Differentiated Monitoring and Support (DMS) Part B/C Data Protocol and Part C Data Processes Toolkit Crosswalk

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This crosswalk is designed to provide an overview of the major themes covered in the Differentiated Monitoring and Support (DMS) Part B/C Data Protocol and where those themes could be addressed when a state chooses to use the DaSy Part C Data Process Toolkit. While this crosswalk provides information to assist states in reviewing their own processes using the Data Process Toolkit to address the DMS Data Protocol themes, this crosswalk is not meant to be all inclusive. Thus, it is highly recommended states examine other areas within the Data Processes Toolkit as well as their own documentation to ensure the DMS Data Protocol is fully addressed. Sections within the Data Processes Toolkit not listed in this crosswalk may still apply in addressing sections of the DMS Data Protocol not included in this document, depending on that state's specific processes for collecting, validating, and/or reporting IDEA data.

General Information

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
The State has policies and procedures to report timely and accurate data required under IDEA Part B/Part C Section 616 and Section 618 required data collections, *including the following elements listed in the rows below.*	State Landscape Protocol: Data System Overview; Data Governance for Changes to Data System/Collection; State Performance Plan/Annual Performance Report (SPP/APR)	
Assigned roles and responsibilities that establish decision-making authority and accountability for the State's IDEA data system(s)	State Landscape Protocol: Data System Overview; Staff 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards	
Business rules/processes for documenting, recording, and communicating business rules used during the collection and validation of IDEA data	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Collection (process); Data Quality *Other relevant resources:* IDC Business Rules Documentation Protocol	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
Data quality and validation processes (e.g., edit checks, database format checks, field validation restrictions, import restrictions/checks) designed to support high quality data	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Collection (process); Data Quality *Other relevant resources:* IDC Business Rules Documentation Protocol	
Data security processes for accessing, storing, backing up, recovering, transferring, encrypting, and destroying data and to prevent breach or loss	State Landscape Protocol: Data System Overview; Data System Access/Permissions; Stewardship and Maintenance of Data Processes Protocols	
Communication mechanisms to share and disseminate information related to IDEA Section 616 and Section 618 data collection requirements at the State and local levels, including training and guidance/technical assistance	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: State Collection and Submission Schedule; Collection (process)	
Processes to ensure that local programs are implementing policies and procedures consistent with IDEA Section 616 and Section 618 data collection requirements, including monitoring and oversight	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Quality; Data Analysis; Report on Correction of Identified Noncompliance (if applicable)	
The State must report timely and accurate IDEA Part B/Part C Section 616 and Section 618 data (States submit the data to OSEP via EDFacts files and the EMAPS system).	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: EMAPS Reporting Information; Data Source Description; State Collection and Submission Schedule; Collection (process); Response to OSEP-Required Actions; Internal Approval Process; External Approval Process; Submission; Clarification Data Collection Calendar	
The State must report data for the IDEA Part B/ Part C State Performance Plan/Annual Performance Report (SPP/APR), as defined by Section 616 (States submit the data to OSEP via the SPP/APR reporting tool in EMAPS).	616 SPP/APR Indicator Protocols (Indicators 1-10): EMAPS Reporting Information; Data Source Description; State Collection and Submission Schedule; Response to OSEP-Required Actions; Internal Approval Process; External Approval Process; Submission; Clarification Data Collection Calendar	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
The State must report annually to the public on the performance of each local program located in the State on the targets in the SPP and make the SPP and APR available through public means.	616 SPP/APR Indicator Protocols (Indicators 1-10): Public Reporting Data Collection Calendar	

Follow-up Questions Related to Collecting Valid, Reliable Data

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
What are the positions/titles and responsibilities of State staff (or contractors) involved in collecting IDEA data?	State Landscape Protocol: State Program Overview; Data System Overview; Staff; Data System Access/Permissions; Stewardship and Maintenance of Data Processes Protocols 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards	
Are there multiple data systems used to collect IDEA data in the State? If so, how does each of these systems function, and how is each of these systems connected?	State Landscape Protocol: Data System Overview 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Collection Levels; Data Source Description	
What documents outline each of the IDEA data collection requirements (including timelines, definitions, calculation methods, and data sources)?	State Landscape Protocol: State Program Overview; Data System Overview; Child ID Assignment; State Definitions; State Performance Plan/Annual Performance Report (SPP/APR) 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Collection Name; EMAPS Reporting Information; Data Source Description; State Collection and Submission Schedule; Response to OSEP-Required Actions; Internal Approval Process; External Approval Process; Submission; Clarification Data Collection Calendar	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
What documents outline business rules and data validation/quality procedures?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Collection; Data Quality; Internal Approval Process; External Approval Process *Other relevant resources:* IDC Business Rules Documentation Protocol	
How are IDEA data collection/reporting requirements (including timelines, definitions, calculation methods, data sources) communicated to State and local personnel? Specifically, is training required; is training standardized across the State; and how are State and local personnel notified of updates or changes?	State Landscape Protocol: State Definitions; Stakeholder Involvement 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: State Collection and Submission Schedule; Collection (process) Data Collection Calendar	
How are business rules/data validation/quality procedures communicated to State and local personnel? Specifically, is training required; is training standardized across the State; and how are State and local personnel notified of updates or change?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: State Collection and Submission Schedule; Collection (process); Data Quality *Other relevant resources:* IDC Business Rules Documentation Protocol	
What materials (e.g., written instructions, demonstration videos, templates) exist to help data submitters understand data collection requirements and associated policies and procedures, and how are those materials accessed?	State Landscape Protocol: Stewardship and Maintenance of Data Processes Protocols 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: State Collection and Submission Schedule; Collection (process); Data Quality	
Describe how the State ensures that the IDEA Section 616 and Section 618 data it collects, including any data obtained from local programs and other offices/programs within the State, are valid and reliable. Specifically, how does the State assess the quality and accuracy of the Section 616 and Section 618 data collected from each data source?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Quality; Internal Approval Process; External Approval Process	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
How does the State ensure data quality/data validation processes are consistent across different data collection systems and platforms?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Quality; Internal Approval Process; External Approval Process	
Are data quality reports run at the State level, and, if so, are the reports available to local programs?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Collection Levels; Data Quality	
Who monitors data quality reports, and what is the process for ensuring that data quality issues are addressed?	State Landscape Protocol: State Program Overview; Staff 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Quality	
How does the State support data submitters to address data quality issues and/or issues with validity and reliability?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Collection (process); Data Quality; Internal Approval Process; External Approval Process	

