

CSENet SCREENS

To send a CSENet message:

1. Check NETAGRI to see if the state can receive that type of message. Type NETAGRI State abbreviation code. Example: NETAGRI TX

```

CN648S01 V06          OKLAHOMA DEPARTMENT OF HUMAN SERVICES      DATE: 05/06/20
TRANID: NETAGRI      INTERSTATE AGREEMENT UPDATE              TIME: 15:53:58
OFFICE:              WORKER: U73122 HUDSON, DEBORAH L
-----
                OTHER FIPS          OTHER STATE
                ==                ==
                47                  IN

                ACTIVE/INACTIVE
                =====

L01    L02    PAT    EST    ENF    COL    MSC    CSI
===    ===    ===    ===    ===    ===    ===    ===
Y      N      N      N      Y      N      Y      Y
    
```

- L01 - Quick Locate
- L02 - No longer used
- PAT - Paternity
- EST - Establishment
- ENF - Enforcement
- COL - Collections
- MSC - Miscellaneous
- CSI - Case Information

2. Check the REFU screen to make sure the information is correct and current. The U number listed at the bottom of the REFU screen in the REF WRKR field is who will receive the CSENet messages on the case.
3. Access NETGEN - it is recommended to access NETGEN from the CSML screen. Tab down next to the active referral that you are sending a message on and type CSML and press enter.
4. Enter an Action, Function and Reason for the message. You may also type a note in the NOTES section for the other state.

```

CN021501          OKLAHOMA DEPARTMENT OF HUMAN SERVICES      DATE: 05/06/20
TRANID: NETGEN      CSENET INTERSTATE TRANSACTION GENERATION    TIME: 16:15:32
WORKER: U73122 HUDSON, DEBORAH L
-----
FGN: 000900XXX001 IRS SEQ 001  OS FIPS # XXXXX00
-----
ACTION          FUNCTION          REASON REQUESTED
-----
1. REQUEST      1. LOCATE LEVEL 1
2. ACKNOWLEDGMENT  2. PATERNITY
3. REMINDER     3. SUPPORT ORDER
4. PROVISION OF INFO  4. ENFORCEMENT
5. UPDATE PREVIOUS  5. MISCELLANEOUS
6. CANCEL REQUEST

ACTION SELECTED: 1  FUNCTION SELECTED: 4  REQUEST REASON  GSPUD
-----
NOTES
PLEASE PROVIDE STATUS UPDATE ON ENFORCMENT ACTIONS AS NO PAYMENTS HAVE BEEN RECEIVED.
    
```

Use the CSENet Reference Guide to determine the correct combination for the message you are sending.

5. Press enter. You should receive a message that says:

OUTGOING TRANSACTION SUCCESSFULLY SUBMITTED

If you do not receive this message then you need to find out why and correct it.

To check why a CSENet transaction did not go through:

1. Access IAM (do this immediately)

Get the L TERM number (this will be different every time you log on)

```
*****
*   YOUR USERID IS  U73122   *
*   YOUR LTERM IS   IMS00XXO *
*   YOUR NODE IS    *
*   THE SYSTEM IS  IMS/VS    *
*   *
*   PRODUCTION SYSTEM *
*   *
*****
```

2. Go to CSNERL to get the Program Code (PGM)

DATE	TIME	TRAN	PGM	REL MOD	LTERM	FUNC ST	PCB	PAGE NO:
200506	15012423	NETGEN	CX343M37	CN215	IMS000XX	****	**	*****
200506	15010877	NETGEN	CX343M37	CN215	IMSXX00X	****	**	*****
200506	14374270	NETGEN	CX343M60	CN215	IMS0X0X0	****	**	*****
200506	12440228	NETGEN	CX343M02	CN215	IMS00XXO	****	**	*****
200506	08141354	NETDRV	CX343M02	CE103	IMSXX0XX	****	**	*****
200506	08132631	NETDRV	CX343M02	CE103	IMS0X0X0	****	**	*****
200506	06120770	NETDRV	CX343M60	CN229	IMSXXXXX	****	**	*****
200506	06113086	NETDRV	CX343M60	CN229	IMS000X0	****	**	*****

Look down the LTERM column and locate the LTERM number you got from the IAM screen. Then look across the row and down the PGM column to find the Program Code Error.

