



**OFFICE OF THE SECRETARY OF DEFENSE  
SEXUAL ASSAULT PREVENTION  
AND RESPONSE OFFICE**

## **Maintain Victim Case Profile**

### **DSAID Use Case Specification**

Version 1.6.3

# Table of Contents

1	Description	3
2	Actors	3
3	Pre-Conditions	3
4	Triggers	3
5	Basic Flow – Create Victim Case Profile	3
6	Alternative Flows	6
6.1	Alternative Flow #1 - Update Victim Case Profile	6
6.2	Alternative Flow #2 - Delete Victim Case Profile	19
7	Exception Flows	19
8	Post Conditions	20
9	Extension Points	20
10	Special Requirements	20
11	Activity Diagram	20
12	References	21

# Maintain Victim Case Profile

## 1 Description

This use case describes how a Sexual Assault Response Coordinator (SARC), a Service Sexual Assault Prevention and Response (SAPR) Program Manager or a MAJCOM (Major Command)/Supervisory SARC creates and updates a Victim Case Profile (also known as a Defense Sexual Assault Incident Database (DSAID) case) for both "Restricted" and "Unrestricted" reporting. It also describes how a SAPR Program Manager can delete a Victim Case Profile.

## 2 Actors

SARC  
MAJCOM/Supervisory SARC  
Service SAPR Program Manager

## 3 Pre-Conditions

- UC1.1.1 User is logged into the system.
- UC1.1.2 SARC Profile must be available in DSAID for retrieval.
- UC1.1.3 Victim Advocate (VA) information must be available in DSAID for retrieval.
- UC1.1.4 Location Code information must be updated periodically and available in DSAID for retrieval.
- UC1.1.5 Victim Case Profile (DSAID case) is already selected for update and deletion.

## 4 Triggers

N/A

## 5 Basic Flow – Create Victim Case Profile

UC1.2.1 The user requests the system to create a new Victim Case Profile.

Alternative Flow #1: Update Victim Case Profile.

SYS278 The system shall allow the user to create a new victim case profile.

BR53 Only SARC, Service SAPR Program Manager and MAJCOM/Supervisory SARC can create a new victim case profile in DSAID.

BR82 A SARC who is assigned to a victim case can maintain that case even if his/her Location Code is different than that of the victim's.

UC1.2.2 The user selects the reporting type (either “Restricted” or “Unrestricted”) for the new Victim Case Profile and his/her primary Location Code.

SYS279 The system shall require the user to specify the Reporting Option:  
Restricted or Unrestricted.

DR1.32 Report Type

SYS359 The system shall require the user to select a primary Location Code for the SARC before the DSAID Control Number is generated.

DR5.14 SARC Location Code

DBR108 If a user manually enters the Location Code, it must be one of the Location Codes maintained in DSAID.

There can be more than one Location Code associated with a Field Level SARC or a MAJCOM/Supervisory SARC.

BR55 Each victim case profile must have one of the following designated Reporting Options: Restricted or Unrestricted.

DR1.32 Report Type

UC1.2.3 The system generates and displays the DSAID Control Number (DSAID Victim Number) and populates or requires the user to specify Assigned SARC(s), based on the reporting type and SARC Primary Location Code information.

SYS250 The system shall display a message if there is no SARC associated with the Location Code.

SYS280 The system shall generate a DSAID Control Number for each new case that is created.

DR1.4 Victim Number (DSAID Control Number)

SYS281 The system shall display the DSAID Control Number after the Reporting Type is specified.

DR1.4 Victim Number (DSAID Control Number)

SYS379 The system shall populate and display the Assigned SARC Name(s) for the case, for all the SARC(s) within the same Service as the user and that have the Primary Location Code specified in the SARC profile.

DR1.53 Assigned SARC Name(s)

DBR119 There can be more than one SARC that is assigned to a DSAID victim case.

SYS380 If the Primary Location Code is "Temporary Location", the system shall display a list of SARC Name(s) within the same Service as the user and that have the "Temporary Location" specified in the SARC profile.

DR1.53 Assigned SARC Name(s)

DBR119 There can be more than one SARC that is assigned to a DSAID victim case.

SYS381 The system shall require the user to select at least one SARC Name as the Assigned SARC for the case.

SYS403 The system shall generate a Victim Number (DSAID Control Number) with the order of the following components:

- 2 Character Designation: "UU" for Unrestricted Report; "RR" for Restricted Report; "RU" indicating conversion from Restricted to Unrestricted.
- 2 characters based on SARC Affiliation: AF for Air Force, AR for ARMY, NV for Navy, MC for Marine Corp; NG for National Guard; CG for Coast Guard; followed by "-".
- Location Code (character length to be determined) - Primary Location Code of the Assigned SARC selected when a DSAID case is created.
- 4 digit Calendar Year, followed by "-".

- 5 digit Unique # number starting from 00001 for every calendar year, unique to a Service and Calendar Year.