Follow-up Questions Related to Timely and Accurate Data

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
What are the positions/titles and responsibilities of State staff (or contractors) involved in collecting IDEA data? • Are there different personnel responsible for reporting to ED and for public reporting? • Are there different personnel responsible for reporting Section 616 (SPP/APR) and Section 618 data? • Are there different personnel responsible for reporting specific data sets or indicators within Section 616 (SPP/APR) and/or Section 618 data collections?	State Landscape Protocol: State Program Overview; Staff; Data System Access/Permissions; Data Governance for Changes to Data System/Collection 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: EMAPS Reporting Information; Data Stewards; Response to OSEP-Required Actions; Submission; Clarification; Data Governance	
What documents outline each of the IDEA Section 616 and Section 618 data reporting requirements (including timelines, definitions, calculation methods, and data sources)?	All sections of all Data Process Protocols, including the State Landscape Protocol, 616 Data Protocols, and 618 Data Protocols	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
	Data Collection Calendar *Other relevant resources:* IDC Business Rules Documentation Protocol	
How are IDEA data reporting requirements (including timelines, definitions, calculation methods, data sources) communicated to personnel? Specifically, is training required; is training standardized across the State; and how are State and local personnel notified of updates or changes?	State Landscape Protocol: State Program Overview; Data System Overview; Staff; Data System Access/Permissions; State Definitions; Data Governance for Changes to Data System/Collection 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; State Collection and Submission Schedule; Collection (process); Data Governance Data Collection Calendar	
What materials (e.g., written instructions, demonstration videos, templates) exist to help personnel understand data reporting requirements (and associated policies and procedures), and how are the materials accessed?	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: State Collection and Submission Schedule; Collection (process) Data Collection Calendar	
Describe how the State ensures that the IDEA Section 616 and Section 618 data it reports, including any data reported by other offices/programs within the State, are timely, accurate, and complete. Specifically, how does the State assess the timeliness, accuracy, and completeness of all IDEA data reported to the Department and to the public?	State Landscape Protocol: State Program Overview; Data System Overview; 508 Compliance of Attachments 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Internal Approval Process; External Approval Process; Public reporting Data Collection Calendar	
How does the State ensure data reporting processes are consistent across different data collections and indicators (and systems, if applicable)?	State Landscape Protocol: Stewardship and Maintenance of Data Processes Protocols 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: review regularly and as needed	

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
Can the State's data system link various data elements, including child-level data, across elements, and/or across Statewide systems, and/or with school, classroom, teacher/service provider data?	State Landscape Protocol: Data System Overview; Child ID Assignment 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Source Description; Collection (process) *Other relevant resources:* DaSy Data Linking Toolkit	
Who monitors Section 618 data quality reports and OSEP responses to the State's SPP/APR, and what is the process for ensuring that data reporting issues are addressed?	State Landscape Protocol: State Program Overview; Staff; Data System Access/Permissions 618 Data Collection Protocols: Data Stewards; Data Quality; Response to OSEP-Required Actions; Internal Approval Process; External Approval Process; Submission; Clarification; Data Governance	
How does the State support data submitters to address data reporting issues such as timeliness, completeness, and accuracy?	State Landscape Protocol: State Program Overview; Staff; Data System Access/Permissions 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Quality; Internal Approval Process; External Approval Process; Submission Data Collection Calendar	

Analyzing performance across SPP/APR indicators and other priority areas. General Information

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
Each State must use the targets established in the SPP/APR and priority areas to analyze the performance of each LEA/EIS provider.	State Landscape Protocol: Stakeholder Involvement 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Analysis	
Each State must make annual determinations on the performance of each LEA/EIS provider.	Part C Data Processes Annual Determinations for Local EI Programs (all sections)	

Follow-up Questions Related to Data Use/Analysis

DMS Data Protocol statements/questions	Data Process Toolkit relevant area(s)	Notes
What are the positions/titles and responsibilities of State staff responsible for data analysis activities?	State Landscape Protocol: State Program Overview; Staff 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Analysis; Internal Approval Process	
How are decisions made regarding State-level IDEA data analysis activities, including: • which data analysis activities are conducted, • when/how frequently data analysis activities are conducted, and • how the results of the data analysis activities are used to inform decisions (such as training, professional development, technical assistance, and program improvement efforts)?	State Landscape Protocol: State Program Overview 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Analysis	
Are there recommendations (or requirements) in place for State or local personnel to conduct data analysis activities? • Describe the type of IDEA data analyses that occurs at both the State and local levels.	616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Stewards; Data Analysis	
How does the State support data analysis activities and data use at the State and local levels? Specifically, does the State develop and disseminate written guidance, training, and/or data products to support data analysis and use?	State Landscape Protocol: Stakeholder involvement 616 SPP/APR Indicator Protocols and 618 Data Collection Protocols: Data Analysis	

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