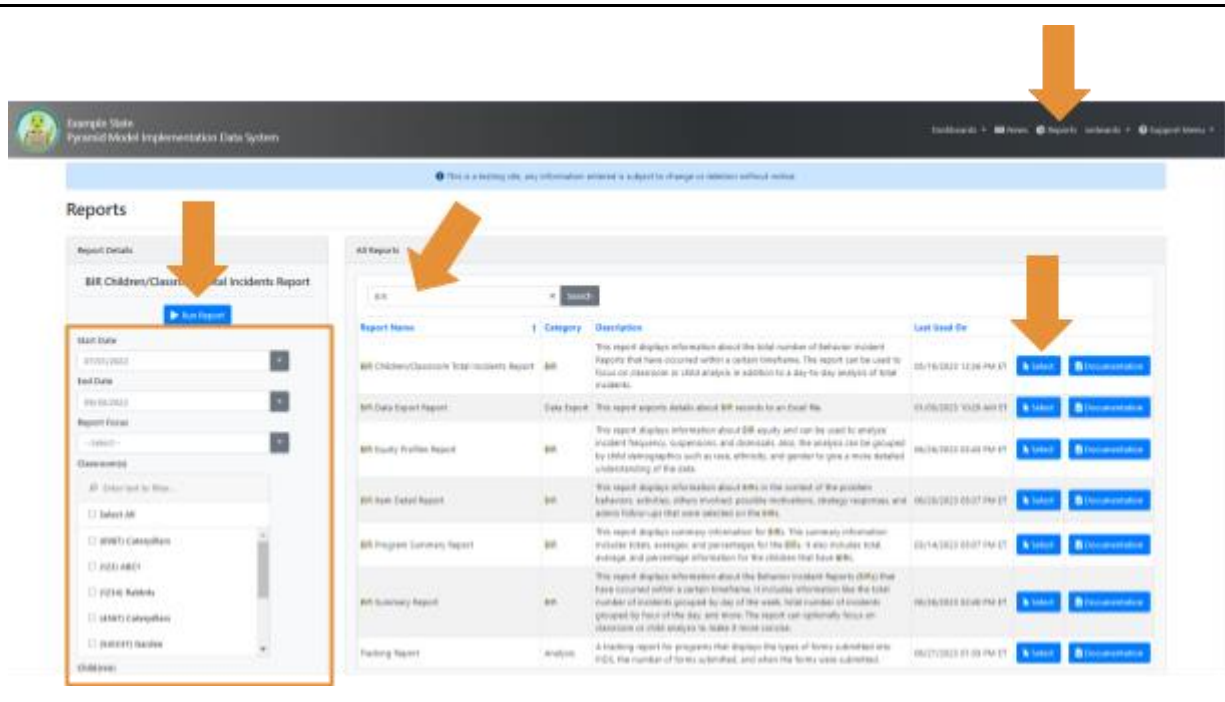


Section 2. Running BIR Reports

Required User Role: All Roles

Running BIR Reports

PIDS offers a variety of ways users can analyze and review BIR data. There are 5 analysis reports available and 1 excel export which can be used to further understand BIR trends at the program, community and state level.



The screenshot shows the PIDS Reports interface. On the left, the 'BIR Children/Classroom Incidents Report' configuration panel is visible, with a 'Run Report' button highlighted. On the right, a table lists various reports with columns for Report Name, Category, Description, and Last Used On. An orange arrow points to the 'Run Report' button in the configuration panel, and another points to the 'Run Report' button in the table for the 'BIR Children/Classroom Incidents Report'.

Report Name	Category	Description	Last Used On
BIR Children/Classroom Incidents Report	BIR	This report displays information about the total number of behavior incident reports that have occurred within a certain timeframe. The report can be used to focus on observation or child analysis, in addition to a day-to-day analysis of total incidents.	05/16/2022 12:26 PM ET
BIR Data Export Report	Data Export	This report exports details about BIR records to an excel file.	01/05/2023 10:25 AM ET
BIR Equity Profile Report	BIR	This report displays information about BIR equity and can be used to analyze incident frequency, suspension, and discipline data. The analysis can be grouped by child demographics such as race, ethnicity, and gender to give a more detailed understanding of the data.	06/16/2022 02:48 PM ET
BIR Item Detail Report	BIR	This report displays information about BIRs in the context of the problem behaviors, activities, others (such as possible interventions, strategy responses, and action follow-ups that were selected on the BIR).	06/23/2023 05:07 PM ET
BIR Program Summary Report	BIR	This report displays summary information for BIRs. This summary information includes filters, averages, and percentages for the BIRs. It also includes total average and percentage information for the children that have BIRs.	02/14/2022 02:07 PM ET
BIR Summary Report	BIR	This report displays information about the Behavior Incident Reports (BIRs) that have occurred within a certain timeframe. It includes information like the total number of incidents grouped by day of the week, total number of incidents grouped by hour of the day, and more. The report can optionally focus on observation or child analysis to make it more concise.	06/16/2022 02:48 PM ET
Tracking Report	Analysis	A tracking report for programs that displays the types of forms submitted into PIDS, the number of forms submitted, and when the forms were submitted.	06/27/2022 01:09 PM ET

