

PIMS Incident Offender Template (Pennsylvania) [.2227 and previous]

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You are viewing a previous version of this article. See [PIMS Incident Offender Template \(Pennsylvania\)](#) for the most current information.

[Report Logic](#) | [Generate the Incident Offender Template](#) | [Report Layout](#)

Classic View: PA State Reporting > PIMS Extracts > Incident Offender Template

Search Terms: PIMS Extracts

The Incident Offender Template connects one or multiple offenders to each specific incident.

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).

Generate the Incident Offender Template

1. Select **Incident Offender Template** from the **Extract Type** from the dropdown list.
2. Enter the **Effective Date** of the extract in *mmdyy* format or use the calendar icon to select a date.
3. Enter the **Prior Reporting Date** of the extract in *mmdyy* 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.

Incident Offender Template Records:2							
DistrictCode	IncidentID	OffenderID	SchoolYearDate	OffenderType	AgeAtTimeOfIncident	GradeLevelCode	LLE
105256553	12687	1234567890	2013-06-30		18	011	
105256553	12688	2345678901	2013-06-30	1	18	012	

Incident Offender Template, HTML Format

	A	B	C	D	E	F	
1	DistrictCode	IncidentID	OffenderID	SchoolYearDate	OffenderType	AgeAtTimeOfIncident	Grade
2	105256553	12687	1234567890	6/30/2013			18
3	105256553	12688	2345678901	6/30/2013	1		18
4							
5							
6							

Incident Offender Template, CSV Format

Report Layout

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Submitting District Code	<p>State District Number</p> <p>Reports the district number of the reporting school unless there is a different district located in the serving district.</p>	Numeric, 9 digits	District.district Number	<p>System Administration > Resources > District Information > State District Number</p> <p>Student Information > General > Enrollments > State Reporting Fields > Serving District</p>
Incident ID	<p>Reports the identification number assigned to the behavior event.</p>	Numeric, 30 digits	BehaviorEvent. eventID	<p>Student Information > General > Behavior > Behavior Event > Event ID</p>
Offender ID	<p>Reports the student's State ID Number.</p>	Numeric, 20 digits	Person.stateID	<p>Census > People > Demographics > Person Identifiers > State ID</p>

Element	Description	Type, Format and Length	Campus Database	Campus Interface
School Year Date	<p>Reports the end date of the school year.</p>	<p>Date field, 10 characters</p> <p>20XX-06-30</p>	Calendar.endDate	<p>System Administration > Calendar > Calendar > Calendar Info > End Date</p>
Offender Type	<p>Reports the code associated with the participant's role as the offender in the event.</p> <ul style="list-style-type: none"> • 1 - Student • 2 - Student with IEP • 3 - Student from another school • 4 - Parent • 5 - Adult visitor/intruder • 6 - District Employee • 7 - Other or unknown <p>Logic for reporting Code 2 - Student with IEP looks at the student's Enrollment Special Ed editor. The Special Ed Status must be Y: Has IEP at the time of the incident.</p>	Numeric, 1 character	BehaviorRole.relationshipToSchool	<p>Behavior > Behavior Management > Events and Participants > Participant Details > Relationship to School</p> <p>Student Information > General > Enrollments > Special Ed Fields</p>
Age at Time of Incident	<p>Reports the student's age at the time of the incident.</p>	Numeric, 3 digits	Identity.birthDate	<p>Census > People > Demographics > Person Information > Date of Birth</p>

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Grade Level Code at Time of Incident	Reports the student's grade level at the time of the incident.	Alphanumeric, 2 characters	Enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade
LLE Notified Indicator	Indicates whether local law enforcement was contacted regarding the incident.	Alphabetic, 1 character	BehaviorResolution.lawEnforcement	Behavior > Behavior > Behavior Management > New Participant > Law Enforcement Involved
Name of LLE Office Contacted	<p>If local law enforcement was contacted about the incident, this field reports the name of the responding office.</p> <p>This field is required when the LLE Notified Indicator reports a value of Y. If that field is blank, this field reports 'Local Police'.</p>	Alphanumeric, 100 characters	BehaviorResolution.lawContactName	Behavior > Behavior > Behavior Management > New Participant > LLE Office
Arrested Code	<p>Indicates whether the offender was arrested. Options are:</p> <ul style="list-style-type: none"> • N - Not Arrested • YW - Arrested for weapons violation • YN - Arrested but not for weapons violation 	Alphanumeric, 2 characters	BehaviorResolution.ArrestedCode	Behavior > Behavior Management > New Participant > Arrest Code

