li> <li>Professional License Number</li> </ul> </li> </ul> <p><b>(CEB05) Branch: Court. Case. Participant. ID Info</b></p> <ul style="list-style-type: none"> <li>Required when Driver’s License number is provided</li> <li>Required for the following ID Types: <ul style="list-style-type: none"> <li>Bar Number</li> <li>Driver’s License Number</li> <li>ID Number</li> <li>Other ID Card Number</li> <li>Professional License Number</li> </ul> </li> </ul>
Street Number	<p><b>(CEB05) Branch: Court. Case. Participant. Address</b></p> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Not applicable when Address Type is: <ul style="list-style-type: none"> <li>P.O. Box</li> <li>Military A.P.O.</li> <li>Military F.P.O.</li> </ul> </li> </ul>
Street Type	<p><b>(CEB05) Branch: Court. Case. Participant. Address</b></p> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Not applicable when Address Type is: <ul style="list-style-type: none"> <li>P.O. Box</li> <li>Military A.P.O.</li> <li>Military F.P.O.</li> </ul> </li> </ul>
Submitted Date/Time	Time Stamp
Subpoena – Service Fee \$	Only applicable when Case Category is “Small Claims”
Suffix	Applicable when Participant Category is “Person”
Superior Court	Applicable only when Filing Type is “Fee Waiver”
Supreme Court or Appellate Division	Only applicable when Filing Type is “Fee Waiver”

Referenced Element	Business Rule Description
Unconditional Settlement Date of Settlement	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Applicable only when Filing Type is “Notices”</li> <li>Applicable only when Filing Document is “Notice of Settlement”</li> </ul>
Unconditional Settlement Date to Dismiss	<ul style="list-style-type: none"> <li>Must be in date format: YYYY-MM-DD</li> <li>Applicable only when Filing Type is “Notices”</li> <li>Applicable only when Filing Document is “Notice of Settlement”</li> </ul>
Unit Number	<ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> </ul>
Vehicle Identification	Maximum length is 17 digits.
Violation Date	Must be in date format: YYYY-MM-DD
Warrant Status	Required when Filing Document is: <ul style="list-style-type: none"> <li>Ramey Warrant</li> <li>Governor’s Warrant</li> <li>Fugitive Warrant</li> </ul>
Weight	<ul style="list-style-type: none"> <li>Must be a positive numeric value.</li> <li>Only applicable when Category is “Person”</li> </ul>
Zip Code	<b>(CEB05) Branch: Court. Case. Participant. Address</b> <ul style="list-style-type: none"> <li>Address must be sent when Preferred Mode of Delivery is “Postal Address”</li> <li>Required when Country is “United States of America”</li> </ul>
<b>Success Response – Echoes back the Request</b>	
Received Date	YYYY-MM-DD
Received Time	hh:mm or hh:mm:ss
Status	Allowable values is “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

Table 2 contains element names and the corresponding AOC Code Schema Table name.

- The AOC Code Schema contains the actual coded values and descriptions required for each element used in this exchange.
- The AOC Code Schema is provided in the exchange schema file under the “AOC Code” folder.

Integration partners should refer to the AOC Code Schema for all element-allowable values listed in this table.

As a reference, the AOC created the “*AOC Codes*” document, which lists all AOC code tables, values, and descriptions in alphabetical order. At the time of this writing, “*AOC Codes*” reflects the current values and should not be used as the authoritative source for validation purposes.

