

Exhibit 18

BATCH_FIN_EXT_SVC_ENROLLMENT

INTRODUCTION

This process extracts the CPs who have not responded to the CS174 notice (to enroll in Direct Deposit) for more than 20 days. This information is sent to SDU to be later sent to the vendor (Comerica), to automatically enroll the CP for Stored Value Card.

This process also changes the Stored Value status to Active for the CP who have been in the Pending status for more than 10 days

Additionally, this batch will send updates made in NJKiDs for specific CP Demographic details.

1.1.1 BATCH_FIN_EXT_SVC_ENROLLMENT.SP_EXT_ENROLLMENT

1.1.1.1. Purpose

This process extracts all the CPs who didn't respond to the CS174 notice (to enroll in Direct Deposit) for more than 20 business days, to automatically enroll for the stored value card. This information is sent to SDU, to request the vendor (Comerica Bank) for the stored value card for the recipients.

This process also changes the Stored Value status to Active for the CP who have been in the Pending status for more than 10 business days. Additionally, this batch will send updates made in NJKiDs for specific CP Demographic details.

1.1.1.2. Database Tables Affected:

1.1.1.2.1. Driver Tables

DEBITCARD_RECIPIENTS (VDCRS)
VAHIS
VDEMO
HDEMO
HAHIS
VCMEM
VCASE
VGLEV
VEFTR

1.1.1.2.2. Output Tables

DEBITCARD_RECIPIENTS (VDCRS)

1.1.1.3. Process Description

- Select all the CPs from the DEBITCARD_RECIPIENTS (SVCI screen/ DCRS table) with the status as "N-Notice sent" for more than **20 business days**.

- In addition to the above, include the CP's for whom the user has requested a stored value card from the SVCI screen. These records can be identified by looking at records in VDCRS table with status as "U- Worker Request Enrollment"

- Select the following information for each CP DCN to be entered into the enrollment file

Select the mailing address for each CP DCN from the Address History (AHIS screen/VAHIS table). Select only CP's with confirmed address with no end date

Select the Name, SSN, Date of Birth and Family Violence information for the CP from the MEMBER_DEMOGRAPHICS (DEMO screen/VDEMO table)

- Insert the DCN, Name, SSN and the Address information for each CP into the output file
- For all the CP's enrolled into Stored value card, change the Stored Value Card status to '**Q – SVC Requested**' in VDCRS table. (SDU will later send a file to NJKiDs with a list of CP's who have been issued a Stored Value Card. BATCH_FIN_EFT_ACCT_SETUP will process the file and change the status to 'P-Pending')

- In addition to the enrollment process, the same batch is used to change the Stored Value Card status to '**A-Active**' for all the CP's in the 'P-Pending' status for more than 10 business days. This will ensure that the future disbursements to the CP are done through stored value card

- In addition to the enrollment process, the same batch is used to update the CP's member demographic details to the batch recipient. The system will select all the CPs from the DEBITCARD_RECIPIENTS (SVCI screen/ VDCRS table) with the status as 'A – Active' when changes occur to their demographic information.

