

CHART 1: STATE INPUT HEADER RECORD				
Field Name	Location	Length	Alpha/ Numeric	Comments
Submitter Identifier	1-3	3	A/N	Required This field uniquely identifies the submitter of the request file and must contain the characters 'SWA'.
Record Identifier	4-6	3	A/N	Required This field must contain the characters 'HDR'.
Submitting State Code	7-8	2	A/N	Required for State Submitters This field must contain the 2-digit numeric state FIPS code of the state submitting the transaction.
Date Stamp	9-16	8	A/N	Required This field must contain the input file transmission date. This must be in the Year 2000-compliant format of CCYYMMDD.
Filler	17-24	8	A/N	This field may be used for future enhancements. For the current version, this must be spaces.
Batch Number	25-32	8	N	Optional This field may contain the unique number assigned by the submitter to identify the batch of transactions submitted. Batch numbers are not edited for uniqueness. It is the responsibility of the submitter to ensure that a unique batch number is used for each submission.
Filler	33-200	168	A/N	This field may be used for future enhancements. For the current version, this field must be spaces.

CHART 2: STATE INPUT DETAIL RECORD				
Field Name	Location	Length	Alpha/ Numeric	Comments
Submitter Identifier	1-3	3	A/N	Required This field uniquely identifies the submitter of the request file and must contain the characters 'SWA'.
Record Identifier	4-6	3	A/N	Required This field must contain the characters 'MCH'.

CHART 2: STATE INPUT DETAIL RECORD				
Field Name	Location	Length	Alpha/ Numeric	Comments
SSN	7-15	9	A/N	Required This field must contain a nine-digit Social Security number (SSN). If this field is spaces, contains any alphabetic characters, is all zeros, all sixes or all nines, then the record will be eliminated from the match and notification will be returned on the Output Error Detail Record.
Verification Request Indicator	16	1	A/N	Optional This field must contain one of the following values to indicate if the submitter is requesting verification of the person's SSN and Name combination: 'Y' – SSN/Name verification is requested. Verification will be performed using SSA SSN verification routines. If verification fails, the record will be eliminated from the match and the verification result will be returned on the Output Error Detail Record. 'N' – SSN/Name verification is not requested and the submitter is certifying that this SSN/Name combination has been verified using SSA SSN verification routines prior to the match request. Default is 'Y'.
Person First Name	17-26	10	A	Required This field must contain at least one alphabetic character or the record will be eliminated from the match and notification will be returned on the Output Error Detail Record. This field may contain hyphens.
Person Middle Name	27-36	10	A	Optional This field must contain alphabetic characters or spaces. This field may contain hyphens.
Person Last Name	37-56	20	A	Required This field must contain at least two alphabetic characters or the record will be eliminated from the match and notification will be returned on the Output Error Detail Record. This field may contain hyphens.

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Field Name	Location	Length	Alpha/ Numeric	Comments
Passback Data	57-76	20	A/N	Optional This field may be used by the submitter for identifying information and will be returned on the corresponding output match detail or error record.
W-4 Match Indicator	77	1	A/N	Optional This field indicates if a state wants to match the submitted SSN to NDNH W-4 data. This field must contain a space or an 'N'. 'N' – Do not match the submitted SSN to NDNH W-4 data. ' ' – A space in this field indicates that the submitted SSN will be matched to NDNH W-4 data. Default is ' ' space.
W-4 Same State Data Indicator	78	1	A/N	Optional This field indicates if the submitter is requesting W-4 data submitted to the NDNH by their state. This field must contain a space or one of the following values: 'Y' - Return matches where the submitter is the same as the W-4 submitting state. 'N' – Do not return matches where the submitter is the same as the W-4 submitting state. Default is 'N'.
W-4 From Date	79-86	8	A/N	Optional If this field contains a date in CCYYMMDD format, match only W-4 records processed from this date forward, dependent upon the W-4 Through Date. If this field contains spaces or an invalid date, match all available W-4 records from two weeks prior to the match, dependent upon the W-4 Through Date.

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Field Name	Location	Length	Alpha/ Numeric	Comments
W-4 Through Date	87-94	8	A/N	Optional If this field contains a date in CCYYMMDD format and the W-4 indicator is 'Y', match only W-4 records processed through this date, dependent upon the W-4 From Date. If this field contains spaces or an invalid date, match all available W-4 records, dependent upon the W-4 From Date.
QW Match Code	95	1	A/N	Optional This field must contain one of the following values to indicate if the submitter is requesting QW data and the type of match requested: 'N' – QW matching is not requested. 'R' – QW matching is requested based on Reporting Period. Default is 'N'.
QW Same State Data Indicator	96	1	A/N	Optional This field indicates if the submitter is requesting QW data submitted to the NDNH by their state. This field must contain one of the following values: 'Y' – Return matches where the submitter is the same as the QW submitting state. 'N' – Do not return matches where the submitter is the same as the QW submitting state. Default is 'N'.
QW From Reporting Period	97-101	5	A/N	Optional If this field contains a reporting quarter in QCCYY format and the QW match code is 'R', match only QW records containing this calendar year reporting period forward, dependent upon the QW Through Reporting Period. If this field contains spaces or an invalid date and the QW Match Code is 'R', match all available QW records, dependent upon the QW Through Reporting Period. Valid quarter values (Q) are 1, 2, 3, or 4.

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Field Name	Location	Length	Alpha/ Numeric	Comments
QW Through Reporting Period	102-106	5	A/N	Optional If this field contains a reporting quarter in QCCYY format and the QW Match Code is 'R', match only QW records up through this calendar year reporting period, dependent upon the QW From Reporting Period. If this field contains spaces or an invalid date and the QW Match Code is 'R', match all available QW records, dependent upon the QW From Reporting Period. Valid quarter values (Q) are 1, 2, 3, or 4.
Filler	107-200	94	A/N	This field must contain spaces.

CHART 3: STATE INPUT TRAILER RECORD				
Field Name	Location	Length	Alpha/ Numeric	Comments
Submitter Identifier	1-3	3	A/N	Required This field uniquely identifies the submitter of the request file and must contain the characters 'SWA'.
Record Identifier	4-6	3	A/N	Required This field must contain the characters 'TRL'.
Data Record Count	7-17	11	N	Required This field must contain the number of records in the transmission, including the header and trailer records.
Filler	18-200	183	A/N	This field may be used for future enhancements. For the current version, this should be spaces.