

Community Consumer Submission 3 Business Rules: March 2009

These Community Consumer Submission 3 Business Rules, dated March 25, 2009, replace the earlier revision of the Business Rules, dated April 2, 2008.

These March 2009 CCS 3 Business Rules reflect and are consistent with the CCS 3 Extract Specifications - Version 7, dated March 25, 2009, and Core Services Taxonomy 7.2, dated March 25, 2009. As the CCS Extract Specifications note, these Business Rules are incorporated by reference into the Specifications, and CSB IT staff and vendors responsible for implementing CCS 3 should review and adhere to these Business Rules. These Business Rules are or will be enforced in the CCS 3 extract software issued by the Department for CSBs to use in submitting their monthly CCS 3 extracts for FY 2010.

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
1	TypeOfCare	ConsumerID	A TypeOfCare record without an associated Consumer record will be rejected.	Fatal
2	Service	ConsumerID	A Service record without an associated Consumer record will be rejected unless a record with a "Z" consumer ID is submitted.	Fatal
9	TypeOfCare	ConsumerID	If a Consumer record contains fatal errors and is rejected, any associated TypeOfCare or Service records will be rejected.	Fatal
1000	Consumer	ConsumerID	Must be 10 or less alphanumeric characters.	Fatal
1001	Consumer	ConsumerID	Required.	Fatal
1003	Consumer	SSN	If provided, must be a valid SSN (A valid social security number comes in three groups - a group of 3 numbers, then a group of 2 numbers, then a group of 4 numbers). The first 3 numbers are assigned to individual states, territories, or groups. They start with 001 and currently go up to 772. The second group of numbers is 01 through 99. The last group of numbers is 0001 through 9999 and is assigned sequentially.	Fatal
1004	Consumer	DateOfBirth	If provided, must be a valid date.	Fatal
1005	Consumer	DateOfBirth	DateOfBirth must be less than submission date.	Fatal
1007	Consumer	CognitiveDelay	If Cognitive Delay code is 22, the consumer must be at least 3 but less than 6 years old at some point during the fiscal year for which the Consumer record is submitted.	Warning
1008	Consumer	Agency	Must match a value in lookup table lkpAgency.	Fatal
1009	Consumer	Gender	Must match a value in lookup table lkpGender.	Fatal
1010	Consumer	Race	Must match a value in lookup table lkpRace.	Fatal
1011	Consumer	HispanicOrigin	Must match a value in lookup table lkpHispanic.	Fatal
1012	Consumer	SMISEDAtRisk	Must match a value in lookup table lkpSMISED.	Fatal
1013	Consumer	CognitiveDelay	Must match a value in lookup table lkpCognitive.	Fatal
1014	Consumer	Axis1Code1	Must match a value in lookup table lkpDSM4Axis1.	Fatal
1015	Consumer	Axis1Code2	Must match a value in lookup table lkpDSM4Axis1.	Fatal
1016	Consumer	Axis1Code3	Must match a value in lookup table lkpDSM4Axis1.	Fatal
1017	Consumer	Axis1Code4	Must match a value in lookup table lkpDSM4Axis1.	Fatal