Example:

RRNV-[Location Code]-2009-00001

UUAR-[Location Code]-2009-00001

RUAF-[Location Code]-2009-00002

UC1.2.4 The user enters the basic information required for creating a Victim Case Profile.

Extends to: <<Search Location Code Use Case>>

SYS200 The system shall populate the Victim Assigned Location Name based on the Victim Location Code that is either manually entered or searched by the user.

DR1.25 Victim Assigned Location Name

DBR123 Victim Assigned Location Name is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian."

SYS282 The system shall indicate the required data elements for creating a new victim case profile, based on the reporting type selected and the reporting type's specified data requirements.

DR1.1 Victim Last Name

DR1.2 Victim First Name

DR1.5 Victim Identification Type

DR1.6 Victim Identification Number

DBR2 If SSN is selected, the format of Victim Identification Number follows NNN-NN-NNNN.

DR1.8 Victim Age at the Time of Incident

DBR3 Victim Age at the time of incident has to be between number 0 and 99 or Unknown.

DR1.31 Date of Report to DoD

DBR15 Date of Report to DoD is required to open a case in DSAID and must be less than or equal to today's date.

UC1.2.5 The system validates the data entered by the user.

SYS283 The system shall validate the required data elements for creating or changing a victim case profile.

UC1.2.6 The user selects to create the DSAID case as "Open" or "Open with Limited Information" status.

SYS376 The system shall allow the user to select to open a DSAID case as "Open" or "Open with Limited Information".

SYS377 The system shall require the user to enter "Explanation for Open with Limited Information Status" when Open with Limited Information" status is selected.

DR1.111 Explanation for Open with Limited Information Status

DBR116 Explanation for Open with Limited Information Status is required when "Open with Limited Information" is selected for DSAID Case Status.

BR87 Only an Unrestricted Report can have "Open with Limited Information" case status.

UC1.2.7 If the user selects to create a case with "Open" Status and all the validation rules are met, then the system saves the victim information with "Open" assigned to DSAID Case Status and captures the DSAID Case Open Date.

Otherwise, the system displays the appropriate message and then goes to Step 4.

SYS285 The system shall save the status of the victim case profile as selected by the user.

SYS286 The system shall capture the DSAID Case Open Date.

DR1.95 DSAID Case Open Date

DBR100 The system shall update DSAID Case Open Date with the system date when DSAID Case Status is updated to "Open".

SYS287 The system shall display a message indicating which validation rule failed for creating or changing a victim case profile.

SYS363 The system shall capture the new DSAID Control Number of the DSAID Case, Assigned SARC(s), Action, and the Date of the action when a DSAID Case Number is created.

UC1.2.8 If the user selects to have a case with "Open with Limited Information" Status, the system saves the victim information with "Open with Limited Information" assigned to DSAID Case Status and captures the DSAID Case Open Date.

SYS285 The system shall save the status of the victim case profile as selected by the user.

SYS286 The system shall capture the DSAID Case Open Date.

DR1.95 DSAID Case Open Date

DBR100 The system shall update DSAID Case Open Date with the system date when DSAID Case Status is updated to "Open".

SYS363 The system shall capture the new DSAID Control Number of the DSAID Case, Assigned SARC(s), Action, and the Date of the action when a DSAID Case Number is created.

UC1.2.9 The use case ends.

## **6 Alternative Flows**

### **6.1 Alternative Flow #1 - Update Victim Case Profile**

UC1.3.1.1 The system displays the selected Victim Case Profile and associated incident and subject information, if available.

UC1.3.1.2 The user selects to update a Victim Case Profile and other editable incident information.

Alternative Flow #2: Delete Victim Case Profile.

SYS200 The system shall populate the Victim Assigned Location Name based on the Victim Location Code that is either manually entered or searched by the user.

DR1.25 Victim Assigned Location Name

DBR123 Victim Assigned Location Name is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".

SYS210 The system shall allow the user to manually enter or update victim data, as applicable to the type of reporting option (restricted or unrestricted) for the DSAID case, which are not populated by the system interface data load by each Service.

DR1.1 Victim Last Name

DR1.2 Victim First Name

DR1.3 Victim Middle Name

DR1.5 Victim Identification Type

DR1.6 Victim Identification Number

DBR2 If SSN is selected, the format of Victim Identification Number follows NNN-NN-NNNN.

DR1.7 Victim Birth Date

DR1.8 Victim Age at the Time of Incident

DBR3 Victim Age at the time of incident has to be between number 0 and 99 or Unknown.

DR1.9 Victim Gender

DR1.10 Victim Race

DR1.11 Victim Ethnicity

DR1.12 Victim Type

DBR152 Victim Type values "Foreign National" and "Foreign Military" are only applicable if Report Type is "Unrestricted".

DR1.13 Victim Affiliation

DBR4 If Victim Type is "Military," Only Affiliations applicable are Service related.

If Victim Type is "DoD Civilian," all Affiliations are applicable.

Other Victim Types will not have Victim Affiliation.

DR1.14 Victim Pay Grade

DBR5 Victim Pay Grade will only be required when Victim Type is "Military".

