



Australian Government
Department of Social Services

Data Exchange System Bulk File Upload Technical Specifications

Version Number: 1.9

Revision Date: 1 September 2019



Document Change History

| Version | Date | Change |
|---------|------------------|---|
| 1.0 | 14 October 2014 | Initial document release. First Document reference 32,089,311 |
| 1.1 | 28 November 2014 | Remove CRN and ConsentGivenToDepartment as an element of Client as they are no longer required. |
| 1.2 | 21 July 2015 | Additions for "CHSP program specific" changes for Client, Case & Session. |
| 1.3 | 15 October 2015 | Additions of new capability to manage organisation Outlet with following new methods <ul style="list-style-type: none"> • GetOrganisationActivities • AddOutlet • UpdateOutlet • DeleteOutlet Expected production release date is 12 th Dec 2015 |
| 1.4 | 7 November 2016 | Changes to 'Activity Specific Requirements' |
| 1.5 | 25 July 2017 | Changes to 'Activity Specific Requirements'. Adding Topic for Session. Increase of maximum file size allowed from 5MB to 10MB |
| 1.6 | 23 November 2017 | No changes |
| 1.7 | 23 April 2018 | IsHomeless (Boolean) changed to HomelessIndicatorCode (string) for Clients. Added EducationLevelCode, EmploymentStatusCode, IsClientACarer, NDISEligibilityCode for Clients. Added ClientAttendanceProfileCode, and EndDate for Cases. Added ServiceSettingCode for Sessions. Added AssessedByCode for Assessments. |
| 1.8 | 19 March 2019 | 'Outlets and Program activities data' and 'Organisation activities data' sections combined into one section: 'Organisation Activity and Outlets data'. Added 'Available from' and 'Available to' to Organisation Activity data format sample. 'Error Processing' section screen shots updated. |
| 1.9 | 1 September 2019 | Terminology updates (<i>Service Provider to Organisation</i>). Further advice added to ClientId, Caseld, and SessionId validation rules. Error Report table and screenshot updated. |

Table of Contents

| | | |
|-------|--|----|
| 1 | Overview..... | 5 |
| 1.1 | The Data Exchange | 5 |
| 1.2 | Purpose of this Document..... | 5 |
| 2 | Interface Details..... | 6 |
| 2.1 | Getting started | 6 |
| 2.2 | Business Process Summary | 6 |
| 2.3 | Business Process Diagram..... | 8 |
| 2.4 | File Format | 9 |
| 2.5 | Security and Authentication | 9 |
| 3 | Reference Data..... | 10 |
| 3.1 | XML schema file | 10 |
| 3.2 | Reference data | 10 |
| 3.2.1 | Reference data file format..... | 11 |
| 3.3 | Organisation Activity and Outlets data | 13 |
| 3.3.1 | Organisation Activity data | 13 |
| 3.3.2 | Outlet data | 14 |
| 4 | Bulk Upload XML File..... | 15 |
| 4.1 | XML Data Types | 15 |
| 4.2 | XML Validation Rules..... | 15 |
| 4.3 | XML Input File Details..... | 15 |
| 4.3.1 | XML Input File Processing | 15 |
| 4.4 | XML Input File Definition | 15 |
| 4.4.1 | Clients..... | 16 |
| 4.4.2 | Cases | 20 |
| 4.4.3 | Sessions | 22 |
| 4.4.4 | SessionAssessments..... | 26 |
| 4.4.5 | ClientAssessments | 27 |
| 4.4.6 | Outlets | 28 |
| 5 | Error Processing | 31 |
| 5.1 | Uploaded file errors..... | 31 |
| 5.1.1 | View Uploaded Files | 31 |
| 5.1.2 | Upload file details | 31 |
| 5.2 | Error Report File | 32 |
| 5.2.1 | Format | 32 |

| | | |
|-------|---|----|
| 5.2.2 | Error Report File Details | 32 |
| 5.2.3 | Error Report File Definition..... | 32 |
| 6 | Appendix A. Sample XML | 33 |
| 7 | Appendix B. Activity Specific Requirements | 37 |
| 8 | Appendix C. Service Type Specific Requirements..... | 38 |

1 Overview

1.1 The Data Exchange

As part of a new way of working, the Department of Social Services (DSS) has implemented improved program performance reporting processes in grant agreements. DSS has progressively introduced standardised, prioritised, and collaborative reporting processes across many grants programs from 1 July 2014.

This new approach to reporting is streamlined, processes automated and shifts the focus of performance measurement from outputs to more meaningful information about service delivery outcomes.

Data requirements are divided into two parts: a small set of mandatory *priority requirements* that all organisations must report, and a voluntary extended data set that organisations can choose to share with the Department in return for relevant and meaningful reports, known as the *partnership approach*.

Organisations who do not have their own case management tools can access a free, simple IT system (the *Data Exchange* web-based portal). The *Data Exchange* also supports organisations who have compatible case management tools to transfer information directly from their own systems through bulk uploading and system-to-system transfers.

1.2 Purpose of this Document

This document specifies the technical requirements for organisations who would prefer to transmit their data using bulk uploads. This document will focus on the technical requirements for uploading an XML file on to the Data Exchange.

The following is described within this document:

- a) Interface details – technical infrastructure, security and authentication
- b) Reference data
- c) Bulk Upload XML File – data formats, commonly used data terms, examples
- d) Error processing

The *Data Exchange Bulk File Upload Technical Specifications* should be read in conjunction with the *Data Exchange Protocols*, available on the [Data Exchange Website](#).

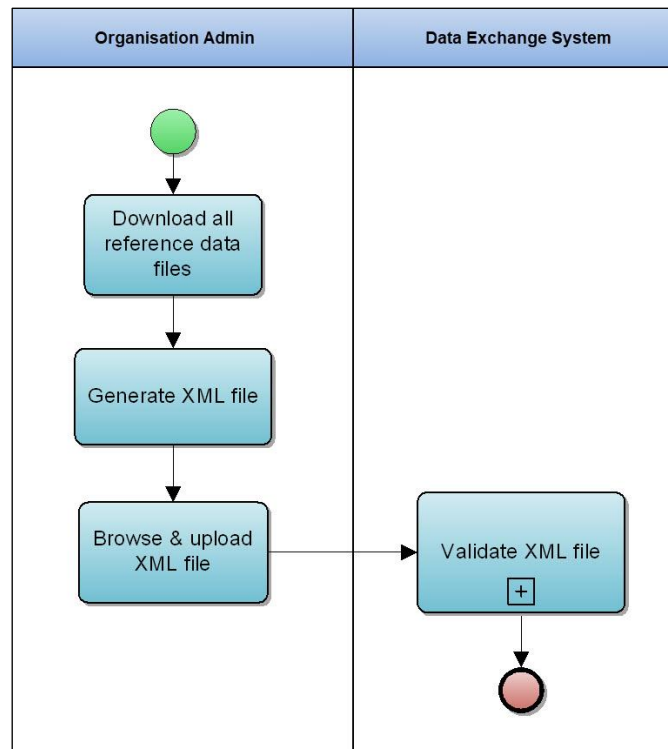
Support for the interface will be provided by email between Monday to Friday, 8:30am to 5:30pm AEST/AEDT, excluding ACT public holidays. For assistance in regards to content in the *Bulk File Upload Technical Specifications*, please contact the helpdesk at DSSDataExchange.Helpdesk@dss.gov.au.

2 Interface Details

Organisations have the option to generate an XML file (containing client, case, session, session assessment and client assessment data) from their in-house application and upload this file in to the Data Exchange Web Portal.

2.1 Getting started

The following diagram illustrates the process for generating a valid XML file to upload:



