



4. Detailed Interface Requirements

4.1 Requirements

4.1.1 Interface Processing Time Requirements

The interface is usually after the month-end process by manual selection from the RPCS menu. The process takes less than a business day during normal processing times. The program can and is run at any time.

4.1.2 Message (or File) Requirements

The CCU PD&S section is notified to run the program. After the creation of the file the CCU notifies the PCA of the upcoming transfer. The PCA acknowledges receipt of the notification upcoming transfer. The PCA sends monthly, or at a Client specifically requested time, inventory report files. The PCA also sends a copy of the deposit slip of payments made to the CCU. PCA also provides files of acknowledgement and rejection of CCU referrals.

Data Assembly Characteristics

The CCU RPCS file layout would ordinarily be detailed in the Field/Element Definition section. The PCA inventory is sent as an Excel spreadsheet to the CCU.

Sources of PCA Data

The source of the debt referred to the PCA debt is the RPCS database. The PCA is the source of the inventory files of debt collection status. The PCA deposits in the State of Maryland Bank account is the source of payment information.

Field/Element Definition

The PCA Debt Referral file is composed of the following fields.

- **Line #** is the sequential order of the field or column of information.
- **Description** is the name of the data.
- **From-To** is the beginning and ending columns of the data in the files.
- **Length** references a fixed length field.
- **Comments** is comments about the data.

Line #	Description	From	To	Comments
	PCA Debt Referral File	1-800	800	
1	Debtor number	1-7	7	
2	Debtor name	8-37	30	Last, First, Middle
3	Address 1	38-67	30	
4	Address 2	66-97	30	
5	City	98-112	15	
6	State	113-114	2	
7	Zip	115-123	9	

Field	Description	From To	Length	Format
8	Phone	124-133	10	
9	DOB	134-139	6	MMDDYY
10	SSN	140-148	9	
11	Employer	149-178	30	
12	Client number	179-188	10	
13	Last charge date	189-194	6	MMDDYY
14	Principal balance	195-205	11	11(9)V99
15	Interest balance	206-216	11	11(9)V99
16	Other balance	217-227	11	11(9)V99
17	Interest rate	228-233	6	6(3)V999
18	JMT number	234-248	15	
19	Note1	249-348	50	
20	Note2	349-398	50	
21	Note3	399-448	50	
22	Note4	449-498	50	
23	Note5	499-548	50	
24	Filler	549-800	252	

Table 1: CCU to PCA File

	Order Excel Column Data	Excel PCA Inventory
1	PCA debtor account number	PCA number
2	CCU debt number	
3	CCU client number	
4	Remaining balance to be collected	

Table 2: Excel PCA Inventory

4.1.3 Communication Methods

The transfer of files use the CCU secure FTP server.

Interface Initiation

The interface is initiated by request to the CCU.

Flow Control

The flow is controlled by the initiation of the RPCS special programs to create the referral.



4.1.4 Security Requirements

CCU secure FTP is used for file transfers from the PCA and to the PCA or secure protected email.

4.1.5 Physical Requirements

File creation occurs in the DBM domain which hosts the RPCS servers.