To run a report in PIDS:

1. Navigate to the 'Reports' module in the upper right hand corner of the PIDS screen, next to your username.
2. Use the key word search to filter reports involving BIR data.
3. Select the report you wish to run
4. Enter the criteria for the report
5. Click 'Run Report'

The Documentation button will provide you with a PDF document outlining all of the details, data sources, criteria, and calculations used in the report.

Access and Security

Only the Data Collector, Detail Data Viewer, Aggregate Data Viewer, and Application Administrator can view child names in BIR Reports.



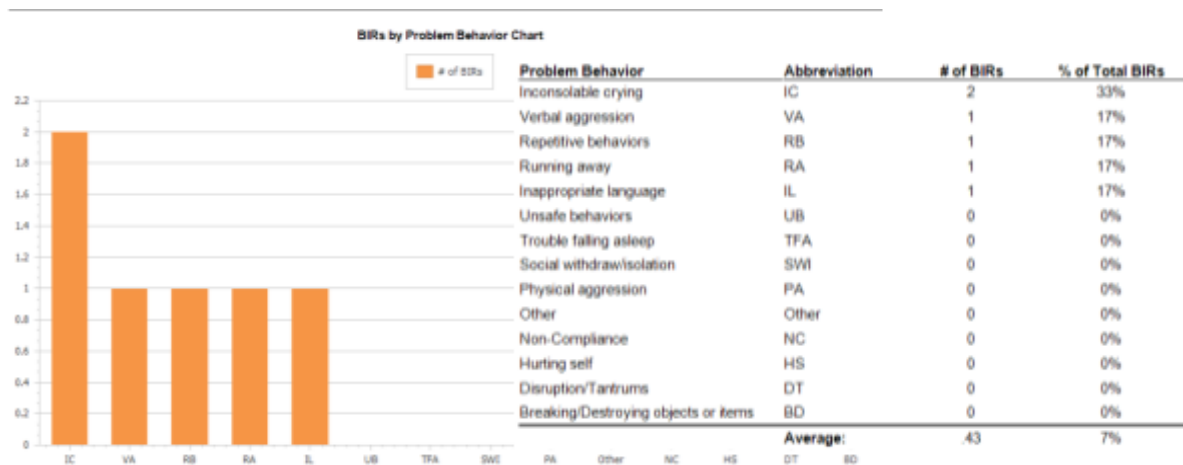
BIR Report Types - BIR Summary Report

Uses: This report is a great place to start when first looking into your BIR data. This is a large report that will provide users with an overview of what kinds of BIRs are being collected, who is involved, when and where they are occurring and more. This report will help users see potential trends emerging that then can be explored further in other reports or by using report criteria and filters.