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1018	Consumer	Axis1Code5	Must match a value in lookup table lkpDSM4Axis1.	Fatal
1019	Consumer	Axis1Code6	Must match a value in lookup table lkpDSM4Axis1.	Fatal
1020	Consumer	AxisIIPrimary	Must match a value in lookup table lkpDSM4AxisII.	Fatal
1021	Consumer	AxisIISecondary	Must match a value in lookup table lkpDSM4AxisII.	Fatal
1022	Consumer	AxisIII	Must match a value in lookup table lkpYESNO.	Fatal
1023	Consumer	ReferralSource	Must match a value in lookup table lkpReferral.	Fatal
1024	Consumer	TypeOfResidence	Must match a value in lookup table lkpResidence.	Fatal
1025	Consumer	EmploymentStatus	Must match a value in lookup table lkpEmployment.	Fatal
1026	Consumer	EducationLevel	Must match a value in lookup table lkpEducation.	Fatal
1027	Consumer	LegalStatus	Must match a value in lookup table lkpLegal.	Fatal
1028	Consumer	NbrPriorEpisodesAnyDrug	Must match a value in lookup table lkpEpisodes.	Fatal
1029	Consumer	PregnantStatus	Must match a value in lookup table lkpYESNO.	Fatal
1030	Consumer	FemaleWithDependentChildrenStatus	Must match a value in lookup table lkpYESNO.	Fatal
1031	Consumer	CityCountyResidenceCode	Must match a value in lookup table lkpFIPS.	Fatal
1032	Consumer	SAPDType	Must match a value in lookup table lkpDrug.	Fatal
1033	Consumer	SAPDMethUse	Must match a value in lookup table lkpDrugMethod.	Fatal
1035	Consumer	SAPDFreqUse	Must match a value in lookup table lkpFrequency.	Fatal
1037	Consumer	SASDType	Must match a value in lookup table lkpDrug.	Fatal
1039	Consumer	SASDMethUse	Must match a value in lookup table lkpDrugMethod.	Fatal
1042	Consumer	SASDFreqUse	Must match a value in lookup table lkpFrequency.	Fatal
1045	Consumer	SATDType	Must match a value in lookup table lkpDrug.	Fatal
1048	Consumer	SATDMethUse	Must match a value in lookup table lkpDrugMethod.	Fatal
1052	Consumer	SATDFreqUse	Must match a value in lookup table lkpFrequency.	Fatal
1056	Consumer	AuthRep	Must match a value in lookup table lkpYESNO.	Fatal
1057	Consumer	Axis V	Must be numeric - greater than zero.	Fatal
1058	Consumer	Axis V	Must match a value in lookup table lkpGAF.	Fatal.
1060	Consumer	DaysWaitingToEnterTreatment	Must be numeric.	Warning
1061	Consumer	DaysWaitingToEnterTreatment	Must be length of 3.	Warning
1062	Consumer	DaysWaitingToEnterTreatment	Must be greater than or equal to 000 or less than or equal to 998.	Warning

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
1063	Consumer	NbrOfArrests	Must be numeric.	Fatal
1064	Consumer	NbrOfArrests	Must be greater than or equal to 00 and less than or equal to 31 or 96, 97, or 98.	Fatal
1065	Consumer	SAPDAgeUse	Must be within 00-98 inclusive.	Fatal
1066	Consumer	SAPDAgeUse	If SAPDAgeUse is not 96, 97, or 98, SAPDAgeUse must be less than or equal to consumer's age, if DOB is provided.	Fatal
1068	Consumer	SASDAgeUse	Must be within 00-98 inclusive.	Fatal
1069	Consumer	SASDAgeUse	If SASDAgeUse is not 96, 97, or 98, SASDAgeUse must be less than or equal to consumer's age, if DOB provided.	Fatal
1072	Consumer	SATDAgeUse	Must be within 00-98.	Fatal
1073	Consumer	SATDAgeUse	If SATDAgeUse is not 96, 97, or 98, SATDAgeUse must be less than or equal to consumer's age, if DOC provided.	Fatal
1077	Consumer	MedicaidNbr	If provided, must be numeric.	Fatal
1078	Consumer	ConsumerFirstName	Any valid alphanumeric character; must be provided.	Fatal
1080	Consumer	ConsumerLastName	Any valid alphanumeric character; must be provided.	Fatal
1082	Consumer	ConsumerID	A CSB can submit only one Consumer record for a consumer each month. Multiple Consumer records for the same consumer (with the same ConsumerID) will be rejected.	Fatal
1089	Consumer	PregnantStatus	Gender code must be '01' if PregnantStatus is 'Y'	Fatal
1090	Consumer	FemaleWithDependentChildrenStatus	Gender code must be '01' if FemaleWithDependentChildrenStatus is 'Y'.	Fatal
1091	Consumer	SMISEDAtRisk	If SMISEDAtRisk code is 12, consumer must be less than 17 years old at some point during the fiscal year for which the Consumer record is being submitted.	Warning
1092	Consumer	SMISEDAtRisk	If SMISEDAtRisk code is 11, consumer must be 18 years old or older when this code is submitted during the fiscal year for which the Consumer record is being submitted.	Warning
1094	Consumer	Agency	Must match user selected value.	Fatal
1098	Consumer	SASDType	If DateOfBirth is not provided, dependent rules are not checked.	Warning

