PIMS Person Template (Pennsylvania)

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Tool Search: PIMS Extracts

The PIMS Person Template provides details on both the behavior offenders and the behavior victims. This template can be used to individually identify a victim or offender as it contains fields for the PAsecureID field and the name. LEAs do not need to individually identify a victim using these fields.

Victim data does not need to be reported, but offender information must be identified if it is known.

See the PIMS Reporting article for additional PIMS Reporting information.

Report Logic

Only behavior incidents that are marked as Submitted, In Progress or Complete report. Behavior incidents that are in Draft status do not report.

Reports all matching students from that school for the selected calendar. Students report even if they are enrolled in a different calendar and the calendar in which they are enrolled is not selected on the extract editor. Reports all associated behavior data from an incident that happened in a selected calendar. Incident and incident related reports are not included in the report population if the calendar selected in the extract editor is not the calendar in which the incident was documented. Incidents and students involved in incidents do not report in calendars marked as Exclude (System Administration > Calendar > Calendar > Exclude).

Student enrollments marked as State Exclude do not report.

Generate the Person Template

1. Select **Person Template** from the **Extract Type** from the dropdown list.
2. Enter the **Start Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
3. Enter the **Effective Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
4. Select the **Format** of the extract.
5. If desired, select an **Ad hoc Filter** to return only those students included in that filter.
6. Select the appropriate **Calendar(s)** from which to include data on the extract.
7. Click the **Generate Extract** button or the **Submit to Batch** button, if available. The extract displays in the selected format.

Person Template Records:14

DistrictCode	PersonID	SchoolYearDate	PersonDistrictCode	StudentID	LocalPersonID	FirstName	LastName	RaceEthnicity	Gender
105256553	1234567890	2013-06-30	105256553	1234567890	1234567890	Aiden	Student	5	F
105256553	2345678901	2013-06-30	105256553	2345678901	2345678901	Belinda	Student	5	F
105256553	3456789012	2013-06-30	105256553	3456789012	3456789012	Collin	Student	5	F
105256553	4567890123	2013-06-30	105256553	4567890123	4567890123	Deidre	Student	5	M
105256553	5678901234	2013-06-30	105256553	5678901234	5678901234	Evan	Student	6	F
105256553	6789012345	2013-06-30	105256553	6789012345	6789012345	Fiona	Student	5	M
105256553	7890123456	2013-06-30	105256553	7890123456	7890123456	George	Student	5	F
105256553	8901234567	2013-06-30	105256553	8901234567	8901234567	Heather	Student	5	M
105256553	9012345678	2013-06-30	105256553	9012345678	9012345678	Isaac	Student	5	M

PIMS Person Template - HTML Format

	A	B	C	D	E	F	G	H	I	J
1	DistrictCode	PersonID	SchoolYearDate	PersonDistrictCode	StudentID	LocalPersonID	FirstName	LastName	RaceEthnicity	Gender
2	105256553	1234567890	6/30/2013	105256553	1234567890	1234567890	Aiden	Student	5	F
3	105256553	2345678901	6/30/2013	105256553	2345678901	2345678901	Belinda	Student	5	F
4	105256553	3456789012	6/30/2013	105256553	3456789012	3456789012	Collin	Student	5	F
5	105256553	4567890123	6/30/2013	105256553	4567890123	4567890123	Deidre	Student	5	M
6	105256553	5678901234	6/30/2013	105256553	5678901234	5678901234	Evan	Student	6	F
7	105256553	6789012345	6/30/2013	105256553	6789012345	6789012345	Fiona	Student	5	M
8	105256553	7890123456	6/30/2013	105256553	7890123456	7890123456	George	Student	5	F
9	105256553	8901234567	6/30/2013	105256553	8901234567	8901234567	Heather	Student	5	M
10	105256553	9012345678	6/30/2013	105256553	9012345678	9012345678	Isaac	Student	5	M
11										
12										
13										

PIMS Person Template, State Format (comma delimited)

Report Layout

Data Element	Description	Campus Interface
Submitting District Code	Reports the administrative unit number assigned by the Department of Education where the incident took place. *Numeric, 9 digits*	System Administration > Resources > District Information > State District Number District.number
Person ID	Reports the state ID or local student number of either the offender or victim. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > State ID, Local Student Number Person.stateID Person.studentNumber
School Year Date	Reports the ending date of the calendar for which the report is generated. *Date field, 10 characters, YYYY-06-30*	System Administration > Calendar > Calendar > End Date Calendar.endYear

Data Element	Description	Campus Interface
Person District Code	Reports the district number of where the student is enrolled. *Numeric, 9 digits*	System Administration > Resources > District Information > State District Number District.number
Student ID	Reports the state ID number assigned to the student. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Local Person ID	Reports the locally assigned identification number assigned to the offender or victim, if different than the Person ID. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > Local Student Number Person.studentNumber
First Name	Reports the first name of the offender or victim. When the person's name contains an accented e and/or n (é and/or ñ), the name reports with an unaccented, lowercase e and/or n. When the person's name contains a period (i.e. Jr.), the name reports with the period. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > First Name Identity.firstName
Last Name	Reports the last name of the offender or victim. When the person's name contains an accented e and/or n (é and/or ñ), the name reports with an unaccented, lowercase e and/or n. When the person's name contains a period (i.e. Jr.), the name reports with the period. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > Last Name Identity.lastName

Data Element	Description	Campus Interface
Race Ethnicity Code	Reports the offender or victim's race ethnicity, as follows: • 1 – American Indian/Alaskan Native • 2 – Asian/Pacific Islander • 3 – Black/African American (not Hispanic) • 4 – Hispanic (any race) • 5 – White/Caucasian (Not Hispanic) • 6 – Multiracial (does not apply to special education students) *Numeric, 1 digit*	Census > People > Demographics > Person Information > Race/Ethnicity Identity.raceEthnicity
Gender Code	Indicates whether the victim or offender is male or female. *Alphanumeric, 1 character, M or F*	Census > People > Demographics > Person Information > Gender Identity.gender