3. Go to the CSNER screen to find out what the error is. Type CSNER the PGM code. Example: CSNER CX343M02

```
CA444S01 V04          DEPARTMENT OF HUMAN SERVICES          ERR
LTERM IMS00XXO        ERROR MESSAGE DISPLAY                05/06/20 15:39:02
PGM CX343M02 RELATED MOD CN215  TRAN NETGEN  DATE 200506  TIME 12440228
STATUS CODE **  FUNCTION CODE ****  ERROR TYPE V          HARDCOPY TO AREA
PCB *****
----- PROGRAM INFO -----
FGN      : 000171XXX002  RFRL SEQ NBR: 001
FUNCTION : MSC          ACTION CODE : P    ACTION REASON: GSPUD
PARAGRAPH: 6000-EDIT-FOR-OTHER-ST-CASE
----- ERROR MESSAGE -----
CX343M02-> OTHER STATE CASE NUMBER IS MISSING
```

4. Now you know what the problem is you can go back to NETGEN and send the CSENet message correctly.

CSENet Screens

CSENet has several screens that are used to provide information. Not all screens will be on every CSENet message. Only the screens that apply to that particular message will display.

The screens are:

- NETPATH - list of screens on that CSENet message
- NETCAS - provides supplemental case details
- NETPRTD - provides a list of all participants associated with the case
- NETPRT - provides detailed information for a specific participant
- NETAPI - provides personal identifying information on the NCP
- NETAPL- provides locate information for the NCP
- NETAPLL - provides supplemental information for the NCP for locate purposes
- NETAPLE - provides locate information for the NCP
- NETORLS - list of all orders pertaining to the case
- NETORD - provides order detail information
- NETCOLD - provides collection data
- NETNOT - displays the last time a notice was sent or received via CSENet

NETCAS Screen

```
CN208S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETCAS    CSENET CASE SUPPLEMENTAL DETAIL                TIME: 11:10:43
                    WORKER: U73122 HUDSON, DEBORAH L              OS FIPS: XXXXX00
CSENET TR ID: 00000XXXX173  NCP: GOMEZ                          ADDAMS
FUNCTION: ENF ACTION:  R REASON: REQUEST ENFORCEMENT - ALL REMEDIES
FGN: 000123XXX001 REF SEQ: 003  OSIS WRKR: UXXXXX  DT RECEIVED: 02/12/19
-----
CASE TYPE: S CASE STAT: O OS #: 00120XXX85          INIT DOCKET:
NON DISCL FINDING:      STATE W CEJ:                RESP DOCKET:
CONTACT: GRANGER,GARY
CONTACT ADDR/PHONE/XTN: 800522XXXX          FAX: 800521XXXX  PAYMENT ADDRESS:
CSS                                          PO BOX 268954
1234 N.MAIN,
ANYTOWN          OK XXXXX-          OKLAHOMA CITY          OK XXXXX-XXXX
PAY EFT BANK:          EFT ROUTING:          PAY FIPS:
-----NOTES----- CONTACT EMAIL: WORKERINOTHERSTATE.GOV
NO PAYMENTS RECEIVED FOR JANUARY OR FEBRUARY.  IS THE NCP STILL WORKING?
PLEASE TAKE ACTIONS NECESSARY TO RESUME PAYMENTS.  THANK YOU!

NEXT NETCAS
*WARNING-FPLS DATA-DO NOT DISCLOSE TO UNAUTHORIZED PERSONS*
```

Provides basic information about the case and allows for the worker to send a message. This is also the screen that will provide you with email contact information for the other state if they provided it.

If you see a NETCAS screen that has this information in the notes section, it is providing the balances on the case.

```

PAY EFT BANK:          EFT ROUTING:          PAY FIPS:
-----NOTES----- CONTACT EMAIL:
+00003898.33+00000012.0120180701
  
```

↑ Principle Interest Date

What this is saying is that the NCP has \$3899.33 owed in principle and \$12.01 in interest as of July 1, 2018

