MASSACHUSETTS
TECHNOLOGY
COLLABORATIVE

Grant Solicitation for Development of CBHI Interfaces for CANS Reporting

Solicitation No. 2017-MeHI-01

Massachusetts Technology Collaborative
[Massachusetts eHealth Institute]
75 North Drive
Westborough, MA 01581-3340
http://www.masstech.org

Procurement Team Leader:	**Judy Iwanski**
Solicitation Issued:	**10/31/2016**
Applicants' Conference:	11/9/2016
Questions Due:	11/16/2016
Answers to Questions Posted:	11/23/2016
Applications Due:	**12/12/2016**

1   **Introduction**

Massachusetts Technology Collaborative ("Mass Tech Collaborative"), on behalf of Massachusetts eHealth Institute, is issuing this Grant Solicitation for the Massachusetts Children's Behavioral Health Initiative (CBHI) interface development for Child and Adolescent Needs and Strengths (CANS) reporting (Solicitation No.2017-MeHI-01) (the "Solicitation") to solicit grant applications from qualified behavioral health Electronic Health Record (EHR) system vendors ("Applicants") to receive grants to develop, test, and implement an HL7 interface that will automatically extract data from the EHR system, compile it according to the Massachusetts Executive Office of Health and Human Services' (EOHHS) CBHI interface specification, and submit it to the Commonwealth's system. The Applicant, if awarded, must implement this interface in production at three Massachusetts organizations, unaffiliated with each other, providing behavioral health services in the Commonwealth. Applicants will be competing against each other for a limited number of awards. The submissions of all Applicants will be compared and evaluated pursuant to the evaluation criteria set forth in this Solicitation.

Mass Tech Collaborative will be the contracting entity on behalf of Massachusetts eHealth Institute. For the purposes of this Solicitation (and except where the specific context warrants otherwise), Massachusetts eHealth Institute and Mass Tech Collaborative are collectively referred to as Mass Tech Collaborative.

APPLICANTS PLEASE NOTE:

(a) Mass Tech Collaborative acts as the contracting entity on behalf of MeHI and will enter into its General Terms and Conditions agreement with selected Applicants containing certain standard provisions (the "Agreement"). (See Attachment D for the template Agreement.)

(b) This Solicitation does not commit Mass Tech Collaborative to select any firm(s), pay any costs incurred in preparing an application, or award any grants. Mass Tech Collaborative reserves the right, in its sole discretion, to make no awards, or to award less than the maximum amount of funds potentially available through this Solicitation. Mass Tech Collaborative reserves the right, in its sole discretion, to accept or reject any or all submittals received, negotiate with any or all qualified applicants, and request modifications to proposals in accordance with such negotiations; request supplemental or clarifying information from Applicants; cancel, amend or modify this Solicitation in part or in its entirety; or change the Solicitation guidelines, when it is in the best interests of Mass Tech Collaborative to do so.

(c) Mass Tech Collaborative reserves the right to amend the Agreement at any time. Each Applicant should review the Agreement in Attachment D as it is required to specify any exceptions to the Agreement and to make any suggested counterproposal in its Application. A failure to specify exceptions and/or counterproposals will be deemed an acceptance of the terms of the Agreement, and no subsequent negotiation of any provisions shall be permitted. Although Mass Tech Collaborative will be the contracting counter-party with the organization applicant (as defined herein "Applicants"), for purposes of this Solicitation (and except where the specific context warrants

See Section 3 for other eligibility requirements.

2   **Background on Sponsors and Project**

2.1 **Massachusetts Technology Collaborative**
Mass Tech Collaborative is an independent public instrumentality of the Commonwealth of Massachusetts chartered by the Commonwealth to serve as a catalyst for growing its innovation economy. Mass Tech Collaborative brings together leaders from industry, academia, and government to advance technology-focused solutions that lead to economic growth, job creation, and public benefits in Massachusetts. Mass Tech Collaborative energizes emerging markets in the high-tech sector by filling gaps in the marketplace, connecting key stakeholders, expanding broadband services, conducting critical economic analysis, and providing access to intellectual and financial capital. Mass Tech Collaborative has three primary divisions: The Innovation Institute at the MassTech Collaborative, the Massachusetts Broadband Institute, and the Massachusetts e-Health Institute. For additional information about Mass Tech Collaborative and its programs and initiatives, please visit our website at www.masstech.org.

2.2 **Massachusetts eHealth Institute**

MeHI is charged by the Legislature and Commonwealth Administration with supporting the innovative use of technology to reduce the cost and improve the quality of healthcare delivered in the

Commonwealth. MeHI promotes the deployment of EHR systems in all health care provider settings in the Commonwealth and facilitates their secure networking through the Mass HIway. MeHI's programs are designed to grow the adoption and use of health information technology in multiple care settings to positively impact health reform efforts in Massachusetts. MeHI also supports the growth of the emerging digital health industry cluster in Massachusetts. For additional information about the Massachusetts eHealth Institute and its programs and initiatives, please visit our website at www.mehi.masstech.org.

2.3 **Children's Behavioral Health Initiative**

The Children's Behavioral Health Initiative is an interagency initiative of the Commonwealth's Executive Office of Health and Human Services (EOHHS) whose mission is to strengthen, expand, and integrate Massachusetts state services into a comprehensive, community-based system of care and to ensure that families and their children with significant behavioral, emotional, and mental health needs obtain the services necessary for success in home, school, and the community. More information is available at www.mass.gov/eohhs/gov/commissions-and-initiatives/cbhi/.

3   Services Required

3.1 Context

Through its eHealth eQuality Incentive Program (eQIP) and from other discussions, MeHI has heard from many behavioral healthcare providers that they require a significant amount of duplicate work to complete and submit mandated CANS assessments to EOHHS' system. All Massachusetts behavioral health clinicians serving MassHealth children and youth are required to use the standardized CANS tool as an information integration and decision support tool at their organization. Providers must first enter CANS assessment data into their organization's EHR system for recordkeeping, billing, and therapy. Then, this information must be printed out and re-keyed into EOHHS' Virtual Gateway system to comply with state regulations. Providers have reported that it can take up to 1 ½ hours to perform the initial CANS entry into the Virtual Gateway and ½ hour to complete and enter the quarterly updates for each patient seen.

In 2016, MeHI partnered with EOHHS to develop an interface for their CBHI application to submit CANS data that would allow behavioral health providers to directly and automatically upload the required CANS reporting information from their EHR into the CBHI application instead of manually keying in and separately entering the information in the Virtual Gateway. While EOHHS' interface is close to complete, behavioral health providers will still require an interface from their EHR system that is built to EOHHS' specifications to allow these automatic transactions. This grant will provide an incentive of up to $60,000 per vendor to cover a portion of the funding to both develop and test an HL7 interface that conforms to EOHHS' CBHI interface specification, and to cover the implementation and two years of related support service costs of this interface for a minimum of three unaffiliated Massachusetts organizations providing behavioral health services.

Providing an automated interface will allow organizations providing behavioral health services to leverage the Mass HIway and automatically upload reportable data from their EHR system directly into EOHHS' database, improving the provider's ability to deliver necessary care to patients by eliminating the redundant work required to re-key the data into the Virtual Gateway.

3.2 Definitions

For the purposes of this solicitation, the following definitions apply:

Affiliated – Entities are deemed to be affiliated for the purposes of this Solicitation if: (1) their financial statements are part of the same consolidated financial statements under generally accepted accounting principles; (2) one controls the other directly or indirectly within the meaning of federal securities law; or (3) they are under common control within the meaning of federal securities law.

Behavioral Health services – Behavioral Health services are defined as direct patient care services by Behavioral Health Providers used to evaluate and treat people with mental health and/or substance

use disorders. Substance abuse treatment services must be provided through programs that are licensed and/or approved by the Massachusetts Department of Public Health.

Behavioral Health Providers – Behavioral Health Providers must provide direct patient care and either be licensed clinicians or clinical staff authorized to provide direct patient care under the supervision of a licensed Behavioral Health professional.

3.3 Award Structure

This grant provides funds for activities necessary to develop, test, and implement an HL7 interface that conforms to EOHHS' CBHI HL7 interface specification. The interface must automatically extract and transmit data from the vendor's EHR system to EOHHS' CBHI application. The interface must not require that data be re-entered into a separate system that supports the interface. Grantees must implement the interface live and in production for at least three unaffiliated organizations providing behavioral health services and provide support services to those organizations for at least two years following the successful submittal, in production, of patient data to CBHI.

Requirements for the interface:

I.   Must conform to the interface specifications provided by EOHHS. See attachments E and F for specification and workflow documents.
II. The vendor and all customers using this interface must comply with all federal and Commonwealth regulations for automated interfaces including those encompassing privacy, consent, and security issues.
III. Access to EOHHS' CBHI interface requires a connection to the Mass HIway. The interface is required to send transactions using the Mass HIway either directly or through a third-party Health Information Service Provider (HISP) that is connected to the Mass HIway.
IV. Testing of the Mass HIway connection and the interface must be coordinated with EOHHS.
V.   The interface transaction types must be successfully installed and tested at the three (3) identified unaffiliated behavioral health provider organization customer sites. Organizations must hold a currently valid license to provide behavioral health clinical care programs and services in Massachusetts, or in the case where the organization is not required to be licensed, its clinical providers must have valid professional licenses required to provide behavioral health programs and services in Massachusetts.
VI. The move to production must be coordinated with EOHHS.

Eligibility requirements:

I.   Applicants must be Health Information Technology vendors with behavioral health organization clients required to submit CANS assessments to the CBHI application through the Virtual Gateway.
II. The applicant must certify that it has customers authorized to submit CANS data to the CBHI application. The applicant must provide a list of behavioral health provider organization customers to MeHI and MeHI will confirm with EOHHS that these customers are authorized to send and receive CANS data from the CBHI application.
III. Applicants must be vendors of an ONC certified health IT product listed on the Certified Health IT Product List (CHPL).
IV. Lack of debarment status by either the Commonwealth or federal government.

Milestone payments:
Payments for the grant will be based on the grantee meeting each of three milestones and incurring project related costs that are at least as much as the milestone payment.

     I. Milestone 1 – 50% for an interface developed and tested with EOHHS' test system. The vendor must coordinate testing with EOHHS. Payment will be made once there is sign-off by EOHHS that the interface has successfully tested and is error free.

    II. Milestone 2 – 25%, for the first identified unaffiliated behavioral health provider organization customer successfully submitting to the production CBHI application. The vendor must coordinate customer testing and the move to production with EOHHS. Payment will be made once the State certifies that a transaction from the customer has been received and successfully loaded into EOHHS' database.

    III. Milestone 3 – 25%, for the Third unaffiliated behavioral health provider organization customer successfully submitting to the production CBHI application. The vendor must coordinate customer testing and the move to production with EOHHS. Payment will be made once the State certifies that a transaction from the customer has been received and successfully loaded into EOHHS' database.

MassTech expects that the Applicant will plan to successfully reach Milestone 2 by June 30, 2017 and to successfully reach Milestone 3 by December 31, 2017. Details of the Applicant's plan to reach these milestone dates should be included in the high level project plan outlined in Section 4.5 below.

4 Submission of Responses

4.1 Schedule

The Solicitation process will proceed according to the following anticipated schedule:

10/31/2016	Solicitation Issued.
11/9/2016	Bidders' Conference at 12pm
11/16/2016	Deadline for all questions and clarification inquiries **submitted** via e-mail to proposals@masstech.org
11/23/2016	Deadline for all answers to Applicants' questions.
12/12/2016	Responses due by 3:00 p.m. (12/12)

Responses will be due no later than 3:00 p.m. EST, on 12/12/2016. Responses received later than the date and time specified will be rejected or deemed non-conforming and may be returned to the Applicant unopened. Mass Tech Collaborative assumes no responsibility or liability for late delivery or receipt of responses.

4.2 Bidders' Conference

A Bidders' Conference will be held on 11/9/2016 at 12:00 pm. All potential Applicants interested in participating in the teleconference must register with Mass Tech Collaborative by 5:00 p.m. on 11/7/2016 in order to obtain the conference call information. To register, please use the following URL: https://attendee.gotowebinar.com/register/4125160197758984450iwanski@masstech.org. Mass Tech Collaborative will transmit the conference call information to all registered bidders 24 hours in advance of the teleconference. Mass Tech Collaborative will post summary responses to procedural questions and issues addressed at the teleconference on the Mass Tech Collaborative and the Comm-Buys websites.

4.3 Questions

Questions regarding this Solicitation must be submitted by electronic mail to proposals@masstech.org with the following Subject Line: "Questions – Solicitation No. 2017-MeHI-01"). All questions must be received by 5:00 p.m. EST on 11/16/2016. Responses to all questions received will be posted on or before 5:00 p.m. on 11/16/2016 to Mass Tech Collaborative and Comm-Buys website(s).

4.4 Instructions for Submission of Responses:

Applicants are cautioned to read this Solicitation carefully and to conform to its specific requirements. Failure to comply with the requirements of this Solicitation may serve as grounds for rejection.

(a) All responses must be submitted in writing, on 8 ½ x 11 paper (including all required submissions), with one (1) unbound original; one (1) unbound copy; and one electronic version (.pdf or .doc with the budget in excel format) thereof.

APPLICANTS ARE CAUTIONED TO REVIEW ATTACHMENT A1, PRIOR TO SUBMITTING AN ELECTRONIC COPY OF THEIR RESPONSE. IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN ATTACHMENT A1, ANY INFORMATION THAT APPLICANT HAS IDENTIFIED AS "SENSITIVE INFORMATION" IN THE HARD COPY OF THEIR RESPONSE SHOULD BE DELETED FROM THE ELECTRONIC COPY PRIOR TO SUBMISSION TO MASS TECH COLLABORATIVE.

(b) Responses **must** be delivered by 3:00 PM to:

> Request for Proposals No. 2017-MeHI-01
> Massachusetts Technology Collaborative
> 75 North Drive
> Westborough, MA 01581

(c) A statement indicating compliance with the terms, conditions and specifications contained in this Solicitation must be included in the response. Submission of the signed Authorized Applicant's Signature and Acceptance Form (Attachment B1) shall satisfy this requirement.

(d) Any and all data, materials and documentation submitted to Mass Tech Collaborative in response to this Solicitation shall become Mass Tech Collaborative's property and shall be subject to public disclosure under the Massachusetts Public Records Act. In this regard, Applicants are required to sign the Authorized Applicant's Signature and Acceptance Form, set forth as Attachment B1 hereto.

APPLICANTS PLEASE NOTE : BY EXECUTING THE AUTHORIZED APPLICANT'S SIGNATURE AND ACCEPTANCE FORM AND SUBMITTING A RESPONSE TO THIS SOLICITATION, APPLICANT CERTIFIES THAT IT (1) ACKNOWLEDGES AND UNDERSTANDS THE PROCEDURES FOR HANDLING MATERIALS SUBMITTED TO MASS TECH COLLABORATIVE, AS SET FORTH IN ATTACHMENT A1 HERETO, (2) AGREES TO BE BOUND BY THOSE PROCEDURES, AND (3) AGREES THAT MASS TECH COLLABORATIVE SHALL NOT BE LIABLE UNDER ANY CIRCUMSTANCES FOR THE DISCLOSURE OF ANY MATERIALS SUBMITTED TO IT PURSUANT TO THIS RFP OR UPON APPLICANT'S SELECTION.

4.5 Information Required:

(a) <u>Executive Summary</u>: Applicants must provide a summary of their organization, their qualifications, and their proposed approach for meeting the objectives of this grant. This summary should be a maximum of two (2) pages in length.

(b) <u>Proposal Requirements</u>: Applicants must provide:

    a) A description of the approach they will use to complete the project
    b) A high-level project plan showing the following:

Task	Start Date	Complete Date	Comment
Interface Development			
Connection to Mass HIway Paperwork			
Mass HIway connection test			
Interface implementation at first customer			

Interface testing to MA CBHI test system			
Interface moved to Live			
Interface testing to MA CBHI production system			
First Customer Go-Live			
Interface implementation at second customer			
Second Customer Go-Live			
Interface implementation at third customer			
Third Customer Go-Live			

MassTech expects that the go-live for the first customer will be completed by June 30, 2017 and the go-live for the final two customers will be completed by December 31, 2017.

c) Letters of commitment and support
   a. A letter from the Applicant agreeing that the three unaffiliated behavioral health customers that are part of this project will not be charged implementation fees or software support fees related to this interface for two years after their go-live dates.

   b. Letters of support from three unaffiliated provider organizations providing behavioral health services that agree to participate with Applicant under this grant. The letters must be signed by the CEO, CFO or other officer with fiduciary responsibility at the provider organizations and include the provider's commitment to work with the vendor and EOHHS to implement the interface in the project timeframe. The letters of support should also express the impact that the interface will have on the provider's business including the number of transactions the organization currently enters into CANS monthly and the estimated time spent keying CANS information into the Virtual Gateway.

d) Supporting documentation
   a. List of organizations providing behavioral health services currently submitting CANS data to the CBHI application and that the Applicant currently serves in Massachusetts
   b. Verification that Applicant is an ONC certified vendor. Please list your product(s) and version number(s) and their certification information for which you will be developing the interface(s) relevant to your proposal:

HIT Vendor	HIT Product	HIT Version	Certified (Y/N).	CHPL ID	Certification Year

e) Project Budget
   Use the Excel Budget Template form referenced in Attachment C. Applicant must provide a list

of costs for this project. Costs must include the amount a provider would pay Applicant for implementation fees and software development fees that will be covered through MeHI's grant. The budget should also include the costs the Applicant anticipates will not be covered by MeHI's grant and will be covered by the Applicant as a match. In addition to the list of costs provided in Attachment C, Applicants must provide a narrative description of estimated costs sufficient for reviewers to understand the project and scope, including, but not limited to:

    a. Costs to develop the interface and whether that interface is to be cloud-based or installed on-premise;
    b. Whether the interface will be priced on a subscription basis or as one-time license fee
    c. Any recurring fees for support, training and updates to each organization and what those services consist of.
    d. Whether any fees are based on the size of the organization or the number of concurrent users (number of clinicians/sites reporting CANS assessments at each org)
    e. Costs to test the interface with the Mass HIway per organization (including any HISP-related costs); and
    f. Costs to implement the interface in production for each org.

    f) <u>Tax Law Compliance</u>: All responses must include an affidavit of compliance with all corporate filing requirements and compliance with Commonwealth tax laws. Submission of the signed Authorized Applicant's Signature and Acceptance Form (Attachment B1) shall satisfy this requirement.

    g) <u>Additional Documentation</u>: All responses must include the following additional documentation.

- Authorized Applicant's Signature and Acceptance Form (Attachment B1)
- Response Coversheet (see Attachment B2)

3 5. Evaluation Process, Criteria and Selection

5.1 Criteria

<u>Selection of Applicant(s) to receive the award will be based on the following criteria:</u>

- Impact on the Commonwealth's ability to achieve its health care policy goals
- Impact on the provision of behavioral health care services to patients in Massachusetts:
  - o The number of identified behavioral health provider organization sites and/or providers who will have access to this interface
  - o An estimated number of patients of each identified organization providing behavioral health services who will benefit from the interface
  - o The number of CANS transactions that the identified organizations providing behavioral health services submit to EOHHS at the designated sites. Note that MeHI will verify these figures with EOHHs
- Willingness of the vendor to deliver the interface in the required timeframe
- Preference will be given to Applicants who involve current MeHI eQIP behavioral health grantees as at least one of their three identified behavioral health provider organizations

The order of these factors does not generally denote relative importance. Mass Tech Collaborative reserves the right to consider such other relevant factors as it deems appropriate in order to obtain the best value for the Commonwealth.

5.2 Selection

Notification of selection or non-selection of all Applicants who submitted conforming responses will be mailed when the selection process is final. The selected Applicant will execute the standard General Terms and Conditions. In the event that an Applicant selected under this Solicitation is currently party to MassTech's standard General Terms and Conditions, Mass Tech Collaborative will exercise its discretion in either maintaining the agreement or terminating the agreement and requiring execution of a new General Terms and Conditions agreement.

APPLICANTS ARE REQUIRED TO SPECIFY ANY EXCEPTIONS TO THE GENERAL TERMS AND CONDITIONS AND TO MAKE ANY SUGGESTED COUNTERPROPOSAL(S) WITH THEIR RESPONSE. FAILURE TO SPECIFY EXCEPTIONS AND/OR COUNTERPROPOSALS WILL BE DEEMED AN ACCEPTANCE OF THE GENERAL TERMS AND CONDITIONS AND NO SUBSEQUENT NEGOTIATION OF SUCH PROVISIONS SHALL BE PERMITTED. RESERVING ONE'S RIGHTS TO NEGOTIATE TERMS AFTER AN AWARD IS MADE IS UNACCEPTABLE

6.   Other Provisions

6.1   General Information

(a) All terms, conditions, requirements, and procedures included in this Solicitation must be met for an Application to be determined responsive. If an Applicant fails to meet any material terms, conditions, requirements or procedures, its response may be deemed unresponsive and disqualified.

(b) All responses, proposals, related documentation and information submitted in response to this Solicitation are subject to the Massachusetts Public Records Law, M.G. L. c. 66, §10, and to M.G.L. c. 4, §7(26), regarding public inspection and access to such documents. Any statements reserving any confidentiality or privacy rights in submitted responses or otherwise inconsistent with these statutes will be void and disregarded. The foregoing notwithstanding, Mass Tech Collaborative has developed a set of procedures to deal with all documents submitted to it in response to this Solicitation, and those procedures are set forth in Attachment A1 hereto. By executing the Authorized Applicant's Signature and Acceptance Form appended hereto as Attachment B1, Applicant acknowledges, understands and agrees to be bound by the procedures set forth in Attachment A1, and agrees that Mass Tech Collaborative shall not be liable under any circumstances for the subsequent disclosure of any materials submitted to it by Applicant pursuant to this Solicitation and/or in connection with any contract entered into between Applicant and Mass Tech Collaborative as a result of this Solicitation process.

(c) Further, any selected Applicant must recognize that in the performance of any task orders issued thereunder it may become a holder of personal data (as defined in M.G.L. c. 66A, and as set forth in Attachment A2) or other information deemed confidential by the Commonwealth. Applicant shall comply with the laws and regulations relating to confidentiality and privacy, including any rules or regulations of Mass Tech Collaborative. Any questions concerning issues of confidentiality, the submission of materials to Mass Tech Collaborative, application of the procedures set forth in Attachment A2, or any other questions related to these matters should be addressed to Elizabeth A. Copeland, Esq., Associate General Counsel at Mass Tech Collaborative.

(d) It is the policy of Mass Tech Collaborative that contracts are awarded only to responsive and responsible Applicants. The Applicant must respond to all requirements of the Solicitation in a complete and thorough manner. The Applicant must demonstrate: (1) the availability of adequate resources and staffing to efficiently and expeditiously service Mass Tech Collaborative's needs; (2) the necessary experience, organization, qualifications, skills and facilities to provide the Services set forth in this Solicitation; (3) a satisfactory record of performance in the provision of the Services set forth in this Solicitation; (4) the ability and willingness to comply with the requirements of Federal and State law relative to equal employment opportunity. **ANY RESPONSE DETERMINED TO BE NON-RESPONSIVE TO THIS SOLICITATION, INCLUDING INSTRUCTIONS GOVERNING THE SUBMISSION OF RESPONSES, WILL BE DISQUALIFIED WITHOUT EVALUATION SUBJECT TO THE RIGHT OF THE MASS TECH COLLABORATIVE TO WAIVE MINOR IRREGULARITIES IN RESPONSES SUBMITTED UNDER THIS SOLICITATION.**

(e) Unless otherwise specified in this Solicitation, all communications, responses, and documentation must be in English, and all cost proposals or figures in U.S. currency. All responses must be submitted in accordance with the specific terms of this Solicitation. Applicants should note that the procedures for handling information deemed sensitive by Applicant and submitted to Mass Tech Collaborative set forth in Attachment A1 apply only to hard copy documents, and are not applicable to information submitted by, among other methods, electronic mail, facsimile or verbally.

