File Layout Data Element Attributes

These are the different data element statuses and a description of each.

Status	Description
M (Mandatory)	The data element is mandatory.
C (Conditional)	The data element is required when specific conditions are satisfied.
O (Optional)	The data element is optional and may be provided at the option of the originator of the record. If the data element is present in the record, it will be processed.
I (Ignored)	The data element is ignored.

EBT Account Maintenance File

The Account Maintenance file contains non-financial demographic information about the client recipient and their case. The file is used to set-up new accounts or to change information.

The EBT Account Maintenance file records layout consists of a Header Record, followed by none to many Detail Records, followed by a Trailer Record.

Account Maintenance File Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value '02'	M
2	003-003	Record ID	1	X	Value 'A'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Record Count	9	9		M
6	027-227	Filler	201	X	Spaces	I

Account Maintenance File Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value: 02	M
2	003-003	Record ID	1	X	Value 'D' (Detail Record)	M
3	004-005	Agency ID	2	9	Value '11' (Iowa DHS)	M
4	006-007	Client Action Code	2	X	Value '01' (Create or Update)	M
5	008-008	Case Processing Code	1	X	Value '1' (Primary Client)	M
6	009-010	Access Type	2	X	Value '00' (Primary Client)	M
7	011-014	Account Access	4	9	Value '0001'	M
8	015-016	Program	2	X	Value 'F ' (Food Assistance)	M
9	017-026	Client Case Number	10	X		M
10	027-035	SSN	9	9		M
11	036-043	Birth Date	8	9	CCYYMMDD	M
12	044-044	Sex	1	X	Value ‘M’ or ‘F’ or ‘U’	M
13	045-069	Last Name	25	X		M
14	070-094	First Name	25	X		M
15	095-095	Middle Initial	1	X		M
16	096-098	Client Residence County	3	9		M
17	099-128	Address 1	30	X		M
18	129-158	Address 2	30	X		M
19	159-174	City	16	X		M
20	175-176	State	2	X		M
21	177-181	Zip	5	9		M
22	182-185	Extended Zip Code	4	9		M
23	186-188	Phone Area	3	9		M
24	189-195	Phone No	7	9		M

25	196-196	Special Needs	1	X	Value 'N' (None/Default) Value 'A' (Elderly) Value 'I' (Disabled)	M
26	197-198	Language ID	2	X	Value '00' (English) Value '01' (Spanish)	M
27	199-199	Card Issuance Indicator	1	9	Value '1' (New Case, Issue Card) Value '0' (Existing Case, No Card)	M
28	200-201	Case County No	2	X		M
29	202-205	Case Worker ID	4	X		M
30	206-214	Filler	9	X	Value Spaces	M
31	215-216	Household Size	2	9		M
32	217-217	Restaurant Access Indicator	1	X	Value 'N'	M
33	218-227	Filler	10	X	Value Spaces	I

Account Maintenance File Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value '02'	M
2	003-003	Record ID	1	X	Value 'T'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Record Count	9	9		M
6	027-227	Filler	201	X	Spaces	I

EBT Account Maintenance Batch Processing Summary Report File

To comminucate receipt of the Account Maintenance file, the contractor generates this batch processing report and transmits it back to the Agency for each file processed. The report provides a summary of the file processed and identifies any records that could not be processed, including the reason for rejection.

```
-------------------------------------------------------------------------------
 Error      : Record #(    1143) -  Phase:  preprocess/process
 Exception  : Error(<data-field-name>, <data in the field>, <error message>)
 Server msg :
    fileName: <Vendor-System-Account-Maintenance-File-Name>
  error time: DDD MMM DD HH:MM:SS CDT CCYY
    record #(1143) in unit: amrecords
   errResult: Error(<data-field-name>, <data in the field>, <error message>)
 Record: [Complete-Agency-Detail-Record-Sent-to-the-Vendor-System]
 Reject time: DDD MMM DD HH:MM:SS CDT CCYY
-------------------------------------------------------------------------------
```