DR1.16 Victim Pay Plan

DBR6 Victim Pay Plan of a Victim is required only when Victim Type is "DoD Civilian" or "Other Government Civilian".

DR1.17 Victim Grade

DBR7 Victim Grade is only captured when Victim Type is DoD Civilian or Other Government Civilian.

If Victim Pay Plan is "Unknown", then Victim Grade is defaulted to "Unknown"

- DR1.18 Victim Duty Status
  - DBR8 Victim Duty Status is only required when Victim Type is "Military".
- DR1.19 Victim National Guard Service
  - DBR9 Victim National Guard Service is only required when Victim Duty Status is "National Guard".
- DR1.20 Victim NG State Affiliation
  - DBR10 Victim NG State Affiliation is only required when Victim Duty Status is "National Guard".
- DR1.21 Victim NG Title 10 Category
  - DBR11 Victim NG Title 10 Category is only required when Victim National Guard Service is "Title 10".
- DR1.22 Victim NG Title 32 Category
  - DBR12 Victim NG Title 32 Category is only required when Victim National Guard Service is "Title 32".
- DR1.24 Victim Assigned Location Code
  - DBR122 Victim Assigned Location Code is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR1.26 Victim Assigned Unit UIC
  - DBR124 Victim Assigned Unit UIC is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR1.27 Victim Assigned Unit Name
  - DBR125 Victim Assigned Unit Name is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR1.28 Victim Dependent Status
- DR1.29 Victim Recruit/Training Status
  - DBR80 Victim Recruit/Training Status is only required when Victim Type is "Military"
- DR1.30 NG Victim Recruit/Training Status
  - DBR14 NG Victim Recruit/Training Status is only required when Victim National Guard Service is "Title 32" or "State" and Victim Recruit/Training Status of the victim is "Yes".
- DR1.32 Report Type
- DR1.33 Date Victim Informed of Options
  - DBR16 Date Victim informed of Options must be less than or equal to today's date.
- DR1.34 Date Victim Signed Election Form
  - DBR17 Date Victim Signed Election Form must be less than or equal to today's date.
- DR1.35 Restricted Report Reason
  - DBR18 Restricted Report Reason is only required when Report Type is "Restricted".
- DR1.36 If Other, Explain (Restricted Report Reason)



- DBR19 If Other, Explain is only required when Restricted Report Reason is "Other".
- DR1.37 Restricted Report Exception Applied
- DR1.38 Reason for Exception
  - DBR20 Reason for Exception is only required when Restricted Report Exception Applied is "Yes".
- DR1.39 Date Victim Signed Form Electing to Convert from Restricted to Unrestricted
  - DBR21 Date Victim Signed Form Electing to Convert from Restricted to Unrestricted must be less than or equal to today's date.
- DR1.40 Conversion Reason if Known or Available
  - DBR130 Conversion Reason if known or Available is only applicable when Date Victim Signed Form Electing to Convert from Restricted to Unrestricted is populated.
- DR1.41 Victim Transferred to New SARC?
- DR1.43 New SARC Location Name
- DR1.44 Relationship to Subject
- DR1.45 Commander Name
- DR1.46 Command Notification Accomplished within 24 hrs?
- DR1.47 If No, Reason (Command Notification Accomplished within 24 hrs?)
  - DBR22 If No, Reason is only required when Command Notification Accomplished within 24 hrs? is "No".
- DR1.48 Incident Occurred on Deployment?
- DR1.49 Incident Occurred on TDY?
- DR1.50 Incident Occurred on Leave?
- DR1.51 Was Victim in Military at Time of Assault?
  - DBR114 Did assault occur when the victim was in military? is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor", "US Civilian", or "Other Government Civilian".
- DR1.52 Does location require mandatory reporting for medical care for a sexual assault?
- DR1.54 VA assigned?
- DR1.55 Assigned VA Name
  - DBR23 Assigned VA Name is only required when VA assigned? is "Yes".
- DR1.56 VA Not Assigned Reason
  - DBR24 VA not assigned reason is only required when VA assigned? is "No".
- DR1.57 Was Forensic Exam Offered?
- DR1.58 If No, Reason (Was forensic exam offered?)
  - DBR25 If No, Reason is only required when Was forensic exam offered? is "No".
- DR1.59 Forensic Exam Completed?