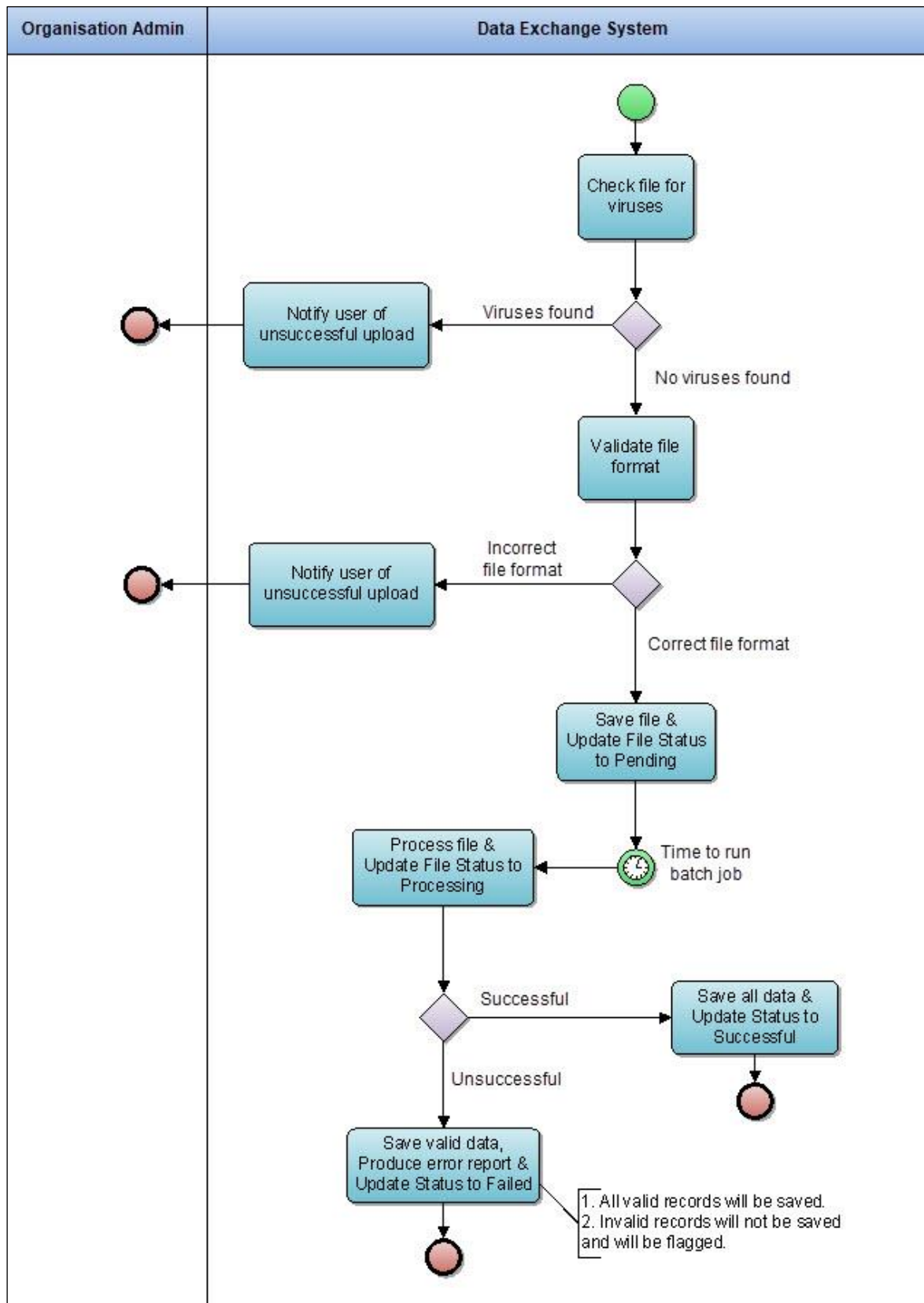
2.2 Business Process Summary

1. Organisations enter client, case, session, client assessment and session assessment details in their in-house systems.
2. Organisations export an xml file with client, case, session, client assessment and session assessment requests from their in-house system. (in a known format – see later for definitions)
3. There are five different types of entities in the Data Exchange. They are Client, Case, Session, Client Assessment and Session Assessment. In the Data Exchange Web Portal, an XML file for each of the entities can be uploaded as a single XML file, or each entity can have their own XML file uploaded, or an XML file with combination of any entity type can be uploaded. The only constraint is that an XML file should at least contain one entity type.
4. Organisations login to the Data Exchange Web Portal and go the “Uploaded files” menu.
5. On View uploaded files page, they click on the button “Upload new file”.
6. Organisations upload the file exported in step (2) into the Data Exchange System.

7. The Data Exchange Web Portal will apply format validation checks to verify that the input xml file is correctly formed and if not, the organisation will get validation errors, and the file will be rejected.
8. If the file passes format validations, the Data Exchange Web Portal will accept the input file and will be queued for processing.
9. Using the Data Exchange Web Portal, organisations can do other tasks while the processing task completes, and can come back when notified that processing has completed.
10. Using Data Exchange Web Portal, organisations can verify that all entities in their uploaded file have been successfully imported (For error processing please refer to error processing section later in this document).
11. If the entity data is not present in Data Exchange system, then new entity will be created, otherwise for an existing entity the information will be updated. E.g., an organisation uploads an xml file for Client with ClientId of CL001. If this ClientId CL001 is an existing record in Data Exchange system for that organisation, then the client details will be updated, otherwise a new client with ClientId of CL001 will be created in Data Exchange system.
12. Within an upload file, each entity type i.e. Case, Session and Client ID must be unique. The file must not contain multiple entity types with the same ID.

2.3 Business Process Diagram

The following diagram illustrates the file validation process when a file is uploaded in to the *Data Exchange System Web portal*:



2.4 File Format

The input file format is XML. The [Bulk Upload XML File](#) section contains format details and examples.

The output error file format is CSV. The [Error Processing](#) section contains format details and examples.

2.5 Security and Authentication

The Security and Authentication function is provided via the Data Exchange Web Portal Web UI Interface uses the Australian Government's digital identity authentication mechanism.

The bulk upload function is available only to Data Exchange Web Portal users who have Organisation Administrator role.

3 Reference Data

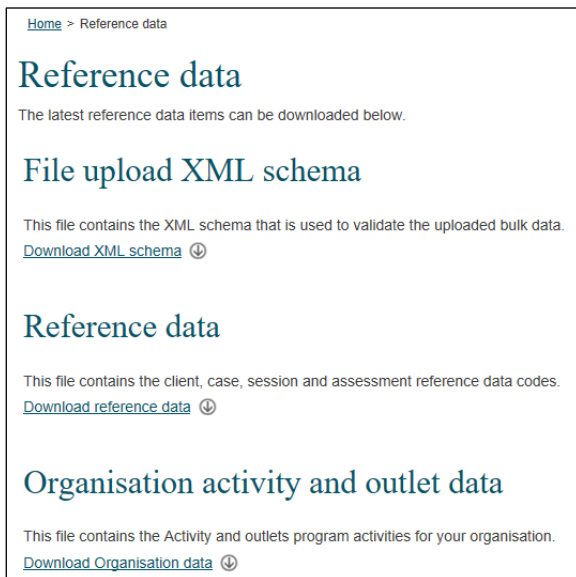
Reference code values are needed to prepare the XML file. Organisations are responsible for downloading these reference data and using it in the XML file that is uploaded to the Data Exchange.

There are two reference data files provided:

1. Reference data.
2. Organisation Activity and Outlet data.

Additional to the reference data files, organisations can also download XML Schema file that can be used to validate the XML file uploaded.

All the above files can be downloaded by accessing the “Reference data” page via the Home page in the Data Exchange Web Portal.



3.1 XML schema file

The uploaded XML file is validated against the rules defined in the XML schema file. If the XML file contains invalid reference codes, the XML file is rejected and the process of file upload fails.

Organisations are recommended to validate their XML files against the provided XML Schema file before uploading bulk data.

3.2 Reference data

Reference data file is a XML file that contains the reference data codes used by the Data Exchange. Organisations are responsible for downloading these reference data and using it in the XML file that is uploaded to the Data Exchange.

3.2.1 Reference data file format

Reference data file contains the code data for the following reference data items:

1. AboriginalOrTorresStraitIslanderOrigin
2. AccommodationType
3. Ancestry
4. AssessedBy
5. AssessmentPhase
6. AttendanceProfile
7. Country
8. Disability
9. DVACardStatus
10. EducationLevel
11. EmploymentStatus
12. ExitReason
13. Extraltem
14. Gender
15. HomelessIndicator
16. HouseholdComposition
17. IncomeFrequency
18. Language
19. MainSourceOfIncome
20. MigrationVisaCategory
21. MoneyBusinessCommunityEducationWorkshop
22. NDISEligibility
23. ParentingAgreement
24. ParticipationType
25. ReasonForAssistance
26. ReferralPurpose
27. ReferralSource
28. ReferralType
29. ScoreType
30. Section60ICertificateType
31. ServiceSetting
32. State
33. Topic

It is an XML in the following format:

```
<ReferenceDataItems CodeType="AboriginalOrTorresStraitIslanderOrigin">
  <Item>
    <CodeValue>NO</CodeValue>
    <CodeDescription>No</CodeDescription>
    <OrderNumber>1</OrderNumber>
  </Item>
  <Item>
    <CodeValue>ABORIGINAL</CodeValue>
    <CodeDescription>Aboriginal</CodeDescription>
    <OrderNumber>2</OrderNumber>
  </Item>
  <Item>
    <CodeValue>TSI</CodeValue>
    <CodeDescription>Torres Strait Islander</CodeDescription>
  </Item>
</ReferenceDataItems>
```

```

    <OrderNumber>3</OrderNumber>
  </Item>
  <Item>
    <CodeValue>BOTH</CodeValue>
    <CodeDescription>Aboriginal and Torres Strait Islander</CodeDescription>
    <OrderNumber>4</OrderNumber>
  </Item>
  <Item>
    <CodeValue>NOTSTATED</CodeValue>
    <CodeDescription>Not stated/Inadequately described</CodeDescription>
    <OrderNumber>5</OrderNumber>
  </Item>
</ReferenceDataItems>

