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Systems Administration

Section 6: Systems Administration

Section 6 - 1 : Update

Section 6 - 1.1 : Update System Administration Functions

Section 6 - 1.1.1 : Perform System Backup

Section 6 - 1.1.1.1 : Backup

Form: ss_backup

Radio Button(s)

Full Export of WIC Application Tables- Uses the file 'full_exp' When the user selects this button, a backup of all the application base and participant tables supporting the WIC system will be performed.

Weekly (Backup of Disk Structure) - Uses the file 'wbackup' When this button is selected, a backup of all server directories will be performed.

Custom - See Background Process(es).

Fields

Tables - ALL_TABLES.TABLE_NAME

 Lov : ALL_TABLES where owner = 'AIM'.

To Directory/File - Populated from the ENV_VARIABLES table(The field ENV_VALUE contains the path). The ENV_VARIABLES table is only used internally, meaning that the user does not change it anywhere. It is used to find certain directories and files on the system as well as the agency where the database exists. It is mainly used by end-of-day, laptop processing, backup, and archive retrieval. The file field is automatically populated with a .dmp extension. This field is display only.

Path and Directory - The user enters a path and directory he/she wants to include in the custom backup(i.e. C:\documents\vendor);.

Time - If user enters a time > SYSDATE Time then the label reads 'TODAY'(TODAY- Means it will be taken care of that day); else the label reads 'TOMORROW'(Tomorrow- Means at the next preprogrammed date);

This field is mandatory and must be entered when the user chooses to schedule the backup for a later time. This field will default to 5 minutes from the current time of the system clock.

Background Process(es):

Proceed - This button initiates the backup process. The system initiates the following searches to verify that the backup_time is not null and frequency is 'FULL EXPORT' or 'CUSTOM' or 'WEEKLY' . If 'FULL EXPORT' applies the system prompts for a username and password to use for the export. If 'CUSTOM' applies, the system runs custom_backup_processing. If any tables have been selected, it prompts for a username and password for the export first. And if neither of these two apply, the system runs weekly_backup_process.

Cancel - This button exits the screen without performing the backup process.

For the LA Servers, NT Backup command "NTBACKUP" is used to launch NT Backup.

A custom backup will only be used when major changes are being done to data or files and when the Database Administrator or System Administrator wants to perform a backup on specific files. The user selects the custom radio button. If the user selects a table name, the system saves all the data from the table selected and exports it to a file. After it is exported to a file, the file is then written to tape(see the To Directory/File on previous page). If the user selects a directory, the system does a NT Backup of the directory

The full export is a database export. All information for the database is backed up and written to tape.

The weekly backup does not backup the Oracle database but does a complete backup of all files resident on the application server including Oracle system files. Since this may take multiple tapes, this must be done while the user is available to change the tape. It does not take the place of the nightly backup.

The nightly backup is a cold database backup and an incremental file backup. All information for those database is backed up but, only for those files that have changed since the last backup were written to tape.

System Administration

Section 6 - 1.1.2 : Perform System Restore

Form: None

Section 6 - 1.1.2.1 : Restore Procedures

Restore Scenarios for the Arizona WIC Database

There are many failure scenarios that can occur, each dictating a different method of recovery. The mode in which the database is operating in will dictate the type of recovery that can be accomplished. The database will either be operating in ARCHIVELOG mode or NOARCHIVELOG mode. To find out the mode the database is operating in, select log_mode from v\$database as a dba. The advantage of operating in ARCHIVELOG mode is that the database has the ability to be restored up to the time of failure. This type of recovery will require the skills of an Oracle DBA to restore the database. Described in this document is an approach to restoring to the last full nightly cold backup as well as recovering from a lost control file if control files are mirrored.

If recovering to the last full nightly cold backup, transactions that occurred between the time of backup and the time of failure WILL be lost. If transactions cannot be lost and must be recovered, the database must be in ARCHIVELOG mode and the skills of a DBA will be required. If the database is in NOARCHIVELOG mode, the only recovery choice available is to restore to the last full nightly cold backup. Oracle error messages ORA-01157 and ORA-01110 on database open indicate a lost file or files that the database needs in order to function. When these errors are received, a recovery will be necessary.

Steps To Recover to the last full nightly cold backup

1. On the database server, go to the MS-DOS prompt.
2. Enter the command: set ORACLE_SID=sid name.
3. Enter the command: svrmgr23.
4. In server manager, enter: connect internal Note: If prompted for password, enter password for internal.
5. Next, enter: shutdown immediate.
6. The message that database was shutdown should appear. If not, enter: shutdown abort Note: at this point exit from server manager and exit from DOS.
7. Now, all backed up files can be restored to their original location. The backup should include at least database files, control files, and redo log files. The backup may include archived log files and the init.ora file. The archived log files only need to be restored if a complete or incomplete recovery is being performed. Again, the skills of a DBA will be needed for this type of recovery. The init.ora will need to be restored only if the init.ora on disk is missing or corrupted.
8. Once all files are restored, go to MS-DOS prompt. Enter the command: set ORACLE_SID=sid name.
9. Enter the command: svrmgr23
10. In server manager, enter: connect internal
11. Next, enter: startup pfile=location of init.ora file NOTE: The init.ora file is generally named init<sid name>.ora. To find the location of the file, search first in the ORACLE_HOME directory. If not found, search the entire hard disk. The ORACLE_HOME variable is defined in the registry. To

determine the value of ORACLE_HOME run regedit and find ORACLE_HOME. The corresponding value will be displayed.

12. At this point, the database should be open indicated by a message displayed that the database is open and restored to the date of the backup. To verify the database is open, enter the command: `select * from v$database;`

Another error that can occur is a missing control file indicated by ORA-00205. If the control files are mirrored (2 or more) and at least 1 control file is still available then a recovery is no more than shutting down the database and copying the available control file to the location(s) of the lost control file(s). When this method is used, no transactions will be lost.

Steps to Recover from a loss of control file(s) if one is still available:

1. If an ORA-00205 is displayed when opening the database, then a control file(s) is missing. First, go to the MS-DOS prompt on the database server.
2. Enter the command: `set ORACLE_SID= sid name`
3. Enter the command: `svrmgr23`
4. In server manager, enter: `connect internal .`
5. Once connected, enter: `show parameters background .`
6. The `background_dump_dest` is the location of the `alert<sid name>.log` file.
7. Go to the location using Explorer and open the `alert<sid name>.log`. Scroll to the bottom and search for the ORA-00205 message. This will indicate the location and name of the missing control file. The `init.ora` file lists all control files included in the database. Compare that list to the missing list. If 1 control file is still available, proceed to next step. Otherwise, let an Oracle DBA recover from this situation.
8. In server manager, enter: `connect internal.`
9. Next, enter: `shutdown immediate` Note: if a message is displayed that the database is shutdown then, and only then, proceed to the next step.
10. Copy the remaining control file to the destination(s) of the missing and name it the same name as the missing file(s).
11. Once all files are back to their original location and named appropriately, go to MS-DOS and enter the command: `set ORACLE_SID=sid name.`
12. Next, enter: `svrmgr23.`
13. Enter: `connect internal.`
14. Enter: `startup pfile=location and name of init.ora file` Note: a message should be displayed that the database is open.

Both of these situations should be handled with care. If the procedure is not correctly followed, the database will be corrupted and will not be able to start. Again, if transactions cannot be lost and the database is in ARCHIVELOG mode, the assistance of a skilled Oracle DBA is essential to restoring the database completely and correctly.

Background Process(es):

None

Section 6 - 1.1.3 : Archive Data**Section 6 - 1.1.3.1** : Archive Data

Form: ss_archive_data

Fields

1. S_ARCHIVE_PARAMETERS.CLIENT_ARCHIVE_MONTHS.
This field is mandatory.
2. S_ARCHIVE_PARAMETERS.VENDOR_ARCHIVE_MONTHS.
This field is mandatory.

Background Process(es):

The system runs SQL scripts to extract participant or vendor data from application tables for storage in archive.

During the archive/archive retrieval processes, the system assigns various values to the archive flag. If a participant has never been archived, the participant doesn't have a record in the S_CLIENT_ARCHIVES table, no archive flag and therefore no archive flag value. When the participant is archived, the archive flag becomes 'Y' to indicate to the system that the archiving processing must include this participant record. The End of Day processing runs, and changes the participant's archive flag to 'N', indicating to the system that the archiving process has been accomplished for this participant and doesn't need to include the participant record in the current process. Once a participant is retrieved, the archive flag is then changed to 'R', indicating to the system that this participant record must be included in retrieval processing.. If the participant is re-archived the archive flag is changed once again, from 'R' to 'Y'. Then the end of day processing changes the archive flag to 'N'. During the time while the participant is not re-archived, the archive flag will stay R.

Proceed - click on this button to initiate the archive process. The system creates a backup of the directory where the export files will be created by running the following:

The system initializes NTBACK of directory (E:\Backput\arch) where the archive data export files will be created. The system then creates a log file which is stored on the Cental Server directory E:\Backup\Log. The standard NT backup log file contains the name of the files, and the directories that were backed up and the date the backup occurred.

The system then deletes the contents of the directory where the export files will be created through the use of a NT Delete:

```
del_cmd := ENV('WIC_EOD')||'\clean_arch.bat '||ENV('ARCH_PATH');  
HOST(del_cmd);
```

Next the system executes archive_clients.sql. This script calls trunc_cli.sql and ins_cli.sql. Trunc_cli.sql deletes all the records in the following tables: R_C_CLIENTS, R_C_BLOODWORK_DATA, R_C_B_N_HEALTHS, R_C_B_N_HH_REASONS_BFENDS, R_C_CERTIFICATIONS, R_C_CERT_PEER_COUNSELS, R_C_CERT_TERM_REASONS,

R_C_CLIENT_COMMUNICATIONS, R_C_CLIENT_GOALS, R_C_CLIENT_NE_TOPICS,
R_C_CLIENT_NOTES, R_C_CLIENT_PROGS, R_C_CLIENT_REFERRALS,
R_C_CLIENT_SERVICES, R_C_CLIENT_SVC_NE_MATERIALS, R_C_CONTACTS,
R_C_DIETARY_ASSESSMENTS, R_C_DIET_NUTRIENTS, R_C_FAMILY_PHONES,
R_C_FAM_REFERRALS, R_C_FEU_COMMUNICATIONS, R_C_FOOD_PACK_SCRIPTS,
R_C_HEALTH_RISK_FACTORS, R_C_IMMUNIZATIONS, R_C_INCOMES,
R_C_INCOME_HISTORIES, R_C_INFANT_CHILD_MEDICALS, R_C_INFANT_DATA,
R_C_I_C_HEALTH, R_C_I_C_HH_REASONS_BFENDS, R_C_PEEF_RBFENDS,
R_C_P_COUNS_NOTES, R_C_P_HEALTHS, R_C_RESOLUTIONS, R_C_TRANSFER_HISTORIES,
R_C_FAMILY_ECONOMIC_UNITS, R_C_ECONOMIC_UNIT_MEMBERS,
R_C_WOMAN_MEDICALS, R_S_CLIENT_ARCHIVES.

