

File and Row Validation Rules

File Validations

Below is a list of all validations to which the batch file must accord. If any one of these rules is false, then the entire file will be rejected.

File Validation Rules

File format must be CSV

File name cannot contain a space

File name cannot contain any of the following characters: \ / : * ? " < > |

First six digits of the file name must be all numeric characters, and correspond to a valid SAC number associated with the submitting ETC

File must contain a header row

Header row must contain all the fields as in the header of the NLAD Input Template

Header row must contain the exact field names as specified in header of the NLAD Input Template

An ETC cannot upload a file for a SAC which does not belong to the ETC

Record Validations

The following table is a list of validations to which each subscriber transaction must accord. If any one of these rules is false, then the transaction is rejected. For batch uploads, only the individual row is rejected, not the entire file.

Record Validation Rules	Enroll	Transfer	Update	De-enroll
Every row of the file must have the correct number of fields.	x	x	x	x
All required fields must contain data. Different transaction types require different sets of fields. See "NLAD Field Descriptions" for more information about conditionally required fields.	x	x	x	x
Fields must contain the correct data types.	x	x	x	x
Field values cannot exceed the specified maximum length for that field.	x	x	x	x
Date fields cannot contain dates in the future.	x	x	x	x
All subscribers must be between 18 and 130 years of age.	x	x	x	x
A Tribal ID is required for the subscriber if the subscriber's social security number is not provided.	x	x	x	x
The field "eligibilityCode" can only contain one of the values listed in "NLAD Enrollment Eligibility Codes."	x	x	x	

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Record Validation Rules	Enroll	Transfer	Update	De-enroll
If any mailing-address field is provided (mailingAddress1, mailingAddress2, mailingCity, mailingState, mailingZipCode), then all mailing address fields, except "mailingAddress2", must be provided.	x	x	x	x
If field "linkUpServiceDate" has a value, then "lifelineTribalBenefitFlag" must be set to "1". Note: "lifelineTribalBenefitFlag" does not require "linkUpServiceDate".	x	x	x	
If the field "linkUpServiceDate" has a value, then the SAC number must be qualified to provide Link Up service.	x	x	x	
If the Independent Economic Household field (iehFlag) = "1", then the field "iehCertificationDate" is required.	x	x	x	
If the IEH certification date field (iehCertificationDate) has a value, then the field "iehFlag" must be set to "1."	x	x	x	
If any BQP field is provided, then "bqpLastName" is required.	x	x	x	
During initialization, the only valid transaction type is "Enroll."	x			
During initialization, within a batch file, all subscribers must have the same SAC number as the SAC number in the file name.	x			
Within a batch file, all subscribers must have unique telephone numbers.	x			
During production, if the phone number already exists in NLAD, the transaction will be rejected. The system will not check the subscriber record against itself during an update or transfer transaction.	x	x	x	
Within a batch file, no two subscribers can have the same combination of last name, date of birth, and (SSN or Tribal ID).	x			
During production, if the transaction contains a subscriber that matches an existing subscriber in NLAD, then the transaction will be rejected. The system will not check the subscriber record against itself during an update or transfer transaction.	x	x	x	
During production, If "iehFlag" is set to "0" or "null", then the transaction will be rejected if the subscriber's address matches another subscriber's address already in NLAD.	x	x	x	
If the primary address fails the USPS Address Matching Service, and the "primaryTribalFlag" or "primaryRuralFlag" is not "1", then the subscriber will be rejected.	x	x	x	
If the mailing address fails the USPS Address Matching Service, the transaction will be rejected.	x	x	x	

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During production, if the subscriber's identity fails the third-party identification verification (TPIV), the transaction will be rejected.	x	x		
A subscriber can only qualify for one of these address flags: "primaryRuralFlag", or "primaryTribalFlag". If more than one of these fields is set to "1", the transaction will be rejected.	x	x	x	
During production, any transaction with a SAC number, for which the ETC is not authorized, will be rejected.	x	x	x	
If any address field is changed during an update or transfer, USPS Address Matching Service will attempt to validate the new address before the update or transfer is completed.		x	x	
An ETC can only update its own subscriber.			x	
An ETC cannot transfer a subscriber to an ETC other than itself.		x		
An ETC can only de-enroll its own subscriber.				x
For update and de-enroll transactions, "phoneNumberInNlad" is required.			x	x
For transfer transactions, the subscriber's phone number (phoneNumberInNlad) or identity (lastName, dob, and [last4ssn or tribalId]) will be used to locate the subscriber in NLAD.		x		
A subscriber cannot have their benefits transferred within 60 days of serviceinitialization or the previous benefits transfer.		x		
During a benefits transfer, the subscriber's last name, date of birth, SSN, and Tribal ID cannot differ from the data in NLAD.		x		
Transactions with PO Box numbers in primary address fields will be rejected.	x	x	x	
An ETC cannot transfer one of its own subscribers within the same SAC. However, it can transfer a subscriber from one of its SACs to a different one of its SACs.		x		
An ETC cannot change the SAC number associated with a subscriber using an update transaction.			x	
An update or a transfer cannot be performed on a subscriber who is currently deenrolled.		x	x	
The last 4 digits of a subscriber's social security number or BQP social security number cannot be "0000."	x	x	x	x
An ETC cannot change the Date of Birth or SSN of a subscriber using an Update transaction.			x	