



Texas Department of
Family and Protective Services

General Placement Search (GPS) System

Electronic Data Transfer General Information and Instructions Document

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Section 1 Document Overview

The purpose of the General Placement Search (GPS) Electronic Data Transfer General Information and Instructions Document is to provide information to Foster Care Providers and their Case Management System (CMS) vendors regarding electronic transfer of provider data to DFPS' new GPS system. This document is separated into three main sections:

- Section 2: General information for all Providers and CMS vendors that are interested in the new GPS Data Transfer Process.
- Section 3: Data Preparation and Data Quality Expectations for Providers including instructions for Data Collection and Initial Load. Providers must read this section before deciding and agreeing to use the GPS Data Transfer Process.
- Section 4: GPS Data Transfer Process technical instructions and details for use by technical personnel.

Section 2 General Information for Providers and Vendors

2.1 Introduction to the GPS Electronic Data Transfer Process

The GPS electronic data transfer process, via API (Application Programming Interface), is a system interface between a Provider's case management system (CMS) and the GPS database. Department of Family and Protective Services (DFPS) is working with Foster Care Providers, Child Placing Agencies (CPAs) and General Residential Operations (GROs), and their Case Management System vendors to electronically obtain information related to foster care placement preferences and vacancies. Information received will be uploaded to DFPS' new General Placement Search (GPS) system. Child Protective Services (CPS) Centralized Placement Unit will use this information to match children to available placements. DFPS is requesting Providers with CMS case or child management systems to work with their technology team and/or their CMS vendor to consider transmitting data electronically to the GPS system.

This document provides instruction for sending data to DFPS via the GPS Data Transfer Process for Providers that have active contracts with DFPS. The Data Transfer Process to GPS is separate from the current SSCC Gateway data transfer process. This means that a CMS vendor will need to send provider data to both the GPS system and the SSCC system, if the provider has contracts with both DFPS and SSCC.

2.2 How to Participate with the GPS Data Transfer Process

Case Management System (CMS) Vendors in conjunction with their client CPA and GRO providers will need to partner with Child Protective Services Child Placement Unit and the DFPS Information Technology Department to prepare their CMS to send data electronically to the GPS system. Preparation steps and general requirements are described below:

PROVIDERS (CPAs and GROs):

1. Review Section 2 and Section 3 of this document to gain an overview of the Data Transfer Process and access step-by-step instructions for Providers. Providers who use the GPS Data Transfer Process are expected to read and comply with the Data Quality Expectations described in Section 3 of this document.
2. Contact your CMS Vendor to discuss the possibility of using the GPS Data Transfer Process to send your data to DFPS.
3. Provide this document to your vendor and decide if the GPS Data Transfer Process is right for you and will be used. If your CMS vendor has not yet been in touch with DFPS regarding the Data Transfer Process, have them send an email to dfpsgpsproject@dfps.texas.gov to schedule an introductory meeting to get started.

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4. Register to participate with GPS. If using the Electronic Data Transfer Process, provide your CMS vendor contact information to DFPS during the registration process. A registration link is on the GPS website:
http://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Residential_Child_Care_Contracts/GPS/default.asp
 5. Modify your data collection processes to collect the data fields that are required by Child Protective Services. *(See Section 2.4 in this document for a complete list of data fields and Section 3.2.2 for details about Data Collection and Initial Load.)*
 6. Enter new data that has been collected for GPS into your CMS system. Coordinate with your CMS vendor about the addition of new data entry fields that may be needed and the timing for when they will be ready for you to use. *(See Section 3.2.2 for details about Data Collection and Initial Load.)*
 7. Work with your CMS vendor to schedule data testing sessions with the DFPS Information Technology (IT) Department to test data transfers to ensure all data sent to GPS can be processed without exception. Work with DFPS IT and your CMS vendor to ensure that all exceptions in the initial data load are resolved. Providers will not be able to “Go-Live” with GPS until data exceptions are addressed and resolved. *(See Section 3.2.2 for details about Data Collection and Initial Load.)*
 8. Just prior to implementation, login to the GPS application to enter your Contact information, verify your Agency/GRO information and verify your provider foster home / GRO list. *(See Section 3.2.1 for details about Verifying Your GPS Information.)*
 9. Coordinate with your CMS vendor to develop a process to manage any data exceptions incurred after “Go-Live” to ensure they are resolved in a timely manner. *(See Section 3.2.4 about Data Exception Processes.)*
 10. When all testing is successfully completed and a process is in place to manage data exceptions, the Provider can “Go-Live” and participate with the GPS production system.

CASE MANAGEMENT SYSTEM VENDORS:

1. After being contacted by your customers who have contracts to provide foster care placements for DFPS, send an email to dfpsgpsproject@dfps.texas.gov to schedule a meeting with the GPS Information Technology Project Manager to review this document and participate in general Q&A discussion.
2. Establish an estimated Electronic Data Transfer onboarding date with DFPS.

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3. Prepare your CMS system to collect the data fields that are required by Child Protective Services. *(See Section 4.3 in this document for a complete list of data requirements and validations.)*
 4. Create a process to manage and track data exceptions, communicate them to case managers, and ensure they can be resolved in a timely manner.
 5. Create an API communication protocol to send data to GPS, per GPS API requirements outlined in this document. *(See Section 4 in this document for complete API Technical Instructions and Details.)*
 6. Test the API communication protocol with DFPS to ensure the data can be successfully received.
 7. Map your CMS data fields to the GPS API specified data fields, complying with code values and field formats.
 8. Schedule data testing sessions with the DFPS Information Technology Department to test sample records from each provider to ensure all the data in the records can be processed without exception.
 9. Prior to going live with GPS production, send all GPS records to GPS sandbox environment to ensure the initial data load processes without exception.
 10. When all testing is successfully completed for a Provider's records, the Provider can participate with the GPS production system by sending the initial data load to GPS.

2.3 Guidelines for Sending Data to GPS

Below are some general guidelines for sending data via the GPS Data Transfer Process:

Timing

Providers are required to send data to GPS as soon as a record is updated in the Provider's CMS system, the goal is to receive real time data about provider preferences and available vacancies.

General Rules for Sending Provider Records to GPS:

*Definition of a GPS **Provider Record**: A record containing preference and vacancy information for a CPA foster home or GRO that accepts placements for DFPS children.*

- Send records only for Providers that have active contracts with DFPS. Do not send records for Providers that only have SSCC contracts.
- Send a complete record for each provider. GPS does not accept partial records; a record must include all required fields to be accepted by GPS. (See Section 2.4 for a list of required fields.)

- Each provider record must include a valid HHS Public Provider Portal Operation Number or DFPS IMPACT Resource ID.
- Send records for only **'GPS eligible placements'** that meet the following criteria:
 - If provider is a CPA foster home, then:
 - Provider's CPA must have an active contract with DFPS AND have an active license in the HHS CLASS system.
 - Provider foster home must have an active license in the HHS CLASS system.
 - Provider foster home is designated as a "Foster Family Home".
 - Provider foster home accepts unrelated (non-kin) children/youth.
 - If provider is a GRO then,
 - GRO must have an active contract with DFPS AND have an active license in the HHS CLASS system.
 - GRO must be one of the following types:
 - Child Care Services
 - Emergency Care Services
 - Multiple Services
 - Residential Treatment Center

2.4 Data Fields to Send to GPS

Below is a complete list of data for Provider preferences that the GPS system accepts. Some data is required to be sent with each transfer, while other fields are optional.

