

Download Specs for Staff Download by Local Person ID

WISEid System - Published 4/18/19 Effective 6/10/19 Yellow = new field or change to field. Red = field being removed.

| Field Name | Data Type | Length | Comments |
|-----------------------------|--------------|----------------------|--|
| Local Person ID | Varchar | 50 | Agency's unique identifier for the person, assigned by SIS, HR system, etc. |
| Local Person ID Key Type | Varchar/Text | 10 | Always "Staff" in this download |
| Email Address | Varchar/Text | 50 | This email address is connected to each unique combination of a WISEid, Local Person ID, and Local Person ID Key Type per agency. This will be used for the upcoming WISEsecure system to authorize access to DPI systems. Each unique email can only be attached to one WISEid record, although the same WISEid can have the same email applied to multiple Local Person IDs. |
| Local Person ID Description | Varchar/Text | 50 | Description on how the Local Person ID was created for a person, if available |
| WISEid | Numeric | 10 | The WISEid - unique state ID for Wisconsin staff & students |
| Last Name | Varchar | 50 | The person's last name |
| First Name | Varchar | 50 | The person's first name |
| Middle Name | Varchar | 50 | The person's middle name |
| Suffix | Varchar | 15 | Person's legal name suffix • Restricted to the set of suffixes I - XV, Sr, Jr, SJ. |
| Birthdate | Date | Format mm/dd/yyyy | The person's birthdate, in this format: MM/DD/YYYY |
| Gender ID | Varchar/Text | 1 | Reported gender of person. Restricted to "M" or "F" |
| Race Key | Varchar/Text | 4 | Reported RaceKey of person in DPI code format |
| Other Name Last Name | Varchar | 50 | No data in columns - columns are in download to match upload format. |
| Other Name First Name | Varchar | 50 | |
| Other Name Middle Name | Varchar | 50 | |
| Other Name Suffix | | 15 | |
| Birth City | Varchar/Text | 30 | Optional but recommended. Text is restricted to: A-Z, Hyphen, Apostrophe, Period, and Spaces. |

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| Birth State | Varchar/Text | 2 | Optional but recommended if person was born in the United States or Puerto Rico. Use the abbreviation for the name of the state within the United States (including District of Columbia or the jurisdiction of Puerto Rico in which an individual was born. See CEDS State of Birth Abbreviations specs https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20837 for Code list. Note - limit to the use the 50 US states, District of Columbia (Washington, DC), and Puerto Rico due to US Department ED Title 3 requirements. |
| Birth County | Varchar/Text | 35 | Optional but recommended if person was born in the United States or Puerto Rico. County is defined for the Identification of counties and equivalent areas of the United States, District of Columbia, and Puerto Rico. This field will allow text to be inserted up to 35 characters, but we suggest vendors eventually try to follow options http://www.census.gov/geo/reference/codes/cou.html download the United States CSV file for field COUNTYNAME for the complete list, including Puerto Rico and the insular areas, but ignore other territories. We don't enforce this list because the list changes over time and because vendors may have existing data not exactly as in this list, but we do recommend it. In the WISEid UI, we will auto complete non-enforced data that can be used by the user with county names from this list. Text is restricted to: A-Z, Hyphen, Apostrophe, Period, and Spaces. |
| Birth Country | Varchar/Text | 60 | Optional but recommended if person born outside of United States or Puerto Rico. This field will allow text to be inserted up to 60 characters, but we suggest vendors eventually try to follow options at https://www.iso.org/obp/ui/#search/code/in 'English Short Names' for list of countries. We don't enforce this list because the list changes over time and because vendors may have existing data not exactly as in this list, but we do recommend it. In the WISEid UI, we will auto complete non-enforced data that can be used by the user with country names from this list. |

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| Field Name | Data Type | Length | Comments |
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| Born Outside US | Varchar/Text | 1 | Field hasn't been used for a couple years. Officially removing. |
| Entity ID | | | Person's current ELO Entity ID if he or she is in the WI state licensing system |
| Parent 1 Type | Varchar/Text | 1 | Valid options include 'F' = Father 'M' = Mother 'G' = Guardian 'O' = Other |
| Parent 1 Last Name | Varchar/Text | 50 | Parent's Name |
| Parent 1 First Name | Varchar/Text | 50 | Parent name suffixes · Restricted to the set of suffixes I - XV, Sr, Jr, SJ. |
| Parent 1 Middle Name | Varchar/Text | 50 | |
| Parent 1 Name Suffix | Varchar/Text | 15 | |
| Parent 2 Type | Varchar/Text | 1 | Valid options include 'F' = Father 'M' = Mother 'G' = Guardian 'O' = Other |
| Parent 2 Last Name | Varchar/Text | 50 | Parent's Name |
| Parent 2 First Name | Varchar/Text | 50 | Parent name suffixes · Restricted to the set of suffixes I - XV, Sr, Jr, SJ. |
| Parent 2 Middle Name | Varchar/Text | 50 | |
| Parent 2 Name Suffix | Varchar/Text | 15 | |
| No Location Release | Varchar/Text | 1 | |
| WISEsecure Role | Varchar/Text | 50 | Indicates a person's WISEsecure role, which is connected to the Local Person ID and Email. Allowable values are: Educational Support, Teacher, Special Ed Director/Designee, Principal/Designee, Student, None. Null will convert to "None" role. Access to update this field requires a WISEstaff "Agency Staff Admin" security role in addition to a WISEid role with create/edit ability. |

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| Field Name | Data Type | Length | Comments |
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| MultipleBirthIndicator | Varchar/Text | 1 | Indicates if a person was part of a set from the same birth (twins, triplets, quadruplets, quintuplets, sextuplets, septuplets, octuplets). This field is highly recommended as it will block auto-matching and prevent incorrect auto-matching of siblings with the same birth date and same or similar names. It will also help with determining if a person is part of a multiple birth vs. a duplicate. Valid options are "Y", "N", or null. |