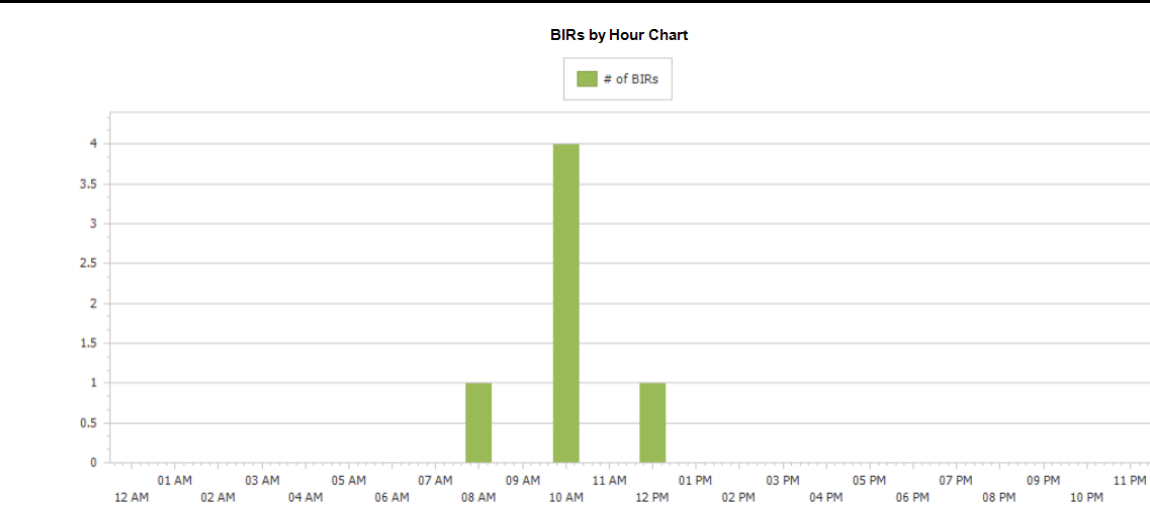
Provides: This large report provides graphs and tables of data organized by child demographics, classrooms, and each data point collected in the BIR form. This report offers the user a specific focus which can be selected: Child, Classroom, All. By selecting Child, the user will have individual child BIR data included in the report. By selecting Classroom, the user will have classroom BIR data details in the report. All will include both.

This report includes the following BIR analyses:

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Day of the week 2. Time of day 3. Day to day trend 4. Problem behavior | <ol style="list-style-type: none"> 5. Activity 6. Others involved 7. Possible motivation 8. Strategy response 9. Follow-up |
|--|---|



