

Project Description	https://docs.google.com/document/d/1TPsLRpDL2qf
Welcome to the Humanitarian Services Data Standard Working Document, a collaborative spreadsheet where we can discuss and define how we manage information about services offered by humanitarian organizations.	
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Sheets	Description
Introduction	You are here
Open Referral Flat	Field definitions
Open Referral Template	Usable template
Open Referral CSVs	Aggregate of Open Referral 1.0 fields in CSV format
HSDM	Humanitarian Services Data Model
Notes	

element_name	file	type	HSDM
#org+name	org	text	x
#org+description	org	text	
#org+email	org	validatable	
#org+phone	org	validatable	
#org+type	org	taxonomy	x
#org+year	org	text	
#org+taxonomyid	org	text	
#org+loc+address	location	validatable	
#org+loc+lat	location	geo	
#org+loc+long	location	geo	
#org+loc+address+postal	location	validatable	
#program+name	program	text	
#program+name+alt	program	text	
#service+name	service	text	
#service+name+alt	service	text	
#service+description	service	text	x
#service+type	service	taxonomy	x
#service+email	service	validatable	
#loc+address	location	validatable	x
#loc+name	location	text	x
#service+status	service	taxonomy	x
#service+url	service	validatable	
#contact+name	contact	text	x
#contact+email	contact	validatable	x
#contact+phone	contact	validatable	x
#service+language	service	taxonomy	x
#geo+lat	location	geo	x
#geo+long	location	geo	x
#service+wait	service	text	
#service+phone	service	validatable	
#service+eligibility	service	taxonomy	x
#service+schedule	location	protocol	x
#service+process	service	taxonomy	x
#service+area	service	geo	
#service+required_document	service	text	
#service+payments	service	text	
#service+interpretation_services	service	text	
#service+accessibility	service	text	
#service+loc+name+alt	location	text	
#service+loc+postal	location	geo	
#service+holiday_schedule	location	protocol	
#contact+title	contact	text	

element_name	file	type	HSDM
#contact+department	contact	text	
#contact+type	contact	taxonomy	

file_path	file_requirement_in_package	element_name	element_requirement	flat_field	
organization.csv	required	id	required		
organization.csv	required	name	required	org name	
organization.csv	required	alternate_name	recommended		
organization.csv	required	description	required	org description	
organization.csv	required	email	recommended	org email	
organization.csv	required	url	optional	org url	
organization.csv	required	taxonomy_status	optional		
organization.csv	required	taxonomy_id	optional		
organization.csv	required	year_incorporated	optional		
program.csv	required	id	required		
program.csv	required	organization_id	required		
program.csv	required	name	required		
program.csv	required	alternate_name	recommended		
service.csv	required	id	required		
service.csv	required	organization_id	required		
service.csv	required	program_id	not specified		
service.csv	required	name	required	service name	
service.csv	required	alternate_name	recommended	service description	
service.csv	required	description	required	service url	
service.csv	required	url	optional	service email	
service.csv	required	email	recommended	service status	
service.csv	required	status	required	application process	
service.csv	required	application_process	recommended		
service.csv	required	wait_time	optional		
service_at_location.csv	required	id	required		
service_at_location.csv	required	service_id	required		
service_at_location.csv	required	location_id	required		
service_at_location.csv	required	url	optional		
service_at_location.csv	required	email	recommended		
location.csv	required	id	required		
location.csv	required	organization_id	required		
location.csv	required	name	required		
location.csv	required	alternate_name	recommended		
location.csv	required	transportation	recommended		
location.csv	required	latitude	recommended		
location.csv	required	longitude	recommended		
location.csv	required	description	required		
phone.csv	recommended	id	required		
phone.csv	recommended	organization_id	required		
phone.csv	recommended	service_id	required		
phone.csv	recommended	contact_id	optional		
phone.csv	recommended	number	required		
phone.csv	recommended	extension	optional		
phone.csv	recommended	type	?		
phone.csv	recommended	department	optional		
phone.csv	recommended	country_prefix	optional		
contact.csv	recommended	id	required	contact name	
contact.csv	recommended	organization_id	required	contact title	
contact.csv	recommended	service_id	required	department	
contact.csv	recommended	name	required	contact email	
contact.csv	recommended	title	optional	contact phone	
contact.csv	recommended	department	optional	contact phone extension	
contact.csv	recommended	email	recommended		
physical_address.csv	required	id	required		

