THE FOLLOWING CHANGES ARE FOR FISCAL YEAR 2122

December 10, 2021

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS

Year: 2021-22

Data Element Number: **140225**

Data Element Name: **Incident, Type**

A three-character code to identify the type of incident.

Code	Definition/Example
**ARS	Arson
**BRK	Burglary
**BUL	Bullying
**DOC	Disruption on Campus – Major (Disorderly Conduct)
**FIT	Fighting (serious mutual combat or mutual altercation only)
**HAR	Harassment
**HAZ	Hazing
**OMC	Other Major Offenses
**PHA	Physical Attack
**ROB	Robbery
**SXH	Sexual Harassment
*BAT	Aggravated Battery
*HOM	Homicide
*KID	Kidnapping
*SXB	Sexual Battery
ALC	Alcohol
DRD	Drug Sale/Distribution

Data Element Number: **140225**

Data Element Name: **Incident, Type**

DRU	Drug Use/Possession
HSN	HOPE Scholarship Notification
STL	Larceny/Theft
SXA	Sexual Assault
SXO	Sexual Offenses (Other)
TBC	Tobacco
TRE	Threat/Intimidation
TRS	Trespassing
UBL	Unsubstantiated Bullying
UHR	Unsubstantiated Harassment
USA	Unsubstantiated Sexual Assault
USB	Unsubstantiated Sexual Battery
VAN	Vandalism
WPO	Weapons Possession

*For reporting to the U.S.D.O.E., these incident types are considered to be violent incidents.

**For reporting to the U.S.D.O.E., these incident types are considered to be violent incidents if they result in bodily injury as reported in the Incident, Injury-Related element.

If more than one Incident Type is applicable to the incident, report the type that resulted in the most injury or the highest property or monetary loss.
See DOE Information Data Base Requirements: Volume I--Automated Student Information System, Appendix P, for more detailed definitions of codes and for a preliminary rank ordering of incident types.

Note: Districts may record other district-defined incident types and assign them the code ZZZ in their local systems. These district-defined incidents should not be included on the School Environmental Safety Incident Report format.

Length: 3

Data Type: Alphabetic

Year Implemented: 9596

State Standard: No

Use Types:

Data Element Number: **140225**

Data Element Name: **Incident, Type**

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: PK-12

Programs Required:

All Programs

Formats Required:

School Environmental Safety Incident Report DB9 42x

Surveys Required:

Survey 2   Yes

Survey 3   Yes

Survey 5   Yes

Appendixes:

None

Description of Changes:

12/2/2021	Codes	Added codes USA and USB.
12/18/2020	Codes	Updated definitions for Codes BRK, OMC, BAT, ALC, DRD, DRU, STL, and TBC.
9/25/2020	Codes	Added code 'HSN' for HOPE Scholarship Notification.
7/2/2014	Codes	Addition of a new Incident, Type (Hazing).
7/1/2014	Codes	Addition of 3 new Incident, Types.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

1E. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Vaping-Related code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Vaping-Related code is not Z for an Incident Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Vaping-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Vaping-Related code or the Incident Type and resubmit the record.

46.   **If Incident, Type is BUL, HAR, SXH, TRE, UBL, UHR, USA, USB or if Incident, Bullying-Related is Y, then Incident, Basis – Disability must be Y or N.   -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis – Disability is not Y or N.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Basis- Disability
01	0271	AS000001	BUL	Y
01	0271	DO000002	HAR	N
* 01	0271	SH000003	SXH	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the relationship between the Incident, Type code and Incident, Basis – Disability code and resubmit the record.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

47.   If Incident, Type is BUL, HAR, SXH, TRE, UBL, UHR, USA, USB or if Incident, Bullying-Related is Y, then Incident, Basis – Race must be Y or N. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis – Race is not Y or N.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Types	Incident, Basis–Race
01	0271	AS000001	BUL	Y
01	0271	DO000002	HAR	N
* 01	0271	SH000003	SXH	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the relationship between the Incident, Type code and Incident, Basis – Race code and resubmit the record.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

49. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Alcohol-Related code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Alcohol-Related code is not Z for an Incident Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Alcohol-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Alcohol-Related code or the Incident Type and resubmit the record.

50.   **If Incident, Type is UBL, or UHR, USA, or USB then Incident, Bullying-Related code must be Z.   -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Bullying-Related code is not Z for an Incident, Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Bullying-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Bullying-Related code or the Incident, Type and resubmit the record.

51. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Drug-Related code must be Z.**
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Drug-Related code is not Z for an Incident, Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Drug-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Drug-Related code or the Incident, Type and resubmit the record.

52. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Gang-Related code must be Z.**
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Gang-Related code is not Z for an Incident, Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Hate Crime-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Gang-Related code or the Incident, Type and resubmit the record.

53. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Hate Crime-Related code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Hate Crime-Related code is not Z for an Incident, Type code of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Injury-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Hate Crime-Related code or Incident, Type and resubmit the record.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

54. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Injury-Related code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Injury-Related code is not Z for an Incident, Type code of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Injury-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Injury-Related code or the Incident, Type and resubmit the record.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

55. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Involvement Type code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Involvement Type code is not Z for an Incident, Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Involvement Type
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Involvement Type code or the Incident, Type and resubmit the record.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

56. **If Incident, Type is UBL, ~~or~~ UHR, USA, or USB then Incident, Weapon-Related code must be Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Weapon-Related code is not Z for an Incident, Type of UBL.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Incident, Weapon-Related
01	0271	AR000001	UBL	Z
01	0271	FA000002	UHR	Z
* 01	0271	SH000003	UBL	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Incident, Weapon-Related code or Incident, Type and resubmit the record.

APPENDICES

2021-22

- Appendix: P: Definitions for Incident Reporting