

# Department of Energy Information Management Conference

April 17, 2012



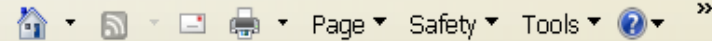
## Electronic Federal Records Center (eFRC)



# eFRC

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Home - TRIP Dev Records Center

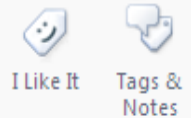


Site Actions Browse Page

DEVTRIP\Administrator



TRIP Dev Records Center



TRIP Dev Records Center

Records Search

All Sites



Pictures

images

Lists

Saved Searches

Disposal Approval Forms



## Welcome to the eFRC

Use this site to submit and find important documents that should be stored for long term archival. Submitted records are automatically placed in the correct library and folder based upon the properties you fill out.



Submit an e-SF135

TRIPFRC1-1-1



Find by Document ID

Libraries

eSF135

eOF11

eNA13001

911.01 TRICARE Contractor Claims

911.02 TRICARE Benefit Check Records

911.08 TRICARE Fraud

### Tasks Assigned To My Groups

Title      Status      Priority      Due Date      % Complete       Assigned To

**Workflow Name : eSF135StateMachineWorkflow2010 (1)**

**Task Group : IT Administrators (1)**

Approve Request	Not Started	(2)	0 %	IT Administrators
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### My Records Pending Submission

Type      Name       Modified By

There are no items to show in this view of the "Drop Off Library" document library. To add a new item, click "Add document".

[+ Add document](#)

# eFRC initial capabilities

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- Receive electronic records
  - With appropriate metadata
- Validate content and metadata
- Store records
  - Media → NARA electronic records vault
  - Digital assets → Dept. of Commerce data center

# eFRC initial capabilities

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- Manage records
  - Dept. of Defense 5015.2-compliant system
  - FISMA moderate
  - NARA-owned and -managed
- Web-based access to records
  - NARA-assisted search if desired
- Implement freezes
- Carry out disposition
  - secure deletion of temporary records

# eFRC workflow

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Package  
records &  
metadata

Validate @  
agency

Transfer

Validate @  
NARA

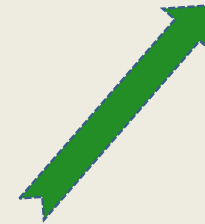
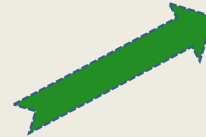
Ingest

eFRC



# Accepted formats

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# Transfer metadata

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Description of Records:	<input type="text"/>
PII Data:	<input type="checkbox"/>
PHI Data:	<input type="checkbox"/>
HIPAA Data:	<input type="checkbox"/>
Total Number of Records:	<input type="text"/> *
Total Gigabytes of Transfer:	<input type="text"/> *
Transfer Media Type:	<input type="text"/> *
Count of Media Disks or Drives:	<input type="text"/> *
Encryption Type:	<input type="text"/>
Review Record Format Annually?	<input type="checkbox"/>
Existing Record Object Metadata Fields to be used in transfer:  Use this section to add a field that is preconfigured in the TRIP system.	<input type="text"/> <input type="button" value="Add Field"/>
	Internal Field ID: <input type="text"/> Field Name: <input type="text"/> Field Data Type: <input type="text"/> <input type="checkbox"/> PII <input type="checkbox"/> PHI <input type="checkbox"/> HIPAA <input type="checkbox"/> Required <input type="checkbox"/> Visible In Record Object
New Record Object Metadata Fields to be used in transfer:  Use this option if you need to add a new field that is not available from the section above.  New Record Object Metadata Fields are subject to approval by IT Staff and FRC Records Manager Team lead.	Field Name: <input type="text"/> Field Description: <input type="text"/> Field Data Type: <input type="text"/> <input type="checkbox"/> PII <input type="checkbox"/> PHI <input type="checkbox"/> HIPAA <input type="checkbox"/> Required <input type="checkbox"/> Visible In Record <input checked="" type="checkbox"/> Add a new Record Object Metadata Field



