

Component Description

Document Contents

| | |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Schema | Contains the component characteristic names, descriptions, and specifications (Excel Sheet 2) |
| List of Values | Contains the list of allowed values for all characteristics of a "List of Values" datatype (Excel Sheet 3) |
| Staging Area Business Rule Validations | Contains the list of business rule validations, grouped by characteristic, that apply to this component (Excel Sheet 4) |
| Version History | Contains a history of updates made to the business rule validations in this school year (Excel Sheet 5) |
| User Guide | Contains references and support for using this document (Excel Sheet 6) |

Collection Matrix

| Collection Name | Component Status |
|--------------------------------|------------------|
| CEPI Internal Request for UIC | Not Allowed |
| Early Childhood EOP | Optional |
| Early Childhood Fall | Not Allowed |
| Early Childhood Spring | Optional |
| Early Roster | Not Allowed |
| Early Roster 2015-2016 | Not Allowed |
| EOY 2018 General Collection | Optional |
| Fall 2017 General Collection | Not Allowed |
| IHE Request for UIC | Not Allowed |
| Request for UIC | Not Allowed |
| Spring 2018 General Collection | Optional |
| Student Record Maintenance | Not Allowed |
| Teacher Student Data Link | Not Allowed |

Schema

| Characteristic Name | Characteristic Description | Data Type | Min Length | Max Length | Min Value | Max Value | Decimal Positions | Is Multi Valued? | Required? |
|----------------------------|-------------------------------------------------------------------|------------------------|------------|------------|-----------|-----------|-------------------|------------------|-----------|
| Date Occurred | The date a student was restrained and/or secluded. | Date (only) | | | 1/1/1753 | | | False | True |
| Number Of Times Secluded | The number of times a student was secluded on the date occurred | Whole Number (integer) | | | 0 | 99 | | False | False |
| Number Of Times Restrained | The number of times a student was restrained on the date occurred | Whole Number (integer) | | | 0 | 99 | | False | False |

List of Values

This component does not have any characteristics with a data type of "List of Values"

Staging Area Business Rule Validations

| Characteristic Name | Rule Number | Data Validation | Severity | Error/Warning Message |
|---------------------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DateOccurred | 334.609.1 | [DateOccurred] must be <= As Of Date | 1 | The Date Occurred must be on or before the collection As Of Date. |
| | 334.609.2 | [DateOccurred] must be >= {Enrollment}.[EnrollmentDate] and <= {Enrollment}.[ExitDate] | 1 | The Date Occurred being reported must fall within the student's period of enrollment with the Operating District. |
| | 334.609.3 | If more than one {Seclusion And Restraint} component is submitted in a student record, each {Seclusion And Restraint} component must have a unique [DateOccurred]. | 1 | The same Date Occurred has been reported in more than one Seclusion & Restraint component for this record. Each reporting of seclusion and/or restraint must have a unique date occurred. |
| | 334.609.4 | When [DateOccurred] has value then [Number of Times Secluded] or [Number of Times Restrained] must be > 0. | 1 | When this component is reported the number of times a student is restrained or the number of times a student is secluded must contain a value greater than 0. |
| | 334.609.5 | [Date Occurred] must be >= July 1st and <= June 30th of the current school year. | 1 | You may only report seclusion and restrain incidences within the current school year. The Date Occurred must be on or after July 1st and on or prior to June 30th of the current School Year. |
| | 334.609.6 | [DateOccurred] must be >= [ECProgramStartDate] and <= [ECProgramEndDate] within at least one {ECPrograms} component of that student record | 2 | The Date Occurred reported must fall within the student's early childhood program start and end dates. If the child is continuing services (no EC Program End Date reported), the Date Occurred reported must be after the EC Program Start Date. |
| NumberSecluded | 334.610.1 | If {Seclusion and Restraint} component is included in an Early Childhood Collection the [Number of Times Secluded] must equal 0 or NULL. | 1 | Children participating in pre-kindergarten early childhood programs may not be secluded. |
| | 334.610.2 | If {SchoolDemographics}.[GradeOrSetting] = "30" Then [Number Of Times Secluded] cannot be greater than 0 | 1 | You may not report a child in grade 30 as secluded. |

