Core SIF - StaffPersonal

Last Modified on 12/14/2025 8:45 pm CST

Tool Search: SIF

> The current version of SIF is v2.7.

This object contains all the personal information relating to a staff member, who might be a teacher or other employee of the school or district.

SIF_Events are reported for this object.

Object Triggering

Event Type	Requirement
Add	When a person is assigned an district assignment record.
Change	Any changes to a staff's Person record.
Change	Any changes to a staff's Identity record.
Change	Any changes to a staff's District Assignment record and is not excluded based on the zone options.
Delete	A deletion to staff's District Assignment record will cause a delete and is not excluded based on the zone options.

Object Population and Business Rules

Requirement
Generate only 1 StaffPersonal object regardless of the number of district assignments a staff member has.
Report from the latest District Assignment across all schools.
Reports when the staff has a district assignment in a non-SIF excluded calendar
Do NOT report a record if any one of the following scenarios are true: 1. If the record is being triggered from a District Assignment record and it is marked as Exclude 2. If the record is being triggered from a District Assignment record and the School is marked as Exclude (note: this will be addressed later for all Objects) 3. If Exclude checkbox is checked in Zone Option, exclude StaffPersonal whose District Assignments are Excluded

Object Data Elements

Data Element Label	Description	Business Rules	Data Source GUI Path	D
@RefId	The GUID of the staff member.			P D
LocalId	The locally-assigned identifier for this staff member.		Census > People > Demographics	P
StateProvinceId	The state-assigned identifier for this staff member.		Census > People > Demographics	P S
ElectronicIdList	Electronic identifier(s) associated with this entity.	Optional. Do not Report		
OtherIdList	Lists all "other" identifiers associated with the staff member.			

OtherIdList/OtherId	Lists an "other" identifier associated with the staff member.	When "Publish Social Security Numbers in StaffPersonal" is selected in Zone Option, then report the SSN	Census > People > Identities	W 0 Ic Z cl
OtherIdList/OtherId/ @Type	Code that defines the type of this other Id.	Hard coded '0004"		
Name	Name of the staff member. Note: Type value of 04 must be used here.			
Name/@Type	Name of the staff member. Note: Type value of 04 must be used here.	Type value of 04 must be used here.		
Name/LastName	The last name.		Census > People > Identities	Ic
Name/FirstName	The first name.		Census > People > Identities	Ic
Name/Suffix	Generation of suffix like II, Jr., etc.		Census > People > Identities	Ic
Name/PreferredName	This is a name that the person prefers to be called by.		Census > People > Identities	Ic
Name/SortName	This is the name to be used for sorting purposes.	Last Name, First Name (space) Middle Initial		ic ic ic
Name/FullName	A free text field for the complete name.	First Name + Middle Name + Last Name		ic ic ic
OtherNames	Previous, alternate or other names or aliases associated with the staff member.	Optional. Do note Report		
Demographics	This element contains information related to staff member demographics.			
Demographics/RaceList				
Demographics/RaceList/ Race				
Demographics/RaceList/Race/Code	The general racial category which reflects the individual's recognition of his or her community or with which the individual most identifies.	Reports the SIF race code mapped to the race: When American Indian or Alaska Native, report 0998 When Asian, report 0999 When Black or African American, report 1000 When Native Hawaiian or Other Pacific Islander, report 1001 When White, report 1002	Census > People > Demographics > Race/Ethnicity	S
Demographics/RaceList/Race/OtherCodeList				
Demographics/RaceList/ Race/OtherCodeList/ therCode	A state/province code, local code, other code or a text string that crosswalks to or serves as a translation of an associated Code element.		Census > People > Identities	Ic Ic c
Demographics/RaceList/Race/OtherCodeList/ OtherCode/@Codeset	Describes the OtherCode element content as either a state/province code, a local code, other code, or text string.	Where Codeset = StateProvince	Census > People > Identities	Ic Ic E

Demographics/HispanicLatino	An indication that the individual traces his or her origin or descent to Mexico, Puerto Rico, Cuba, Central or South America, or other Spanish cultures, regardless of race.	If Yes, Yes If No, No	Census > People > Demographics > Race/Ethnicty > "Is the invidiual Hispanic/Latino?"	Ic h
Demographics/Gender	Person's gender.		Census > People > Identities	Ic
Demographics/BirthDate	The person's date of birth.		Census > People > Identities	Ic
Demographics/PlaceOfBirth	The person's place of birth—like village, town, city etc.		Census > People > Identities	Ic
Demographics/StateOfBirth	The person's state of birth.	Reports the SIF-mapped code aligned with the selection in Birth State. If SIF codes are not mapped for Birth State in this district's state, reports Birth State.	Census > People > Identities	Ic
Demographics/CountryOfBirth	The person's country of birth.	When Birth Country = Null, reports US.	Census > People > Identities	Ic b
Demographics/EnglishProficiency	Person's proficiency in English.		Optional. Do not report	
Demographics/EnglishProficiency/Code	Person's proficiency in English.		Optional. Do not report	S
Demographics/EnglishProficiency/OtherCodeList			Optional. Do not report	
Demographics/EnglishProficiency/OtherCodeList/OtherCode	A state/province code, local code, other code or a text string that crosswalks to or serves as a translation of an associated Code element.		Optional. Do not report	
Demographics/EnglishProficiency/OtherCodeList/@Codeset	Describes the OtherCode element content as either a state/province code, a local code, other code, or text string.	Where Codeset = StateProvince	Optional. Do not report	
Demographics/LanguageList	List of languages an individual uses to communicate.	Language of the person		
Demographics/LanguageList/Language		Language of the person		
Demographics/LanguageList/Language/Code	The code representing the specific language that an individual uses to communicate.	Reports the SIF-mapped code for the selection made in Census > Home Primary Language		ic P
Demographics/LanguageList/Language/OtherCodeList				
Demographics/LanguageList/Language/OtherCodeList/OtherCode	A state/province code, local code, other code or a text string that crosswalks to or serves as a translation of an associated Code element.	Where Codeset = StateProvince		