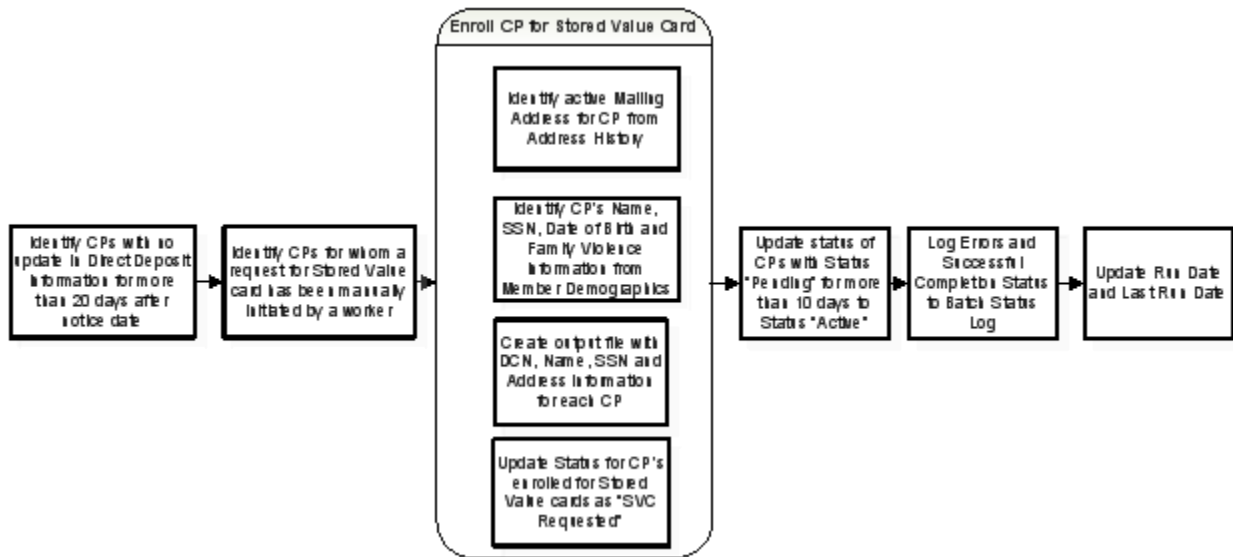
CP demographic data elements that will prompt that the CP will be submitted in the next batch cycle: SSN, DT_BIRTH, SEX, NAME_LAST, SUFFIX, NAME_FIRST, MIDDLE_INITIAL, OFFICE_CODE, ADDRESS_LINE1, ADDRESS_LINE2, CITY, STATE, ZIP, COUNTRY_CODE, TELEPHONE_NO, FAMILY_VIOLENCE_IND

If the member address is changed to a confirmed good mailing address then the member will be submit in the batch, other address changes will not be submitted.

When the recipient's case(at least one associated) is reopened and if the SVC status was Pending or Active prior to Exemption by batch, the batch reverts SVC status to Active.

- Log the error encountered or successful completion in the BATCH STATUS LOG Screen / BATCH_STATUS_LOG (VBSTL) table for future references.
- Update last run date in the VPARM table with the run date, upon successful completion

1.1.1.4. Flow Chart



1.1.1.5. Frequency

Run Daily

1.1.1.6. Dependencies

1.1.1.6.1. Predecessors:

N/A

1.1.1.6.2. Successors:

N/A

1.1.1.7. Restart Procedures

Restart the job from the last commit point

1.1.1.8. Instructions if Job is skipped

CPs to be enrolled will be picked up in the next run

1.1.1.9. Commit Frequency

Commit at the end

1.1.1.10. Exception Threshold

No exception threshold

1.1.1.11. Input File(s)

N/A

1.1.1.12. Output File(s)

S.No	Name of the File	File Format	Transfer Mechanism	File location	Estimated size (in MB's)
1	SVC-ENROLL	Flat File	FTP		0.05

1.1.1.12.1. File Layout

Existing Layout for ICD 2600 (Interface Control Document – 2600)

Field name	Position	Length	Type C-Char D-Date N-Number	Format/ Default value	Description
HEADER					
FILE_TYPE	1-2	2	C	"02"	File Type Indicator
REC_TYPE	3-3	1	C	"A"	Indicates Header Record
DT_SENT	4-11	8	D	YYYYMMDD	Date when the file was sent
HR_SENT	12-13	2	N		Hour value when the file was sent.
MI_SENT	14-15	2	N		Minute value when the file was sent
SS_SENT	16-17	2	N		Second value that file was sent
FILLER	18-180	163	C	Spaces	
DETAIL					
RECORD_ID	1-1	1	C	"D"	"D" – Indicates detail record
CP_DCN	2-9	8	C		The unique identifier for the client in the ACSES
SSN	10-18	9	C		CP's SSN
DT_BIRTH	19-26	8	D	YYYYMMDD	CP's Date of Birth
SEX	27-27	1	C		CP's Sex
NAME_LAST	28-45	18	C		CP's Last Name
SUFFIX	46-48	3	C		CP's suffix
NAME_FIRST	49-60	12	C		CP's First Name
MIDDLE_INITIAL	61-61	1	C		CP's Middle Initial
OFFICE_CODE	62-64	3	C		Office code for Client
ADDRESS_LINE1	65-87	23	C		Address of the client
ADDRESS_LINE2	8-110	23	C		
CITY	111-126	16	C		
STATE	127-128	2	C		
ZIP	129-143	15	C		
COUNTRY_CODE	144-145	2	C		
TELEPHONE_NO	146-155	10	N		This field should not include extraneous characters such as () or – Includes area code and WITHOUT preceding 1.
FAMILY_VIOLENCE_IND	156-156	1	C	"Y" or "N"	FVI – Family Violence Indicator: If set to 'Y' signifies a family violence indicator, the cardholder address will not display on Administrative Terminal.
FILLER	157-180	24	C	Spaces	
TRAILER					
FILE_TYPE	1-2	2	C	"02"	File Type Indicator
REC_TYPE	3-3	1	C	"T"	Indicates Trailer Record
DT_SENT	4-11	8	D	YYYYMMDD	Date when the file was sent
HR_SENT	12-13	2	N		Hour value when the file was sent.