Ins_cli.sql selects client records if any client records meet the following criteria:

If date_created, date_modified for C_CLIENTS is not null and >=66 months prior to current SYSDATE then the script writes the following archive tables from AIM Certification tables:

R_C_CLIENTS POPULATED FROM C_CLIENTS
R_C_BLOODWORK_DATA POPULATED FROM C_BLOODWORK_DATA
R_C_B_N_HEALTHS POPULATED FROM C_B_N_HEALTHS
R_C_B_N_HH_REASONS_BFENDS POPULATED FROM C_B_N_HH_REASONS_BFENDS
R_C_CERTIFICATIONS POPULATED FROM C_CERTIFICATIONS
R_C_CERT_PEER_COUNSELS POPULATED FROM C_CERT_PEER_COUNSELS
R_C_CERT_TERM_REASONS POPULATED FROM C_CERT_TERM_REASONS
R_C_CLIENT_COMMUNICATIONS POPULATED FROM C_CLIENT_COMMUNICATIONS
R_C_CLIENT_GOALS POPULATED FROM C_CLIENT_GOALS
R_C_CLIENT_NE_TOPICS POPULATED FROM C_CLIENT_NE_TOPICS
R_C_CLIENT_NOTES POPULATED FROM C_CLIENT_NOTES
R_C_CLIENT_PROGS POPULATED FROM C_CLIENT_PROGS
R_C_CLIENT_REFERRALS POPULATED FROM C_CLIENT_REFERRALS
R_C_CLIENT_SERVICES POPULATED FROM C_CLIENT_SERVICES
R_C_CLIENT_SVC_NE_MATERIALS POPULATED FROM C_CLIENT_SVC_NE_MATERIALS
R_C_CONTACTS POPULATED FROM C_CONTACTS
R_C_DIETARY_ASSESSMENTS POPULATED FROM C_DIETARY_ASSESSMENTS
R_C_DIET_NUTRIENTS POPULATED FROM C_DIET_NUTRIENTS
R_C_ECONOMIC_UNIT_MEMBERS POPULATED FROM C_ECONOMIC_UNIT_MEMBERS
R_C_FAMILY_ECONOMIC_UNITS POPULATED FROM C_FAMILY_ECONOMIC_UNITS
R_C_FAMILY_PHONES POPULATED FROM C_FAMILY_PHONES
R_C_FAM_REFERRALS POPULATED FROM C_FAM_REFERRALS
R_C_FEU_COMMUNICATIONS POPULATED FROM C_FEU_COMMUNICATIONS
R_C_FOOD_PACK_SCRIPTS POPULATED FROM C_FOOD_PACKAGE_PRESCRIPTIONS
R_C_HEALTH_RISK_FACTORS POPULATED FROM C_HEALTH_RISK_FACTORS
R_C_IMMUNIZATIONS POPULATED FROM C_IMMUNIZATIONS
R_C_INCOMES POPULATED FROM C_INCOMES
R_C_INCOME_HISTORIES POPULATED FROM C_INCOME_HISTORIES
R_C_INFANT_CHILD_MEDICALS POPULATED FROM C_INFANT_CHILD_MEDICALS
R_C_INFANT_DATA POPULATED FROM C_INFANT_DATA
R_C_I_C_HEALTHS POPULATED FROM C_I_C_HEALTHS
R_C_I_C_HH_REASONS_BFENDS POPULATED FROM C_I_C_HH_REASONS_BFENDS
R_C_PEER_RBFENDS POPULATED FROM C_PEER_RBFENDS
R_C_P_COUNS_NOTES POPULATED FROM C_P_COUNS_NOTES
R_C_P_HEALTHS POPULATED FROM C_P_HEALTHS

R_C_RESOLUTIONS POPULATED FROM C_RESOLUTIONS
R_C_TRANSFER_HISTORIES POPULATED FROM C_TRANSFER_HISTORIES
R_C_WOMAN_MEDICALS POPULATED FROM C_WOMAN_MEDICALS

The system exports all of the above to Target_cli_file(a variable reference for a dump file named arch_cli.dmp) while writing C_CLIENT_ID, ARCHIVE_DATE, LAST_NAME, DATE_CREATED, CREATED_BY, FIRST_NAME, MI1, MI2, ARCHIVE_FLAG (set to Y), LOCAL_AGENCY, CLINIC to S_CLIENT_ARCHIVES. S_CLIENT_ARCHIVES is what is searched for client retrieval.

Next the system executes archive_vendors.sql. This script then calls trunc_ven.sql and ins_ven.sql. Trunc_ven.sql deletes all the records from the following tables:

R_V_VENDORS;
R_V_ACCOUNTS;
R_V_ACTIVITY_FINDINGS;
R_V_APPEALS;
R_V_AUTHORIZATIONS;
R_V_AUTH_MILESTONES;
R_V_COMMUNICATIONS;
R_V_COMPLAINTS;
R_V_COMPLIANCE_CASES;
R_V_DENIAL_REASONS;
R_V_EDUCATIONS;
R_V_FI_PRICES;
R_V_HOURS_OF_OPERATIONS;
R_V_LAS;
R_V_MON_ACTIVITIES;
R_V_OVERALL_RANKS;
R_V_OWNERS;
R_V_OWNER_PHONES;
R_V_PAYMENT_SCHEDULES;
R_V_PRICES;
R_V_SANCTIONS;
R_V_SURVEYS;
R_V_VENDOR_FSPTS;
R_V_VENDOR_HEALTHS;
R_V_VENDOR_PHONES;
R_V_VENDOR_WHOLESALEERS;
R_V_VEN_WS_FOOD_GROUPS;
R_S_VENDOR_ARCHIVES;

Ins_ven.sql selects records if any vendor records meet the following criteria:

If date_created, date_modified is not null and >=999 months then the script writes the following archive tables from AIM Vendor tables:

R_V_VENDORS POPULATED FROM V_VENDORS
R_V_ACCOUNTS POPULATE FROM V_ACCOUNTS
R_V_ACTIVITY_FINDINGS POPULATE FROM V_ACTIVITY_FINDINGS
R_V_APPEALS POPULATED FROM V_APPEALS
R_V_AUTHORIZATIONS POPULATED FROM V_AUTHORIZATIONS
R_V_AUTH_MILESTONES POPULATED FROM V_AUTHORIZATION_MILESTONES
R_V_COMMUNICATIONS POPULATED FROM V_COMMUNICATIONS
R_V_COMPLAINTS POPULATED FROM V_COMPLAINTS
R_V_COMPLIANCE_CASES POPULATED FROM V_COMPLIANCE_CASES

R_V_DENIAL_REASONS POPULATED FROM V_DENIAL_REASONS
 R_V_EDUCATIONS POPULATED FROM V_EDUCATIONS
 R_V_FI_PRICES POPULATED FROM V_FI_PRICES
 R_V_HOURS_OF_OPERATIONS POPULATED FROM V_HOURS_OF_OPERATIONS
 R_V_LAS POPULATED FROM V_LAS
 R_V_MON_ACTIVITIES POPULATED FROM V_MON_ACTIVITIES
 R_V_OVERALL_RANKS POPULATED FROM V_OVERALL_RANKS
 R_V_OWNERS POPULATED FROM V_OWNERS
 R_V_OWNER_PHONES POPULATED FROM V_OWNER_PHONES
 R_V_PAYMENT_SCHEDULES POPULATED FROM V_PAYMENT_SCHEDULES
 R_V_PRICES POPULATED FROM V_PRICES
 R_V_SANCTIONS POPULATED FROM V_SANCTIONS
 R_V_SURVEYS POPULATED FROM V_SURVEYS
 R_V_VENDOR_FSPS POPULATED FROM V_VENDOR_FSPS
 R_V_VENDOR_HEALTHS POPULATED FROM V_VENDOR_HEALTHS
 R_V_VENDOR_PHONES POPULATED FROM V_VENDOR_PHONES
 R_V_VENDOR_WHOLESALEERS POPULATED FROM V_VENDOR_WHOLESALEERS
 R_V_VEN_WS_FOOD_GROUPS POPULATED FROM V_VEN_WS_FOOD_GROUPS
 The system exports all of the above to target_ven_file while writing ARCHIVE_DATE, VENDOR_ID, VENDOR_NAME, DATE_CREATED, CREATED_BY, ARCHIVE_FLAG, LOCAL_AGENCY, CLINIC to S_VENDOR_ARCHIVES. S_VENDOR_ARCHIVES is what is searched for vendor retrieval.

When archiving is performed, a list of the clients archived is produced and needs to be stored with the tape. When a client needs to be restored, they must use these lists to find the correct tape to restore from. On the retrieval screen, they will see a list of all the clients that have been archived regardless of what tape they have been stored on. The user can then select the client they want and the process will find it on the tape inserted in the machine.

Cancel - This button exits the screen without performing the archive process.: Perform Archive Retrieval

Section 6 - 1.1.4.1 : Archive Retrieval

Form: ss_archive_retrieval

Fields

Vendor ID - S_VENDOR_ARCHIVES.ID

Code table column S_VENDOR_ARCHIVES.ID

Lov : V_VENDOR_ARCHIVES. Lov is used for validation

This field is optional.

Vendor Name - S_VENDOR_ARCHIVES.VENDOR_NAME

Code table column S_VENDOR_ARCHIVES.VENDOR_NAME

Lov : V_VENDOR_ARCHIVES. Lov is used for validation.

This field is optional.

Client ID -S_CLIENT_ARCHIVES.ID

Code table column S_CLIENT_ARCHIVES.ID

Lov : S_CLIENT_ARCHIVES. Lov is used for validation.

This field is optional.

Last Name - S_CLIENT_ARCHIVES.LAST_NAME

Code table column S_CLIENT_ARCHIVES.LAST_NAME

Lov: S_CLIENT_ARCHIVES. Lov is used for validation.

This field is optional.

First Name - S_CLIENT_ARCHIVES.FIRST_NAME

Code table column S_CLIENT_ARCHIVES.FIRST_NAME

Lov: S_CLIENT_ARCHIVES. Lov is used for validation.

This field is optional.

Local Agency - S_CLIENT_ARCHIVES.OU_NAME where OU_TYPE = "LOCALAGY"

Code table column S_CLIENT_ARCHIVES.OU_NAME

Lov : S_CLIENT_ARCHIVES. Lov is used for validation.

This field is optional.

Clinic - S_CLIENT_ARCHIVES.OU_NAME where OU_TYPE = "CLINIC"

Code table column S_CLIENT_ARCHIVES.OU_NAME

Lov: S_CLIENT_ARCHIVES. Lov is used for validation.

This field is optional.

Vendor Name -S_VENDOR_ARCHIVES.VENDOR_NAME where

S_VENDOR_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Vendor Code - S_VENDOR_ARCHIVES.VENDOR_ID where

S_VENDOR_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Archive Date - S_VENDOR_ARCHIVES.ARCHIVE_DATE where

S_VENDOR_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Last Name - S_CLIENT_ARCHIVES.LAST_NAME where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

First Name - S_CLIENT_ARCHIVES.FIRST_NAME where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

MI1 - S_CLIENT_ARCHIVES.MI1 where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

MI2 - S_CLIENT_ARCHIVES.MI2 where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Client ID - S_CLIENT_ARCHIVES.CLIENT_ID where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Archive Date - S_CLIENT_ARCHIVES.ARCHIVE_DATE where

S_CLIENT_ARCHIVES.ARCHIVE_FLAG = 'N'

This field is display only.

Check Boxes**Select (Vendor)**- S_VENDOR_ARCHIVES.ARCHIVE_FLAG**Select (Participant)**- S_CLIENT_ARCHIVES.ARCHIVE_FLAG

These check boxes change the flag from "N" to "R" when the user selects them, so the system knows to retrieve the selected participant or vendor records that the user requests.

Background Process(es):

Proceed- Click this button to initiate the archive retrieval. The system then verifies if any records returned by the query have a checked select flag in the Select(Vendor) field then verifies the existence of a checked select flag in the Select(Participant) field. When the system verifies that one or both are checked the following message is initiated:

The message 'Load the tape' appears; then the system deletes the contents of the directory where the export files will be created through the use of an NT Delete:

```
del_cmd := ENV('WIC_EOD')||'\clean_arch.bat' ||ENV('ARCH_PATH');
HOST(del_cmd);
```

The NT Backup command for the restore is invoked:

```
backup_cmd := 'NTBACKUP';
HOST(backup_cmd);
```

(This statement is backing up the information to tape)

The System retrieves Clients if they have been selected for retrieval:

The system displays a message indicating that the system is retrieving Clients. The system then executes the pre_trunc_cli.sql script. The pre_trunc_cli.sql script calls the trunc_cli.sql script which deletes records in the following tables:

```
R_C_CLIENTS, R_C_BLOODWORK_DATA, R_C_B_N_HEALTHS,
R_C_B_N_HH_REASONS_BFENDS, R_C_CERTIFICATIONS, R_C_CERT_PEER_COUNSELS,
R_C_CERT_TERM_REASONS, R_C_CLIENT_COMMUNICATIONS, R_C_CLIENT_GOALS,
R_C_CLIENT_NE_TOPICS, R_C_CLIENT_NOTES, R_C_CLIENT_PROGS,
R_C_CLIENT_REFERRALS, R_C__CLIENT_SERVICE R_C_CLIENT_SVC_NE_MATERIALS,
R_C_CONTACTS, R_C_DIETARY_ASSESSMENTS, R_C_DIET_NUTRIENTS,
R_C_FAMILY_PHONES, R_C_FAM_REFERRALS, R_C_FEU_COMMUNICATIONS,
R_C_FOOD_PACK_SCRIPTS, R_C_HEALTH_RISK_FACTORS, R_C_IMMUNIZATIONS,
R_C_INCOMES, R_C_INCOME_HISTORIES, R_C_INFANT_CHILD_MEDICALS,
R_C_INFANT_DATA, R_C_I_C_HEALTH, R_C_I_C_HH_REASONS_BFENDS,
R_C_PEEF_RBFENDS, R_C_P_COUNS_NOTES, R_C_P_HEALTHS, R_C_RESOLUTIONS,
R_C_TRANSFER_HISTORIES, R_C_FAMILY_ECONOMIC_UNITS,
R_C_ECONOMIC_UNIT_MEMBERS, R_C_WOMAN_MEDICALS, R_S_CLIENT_ARCHIVES.
```

The system then imports the target_cli_file. If the S_CLIENT_ARCHIVES.ARCHIVE_FLAG field = 'R' for a record selected, then the system searches the target_cli_file(a variable reference for a dump file named arch_cli.dmp) for the C_CLIENTS.CLIENT_ID matching the one in the S_CLIENT_ARCHIVES.CLIENT_ID field. When the system locates it, it inserts all the client certification information from above back into the AIM system Certification tables.

