

# Application Business Rules for Use of the MCI Web Services

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**Note:** The “type” of the DHSS MCI Web Services is SOAP, the response format is XML-RPC, and the authentication mechanism is [DB2 ID passed to method and a lockdown by IP via XML Firewall/Sentry products](#).

## A.) Registration of New Clients with the “CreateParticipant” MCI Web Service

In an effort to prevent the creation of more than one MCI number for the same client, applications must perform a search of existing MCI clients prior to creating a new client in the system. For this search, applications must call the “**NameSearch**” MCI Web Service, with at least *Name* and *Sex* input parameters included. Additional parameters may be added when desired.

“**NameSearch**” calls with *Name* and *Sex* parameters will return a Clearance Status (Search Status) of “**Review**”, along with a listing of potentially matching clients and their identifying information. The application must then require User interaction to confirm that none of the clients listed is a match, and that registration of a new client with the specified input parameters is desired. Registration of the client can then proceed through a call to the “**Create Participant**” MCI Web Service that includes parameters used for the preliminary search.

## B.) Updating of Client Data with the “UpdateParticipant” MCI Web Service

- 1.) Update Participant Web Service Description: Modifies an MCI Client’s demographic data or address data, or both. For the type of data being updated, all data elements of that type will be updated with the input values including empty input, which will replace existing values in the database. So, for the type of data being updated, be sure to provide input for all values that should not be empty (the MCI Web Service named “RetrieveDemographicData” can be called first to load pre-existing data values).
- 2.) Prior to updating of client data on an existing MCI Client, positive identification of the client must be confirmed through either:
  - a.) Calling of the “**NameSearch**” MCI Web Service, with at least *Name* and *Sex* input parameters included and a subsequent User interaction to select the correct client from the search results presented.
  - b.) Calling of the “**NameSearch**” MCI Web Service, with the *MCI Number* input parameter and subsequent User interaction to review search results and confirm the correct Client was returned
  - c.) Calling of the “**NameSearch**” MCI Web Service, with the *SSN* input parameter and User interaction to review search results and confirm the correct Client was returned
- 3.) Because “**UpdateParticipant**” will remove data elements for any non-populated input parameters, prior to calling this web service, the following client data elements must have been retrieved from the MCI database, and be included in the “UpdateParticipant” call (except where modified or deleted to implement an update):
  - a.) When the **Demographic Update Indicator** is set to “Y”: *MCI Number, County Code, Citizenship Code, Birth Date, Date of Death, Race Code, Marital Status Code, Multiple Birth Indicator, Religion Code, School Code, Sex Code, Social Security Number*
  - b.) When the **Address Update Indicator** is set to “Y”: *MCI Number, Apartment Number Address, City Address, Home Phone Number (Address), State Address, Street1 Address, Street2 Address, Zip Code Address, Zip Code Suffix Address*

(continued)

### **C.) Changing the Social Security Number of an MCI Client**

Prior to initiating the change of an MCI client's existing SSN, applications must first make a call to the "NameSearch" MCI Web Service with ONLY the "new" SSN value, User Name, and Password as input parameters. If no match is found, then a Clearance Status (Search Status) of "No Hits" is returned, in which case updating of the client's SSN to the "new" value can proceed through a call to the "Update Participant" MCI Web Service (see above).

If an "SSN hit" is found, that means a different MCI client already has the "new" SSN on record, and the application must block the changing of the SSN. (The UpdateParticipant call will fail if an attempt is made to update a client's SSN to one that already exists for another client.) If the SSN already exists, the user should be directed to initiate research of the situation through Divisional channels before further action is taken.