Australian Government
Department of Social Services

# Data Exchange System
# Bulk File Upload Technical Specification

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# 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<br>• GetOrganisationActivities<br>• AddOutlet<br>• UpdateOutlet<br>• DeleteOutlet<br>Expected production release date is 12th Dec 2015 |
| 1.4 | 7 November 2016 | Changes to 'Activity Specific Requirements' |
| 1.5 | 25 July 2017 | Changes to 'Activity Specific Requirements'.<br>Adding Topic for Session.<br>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.<br>Added EducationLevelCode, EmploymentStatusCode, IsClientACarer, NDISEligibilityCode for Clients.<br>Added ClientAttendanceProfileCode, and EndDate for Cases.<br>Added ServiceSettingCode for Sessions.<br>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'.<br>Added 'Available from' and 'Available to' to Organisation Activity data format sample.<br>'Error Processing' section screen shots updated. |
| 1.9 | 1 September 2019 | Terminology updates (*Service Provider* to *Organisation*).<br>Further advice added to ClientId, CaseId, and SessionId validation rules.<br>Error Report table and screenshot updated. |
| 1.10 | 1 February 2021 | Added PropertyAgreementOutcome (and subsequently PropertyAgreementOutcomeCode, DateOfPropertyAgreement, and DidLegalPractitionerAssistInPropertyMediation) for Cases.<br>Added section 2.6 to provide information for SLK creation. |
| 1.11 | 27 April 2021 | Added AgBusinessTypeCode for Cases.<br>Added HardshipTypeCode, and ExternalReferralDestinationCode for Sessions.<br><br>Expected production release in June 2021. |

| Version | Date | Change |
|---|---|---|
| 2 | 03 April 2023 | • Added Outlet as one of the six entities in the Data Exchange, under Section 2.2.<br>• Replaced all references of 'sex' with 'gender'.<br>• Updated table under Section 5.2.3.2.<br>• General formatting changes. |
| 3 | 30 June 2023 | • Addressed document accessibility<br>• Formatting changes |
| 4 | 6 November 2023 | • Addition of new 'GenderDetails' field that is optional when 'OTHER' is picked as the value for Gender.<br>This reflects changes in the User Interface to introduce an optional field 'Please specify gender detail(s)' when the value of '[I/They] use a different term' is selected for a client's gender. |
| 4.1 | December 2023 | Provided further guidance on recording SLK when a name is too short. |
| 5 | 2 March 2024 | Removed watermarks referencing Staging Environment. This version of the Web Service Technical Specifications document applies to both Staging and Production Environments. |
| 6 | October 2024 | Amended Digital Identity reference to reflect name change to Digital ID. |
| 7 | December 2025 | Added two new program specific fields to Client node and Sample XML.<br>• Is the Client Registered for My Aged Care (MAC)?<br>• MAC ID<br>Added HASMACID code to activity specific requirements. |
| 8 | February 2026 | • Inclusion of 15 new fields to the session node, revisions in sections 3.2.1, 4.4.3, 6 & 8 IsSubcontractorDelivered<br>• IsVolunteerDirectService<br>• ServiceLocationSettingCode<br>• IsOvernightSupportIncluded<br>• EngagementTimeMinutes<br>• TriptimeMinutes<br>• TripDistanceKm<br>• IsMealProvided<br>• IsMealCookedOffsite<br>• IsItemsTextureModified<br>• MainMealCount<br>• LightMealCount<br>• DessertCount<br>• BeverageCount<br>• SnackCount |
| 9 | April 2026 | Corrected the placement of 15 newly added fields in the Session node by relocating them to the appropriate positioning. |
| 10 | April 2026 | Updated field name casing for consistency across sections 4.4.3.1 and 4.4.3.2 |

| Version | Date | Change |
|---|---|---|
| 11 | 04/08/2026 | Updated MAC ID fields to conditional mandatory |

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# 1 Overview

## 1.1 The Data Exchange

The Data Exchange represents the program performance reporting approach for client facing funding agreements. The Department of Social Services (DSS) progressively introduced standardised, prioritised, and collaborative reporting processes across grants programs from 1 July 2014.

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

The requirements of the Data Exchange are divided into two parts: a small set of mandatory priority requirements that all organisations report, and an extended data set, known as the partnership approach. As part of the partnership approach, organisations are encouraged to collect the Standard Client/Community Outcome Reporting (SCORE) information for as many clients as practical.

Organisation can access a free IT system to manually input client data. This helps record clients, service and outcomes data that meet funding agreement performance data requirements and allows organisations to confidentially manage their core client and case information.

## 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.

This document describes the following:

- Interface details – technical infrastructure, security and authentication
- Reference data
- Bulk upload XML file – data formats, commonly used data terms, examples
- Error processing

You should read this document in conjunction with the Data Exchange Protocols, available on the Data Exchange Website.