- DR1.60 Location of Forensic Exam Conducted  
DBR26 Location of Forensic Exam Conducted is only required when Forensic Exam Completed? is "Yes".
- DR1.61 If Forensic Exam not completed, was it because SAFE Kit and/or other needed supplies not available?  
DBR27 If Forensic Exam not completed, was it because SAFE Kit and/or other needed supplies not available? is only required when Forensic Exam Completed is "No".
- DR1.62 Date of Forensic Exam  
DBR28 Date of Forensic Exam is only required when Forensic Exam Completed is "Yes".
- DR1.63 Expiration Date of SAFE Kit  
DBR29 Expiration Date of SAFE Kit is always one year from Date of Forensic Exam and populated by DSAID.
- DR1.64 Storage Location of SAFE Kit
- DR1.65 Evidence Identifier  
DBR30 Evidence Identifier is only required when the victim reports the incident as "Restricted".
- DR1.66 Victim Notified SAFE Kit Due to Expire
- DR1.67 Date Victim Notified SAFE Kit Due to Expire  
DBR31 Date Victim Notified SAFE Kit Due to Expire is only required when Victim Notified SAFE Kit Due to Expire is "Yes".
- DR1.68 If No, Reason (Victim Notified SAFE Kit Due to Expire)  
DBR32 If No, Reason is only required when Victim Notified SAFE Kit Due to Expire is "No".
- DR1.69 Type of Referral Support
- DR1.70 If Other, Explain (Type of Referral Support)  
DBR34 If Other, Explain is only required when Type of Referral Support is "Other".
- DR1.71 Referral Resource Type
- DR1.72 Date of Referral
- DR1.73 LOD Initiated?  
DBR35 LOD Initiated? is only required when Victim Duty Status is "National Guard" or "Reserve".
- DR1.74 Victim Safety Assessment Completed?
- DR1.75 Victim Safety Concern Identified  
DBR36 Victim Safety Concern Identified is only required when Victim Safety Assessment Completed is "Yes".
- DR1.76 Victim Safety Concern Note(s)  
DBR37 Victim Safety Concern Note(s) is only required when Victim Safety Concern Identified is "Yes". At least one note has to be entered, if Victim Safety Assessment Completed is "Yes". SARC's are allowed to enter up to 6 Note entries.
- DR1.77 Safety Concern Note Date  
DBR98 Safety Concern Note Date is populated by DSAID when a Safety Concern Note is entered by SARC.

DR1.78 Military Protective Order Offered

DR1.79 Military Protective Order Requested

DR1.80 Effective Date of Military Protective Order

DR1.81 Civilian Protective Order Offered

DR1.82 Civilian Protective Order Requested

DR1.83 Effective Date of Civilian Protective Order  
 DBR39 Effective Date of Civilian Protective Order is only required when Civilian Protective Order Requested is "Yes".

DR1.84 Victim Moved (Local)

DR1.85 Date Victim Moved (Local)  
 DBR40 Date Victim Moved (Local) is only required when Victim Moved (Local) is "Yes".

DR1.86 Subject Moved (Local)

DR1.87 Date Subject Moved (Local)  
 DBR41 Date Subject Moved (Local) is only required when Subject Moved (Local) is "Yes".

DR1.88 Victim Moved (ie, PCS)

DR1.89 Date Victim Moved (PCS)  
 DBR42 Date Victim Moved (PCS) is only required when Victim Moved (PCS) is "Yes".

DR1.90 Subject Moved (ie, PCS)

DR1.91 Date Subject Moved (PCS)  
 DBR43 Date Subject Moved (PCS) is only required when Subject Moved (PCS) is "Yes".

DR1.92 Are All Referrals Completed?

DR1.93 Is DSAID Case Still Under Case Management Group Review?

DR1.97 Victim Informed of Right to Request Installation Transfer  
 DBR83 Victim Informed of Right to Request Installation Transfer is only required when Victim Type is "Military".

DR1.98 Victim Requested Installation Transfer  
 DBR84 Victim Requested Installation Transfer is only required when Victim Type is "Military".

DR1.99 Victim Granted Installation Transfer  
 DBR85 Victim Requested Installation Transfer is only required when Victim Type is "Military".

DR1.101 Victim NG State Status  
 DBR92 Victim NG State Status is only required when Victim NG Service is "State".

DR1.102 If No, Reason (Victim Safety Assessment Completed)  
 DBR88 If No, Reason is only required if Victim Safety Assessment Completed is "No".

DR1.103 If No, Reason (LOD Initiated)  
 DBR91 If No, Reason is only required if LOD Initiated is "No".

DR1.106 Military Protective Order Violated?  
 DBR136 Military Protective Order Violated? is only required when Effective Date of Military Protective Order is populated.

DR1.107 If Yes, Whom? (Military Protective Ordered Violated)  
DBR111 If Yes, Whom? is only required if Military Protective Order Violated? is "Yes".

DR1.108 Is Victim Administratively Discharged Within one year of Reporting?  
DBR117 Is Victim Administratively Discharged Within one year of Reporting is only required when Victim Type is "Military".

DR1.109 Victim Dependent Relationship  
DBR113 Victim Dependent Relationship is only required when Victim Dependent Status is "Yes - Military Dependent" or "Yes - DoD Civilian (OCONUS) Dependent".

DR1.112 Referral Service Comment

SYS319 The system shall allow the user to manually enter data for each Service based on source information associated with the data and interface mapping requirements.

SYS320 If there is more than one subject involved in a DSAID case, the system shall allow the user to enter more than one value for "Relationship to Subject."  
DR1.44 Relationship to Subject

SYS321 The system shall allow the user to enter up to 6 note entries for "Victim Safety Concern Note(s)."  
DR1.76 Victim Safety Concern Note(s)  
DBR37 Victim Safety Concern Note(s) is only required when Victim Safety Concern Identified is "Yes". At least one note has to be entered, if Victim Safety Assessment Completed is "Yes". SARCs are allowed to enter up to 6 Note entries.

