

APPIC Directory

Specification List: Data Display and Maintenance

ID	Specification Name	Description	Additional Descriptions	Permissible Values	Used By	Member	APPIC	Required	Searchable	Outstanding Issues
	Key:	Red and crossed-out = Deleted	Blue = Added or modified	Highlighted = New Functionality	Internship	Post-Doctoral				
General Data Fields Issues										
D1	Editable Data Fields	Not all data fields are editable by the Member administrators. All data fields are editable by the APPIC administrators.								The current order of display and manner of display for the data fields will be changed from the present single-screen format to a multiple screen format.
D2	Modifiable Data Field Values	Some data fields contain multiple values (e.g. "Type of Agency" or "Treatment Modalities"). Wherever possible, the values for these fields will be editable by APPIC administrators.								It may be possible to permit APPIC to select administratively the ordering of the display of these values. If this can be done within the existing budget and time schedule, Merrill-Hall will add this functionality. This functionality is a requested, not a required functionality.
			Editing of values should permit changing the names of existing values, deleting existing values, and adding new values.							
D3	Required Fields	Not all data fields are required to be filled out. For those fields designated as required, we will check to make sure they are filled out before accepting any update/save request. If all required fields are not filled in, an error will be returned and the administrative user will be requested to fill in the missing information.								The current set of designated "required" fields are the ones that will be "required" in the re-designed Directory.
			During the Publication Approval period (D6 et seq.), it should be possible to save and not submit program information without all required fields being filled in. However, it should not be possible to save and submit program information without the required fields being filled in.							
D4	Searchable Data Fields	Not all data fields are searchable from the search interface accessible to the public.								Additional fields can be made the subject of a search parameter if APPIC requests
Data Fields										
Member Site Information										
D5.0.1	Program ID	System assigned		All values must be unique	x	x		x		
D5.0.2	Program Code	Text entry field.		All values must be unique	x	x		x	x	
D5.0.3	Active/Inactive	Pull down menu			x	x		x	x	inactive programs will be accessible to APPIC administrators via the Administrative tool, but will never be shown to the public.
				Active (default) Inactive						
D5.1	Institution Name	Text entry field.			x	x	x	x	x	
D5.2	Department Name	Text entry field.			x	x	x	x		
D5.3	Address Line 1	Text entry field.			x	x	x	x		
D5.4	Address Line 2	Text entry field.			x	x	x	x		
D5.5	City	Text entry field.			x	x	x	x		
D5.6.1	Metro Area Selector	Pull down menu	This is one of the data fields with multiple values that APPIC should be able to edit existing values of and add new values to.		x	x	x	x		Metro areas will be listed in alpha-numeric order.
				Permissible values are those currently available in the existing Directory						
D5.6.2	Location Description	Text entry field.	50 character limit Program administrator can describe general geographic location (e.g. "60 miles south of San Francisco.")		x	x	x	x		
D5.7	State/Province	Pull down menu			x	x	x	x	x	Will be combined with D5.8 Country values for search parameter location pull down menu.
				Permissible values are those currently available in the existing Directory.						
D5.8	Zip Code	Text entry field.			x	x	x	x		
D5.9	Country	Pull down menu			x	x	x	x	x	Will be combined with D5.6 State/Province values for search parameter location pull down menu.
				United States (default) Canada						
D5.9.1	Member Telephone No.: Area Code	Text entry field	3 digit, numerical values only		x	x	x	x		
D5.9.2	Member Telephone No.	Text entry field	7 digit, numerical values only		x	x	x	x		
D5.9.3	Member Telephone No.: Extension	Text entry field	20 character limit		x	x	x	x		
D5.10.1	Fax No.: Area Code	Text entry field	3 digit, numerical values only		x	x	x	x		

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