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CHAPTER: 6.00 – Reference Subjects

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The table below gives brief descriptions of the data used in FARE, either sent by the court to JUSTIS or received from the court from JUSTIS. For additional technical detail concerning this data, see the JUSTIS → CMS Data Design Information Document on the FARE Web site.

The data elements described below are the data elements used in Full FARE Phase 1, which does not include either ACS-managed installment payment plans or the implementation of TIP functions by ACS.

FARE DATA				
DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
CMS to JUSTIS				
PERSON / PARTY DATA				
First Name	First Name of Defendant; not used if Business Name (Send if available)			X
Middle Name	Middle Name (Send if available)			
Last Name and Suffix	Last Name of Defendant; suffix is concatenated with last name if present or Business Name if Business Flag = Y (Required)			X
Business Flag	Y = Business Name (Required if business)			
Court Person #	Court CMS unique number for person (Required)			X
DOB	Date of Birth (mm/dd/yyyy) (Send if available)			X
SSN	Social Security Number (Send if available)			X
D/L	Driver License Number (Send if available)			X



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
D/L State	Abbreviation for state issuing Driver License (Send if available)			X
Gender	M = Male / F = Female / U = Unknown (Optional; for Data Warehouse only)	X		
Weight	Weight in pounds (Optional; for Data Warehouse only)	X		
Height Feet	Feet portion of person's height (Optional; for Data Warehouse only)	X		
Height Inches	Inches portion of person's height (00-12 valid) (Optional; for Data Warehouse only)	X		
Eye Color	Color of Eyes (NCIC valid codes only) (Optional; for Data Warehouse only)	X		
Hair Color	Color of Hair (NCIC valid codes only) (Optional; for Data Warehouse only)	X		
Origin Code	Code to indicate ethnicity (valid NCIC codes only) (Optional; for Data Warehouse only)	X		
Military Flag	Person is in military service (Y or N) as marked on the citation issued (Optional; for Data Warehouse only)	X		
Juvenile Flag	Indicates the person is classified as a juvenile on the case being sent (Y or N) (Optional; for Data Warehouse only)	X		
Alias Flag	Indicates the party has a known alias (Y or N); field is case-related (Optional; for Data Warehouse only)	X		
Attorney Flag	Indicates the person has an attorney for the case (Y or N) (Optional; for Data Warehouse only)	X		
State ID	State ID related to fingerprints (Optional; for Data Warehouse only)	X		
Address Type	P = Primary Address; S = Secondary Address	X		



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
	Primary Address used for FARE only (Required if address sent)			
Address 1	First line of address (Send all address fields if address available)			X
Address 2	Second line of address (Send all address fields if address available)			X
Address City	City name (Send all address fields if address available)			X
Address State	State abbreviation (must be valid) (Send all address fields if address available)			X
Address ZIP	Zip Code (either 5 or 9 digit zip codes accepted) (Send all address fields if address available)			First 5 only
Address Country	Country code (must be valid)			
Bad Address Flag	B = indicates the associated address is known to be invalid for mailing (Required if address sent is known bad address)			
Phone Number	Phone number including area code (Send if available)			

CASE / CITATION / CHARGE DATA

Court Number	Court Number issued to court by DPS (Required)			X
Case Number 1	Type of court (valid code only) (All parts of Case Number required)			
Case Number 2	Court Number (assigned by DPS) (All parts of Case Number required)			
Case Number 3	Case Category Code (valid code only) (All parts of Case Number required)			
Case Number 4	Numeric case ID number within Case Category			



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	for the court (All parts of Case Number required)			
Party Type	Code for type of party on the case (valid code only) used by JUSTIS to create a unique case/party number for FARE for the person (Both Party Type and Party Number required)	X		
Party Number	Sequential number used to identify a party within the Party Type on the case; used by JUSTIS to create a unique case/party number for FARE for the person (Both Party Type and Party Number required)	X		
Initial Appearance Date	Date by which the person must appear in court or otherwise satisfy the requirements of the citation/case before default or warrant for Failure to Appear; normally the date written on the citation for appearance but can be updated if new appearance date given (Required if available)		X	
Appear On or By Indicator	'ON' or 'BY' indicates whether defendant must appear ON the appearance date or BY the appearance date for the case; used for wording on pre-disposition reminder notices (Required)		X	
Filing Date	Filing Date of the case (Optional; for Data Warehouse only)	X		
Judicial Officer ID	Code to identify a specific judge (code must be on Judge Table for the court) (Optional; for Data Warehouse only)	X		
Sealed Case Flag	Code to indicate case is sealed/expunged (Y or N) (Required if case sealed)			