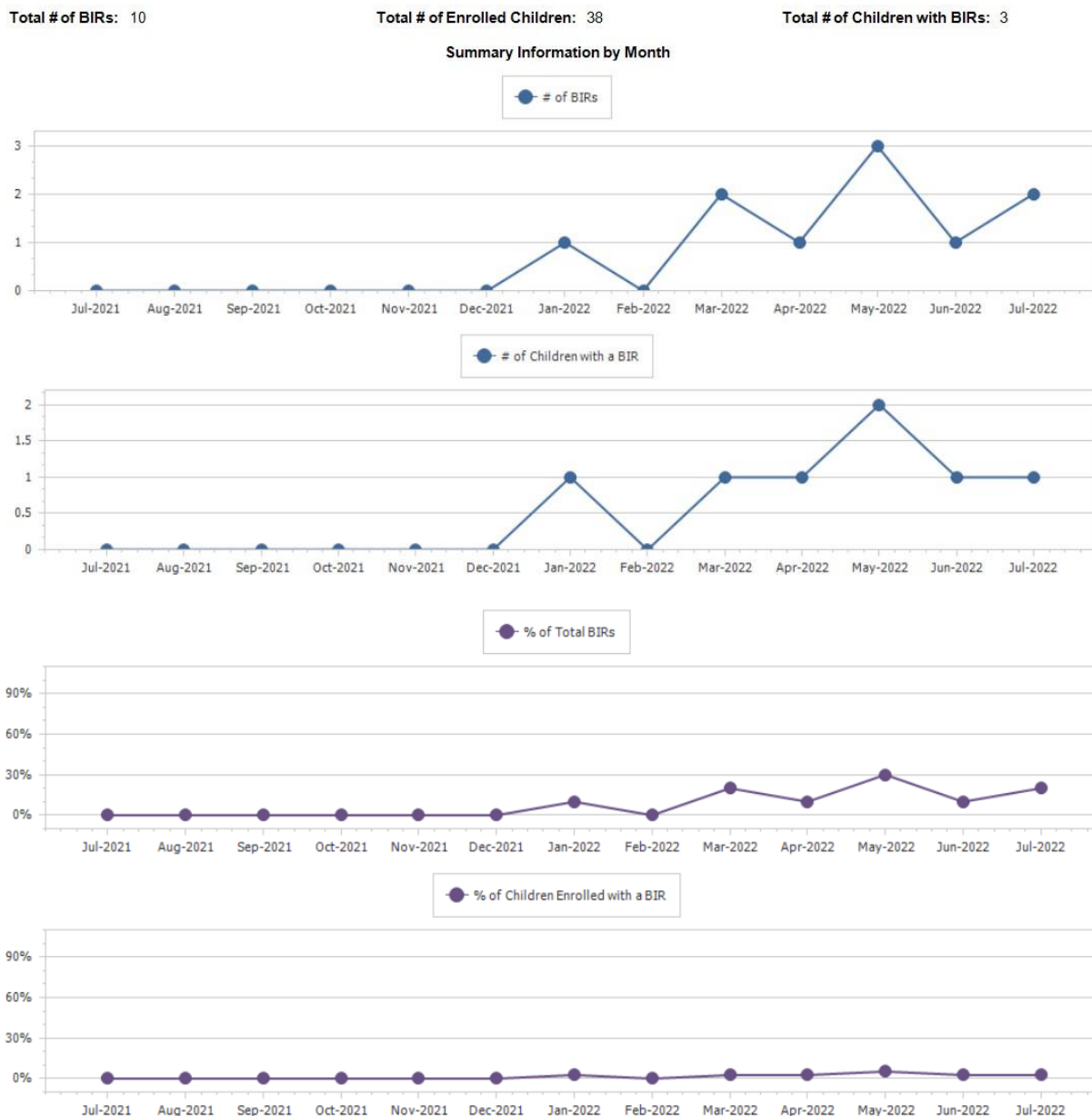
Example: BIR by Problem Behavior



BIR Report Types - BIR Program Summary Report

Uses: This report can be used by programs to better understand the frequency of BIRs across time. This provides programs with information which can be used to monitor trends over time in overall BIR frequency as well as number of children BIRs are being documented for.

Provides: This report provides several line graphs by month for the date range the user selects. Metrics include total number of BIRs per month, number of children with BIR and percentages and averages for each of these categories. This report will tell users if they are seeing BIRs spread out over the total population of children at a program or if a smaller grouping of children is accounting for the number of BIRs being recorded.



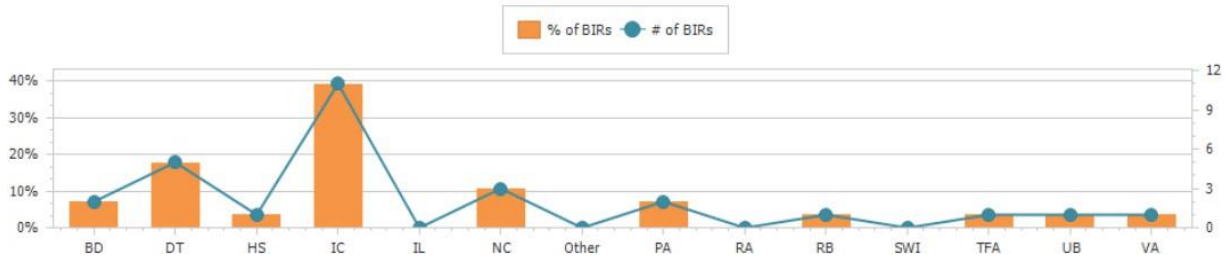
BIR Report Types - BIR Item Detail Report

Uses: This report displays information about BIRs in the context of the problem behaviors, activities, others involved, possible motivations, strategy responses, and admin follow-ups that were selected on the BIRs.

Provides: This report provides the following metrics by each of the data points collected in the BIR form.

- Total # BIRs
- Monthly BIRs
- % of Total BIRs

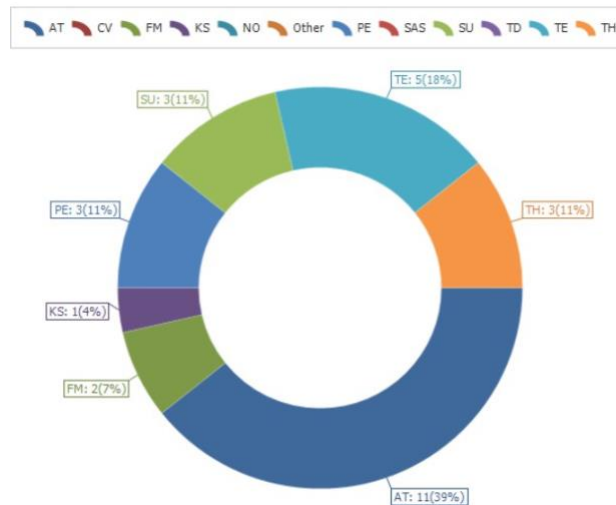
Total BIRs by Problem Behavior



Total BIRs by Activity



% of Total BIRs by Others Involved





BIR Report Types - Equity Profiles Report

Uses: This report displays information about BIR equity and can be used to analyze incident frequency, suspensions, and dismissals. Also, the analysis can be grouped by child demographics such as race, ethnicity, and gender to give a more detailed understanding of the data.