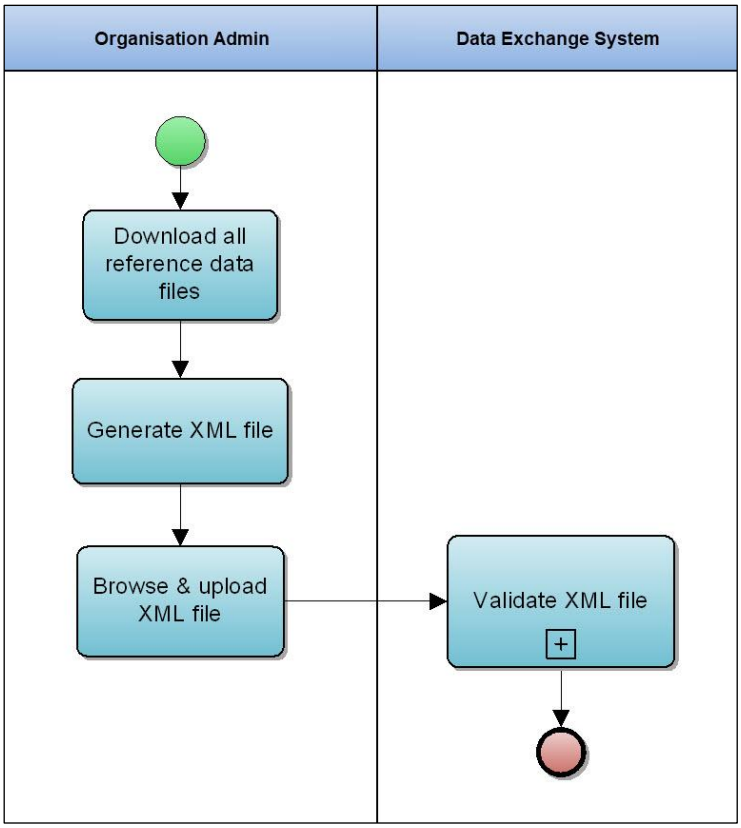
For assistance regarding content in this document, please email the helpdesk at DSSDataExchange.Helpdesk@dss.gov.au or use the Online contact form.

# 2 Interface details

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

## 2.1 Getting started

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




An Organisation Administrator needs to:

1. Download the reference data files
2. Generate an XML file and
3. Browse and upload the XML file

The Data Exchange will validate the XML file.

## 2.2 Business process summary

1. Organisations enter client, outlet, case, session, client assessment and session assessment details in their in-house systems.
2. Organisations export an xml file with client, outlet, case, session, client assessment and session assessment requests from their in-house system. (in a known format – see later for definitions)
3. There are six different types of entities in the Data Exchange. They are:

- Client
- Outlet
- Case
- Session
- Client assessment, and
- Session assessment

There are 3 different ways you can incorporate entities into an XML upload file:

- You can upload an XML file for each of the entities as a single XML file, or
- Each entity can have their own XML file uploaded, or
- You can upload an XML file with combination of any entity type. The only constraint is that an XML file should at least contain one entity type.

**NOTE:** Outlets and outlet activities need to be approved, and be within the specified outlet activities date range, before a case is associated with it.

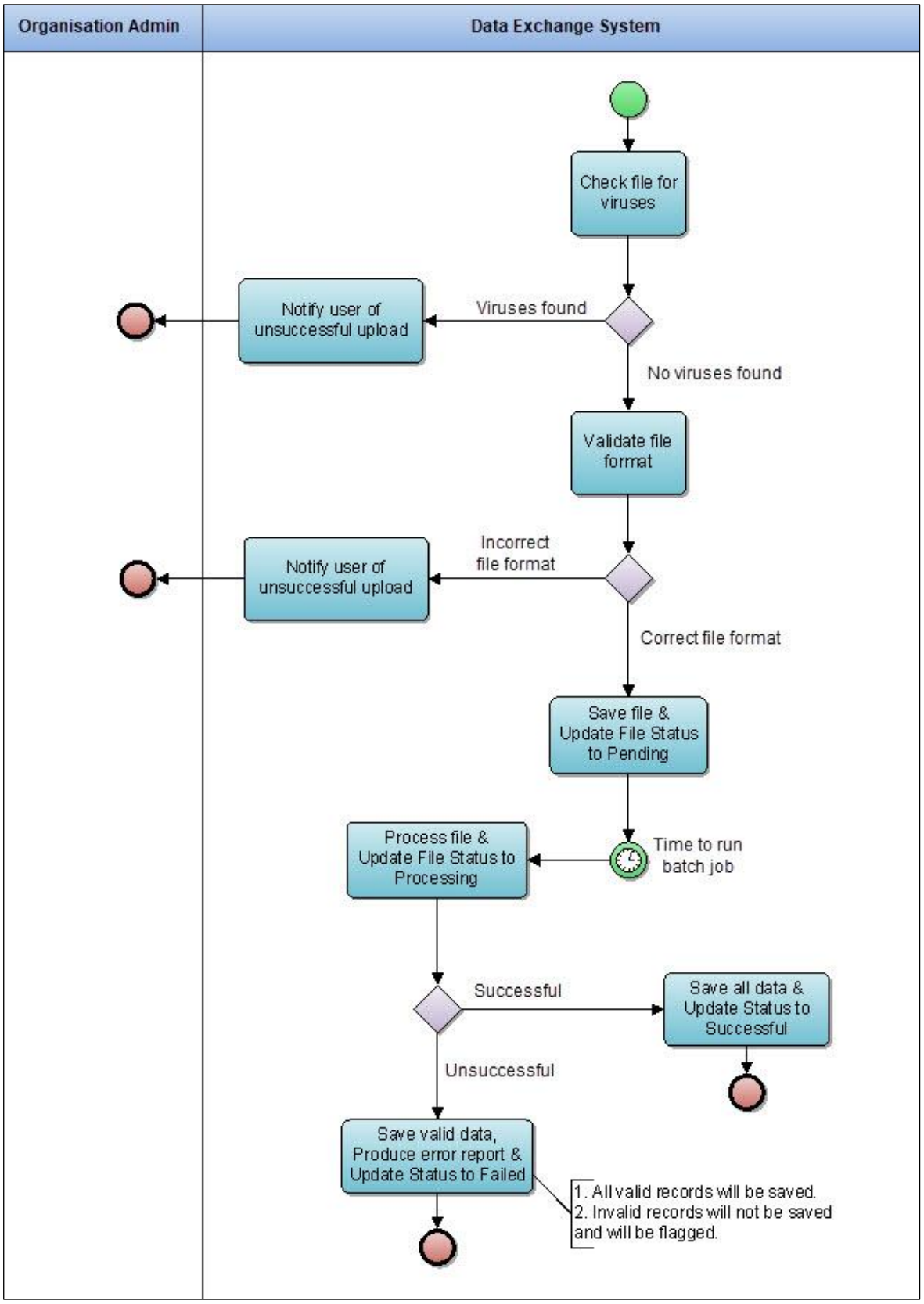
4. Organisations login to the Data Exchange web portal and go to the 'Uploaded files' menu.
5. On 'View uploaded files' page, they click on the button 'Upload new file'.
6. Organisations upload the file exported in step (2) into the Data Exchange system.
7. The Data Exchange web portal will apply format 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 the 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 the Data Exchange system, then a new entity will be created. Otherwise, for an existing entity the information will be updated.