	Field Name	Required / Optional	Description	Accepted Response
1	Facility Number OR Resource ID	Required	Facility Number (HHS Public Provider Portal Operation Number) or IMPACT Resource ID.	Operation Number or Resource ID
2	Number of Non-DFPS Children Placed	Required	The number of non-DFPS children currently in the placement. (i.e. Placement for private pay, juvenile, and dependent children under 18)	Number
3	Number of Vacancies	Required	The number of current vacancies in the placement as of today.	Number
4	Number of Anticipated Vacancies	Required	The number of anticipated future vacancies.	Number

	Field Name	Required / Optional	Description	Accepted Response
5	Anticipated Vacancy Date	Conditionally required, if number of anticipated vacancies > 0	The date of the next anticipated future vacancy within 60 days.	Date
6	Accept LGBTQIA	Required	Do you accept LGBTQIA children/youth?	Yes or No
7	Gender	Required	The birth gender the placement prefers to accept?	<ul style="list-style-type: none"> • Both • Female • Male
8	Gender Identity Indicator	Required	Does the placement accept children with a gender identity that differs from their gender assigned at birth?	Yes or No
9	Races	Required	The races the placement prefers to accept.	<ul style="list-style-type: none"> • Declined to Indicate • Abandoned • Am Indian/AK Native • Asian • Black • Native Hawaiian/Pacific Islander • Unable to Determine • White • No Preference
10	Religions	Required	The children/youth's religion the placement prefers to accept.	<ul style="list-style-type: none"> • Catholic • Protestant • Jewish • Eastern Religion • None • No Preference • Other
11	Specialized Services	Required	The Specialized Services the placement provides for children/youth.	<ul style="list-style-type: none"> • Emergency Care Services • Emotional Disorder • Human Trafficking • Physically Challenged • Adult Care • Treatment Foster Care • Autism/PDD/Asperger's Disorder

	Field Name	Required / Optional	Description	Accepted Response
				<ul style="list-style-type: none"> • IDD • PMN • Medically Fragile • Hearing/Visually Impaired • Pervasive Developmental Disorder • Transitional Living Program • Transitional Living Services • Drug Treatment/Substance Abuse • Gender Identity • Fire Starter • Sex Offender • Sexual Behavior Problems • Sexual Aggression • Probation/Parole/TYC/JPC • None
12	Child Sexual Aggression	Required	Does the placement accept children/youth that have a history of child sexual aggression (CSA)?	Yes or No
13	Languages	Required	The languages the placement prefers to accept.	<ul style="list-style-type: none"> • Arabic • Cambodian • Chinese • English • Ethiopian • Farsi • Filipino • French • German • Hausa • Igbo • Japanese • Kirundi • Korean • Nigerian • Polish • Portuguese • Russian • Sign – American • Sign – Spanish • Sign - Other • Somali

	Field Name	Required / Optional	Description	Accepted Response
				<ul style="list-style-type: none"> Spanish Swahili Thai Urdu Vietnamese Other Yoruba No Preference
14	Other Language	Conditionally Required	If the languages field contains the value "Other" or "Sign-Other", then provide the other languages accepted.	Text
15	Legal Risk	Optional	Does the placement accept children/youth with parental legal rights not terminated? (legal risk)	Yes or No
16	Minimum Age	Required	The minimum preferred age accepted by the placement.	0-22
17	Maximum Age	Required	The maximum preferred age accepted by the placement.	0-22
18	Elementary School Name	Required	The name of the elementary school that children in the placement will attend.	Text
19	Elementary Charter School	Optional	Is the elementary school a charter school?	Yes or No
20	Middle School Name	Required	The name of the middle school that children in the placement will attend.	Text
21	Middle Charter School	Optional	Is the middle school a charter school?	Yes or No
22	High School Name	Required	The name of the high school that children in the placement will attend.	Text
23	High Charter School	Optional	Is the high school a charter school?	Yes or No

	Field Name	Required / Optional	Description	Accepted Response
24	Emergency Placement	Optional	Are emergency placements accepted?	Yes or No
25	Pregnant Parent Program	Required	Does the placement accept pregnant youth with or without their children?	Yes or No
26	Primary Medical Needs	Required	Does the placement accept children/youth with primary medical needs?	Yes or No
27	Alternate Contact Name	Optional	The name of the intake contacts for the placement. <i>Agency level contact information</i>	Text
28	Alternate Contact Phone	Optional	The intake phone number for the placement. <i>Agency level contact information</i>	10-digit Phone Number (cannot start with 0 or 1)
29	Additional Placement Information	Optional	Additional placement Information the provider would like the CPS placement team to know about. (ie animals in the home, take sibling groups etc.)	Text
30	School District Code	Required	The TEA school district code for the school district children/youth in the placement will attend June 1-May 31 of the current year. A list of TEA School District Codes can be found on the TEA website, a link is provided in Appendix C.	School District code from TEA.
31	IQ Level	Required	The IQ level the placement prefers to accept.	<ul style="list-style-type: none"> • 70+ • <=69 • No Preference
32	Service Level	Required	The Service Level placement prefers to accept.	<ul style="list-style-type: none"> • Basic • Moderate • Specialized

	Field Name	Required / Optional	Description	Accepted Response
				<ul style="list-style-type: none">• Intense• Psychiatric Transition• TFC (Treatment Foster Care)• Intense Plus• Emergency Shelter

Section 3 Provider Onboarding and Data Quality

3.1 Overview

DFPS has designed a process to receive GPS provider data directly from vendor CMS systems. The process involves several steps that must be taken by Providers and their CMS vendors to 'onboard' providers while ensuring the quality of data received by GPS. All data for all CPA foster homes and GROs must be successfully received in GPS for the system to be successful and facilitate automated placement matching. GPS aims to ensure the following types of data quality:

Complete Population of Foster Homes / GROs – Ensure GPS receives all of the provider's active and eligible placements.

Complete Data Set for Each Foster Home / GRO - Ensure GPS receives provider records that are 100% complete, with no missing data.

Correct Format for All Data Received - Ensure GPS receives provider records in the GPS specified electronic format with values recognized by GPS.

3.2 Summary of Provider Onboarding and Data Quality Steps

Providers must go through a series of steps in the data quality process to ensure that information in GPS is correct and data being sent to GPS via the data transfer process is complete and usable in the GPS system. Detailed step-by-step instructions are provided in subsequent sections of this document for each item in the Provider Onboarding and Data Quality Process summarized below:

Verify your Information in GPS: As part of the onboarding process, providers are required to login to the GPS application to enter their Contact information, verify CPA/GRO information and verify the provider foster home / GRO list.

Data Collection: Providers must ensure they are collecting all information that GPS requires AND they are able to enter GPS specific data into their CMS (Case Management System) system.

Data Validation: Providers must work with their CMS vendor to ensure that their CMS system is set up to validate the GPS data captured.

Initial Data Load and Provider Onboarding: Providers must enter GPS data into their CMS system for all eligible foster homes and GROs and then work with their CMS vendor to test and send the data to GPS.

Data Maintenance: Providers are required to update their provider preference and vacancy information daily in their CMS system, to the extent the information changes.

Data Exception Handling: Providers must ensure that if data is sent to GPS and it is not accepted by GPS, the data is analyzed and corrected in a timely manner.

3.3 Step-by-Step Instructions for Providers

The following sections list the step by step instructions Providers and their CMS vendors must follow to successfully participate in the Data Transfer Process.

3.3.1 Verify your Information in GPS

Step 1: Login to the GPS application to enter your Agency or GRO's contact information and verify that the information on your GPS Landing page and Provider Home List are correct.

*Access the **GPS Data Entry Training Manual** to learn how to login to the GPS application and view your information. A link to the GPS Data Entry Training Manual is provided on the GPS Website:*

http://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Residential_Child_Care_Contracts/GPS/default.asp

1. Enter your contact information in the Contact fields provided (Contact fields outlined in red in the screen shot below.)
2. Verify the information already populated in the following fields is correct for your CPA or GRO: (fields to be verified are shown with red arrows in the screen shot below.)
 - i. CPA/GRO name and address
 - ii. Operation Number
 - iii. Services Provided
 - iv. Type of Facility
 - v. Total Capacity
3. If the information is not correct, please check the information in the Public and Provider Portal for your CPA or GRO and update it there as needed. GPS will pull the updated information from the Public and Provider Portal and display it on this page.
4. If you continue to experience issues with the information on this page, please contact the GPS Help Desk. **DFPS GPS Help Email:** dfpsgpsproject@dfps.texas.gov

GPS Provider Update

Region:

Last Update Date: 05/12/2021 02:44 PM

Region: 5

Agency/GRO Address: 3105 EXECUTIVE BLVD BEAUMONT TX 77705-1044

Type of Services: Emotional Disorder, Mental Retardation, Pervasive Development Disorders, Primary Medical Needs, Child Care, Transitional Living Program, Assessment, Adoption, Respite Child Care, Foster Care

Total Capacity: 1949

Agency/GRO: TEXAS DEPT OF FPS REG 05

Operation Number: 66558 - 210

Type of Facility: Agency Home

Total Current Vacancies:

Contact Person: Phone:

Email:

Intake Contact: Phone:

Email:

After-Hours Intake Contact: Phone:

Email:

Figure 1 - GPS Provider Update Page Example

Step 2: While in the GPS application, review the list of Provider Names (foster homes and GROs) shown in your Provider List.