The System retrieves Vendors if they have been selected for retrieval:

The system displays a message indicating that the system is retrieving Vendors. The system then executes the pre_trunc_ven.sql script. The pre_trunc_ven.sql script calls the trunc_ven.sql script which deletes records in the following tables:

```
R_V_VENDORS
R_V_ACCOUNTS
R_V_ACTIVITY_FINDINGS
R_V_APPEALS
R_V_AUTHORIZATIONS
R_V_AUTH_MILESTONES
```

R_V_COMMUNICATIONS
R_V_COMPLAINTS
R_V_COMPLIANCE_CASES
R_V_DENIAL_REASONS
R_V_EDUCATIONS
R_V_FL_PRICES
R_V_HOURS_OF_OPERATIONS
R_V_LAS
R_V_MON_ACTIVITIES
R_V_OVERALL_RANKS
R_V_OWNERS
R_V_OWNER_PHONES
R_V_PAYMENT_SCHEDULES
R_V_PRICES
R_V_SANCTIONS
R_V_SURVEYS
R_V_VENDOR_FSPS
R_V_VENDOR_HEALTHS
R_V_VENDOR_PHONES
R_V_VENDOR_WHOLESALEERS
R_V_VEN_WS_FOOD_GROUPS

The system then imports the target_cli_file. If the S_VENDORS_ARCHIVE.ARCHIVE_FLAG field = 'R' for a record selected, then the system searches the target_cli_file for the C_VENDORS.VENDOR_ID matching the one in the S_VENDOR_ARCHIVE.VENDOR_ID. field. When the system locates it, it inserts all the VENDOR related information from above back into the AIM system VENDOR tables.

Cancel- This button exits the screen without performing the archive retrieval process.

System Administration

Section 6 - 1.1.5 : Update Security

Section 6 - 1.1.5.1 : Security

Form: ss_security

Fields

User ID - S_WIC_USERS.USER_ID.

This field is mandatory.

Password - S_WIC_USERS.PASSWORD.

This field is mandatory.

Staff Name - O_STAFF_MEMBERS.FIRST_NAME

O_STAFF_MEMBERS.LAST_NAME

O_STAFF_MEMBERS.MI1

O_STAFF_MEMBERS.MI2

O_STAFF_MEMBERS.STAFF_MEMBER_ID

Code table column of O_STAFF_MEMBERS.STAFF_MEMBER_ID

Lov: O_STAFF_MEMBERS Lov used for validation

This field is mandatory.

Password Expires -S_WIC_USERS.PASSWORD_EXP_DATE defaults to SYSDATE + 8

This field is mandatory.

Comment - S_WIC_USERS.NOTE

This field is optional.

Role - S_USER_ROLES.SR_ROLE_ID

code table value S_ROLES.ROLE_ID

Descripton is S_ROLES.DESCRPTION

Lov: S_ROLES

This field is mandatory.

Check Box(es)

Time Study Supervisor - S_WIC_USER.TIME_STUDY_SUPERVISOR - Flag that gives permission to a user to access Time Study log information.

Push Buttons

Agency/Clinic - Pushing this button invokes the Security-Agency pop-up.

Default Roles - Pushing this button invokes the Granted Roles pop-up.

Background Process(es):

The system encrypts the password entered by the system administrator, displaying only asterisks.

Section 6 - 1.1.5.2 : Security-Password Verification pop-up*Fields*

Password Verification - This screen field is validated against S_WIC_USERS.PASSWORD entered on the security screen.
This field is mandatory.

Background Process(es):

The system automatically prompts the user with a popup requiring the user to re-enter the chosen password. The system matches the re-entered password to the chosen password for consistency. See the field definition above.

Section 6 - 1.1.5.3 : Security-Agency pop-up*Fields***Code** - O_ORGANIZATIONAL_UNITS.ORG_CODE.

This field is mandatory.

Lov: O_ORGANIZATIONAL_UNITS.

Name - O_ORGANIZATIONAL_UNITS.ORG_NAME.

This field is display only.

Background Process(es):

The system verifies S_USER_AGENCY.OU_SEQ_ID = O_ORGANIZATIONAL_UNITS.SEQ_ID for the organizational unit entered by the user. If S_USER_AGENCY.OU_SEQ_ID does not equal O_ORGANIZATIONAL_UNITS.SEQ_ID, an LOV drops down for the user to make the correct choice.

The agency of the user adding the new user is not displayed because the system limits the agency LOV selections based upon the users logon Agency. See Introduction section.

Section 6 - 1.1.5.4 : Security-Granted Roles prompt*Fields*

None

Background Process(es):

The system triggers this window to open when the Default Roles push button is clicked.

Section 6 - 1.1.5.5 : Security-Granted Roles pop-up*Fields***Granted Role** - S_USER_ROLES.SR_DESCRIPTION corresponding to the S_WIC_USERS.USER_ID.
This field is mandatory.*Check Box(es)***Default Role** - S_ROLES.DEFAULT_FLAG. A flag field which activates/deactivates the roles defined in the granted role fields.

Background Process(es):

The system automatically populates the Granted role field with the two default Oracle roles programmed into the database: Create_Session and Developer as well as the roles assigned to the user in the S_USER_ROLES.SR_DESCRIPTION field. The system automatically sets the S_ROLES.DEFAULT_FLAG to 'Y' for the default Oracle roles, which allows the user to enter the AIM application and work in it. The roles shown in the Granted role field have an S_ROLES.DEFAULT_FLAG default value of 'N' or inactive until the user clicks a check in the check box.

Section 6 - 1.1.6 : System Logon**Section 6 - 1.1.6.1** : Arizona WIC - [Log On]

Form: az_logon

Fields

User Name - S_WIC_USERS.USER_ID.

This field is mandatory.

Password - S_WIC_USERS.PASSWORD.

This field is mandatory.

Database - Select Central to connect to Central Operations Center or Select Local to connect to their Local Agency. This field is mandatory and defaults to Local. **See background process(es).**

Agency - O_ORGANIZATIONAL_UNITS.ORG_CODE

Code table column O_ORGANIZATIONAL_UNITS.SEQ_ID

Low : O_ORGANIZATIONAL_UNITS

This field is mandatory. See Background Process(es).

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE

Code table column O_ORGANIZATIONAL_UNITS.SEQ_ID

Low : O_ORGANIZATIONAL_UNITS

This field is mandatory. See Background Process(es).

Background Process(es):

The system validates the entered username and password against the user IDs and passwords entered in the Security screen (System Administration) for the selected Agency.

The system runs a procedure which selects the S_WIC_USERS.PASSWORD_EXP_DATE

WHERE S_WIC_USER_ID = the user ID entered on the logon screen.

The system verifies that the S_WIC_USERS.PASSWORD_EXP_DATE is greater than the SYSDATE.

If the password entered by the user on the screen does not equal the S_WIC_USERS.PASSWORD associated with the S_WIC_USERS.USER_ID then the S_ACCESSSES.ACCESS_TYPE is set to 'Unauthorized'.

If the S_ACCESSSES.ACCESS_DATE is outside of the normal clinic hours determined from the A_OPERATION_HOURS table of Appointment Scheduler then the S_ACCESSSES.ACCESS_TYPE is set to 'Unusual'. If the previous two processes are passed then the S_ACCESSSES.ACCESS_TYPE is set to 'Normal'.

Based upon the user ID entered in this log screen, the AIM system will record the user ID and date of creation for all data in all databases and tables in the system. Updated records will have the user ID and date of change also recorded. The previously recorded user ID and date will be overwritten by the user ID of the last person updating the record. The system stores the information in each individual database entity (table) that is created or has a change made to it in the:

*.DATE_CREATED

*.CREATED_BY
*.DATED_MODIFIED
*.MODIFIED_BY

fields in each table where the * is represented by the entity(table) name.

As an additional barrier against unauthorized access to the system, the AIM system will log the user out of any application screen he/she is in and return to the Arizona WIC - [Log On] window if the user doesn't perform any navigation or navigation through system screens for 10 minutes (This is the way the default will be set, this can be changed by the DBA). The system will run a procedure which verifies:

if a form is open in one of the modules and it is not the current form the user has selected then the system will delete the forms timer and perform an Oracle function:

CLOSE_FORM(:global.*) where * represents each of the modules. Any forms open within any of those modules gets close and the user is returned to the Splash screen.

The system will not retain any entered information that hasn't been saved. If the application continues to remain inactive for 10 minutes, the system will completely close the AIM application. The system will run a procedure which verifies:

If the expiring timer is the main splash screen timer and if the inactive time is > 600 seconds then the system deletes the splash screen timer and exits the splash screen.

IF the expiring timer = main splash screen timer THEN

if inactive_time > (600) then

delete_timer

EXIT_FORM(no_validate);

The system performs an Oracle Exit Form function and exits the user from the AIM application.

The Az_logon.ini allows the user to select from different databases with meaningful names. The user sees a name that they will recognize and the file contains a mapping to the tns.names file that will serve as a static LOV.

The Az_logon.ini allows the user to select from different agencies with meaningful names. The user sees a name that they will recognize and the file contains a mapping to the tns.names file that will serve as a static LOV.

The Az_logon.ini allows the user to select from different clinics with meaningful names. The user sees a name that they will recognize and the file contains a mapping to the tns.names file that will serve as a static LOV.

Section 6 - 1.1.6.2 : Arizona WIC - [Log On]-Change Password

Fields

New Password - S_WIC_USERS.PASSWORD.

This field is mandatory.

Confirm Password - S_WIC_USERS.PASSWORD.

This field is mandatory.

Background Process(es):

The system validates the entered confirmed password against the new password entered and stored in S_WIC_USER.PASSWORD. After clicking the OK button, the new password is saved with the corresponding user ID in the Security screen (System Administration).: Initiate End of Day Processing

Section 6 - 1.1.7.1 : End of Day

Form: ss_end_of_day

Background Process(es):

The system shuts down the application database, then performs the activities detailed above. When these activities are complete, the system brings the database back up.

See End of Day Scripts and Processes Writeup Section for a detailed explanation of overview, inputs, selections, processes, and outputs of the End of Day process.

Proceed- Click on this button to initiate the End Of Day processing. The system determines if the user is logged into the Central or Local Agency. If Central, the system launches WIC_EOD\ec1.bat. If it is not Central (in other words Agency), the system launches WIC_EOD\ea1.bat.

Cancel- This button exits the screen without performing the End of Day process.: Producing a Participant Characteristics File

Section 6 - 1.1.8.1 : Participants Characteristics Window*Fields*

Month - Queries against the month component of C_CERTIFICATIONS.CERT_START_DATE or C_CERTIFICATIONS.CERT_END_DATE

Section 6 -1.1.1.1: Participants Characteristics File

Fields

State Agency ID - O_ORGANIZATIONAL_UNITS.FNS_CODE for the Family's

C_FAMILY_ECONOMIC_UNITS.OU_SEQ_ID

This field is critical and is part of the record ID.

Value: characters 1-2 and 4-8 of the O_ORGANIZATIONAL_UNITS.FNS_CODE

Varchar2(6)

Local Agency or Service Site ID - O_LOCAL_AGENCIES.ORG_CODE

This field is critical and is part of the record ID.

Varchar2(3)

Case ID - C_FAMILY_ECONOMIC_UNITS.FAMILY_ID

This field is critical and is part of the record ID.