    **Example:** an organisation uploads an xml file for a 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.

    **IMPORTANT:** Ids are **not** case sensitive.

## 2.3 Business process diagram

The following diagram illustrates the file validation process when a file is uploaded into the Data Exchange system web portal:



Business process description:

The Data Exchange checks the file for viruses and if found, notifies the user of an unsuccessful upload.

If no viruses are found, the file format  is validated. If invalid, the user is notified of an unsuccessful upload.

If the file format is correct, the Data Exchange saves the file, changes the file to pending then processing.

If the file upload status is successful, the Data Exchange saves all data.

If the file is unsuccessful, all valid data is saved, an error report and a status of failed is produced.

## 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 provided via the Data Exchange web portal Web UI Interface uses the Australian Government's Digital ID authentication mechanism.

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

## 2.6 Statistical Linkage Key (SLK)

Selected letters of **family name**, **given name**, **date of birth** and **gender** are used to generate a Statistical Linkage Key (SLK) to facilitate the linkage of records for statistical purposes only. The SLK ensures that individual clients will not be identified from data in the collection, and comprises the alpha code derived from a client's name, their gender, and full date of birth.

### 2.6.1 SLK Algorithm

The following algorithm is used to generate an SLK for use with the Data Exchange system.

- Record 2nd, 3rd and 5th letters of last name (family name).
- Record 2nd and 3rd letters of first (given) name.
- Record the date of birth as a character string of the form ddmmyyyy.
- Record the gender of the client as :
    - Code 1 for Man or male
    - Code 2 for Woman or female
    - Code 3 for Non-binary

    - Code 3 for [I/They] use a different term
    - Code 9 for Not stated
- Do not count hyphens, apostrophes, blank spaces, or any other character that may appear in a name that is not a letter of the alphabet.
- Where the name is not long enough to supply all the requested letters, fill the remaining squares with a 2 to indicate that a letter does not exist. This will occur if the first name is less than 3 characters and if the last name is less than 5 characters. If a name is too short, complete with 2's, however a 2 should always be proceeded by a letter of the alphabet in both given and family name.
- Where a name or part of a name is missing, substitute a 9 to indicate that the letter is not known.
- Always use block capital letters for SLK.

### 2.6.2 SLK regular expression

- The following regular expression may be useful for validation of your generated SLK.

  **NOTE:** The regular expression allows 29 days in any February, it does not check for leap years.

- ([9]{3}|[A-Z]([2]{2}|[A-Z][A-Z,2]))([9]{2}|[A-Z][A-Z,2])(((((0[1-9]|[1-2][0-9]))|(3[01]))((0[13578])|(1[02])))|(((((0[1-9]|[1-2][0-9]))|(30))((0[469])|(11)))|((0[1-9]|[1-2][0-9])02))(19|2[0-9])[0-9]{2}[1 2 3 9]

### 2.6.3 SLK examples

| First Name | Last Name | Gender | Date of Birth | SLK |
|---|---|---|---|---|
| Joseph | Bloggs | Male | 31 December 1959 | LOGOS311219591 |
| Jane | Luca | Female | 27 May 1963 | UC2AN270519632 |
| Jo | O'Donnell | Female | 27 May 1963 | DONO2270519632 |
| J | Bloggs | Female | 27 May 1963 | LOG99270519632 |
| J | Blog | Female | 27 May 1963 | LO299270519632 |
| J | O | Male | 31 December 1959 | 99999311219591 |
| J | Blog | Not stated | 20 June 1967 | LO299200619679 |
| Joseph | Bloggs | Non-Binary | 31 December 1959 | LOGOS311219593 |
| Joan | Citizen | [I/They] use a different term | 15 January 2003 | ITZOA150120033 |