#	Description	Comments
1	Filename	<Vendor-System-Account-Maintenance-File-Name>
2	Date/Time	DDD MMM DD HH:MM:SS CST CCYY
3	All Rejected Detail Records	Rejected Detail records, those in the "Total Rejected Records" count, are printed on the report.
4	Total Records Pre-Processed	nnnnnn
5	Total Records Processed	nnnnnn
6	Total Records Rejected During Preprocessing	1
7	Total Records Rejected	0
8	File Processing Start Time	DDD MMM DD HH:MM:SS CDT CCYY
9	File Processing End Time	DDD MMM DD HH:MM:SS CDT CCYY
10	File Processing Total Time (Seconds)	nnnn
11	Processing Rate Records/Second	nnnn

EBT Benefit Maintenance File

The Benefit Maintenance File is used to pass benefit authorization information from the Agency system to the Contractor system.

The EBT Benefit Maintenance file records layout consists of a Header Record, followed by non to many Detail Records, followed by a Trailer Record.

Benefit Maintenance File Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value '02'	M
2	003-003	Record ID	1	X	Value 'A'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Record Count	9	9		M
6	027-154	Filler	128	X	Spaces	I

Benefit Maintenance File Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value '02'	M
2	003-003	Record ID	1	X	Value 'D'	M
3	004-005	Action Code	2	X	Value ‘01’ (Add Benefit)	M
4	006-007	Program	2	X	Value ‘F’ (Food Assist)	M
5	008-009	Sub Program	2	X	Value ‘FF’ (Food Assist)	M
6	010-019	Client Case Number	10	X		M
7	020-033	Benefit Authorization Number	14	X		M
8	034-041	Benefit Available Date	8	9	(CCYYMMD	M
9	042-047	Benefit Amount	6	9	Benefit amount in cents.	M
10	048-053	Benefit Date	6	9	CCYYMM	M
11	054-154	Filler	101	X	Spaces	I

Benefit Maintenance File Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	File ID	2	X	Value '02'	M
2	003-003	Record ID	1	X	Value 'T'	M
3	004-011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Record Count	9	9		M
6	027-036	Total Benefits Added	10	9	Benefit amount in cents.	M
7	037-046	Total Benefits Canceled	10	9	Benefit amount in cents.	M
8	047-154	Filler	108	X	Spaces	I

EBT Benefit Maintenance Batch Processing Summary Report File

To comminucate receipt of the Benefit Maintenance file, the contractor generates this batch processing report and transmits it back to the Agency for each file processed. The report provides a summary of the file processed and identifies any records that could not be processed, including the reason for rejection. Rejected records are electronically scraped from this report and sent again next business day to the contractor EBT system.

```
-------------------------------------------------------------------------------
 Error      : Record #(    1143) -  Phase:  preprocess/process
 Exception  : Error(<data-field-name>, <data in the field>, <error message>)
 Server msg :
    fileName: <Vendor-System-Benefit-Maintenance-File-Name>
  error time: DDD MMM DD HH:MM:SS CDT CCYY
    record #(1143) in unit: birecords
   errResult: Error(<data-field-name>, <data in the field>, <error message>)
 Record: [Complete-Agency-Detail-Record-Sent-to-the-Vendor-System]
 Reject time: DDD MMM DD HH:MM:SS CDT CCYY
-------------------------------------------------------------------------------
```

#	Description	Comments
1	Filename	<Vendor-System-Benefit-Maintenance-File-Name>
2	Date/Time	DDD MMM DD HH:MM:SS CST CCYY
3	All Rejected Detail Records	Rejected Detail records, those in the "Total Rejected Records" count, are printed on the report.
4	Total Records Pre-Processed	nnnnnn
5	Total Records Processed	nnnnnn
6	Total Records Rejected During Preprocessing	1
7	Total Records Rejected	0
8	File Processing Start Time	DDD MMM DD HH:MM:SS CDT CCYY
9	File Processing End Time	DDD MMM DD HH:MM:SS CDT CCYY
10	File Processing Total Time (Seconds)	nnnn
11	Processing Rate Records/Second	nnnn

EBT Household Member Demographic File

The Household Member Demographic file is used to pass household member information from the Agency system to the Contractor system.

The Household Member Demographic file records layout consists of a Header Record, followed by none to many Detail Records, followed by a Trailer Record.