- Varchar2(11)
Date of Birth - C_CLIENTS.BIRTHDATE
 This field is critical and is part of the record ID.
 Format: MMDDCCYY
 Varchar2(8)
- Race/Ethnicity** - C_ETHNIC_GROUPS.PC_VALUE where
 C_ETHNIC_GROUPS.ETHNIC_GROUP_CODE =
 C_CLIENTS.CEG_ETHNIC_GROUP_CODE
 This field is critical and is part of the record ID.
 Varchar2(1)
- Certification Category** - C_CATEGORY.PC_VALUE
 where C_CATEGORY.CATEGORY_CODE = C_CLENT.CC_CATEGORY_CODE
 Varchar2(1)
- Expected Date of Delivery** - C_CERTIFICATIONS.EXPECTED_DELIVERY_DATE
 Format: MMDDCCYY
 Varchar2(8)
- Weeks Gestation** - C_WOMAN_MEDICALS.WEEKS_GESTATION
 Varchar2(2)
- Date of Certification** - C_CERTIFICATIONS.CERT_START_DATE &
 C_CERTIFICATIONS.CERT_END_DATE
 Two dates are required because certification records a start and end date.
 Format: MMDDCCYY
 Varchar2(8)
- Sex** - C_CLIENTS.GENDER
 Values: "M" becomes "1"; "F" becomes "2"
 Varchar2(1)
- Priority Level** - C_CERTIFICATIONS.CP2_ID
 Varchar2(1)
- Participation in TANF or AFDC** - C_CLIENT_PROGS.PRG_PROGRAM_ID
 for C_CLIENT_PROGS.PRG_PROGRAM_ID = 'AFDC'
 This field is optional but if the field is left blank it represents no information.
 If TANF/AFCD is found, becomes "1"; otherwise, becomes "2"
 Varchar2(1)
- Participation in Food Stamps** - C_CLIENT_PROGS.PRG_PROGRAM_ID
 for C_CLIENT_PROGS.PRG_PROGRAM_ID = 'FSP'
 This field is optional but if the field is left blank it represents no information.
 If FSP is found, becomes "1"; otherwise, becomes "2"
 Varchar2(1)
- Participation in Medicaid** - C_CLIENT_PROGS.PRG_PROGRAM_ID
 for C_CLIENT_PROGS.PRG_PROGRAM_ID = 'MED'
 This field is optional but if the field is left blank it represents no information.
 If Medicaid is found, becomes "1"; otherwise, becomes "2"
 Varchar2(1)
- Migrant Status** - C_FAMILY_ECONOMIC_UNITS.MIGRANT_FLAG
 Values: "Y" becomes "1"; "N" becomes "2"; otherwise "9"
 Varchar2(1)
- Number in Family/Economic Unit** - C_FAMILY_ECONOMIC_UNITS.FAMILY_SIZE
 Varchar2(2)
- Family/Economic Unit Income** - C_FAMILY_ECONOMIC_UNITS.INCOME
 Varchar2(5)
- Income Period** - C_INCOME_SOURCES.INCOME_SOURCE_CODE

Value: "2"

Varchar2(1)

Income Ranges - C_INCOME_INTERVALS.INCOME_INTERVAL_CODE

Values: income between 0 and 99.99 becomes "01",
 between 100 and 199.99 becomes "02",
 between 200 and 299.99 becomes "03",
 between 300 and 399.99 becomes "04",
 between 400 and 499.99 becomes "05",
 between 500 and 599.99 becomes "06",
 between 600 and 699.99 becomes "07",
 between 700 and 799.99 becomes "08",
 between 800 and 899.99 becomes "09",
 between 900 and 999.99 becomes "10",
 between 1000 and 1099.99 becomes "11",
 between 1100 and 1199.99 becomes "12",
 between 1200 and 1299.99 becomes "13",
 between 1300 and 1399.99 becomes "14",
 between 1400 and 1499.99 becomes "15",
 between 1500 and 1599.99 becomes "16",
 between 1600 and 1699.99 becomes "17",
 between 1700 and 1799.99 becomes "18",
 between 1800 and 1899.99 becomes "19",
 between 1900 and 1999.99 becomes "20",
 between 2000 and 2099.99 becomes "21",
 between 2100 and 2199.99 becomes "22",
 between 2200 and 2299.99 becomes "23",
 between 2300 and 2399.99 becomes "24",
 between 2400 and 2499.99 becomes "25",
 greater than 2500 becomes "26"

Varchar2(2)

Nutritional Risk #1 - C_HEALTH_RISK_FACTORS.CRF_RISK_FACTOR_ID

This query is dependent on an id# which uniquely identifies the type of risk.

Varchar2(4)

Nutritional Risk #2 - C_HEALTH_RISK_FACTORS.CRF_RISK_FACTOR_ID

If the Nutritional Risk #1 is found, a subsequent risk is sought for #2.

Varchar2(4)

Nutritional Risk #3 - C_HEALTH_RISK_FACTORS.CRF_RISK_FACTOR_ID

If the Nutritional Risk #2 is found, a subsequent risk is sought for #3.

Varchar2(4)

Hemoglobin - C_BLOODWORK_DATAS.HEMOGLOBIN

Varchar2(3)

Hematocrit - C_BLOODWORK_DATAS.HEMATOCRIT

Varchar2(3)

Participant's Weight in Pounds - C_WOMAN_MEDICALS.PREPREG_WEIGHT

Varchar2(3) This field is stored in ounces. It is converted to pounds by the following calculation: C_WOMAN_MEDICALS.PREPREG_WEIGHT/16

Nearest Quarter Pound of Participant's Weight - C_WOMAN_MEDICALS.PREPREG_WEIGHT

This value is converted from the participant's weight in pounds by the convert_weight function.

Calculation: Trunc(Mod(C_WOMAN_MEDICALS.PREPREG_WEIGHT / 16)) The trunc/mod section of the calculation eliminates the decimals.

Varchar2(1)

Participant's Weight in Grams - C_WOMAN_MEDICALS.PREPREG_WEIGHT

This value is converted from the participant's weight in pounds.

Not calculated.

Varchar2(6)

Participant's Height in Inches - C_MEDICAL_DATA.HEIGHT

Varchar2(2) This field is stored in inches.

Nearest Eighth of an Inch of Participant's Height - C_MEDICAL_DATA.HEIGHT

This value is converted from the participant's height in inches by the convert_height function.

Calculation: Trunc(Mod(C_MEDICAL_DATA.HEIGHT / 8))

The trunc/mod section of the calculation returns one character.

Varchar2(1)

Participant's Height in Centimeters - C_MEDICAL_DATA.HEIGHT

This value is converted from the participant's height in inches.

Not calculated.

Varchar2(4)

Date of Height and Weight Measure - C_MEDICAL_DATA.MEDICAL_DATA_DATE

Format: MMDDCCYY

Varchar2(8)

Currently Breastfed - C_HEALTH_HISTORIES.BREASTFEEDING_CURRENTLY_FLAG

Values: "Y" becomes "1"; "N" becomes "2"; otherwise "9"

Varchar2(1)

Ever Breastfed - C_HEALTH_HISTORIES.EVER_BREASTFED_FLAG

Values: "Y" becomes "1"; "N" becomes "2"; otherwise "9"

Varchar2(1)

Length of Time Breastfed - C_HEALTH_HISTORIES.BF_DURATION

Varchar2(2)

Date Breastfeeding Data Collected - C_HEALTH_HISTORIES.DATE_CREATED

Format: MMDDCCYY

Varchar2(8)

Food Package Code #1 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#. The Food Package Code is pulled by date (most recent effective in descending order).

Varchar2(10)

Food Package Code #2 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #3 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #4 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #5 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #6 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #7 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #8 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #9 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Food Package Code #10 - I_FOOD_PACKAGES.FOOD_PACKAGE_ID

This display will be the result of a unique, user entered package ID#. Each food package contains its own package ID#.

Varchar2(10)

Date of First WIC Certification - C_CERTIFICATIONS.CERT_START_DATE

This is queried in ascending order by CERT_START_DATE.

Format: MMDDCCYY

Varchar2(8)

Education Level - C_EDUCATION_LEVELS.EDUCATION_CODE

Varchar2(2)

Number in Household in WIC - This is a count function from the C_CLIENTS table where the fields C_CLIENTS.CLIENT_ID = C_FEU.FAMILY_ID and certification records exist for these ID#s.

Varchar2(2)

Source of Prenatal Care - C_SOURCES_HEALTH_CARE.HEALTH_CARE_SOURCE_CODE

Varchar2(1)

Date Prenatal Care Began - C_W_HEALTHS.PRENATAL_CARE_BEGIN_DATE

Format: MMDDCCYY

Varchar2(8)

Date Previous Pregnancy Ended - C_W_HEALTHS.DATE_LAST_PREG_ENDED

Format: MMDDCCYY

Varchar2(8)

Total Number of Pregnancies - C_W_HEALTHS.NUMBER_OF_PREV_PREG

Varchar2(2)

Total Number of Live Births - C_W_HEALTHS.NUMBER_OF_PREV_LIVE_BIRTHS

Varchar2(2)

Pregnancy Weight in Pounds - C_WOMAN_MEDICALS.DELIVERY_WEIGHT

This field is stored in ounces. This field is converted to pounds by the following calculation: C_WOMAN_MEDICALS.DELIVERY_WEIGHT/16

Varchar2(3)

Nearest Quarter Pound of Participant's Pregnancy Weight-

C_WOMAN_MEDICALS.DELIVERY_WEIGHT

This value is converted from the participant's weight in pounds by the convert_weight function.

Calculation: $\text{Trunc}(\text{Mod}(\text{C_WOMAN_MEDICALS.DELIVERY_WEIGHT} / 16))$ The trunc/mod section of the calculation eliminates the decimals.

Varchar2(1)

Participant's Prepregnancy Weight in Grams - C_WOMAN_MEDICALS.DELIVERY_WEIGHT

This value is converted from the participant's weight in pounds.

Not calculated.

Varchar2(6)

Weight Gain During Pregnancy in Pounds - C_WOMAN_MEDICALS.WEIGHT_GAIN

This field is stored in ounces. This field is converted to pounds with the following calculation: $\text{C_WOMAN_MEDICALS.WEIGHT_GAIN}/16$

Varchar2(2)

Nearest Quarter Pound of Participant's Weight Gain During Pregnancy -

C_WOMAN_MEDICALS.WEIGHT_GAIN

This value is converted from the participant's weight in pounds by the convert_weight function.

Calculation: $\text{Trunc}(\text{Mod}(\text{C_WOMAN_MEDICALS.WEIGHT_GAIN} / 16))$ The trunc/mod section of the calculation eliminates the decimals.

Varchar2(1)

Participant's Weight Gain During Pregnancy in Grams -

C_WOMAN_MEDICALS.WEIGHT_GAIN

This value is converted from the participant's weight in pounds.

Not calculated.

Varchar2(5)

Baby's Birth Weight in Pounds - C_INFANT_DATAS.BIRTH_WEIGHT

Varchar2(2)

Ounces of Birth Weight - C_INFANT_DATAS.BIRTH_WEIGHT

This value is converted from the baby's weight in pounds.

Varchar2(2)

Baby's Birth Weight in Grams - C_INFANT_DATAS.BIRTH_WEIGHT

This value is converted from the baby's weight in pounds.

Not calculated.

Varchar2(4)

Baby's Length at Birth in Inches - C_INFANT_DATAS.BIRTH_LENGTH

Varchar2(2)

Nearest Eighth of an Inch of Baby's Length at Birth - C_INFANT_DATAS.BIRTH_LENGTH

This value is converted from the participant's height in inches by the convert_height function.

Calculation: $\text{C_INFANT_DATAS.DB_HEIGHT} / 8$ The trunc/mod section of the calculation truncates value to one character.

Varchar2(1)

Baby's Length at Birth in Centimeters - C_INFANT_DATAS.BIRTH_LENGTH

This value is converted from the baby's length in inches.

Not calculated.

Varchar2(3)

Date of Last Routine Check-up or Immunization -

C_INFANT_CHILD_HEALTH.DATE_LAST_CHECKUP ***Note: This information is not collected in the AIM system Health History Screens,

Varchar2(8)

Length of Time Mother in WIC - This value uses the following fields,

C_CERTIFICATIONS.CERT_START_DATE,

C_CERTIFICATIONS.CERT_END_DATE and
C_CERTIFICATIONS.TERMINATION_DATE with the
C_CERTIFICATIONS table.

Calculation: If there is no C_CERTIFICATIONS.TERMINATION_DATE then total
days in WIC = C_CERTIFICATIONS.CERT_END_DATE - the
C_CERTIFICATIONSCERT_START_DATE in days.

If there is no C_CERTIFICATIONS.TERMINATION_DATE AND If the
C_CERTIFICATIONS.CERT_END_DATE is > SYSDATE then total days in
WIC = SYSDATE -

C_CERTIFICATIONS.CERT_START_DATE in days

If there is a value in the

C_CERTIFICATIONS.TERMINATION_DATE then the total days in WIC =
C_CERTIFICATIONS.TERMINATION DATE -

C_CERTIFICATIONS.CERT_START_DATE in days

Varchar2(2)

Erythrocyte Protoporphyrin Test Results - This field will be populated with a value of '99.9' for
unknown is since Arizona will not capture this data.

Varchar2(3)

Participation in the Food Distribution on Indian Reservation Program -

C_CLIENT_PROGS.PRG_PROGRAM_ID

This display will be the result of a unique, user entered program ID#. Each program
contains its own program ID#. The values for this field are 1 = yes and 2 = no.

Varchar2(1)

***Note: If the there is no table for a given field, the system will put a null value in the field. The null
value used by AIM for each field is the value accepted by PC98, which is detailed in each field. If
not there is no detail include for a null value, AIM will inserts the appropriate number of blank
spaces.**

Background Process(es):

When the user clicks the **Proceed** push button system runs sql scripts to extract the necessary participant
data from system tables and writes this information to a single ASCII file stored on a predetermined
server directory. This File Format for the ASCII file is a composite of the fields coded above. The
system verifies the following:

If the month field is blank then the system alerts the user to enter a month. If the month the user enters
is not valid ('JAN', 'FEB',), then the system alerts the user that s/he has entered an invalid month.

