Overview of the Pyramid Model Implementation Data System (PIDS)

The Pyramid Model Implementation Data System (PIDS) was developed by the Center for Human Services Research (CHSR) at the State University of New York at Albany (SUNY) in consultation with the New York State Council on Children and Families. PIDS is available nationally via a contract with the Pyramid Model Consortium and designed to support data-based decision making related to program-wide implementation of the Pyramid Model. The PIDS is a secure web application maintained by SUNY that allows data entry, reporting, and administrative functions to be used by all early childhood programs that are implementing the Pyramid Model to Support Social and Emotional Competence of Infants and Young Children (Pyramid Model) in South Carolina and other states. While access to the system is provided by Pyramid PIECES through funding support from the South Carolina Department of Social Services Division of Early Care and Education, data storage, maintenance of the system, and technical support related to the use of PIDS is provided by SUNY. The data system allows for streamlined data entry and analysis on the child, classroom, program, community/regional, and state levels.

Individual child data are regularly summarized to examine factors related to behavior incidents (child, teacher, activity, behavior type, behavior motivation, and responses to behavior) and social emotional screenings. In addition, these data provide summative information on the frequency of behavior incidents over time and an analysis of potential equity issues by calculating disproportionality related to race, ethnicity, existence of an Individualized Education Program (IEP), gender, and dual language learner status. Classroom data are collected with the Teaching Pyramid Observation Tool (TPOT) and the Teaching Pyramid Infant-Toddler Observation Scale (TPITOS) and classroom coaching logs. Program data are collected through Benchmarks of Quality, the number of implementing classrooms, and the employee profiles entered in PIDS.

All data are collected and entered in PIDS by program staff who are provided access from Pyramid PIECES administrators in coordination of Pyramid Model implementation in South Carolina. South Carolina program-wide implementing sites are provided no cost access to the PIDS system by Pyramid PIECES via a contractual agreement for access with the University of South Carolina and the Pyramid Model Consortium (PMC).

By agreeing to use the PIDS, you also agree to allow Pyramid PIECES administrators at the community, state, and national level to view your program's Pyramid Model implementation data for the purposes for reporting effectiveness, identifying professional development gaps, and advising on the development of resources. The Pyramid PIECES staff agree not to share identifiable program, classroom, or child level data. All shared data will be kept confidential and secure. Data are shared in aggregate, meaning that individual child data cannot be accessed except by very limited and approved data systems administrators.

PIDS users must follow procedures listed below to ensure confidentiality and data integrity. Before using PIDS, you must certify that you have reviewed the policies below and agree to follow them. Checking the box when setting up your account, and subsequent use of PIDS indicates your agreement to these conditions of use. In addition, you agree to abide by your program's policies and procedures regarding computer usage and information security. Data in PIDS must be kept confidential and secure to protect the privacy of both children enrolled in the program and the employees of the program.

- Access and use of data and information entered in PIDS must be limited to the intended use of Pyramid Model implementation analysis, monitoring, measures, and planning.
- If programs collect child level data in PIDS (including child information, social emotional screenings, and/or behavior incident reports) the program must make each child's legal guardian(s) aware of the data being collected and its use. The program is responsible for securing and maintaining written consent from legal guardian(s) to have their children's information recorded in PIDS. It is possible and permissible to "code" the names of individuals in the system to ensure greater confidentiality.
- If programs collected classroom level data in PIDS (including TPOT, TPITOS, or teacher names) the program or appropriate personnel must make each employee aware of the data being collected and its use. The program is responsible for securing and maintaining written consent from teachers/staff to have their information recorded in PIDS. It is possible and permissible to "code" the names of individuals in the system and to include this permission as part of a broader coaching agreement.
- Users who have multiple levels of access (program, hub, and/or state) must take extra care to protect identifiable program, classroom, teacher, and child information. Users who require multiple levels of access must secure permissions to view confidential child and teacher information from the programs with whom they work. Program specific data can only be shared with another agency with the program's permission. Program specific data should be shared with an aggregate, meaning that data that contains identifiable classroom, teacher, or child information should not be shared.
- A child's legal guardian(s) have the right to request copies of their child's information in PIDS from their child's program.
- The storage of hard copies of information entered in PIDS must follow individual program policies.
- Data may be entered and/or uploaded in PIDS only when securely connected to the server via a secure browser. Data must not be entered and/or uploaded in PIDS when using a public internet connection.
- All information entered in PIDS must be, to the best of each user's knowledge and ability, complete and accurate.
- Users must log out of PIDS when the application is not in use. Users are responsible for their own log-in information and must make all reasonable measures to keep passwords secure. Password should NEVER be shared with anyone else. PIDS technical support will NEVER ask for your password.

- New user requests should be directed to Pyramid PIECES administrators.
- Any user who notices or suspects a security breach must immediately notify their program's administrator and submit a support ticket to the PIDS technical support.
- Program administrators must inform Pyramid PIECES when a user no longer works at the program so access to PIDS can be removed promptly.
- All access to PIDS is individualized on a per person basis. PIDS administrators reserve the right to restrict user privileges or deactivate a user account at any time without notification.

Summary and Signature

Users are assigned access to PIDS by Pyramid PIECES and must create their own password. The process requires new users to indicate their understanding of, and agreement to, the terms listed in this document. Thereafter, by using PIDS, users agree to all the requirements included in this agreement and affirm they will follow the programs' policies and procedures with respect to this web application and the information contained within. Violation of this Agreement will result in loss of access to PIDS and may be grounds for other action.

By signing below, you indicate you have read and agree with the Agreement as outlined above.

_____   _____

Name (Printed)   Program Name

_____

Title

_____   _____

Signature   Date