# Agency-defined metadata

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<b>CLAIM NUMBER</b>		000020	
<b>1. PATIENT'S NAME</b> <i>(Last, First, Middle Initial)</i>		<b>2. PATIENT'S TELEPHONE NUMBER</b> <i>(Include Area Code)</i>	
Herring, Jan		DAYTIME ( 843 ) 474-2135 EVENING ( 843 ) 617-9601	
<b>3. PATIENT'S ADDRESS</b> <i>(Street, Apt. No., City, State, and ZIP Code)</i>		<b>4. PATIENT'S RELATIONSHIP TO SPONSOR</b> <i>(X one)</i>	
5312 Loggerhead Carlisle, SC 29614		<input type="checkbox"/> SELF <input type="checkbox"/> SPOUSE <input type="checkbox"/> NATURAL OR ADOPTED CHILD <input type="checkbox"/> STEPCHILD <input checked="" type="checkbox"/> FORMER SPOUSE <input type="checkbox"/> OTHER <i>(Specify)</i>	
<b>5. PATIENT'S DATE OF BIRTH</b> <i>(YYYYMMDD)</i>	<b>6. PATIENT'S SEX</b> <i>(X one)</i>	<b>7. IS PATIENT'S CONDITION</b> <i>(X both if applicable)</i>	
19410827	<input type="checkbox"/> MALE <input checked="" type="checkbox"/> FEMALE	ACCIDENT RELATED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO WORK RELATED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<b>8a. DESCRIBE CONDITION FOR WHICH THE PATIENT RECEIVED TREATMENT, SUPPLIES OR MEDICATION. IF AN INJURY, NOTE HOW IT HAPPENED. REFER TO INSTRUCTIONS BELOW.</b>		<b>8b. WAS PATIENT'S CARE</b> <i>(X one)</i>	
Metabolic Syndrome Migraines/headaches		<input checked="" type="checkbox"/> INPATIENT? <input type="checkbox"/> PHARMACY? <input type="checkbox"/> OUTPATIENT? <input type="checkbox"/> DAY SURGERY?	
<b>9. SPONSOR'S OR FORMER SPOUSE'S NAME</b> <i>(Last, First, Middle Initial)</i>		<b>10. SPONSOR'S OR FORMER SPOUSE'S SOCIAL SECURITY NUMBER</b>	
Rios, Jan		286-89-2739	


 = record-level metadata

*Note: information for illustration only*

# Metadata - transfer status

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## Record Import Details

Begin Time of Import:		
End Time of Import:		
Processed By:		
Imported Record Count:		
Imported Record Data Volume:	0	
Validator Audit Log Files:	Source Audit Log:	<input type="button" value="Click here to attach a file"/>
	Agency Audit Log:	<input type="button" value="Click here to attach a file"/>
	FRC Audit Log:	<input type="button" value="Click here to attach a file"/>
Transfer XML File:	 templog.log 4 bytes	

## Workflow Details

Workflow Status	
Comments:	
Comments History:	

Submit

Cancel

# Validation

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TRIP Validator - File and Path Locations

### Specify the Location of Record Package Artifacts

**XML Specification File:**  
R:\adg\TestInput\Test data\Small All Valid\TransferSpec.xml

**Path to Record Objects:**  
R:\adg\TestInput\Test data\Small All Valid

**Path to Record Object Metadata File:**  
R:\adg\TestInput\Test data\Small All Valid

**Path to SF-135:**  
R:\adg\TestInput\Test data\Small All Valid

**Output:**  
XML Specification file set to R:\adg\TestInput\Test data\Small All Valid\TransferSpec.xml.  
Record Objects Path set to R:\adg\TestInput\Test data\Small All Valid.

# Validation report – success!

12

4/14/2011 4:03:14 PM : Created AuditLog for Transfer Number: 330\_2010\_000605

4/14/2011 4:03:14 PM : BEGIN TTP Content Validation.