(f) Applicants are prohibited from communicating directly with any employee of Mass Tech Collaborative except as specified in this Solicitation, and no other individual Commonwealth employee or

representative is authorized to provide any information or respond to any questions or inquiries concerning this Solicitation. Applicants may contact the Procurement Team Leader for this Solicitation in the event this Solicitation is incomplete. The foregoing notwithstanding, any questions concerning issues of confidentiality, the submission of materials to Mass Tech Collaborative, application of the procedures set forth in Attachment A1, or any other questions related to these matters, should be addressed to Elizabeth A. Copeland, Esq., Associate General Counsel at Mass Tech Collaborative.

(g) The Mass Tech Collaborative Legal Department may provide reasonable accommodations, including the provision of material in an alternative format, for qualified Applicants with disabilities or other hardships. Applicants requiring accommodations shall submit requests in writing, with supporting documentation justifying the accommodations, to the Mass Tech Collaborative Legal Department. The Mass Tech Collaborative Legal Department reserves the right to grant or reject any request for accommodations.

(h) If an Applicant is unable to meet any of the specifications required in this Solicitation, the Applicant's response must include an alternative method for meeting such specification by identifying the specification, the proposed alternative and thoroughly describing how the alternative achieves substantially equivalent or better performance to the performance required in the Solicitation specification. Mass Tech Collaborative will determine if a proposed alternative method of performance achieves substantially equivalent or better performance.

(i) Costs that are not specifically identified in the Applicant's response and/or not specifically accepted by Mass Tech Collaborative as part of the task order will not be compensated under any contract awarded pursuant to this Solicitation. Mass Tech Collaborative shall not be responsible for any costs or expenses incurred by Applicants in responding to this Solicitation.

(j) The Applicant may not alter the Solicitation or its components except for those portions intended to collect the Applicant's response (Cost pages, *etc.*). Modifications to the body of this Solicitation, specifications, terms and conditions, or which change the intent of this Solicitation are prohibited. Any modifications other than where the Applicant is prompted for a response will disqualify the response. The foregoing notwithstanding, proposed exceptions and/or counterproposals to the General Terms and Conditions are permitted to be submitted with a response.

(k) Applicant's submitted Response shall be treated by Mass Tech Collaborative as an accurate statement of Applicant's capabilities and experience. Should any statement asserted by Applicant prove to be inaccurate or inconsistent with the foregoing, such inaccuracy or inconsistency shall constitute sufficient cause for rejection of the response and/or of any resulting contract. The Solicitation evaluation committee will rule on any such matters and will determine appropriate action.

6.2 Changes/Amendments to Solicitation

This Solicitation has been distributed electronically using the Mass Tech Collaborative and the Comm-Buys websites. If Mass Tech Collaborative determines that it is necessary to revise any part of this Solicitation, or if additional data is necessary to clarify any of its provisions, a supplement or addenda will be posted to the Mass Tech Collaborative and Comm-Buys websites. It is the responsibility of Applicants to check the Mass Tech Collaborative and/or the Comm-Buys websites for any addenda or modifications to any Solicitation to which they intend to respond. Mass Tech Collaborative, the Commonwealth of Massachusetts, and its subdivisions accept no liability and will provide no accommodation to Applicants who submit a response based on an out-of-date Solicitation document.

ATTACHMENT A-1

<u>THE MASSACHUSETTS TECHNOLOGY COLLABORATIVE</u>
<u>POLICY AND PROCEDURES REGARDING SUBMISSION OF "SENSITIVE INFORMATION"</u>

Massachusetts Technology Collaborative, the Innovation Institute, the Massachusetts Broadband Institute and the Massachusetts e-Health Institute (collectively referred to herein as "Mass Tech Collaborative") are subject to the requirements concerning disclosure of public records under the Massachusetts Public Records Act, M.G.L. c. 66 (the "Public Records Act"), which governs the retention, disposition and archiving of public records. For purposes of the Public Records Act, "public records" include all books, papers, maps, photographs, recorded tapes, financial statements, statistical tabulations, or other documentary materials or data, regardless of physical form or characteristics, <u>made or received</u> by Mass Tech Collaborative. As a result, any information submitted to Mass Tech Collaborative by a grant respondent, recipient grantee, respondent to a request for response (including, but not limited to an RFQ, Solicitation and RFI), contractor, or any other party (collectively the "Submitting Party") is subject to public disclosure as set forth in the Public Records Act.

The foregoing notwithstanding, "public records" do not include certain materials or data which fall within one of the specifically enumerated exemptions set forth in the Public Records Act or in other statutes, including Mass Tech Collaborative's enabling act, M.G.L. Chapter 40J. One such exemption that may be applicable to documents submitted by a Submitting Party is for any documentary materials or data made or received by Mass Tech Collaborative that consists of trade secrets or commercial or financial information regarding the operation of any business conducted by the Submitting Party, or regarding the competitive position of such Submitting Party in a particular field of endeavor (the "Trade Secrets Exemption").

IT IS MASS TECH COLLABORATIVE'S EXPECTATION AND BELIEF THAT THE OVERWHELMING PERCENTAGE OF DOCUMENTS IT RECEIVES FROM A SUBMITTING PARTY DOES NOT CONTAIN ANY INFORMATION THAT WOULD WARRANT AN ASSERTION BY MASS TECH COLLABORATIVE OF AN EXEMPTION FROM THE PUBLIC RECORDS ACT. SUBMITTING PARTIES SHOULD THEREFORE TAKE CARE IN DETERMINING WHICH DOCUMENTS THEY SUBMIT TO MASS TECH COLLABORATIVE, AND SHOULD ASSUME THAT ALL DOCUMENTS SUBMITTED TO MASS TECH COLLABORATIVE ARE SUBJECT TO PUBLIC DISCLOSURE WITHOUT ANY PRIOR NOTICE TO THE SUBMITTING PARTY AND WITHOUT RESORT TO ANY FORMAL PUBLIC RECORDS REQUEST.

In the event that a Submitting Party wishes to submit certain documents to Mass Tech Collaborative and believes such a document or documents may be proprietary in nature and may fall within the parameters of the Trade Secrets Exemption and/or some other applicable exemption, the following procedures shall apply:

1. At the time of the Submitting Party's initial submission of documents to Mass Tech Collaborative, the Submitting Party must provide a cover letter, addressed to Mass Tech Collaborative's General Counsel, indicating that it is submitting documents which it believes are exempt from public disclosure, including a description of the specific exemption(s) that the Submitting Party contends is/are applicable to the submitted materials, a precise description of the type and magnitude of harm that would result in the event of the documents' disclosure, and a specific start date and end date within which the claimed exemption applies. If different exemptions, harms and/or dates apply to different documents, it is the Submitting Party's responsibility and obligation to provide detailed explanations for each such document.

2. At the time of the Submitting Party's <u>initial</u> submission of documents to Mass Tech Collaborative, the Submitting Party must also clearly and unambiguously identify each and every such document that it contends is subject to an exemption from public disclosure as "Sensitive Information." It is the Submitting Party's responsibility and obligation to ensure that all such documents are sufficiently identified as "Sensitive Information", and Submitting Party's designation must be placed in a prominent location on the face of each and every document that it contends is exempt from disclosure under the Public Records Act.

INFORMATION SUBMITTED TO MASS TECH COLLABORATIVE IN ANY FORM OTHER THAN A HARD COPY DOCUMENT WILL NOT BE SUBJECT TO THE PROCEDURES SET FORTH IN THIS POLICY. FOR EXAMPLE, INFORMATION SUBMITTED

BY E-MAIL, FACSIMILE AND/OR VERBALLY WILL NOT BE SUBJECT TO THESE PROCEDURES AND MAY BE DISCLOSED AT ANY TIME WITHOUT NOTICE TO THE SUBMITTING PARTY.

3. Documents that are not accompanied by the written notification to Mass Tech Collaborative's General Counsel or are not properly identified by the Submitting Party as "Sensitive Information" at the time of their initial submission to Mass Tech Collaborative are presumptively subject to disclosure under the Public Records Act, and the procedures for providing the Submitting Party with notice of any formal public records request for documents, as set forth below, shall be inapplicable.

4. At the time Mass Tech Collaborative receives documents from the Submitting Party, any such documents designated by Submitting Party as "Sensitive Information" shall be segregated and stored in a secure filing area when not being utilized by appropriate Mass Tech Collaborative staff. By submitting a grant application, request for response, or any other act that involves the submission of information to Mass Tech Collaborative, the Submitting Party certifies, acknowledges and agrees that (a) Mass Tech Collaborative's receipt, segregation and storage of documents designated by Submitting Party as "Sensitive Information" does not represent a finding by Mass Tech Collaborative that such documents fall within the Trade Secrets Exemption or any other exemption to the Public Records Act, or that the documents are otherwise exempt from disclosure under the Public Records Act, and (b) Mass Tech Collaborative is not liable under any circumstances for the subsequent disclosure of any information submitted to Mass Tech Collaborative by the Submitting Party, whether or not such documents are designated as "Sensitive Information" or Mass Tech Collaborative was negligent in disclosing such documents.

5. In the event that Mass Tech Collaborative receives an inquiry or request for information submitted by a Submitting Party, Mass Tech Collaborative shall produce all responsive information without notice to the Submitting Party. In the event that the inquiry or request entails documents that the Submitting Party has previously designated as "Sensitive Information" in strict accordance with this Policy, the inquiring party shall be notified in writing that one or more of the documents it has requested has been designated by the Submitting Party as "Sensitive Information", and, if not already submitted, that a formal, written public records request must be submitted by the requesting party to Mass Tech Collaborative's General Counsel for a determination of whether the subject documents are exempt from disclosure.

6. Upon the General Counsel's receipt of a formal, written public records request for information that encompass documents previously designated by Submitting Party as "Sensitive Information", the Submitting Party shall be notified in writing of Mass Tech Collaborative's receipt of the public records request, and Mass Tech Collaborative may, but shall not be required to provide Submitting Party an opportunity to present Mass Tech Collaborative with information and/or legal arguments concerning the applicability of the Trade Secrets Exemption or some other exemption to the subject documents.

7. The General Counsel shall review the subject documents, the Public Records Act and the exemption(s) claimed by the Submitting Party in making a determination concerning their potential disclosure.

    THE GENERAL COUNSEL IS THE SOLE AUTHORITY WITHIN MASS TECH COLLABORATIVE FOR MAKING DETERMINATIONS ON THE APPLICABILITY AND/OR ASSERTION OF AN EXEMPTION TO THE PUBLIC RECORDS ACT. NO EMPLOYEE OF MASS TECH COLLABORATIVE OTHER THAN THE GENERAL COUNSEL HAS ANY AUTHORITY TO ADDRESS ISSUES CONCERNING THE STATUS OF "SENSITIVE INFORMATION" OR TO BIND MASS TECH COLLABORATIVE IN ANY MANNER CONCERNING MASS TECH COLLABORATIVE'S TREATMENT AND DISCLOSURE OF SUCH DOCUMENTS.

    FURTHERMORE, THE POTENTIAL APPLICABILITY OF AN EXEMPTION TO THE DISCLOSURE OF DOCUMENTS DESIGNATED BY THE SUBMITTING PARTY AS "SENSITIVE INFORMATION" SHALL NOT REQUIRE MASS TECH COLLABORATIVE TO ASSERT SUCH AN EXEMPTION. MASS TECH COLLABORATIVE'S GENERAL COUNSEL RETAINS THE SOLE DISCRETION AND AUTHORITY TO ASSERT AN EXEMPTION, AND HE MAY DECLINE TO EXERT SUCH AN EXEMPTION IF, WITHIN HIS DISCRETION, THE PUBLIC INTEREST IS SERVED BY THE DISCLOSURE OF ANY DOCUMENTS SUBMITTED BY THE SUBMITTING PARTY.

8. Mass Tech Collaborative shall provide the requesting party and Submitting Party with written notice of its determination that the subject documents are either exempt or not exempt from disclosure.

9. In the event that Mass Tech Collaborative determines that the subject documents are exempt from disclosure, the requesting party may seek review of Mass Tech Collaborative's determination before the Supervisor of Public Records, and Mass Tech Collaborative shall notify the Submitting Party in writing in the event that the requesting party pursues a review of the Mass Tech Collaborative's determination.

10. In the event the requesting party pursues a review of Mass Tech Collaborative's determination that the documents are exempt from disclosure and the Supervisor of Public Records concludes that the subject documents are not exempt from disclosure and orders the Mass Tech Collaborative to disclose such documents to the requester, Mass Tech Collaborative shall notify the Submitting Party in writing prior to the disclosure of any such documents, and Submitting Party may pursue injunctive relief or any other course of action in its discretion.

11. In the event that Mass Tech Collaborative determines that the subject documents are not exempt from disclosure or the General Counsel determines that, under the circumstances and in his discretion, Mass Tech Collaborative shall not assert an exemption, Mass Tech Collaborative shall notify the Submitting Party in writing prior to the disclosure of any such documents, and Submitting Party may pursue injunctive relief or any other course of action in its discretion.

THE SUBMITTING PARTY'S SUBMISSION OF DOCUMENTATION TO MASS TECH COLLABORATIVE SHALL REQUIRE A SIGNED CERTIFICATION THAT SUBMITTING PARTY ACKNOWLEDGES, UNDERSTANDS AND AGREES WITH THE APPLICABILITY OF THE FOREGOING PROCEDURES TO ANY DOCUMENTS SUBMITTED TO MASS TECH COLLABORATIVE BY SUBMITTING PARTY AT ANY TIME, INCLUDING BUT NOT LIMITED TO THE ACKNOWLEDGEMENTS SET FORTH HEREIN, AND THAT SUBMITTING PARTY SHALL BE BOUND BY THESE PROCEDURES.

All documents submitted by Submitting Party, whether designated as "Sensitive Information" or not, are not returnable to Submitting Party.

ATTACHMENT A-2

<u>**MASS TECH COLLABORATIVE POLICY AND PROCEDURES FOR HOLDING PARTIES IN POSSESSION OF SENSITIVE INFORMATION**</u>

From time to time, consultants, contractors, grantees, as well as other third parties interacting with Mass Tech Collaborative (collectively, the "Holding Party") may receive, have access to or create confidential, proprietary or otherwise sensitive information regarding Mass Tech Collaborative, its activities, its employees and/or third parties, such as applicants, consultants, grantees, recipients or respondents under Mass Tech Collaborative programs, which information is not generally known by or disseminated to the public as a matter of course. Information of this nature is sometimes referred to in this Agreement as "<u>Sensitive Information</u>." Mass Tech Collaborative expects all Holding Parties to maintain the highest degree of professionalism, integrity and propriety with respect to Sensitive Information at all times. In addition, the Massachusetts Conflict of Interest Statute, M.G.L. Chapter 268A, prohibits current and former state employees (defined in the statute to include regular full-time and part-time employees, elected or appointed officials and independent contractors) from improperly disclosing certain categories of Sensitive Information or using it to further their personal interests, and the Massachusetts Fair Information Practices Act, M.G.L. Chapter 66A, contains numerous legal requirements aimed at protecting "personal data" from improper disclosure.

Mass Tech Collaborative's policy regarding a Holding Party's possession of Sensitive Information has two key elements:

1. Holding Parties should not request or accept any more Sensitive Information -- whether of a business or personal nature -- than is reasonably necessary under the circumstances; and

2. In the absence of a specific legal requirement compelling disclosure of Sensitive Information in a particular instance, all Holding Parties are expected to take appropriate measures to safeguard such information from improper use and disclosure.

Because the relevant legal requirements and the nature and scope of the information in question can create uncertainty, **HOLDING PARTIES ARE URGED TO CONFER WITH MASS TECH COLLABORATIVE'S GENERAL COUNSEL IF THEY HAVE ANY QUESTIONS ABOUT CONFIDENTIALITY, THE SCOPE OR PROPER TREATMENT OF SENSITIVE INFORMATION, OR MASS TECH COLLABORATIVE'S POLICIES OR PROCEDURES WITH RESPECT TO SUCH TOPICS.** Holding Parties shall not substitute their own judgment for that of Mass Tech Collaborative's General Counsel in deciding whether particular information is innocuous data or Sensitive Information that should be handled with care, or the advisability or sufficiency of safeguards with respect to particular types of information. **FAILURE TO COMPLY WITH THE POLICIES AND PROCEDURES RELATING TO SENSITIVE INFORMATION AND MASS TECH COLLABORATIVE'S OBLIGATIONS PURSUANT TO THE PUBLIC RECORDS ACT AND OTHER LEGAL DISCLOSURE REQUIREMENTS CAN RESULT IN IMMEDIATE TERMINATION OF THIS AGREEMENT, AND/OR POTENTIAL LEGAL LIABILITY.**

IT SHOULD BE NOTED THAT THE OBLIGATIONS UNDER THESE POLICIES CONTINUE EVEN AFTER MASS TECH COLLABORATIVE'S RELATIONSHIP WITH A PARTICULAR APPLICANT, RECIPIENT OR OTHER THIRD PARTY ENDS OR THIS AGREEMENT TERMINATES.

In the absence of a specific legal requirement necessitating disclosure of particular information in a specific instance, Holding Parties are expected to protect Sensitive Information from improper use and disclosure at all times. The following are examples of the kinds of protective procedures that should be followed:

- **Limited Communication to Mass Tech Collaborative Personnel**: Sensitive Information should not be communicated to other the Mass Tech Collaborative employees or consultants, except to the extent that they need to know the information to fulfill their Mass Tech Collaborative mission-related responsibilities and their knowledge of the information is not likely to result in misuse or a conflict of interest.
- **Limited Communication to Non-Mass Tech Collaborative Personnel**: Sensitive Information should not be communicated to anyone outside Mass Tech Collaborative, including family members, except to the extent outside parties need to know the information in order to provide necessary services to Mass Tech Collaborative, its Holding Parties or as otherwise directed by the

General Counsel to comply with legal requirements necessitating disclosure, such as proper requests under the Public Records Act.

- **Notification of Confidentiality**: When Sensitive Information is communicated to any person outside Mass Tech Collaborative, the individual receiving such information should be informed of its sensitive nature and the need to safeguard such information from improper use and disclosure. When Sensitive Information is communicated to parties inside Mass Tech Collaborative, the procedures set forth in Attachment A-1 are applicable. Mass Tech Collaborative may require that Holding Parties execute a confidentiality agreement that has either been provided or approved by the General Counsel before Sensitive Information is disclosed to them.

- **Mass Tech Collaborative Use Only**: Sensitive Information should only be used for Mass Tech Collaborative purposes. Under no circumstances may a present or former Holding Party "trade on" such information or otherwise use it, directly or indirectly, for personal gain or for the benefit of any party other than the owner of such information.

- **Prevention of Eavesdropping, Unauthorized Viewing, etc.**: Sensitive matters should not be discussed in restaurants, on public transportation or in other public places or in locations, such as hallways, elevators and building lobbies, where unauthorized individuals could overhear the discussion. Similarly, Sensitive Information should not be exchanged or discussed via cordless or cellular phones or similar "non-secure" communication lines.   Speaker phones can amplify conversations and should be used with care when discussing Sensitive Information. Common sense precautions should also be taken with respect to Sensitive Information in written form, such as stamping or marking such documents "CONFIDENTIAL" to flag them for special handling, limiting access to files to those with an Mass Tech Collaborative-related "need to know," locking documents that contain Sensitive Information in desk drawers or file cabinets when you are away from your desk, carefully limiting the circumstances in which (and exercising appropriate care when) such materials leave Mass Tech Collaborative's office, delivering sensitive materials to others in sealed envelopes, and limiting the addressees and "cc's" of letters, memoranda, emails and other communications containing Sensitive Information to those individuals who reasonably need to see such communications. Data stored on personal computers, and floppy disks, c/d roms and other electronic media containing Sensitive Information, should be properly secured to keep them from being accessed by unauthorized individuals.   Documents containing Sensitive Information that are sent to printers should be picked up promptly.

- **Communications with the Public; Compulsory Legal Process**: All contacts with the media and all speeches or other oral or written public statements made on behalf of Mass Tech Collaborative, or concerning its activities, applicants or recipients, must be cleared in advance by Mass Tech Collaborative's Chief of Staff. In speeches and statements *not* made on behalf of Mass Tech Collaborative, proper care should be taken to avoid any implication that the Mass Tech Collaborative endorses the views expressed. All disclosure requests under the Public Records Act or in the form of requests for discovery, subpoenas, court or administrative orders or the like must also be referred to the General Counsel for appropriate handling.

QUESTIONS CONCERNING WHETHER A GIVEN TYPE OF INFORMATION OR DOCUMENT IN A HOLDING PARTY'S POSSESSION IS A "PUBLIC RECORD," AND THUS SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS ACT, OR IS COVERED BY AN AVAILABLE EXEMPTION, SHOULD BE DIRECTED TO MASS TECH COLLABORATIVE'S GENERAL COUNSEL. *NO OTHER MASS TECH COLLABORATIVE EMPLOYEE IS AUTHORIZED TO MAKE SUCH ASSESSMENTS OR TO PROVIDE ANY GUIDANCE TO A HOLDING PARTY CONCERNING POTENTIAL DISCLOSURE OF ANY INFORMATION PROVIDED TO OR IN POSSESSION OF A HOLDING PARTY.*

IN ADDITION, ALL COMMUNICATIONS SEEKING INSPECTION OR OTHER DISCLOSURE OF MATERIALS IN A HOLDING PARTY'S POSSESSION UNDER THE PUBLIC RECORDS ACT MUST BE REFERRED PROMPTLY TO THE GENERAL COUNSEL. SIMILARLY, ALL SUBPOENAS AND OTHER LEGAL PROCESS DOCUMENTS REQUESTING OR SEEKING TO COMPEL DISCLOSURE OF MATERIALS IN A HOLDING PARTY'S POSSESSION MUST BE DELIVERED OR PROMPTLY FORWARDED TO THE GENERAL COUNSEL UPON RECEIPT.

ATTACHMENT B1

MASSACHUSETTS TECHNOLOGY COLLABORATIVE
AUTHORIZED APPLICANT'S SIGNATURE AND ACCEPTANCE FORM

The undersigned is a duly authorized representative of the Applicant listed below. The Applicant has read and understands the Solicitation requirements. The Applicant acknowledges that all of the terms and conditions of the Solicitation are mandatory, and that Applicant's response is compliant with such requirements. The Applicant specifically acknowledges the application of the procedures regarding disclosure of sensitive information as set forth in Attachment A1 of the Solicitation, and specifically agrees that it shall be bound by those procedures.

The Applicant understands that, if selected by the Mass Tech Collaborative, the Applicant and the Mass Tech Collaborative will execute written agreements specifying the mutual requirements of participation. The undersigned has either (*please check one)*:

☐   specified exceptions and counterproposals to the terms and conditions of the General Terms and Conditions;

☐   agrees to the terms and conditions set forth therein; or

☐   is already a signatory to the General Terms and Conditions.

The undersigned acknowledges and agrees that the failure to submit exceptions and counterproposals with this response shall be deemed a waiver, and the General Terms and Conditions shall not be subject to further negotiation.

Applicant agrees that the entire bid response will remain valid for sixty (60) days from receipt by the Mass Tech Collaborative.

I certify that Applicant is in compliance with all corporate filing requirements and State tax laws.

I further certify that the statements made in this response to the Solicitation, including all attachments and exhibits, are true and correct to the best of my knowledge.

Applicant: _____
                                     (Printed Name of Applicant)

By: _____
                    (Signature of Authorized Representative)

Name: _____

Title: _____

Date: _____

ATTACHMENT B2

Response Cover Sheet

Name of Applicant			
Mailing Address	City/Town	State	Zip Code
Telephone	Fax	Web Address	
Primary Contact for Clarification		Primary Contact E-mail Address	
Authorized Signatory		Authorized Signatory E-mail Address	
Legal Status/Jurisdiction (e.g., a Massachusetts corporation)		Applicants DUNS No.	