# 3 Reference data

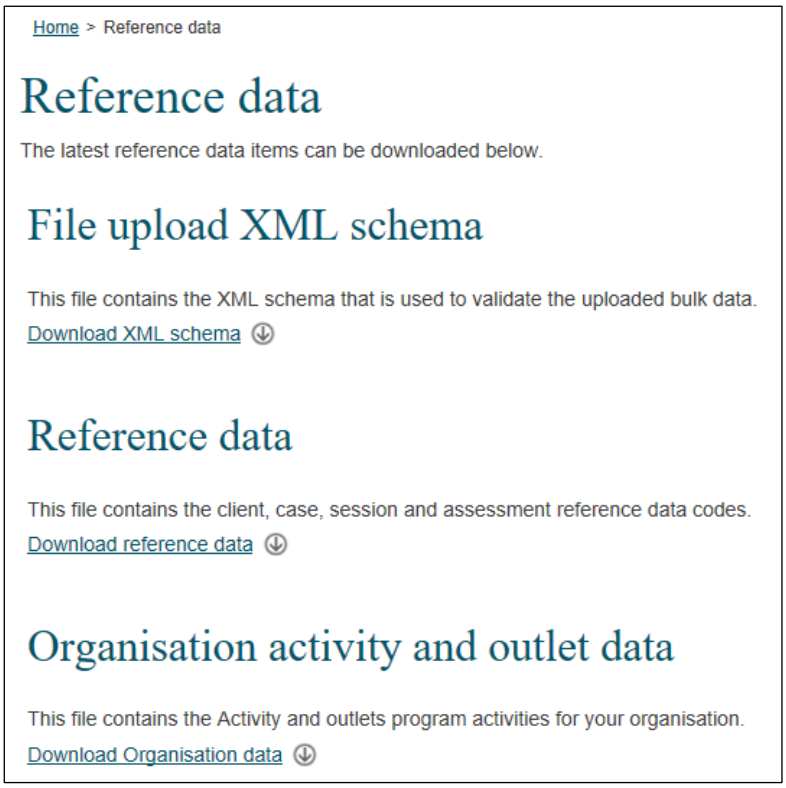
Reference code values are needed to prepare the XML file. Organisations are responsible for downloading these reference data and using them in the XML file that is uploaded to the Data Exchange.

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 an **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.

It is recommended organisations validate their XML files against the provided XML Schema file before uploading bulk data.

## 3.2 Reference data

Reference data file is an 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. AgBusinessType
4. Ancestry
5. AssessedBy
6. AssessmentPhase
7. AttendanceProfile
8. Country
9. Disability
10. DVACardStatus
11. EducationLevel
12. EmploymentStatus
13. ExternalReferralDestination
14. ExitReason
15. ExtraItem
16. Gender
17. HardshipType
18. HomelessIndicator
19. HouseholdComposition
20. IncomeFrequency
21. Language
22. MainSourceOfIncome
23. MigrationVisaCategory
24. MoneyBusinessCommunityEducationWorkshop
25. NDISEligibility
26. ParentingAgreement
27. ParticipationType
28. PropertyAgreement
29. ReasonForAssistance
30. ReferralPurpose
31. ReferralSource
32. ReferralType
33. ScoreType

34. Section60ICertificateType
35. ServiceLocationSetting
36. ServiceSetting
37. State
38. Topic

The reference data is an XML file 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>
     <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

The **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 (**OrganisationActivity**) 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>
      <ActivitySpecificRequirement>
          <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>2-4VO7W3</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 activity (**OutletActivity**) 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 the 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<br>Cases<br>Sessions<br>SessionAssessments<br>ClientAssessments<br>Outlets |

### 4.3.2 Clients

**Clients** node consists of 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<br>Must be unique within the upload file.<br>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.<br>Valid values: true or false<br>If **true**: GivenName and FamilyName are required.<br>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<br>If **true**: then BirthDate must be yyyy-01-01. |
| GenderCode | Mandatory | string | - | - | Code from Reference data file. |
| GenderDetails | Optional | string | 100 | - | Optional when 'OTHER' GenderCode is used.<br>If GenderDetails are provided when another GenderCode is provided, then field contents will not be saved and a warning will be generated. |
| 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:<br>**true** = must provide Disabilities<br>**false =** must not provide Disabilities |

| 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 must have value. Mandatory based on Activity Specific Requirement with Code as 'ACCOMMODATIONTYPE' . |
| DVACardStatusCode | Conditional mandatory | string | - | - | If this element is provided then it must have value. Mandatory based on Activity Specific Requirement with Code as 'DVACARDSTATUS'. |
| HasCarer | Conditional mandatory | Boolean | - | - | If this element is provided then it 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 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.<br>FirstArrivalMonth and FirstArrivalYear must be less than or equal to today's date. |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| FirstArrivalMonth | Optional | string | - | enumeration | Valid values:<br>January<br>February<br>March<br>April<br>May<br>June<br>July<br>August<br>September<br>October<br>November<br>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:<br>**true** = If client is a carer<br>**false =** if client is not a carer |
| NDISEligibilityCode | Optional | string | - | - | Code from Reference data file. |
| RegisteredForMAC | Conditional mandatory | Boolean | | | Valid values:<br>**true =** If client is registered<br>**false =** If client is not registered |
| MacId | Conditional optional | String | 10 | ACNNNNNNNN | Must contain exactly 10 alphanumeric characters starting with 'AC' in the valid format. |

#### 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>ITZOA150120033</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>Joan</GivenName>
  <!--Not mandatory.-->
  <!--If element is present in the XML, then a value must be provided.-->
  <FamilyName>Citizen</FamilyName>
  <!--Mandatory. Values allowed true or false in lower case-->
  <IsUsingPsuedonym>false</IsUsingPsuedonym>
```