```

The reference data file also contains the code data for assessments in the following format:

```

<AssessmentReferenceDataItems>
  <AssessmentReferenceDataItem>
    <ScoreType>SATISFACTION</ScoreType>
    <ApplicableFor>Client</ApplicableFor>
    <Domains>
      <Domain>
        <DomainCode>SERVICELISTENED</DomainCode>
        <DomainDescription>The service listened to me and understood my issues</DomainDescription>
        <Scores>
          <Score>
            <ScoreCode>SERVICELISTENED1</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICELISTENED2</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICELISTENED3</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICELISTENED4</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICELISTENED5</ScoreCode>
            <Description />
          </Score>
        </Scores>
      </Domain>
      <Domain>
        <DomainCode>SERVICERECEIVED</DomainCode>
        <DomainDescription>I am satisfied with the services I have received</DomainDescription>
        <Scores>
          <Score>
            <ScoreCode>SERVICERECEIVED1</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICERECEIVED2</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICERECEIVED3</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICERECEIVED4</ScoreCode>
            <Description />
          </Score>
          <Score>
            <ScoreCode>SERVICERECEIVED5</ScoreCode>
            <Description />
          </Score>
        </Scores>
      </Domain>

```

```

<Domain>
  <DomainCode>SITUATIONIMPROVED</DomainCode>
  <DomainDescription>I am better able to deal with issues that I sought help with</DomainDescription>
  <Scores>
    <Score>
      <ScoreCode>SITUATIONIMPROVED1</ScoreCode>
      <Description />
    </Score>
    <Score>
      <ScoreCode>SITUATIONIMPROVED2</ScoreCode>
      <Description />
    </Score>
    <Score>
      <ScoreCode>SITUATIONIMPROVED3</ScoreCode>
      <Description />
    </Score>
    <Score>
      <ScoreCode>SITUATIONIMPROVED4</ScoreCode>
      <Description />
    </Score>
    <Score>
      <ScoreCode>SITUATIONIMPROVED5</ScoreCode>
      <Description />
    </Score>
  </Scores>
</Domain>
</Domains>
</AssessmentReferenceDataItem>
</AssessmentReferenceDataItems>

```

3.3 Organisation Activity and Outlets data

Organisation Activity and Outlets data file is an XML file that contains the information about the program activities and outlets for the organisation. Organisations are responsible for downloading this file and using it in the XML file in the appropriate fields.

3.3.1 Organisation Activity data

The Organisation Activity data section within the file is in the following format:

```

<OrganisationActivity>
  <OrganisationActivityId>1234</OrganisationActivityId>
  <ProgramActivityName>Children's Contact Services</ProgramActivityName>
  <StartDate>2014-07-01T00:00:00</StartDate>
  <EndDate>2020-07-31T00:00:00</EndDate>
  <DeliveringOnBehalfOfAnotherOrganisation>>false</DeliveringOnBehalfOfAnotherOrganisation>
  <ServiceTypes>
    <ServiceType>
      <ServiceTypeId>5</ServiceTypeId>
      <Name>Education and Skills training</Name>
      <AvailableFrom>2014-01-01T00:00:00</AvailableFrom>
      <ServiceTypeSpecificRequirements>
        <Code>ASSISTANCEMINUTES</Code>
        <Description>When applied to a service type "Time" property on session is required and must be supplied with a valid value to record a new session or update an existing session.</Description>
        <AffiliateWith>Session</AffiliateWith>
        <AvailableFrom>2017-01-01T00:00:00</AvailableFrom>
        <AvailableTo>2018-12-31T00:00:00</AvailableTo>
      </ServiceTypeSpecificRequirements>
    </ServiceType>
  </ServiceTypes>
  <ActivitySpecificRequirements>
    <ActivitySpecificRequirement>
      <Code>UNIDENTIFIEDCLIENTS</Code>
      <Description>When applied to an Activity, "TotalNumberOfUnidentifiedClients" property on Case must be supplied.</Description>
      <AffiliateWith>Case</AffiliateWith>
    </ActivitySpecificRequirement>
  </ActivitySpecificRequirements>
</OrganisationActivity>

```

```

    <Code>TOPIC</Code>
    <Description>When applied to an Activity, "Topic" property on Session must be supplied.</Description>
    <AffiliateWith>Session</AffiliateWith>
    <AvailableFrom>2014-01-01T00:00:00</AvailableFrom>
  </ActivitySpecificRequirement>
</ActivitySpecificRequirements>
<DeliveryPartners>
  <DeliveryPartner>
    <PartnerOrganisationName>AAA Australian Support Services</PartnerOrganisationName>
    <PartnerOrganisationExternalSystemId>2-4V07W3</PartnerOrganisationExternalSystemId>
    <PartnerOrganisationABN>11005357522</PartnerOrganisationABN>
  </DeliveryPartner>
</DeliveryPartners>
<AvailableAssessmentTypes>
  <AvailableAssessmentType>
    <AssessmentTypeCode>CIRCUMSTANCES</AssessmentTypeCode>
    <Description>Circumstances</Description>
    <AvailableForEntity>Client</AvailableForEntity>
    <AvailableFrom>2014-01-01T00:00:00</AvailableFrom>
  </AvailableAssessmentType>
  <AvailableAssessmentType>
    <AssessmentTypeCode>SATISFACTION</AssessmentTypeCode>
    <Description>Satisfaction</Description>
    <AvailableForEntity>Client</AvailableForEntity>
    <AvailableFrom>2014-01-01T00:00:00</AvailableFrom>
  </AvailableAssessmentType>
</AvailableAssessmentTypes>
</OrganisationActivity>

```

3.3.2 Outlet data

The Outlet data section within the file is in the following format:

```

<OutletActivity>
  <OutletId>76</OutletId>
  <OutletActivityId>54321</OutletActivityId>
  <OutletName>AAA Help</OutletName>
  <OutletActivityStatus>APPROVED</OutletActivityStatus>
  <OrganisationActivityId>1234</OrganisationActivityId>
  <ActivityName>Children's Contact Services</ActivityName>
  <ProgramName> Programme 2.1 - Families and Communities</ProgramName>
  <StartDate>2014-07-01T00:00:00</StartDate>
  <EndDate>2020-07-31T00:00:00</EndDate>
</OutletActivity>

```

4 Bulk Upload XML File

4.1 XML Data Types

Definitions of the data types used in input file can be found at the World Wide Web Consortium website. The URL for the specifications for the data types is.
<http://www.w3.org/TR/xmlschema-2/#built-in-datatypes>

4.2 XML Validation Rules

The Message Definition tables in the following sections contain a column with Validation Rules. These rules along with the other business rules are applied to the data as it is processed.

All rules that apply in the online system apply to bulk uploads.

4.3 XML Input File Details

The XML file can contain any number and combination of clients, cases, sessions, client assessments and session assessments. The maximum file size allowed is **10MB**.

The XML file is validated against the XML schema file at the time of upload. If XML structure is found valid, it is queued for processing.

4.3.1 XML Input File Processing

The file is processed in the following order:

1. Clients
2. Cases
3. Sessions
4. Session Assessments
5. Client Assessments
6. Outlets

The business rules applied in the online system are also applied during the bulk upload process.

4.4 XML Input File Definition

| XML Root: | DEXFileUpload |
|------------------|--|
| XML Child Nodes: | Clients Cases Sessions SessionAssessments ClientAssessments Outlets |

4.4.1 Clients

Clients node consists one or more *Client* nodes. Each *Client* node represents a client that needs to be added or updated.

4.4.1.1 Client Node

Elements within *Client* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|--|--------------------------------------|--------------|--------|------------|--|
| ClientId | Mandatory | string | 50 | | Organisation's Client Id Must be unique within the upload file. A client's name, part of a client's name, or other identifiable information should not be used as a Client Id under any circumstances. |
| Slk | Optional | string | 14 | | |
| ConsentToProvideDetails | Mandatory | Boolean | | | Client consent for DSS to collect personal information from organisations for storage on Data Exchange. Valid values: true or false If true: GivenName and FamilyName are required. If false: Slk must be provided. If GivenName, FamilyName, AddressLine1 or AddressLine2 are provided, then they will be not saved. |
| ConsentedForFutureContacts | Mandatory | Boolean | | | Valid values: true or false |
| GivenName | Conditional | string | 30 | | |
| FamilyName | Conditional | string | 30 | | |
| IsUsingPsuedonym | Mandatory | Boolean | | | Valid values: true or false |
| BirthDate | Mandatory | date | | yyyy-mm-dd | |
| IsBirthDateAnEstimate | Mandatory | Boolean | | | Valid values: true or false If true: then BirthDate must be yyyy-01-01 |
| GenderCode | Mandatory | string | | | Code from Reference data file. |
| CountryOfBirthCode | Mandatory | string | | | Code from Reference data file. |
| LanguageSpokenAtHomeCode | Mandatory | string | | | Code from Reference data file. |
| AboriginalOrTorresStraitIslanderOriginCode | Mandatory | string | | | Code from Reference data file. |
| HasDisabilities | Mandatory | Boolean | | | Valid values: true = must provide Disabilities false = must not provide Disabilities |