ATTACHMENT C

BUDGET TEMPLATE

SEE EXCEL BUDGET TEMPLATE

Attachment D

MASSACHUSETTS TECHNOLOGY COLLABORATIVE
General Terms and Conditions

The following General Terms and Conditions are issued by Massachusetts Technology Park Corporation, an independent public instrumentality of the Commonwealth of Massachusetts doing business as Massachusetts Technology Collaborative ("Mass Tech Collaborative"). **Any changes or electronic alterations to the official version of this form shall be void.** Participants shall be bound by these General Terms and Conditions upon execution and submission to Mass Tech Collaborative. These General Terms and Conditions will be incorporated by reference into any Task Order for any financial assistance award executed by the Participant and Mass Tech Collaborative

1. Definitions

"Agreement" means these General Terms and Conditions and all Task Orders entered into hereunder and all other referenced attachments hereto and thereto, as the same may be amended from time to time in accordance with the terms of these General Terms and Conditions.

"Commonwealth" means the Commonwealth of Massachusetts (and its political subdivisions or agents where the context so requires).

"Deliverable" means any tangible product to be delivered as an element of performance under a Task Order.

"Grant" means the funding awarded by Mass Tech Collaborative's Board of Directors as set forth in the applicable Task Order.

"General Counsel" means Mass Tech Collaborative's General Counsel, or, in the event that no Person holds such title at the time in question, such other legal counsel to Mass Tech Collaborative as Mass Tech Collaborative's Chief Executive Officer may designate.

"Governmental Authority" means any national or federal government, any state or other political subdivision thereof, and any other Person exercising executive, legislative, judicial, regulatory or administrative functions of or pertaining to government.

"Innovation Institute" means the Innovation Institute at Mass Tech Collaborative created by the Economic Stimulus Bill, signed by the Governor of the Commonwealth in January 2004.

"MBI" means Massachusetts Broadband Institute, a non-divisible component of Mass Tech Collaborative, created by the Broadband Act enacted in August 2008.

"MeHI" means Massachusetts e-Health Institute, a non-divisible component of Mass Tech Collaborative, created by Chapter 305 of the Acts of 2008 enacted in August 2008.

"Mass Tech Collaborative" means Massachusetts Technology Park Corporation d/b/a Massachusetts Technology Collaborative and any of its subsidiaries, subdivisions or affiliates, and the successors or assigns thereof.

"Participant" means any Person who has sought funding or other financial support from, or has submitted one or more proposals for projects to, Mass Tech Collaborative and has been awarded such financial support or funding under any of Mass Tech Collaborative's programs or initiatives as in effect from time to time.

"Project" means services rendered, obligations due, costs incurred, commodities and deliverables provided and accepted by Mass Tech Collaborative, programs provided or other commitments authorized under a Task Order.

"Project Administrator" means the individual, set forth in the applicable Task Order, employed by Mass Tech Collaborative who shall have secondary responsibility for managing the Project for Mass Tech Collaborative.

"Project Manager" means the individual, set forth in the applicable Task Order, employed by Mass Tech Collaborative and by Participant, respectively who shall have primary responsibility for managing the Project.

"Project Plan" means the set of tasks required to complete the Project as set forth in the applicable Task Order.

"Public Records Act" means Massachusetts Public Records Act, M.G.L. Chapter 66, and any successor thereto.

"Task Order" means the documentation that sets forth the Grant awarded, the specifics of the Project for which the Grant was awarded and all terms and conditions for the application and use of such Grant funds, including the Project Plan.

2. **Term and Termination**

   a) The effective start date of performance under a Task Order shall be the date such Task Order has been executed by an authorized signatory of the Participant and Mass Tech Collaborative.

   b) This Agreement may be terminated by either Mass Tech Collaborative or Participant at any time for a material breach of any term of the Agreement. In the event of such termination, compensation shall be paid to the Participant for the actual costs of allowable expenses incurred for work performed and the reasonable and necessary actual direct costs incurred in the performance of the work pursuant to the applicable Task Order prior to the effective date of the termination.

   c) Mass Tech Collaborative may terminate this Agreement in the event of loss of availability of sufficient funds for the purposes of this Agreement or in the event of an unforeseen public emergency or other change of law mandating immediate Mass Tech Collaborative action inconsistent with performing its obligations under this Agreement.

3. **Payments and Compensation**

   The Participant shall only be compensated for performance delivered and accepted by Mass Tech Collaborative in accordance with the specific terms and conditions of the applicable Task Order. Acceptance by the Participant of any payment or partial payment, without any written objection by the Participant, shall in each instance operate as a release and discharge of Mass Tech Collaborative from all claims, liabilities or other obligations relating to the performance of a Task Order.

4. **Insurance**
   Specific requirements for insurance shall be set forth in the applicable Task Order.

5. **Access and Use**

   Participant agrees to license or otherwise make available to Mass Tech Collaborative in perpetuity, without charge, all materials prepared and produced for the Project, including, without limitation, all plans, specifications and analyses developed in connection with the Project for Mass Tech Collaborative's use and dissemination.

6. **Publicity**

   a) The Participant shall coordinate with Mass Tech Collaborative on any press releases, events, signs and to plan for any news conference concerning the Project. In any media produced by Participant, Participant will not represent that positions taken or advanced by it represent the opinion or position of Mass Tech Collaborative.

   b) The Participant agrees that Mass Tech Collaborative shall have the right to make use of and disseminate, in whole or in part, all work products, reports, and other information produced in the course of the Project, and to use the information therein contained to produce summaries, case studies or similar information resources.

7. **Assignment and Subcontracting**

a) The Participant shall not assign or in any way transfer any interest in this the Agreement without the prior written consent of Mass Tech Collaborative, including subcontracting any services except as otherwise included in the Participant's Project Plan.

b) The Participant will procure services from subcontractors using commercially responsible procurement mechanisms, and to the greatest extent practicable, using competitive procurement procedures. Furthermore, the Participant is required to notify Mass Tech Collaborative in the event that it intends to or has entered into an agreement for goods or services with a related entity. For purposes of this agreement, a related entity is an entity that can control or significantly influence the management or operating policies of another entity to the extent one of the entities may be prevented from pursuing its own interests. To the extent such services are properly identified and specifically approved in writing by Mass Tech Collaborative; Participant may use the Grant to pay for such goods or services.

8. **Nondiscrimination**

The Participant agrees to comply with all applicable Federal and State statutes, rules and regulations promoting fair employment practices or prohibiting employment discrimination and unfair labor practices and shall not discriminate in the hiring of any applicant for employment nor shall any qualified employee be demoted, discharged or otherwise subject to discrimination in the tenure, position, promotional opportunities, wages benefits or terms and conditions of their employment because of race, color, national origin, ancestry, age, sex, religion, disability, handicap, sexual orientation, or for exercising any rights afforded by law.

9. **Indemnification**

a) To the fullest extent permitted by law, Participant shall indemnify and hold harmless the Commonwealth, Mass Tech Collaborative, and each of their respective agents, officers, directors and employees (together with the Commonwealth and Mass Tech Collaborative, the "Covered Persons") from and against any and all liability, loss, claims, damages, fines, penalties, costs and expenses (including reasonable attorney's fees), judgments and awards (collectively, "Damages") sustained, incurred or suffered by or imposed upon any Covered Person resulting from (i) any breach of this Agreement or false representation of Participant under this Agreement, or (ii) any negligent acts or omissions or reckless misconduct of Participant. Without limiting the foregoing, Participant shall indemnify and hold harmless each Covered Person against any and all Damages that may arise out of or are imposed because of the failure to comply with the provisions of applicable law by Participant or any of its agents, officers, directors, employees or subcontractors. The foregoing notwithstanding, Participant shall not be liable for (i) any Damages sustained, incurred or suffered by or imposed upon any Covered Person resulting from any negligent acts or omissions or reckless misconduct of Mass Tech Collaborative, and (ii) except for liability for death or personal injury caused by the negligence or willful misconduct of the Participant or for claims of infringement of a third party's intellectual property by Participant, the aggregate liability of Participant under this Agreement shall not exceed the greater of the amount of the Grant or the amount recovered under any applicable insurance coverage.

b) In no event shall either party be liable for any indirect, incidental, special or consequential damages whatsoever (including but not limited to lost profits or interruption of business) arising out of or related to Participant's performance of the Project under this Agreement.

c) Furthermore, as a condition of receipt of any award, Participant does hereby release, remise, discharge, indemnify and hold harmless Mass Tech Collaborative (defined for purposes of this Section 9 to include Mass Tech Collaborative and/or any of its parents, subsidiaries or affiliates, predecessors, successors or assigns, and its respective current and/or former partners, directors, shareholders/stockholders, officers, employees, attorneys and/or agents, all both individually and in their official capacities), from any and all actions or causes of action, suits, claims, complaints, liabilities, torts, debts, damages, controversies,

judgments, rights and demands, whether existing or contingent, known or unknown, suspected or unsuspected, as of the date of this Agreement.

10. **Public Records**

As a public entity, Mass Tech Collaborative is subject to Massachusetts Public Records Law (set forth at Massachusetts General Laws Chapter 66) and thus documents and other materials made or received by Mass Tech Collaborative and/or its employees are subject to public disclosure. All information received by Mass Tech Collaborative shall be deemed to be subject to public disclosure, except as otherwise provided in the procedures set forth in Attachments A1 and A2 hereto. By signing this Agreement, Participant acknowledges, understands and agrees that the procedures set forth in Attachments A1 and A2 are applicable to any documents submitted by Participant to Mass Tech Collaborative, including but not limited to any acknowledgements set forth therein, and that Participant shall be bound by these procedures.

11. **Audit**

Mass Tech Collaborative will have the right to audit Participant's or its other agents' records to confirm the use of the Grant proceeds at any time from the Effective Date of the applicable Task Order through the end of the Retention Period, as defined herein. If such audit reveals that any portion of the Grant was utilized for purposes not permitted under the applicable Task Order, then Participant shall refund to Mass Tech Collaborative the amount determined by such audit within thirty (30) days of Participant's receipt of such audit and demand. Participant shall maintain books, records, and other compilations of data pertaining to the Grant payments made under an applicable Task Order to the extent and in such detail as shall properly substantiate use of such payments. All such records shall be kept for a period of seven (7) years, starting on the first day after final payment under an applicable Task Order (the "Retention Period"). If any litigation, claim, negotiation, audit or other action involving the records is commenced prior to the expiration of the Retention Period, all records shall be retained until completion of the audit or other action and resolution of all issues resulting therefrom, or until the end of the Retention Period, whichever is later. Mass Tech Collaborative or the Commonwealth or any of their duly authorized representatives shall have the right at reasonable times and upon reasonable notice, to examine and copy at reasonable expense, the books, records, and other compilations of data of the Participant which pertain to the provisions and requirements of this Grant. Such access may include on-site audits, review and copying of records.

12. **Conflict of Interest**

Participant acknowledges that all Mass Tech Collaborative employees are subject to Massachusetts Conflict of Interest statute, located at Massachusetts General Laws Chapter 268A.

13. **Lobbying**

No Grant funds may be used to pay for or otherwise support any activities intended to influence any matter pending before Massachusetts General Court or for activities covered by the law and regulations governing "legislative agents" or "executive agents" set forth in Massachusetts Lobbying Law, M.G.L. c.3, §39.

14. **Choice of Law**

This Agreement shall be construed under, and governed by, the laws of the Commonwealth of Massachusetts, without giving effect to its conflict of laws principles. The Participant agrees to bring any Federal or State legal proceedings arising under this Grant in which the Commonwealth or Mass Tech Collaborative is a party in a court of competent jurisdiction within the Commonwealth of Massachusetts. This Section shall not be construed to limit any other legal rights of the parties.

15. **Force Majeure**

Neither party shall be liable to the other, or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence. Such causes may include, but are not limited to, acts of God or of a public enemy, fires, floods,

epidemics, quarantine restrictions, strikes, freight embargoes, or unusually severe weather. Dates or times of performance including the Term of this Agreement may be extended to account for delays excused by this Section, provided that the party whose performance is affected notifies the other promptly of the existence and nature of such delay.

16. **Waivers**

Conditions, covenants, duties and obligations contained in this Agreement may be waived only by written agreement between the parties. Forbearance or indulgence in any form or manner by a party shall not be construed as a waiver, nor in any way limit the remedies available to that party.

17. **Notice**

All communications to Mass Tech Collaborative regarding legal issues shall be mailed or delivered to the following address, or sent by facsimile to the following number.

> Massachusetts Technology Collaborative
> 75 North Drive
> Westborough, MA 01581
> Tel. (508) 870-0312 / Fax (508) 898-9226
> Attn: Elizabeth Copeland, Associate General Counsel

All communications to Participant shall be mailed or delivered to the address, or sent by facsimile to the number set forth in Section 18.

Any notice shall be deemed delivered and received when submitted in writing in person or when delivered by any other appropriate method evidencing actual receipt by Mass Tech Collaborative.

18. **Amendments, Entire Agreement and Attachments**

All conditions, covenants, duties and obligations contained in the Agreement may be amended only through a written amendment signed by the Participant and Mass Tech Collaborative unless otherwise specified in this Agreement. The parties understand and agree that this Agreement supersedes all other verbal and written agreements and negotiations by the parties regarding the matters contained herein. The following are attached and incorporated into this Agreement:

i.   Attachments A1 and A2 – Mass Tech Collaborative's Sensitive Information Policy and Procedures

ii.   Attachment B – Form of Task Order; and all Task Orders entered into in accordance with the terms of this Agreement and attached hereto

PARTICIPANT'S AUTHORIZED SIGNATORY: _____
                                                                    (signature)

Print Name: _____

Title: _____

Date: _____

(Check One):   ☐ Organization   ☐ Individual

Full Legal Organization or Individual Name: _____

Doing Business As Name (If Different): _____

Tax Identification Number: _____

Address: _____

Telephone: _____   FAX: _____

E-Mail Address: _____   URL: _____

ATTACHMENT A-1 to the General Terms and Conditions

**THE MASSACHUSETTS TECHNOLOGY COLLABORATIVE
POLICY AND PROCEDURES REGARDING SUBMISSION OF "SENSITIVE INFORMATION"**

Massachusetts Technology Collaborative, the Innovation Institute, the Massachusetts Broadband Institute and the Massachusetts e-Health Institute (collectively referred to herein as "Mass Tech Collaborative") are subject to the requirements concerning disclosure of public records under the Massachusetts Public Records Act, M.G.L. c. 66 (the "Public Records Act"), which governs the retention, disposition and archiving of public records. For purposes of the Public Records Act, "public records" include all books, papers, maps, photographs, recorded tapes, financial statements, statistical tabulations, or other documentary materials or data, regardless of physical form or characteristics, made or received by Mass Tech Collaborative. As a result, any information submitted to Mass Tech Collaborative by a grant respondent, recipient grantee, respondent to a request for response (including, but not limited to an RFQ, Solicitation and RFI), contractor, or any other party (collectively the "Submitting Party") is subject to public disclosure as set forth in the Public Records Act.

The foregoing notwithstanding, "public records" do not include certain materials or data which fall within one of the specifically enumerated exemptions set forth in the Public Records Act or in other statutes, including Mass Tech Collaborative's enabling act, M.G.L. Chapter 40J. One such exemption that may be applicable to documents submitted by a Submitting Party is for any documentary materials or data made or received by Mass Tech Collaborative that consists of trade secrets or commercial or financial information regarding the operation of any business conducted by the Submitting Party, or regarding the competitive position of such Submitting Party in a particular field of endeavor (the "Trade Secrets Exemption").

IT IS MASS TECH COLLABORATIVE'S EXPECTATION AND BELIEF THAT THE OVERWHELMING PERCENTAGE OF DOCUMENTS IT RECEIVES FROM A SUBMITTING PARTY DOES NOT CONTAIN ANY INFORMATION THAT WOULD WARRANT AN ASSERTION BY MASS TECH COLLABORATIVE OF AN EXEMPTION FROM THE PUBLIC RECORDS ACT. SUBMITTING PARTIES SHOULD THEREFORE TAKE CARE IN DETERMINING WHICH DOCUMENTS THEY SUBMIT TO MASS TECH COLLABORATIVE, AND SHOULD ASSUME THAT ALL DOCUMENTS SUBMITTED TO MASS TECH COLLABORATIVE ARE SUBJECT TO PUBLIC DISCLOSURE WITHOUT ANY PRIOR NOTICE TO THE SUBMITTING PARTY AND WITHOUT RESORT TO ANY FORMAL PUBLIC RECORDS REQUEST.

In the event that a Submitting Party wishes to submit certain documents to Mass Tech Collaborative and believes such a document or documents may be proprietary in nature and may fall within the parameters of the Trade Secrets Exemption and/or some other applicable exemption, the following procedures shall apply:

2. At the time of the Submitting Party's initial submission of documents to Mass Tech Collaborative, the Submitting Party must provide a cover letter, addressed to Mass Tech Collaborative's General Counsel, indicating that it is submitting documents which it believes are exempt from public disclosure, including a description of the specific exemption(s) that the Submitting Party contends is/are applicable to the submitted materials, a precise description of the type and magnitude of harm that would result in the event of the documents' disclosure, and a specific start date and end date within which the claimed exemption applies. If different exemptions, harms and/or dates apply to different documents, it is the Submitting Party's responsibility and obligation to provide detailed explanations for each such document.

2. At the time of the Submitting Party's <u>initial</u> submission of documents to Mass Tech Collaborative, the Submitting Party must also clearly and unambiguously identify each and every such document that it contends is subject to an exemption from public disclosure as "Sensitive Information." It is the Submitting Party's responsibility and obligation to ensure that all such documents are sufficiently identified as "Sensitive Information", and Submitting Party's designation must be placed in a prominent location on the face of each and every document that it contends is exempt from disclosure under the Public Records Act.

INFORMATION SUBMITTED TO MASS TECH COLLABORATIVE IN ANY FORM OTHER THAN A HARD COPY DOCUMENT WILL NOT BE SUBJECT TO THE PROCEDURES SET FORTH IN THIS POLICY. FOR EXAMPLE, INFORMATION SUBMITTED BY E-MAIL, FACSIMILE AND/OR VERBALLY WILL NOT BE SUBJECT TO THESE PROCEDURES AND MAY BE DISCLOSED AT ANY TIME WITHOUT NOTICE TO THE SUBMITTING PARTY.

3. Documents that are not accompanied by the written notification to Mass Tech Collaborative's General Counsel or are not properly identified by the Submitting Party as "Sensitive Information" at the time of their initial submission to Mass Tech Collaborative are presumptively subject to disclosure under the Public Records Act, and the procedures for providing the Submitting Party with notice of any formal public records request for documents, as set forth below, shall be inapplicable.

4. At the time Mass Tech Collaborative receives documents from the Submitting Party, any such documents designated by Submitting Party as "Sensitive Information" shall be segregated and stored in a secure filing area when not being utilized by appropriate Mass Tech Collaborative staff. By submitting a grant application, request for response, or any other act that involves the submission of information to Mass Tech Collaborative, the Submitting Party certifies, acknowledges and agrees that (a) Mass Tech Collaborative's receipt, segregation and storage of documents designated by Submitting Party as "Sensitive Information" does not represent a finding by Mass Tech Collaborative that such documents fall within the Trade Secrets Exemption or any other exemption to the Public Records Act, or that the documents are otherwise exempt from disclosure under the Public Records Act, and (b) Mass Tech Collaborative is not liable under any circumstances for the subsequent disclosure of any information submitted to Mass Tech Collaborative by the Submitting Party, whether or not such documents are designated as "Sensitive Information" or Mass Tech Collaborative was negligent in disclosing such documents.

5. In the event that Mass Tech Collaborative receives an inquiry or request for information submitted by a Submitting Party, Mass Tech Collaborative shall produce all responsive information without notice to the Submitting Party. In the event that the inquiry or request entails documents that the Submitting Party has previously designated as "Sensitive Information" in strict accordance with this Policy, the inquiring party shall be notified in writing that one or more of the documents it has requested has been designated by the Submitting Party as "Sensitive Information", and, if not already submitted, that a formal, written public records request must be submitted by the requesting party to Mass Tech Collaborative's General Counsel for a determination of whether the subject documents are exempt from disclosure.

6. Upon the General Counsel's receipt of a formal, written public records request for information that encompass documents previously designated by Submitting Party as "Sensitive Information", the Submitting Party shall be notified in writing of Mass Tech Collaborative's receipt of the public records request, and Mass Tech Collaborative may, but shall not be required to provide Submitting Party an opportunity to present Mass Tech Collaborative with information and/or legal arguments concerning the applicability of the Trade Secrets Exemption or some other exemption to the subject documents.

7. The General Counsel shall review the subject documents, the Public Records Act and the exemption(s) claimed by the Submitting Party in making a determination concerning their potential disclosure.

   THE GENERAL COUNSEL IS THE SOLE AUTHORITY WITHIN MASS TECH COLLABORATIVE FOR MAKING DETERMINATIONS ON THE APPLICABILITY AND/OR ASSERTION OF AN EXEMPTION TO THE PUBLIC RECORDS ACT. NO EMPLOYEE OF MASS TECH COLLABORATIVE OTHER THAN THE GENERAL COUNSEL HAS ANY AUTHORITY TO ADDRESS ISSUES CONCERNING THE STATUS OF "SENSITIVE INFORMATION" OR TO BIND MASS TECH COLLABORATIVE IN ANY MANNER CONCERNING MASS TECH COLLABORATIVE'S TREATMENT AND DISCLOSURE OF SUCH DOCUMENTS.

FURTHERMORE, THE POTENTIAL APPLICABILITY OF AN EXEMPTION TO THE DISCLOSURE OF DOCUMENTS DESIGNATED BY THE SUBMITTING PARTY AS "SENSITIVE INFORMATION" SHALL NOT REQUIRE MASS TECH COLLABORATIVE TO ASSERT SUCH AN EXEMPTION. MASS TECH COLLABORATIVE'S GENERAL COUNSEL RETAINS THE SOLE DISCRETION AND AUTHORITY TO ASSERT AN EXEMPTION, AND HE MAY DECLINE TO EXERT SUCH AN EXEMPTION IF, WITHIN HIS DISCRETION, THE PUBLIC INTEREST IS SERVED BY THE DISCLOSURE OF ANY DOCUMENTS SUBMITTED BY THE SUBMITTING PARTY.

8. Mass Tech Collaborative shall provide the requesting party and Submitting Party with written notice of its determination that the subject documents are either exempt or not exempt from disclosure.

9. In the event that Mass Tech Collaborative determines that the subject documents are exempt from disclosure, the requesting party may seek review of Mass Tech Collaborative's determination before the Supervisor of Public Records, and Mass Tech Collaborative shall notify the Submitting Party in writing in the event that the requesting party pursues a review of the Mass Tech Collaborative's determination.

10. In the event the requesting party pursues a review of Mass Tech Collaborative's determination that the documents are exempt from disclosure and the Supervisor of Public Records concludes that the subject documents are not exempt from disclosure and orders the Mass Tech Collaborative to disclose such documents to the requester, Mass Tech Collaborative shall notify the Submitting Party in writing prior to the disclosure of any such documents, and Submitting Party may pursue injunctive relief or any other course of action in its discretion.

11. In the event that Mass Tech Collaborative determines that the subject documents are not exempt from disclosure or the General Counsel determines that, under the circumstances and in his discretion, Mass Tech Collaborative shall not assert an exemption, Mass Tech Collaborative shall notify the Submitting Party in writing prior to the disclosure of any such documents, and Submitting Party may pursue injunctive relief or any other course of action in its discretion.