Provider Name	Facility Type	County	Service Level	Current Vacancies	Anticipated Vacancies	# of Non-DFPS Children Placed	Active	Age	Gender
[REDACTED]	Child Placing Agency	PARKER							
[REDACTED]	Child Placing Agency	TARRANT							
[REDACTED]	Child Placing Agency	TARRANT							
[REDACTED]	Child Placing Agency	TARRANT							
[REDACTED]	Child Placing Agency	TARRANT							
[REDACTED]	Child Placing Agency	JOHNSON							
[REDACTED]	Child Placing Agency	DENTON							
[REDACTED]	Child Placing Agency	DALLAS							
[REDACTED]	Child Placing Agency	TARRANT							
[REDACTED]	Child Placing Agency	TARRANT							

Showing 1 to 10 of 11 entries

Page 1 of 1 | 10 Entries Per Page

Take the following steps to ensure all provider names in the list are correct:

1. Verify that the providers on the list belong to your GRO, CPA, or if your CPA has branches, the homes belong to your branch.
2. Verify that there are no provider names missing.
3. Verify that there are no provider names on the list that are inactive or not accepting DFPS children/youth.
 - a. If there are missing provider names, or names shown in error, then contact the GPS Help Desk to report the issue. **DFPS GPS Help Email:**
dfpsgpsproject@dfps.texas.gov

-
4. Verify the “Active” status for each foster home. GPS will display a “Y” if the home is active and a “N” if the home is not active. The information displayed is based on the information you have entered in the HHS Public and Provider Portal for the Provider.
 - a. If the active status is not correct in GPS, login to the HHS Public and Provider Portal and modify the “Inactive Date” field for the provider. The updated information will be displayed in GPS within 6 hours.

3.3.2 Data Collection

All Providers are required to collect a specified set of data that GPS requires to facilitate the best placement matching for children and youth. Most of these data points are likely already collected and entered in your CMS system, however, there may be some information that is new to your system. Follow the steps below to evaluate and modify your data collection process:

Step 1: Review the Table of GPS Required Fields in Section 2.4 of this document. These fields represent information about placement vacancies, preferences and characteristics that are not currently collected in DFPS systems.

Step 2: Review the definition of “GPS Eligible Placements” in Section 2.3 of this document.

Step 2: Evaluate and/or modify your data collection process to gather the new information from your foster homes and GROs for placements eligible to be included in GPS.

Step 3: Talk to your CMS vendor and/or Information Technology Team to ensure that your CMS system can be modified to collect and maintain the new data fields GPS requires and that “GPS Eligible Placements” can be identified in your CMS system.

Step 4: Confirm with your vendor that they will send ALL “GPS Eligible Placements” to GPS. It is the Provider’s responsibility to ensure that ALL “GPS Eligible Placements” are sent to GPS by your vendor. If your vendor cannot send ALL “GPS Eligible Placements” then providers must find a way to do so. This may include a combination of electronic data transfer and Manual Data Entry.

If your CMS vendor cannot modify your CMS system to collect and maintain all the fields that GPS requires, then the provider MUST use manual data entry.

3.3.3 Data Validation

CPA foster home and GRO data that is submitted by Providers must be validated by your CMS system to ensure the data is useful and consumable by GPS. For example,

- GPS validates that the dates entered are in the GPS specified format, MM/DD/YYYY.
- GPS also validates that values sent for each field are recognized by GPS. For example, values for languages, races, and service level types must match values that GPS recognizes.

-
- GPS also validates that all GPS required fields in a foster home or GRO record are present before the record can be accepted and saved in the GPS system.

Below are the steps Providers must take to ensure that GPS data validations are performed in their CMS system:

Step 1: Review this manual with your vendor, specifically Section 3.3 “API Master Data List and Validation Rules.”

Step 2: Talk to your CMS vendor about their plan for GPS data validation in the CMS system. If your CMS vendor has not yet been in touch with DFPS regarding the Data Transfer Process or data validations, have them send an email to dfpsgpsproject@dfps.texas.gov to schedule an introductory meeting to get started.

3.3.4 Initial Data Load – Provider Onboarding

When your CMS vendor has prepared your CMS system to use the Data Transfer Process and you have collected the needed GPS data, you are ready to begin the GPS onboarding process.

Step 1: Update all GPS specific fields in your CMS system for all existing placements. Your vendor may refer to this activity as ‘backfilling’ data so that all records are complete from a GPS standpoint.

NOTE: A foster home or GRO record will not be accepted by GPS unless the record is “complete”, meaning that all required fields for the record must be entered into the CMS system. GPS does not accept partially complete records. Thus, Step 1 above must be performed before the foster home or GRO record will be available in GPS.

Step 2: After entering GPS data into your CMS system for ALL eligible CPA foster homes and GROs, your CMS vendor will send your data to GPS in ‘test’ mode to ensure there are no data exceptions and all data can be received by GPS successfully. Once testing has been completed and all exceptions have been resolved, then your CMS vendor will send your data to the GPS “Production” environment and “Go Live”.

Check with your CMS vendor about the coordination and timing for these activities.

3.3.5 Data Maintenance

Providers are required to update their provider preference and vacancy information daily in their CMS system, to the extent the information changes. CMS vendors are expected to send the changed data to GPS as soon as the change is made in the CMS.

Step 1: Update provider preference and vacancy information daily (as information changes) in your CMS.

Step 2: Updated data is required to be sent from the CMS system to GPS as soon as the record is updated, the goal is to receive real time data about your provider preferences and available vacancies. Discuss the timing of data transmissions with your vendor.

Step 3: Know that GPS can get data from both the Data Transfer Process and via the Manual Data Entry process. If a user updates a facility in GPS manually, and the CMS system sends data for the same facility, the data entered manually will be overwritten by the data sent electronically.

3.3.6 Data Exception Handling

All foster home and GRO records received by GPS via the Data Transfer Process will be validated to ensure they meet GPS requirements for record and field level validations. Records that do not pass all record level and field level validations will be rejected and returned with error messages via the Data Transfer Process. Error messages will be sent for each rejected record and will include a list of the validations that failed, and the reason(s) associated with each failure.

- The CMS vendor is responsible for notifying Providers of data exceptions upon receiving the error notification from GPS. CMS vendors must communicate the errors to their clients and assist them with error tracking and resolution to ensure that all errors are addressed and corrected timely, within 24 hours.
- The Case Manager is responsible for correcting all errors in the CMS system so that the record can be resubmitted with the next data transfer. Records must be corrected and resubmitted timely (same day) to maintain the integrity of the data in the GPS system.

Establish your Data Exception Process:

Step 1: Talk to your CMS vendor about their plan for managing data exceptions received from GPS. Ask your vendor how you will be informed about data exceptions and ask to review sample reports and notifications. Let the vendor know that you must correct any exceptions within 24 hours to be compliant with GPS' data quality standards.

Step 2: Participate in data testing with your vendor and the GPS Information Technology Team before go-live to address and resolve any data validation issues or exceptions prior to transmitting the initial load data transfer.