Data Exchange Bulk File Upload Technical Specifications

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|--------------------------|--------------------------------------|--------------|--------|--------|--|
| Disabilities | Conditional | XML | | | |
| DisabilityCode | Conditional | string | | | Code from Reference data file. |
| AccommodationTypeCode | Conditional mandatory | string | | | If this element is provided then it is must have value. Mandatory based on Activity Specific Requirement with Code as "ACCOMMODATIONTYPE" |
| DVACardStatusCode | Conditional mandatory | string | | | If this element is provided then it is must have value. Mandatory based on Activity Specific Requirement with Code as "DVACARDSTATUS" |
| HasCarer | Conditional mandatory | Boolean | | | If this element is provided then it is must have value. Mandatory based on Activity Specific Requirement with Code as "HASCARER" |
| ResidentialAddress | Mandatory | XML | | | |
| AddressLine1 | Optional | string | 180 | | |
| AddressLine2 | Optional | string | 180 | | |
| Suburb | Mandatory | string | 50 | | |
| StateCode | Mandatory | string | 3 | | Code from Reference data file. |
| Postcode | Mandatory | string | 4 | | Must be 4 digits |
| HomelessIndicatorCode | Optional | string | | | Code from Reference data file. |
| HouseholdCompositionCode | Conditional mandatory | string | | | If this element is provided then it is must have value. Mandatory based on Activity Specific Requirement with Code as "HOUSEHOLDMANDATORY" |
| MainSourceOfIncomeCode | Optional | string | | | Code from Reference data file. |
| IncomeFrequencyCode | Optional | string | | | Code from Reference data file. |
| IncomeAmount | Optional | integer | | | Must be a whole number greater than 0. |
| FirstArrivalYear | Optional | integer | | | FirstArrivalMonth and FirstArrivalYear must be greater than or equal to DateOfBirth. FirstArrivalMonth and FirstArrivalYear must be less than or equal to today's date. |

Data Exchange Bulk File Upload Technical Specifications

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---------------------------|--------------------------------------|--------------|--------|-----------------|---|
| FirstArrivalMonth | Optional | string | | enumera tion | Valid values: January February March April May June July August September October November December |
| MigrationVisaCategoryCode | Optional | string | | | Code from Reference data file. |
| AncestryCode | Optional | string | | | Code from Reference data file. |
| EducationLevelCode | Optional | string | | | Code from Reference data file. |
| EmploymentStatusCode | Optional | string | | | Code from Reference data file. |
| IsClientACarer | Optional | Boolean | | | Valid values: true = If Client is a carer false = if client is not a carer |
| NDISEligibilityCode | Optional | string | | | Code from Reference data file. |

4.4.1.2 Client Node XML

Sample *Client* node XML with Schema validation rules:

```
<Client>
  <!--Mandatory.-->
  <ClientId>CL0012</ClientId>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <Slk>L020E240220141</Slk>
  <!--Mandatory. Values allowed true or false in lower case.-->
  <ConsentToProvideDetails>true</ConsentToProvideDetails>
  <!--Mandatory. Values allowed true or false in lower case.-->
  <ConsentedForFutureContacts>true</ConsentedForFutureContacts>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <GivenName>Joe</GivenName>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <FamilyName>Blog</FamilyName>
  <!--Mandatory. Values allowed true or false in lower case-->
  <IsUsingPsuedonym>>false</IsUsingPsuedonym>
  <!--Mandatory. Must be in a valid datetime.-->
  <BirthDate>2014-02-24</BirthDate>
  <!--Mandatory. Values allowed true or false in lower case.-->
  <IsBirthDateAnEstimate>>false</IsBirthDateAnEstimate>
  <!--Mandatory.-->
  <GenderCode>MALE</GenderCode>
  <!--Mandatory.-->
  <CountryOfBirthCode>1101</CountryOfBirthCode>
  <!--Mandatory.-->
```

```

<LanguageSpokenAtHomeCode>1201</LanguageSpokenAtHomeCode>
<!--Mandatory.-->
<AboriginalOrTorresStraitIslanderOriginCode>NO</AboriginalOrTorresStraitIslanderOriginCode>
<!--Mandatory. Values allowed true or false in lower case.-->
<HasDisabilities>true</HasDisabilities>
<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 DisabilityCode must be provided.-->
<Disabilities>
  <DisabilityCode>PHYSICAL</DisabilityCode>
</Disabilities>
<!--Not mandatory. If element is present in the XML, then a value must be provided -->
<AccommodationTypeCode>BOARDING</AccommodationTypeCode>
<!--Not mandatory. If element is present in the XML, then a value must be provided -->
<DVACardStatusCode>NODVA</DVACardStatusCode>
<!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case.-->
<HasCarer>true</HasCarer>
<ResidentialAddress>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <AddressLine1>Unit 1</AddressLine1>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <AddressLine2>3 xyz street</AddressLine2>
  <!--Mandatory.-->
  <Suburb>Sydney</Suburb>
  <!--Mandatory.-->
  <StateCode>NSW</StateCode>
  <!--Mandatory and must be 4 numerical characters.-->
  <Postcode>2905</Postcode>
</ResidentialAddress>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided. -->
<HomelessIndicatorCode>ATRISK</HomelessIndicatorCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<HouseholdCompositionCode>GROUP</HouseholdCompositionCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<MainSourceOfIncomeCode>NIL</MainSourceOfIncomeCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<IncomeFrequencyCode>FORTNIGHTLY</IncomeFrequencyCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<IncomeAmount>1</IncomeAmount>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<FirstArrivalYear>2014</FirstArrivalYear>
<!--Not mandatory-->
<!--If element is present in the XML, then a valid value (Month) must be provided-->
<FirstArrivalMonth>February</FirstArrivalMonth>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<MigrationVisaCategoryCode>SKILLED</MigrationVisaCategoryCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<AncestryCode>1103</AncestryCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<EducationLevelCode>ADVDIPLOMA</EducationLevelCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<EmploymentStatusCode>CARING</EmploymentStatusCode>
<!--Not mandatory-->
<!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case-->
<IsClientACarer>false</IsClientACarer>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<NDISEligibilityCode>ELIGIBLE</NDISEligibilityCode>
</Client>

```

4.4.2 Cases

Cases node contains one or more Case nodes. Each Case node represents a case that needs to be added or updated.

4.4.2.1 Case Node

Elements within Case node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|----------------------------------|--------------------------------------|--------------|--------|------------|---|
| Caseld | Mandatory | string | 50 | | Organisation's Case Id. This is unique within the organisation. Must be unique within the upload file. A client's name, part of a client's name, or other identifiable information should not be used as a Case Id under any circumstances. |
| OutletActivityId | Mandatory | integer | | | Must be an OutletActivityId from Organisation Activity and Outlet data file. |
| TotalNumberOfUnidentifiedClients | Mandatory | integer | | | Number of unidentified clients associated with the case. An unsigned integer, which can contain value from 0 to 999. |
| ClientAttendanceProfileCode | Optional | String | | | Code from Reference data file |
| ParentingAgreementOutcome | Optional | XML | | | This will contain details about Parenting Agreement Outcome data. |
| Section60I | Optional | XML | | | This will contain details of Section60I data. |
| CaseClients | Optional | XML | | | It contains 1 or more CaseClient nodes to be associated with the case. If no CaseClients are provided, then TotalNumberOfUnidentifiedClients must be greater than zero. |
| EndDate | Optional | Date | | yyyy-mm-dd | |

4.4.2.1.1 CaseClient Node

Elements within each CaseClient Node

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|--------------------|--------------------------------------|--------------|--------|--------|---|
| ClientId | Mandatory | string | 50 | | Organisation's Client Id. This is unique within the organisation. |
| ReferralSourceCode | Optional | string | | | Code from Reference data file |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|----------------------|--------------------------------------|--------------|--------|--------|---|
| ReasonsForAssistance | Optional | XML | | | This will contain list of ReasonForAssistance nodes. If element is present in the XML, then at least one ReasonForAssistance must be provided. |
| ExitReasonCode | Optional | XML | | | Code from Reference data file. Dependent upon the Activity Selected on Case. Details listed in table Appendix B. |

4.4.2.1.1 ReasonForAssistance Node

Elements within each *ReasonForAssistance* Node

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|-------------------------|--------------------------------------|--------------|--------|--------|--|
| ReasonForAssistanceCode | Mandatory | string | | | Code from Reference data file |
| IsPrimary | Mandatory | Boolean | | | Valid values: true or false There must be 1 and only 1 ReasonForAssistance with IsPrimary = true. |

4.4.2.1.2 ParentingAgreementOutcome Node

Elements within ParentingAgreementOutcome Node

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|--|--------------------------------------|--------------|--------|------------|-------------------------------|
| ParentingAgreementOutcomeCode | Mandatory | string | | | Code from Reference data file |
| DateOfParentingAgreement | Mandatory | date | | yyyy-mm-dd | |
| DidLegalPractitionerAssistWithFormalisingAgreement | Mandatory | Boolean | | | Valid values: true or false |

4.4.2.1.3 Section60I Node

Elements within Section60I Node

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|-------------------------------|--------------------------------------|--------------|--------|------------|-------------------------------|
| Section60ICertificateTypeCode | Mandatory | string | | | Code from Reference data file |
| DateIssued | Mandatory | date | | yyyy-mm-dd | |

