

STATE HPBS TRANSMISSION FILE LAYOUTS  
FOR  
HPBS WORK MEASURES

| <b>Transmission State Header Record Format</b> |          |        |               |                  |
|--|----------|--------|---------------|------------------|
| Field Name                                     | Location | Length | Alpha/Numeric | Comments         |
| Header   | 1 - 6    | 6      | A             | Value = HEADER   |
| Fiscal Quarter                                 | 7 - 11   | 5      | N             | Format = YYYYQ   |
| Fips Code                                      | 12 - 13  | 2      | N             | Numeric          |
| Program Indicator                              | 14       | 1      | A             | T=TANF; S=SSPMOE |
| Update Indicator                               | 15       | 1      | A             | N=NEW, D=DELETE  |
| Filler   | 16 - 26  | 11     | A             | Spaces           |

**NOTES:**

This is the first record in the file.

Fiscal quarter is based on the 4 quarters of the federal fiscal year.

Update indicator "D" will delete all data in our database for the specified quarter.

| <b>Detailed Transmission Record Format for States</b> |          |        |               |               |
|---|----------|--------|---------------|---------------|
| Field Name  | Location | Length | Alpha/Numeric | Comments      |
| Report Year   | 1 - 4    | 4      | N             | Format = YYYY |
| Report Month  | 5 - 6    | 2      | N             | Format = MM   |
| Social Security Number                                | 7 - 15   | 9      | N             | Numeric       |
| Case Number   | 16 - 26  | 11     | A             | Alphanumeric  |

**NOTES:**

The detail records follow the header record.

Sort sequence is by report year; report month; social security number

| <b>Transmission Trailer Record from States</b> |          |        |               |  |
|--|----------|--------|---------------|--|
| Field Name                                     | Location | Length | Alpha/Numeric | Comments   |
| Trailer  | 1 - 7    | 7      | A             | Value = Trailer                                      |
| Records transmitted                            | 8 - 15   | 8      | N             | Do not count header/trailer records.<br>Zero filled. |
| Filler   | 16 - 26  | 11     | A             | Spaces   |

**NOTES:**

The trailer record follows the last detail record for the quarter.

**TRANSMISSION FILE NAMES**

ADS.E2J.HPBS.TSxx      TANF Adult data; xx = state fips code

ADS.E2J.HPBS.MSxx      SSP-MOE adult data; xx = state fips code

Each file should contain two quarters of data, each with separate header and trailer records.

Transmit data semi-annually.

**PAPERWORK REDUCTION ACT OF 1995**

Public reporting for this collection of information is estimated to average 16 hours per response, including the time for reviewing instructions, searching existing sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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