physical_address.csv	required	location_id	required	
physical_address.csv	required	attention	optional	
physical_address.csv	required	address_1	required	
physical_address.csv	required	address_2	optional	
physical_address.csv	required	address_3	optional	
physical_address.csv	required	address_4	optional	address_1
physical_address.csv	required	city	required	city
physical_address.csv	required	state_province	required	state_province
physical_address.csv	required	postal_code	required	postal_code
physical_address.csv	required	country	required	country
postal_address.csv	required	id	required	postal address
postal_address.csv	required	location_id	required	
postal_address.csv	required	attention	optional	
postal_address.csv	required	address_1	required	
postal_address.csv	required	address_2	optional	
postal_address.csv	required	address_3	optional	
postal_address.csv	required	address_4	optional	
postal_address.csv	required	city	required	
postal_address.csv	required	state_province	required	
postal_address.csv	required	postal_code	required	
postal_address.csv	required	country	required	
regular_schedule.csv	recommended	id	required	regular schedule
regular_schedule.csv	recommended	service_id	required	
regular_schedule.csv	recommended	location_id	required	
regular_schedule.csv	recommended	opens_at	optional	
regular_schedule.csv	recommended	closes_at	optional	
regular_schedule.csv	recommended	weekday	required	
holiday_schedule.csv	recommended	id	required	holiday schedule
holiday_schedule.csv	recommended	service_id	required	
holiday_schedule.csv	recommended	location_id	optional	
holiday_schedule.csv	recommended	opens_at	optional	
holiday_schedule.csv	recommended	closes_at	optional	
holiday_schedule.csv	recommended	closed	required	
holiday_schedule.csv	recommended	start_date	required	
holiday_schedule.csv	recommended	end_date	required	
metadata.csv	required	id	required	
metadata.csv	required	resource_id	required	
metadata.csv	required	last_action_date	required	
metadata.csv	required	last_action_type	required	
metadata.csv	required	field_name	required	
metadata.csv	required	previous_validateableue	required	
metadata.csv	required	replacement_validateableue	required	
metadata.csv	required	updated_by	required	
accreditation.csv	optional	id	required	
accreditation.csv	optional	organization_id	required	
accreditation.csv	optional	accreditation	optional	
license.csv	optional	id	required	
license.csv	optional	organization_id	required	
license.csv	optional	license	optional	
funding.csv	optional	id	required	
funding.csv	optional	organization_id	required	
funding.csv	optional	service_id	required	
funding.csv	optional	source	optional	
eligibility.csv	recommended	id	required	eligibility
eligibility.csv	recommended	service_id	required	

eligibility.csv	recommended	eligibility	recommended		
service_area.csv	recommended	id	required	service area	
service_area.csv	recommended	service_id	required		
service_area.csv	recommended	service_area	required		
required_document.csv	recommended	id	required	required document	
required_document.csv	recommended	service_id	required		
required_document.csv	recommended	document	optional		
fee.csv	recommended	id	required		
fee.csv	recommended	service_id	required		
fee.csv	recommended	fee	recommended		
payment_accepted.csv	recommended	id	required	payments	
payment_accepted.csv	recommended	service_id	required		
payment_accepted.csv	recommended	payment	optional		
interpretation_services.csv	recommended	id	required	interpretation services	
interpretation_services.csv	recommended	service_id	required		
interpretation_services.csv	recommended	language	recommended		
language.csv	recommended	id	required	language	
language.csv	recommended	service_id	required		
language.csv	recommended	location_id	required		
language.csv	recommended	language	recommended		
accessibility_for_disabilities.csv	recommended	id	required	accessibility	
accessibility_for_disabilities.csv	recommended	location_id	required		
accessibility_for_disabilities.csv	recommended	accessibility	recommended		

#orgname [1]	#orgtype	#service-description	#service-type	#location	#countyname	#cityaddress	#zipcode	#service-website	#contactname	#contact-phone	#contact-email	#service-language	#status	#latitude	#longitude	#eligibility	#service-hours	#service-process	#last-updated	#source-name	#source-type
Organization Name (2)	Organization type	Service description	Service type	Service location	Service county	Address	Location zipcode	Website	Contact	Phone	Email	Language(s)	Status	Latitude	Longitude	Eligibility	Schedule	Process	Last updated	Source Name	Source Type

[1] This row is the data "standard". It consists of HXL formatted terms.

[2] This row is for labels. Users can change these as they'd like.