SYS322 The system shall record the system date as "Safety Concern Note Date" when a safety concern note entry is created by the user.  
DR1.77 Safety Concern Note Date  
DBR98 Safety Concern Note Date is populated by DSAID when a Safety Concern Note is entered by SARC.

SYS340 The system shall populate the Location Name, based on the Location Code that is either manually entered or searched by the user.  
DR2.16 Incident Location Name

SYS352 The system shall allow the user to enter more than one Type of Referral Support.  
DR1.69 Type of Referral Support

SYS353 The system shall allow the user to enter the associated information for each type of referral support that the user enters.  
DR1.70 If Other, Explain (Type of Referral Support)  
DBR34 If Other, Explain is only required when Type of Referral Support is "Other".

DR1.71 Referral Resource Type  
DR1.72 Date of Referral  
DR1.112 Referral Service Comment

SYS356 The system shall allow the user to manually enter or update incident data, as applicable to the type of reporting option (restricted or unrestricted) for

the DSAID case, which are not populated by the system interface data load by each Service.

- DR2.1 Investigative Case File Opened?
- DR2.2 If No, Reason (Investigative Case File Opened?)  
DBR45 If No, Reason is only required when Investigative Case File Opened? is "No".
- DR2.3 If Other, Specify (Investigative Case File Opened?)  
DBR46 If Other, Specify is only required when If No, Reason is "Other".
- DR2.4 Investigative Case Number  
DBR47 Investigative Case Number is only required when Investigative Case File Opened? is "Yes".
- DR2.8 Agency Conducting Investigation
- DR2.9 Date of Incident  
DBR153 If filled, this date must be less than or equal to Date of Report to DoD.
- DR2.10 Is Date of Incident Estimated?
- DR2.11 Incident Time of Day
- DR2.12 Incident Day of Week
- DR2.13 Incident Location
- DR2.14 Type of Location
- DR2.15 Incident Location Code  
DBR49 Incident Location Code is only required when Incident Location is "On Military Installation/Ship (Other than academy grounds)" or "On Academy Grounds".
- DR2.17 Was alcohol involved? (Subject/Victim)
- DR2.18 Were drugs involved? (Subject/Victim)
- DR2.19 Weapon Used?
- DR2.20 Type of Offense Investigated  
DBR145 Type of Offense Investigated value "Indecent Assault (Art. 134)" is only applicable when Date of Incident is prior to October, 1, 2007.  
Type of Offense Investigated values "Aggravated Sexual Assault (Art.120), Aggravated Sexual Contact (Art.120), Abusive Sexual Contact (Art.120), Wrongful Sexual Contact (Art.120)" are only applicable when Date of Incident is after October, 1, 2007.
- DR2.23 Date Investigative Activity Opened  
DBR151 Date Investigative Activity Opened is only required if "Agency Conducting Investigation" is not "None".
- DR2.24 Investigative Activity Completed?
- DR2.25 Date Investigative Activity Completed  
DBR50 Date Investigative Activity Completed is only required when Investigative Activity Completed? is "Yes."
- DR2.26 Victim Witness Assistance Program (VWAP) information provided?
- DR2.28 Initial Investigative Agency Location

DBR154 The Initial Investigative Agency Location is only required if "Investigative Case File Opened" is "Yes".

DR2.32 Country

DBR118 Country is only required when Incident Location Code is "Temporary Location".

DR2.33 City

DBR120 City is only required only Incident Location is "Off Military Installation/Ship/Academy Grounds".

DR2.34 State/Country

DBR121 State/Country is only required only Incident Location is "Off Military Installation/Ship/Academy Grounds".

SYS357 The system shall allow the user to manually enter or update subject data in a DSAID Case, which are not populated by the system interface data load by each Service.

DR3.1 Subject Last Name

DR3.2 Subject First Name

DR3.3 Subject Middle Name

DR3.4 Subject Identification Type

DR3.5 Subject Identification Number

DBR51 If SSN is selected, the format of Identification number follows NNN-NN-NNNN.

DR3.6 Subject Birth Date

DR3.7 Subject Age at the Time of Incident

DBR52 Subject Age at the Time of Incident has to be between number 0 and 99.

DR3.8 Subject Gender

DR3.9 Subject Race

DR3.10 Subject Ethnicity

DR3.11 Subject Type

DR3.12 Subject Affiliation

DBR53 If Subject Type is "Military", Only Affiliations applicable are Service related.

If Subject Type is "DoD Civilian", All Affiliations are applicable.

Other Subject Types will not have Subject Affiliation.

DR3.13 Subject Pay Grade

DBR54 Subject Pay Grade will only be required when Subject Type is "Military".

DR3.15 Subject Pay Plan

DBR55 Subject Pay Plan of a Subject is required only when Subject Type is "DoD Civilian" or "Other Government Civilian".