NETPRTD Screen

```

CN221S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETPRTD   CSENET INTERSTATE PARTICIPANT DISPLAY          TIME: 11:07:22
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000003XXX173 NCP: GOMEZ          ADDAMS
FUNCTION: ENF ACTION: R REASON: REQUEST ENFORCEMENT - ALL REMEDIES
-----
FGN: 000458XXX001 REF SEQ: 003 OS CASE: 00120XXX5          OS FIPS: XXXXXX00 TX
DT REQUESTED: / /          DT RECEIVED: 02/12/19          OSIS WRKR: UXXXXX
-----
SEQ      LAST NAME          FIRST NAME          I SUF          SSN          DOB          R S
=====
01      ADDAMS          GOMEZ          XXXXXXXXXXXX          01/08/69          A O
02      ADDAMS          MORTICIA          XXXXXXXXXXXX          06/09/53          C O
03      ADDAMS          WEDNESDAY          XXXXXXXXXXXX          12/18/95          D O
04      HDAYS          PUGSLEY          XXXXXXXXXXXX          01/28/98          D O
  
```

Relationship to CP
A - Adopted
C - Natural
F - Foster child
G - Grandchild
E - niece/nephew
N - No relation
O - Other
S - Sibling
U - Cousin
W - Ward

Case Status
O - Open
C - Closed

Provides case participant information. From this screen you can tab down next to the participant that you want more information about and type S then hit enter and it will take you to the NETPRT screen that will provide additional information.

NETPRT Screen

```

CN211S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETPRT          CSENET INTERSTATE PART DETAIL          TIME: 11:13:03
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000003XXX173 NCP: GOMEZ          ADDAMS
FUNCTION: ENF ACTION: R REASON: REQUEST ENFORCEMENT - ALL REMEDIES
OS CASE: 00120XXX85          OS FIPS: XXXXX00 TX RES DT:          REQ DT:
FGN: 000458XXX001          REF SEQ: 003 OSIS WRKR: UXXXXX          DT RECEIVED: 02/12/19
-----
PARTICIPANT NAME: ADDAMS          GOMEZ
SSN: XXXXXXXXXX DOB: 01/08/69          AGE: 51 PLACE OF BIRTH:
SEX: M          RACE: S          RELATION TO CP: A          CASE STATUS: O
CHILD STATE OF RESIDENCE:          DEPENDENT PAT STATUS:

PARTICIPANT ADDRESS:          EMPLOYER NAME/ADDRESS:
0001 CEMETERY LANE          ADDAMS ENTERPRISES LLC
                                0001 CEMETERY LANE
ANYTOWN          OK XXXXX
                                ANYTOWN          OK XXXXX-XXXX
                                WORK PHONE:
ADDRESS CONFIRMED: Y 02/03/20          EMPLOYER CONFIRMED: Y 07/12/00
-----

```

Provides more detailed information on the participant that was selected on the NETPRTD screen. The RELATIONSHIP TO CP and the CASE STATUS fields use the same codes that the NETPRTD screen uses.

NETAPI Screen

```

CN212S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETAPI          CSENET INTERSTATE AP ID DISPLAY          TIME: 11:15:08
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000003XXX173 NCP: GOMEZ          ADDAMS
OS CASE: 00120XXX85          OS FIPS: 4820100 TX RES DT:          REQ DT: 02/12/19
FGN: 000458XXX001          REF SEQ: 003 OSIS WRKR: UXXXXX          DT RECEIVED: 02/12/19
-----
PARTICIPANT NAME: ADDAMS          GOMEZ
SOC SEC NUM: XXXXXXXXXX HOME PHONE: 5555555555          WORK PHONE: 5555555555
DATE OF BIRTH: 01/08/69          AGE: 51 SEX: M          RACE: S          HAIR: BK          EYES: BN
PLACE OF BIRTH: NEW JERSEY          DISTINGUISHING MARKS: MOLE ON RT CHEEK
NCP PARENT NM: GRANDMAMA          POSSIBLY DANGEROUS: N
NCP MAIDEN:
MAILING EFF DATE: 02/01/19          MAILING END DATE:          CONFIRMED: Y
*MAILING* STREET1: 00001 CEMETARY LANE
*ADDRESS* STREET2:
CITY: ANYTOWN          STATE: OK          ZIP CODE: XXXXX-XXXX
RESIDENT EFF DATE:          RESIDENT END DATE:          CONFIRMED:
*RESIDENT* STREET1:
*ADDRESS* STREET2:
CITY:          STATE:          ZIP CODE: -

```

Hair and Eyes
 BD - Bald
 BL - Blond
 BK - Black
 BN - Brown
 RD - Red
 GY - Gray
 OT - Other

Provides personal identifying information about the NCP. This includes physical characteristics and address information.