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Case Title	Brief description of the case name or title (Optional; for Data Warehouse only)	X		
Citation Flag	Indicates if a case was initiated by a citation (Y or N) (Optional; for Data Warehouse only)	X		
Fatality/Serious Injury Flag	Indicates if case involves an accident where there was a fatality or serious injury (Y or N) (Optional; for Data Warehouse only)	X		
Victim Flag	Indicates if there is a victim on the case (Y or N) (Optional; for Data Warehouse only)	X		
Transferred Out Date	Date case is transferred to another court (Optional; for Data Warehouse only)	X		
Transfer to Case Number 1	Court type code of court case is transferred to (Optional; for Data Warehouse only)	X		
Transfer to Case Number 2	Court number of court case is transferred to (Optional; for Data Warehouse only)	X		
Transfer to Case Number 3	Case category of case transferred to (Optional; for Data Warehouse only)	X		
Transfer to Case Number 4	Case number of case transferred to (Optional; for Data Warehouse only)	X		
Transfer In Flag	Indicates case is transferred from another court (Y or N) (Optional; for Data Warehouse only)	X		
Citation Number	Unique number for a citation (Required if available)		X	
Citation Agency	Unique code used by the court for the agency issuing the citation (Required if available)		X	
Count Number	Distinct occurrence for each charge on the combination of citation and citation agency (Required)		X	



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
Initial Charge	Initial charge (violation) for the count - must be on court's Charge Table (Required)		X	
Final Charge	Final charge (violation) for the count - must be on court's Charge Table (Optional; court may update Initial Charge)	X	X	
Disposition Code	Code describing disposition of the charge (must be valid code) (Required when available)	X		
Disposition Date	Date disposition code placed on charge (Required when available)	X		
Sentence Date	Date Defendant was sentenced on a charge (Required when available)	X		
Sentence Code	Code identifying the type or category of sentence for a charge; must be valid code (Optional; for Data Warehouse only)	X		
Initial Plea Date	Date initial plea taken on a charge (Optional; for Data Warehouse only)	X		
Final Plea Date	Date final plea taken on a charge (Optional; for Data Warehouse only)	X		
Class of Offense	Code indicating the severity of a charge (Required)	X		
Violation Date	Date defendant allegedly committed the violation (Required)		X	
Reduction Code	Identifies a reduction in severity of the charge (Y or N) (Optional; for Data Warehouse only)	X		
BAC	Blood Alcohol Level (Optional; for Data Warehouse only)	X		
Mandatory Appearance Flag	Indicates Mandatory Appearance Required for a charge (Y or N)		X	



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
	(Required if Y)			
Photo Enforcement Flag	Indicates the charge was the result of a photo radar citation (Y or N) (Required if Photo Radar)		X	
TTEAP Qualifier Flag	Indicates the charge is, or is not, qualified for a TTEAP Hold (Y or N) (Required)			
PROCESS CONTROL DATA				
Suspend Flag	Values are Y or N. Suspends all noticing and collection activity when value sent as 'Y' until 'Suspend Until Date' is reached or until value sent as 'N'. Case still available on Web/IVR. Does not remove from TTEAP hold already in place, but will not be added to a hold until unsuspended. (Required to place case in suspend status)			
Suspend Until Date	Suspend all noticing and collection activity until this date. If no date sent, the default is an indefinite suspend until 12/31/2099. (Required if court wants to limit suspend status)			
Web/IVR Removal Flag	Values are Y or N. When value sent as 'Y', the case is not accessible on the Web or IVR.			
Recall Flag	Values are Y or N. When value is sent as 'Y' the case amount is set to zero, all noticing and collection activities cease, and the case is removed from the TTEAP pool of cases for the individual.			
TTEAP Notice Indicator	Number of collection attempts made by the court (value may be 0, 1 or 2). When the			