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
1100	Consumer	SASDType	If SAPDType is '01', '96', or '98', then SASDType must be '01', '96' or '98'.	Warning
1101	Consumer	SATDType	If SASDType is '01', '96', or '98', then SATDType must be '01', '96' or '98'.	Warning
1102	Consumer	SAPDMethUse	If SAPDType is '01', '96', or '98', then SAPDMethUse must be '96' or '98'.	Warning
1103	Consumer	SAPDFreqUse	If SAPDType is '01', '96', or '98', then SAPDFreqUse must be '96' or '98'.	Warning
1104	Consumer	SAPDAgeUse	If SAPDType is '01', '96', or '98', then SAPDAgeUse must be '96' or '98'.	Warning
1105	Consumer	SASDMethUse	If SASDType is '01', '96', or '98', then SASDMethUse must be '96' or '98'.	Warning
1106	Consumer	SASDFreqUse	If SASDType is '01', '96', or '98', then SASDFreqUse must be '96' or '98'.	Warning
1107	Consumer	SASDAgeUse	If SASDType is '01', '96', or '98', then SASDAgeUse must be '96' or '98'.	Warning
1108	Consumer	SATDMethUse	If SATDType is '01', '96', or '98', then SATDMethUse must be '96' or '98'.	Warning
1109	Consumer	SATDFreqUse	If SATDType is '01', '96', or '98', then SATDFreqUse must be '96' or '98'.	Warning
1110	Consumer	SATDAgeUse	If SATDType is '01', '96', or '98', then SATDAgeUse must be '96' or '98'.	Warning
1111	Consumer	ConsumerID	If ConsumerID in Consumer file begins with "Z" and the second character of the field is numeric, the Consumer record will be rejected.	Fatal
1112	Consumer	DOB	Age must not be greater than 120 years old.	Fatal
1113	Consumer	EducationLevel	Code 96 is retired.	Warning
1114	Consumer	City/CountyResidenceCode	Code 996 is retired.	Warning
1115	Consumer	ReferralSource	Code 96 is retired.	Warning
1116	Consumer	TypeOfResidence	Code 96 is retired.	Warning
1117	Consumer	EmploymentStatus	Code 96 is retired.	Warning