```
    <!--Mandatory. Must be in a valid datetime.-->
    <BirthDate>2003-01-15</BirthDate>
    <!--Mandatory. Values allowed true or false in lower case.-->
    <IsBirthDateAnEstimate>false</IsBirthDateAnEstimate>
    <!--Mandatory.-->
    <GenderCode>OTHER</GenderCode>
    <!--Not mandatory. Element allowed only if GenderCode of OTHER is used.-->
    <GenderDetails>Genderfluid</GenderDetails>
    <!--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>
    <!--Not mandatory-->
    <!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case-->
    <RegisteredForMAC>true</RegisteredForMAC>
    <!--Not mandatory-->
    <!--If element is present in the XML, then a value must be provided-->
    <MacId>AC12345678</MacId>
  </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 |
|---|---|---|---|---|---|
| CaseId | Mandatory | string | 50 | - | Organisation's case Id. This is unique within the organisation.<br>Must be unique within the upload file.<br>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.<br>An unsigned integer, which can contain value from 0 to 999. |
| ClientAttendanceProfileCode | Optional | String | - | - | Code from Reference data file. |
| CaseClients | Optional | XML | - | - | It contains 1 or more CaseClient nodes to be associated with the case.<br>If no CaseClients are provided, then TotalNumberOfUnidentifiedClients must be greater than zero. |
| ParentingAgreementOutcome | Optional | XML | - | - | This will contain details about Parenting Agreement Outcome data. |
| Section60I | Optional | XML | - | - | This will contain details of Section60I data. |
| PropertyAgreementOutcome | Optional | XML | - | - | This will contain details about Property Agreement Outcome data. |
| EndDate | Optional | Date | - | yyyy-mm-dd | - |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| AgBusinessTypeCode | Optional | String | - | - | Optional according to activity selected in case.<br>Code from Reference data file. |

#### 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. |
| ReasonsForAssistance | Optional | XML | - | - | This will contain list of ReasonForAssistance nodes.<br>If element is present in the XML, then at least one ReasonForAssistance must be provided. |
| ExitReasonCode | Optional | XML | - | - | Code from Reference data file.<br>Dependent upon the activity selected on case. Details listed in table Appendix B. |

##### 4.4.2.1.1.1 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<br>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 | - |

#### 4.4.2.1.4 PropertyAgreementOutcome node

Elements within **PropertyAgreementOutcome** node

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

### 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.-->
    <!--If element is present in the XML, then data must be provided.-->
    <PropertyAgreementOutcome>
        <!--Mandatory.-->
        <PropertyAgreementOutcomeCode>FULL</PropertyAgreementOutcomeCode>
        <!-- Mandatory-->
        <DateOfPropertyAgreement>2014-02-24</DateOfPropertyAgreement>
        <!--Mandatory.-->
        <DidLegalPractitionerAssistInPropertyMediation>true</DidLegalPractitionerAssistInPropertyMediation>
    </PropertyAgreementOutcome>
    <!--Not mandatory.-->
    <EndDate>2018-04-17</EndDate>
    <!--Not mandatory.-->
    <AgBusinessTypeCode>0111</AgBusinessTypeCode>
</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:

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| SessionId | Mandatory | string | 50 | - | Organisation's Session Id. This is unique for a particular case within the organisation.<br>SessionId and CaseId compound must be unique within the upload file.<br>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. |
| CaseId | Mandatory | string | 50 | - | Organisation's Case Id. |
| SessionDate | Mandatory | date | - | yyyy-mm-dd | |
| ServiceTypeId | Mandatory | integer | - | - | Must be a ServiceTypeId from Organisation Activity and Outlet data file. |
| TotalNumberOfUnidentifiedClients | Conditional | integer | - | - | Number of unidentified clients associated with the case.<br>An unsigned integer, which can contain value from 0 to 999.<br>Optional according to Activity.<br>If applicable for and activity and no SessionClients are |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| | | | | | provided, then TotalNumberOfUnidentifiedClients should be greater than zero. |
| 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 | - | - | DEX's Money Business Community Education Workshop Code.<br>Dependent upon the Service Types table in Appendix C.<br>Code from Reference data file. |
| InterpreterPresent | Optional | Boolean | - | - | Valid values: true or false.<br>Indicating whether interpreter was present in the session. |
| ServiceSettingCode | Optional | string | - | - | Code from Reference data file. |
| SessionClients | Optional | XML | - | - | This will contain list of SessionClient child nodes.<br>This child will contain details of clients associated with the case and session.<br>If no SessionClients are provided, then TotalNumberOfUnidentifiedClients should be greater than zero. |
| TimeMinutes | Conditional | integer | - | - | The amount of assistance provided by an organisation, measured in quantitative time detail in minutes unit.<br>Dependent upon the Service Types table in Appendix C. |
| TotalCost | Conditional | integer | - | - | The amount of assistance provided by an organisation, measured in quantitative currency detail.<br>Dependent upon the Service Types table in Appendix C. |
| Quantity | Conditional | integer | - | - | The amount of assistance provided by an organisation, measured in quantitative detail.<br>Dependent upon the Service Types table in Appendix C. |
| Topic | Conditional | string | - | - | DEX's Topic Code.<br>Optional according to Activity selected in associated case. |
| HardshipTypeCode | Conditional | string | - | - | DEX's Hardship Type Code.<br>Dependent upon the Service Types table in Appendix C.<br>Code from Reference data file. |
| ExternalReferralDestinationCode | Optional | string | - | - | DEX's External Referral Destination Code.<br>Dependent upon the Service Types table in Appendix C.<br>Code from Reference data file. |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| ExtraItems | Conditional | XML | - | - | Contains zero or more ExtraItemCode. |
| ExtraItemCode | 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. |
| IsSubcontractorDelivered | Mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| IsVolunteerDirectService | Mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| ServiceLocationSettingCode | Mandatory | String | - | - | Valid values:<br>community<br>home |
| IsOvernightSupportIncluded | Mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| EngagementTimeMinutes | Optional | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| TripTimeMinutes | Optional | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| TripDistanceKm | Optional | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| IsMealProvided | Mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| IsMealCookedOffsite | Mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| IsItemsTextureModified | Conditional mandatory | Boolean | - | - | Valid values:<br>true<br>false |
| MainMealCount | Conditional mandatory | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| LightMealCount | Conditional mandatory | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| DessertCount | Conditional mandatory | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| BeverageCount | Conditional mandatory | Integer | - | - | A whole number greater than or equal to 0 is valid. |
| SnackCount | Conditional mandatory | Integer | - | - | A whole number greater than or equal to 0 is valid. |