THE SUBMITTING PARTY'S SUBMISSION OF DOCUMENTATION TO MASS TECH COLLABORATIVE SHALL REQUIRE A SIGNED CERTIFICATION THAT SUBMITTING PARTY ACKNOWLEDGES, UNDERSTANDS AND AGREES WITH THE APPLICABILITY OF THE FOREGOING PROCEDURES TO ANY DOCUMENTS SUBMITTED TO MASS TECH COLLABORATIVE BY SUBMITTING PARTY AT ANY TIME, INCLUDING BUT NOT LIMITED TO THE ACKNOWLEDGEMENTS SET FORTH HEREIN, AND THAT SUBMITTING PARTY SHALL BE BOUND BY THESE PROCEDURES.

All documents submitted by Submitting Party, whether designated as "Sensitive Information" or not, are not returnable to Submitting Party.

ATTACHMENT A-2 to the General Terms and Conditions

MASS TECH COLLABORATIVE POLICY AND PROCEDURES FOR HOLDING PARTIES IN
POSSESSION OF SENSITIVE INFORMATION

From time to time, consultants, contractors, grantees, as well as other third parties interacting with Mass Tech Collaborative (collectively, the "Holding Party") may receive, have access to or create confidential, proprietary or otherwise sensitive information regarding Mass Tech Collaborative, its activities, its employees and/or third parties, such as applicants, consultants, grantees, recipients or respondents under Mass Tech Collaborative programs, which information is not generally known by or disseminated to the public as a matter of course. Information of this nature is sometimes referred to in this Agreement as "Sensitive Information." Mass Tech Collaborative expects all Holding Parties to maintain the highest degree of professionalism, integrity and propriety with respect to Sensitive Information at all times. In addition, the Massachusetts Conflict of Interest Statute, M.G.L. Chapter 268A, prohibits current and former state employees (defined in the statute to include regular full-time and part-time employees, elected or appointed officials and independent contractors) from improperly disclosing certain categories of Sensitive Information or using it to further their personal interests, and the Massachusetts Fair Information Practices Act, M.G.L. Chapter 66A, contains numerous legal requirements aimed at protecting "personal data" from improper disclosure.

Mass Tech Collaborative's policy regarding a Holding Party's possession of Sensitive Information has two key elements:

3. Holding Parties should not request or accept any more Sensitive Information -- whether of a business or personal nature -- than is reasonably necessary under the circumstances; and

4. In the absence of a specific legal requirement compelling disclosure of Sensitive Information in a particular instance, all Holding Parties are expected to take appropriate measures to safeguard such information from improper use and disclosure.

Because the relevant legal requirements and the nature and scope of the information in question can create uncertainty, HOLDING PARTIES ARE URGED TO CONFER WITH MASS TECH COLLABORATIVE'S GENERAL COUNSEL IF THEY HAVE ANY QUESTIONS ABOUT CONFIDENTIALITY, THE SCOPE OR PROPER TREATMENT OF SENSITIVE INFORMATION, OR MASS TECH COLLABORATIVE'S POLICIES OR PROCEDURES WITH RESPECT TO SUCH TOPICS. Holding Parties shall not substitute their own judgment for that of Mass Tech Collaborative's General Counsel in deciding whether particular information is innocuous data or Sensitive Information that should be handled with care, or the advisability or sufficiency of safeguards with respect to particular types of information. FAILURE TO COMPLY WITH THE POLICIES AND PROCEDURES RELATING TO SENSITIVE INFORMATION AND MASS TECH COLLABORATIVE'S OBLIGATIONS PURSUANT TO THE PUBLIC RECORDS ACT AND OTHER LEGAL DISCLOSURE REQUIREMENTS CAN RESULT IN IMMEDIATE TERMINATION OF THIS AGREEMENT, AND/OR POTENTIAL LEGAL LIABILITY.

IT SHOULD BE NOTED THAT THE OBLIGATIONS UNDER THESE POLICIES CONTINUE EVEN AFTER MASS TECH COLLABORATIVE'S RELATIONSHIP WITH A PARTICULAR APPLICANT, RECIPIENT OR OTHER THIRD PARTY ENDS OR THIS AGREEMENT TERMINATES.

In the absence of a specific legal requirement necessitating disclosure of particular information in a specific instance, Holding Parties are expected to protect Sensitive Information from improper use and disclosure at all times. The following are examples of the kinds of protective procedures that should be followed:

- **Limited Communication to Mass Tech Collaborative Personnel**: Sensitive Information should not be communicated to other the Mass Tech Collaborative employees or consultants, except to the extent that they need to know the information to fulfill their Mass Tech Collaborative mission-related responsibilities and their knowledge of the information is not likely to result in misuse or a conflict of interest.

- **Limited Communication to Non-Mass Tech Collaborative Personnel**: Sensitive Information should not be communicated to anyone outside Mass Tech Collaborative, including family members, except to the extent outside parties need to know the information in order to provide necessary services to Mass Tech Collaborative, its Holding Parties or as otherwise directed by the General Counsel to comply with legal requirements necessitating disclosure, such as proper requests under the Public Records Act.

- **Notification of Confidentiality**: When Sensitive Information is communicated to any person outside Mass Tech Collaborative, the individual receiving such information should be informed of its sensitive nature and the need to safeguard such information from improper use and disclosure. When Sensitive Information is communicated to parties inside Mass Tech Collaborative, the procedures set forth in Attachment A-1 are applicable. Mass Tech Collaborative may require that Holding Parties execute a confidentiality agreement that has either been provided or approved by the General Counsel before Sensitive Information is disclosed to them.

- **Mass Tech Collaborative Use Only**: Sensitive Information should only be used for Mass Tech Collaborative purposes. Under no circumstances may a present or former Holding Party "trade on" such information or otherwise use it, directly or indirectly, for personal gain or for the benefit of any party other than the owner of such information.

- **Prevention of Eavesdropping, Unauthorized Viewing, etc.**: Sensitive matters should not be discussed in restaurants, on public transportation or in other public places or in locations, such as hallways, elevators and building lobbies, where unauthorized individuals could overhear the discussion. Similarly, Sensitive Information should not be exchanged or discussed via cordless or cellular phones or similar "non-secure" communication lines. Speaker phones can amplify conversations and should be used with care when discussing Sensitive Information. Common sense precautions should also be taken with respect to Sensitive Information in written form, such as stamping or marking such documents "CONFIDENTIAL" to flag them for special handling, limiting access to files to those with an Mass Tech Collaborative-related "need to know," locking documents that contain Sensitive Information in desk drawers or file cabinets when you are away from your desk, carefully limiting the circumstances in which (and exercising appropriate care when) such materials leave Mass Tech Collaborative's office, delivering sensitive materials to others in sealed envelopes, and limiting the addressees and "cc's" of letters, memoranda, emails and other communications containing Sensitive Information to those individuals who reasonably need to see such communications. Data stored on personal computers, and floppy disks, c/d roms and other electronic media containing Sensitive Information, should be properly secured to keep them from being accessed by unauthorized individuals. Documents containing Sensitive Information that are sent to printers should be picked up promptly.

- **Communications with the Public; Compulsory Legal Process**: All contacts with the media and all speeches or other oral or written public statements made on behalf of Mass Tech Collaborative, or concerning its activities, applicants or recipients, must be cleared in advance by Mass Tech Collaborative's Chief of Staff. In speeches and statements *not* made on behalf of Mass Tech Collaborative, proper care should be taken to avoid any implication that the Mass Tech Collaborative endorses the views expressed. All disclosure requests under the Public Records Act or in the form of requests for discovery, subpoenas, court or administrative orders or the like must also be referred to the General Counsel for appropriate handling.

QUESTIONS CONCERNING WHETHER A GIVEN TYPE OF INFORMATION OR DOCUMENT IN A HOLDING PARTY'S POSSESSION IS A "PUBLIC RECORD," AND THUS SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS ACT, OR IS COVERED BY AN AVAILABLE EXEMPTION, SHOULD BE DIRECTED TO MASS TECH COLLABORATIVE'S GENERAL COUNSEL. *NO OTHER MASS TECH COLLABORATIVE EMPLOYEE IS AUTHORIZED TO MAKE SUCH ASSESSMENTS OR TO PROVIDE ANY GUIDANCE TO A HOLDING PARTY CONCERNING POTENTIAL DISCLOSURE OF ANY INFORMATION PROVIDED TO OR IN POSSESSION OF A HOLDING PARTY.*

IN ADDITION, ALL COMMUNICATIONS SEEKING INSPECTION OR OTHER DISCLOSURE OF MATERIALS IN A HOLDING PARTY'S POSSESSION UNDER THE PUBLIC RECORDS ACT MUST BE REFERRED PROMPTLY TO THE GENERAL COUNSEL. SIMILARLY, ALL SUBPOENAS AND OTHER LEGAL PROCESS DOCUMENTS REQUESTING OR SEEKING TO COMPEL DISCLOSURE OF MATERIALS IN A HOLDING PARTY'S POSSESSION MUST BE DELIVERED OR PROMPTLY FORWARDED TO THE GENERAL COUNSEL UPON RECEIPT.

Attachment B to the General Terms and Conditions

FORM OF TASK ORDER

Task Order *[FY]-01*
Between _____
And Massachusetts Technology Collaborative

This Task Order *<Insert No.>* dated *<Insert* Date> between Massachusetts Technology Collaborative ("Mass Tech Collaborative") and *<Insert Name of Grantee>* ("Grantee") incorporates by reference the General Terms and Conditions (the "Agreement") agreed to by Grantee as part of its application for funding. Capitalized terms used and not otherwise defined in this Task Order *<Insert No.>* shall have the meanings ascribed to such terms in the General Term and Conditions. In the event of any conflict between this Task Order *<Insert No.>* and the General Terms and Conditions, this Task Order *<Insert No.>* shall govern.

Whereas, Mass Tech Collaborative as administrator of *<Insert division name>* is offering financial assistance in the form of grants to entities which have submitted a request for funding consistent with the goals of the *<insert division name>*;

Whereas, Grantee, a *<Insert type of entity>*, with a <principal place of business *OR* residing> at *<Insert Address>*, has submitted an application for funding to *<Insert project* description> (the "Project"); and

Whereas, Mass Tech Collaborative *<OR>* the *<Insert name of division board.]* approved the release of funds to Grantee for the Project on *<Insert Date>*.

Now therefore, pursuant to the terms and conditions of the Agreement and this Task Order *<Insert No.>*, Mass Tech Collaborative and Grantee agree as follows:

2. Term

    The term of this Task Order *<Insert No.>* shall commence *<Insert Date>*, and shall expire on *<Insert Date>*.

3. Performance of the Work

    The Grantee shall perform the work in accordance with the Project Plan and Program Milestone Schedule set forth in Attachment 1. The Grantee is solely responsible for all Project decisions, the preparation of all plans and specifications, and for implementing the Project in accordance with the Project Plan.

4. Project Personnel

    a) Both Mass Tech Collaborative and Grantee have designated the following Persons to serve as Project Manager to support effective communication between Mass Tech Collaborative and the Grantee and to report on the Project's progress. Each party will endeavor to maintain the continuity of its respective Project personnel.

        For Mass Tech Collaborative: _____ (_____@masstech.org) (508-870-0312 ext.__)
        For Grantee: _____ (<email address>) (<telephone no.>)

    b) Any notice hereunder shall be in writing and shall be sent either (i) by facsimile, (ii) by courier, or (iii) by first class mail, postage, prepaid, addressed to the Project Personnel listed in Section 3(a) at the addresses of such Persons as set forth in the Agreement (or to such other address as a party may provide by notice to the party pursuant to this Section 3(b)), and shall be effective (i) if dispatched by facsimile and delivery is electronically confirmed by said media, the day such electronic confirmation is received, (ii) if sent by courier, one business day after dispatch, (iii) if sent by first class mail, five business days after its date of posting.

5.   Deliverables

   a)   *Deliverables*. Grantee shall provide Mass Tech Collaborative Project Manager with the deliverables set forth in the Project Plan (the "<u>Deliverables</u>").

   b)   *Schedule*. The parties acknowledge that the dates listed in the schedule in the Project Plan are estimates and subject to change. Any changes to the schedule must be approved by Mass Tech Collaborative Project Manager in writing in advance (electronic mail acceptable), and shall be accepted without need for a formal amendment to this Agreement provided that such changes shall not exceed the Term of this Agreement as set forth in Section 2 hereof.

6.   Other Requirements *<Adjust as applicable>*

   a)   *Program Evaluation.* The Grantee agrees to support Mass Tech Collaborative's program evaluation activities, and Mass Tech Collaborative's goal to disseminate information regarding Grantee's experiences. To this end, the Grantee agrees that its key personnel and contractors working on the Project will be available at reasonable times with advance notice to be interviewed by Mass Tech Collaborative or its authorized representatives for purposes of program evaluation or case study development.

7.   The Grant

   In consideration of this Task Order X and the Agreement, and as full compensation for Mass Tech Collaborative's share of the costs for the performance of all work and in respect of all other direct and indirect costs, charges or expenses incurred in connection therewith, Mass Tech Collaborative shall pay to the Grantee a maximum amount of X Dollars ($X) for the achievement of Milestones as specified in Project Plan, subject to the provisions and restrictions contained herein. In executing this Task Order, Grantee acknowledges and agrees that its receipt of the Grant does not create any rights of preferences for Grantee to receive subsequent funding from Mass Tech Collaborative for design and/or construction or otherwise.

8.   Payment Terms.

   a)   *General*.
      i.   Grantee shall follow Generally Accepted Accounting Principles ("GAAP") as well as any applicable accounting standards related to the Grantee's receipt of other federal or state funds.

      ii. Grantee shall segregate the obligations and expenditures related to this Grant from its other accounts and revenue streams. Its financial and accounting systems shall be revised as necessary to segregate, track and maintain the Grant funds apart and separate from any other revenue streams. No part of the Grant provided hereunder shall be commingled with any other funds or used for a purpose other than that of making payments for costs allowable for the Project.

      iii. Mass Tech Collaborative anticipates that the Grant will be used to fund a portion of the costs incurred by Grantee as a result of its participation in the Program, including direct labor, subcontractors/consultants, direct materials, and other direct and indirect costs.

   b)   *Payment Terms*. Mass Tech Collaborative shall pay the Grantee within forty-five (45) days after receipt of a properly documented invoice, unless the Mass Tech Collaborative should determine that any such payment or any part thereof is otherwise not properly payable pursuant to the terms of this Agreement.

   c)   *Invoices/Payment Schedule*

      i.   Invoices shall be addressed to the Mass Tech Collaborative Project Manager set forth in Section 4 above. Grantee shall submit invoices upon completion of the following milestones.

Payments	Proportion of Grant Amount

ii.   Each invoice shall make reference to the Agreement number set forth above. Invoices shall include a description of the milestone achieved, as applicable. Supporting detailed documentation, such as invoices, for the actual costs must be provided upon request of Mass Tech. Invoices shall also include the following certification language and must be signed by an authorized representative:

By submitting this invoice, Grantee hereby certifies that it has incurred actual costs in performing the activities required under the Agreement in the amount of the invoice and has attained and provided evidence milestone deliverables to MassTech.

9.   Insurance

Grantee shall obtain and maintain in effect through the term of this Task Order *<Insert No.>* appropriate insurance coverage for its activities under this Task Order *<Insert No.>*, including, but not limited to, comprehensive general liability insurance (bodily injury and property damage). At Mass Tech Collaborative's request, Grantee will provide Mass Tech Collaborative with copies of the certificates of insurance evidencing such coverage. Each policy of insurance required by this Task Order *<Insert No.>* shall contain a provision endorsed to Mass Tech Collaborative that the insurance provided therein may not be canceled or materially modified (*e.g.,* non-renewed or reduced) without thirty (30) days prior written notice to Mass Tech Collaborative. Mass Tech Collaborative shall be an additional insured on such policy or policies. The carrying of any of the insurance required hereunder shall not be interpreted as relieving the Grantee of any responsibility to Mass Tech Collaborative. The Grantee shall assist and cooperate with any insurance company in the adjustment or litigation of all claims arising under this Task Order *<Insert No.>*.

10.   Affirmation of Warranties and Certifications

Grantee hereby represents and warrants that, as of the date of this Task Order *<Insert No.>*, all of the representations, warranties and certifications of Grantee set forth in the General Terms and Conditions are true and correct and Grantee is in compliance with all of Grantee's obligations under the General Terms and Conditions and each other Task Order between Mass Tech Collaborative and Grantee.

11.   Amendments, Entire Agreement and Attachments

All conditions, covenants, duties and obligations contained in this Task Order *<Insert No.>*may be amended only through a written amendment signed by the Grantee and Mass Tech Collaborative. Except for the General Terms and Conditions incorporated herein by reference, the parties understand and agree that this Task Order *<Insert No.>* supersedes all other verbal and written agreements and negotiations by the parties regarding the Project set forth herein. The following are attached and incorporated into this Task Order *<Insert No.>*:

ATTACHMENT E

CBHI – HL7 MESSAGE SPECIFICATION

Message Profile

Author: CBHI Rhapsody Engine
Version: 3.0 Date: 10/17/2016
Organization: Executive Office of Health and Human Services

Contents

Primitive Types

	Name	Description	Base Type	Validation	Reg Exp	Separators
1	ST	String	String	Normal		No separators allowed
2	TX	Text Data	String	Normal		Allow separator: Repeat
3	FT	Formatted Text	String	Normal		No separators allowed
4	NM	Numeric	8 Byte Double	Normal		No separators allowed
5	ID	Using VTabs String	String	Normal		No separators allowed
6	IS	Using userdefined Tabls	String	Normal		No separators allowed
7	SI	Non Negative Integer Sequence ID	4 Byte Long	Use Reg Exp	[0-9]+	No separators allowed
8	TN	Telephone	String	Normal		No separators allowed
9	GTS	General Timing Specification	String	Normal		No separators allowed

Array Types

	Name	Description	Type	Separator
1	NA	Numeric Array	NM	Field2
2	MA	Multiplex Array	NM	Field2
3	FIELDS	List of Fields	String	Field1

Composites
CE

	Name	DataType	Required	Length	Default Value	Validation Table
1	Identifier	ST	No	0. .20		
2	Text	ST	No	0. .199		
3	NameOfCodingSystem	ID	No	0. .20		
4	AlternateIdentifier	ST	No	0. .20		
5	AlternateText	ST	No	0. .199		
6	NameOfAlternateCodingSystem	ID	No	0. .20		

CWE

	Name	DataType	Required	Length	Default Value	Validation Table
1	Identifier	ST	No	0. .20		
2	Text	ST	No	0. .199		
3	NameOfCodingSystem	ID	No	0. .20		
4	AlternateIdentifier	ST	No	0. .20		
5	AlternateText	ST	No	0. .199		
6	NameOfAlternateCodingSystem	ID	No	0. .20		
7	CodingSystemVersionID	ST	No	0. .10		
8	AlternateCodingSystemVersionID	ST	No	0. .10		

		Name	DataType	Required	Length	Default Value	Validation Table
9	OriginalText		ST	No	0. .199		

DTM

		Name	DataType	Required	Length	Default Value	Validation Table
1	Year	2 Byte Short	Yes	4. .4		
2	Month	2 Byte Short	No	2. .2		
3	Day	2 Byte Short	No	2. .2		
4	Hours	2 Byte Short	No	2. .2		
5	Minutes	2 Byte Short	No	2. .2		
6	Seconds	2 Byte Short	No	2. .2		
7	Millis	2 Byte Short	No	3. .3		
8	GmtOffset	ST	No	5. .5		

DX

		Name	DataType	Required	Length	Default Value	Validation Table
1	1	String	No	0. .100		
2	2	String	No	0. .100		
3	3	String	No	0. .100		
4	none	String	Yes	0. .1		Yes/No

DX.4   (none)

Value	Description
Y	Yes
N	No

Table Yes/No

DXX

		Name	DataType	Required	Length	Default Value	Validation Table
1	1	String	No	0. .65		DX AxisIV Values
2	2	String	No	0. .65		DX AxisIV Values
3	3	String	No	0. .65		DX AxisIV Values
4	4	String	No	0. .65		DX AxisIV Values
5	5	String	No	0. .65		DX AxisIV Values
6	6	String	No	0. .65		DX AxisIV Values
7	7	String	No	0. .65		DX AxisIV Values
8	8	String	No	0. .65		DX AxisIV Values
9	none	String	Yes	0. .1		Yes/No

DXX.1   (1)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.2   (2)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.3   (3)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.4   (4)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.5   (5)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.6   (6)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.7   (7)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.8   (8)

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	
Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Table DX AxisIV Values

DXX.9   (none)

Value	Description
Y	Yes
N	No

Table Yes/No

ETHN

	Name	DataType	Required	Length	Default Value	Validation Table
1	Ethn	String	No	0. .35		Ethnicity
2	Ethnicity_Specify	String	No	0. .50		

ETHN.1   (Ethn)

Value	Description
American	
Afghan	
African American	

Albanian	
Arab	
Argentinean	
Armenian	
Asian Indian	
Austrian	
Belgian	
Bhutanese	
Brazilian	
British	
Bulgarian	
Cambodian	
Canadian	
Cape Verdean	
Chilean	
Chinese	
Columbian	
Costa Rican	
Cuban	
Czech	
Danish	
Dominican	
Dutch	
Ecuadorian	
Egyptian	
English	
Ethiopian	
Filipino	
Finnish	
French	
French Canadian	
German	
Ghanian	
Greek	
Guatemalan	
Haitian	
Hmong	
Honduran	
Hungarian	
Indonesian	
Iranian	
Iraqi	
Irish	
Israeli	
Italian	
Jamaican	
Japanese	
Kenyan	
Korean	
Laotian	
Latvian	
Lebanese	

Liberian	
Lithuanian	
Mexican	
Moldovian	
Moroccan	
Myanmar/Burmese	
Nigerian	
Norwegian	
Other - African	
Other - Asian	
Other - Caribbean	
Other - European	
Other - Latin America	
Pakistani	
Panamanian	
Peruvian	
Polish	
Portuguese	
Puerto Rican	
Romanian	
Russian	
Salvadoran	
Scottish	
Scottish Irish	
Sierra Leonean	
Somalian	
Sudanese	
Swedish	
Swiss	
Syrian	
Thai	
Turkish	
Ugandan	
Ukrainian	
Venezuelan	
Vietnamese	
Welsh	
West Indian	
Chooses not to self-identify	
Other	

Table Ethnicity

HD

	Name	DataType	Required	Length	Default Value	Validation Table
1	NamespaceID	IS	No	0. .20		
2	UniversalID	ST	No	0. .199		
3	UniversalIDType	ID	No	0. .6		

LANG

	Name	DataType	Required	Length	Default Value	Validation Table
1	Language	String	No	0. .30		Language
2	Language_Specify	String	No	0. .50		

LANG.1   (Language)

Value	Description
English	
Albanian	
American Sign Language	
Amharic	
Armenian	
Bosnian	
Cantonese	
Cape Verdean	
Farsi/Iranian/Persian	
Finnish	
French	
German	
Greek	
Haitian Creole	
Hebrew	
Hindi	
Ibo/Igbo	
Italian	
Japanese	
Khmer/Cambodian	
Korean	
Lao	
Mandarin	
Polish	
Portuguese	
Russian	
Serbian-Croatian	
Somali	
Spanish	
Tagalog/Filipino	
Tamil	
Thai	
Tigrigna	
Turkish	
Urdu	
Vietnamese	
Yiddish	
Unknown	
Other	

Table Language

MSG

	Name	DataType	Required	Length	Default	Validation

						Value	Table
1	MessageCode	ID	Yes	0. .3			
2	TriggerEvent	ID	Yes	0. .3			
3	MessageStructure	ID	Yes	0. .7			

MYD

	Name	DataType	Required	Length	Default Value	Validation Table
1	Month	2 Byte Short	No	2. .2		
2	Day	2 Byte Short	No	2. .2		
3	Year	2 Byte Short	No	4. .4		

PT

	Name	DataType	Required	Length	Default Value	Validation Table
1	ProcessingID	ID	No	0. .1		
2	ProcessingMode	ID	No	0. .1		

RACE

	Name	DataType	Required	Length	Default Value	Validation Table
1	Race	String	No	0. .45		Race
2	Race_Specify	String	No	0. .50		