4.4.2.2 Case Node XML

Sample Case node XML with Schema validation rules:

```

<Case>
  <!--Mandatory.-->
  <CaseId>CA0050</CaseId>
  <!--Mandatory. Values allowed integers-->
  <OutletActivityId>12</OutletActivityId>
  <!--Not mandatory.-->
  <!--If element is present in the XML, the Values allowed is integers between 0 - 999 -->
  <TotalNumberOfUnidentifiedClients>0</TotalNumberOfUnidentifiedClients>
  <!--Not mandatory.-->
  <ClientAttendanceProfileCode>PSGROUP</ClientAttendanceProfileCode>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then at least 1 Client must be provided.-->
  <CaseClients>
    <CaseClient>
      <!--Mandatory.-->
      <ClientId>CL0012</ClientId>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <ReferralSourceCode>CENTRELINK</ReferralSourceCode>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then at least 1 ReasonForAssistance must be provided.-->
      <ReasonsForAssistance>
        <ReasonForAssistance>
          <!--Mandatory.-->
          <ReasonForAssistanceCode>FAMILY</ReasonForAssistanceCode>
          <!--Mandatory. Values allowed true or false in lower case-->
          <IsPrimary>true</IsPrimary>
        </ReasonForAssistance>
        <ReasonForAssistance>
          <!--Mandatory.-->
          <ReasonForAssistanceCode>MATERIAL</ReasonForAssistanceCode>
          <!--Mandatory. Values allowed true or false in lower case-->
          <IsPrimary>>false</IsPrimary>
        </ReasonForAssistance>
      </ReasonsForAssistance>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <ExitReasonCode>MOVED</ExitReasonCode>
    </CaseClient>
  </CaseClients>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then data must be provided.-->
  <ParentingAgreementOutcome>
    <!--Mandatory.-->
    <ParentingAgreementOutcomeCode>FULL</ParentingAgreementOutcomeCode>
    <!--Mandatory.-->
    <DateOfParentingAgreement>2014-02-24</DateOfParentingAgreement>
    <!--Mandatory.-->
    <DidLegalPractitionerAssistWithFormalisingAgreement>true
  </DidLegalPractitionerAssistWithFormalisingAgreement>
  </ParentingAgreementOutcome>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then data must be provided.-->
  <Section60I>
    <!--Mandatory.-->
    <Section60ICertificateTypeCode>GENUINE</Section60ICertificateTypeCode>
    <!--Mandatory.-->
    <DateIssued>2014-02-24</DateIssued>
  </Section60I>
  <!--Not mandatory.-->
  <EndDate>2018-04-17</EndDate>
</Case>

```

4.4.3 Sessions

Sessions node contains one or more *Session* nodes. Each *Session* node represents a session that needs to be added or updated.

4.4.3.1 Session Node

Elements within each *Session* Node:

Data Exchange Bulk File Upload Technical Specifications

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|--------------------------------------|-----------|--------|------------|--|
| SessionId | Mandatory | string | 50 | | <p>Organisation's Session Id. This is unique for a particular case within the organisation.</p> <p>SessionId and Caseld compound must be unique within the upload file.</p> <p>A client's name, part of a client's name, or other identifiable information should not be used as a Session Id under any circumstances.</p> |
| Caseld | Mandatory | string | 50 | | Organisation's Case Id. |
| SessionDate | Mandatory | date | | yyyy-mm-dd | |
| ServiceTypeld | Mandatory | integer | | | Must be a ServiceTypeld from Organisation Activity and Outlet data file. |
| TotalNumberOfUnidentifiedClients | Conditional | integer | | | <p>Number of unidentified clients associated with the case.</p> <p>An unsigned integer, which can contain value from 0 to 999</p> <p>Optional according to Activity.</p> <p>If applicable for and activity and no SessionClients are provided, then TotalNumberOfUnidentifiedClients should be greater than zero.</p> |
| FeesCharged | Conditional | decimal | | | The amount of FeesCharged by an organisation. Dependent upon the Activity Selected on Case. Details listed in table Appendix B. |
| MoneyBusinessCommunityEducationWorkshopCode | Conditional | string | | | <p>DEX's Money Business Community Education Workshop Code</p> <p>Optional according to Activity and Service type</p> |
| InterpreterPresent | Optional | Boolean | | | <p>Valid values: true or false</p> <p>Indicating whether interpreter was present in the session.</p> |
| ServiceSettingCode | Optional | string | | | Code from Reference data file |
| SessionClients | Optional | XML | | | <p>This will contain list of SessionClient child nodes.</p> <p>This child will contain details of clients associated with the case and session.</p> <p>If no SessionClients are provided, then TotalNumberOfUnidentifiedClients should be greater than zero.</p> |
| TimeMinutes | Conditional | integer | | | The amount of assistance provided by an organisation, measured in quantitative time detail in minutes unit. Dependent upon the Service Types table in Appendix C. |

Data Exchange Bulk File Upload Technical Specifications

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---------------|--------------------------------------|-----------|--------|--------|---|
| TotalCost | Conditional | integer | | | The amount of assistance provided by an organisation, measured in quantitative currency detail. Dependent upon the Service Types table in Appendix C. |
| Quantity | Conditional | integer | | | The amount of assistance provided by an organisation, measured in quantitative detail. Dependent upon the Service Types table in Appendix C. |
| Topic | Conditional | string | | | DEX's Topic Code Optional according to Activity selected in associated case. |
| Extraltems | Conditional | XML | | | Contains zero or more ExtraltemCode. |
| ExtraltemCode | Conditional | string | | | Code from Reference data file. The amount of assistance provided by an organisation, measured in descriptive detail. Dependent upon the Service Types table in Appendix C. |

4.4.3.1.1 SessionClient Node

Elements within each *SessionClient* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|------------------------------|--------------------------------------|-----------|--------|--------|---|
| ClientId | Mandatory | string | | | Organisation's Client Id. |
| ParticipationCode | Mandatory | string | | | Code from Reference data file |
| ClientReferralOutWithPurpose | Optional | XML | | | This will contain list of Referral nodes. If element is present in the XML, then at least one Referral must be provided. |

4.4.3.1.1.1 Referral Node

Elements within each *Referral* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|--------------|--------------------------------------|-----------|--------|--------|---|
| TypeCode | Mandatory | string | | | Code from Reference data file |
| PurposeCodes | Mandatory | XML | | | Must contain 1 or more PurposeCode nodes. |
| PurposeCode | Mandatory | string | | | Code from Reference data file |

4.4.3.2 Session Node XML

Sample *Session* node XML with Schema validation rules:

```

<Session>
  <!--Mandatory.-->
  <SessionId>SS001</SessionId>
  <!--Mandatory.-->
  <CaseId>CA0050</CaseId>
  <!--Mandatory and should be valid datetime-->
  <SessionDate>2014-07-30</SessionDate>
  <!--Mandatory. Values allowed integers-->
  <ServiceTypeId>5</ServiceTypeId>
  <!--Not mandatory.-->
  <!--if present must have a valid integer value allowed integers between 0 - 999 -->
  <TotalNumberOfUnidentifiedClients>0</TotalNumberOfUnidentifiedClients>
  <!-- If provided. Values allowed decimals-->
  <FeesCharged>1.00</FeesCharged>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <MoneyBusinessCommunityEducationWorkshopCode>WRK01</MoneyBusinessCommunityEducationWorkshopCode>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value of true or false in lower case must be provided-->
  <InterpreterPresent>true</InterpreterPresent>
  <!--Not mandatory.-->
  <ServiceSettingCode>COMMVENUE</ServiceSettingCode>
  <SessionClients>
    <SessionClient>
      <ClientId>CL0012</ClientId>
      <ParticipationCode>CLIENT</ParticipationCode>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then at least 1 Referral must be provided.-->
      <ClientReferralOutWithPurpose>
        <Referral>
          <!--Mandatory.-->
          <TypeCode>EXTERNAL</TypeCode>
          <!--Mandatory.-->
          <PurposeCodes>
            <!-- 1 or more Purpose must be provided.-->
            <PurposeCode>HOUSING</PurposeCode>
            <PurposeCode>PHYSICAL</PurposeCode>
          </PurposeCodes>
        </Referral>
        <Referral>
          <!--Mandatory.-->
          <TypeCode>INTERNAL</TypeCode>
          <!--Mandatory.-->
          <PurposeCodes>
            <!-- 1 or more Purpose must be provided.-->
            <PurposeCode>PERSONAL</PurposeCode>
            <PurposeCode>PHYSICAL</PurposeCode>
          </PurposeCodes>
        </Referral>
      </ClientReferralOutWithPurpose>
    </SessionClient>
  </SessionClients>
  <!--Not mandatory.-->
  <!--If element is present in the XML, Values allowed Int -->
  <TimeMinutes>10</TimeMinutes>
  <!--Not mandatory.-->
  <!--If element is present in the XML, Values allowed Int -->
  <TotalCost>10</TotalCost>
  <!--Not mandatory.-->
  <!--If element is present in the XML, Values allowed Int -->
  <Quantity>10</Quantity>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then data must be provided.-->
  <Topic>ABUSENEGLECT</Topic>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then at least 1 ExtraItem must be provided.-->
  <ExtraItems>
    <!-- 1 or more ExtraItem must be provided.-->
    <ExtraItemCode>BATHROOM</ExtraItemCode>
  </ExtraItems>
</Session>

```

4.4.4 SessionAssessments

SessionAssessments node must contain one or more *SessionAssessment* nodes. Each *SessionAssessment* node contains assessments for a session.