Execute your Data Exception Process after Go-Live:

Step 3: Once you go live with GPS, review the data exception reports or notifications provided by your vendor. Review the reports to determine the types of errors you are receiving. Generally, data exceptions will fall into two broad categories: **Action Required by Provider** and **Action Required by Vendor**. For each of these broad categories more specific errors are addressed with prescribed actions for each:

Data Exceptions that Require Action by Provider:

1. Error: Required field is missing

- a. What this means:
 - i. The record is missing a required field, the name of the required field will be sent in the error message.
- b. How to resolve it:

-
- i. Find the field in your CMS system and enter a value then save the record. Once the record is saved your CMS system will automatically send the record to GPS.

2. Error: "Facility Number or Resource ID is not recognized. or provider criteria doesn't meet GPS requirements"

a. What this means:

- i. This error means that the foster home or GRO record sent either has a bad identifier (license number or resource ID) OR it is not eligible to receive placements.

b. How to resolve it:

i. First, rule out a bad identifier.

1. Check with your vendor to see if the identifier they are sending to GPS is the DFPS IMPACT Resource ID or the HHS CLASS License/Operation Number.
2. Check the source system (IMPACT or CLASS Public Provider Portal) to verify that the identifier for the foster home or GRO is correctly entered in your CMS system.
 - a. If identifier is not correct: modify the identifier in your CMS system. After re-entry, the CMS system will automatically resend the record.
 - b. If the identifier is correct: go to the next step (II).

ii. Determine if the home is eligible for placements. A home is eligible for placements if it meets the following criteria:

If the facility is a foster home, the CPA must be licensed and operating AND have an active DFPS contract in good standing with DFPS AND the home is verified and licensed AND is a foster family home that accepts unrelated non-kin children.

If the facility is a GRO, the GRO must be licensed and operating AND have an active DFPS contract in good standing with DFPS. The GRO must be one of the following GRO types:

*Child Care Services Only
Emergency Care Services Only
Multiple Services
Residential Treatment Center*

1. If the foster home or GRO does not meet the requirements above, work with your vendor to find a way to suppress sending it to GPS.

-
2. If the foster home or GRO meets the requirements above, contact DFPS to troubleshoot the error. Email the GPS Help Desk for assistance at: dfpsgpsproject@dfps.texas.gov. Provide the License Number or Resource ID, name of the facility and the error message received, and the date received. Someone from the GPS team will reach out to you to help solve the problem.

Data Exceptions that Require Action Required by Vendor:

3. *Error: Value sent to GPS is not recognized*

- a. What this means:
 - i. There is an issue with the vendor's data transmission process. The vendor likely did not properly map or translate a value from the CMS system to the GPS system.
- b. How to resolve it:
 - i. Send the error to your CMS vendor and let them know that this error needs to be resolved by them. If they cannot fix the error, ask them to email their contact in the DFPS Information Technology Department to help troubleshoot and solve the error.

4. *Error: Data sent is not in GPS format*

- a. What this means:
 - i. There is an issue with the vendor's data transmission process. The vendor likely did not properly map or translate a value from the CMS system to the GPS system.
- b. How to resolve it:
 - i. Send the error to your CMS vendor and let them know that this error needs to be resolved by them.

Section 4 API Technical Instructions and Details

4.1 Instructions for Token Retrieval

The External API to update the facility record in GPS System is secured using OAuth2 security. To access the External API and communicate with it to update facility record, requester will need a valid jwt token.

The jwt token can be obtained by invoking the security API with the use of provided client credentials (Details provided in upcoming sections).

To communicate with security API to generate token and GPS External API to update facility record, client(requester) server needs to configure the DFPS provided client certificate to establish the handshake between the client(requester) server and Host (DFPS) servers.

To achieve the above objective, Client(requester) needs to follow the following steps that illustrates how to establish handshake and request an access token using the security API.

Establishing Handshake between Client (Requester) server and Host (DFPS) Server

1. Copy the DFPS provided client certificate to a sandbox location or to a location on Client (Requester) server or local machine.

2. **Java Programming configuration:**

Configure the following VM arguments in sandbox or java program using SSL context

- a. -Djavax.net.ssl.keyStoreType=pkcs12
- b. -Djavax.net.ssl.keyStore= <sanbd box location> (sample windows location: "C:/gps_cert/client3.p12")
- c. -Djavax.net.ssl.keyStorePassword=<password> (default password to use: changeit)

3. **Generate header parameter for authorization:**

The process of creating the Authorization header is relatively straightforward for basic authentication. The code snippet below shows how to generate the header parameter.

```
HttpHeaders createHeaders(String clientId, String clientSecret){  
  
    return new HttpHeaders() {  
  
        String auth = clientId + ":" + clientSecret;  
  
        byte[] encodedAuth = Base64.encodeBase64(  
  
            auth.getBytes(Charset.forName("US-ASCII")) );  
  
        String authHeader = "Basic " + new String( encodedAuth );  
  
        set( "Authorization", authHeader );  
  
    };  
  
}
```

Token Generation

The jwt token generated using these steps contains information about the resources/entities that the client has access to in GPS and should not be shared with others. It has a validity of 12 hours and once expired, the user should request a new one.

Below are the parameters that is needed to retrieve the token:

Parameter Name	Expected Value	Description
grant_type	client_credentials	
clientId	Client Id value	The assigned client id of the CMS provider. This will be shared securely by DFPS to CMS provider.
clientSecret	Client secret key value	The assigned client secret key of the CMS provider. This will be shared securely by DFPS to CMS provider.

4. Retrieve token by calling the token end point URL:

Create a HTTP request using the parameters below and send it to the token endpoint (authorization server) using the application/x-www-form-urlencoded format.

Token endpoint url: POST <base URL path>/[gps-security-oauth2/oauth/token?grant_type=client_credentials](#) HTTP/1.1

Parameters:

grant_type: Value must be set to "client_credentials". This is a REQUIRED parameter.

Header parameter: Authorization: Basic cZCaGRSa3F0MzpnWDFmQmF0M2JW

Note: Refer to step 3 to create the authorization header.

Header parameter: Content-Type: application/x-www-form-urlencoded

Because the client authentication is being used as the authorization grant, no additional authorization is required.

Access token request validations and response error codes

Any errors encountered during the token retrieval process may be analyzed by checking the error codes returned in the response.

Supported HTTP Status

HTTP Status Code	Validation Details	Description	Comments
200	Valid Client credentials	Success OK	Request is successful, and token is generated and given to client.
400	Input mismatch	Bad request	Requested parameter doesn't match with expected type.
401	Invalid Client credentials	Not authorized!	The credentials used to generate token are invalid.
403	Accessing the resource is forbidden	Forbidden!!!	The requester doesn't have valid client certificate or handshake is not established.
404	The requested resource is not found	Not found!!!	This means the requested resource is not found on the URL used. This may happen due to URL mismatch. This may happen only if DFPS is renaming its server, changing resource name (both rarest of rare scenarios when in production). Any such changes will be communicated beforehand. OR Requester is trying to invoke external API with other than provided External API URL.
500	Server Error	Internal Server Error	Getting this status means, the API service for External API request may be down due to any of below reasons. System Maintenance Downtime, Deployments taking place and any other network issue environment may be facing. In case of this status, requester may try again later.

Access Token Response

A successful access token request will return a response that will include the access token, token type, expiration time and scope.

The following is an example of a successful access token response:

```
{
  "access_token": "eyJhbGciOiJIUzI1NiIsInR5cCI6IkpXVCJ9.eyJzY29wZSI6ImV4SShUFNfRlVhUll0slmV4cCI6MTU3NDE5MjEwNiwiwianRpljoiM2lyOTQ3YTAtMDhiNy00YzEyLTg5MjltYzRiZW50X2k1k1joiR1BTX0NMSUVOVF8xIn0.s0hWG81eCcuPfnqn8IBOtnG-S6HkQlo9NnBqCPx15Ug",
  "token_type": "bearer",
  "expires_in": 119,
  "scope": "GPS_EXT",
  "jti": "3b2947a0-08b7-4c12-8922-c4bec024687f"
}
```

4.2 External Facility Data Update API

Description

- The API is to update facility or placement information in GPS database.
- The Client is required to send facility information (List of Facilities) and token for each request.
- The Client has to send all required fields data.
- The API will validate the token, in case of invalid token or expired token then API returns an error.
- The API will perform required field validation, data validity validation and any business logic validation.
- The API will return back failed Facilities data along with field level error messages as a key, value pair.