Demographics/ LanguageList/ Language/ OtherCodeList/ @Codeset	Describes the OtherCode element content as either a state/province code, a local code, other code, or text string.	Where Codeset = StateProvince	
Title	The staff member's title.		Staff > District Assignment > Title
AddressList	The staff member's address(es).		
AddressList/Address		Order address by: 1. Non-secondary 2. Most recent Start Date	

AddressList/Address Type		Report Addresses in the following hierarchy
		1. Report Primary before secondary
		  ○ If the Primary address is NOT active, report the secondary household with the latest End Date
		2. If above is tied, then in order of start date
		3. If above is tied, then in order of MemberID
		  ○ When a staff does not have a HouseholdMembership that overlaps today's date, then report the address for the staff's HouseholdMembership with latest end date before today's date.
		  ○ If the staff has no past HouseholdMemberships, report blank.
		  ○ Do not report addresses where Private is checked
		4. The AddressType should be unique for a student
		5. Do not report more than 5 addresses for a staff
		6. For each reported address:
		  ○ Reports "0123" when address.postOfficeBox = checked on the staff's household.
		Reports "0765" for the first non-secondary address.
		Reports "1073" for the first secondary address. Subsequent addresses report "2382", then "0124", then "1074", and then "1075" for the remaining addresses
		  ○ Do not report more than one P.O.Box.	

AddressList/Address/Street	The street element is a complex element and breaks the street down into several parts.		

AddressList/Address/Street/ Line1	Address line 1.	When address.postOfficeBox = checked, reports "P.O. Box " followed by address.number (e.g. "P.O. Box 1234" When address.postOfficeBox = not checked, reports address.number, prefix, street, tag, and dir separated by spaces		A .p .o
AddressList/Address/Street/ Line2	Address line 2.		Census > Households > Addresses	A
AddressList/Address/Street/ Line3	Address line 3.	Reports in format: City, ST ZIP	Census > Households > Addresses	A .z
AddressList/Address/Street/StreetNumber	The address number assigned to the building.		Census > Households > Addresses	A
AddressList/Address/Street/StreetPrefix	Street prefix like NE		Census > Households > Addresses	A
AddressList/Address/Street/StreetName	The name of the street.		Census > Households > Addresses	A
AddressList/Address/Street/ StreetType	The type of street. For example, Lane, Blvd., Ave., etc.		Census > Households > Addresses	A
AddressList/Address/Street/ StreetSuffix	Street suffix like SW.		Census > Households > Addresses	A
AddressList/Address/Street/ApartmentNumber	Type of apartment, for example, Suite.		Census > Households > Addresses	A
AddressList/ Address/City	The city part of the address.		Census > Households > Addresses	A
AddressList/Address/County	The county part of the address.		Census > Households > Addresses	A
AddressList/Address/ StateProvince	The state or province code.		Census > Households > Addresses	A
AddressList/Address/ Country	The country code.		N/A	d
AddressList/Address/ PostalCode	The ZIP/postal code.		Census > Households > Addresses	A
PhoneNumberList	The staff member's phone number(s).			
PhoneNumberList/ PhoneNumber				
PhoneNumberList/ PhoneNumber/ @Type	Code that specifies what type of phone number this is. Note: A subset of valid values may be specified in data objects	Report 0096 for Main telephone number		
PhoneNumberList/ PhoneNumber/ Number	Phone number. Free-form, but typical U.S. formats include: (###) ###-#### or ###-####		Census > People > Demographics > Personal Contact Information	C
Extension	Phone number extension		Census > People > Demographics > Personal Contact Information	

EmailList	The staff member's e-mail address(es).			
EmailList/Email	The staff member's e-mail address(es).		Census > People > Demographics > Personal Contact Information	C
EmailList/Email/ @Type	Type of e-mail	Valid values: Primary Alternate1 Alternate2 Alternate3 Alternate4		
EmployeePersonal RefId	Allows for a linkage to the HR/Fin EmployeePersonal object.	Optional. Do not report		