#### 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.<br>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>
    <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 data must be provided.-->
    <HardshipTypeCode>DROUGHT</HardshipTypeCode>
    <!--Not mandatory.-->
    <ExternalReferralDestinationCode>LEGAL</ExternalReferralDestinationCode>
    <!--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>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsSubcontractorDelivered>true</IsSubcontractorDelivered>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsVolunteerDirectService>true</IsVolunteerDirectService>
    <!--Mandatory.-->
```

```
      <ServiceLocationSettingCode>HOME</ServiceLocationSettingCode>
      <!--Mandatory. Values allowed true or false in lower case-->
      <IsOvernightSupportIncluded>true</IsOvernightSupportIncluded>
      <!--Not mandatory.-->
      <EngagementTimeMinutes>10</EngagementTimeMinutes>
      <!--Not mandatory.-->
      <TripTimeMinutes>45</TripTimeMinutes>
      <!--Not mandatory.-->
      <TripDistanceKm>20</TripDistanceKm>
      <!--Mandatory. Values allowed true or false in lower case-->
      <IsMealProvided>true</IsMealProvided>
      <!--Conditional mandatory. Values allowed true or false in lower case-->
      <IsMealCookedOffsite>true</IsMealCookedOffsite>
      <!--Mandatory. Values allowed true or false in lower case-->
      <IsItemsTextureModified>true</IsItemsTextureModified>
      <!--Conditional mandatory.-->
      <!--If element is present in the XML, then a whole number value must be provided.-->
      <MainMealCount>1</MainMealCount>
      <!--Conditional mandatory.-->
      <!--If element is present in the XML, then a whole number value must be provided.-->
      <LightMealCount>1</LightMealCount>
      <!--Conditional mandatory.-->
      <!--If element is present in the XML, then a whole number value must be provided.-->
      <DessertCount>1</DessertCount>
      <!--Conditional mandatory.-->
      <!--If element is present in the XML, then a whole number value must be provided.-->
      <BeverageCount>1</BeverageCount>
      <!--Conditional mandatory.-->
      <!--If element is present in the XML, then a whole number value must be provided.-->
      <SnackCount>1</SnackCount>
<!--Not mandatory.-->  </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 |
|---|---|---|---|---|---|
| CaseId | Mandatory | string | - | - | Organisation's Case Id. |
| SessionId | Mandatory | string | - | - | Organisation's Session Id Combination of CaseId 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. |

| Element | Mandatory Conditional Optional | Data Type | Length | Format | Comments Validation Rules |
|---|---|---|---|---|---|
| | | | | | Same combination of ScoreTypeCode and AssessmentPhaseCode must not exist for any other Assessment in the same Assessments node.<br>ClientId, CaseId, 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. |
| CaseId | Mandatory | string | - | - | Organisation's Case Id. |
| SessionId | Mandatory | string | - | - | Organisation's Session Id.<br>Combination of ClientId, CaseId 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.<br>Maximum 1 Pre and 1 Post Assessment per SCORE Type per Client per Session. |

#### 4.4.5.1.1 Assessment node

It represents a single assessment. Elements within **Assessment** node (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 (see table in section **4.4.6.1**), and zero or more **OutletActivities**. When adding a new outlet, an **OutletId** is not required, and **OutletActivities** are optional (an outlet can be created with no **OutletActivities**).

When updating an outlet, you must supply the appropriate **OutletId** to identify which outlet you are updating. In addition, when updating an outlet, you must supply all current **OutletActivities** with appropriate **StartDate** and **EndDate** values.

If you omit any of the **OutletActivity** items while performing an update, it will either delete, or end-date the **OutletActivity**. 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. It will be end-dated to the current date to disallow any activity from the day of removal onwards. This will return warning messages to indicate 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.<br>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.-->
            <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

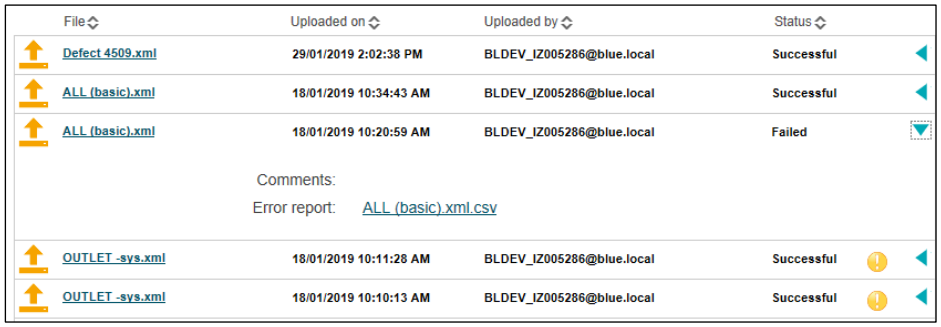
Organisations will be able to download an error file for their submissions. Organisations are able to view the errors in the error file, fix the errors in their source system, and upload another file which contains the fixed records for processing.

## 5.1 Uploaded file errors

### 5.1.1 View uploaded files

Organisations can go to the ‘View uploaded files’ page in the Data Exchange web portal. This page displays the list of all the files the files the organisation uploaded. Organisations can expand the row of the grid where the Status is ‘Failed’ and can download an error file for their submissions.