API Input Parameters

The following list of ExternalFacilityInfoDTO objects to be supplied to external API.

- The parameter names that suffix with Code (Code columns) should be populated with codes and not the descriptions as shown on UI screen. Please refer to the code values and their descriptions in Appendix A.
- The indicator fields response should be Y for Yes, N for No. If its optional field, then null value is accepted as a response.

Input Parameter Name	Description
List<ExternalFacilityInfoDTO > facilityInfoDtoList required	The list of DTO's is to capture Facility Information, the following are the attribute of the class.

4.3 API Master Data List and Validation Rules

Timing

Providers are required to send data to GPS as soon as a foster home or GRO record is updated in the Provider's CMS system, the goal is to receive real time data about available vacancies and preferences that may have changed.

A provider foster home or GRO record will be successfully accepted by the GPS system if **ALL** of the following validations pass, otherwise the record will be rejected.

Validations

General validations:

- Provider record must include all GPS required fields.

Provider Criteria Validations:

- Provider record must include a valid HHS Public Provider Portal Operation Number or DFPS IMPACT Resource ID for the foster home or GRO.
 - If foster home, then:
 - Foster home must have an active license in the HHS CLASS system.
 - Foster home is designated as a "Foster Family Home".
 - Foster home accepts unrelated (non-kin) children/youth.
 - The associated CPA must have an active contract with DFPS AND have an active license in the HHS CLASS
 - If GRO then,
 - GRO must have an active contract with DFPS AND have an active license in the HHS CLASS system.
 - GRO must be one of the following types:
 - Child Care Services Only
 - Emergency Care Services Only
 - Multiple Services
 - Residential Treatment Center

Field level validations:

- The GPS API interface will check each data field for a record that has been submitted to ensure that it complies with the format and expected value validations listed in the **GPS Master Data and Validation Rules table** below:

Below is a complete list of data fields for Provider preferences that the GPS system accepts along with validations and error messages.

*Note: *Some fields require a valid GPS system code. A list of valid GPS system codes can be found in Appendix A of this document.*

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
1	facilityNumber OR resourceId	Yes	Public Provider Portal Operation Number for a foster home or GRO OR IMPACT Resource ID for a foster home or GRO	Operation Number or Resource ID (numeric)	Long			Must match a CLASS Facility Number or an IMPACT Resource ID AND must pass all provider criteria validations listed in Section 3.3 above.	Facility Number or Resource ID is required ID not recognized or provider criteria doesn't meet GPS requirements.
2	numberOfNonDFPSCChildrenPlaced	Yes	The number of non-DFPS children currently in the placement. (i.e. Placement for private pay, juvenile, and dependent children under 18)	Numeric (0 and above)	Long			None	# of Non DFPS Children Placed is a required field. # of Non DFPS Children Placed should be numeric with max length 10.
3	numberOfVacancies	Yes	The number of current vacancies	Numeric (0 and above)	Long				# of Current Vacancies is a required field.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			in the placement. as of today.						# of Current Vacancies should be numeric with max length 10.
4	numberOfAnticipatedVacancies	Yes	The number of anticipated future vacancies within the next 60 days.	Numeric (0 and above)	Long				# of Anticipated Vacancies is a required field. # of Anticipated Vacancies should be numeric with max length 10.
5	anticipatedVacancyDate	Conditionally required, if number of anticipated vacancies > 0	The date of the next anticipated future vacancy within 60 days.	Date	string (date-time)			Cannot be current date or a past date or a future date > 60 days Must be a valid date in MM/DD/YYYY format	Anticipated Vacancy Date is required field when number of Anticipated Vacancies > 0. "Date is invalid or not in 'MM/DD/YYYY' format" Anticipated Vacancy Date cannot current date or a past date or greater than 60 days from today.
6	acceptLGBTQIA	Yes	Do you accept LGBTQIA	Y or N	string	Yes	1		LGBTQIA is a required field.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			children/youth?						LGBTQIA is invalid. Valid values are Y or N.
7	genderCode	Yes	The birth gender the placement prefers to accept?	*DFPS gender code	string		1	Must be a valid DFPS gender code	Gender is a required field. Invalid code(s) <transferred invalid code> for Gender.
8	genderIdentityIndicator	Yes	Does the placement accept children with a gender identity that differs from their gender assigned at birth?	Y or N	string	Yes	1		Gender Identity different from Birth Assigned Gender is a required field. Gender Identity different from Birth Assigned Gender is invalid. Valid values are Y or N.
9	racess	Yes	The races the placement prefers to accept.	*DFPS 2 character Race code (can send multiple values)	<string> array			Must be valid DFPS race code(s). Should be list of strings (represented as <string> array in data type column)	Race is a required field. Invalid code(s) <comma separated list of transferred invalid codes> for Race.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
10	religions	Yes	The children/youth's religion the placement prefers to accept.	*DFPS 2 character *Religions code (can send multiple values)	< string > array			Must be valid DFPS 2 religion code(s). Should be list of strings (represented as <string> array in data type column)	Religious Preference is a required field. Invalid code(s) <comma separated list of transferred invalid codes> for Religious Preference.
11	specialized Services	Yes	The Specialized Services the placement provides for behaviors indicated.	*DFPS spec serv code, up to 4 characters , (can send multiple)	< string > array			Must be valid DFPS special services code(s). Should be list of strings (represented as <string> array in data type column)	Specialized Services a required field. Invalid code(s) <comma separated list of transferred invalid codes> for Specialized Services.
12	sexualAggression	Yes	Does the placement accept children/youth that have a history of child sexual aggression (CSA)?	Y or N	string	Yes	1		Child Sexual Aggression is a required field. Child Sexual Aggression is invalid. Valid values are Y or N.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
13	languages	Yes	The languages the placement prefers to accept.	*DFPS 2 character languages code (can send multiple values)	< string > array			Must be a valid DFPS languages code(s). Should be list of strings (represented as <string> array in data type column)	Language Spoken a required field. Invalid code(s) <comma separated list of transferred invalid codes> for Language Spoken.
14	otherLanguage	Conditionally Required	If the languages field contains the value "Other" or "Sign-Other", then provide the other languages accepted.	Free form text	string		30	Only allows Alphabetic characters and spaces. If the languages field contains the value "Other" or "Sign-Other", then field is required	Other Language length should be less than or equal to 30. Other Language accepts only alpha characters. Other Languages is required when Other/Sign-Other is selected in Language Spoken field.
15	legalRisk	No	Does the placement accept children/youth with parental legal rights	Y, N or Null	string	Yes	1		Legal Risk is invalid. Valid values are Y, N or Null

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			not terminated ? (legal risk)						
16	minAgeCode	Yes	The minimum preferred age accepted by the placement.	*DFPS age code up to 3 characters	string		3	Must be a valid DFPS age code. Should be list of strings (represented as <string> array in data type column)	Minimum Age is a required field. Invalid code(s) <transferred invalid code> for Minimum Age. Minimum Age cannot be greater than Maximum Age.
17	maxAgeCode	Yes	The maximum preferred age accepted by the placement.	*DFPS age code up to 3 characters	string		3	Must be a valid DFPS age code. Should be list of strings (represented as <string> array in data type column)	Maximum Age is a required field. Invalid code(s) <transferred invalid code> for Maximum Age.
18	esSchoolName	Yes	The name of the elementary school that children in the placement will attend.	Free form text	string		60		Elementary School Name is a required field. Elementary School Name length should