RACE.1　　　(Race)

Value	Description
White	
Black or African American	
Native Hawaiian or other Pacific Islander	
American Indian/Alaska Native(Wampanoag)	
Hispanic/Latino/Black	
Chooses not to Self-Identify	
Am Indian/Alaska Native(Other Tribal Nation)	
Hispanic/Latino/White	
Other	
Asian	
Hispanic/Latino/other	

Table Race

TS

	Name	DataType	Required	Length	Default Value	Validation Table
1	Time	DTM	Yes	0. .24		

2	Precision_DEPRECATED	ST	No	0. .1		

VID

	Name	DataType	Required	Length	Default Value	Validation Table
1	VersionID	ID	No	0. .5	2.5.1	
2	InternationalizationCode	CE	No	0. .483		
3	InternationalVersionID	CE	No	0. .483		

Segments
MSH

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	FieldSeparator	ST	Yes	0. .1	. .		
2	EncodingCharacters	ST	Yes	0. .4	. .		
3	SendingApplication	HD	No	0. .227	. .		
4	SendingFacility	HD	No	0. .227	. .		
5	ReceivingApplication	HD	No	0. .227	. .		
6	ReceivingFacility	HD	No	0. .227	. .		
7	DateTimeOfMessage	TS	Yes	0. .26	. .		
8	Security	ST	No	0. .40	. .		
9	MessageType	MSG	No	0. .15	. .		
10	MessageControlID	ST	Yes	0. .20	. .		
11	ProcessingID	PT	No	0. .3	. .		
12	VersionID	VID	No	0. .60	. .		
13	SequenceNumber	NM	No	0. .15	. .		
14	ContinuationPointer	ST	No	0. .180	. .		
15	AcceptAcknowledgmentType	ID	No	0. .2	. .		
16	ApplicationAcknowledgmentType	ID	No	0. .2	. .		
17	CountryCode	ID	No	0. .3	. .		
18	CharacterSet	ID	No	0. .16	0. .Infinite		
19	PrincipalLanguageOfMessage	CE	No	0. .250	. .		
20	AlternateCharacterSetHandlingScheme	ID	No	0. .20	. .		
21	MessageProfileIdentifier	String	No	0. .427	0. .Infinite		

Field FieldSeparator User Data

	Key	Value
1	Item	00001

Field EncodingCharacters User Data

	Key	Value

1	Item	00002

Field SendingApplication User Data

	Key	Value
1	Item	00003

Field SendingFacility User Data

	Key	Value
1	Item	00004

Field ReceivingApplication User Data

	Key	Value
1	Item	00005

Field ReceivingFacility User Data

	Key	Value
1	Item	00006

Field DateTimeOfMessage User Data

	Key	Value
1	Item	00007

Field Security User Data

	Key	Value
1	Item	00008

Field MessageType User Data

	Key	Value
1	Item	00009

Field MessageControlID User Data

	Key	Value
1	Item	00010

Field ProcessingID User Data

	Key	Value
1	Item	00011

Field VersionID User Data

	Key	Value
1	Item	00012

Field SequenceNumber User Data

	Key	Value
1	Item	00013

Field ContinuationPointer User Data

	Key	Value
1	Item	00014

Field AcceptAcknowledgmentType User Data

	Key	Value
1	Item	00015

Field ApplicationAcknowledgmentType User Data

	Key	Value
1	Item	00016

Field CountryCode User Data

	Key	Value
1	Item	00017

Field CharacterSet User Data

	Key	Value
1	Item	00692

Field PrincipalLanguageOfMessage User Data

	Key	Value
1	Item	00693

Field AlternateCharacterSetHandlingScheme User Data

	Key	Value
1	Item	01317

Field MessageProfileIdentifier User Data

	Key	Value
1	Item	01598

MSH.MessageType (Composite MSG) Overrides

	Name	Required	Length	Default Value	Validation Table
1	MessageCode	No	. .	-	-
2	TriggerEvent	No	. .	-	-
3	MessageStructure	No	. .	-	-

MSH.VersionID (Composite VID) Overrides

	Name	Required	Length	Default Value	Validation Table
1	VersionID	-	. .		-

ZAB

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Psych	String	Yes	0. .1	. .		Input Patient Data 0-3
2	ImpulsHyper	String	Yes	0. .1	. .		Input Patient Data 0-3
3	Depres	String	Yes	0. .1	. .		Input Patient Data 0-3
4	Anx	String	Yes	0. .1	. .		Input Patient Data 0-3
5	Opposit	String	Yes	0. .1	. .		Input Patient Data 0-3
6	Conduct	String	Yes	0. .1	. .		Input Patient Data 0-3
7	AdjTrauma	String	Yes	0. .1	. .		Input Patient Data 0-3
8	EmoCntrl	String	Yes	0. .1	. .		Input Patient Data 0-3
9	SubstUse	String	Yes	0. .1	. .		Input Patient Data 0-3
10	EatDist	String	Yes	0. .1	. .		Input Patient Data 0-3
11	Text	String	Yes	0. .4000	. .		

ZAB.1   (Psych)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.2   (ImpulsHyper)

Value	Description
0	
1	
2	

3	

Table Input Patient Data 0-3

ZAB.3   (Depres)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.4   (Anx)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.5   (Opposit)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.6   (Conduct)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.7   (AdjTrauma)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.8   (EmoCntrl)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAB.9   (SubstUse)

Value	Description
0	
1	

2	
3	

Table Input Patient Data 0-3

ZAB.10   (EatDist)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC

		Name	DataType	Required	Length	Repeats	Default Value	Validation Table
	1	Lang	String	Yes	0..1	..		Input Patient Data 0-3
	2	Discr	String	Yes	0..1	..		Input Patient Data 0-3
	3	Identity	String	Yes	0..1	..		Input Patient Data 0-3
	4	Differences	String	Yes	0..1	..		Input Patient Data 0-3
	5	YoungFamily	String	Yes	0..1	..		Input Patient Data 0-3
	6	Agreement	String	Yes	0..1	..		Input Patient Data 0-3
	7	Text	String	Yes	0..4000	..		

ZAC.1   (Lang)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC.2   (Discr)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC.3   (Identity)

Value	Description

0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC.4   (Differences)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC.5   (YoungFamily)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAC.6   (Agreement)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAD

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	AxisIII_	DX	Yes	0. .301	. .		
2	AxisIV_	DXX	Yes	0. .521	. .		
3	AxisV	String	Yes	0. .3	. .		DX Axis V Values
4	Certainty	String	Yes	0. .1	. .		Input Patient Data 0-3
5	Prognosis	String	Yes	0. .1	. .		Input Patient Data 0-3
6	Text	String	Yes	0. .400 0	. .		

ZAD.3   (AxisV)

Value	Description
1	
2	
3	
4	
5	
6	

7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
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85	
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87	
88	
89	
90	
91	
92	
93	
94	
95	
96	
97	
98	
99	
100	

Table DX Axis V Values

ZAD.4   (Certainty)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAD.5 (Prognosis)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Name	String	No	0. .40	. .		
2	Relship	String	No	0. .40	. .		
3	Caregiv_NA	String	No	0. .1	. .		Yes/No
4	MedPhys	String	No	0. .2	. .		Input Patient Data 0-3
5	MentalHlth	String	No	0. .2	. .		Input Patient Data 0-3
6	SubstUse	String	No	0. .2	. .		Input Patient Data 0-3
7	Devel	String	No	0. .2	. .		Input Patient Data 0-3
8	FamStress	String	No	0. .2	. .		Input Patient Data 0-3
9	ResidentStab	String	No	0. .2	. .		Input Patient Data 0-3
10	Suprvsn	String	No	0. .2	. .		Input Patient Data 0-3
11	Invlvmt	String	No	0. .2	. .		Input Patient Data 0-3
12	Organiz	String	No	0. .2	. .		Input Patient Data 0-3
13	NatlSpprts	String	No	0. .2	. .		Input Patient Data 0-3
14	FinRes	String	No	0. .2	. .		Input Patient Data 0-3
15	Text	String	No	0. .4000	. .		

ZAG.3 (Caregiv_NA)

Value	Description
Y	Yes

N	No

Table Yes/No

ZAG.4 (MedPhys)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.5 (MentalHlth)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.6 (SubstUse)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.7 (Devel)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.8 (FamStress)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.9 (ResidentStab)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.10 (Suprvsn)

Value	Description
0	
1	

2	
3	

Table Input Patient Data 0-3

ZAG.11 (Invlvmt)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.12 (Organiz)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.13 (NatlSpprts)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAG.14 (FinRes)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL

		Name	DataType	Required	Length	Repeats	Default Value	Validation Table
	1	Fam	String	Yes	0. .1	. .		Input Patient Data 0-3
	2	Soc	String	Yes	0. .1	. .		Input Patient Data 0-3
	3	MedPhys	String	Yes	0. .1	. .		Input Patient Data 0-3
	4	DevDel	String	Yes	0. .1	. .		Input Patient Data 0-3
	5	Learn	String	Yes	0. .1	. .		Input Patient Data 0-3
	6	Sexual	String	Yes	0. .1	. .		Input

							Patient Data 0-3
7	SelfCare	String	Yes	0. .1	. .		Input Patient Data 0-3
8	Comm	String	Yes	0. .1	. .		Input Patient Data 0-3
9	SchBeh	String	Yes	0. .1	. .		Input Patient Data 0-3
10	SchAch	String	Yes	0. .1	. .		Input Patient Data 0-3
11	SchAttend	String	Yes	0. .1	. .		Input Patient Data 0-3
12	Text	String	Yes	0. .4000	. .		

ZAL.1 (Fam)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.2 (Soc)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.3 (MedPhys)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.4 (DevDel)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.5 (Learn)

Value	Description
0	

1	
2	
3	

Table Input Patient Data 0-3

ZAL.6 (Sexual)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.7 (SelfCare)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.8 (Comm)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.9 (SchBeh)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.10   (SchAch)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAL.11   (SchAttend)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Suicid	String	Yes	0..1	..		Input Patient Data 0-3
2	SelfMutil	String	Yes	0..1	..		Input Patient Data 0-3
3	OthSelfHarm	String	Yes	0..1	..		Input Patient Data 0-3
4	DangerOthers	String	Yes	0..1	..		Input Patient Data 0-3
5	SexualAggress	String	Yes	0..1	..		Input Patient Data 0-3
6	Runaway	String	Yes	0..1	..		Input Patient Data 0-3
7	Delinq	String	Yes	0..1	..		Input Patient Data 0-3
8	Judgmt	String	Yes	0..1	..		Input Patient Data 0-3
9	FireSetting	String	Yes	0..1	..		Input Patient Data 0-3
10	SanctionSeeking	String	Yes	0..1	..		Input Patient Data 0-3
11	Bullying	String	Yes	0..1	..		Input Patient Data 0-3
12	Exploited	String	Yes	0..2	..		Input Patient Data 0-3
13	Text	String	Yes	0..4000	..		

ZAR.1 (Suicid)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.2 (SelfMutil)

Value	Description
0	
1	
2	

3	

Table Input Patient Data 0-3

ZAR.3   (OthSelfHarm)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.4   (DangerOthers)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.5   (SexualAggress)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.6   (Runaway)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.7   (Delinq)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.8   (Judgmt)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.9   (FireSetting)

Value	Description
0	
1	

2	
3	

Table Input Patient Data 0-3

ZAR.10   (SanctionSeeking)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.11   (Bullying)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAR.12   (Exploited)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS

		Name	DataType	Required	Length	Repeats	Default Value	Validation Table
	1	Fam	String	Yes	0. .1	. .		Input Patient Data 0-3
	2	Intpers	String	Yes	0. .1	. .		Input Patient Data 0-3
	3	Optim	String	Yes	0. .1	. .		Input Patient Data 0-3
	4	Educ	String	Yes	0. .1	. .		Input Patient Data 0-3
	5	Vocat	String	Yes	0. .1	. .		Input Patient Data 0-3
	6	TalentsInts	String	Yes	0. .1	. .		Input Patient Data 0-3
	7	SpirRelig	String	Yes	0. .1	. .		Input Patient Data 0-3
	8	CommLife	String	Yes	0. .1	. .		Input Patient Data 0-3
	9	Resil	String	Yes	0. .1	. .		Input

							Patient Data 0-3
10	Text	String	Yes	0..4000	..		

ZAS.1 (Fam)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.2 (Intpers)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.3 (Optim)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.4 (Educ)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.5 (Vocat)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.6 (Talentslnts)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.7 (SpirRelig)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.8 (CommLife)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAS.9 (Resil)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZAT

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	IndLivSkills	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
2	Transp	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
3	PersDis	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
4	ParentingRoles	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
5	MedAdher	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
6	EducAttnmt	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
7	FinRes	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A

8	Text	String	Yes	0. .400 0	. .		

ZAT.1 (IndLivSkills)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.2 (Transp)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.3 (PersDis)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.4 (ParentingRoles)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.5 (MedAdher)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.6 (EducAttnmt)

Value	Description
0	
1	
2	

3	
NA	

Table Input Patient Data 0-3 and N/A

ZAT.7 (FinRes)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZHR

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	MHID	String	Yes	12. .12	. .		
2	CA_First	String	Yes	0. .20	. .		
3	CA_Last	String	Yes	0. .30	. .		
4	CA_OrganizationID	String	Yes	0. .40	. .		
5	CA_UserID	String	Yes	0. .25	. .		
6	CANS_Status	String	Yes	0. .25	. .		CANS Status
7	Race	RACE	Yes	0. .95	. .		
8	Race2	RACE	No	0. .95	. .		
9	Race3	RACE	No	0. .95	. .		
10	Ethn	ETHN	Yes	0. .85	. .		
11	Ethn2	ETHN	No	0. .85	. .		
12	Ethn3	ETHN	No	0. .85	. .		
13	Lang_Prim	LANG	Yes	0. .80	. .		
14	Lang_Home	LANG	Yes	0. .83	. .		
15	Refer_By	String	Yes	0. .40	. .		
16	Refer_ByOther	String	No	0. .50	. .		
17	Age_Yr	String	No	0. .2	. .		
18	Age_Mo	String	No	0. .2	. .		
19	Liv_Sitn	String	Yes	0. .60	. .		
20	Liv_Sitn_Other	String	No	0. .50	. .		
21	Plan_PriCode	String	No	0. .9	. .		
22	Plan_PriDesc	String	No	0. .50	. .		
23	Plan_SecCode	String	No	0. .9	. .		
24	Plan_SecDesc	String	No	0. .50	. .		
25	CA_Phone	NM	Yes	10. .10	. .		
26	CA_PhExt	String	No	0. .5	. .		
27	NPI	NM	No	0. .10	. .		
28	Place_of_Assmt	String	Yes	0. .50	. .		
29	Place_of_Assmt_Other	String	No	0. .50	. .		
30	Level_of_Care	String	Yes	0. .50	. .		
31	Assmt_Date	String	Yes	0. .10	. .		
32	Assmt_Reason	String	Yes	0. .40	. .		Assessment Reason
33	ICC_Enrolled	String	Yes	1. .1	. .		Yes/No
34	Summary_Text	String	No	0. .4000	. .		

35	Status_Date	String	Yes	0. .10	. .		
36	Did_Not_Return	String	No	1. .1	. .		Yes/No
37	Imcomplete_But_Final_Reason	String	No	0. .40	. .		
38	SED_I_Crit_1	String	Yes	1. .1	. .		Yes/No
39	SED_I_Crit_2_Family	String	No	1. .1	. .		Input Patient Data 0-1
40	SED_I_Crit_2_School	String	No	1. .1	. .		Input Patient Data 0-1
41	SED_I_Crit_2_Comm_Act	String	No	1. .1	. .		Input Patient Data 0-1
42	SED_I_Crit_2_No_Imprmt	String	No	1. .1	. .		Input Patient Data 0-1
43	SED_I_3	String	No	1. .1	. .		Yes/No
44	SED_I_5	String	No	1. .1	. .		Yes/No
45	SED_II_4a1	String	Yes	1. .1	. .		Yes/No
46	SED_II_4a2	String	No	1. .1	. .		Yes/No
47	SED_II_4b1	String	Yes	1. .1	. .		Yes/No
48	SED_II_4b2	String	No	1. .1	. .		Yes/No
49	SED_II_4c1	String	Yes	1. .1	. .		Yes/No
50	SED_II_4c2	String	No	1. .1	. .		Yes/No
51	SED_II_4d1	String	Yes	1. .1	. .		Yes/No
52	SED_II_4d2	String	No	1. .1	. .		Yes/No
53	SED_II_4e1	String	Yes	1. .1	. .		Yes/No
54	SED_II_4e2	String	No	1. .1	. .		Yes/No
55	SED_II_6	String	No	1. .1	. .		Yes/No
56	CANS_tool	String	Yes	0. .6	. .		Under/Over 5

ZHR.6   (CANS_Status)

Value	Description
COMPLETE	
DOCUMENTED ON PAPER	
INCOMPLETE BUT FINAL	

Table CANS Status

ZHR.32   (Assmt_Reason)

Value	Description
Initial	
Reassessment	

Table Assessment Reason

ZHR.33   (ICC_Enrolled)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.36   (Did_Not_Return)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.38   (SED_I_Crit_1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.39   (SED_I_Crit_2_Family)

Value	Description
0	
1	

Table Input Patient Data 0-1

ZHR.40   (SED_I_Crit_2_School)

Value	Description
0	
1	

Table Input Patient Data 0-1

ZHR.41   (SED_I_Crit_2_Comm_Act)

Value	Description
0	
1	

Table Input Patient Data 0-1

ZHR.42   (SED_I_Crit_2_No_Imprmt)

Value	Description
0	
1	

Table Input Patient Data 0-1

ZHR.43   (SED_I_3)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.44   (SED_I_5)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.45   (SED_II_4a1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.46   (SED_II_4a2)

Value	Description

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.47   (SED_II_4b1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.48   (SED_II_4b2)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.49   (SED_II_4c1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.50   (SED_II_4c2)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.51   (SED_II_4d1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.52   (SED_II_4d2)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.53   (SED_II_4e1)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.54   (SED_II_4e2)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.55   (SED_II_6)

Value	Description
Y	Yes
N	No

Table Yes/No

ZHR.56 (CANS_tool)

Value	Description
5Over	
Under5	

Table Under/Over 5

ZHR.Race (Composite RACE) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Race	-	. .	-	

ZHR.Race2 (Composite RACE) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Race	-	. .	-	

ZHR.Race3 (Composite RACE) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Race	-	. .	-	

ZHR.Ethn (Composite ETHN) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Ethn	-	. .	-	

ZHR.Ethn2 (Composite ETHN) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Ethn	-	. .	-	

ZHR.Ethn3 (Composite ETHN) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Ethn	-	. .	-	

ZHR.Lang_Prim (Composite LANG) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Language	-	. .	-	

ZHR.Lang_Home (Composite LANG) Overrides

	Name	Required	Length	Default Value	Validation Table
1	Language	-	. .	-	

ZUB

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Attachmt	String	Yes	0. .1	. .		Input Patient Data 0-3

2	Regulatory	String	Yes	0. .1	. .		Input Patient Data 0-3
3	Depres	String	Yes	0. .1	. .		Input Patient Data 0-3
4	Anx	String	Yes	0. .1	. .		Input Patient Data 0-3
5	Atypical	String	Yes	0. .1	. .		Input Patient Data 0-3
6	ImpulsHyper	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
7	Opposit	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
8	AdjTrauma	String	Yes	0. .1	. .		Input Patient Data 0-3
9	Attention	String	Yes	0. .1	. .		Input Patient Data 0-3
10	Text	String	Yes	0. .4000	. .		

ZUB.1   (Attachmt)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.2   (Regulatory)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.3   (Depres)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.4   (Anx)

Value	Description

0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.5   (Atypical)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.6   (ImpulsHyper)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUB.7   (Opposit)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUB.8   (AdjTrauma)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUB.9   (Attention)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUC

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Lang	String	Yes	1. .10	. .		Input Patient Data 0-3
2	Discr	String	Yes	1. .10	. .		Input

							Patient Data 0-3
3	Identity	String	Yes	1..10	..		Input Patient Data 0-3
4	Differences	String	Yes	1..10	..		Input Patient Data 0-3
5	YouthFamily	String	Yes	1..10	..		Input Patient Data 0-3
6	Agreement	String	Yes	1..10	..		Input Patient Data 0-3
7	Text	String	Yes	1..4000	..		

ZUC.1   (Lang)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUC.2   (Discr)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUC.3   (Identity)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUC.4   (Differences)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUC.5   (YouthFamily)

Value	Description
0	
1	
2	

3	

Table Input Patient Data 0-3

ZUC.6 (Agreement)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUD

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	AxisIII_	DX	Yes	0. .301	. .		
2	AxisIV_	DXX	Yes	0. .521	. .		
3	AxisV	String	Yes	0. .3	. .		DX Axis V Values
4	Certainty	String	Yes	0. .1	. .		Input Patient Data 0-3
5	Prognosis	String	Yes	0. .1	. .		Input Patient Data 0-3
6	Text	String	Yes	0. .400 0	. .		

ZUD.3 (AxisV)

Value	Description
1	
2	
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5	
6	
7	
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98	
99	
100	

Table DX Axis V Values

ZUD.4 (Certainty)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUD.5 (Prognosis)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Name	String	Yes	0. .40	. .		
2	Relship	String	Yes	0. .40	. .		
3	MedPhys	String	Yes	0. .2	. .		Input Patient Data 0-3
4	MentalHlth	String	Yes	0. .2	. .		Input Patient Data 0-3

5	SubstUse	String	Yes	0. .2	. .		Input Patient Data 0-3
6	Devel	String	Yes	0. .2	. .		Input Patient Data 0-3
7	FamStress	String	Yes	0. .2	. .		Input Patient Data 0-3
8	ResidentStab	String	Yes	0. .2	. .		Input Patient Data 0-3
9	Suprvsn	String	Yes	0. .2	. .		Input Patient Data 0-3
10	Invlvmt	String	Yes	0. .2	. .		Input Patient Data 0-3
11	Organiz	String	Yes	0. .2	. .		Input Patient Data 0-3
12	NatlSpprts	String	Yes	0. .2	. .		Input Patient Data 0-3
13	FinRes	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
14	Text	String	Yes	0. .4000	. .		

ZUG.3   (MedPhys)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.4   (MentalHlth)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.5   (SubstUse)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

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ZUG.6   (Devel)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.7   (FamStress)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.8   (ResidentStab)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.9   (Suprvsn)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.10   (Invlvmt)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.11   (Organiz)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.12   (NatlSpprts)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUG.13 (FinRes)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUL

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	Fam	String	Yes	0. .1	. .		Input Patient Data 0-3
2	LivSit	String	Yes	0. .1	. .		Input Patient Data 0-3
3	PreschChldCare	String	Yes	0. .1	. .		Input Patient Data 0-3
4	Soc	String	Yes	0. .1	. .		Input Patient Data 0-3
5	RecPlay	String	Yes	0. .1	. .		Input Patient Data 0-3
6	DevCogn	String	Yes	0. .1	. .		Input Patient Data 0-3
7	SelfCare	String	Yes	0. .1	. .		Input Patient Data 0-3
8	Sensory	String	Yes	0. .1	. .		Input Patient Data 0-3
9	Motor	String	Yes	0. .1	. .		Input Patient Data 0-3
10	Communic	String	Yes	0. .1	. .		Input Patient Data 0-3
11	Med	String	Yes	0. .1	. .		Input Patient Data 0-3
12	Phys	String	Yes	0. .1	. .		Input Patient Data 0-3
13	Sleep	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
14	FeedDis	String	Yes	0. .2	. .		Input Patient

							Data 0-3 and N/A
15	ParentChldInt	String	Yes	0. .1	. .		Input Patient Data 0-3
16	RelshipPerm	String	Yes	0. .1	. .		Input Patient Data 0-3
17	Text	String	Yes	0. .4000	. .		