MI_SENT	14-15	2	N		Minute value when the file was sent
SS_SENT	16-17	2	N		Second value that file was sent
REC_COUNT	18-26	9	N		Total number of Detail records
FILLER	27-180	154	C	Spaces	

Mapping table below shows the tables and columns from where the output file is loaded.

Source	Target (SVC-ENROLL)
DEFAULT VALUE : 'D'	RECORD_ID
VDCRS.ID_CHECK_RECIPIENT	CP_DCN
VDEMO.MEM_SSN	SSN
VDEMO.DT_BIRTH	DT_BIRTH
VDEMO.MEM_SEX	SEX
VDEMO.NAME_LAST	NAME_LAST
VDEMO.NAME_SUFFIX	SUFFIX
VDEMO.NAME_FIRST	NAME_FIRST
VDEMO.NAME_MI	MIDDLE_INITIAL
VCASE.CD_OFFICE	OFFICE_CODE
VAHIS.ADDR_LINE1	ADDRESS_LINE1
VAHIS.ADDR_LINE2	ADDRESS_LINE2
VAHIS.ADDR_CITY	CITY
VAHIS.ADDR_STATE	STATE
VAHIS.ADDR_ZIP	ZIP
VAHIS.ADDR_COUNTRY	COUNTRY_CODE
VAHIS.NO_PHONE	TELEPHONE_NO
VDEMO.IND_FAMILY_VIOLENCE	FAMILY_VIOLENCE_IND
DEFAULT VALUE : SPACES	FILLER

1.1.1.13. Contact information

Name of the Agency	Technical Contact	Functional Contact
SDU		

1.1.1.14. Stored Procedure / Functions matrix

No	Stored Procedure Name/ Arguments	Nature of the procedure / Function	Description	Output	Tables / Screens	Applicability			
						I	A	U	D
1	BATCH_FIN_EXT_SVC_ENROLLMENT. SP_EXT_ENROLLMENT	Extract	This procedure extracts the CPs who can be automatically enrolled for the stored value card and select demographic updates for active SVC participants. This process also changes the Stored Value status to Active for the CP who have been in the Pending status for more than 10 days.		VDCRS VAHIS VDEMO HDEMO HAHIS VCMEM VCASE VGLEV	Y Y Y Y Y Y Y Y	Y - - - - - - -	Y - - - - - - -	- - - - - - - -
2	BATCH_COMMON.SP_UPDATE_PARM_DATE	Common Routine	This procedure is used to update last run date.	-	-	-	-	-	-

3	BATCH_COMMON.SP_GET_BATCH_DETAILS	Common Routine	This procedure returns run date, last run date.	-	-	-	-	-	-
4	BATCH_COMMON.SP_GET_ADDRESS	Common Routine	This procedure gets the address from VAHIS table using the address hierarchy.	-	-	-	-	-	-
5	SP_GENERATE_SEQ	Common Routine	This procedure is used to generate unique global sequence.	-	-	-	-	-	-
6	BATCH_COMMON.SP_BSTL_LOG	Common Routine	This procedure is used to insert the batch status into VBSTL table.	-	-	-	-	-	-
7	BATCH_COMMON.SP_RAISE_APPLICATION_ERROR	Common Routine	This procedure is used to raise any application error from the package.	-	-	-	-	-	-
8	SPKG_COMMON.GETS_SF_CALCULATE_PRIOR_BUSINESSDAY	Common Routine	This function is used to get the prior business day of the system date.	-	-	-	-	-	-
9	BATCH_COMMON.SP_BATE_LOG	Common Routine	This procedure is used to insert the unprocessed record error codes into VBATE table.	-	-	-	-	-	-