

CCS Updates

The following summarises the main changes that were included with the CCS Interface changes for the following areas:

- Telephone and Address Validation Rules
- ACCS (*page 3*)
- Care Provided and Vacancy (*page 5*)
- Entitlements (*page 5*)
- Messages (*page 6*)
- Payments (*page 7*)
- Session Reports (*page 7*)

[Telephone/Address Validation Rules](#)

Telephone

CCS have also introduced validations for Mobile and Telephone numbers, as well as rules for address details, such as the state and postcode.

Phone Numbers-

- Maximum 10 numeric digits
- Only contain numeric 0-9 digits, other characters are not allowed
- An area code is mandatory Phone area code must be 02, 03, 07, 08, 13 or 18
- Mobile area code must be 04

NOTE: As many services save their telephone numbers with spaces for readability, we are automatically removing the spaces before submitting the telephone or mobile number to CCS. For example, if the telephone number is saved for a guardian as "02 9234 1233", we are submitting "0292341233".


Some services do not enter area codes for their telephone numbers. These services will need to enter an area code when submitting the above transactions.

Address

CCS are now validating the State and Postcodes submitted with the following transactions:

- Enrolments - Educator address for FDC and guardian address for IHC.
- Session Reports - Care Location for each session of care for all service types.

Street Line 1 or suburb must not contain any full stops or commas.



The screenshot shows a form with four input fields: 'Address Line 1', 'Suburb', 'State', and 'Postcode'. The 'Address Line 1' and 'Suburb' fields are highlighted with a red rectangular border. The 'State' field is a dropdown menu with 'Select...' as the current selection. The 'Postcode' field is a standard text input box.

Valid values for Postcode:

Physical Address

- ACT 2000—2999
- NSW 2000—2999
- NT 0800-0999
- QLD 4000-4999
- SA 5000-5999
- TAS 7000-7999
- VIC 3000-3999
- WA 6000-6999

Postal Address

- ACT 0200—0299; 2000—2999
- NSW 1000—1999; 2000—2999
- NT 0800-0999
- QLD 9000-9999; 4000-4999
- SA 5000-5999
- TAS 7000-7999
- VIC 3000-3999; 8000—8999
- WA 6000-6999

3-Digit Postcodes

Postcodes for NT are saved in our database as 3-digit numbers. For example, 820.

As CCS expect postcodes to be exactly 4-digits in length, we are now automatically prefixing any 3-digit postcodes with a leading zero when a transaction is submitted to CCS. For example, a postcode such as 820 is now submitted as 0820.

Towns in NSW with a postcode beginning with "3" instead of a "2"

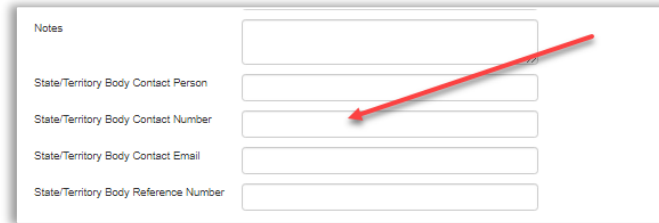
Some towns in NSW that are located close to the Murray River have a postcode beginning with "3" instead of "2". For example, BAROOGA NSW 3644

CCS have not allowed for this situation in their validation rules and the only way to get around the issue, until CCS update their rules, is to change the state from NSW to VIC. For example, change BAROOGA NSW 3644 to BAROOGA VIC 3644 in the appropriate educator or guardian record

ACCS

Certificate Tab

Telephone number validations on the State and Territory Body "Contact Number". See above for details.



Determination Tab

The *Evidence Held* tick box and *Determination I.D* fields have been removed from the Submit Determination popup window because it is no longer required by CCS.

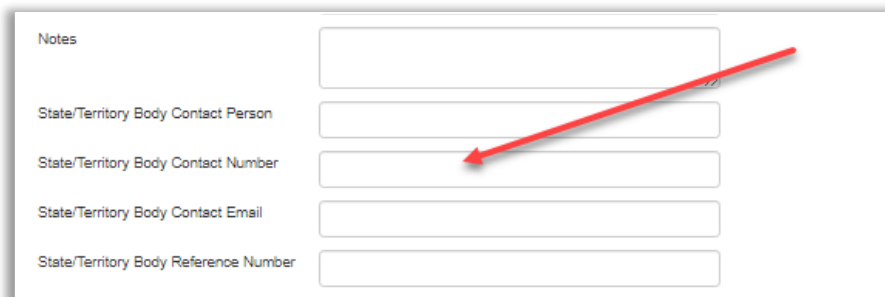
Telephone number validations on the State and Territory Body Contact Number



Update State Territory Body Tab

Telephone number validations on the State and Territory Body "Contact Number".