Race
 A - Asian or Pacific Islander
 B - Black, not of Hispanic origin
 I - American Indian or Alaskan native
 S - Hispanic
 W - White, not of Hispanic origin

NETAPL Screen

```
CN213S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETAPL    CSENET INTERSTATE AP LOCATE DISPLAY          TIME: 11:16:08
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L            OS FIPS: XXXXX00
CSENET TR ID: 000003XXX173 NCP: GOMEZ                      ADDAMS
-----
PARTICIPANT NAME: ADDAMS                      GOMEZ
FGN:              000458XXX001 REF SEQ 003          OS CASE: 001XXXXX85
DRIVERS LICENSE: 123ICANDRIVE                  ST: XX
ALIAS 1 NAME:    ADAMS                          GOMEZ
ALIAS 2 NAME:
ALIAS 3 NAME:
SPOUSE:

OCCUPATION: SELF EMPLOYED BILLIONAIRE
EMPLOYER NAME:  ADDAMS ENTERPRISES LLC
STREET1:        0001 CEMETARY LANE
STREET2:
CITY:           ANYTOWN                          STATE: OK ZIP CODE: XXXXX-XXXX
EMPLOYMENT EFF DATE: 11/05/97  EMPLOYMENT END DATE: / /    CONFIRMED: Y
INSURER NAME: BLUE CROSS
POLICY NUMBER: 123456XXXXAA
```

Provides locate information on the NCP. It can contain driver's license information, alias names, usual occupation, employer address and insurance information.

NETAPLL Screen

```
CN214S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETAPLL  CSENET INTERSTATE AP LOC SUPPLEMENTAL      TIME: 11:17:25
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L            OS FIPS: XXXXX00
CSENET TR ID: 000003XXX173 NCP: GOMEZ                      ADDAMS
-----
PARTICIPANT NAME: ADDAMS                      GOMEZ
FGN:              000458XXX001 REF SEQ: 003          OS CASE: 00120XXX85

*LAST*   STREET1: ½ SHADES OF DEATH RD              LAST MAIL DATE: 08/12/15
*MAILING* STREET2:
*ADDRESS* CITY:    GREAT MEADOWS                    STATE: NJ   ZIP CODE: XXXXX

*LAST*   STREET1:                                  LAST RES DATE:
*RESIDENT* STREET2:
*ADDRESS* CITY:                                STATE: TX   ZIP CODE:

*LAST*
*EMPLOYER* NAME:
STREET1:                                  LAST EMP DATE:
STREET2:
CITY:                                       STATE: OK   ZIP CODE:
```

Provides supplemental locate information on the NCP such as their last known address and last known employer.

NETAPLE Screen

```

CX353S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETAPLE   CSENET INTERSTATE AP LOCATE DISPLAY          TIME: 11:18:15
                  WORKER: U73122 HUDSON, DEBORAH L            OS FIPS: XXXXXX0
CSENET TR ID: 000003XXX173 NCP: GOMEZ                          ADDAMS
-----
EMPLOYER2 NAME:
STREET1:                               WAGE QTR:  YR:          PH:
STREET2:                               AMT:          $.00
CITY:                                  STATE:    ZIP CODE:        EMP2 EIN:
EMPLOYMENT EFF DATE:                   EMPLOYMENT END DATE:    CONFIRMED:

EMPLOYER3 NAME:
STREET1:                               WAGE QTR:  YR:          PH:
STREET2:                               AMT:          $.00
CITY:                                  STATE:    ZIP CODE:        EMP3 EIN:
EMPLOYMENT EFF DATE:                   EMPLOYMENT END DATE:    CONFIRMED:

PROFESSIONAL LICENSES: ATTORNEY IN XX STATE LICENSE NUMBER XXXXX
  
```

Provides additional employment information for the NCP as well as information on professional licenses.

NETORLS Screen

```

CN218S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETORLS  CSENET INTERSTATE ORDERS DISPLAY SCREEN      TIME: 11:08:46
OFFICE:          WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000003XXX173 NCP: GOMEZ                          ADDAMS
-----
OS CASE: 0012XXX85      OS FIPS: XXXXXX00 TX      DT REQUESTED: 02/12/19
                                      DT RECEIVED: 02/12/19
-----

```

SEQ	ORDER ID	TYP	TYP	ORD	FREQUENCY	ORD EFF	ORD END	ORD ME
=====	=====	ORD	DEB	FRQ	AMOUNT	DATE	DATE	ARR OR
01	FD-XX-XX	J	CS	M	5000.00	02/05/03	05/31/17	M Y

Frequency
W - Weekly
B - Biweekly
S - Semi-monthly
M - Monthly

Provides order information.

