



Service Description Document: CCMS Data Exchange PF805

COURT RECEIVES ATTORNEY DETAILS
BY BAR NUMBER QUERY
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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	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	PF805 Data Exchange Specification	Deloitte Consulting/AOC/SEARCH
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

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1.0 Executive Summary

1.1 Purpose

The purpose of this document is to provide integration partners (IPs) with descriptive information regarding the context and business processes when preparing to implement data exchanges with the California Court Case Management System (CCMS). This specific document details the exchange content requirements and related business requirements needed for the trial court to receive a request, by bar number, for attorney information from an integration partner.

Integration partners most likely to use this data exchange include:

- California State Bar Association
- 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 and Web Service Description Language (WSDL) files, and the “*CCMS Data Exchange: Common Technical Requirements*,” and should be reviewed along with these documents when preparing for deployment. The schemas, WSDLs, and “*Common Technical Requirements*” documentation provide specific technical details regarding message structures and implementation requirements, including infrastructure, security, and deployment information. Collectively, these documents provide all information required for an integration partner to send and receive data for this exchange with CCMS.

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 in this 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 Service Description Document is based on the Global Justice Reference Architecture’s Service Specifications Guidelines. More information about this initiative is available at <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 to provide both integration partners and the courts with necessary information prior to implementation activities. Figure 1 describes this process in more detail.

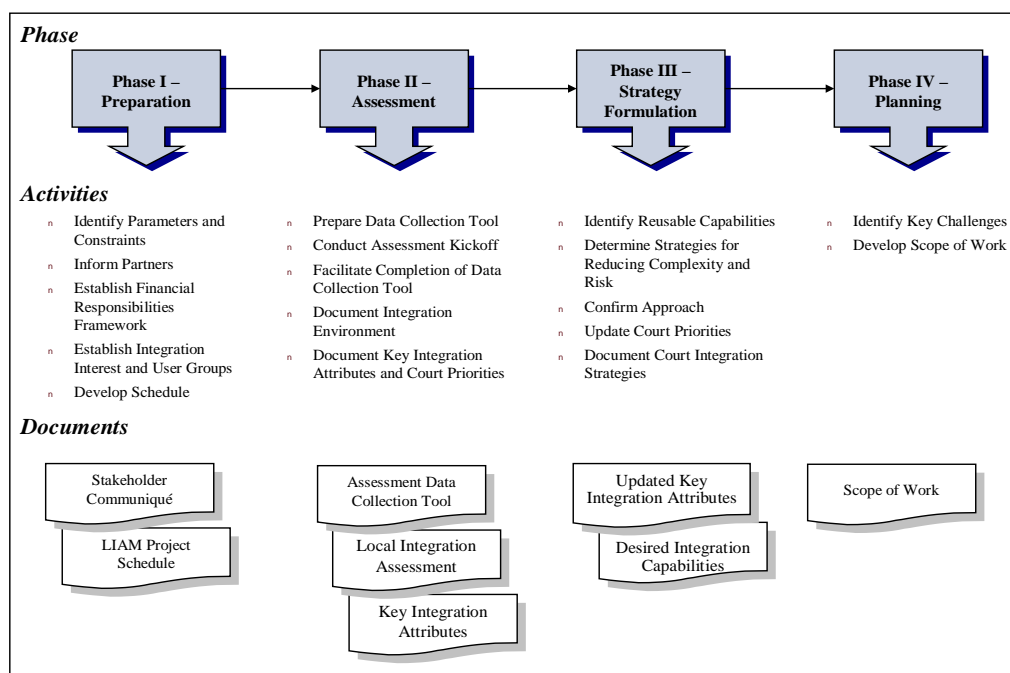


Figure 1. Implementation Phases

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](#)¹ (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](#)².

1.4 Assumptions

Following is a list of current assumptions:

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

1.5 Risks

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

1.6 Conventions Used in this Document

1.6.1 Exchange naming convention

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

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

Where:

- *Application* is CCMS

¹ <http://niem.gov/>

² <http://www.courts.ca.gov/partners/integration.htm>

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

Examples:

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

2.0 Exchange Description

This section outlines the requirements and functional design for the PF805 Court Receives Attorney Details by Bar Number Query data exchange. A trial court uses this California judicial branch XML schema-based data exchange to receive a request, by bar number, from an integration partner for attorney information.

On success, the response to this data exchange is returned to the integration partner indicating whether an attorney exists matching the search criteria. If the attorney does exist, attorney information is returned. On error, the business response to this data exchange is returned to the integration partner containing a rejection indicator and reason.

2.1 Capabilities

This service provides the ability for a trial court (service provider) to **receive** a request from an integration partner (service consumer) for attorney information.

2.2 Real World Effects

This service provides the ability for an integration partner (service consumer) to **send** a request for attorney information to the trial court (service provider). If the attorney exists, attorney details are returned to the requesting integration partner. Integration partners may use this exchange when they wish to know an attorney CCMS participant ID, name, and address information.

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.

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

2.3.2 Related exchanges

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

- There are no related exchanges.

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 the attorney details by bar number query request to the ISB.
2. The ISB receives the attorney details by bar number query, performs schema validation, and forwards to CCMS.
3. CCMS receives the attorney details query request and performs business validations, per the rules defined 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.