If these statements aren't true and the proper information is entered the system initiates: run_pc98

The **Cancel** button exits the screen without creating the participant characteristics file. : Producing a
CDC Pregnancy Nutrition Surveillance File

Section 6 - 1.1.9.1 : CDC Pregnancy

Form: ss_cdc_pregnancy

Fields

Filename - Name of the electronic file to be created.

This field is optional.

From/Thru - Queries against C_CERTIFICATIONS.CERT_START_DATE and C_CERTIFICATIONS.CERT_END_DATE

These fields are mandatory.

Section 6 - 1.1.9.2 : CDC Pregnancy File

Field Types

Critical Fields: Fields that must be reported and that will result in records being rejected if they are missing or invalid (mis-coded).

Core Fields: Fields that are considered extremely important for maternal and child monitoring. If missing, they will not affect record acceptance by CDC, but they will result in exclusion from some or all national and state PNSS tables.

Supplemental Fields: Fields that are considered important for maternal and child nutrition monitoring and which states are encouraged to submit. If missing they will not affect record acceptance by CDC, but they will result in exclusion from some national and state PNSS tables.

Contributor Use Fields: Fields that can be used for codes that are unique to and defined by the individual PNSS contributor (i.e., state, U.S. territory, or tribal government) after consultation with CDC.

Fields

State - O_STATE_AGENCIES.ORG_CODE

This field is critical and records are rejected if values are not acceptable.

Set to "AZ"

Varchar2(2)

Sub-State - This field is critical. The # 8 is almost always coded here unless otherwise specified by CDC's processing programs and this field is used with the state field as a single variable.

Set to "8".

Varchar2(1).

Clinic - C_FAMILY_ECONOMIC_UNITS_OU-SEQ_ID

This field is critical and is part of the record ID.

Varchar2(9)

Zip Code - S_GEO_LOCATIONS.SZ_ZIP5

This field is Supplemental.

Varchar2(5)

Source of Data - Non-database field. This field is Core.

The value in this field should be set to "1" for WIC.

Varchar2(1)

Completion Code - Non-database field. This field is critical.

If the client has a record in C_CERTIFICATIONS with C_CATEGORY_CODE = 'PG1' or 'PG2', and they have a subsequent record in C_CERTIFICATIONS with C_CATEGORY_CODE = 'P', 'EN', or 'PN', then use the value '1' for completion code.

If the client has a record in C_CERTIFICATIONS with C_CATEGORY_CODE = 'PG1' or 'PG2', and they do not have a subsequent record in C_CERTIFICATIONS but they are linked to an infant record with a record in C_CERTIFICATIONS, then use 'A' for completion code.

If the client only has a record in C_CERTIFICATIONS with C_CATEGORY_CODE = 'PG1' or 'PG2', then use the value '6' for completion code.

If the client only has a record in C_CERTIFICATIONS with C_CATEGORY_CODE = 'P', 'EN', or 'PN', then use the value '7' for completion code.

Per CDC, the acceptable values for this field are as follows:

Prenatal and Postpartum Information:

1 = Complete record if both prenatal and postpartum visits are reported

A = Complete record if prenatal visit reported only with information obtained from infant record

B = Complete record if prenatal information linked to birth certificate record (Not Applicable since AIM is not linked to birth certificate file)

Prenatal Information only:

2 = Moved from the area

3 = No longer eligible for program benefits at postpartum visit

4 = Miscarriage, Still birth, or infant death (do not use this code if postpartum information is reported.

5 = other loss or follow-up

6 = Lost to follow-up, unknown cause

Note: Since the CDC does not differentiate between the codes for Prenatal Visit only, we will use '6' as they suggest.

Postpartum Information only:

7 = Entered program after delivery

8 = No prenatal visit data for other reason

Note: Since they do not differentiate between the codes for Postpartum only we will use '7' as they suggest.

9 = Unknown

Varchar2(1)

Prenatal Visit Date - C_W_HEALTHS.HEALTH_HISTORY_DATE

This field is critical.

Select Certification Start Date from the Certification and C_Categories tables where the Certification Client ID = the Client ID and the Actual Delivery Date is between the expected delivery date + 28 days -140 day(calculation is for premature birth) and expected delivery date + 28 days(if the birth is past the expected date) and the certification start date <= post start date and the certification category code = category code and the category cdcn value is = to 1 ordered by Certification start date in ascending order. Records are rejected if values for this field are not acceptable.

Format: MMDDYYYY

Varchar2(8)

Postpartum Visit Date - C_W_HEALTHS.HEALTH_HISTORY_DATE when
C_W_HEALTHS.HEALTH_HISTORY_DATE >
C_CERTIFICATION_ACTUAL_DELIVERY_DATE

This field is core. If left blank, represents the number is unknown.

Format: MMDDYYYY

Varchar2(8)

Alphanumeric ID-Women - C_CLIENTS.CLIENT_ID, C_CLIENTS.FIRST_NAME &
C_CLIENTS.LAST_NAME

This field is critical, and if left blank, the record will not be used in the production of annual tables.

The left-most eleven characters are the C_CLIENTS.CLIENT_ID, padded on the left with zeroes.

Varchar2(60)

Women's Date of Birth - C_CLIENTS.BIRTH_DATE

This field is core, and if participant cannot recall DOB, then taking her age and calculating the year using the present date can obtain it.

Format: MMDDYYYY

Varchar2(8)

Race/Ethnicity Code - C_CLIENTS.CEG_ETHNIC_GROUP_CODE

This field is core. This field should be coded with the new OMB standard codes.

Varchar2(6)

WIC Race/Ethnicity Code - C_CLIENTS.CEG_ETHNIC_GROUP_CODE

This field is core. This field should be coded with the new OMB standard codes.

Varchar2(3)

Contributor Specific Race/Ethnicity Code – Non-database field.

This field is Supplemental. This field should be left blank.

Varchar2(2)

Education - C_FAMILY_ECONOMIC_UNITS.CEL_EDUCATION_CODE

This field is Core.

Varchar2(2)

Household Size – Prenatal Visit – C_INCOME_HISTORIES.FAMILY_SIZE

This field is core. This doesn't count the results of the current pregnancy. If the check box = ' Y ' then ignore the number of fetus unborn.

Varchar2(2)

Monthly Income – Prenatal Visit C_INCOMES_HISTORIES.INCOME_AMOUNT

This field is core. The C_INCOMES_HISTORIES.INCOME_AMOUNT is stored monthly. No calculation is required.

Varchar2(4)

Migrant Status -C_FAMILY_ECONOMIC_UNITS.MIGRANT_FLAG

This field is supplemental. Leaving this field blank signifies that the migrant status is unknown.

Values: "Y" becomes "1"; "N" becomes "2"; blank becomes "9"

Varchar2(1)

WIC - Prenatal Visit - C_CERTIFICATIONS

This field is supplemental.

If C_CERTIFICATIONS record is found, the value is "1"; otherwise, it will be "2"

Varchar2(1)

WIC - Postpartum Visit - C_CERTIFICATIONS

This field is supplemental.

If C_CERTIFICATIONS record is found, the value is "1"; otherwise, it will be "2"

Varchar2(1)

Food Stamps - Prenatal Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID

for C_CLIENT_PROGS.PRG_PROGRAM_ID = 'FSP'

This field is supplemental. If left blank, represents the number is unknown.

If FSP is found, becomes "1"; otherwise, becomes "2"

Varchar2(1)

Food Stamps - Postpartum Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID

For C_CLIENT_PROGS.PRG_PROGRAM_ID = 'FSP'

Where C_HEALTH_HISTORIES.HEALTH_HISTORY_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is supplemental.

If FSP is found, becomes "1"; otherwise, becomes "2"

This field is optional. If left blank, represents the number is unknown.

Varchar2(1)

Medicaid - Initial Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID

For C_CLIENT_PROGS.PRG_PROGRAM_ID = 'MED'

This field is supplemental. If left blank, represents the number is unknown.

If Medicaid is found, becomes "1"; otherwise, becomes "2"

Varchar2(1)

Medicaid - Postpartum Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID

For C_CLIENT_PROGS.PRG_PROGRAM_ID = 'MED'

Where C_HEALTH_HISTORIES.HEALTH_HISTORY_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is supplemental.

If Medicaid is found, becomes "1"; otherwise, becomes "2"

This field is optional. If left blank, represents the number is unknown.

Varchar2(1)

TANF - Initial Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID

For C_CLIENT_PROGS.PRG_PROGRAM_ID = 'AFDC'

This field is supplemental. If left blank, represents the number is unknown.

If TANF is found, becomes "1"; otherwise, becomes "2"

Varchar2(1)

TANF - Postpartum Visit - C_CLIENT_PROGS.PRG_PROGRAM_ID where

C_HEALTH_HISTORIES.HEALTH_HISTORY_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

For C_CLIENT_PROGS.PRG_PROGRAM_ID = 'AFDC'

This field is supplemental. If left blank, represents the number is unknown.

If TANF is found, becomes "1"; otherwise, becomes "2"

Varchar2(1)

Date of LMP - Calculate from C_CERTIFICATIONS.EXPECTED_DELIVERY_DATE - 40 weeks.

This field is core if EDD is unknown. Otherwise this field is optional.

Value: MMDDYYYY

Varchar2(8)

Expected Date of Delivery (EDD) - C_CERTIFICATIONS.EXPECTED_DELIVERY_DATE

This field is core if date of LMP is unknown. Otherwise this field is optional.

Format: MMDDYYYY

Varchar2(8)

Height of Woman English- C_WOMAN_MEDICALS.HEIGHT

This field is core if the field height of women metric is left blank. All partial inches need to be converted to eighths by using 8 as the common denominator. Do not leave eighths blank if it is really zero, use '0'.

Varchar2(3).

Height of Woman Metric - C_WOMAN_MEDICALS.HEIGHT

This field is core if the field height of women English is left blank. It is recorded to the nearest tenth of a centimeter.

Not calculated.

Varchar2(4).

Pre-pregnancy Weight Estimate - C_WOMAN_MEDICALS.PREPREG_WEIGHT

This field is core. If left blank, represents the number is unknown.

Varchar2(3).

Woman's Weight – English Prenatal Visit - C_WOMAN_MEDICALS.WEIGHT

This field is core if field Woman's Weight – Metric Prenatal Visit is left blank. If left blank, represents the number is unknown. The weight should be recorded to the nearest 1/4 pound.

Varchar2(4)

Woman's Weight – Metric Prenatal Visit - C_WOMAN_MEDICALS.WEIGHT

This field is core if Woman's Weight- English Prenatal is left blank. If left blank, represents the number is unknown. The weight should be recorded to the nearest tenth of a kilogram.

Value: "9999"

Varchar2(4)

Woman's Weight – English Postpartum Visit - C_WOMAN_MEDICALS.WEIGHT

This field is core if field Woman's Weight – Metric Postpartum I Visit is left blank. If left blank, represents the number is unknown. The weight should be recorded to the nearest 1/4 pound.

Varchar2(4)

Woman's Weight – Metric Postpartum Visit - C_WOMAN_MEDICALS.WEIGHT

This field is core if Woman's Weight- English Postpartum is left blank. If left blank, represents the number is unknown. The weight should be recorded to the nearest tenth of a kilogram.

Value: "9999"

Varchar2(4)

Positive or Negative Weight Gain - C_WOMAN_MEDICALS.WEIGHT_GAIN_LOST_GEST

This field is core and has three options: '+', '-' or if left blank, represents the number is unknown. This field is combined with the total weight gain field to represent the absolute number of whole pounds.

Format: +/- 99; a number of "98" means an absolute value of more than 99.

If the weight change is null, the value becomes "999".

Varchar2(1). Sign.

Total Weight Gain - C_WOMAN_MEDICALS.WEIGHT_GAIN

This field is core and represents the amount of change in weight during the entire pregnancy.

Varchar2(2).

Hemoglobin Prenatal Visit - C_BLOODWORK_DATA.HEMOGLOBIN

This field is core if Hematocrit Prenatal Visit is left blank. If left blank, represents the number is unknown. Record this field to the nearest tenth of a gram per 100 milliliters.

Varchar2(3)

Hematocrit Prenatal Visit - C_BLOODWORK_DATA.HEMATOCRIT

This field is core if Hemoglobin Prenatal Visit is left blank. If left blank, represents the number is unknown. Record this field to the nearest tenth of a percent.

Varchar2(3)

Date of Hemoglobin/Hematocrit – Prenatal Visit -

C_BLOODWORK_DATA.BLOODWORK_DATA_DATE

This field is Supplemental.