4.4.4.1 SessionAssessment Node

Elements within *SessionAssessment* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|-------------|--------------------------------------|-----------|--------|--------|---|
| Caseld | Mandatory | string | | | Organisation's Case Id |
| SessionId | Mandatory | string | | | Organisation's Session Id Combination of Caseld and SessionId is used to identify the Session to which assessments are added or updated. |
| Assessments | Mandatory | XML | | | Must contain 1 or maximum of 2 Assessment nodes for the Session. Maximum 1 Pre and 1 Post Assessment per Session. |

4.4.4.1.1 Assessment Node

It represents a single Assessment. Elements within *Assessment* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---------------------|--------------------------------------|-----------|--------|--------|--|
| ScoreTypeCode | Mandatory | string | | | Code from Reference data file. Same combination of ScoreTypeCode and AssessmentPhaseCode must not exist for any other Assessment in the same Assessments node. ClientId, Caseld, SessionId, ScoreTypeCode, and AssessmentPhaseCode compound must be unique within the upload file. |
| AssessmentPhaseCode | Mandatory | string | | | Code from Reference data file. |
| AssessedByCode | Optional | string | | | Code from Reference data file. |
| Scores | Mandatory | XML | | | Must contain at least 1 ScoreCode. |
| ScoreCode | Mandatory | string | | | Code from Reference data file. |

4.4.4.2 SessionAssessment Node XML

Sample *SessionAssessment* node XML with Schema validation rules:

```

<SessionAssessment>
  <!--Mandatory.-->
  <CaseId>CA0050</CaseId>
  <!--Mandatory.-->
  <SessionId>SS001</SessionId>
  <!--Mandatory.-->
  <Assessments>
    <!-- 1 or more Assessment must be provided.-->
    <Assessment>
      <!--Mandatory.-->
      <ScoreTypeCode>GROUP</ScoreTypeCode>
      <!--Mandatory.-->
      <AssessmentPhaseCode>POST</AssessmentPhaseCode>
      <!--Not mandatory.-->
      <AssessedByCode>SDJOINT</AssessedByCode>
      <!--Mandatory.-->
      <Scores>
        <!-- 1 or more ScoreCode must be provided.-->
        <ScoreCode>GROUPNETWORKS1</ScoreCode>
        <ScoreCode>GROUPSKILLS2</ScoreCode>
      </Scores>
    </Assessment>
  </Assessments>
</SessionAssessment>

```

4.4.5 ClientAssessments

ClientAssessments node must contain one or more *ClientAssessment* nodes. Each *ClientAssessment* node contains assessments of a client who attended the session.

4.4.5.1 ClientAssessment Node

Elements within *ClientAssessment* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|-------------|--------------------------------------|-----------|--------|--------|--|
| ClientId | Mandatory | string | | | Organisation's Client Id |
| Caseld | Mandatory | string | | | Organisation's Case Id |
| SessionId | Mandatory | string | | | Organisation's Session Id Combination of ClientId, Caseld and SessionId is used to identify the client to which assessments are added or updated. |
| Assessments | Mandatory | XML | | | Must contain 1 or more Assessment nodes. Maximum 1 Pre and 1 Post Assessment per SCORE Type per Client per Session. |

4.4.5.1.1 Assessment Node

Same as Assessment Node above, section 4.4.4.1.1.

4.4.5.2 ClientAssessment Node XML

Sample *ClientAssessment* node XML with Schema validation rules:

```

<ClientAssessment>
  <!--Mandatory.-->
  <ClientId>CL0012</ClientId>
  <!--Mandatory.-->
  <CaseId>CA0050</CaseId>
  <!--Mandatory.-->
  <SessionId>SS001</SessionId>
  <!--Mandatory.-->
  <Assessments>
    <!-- 1 or more Assessment must be provided.-->
    <Assessment>
      <!--Mandatory.-->
      <ScoreTypeCode>CIRCUMSTANCES</ScoreTypeCode>
      <!--Mandatory.-->
      <AssessmentPhaseCode>PRE</AssessmentPhaseCode>
      <!--Not mandatory.-->
      <AssessedByCode>SDJOINT</AssessedByCode>
      <!--Mandatory.-->
      <Scores>
        <!-- 1 or more ScoreCode must be provided.-->
        <ScoreCode>AGE1</ScoreCode>
        <ScoreCode>MATERIAL1</ScoreCode>
      </Scores>
    </Assessment>
  </Assessments>
</ClientAssessment>

```

4.4.6 Outlets

The *Outlets* node must contain one or more *Outlet* nodes. Each *Outlet* node contains outlet information and zero or more *OutletActivities*. When adding a new outlet, no *OutletId* is supplied and *OutletActivities* are optional (an outlet can be created with no *OutletActivities*).

When updating an outlet, the appropriate *OutletId* must be supplied to identify which outlet is being updated. In addition, when updating an outlet, all current *OutletActivities* must be supplied with appropriate *StartDate* and *EndDate* values. Omitting any of the *OutletActivity* items while performing an update will indicate to delete or end-date the *OutletActivity*.

When an *OutletActivity* is omitted from an update, this indicates to delete it if possible. Deletion will occur if there are no *Cases* associated with the *OutletActivity*.

If *Cases* are associated with the *OutletActivity* (that is intended to be deleted) it will not be deleted but end-dated to the current date to disallow any activity from the day of removal onwards. Warning messages will be returned indicating the *OutletActivity* has been end-dated.

4.4.6.1 Outlet Node

Elements within *Outlet* node:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|------------------------|--------------------------------------|--------------|--------|------------|--|
| OutletId | Conditional Optional | integer | | | ADD – Not required when adding a NEW outlet. UPDATE - OutletId of outlet being updated. |
| Name | Mandatory | string | 50 | | Name of outlet |
| ResidentialAddress | Mandatory | | | | Occurs once |
| AddressLine1 | Mandatory | string | 180 | | |
| AddressLine2 | Optional | string | 180 | | |
| Suburb | Mandatory | string | 50 | | |
| StateCode | Mandatory | string | 3 | | |
| Postcode | Mandatory | string | 4 | | |
| OutletActivities | Optional | | | | Occurs zero or 1 time |
| OutletActivity | Mandatory | | | | Occurs 1 or more times |
| OrganisationActivityId | Mandatory | Integer | | | Sourced from "Organisation activities data" |
| StartDate | Mandatory | Date | | YYYY-MM-DD | Must equal or be greater than StartDate from "Organisation activities data" |
| EndDate | Mandatory | | | YYYY-MM-DD | Must equal or be less than EndDate from "Organisation activities data" |

4.4.6.2 Outlet Node XML

Sample *Outlet* node XML with Schema validation rules:

```

<Outlet>
  <!--Optional.-->
  <OutletId>185</OutletId>
  <!--Mandatory.-->
  <Name>Sophie's Family Services</Name>
  <!--Mandatory.-->
  <ResidentialAddress>
    <!--Mandatory.-->
    <AddressLine1>1-5 Grattan Ct</AddressLine1>
    <!--Mandatory.-->
    <Suburb>WANNIASSA</Suburb>
    <!--Mandatory.-->
    <StateCode>ACT</StateCode>
    <!--Mandatory.-->
    <Postcode>2903</Postcode>
  </ResidentialAddress>
  <!--Optional.-->
  <OutletActivities>
    <!--Mandatory.-->
    <OutletActivity>
      <!--Mandatory.-->
      <OrganisationActivityId>1585</OrganisationActivityId>
      <!--Mandatory.-->
      <StartDate>2015-07-01</StartDate>
      <!--Mandatory.-->
    </OutletActivity>
  </OutletActivities>

```

```
<EndDate>2016-12-31</EndDate>
</OutletActivity>
<!--Mandatory.-->
<OutletActivity>
  <!--Mandatory.-->
  <OrganisationActivityId>9</OrganisationActivityId>
  <!--Mandatory.-->
  <StartDate>2015-07-01</StartDate>
  <!--Mandatory.-->
  <EndDate>2016-12-31</EndDate>
</OutletActivity>
</OutletActivities>
</Outlet>
```

5 Error Processing

Organisations will have the facility to download an error file for their submissions. Organisations are able to view the errors in the error file, fix the errors in their source system, and upload another file with contains the fixed records for processing.

5.1 Uploaded file errors

5.1.1 View Uploaded Files

Organisations can go to page “View uploaded files” in the Data Exchange Web Portal. This page displays the list of all the files uploaded by the organisation. Organisations can expand the row of the grid where the Status is “Failed”, and can download an error file for their submissions.

Example of View uploaded files with one row expanded to download error file:

| File | Uploaded on | Uploaded by | Status |
|--|------------------------|---------------------------|------------|
| Defect 4509.xml | 29/01/2019 2:02:38 PM | BLDEV_IJ005286@blue.local | Successful |
| ALL (basic).xml | 18/01/2019 10:34:43 AM | BLDEV_IJ005286@blue.local | Successful |
| ALL (basic).xml | 18/01/2019 10:20:59 AM | BLDEV_IJ005286@blue.local | Failed |
| Comments: Error report: ALL (basic).xml.csv | | | |
| OUTLET -sys.xml | 18/01/2019 10:11:28 AM | BLDEV_IJ005286@blue.local | Successful |
| OUTLET -sys.xml | 18/01/2019 10:10:13 AM | BLDEV_IJ005286@blue.local | Successful |

5.1.2 Upload file details

Organisation can click the file name of any file and see more information about that file such as upload progress as well as breakdown of total, successful and failed records by entity type.

