



FEI Systems

Connecting Every Dimension of  
Health and Human Services

# FASAMS Requirements Document

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## 0027 Limitation of first 3 characters to Pseudo Social Security Number

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## CONTENTS

General.....	3
Version Control .....	3
Stakeholders .....	3
Supporting Documents and References .....	3
Scope.....	4
Initial Request & Assumptions .....	4
Business Statement.....	4
Scope Definition.....	5
Assumptions, Constraints, Dependencies.....	5
Existing Functionality .....	5
Proposed Functionality .....	5
Initial Estimate/ Quote History .....	5
Requirements.....	5
1. Update Pseudo social security number acceptable values.....	5
Security Roles.....	6
Future Considerations.....	6

## GENERAL

### VERSION CONTROL

Date	Version	Author(s)	Brief Description of Change
12/27/2018	1.0	Tammy Davis	Initial document created
1/31/2019	1.1	Jesse Lindsey	Document updated after JAD

### STAKEHOLDERS

Role	Name
<b>FEI Business Analyst</b>	Jesse Lindsey
<b>FEI Account Manager</b>	Kory Schnoor
<b>FEI Project Manager (if applicable)</b>	
<b>DCF SAMH Project Manager</b>	Nathan McPherson
<b>DCF SAMH Project Sponsor</b>	Adam Wasserman

### SUPPORTING DOCUMENTS AND REFERENCES

Related Documents:

- FASAMS 155-2 Chapter 01 Introduction
- Appendix 6 Common Data Types Terms and Definitions

## SCOPE

### INITIAL REQUEST & ASSUMPTIONS

#### *Business Statement*

The FASAMS 155-2 Chapter 01 Introduction and Appendix 6 Common Data Types do not provide consistent language about how Pseudo Social Security Numbers (PSSNs) should be entered into FASAMS.

Chapter 01 Introduction:

For all agencies, **the use of the SSN is mandatory** based on statutory authority found in s.394.78, F.S. and s.397.321, F.S. If it is not possible to obtain the person's actual SSN, the provider must use the following methodology for creating a 9-digit pseudo-SSN.

Digit 1: First letter of the First Name

Digit 2: First letter of the Middle Name. If the individual does not have a middle name, use the letter "X" as the second digit.

Digit 3: First letter of the Last Name

Digits 4-5: Enter month of Birth (use leading zeros for Months, e.g., 01 through 09)

Digits 6-7: Enter day of Birth (use leading zeros for days, e.g., 01 through 09)

Digits 8-9: Enter year of Birth (use leading zeros where necessary, e.g., 01 through 09)

Note: It is recommended that the initials of the name, month of birth, day of birth, and year of birth that are used to build the pseudo-SSN must match the corresponding information reported on the person's Client data.

Appendix 6 Common Data Types:

FASAMS accepts any pseudo social security number in the following format:

1. XXX#####

#### **WHERE:**

- X represents any alpha-numeric character
- # represents any numeric character

Additionally, the following guidance is provided to help the submitting entity form the pseudo SSN, however this information is not validated in FASAMS.

The first three characters of the PSSN should not be alpha-numeric. It should only be alpha characters.

### Scope Definition

1. The first three characters of the PSSN should be coded to accept only alpha characters. The last 6 characters of the PSSN will remain the same.
2. Update the related chapters after the enhancement has been completed.
3. Modify wording on the rule "PSSN Must Match Regular Expression if Type PSSN Rule"
  - o Regular Expression means - @"^[A-Za-z0-9]{3}\d{6}\$" – This is not a true representation of the rule.

### Assumptions, Constraints, Dependencies

Not applicable

### EXISTING FUNCTIONALITY

FASAMS currently accepts any pseudo social security number in the following format: XXX#####

#### WHERE:

- X represents any alpha-numeric character
- # represents any numeric character

### PROPOSED FUNCTIONALITY

FASAMS will be modified so that only alpha characters may be submitted for the first three characters of the pseudo social security number (SSN).

### INITIAL ESTIMATE/ QUOTE HISTORY

Phase/ Quote Date	Item(s)	Description	Estimate/ Quote	Note
1/17/19	8363	Initial Estimate	Up to 90 hours	
2/5/19	8363	Final Estimate	40 hours	

### REQUIREMENTS

The first three characters of the PSSN should be coded to accept only alpha. The last 6 characters of the PSSN will remain the same.

#### 1. UPDATE PSEUDO SOCIAL SECURITY NUMBER ACCEPTABLE VALUES

Req. ID	Requirement	Ref. ID	Dev	QA
1.0	Update the Pseudo Social Security Number (PSSN) code so that only alpha characters are accepted for first 3 characters of the PSSN. (Note: The last 6 characters of the PSSN will remain the same.)		<input type="checkbox"/>	<input type="checkbox"/>
1.1	Update all current <b>test</b> PSSNs to have the first three characters converted from 999 to ZZZ. (Note: Do not update any PSSNs in FASAMS Production.)		<input type="checkbox"/>	<input type="checkbox"/>
1.2	Modify the text of the PSSN validation rule ("PSSN Must Match Regular Expression if Type PSSN Rule") so that it's accurately represented.		<input type="checkbox"/>	<input type="checkbox"/>

## **SECURITY ROLES**

Not applicable

## **FUTURE CONSIDERATIONS**

Not applicable