Table 2. AOC Code Values

Element Name	AOC Code Schema Table Name
<b>Request</b>	
Address Type	AddressCodeSimpleType
Association Type	AssociationCodeSimpleType
Birth Country	CountryCodeSimpleType
Birth State	StateCodeSimpleType
Body Part	ScarsMarksTattoosBodyPartCodeSimpleType
Build	PersonBuildCodeSimpleType
Code	ScarsMarksTattoosCodeSimpleType
Country	CountryCodeSimpleType
County	CountyCodeSimpleType
Date of Birth Type	DOBCodeSimpleType
Day of Week	<p>WeekDayCodeSimpleType</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> <li>Monday = MON</li> <li>Tuesday = TUE</li> <li>Wednesday = WED</li> <li>Thursday = THU</li> <li>Friday = FRI</li> </ul>
Direction	StreetDirectionCodeSimpleType
Event Time of Day	AMPMCodeSimpleType
Eye Color	EyeColorCodeSimpleType
Filing Type	FilingCodeSimpleType
Gender	GenderCodeSimpleType
Habitual Residence	<p>CountryCodeSimpleType</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> <li>United States = US</li> <li>Other = YY</li> </ul>
Hair Color	HairColorCodeSimpleType
ID Type	<p>IDTypeCodeSimpleType</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> <li>AFIS Number = AFISNUM</li> <li>Badge Number = BNUM</li> <li>CDC Number = CDCNUM</li> <li>CII/SID Number = CIINUM</li> <li>CWS/CMS Case Number = CASENUM</li> <li>CWS/CMS Person Identifier = PERSONID</li> <li>California State ID = CALSTATEID</li> <li>Closed Collections Account Holder = CCAH</li> <li>County ID Number = COUNTYID</li> <li>County Juvenile Number = JUVNUM</li> <li>DA Number = DANUM</li> <li>DCFS Number = DCFSNUM</li> </ul>

Element Name	AOC Code Schema Table Name
	<ul style="list-style-type: none"> <li>• DCSS Participant ID Number = DCSSID</li> <li>• Death Certificate Number = DCNUM</li> <li>• Division of Juvenile Justice = JUVJUS</li> <li>• Driver's License Number = DL</li> <li>• Education Passport = EDUPSPRT</li> <li>• Employee ID Number = EMPIDNUM</li> <li>• FBI Number = FBINUM</li> <li>• Health Passport = HLTHPSVRT</li> <li>• ID Number = IDNUMBER</li> <li>• INSA Number = INSNUM</li> <li>• JAI Number = JAINUM</li> <li>• LEA Number = LEANUM</li> <li>• Local Police Number = POLICENUM</li> <li>• Military ID Number = MLD</li> <li>• NCIC Number = NC1</li> <li>• ORI Number = ORINUM</li> <li>• Other = OTHERNUM</li> <li>• Other ID Card Number = OTHERID</li> <li>• Passport Card Number = PCNUM</li> <li>• Passport Number = PST</li> <li>• Probation Department Juvenile (PDJ) Number = PDJNUM</li> <li>• Probation Number = PROBNUM</li> <li>• Professional License Number = PROFLICNUM</li> <li>• Sheriff's Bureau of Identification Number = SBID</li> <li>• Social Security Number = SSN</li> <li>• Taxpayer Number (EIN) = TAXPAYNUM</li> <li>• Vendor Number = VENNUM</li> </ul>
Item	ScarsMarksTattoosItemCodeSimpleType
Language	LanguageCodeSimpleType
Left/Right/Both	ScarsMarksTattoosSideCodeSimpleType
Name Type	NameCodeSimpleType
Offense Level	OffenseLevelCodeSimpleType
Other Habitual Residence	CountryCodeSimpleType
Participant Category	ParticipantCodeSimpleType
Pay Cycle	PayCycleCodeSimpleType
Phone Type	PhoneCodeSimpleType
Position Type	PositionCodeSimpleType