ZUL.1 (Fam)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.2 (LivSit)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.3 (PreschChldCare)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.4 (Soc)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.5 (RecPlay)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.6 (DevCogn)

Value	Description
0	

1	
2	
3	

Table Input Patient Data 0-3

ZUL.7 (SelfCare)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.8 (Sensory)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.9 (Motor)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.10 (Communic)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.11 (Med)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.12 (Phys)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.13 (Sleep)

Value	Description

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Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUL.14   (FeedDis)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUL.15   (ParentChldInt)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUL.16   (RelshipPerm)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUR

	Name	DataType	Required	Length	Repeats	Default Value	Validation Table
1	SelfHarm	String	Yes	0. .1	. .		Input Patient Data 0-3
2	SanctionSeeking	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
3	Aggression	String	Yes	0. .1	. .		Input Patient Data 0-3
4	FrustrTantrum	String	Yes	0. .1	. .		Input Patient Data 0-3
5	Text	String	Yes	0. .400 0	. .		

ZUR.1   (SelfHarm)

Value	Description
0	

1	
2	
3	

Table Input Patient Data 0-3

ZUR.2   (SanctionSeeking)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUR.3   (Aggression)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUR.4   (FrustrTantrum)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS

		Name	DataType	Required	Length	Repeats	Default Value	Validation Table
	1	Fam	String	Yes	0..1	..		Input Patient Data 0-3
	2	Intpers	String	Yes	0..1	..		Input Patient Data 0-3
	3	Adaptability	String	Yes	0..1	..		Input Patient Data 0-3
	4	Persistence	String	Yes	0..1	..		Input Patient Data 0-3
	5	Curiosity	String	Yes	0..1	..		Input Patient Data 0-3
	6	Playfulness	String	Yes	0..1	..		Input Patient Data 0-3
	7	CreatImag	String	Yes	0..2	..		Input Patient Data 0-3 and N/A

8	Conf	String	Yes	0. .2	. .		Input Patient Data 0-3 and N/A
9	Text	String	Yes	0. .400 0	. .		

ZUS.1 (Fam)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.2 (Intpers)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.3 (Adaptability)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.4 (Persistence)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.5 (Curiosity)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.6 (Playfulness)

Value	Description
0	
1	
2	
3	

Table Input Patient Data 0-3

ZUS.7 (Creatlmag)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

ZUS.8 (Conf)

Value	Description
0	
1	
2	
3	
NA	

Table Input Patient Data 0-3 and N/A

Messages

FrUnd_Complete

Item	Description
MSH	Message Header
ZHR	SEDs_Information
ZUL	FrUnd_LifeDomFunc
ZUB	FrUnd_ChldBehEmo
ZUR	FrUnd_Risk
ZUS	FrUnd_ChldStrng
ZUC	FrUnd_Cult
ZUG	FrUnd_CareGivNd
ZUD	FrUnd_Dx

FrUnd_Complete.ZHR Overrides

	Name	Required	Length	Default Value	Validation Table
34	Summary_Text	Yes	1. .4000	-	-

FrUnd_IncompleteButFinal

Item	Description
MSH	Message Header
ZHR	SEDs_Information
[ZUL]	FrUnd_LifeDomFunc
[ZUB]	FrUnd_ChldBehEmo
[ZUR]	FrUnd_Risk
[ZUS]	FrUnd_ChldStrng
[ZUC]	FrUnd_Cult
[ZUG]	FrUnd_CareGivNd
[ZUD]	FrUnd_Dx

FrUnd_IncompleteButFinal.ZHR Overrides

	Name	Required	Length	Default Value	Validation Table

	Name	Required	Length	Default Value	Validation Table
2	CA_First	No	. .	-	-
7	Race	No	. .	-	-
10	Ethn	No	. .	-	-
13	Lang_Prim	No	. .	-	-
14	Lang_Home	No	. .	-	-
15	Refer_By	No	. .	-	-
19	Liv_Sitn	No	. .	-	-
38	SED_I_Crit_1	No	. .	-	-
39	SED_I_Crit_2_Family	No	. .	-	-
45	SED_II_4a1	No	. .	-	-
47	SED_II_4b1	No	. .	-	-
49	SED_II_4c1	No	. .	-	-
51	SED_II_4d1	No	. .	-	-
53	SED_II_4e1	No	. .	-	-

FrUnd_IncompleteButFinal.ZUL Overrides

	Name	Required	Length	Default Value	Validation Table
1	Fam	No	. .	-	-
2	LivSit	No	. .	-	-
3	PreschChldCare	No	. .	-	-
4	Soc	No	. .	-	-
5	RecPlay	No	. .	-	-
6	DevCogn	No	. .	-	-
7	SelfCare	No	. .	-	-
8	Sensory	No	. .	-	-
9	Motor	No	. .	-	-
10	Communic	No	. .	-	-
11	Med	No	. .	-	-
12	Phys	No	. .	-	-
13	Sleep	No	. .	-	-
14	FeedDis	No	. .	-	-
15	ParentChldInt	No	. .	-	-
16	RelshipPerm	No	. .	-	-
17	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUB Overrides

	Name	Required	Length	Default Value	Validation Table
1	Attachmt	No	. .	-	-
2	Regulatory	No	. .	-	-
3	Depres	No	. .	-	-
4	Anx	No	. .	-	-
5	Atypical	No	. .	-	-
6	ImpulsHyper	No	. .	-	-
7	Opposit	No	. .	-	-
8	AdjTrauma	No	. .	-	-
9	Attention	No	. .	-	-
10	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUR Overrides

	Name	Required	Length	Default Value	Validation Table
1	SelfHarm	No	. .	-	-
2	SanctionSeeking	No	. .	-	-
3	Aggression	No	. .	-	-

		Required	Length	Default Value	Validation Table
4	FrustrTantrum	No	. .	-	-
5	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUS Overrides

	Name	Required	Length	Default Value	Validation Table
1	Fam	No	. .	-	-
2	Intpers	No	. .	-	-
3	Adaptability	No	. .	-	-
4	Persistence	No	. .	-	-
5	Curiosity	No	. .	-	-
6	Playfulness	No	. .	-	-
7	CreatImag	No	. .	-	-
8	Conf	No	. .	-	-
9	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUC Overrides

	Name	Required	Length	Default Value	Validation Table
1	Lang	No	. .	-	-
2	Discr	No	. .	-	-
3	Identity	No	. .	-	-
4	Differences	No	. .	-	-
5	YouthFamily	No	. .	-	-
6	Agreement	No	. .	-	-
7	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUG Overrides

	Name	Required	Length	Default Value	Validation Table
1	Name	No	. .	-	-
2	Relship	No	. .	-	-
3	MedPhys	No	. .	-	-
4	MentalHlth	No	. .	-	-
5	SubstUse	No	. .	-	-
6	Devel	No	. .	-	-
7	FamStress	No	. .	-	-
8	ResidentStab	No	. .	-	-
9	Suprvsn	No	. .	-	-
10	Invlvmt	No	. .	-	-
11	Organiz	No	. .	-	-
12	NatlSpprts	No	. .	-	-
13	FinRes	No	. .	-	-
14	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUD Overrides

	Name	Required	Length	Default Value	Validation Table
1	AxisIII_	No	. .	-	-
2	AxisIV_	No	. .	-	-
3	AxisV	No	. .	-	-
4	Certainty	No	. .	-	-
5	Prognosis	No	. .	-	-
6	Text	No	. .	-	-

FrUnd_IncompleteButFinal.ZUD.AxisIII_ (Composite DX) Overrides

	Name	**Required**	**Length**	**Default Value**	**Validation Table**
4	none	No	. .	-	-

FrUnd_IncompleteButFinal.ZUD.AxisIV_ (Composite DXX) Overrides

	Name	**Required**	**Length**	**Default Value**	**Validation Table**
9	none	No	. .	-	-

FrUnd_SED_DocumentedOnPaper

Item	**Description**
MSH	Message Header
ZHR	SEDs_Information

FvUp_Complete

Item	**Description**
MSH	Message Header
ZHR	SEDs_Information
ZAL	FvUp_LifeDomFunc
ZAB	FvUp_ChldBehEmot
ZAR	FvUp_Risk
ZAC	FvUp_Cult
ZAT	FvUp_Trans
ZAS	FrUp_ChldStrng
ZAG	FvUp_CareGivNd
ZAD	FvUp_Dx

FvUp_Complete.ZHR Overrides

	Name	**Required**	**Length**	**Default Value**	**Validation Table**
34	Summary_Text	Yes	1. .4000	-	-

FvUp_Complete.ZAG Overrides

	Name	**Required**	**Length**	**Default Value**	**Validation Table**
4	MedPhys	No	. .	-	-
5	MentalHlth	No	. .	-	-
6	SubstUse	No	. .	-	-
7	Devel	No	. .	-	-
8	FamStress	No	. .	-	-
9	ResidentStab	No	. .	-	-
10	Suprvsn	No	. .	-	-
11	Invlvmt	No	. .	-	-
12	Organiz	No	. .	-	-
13	NatlSpprts	No	. .	-	-
14	FinRes	No	. .	-	-

FvUp_IncompleteButFinal

Item	**Description**
MSH	Message Header
ZHR	SEDs_Information
[ZAL]	FvUp_LifeDomFunc
[ZAB]	FvUp_ChldBehEmot
[ZAR]	FvUp_Risk

[ZAC]	FvUp_Cult
[ZAT]	FvUp_Trans
[ZAS]	FrUp_ChldStrng
[ZAG]	FvUp_CareGivNd
[ZAD]	FvUp_Dx

FvUp_IncompleteButFinal.ZHR Overrides

	Name	Required	Length	Default Value	Validation Table
2	CA_First	No	. .	-	-
7	Race	No	. .	-	-
10	Ethn	No	. .	-	-
13	Lang_Prim	No	. .	-	-
14	Lang_Home	No	. .	-	-
15	Refer_By	No	. .	-	-
19	Liv_Sitn	No	. .	-	-
38	SED_I_Crit_1	No	. .	-	-
39	SED_I_Crit_2_Family	No	. .	-	-
45	SED_II_4a1	No	. .	-	-
47	SED_II_4b1	No	. .	-	-
49	SED_II_4c1	No	. .	-	-
51	SED_II_4d1	No	. .	-	-
53	SED_II_4e1	No	. .	-	-

FvUp_IncompleteButFinal.ZAL Overrides

	Name	Required	Length	Default Value	Validation Table
1	Fam	No	. .	-	-
2	Soc	No	. .	-	-
3	MedPhys	No	. .	-	-
4	DevDel	No	. .	-	-
5	Learn	No	. .	-	-
6	Sexual	No	. .	-	-
7	SelfCare	No	. .	-	-
8	Comm	No	. .	-	-
9	SchBeh	No	. .	-	-
10	SchAch	No	. .	-	-
11	SchAttend	No	. .	-	-
12	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAB Overrides

	Name	Required	Length	Default Value	Validation Table
1	Psych	No	. .	-	-
2	ImpulsHyper	No	. .	-	-
3	Depres	No	. .	-	-
4	Anx	No	. .	-	-
5	Opposit	No	. .	-	-
6	Conduct	No	. .	-	-
7	AdjTrauma	No	. .	-	-
8	EmoCntrl	No	. .	-	-
9	SubstUse	No	. .	-	-
10	EatDist	No	. .	-	-

		Required	Length	Default Value	Validation Table
11	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAR Overrides

	Name	Required	Length	Default Value	Validation Table
1	Suicid	No	. .	-	-
2	SelfMutil	No	. .	-	-
3	OthSelfHarm	No	. .	-	-
4	DangerOthers	No	. .	-	-
5	SexualAggress	No	. .	-	-
6	Runaway	No	. .	-	-
7	Delinq	No	. .	-	-
8	Judgmt	No	. .	-	-
9	FireSetting	No	. .	-	-
10	SanctionSeeking	No	. .	-	-
11	Bullying	No	. .	-	-
12	Exploited	No	. .	-	-
13	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAC Overrides

	Name	Required	Length	Default Value	Validation Table
1	Lang	No	. .	-	-
2	Discr	No	. .	-	-
3	Identity	No	. .	-	-
4	Differences	No	. .	-	-
5	YoungFamily	No	. .	-	-
6	Agreement	No	. .	-	-
7	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAT Overrides

	Name	Required	Length	Default Value	Validation Table
1	IndLivSkills	No	. .	-	-
2	Transp	No	. .	-	-
3	PersDis	No	. .	-	-
4	ParentingRoles	No	. .	-	-
5	MedAdher	No	. .	-	-
6	EducAttnmt	No	. .	-	-
7	FinRes	No	. .	-	-
8	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAS Overrides

	Name	Required	Length	Default Value	Validation Table
1	Fam	No	. .	-	-
2	Intpers	No	. .	-	-
3	Optim	No	. .	-	-
4	Educ	No	. .	-	-
5	Vocat	No	. .	-	-
6	TalentsInts	No	. .	-	-
7	SpirRelig	No	. .	-	-
8	CommLife	No	. .	-	-
9	Resil	No	. .	-	-
10	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAG Overrides

	Name	Required	Length	Default Value	Validation Table
1	Name	No	. .	-	-
2	Relship	No	. .	-	-
3	Caregiv_NA	No	. .	-	-
4	MedPhys	No	. .	-	-
5	MentalHlth	No	. .	-	-
6	SubstUse	No	. .	-	-
7	Devel	No	. .	-	-
8	FamStress	No	. .	-	-
9	ResidentStab	No	. .	-	-
10	Suprvsn	No	. .	-	-
11	Invlvmt	No	. .	-	-
12	Organiz	No	. .	-	-
13	NatlSpprts	No	. .	-	-
14	FinRes	No	. .	-	-
15	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAD Overrides

	Name	Required	Length	Default Value	Validation Table
1	AxisIII_	No	. .	-	-
2	AxisIV_	No	. .	-	-
3	AxisV	No	. .	-	-
4	Certainty	No	. .	-	-
5	Prognosis	No	. .	-	-
6	Text	No	. .	-	-

FvUp_IncompleteButFinal.ZAD.AxisIII_ (Composite DX) Overrides

	Name	Required	Length	Default Value	Validation Table
4	none	No	. .	-	-

FvUp_IncompleteButFinal.ZAD.AxisIV_ (Composite DXX) Overrides

	Name	Required	Length	Default Value	Validation Table
9	none	No	. .	-	-

FvUp_SED_DocumentedOnPaper

Item	Description
MSH	Message Header
ZHR	SEDs_Information

Validation Tables
Assessment Reason

Value	Description
Initial	
Reassessment	

CANS Status

Value	Description
COMPLETE	
DOCUMENTED ON PAPER	
INCOMPLETE BUT FINAL	

Caregiver Relationship

Value	Description
Parent	
Aunt or Uncle	
Cousin	
Domestic Partner (non-spousal)	
Foster parent	
Grandfather	
Grandmother	
Guardian	
Niece or Nephew	
Self	
Sibling	
Spouse	
Spouse of a Related Person	
Step-parent	
Step-sibling	
Other Familial Relationship	
Under the Guardianship Of	
Unrelated	

Current Living Situation

Value	Description
CBAT/ICBAT	
DMH program	
DYS program	
Foster Home	
Group Home	
Home	
Hospital	
Kinship Home	
Residential (766)	
Shelter	
Stabilization and Rapid Reintegration	
OTHER	

DX Axis V Values

Value	Description
1	
2	
3	
4	
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99	
100	

DX AxisIV Values

Value	Description
Problems with primary support group	
Problems related to the social environment	
Educational problems	

Occupational problems	
Problems with access to health services	
Problems related to interaction with the legal system / crime	
Other psychosocial and environmental problems	
Housing problems	

Ethnicity

Value	Description
American	
Afghan	
African American	
Albanian	
Arab	
Argentinean	
Armenian	
Asian Indian	
Austrian	
Belgian	
Bhutanese	
Brazilian	
British	
Bulgarian	
Cambodian	
Canadian	
Cape Verdean	
Chilean	
Chinese	
Columbian	
Costa Rican	
Cuban	
Czech	
Danish	
Dominican	
Dutch	
Ecuadorian	
Egyptian	
English	
Ethiopian	
Filipino	
Finnish	
French	
French Canadian	
German	
Ghanian	
Greek	
Guatemalan	
Haitian	
Hmong	

Honduran	
Hungarian	
Indonesian	
Iranian	
Iraqi	
Irish	
Israeli	
Italian	
Jamaican	
Japanese	
Kenyan	
Korean	
Laotian	
Latvian	
Lebanese	
Liberian	
Lithuanian	
Mexican	
Moldovian	
Moroccan	
Myanmar/Burmese	
Nigerian	
Norwegian	
Other - African	
Other - Asian	
Other - Caribbean	
Other - European	
Other - Latin America	
Pakistani	
Panamanian	
Peruvian	
Polish	
Portuguese	
Puerto Rican	
Romanian	
Russian	
Salvadoran	
Scottish	
Scottish Irish	
Sierra Leonean	
Somalian	
Sudanese	
Swedish	
Swiss	
Syrian	
Thai	
Turkish	
Ugandan	
Ukrainian	
Venezuelan	
Vietnamese	
Welsh	

West Indian	
Chooses not to self-identify	
Other	

Input Patient Data 0-1

Value	Description
0	
1	

Input Patient Data 0-3

Value	Description
0	
1	
2	
3	

Input Patient Data 0-3 and N/A

Value	Description
0	
1	
2	
3	
NA	

Language

Value	Description
English	
Albanian	
American Sign Language	
Amharic	
Armenian	
Bosnian	
Cantonese	
Cape Verdean	
Farsi/Iranian/Persian	
Finnish	
French	
German	
Greek	
Haitian Creole	
Hebrew	
Hindi	
Ibo/Igbo	
Italian	
Japanese	
Khmer/Cambodian	
Korean	
Lao	
Mandarin	

Polish	
Portuguese	
Russian	
Serbian-Croatian	
Somali	
Spanish	
Tagalog/Filipino	
Tamil	
Thai	
Tigrigna	
Turkish	
Urdu	
Vietnamese	
Yiddish	
Unknown	
Other	

Level Of Care

Value	Description
CBAT/ICBAT	
FST or other In-Home Services	
Intensive Care Coordination	
Outpatient Treatment	
Partial Hospitalization	
Psychiatric Hospitalization	
Structured Outpatient Addiction Treatment	

Place Of Assessment

Value	Description
Home or Foster Home	
DYS program	
DCF Residential Program	
Hospital	
CBAT/ICBAT	
Outpatient Provider Office	
School	
OTHER	

Race

Value	Description
White	
Black or African American	
Native Hawaiian or other Pacific Islander	
American Indian/Alaska Native(Wampanoag)	
Hispanic/Latino/Black	
Chooses not to Self-Identify	
Am Indian/Alaska Native(Other Tribal Nation)	

Hispanic/Latino/White	
Other	
Asian	
Hispanic/Latino/other	

Referred

Value	Description
Inpatient Behavioral Health Unit	
Emergency Services provider	
CBAT	
DMH	
DDS	
DCF	
DYS	
Court	
School	
Primary Care Provider	
Family member	
Friend	
Clergy	
Managed Care Company	
Other behavioral health provider	
Other	

Under/Over 5

Value	Description
5Over	
Under5	

Yes

Value	Description
Y	Yes

Yes/No

Value	Description
Y	Yes
N	No

Separators

Separator Type	Value	Field Path	Replacement
Segment	\x0D		\X0D\
Field Repeat	~	MSH.EncodingCharacters	\R\
Null Value	""		
Field Level 1			MSH.FieldSeparator	\F\
Field Level 2	^	MSH.EncodingCharacters	\S\
Field Level 3	&	MSH.EncodingCharacters	\T\
User Defined String 1	\	MSH.EncodingCharacters	\E\

ATTACHMENT F

CBHI – HIE WORKFLOW DOCUMENT

COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
IT Project Management Office (PMO)

Children Behavioral Health Initiative Health Information Exchange (CBHI-HIE)

Workflow Document

Version 1.3

Revision History

Date	Version	Description	Author
03/08/2016	1.0	Workflow, requirements, sample messages are added	Vani Bala
03/15/2016	1.1	Added BRs for al l domains	Vani Bala
05/12/2016	1.2	Added more error messages	Vani Bala
06/23/2016	1.3	Removed Axis I and II and added error messages for Axis III and IV [Diagnosis domain]	Vani Bala

Table of Contents

Requirements/Workflow Document

1. Introduction

This document looks at each of the business process workflows and modules that directly relate to the CBHI-HL7 Interface Module portion of the overall Massachusetts State Healthcare Information Exchange (MAHIE) project. This document also looks at the overall technical detailed design.

The CBHI-HL7 interface will provide participants with a seamless solution to an already existing dual CBHI data entry process that is already in place. The Clinical Gateway (Rhapsody) will provide the pass through from a provider's Health Clinical System into the existing CBHI system, via a custom interface, using either a Web Service or Direct interface as an inbound transport method to the Clinical Gateway. All incoming CBHI messages that enter the Clinical Gateway from a provider's Health Clinical System will be processed according to existing business rules before being securely passed into the existing CBHI system.

1.1 Purpose

The business purpose of the proposed CBHI-HL7 Interface Module solution from a business stand point is to eliminate the dual entry reporting process for billing and state reporting that end users are currently performing. CBHI messages are sent from a participant's Electronic Health Records (EHR) system, into the Clinical Gateway and ultimately to the existing CBHI interface.

This document should be read and understood by all system stakeholders with an interest in the detailed workings of the system. Most importantly, this includes those who are building the system and those who will use it to carry out their business responsibilities.

1.2 Scope

The CBHI-HL7 interface will provide participants with a seamless solution to an already existing dual CBHI data entry process that is already in place. The Clinical Gateway (Rhapsody) will provide the pass through from a provider's Health Clinical System into the existing CBHI system, via a custom interface, using either a Web Service or Direct interface as an inbound transport method to the Clinical Gateway. All incoming CBHI messages that enter the Clinical Gateway from a provider's Health Clinical System will be processed according to existing business rules before being securely passed into the existing CBHI system.

1.3 Reference Documentation

This document should be read in conjunction with the following artifacts.

Name	ID	Location
HL7 Messaging Specifications	doc53262	MassForge

1.4 How This Document is Organized

The following sections provide all known system requirements, including both functional and non-functional requirements. This document is complete except where noted with reference to an external source. It is helpful but not necessary to read the sections in a particular order.

The next section begins with a discussion of constraints. Immediately following is the section on business rules provides a foundation for functional requirements by describing the conditions, semantics, policies, and structure of the information that is managed by the system.

Then the Functional requirements themselves are discussed, distinguished by the category of process supported. Most functional requirements exist to directly support business process; some exist to support the operations of the system itself. All functional requirements are described in terms of use cases.

2. Constraints

Listed below are the constraints that exist for this project. These constraints may prevent or restrict reaching the desired results (e.g., satisfying requirements, meeting project goals and priorities, achieving measures of success) stated in this document.

1. CBHI inputs into the Clinical Gateway will be Direct (XDR/SMIME) or a direct connection into the Clinical via a Web Service. New LAND deployments will not be offered at a connection method into the Clinical Gateway.

2.1   Development Process and Team Constraints

This project will be developed using processes and templates that are inline with the EOHHS Information Technology (IT) methodology published by the IT Project Management Office (PMO).

2.2   Environmental and Technology Constraints

This project will follow, to the extent possible, the standards prescribed by the EOHHS Virtual Gateway (VG) Information Technology Architecture (ITA); were applicable agency standards.

2.3   Delivery and Deployment Constraints

This project will be expected to work within the standards prescribed by the EOHHS VG system architecture and thus work in the VG System and Quality Assurance Testing and Production environments.