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
									e less than or equal to 60.
19	esCharter	No	Is the elementary school a charter school?	Y, N or Null	string	Yes	1		Elementary School Charter is invalid. Valid values are Y, N or Null
20	msSchoolName	Yes	The name of the middle school that children in the placement will attend.	Free form text	string		60		Middle School Name is a required field. Middle School Name length should be less than or equal to 60.
21	msCharter	No	Is the middle school a charter school?	Y, N or Null	string	Yes	1		Middle School Charter is invalid. Valid values are Y, N or Null
22	hsSchoolName	Yes	The name of the high school that children in the placement will attend.	Free form text	string		60		High School Name is a required field. High School Name length should be less than or equal to 60.
23	hsCharter	No	Is the high school a charter school?	Y, N or Null	string	Yes	1		High School Charter is invalid. Valid values are Y, N or Null
24	emergency Placement	No	Are emergency	Y, N or Null	string	Yes	1		Emergency Placement is invalid. Valid

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			placements accepted?						values are Y, N or Null
25	pregnantParentProg	Yes	Does the placement accept pregnant youth with or without their children?	Y or N	string	Yes	1		Preg/Parent Program is a required field. Preg/Parent Program is invalid. Valid values are Y or N.
26	primaryMedicalNeeds	Yes	Does the placement accept children/youth with primary medical needs?	Y or N	string	Yes	1		PMN is a required field. PMN is invalid. Valid values are Y or N.
27	alternateContactName	No	The name of the intake contacts for the placement. <i>Agency level contact information</i>	Free form text	string		50		Alternate Contact Name length should be less than or equal to 50.
28	alternateContactPhone	No	The intake phone number for the placement.	Numeric <i>Phone numbers only, no</i>	Long		10	Must be 10 digits; cannot start with a 0 or 1	Alternate Contact Phone should be numeric with length 10.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			Agency level contact information	special characters					Alternate Contact Phone must be 10 digits. Phone number must be 10 digits and cannot start with a number of 0 or 1.
29	additionalPlacementInformation	No	Additional placement information the provider would like the CPS placement team to know about. (ie animals in the home, take sibling groups etc.)	Free form text	string		300		Additional Placement Information length should be less than or equal to 300.
30	schoolDistrictCode	Yes	The TEA school district code for the school district children/youth in the placement will attend June 1-May 31 of the	*DFPS School District code	string		6	Must be a valid 6 digit TEA school district code (no hyphen.) The school district must be in the same county as the foster home or	School District is a required field. Invalid code(s) <transferred invalid code> for School District.

	Field Name	Required	Description	*Expected Value	Data Type	Indicator	Length	Validations in addition to required field and correct, type and format	Error Message on Record for Validation Failure
			current year. A list of TEA School District Codes can be found on the TEA website, a link is provided in Appendix C					GRO's physical address.	
31	iqCode	Yes	The IQ level the placement prefers to accept	*DFPS IQ code	String		2	Must be a valid DFPS IQ code	IQ is a required field. Invalid code(s) <transferred invalid code> for IQ.
32	serviceLevelCode	Yes	The Service Level placement prefers to accept.	*DFPS Service level code	<String> array		3	Must be valid DFPS Service level codes. Service Level values/Codes to be same as IMPACT	Service Level is a required field. Invalid code(s) <comma separated list of transferred invalid codes> for Service Level.

4.4 API Response

API Fields Metadata	API Fields Metadata
List< ExternalFacilityInfoDTO > facilityInfoDtoList	The failed list of facilities information along with error Map. The HTTPS code for this is 206

API Fields Metadata	API Fields Metadata
<p>Map<String, String> error Map</p>	<p>The error map is to list all error messages of failed facility record in the request. The error details map, the key is field name and the value is error message. Example (Jason error map): "errorMap": { "iqCode": "Invalid code(s) TT for IQ.", "specializedServices": "Invalid code(s) RR for Specialized Services.", "genderCode": "Invalid code(s) D for Gender.", "acceptLGBTQIA": "LGBTQIA is invalid. Valid values are Y or N.", "minAgeCode": "Minimum Age cannot be greater than Maximum Age.", "serviceLevelCode": "Invalid code(s) 110 for Service Level.", "religions": "Religious Preference is a required field.", "emergencyPlacement": "Emergency Placement is invalid. Valid values are Y or N.", "esSchoolName": "Elementary School Name is a required field.", "anticipatedVacancyDate": "Anticipated Vacancy Date cannot be past or greater than 60 days from today.", "schoolDistrictCode": "Invalid code(s) 015700 for School District." } }</p>

4.5 Supported HTTP Methods

POST: POST requests require all parameters to be passed into the body of the request as a JSON object.

API URL: /v1/ext-Providers

POST Header

HTML Copy

Content-Length: insertLengthOfHTTPBody

Content-Type: application/json

POST body

facilityInfoDtoList

```
[
  {
```

```
"facilityNumber": "number",
"resourceId": "number",
"specializedServices": [
  "string"
],
"minAgeCode": "string",
"maxAgeCode": "string",
"genderCode": "string",
"languages": [
  "string"
],
"otherLanguage": "string",
"anticipatedVacancyDate": "11/30/2020", -- <Date as string>
"numberOfAnticipatedVacancies": "number",
"numberOfVacancies": "number",
"numberOfNonDFPSChildrenPlaced": "number",
"emergencyPlacement": "string",
"genderIdentityIndicator": "string",
"acceptLGBTQIA": "string",
"racess": [
  "string"
],
"legalRisk": "string",
"religions": [
  "string"
],
"schoolDistrictCode": "string",
"esSchoolName": "string",
"esCharter": "string",
```

```
"msSchoolName": "string",
"msCharter": "string",
"hsSchoolName": "string",
"hsCharter": "string",
"additionalPlacementInformation": "string",
"primaryMedicalNeeds": "string",
"sexualAggression": "string",
"iqCode": "string",
"pregnantParentProg": "string",
"alternateContactName": "string",
"alternateContactPhone": "number",
"serviceLevelCode":["string"]
}
]
```

POST body response

facilityInfoDtoList

```
[
{
"facilityNumber": "number",
"resourceId": "number",
"specializedServices": [
"string"
],
"minAgeCode": "string",
"maxAgeCode": "string",
"genderCode": "string",
"languages": [
"string"
],
}
```

```
"otherLanguage": "string",
"anticipatedVacancyDate": "11/30/2020", -- <Date as string>
"numberOfAnticipatedVacancies": "number",
"numberOfVacancies": "number",
"numberOfNonDFPSChildrenPlaced": "number",
"emergencyPlacement": "string",
"genderIdentityIndicator": "string",
"acceptLGBTQIA": "string",
"racess": [
  "string"
],
"legalRisk": "string",
"religions": [
  "string"
],
"schoolDistrictCode": "string",
"esSchoolName": "string",
"esCharter": "string",
"msSchoolName": "string",
"msCharter": "string",
"hsSchoolName": "string",
"hsCharter": "string",
"primaryContactName": "string",
"primaryContactPhone": "number",
"afterHourContactName": "string",
"afterHourContactPhone": "number",
"additionalPlacementInformation": "string",
"primaryMedicalNeeds": "string",
"sexualAggression": "string",
```

```

"iqCode": "string",
"pregnantParentProg": "string",
"alternateContactName": "string",
"alternateContactPhone": "number",
"serviceLevelCode":["string"]
}
"errorMap": {
"additionalProp1": "string",
"additionalProp2": "string",
"additionalProp3": "string"
}

```

4.6 Supported HTTP Status

Http Status Code	Validation Details	Description	Comments
200	The request is successful	Success OK	All sent records are valid, accepted and updated in GPS.
206	The request is partial successful	Partial Content	Some of the records are accepted and updated in GPS, whereas rest of the records are rejected due to any validation error. The validation errors occurred are included in response for each rejected record.
400	Input mismatch	Bad request	This status means any attribute/element of any record in request, doesn't match with accepted type of element. These requests are rejected even prior to request binding, with status 400. OR All records in request rejected due to one or other validation failure. The validation failure message is communicated with each rejected record.
401	Invalid Client credentials	Not authorized!	This status is returned when request contains an invalid jwt token. There may be multiple reasons like 'Token expired', 'Token invalid i.e. generated from other then expected source', 'Token generated with invalid credentials' etc.
403	Accessing the resource is forbidden	Forbidden!!!	This status is returned when the jwt token doesn't have sufficient privileges to send data through External API. This is returned when token used in request is not generated using DFPS provided client credentials.
404	The requested resource is not found	Not found!!!	This means the requested resource is not found on the URL used. This may happen due to URL mismatch. This may happen only if DFPS is renaming its server, changing resource name (both rarest of rare scenarios when in

			production). Any such changes will be communicated beforehand. OR Requester is trying to invoke external API with other than provided External API URL.
500	Server Error	Internal Server Error	Getting this status means, the API service for External API request may be down due to any of below reasons. System Maintenance Downtime, Deployments taking place and any other network issue environment may be facing. In case of this status, requester may try again later.