Element Name	AOC Code Schema Table Name
Preferred Mode of Delivery	PreferredModeDlvryCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Blank = &lt;Blank&gt;</li> <li>• Postal Address = M</li> <li>• Email Address = E</li> </ul>
Race	RaceCodeSimpleType
Relationship	VehRelCodeSimpleType
Resource Type	ResourceCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Arbitrator = ARB</li> <li>• Department = DEPTR</li> <li>• FCS Mediator = MEDFCS</li> <li>• Judicial Assistant = JA</li> <li>• Judicial Officer = DEPTJO</li> <li>• Mediator = MED</li> <li>• Temporary Judge = TJ</li> </ul>
Role	ParticipantRoleCodeSimpleType
Scheduling Options	EventStatusCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Scheduled = SCHEDULED</li> <li>• Reserved = RESERVED</li> </ul>
Skin Tone	SkinToneCodeSimpleType
State	StateCodeSimpleType
Street Type	StreetCodeSimpleType
Warrant Status	WarrantStatusCodeSimpleType
<b>Success Response</b>	
Address Type	AddressCodeSimpleType
Association Type	AssociationCodeSimpleType
Birth Country	CountryCodeSimpleType
Birth State	StateCodeSimpleType
Body Part	ScarsMarksTattoosBodyPartCodeSimpleType
Build	PersonBuildCodeSimpleType
Code	ScarsMarksTattoosCodeSimpleType
Country	CountryCodeSimpleType
County	CountyCodeSimpleType
Date of Birth Type	DOBCodeSimpleType
Day of Week	WeekDayCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Monday = MON</li> <li>• Tuesday = TUE</li> <li>• Wednesday = WED</li> <li>• Thursday = THU</li> <li>• Friday = FRI</li> </ul>
Direction	StreetDirectionCodeSimpleType
Event Time of Day	AMPMCodeSimpleType

Element Name	AOC Code Schema Table Name
Eye Color	EyeColorCodeSimpleType
Filing Type	FilingCodeSimpleType
Gender	GenderCodeSimpleType
Habitual Residence	CountryCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• United States = US</li> <li>• Other = YY</li> </ul>
Hair Color	HairColorCodeSimpleType
ID Type	IDTypeCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• AFIS Number = AFISNUM</li> <li>• Badge Number = BNUM</li> <li>• CDC Number = CDCNUM</li> <li>• CII/SID Number = CIINUM</li> <li>• CWS/CMS Case Number = CASENUM</li> <li>• CWS/CMS Person Identifier = PERSONID</li> <li>• California State ID = CALSTATEID</li> <li>• Closed Collections Account Holder = CCAH</li> <li>• County ID Number = COUNTYID</li> <li>• County Juvenile Number = JUVNUM</li> <li>• DA Number = DANUM</li> <li>• DCFS Number = DCFSNUM</li> <li>• DCSS Participant ID Number = DCSSID</li> <li>• Death Certificate Number = DCNUM</li> <li>• Division of Juvenile Justice = JUVJUS</li> <li>• Driver's License Number = DL</li> <li>• Education Passport = EDUPSPRT</li> <li>• Employee ID Number = EMPIDNUM</li> <li>• FBI Number = FBINUM</li> <li>• Health Passport = HLTHPSVRT</li> <li>• ID Number = IDNUMBER</li> <li>• INSA Number = INSNUM</li> <li>• JAI Number = JAINUM</li> <li>• LEA Number = LEANUM</li> <li>• Local Police Number = POLICENUM</li> <li>• Military ID Number = MLD</li> <li>• NCIC Number = NC1</li> <li>• ORI Number = ORINUM</li> <li>• Other = OTHERNUM</li> <li>• Other ID Card Number = OTHERID</li> <li>• Passport Card Number = PCNUM</li> </ul>