Household Member Demographic File Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'HD'	M
2	003-010	File Type	8	X	Value 'IACCDEMO’	M
3	011- 018	Create Date	8	9	CCYYMMDD	M
4	019-026	Create Time	8	9	HHMMSS	M
5	027-028	Agency ID	2	X	Value ‘IA’	M
6	029-274	Filler	246	X	Spaces	I

Household Member Demographic File Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'D'	M
2	002-003	Agency ID	2	9	Value '11' (Iowa DHS)	M
3	004-005	Client Action Code	2	X	Value '01' (Add/Update) Value ‘05’ (Delete Member)	M
4	006-015	Client Case Number	10	X		M
5	016-024	SSN	9	X		M
6	025-032	Birth Date	8	9	CCYYMMDD	M
7	033-033	Sex	1	X	Value ‘M’ or ‘F’ or ‘U’	M
8	034-058	Last Name	25	X		M
9	059-083	First Name	25	X		M
10	084-084	Middle Initial	1	X		M
11	085-085	Special Needs	1	X	Value ‘N’	M
12	086-093	State ID	8	X		M
13	094-274	Filler	181	X	Value Spaces	I

Household Member Demographic File Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'TR'	M
2	003-010	File Type	8	X	Value 'IACCDEMO'	M
3	011- 018	Create Date	8	9	CCYYMMDD	M
4	019-026	Create Time	8	9	HHMMSS	M
5	027-032	Record Count	6	9		M
6	033-274	Filler	242	X	Spaces	I

EBT Household Member Demographic Batch Processing Summary Report File

To comminucate receipt of the Household Member Demographic file, the contractor generates this batch processing report and transmits it back to the Agency for each file processed. The report provides a summary of the file processed and identifies any records that could not be processed, including the reason for rejection.

```
-------------------------------------------------------------------------------
 Error      : Record #(     nnn)  -  Unit: hhrecords     -  Phase:  process
 Exception  : General error
 Server msg : logical error in record:  <Vendor-System-Error-Message>
 Record: [Complete-Agency-Detail-Record-Sent-to-the-Vendor-System]
 Reject time: DDD MMM DD HH:MM:SS CDT CCYY
-------------------------------------------------------------------------------
===============================================================================
      EXTFILE SERVER nn                           External File Processing
Report
Batch Header : <Agency-Header-Record-Sent-to-the-Vendor-System>
Batch Trailer: <Agency-Trailer-Record-Sent-to-the-Vendor-System>
Date/Time: DDD MMM DD HH:MM:SS CDT CCYY
===============================================================================

----------------------  BATCH ERRORS  -----------------------------------------
**NO ERRORS TO REPORT**

-------------------------------------------------------------------------------
```

#	Description	Comments
1	All Rejected Detail Records	Rejected Detail records, those in the "Total Rejected Records" count, are printed on the report.
2	Batch Header	<Agency-Header-Record-Sent-to-the-Vendor-System>
3	Batch Trailer	<Agency-Trailer-Record-Sent-to-the-Vendor-System>
4	Date/Time	DDD MMM DD HH:MM:SS CDT CCYY
5	Total Records Pre-Processed	nnnn
6	Total Records Processed	nnnn
7	Total Records Rejected During Preprocessing	nnnn
8	Total Records Rejected	nnnn
9	File Processing Start Time	DDD MMM DD HH:MM:SS CDT CCYY
10	File Processing End Time	DDD MMM DD HH:MM:SS CDT CCYY
11	File Processing Total Time (Seconds)	SSS
12	Processing Rate Records/Second	nnn

EBT Household Member Demographic Reject File

The Household Member Demographic Reject file communicates to the Agency any Detail Records which may have been rejected by the Contractor system.

The Household Member Demographic Reject file records layout consists of a Header Record, followed by any rejected Detail Records, followed by a Summary Record, followed by a Trailer Record.