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
1118	Consumer	NbrOfArrests	Must be length of 2.	Fatal
1119	Consumer	MedicaidNbr	If provided, Medicaid number must be length of 12.	Fatal
1120	Consumer	SAPDType	SAPDType cannot be 01 or 96 if the consumer is admitted to the SA Program Area and has an SA diagnosis.	Fatal
1121	Consumer	SAPDType	Must contain a valid drug of abuse code if the consumer receives a service with program area ID of 300. 01 or 96 cannot be entered.	Warning
1122	Consumer	Axis I Diagnosis	Must contain a valid Axis I substance abuse or dependence diagnosis if the consumer receives a service with a ProgramAreaID of 300.	Warning
1123	Consumer	SAPDFreqUse SAPDMethUse SAPDAgeUse	If SAPDType indicates a primary substance use disorder problem, SAPDFreqUse, SAPDMethUse, and SAPDAgeUse must be completed. 96 (not applicable) cannot be used.	Warning
1124	Consumer	SMISEDAtRisk	If SMISEDAtRisk code is 13, the consumer must be less than 7 years old at some point during the fiscal year for which the Consumer record is being submitted.	Warning
1125 ³	Consumer	MilitaryStatus	Must match a value in lkpMilitaryStatus.	Fatal
1126 ³	Consumer	MilitaryServiceStartDate	Must be a valid date if provided.	Warning
1127 ³	Consumer	MilitaryServiceEndDate	Must be a valid date if provided.	Warning
1128 ³	Consumer	MaritalStatus	Must match a value in lkpMaritalStatus.	Fatal
1129 ³	Consumer	SocialConnectedness	Must match a value in lkpSocialConnectedness.	Fatal
1130 ³	Consumer	InsuranceType 1	Must match a value in lkpInsuranceType.	Fatal
1131 ³	Consumer	InsuranceType 2	Must match a value in lkpInsuranceType.	Fatal
1132 ³	Consumer	InsuranceType 3	Must match a value in lkpInsuranceType.	Fatal
1133 ³	Consumer	InsuranceType 4	Must match a value in lkpInsuranceType.	Fatal
1134 ³	Consumer	InsuranceType 5	Must match a value in lkpInsuranceType.	Fatal
1135 ³	Consumer	InsuranceType 6	Must match a value in lkpInsuranceType.	Fatal
1136 ³	Consumer	InsuranceType 7	Must match a value in lkpInsuranceType.	Fatal
1137 ³	Consumer	InsuranceType 8	Must match a value in lkpInsuranceType.	Fatal
1138 ³	Consumer	InsuranceType	If InsuranceType1 is 08, InsuranceType2 through 8 must be '96'.	Warning

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
2000	Service	Agency	Must match a value in lookup table lkpAgency.	Fatal
2001	Service	Agency	Must match user selected value.	Fatal
2002	Service	ConsumerID	Must be 10 or less alphanumeric characters.	Fatal
2003	Service	ConsumerID	Required.	Fatal
2005	Service	ServiceCode	Must match a value in lookup table lkpService.	Fatal
2006	Service	ProgramAreaID	Must match a value in the lookup table lkpPROGRAM.	Fatal
2007	Service	ProgramAreaID	MH or SA (ProgramAreaID 100 or 300) must have a valid diagnosis code in at least one of the six AXIS I diagnosis fields (AxisICode1 - AxisICode6).	Warning
2008	Service	ProgramAreaID	MR (ProgramAreaID 200) must have a valid diagnosis code in at least one of the two AXIS II diagnosis fields (AxisIIPrimary or AxisIISecondary).	Warning
2009	Service	ServiceFromDate	Must be a valid date.	Fatal
2011	Service	ServiceFromDate	Must be greater than or equal to the beginning of the current fiscal year and less than or equal to the last day of the month for which the record is being submitted.	Warning
2012	Service	ServiceFromDate	If DOB is provided, ServiceFromDate must be greater than or equal to the DateOfBirth.	Fatal
2014	Service	ServiceThroughDate	If provided, must be a valid date.	Fatal
2015	Service	ServiceThroughDate	Must be NULL, if not provided.	Warning
2017	Service	ServiceThroughDate	If provided, must be greater than or equal to the beginning of the current fiscal year and less than or equal to the last day of the month for which the record is being submitted.	Warning
2018	Service	ServiceThroughDate	If DOB and ServiceThroughDate are provided, ServiceThroughDate must be greater than or equal to DateOfBirth.	Fatal
2020	Service	ServiceThroughDate	If provided, must be greater than or equal to ServiceFromDate.	Fatal
2021	Service	ServiceThroughDate	If provided, month and year of ServiceThroughDate must be the same value as month and year of ServiceFromDate.	Fatal