3.   Business Rule Requirements

Below listed are 4 interfaces for receiving CBHI data into the Clinical Gateway
1. Web Service - SOAP

2. DIRECT/S/MIME via Web Portal

3. LAND

4. Web Service - XDR

3.1   Domain Model
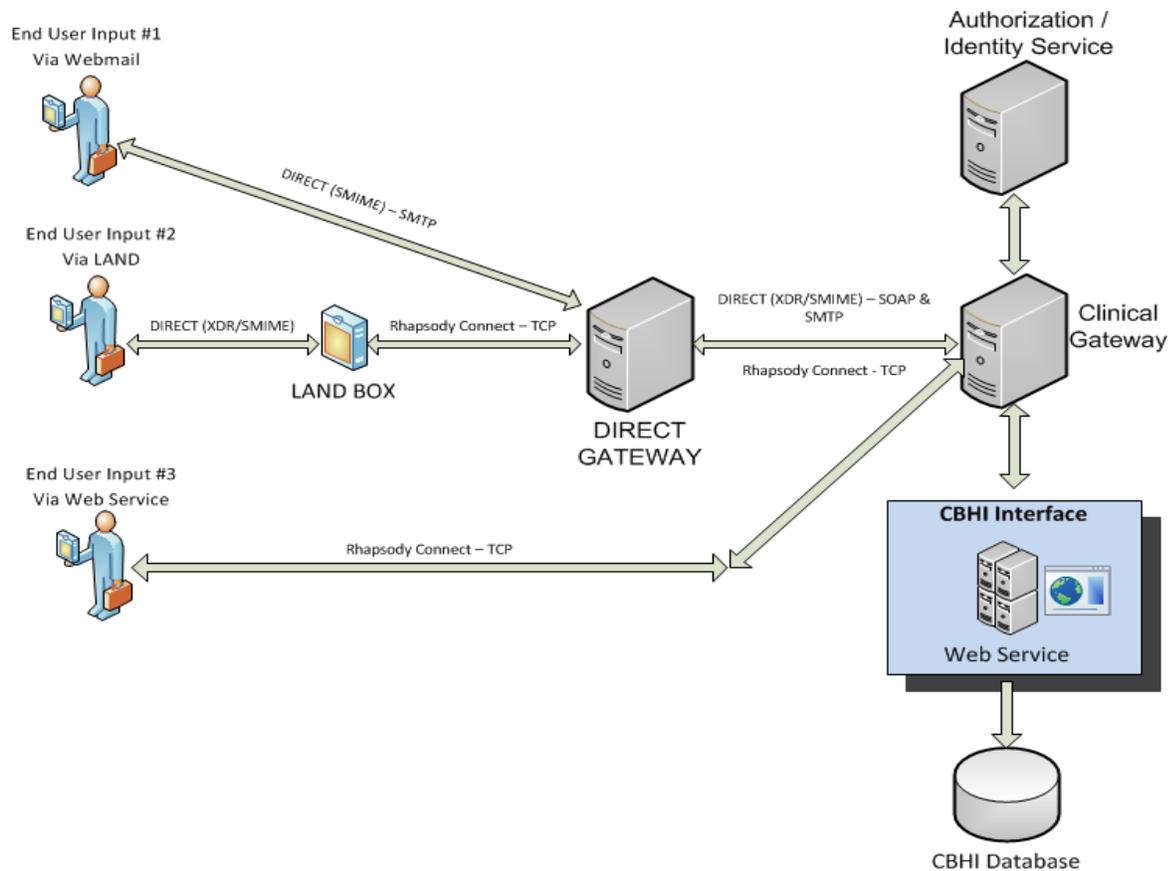
3.2   Entities

1.   A provider's Health Clinical System (EHR System) sends a CBHI message into the Clinical Gateway (Rhapsody) for processing and retransmission via either Webmail or LAND device (DIRECT (XDR or S/MIME) interface) or a Web Service (SOAP).

      a. Incoming CBHI messages via Direct will be sent to the Direct Gateway before being routing to the Clinical Gateway

2.   The Clinical Gateway (Rhapsody) will perform all of the required internal processing. Details about the steps involved in the internal processing can be found below in the Business Requirements CBHI-HL7 Interface Module.

3.   Once all internal message processing has been completed messages are sent to the Rhapsody outbound communication point.

4.   The CBHI message is received by the modified CBHI interface which in turn passes the CBHI message into the CBHI system.

4.   Business Requirements CBHI-HL7 Interface Module

1.   An incoming CBHI message is received by Rhapsody via a Web Service Server Communication Point.

2.   The message passes through a custom extraction filter which extracts the base 64 HL7/CBHI payload.

3.   The message next passes through a base 64 decoding filter which will convert the payload into a parse-able file.

4. The message is next sent to "Message Split and Validations" route. This route first does HL7 message validation and verifies CBHI message segments. The filter will perform message validation ensuring that the incoming format and data was sent as expected per the CBHI message specification.

   a. If validation fails NACK response is sent with error message.

   b. If validation is passes the filter, it is split into 3 routes for "Complete", "Incomplete but Final" and "Documented on Paper" validations.

5. The message will pass through the translation filter which will perform as data, format or field translations to the message. If there are any data validation error ACK error with AR message is sent back to provider.

6. The CBHI message will be sent to the outbound web service communication point for transmission to the existing CBHI web service interface.

7. Lastly, response from CBHI is routed back to Clinical Gateway and ACK/NACK response is sent to the provider. If CBHI response contains error ACK message with AR (Application Reject) is sent back to provider. Otherwise upon success response from CBHI will send ACK message with AA (Application Accept) back to provider.

4.1   Conceptual View
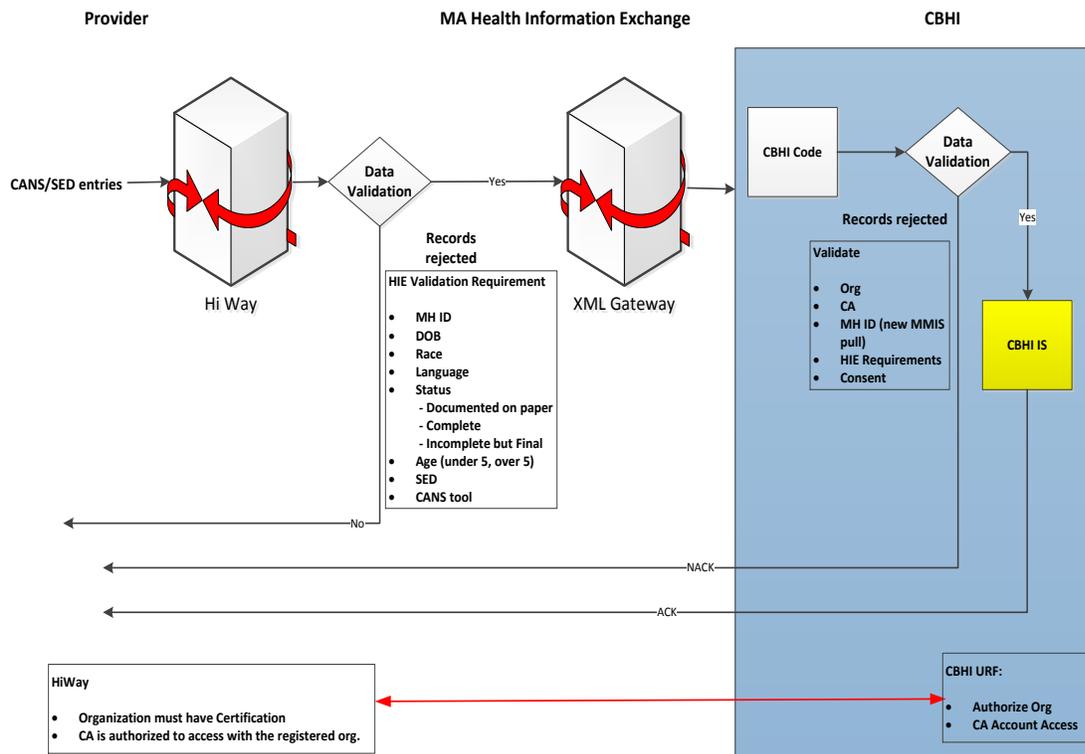
4.1.1   Authorization and Authentication

CBHI end user authorization and authentication will occur at the back end of the Clinical Gateway/Rhapsody in the CBHI specific routes, once an inbound CBHI message has successfully passed through the Clinical Gateway's encryption, decryption and

formatting routes. The purpose of the authorization and authentication process mentioned here is to ensure that only certified assessors with valid credentials are sending their CANS and SEDS data into the state's CBHI application.

Note: Certified assessor's credentials expire every 2 years.

The end user authentication will be validated against the new MMIS Oracle database which is maintained by the state's CBHI team, AIMS will not be supported for end user authorization or authentication. Additional information on the new MMIS database is outside the scope of this document and project. Specifically authorization will occur by looking at the following fields in an inbound CBHI message located in the ZHR (CBHI header) segment. Additional information on the CBHI message format can be found in the CBHI message specifications document.

- CA_Last
- CA_UserID
- CA_OrganizationID

As mentioned above these fields, which identify the certified assessor performing the child observation, will be used to generate a query against the new MMIS database. The Clinical Gateway/Rhapsody will allow certified assessor's CBHI messages whose credentials are still valid to be passed into the CBHI application for storage, invalid certified assessors will have their messages rejected/NAK'd.

4.1.2 Validation Steps

1. Messages sent by the provider will be held in queue.
2. Single message should be sent in through Hi-Way at any point of time.
3. Message sent by the providers will be validated on Hi-Way for the following fields

Field	Validation Rule
MassHealth ID	Field accepts numeric only. Check and validate.
DOB	Check the format.
Race	Validate except for 'Other'
Language	Validate except for 'Other'

Field	Validation Rule
CANS Status	Check if CANS status is either - Documented on Paper - Complete - Incomplete but Final
Age	Validate if client is 'Over 5' or 'Under 5'
SED	Validate if required fields on SED are completed
CANS tool	Difference between Date of Assessment and Date of Birth

3.1.   Message will be rejected if any of the above field validations do not meet the criteria (refer to CBHI-HIE Message Specification for details).

3.2.   Valid message will be sent to CBHI system.

4. CBHI system will in-turn validates the following fields against relevant systems.

Field	Validation Rule
MassHealth ID	Makes MMIS call to validate.
CA details - Org - User Id - First Name, Last Name	Validate if user (CA) is authorized and has access based on org.
Race	Validate for 'Other'
Language	Validate for 'Other'
Ethnicity	Validate for 'Other'
Language at Home	Validate for 'Other'
Current Living Status	Validate for 'Other'
Place of Assessment	Validate if required fields on SED are completed
Level of Care	
Referred by Source	

5. CBHI system sends an 'ACK' response, if message is valid and NACK if message is invalid.

4.2   Business Rules

REQUIREMENT NUMBER	REQUIREMENT
ZHR SEGMENT	
REQ-CBHI-BR-001	CBHI system accepts the below statuses (CANS Status) only through HL7 - Complete - Documented on Paper - Incomplete But Final
REQ-CBHI-BR-002	CBHI system requires 'Incomplete_But_Final_Reason' when 'Did_not_return' is 'N'.
REQ-CBHI-BR-003	CBHI system requires either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt to be '1' when SED_I_Crit_1 = 'Y'
REQ-CBHI-BR-004	CBHI system requires SED_I_3 to be 'Y' or 'N' when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1'
REQ-CBHI-BR-005	CBHI system requires SED_I_5 when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1' and SED_I_3 is 'Y' or 'N'
REQ-CBHI-BR-006a	When SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'Y', CBHI system requires SED_I_5 to be 'Y'.
REQ-CBHI-BR-006b	When SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'N', CBHI system requires SED_I_5 to be 'N'.
REQ-CBHI-BR-007	CBHI system restricts entry in SED_I_3 when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1'.
REQ-CBHI-BR-008	CBHI system requires SED_I_5 to be 'Y' when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1'.
REQ-CBHI-BR-009	CBHI system restricts entry in either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt when SED_I_Crit_1 = 'N'
REQ-CBHI-BR-010	CBHI system restricts entry in SED_I_3 when SED_I_Crit_1 = 'N'.
REQ-CBHI-BR-011	When SED_I_Crit_1 = 'N', CBHI system requires SED_I_5 to be 'N'.
REQ-CBHI-BR-012	When SED_II_4a1 = 'Y', CBHI system requires SED_II_4a2 to be 'Y' or 'N'.
REQ-CBHI-BR-012a	When SED_II_4a1 = 'N', CBHI system restricts entry in SED_II_4a2.
REQ-CBHI-BR-013	When SED_II_4b1 = 'Y', CBHI system requires SED_II_4b2 to be 'Y' or 'N'.

REQ-CBHI-BR-013a	When SED_II_4b1 = 'N', CBHI system restricts entry in SED_II_4b2.
REQ-CBHI-BR-014	When SED_II_4c1 = 'Y', CBHI system requires SED_II_4c2 to be 'Y' or 'N'.
REQ-CBHI-BR-014a	When SED_II_4c1 = 'N', CBHI system restricts entry in SED_II_4c2.
REQ-CBHI-BR-015	When SED_II_4d1 = 'Y', CBHI system requires SED_II_4d2 to be 'Y' or 'N'.
REQ-CBHI-BR-015a	When SED_II_4d1 = 'N', CBHI system restricts entry in SED_II_4d2.
REQ-CBHI-BR-016	When SED_II_4e1 = 'Y', CBHI system requires SED_II_4e2 to be 'Y' or 'N'.
REQ-CBHI-BR-016a	When SED_II_4e1 = 'N', CBHI system restricts entry in SED_II_4e2.
REQ-CBHI-BR-017	When SED_II_4a1 or SED_II_4b1or SED_II_4c1 or SED_II_4d1 or SED_II_4e1 is 'N', CBHI system requires SED_II_6 to be 'N'.
REQ-CBHI-BR-018	When SED_II_4a2 = 'Y' and SED_II_4b2 = 'Y' and SED_II_4c2 = 'Y' and SED_II_4d2 = 'Y' and SED_II_4e2= 'Y', CBHI system requires SED_II_6 to be 'N'.
REQ-CBHI-BR-019	When SED_II_4a2 or SED_II_4b2or SED_II_4c2 or SED_II_4d2 or SED_II_4e2 is 'N', CBHI system requires SED_II_6 to be 'Y'.
REQ-CBHI-BR-020	CANS_tool is the difference between 'Date of Assessment' minus 'DOB'.
REQ-CBHI-BR-021	CANS_tool is 'Under5', domains should have 'U'.
REQ-CBHI-BR-022	CANS_tool is '5Over', domains should have 'A'.
ZUL SEGMENT	
REQ-CBHI-BR-023	MH-Client's age is less than or equal to 18 months, 'FeedDis' should not accept 0 or 1 or 2 or 3,
ZUB SEGMENT	
REQ-CBHI-BR-024	MH-Client's age is less than 3 years, 'ImpulsHyper' and 'Opposite' should not accept 0 or 1 or 2 or 3.
ZUR SEGMENT	
REQ-CBHI-BR-025	MH-Client's age is less than or 3 years, SanctionSeeking should not accept 0 or 1 or 2 or 3
ZUG SEGMENT	
REQ-CBHI-BR-026	MH-Client's Age is under 5 years, 'FinRes' should accept 'NA' also.
ZUS SEGMENT	
REQ-CBHI-BR-027	MH-Client's Age is under 18 months, 'Creatlmag' and 'Conf' should not 0 or 1 or 2 or 3.

ZAG SEGMENT	
REQ-CBHI-BR-027	MH-Client's Age is over 5 years, 'Caregiv_NA' is an option.
REQ-CBHI-BR-027a	When 'Caregiv_NA' is 'Y', below fields are optional. - Caregiver Name (ZAG_Name) - Caregiver Relationship to Child (ZAG_Relship) - Medical/Physical (ZAG_MedPhys) - Mental Health (ZAG_MentalHlth) - Substance Use (ZAG_SubstUse) - Developmental (ZAG_ Devel) - Family Stress (ZAG_ FamStress) - Housing Stability (ZAG_ResidentStab) - Supervision (ZAG_Suprvsn) - Involvement (ZAG_Invlvmt) - Organization (ZAG_Organiz) - Natural Supports (ZAG_NatlSpprts) - Financial Resources (ZAG_FinRes) - Text (ZAG_Text)
REQ-CBHI-BR-027a	When 'Caregiv_NA' is 'N', below fields are required. - Caregiver Name (ZAG_Name) - Caregiver Relationship to Child (ZAG_Relship) - Medical/Physical (ZAG_MedPhys) - Mental Health (ZAG_MentalHlth) - Substance Use (ZAG_SubstUse) - Developmental (ZAG_ Devel) - Family Stress (ZAG_ FamStress) - Housing Stability (ZAG_ResidentStab) - Supervision (ZAG_Suprvsn) - Involvement (ZAG_Invlvmt) - Organization (ZAG_Organiz) - Natural Supports (ZAG_NatlSpprts) - Financial Resources (ZAG_FinRes) - Text (ZAG_Text)
ZAT SEGMENT	
REQ-CBHI-BR-028	*For MH-Client's Age is over 5years, NA is an option for the below fields.* - Independent Living Skills (ZAT_IndLivSkills) - Transportation (ZAT_Transp)

	- Personality Disorder (ZAT_PersDis)
	- Parenting Roles (ZAT_ParentingRoles_
	- Medication Adherence (ZAT_MedAdher)
	- Educational Attainment (ZAT_EducAttnmt)
	- Financial Resources (ZAT_FinRes)
CONSENT	
REQ-CBHI-BR-029	CBHI system checks entries in the Consent table (T_CANS_CONSENT) for the 'Consent Indicator'.
ZUD/ZAD SEGMENT	
REQ-CBHI-BR-030	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, when Axis_III.None = 'N', either of Axis_III.1or Axis_III.2 or Axis_III.3 is required.
REQ-CBHI-BR-031	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, when Axis_III.None = 'Y'and Axis_III.1, Axis_III.2, Axis_III.3 should be blank.
REQ-CBHI-BR-032	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, when Axis_IV.None = 'N' either of Axis_IV.1 or Axis_IV.2 or Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or Axis_IV.7 or Axis_IV.8 is required.
REQ-CBHI-BR-033	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, when Axis_IV.None = 'Y' and Axis_IV.1, Axis_IV.2, Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or Axis_IV.7 or Axis_IV.8 should be blank

4.3   Business Features

REQUIREMENT NUMBER	REQUIREMENT
ZHR SEGMENT	
REQ-CBHI-B-01	CBHI system will query new MMIS using MassHealth ID or Medicaid ID or member ID. - If found or valid, calculates Age and CANS_Tool - If not found or invalid, returns error message
REQ-CBHI-B-02	CBHI system performs web-services call to OMS to retrieve Org Id. - If found or valid, validates Org Name - If not found or invalid, returns error message
REQ-CBHI-B-03	CCS system validates CA's certification and expiration date. - If certification is expired, system returns error message
REQ-CBHI-B-04	System validates user's access to the application. - If found or valid, accepts the message - If not found or invalid, returns error message

REQ-CBHI-B-05	System displays error message when 'Did_not_return' is 'N' and 'Incomplete_But_Final_Reason' is blank.
REQ-CBHI-B-06	System requires either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt to be '1' when SED_I_Crit_1 = 'Y'
REQ-CBHI-B-07	System displays error message when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt is blank.
REQ-CBHI-B-08	System requires SED_I_3 to be 'Y' or 'N' when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1'
REQ-CBHI-B-09	System displays error message when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1' and SED_I_3 is blank.
REQ-CBHI-B-10	System requires SED_I_5 when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1' and SED_I_3 is 'Y' or 'N'
REQ-CBHI-B-11	System displays error message when SED_I_Crit_1 = 'Y' and SED_I_Crit_2_No_Imprmt = '1' and SED_I_3 is 'Y' or 'N' and SED_I_5 is blank.
REQ-CBHI-B-12	When SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'Y', system requires SED_I_5 to be 'Y'.
REQ-CBHI-B-13	System displays error message, when SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'Y' and SED_I_5 = 'N'.
REQ-CBHI-B-14	When SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'N', system requires SED_I_5 to be 'N'.
REQ-CBHI-B-15	System displays error message, when SED_I_Crit_1 = 'Y', SED_I_Crit_2_No_Imprmt = 1 and SED_I_3 = 'N' and SED_I_5 = 'Y'.
REQ-CBHI-B-16	System restricts entry in SED_I_3 when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1'.
REQ-CBHI-B-17	System displays error message when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1' and SED_I_3 = 'Y' or 'N'.
REQ-CBHI-B-18	System requires SED_I_5 to be 'Y' when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1'.
REQ-CBHI-B-19	System displays error message when SED_I_Crit_1 = 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1' and SED_I_5 ='N' or blank.
REQ-CBHI-B-20	System restricts entry in either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt when SED_I_Crit_1 = 'N'
REQ-CBHI-B-21	System displays error message when SED_I_Crit_1 = 'N' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt is '1'.

REQ-CBHI-B-22	System restricts entry in SED_I_3 when SED_I_Crit_1 = 'N'.
REQ-CBHI-B-23	System displays error message when SED_I_Crit_1 = 'N' and SED_I_3 is 'Y' or 'N'.
REQ-CBHI-B-24	When SED_I_Crit_1 = 'N', system requires SED_I_5 to be 'N'.
REQ-CBHI-B-25	System displays error message, when SED_I_Crit_1 = 'N' and SED_I_5 = 'Y' or blank.
REQ-CBHI-B-26	When SED_II_4a1 = 'Y', system requires SED_II_4a2 to be 'Y' or 'N'.
REQ-CBHI-B-26a	System displays error message, when SED_II_4a1 = 'Y' and SED_II_4a2 is blank.
REQ-CBHI-B-27	When SED_II_4a1 = 'N', system restricts entry in SED_II_4a2.
REQ-CBHI-B-27a	System displays error message when SED_II_4a1 = 'N' and SED_II_4a2 is 'Y' or 'N'.
REQ-CBHI-B-28	When SED_II_4b1 = 'Y', system requires SED_II_4b2 to be 'Y' or 'N'.
REQ-CBHI-B-28a	System displays error message, when SED_II_4b1 = 'Y' and SED_II_4b2 is blank.
REQ-CBHI-B-29	When SED_II_4b1 = 'N', system restricts entry in SED_II_4b2.
REQ-CBHI-B-29a	System displays error message, when SED_II_4b1 = 'N' and SED_II_4b2 is 'Y' or 'N'.
REQ-CBHI-B-30	When SED_II_4c1 = 'Y', system requires SED_II_4c2 to be 'Y' or 'N'.
REQ-CBHI-B-30a	System displays error message, when SED_II_4c1 = 'Y' and SED_II_4c2 is blank.
REQ-CBHI-B-31	When SED_II_4c1 = 'N', system restricts entry in SED_II_4c2.
REQ-CBHI-B-31a	System displays error message, when SED_II_4c1 = 'N' and SED_II_4c2 is 'Y' or 'N'.
REQ-CBHI-B-32	When SED_II_4d1 = 'Y', system requires SED_II_4d2 to be 'Y' or 'N'.
REQ-CBHI-B-32a	System displays error message, when SED_II_4d1 = 'Y' and SED_II_4d2 is blank.
REQ-CBHI-B-33	When SED_II_4d1 = 'N', system restricts entry in SED_II_4d2.
REQ-CBHI-B-33a	System displays error message, when SED_II_4d1 = 'N' and SED_II_4d2 is 'Y' or 'N'.
REQ-CBHI-B-34	When SED_II_4e1 = 'Y', system requires SED_II_4e2 to be 'Y' or 'N'.
REQ-CBHI-B-34a	System displays error message, when SED_II_4e1 = 'Y' and SED_II_4de2 is blank.
REQ-CBHI-B-35	When SED_II_4e1 = 'N', system restricts entry in SED_II_4e2.
REQ-CBHI-B-35a	System displays error message, when SED_II_4e1 = 'N' and SED_II_4e2 is 'Y' or 'N'.

