

Federal Parent Locator Service

# **National Directory of New Hires**

**Release 03-01 – Minor: August 22, 2003**

## **Release Specifications**

**May 22, 2003**

**DCN: CI.02.02.01.04**

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**PART 1.0**  
**Create Default Values for Specific NDNH Data**  
**that Are Invalid**  
**(NDNH 1180)**

## **1.1 Summary of Changes**

The National Directory of New Hires (NDNH) is being changed to create default values for specific NDNH data that are in an invalid format.

## **1.2 Background**

Except for critical errors, the NDNH accepts and stores data even if the data fail initial edits and generate an error message to the submitter. This processing has been in place from the inception of NDNH so that these records can be available for locate transactions.

## **1.3 Description of Changes**

Data that are not in the correct format will be converted to the correct format of the field so they will not adversely affect a user's system due to an incorrect format (such as non-numeric format where numeric format is expected). If one of the fields that are listed in the attached chart contains a value that does not correspond to its expected data format, the value in that field is changed to a predetermined default value.

<b>CHART 1-1: FIELD DEFAULT VALUES</b>			
Record Type	Field Name	Default Criteria	Inserted Default Value
QW	Employer State	Invalid state codes (not on USPS list of abbreviations for domestic mail delivery)	spaces
QW	Employer Zip Code (domestic addresses)	Contains non-numeric character	spaces
QW	Employee Wage Amount	Negative or non-numeric	zeros
W-4	Employer State Employee State Employee State of Hire	Invalid state codes (not on USPS list of abbreviations for domestic mail delivery)	spaces
W-4	Employer Zip Code Employee Zip Code (domestic addresses)	Contains non-numeric character	spaces
W-4	Employee Date of Birth	Contains non-numeric character or is not between the year 1900 and current date (Invalid format or future date)	spaces
W-4	Employee Date of Hire	Contains non-numeric character or is not within the last 12 months (Invalid format, old date or future date)	spaces
UI	Claimant State (domestic addresses)	Invalid state codes (not on USPS list of abbreviations for domestic mail delivery)	spaces
UI	Claimant Zip Code (domestic addresses)	Contains non-numeric character	spaces
UI	Claimant Benefit Amount	Negative or non-numeric	zeros

## 1.4 Impact on States

There are no software changes required by submitters or end users. Where applied, the default values are returned in Locate Response Records and Proactive Match Records. The default indicators are not returned.