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
2023	Service	Units	Must be numeric.	Fatal
2024	Service	Units	Must be positive or zero.	Fatal
2025	Service	Units	Must contain two decimal places.	Fatal
2026	Service	Units	Must be less than 10000.00.	Fatal
2035	Service	Units ²	Service units must be consistent with the service code, thus service hours only for 100, 318, 390, 720, 620, 310, 335, 350, 320, 460, 581, and 610; bed days only for 250, 260, 501, 510, 521, and 551; days of service only for 430 and 465; and day support hours only for 410, 420, and 425. ²	Fatal
2036 ³	Service	ServiceSubtype	Must match a value in lkpServiceSubtype.	Fatal
2037 ³	Service	ServiceSubtype	If ServiceCode is other than 100 (Emergency Services), ServiceSubtype must be '96'.	Warning
2038 ³	Service	ServiceLocation	Must match a value in lkpServiceLocation.	Fatal
2039 ³	Service	ConsumerServiceHours ¹	Consumer service hours must be reported as a NULL value.	Warning
3000	TypeOfCare	Agency	Must match a value in look up table lkpAgency.	Fatal
3001	TypeOfCare	Agency	Must match user selected value.	Fatal
3002	TypeOfCare	ConsumerID	Must be 10 or less alphanumeric characters.	Fatal
3003	TypeOfCare	ConsumerID	Required.	Fatal
3005	TypeOfCare	TypeOfCare	Must match a value in lookup table lkpTypeOfCare.	Fatal
3006	TypeOfCare	DischargeStatus	Discharge Status Code can be Null (blank) if the consumer has not yet been discharged from the program area to which he or she was admitted. If not Null, DischargeStatusCode must match a value in lookup table lkpDisStatus.	Fatal

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
3007	TypeOfCare	TypeOfCare	If TypeOfCare record exists for Consumer Designation Code 910, 915, or 918, there also must be a TypeOfCare record for admission to the Mental Health (100) Program Area with a TypeOfCareFromDate that is less than or equal to the TypeOfCareFromDate in the 9xx record. A TypeOfCare record with a Consumer Designation Code of 910, 915, or 918 must be within an MH episode of care. If a TypeOfCare record exists for Consumer Designation Code 905, 916, or 919, there does not have to be a TypeOfCare record for admission to the Mental Health (100) Program Area.	Fatal
3008	TypeOfCare	TypeOfCare	If a TypeOfCare record exists for Consumer Designation Code 920, there also must be a TypeOfCare record for admission to the Mental Retardation (200) Program Area with a TypeOfCareFromDate that is less than or equal to the TypeOfCareFromDate in the 920 record. A TypeOfCare record with a 920 Consumer Designation Code must be within an MR episode of care.	Fatal
3010	TypeOfCare	TypeOfCare	If TypeOfCare is '915', consumer's age must be less than 18 as of the first day of the current fiscal year (July 1).	Warning
3011	TypeOfCare	TypeOfCare	If TypeOfCare is '915', SMISEDAtRisk must have a valid SED value (12)	Warning
3012	TypeOfCare	TypeOfCareFromDate	Required. Must be a valid date.	Fatal
3013	TypeOfCare	TypeOfCareFromDate	Must be less than or equal to the last day of the month for which the record is being submitted.	Fatal
3014	TypeOfCare	TypeOfCareThroughDate	If DischargeStatus is not 96, 97, or 98, or if it is not Null, must be a valid date.	Fatal
3016	TypeOfCare	TypeOfCareThroughDate	If provided, must be a valid date.	Fatal
3017	TypeOfCare	TypeOfCareThroughDate	Must be NULL if not provided	Fatal
3018	TypeOfCare	TypeOfCareThroughDate	Must be greater than or equal to the TypeOfCareFromDate.	Fatal
3019	TypeOfCare	TypeOfCareThroughDate	Must be less than or equal to the last day of the month for which the record is being submitted.	Fatal

