



Australian Government
Department of Social Services

Data Exchange

Data Exchange IT webinar
Information for IT and Technical staff

June 2018

Agenda

Overview of upload methods

Upload frequency and processing

Reference data

Responsibilities prior to File Upload

Technical specifications

Release cycles

Upcoming system enhancements

Overview of upload methods

There are 3 ways to submit data:

1. System-to-system transfer
2. Bulk File upload
3. Web-based portal

Upload methods can be changed at any time

Technical Specifications can be found on the Data Exchange Website

The Data Exchange Helpdesk can assist with technical questions and a staging / test environment

Upload frequency

- Frequent intervals within a reporting period
 - Faster upload times
 - Reduces possible errors
 - Up to date data in reports
- Avoid deadline (peak period) uploads where possible
 - Reduces time to update errors
 - Data is not up to date in reports
 - Extremely busy period for Helpdesk



File upload processing

- File status order is:



- One file per organisation is processed at a time
- Files can be “queued up”

Reference data – File upload


- For organisations that use Bulk file upload we recommend:
 - Downloading the Reference data file every **3 months**
 - The Outlet Activity and Organisation Activity files each time there is a change to the organisations outlets and programs

Data Exchange web-based portal



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Data Exchange

You are logged in to
Community Care  Logout

MyDEX Dashboard

Find



Client



Case

Add



Client



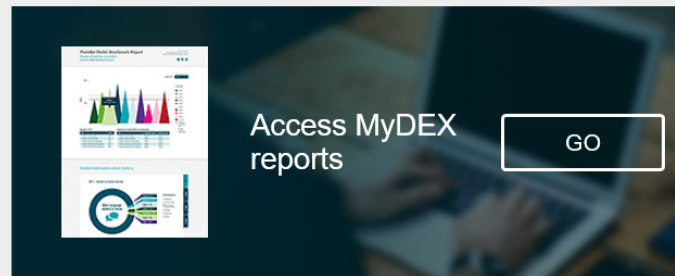
Case



Session

My Organisation

- Manage organisation
- Manage users
- Reference data
- Uploaded files
- Manage action items



Access MyDEX reports

GO

Reference data – WSDL

WSDL can be obtained from the following addresses:

- Data Exchange Staging:
<https://staging-api.dss.gov.au/datacollection/dex?wsdl>
- Data Exchange Production:
<https://api.dss.gov.au/datacollection/dex?wsdl>

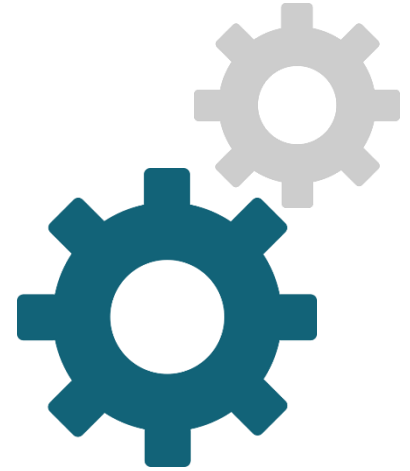
Responsibilities prior to upload

- Validate files against DEX XSD Schema
- Test in DEX Staging environment
 - First and last name of the person requesting the account
 - Contact phone number and email address for the person
 - Name of the organisation the Staging account is for

The Data Exchange live environment is not the place to test files or “catch” errors.

Technical specifications

- Prior knowledge of, or experience with XML or Web Services is required
- Contain information for the upcoming system enhancements



Can be found on the Data Exchange website > IT Access tab

Release cycles

Reporting period

1 January > 30 June

30 day extension period – ends 30 July

Release cycle is August

Reporting period

1 July > 31 December

30 day extension period – ends 30 January

Release cycle is February

Upcoming system enhancements

- Go live in August 2018
- Introduction of optional fields
- Update of SCORE domains

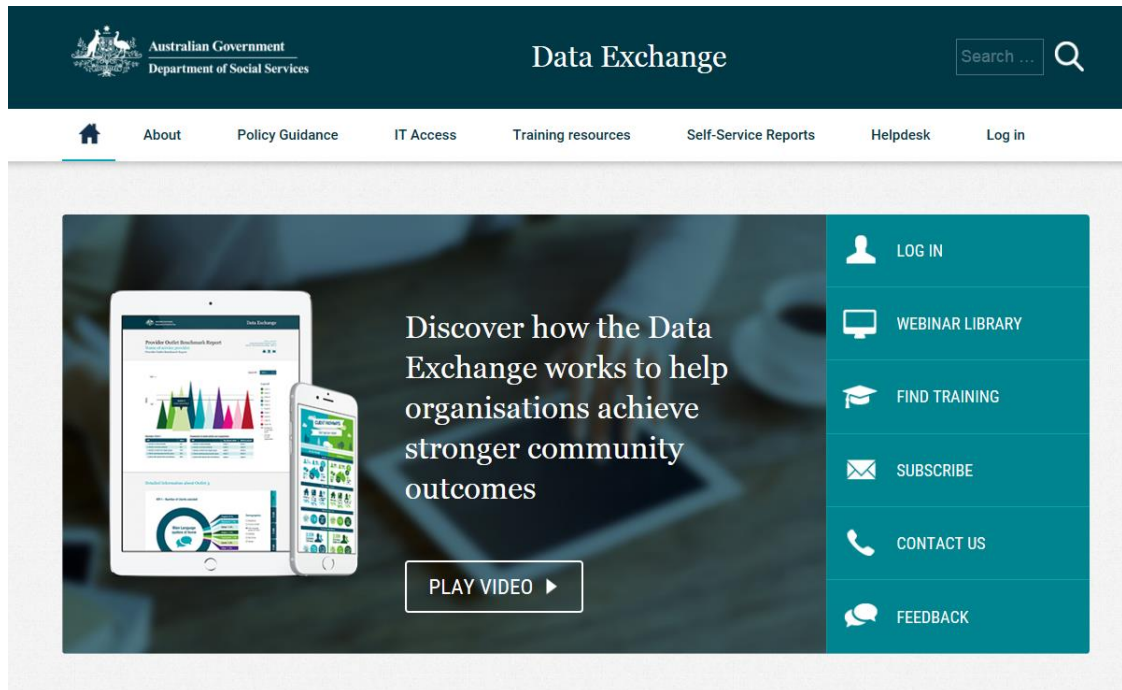


View the System
enhancements
webinar

Contact your IT
vendor / specialist

Download the
technical
specifications

More information



- Data Exchange website: <https://www.dex.dss.gov.au>
- DEX Helpdesk: 1800 020 283 or dssdataexchange.helpdesk@dss.gov.au
- Subscribe to keep up to date

Question time



Questions

The webinar will remain open for questions and answers.

Any further questions can be sent to
dssdataexchange.helpdesk@dss.gov.au

If you would like to exit the webinar, please do – and thank you for your participation.