Version History

| Date | Description | Rule Affected | TFS Number | Updated By |
|-----------|---------------------------------------------------------|---------------|------------|-------------|
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.609.1 | 91961 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.609.2 | 92496 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.609.3 | 91962 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.609.4 | 92423 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.609.5 | 92422 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.610.1 | 93129 | hansknechta |
| 12/5/2017 | Addition of rules for Seclusion and Restraint component | 334.610.2 | 93129 | hansknechta |
| 4/4/2018 | New rule added. | 334.609.6 | 102284 | lozanos |

User Guide

Collection Matrix

Component Status

Defines which collections the component may be submitted. The possible values are:

| <u>Name</u> | <u>Description</u> |
|-------------|------------------------------------------------------------------------------------------------------------------------------|
| Required | This component must be submitted in this collection. If omitted in an upload, the file will be rejected upon upload. |
| Optional | This component is optional in this collection, but may be conditionally required due to validation rules. |
| Not Allowed | This component cannot be submitted in this collection. If included in an upload file, the file will be rejected upon upload. |

Schema

Characteristic Name

The name of the characteristic. This matches the name in the schema.

Characteristic Description

A description of the characteristic and why the data is needed.

Data Type

The system data type. The possible values are:

| <u>Name</u> | <u>Classification</u> |
|-------------------------------------------------------|-----------------------|
| Addresses (numbers, letters, #) | string |
| Date (only) | date |
| Date (year and month only) (YYYYMM) | string |
| Decimal Number | decimal |
| List of Values (choose from list) | string |
| Names (letters, apostrophe, commas, hyphens, periods) | string |
| Numeric Text (0-6) (can have leading zeros) | string |
| Numeric Text (can have leading zeros) | string |
| Text (free form) | string |
| Text (numbers and letters) | string |

| | |
|--------------------------------------|---------|
| Whole Number (integer) | int |
| Yes / No (or True False, or Boolean) | boolean |

Min Length

For characteristics of a "text" data type classification, this specifies the minimum character length

Max Length

For characteristics of a "text" data type classification, this specifies the maximum character length

Min Value

For characteristics of a "number" data type classification, this specifies the minimum character length

Max Value

For characteristics of a "number" data type classification, this specifies the maximum character length

Decimal Positions

For characteristics of a "number" data type, this specifies the number of digits allowed to the right of a decimal point.

Is Multi Valued?

TRUE indicates that this characteristic may be submitted multiple times in the same component; FALSE indicates that only one instance is allowed.

Required?

Y indicates this characteristic is required to be submitted as part of the schema; N indicates that is either optional at the schema level (but may be conditionally required due to validation rules)

Validation Rules

Definitions & Guidance

- Text surrounded by {} indicates that this is a component
- Text surrounded by [] indicates that this is a characteristic
- A Severity of "1" indicates that the validation is an error; a "2" indicates that it is a warning
- *CollectionName* refers to the value of the "CollectionName" attribute in the collection schema
- *AsOfDate* refers to one of two values:
 - For single-certified collections, it is the State-defined certification as of date for the collection
 - For ongoing certified collections, it is the value of the [AsOfDate] characteristic in the {StudentRecordMaintenance} component

Version History

Notes

- TFS Number is used internally by CEPI for tracking purposes
- Each update to a validation or a wording change to the error/warning message will be noted here

Appendix A

Certain entity-related validations in MSDS are dependent on which collection is being submitted. The table below defines the dates or date ranges that are used in these validations. Validations that are dependent on this table are noted in the specific data validation; they will contain a reference to this appendix.

| Collection | Type | Start Date | End Date |
|-----------------------------|------------|----------------------------|------------------------|
| General collections | date | Certification As of Date | |
| Early Childhood collections | date range | Collection Open Date | Collection Close Date |
| Student Record Maintenance | date | As of Date (SRM component) | |
| Teacher Student Data Link * | date range | 7/1/{AcademicYear start} | 8/31/{School Year End} |
| | date range | 7/1/{School Year Start} | 8/31/{School Year End} |
| Early Roster | date range | 7/1/{School Year Start} | 6/30/{School Year End} |
| all other collections | date | Today's Date | |

* The TSDL collection will use the school year value submitted in the Academic Year characteristic, if it was submitted. If no value is found, the current school year values are used.