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Rule No.	Table Name	Field Name	Current Business Rule - Accepted by the VACSB Data Management Committee and the Department	Error Type
3023	TypeOfCare	TypeOfCareFromDate	If DOB is provided, TypeOfCareFromDate must be greater than or equal to DateOfBirth.	Fatal
3024	TypeOfCare	TypeOfCare	If a TypeOfCare record exists for Consumer Designation Code 933, 934, or 936, there must be a TypeOfCare record for admission to the Substance Abuse (300) Program Area with a TypeOfCareFromDate that is less than or equal to the TypeOfCareFromDate in the 9xx record. A TypeOfCare record with a 933, 934, or 936 Consumer Designation Code must be within an SA episode of care. If a TypeOfCare record exists for Consumer Designation Code 935, there does not have to be a TypeOfCare record for admission to the Substance Abuse (300) Program Area.	Fatal
3028	TypeOfCare	All	TypeOfCare records for the same Program Area cannot have overlapping date ranges.	Fatal
3029	TypeOfCare	DischargeStatus	If TypeOfCareThroughDate is provided, DischargeStatus cannot be 96, 97, 98 or Null.	Fatal
4000	NCService	Agency	Must match a value in the look up table lkpAgency.	Fatal
4001	NCService	Agency	Must match user selected value.	Fatal
4002	NCService	ConsumerID	Must be 10 or less alphanumeric characters.	Fatal
4003	NCService	ConsumerID	Required.	Fatal
4005	NCService	ProgramAreaID	Must match a value in the lookup table lkpPROGRAM.	Fatal
4006	NCService	ServiceFromDate	Must be a valid date.	Fatal
4008	NCService	ServiceFromDate	Must be greater than or equal to the beginning of the current fiscal year and less than or equal to the last day of the month for which the record is being submitted.	Warning
4010	NCService	ServiceThroughDate	If provided, must be a valid date.	Fatal
4011	NCService	ServiceThroughDate	Must be NULL if not provided.	Warning
4013	NCService	ServiceThroughDate	If provided, must be greater than or equal to the beginning of the current fiscal year and less than or equal to the last day of the month for which the record is being submitted.	Warning

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4015	NCService	ServiceThroughDate	If provided, must be greater than or equal to the ServiceFromDate.	Fatal
4016	NCService	ServiceThroughDate	If provided, month and year of ServiceThroughDate must be the same value as month and year of ServiceFromDate.	Fatal
4018	NCService	Units	Must be numeric	Fatal
4019	NCService	Units	Must be positive or zero.	Fatal
4020	NCService	Units	Must contain two decimal places.	Fatal
4021	NCService	Units	Must be less than 10000.00.	Fatal
4027	NCService	ServiceCode	Service records with a Z Consumer ID may only be submitted with service codes for which the service unit is a service hour.	Fatal
4029	NCService	ConsumerServiceHours ¹	Service records with a Z Consumer ID must only contain service hours entered in Data Element 10. No consumer service hours may be reported in Z Consumer ID service records.	Warning
4030	NCService	Consumer ID	A Z Consumer ID consists of a Z in the first place of the field followed by only numeric characters.	Fatal
4031	NCService	Units	A Z Consumer service record with service hours is only allowed for the following service codes: 100, 318, 390, 720, 620, 310, 335, 320, and for MH and MR only, 610.	Fatal
4032 ³	NCService	ConsumerServiceHours ¹	Consumer service hours must be reported as a NULL value.	Warning

- ¹ ConsumerServiceHours (Data Element 56) are no longer required in CCS 3 as of July 1, 2009 for FY 2010; it should be reported as a NULL value. See CCS 3 Extract Specifications, Version 7 for a discussion on pages 3 and 4, the definition of Data Element 56 in Appendix C, and instructions in Appendix E for formatting NULL values. Consequently, BR 2028, 2029, 2030, and 2031 are retired.
- ² Core Services Taxonomy 7.2, effective on July 1, 2009 for FY 2010, combines Opioid Detoxification (330) and Opioid Treatment (340) Services into Medication Assisted Treatment (335). Also, only MH and MR Prevention Services (610) are reported through CCS 3; SA Prevention Services are reported through the KIT Prevention System. Finally, Infant and Toddler Intervention Services (625) are no longer reported through CCS 3.
- ³ This **new Business Rule** reflects standard procedures that do not interpret Data Elements; it merely requires that values in this field match the applicable look up table or conform with the CCS 3 Extract Specifications - Version 7.