Format: MMDDYYYY

Varchar2(8)

Hemoglobin Postpartum Visit - C_BLOODWORK_DATA.HEMOGLOBIN where

C_BLOODWORK_DATA.BLOODWORK_DATA_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is core if Hematocrit Postpartum Visit is left blank. If left blank, represents the number is unknown. Record this field to the nearest tenth of a gram per 100 milliliters.

Varchar2(3)

Hematocrit Postpartum visit - C_BLOODWORK_DATA.HEMATOCRIT where

C_BLOODWORK_DATA.BLOODWORK_DATA_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is core if Hemoglobin Postpartum Visit is left blank. If left blank, represents the number is unknown. Record this field to the nearest tenth of a percent.

Varchar2(3)

Date of Hemoglobin/Hematocrit – Postpartum Visit -

C_BLOODWORK_DATA.BLOODWORK_DATA_DATE

This field is Supplemental.

Format: MMDDYYYY

Varchar2(8)

Parity - C_W_HEALTHS.NUMBER_OF_PREV_PREG_20_WEEKS

This field is core. If left blank, represents the number is unknown.

Varchar2(2)

Date Last Pregnancy Ended - C_W_HEALTHS.DATE_LAST_PREG_ENDED

This field is core. If left blank, represents the number is unknown. This is not for the current pregnancy.

Format: MMYYYY

Varchar2(6)

Diabetes During Pregnancy – Postpartum Visit -

C_W_HEALTHS.DIABETES_LAST_PREG_FLAG or

C_HEALTH_RISK_FACTORS.CRF_RISK_FACTOR = 302

This field is supplemental. If left blank, represents that the information is unknown.

Varchar2(1)

Hypertension During Pregnancy – Postpartum Visit - C_HEALTH_RISK_FACTORS.

CRF_RISK_FACTOR = 345

This field is supplemental. If left blank, represents that the information is unknown.

Varchar2(1)

Medical Care Began - Calculated from C_W_HEALTHS.PRENATAL_CARE_BEGIN_DATE

This field is core and is coded according to month, i.e. if care began between 1-30 days the system would code '1'.

Values: 1-30 becomes "1"; 31-60 becomes "2"; 61-90 becomes "3"; 91-120 becomes "4"; 121-150 becomes "5"; 151-180 becomes "6"; 181-210 becomes "7"; > 210 becomes "8"; otherwise, becomes "9"

Varchar2(1).

Date Enrolled in WIC - C_CERTIFICATIONS.CERT_START_DATE

This field is core. This date is for participant enrollment into WIC for the current pregnancy.

Format: MMDDYYYY

Varchar2(8)

Multivitamin Consumption Prior to Pregnancy –

C_W_HEALTHS.VIT_MINERAL_SUPPLEMENT_FLAG

This field is supplemental. If left blank, represents that the information is unknown.

Varchar2(1)

Multivitamin Consumption During Pregnancy –

C_W_HEALTHS.VIT_MINERAL_SUPPLEMENT_FLAG or

C_W_HEALTHS.PRENATAL_VITAMINS_FLAG

This field is supplemental. If left blank, represents that the information is unknown.

Varchar2(1)

Cigarettes/Day – 3 Months Prior to Pregnancy -

C_SMOKING_HISTORIES.CIG_PER_DAY_3MOS_BEFORE_PREG

This field is core. If left blank, represents the number is unknown.

Varchar2(2).

Cigarettes/Day - Prenatal Visit - C_SMOKING_HISTORIES.CIG_PER_DAY_CURRENT

This field is core. If left blank, represents the number is unknown.

Varchar2(2)

Cigarettes/Day – Last 3 Months of Pregnancy - C_SMOKING_HISTORIES.

CIG_PER_DAY_3MOS_BEFORE_DEL

This field is core. If left blank, represents the number is unknown.

Varchar2(2)

Cigarettes/Day - Postpartum Visit - C_SMOKING_HISTORIES.CIG_PER_DAY_CURRENT where

C_SMOKING_HISTORIES.SMOKE_HISTORY_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is supplemental. If left blank, represents the number is unknown.

Varchar2(2)

Household Smoking - Prenatal Visit - C_SMOKING_CHANGES.CDCN_VALUE

where C_SMOKING_CHANGES.SMOKING_CHANGE_CODE matches

C_SMOKING_HISTORIES.HOUSEHOLD_SMOKE

This field is supplemental. If left blank, represents the number is unknown.

Values: “Y” becomes “1”; “N” becomes “2”; otherwise “9”

Varchar2(1)

Household Smoking - Postpartum Visit - C_SMOKING_CHANGES.CDCN_VALUE

where C_SMOKING_CHANGES.SMOKING_CHANGE_CODE matches the

C_SMOKING_HISTORIES.HOUSEHOLD_SMOKE and

C_SMOKING_HISTORIES.SMOKE_HISTORY_DATE >

C_CERTIFICATIONS.ACTUAL_DELIVERY_DATE

This field is supplemental but if left blank represents the number is unknown.

Values: “Y” becomes “1”; “N” becomes “2”; otherwise “9”

Varchar2(1)

Drinks/Week – 3 Months Prior to Pregnancy - C_W_HEALTHS.DAYS_PER_WEEK

_3MOS_PREG multiplied by C_W_HEALTHS.DRKS_PER_DAY_3MOS_PREG

This field is core. If left blank, represents the number is unknown.

Varchar2(2)

Drinks/Week – Last 3 Months of Pregnancy - C_W_HEALTHS.DAYS_PER_WK_DRINK_3MOS

multiplied by C_W_HEALTHS.DRKS_PER_DAY_3MOS

This field is core. If left blank, represents the number is unknown.

Varchar2(2)

Infant ID- Alphanumeric - C_CLIENTS.CLIENT_ID, C_CLIENTS.FIRST_NAME &

C_CLIENTS.LAST_NAME

This field is core and is used to link the infant to the Pediatric Nutrition Surveillance System.

The left-most eleven characters are the C_CLIENTS.CLIENT_ID, padded on the left with zeroes.

Varchar2(60)

Infants Date of Birth - C_INFANT_DATA.BIRTH_DATE

This field is core. For infants from a multiple birth, submit a separate record for each infant.

Format: MMDDYYYY

Varchar2(8)

Number of Infants – Count of C_INFANT_DATA.BIRTH_DATE

This field is core. If left blank, no postpartum visit or infant information is available.

Varchar2(1)

Born Alive or Dead - C_INFANT_DATA.INS_INFANT_STATUS_CODE.

This field is core. If left blank, represents the information is unknown. Code as “1” for Born Alive and “2” for Born Dead.

Varchar2(1)

Birth Weight - English - C_INFANT_DATA.BIRTH_WEIGHT

This field is core if birth weight metric is not recorded. This field is obtained from the woman’s self-report, hospital records, birth or death certificate and is rounded to the nearest ounce. Fractional pounds must be converted to ounces, i.e. ½ lb = 8 ounces.

Varchar2(4)

Birth Weight - Metric - C_INFANT_DATA.BIRTH_WEIGHT

This field is core if birth weight English is not recorded. This field is obtained from the woman’s self-report, hospital records, birth or death certificate and is rounded to the nearest gram.

Varchar2(4)

Currently Breastfed - C_BF_SURVEILLANCE .BREASTFEEDING_CURRENTLY_FLAG

This field is supplemental. This is based on the postpartum visit date.

Values: “Y” becomes “1”; “N” becomes “2”; Not applicable “8”; otherwise Blank or “9” for unknown.

Varchar2(1)

Ever Breastfed - C_BF_SURVEILLANCE .EVER_BREASTFED_FLAG

This field is supplemental. This field only applies to those who answered ‘No’ or ‘2’ for the **Currently Breastfed** field.

Values: “Y” becomes “1”; “N” becomes “2”; otherwise Blank or “9” for unknown.

Varchar2(1)

Future Expansion – Leave blank. Varchar2(30)

Contributor Use – Leave blank. Varchar2(1)

Radio Button(s)

Electronic File - Click this button if he/she wishes to create an electronic version of the report for storage on the network server.

CD - Select this button if he/she wishes to create a CD to store the report being generated for the selected quarter.

Background Process(es):

When the user clicks the **Proceed** push button the system runs sql scripts to extract the necessary information from pregnant participant records and writes this information to an ASCII file stored on a predetermined server directory or CD Rom. The system verifies the following:

If the Quarter field is blank then the system alerts the user to enter a Quarter. If the Quarter the user enters is not valid (1, 2, 3, 4) then the system alerts the user that s/he has entered an invalid Quarter.

If the above is not true then the system initiates the following command: run_cdcn

System Administration Producing a CDC Pediatric Nutrition Surveillance File

Section 6 - 1.1.10.1 CDC Pediatric

Form: ss_cdc_pediatric

Filename - This field is optional.

From/Thru - These fields are mandatory.

Section 6-1.1.10.2: CDC Pediatric File

Field Types

Critical Fields: Fields that must be reported and that will result in records being rejected if they are missing or invalid (mis-coded).

Core Fields: Fields that are considered extremely important for maternal and child monitoring. If missing, they will not affect record acceptance by CDC, but they will result in exclusion from some or all national and state PNSS tables.

Supplemental Fields: Fields that are considered important for maternal and child nutrition monitoring and which states are encouraged to submit. If missing they will not affect record acceptance by CDC, but they will result in exclusion from some national and state PNSS tables.

Contributor Use Fields: Fields that can be used for codes that are unique to and defined by the individual PNSS contributor (i.e., state, U.S. territory, or tribal government) after consultation with CDC.

Fields

State - O_STATE_AGENCIES.ORG_CODE

This field is critical. Records are rejected if values are not acceptable.

Set to "AZ". (Was set to "HI" for Hawaii.)

Varchar2(2)

Sub-State - The # 8 is almost always coded here unless otherwise specified by CDC's

processing programs. This field is used with the state field as a single variable.

Set to "8"

Varchar2(1)

Clinic/School - O_ORGANIZATIONAL_UNITS.ORG_CODE

This field is core and is part of the record ID.

Varchar2(9)

Zip Code - S_GEO_LOCATIONS.SZ_ZIP5

This field is SUPPLEMENTAL.

VARCHAR2(5)

Source Data - Non-database field

This field is core. The value is 1 for this field.

VARCHAR2(1)

Record Type - Non-database field.

This field is core.

Valid values are:

Code S = Screening Visit

Code U = Update Visit

- VARCHAR2(1)
Date of Visit - C_MEDICAL_DATA.MEDICAL_DATA_DATE
 This field is critical. Blanks represent information not known.
 Format: MMDDCCYY
 VARCHAR2(8)
- Child's Identification** - C_INFANT_CHILD_MEDICALS.CC1_CC_CLIENT_ID
 This field is critical and is used to ID each child in the clinic.
 The left-most 11 characters are the
 C_INFANT_CHILD_MEDICALS.CC1_CC_CLIENT_ID, padded on the left with
 zeroes.
 VARCHAR2 (60)
- Date of Birth** - C_INFANT_DATA.BIRTH_DATE
 This field is critical.
 Format: MMDDYYYY
 VARCHAR2 (8)
- Sex** - C_INFANT_DATA.GENDER
 This field is critical.
 CDC accepts the Values 1 for Male and 2 for Female or if unknown "9".
 VARCHAR2 (1)
- Race/Ethnicity** – Non-database field
 This field is core.
 Leave blank.
 VARCHAR2(6)
- WIC Race/Ethnicity** - C_CLIENTS.CEG_ETHNIC_GROUP_CODE
 This field is core.
 The new OMB Race/Ethnicity codes.
 VARCHAR2 (3)
- Contributor-Specific Race/Ethnicity** – Non-database field
 This field is Supplemental
 Leave blank.
 VARCHAR2(2)
- Household Size** – C_FAMILY_ECONOMIC_UNITS.FAMILY_SIZE
 This field is core.
 VARCHAR2(2)
- Monthly Household Income** – C_INCOMES.INCOME_AMOUNT
 This field is core.
 VARCHAR2(4)
- Migrant Status** – C_FAMILY_ECONOMIC_UNITS.MIGRANT_FLAG
 This field is SUPPLEMENTAL.
 The value is 1 for Migrant, 2 for non-migrant, blank or 9 for unknown
 VARCHAR2(1)
- WIC** – Non-database field
 This field is Supplemental
 VALUE SHOULD BE 1 because they are on wic program
 VARCHAR2(1)
- Food Stamps** – C_CLIENT_PROGS.PRG_PROGRAM_ID = 'N'
 And C_CLIENT_PROGS.PARTICIPANT_FLAG = 'Y'
 This field is SUPPLEMENTAL.
 The value is 1 for Yes, 2 for No, blank or 9 for unknown
 VARCHAR2(1)
- Medicaid** – C_CLIENT_PROGS.PRG_PROGRAM_ID = 'C' or 'MED'