4/14/2011 4:03:14 PM : BEGIN XSMF

4/14/2011 4:03:14 PM : END XSMF 4/14/2011 4:08:41 PM : END Validation Survey. Record Object Index 29 Result: SUCCESS

4/14/2011 4:03:14 PM : END TTP C 4/14/2011 4:09:01 PM : BEGIN Validation Survey. Validating Record Object Index:17

4/14/2011 4:03:14 PM : BEGIN Rec 4/14/2011 4:09:01 PM : END Validation Survey. Record Object Index 17 Result: SUCCESS

4/14/2011 4:03:14 PM : END Recor 4/14/2011 4:09:19 PM : BEGIN Validation Survey. Validating Record Object Index:33

4/14/2011 4:03:36 PM : BEGIN Vali 4/14/2011 4:09:19 PM : END Validation Survey. Record Object Index 33 Result: SUCCESS

4/14/2011 4:03:36 PM : END Valida 4/14/2011 4:09:39 PM : BEGIN Validation Survey. Validating Record Object Index:19

4/14/2011 4:03:56 PM : BEGIN Vali 4/14/2011 4:09:39 PM : END Validation Survey. Record Object Index 19 Result: SUCCESS

4/14/2011 4:03:56 PM : END Valida 4/14/2011 4:09:58 PM : BEGIN Validation Survey. Validating Record Object Index:22

4/14/2011 4:04:11 PM : BEGIN Vali 4/14/2011 4:09:58 PM : END Validation Survey. Record Object Index 22 Result: SUCCESS

4/14/2011 4:04:11 PM : END Valida

4/14/2011 4:04:32 PM : BEGIN Vali

4/14/2011 4:04:32 PM : END Valida

4/14/2011 4:04:53 PM : BEGIN Vali

TRIP Validator Metrics

Result	Expected	Actual
Records	44	44
Images	5	5
Texts	39	39
Nones	0	0
Survey Size	20	20
ROMF Data Errors	N/A	0
Data Entry Errors	N/A	0

4/14/2011 4:10:00 PM : Final Validation Result: VALIDATION SUCCESS

# Validation report - fail

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3/11/2011 8:22:25 AM : Created AuditLog for Transfer Number: 100\_2010\_000100  
3/11/2011 8:22:25 AM : BEGIN TTP Content Validation.  
3/11/2011 8:22:25 AM : BEGIN XSMF Validation.  
3/11/2011 8:22:25 AM : END XSMF Validation: SUCCESS  
3/11/2011 8:22:25 AM : END TTP Content Validation: ValidationResult:SUCCESS.  
3/11/2011 8:22:25 AM : BEGIN Record Object Metadata File Validation.  
3/11/2011 8:22:25 AM : END Record Object Metadata File Validation.  
3/11/2011 8:22:37 AM : BEGIN Validation Survey. Validating Record Object Index:1  
3/11/2011 8:22:37 AM : END Validation Survey. Returned: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:37 AM : END Validation Survey. Record Object Index 1 Result: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:40 AM : BEGIN Validation Survey. Validating Record Object Index:1  
3/11/2011 8:22:40 AM : END Validation Survey. Returned: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:40 AM : END Validation Survey. Record Object Index 1 Result: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:51 AM : BEGIN Validation Survey. Validating Record Object Index:1  
3/11/2011 8:22:51 AM : END Validation Survey. Returned: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:51 AM : END Validation Survey. Record Object Index 1 Result: SURVEY\_DATA\_MISMATCH  
3/11/2011 8:22:52 AM : FATAL\_ERROR\_VALIDATION\_SURVEY\_DATA\_ENTRY\_ERROR on line: 1, field:  
Last Name. Exception of type 'TRIPValidator.ValidationException' was thrown.. Ex:  
FATAL\_ERROR\_VALIDATION\_SURVEY\_DATA\_ENTRY\_ERROR.

TRIP Validator Metrics		
Result	Expected	Actual
Records	1	1
Images	0	0
Texts	1	1
Nones	0	0
Survey Size	1	0
Data Entry Errors	N/A	3

3/11/2011 8:22:52 AM : Final Validation Result: **VALIDATION FAILURE**

# Search

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Site Actions ▾



Browse

Page

DEVTRIP

## Find records that have...

All of these words:

The exact phrase:

Any of these words:

None of these words:

## Record Search Scopes

Record Series Scopes  911.01 TRICARE Contractor Claims Records

911.02 TRICARE Benefit Check Records

911.08 TRICARE Fraud and Abuse Files

103-08.1 Reference Files

103-08.4 Reference Files

All Records

101.05 Office Record Locator Files

Record Object File Type

All Results ▾

## Add property restrictions...

Where the Property...

(Pick Property) ▾

Contains ▾

SS

And ▾



# To learn more

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•

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