Before submitting the Update State or Territory Body transaction to CCS, we are automatically removing spaces in the Contact telephone number.

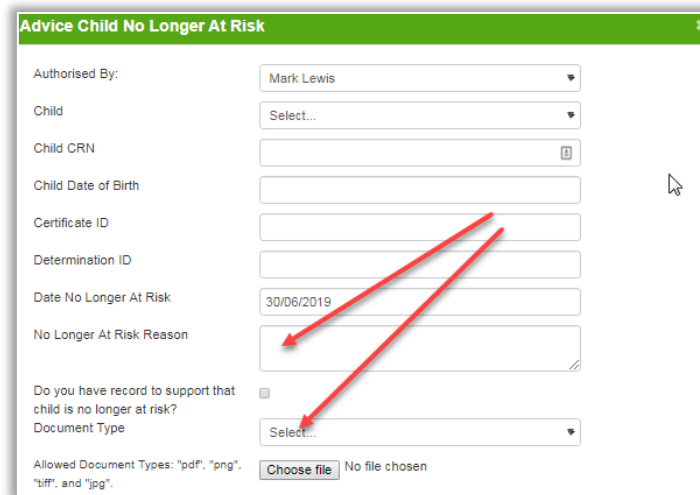


Child No Longer at Risk Tab

A "Document Type" dropdown list has been added to the popup window for this transaction. The dropdown list only contains one option "Advise child no longer at risk (67FC)" and it must be selected if a document is uploaded as part of the transaction.

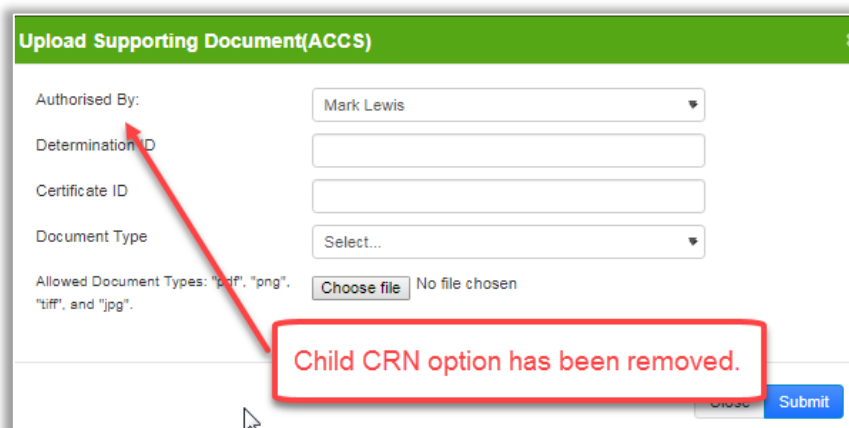
A new "No Longer at Risk Reason" free form text field has been added to the popup window and is now submitted to CCS as part of the transaction.

The following image shows both new fields:



Upload Supporting Document Tab

The "Child CRN" option has been removed. CCS no longer allow a document to be uploaded using a child's CRN. CCS now only allow a document to be uploaded using a Certificate Id or a Determination Id to identify who the document belongs too.



Vacancies

The "Display Fee Data" and "Display Vacancy Data" checkbox fields have been removed from the Details tab on the view and submission pages because CCS no longer require these details.

The screenshot shows the 'CARE PROVIDED AND VACANCY' form with the 'Details' tab selected. A red box highlights the text: "The 'Display Fee Data' and 'Display Vacancy Data' checkboxes have been removed because they are no longer required by CCS." The form includes fields for 'Week Starting (Monday)', 'Status', 'Email', 'Phone', and 'Mobile', along with an 'Operational Details' section for Monday and Tuesday.

Mobile and Telephone number validation

CCS are performing mobile and telephone number validations on the Service's "Mobile" and "Phone" contact numbers. See above for details.

The screenshot shows the 'CARE PROVIDED AND VACANCY' form with the 'Contacts' tab selected. Red arrows point to the 'Phone' and 'Mobile' fields, indicating validation. The form includes fields for 'Email', 'Phone', and 'Mobile', along with an 'Operational Details' section for Monday and Tuesday.