Example of Upload file details:

| | |
|---------------------|--|
| File name: | ALL (basic).xml |
| Status: | Failed |
| Current progress: | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% |
| Uploaded by: | BLDEV_IJ005286@blue.local |
| Uploaded on: | 12/02/2019 10:21:04 AM |
| Processing started: | 12/02/2019 10:21:21 AM |
| Processing stopped: | 12/02/2019 10:21:30 AM |
| File report: | ALL (basic).xml.csv |
| Comments: | |

Uploaded Entities

| Entity Type | Total Count | Pending | Processing | Successful | Failed | Complete | Run Time |
|-------------------|-------------|---------|------------|------------|--------|--|----------|
| Client | 4 | 0 | 0 | 2 | 2 | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% | 00:04 |
| Case | 4 | 0 | 0 | 0 | 4 | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% | 00:00 |
| Session | 4 | 0 | 0 | 0 | 4 | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% | 00:00 |
| SessionAssessment | 2 | 0 | 0 | 0 | 2 | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% | 00:03 |
| ClientAssessment | 2 | 0 | 0 | 0 | 2 | <div style="width: 100%; background-color: green; height: 10px;"></div> 100% | 00:00 |

5.2 Error Report File

5.2.1 Format

The file format of the error file will be CSV. This format allows users to open the error file directly into their preferred tool (i.e. MS Excel, Office, etc.) in their desktop, facilitating the task to identify and fix errors.

5.2.2 Error Report File Details

The output file will be populated with entities that were imported in error and were not accepted as a valid entity by the system.

5.2.3 Error Report File Definition

Header Row: **Field Names**

Children Rows (repeated): **One row per entity error**

5.2.3.1 Elements within each Entity Node

| Element | Data Type | Description |
|-----------------------|-----------|---|
| Entity Type | string | Entity type will give details about, as to which entity Data Exchange System was creating, which gave an error. The entity type can be Client, Case, Session, SessionAssessment and ClientAssessment |
| Parent Entity Details | string | This field will give information about the parent entity for which the child was created. E.g. if session entity is created, then this will give information about, against which case, the session was created. As case is the parent entity of session. |
| Entity Id | string | Organisation's Id |
| Error Description | string | This field will give details about the error message |
| Error Type | string | This field indicates whether the error message is an "error", which means that the record failed to create; or a "warning", which means that the record has created but there is a comment for information |

5.2.3.2 Output File Example (An error with each entity type)

| Entity Type | Parent Entity Details | Entity Id | Error Description | Error Type |
|--------------------|---|---------------------------|---|------------|
| Client | | SomeClientid1 | Migration month of arrival is required when migration year of arrival is provided | Error |
| Client | | SomeClientid20 | Please note address updated to Unit 1/25 Smith St KINGSWOOD NSW 2747 to meet validation | Warning |
| Case | | SomeCaselid1 | Parenting Agreement Outcome cannot be provided for this Outlet Activity | Error |
| Session | Caseld: CA0050 | SomeSessionid1 | Client Id CL0015 not found | Error |
| Session Assessment | Caseld: CA0060 - SessionId: SS0010 | SomeSession Assessmentid1 | Session Id SS0010 not found | Error |
| Client Assessment | ClientId: CL0015 - Caseld: CA0060 - SessionId: SS0010 | SomeClient Assessmentid1 | Session Id SS0010 not found | Error |

6 Appendix A. Sample XML

The following is the sample of XML file with Client, Case, Session, Session Assessment and Client Assessment. It also contains the Schema validation rules for each element.

```
<?xml version="1.0" encoding="utf-8" ?>
<!--At least 1 of the Clients or Cases or Sessions or SessionAssessments or ClientAssessments elements is required.-->
<DEXFileUpload>
<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 Client must be provided.-->
  <Clients>
    <Client>
      <!--Mandatory.-->
      <ClientId>CL0012</ClientId>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <Slk>L020E240220141</Slk>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <ConsentToProvideDetails>true</ConsentToProvideDetails>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <ConsentedForFutureContacts>true</ConsentedForFutureContacts>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <GivenName>Joe</GivenName>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <FamilyName>Blog</FamilyName>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <IsUsingPseudonym>>false</IsUsingPseudonym>
      <!--Mandatory. Must be in a valid datetime.-->
      <BirthDate>2014-02-24</BirthDate>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <IsBirthDateAnEstimate>>false</IsBirthDateAnEstimate>
      <!--Mandatory.-->
      <GenderCode>MALE</GenderCode>
      <!--Mandatory.-->
      <CountryOfBirthCode>1101</CountryOfBirthCode>
      <!--Mandatory.-->
      <LanguageSpokenAtHomeCode>1201</LanguageSpokenAtHomeCode>
      <!--Mandatory.-->
      <AboriginalOrTorresStraitIslanderOriginCode>NO</AboriginalOrTorresStraitIslanderOriginCode>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <HasDisabilities>true</HasDisabilities>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then at least 1 DisabilityCode must be provided.-->
      <Disabilities>
        <DisabilityCode>PHYSICAL</DisabilityCode>
      </Disabilities>
      <!--Not mandatory. If element is present in the XML, then a value must be provided -->
      <AccommodationTypeCode>BOARDING</AccommodationTypeCode>
      <!--Not mandatory. If element is present in the XML, then a value must be provided -->
      <DVACardStatusCode>NODVA</DVACardStatusCode>
      <!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case.-->
      <HasCarer>true</HasCarer>
      <ResidentialAddress>
        <!--Not mandatory.-->
        <!--If element is present in the XML, then a value must be provided.-->
        <AddressLine1>Unit 1</AddressLine1>
        <!--Not mandatory.-->
        <!--If element is present in the XML, then a value must be provided.-->
        <AddressLine2>3 xyz street</AddressLine2>
        <!--Mandatory.-->
        <Suburb>Sydney</Suburb>
        <!--Mandatory.-->
        <StateCode>NSW</StateCode>
        <!--Mandatory and must be 4 numerical characters.-->
        <Postcode>2000</Postcode>
      </ResidentialAddress>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided. -->
```

```

<HomelessIndicatorCode>ATRISK</HomelessIndicatorCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<HouseholdCompositionCode>GROUP</HouseholdCompositionCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<MainSourceOfIncomeCode>NIL</MainSourceOfIncomeCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<IncomeFrequencyCode>FORTNIGHTLY</IncomeFrequencyCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<IncomeAmount>1</IncomeAmount>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<FirstArrivalYear>2014</FirstArrivalYear>
<!--Not mandatory-->
<!--If element is present in the XML, then a valid value (Month) must be provided-->
<FirstArrivalMonth>February</FirstArrivalMonth>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<MigrationVisaCategoryCode>SKILLED</MigrationVisaCategoryCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<AncestryCode>1103</AncestryCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<EducationLevelCode>ADVDIPLOMA</EducationLevelCode>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<EmploymentStatusCode>CARING</EmploymentStatusCode>
<!--Not mandatory-->
<!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case-->
<IsClientACarer>false</IsClientACarer>
<!--Not mandatory-->
<!--If element is present in the XML, then a value must be provided-->
<NDISEligibilityCode>ELIGIBLE</NDISEligibilityCode>
</Client>
</Clients>

<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 Case must be provided.-->
<Cases>
  <Case>
    <!--Mandatory.-->
    <CaseId>CA0050</CaseId>
    <!--Mandatory. Values allowed integers-->
    <OutletActivityId>12</OutletActivityId>
    <!--If element is present in the XML, the Values allowed is integers between 0 - 999 -->
    <TotalNumberOfUnidentifiedClients>0</TotalNumberOfUnidentifiedClients>
    <!--Not mandatory.-->
    <ClientAttendanceProfileCode>PSGROUP</ClientAttendanceProfileCode>
    <!--Not mandatory.-->
    <!--If element is present in the XML, then at least 1 Client must be provided.-->
    <CaseClients>
      <CaseClient>
        <!--Mandatory.-->
        <ClientId>CL0012</ClientId>
        <!--Not mandatory.-->
        <!--If element is present in the XML, then a value must be provided.-->
        <ReferralSourceCode>CENTRELINK</ReferralSourceCode>
        <!--Not mandatory.-->
        <!--If element is present in the XML, then at least 1 ReasonForAssistance must be provided.-->
        <ReasonsForAssistance>
          <ReasonForAssistance>
            <!--Mandatory.-->
            <ReasonForAssistanceCode>FAMILY</ReasonForAssistanceCode>
            <!--Mandatory. Values allowed true or false in lower case-->
            <IsPrimary>true</IsPrimary>
          </ReasonForAssistance>
          <ReasonForAssistance>
            <!--Mandatory.-->
            <ReasonForAssistanceCode>MATERIAL</ReasonForAssistanceCode>
            <!--Mandatory. Values allowed true or false in lower case-->