REQ-CBHI-B-36	When SED_II_4a1 or SED_II_4b1or SED_II_4c1 or SED_II_4d1 or SED_II_4e1 is 'N', system requires SED_II_6 to be 'N'.
REQ-CBHI-B-37	System displays error message, when SED_II_4a1 or SED_II_4b1or SED_II_4c1 or SED_II_4d1 or SED_II_4e1 is 'N' and SED_II_6 = 'Y' or blank.
REQ-CBHI-B-38	When SED_II_4a2 = 'Y' and SED_II_4b2 = 'Y' and SED_II_4c2 = 'Y' and SED_II_4d2 = 'Y' and SED_II_4e2= 'Y', system requires SED_II_6 to be 'N'.
REQ-CBHI-B-39	System displays error message, when SED_II_4a2 = 'Y' and SED_II_4b2 = 'Y' and SED_II_4c2 = 'Y' and SED_II_4d2 = 'Y' and SED_II_4e2= 'Y' and SED_II_6 = 'Y' or blank.
REQ-CBHI-B-40	When either of SED_II_4a2 or SED_II_4b2or SED_II_4c2 or SED_II_4d2 or SED_II_4e2 is 'N', system requires SED_II_6 to be 'Y'.
REQ-CBHI-B-41	System displays error message, when either of SED_II_4a2 or SED_II_4b2or SED_II_4c2 or SED_II_4d2 or SED_II_4e2 is 'N' and SED_II_6 to be 'Y'.
REQ-CBHI-B-42	System restricts 'Date of Assessment' to be before 'DOB'.
REQ-CBHI-B-43	System displays error message when 'Date of Assessment' is before 'DOB'.
REQ-CBHI-B-44	System validates when CANS_tool is 'Under5', domains should accept 'U' only.
REQ-CBHI-B-45	System validates when CANS_tool is '5Over', domains should accept 'U' only.
ZUL SEGMENT	
REQ-CBHI-B-46	System displays error message when MH-Client's age is less than or equal to 18 months and 'FeedDis' is 0 or 1 or 2 or 3.
REQ-CBHI-B-46a	System displays error message when MH-Client's age is less than or equal to 18 months and 'FeedDis' should be 'NA'.
ZUB SEGMENT	
REQ-CBHI-B-47	System displays error message when MH-Client's age is less than 3 years and 'ImpulsHyper' and 'Opposit' are 0 or 1 or 2 or 3and.
REQ-CBHI-B-47a	System displays error message when MH-Client's age is less than 3 years and 'ImpulsHyper' and 'Opposit' should be 'NA'.
ZUR SEGMENT	
REQ-CBHI-B-48	System displays error message when MH-Client's Age is less than 3 years, 'SanctionSeeking' is 0 or 1 or 2 or 3.
REQ-CBHI-B-48a	System displays error message when MH-Client's Age is less than 3 years, 'SanctionSeeking' should be 'NA'.
ZUG SEGMENT	
REQ-CBHI-B-49	System allows 'NA' when MH-Client's Age is less than 5 years for 'FinRes'.

ZUS SEGMENT	
REQ-CBHI-B-50	System displays error message when MH-Client's Age is less than 18 months and 'Creatlmag' and 'Conf' has 0 or 1 or 2 or 3.
REQ-CBHI-B-50a	System displays error message when MH-Client's Age is less than 18 months for 'Creatlmag' and 'Conf should be 'NA'.
ZAG SEGMENT	
REQ-CBHI-B-51	System does not requires the below fields to be completed, when 'Caregiv_NA' is 'Y'. - Caregiver Name (ZAG_Name) - Caregiver Relationship to Child (ZAG_Relship) - Medical/Physical (ZAG_MedPhys) - Mental Health (ZAG_MentalHlth) - Substance Use (ZAG_SubstUse) - Developmental (ZAG_ Devel) - Family Stress (ZAG_ FamStress) - Housing Stability (ZAG_ResidentStab) - Supervision (ZAG_Suprvsn) - Involvement (ZAG_Invlvmt) - Organization (ZAG_Organiz) - Natural Supports (ZAG_NatlSpprts) - Financial Resources (ZAG_FinRes) - Text (ZAG_Text)
REQ-CBHI-B-51a	System requires the below fields to be completed, when 'Caregiv_NA' is 'N'. - Caregiver Name (ZAG_Name) - Caregiver Relationship to Child (ZAG_Relship) - Medical/Physical (ZAG_MedPhys) - Mental Health (ZAG_MentalHlth) - Substance Use (ZAG_SubstUse) - Developmental (ZAG_ Devel) - Family Stress (ZAG_ FamStress) - Housing Stability (ZAG_ResidentStab) - Supervision (ZAG_Suprvsn) - Involvement (ZAG_Invlvmt) - Organization (ZAG_Organiz) - Natural Supports (ZAG_NatlSpprts) - Financial Resources (ZAG_FinRes) - Text (ZAG_Text)

	ZAT SEGMENT
REQ-CBHI-B-52	*System allows 'NA' as an option for MH-Client's Age is over 5years, for the below fields.* - Independent Living Skills (ZAT_IndLivSkills) - Transportation (ZAT_Transp) - Personality Disorder (ZAT_PersDis) - Parenting Roles (ZAT_ParentingRoles_ - Medication Adherence (ZAT_MedAdher) - Educational Attainment (ZAT_EducAttnmt) - Financial Resources (ZAT_FinRes)
	CONSENT
REQ-CBHI-B-53	System accepts the incoming message, when there is an entry for the consent in the consent table.
REQ-CBHI-B-54	System displays error message when there is no entry in the consent table or if consent has 'Expired'.
	ZUD/ZAD SEGMENT
REQ-CBHI-B-55	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, system displays error message, when Axis_III.None = 'N' and no entries or values in Axis_III.1or Axis_III.2 or Axis_III.3.
REQ-CBHI-B-56	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, system displays error message, when Axis_III.None = 'Y'and Axis_III.1, Axis_III.2, Axis_III.3 have entries or values.
REQ-CBHI-B-57	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, system displays error message, when Axis_IV.None = 'N' and no entries or values in Axis_IV.1 or Axis_IV.2 or Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or Axis_IV.7 or Axis_IV.8.
REQ-CBHI-B-58	For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, system displays error message, when Axis_IV.None = 'Y' and Axis_IV.1, Axis_IV.2, Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or Axis_IV.7 or Axis_IV.8 have entries or values.

4.4   Operations Features

Requirement Number	Requirement
REQ-CBHI-O-01	CBHI system invokes the web-services call to new MMIS for MH-Client's demographics using MassHealth ID or Medicaid ID and returns a message with ID found or not found.
REQ-CBHI-O-02	CBHI system performs web-services call to OMS for the Organization Id to receive the organization name.

REQ-CBHI-O-03	CBHI system will perform web-services call to CANS Certification System (CCS) to receive Certified Assessor's (CA) First Name, Last Name, Certification Key and Certification date (expiration date).
REQ-CBHI-O-04	CBHI system requests security information (User Id, Org ID, First Name, and Last Name) specific to the user from AIMS (Access & Identity Management System).

5.   Use cases

5.1   Functional Use Cases Business Process

Use Case Number	Name	Description
UC-CBHI-B-01	Error messages	Error messages for all segments

5.1.1 UC-CBHI-B-01: Error messages

5.1.1.1 ZHR Segment

Action	Error Message
SED_I_1 is 'Y' and SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt is blank.	When SED_I_1 is 'Y', SED_I_Crit_2 is a required field.
SED_I_1 is 'Y' and SED_I_Crit_2_No_Imprmt is '1', SED_I_3 is blank.	When SED_I_1 is 'Y' and SED_I_Crit_2_ No_Imprmt is '1', SED_I_3 is a required field.
SED_I_1 is 'Y' and SED_I_Crit_2_No_Imprmt is '1', SED_I_3 is 'Y' or 'N' and SED_ I_5 is blank.	When SED_I_1 is 'Y' and SED_I_Crit_2_ No_Imprmt is '1', SED_I_3 is 'Y', SED_ I_5 is a required field.
SED_I_1 is 'Y' and SED_I_Crit_2_No_Imprmt is '1', SED_I_3 is 'Y' and SED_ I_5 is blank or 'N'.	When SED_I_1 is 'Y' and SED_I_Crit_2_ No_Imprmt is '1' and SED_I_3 is 'Y', SED_ I_5 should be 'Y'.
SED_I_1 is 'Y' and SED_I_Crit_2_No_Imprmt is '1', SED_I_3 is 'N' and SED_ I_5 is blank or 'Y'.	When SED_I_1 is 'Y' and SED_I_Crit_2_ No_Imprmt is '1' and SED_I_3 is 'N', SED_ I_5 should be 'N'.
SED_I_1 is 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1' and SED_I_3 is 'Y' or 'N'.	When SED_I_1 is 'Y' and either SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1', SED_I_3 should be blank.
SED_I_1 is 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or	When SED_I_1 is 'Y' and either SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1', SED_ I_5 should be 'Y'.

Action	Error Message
SED_I_Crit_2_Comm_Act is '1', SED_I_5 is blank or 'N'.	
SED_I_1 is 'N' and SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act or SED_I_Crit_2_No_Imprmt is '1'.	When SED_I_1 is 'N', SED_I_Crit_2 should be blank.
SED_I_1 is 'N' and SED_I_3 is 'Y' or 'N'.	When SED_I_1 is 'N', SED_I_3 should be blank.
SED_I_1 is 'Y' and either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1' and SED_I_Crit_2_No_Imprmt is '1'.	When either of SED_I_Crit_2_Family or SED_I_Crit_2_School or SED_I_Crit_2_Comm_Act is '1', SED_I_Crit_2_ No_Imprmt should be blank.
SED_I_1 is 'N' SED_I_5 is 'Y' or blank.	When SED_I_1 is 'N', SED_I_5 should be 'N'.
SED_II_4a1 is 'Y', SED_II_4a2 is blank.	When SED_II_4a1 is 'Y', SED_II_4a2 is a required field.
SED_II_4a1 is 'N', SED_II_4a2 is 'Y' or 'N'.	When SED_II_4a1 is 'N', SED_II_4a2 should be blank.
SED_II_4b1 is 'Y', SED_II_4b2 is blank.	When SED_II_4b1 is 'Y', SED_II_4b2 is a required field.
SED_II_4b1 is 'N', SED_II_4b2 is 'Y' or 'N'.	When SED_II_4b1 is 'N', SED_II_4b2 should be blank.
SED_II_4c1 is 'Y', SED_II_4c2 is blank.	When SED_II_4c1 is 'Y', SED_II_4c2 is a required field.
SED_II_4c1 is 'N', SED_II_4c2 is 'Y' or 'N'.	When SED_II_4c1 is 'N', SED_II_4c2 should be blank.
SED_II_4d1 is 'Y', SED_II_4d2 is blank.	When SED_II_4d1 is 'Y', SED_II_4d2 is a required field.
SED_II_4d1 is 'N', SED_II_4d2 is 'Y' or 'N'.	When SED_II_4d1 is 'N', SED_II_4d2 should be blank.
SED_II_4e1 is 'Y', SED_II_4e2 is blank.	When SED_II_4e1 is 'Y', SED_II_4e2 is a required field.
SED_II_4e1 is 'N', SED_II_4e2 is 'Y' or 'N'.	When SED_II_4e1 is 'N', SED_II_4e2 should be blank.
SED_II_4a1 or SED_II_4b1 or SED_II_4c1 or SED_II_4d1 or SED_II_4e1 is 'N' and SED_II_6 is 'Y' or blank.	When SED_II_4a1 or SED_II_4b1or SED_II_4c1 or SED_II_4d1 or SED_II_4e1 is 'N' and SED_II_6 should be 'N'.
SED_II_4a2 = 'Y' and SED_II_4b2 = 'Y' and SED_II_4c2 = 'Y' and SED_II_4d2 = 'Y' and SED_II_4e2= 'Y' and SED_II_6 = 'Y' or blank.	When SED_II_4a2 = 'Y' and SED_II_4b2 = 'Y' and SED_II_4c2 = 'Y' and SED_II_4d2 = 'Y' and SED_II_4e2= 'Y' and SED_II_6 should be 'N'.

Action	Error Message
SED_II_4a2 or SED_II_4b2 or SED_II_4c2 or SED_II_4d2 or SED_II_4e2 is 'N' and SED_II_6 = 'N' or blank.	When SED_II_4a2 or SED_II_4b2 or SED_II_4c2 or SED_II_4d2 or SED_II_4e2 is 'N' and SED_II_6 should be 'Y'.
For CANS_STATUS = COMPLETE, Did_Not_Return is Y or N	FOR CANS_STATUS = COMPLETE, Did_Not_Return should be blank.
For CANS_STATUS = DOCUMENTED ON PAPER, Did_Not_Return is Y or N	FOR CANS_STATUS = DOCUMENTED ON PAPER, Did_Not_Return should be blank.
For CANS_STATUS = COMPLETE, Incomplete_But_Final _Reason is not blank	FOR CANS_STATUS = COMPLETE, Incomplete_But_Final _Reason should be blank.
For CANS_STATUS = DOCUMENTED ON PAPER, Incomplete_But_Final _Reason is not blank	FOR CANS_STATUS = DOCUMENTED ON PAPER, Incomplete_But_Final _Reason should be blank.
For CANS_STATUS = INCOMPLETE BUT FINAL, Did_Not_Return is 'N' and Incomplete_But_Final _Reason is blank.	For CANS_STATUS = INCOMPLETE BUT FINAL, when Did_Not_Return is 'N', Incomplete_But_Final _Reason is required.
For CANS_STATUS = INCOMPLETE BUT FINAL, Did_Not_Return and Incomplete_But_Final _Reason are blank.	For CANS_STATUS = INCOMPLETE BUT FINAL, either Did_Not_Return or Incomplete_But_Final _Reason are required.

5.1.1.2 ZUL (Life Domain Functioning) Segment

For MH-Client's Age is 18 months or younger, ZUL_FeedDis (Feeding Disorder) should be 'NA'.

For MH-Client's age is less than 12 months, ZUL_Sleep should be 'NA'.

Action	Error Message
For MH-Client's age is less than or equal to 18 months, FeedDis is 0 or 1 or 2 or 3	ZUL_FeedDis should be 'NA'.
For MH-Client's age is more than 18 months, FeedDis is 'NA'	ZUL_FeedDis cannot be 'NA'.
For MH-Client's age is less than 12 months, Sleep is 0 or 1 or 2 or 3	ZUL_Sleep should be 'NA'.
For MH-Client's age is more than 12 months, Sleep is 'NA'	ZUL_Sleep cannot be 'NA'.

5.1.1.3 ZUB (Child Behavioral & Emotional Needs) Segment

For MH-Client's Age is under 3 years, ZUB_ImpulsHyper (Hyperactivity/ Impulsivity)

and ZUB_Opposit (Oppositional) should be 'NA'.

Action	Error Message
For MH-Client's age is less than 3 years, ImpulsHyper is 0 or 1 or 2 or 3.	ZUB_ImpulsHyper should be 'NA'.
For MH-Client's age is less than 3 years, Opposit is 0 or 1 or 2 or 3.	ZUB_Opposit should be 'NA'.
For MH-Client's age is more than 3 years, ImpulsHyper is 'NA'.	ZUB_ImpulsHyper cannot be 'NA'.
For MH-Client's age is more than 3 years, Opposit is 'NA'.	ZUB_Opposit cannot be 'NA'.

5.1.1.4 ZUR (Child Risk Behaviors) Segment

For MH-Client's Age is under 3 years, ZUR_SanctionSeeking(Sanction Seeking

Behavior) should be 'NA'.

Action	Error Message
For MH-Client's age is less than or 3 years, SanctionSeeking is 0 or 1 or 2 or 3.	ZUR_SanctionSeeking should be 'NA'.
For MH-Client's age is more than or 3 years, SanctionSeeking is 'NA'.	ZUR_SanctionSeeking cannot be 'NA'.

5.1.1.5 ZUG (Caregiver Resources and Needs) Segment

For MH-Client's Age is under 5years, ZUG_FinRes(Financial Resources) should accept 'NA' also.

5.1.1.6 ZUS (Child Strengths) Segment

For MH-Client's Age is under 18 months, ZUS_ CreatImag (Creativity/Imagination) and ZUS_ Conf (Confidence) should accept 'NA' only.

Action	Error Message
For MH-Client's age is less than 18 months, 'CreatImag' is 0 or 1 or 2 or 3.	ZUS_ CreatImag should be 'NA'.
For MH-Client's age is less than 18 months, 'Conf' is 0 or 1 or 2 or 3.	ZUS_ Conf should be 'NA'.
For MH-Client's age is more than 18 months, 'CreatImag' is 'NA'.	ZUS_CreatImag cannot be 'NA'.
For MH-Client's age is more than 18 months, 'Conf' is 'NA'.	ZUS_ Conf cannot be 'NA'.

5.1.1.7 ZAG (Caregiver Resources and Needs) Segment

1. For MH-Client's Age is over 5years

1.1. ZAG_ Caregiv_NA (No caregiver identified) is 'Y'

- Caregiver Name (ZAG_Name)
- Caregiver Relationship to Child (ZAG_Relship)
- Medical/Physical (ZAG_MedPhys)
- Mental Health (ZAG_MentalHlth)
- Substance Use (ZAG_SubstUse)
- Developmental (ZAG_ Devel)
- Family Stress (ZAG_ FamStress)
- Housing Stability (ZAG_ResidentStab)
- Supervision (ZAG_Suprvsn)
- Involvement (ZAG_Invlvmt)
- Organization (ZAG_Organiz)
- Natural Supports (ZAG_NatlSpprts)
- Financial Resources (ZAG_FinRes)
- Text (ZAG_Text)
  - All above fields are optional

1.2. ZAG_ Caregiv_NA (No caregiver identified) is 'N' or blank

- Caregiver Name (ZAG_Name)
- Caregiver Relationship to Child (ZAG_Relship)
- Medical/Physical (ZAG_MedPhys)
- Mental Health (ZAG_MentalHlth)
- Substance Use (ZAG_SubstUse)
- Developmental (ZAG_ Devel)
- Family Stress (ZAG_ FamStress)
- Housing Stability (ZAG_ResidentStab)
- Supervision (ZAG_Suprvsn)
- Involvement (ZAG_Invlvmt)
- Organization (ZAG_Organiz)
- Natural Supports (ZAG_NatlSpprts)
- Financial Resources (ZAG_FinRes)
- Text (ZAG_Text)
  - All above fields are required

Action	Error Message
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Name' is required.	ZAG_Name cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Relship' is required.	ZAG_Relship cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'MedPhys' is required.	ZAG_MedPhys cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'MentalHlth' is required.	ZAG_MentalHlth cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'SubstUse' is required.	ZAG_SubstUse cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Devel' is required.	ZAG_Devel cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'FamStress' is required.	ZAG_FamStress cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'ResidentStab' is required.	ZAG_ResidentStab cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Suprvsn' is required.	ZAG_Suprvsn cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Invlvmt' is required.	ZAG_Invlvmt cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'Organiz' is required.	ZAG_Organiz cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'NatlSpprts' is required.	ZAG_NatlSpprts cannot be blank.
For MH-Client's age is more than 5 years, when 'Caregiv_NA' is blank or 'N' ,'FinRes' is required.	ZAG_FinRes cannot be blank.
For MH-Client's age is more than 5 years, when 'FinRes' is NA.	ZAG_FinRes cannot be 'NA'.

5.1.1.8 ZAT (Transition to Adulthood) Segment

1. For MH-Client's Age is over 5years

- o   Independent Living Skills (ZAT_IndLivSkills)

- o   Transportation (ZAT_Transp)

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- o Personality Disorder (ZAT_PersDis)

- o Parenting Roles (ZAT_ParentingRoles_

- o Medication Adherence (ZAT_MedAdher)

- o Educational Attainment (ZAT_EducAttnmt)

- o Financial Resources (ZAT_FinRes)

  - ▪ NA is an option.

5.1.1.9 Consent Check

CANS_STATUS	Consent_Indicator	Msg Accept	Msg Reject	Message	SLR
COMPLETE	Y	√			Accept the message only when CA's ORG has the Consent.
			√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message when CA's ORG has no Consent.
	Blank		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	
	N		√	Display error message - Consent is 'No' for this member/client. Login to the CBHI application to update the consent as 'Yes'.	No entry in the Consent table.
			√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message, when CA's ORG has no Consent and Consent Indicator is set to 'No'.

CANS_STAT US	Consen t_Indic ator	Msg Accep t	Msg Rejec t	Message	SLR
	E		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message, when CA's ORG has no Consent.
			√	Display error message - 'The consent has "Expired". Login to the CBHI application to get the consent.'	Display error message when CA's ORG has the Consent and Consent Indicator is set to 'E'.
INCOMPLET E BUT FINAL	Y	√			Accept the message only when CA's ORG has the Consent.
			√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message when CA's ORG has no Consent.
	Blank		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	No entry in the Consent table.
	N		√	Display error message - Consent is 'No' for this member/client. Login to the CBHI application to update the consent as 'Yes'.	Display error message, when CA's ORG has no Consent and Consent Indicator is set to 'No'.
			√	Display error message - 'Client had NOT consented for your provider	Display error message, when CA's ORG has no Consent.

CANS_STATUS	Consent_Indicator	Msg Accept	Msg Reject	Message	SLR
				organization. Login to the CBHI application to get the consent.'	
	E		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message, when CA's ORG has no Consent.
			√	Display error message - 'The consent has "Expired". Login to the CBHI application to get the consent.'	Display error message when CA's ORG has the Consent and Consent Indicator is set to 'E'.
DOCUMENTED ON PAPER	Y		√	Display error message - Consent is 'Yes' for this member/client. Login to the CBHI application to update the consent as 'No'.	Reject the message when CA's ORG has Consent.
			√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Reject the message when CA's ORG has no Consent.
	N		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Reject the message when CA's ORG has no Consent.
		√			Accept the message only when CA's ORG has the Consent.

CANS_STATUS	Consent_Indicator	Msg Accept	Msg Reject	Message	SLR
	E		√	Display error message - 'The consent has "Expired". Login to the CBHI application to get the consent.'	Display error message - 'The consent has "Expired". Login to the CBHI application to get the consent.'
			√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message, when CA's ORG has no Consent.
	Blank		√	Display error message - 'Client had NOT consented for your provider organization. Login to the CBHI application to get the consent.'	Display error message, when CA's ORG has no Consent and Consent Indicator is set to 'E'.

5.1.1.10 ZUD/ZAD Segment

Action	Error Message
For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, Axis_III.None = 'N' and Axis_III.1, Axis_III.2, Axis_III.3 is blank.	When Axis_III.None = 'N',either of Axis_III.1 or Axis_III.2 or Axis_III.3 is required.
For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, Axis_III.None = 'Y' and Axis_III.1, Axis_III.2, Axis_III.3 has been entered.	When Axis_III.None = 'Y',Axis_III.1, Axis_III.2 and Axis_III.3 should be blank.
For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL, Axis_IV.None = 'N' and Axis_IV.1, Axis_IV.2, Axis_IV.3, Axis_IV.4, Axis_IV.5, Axis_IV.6, Axis_IV.7, Axis_IV.8 is blank.	When Axis_IV.None = 'N',either of Axis_IV.1 or Axis_IV.2 or Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or Axis_IV.7 or Axis_IV.8 is required.
For CANS statuses, COMPLETE and INCOMPLETE BUT FINAL,Axis_IV.None = 'Y' and Axis_IV.1, Axis_IV.2, Axis_IV.3 or Axis_IV.4 or Axis_IV.5 or Axis_IV.6 or	When Axis_IV.None = 'Y', Axis_IV.1, Axis_IV.2,Axis_IV.3, Axis_IV.4, Axis_IV.5, Axis_IV.6,Axis_IV.7,Axis_IV.8 should be blank.

Action	Error Message
Axis_IV.7 or Axis_IV.8 has been entered.	

6. Approvals

[Sign below to indicate that you have reviewed the document and agree with its contents. Roles should be added or removed from the list as appropriate for the project]

_____
_____
Requirements Owner   Date

_____
_____
Project Manager   Date

_____
_____
Architect   Date

_____
_____
Requirements Analyst   Date

_____
_____
Test Analyst   Date

_____
_____
PMO Representative   Date