CCS Entitlements

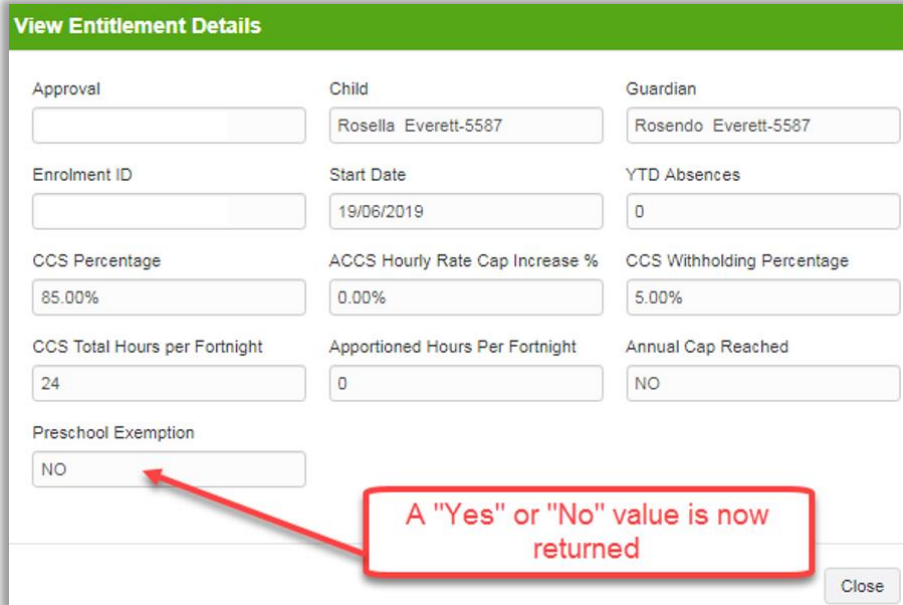
Query by "Date of Entitlement"

When a service queries a child's entitlement, the service can now specify a specific date and CCS will return the child's entitlement details that were current as at that date.

The screenshot shows the 'Query Entitlements' form. A red box highlights the text: "Entitlement Details will be returned that were current as at the specified date." The form includes fields for 'Approval', 'Enrolment', 'Date of Entitlement', and 'Authorised By', along with 'Close' and 'Query' buttons.

New Preschool Exemption field

CCS are now returning a *Preschool Exemption* field that will have the value of "YES" or "NO". You can see this by viewing individual CCS entitlement records.



The screenshot shows a 'View Entitlement Details' window with the following fields:

Approval	Child	Guardian
	Rosella Everett-5587	Rosendo Everett-5587
Enrolment ID	Start Date	YTD Absences
	19/06/2019	0
CCS Percentage	ACCS Hourly Rate Cap Increase %	CCS Withholding Percentage
85.00%	0.00%	5.00%
CCS Total Hours per Fortnight	Apportioned Hours Per Fortnight	Annual Cap Reached
24	0	NO
Preschool Exemption		
NO		

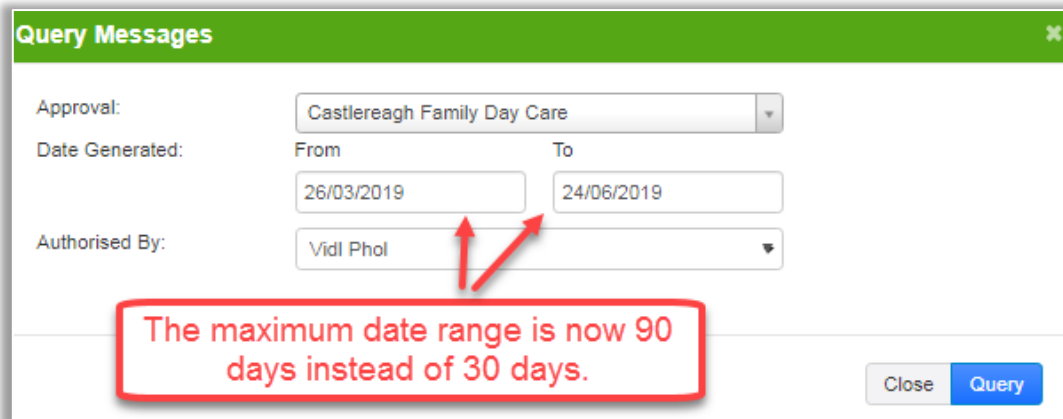
A red box highlights the 'Preschool Exemption' field with the text: "A 'Yes' or 'No' value is now returned".

CCS Messages

Query Date Range Validation

CCS have increased the maximum allowed date range when querying messages and correspondence from 30 days to of 90 days.

This change affects Service and Provider Message and Correspondence queries. For example,

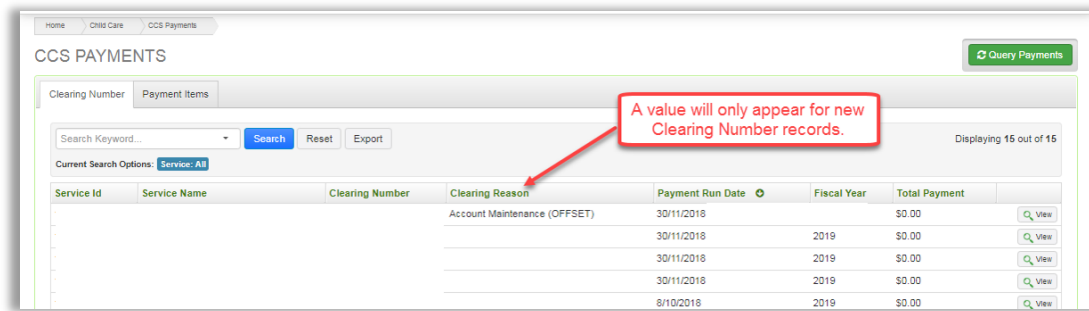


The screenshot shows a 'Query Messages' window with the following fields:

