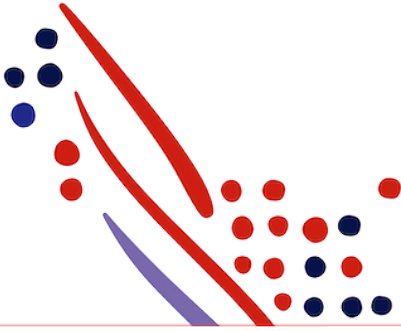Guide

Arbodienst Document Upload API Guide for ADP Workforce - depreciated from july 2024

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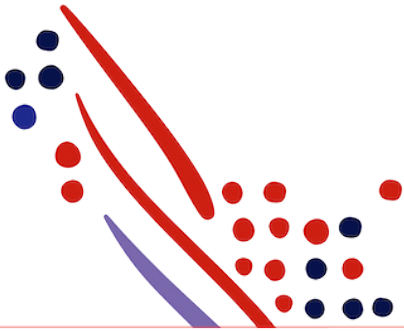
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General

Arbodienst Process

This API supports the Poortwachter process managed by the Arbodienst. The Arbodienst receives absence notifications trough the Elektronisch Berichtenverkeer (EBV) product. For more info on EBV, please see ADP Online. Absences are managed by the Arbodienst and can result in a Poortwachter process. This process delivers certain documents that need to be archived in ADP Workforce. The API provides the capability to the Arbodienst to archive these documents automatically.

An API request results in a stored document in the ADP Workforce Digital Storage (Digitaal Dossier). By default, the document is stored in the employee folder 'Arbodienst', as shown on the following screenshot. This folder is managed by the Document Type in ADP Workforce. This Document Type is created by ADP Marketplace Support Team.
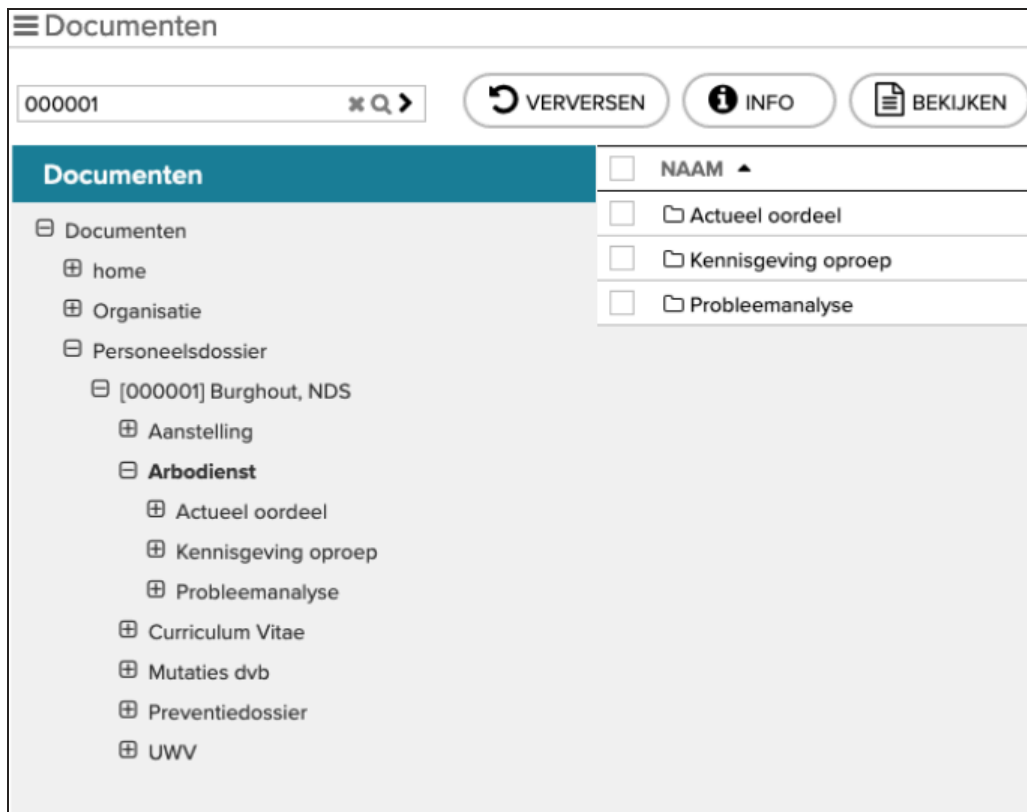
The name of the document is derived from the SIVI code used by the Arbodienst when sending the document. A mapping table is provided in this document.