4.7 Sample JSON Request

```
[
  {
    "facilityNumber": 11111123,
    "resourceId": "1245787",
    "specializedServices": [
      "AC",
      "RR"
    ],
    "minAgeCode": "120",
    "maxAgeCode": "60",
    "genderCode": "D",
    "languages": [
      "VT",
      "XX"
    ],
    "otherLanguage": "asdfasdf",
    "anticipatedVacancyDate": "11/30/2020",
    "numberOfAnticipatedVacancies": 2,
    "numberOfVacancies": "2",
    "numberOfNonDFPSCchildrenPlaced": 3,
    "emergencyPlacement": "V",
```

```
"genderIdentityIndicator": "Y",
"acceptLGBTQIA": "X",
"races": [
  "WT",
  "UD"
],
"legalRisk": null,
"religions": [
],
"schoolDistrictCode": "015700",
"esSchoolName": null,
"esCharter": "Y",
"msSchoolName": "Middle School",
"msCharter": "N",
"hsSchoolName": "High School Name",
"hsCharter": "N",
"primaryContactName": "Agency Primary Contact Name",
"primaryContactPhone": 405555225,
"afterHourContactName": "After Hour Contact Name",
"afterHourContactPhone": 405555599,
"additionalPlacementInformation": "QA TestQA",
"primaryMedicalNeeds": "N",
"sexualAggression": "N",
"iqCode": "TT",
"pregnantParentProg": "N",
"alternateContactName": "Alternate Contact Name",
"alternateContactPhone": null,
"serviceLevelCode":["220","110"]
}
```

]

4.8 Sample JSON Response

[

{

 "facilityNumber": 11111123,

 "resourceId": 125478,

 "specializedServices": [

 "AC",

 "RR"

],

 "minAgeCode": "120",

 "maxAgeCode": "60",

 "genderCode": "D",

 "languages": [

 "VT",

 "XX"

],

 "otherLanguage": "asdfasdf",

 "anticipatedVacancyDate": "11/30/2020",

 "numberOfAnticipatedVacancies": 2,

 "numberOfVacancies": "2",

 "numberOfNonDFPSCChildrenPlaced": 3,

 "emergencyPlacement": "V",

 "genderIdentityIndicator": "Y",

 "acceptLGBTQIA": "X",

 "racess": [

 "WT",

 "UD"

],

```
"legalRisk": null,
"religions": [
],
"schoolDistrictCode": "015700",
"esSchoolName": null,
"esCharter": "Y",
"msSchoolName": "Middle School",
"msCharter": "N",
"hsSchoolName": "High School Name",
"hsCharter": "N",
"additionalPlacementInformation": "QA TestQA",
"primaryMedicalNeeds": "N",
"sexualAggression": "N",
"iqCode": "TT",
"pregnantParentProg": "N",
"alternateContactName": "Alternate Contact Name",
"alternateContactPhone": null,
"serviceLevelCode":["220","110"]
}
"errorMap": {
"contractStatus": "ID not recognized, or provider doesn't meet GPS requirements .",
    "licenseStatus": " ID not recognized, or provider doesn't meet GPS requirements .",
    "anticipatedVacancyDate": "Anticipated Vacancy Date field is a required field when Anticipated Vacancies are greater than 0."
    "iqCode": "Invalid code(s) TT for IQ.",
    "specializedServices": "Invalid code(s) RR for Specialized Services.",
    "genderCode": "Invalid code(s) D for Gender.",
    "acceptLGBTQIA": "LGBTQIA is invalid. Valid values are Y or N.",
    "minAgeCode": "Minimum Age can not be greater than Maximum Age.",
```

```
"serviceLevelCode": "Invalid code(s) 110 for Service Level.",
"religions": "Religious Preference is a required field.",
"emergencyPlacement": "Emergency Placement is invalid. Valid values are Y or N.",
"esSchoolName": "Elementary School Name is a required field.",
"anticipatedVacancyDate": "Anticipated Vacancy Date cannot be past or greater than
60 days from today.",
"schoolDistrictCode": "Invalid code(s) 015700 for School District."
}
}
]
```

Appendix A – Valid GPS System Codes

Age Range

Code	Description	Remark
0	0	Age - 0
6	6 months	Age - 6months
12	1	Age - 1 year
18	18 months	Age - 18 months
24	2	Age - 2 years
36	3	Age - 3 years
48	4	Age - 4 years
60	5	Age - 5 years
72	6	Age - 6 years
84	7	Age - 7 years
96	8	Age - 8 years
108	9	Age - 9 years
120	10	Age - 10 years
132	11	Age - 11 years
144	12	Age - 12 years
156	13	Age - 13 years
168	14	Age - 14 years
180	15	Age - 15 years
192	16	Age - 16 years
204	17	Age - 17 years
216	18	Age - 18 years
228	19	Age - 19 years
240	20	Age - 20 years
252	21	Age - 21 years
264	22	Age - 22 years

Gender

Code	Description
B	Both
F	Female
M	Male

Race

Code	Description
DC	Declined to Indicate
AB	Abandoned
AA	Am Indian/AK Native
AN	Asian
BK	Black
HP	Native Hawaiian/Pacific Islander
UD	Unable to Determine
WT	White
FP	No Preference

Language

Code	Description
AR	Arabic
CA	Cambodian
CH	Chinese
EN	English
ET	Ethiopian
FA	Farsi
FI	Filipino
FR	French
GR	German
HA	Hausa
IG	Igbo
JP	Japanese
KI	Kirundi
KO	Korean
NI	Nigerian
OS	Sign - Other
PL	Polish
PO	Portuguese
RU	Russian
SI	Sign - American
SO	Somali
SP	Spanish
SS	Sign - Spanish
SW	Swahili
TH	Thai
UR	Urdu

VT	Vietnamese
XX	Other
YO	Yoruba
FP	No Preference

Religion

Code	Description
AC	Catholic
BP	Protestant
CJ	Jewish
DE	Eastern Religion
EN	None
FP	No Preference
XX	Other

IQ

Code	Description
02	70+
01	<=69
FP	No Preference

Service Level

Code	Description
210	Basic
220	Moderate
230	Specialized
240	Intense
250	Psychiatric Transition
260	TFC (Treatment Foster Care)
270	Intense Plus
999	Emergency Shelter

Specialized Services

Code	Description
ECS	Emergency Care Services
ED	Emotional Disorder
HT	Human Trafficking
PC	Physically Challenged
AC	Adult Care
TFC	Treatment Foster Care
APAD	Autism/PDD/Asperger's Disorder
IDD	IDD
PMN	PMN
MF	Medically Fragile
HVI	Hearing/Visually Impaired
PDD	Pervasive Developmental Disorder
TLP	Transitional Living Program
TLS	Transitional Living Services
DTSU	Drug Treatment/Substance Abuse
GI	Gender Identity
FS	Fire Starter
SO	Sex Offender
SBP	Sexual Behavior Problems
SA	Sexual Aggression
PPTJ	Probation/Parole/TYC/JPC
NN	None