And C_CLIENT_PROGS.PARTICIPANT_FLAG = 'Y'
 This field is SUPPLEMENTAL.
 The value is 1 for Yes, 2 for No, blank or 9 for unknown
 VARCHAR2(1)

TANF – C_CLIENT_PROGS.PRG_PROGRAM_ID = 'P'
 And C_CLIENT_PROGS.PARTICIPANT_FLAG = 'Y'
 This field is SUPPLEMENTAL.
 The value is 1 for Yes, 2 for No, blank or 9 for unknown
 VARCHAR2(1)

Birth Weight in Pounds (English) - C_INFANT_DATA.BIRTH_WEIGHT
 This field is core if the field metric weight of participant is left blank.
 VARCHAR2 (2)

Birth Weight in Ounces (English) - C_INFANT_DATA.BIRTH_WEIGHT
 This field is core.
 This field is combined with the birth weight in the pounds field and is recorded to the nearest whole ounce. When English and metric weights are both recorded, use the metric field.
 VARCHAR2 (2)

Birth Weight (Metric) - C_INFANT_DATA.BIRTH_WEIGHT
 This field is core if the field English weight of participant is left blank. Record this field to the nearest gram. When English and metric weights are both recorded, use the metric field.
 Value: "9999"
 VARCHAR2 (4)

Height (English) - C_INFANT_CHILD_MEDICALS.HEIGHT
 This field is core if the field Participant's Height in Centimeters is left blank. All partial inches need to be converted to the nearest eighth of an inch.
 VARCHAR2 (3)

Height (Metric) - C_INFANT_CHILD_MEDICALS.HEIGHT
 This field is core if the field Participant's Height in Inches is left blank. All partial inches need to be converted to the nearest tenth of a centimeter. Metric weight will be used if English and Metric are both recorded.
 Not calculated.
 VARCHAR2 (4)

Weight (English) - C_INFANT_CHILD_MEDICALS.WEIGHT
 This field is core if the field Participant's Weight in Kilograms is left blank. All weights need to be converted to the nearest 1/4 of a pound.
 VARCHAR2 (4)

Weight (Metric) - C_INFANT_CHILD_MEDICALS.WEIGHT
 This field is core if the field Participant's Weight in Pounds is left blank. All weights need to be converted to the nearest tenth of a kilogram.
 Value: "9999"
 VARCHAR2 (4)

Date of Height/Weight Measurement - C_INFANT_CHILD_MEDICALS.MEDICAL_DATA_DATE
 This field is core.
 Format MMDDYYYY
 VARCHAR2 (8)

Hemoglobin - C_BLOODWORK_DATA.HEMOGLOBIN
 This field is core. '99.9' indicates the number is unknown. Record this field to the nearest tenth of a gram per 100 milliliters.
 VARCHAR2 (3)

Hematocrit - C_BLOODWORK_DATA.HEMATOCRIT

This field is core but '99.9' represents the number is unknown. Record this field to the nearest tenth of a percent.

VARCHAR2 (3)

Currently Breastfeeding -

C_BF_SURVEILLANCE.BREASTFEEDING_CURRENTLY_FLAG

This field is core. If left blank, represents the number is unknown.

The value is 1 for Yes, 2 for No, blank or 9 for unknown

VARCHAR2 (1)

Ever Breastfed - C_BF_SURVEILLANCE.EVER_BREASTFED_FLAG

This field is core.

The value is 1 for Yes, 2 for No, blank or 9 for unknown

VARCHAR2 (1)

Length of Time Breastfed - C_BF_SURVEILLANCE.BF_DURATION

This field is core. If left blank, represents the number is unknown.

Values for this field should be the number of weeks breastfed.

VARCHAR2 (2)

Date of Most Recent Breastfeeding Response - C_BF_SURVEILLANCE.BF_DATA_DATE

This field is core. If left blank, represents the number is unknown.

MMDDYYYY

VARCHAR2 (8)

Introduction to Supplementary Feeding - C_BF_SURVEILLANCE.OTHER_THAN_BM

This field is SUPPLEMENTAL.

Values for this field should be number of weeks of age of the infant.

VARCHAR2 (2)

TV Viewing - C_I_C_HEALTHS.TV_VIEWING

This field is SUPPLEMENTAL.

The value is 1 for Yes, 2 for No, blank or 9 for unknown

VARCHAR2(1)

Household Smoking - C_SMOKING_HISTORIES.HOUSEHOLD_SMOKE

This field is SUPPLEMENTAL.

The value is 1 for Yes, 2 for No, blank or 9 for unknown

VARCHAR2(1)

Future Expansion - VARCHAR2 (30)*Radio Button(s)*

Electronic File- Click this button if he/she wishes to create an electronic version of the report for storage on the network server.

CD- Select this button if he/she wishes to create a CD to store the report being generated for the selected quarter.

Background Process(es):

When the user clicks the **Proceed** push button the system runs SQL scripts to extract the necessary information from pediatric participant records and writes this information to an ASCII file stored on a predetermined server directory or CD Rom. The system verifies the following:

If the month field is blank then the system alerts the user to enter a month. If the month the user enters is not valid ('JAN', 'FEB',)) then the system alerts the user that he/she has entered an invalid month.

If the above is not true, then the system initiates the following command: cdcped

Section 6 - 1.1.11 : Updating a CDC / Participant Characteristics File Transmission Log

Section 6 - 1.1.11.1 : CDC / Participant Characteristics File Transmission Log

Form: ss_mtn_cdc_log

Fields

Run Time Period - S_CDC_LOGS_ID.RUN_TIME_PERIOD

This field is optional.

Trans. Date - S_CDC_LOGS_ID.TRANSMISSION_DATE

This field is optional.

Trans. Type - S_CDC_LOGS_ID.STT_ID

This field is optional.

records sent - S_CDC_LOGS_ID.RECORDS_SENT

This field is optional.

Filename - S_CDC_LOGS_ID.FILENAME

This field is optional.

Sender - S_CDC_LOGS_ID.SENDER

This field is optional.

Comment - S_CDC_LOGS_ID.NOTE

This field is optional.

Background Process(es):

None

System Administration

Section 6 - 1.1.12 : Inter Agency - File Upload

Form: ss_dual_enrollment

Fields

WIC Agency - Enables the user to select ITCA WIC agency or NAVAJO WIC agency.

Last Updated Date - The last upload date for the data file for corresponding WIC agency.

File Name - Enables user to enter the data filename for corresponding WIC agency.

Push Button(s)

Proceed - Pressing this button will actually upload the data file.

Cancel - Pressing this button will cancel the process of upload.

Background Process(es)

This process reads the file from ITCA or the Navajo Nation and loads the data into the tables (az_itca and az_navajo respectively) that is then used for the dual enrollment report comparison.

System Administration

Section 6 - 1.2 : Laptop Administration

Section 6 - 1.2.1 : Load/Unload Clinic

Section 6 - 1.2.1.1 : Load/Unload Clinic

Form: ss_load_unload_clinic

Fields

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE
O_ORGANIZATIONAL_UNITS.NAME
Lov : O_ORGANIZATIONAL_UNITS
This field is mandatory.

Number of Expected Participants - User entered number of Participants.

These fields are mandatory

Number of FI's - Default 4 x (Number of expected Participants). This field can be changed by the user to a desired #.

This field is mandatory

Radio Button(s)

Check In- UPDATE modified participant records for CLINIC locked on the server.

Check Out- Download selected CLINIC to diskette(s).

Check Box(es)

Desired Table Data- A flagged field that enables/disables a download of table data to a diskette(s).

Default is 'Checked'.

Participant Data- A flagged field that enables/disables a download/upload of participant data to a diskette(s)

Background Process(es):

When the user clicks the **Proceed** push button, the system determines if a Clinic is being checked out or checked in. Checked out runs the Clinic Load scenario below, check in runs the Clinic Unload scenario:
Update Lock Table View and Modify Table

Section 6 - 1.2.2.1 : Lock Table View and Modify*Form: ss_lock_table_view**Fields*

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE
This field is display only.
Clinic Name - O_ORGANIZATIONAL_UNITS . NAME
This field is display only.

*Check Box(es)***Checked Out**- O_ORGANIZATIONAL_UNITS . CHECK_OUT_FLAG*Background Process(es):*

If the O_ORGANIZATIONAL_UNITS.CHECK_OUT_FLAG is set to N by the user clicking on the check box and removing the check, then the system will no longer treat the clinic as checked out in validation processes and users will receive no error messages when performing system transactions related to this clinic.

Section 6 - 1.2.3 : Load/Unload Laptop**Section 6 - 1.2.3.1** : Load/Unload Laptop

Form: ss_load_unload_laptop

Fields

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE
O_ORGANIZATIONAL_UNITS.NAME
Lov : O_ORGANIZATIONAL_UNITS
This field is mandatory.

Number of Expected Participants - User entered number of Participants.
These fields are mandatory.

Number of FT's - Default is 4 x (Number of expected Participants). This field can be changed by the user to a desired #.
This field is mandatory

Radio Button(s)

Check In - UPDATE modified participant records for CLINIC locked on the server.

Check Out - Download selected CLINIC to laptop from diskette(s) or server

Check Box(es)

Desired Table Data - A flagged field that enables/disables a download of table data to the laptop

Participant Data - A flagged field that enables/disables a download/upload of participant data to the laptop

Background Process(es):

When the user clicks the **Proceed** button, the system determines the method of check out (LAN, Modem or Dial-up) using the following code:

```
IF control media radio buttons = 'N' THEN -- LAN
  transfer method = 'LAN';
IF control media radio buttons = 'D' THEN -- Modem
  transfer method = 'DIAL';
ELSE -- K Diskette
  transfer method := 'DISK';
```

If control check radio buttons = 'L' then the laptop is loaded.

The system then determines the data to be loaded:

```
if control static data check box = 'N' and control client data check box = 'N' then
  Alert the user 'One or Both data check boxes must be checked before continuing.
if my control static data check box = 'Y' and my control client data check box = 'N' then
  data type := 'B'; -- Base table data only
if my control static data check box = 'N' and control client data check box = 'Y' then
  data type := 'C'; -- Client / FI data only
if control static data check box = 'Y' and control client data check box = 'Y' then
  data type := 'A'; -- All data
```

LAPTOP LOAD

If the Data Transfer Method is equal to 'Dial Up' or 'Network' and the user clicks the Proceed push button then the system begins by running a batch file LAPLOAD.BAT which connects to the server and runs the clinic load process. The system then runs the batch file AL_COPY.BAT which unzips the export file and copies it onto the laptop hard drive. The system then checks to see if the data to be loaded is for the clinic existing on the laptop or another clinic and notifies the user if the clinic is different.

The system then runs the batch file AL_INSERT.BAT which runs the following SQL scripts: AL_DISABLE_SCRIPT.SQL which disables all triggers and constraints for the laptop database tables, AL_PURGE_LAP.SQL which truncates all of the laptop database tables for importing all tables from the export file, AL_LAP_INS.SQL which inserts all rows from the EODLAP tables to the laptop database tables, AL_UPDATE_SEQ which updates the sequences for all required fields, AL_ENABLE_SCRIPT which enables the triggers and constraints, and AL_CREATE_USERS which assigns roles and privileges to users. The system then inserts the current system date and clinic code into the EODLAP.L_AGCY_CLN_DATE table, updates the O_ORGANIZATIONAL_UNITS check out flag to 'N' indicating that the clinic is not checked out from the laptop and updates O_ORGANIZATIONAL_UNITS check out flag to 'Y' for all other clinics on the laptop.

If the Data Transfer Method is equal to 'Diskette' the system first checks that the Clinic Load process has been completed from the Clinic Load/Unload screen (see Clinic Load Background Process). If a disk has been created for the clinic the user inserts the diskette and runs the same process as above, starting with the AL_COPY.BAT batch file, excluding the LAPLOAD.BAT batch file.

LAPTOP UNLOAD

If the Data Transfer Method is equal to 'Dial Up' or 'Network' and the user clicks the Proceed push button the system runs the batch file LA_UNLOAD_1.BAT. This batch file runs the following SQL

scripts: LA_LAP_AGCY.SQL which truncates all EODLAP tables and copies all new or modified data from the laptop database tables to the EODLAP tables, LA_UPDATE_LSEQ.SQL which updates sequences for all required fields.

The system then creates an export file which exports all of the rows that belong to the owner EODLAP to a dump file and types the LA_LAP_AGCY.LOG, LA_UPDATE_LSEQ.LOG, and CLIN_EXP.LOG to the screen and deletes the files from the directory.

Next the system updates the O_ORGANIZATIONAL_UNITS tables to change the check out flag for the clinic to 'Y' and the dump file is transferred to the server via diskette, LAN and dial-up.