Prerequisites

The EBV setup in ADP Workforce must be completed. If this is not done yet, please contact the ADP Client Support Center.

Specifications

The API accepts a multipart payload to upload a PDF to ADP Workforce.

URI	https://api.eu.adp.com/custom/arbodienst/v1/employees/{ebvID}/arbodocuments
Method	POST

	Code	Status
Reponses	200	POST succeeded
	400	Invalid base64
	400	Invalid filetype (only pdf supported)
	400	Unknown SIVI code
	404	Employee not found in EBV service
	500	Internal server error
Content-Type	multipart/form-data	
Body	The form-data consists of two required fields.	
	file	base64 encoded document
	metadata	json describing the file
URI parameters	ebvID	The ebvID for the employee for which a document is uploaded. ebvID is Externe WerknemerIdentificatie (SIVI Verzuimstandaard). This Id is provided by the EBV service
Process APIs	Document API	Process API used to upload the document via the canonical API

Chapter 2

Mapping information

The metadata json is necessary to make sure the document ends up in the right place in ADP Workforce. All fields are mandatory.

Metadata example

```
{
    "arboDocument": {
        "documentTitle": "Uitkomst PVA",
        "documentDescription": "Some description for your document",
        "fileName": "origineleNaam",
        "verzuimGevalID": "000001#01#20191212",
        "fileTypeCode": {
            "codeValue": "pdf"
        },
        "documentTypeCode": {
            "codeValue": "158"
```

```
        }
    }
}
```

JSON key	Description	Example
documentTitle	The title of your document. Workforce generates it's own title based on the metadata, so this is for descriptive purposes.	Uitkomst PVA
documentDescription	Some description for your document.	
fileName	The original fileName, for logging.	
verzuimGevalID	The case id given by the SOR in the EBV messages. Detailed explanation below.	000001#01#20191212
fileTypeCode/codeValue	The filetype. For now, only PDF is supported.	pdf
documentTypeCode/codeValue	The SIVI code for the document. See mapping below for the used codes. Other codes are not supported.	916

VerzuimGevalID

The case id (verzuimgevalid, vrzgvlid) is necessary for uploading to ADP Workforce customers. An employee can have multiple work assignments with different document authorizations per assignment. The work assignment is given by the verzuimgevalID as provided by ADP workforce in the EBV messages. It is the second token in the generalized string: *employeenumber#assigment#startdate_absen*ce. From the provided verzuimgevalID the assigment is extracted en used in the communication with workforce.

By using this method, the uploaded document is assigned to the correct work assignment and only authorized users can see the document in ADP Workforce.

SIVI Document codes

SIVI code	Omschrijving
916	Actueel oordeel
305	Advies AAG
306	Advies Bedrijfsarts
453	Functionele Mogelijkheden Lijst
918	Interventieadvies
919	Kennisgeving oproep
909	No show
100	Probleemanalyse
104	Bijstelling probleemanalyse

SIVI code	Omschrijving
215	Telefonische eigen verklaring werknemer
217	Terugkoppeling
158	Tussentijdse evaluatie

Chapter 3

Add Document Type in Workforce

For the API to function correctly a new document type needs to be added to ADP Workforce. This 'SIVI' document type is added by the Marketplace Client Support Team. Without this type the api will generate errors.

Limitations

As mentioned in the metadata mapping, the upload API only supports pdf documents. Also, only the existing SIVI codes will be mapped. Other codes will generate a 400 for the client.

Chapter 4

Testing

Prerequisites

The EBV setup in ADP Workforce acceptance must be completed with the exception of the scheduled task to send the messages to the Arbodienst. If this is not done yet, please contact the ADP Client Support Center.

How to test

> 🚩 **Important**
>
> Please make sure you are logged on to the **acceptance** environment of ADP Workforce.