```

```

        <IsPrimary>false</IsPrimary>
        </ReasonForAssistance>
    </ReasonsForAssistance>
    <!--Not mandatory.-->
    <!--If element is present in the XML, then a value must be provided.-->
    <ExitReasonCode>MOVED</ExitReasonCode>
</CaseClient>
</CaseClients>
<!--Not mandatory.-->
<!--If element is present in the XML, then data must be provided.-->
<ParentingAgreementOutcome>
    <!--Mandatory.-->
    <ParentingAgreementOutcomeCode>FULL</ParentingAgreementOutcomeCode>
    <!--Mandatory.-->
    <DateOfParentingAgreement>2014-07-30</DateOfParentingAgreement>
    <!--Mandatory.-->
    <DidLegalPractitionerAssistWithFormalisingAgreement>true
    </DidLegalPractitionerAssistWithFormalisingAgreement>
</ParentingAgreementOutcome>
<!--Not mandatory.-->
<!--If element is present in the XML, then data must be provided.-->
<Section60I>
    <!--Mandatory.-->
    <Section60ICertificateTypeCode>GENUINE</Section60ICertificateTypeCode>
    <!--Mandatory.-->
    <DateIssued>2014-07-30</DateIssued>
</Section60I>
<!--Not mandatory.-->
<EndDate>2018-04-17</EndDate>
</Case>
</Cases>

<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 Session must be provided.-->
<Sessions>
    <Session>
        <!--Mandatory.-->
        <SessionId>SS001</SessionId>
        <!--Mandatory.-->
        <CaseId>CA0050</CaseId>
        <!--Mandatory and should be valid datetime-->
        <SessionDate>2014-07-30</SessionDate>
        <!--Mandatory. Values allowed integers-->
        <ServiceTypeId>5</ServiceTypeId>
        <!--Not mandatory.-->
        <!--if present must have a valid integer value allowed integers between 0 - 999 -->
        <TotalNumberOfUnidentifiedClients>0</TotalNumberOfUnidentifiedClients>
        <!-- If provided. Values allowed decimals-->
        <FeesCharged>1.00</FeesCharged>
        <!--Not mandatory.-->
        <!--If element is present in the XML, then a value of true or false in lower case must be provided-->
        <InterpreterPresent>true</InterpreterPresent>
        <!--Not mandatory.-->
        <ServiceSettingCode>COMMVENUE</ServiceSettingCode>
    <SessionClients>
        <SessionClient>
            <ClientId>CL0012</ClientId>
            <ParticipationCode>CLIENT</ParticipationCode>
            <!--Not mandatory.-->
            <!--If element is present in the XML, then at least 1 Referral must be provided.-->
            <ClientReferralOutWithPurpose>
                <Referral>
                    <!--Mandatory.-->
                    <TypeCode>EXTERNAL</TypeCode>
                    <!--Mandatory.-->
                    <PurposeCodes>
                        <!-- 1 or more Purpose must be provided.-->
                        <PurposeCode>HOUSING</PurposeCode>
                        <PurposeCode>PHYSICAL</PurposeCode>
                    </PurposeCodes>
                </Referral>
            </Referral>
            <!--Mandatory.-->
            <TypeCode>INTERNAL</TypeCode>
            <!--Mandatory.-->

```

```

        <PurposeCodes>
            <!-- 1 or more Purpose must be provided.-->
            <PurposeCode>PERSONAL</PurposeCode>
            <PurposeCode>PHYSICAL</PurposeCode>
        </PurposeCodes>
    </Referral>
</ClientReferralOutWithPurpose>
</SessionClient>
</SessionClients>
</Session>
</Sessions>

<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 SessionAssessment must be provided.-->
<SessionAssessments>
    <SessionAssessment>
        <!--Mandatory.-->
        <CaseId>CA0050</CaseId>
        <!--Mandatory.-->
        <SessionId>SS001</SessionId>
        <!--Mandatory.-->
        <Assessments>
            <!-- 1 or more Assessment must be provided.-->
            <Assessment>
                <!--Mandatory.-->
                <ScoreTypeCode>GROUP</ScoreTypeCode>
                <!--Mandatory.-->
                <AssessmentPhaseCode>POST</AssessmentPhaseCode>
                <!--Not mandatory.-->
                <AssessedByCode>SDJOINT</AssessedByCode>
                <!--Mandatory.-->
                <Scores>
                    <!-- 1 or more ScoreCode must be provided.-->
                    <ScoreCode>GROUPNETWORKS1</ScoreCode>
                    <ScoreCode>GROUPSKILLS2</ScoreCode>
                </Scores>
            </Assessment>
        </Assessments>
    </SessionAssessment>
</SessionAssessments>

<!--Not mandatory.-->
<!--If element is present in the XML, then at least 1 ClientAssessment must be provided.-->
<ClientAssessments>
    <ClientAssessment>
        <!--Mandatory.-->
        <ClientId>CL0012</ClientId>
        <!--Mandatory.-->
        <CaseId>CA0050</CaseId>
        <!--Mandatory.-->
        <SessionId>SS001</SessionId>
        <!--Mandatory.-->
        <Assessments>
            <!-- 1 or more Assessment must be provided.-->
            <Assessment>
                <!--Mandatory.-->
                <ScoreTypeCode>CIRCUMSTANCES</ScoreTypeCode>
                <!--Mandatory.-->
                <AssessmentPhaseCode>PRE</AssessmentPhaseCode>
                <!--Not mandatory.-->
                <AssessedByCode>SDJOINT</AssessedByCode>
                <!--Mandatory.-->
                <Scores>
                    <!-- 1 or more ScoreCode must be provided.-->
                    <ScoreCode>AGE1</ScoreCode>
                    <ScoreCode>MATERIAL1</ScoreCode>
                </Scores>
            </Assessment>
        </Assessments>
    </ClientAssessment>
</ClientAssessments>
</DEXFileUpload>

```

7 Appendix B. Activity Specific Requirements

The following lists the Activity Specific Requirements fields.

| Code | Related entity and property | Description |
|---------------------------|--|---|
| ACCOMMODATIONTYPE | Client: AccommodationTypeCode | If a Client is associated to a Case where its activity specifies this code, then "AccommodationTypeCode" property on the Client is required and must be supplied with a valid value. This also implies that Clients will not be accepted on a session with in that case. |
| DVACARDSTATUS | Client: DVACardStatusCode | If a Client is associated to a Case where its activity specifies this code, then "DVACardStatusCode" property on the Client is required and must be supplied with a valid value. This also implies that Clients will not be accepted on a session with in that case. |
| HOUSEHOLDMANDATORY | Client: HouseholdCompositionCode | If a Client is associated to a Case where its activity specifies this code, then "HouseholdCompositionCode" property on the Client is required and must be supplied with a valid value. This also implies that Clients will not be accepted on a session with in that case. |
| HASCARER | Client: HasCarer | If a Client is associated to a Case where its activity specifies this code, then "HasCarer" property on the Client is required and must be supplied with a valid value. This also implies that Clients will not be accepted on a session with in that case. |
| PARENTINGAGREEMENTOUTCOME | Case: ParentingAgreementOutcome: ParentingAgreementOutcomeCode, DateOfParentingAgreement, DidLegalPractitionerAssistWithFormalisingAgreement | When applied to an Activity, "ParentingAgreementOutcomeCode", "DateOfParentingAgreement" and "DidLegalPractitionerAssistWithFormalisingAgreement" properties on Case can be supplied. |
| CERTIFICATE TYPE | Case: Section60I: Section60ICertificateTypeCode DateIssued | When applied to an Activity, "Section60ICertificateTypeCode" and "DateIssued" properties on Case can be supplied. |
| EXITCASE | Case Client: ExitReasonCode | When applied to an Activity, "ExitReasonCode" property for the Case Client can be supplied |
| FEESCHARGEDSESSIONMANDT | Session: FeesCharged | When applied to an Activity, "FeesCharged" property on Session must be supplied and with a valid value. |
| FEESCHARGEDSESSIONNOPTNL | Session: FeesCharged | When applied to an Activity, "FeesCharged" property on Session can be supplied. If supplied, must have a valid value. |
| TOPIC | Session: TopicCode | When applied to an Activity, "TopicCode" property on Session can be supplied. If supplied, must have a valid value. |
| UNIDENTIFIEDCLIENTS | Case: TotalNumberOfUnidentifiedClients Session : TotalNumberOfUnidentifiedClients | When applied to an Activity, "TotalNumberOfUnidentifiedClients" property on case and session can be supplied and is required. When supplied, must have a valid value. |

8 Appendix C. Service Type Specific Requirements

List of applicable Codes for a service type is available from Organisation Activity and Outlets data file.

| Code | Related entity and property | Description |
|----------------------|---|---|
| ASSISTANCECOSTAMOUNT | Session: TotalCost | When applied to a service type "TotalCost" property on session is required and must be supplied with valid values to record a new session or update an existing session. |
| ASSISTANCEITEM | Session: Extraltems | When applied to a service type "Extraltems" property on session is required and must be supplied with a valid value to record a new session or update an existing session. |
| ASSISTANCEMINUTES | Session: Time | When applied to a service type "Time" property on session is required and must be supplied with a valid value to record a new session or update an existing session. |
| ASSISTANCEQUANTITY | Session: Quantity | When applied to a service type "Quantity" property on session is required and must be supplied with a valid value to record a new session or update an existing session. |
| WORKSHOP | Session: MoneyBusinessCommunityEducationWorkshopCode | When applied to a service type "MoneyBusinessCommunityEducationWorkshopCode" property on session is required and must be supplied with a valid value to record a new session or update an existing session. |