Element Name	AOC Code Schema Table Name
	<ul style="list-style-type: none"> <li>• Passport Number = PST</li> <li>• Probation Department Juvenile (PDJ) Number = PDJNUM</li> <li>• Probation Number = PROBNUM</li> <li>• Professional License Number = PROFLICNUM</li> <li>• Sheriff's Bureau of Identification Number = SBID</li> <li>• Social Security Number = SSN</li> <li>• Taxpayer Number (EIN) = TAXPAYNUM</li> <li>• Vendor Number = VENNUM</li> </ul>
Item	ScarsMarksTattoosItemCodeSimpleType
Language	LanguageCodeSimpleType
Left/Right/Both	ScarsMarksTattoosSideCodeSimpleType
Name Type	NameCodeSimpleType
Offense Level	OffenseLevelCodeSimpleType
Other Habitual Residence	CountryCodeSimpleType
Participant Category	ParticipantCodeSimpleType
Pay Cycle	PayCycleCodeSimpleType
Phone Type	PhoneCodeSimpleType
Position Type	PositionCodeSimpleType
Preferred Mode of Delivery	PreferredModeDlvryCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Blank = &lt;Blank&gt;</li> <li>• Postal Address = M</li> <li>• Email Address = E</li> </ul>
Race	RaceCodeSimpleType
Relationship	VehRelCodeSimpleType
Resource Type	ResourceCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Arbitrator = ARB</li> <li>• Department = DEPTR</li> <li>• FCS Mediator = MEDFCS</li> <li>• Judicial Assistant = JA</li> <li>• Judicial Officer = DEPTJO</li> <li>• Mediator = MED</li> <li>• Temporary Judge = TJ</li> </ul>
Role	ParticipantRoleCodeSimpleType
Scheduling Options	EventStatusCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> <li>• Scheduled = SCHEDULED</li> <li>• Reserved = RESERVED</li> </ul>
Skin Tone	SkinToneCodeSimpleType
State	StateCodeSimpleType
Street Type	StreetCodeSimpleType

Element Name	AOC Code Schema Table Name
Warrant Status	WarrantStatusCodeSimpleType
Error Response	
Code	See “CCMS Data Exchange Errors” for a list of errors.
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:

- Event Type
- Filing Document
- Occupation
- Other
- Release Status
- Violation Location

In practice, many of these values are standard across courts, but integration partners should contact the local court administrator for a definitive and 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. At the time of this writing, the Court Policy File for each local court is under development and will be available prior to CCMS implementation. Integration partners can learn more about the Court Policy File by referring to the “*Court Policy File Overview*” document.

## 6.2.3 Indicator element allowable values

This exchange includes numerous “Indicator” elements that provide additional information related to a specific condition or scenario. Following is a list of indicator elements contained in this exchange. The allowable values for each element must be either “true” or “false” or “1” = true or “0” = false. 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
- CalWorks or TANF
- CAPI
- Commercial Vehicle

- Confidentiality Indicator
- County Relief or General Assistance
- Court-Appointed Interpreter Fees for a Witness
- Decline Judicial Officer
- Defective
- Ex Parte
- Extradition
- Fees for a Peace Officer to Testify in Court
- Fees for Court-Appointed Experts
- Financial Assistance
- Food Stamps
- Has Special Needs
- Hazardous Material
- IHSS
- Improved Financial Situation
- Internal
- Interpreter Required
- International Phone Number Indicator
- Insufficient Income
- Jury Fees and Expenses
- Jury Requested
- Lawyer has agreed
- Long Cause
- Medi-Cal
- Night Court
- Night Service
- Owner's Responsibility
- Primary Language Indicator
- Primary Vehicle
- Receives Notice
- Reporters' Daily Fees

- Request to Waive Court Fees
- Requested Waiver in Last Six Months
- Sealed by Court Order
- Settlement Received
- Short Cause
- SSI
- SSP
- Superior Court
- Supreme Court or Appellate Division

### ***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*

<b>Acronym</b>	<b>Name</b>
ACCMS	Appellate Court Case Management System
AOC	Administrative Office of the Courts
CCMS	California Case Management System
CCPOR	California Courts Protective Order Registry
CCTC	California Courts Technology Center
CEB	Common Element Block
DI	Data Integration
F&F	Fees and Fines
FTA	Failure To Appear
IPs	Integration Partners
ISB	Integration 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