Appendix B – Glossary of Terms

Term	Description
Agency	Child Placing Agency
API	Application Programming Interface
CMS	Case Management System
CMS Vendor	Case Management System Vendor or Developer
CPA	Child Placing Agency
DFPS	TX Department of Family Protective Services
Facility Number	Facility identifier in the HHS CLASS System. Also referred to as the Operation Number in the HHS CLASS Public and Provider Portal. This number is commonly referred to as the 'license number'.
GPS	General Placement Search System
GRO	General Residential Operation
HHS	TX Health and Human Services
HTML	HyperText Markup Language
HTTP	HyperText Transfer Protocol
IMPACT	DFPS' Case Management System
Resource ID	Facility/Resource identifier in DFPS IMPACT system
JSON	JavaScript Object Notation
JWT	JSON Web Tokens
Operation Number	Facility identifier in the HHS CLASS Public and Provider Portal. Also referred to as the Facility Number in the HHS CLASS system. This number is commonly referred to as the 'license number'.
Provider	CPA or GRO that manages a foster home or GRO that accepts placements for DFPS children.
Provider Record	A record sent to GPS that contains preference and vacancy information for one CPA foster home or GRO that accepts placements for DFPS children
Public Provider Portal	Provider Portal to HHS CLASS Licensing System for Foster Homes
RID	IMPACT Resource ID
TEA	Texas Education Agency
Vendor	Case Management System Vendor

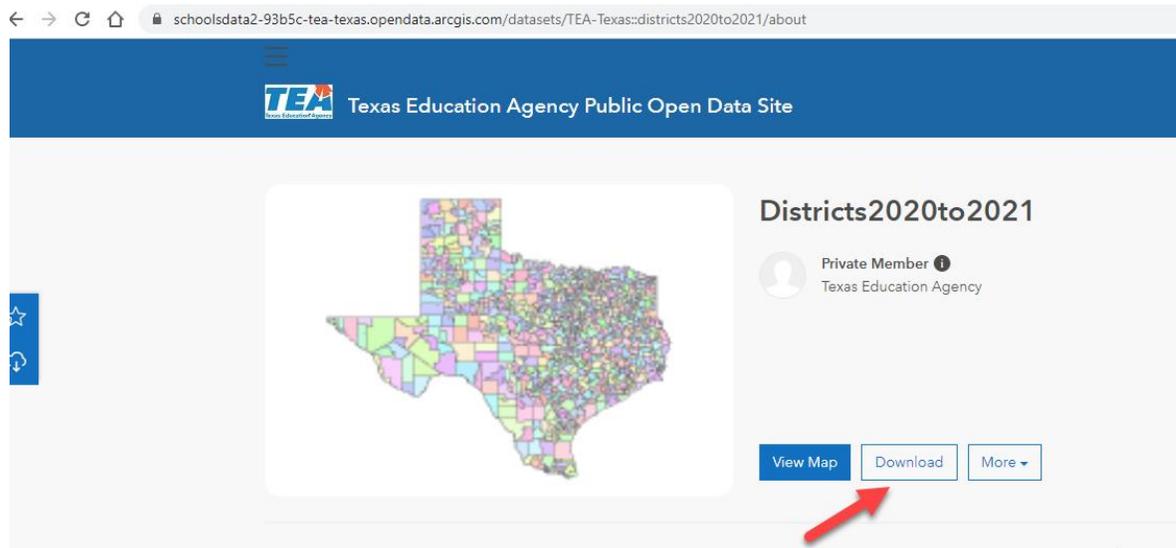
Appendix C – TEA School District Codes

TEA School District Codes can be found on the TEA website page below. These codes will be updated in GPS every year on June 1st.

<https://schoolsdata2-93b5c-tea-texas.opendata.arcgis.com/datasets/TEA-Texas::districts2020to2021/about>

Click “Download”

Send GPS the 6-digit (non-hyphenated) School District code that matches the school district name the children in the placement attend.



The screenshot shows a web browser window with the URL schoolsdata2-93b5c-tea-texas.opendata.arcgis.com/datasets/TEA-Texas::districts2020to2021/about. The page header includes the TEA logo and the text "Texas Education Agency Public Open Data Site". The main content area displays a map of Texas with numerous small, multi-colored polygons representing school districts. To the right of the map, the title "Districts2020to2021" is visible, along with a user profile for "Private Member Texas Education Agency". Below the map and title, there are three buttons: "View Map", "Download", and "More". A red arrow points to the "Download" button.

Document History

Version	Effective Date	Prepared / Revised By:	Change Description (Additions / Modifications)	Approved By
1.01	11/24/2020	GPS IT Team	Updates to Original Version to accommodate amended scope changes.	
1.02	12/9/2020	Program – Deb Malone, Ellen Letts, Jonathan Collins	Incorporated Program revisions for functional section.	
1.03	1/15/2021	PM – Carrie Raymond	Final version incorporating both functional and technical information. Adding code values directly in appendix and creating non-technical list of field definitions.	Debra Malone, CPS Program Specialist
1.04	1/27/2021	Lavanya Koppaka	Changed validation for phone number – can't start with a 0 or 1	Carrie Raymond, PM
1.05	3/29/2021	PM – Carrie Raymond	Removed API contact fields per screen mockup changes. Modified type in CSA description field.	Carrie Raymond, PM
1.06	4/7/2021	PM – Carrie Raymond	Added introductory sentence for Section 2.	Program. Deb Renelt and Wendy Bagwell
1.07	4/15/2021	PM – Carrie Raymond	Added validation for API Documentation, Operation number validation includes foster family home designation in CLASS.	Carrie Raymond, PM, Tech Team and Program
1.08	4/16/2021	PM – Carrie Raymond	Further clarification for definition of Agency Home Type and Facility type records to be sent to GPS and related validations. Addition of specialized service codes, modifications to the vendor and provider general process steps per Program discussion.	Carrie Raymond, PM, Tech Team a
1.09	4/22/2021	PM – Carrie Raymond	Addition of specialized service codes, modifications to the vendor and provider, reference for TEA school codes on GPS website, general process steps per Program discussion	Carrie Raymond, PM, Tech Team and Program

1.10	5/14/2021	PM – Carrie Raymond	Modified reference to provider accepting unrelated non-kin/relative children.	Carrie Raymond, PM, Tech Team
1.11	5/26/2021 - 6/1/2021	PM – Carrie Raymond and developer Ramya Muddu	Modified sections 2.3,2.4,2.5 and 3.3 to add acceptance of an IMPACT resource ID and clarify data validations, including new category of provider criteria validations, and modifications to accept RID, error messaging for facility number or RID. Updates to Glossary. Update to refer to TEA website and not GPS website for TEA school district codes. Update to section 2.2 How to participate	Carrie Raymond, PM, Tech Team, Program Team
1.12	6/11/2021	PM – Carrie Raymond	Modified Anticipated Vacancy Date – cannot be current date, or past date or > 60 days from current date. And must be a valid date and format. Added Appendix C and modified school district code description in validation table. Revisions to Section 2.2 – how to participate with API section. Added Section 3: Data Quality Expectations for Providers.	Carrie Raymond, PM, Tech Team, Program Team
1.13	6/14/2021	Tech Writer - DN	Formatting	
1.14	6/15/2021	PM Carrie Raymond	Edits to Section 3 to add updating information in GPS, moving paragraphs and changing references to these paragraphs in section 2. Minor wording changes in document name, sections 1-3.	
1.15	6/21/2021	PM Carrie Raymond	Edits to Section based on feedback received and links to website.	Carrie Raymond, PM, Tech Team, Program Team
1.16	9/21/2021	Simone Noble	Edits to Y/N validation rules	Carrie Raymond, PM, Tech Team
1.17	10/5/2021	PM Carrie Raymond	Changes to definition of Language field, addition of “no preference” value to Language and Race fields.	Carrie Raymond, PM, Tech Team, Program Team

1.18	10/19/2021	PM Carrie Raymond	Correct document as follows: Data Validation chart: ResourceId JSON sample: removed deleted contact info fields	PM Carrie Raymond, Tech Team
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