The system then runs the batch file LAPDUMP.BAT which connects to the server and runs the clinic upload process. If the Data Transfer Method is equal to 'Diskette' and the user clicks the Proceed push button the system first checks to see if the Clinic Unload process for diskette has been executed from the Clinic Load/Unload screen (see Clinic Unload Background Process). If the Clinic Unload process has been executed the system runs the same Laptop Unload as the 'Dial-up' and 'Network' process above excluding the LAPDUMP_BAT batch file.

This processing will function on desktop/laptops if the laptop has the database loaded on to it.

Section 6 - 2 : Tables**Section 6 - 2.1** : Update Table Information**Section 6 - 2.1.1** : Update Cities**Section 6 - 2.1.1.1** : Cities

Form: ss_mtn_city

Report: sr_mtn_city

Fields

Description - S_CITIES.DESCRPTION

This field is mandatory.

Comment - S_CITIES.NOTE

This field is optional.

Background Process(es):

None: Update Contact Methods

Section 6 - 2.1.2.1 : Contact Methods

Form: ss_mtn_cont_method

Fields

Code - S_CONTACT_METHODS.CM_ID

This field is mandatory.

Description - S_CONTACT_METHODS.DESCRPTION

This field is mandatory.

Comment - S_CONTACT_METHOD.NOTE

This field is optional.

Background Process(es):

None

Section 6 - 2.1.3 : Update Contact Titles**Section 6 - 2.1.3.1** : Contact Titles

Form: ss_mtn_contact_title

Report: sr_mtn_contact_title

Fields

Code - S_CONTACT_TITLES.CONTACT_TITLE_CODE

This field is mandatory.

Description - S_CONTACT_TITLES.DESCRPTION

This field is mandatory.

Comment - S_CONTACT_TITLES.NOTE.

This field is optional.

Background Process(es):

None

Section 6 - 2.1.4 : Update States/Counties**Section 6 - 2.1.4.1** : State/Counties

Form: ss_mtn_state_county

Report: sr_mtn_state_county

Fields

ID - S_COUNTIES.SS_STATE_ID

 Lov : S_STATES

 This field is mandatory.

Description - S_STATES.DESCRPTION

 This field is mandatory.

Comment - S_STATES.NOTE

 This field is optional.

Code - S_COUNTIES.COUNTY_CODE

 This field is mandatory.

Description - S_COUNTIES.DESCRPTION

 This field is mandatory.

CDC County Code - S_COUNTIES.CDC_COUNTY_CODE

 This field is mandatory.

Comment - S_COUNTIES.NOTE

 This field is optional.

Background Process(es):

The system connects all S_COUNTIES records to the S_STATES records that are inputed.

Section 6 - 2.1.5 : Update Locales**Section 6 - 2.1.5.1** : Locales

Form: ss_mtn_locale

Report: sr_mtn_locale

Fields

City - S_GEO_LOCATION.SC_DESCRIPTION

 Code table column S_CITIES.DESCRPTION

 Lov : S_CITIES

 This field is mandatory.

Zip Code - S_GEO_LOCATIONS.SZ_ZIPS

 Code table column S_ZIPS. ZIP5

Lov : S_ZIP5

This field is mandatory.

County - S_GEO_LOCATION.SC4_DESCRIPTION

Code table column S_COUNTIES.DESCRPTION

Lov : S_COUNTIES

This field is mandatory.

State - S_GEO_LOCATION.S_STATE_ID

Lov : S_STATES

This field is mandatory.

Comment - S_GEO_LOCATIONS.NOTE

This field is optional.

Background Process(es):

The system prevents the user from entering a state/country combination that is untrue by validating against records on the S_COUNTIES table which contains as a primary key the S_COUNTIES.SS_STATE_ID and S_COUNTIES.COUNTY_CODE field

Section 6 - 2.1.6 : Update Phone Types**Section 6 - 2.1.6.1** : Phone Types

Form: ss_mtn_phone_type

Report: sr_mtn_phone_type

Fields

Code - S_PHONE_TYPES.PHONE_TYPE_CODE

This field is mandatory.

Description - S_PHONE_TYPES.DESCRPTION

This field is mandatory.

Comment - S_PHONE_TYPES.NOTE

This field is optional.

Background Process(es):

None

Section 6 - 2.1.7 : Update Zip Codes

Section 6 - 2.1.7.1 : Zip Codes

Form: ss_mtn_zipcode

Report: sr_mtn_zipcode

Fields

Zip Code - S_ZIPS.ZIP5

This field is mandatory.

Background Process(es):

None

System Administration

Section 6 - 2.1.8 : Email Functionality

Form: None

System Administration

Section 6 - 2.1.9 : GIS Capability

Form: None

System Administration

Section 6 - 2.1.10 : Ad Hoc Querying and Reporting Functionality

Section 6 - 2.1.10.1 : Discoverer Log on screen

Form: None in AIM Database

Fields

Username - S_WIC_USERS.USERNAME

This field is mandatory.

Password - S_WIC_USERS.PASSWORD

This field is mandatory.

Connect - User entered database that the user wishes to connect to.

This field is mandatory.

Push Button(s)

Connect - Access the system and begin using Discoverer Query Tool.

Cancel - Exits the Discoverer Log on screen without entering the application.

Help - Invoke the Discoverer Help File.

About - Invokes the screen which details licensing and product information about Discoverer HelpTool.

Background Process(es):

The Discoverer application encrypts the text being entered by the user in the password field. When the user clicks the Connect button, the Discoverer application verifies the user name as a valid user name stored in the application tables. After the username has been validated, the system verifies the password entered as the valid password corresponding with the username entered. If the username or password are invalid, access to the Discoverer application is denied.

*Note: This processing is performed by the Discoverer application which isn't integrated with the AIM system design and, therefore, the code isn't documented here.

System Administration

Section 6 - 3 : Outputs

Section 6 - 3.1 : Reports

Section 6 - 3.1.1 : System Access Report Criteria

Form: sr_system_access

Fields

Report Type - Allows the user to select the type of Access to be reported against. Normal, Unusual or Unauthorized.

Access Date From/Thru - Queries against S_ACCESSSES.ACCESS_DATE

Section 6 -1.1.1.2: System Access Report

Fields

Access Dates From and Thru - These dates are the same as those dates selected by the user in the Access Date From/Thru fields on the parameter screen.

Normal/Unusual/Unauthorized Access - This field is determined by the report type selected by the user in the Report Type field in the parameter screen. Only one of these values will show on the report.

Access Date - S_ACCESSSES.ACCESS_DATE

Access Time - S_ACCESSSES.ACCESS_DATE. The system uses the time ('HH24:MI:SS') format portion of the ACCESS_DATE.

User ID - S_ACCESSSES.USER_ID

Access Requested - S_ACCESSSES.ACCESS_TYPE . “Access - type in an Oracle subtype field of the S_ACCESSSES table. The values that will be displayed on the report are: Unauthorized, Unusual or Normal, depending upon the Report Type selected by the user in the parameter screen. See the Arizona WIC Logon Screen for an explanation of how the S_ACCESSSES.ACCESS_TYPE field for each record is calculated.

Reason Denied - S_ACCESS.REASON_DENIED If the Report Type is Unauthorized then the value populated is “Userid and/or Password entered are invalid”. If the Report Type is UNUSUAL OR NORMAL then the value for the REASON_DENIED field is “N/A”.

Sort Criteria (Major to Minor):

Access Date

Background Process(es):

None.

System Administration

Section 6 - 3.1.2 : WIC Active and Inactive Roles Report Criteria

Form: sr_wic_active_roles

Fields

None

Section 6 - 3.1.2.1 : WIC Active and Inactive Roles Report

Fields

Active Roles

Description - S_ROLES.DESCRPTION where the S_ROLES.DEFAULT_FLAG = Y for the S_USER_ROLES.SR_ROLE_ID associated with the S_USER_ROLES.SWU_USER_ID

User Count - COUNT (S_USER_ROLES.SWU_USER_ID) where the S_ROLES.DEFAULT_FLAG = Y for the associated S_USER_ROLES.SR_ROLE_ID

Inactive Roles

Description - S_ROLES.DESCRPTION for the S_ROLES.ROLE_ID where there is no associated S_USER_ROLES.SR_ROLE_ID and for the S_USER_ROLES.SR_ROLE_ID where the associated S_ROLES.DEFAULT_FLAG = N

Inactive Users

User ID - S_WIC_USERS.USER_ID where the S_WIC_USERS.PASSWORD_EXP_DATE is less than the SYSDATE

Role - S_ROLES.DESCRPTION for the S_USER_ROLES.SR_ROLE_ID associated with the S_USER_ROLES.SWU_USER_ID where the S_WIC_USERS.PASSWORD_EXP_DATE is less than the SYSDATE

Sort Criteria (Major to Minor):

LA
Clinic

Background Process(es)

None.

System Administration

Section 6 - 3.1.3 : WIC Role Authorities Report Criteria

Form: sr_wic_role_auth

Fields

None

Section 6 - 3.1.3.1 : WIC Role Authorities Report

Fields

Local Agency - O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

Clinic -

O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

User Name - S_WIC_USERS.USER_NAME for the S_USER_ROLE.SWU_USER_ID where the associated S_ROLES.DEFAULT_FLAG = Y or N for the O_ORGANIZATIONAL_UNITS.ORG_CODE entered by the user in the agency and clinic fields in the Arizona WIC Logon Screen.

User ID - S_USER_ROLE.SWU_USER_ID where the associated S_ROLES.DEFAULT_FLAG = Y or N for the O_ORGANIZATIONAL_UNITS.ORG_CODE entered by the user in the agency and clinic fields in the Arizona WIC Logon Screen.

Roles - S_USER_ROLES.DESCRPTION for the S_USER_ROLES.SR_ROLE_ID associated with the S_WIC_USERS.USER_ID where the associated S_ROLES.DEFAULT_FLAG = Y or N for the O_ORGANIZATIONAL_UNITS.ORG_CODE entered by the user in the agency and clinic fields in the Arizona WIC Logon Screen.

Sort Criteria (Major to Minor):

LA

Clinic

User Last Name

User First Name

Background Process(es):

None.

System Administration

Section 6 - 3.1.4 : Expired Passwords Criteria

Form: sr_wic_user_access

Fields

None

Section 6 - 3.1.4.1 : Expired Passwords Report

Fields

Local Agency - O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

User Name - O_STAFF_MEMBERS.FIRST_NAME

O_STAFF_MEMBERS.LAST_NAME

User ID - S_WIC_USERS.USER_ID where S_WIC_USERS.PASSWORD_EXP_DATE is less than or equal to the SYSDATE -1.

Role - S_USER_ROLES.DESCRPTION

Password Expiration Date - S_WIC_USERS.PASSWORD_EXP_DATE where the password's expiration date is less than or equal to the sysdate -1.

Sort Criteria (Major to Minor):

LA

Clinic

User Last Name

User First Name

Background Process(es):

None

System Administration

Section 6 - 3.1.5 : WIC User Directory Criteria

Form: sr_wic_user_dir

Fields

None

Section 6 - 3.1.5.1 : WIC User Directory Report

Fields

Local Agency - O_ORGANIZATIONAL_UNITS.ORG_CODE,
O_ORGANIZATIONAL_UNITS.NAME

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE,
O_ORGANIZATIONAL_UNITS.NAME

Name - O_STAFF_MEMBERS.FIRST_NAME,
O_STAFF_MEMBERS.LAST_NAME

Staff ID - O_STAFF_MEMBER.STAFF_MEMBER_ID

User ID - S_USER_ROLES.S_WIC_USER_USER_ID

Pseudo - O_STAFF_MEMBERS.PSEUDO_FLAG

Vacant - O_STAFF_MEMBERS.VACANT_FLAG

Non-WIC - O_STAFF_MEMBERS.NON_WIC_FLAG

Roles - S_USER_ROLES.DESCRPTION

Sort Criteria (Major to Minor):

LA

Clinic

Last Name

First Name

Background Process(es):

None.

System Administration

Section 6 - 3.1.6 : Pending Certification Records Criteria

Form: sr_pend_cert_recs

Fields

None

Section 6 - 3.1.6.1 : Pending Certification Records Report

Fields

Local Agency - O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

Clinic - O_ORGANIZATIONAL_UNITS.ORG_CODE

O_ORGANIZATIONAL_UNITS.NAME

Participant ID - C_CLIENTS.CLIENT_ID

Name - C_CLIENTS.LAST_NAME,

C_CLIENTS.FIRST_NAME

Application Date - C_CLIENTS.APPLICATION_DATE

Sort Criteria (Major to Minor):

Participant ID

Last Name

First Name

Background Process(es):

The system searches for client records that have a C_CLIENTS.CLIENT_ID where the C_CLIENTS.REC_STATUS = 'P' or the C_CLIENTS.REC_STATUS = 'A' and the client has not been issued food instruments. The code 'P' stands for pending certification record. The code 'A' stands for active certification record.