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	indicator value is sent by the court as '1', the indicator is used in Post Disposition processing to skip the first disposition notice. When the indicator value is sent by the court as '2', the indicator is used to indicate the case is a backlog case going to delinquency processing.			
TTEAP Flag	Court will send a value of 'W' to initiate a TTEAP waiver for the defendant for this case. All cases involved in a TTEAP hold must have a waiver or be otherwise satisfied before the TTEAP hold is lifted.			
Special Collections Flag	Values are Y or N. If the value is Y, ACS will perform FARE special collections activities on the case once the case is in delinquency 'doing business as' DBA LDC Collections. If the value is N, ACS will not do Special Collections on the case.			
TIP Flag	Not used in Phase 1 of Full FARE; value, if sent to JUSTIS must be N during Phase 1. Values are Y or N. If the value is Y, ACS will add the case to a TIP claim once the case is in delinquency. If the value is N, ACS will not do TIP processing for the case.			
FINANCIAL DATA				
Total Balance	The total assessment or bond amount owed for case fees, a charge or a case and should include restitution, and collection fees (if applicable). When the court is sending only one amount at the case level for a backlog case, all case fees should also be included in the balance. Can not be negative.			



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
Restitution Balance	The total assessment owed for restitution on a charge or a case. During pre-disposition, this amount should be zero. Can not be negative.			
Collection Fee Balance	The total assessment owed for collection fees on a charge or a case. During pre-disposition, this amount should be zero. Can not be negative.			
Non-Financial Transaction Amount	Non-Financial transaction adjustments (all financial adjustments except payments and payment voids). Must be negative to reduce the balance or positive to increase the balance.			
Financial Transaction Amount	Financial transaction adjustments (payments and payment voids only). Should be negative for a payment and positive when voiding a payment.			
Payment Type	Code indicates the source of the payment/void. C = payment/void at the court; D = Debt Set-off payment/void; W = Web payment; I = IVR Payment. The W and I codes would be used by the court in returning confirmation that they have applied a Web or IVR payment in their CMS.			
ACS Transaction Number	A unique transaction number for a Web or IVR payment			
ACS Receipt Date	The date and time ACS received a Web/IVR payment			
Confirmation Number	The payment confirmation number given to the payor when they pay by Web or IVR. The court must return a payment confirmation including this number when they have applied a Web or IVR payment in their CMS.			
Court Receipt	The date and time issued by the court when			



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE-DISPO ONLY	USED IN PERSON MATCH
Date	they receipt a payment (codes C and D above) into their CMS. The time is required to calculate the day of application based on a cut-off time.			
Court Receipt Number	Unique number of the court receipt on which the payment was taken.			
DATA RECEIVED BY THE COURT				
Notice Number	The unique 12 digit number printed on each notice issued by ACS. The first two digits represent the type of notice, the next five digits are the Julian mail date of the notice, and the last five digits represent the sequential number of that notice within the notice type for the mail date.			
Notice Date	The date a notice was issued by ACS.			
Notice Type	The two digit notice type of the notice issued by ACS; should be the same as the first two digits of the notice number.			
Notice Balance	The total amount shown as due on a notice issued by ACS.			
TTEAP MVD Status	A code indicating whether this case contributes to a current TTEAP registration hold. The court will receive a code 'Y' at the time the hold is placed and a code 'N' when the hold is cleared.			
Delinquency Fee Amount	The amount of the FARE Delinquency Fee to be added to the case fees when the case enters the Delinquency Phase of processing. JUSTIS adds the dollar amount of the fee when notified by ACS that the case has moved to Delinquency processing.			



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DATA NAME	DESCRIPTION / USE	NON FARE	PRE- DISPO ONLY	USED IN PERSON MATCH
Special Collections Flag	A code indicating that ACS has assigned this case to Special Collections. The court will receive a code 'Y' at the time the case is assigned and a code 'N' if the case is removed from special collections.			

RELATED REFERENCES:

- 2.00 Pre-Implementation
- 3.00 Pre-Disposition
- 4.00 Post Disposition
- 5.00 Delinquency
- 6.02 Data Update Requirements

ADDITIONAL REFERENCES:

- FARE Web site
<http://www.supreme.state.az.us/fare>