Household Member Demographic Reject File Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'HD'	M
2	003-004	Agency ID	2	X	Value 'IA'	M
3	005- 012	Create Date	8	9	CCYYMMDD	M
4	013-020	Create Time	8	9	HHMMSSHH	M
5	021-025	Filler	5	X	Spaces	I
6	026-031	File ID	6	X	Value ‘DEMOGR’	M
7	032-034	Filler	3	X	Spaces	I
8	035-043	File Extension	9	X	Value ‘DEMOGRREJ’	M
9	044-338	Filler	295	X	Spaces	I

Household Member Demographic Reject File Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'DT'	M
2	003-276	Error Record	274	X	The Entire Detail Record in Error	M
3	277-280	Error Code	4	X	Reason Code Detail Record Was Rejected	M
4	281-338	Filler	58	X	Spaces	I

Household Member Demographic Reject File Summary Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'SA'	M
2	003-004	Agency ID	2	X	Value 'IA'	M
3	005-012	Create Date	8	9	CCYYMMDD	M
4	013-020	Create Time	8	9	HHMMSSHH	M
5	021-045	Filler	25	X	Spaces	I
6	046-054	Records Received Count	9	X	Number of Detail Records Received	M
7	055-063	Add Update Records Count	9	X		M
8	064-072	Delete Records Count	9	X		M
9	073-081	Error Records Count	9	X		M

10	082-338	Filler	257	X	Spaces	I

Household Member Demographic Reject File Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'TR'	M
2	003-004	Agency ID	2	X	Value 'IA'	M
3	005- 012	Create Date	8	9	CCYYMMDD	M
4	013-020	Create Time	8	9	HHMMSSHH	M
5	021-045	Filler	25	X	Spaces	I
6	046-054	Records Received Count	9	X	Number of Detail Records Received	M
7	055-338	Filler	284	X	Spaces	I

EBT Daily Transaction Activity File

The Daily Transaction Activity file contains client transactional data from the prior 24 hour period.

The Daily Transaction Activity file records layout consists of a Header Record, followed by multiple Detail Records, followed by a Trailer Record.

Daily Transaction Activity Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'H'	M
2	002-003	Agency ID	2	X	Value 'IA'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Detail Records Count	9	9		M
6	027-201	Filler	175	X	Spaces	I

Daily Transaction Activity Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record Type	1	X	Value 'D'	M
2	002-011	Case Number	10	X		M
3	012-030	Food Assistance Card Number	19	X		M
4	031-033	Client Resident County	3	X		M
5	034-035	Program	2	X	Value'F ' (Food Assistance)	M
6	036-039	Transaction Type	4	X		M
7	040-047	Transaction Date	8	9	CCYYMMDD	M
8	048-053	Transaction Time	6	9	HHMMSS	M
9	054-055	Sub-Program	2	X	Value 'FF'(Food Assistance)	M
10	056-056	Transaction Credit/Debit Indicator	1	X	Value 'C' (Credit) Value'D' (Debit)	M
11	057-063	Transaction Amount	7	9	Benefit amount in cents.	M
12	064-070	Completed Amount	7	9	Benefit amount in cents.	M
13	071-077	Benefit Authorization Balance	7	9	Benefit amount in cents.	M
14	078-091	Benefit Authorization Number	14	X		M
15	092-097	Benefit Month	6	9	CCYYMM	M
16	098-105	Settlement Date	8	9	CCYYMMDD	C
17	106-112	FNS Merchant Number	7	X	Only on Merchant Transactions	C
18	113-132	Merchant Name	20	X		C
19	133-172	Merchant Location	40	X		C
20	173-174	Card Entry	2	X	Value '00' (Not a Card Swipe) Value '01' (Manually Keyed) Value '02' (Terminal Card	C

					Swipe) Value ’04’ (projected Online Purchase)	
21	175-201	Filler	27	X	Spaces	I

Daily Transaction Activity Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record ID	1	X	Value 'T '	M
2	003-008	Detail Records Count	9	9		M
3	009-014	Total Credits	10	9		M
4	015-020	Total Debits	10	9		M
5	021-026	Filler	171	X	Spaces	I

EBT Benefit Aging File

The Daily Benefit Aging file communicates information to the Agency about client accounts which have reached defined periods of inactivity when no cardholder debit or credit activity has occurred.

The Daily Benefit Aging file records layout consists of a Header Record, followed by none, or one, or more Detail Records, followed by a Trailer Record.