Approval:	Castlereagh Family Day Care	
Date Generated:	From	To
	26/03/2019	24/06/2019
Authorised By:	Vidl Phol	

Red arrows point to the date range fields. A red box highlights the text: "The maximum date range is now 90 days instead of 30 days." Buttons for 'Close' and 'Query' are visible at the bottom right.

CCS Payments



CCS are now returning a "Clearing Reason" for each Clearing Number. The possible comments you will see:

Incoming Payment	(Incoming payment to clear against formal debt)
Outgoing Payment	(Outgoing payment cleared/paid against service/provider)
Account Maintenance (OFFSET)	(Offset payment against informal/undetermined debt.)
Returns	(Bank Returns posted against payment for service/provider)
Automatic Clearing (OFFSET)	(Offset payment against informal/undetermined debt.)
Withholdings	(Debt withholding to clear formal debt against provider)

NOTE: Values will only appear for new Clearing Numbers and won't be available for previously queried Clearing Numbers.

For more information you need to contact the CCS Help Desk.

Session Report

New "Response Due Date 204C" field

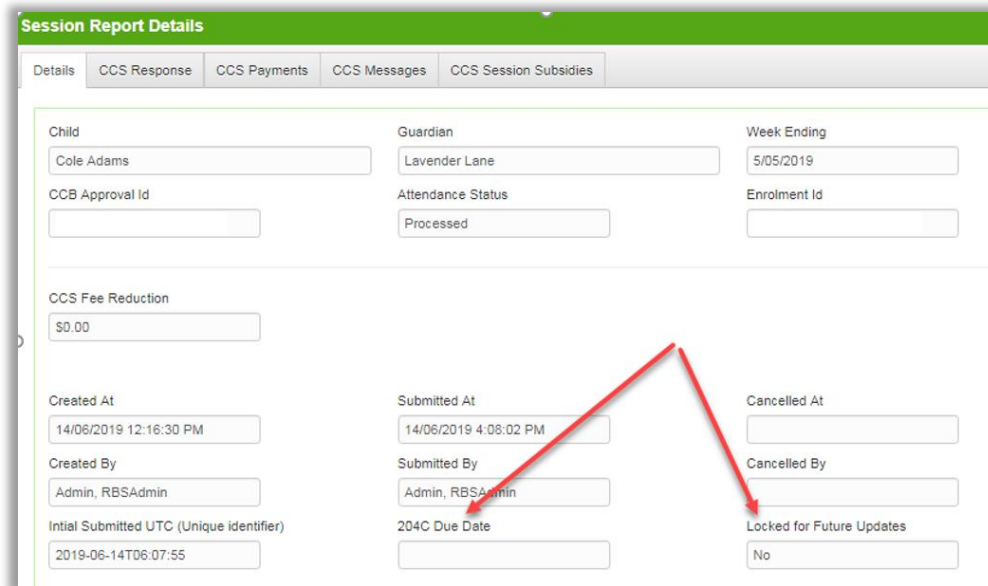
CCS are now returning a "Response Due Date 204C" field. If a date is returned in the query, the session report must be updated by this date.

NOTE: 204C - The Secretary may give notice to a provider instructing them to withdraw, update or vary a report where the Secretary reasonably considers that the report is inaccurate.

New field - Is Session Report Locked

CCS are now also returning an "Is Session Report Locked" field, which indicates if the session report is locked from further external updates. Valid values include "Yes" and "No"

Both fields can be viewed on the Details tab located on the Session Report Details popup window for a specific session report. For example,



Session Report Details					
Details	CCS Response	CCS Payments	CCS Messages	CCS Session Subsidies	
Child	Cole Adams	Guardian	Lavender Lane	Week Ending	5/05/2019
CCB Approval Id		Attendance Status	Processed	Enrolment Id	
CCS Fee Reduction	\$0.00				
Created At	14/06/2019 12:16:30 PM	Submitted At	14/06/2019 4:08:02 PM	Cancelled At	
Created By	Admin, RBSAdmin	Submitted By	Admin, RBSAdmin	Cancelled By	
Initial Submitted UTC (Unique identifier)	2019-06-14T06:07:55	204C Due Date		Locked for Future Updates	No