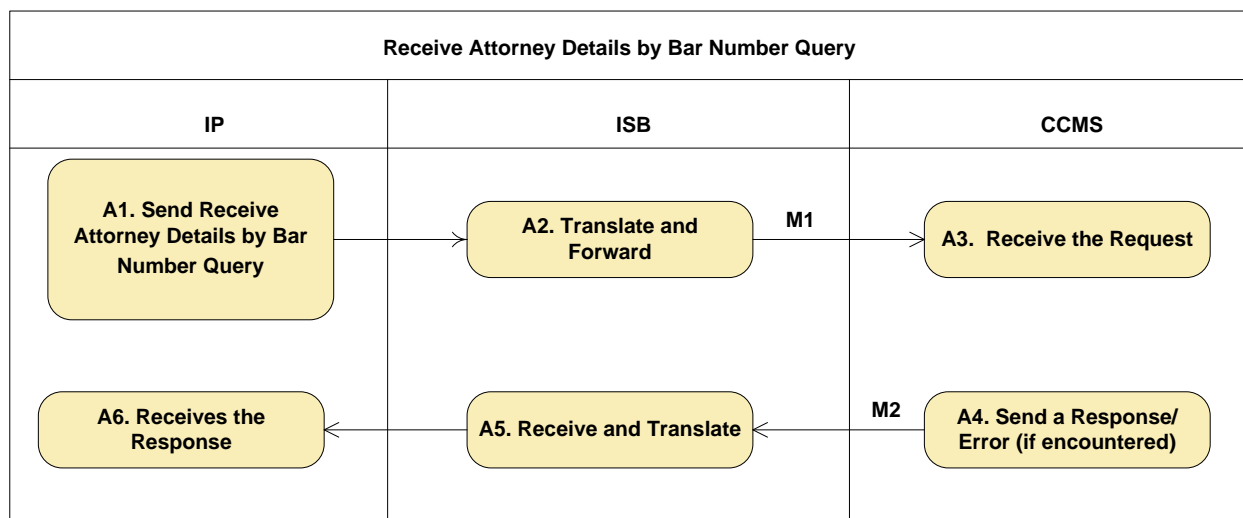


Figure 2. Court Receives Attorney Details by Bar Number Query Activity Diagram

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 system.)
- The ISB returned a positive acknowledgement to the source system (integration partner system), 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 system.)

3.3 *Messages*

A data exchange message³ is a complete package of information sent between the courts and an integration partner. This exchange includes two types of messages.

1. Request message
 - a. The Request message containing the attorney details by bar number parameter information (e.g., attorney bar number) sent by an integration partner to a court.
2. Response messages
 - a. The Success response message containing the attorney details (CMS ID, name and address information) is sent by the court to the originating integration partner. If no results are found in CCMS, the results returned would be zero.
 - b. Error response message containing query response rejection indicator and reason indicating the request message was not successful and corrective action is required.

³ As defined in the Justice Reference Architecture v1.8 February 2010.

4.0 Exchange Context

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

4.1 Triggering Events

An integration partner sends a trial court an attorney information query request.

- Conditions = None

4.2 Subsequent Events

CCMS is queried for the received attorney information request.

- Conditions = A valid bar number must be supplied.

The integration partner is notified and updates their system with the attorney details.

- Conditions = A valid bar number must be supplied.

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.

6.1 Business Rules

Table 1. Business Rules

Referenced Element	Business Rule Description
Request	
None	None
Success Response	
First Name	Applicable when Participant Category is "Person"
Last Name	Applicable when Participant Category is "Person"
Middle Name	Applicable when Participant Category is "Person"
Zip Code	<ul style="list-style-type: none"> When the Country is "United States of America": <ul style="list-style-type: none"> Validate that the zip code is five digits (user can still enter nine but it will only validate against the five digits) Validate the zip code is entered in the zip code database When the Country is not the United States of America, there are no validations.

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:

- PF805/SchemaDefinitions/CAJUD/CommonEnumeration

Table 2. AOC Code Values

Element Name	Schema Table Name
Request	
None	None
Success Response	
Address Type	AddressType.xsd
Country	Country.xsd
County	County.xsd

Element Name	Schema Table Name
ID Type	IDTypeCodeSimpleType This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • AFIS Number = AFISNUM • Badge Number = BNUM • Bar Number = BARNUM • California State ID = CALSTATEID • CII/SID Number = CIINUM • County ID Number = COUNTYID • DA Number = DANUM • Death Certificate Number = DCNUM • Driver's License Number = DL • Employee ID Number = EMPIDNUM • FBI Number = FBINUM • LEA Number = LEANUM • ORI Number = ORINUM • Sheriff's Bureau of Identification Number = SBID
Position Information	PositionType.xsd
State	State.xsd
Street Direction	StreetDirection.xsd
Street Type	StreetType.xsd
Error Response	
Error Code	See the document titled "CCMS Data Exchange Errors" for a list of all errors.
Error Description	See the document titled "CCMS Data Exchange Errors" for a list of all errors.

Court configurable elements

Each local court has the ability to create, edit, and remove allowable values for some data elements.

- There are no court configurable data elements.

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.

6.2.2 Indicator element allowable values

There are no indicator element allowable values associated with this data exchange.

6.3 Business Processes

There are no additional business processes that impact the exchange.

6.4 *Data Classification*

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

6.4.1 Privacy considerations

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

7.0 ISB Message Processing

7.1 Routing

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

- No additional routing rules apply to this exchange.

7.2 Message Interactions

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

- The transaction must respond within a 10-second window. Thus, the ISB should take no more than 10 seconds from the time a request is received from the integration partner to the time a response is forwarded back to the integration partner.

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