Benefit Aging Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'H'	M
2	002-003	Agency ID	2	X	Value 'IA'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Detail Records Count	9	9		M
6	027-080	Filler	54	X	Spaces	I

Benefit Aging Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record Type	1	X	Value 'D'	M
2	002-003	Aging Indicator	2	9	Values 01 (dormant 60 days), 02 (dormant 90 days), 03 (dormant 305 days), 04 (benefit authorization expunged)	M
3	004-005	Program Type	2	X	Value‘F ’ (Food Assistance)	M
4	006-015	Case Number	10	X		M
5	016-023	Last Debit Date	8	9	CCYYMMDD, Date Client Last Spent Some Benefits When Aging Indicator = 1, or 2, or 3. Issue Date of Benefit When Aging Indicator = 4.	M
6	024-030	Account Balance	7	9	Remaining Account Balance in cents when Aging Indicator = 1, 2, or 3. Expunged Benefit Authorization Balance When Aging Indicator = 4	M
7	031-044	Benefit Authorization Number	14	X	Present when Aging Indicator = 4	C
8	045-047	Local Office Code	3	X	Client County	M
9	048-080	Filler	33	X	Spaces	I

Benefit Aging Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-002	Record Type	2	X	Value 'T '	M
2	003-008	Total Detail Records	6	9		M
3	009-014	Total Aging Indicator Type 01 records	6	9		M
4	015-020	Total Aging Indicator Type 02 records	6	9		M
5	021-026	Total Aging Indicator Type 03 records	6	9		M
6	027-032	Total Aging Indicator Type 04 records	6	9		M
7	033-042	Total Amount of Expunged Benefits	10	9	Amount in cents.	M
8	043-080	Filler	38	X	Spaces	I

EBT Adjustment Activity File

The Daily Adjustment Activity file contains information enabling the Agency to send notification to the client for adjustment claims that have been filed by the client or retailer.

The Daily Adjustment Activity file records layout consists of a Header Record, followed by none to many Detail Records, followed by a Trailer Record.

Adjustment Activity Header Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'H'	M
2	002-003	Agency ID	2	X	Value 'IA'	M
3	004- 011	Create Date	8	9	CCYYMMDD	M
4	012-017	Create Time	6	9	HHMMSS	M
5	018-026	Detail Records Count	9	9		M
6	027-222	Filler	196	X	Spaces	I

Adjustment Activity Detail Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'D'	M
2	002-011	Client Case Number	10	X		M
3	012-047	Cardholder Name	36	X		M
4	048-050	Client Resident County	3	X		M
5	051-052	Program	2	X	Value'F '	M
6	053-062	Claim Tracking Number	10	X		M
7	063-070	Adjust Trans Date	8	9	CCYYMMDD	C
8	071-076	Adjust Trans Time	6	9	HHMMSS	C
9	077-077	Adjust Trans CR DB Indicator	1	X	Value'C' Value'D'	
10	078-084	Adjust Trans Amount	7	9	Amount in cents.	C
11	085-091	Adjust Claim Amount	7	9	Amount in cents.	M
12	092-093	Adjust Reason Type	2	X		M
13	094-101	Adjust Claim Date	8	9	CCYYMMDD	M
14	102-102	Adjust Claim Status	1	X	Value N' (new) Value'C' (accepted) Value'R' (rejected) Value'X' (clerk error)	M
15	103-110	Adjust Claim Status Date	8	9	CCYYMMDD	M
16	111-117	Adjust FNS Merchant Number	7	X		C
17	118-137	Adjust Merchant Name	20	X		C
18	138-177	Adjust Merchant Location	40	X		C
19	178-222	Filler	45	X	Spaces	I

Adjustment Activity Trailer Record

#	Position	Description	Length	Type	Comments	M/C/O/I
1	001-001	Record ID	1	X	Value 'H'	M
2	002-010	Detail Records Count	9	9		M
3	011-020	Total Credits	10	9	Benefit amount in cents.	M
4	021-030	Total Debits	10	9	Benefit amount in cents.	M
5	031-222	Filler	192	X	Spaces	I