DR3.16 Subject Grade

DBR56 Subject Grade is only captured when Subject Type is "DoD Civilian" or "Other Government Civilian".

If Subject Pay Plan is "Unknown", then Subject Grade is defaulted to "Unknown".

DR3.17 Subject Duty Status

- DBR57 Subject Duty Status is only required when Subject Type is "Military".
- DR3.18 Subject National Guard Service  
DBR58 Subject National Guard Service is only required when Subject Duty Status is "National Guard".
- DR3.19 Subject NG State Affiliation  
DBR59 Subject NG State Affiliation is only required when Subject Duty Status is "National Guard".
- DR3.20 Subject NG Title 10 Category  
DBR60 Subject NG Title 10 Category is only required when Subject National Guard Service is "Title 10".
- DR3.21 Subject NG Title 32 Category  
DBR61 Subject NG Title 32 Category is only required when Subject National Guard Service is "Title 32".
- DR3.23 Subject Assigned Location Code  
DBR126 Subject Assigned Location Code is only required when the Subject Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR3.25 Subject Assigned Unit UIC  
DBR128 Subject Assigned Unit UIC is only required when the Subject Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR3.26 Subject Assigned Unit Name  
DBR129 Subject Assigned Unit Name is only required when the Subject Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".
- DR3.27 Subject Dependent Status
- DR3.28 NG Subject Recruit/Training Status  
DBR63 NG Subject Recruit/Training Status is only required when Duty Status of a subject is "National Guard", National Guard Service is "Title 32" or "State" and Subject Recruit/Training Status of the victim is "Yes".
- DR3.29 Subject Duty Assignment  
DBR82 Subject Duty Assignment is only required when Subject Type is "Military".
- DR3.30 Subject Type for Restricted Reports  
DBR64 Subject Type for Restricted Reports is only required when Subject Report Type is "Restricted".
- DR3.31 Subject NG State Status  
DBR89 Subject NG State Status is only required when Subject NG Service is "State".
- SYS361 The system shall allow the user to enter more than one subject in the same DSAID case.
- SYS365 If incident and, or subject information already exists in DSAID, then DSAID shall allow the user to associate that incident and, or subject information to a DSAID case if the corresponding Investigative Case Number exists.

SYS366 The system shall populate the Subject Assigned Location Name, based on the Subject Location Code that is either manually entered or searched by the user.

DR3.24 Subject Assigned Location Name

DBR127 Subject Assigned Location Name is only required when the Subject Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".

SYS369 The system shall allow the user to enter more than one set of Military Protective Order (MPO) information for each victim.

DR1.78 Military Protective Order Offered

DR1.79 Military Protective Order Requested

DR1.80 Effective Date of Military Protective Order

DR1.106 Military Protective Order Violated?

DBR136 Military Protective Order Violated? is only required when Effective Date of Military Protective Order is populated.

DR1.107 If Yes, Whom? (Military Protective Ordered Violated)

DBR111 If Yes, Whom? is only required if Military Protective Order Violated? is "Yes".

SYS377 The system shall require the user to enter "Explanation for Open with Limited Information Status" when Open with Limited Information" status is selected.

DR1.111 Explanation for Open with Limited Information Status

DBR116 Explanation for Open with Limited Information Status is required when "Open with Limited Information" is selected for DSAID Case Status.

SYS378 The system shall allow the user to change DSAID Case Status between "Open" and "Open with Limited Information".

SYS382 The system shall provide a standard list of major US and international cities for user to select.

SYS400 When a Referral Service Comment is being entered for a restricted or unrestricted case, the system shall provide a cautionary message indicating that the victim's personal identification information (PII) or any information pertinent to Health Insurance Portability and Accountability Act (HIPAA) must not be entered for the Referral Service Comment of that case.

SYS404 If there is more than one subject involved in a DSAID case, the system shall allow the user to enter more than one value for "Type of Offense Investigated".

SYS416 The system shall prevent the user from modifying the Investigative Case Number once entered, unless a case transfer is performed.

SYS417 The system shall prevent the user from modifying the 'Investigative Case File Opened?' once the Investigative Case Number is populated.

SYS418 The system shall prevent the user from modifying the 'Agency Conducting Investigation' once entered, unless a case transfer is performed.

SYS419 The system shall display the latest Investigative Case Number as read-only.

DR2.4 Investigative Case Number



DBR47 Investigative Case Number is only required when Investigative Case File Opened? is "Yes".

SYS420 The system shall display the latest DSAID Control Number as read-only.

DR1.4 Victim Number (DSAID Control Number)

SYS455 The system shall display Initial Investigative Agency Location as read-only once a victim case is transferred to a different investigative agency regardless of within or across investigative agencies.

DR2.28 Initial Investigative Agency Location

DBR154 The Initial Investigative Agency Location is only required if "Investigative Case File Opened" is "Yes".

SYS456 The system shall allow the user to select "DoD Safehelp Line" as Type of Referral Support only when Referral Resource Type is "Military".