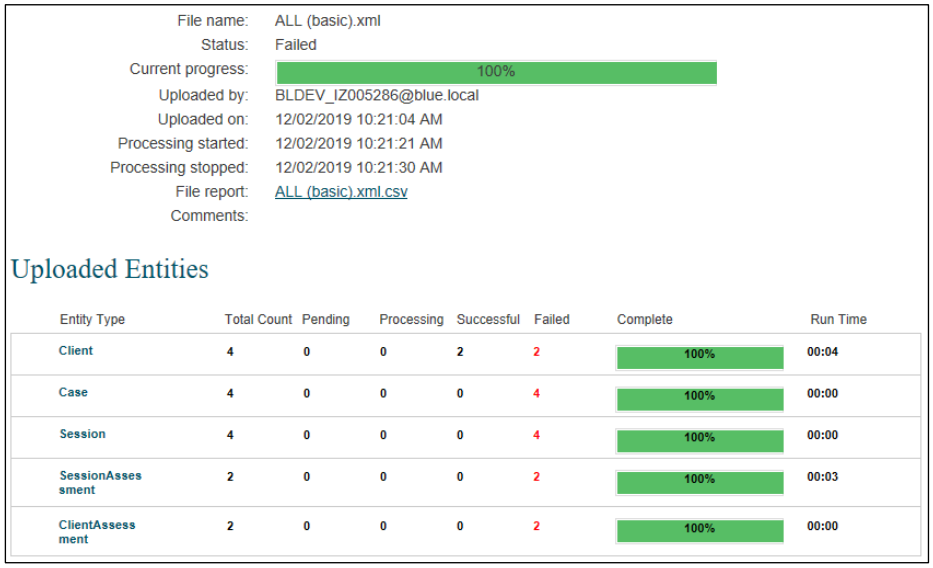
Example of ‘View uploaded files’ page, with one row expanded to download error file:




### 5.1.2 Upload file details

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

Example of ‘Upload file’ details:



## 5.2 Error report file

### 5.2.1 Format

The error file format is **CSV**. Users will be able to open the error file directly into their preferred tool (i.e. MS Excel, Office, etc.) in their desktop, allowing them to identify and fix errors.

### 5.2.2 Error report file details

The output file will show entities that were imported in error and were not accepted as valid 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, Outlet, 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 | | SomeCaseId1 | Parenting Agreement Outcome cannot be provided for this Outlet Activity | Error |
| Session | CaseID: CA0050 | SomeSessionId1 | Clinet Id CL0015 not found | Error |
| Session Assessment | CaseID: CA0060 - SessionId: SS0010 | SomeSessionAssessmentId1 | Client Id CL0015 not found | Error |
| Client Assessment | ClientId: CL0015 - CaseId: CA0060 - SessionId: SS0010 | SomeClientAssessmentId1 | Session IdSS0010 not found | Error |
| Outlet | | SomeOutletId1 | Outlet Activity Id SomeOutletId1 does not exist or you do not have access to it | 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>ITZOA150120033</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>Joan</GivenName>
      <!--Not mandatory.-->
      <!--If element is present in the XML, then a value must be provided.-->
      <FamilyName>Citizen</FamilyName>
      <!--Mandatory. Values allowed true or false in lower case-->
      <IsUsingPsuedonym>false</IsUsingPsuedonym>
      <!--Mandatory. Must be in a valid datetime.-->
      <BirthDate>2003-01-15</BirthDate>
      <!--Mandatory. Values allowed true or false in lower case.-->
      <IsBirthDateAnEstimate>false</IsBirthDateAnEstimate>
      <!--Mandatory.-->
      <GenderCode>OTHER</GenderCode>
      <!--Not mandatory. Element allowed only if GenderCode of OTHER is used.-->
      <GenderDetails>Genderfluid</GenderDetails>
      <!--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>
      <!--Not mandatory-->
      <!--Not mandatory, If element is present in the XML, Values allowed true or false in lower case-->
      <RegisteredForMAC>true</RegisteredForMAC>
      <!--Not mandatory-->
      <!--If element is present in the XML, then a value must be provided-->
      <MacId>AC12345678</MacId>
    </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.-->
    <!--If element is present in the XML, then data must be provided.-->
    <PropertyAgreementOutcome>
        <!--Mandatory.-->
        <PropertyAgreementOutcomeCode>FULL</PropertyAgreementOutcomeCode>
        <!-- Mandatory-->
        <DateOfPropertyAgreement>2014-02-24</DateOfPropertyAgreement>
        <!--Mandatory.-->
        <DidLegalPractitionerAssistInPropertyMediation>true</DidLegalPractitionerAssistInPropertyMediation>
    </PropertyAgreementOutcome>
    <!--Not mandatory.-->
    <EndDate>2018-04-17</EndDate>
    <!--Not mandatory.-->
    <AgBusinessTypeCode>0111</AgBusinessTypeCode>
  </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>
    <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.-->
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsSubcontractorDelivered>true</IsSubcontractorDelivered>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsVolunteerDirectService>true</IsVolunteerDirectService>
    <!—Mandatory.-->
    <ServiceLocationSettingCode>HOME</ServiceLocationSettingCode>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsOvernightSupportIncluded>true</IsOvernightSupportIncluded>
    <!--Not mandatory.-->
    <EngagementTimeMinutes>10</EngagementTimeMinutes>
    <!--Not mandatory.-->
    <TripTimeMinutes>45</TripTimeMinutes>
    <!--Not mandatory.-->
    <TripDistanceKm>20</TripDistanceKm>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsMealProvided>true</IsMealProvided>
    <!--Mandatory. Values allowed true or false in lower case-->
    <IsMealCookedOffsite>true</IsMealCookedOffsite>
    <!--Conditional mandatory. Values allowed true or false in lower case-->
    <IsItemsTextureModified>true</IsItemsTextureModified>
    <!--Conditional mandatory.-->
    <!--If element is present in the XML, then a whole number value must be provided.-->
    <MainMealCount>1</MainMealCount>
    <!--Conditional mandatory.-->
    <!--If element is present in the XML, then a whole number value must be provided.-->
    <LightMealCount>1</LightMealCount>
    <!--Conditional mandatory.-->
    <!--If element is present in the XML, then a whole number value must be provided.-->
    <DessertCount>1</DessertCount>
    <!--Conditional mandatory.-->
    <!--If element is present in the XML, then a whole number value must be provided.-->
    <BeverageCount>1</BeverageCount>
    <!--Conditional mandatory.-->
    <!--If element is present in the XML, then a whole number value must be provided.-->
    <SnackCount>1</SnackCount>
  </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 within 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 within 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 within 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 within that case. |
| HASMACID | Client: RegisteredForMAC, MacId | If a Client is associated to a Case where its activity specifies this code, then 'HASMACID' 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 within that case. |
| PARENTINGAGREEMENTOUTCOME | Case:<br><br>ParentingAgreementOutcome: ParentingAgreementOutcomeCode, DateOfParentingAgreement, DidLegalPractitionerAssistWithFormalisingAgreement | When applied to an Activity, 'ParentingAgreementOutcomeCode', 'DateOfParentingAgreement' and 'DidLegalPractitionerAssistWithFormalisingAgreement' properties on Case can be supplied. |
| CERTIFICATETYPE | Case:<br><br>Section60I: Section60ICertificateTypeCode<br>DateIssued | When applied to an Activity, 'Section60ICertificateTypeCode' and 'DateIssued' properties on Case can be supplied. |
| PROPERTYAGREEMENTOUTCOME | Case:<br><br>PropertyAgreementOutcome: PropertyAgreementOutcomeCode, DateOfPropertyAgreement, DidLegalPractitionerAssistInPropertyMediation | When applied to an Activity, 'PropertyAgreementOutcomeCode', 'DateOfPropertyAgreement' and 'DidLegalPractitionerAssistInPropertyMediation' properties on Case can be supplied. |
| AGBUSINESSTYPE | Case: AgBusinessTypeCode | When applied to an Activity, 'AgBusinessTypeCode' property 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. |
| FEESCHARGEDSESSIONOPTNL | 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. |