1. Are outcomes equitable for all groups?
2. How big are the disparities?
3. How much of the focal group is affected by disproportionate discipline?

Provides: This report allows the report to be generated with a focus on one of the 5 demographics:

- Race
- Gender
- Ethnicity
- IEP status
- Dual Language Learner Status

This report also allows the user to focus on one of the following focuses:

- BIR frequency
- In-school suspensions
- Out-of-school suspensions
- Dismissals

Definitions:

- **(ISS) In-School Suspension:** A BIR is classified as having an ISS if the 'Time in a different classroom or adult outside of classroom' option was selected for the strategy response or if the 'Temporary removal from classroom' option was selected for the Admin Follow-up.
- **(OSS) Out-of-School Suspension:** A BIR is classified as having an OSS if any of the following options selected for the Admin Follow-up: 'Sent home for remainder of day', 'Sent home for 1 or more days', or 'Reduce hours in program.'
- **Dismissal:** A BIR is classified as having a dismissal if either the 'Transfer to another program' or the 'Dismissal from program' options are selected for the Admin Follow-up.

Total # of BIRs: 28

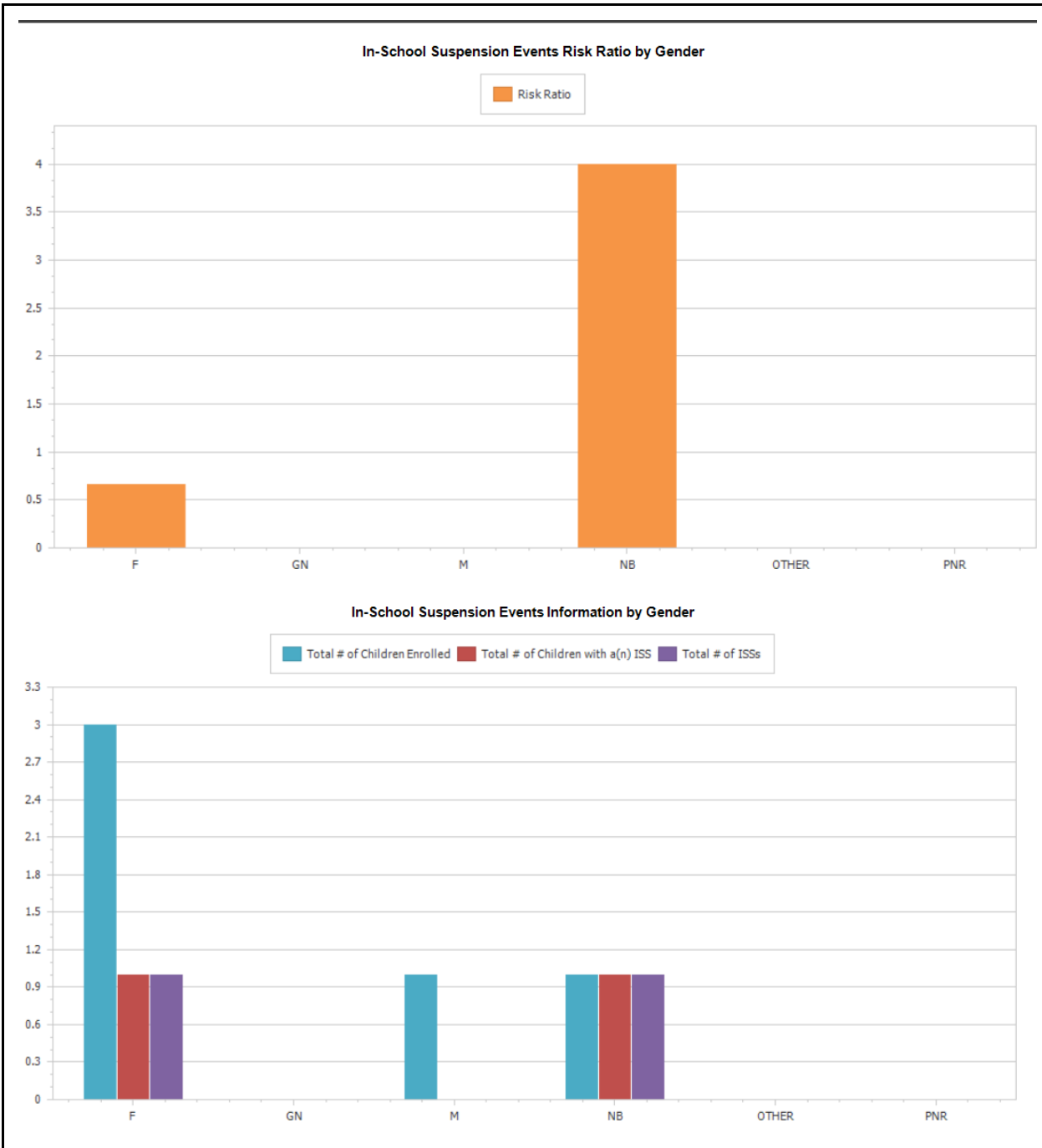
Total # of Enrolled Children: 5

Total # of Children with BIRs: 4

Gender Equity Profile for In-School Suspension Events

Please read the documentation for this report, as it explains the calculations and questions below.

	# of Children Enrolled	# of Children in Group with a(n) ISS	Total # of ISSs from Group	Group's % of Enrollment	Guiding Question 1:			Guiding Question 2:			Guiding Question 3:		E-Formula / Comp
					Child Comp	ISS Ratio	ISS Rate	Risk Ratio	Difference in Child Comp	Difference in ISS Comp	ISS Comp	Risk	
