

NHSEIS – i4see Integration:

Student Demographic Information Lockdown and i4see Validation Requirement

In June 2016, the Department of Education established a link between the i4see system and NHSEIS system to support data integrity across both systems and reduce data burden at the local level. As part of this integration, NHSEIS now verifies student SASIDs as well as retrieves student demographic data from i4see. Over the past eight (8) months, the Department has been closely monitoring the data feed to isolate and address any potential errors. We are now ready to take the next step and lock down the NHSEIS student demographic fields that are being populated from i4see, and institute a validation process to ensure that all federally reportable events in NHSEIS are linked to a student with a verified and valid SASID.

Student Demographic Information Lockdown

Student demographic information in NHSEIS is retrieved from i4see during the initial Add Student process as well as updated nightly through the data link between these two systems. (*For more information, please refer to FY '16 Memo #33,*

http://www.education.nh.gov/instruction/special_ed/memos/index.htm, and the NHSEIS Training Manual http://www.education.nh.gov/instruction/special_ed/nhseis.htm)

Once a student record in NHSEIS is successfully validated in i4see, a flag will appear on the bottom of the Student Information Page under Additional Information (see screenshot below).

Additional Information	
<input type="checkbox"/>	Check this box if student is Responsible (student has parent 's rights)
<input type="checkbox"/>	Check this box if the student has limited English proficiency.
No	Student was transferred to NHSEIS from ESS
<input checked="" type="radio"/>	Student was validated in i4See

Beginning **March 13**, 2017 all student records in NHSEIS which have been successfully validated via i4see will see the student demographic information fields become greyed out and will no longer be editable in NHSEIS. All further changes to the student demographic fields listed below will need to be made via i4see and will be reflected in NHSEIS following the overnight process. (For a complete list of local i4see contacts, please visit

<https://my.doe.nh.gov/Profiles/PublicReports/PublicReports.aspx?ReportName=i4seeContacts>).

Student demographics being populated in NHSEIS by i4see:

- Name
- Date of birth (nightly updates only, not initial verification)
- Gender
- Ethnicity
- LEP status

NHSEIS Student Information page for student whose SASID and date of birth have been successfully validated via i4see:

Student Information

Eleven Ryan Two

Demographic Information					
Name:	First Eleven	Middle Ryan	Last Two	Suffix	
Student ID:	2058421		SASID:	4495061128 *	
Date of Birth:	05/15/1998 * (Age: 18 Years)		Place of Birth:	Boston	?
Gender:	Male		Prim. Language:	English	▼
Grade:	9th Grade ▼ ?		Language of Instruction:	English	▼ ?
School:	8.3 Test School ▼ ?		Hispanic/Latino Ethnicity:	Yes	
Length of School Day:	6.00 hour(s) ▼ (Std)		Race:	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Black or African American <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Other Pacific Islander	
District of Liability::	Alexandria ▼ ?		Town of Residence::	Alexandria ▼ ?	

If a student’s information is unable to be validated in i4see (the “Student was validated in i4see” flag remains set to “No”), district’s will need to verify the student’s SASID and date of birth and make corrections in either NHSEIS or i4see as appropriate.

Additional Information	
<input type="checkbox"/>	Check this box if student is Responsible (student has parent 's rights)
<input type="checkbox"/>	Check this box if the student has limited English proficiency.
No	Student was transferred to NHSEIS from ESS
<input checked="" type="checkbox"/>	Student was validated in i4See

Valid SASID and Dates of Birth Required

To ensure data integrity, beginning **March 27, 2017** the NHSEIS data system will begin to enforce rules of completion ensuring that all students for whom federally reportable events are being recorded have valid SASIDs and demographic information based on the “Student was validated in i4see” flag described above.

This means that the “Student was validated in i4see” must be set to Yes in order for eligibility, discipline, IEPs, and Services Plans to be finalized.

When attempting to finalize an eligibility, discipline event, IEP, or Services Plan for a student whose SASID and date of birth have not been validated in i4see, the system will display one of the following error messages.

Attempting to finalize eligibility:

Eligibility Determination

 The student is not i4SeeValidated so we cannot create the **Eligibility** event.

Attempting to finalize an IEP:

Download Draft Document



- **ERRORS:**
- Create Draft IEP

The student is not i4SeeValidated so we cannot create the **IEP** event.

[View Errors in a Separate Window](#)

Attempting to finalize a Services Plan:

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- **ERRORS:**
- Create Draft Services Plan

The student is not i4SeeValidated so we cannot create the **Service Plan** event.

Attempting to finalize an discipline event:

Add Discipline Events

 The student is not i4SeeValidated so we cannot create the **Discipline** event.

Updating Student Demographics

With the integration of NHSEIS and i4see, student demographic information including student names, dates of birth, gender, ethnicity, and LEP status are coming from i4see. So, if updates are needed, changes will need to be made directly in i4see. Local i4see coordinators (a complete list can be found at <https://my.doe.nh.gov/Profiles/PublicReports/PublicReports.aspx?ReportName=i4seeContacts>) will be able to assist with this process.

Any updates made to the i4see system will be communicated to NHSEIS via a nightly update and reflected in NHSEIS the following day.