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Adjudication Code	<p>The type of adjudication of the offender. This code is required when the Arrested Code is YW or YN. Options are:</p> <ul style="list-style-type: none"> • 1 - Adjudicated delinquent • 2 - Convicted as Adult • 3 - Probation • 4 - Citation • 5 - Fined • 6 - Unknown • 7 - Withdrawal of charge • 8 - Found not guilty 	Numeric, 1 digit	BehaviorResolution. AdjudicationCode	Behavior > Behavior Management > New Participant > Adjudication Code
Assigned to Alternative Education Indicator	<p>Indicates whether the student was assigned to alternative education. This field only reports when the Resolution State Code is S8, S9, or R1.</p> <ul style="list-style-type: none"> • Reports Y when Alternative Education Assignment is AR or AN on any resolution • Reports N when Alternative Education Assignment is NR or NN. 	Alphanumeric, 1 character	BehaviorResolution. AltEd	Behavior > Behavior Management > New Participant > Alternative Education Assignment and Services

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Weapon Detected Method Code	<p>A description of how the weapons involved in the incident for the offender were detected. Options are:</p> <ul style="list-style-type: none"> • 1 - Detected by scanner/security • 2 - Detected by school staff • 3 - Detected by fellow student • 4 - Detected by other adult visitor • 5 - Other 	Numeric, 1 character	BehaviorRole. weaponsDetected	Behavior > Behavior Management > New Participant > Weapon Detected
Weapon Detected Comment	<p>Reports the comment associated with the Weapon Detected Method. This field is required when the Weapon Detected Method Code is 5: Other.</p>	Alphanumeric, 50 characters	BehaviorRole. weaponsDetected Comment	Behavior > Behavior Management > New Participant > Weapon Detected Comment
Field 15	This field is not collected.	N/A	N/A	N/A

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Primary Disability Code	<p>Reports the student's assigned primary disability from the Special Education Enrollment editor.</p> <p>This is required when the Offender Type field reports 2: Student with IEP. The Primary Disability from the enrollment that is active or the most recent enrollment on the date of the incident reports.</p> <p>If the Offender Type field does NOT report a value of 2, this field reports blank.</p>	Numeric, 4 digits	Enrollment.primaryDisabilty	Student Information > General > Enrollments > Special Ed Fields > Primary Disability

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Injury Severity Code	<p>Indicates whether the offender sustained a physical injury, as noted on the Behavior Participant Detail editor.</p> <ul style="list-style-type: none"> • Reports a value of 1 when the Injury field has a selection of 1: No Injury. • Reports a value of 3 when the Injury field has a selection of 2: Minor Injury or 3: Major Injury. • Reports a value of 4 when the Injury field has a selection of 4: Serious Bodily Injury. • Reports a value of 5 when the Injury field has a selection of 5: Resulting in Death. 	Numeric, 1 digit	BehaviorRole.injury	Behavior > Behavior Management > Participant Details > Injury
Fields 18-20	These fields are not collected.	N/A	N/A	N/A

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Offender District of Residence	<p>Indicates the resident district of the offending student.</p> <p>When the Offender Type (field 5) is 1 (Student), 2 (Student with IEP), or 3 (Student from another school), the Resident District reports from the enrollment record that is active or from the enrollment record that is most recent on the date of the incident. If the Resident District field is not populated, the District of Resident reports from the State District Number.</p> <p>When the Offender Type is not a value of 1, 2, or 3, this field reports blank.</p>	Alphanumeric, 9 characters	Enrollment.residentDistrict	<p>Student Information > General > Enrollments > State Reporting Fields > Resident District</p> <p>System Administration > Resources > District Information > State District Number</p>

Element	Description	Type, Format and Length	Campus Database	Campus Interface
Primary Placement Type	<p>Reports the student's placement type.</p> <p>A value of Y reports when:</p> <ul style="list-style-type: none"> The student has an IEP (field 5, Offender Type = 2: Student with an IEP) AND The Student Status field on the student's State Reporting Enrollment record is R: Court Placed OR The student's IEP Plan Header value for Was this student agency placed? is marked. <p>A value of N reports when:</p> <ul style="list-style-type: none"> The Offender Type field is NOT 2: Student with an IEP The Student Status field on the student's State Reporting Enrollment record is NOT R: Court Placed OR The student's IEP Plan Header value for Was this student agency placed? is not marked. 	Alphanumeric, 1 character	Enrollment.studentStatus SEPlan.AgencyPlaced	<p>Student Information > General > Enrollments > State Reporting Fields > Student Status</p> <p>Student Information > Special Education > Documents > IEP > Plan Header > Was this student agency placed?</p>