F	3	1	1	60.0%	50.0%	0.67	0.33	0.67	-10.00	-10.00	50.0%	33.3%	94.6%
GN	0	0	0	0.0%	0.0%	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%	0.0%
M	1	0	0	20.0%	0.0%	0.00	0.00	0.00	-20.00	-20.00	0.0%	0.0%	48.3%
NB	1	1	1	20.0%	50.0%	4.00	1.00	4.00	30.00	30.00	50.0%	100.0%	48.3%
OTHER	0	0	0	0.0%	0.0%	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%	0.0%
PNR	0	0	0	0.0%	0.0%	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%	0.0%
Totals	5	2	2	100.0%									



When using the data in PIDS to inform decisions, it is important to make sure your data includes all children enrolled at the program, not just the children with a documented BIR. This is important in this report especially for the system to provide an accurate analysis.



BIR Report Types - Children/Classroom Total Incidents Report

Uses: This report displays information about the total number of Behavior Incident Reports that have occurred within a certain timeframe. The report can be used to focus on classroom or child analysis in addition to a day-to-day analysis of total incidents.

Provides: This report offers the user a specific focus which can be selected: Child, Classroom, All. By selecting Child, the user will have individual child BIR data included in the report. By selecting Classroom, the user will have classroom BIR data details in the report. All will include both. The report provides summaries and disaggregated information for:

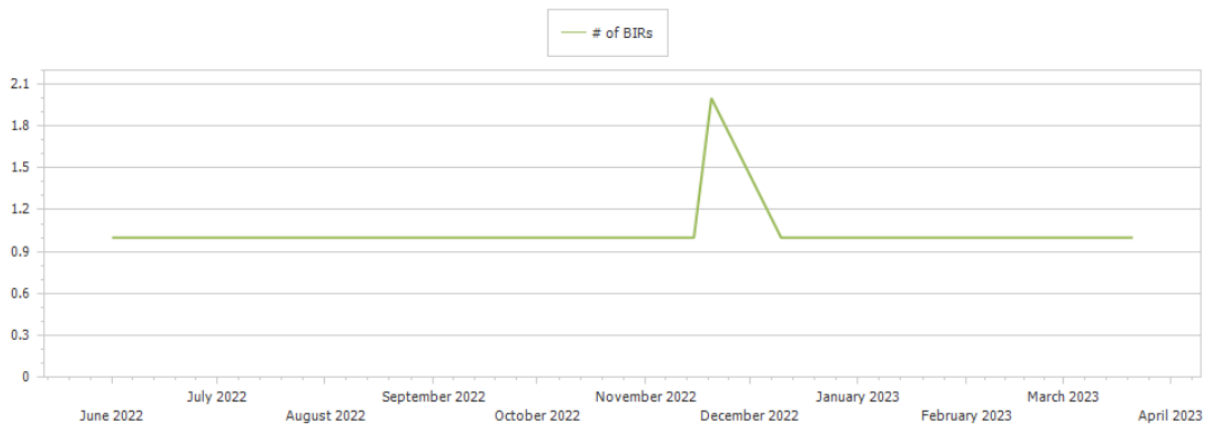
- BIR and Child Summary Information
- Day
- Child ID
- Class ID

Total # of BIRs: 28

Total # of Enrolled Children: 5

Total # of Children with BIRs: 4

Total # of Incidents by Day Chart



Total # of Monthly Incidents by Child ID Chart