| Code | Related entity and property | Description |
|---|---|---|
| UNIDENTIFIEDCLIENTS | Case: TotalNumberOfUnidentifiedClients<br>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: ExtraItems | When applied to a service type 'ExtraItems' 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. |
| HARDSHIPTYPE | Session: HardshipTypeCode | When applied to a service type 'HardshipTypeCode' property on session is required and must be supplied with a valid value to record a new session or update an existing session. |
| EXTERNALREFERRALDESTINATION | Session: ExternalReferralDestinationCode | When applied to a service type 'ExternalReferralDestinationCode' property on session can 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. |
| SUBCONTRACTORDELIVERED | Session: IsSubcontractorDelivered | When applied to a service type "IsSubcontractorDelivered" property on session is required and must be supplied with a valid values to record a new session or update |
| VOLUNTEERDIRECTSERVICE | Session: IsVolunteerDirectService | When applied to a service type "IsVolunteerDirectService" property on session is required and must be supplied with a valid values to record a new session or update |
| SERVICELOCATIONSETTINGCODE | Session: ServiceLocationSettingCode | When applied to a service type "ServiceLocationSettingCode" property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| OVERNIGHTSUPPORTINCLUDED | Session: IsOvernightSupportIncluded | When applied to a service type "IsOvernightSupportIncluded" property on session is required and must be supplied with a valid values to record a new session or update an existing session |
| ENGAGEMENTTIME | Session: EngagementTimeMinutes | When applied to a service type "EngagementTimeMinutes" property on session can be supplied. Input of valid value is optional |
| TRIPDISTANCE | Session: TripDistanceKm | When applied to a service type "TripDistanceKm" property on session can be supplied. Input of valid value is optional |
| TRIPTIME | Session: TripTimeMinutes | When applied to a service type "TripTime Hours & TripTime Minutes" property on session can be supplied. Input of valid value is optional |

| Code | Related entity and property | Description |
|---|---|---|
| MEALPROVIDED | Session: IsMealProvided | When applied to a service type “IsMealProvided” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| MEALCOOKEDOFFSITE | Session: IsMealCookedOffsite | When applied to a service type “IsMealCookedOffsite” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| ITEMSTEXTUREMODIFIED | Session: IsItemsTextureModified | When applied to a service type “IsItemsTextureModified” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| MAINMEALCOUNT | Session: MainMealCount | When applied to a service type “MainMealCount” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| LIGHTMEALCOUNT | Session: LightMealCount | When applied to a service type “LightMealCount” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| DESSERTCOUNT | Session: DessertCount | When applied to a service type “DessertCount” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| BEVERAGECOUNT | Session: BeverageCount | When applied to a service type “BeverageCount” property on session is required and must be supplied with a valid value to record a new session or update an existing session |
| SNACKCOUNT | Session: SnackCount | When applied to a service type “SnackCount” property on session is required and must be supplied with a valid value to record a new session or update an existing session |