

ADDL – Address List

This screen displays, in reverse chronological order, a history of addresses associated to a person.

```
CAFSADDL                ADDRESS LIST                07/18/2016    11:50
USER ID : C81285                PAGE NO:      1
CAPS ID : 00001654    00    NAME: DOE, ANNETTE

TO SELECT, ENTER I=INQUIRE, M=MODIFY OR D=DELETE

      START
SEL  DATE  ACT TYP  ADDRESS                CITY                ST  DIR
-   05/01/16  Y  P   345 FARKLE RD          HELENA                MT
-   05/01/16  Y  R   754 RIVER ROCK DR      HELENA                MT

                                     PATH: _
```

Field Descriptions (F12) indicates code lookup is available.

CAPS ID (F12)

Enter the CAPS ID of the person you wish to add or view address information for.

NAME

This field will display the name of the person whose ID is entered in the CAPS ID field.

SEL

Enter “I” if you want to inquire on an address, “M” if you want to modify an address or “D” if you want to delete an address. *Inactive addresses cannot be deleted.*

START DATE

This field will display the start date of each address.

ACT

This field will display a “Y” if the address is active and an “N” if the address is not active. *This flag will continue to display a “Y” even if the address has been end-dated, until a new address of that same type has been entered.*

TYP (F12)

This field will display the address type code that was entered on the ADDD (Address Detail) screen.

ADDRESS

This field will display the address information that was entered in the ADDRESS LINE 1 field on the ADDD (Address Detail) screen.

CITY

This field will display the city that was entered in the CITY field on the ADDD (Address Detail) screen.

ST (F12)

This field will display the state code that was entered in the STATE field on the ADDD (Address Detail) screen.

DIR

This field will display a “Y” if any information has been entered in the DIRECTIONS field on the ADDD (Address Detail) screen.

Additional Information

None.