1. Create a use case of absenteeism in ADP Workforce acceptance.
2. Run the scheduled task *WF EBV valideer* in ADP Workforce acceptance. As a result of this a SIVI absence XML message is created. This message is not sent to the Arbodienst.
3. Go to *Menu> Verlof en Verzuim> Rapportages Verlof en Verzuim > Rapportage verzuim*.
4. Click on *Verzuimberichten naar {Naam Arbodienst}*.
5. Select the employee of the use case, select the correct period and click [OK].

Rapportage ☆

Uitvoer | Details

Meldingen EBV

Werknemer (leeg=iedereen):	[_____] >
Periode van:	[_____] 🗓
Periode tot:	[_____] 🗓

[✔ OK] [✖ Annuleren]

Alle meldingen EBV 07-03-2023

Voor inzender ADP en ontvanger :Arbodienst
ter validatie

Sleutel	Naam	Contract	Ingangsdatum ziektegeval	Bericht AangemaaktOp	Kop xml id	Vnr mutatie ziektegeval	Einde ziektegeval	Mutatie perc	Mutatie datum	Melding	Bron
123456	▆▆▆	1	2023-01-01	24-01-2023 11:33:24 Gewijzigd	123456	1	N	100.0	2023-01-01		Verzuimmelding

6. Click on the value in the column *Kop xml id* to display the SIVI message.

Rapportage ☆

Uitvoer | **Details**

Meldingen EBV

Werknemer (leeg=iedereen):	[_____] >
Periode van:	[_____] 🗓
Periode tot:	[_____] 🗓

[✔ OK] [✖ Annuleren]

Verstuurd bericht

Rubriek	Inhoud
VERZUIMMELDING	`<str:Verzuimmeldingen xmlns:str="http://www.sivi.org/Verzuimmanagement/Verzuimmeldingen/2021"`

```
<str:Verzuimmeldingen xmlns:str="http://www.sivi.org/Verzuimmanagement/Verzuimmeldingen/2021"
              xmlns:xsd="http://www.w3.org/2001/XMLSchema" >
     <str:BrAlg>
            <str:BrCd>▆▆▆▆</str:BrCd>
            <str:VnrBrCd>▆▆▆▆</str:VnrBrCd>
            <str:AandatBr>2023-01-18</str:AandatBr>
            <str:AantijdBr>17:06:26</str:AantijdBr>
            <str:IdInzndr>ADP</str:IdInzndr>
```

7. Copy all text in the column *Inhoud*.

```
<str:Verzuimmeldingen xmlns:str="http://www.sivi.org/Verzuimmanagement/Verzuimmeldingen/2021"
     xmlns:xsd="http://www.w3.org/2001/XMLSchema" >
  <str:BrAlg>
       .........
       .........
       .........
  </str:Wrkgvr>
</str:Verzuimmeldingen>
```

8. Send the copied data to the Arbodienst.

> 🚩 **Important**
>
> Please make sure to use a safe way to send that data because it contains privacy sensitive data

9. The Arbodienst processes the data in their acceptance environment.

10. The Arbodienst sends the document to ADP Workforce acceptance via the API.
11. After this you can check the document in the personal file of the employee in ADP Workforce acceptance.

Chapter 5

Curl example

```
curl -X POST \
    https://api.eu.adp.com/custom/arbodienst/v1/employees/ADP000000477/arbodocum
ents \
    -H 'cache-control: no-cache' \
    -H 'Authorization: Bearer ${oauth_bearer_token}' \
    -H 'content-type: multipart/form-data; boundary=----
WebKitFormBoundary7MA4YWxkTrZu0gW' \
    -F file=YmFzZTY0IGVuY29kZWQgc3RyaW5n \
    -F 'metadata={
        "arboDocument": {
            "documentTitle": "Uitkomst PVA",
            "documentDescription": "Uitkomst PVA",
            "verzuimGevalID": "000001#01#20191212",
            "fileName": "origineleNaam",
            "fileTypeCode": {
                "codeValue": "pdf"
            },
            "documentTypeCode": {
                "codeValue": "158"
            }
        }
    }
```