Order Type
A - Administrative
J - Judicial
P - Paternity

Debt Type
CS - Child Support
SS - Spousal Support
MS - Medical Support

Medical Ordered
Y - Yes
N - No

NETORD Screen

```

CN210S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/06/20
TRANID: NETORD    CSENET INTERSTATE ORDER DETAIL                TIME: 11:20:01
                    WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000003XXX173 NCP: GOMEZ                          ADDAMS
FUNCTION: ENF ACTION: R REASON: REQUEST ENFORCEMENT - ALL REMEDIES
OS CASE: 0012XXXX5   OS FIPS: XXXXX00 TX RES DT:              REQ DT: 02/12/19
FGN: 000458XXX001   REF SEQ: 003 OSIS WRKR: UXXXXX           DT RECEIVED: 02/12/19
-----
ORDER ID: FD-XX-XX          ORDER TYPE: J  FREQ: M  CNTRL ORDER:  NEW ORDER:
FILING DT: 02/05/03        DEBT TYPE:  CS           FREQ AMOUNT:          0.00
EFF DATE: 02/05/03        END DATE:   05/31/25    CANCEL DATE:
ORDER FIPS 4001100  OK     MEDICAL ORDERED: Y
TRIBUNAL CASE:                DOCKET:

-----ARREARS-----    DATE OF LAST PAYMENT:
FREQUENCY:  M             FREQ AMOUNT:   30000.00  TOTAL AMOUNT:   28404.37
TANF FROM:  02/05/13     TANF THRU:    05/31/17   TANF AMOUNT:    10828.33
N-TANF FROM: 02/05/13   N-TANF THRU: 05/31/17   N-TANF AMOUNT:  15815.36
F-CARE FROM: 02/05/13   F-CARE THRU: 11/19/13   F-CARE AMOUNT:  1760.68
MEDIC FROM:                MEDIC THRU:                MEDIC AMOUNT:    0.00
    
```

Provides detailed information about the order on a case. To access this screen place an S next to the order that you want additional information on the NETORLS screen. The codes used on this screen are the same as what is used on the NETORLS screen.

NETCOLD Screen

```

CN217S01          OKLAHOMA DEPARTMENT OF HUMAN SERVICES          DATE: 05/25/20
TRANID: NETCOLD    CSENET INTERSTATE CASE COLLECTIONS DATA      TIME: 11:23:08
                    WORKER: U73122 HUDSON, DEBORAH L
CSENET TR ID: 000001XXX178 NCP: GOMEZ                          ADDAMS
FUNCTION: COL ACTION: P REASON: TAX INTERCEPT INFORMATION
-----
FGN: 000627930001 REF SEQ: 001 OS CASE: 00002XXX62           OS FIPS XXXXX00 TX
DT REQUESTED: 05/17/11   DT RECEIVED: 05/17/11
-----
COLLEC POSTING PAYMENT      P I
DATE   DATE   AMOUNT      S M      RDFI-ID      RDFI ACCOUNT
=====
05/16/20 05/17/20      515.00 I O
    
```

Provides collection information on a case.

Payment Source
A - Wage Assignment
G - Garnishment
I - Federal Intercept
S - State Intercept
U - UIB Intercept
O - Other
W - Worker's Comp

Payment Method
E- Electronic Funds
M - Manual
O - Other

NETNOT Screen

CS341S01	OKLAHOMA DEPARTMENT OF HUMAN SERVICES	DATE: 05/06/20		
TRANID: NETNOT	CSENET CASE BALANCE DETAIL	TIME: 11:24:33		
WORKER: U73122 HUDSON, DEBORAH L		OS FIPS: XXXXX00		
CSENET TR ID: 000002XXX003	NCP: GOMEZ	ADDAMS		
FUNCTION: MSC ACTION: P	REASON: BALANCE NOTICE PROVIDED			
FGN: 00062XXX0001	REF SEQ: 001	OSIS WRKR: UXXXXX DT RECEIVED: 07/06/13		

FIPS/ST	ARR W/O INT	INTEREST	TOTAL ARREARS	DATE SENT/RECEIVED
=====	=====	=====	=====	=====
48 TEXAS	6,293.30	0.00	6,293.30	07/01/13

Provides arrears and interest balances.