DR1.69 Type of Referral Support

DR1.71 Referral Resource Type

SYS460 The system shall allow the user to enter victim, subject and incident data when Agency Conducting Investigation is "Air Force Security Forces".

BR24 If a user manually enters the Victim Location Code, it must be one of the Location Codes maintained in DSAID.

DR1.24 Victim Assigned Location Code

DBR122 Victim Assigned Location Code is only required when the Victim Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".

BR46 The user can update any data element except for those data elements that are populated by DSAID Interface Source Systems (ie, I2MS).

BR54 The Assigned SARC(s) of the victim can update a victim case.

BR72 If a user manually enters the Incident Location Code, it must be one of the Location Codes maintained by DSAID.

DR2.15 Incident Location Code

DBR49 Incident Location Code is only required when Incident Location is "On Military Installation/Ship (Other than academy grounds)" or "On Academy Grounds".

BR82 A SARC who is assigned to a victim case can maintain that case even if his/her Location Code is different than that of the victim's.

BR85 If a user manually enters the Subject Location Code, it must be one of the Location Codes maintained in DSAID.

DR3.23 Subject Assigned Location Code

DBR126 Subject Assigned Location Code is only required when the Subject Type is "Military", "DoD Civilian", "DoD Contractor" or "Other Government Civilian".

BR87 Only an Unrestricted Report can have "Open with Limited Information" case status.

BR92 MAJCOM/Supervisory SARC can update a victim case when the MAJCOM/Supervisory SARC is responsible for the Assigned SARC(s) Location Code(s) of a victim and is within the same Service of the Assigned SARC(s).

BR93 Service SAPR Program Manager within the same Service of the Assigned SARC(s) of a victim can update a victim case profile.

UC1.3.1.3 The user enters additional information or updates existing information to the Victim Case Profile.

Extend to: <<Search Location Code Use Case>>

SYS290 The system shall prevent the user from updating any data elements that have been loaded from a Service system.

SYS293 The system shall indicate the fields that have been updated by Service systems.

SYS294 If the case selected for updating is a Restricted Reporting Type, the system shall display all data elements pertinent to the DSAID case in editable mode, as specified by the data requirements for Unrestricted Only/Restricted Only.

SYS296 If the case selected for updating is an Unrestricted Reporting Type, the system displays all fields pertinent to the DSAID case in editable mode, including personal identifying information and the last four digits of the social security number (SSN), as specified by the data requirements for Unrestricted Only/Restricted Only.

DR1.1 Victim Last Name

DR1.2 Victim First Name

DR1.7 Victim Birth Date

DR1.9 Victim Gender

DR1.10 Victim Race

DR1.11 Victim Ethnicity

SYS319 The system shall allow the user to manually enter data for each Service based on source information associated with the data and interface mapping requirements.

BR54 The Assigned SARC(s) of the victim can update a victim case.

BR92 MAJCOM/Supervisory SARC can update a victim case when the MAJCOM/Supervisory SARC is responsible for the Assigned SARC(s) Location Code(s) of a victim and is within the same Service of the Assigned SARC(s).

BR93 Service SAPR Program Manager within the same Service of the Assigned SARC(s) of a victim can update a victim case profile.

UC1.3.1.4 The system validates the data entered or updated by the user.

SYS283 The system shall validate the required data elements for creating or changing a victim case profile.

BR56 Required data elements must be validated when creating or updating a victim case profile.

UC1.3.1.5 If all the validation rules are met, then the system saves the victim information and other related information.

Otherwise the system displays the appropriate message and then goes to Step 3.

SYS287 The system shall display a message indicating which validation rule failed for creating or changing a victim case profile.

SYS297 The system shall save the victim case profile with the updated and new information.

SYS413 The system shall capture the Investigative Case Number of the DSAID Case, Action, and the Date of the action when an Investigative Case Number is associated to the DSAID Case.

UC1.3.1.6 The use case ends.

## **6.2 Alternative Flow #2 - Delete Victim Case Profile**

UC1.3.2.1 The user selects to delete a Victim Case Profile.

SYS300 The system shall allow the user to remove a DSAID case (victim case profile).

SYS301 If the investigative case has only one victim, then the system shall remove all subject and incident information associated with the victim.

SYS302 If the investigative case has more than one victim, then the system shall remove only the victim information.

BR58 Only Service SAPR Program Manager whose Service Affiliation is the same as that of the Assigned SARC shall have the ability to remove a victim case profile.

UC1.3.2.2 The system prompts the user to confirm the deletion.

SYS303 The system shall require the user to confirm the removal of a DSAID Case.

UC1.3.2.3 If the user confirms the deletion, the system deletes the Victim Case Profile. Otherwise, the profile is not deleted.

SYS304 The system shall remove a victim case profile only if the user confirms the removal.

UC1.3.2.4 The use case ends.

