

## **MEPID Extract (Massachusetts)**

Last Modified on 10/22/2022 10:24 am CDT

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**PATH:** *MA State Reporting > Extracts > Extract Type > MEPID Extract* 

The MEPID Extract is used to pull educators who do not have a MEPID, stored in the Staff State ID field of Demographics.

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MEPID Extract Editor

## **Report Logic**

This extract reports for all staff where the Staff State ID is blank, a district employment record exists with a start date on or before the Effective Date, and there is no end date for the district employment record or the end date is after the Effective Date.

#### **Generating the MEPID Extract**

- 1. Select *MEPID Extract* as the **Extract Type**.
- 2. Enter an **Effective Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
- 3. Select the **Format** in which the report should generate. Use *State Format (CSV)* for submission to the state and *HTML* for data review and verification.
- 4. Optional: Mark Header Off to remove the header from the extract.
- 5. Select an Ad hoc Filter to limit records reported.
- 6. Click **Generate Extract** to view the report in the selected format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a SIMS report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process allows larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the Batch Queue article.



# **Report Example**

	А	В	С	D	E	F	G	Н
1	EPIMS	MEPID_AS	440000					
2	System		STAFF		М	0	1234	
3	ASHLEY		STAFF		F	0	12345	
4	MICHAEL		STAFF	2/10/1967	M	0	23456	
5	ADAM		STAFF	7/23/1975	M	0	34567	
6	ANA	ADELCIA	STAFF	3/30/1979	F	0	45678	
7	ANN		STAFE		F	0	56789	

MEPID Extract Example - State Format (CSV)

MEPID Report Header Records:1										
RecordType RecordName DistrictNumber										
EPIMS M	EPIMS MEPID_ASSIGN 00440000									
MEPID Report 1	Records:38									
First Name	Middle Name	Last Name	Date of Birth	Gender	License / Certification Number	Local Employee Number				
BOB		STAFF		М	00	01234				
ASHLEY		STAFF		F	00	12345				
MICHAEL		STAFF	02/10/1967	М	00	23456				
ADAM		STAFF	07/23/1975	М	00	34567				
ANA	ADELCIA	STAFF	03/30/1979	F	00	45678				
ANN		STAFF		F	00	56789				

MEPID Extract Example - HTML Format

### **Extract Layout**

Element	Description	Type, Format, and Length	Campus Database	Campus Interface
First Name	The legal first name of the individual.	Alphanumeric, 30 characters	Identity.firstName	Census > People > Demographics > Person Information > First Name
Middle Name	The legal middle name of the individual.	Alphanumeric, 30 characters	Identity.middleName	Census > People > Demographics > Person Information > Middle Name



Element	Description	Type, Format, and Length	Campus Database	Campus Interface
Last Name	The legal last name of the individual.	Alphanumeric, 30 characters	Identity.lastName	Census > People > Demographics > Person Information > Last Name
Date of Birth	The date on which the individual was born.	Date, 10 characters MM/DD/YYYY	Identity.birthDate	Census > People > Demographics > Person Information > Birth Date
Gender	<pre>Identification of the individual as male or female. Logic reports a Gender value as follows: 1. Report "F" when a non- binary flag does not exist and Gender (Census &gt; People &gt; Demographics &gt; Gender) = Female. 2. Report "M" when a non- binary flag does not exist and Gender (Census &gt; People &gt; Demographics &gt; People &gt; Demographics &gt; Gender) = Male. 3. Report "N" when Gender = N: Non Binary. 4. Report "N" when the staff member is assigned a Flag on the Flags tab (Student</pre>	Alphanumeric, 1 character M, F, or N	Identity.gender	Census > People > Demographics > Person Information > Gender



Element	Information > Description General > Flags), where the following	Type, Format, and Length	Campus Database	Campus Interface
	are true: 1. Start Date of flag is on or before extract Effective Date. 2. End Date of flag is after extract Effective Date or is Null. 3. The flag must have a Code of "GndrNB" (Program Admin > Flags > Flags Detail > Code). 4. The flag must have State Reported checked.			
License/Certification Number	The number assigned by the Massachusetts Department of Elementary and Secondary Education at the time the individual received their license.	Alphanumeric, 20 characters	Employment. licenseNumber	Census > People > District Employment > Employment Information > License Number



Element	Description	Type, Format, and Length	Campus Database	Campus Interface
Local Employee Number	The number used by the local district to identify an employee.	Alphanumeric, 20 characters	Employment. employmentID	Census > People > Demographics > Person Identifiers > Local Staff Number