## **7 Exception Flows**

N/A

## 8 Post Conditions

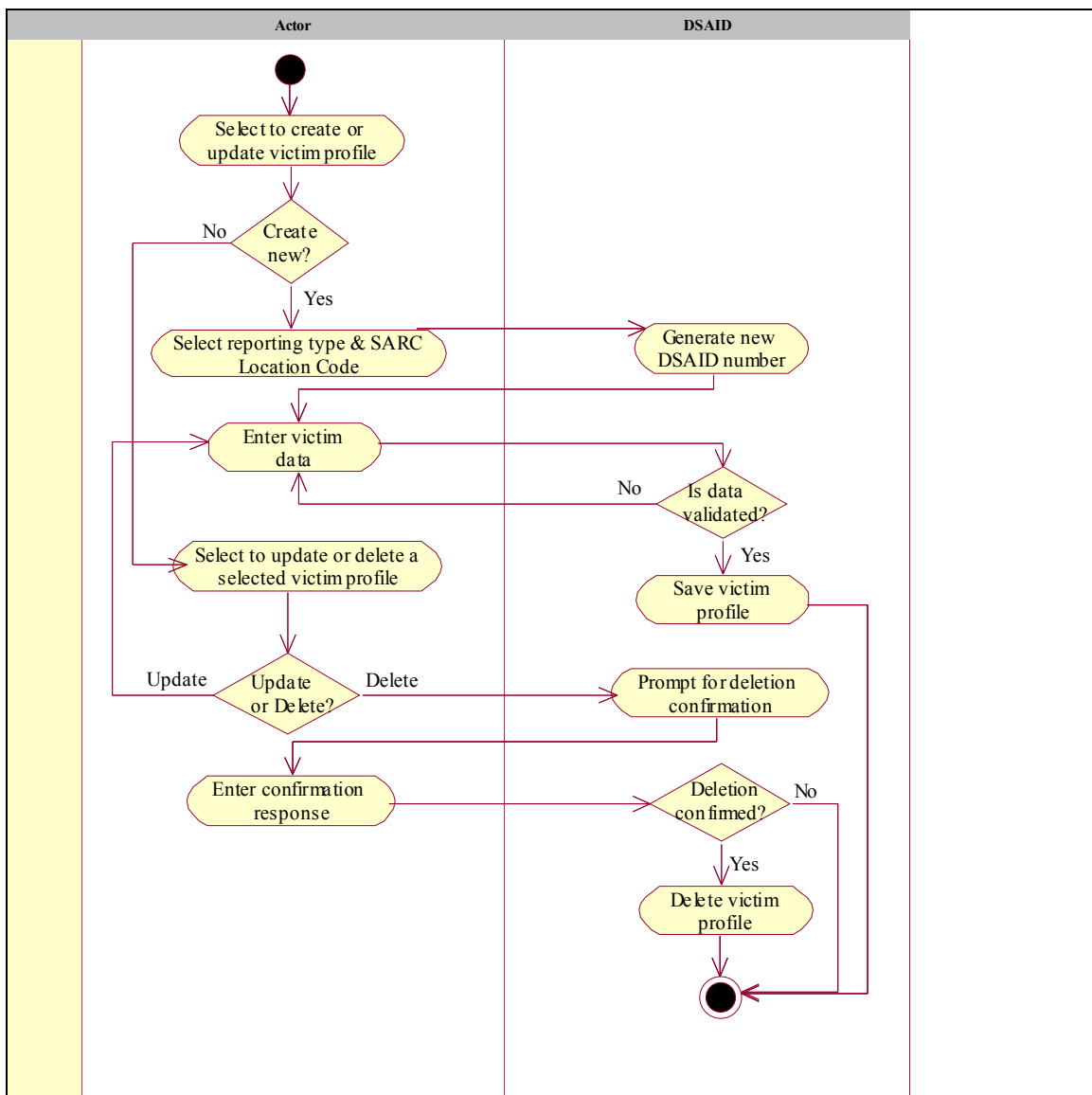
## 9 Extension Points

UC1.5.1 Search Location Code Use Case

## 10 Special Requirements

N/A

## 11 Activity Diagram



## 12 References

REF7 DoD SAPR Data Collection & Reporting System Concept Design Report

REF9 DoDI 6495.02 Section E3.2.1.1.

Provide the senior commander with non-identifying personal information, as defined in Enclosure 2, within 24 hours of a restricted report of sexual assault. Recognizing there may be extenuating circumstances in the deployed environments, this notification may be extended to 48 hours after the restricted report of the incident. Command and installation demographics shall be taken into account when determining the information to be provided.

REF12 DoDI 6495.02 Section E3.2.5.2.18

Document the services referred to and/or requested by the victim from the time of the initial report of a sexual assault through the final disposition and/or until the victim no longer desires services.

REF14 DoDI 6495.02 Section E3.2.6

Ensure victim advocacy is available for victims of sexual assault.

REF15 DoDI 6495.02 Section E3.2.7.4

Designate an official who, in cases of restricted reporting, shall generate an alpha-numeric restricted reporting case number (RRCN), unique to each incident, that shall be used in lieu of personal-identifying information to label and identify evidence collected from a SAFE (i.e., SAFE kit, accompanying documentation, personal effects, and clothing).