Welcome to Day 4!

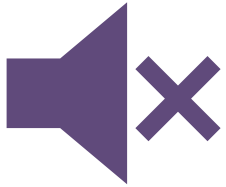
NIRS Bootcamp for MCHB Training Programs

February 07, 2022

2:00 PM – 5:30 PM ET

A project of AUCD to support Autism CARES programs

Housekeeping



- Ensure your name is displayed correctly in the participant list. You may also include program/org and preferred pronouns.
  - Hover over your name in the “Participants” box and select “More” → “Rename”
- Please remain muted unless speaking and state your name prior to speaking
- Please enter all questions in the chat box.
- Captioning and ASL is available

- If you need tech or accommodation support, please email NIRS@aucd.org
- Today’s session is being recorded and will be archived
- Use chat box to introduce yourself (Name, Program, Role)

Learning Objectives for Day 4

By the end of the boot camp, participants will learn how to:

- Manage data in the Autism CARES Module
- Leverage the LEND Program Quality Improvement (LPQI) Application
- Review data in the “DGIS Export, Data Review 2019+” Export Tool
- Extract data from data in NIRS using the Export function
- Enter bulk records into NIRS using the Import function

Day 4 Agenda

2:00	Welcome, Introductions, and Q&A from Day 3
2:15	Autism CARES Module
2:45	The LEND Program Quality Improvement (LPQI) Network
2:55	Break
3:00	DGIS Export, Data Review 2019+ Export Tool
3:45	Export Tool
4:25	Break
4:30	Import Tool
5:20	Next Steps

Helpful Links

- NIRS Resources Page
- NIRS Data Dictionary
- NIRS User's Guide
- LPQI Resources
- LPQI Recording
- Discretionary Grants Information System (DGIS)
- Tips Sheet – Data Cleaning in the Products Dataset
- 2020 Import Tool Webinar

Q&A on Day 3 Homework

Autism CARES Module

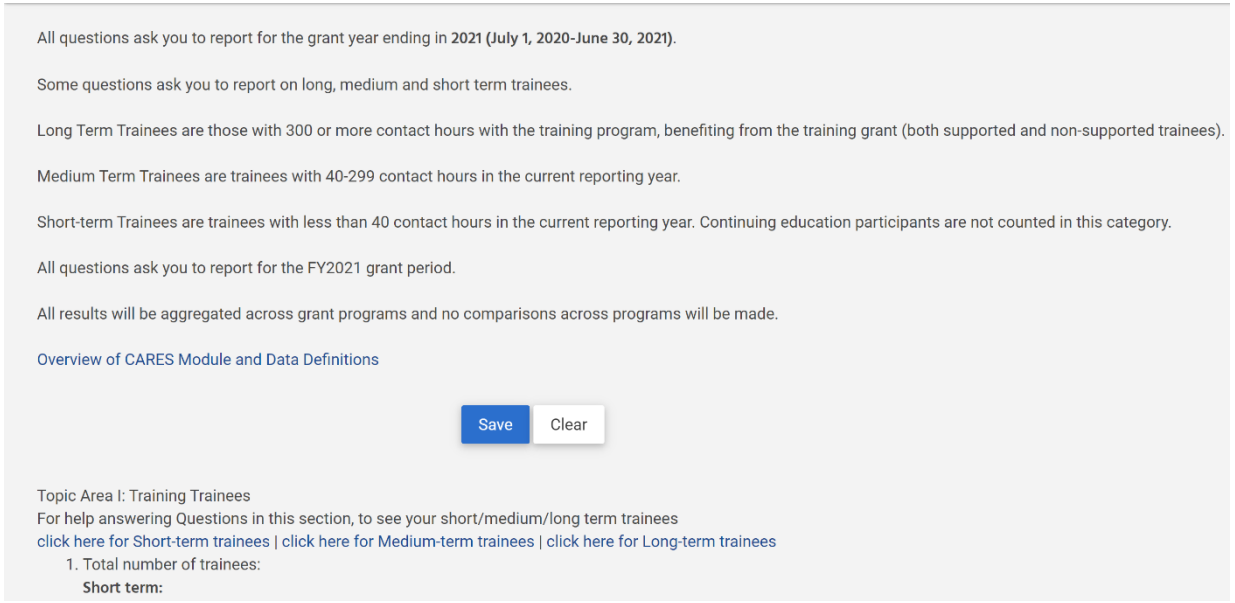
- The Autism Collaboration, Accountability, Research, Education and Support Act (Autism CARES) is **the primary source of federal funding for autism research, services, training, and monitoring**.
  - **Examples of Autism CARES grantees:** ITAC, LEND programs, DBP programs
- Through the Government Performance and Results Act (GPRA) and specific accountability criteria outlined in the Autism CARES Act, data collection and analysis for the CARES-funded training programs is vitally important to MCHB for monitoring grant recipients' progress and assessing investments related to training.
- A specific NIRS module has been developed for LEND and DBP programs to collect/report on their specific autism specific-related training and clinical activities under the Autism CARES Act **(i.e. "CARES module")**. The data is collected annually from this module and is sent to MCHB.

Autism CARES Module Timeline

LENDs and DBPs complete the Autism CARES Module on an annual basis.

Autism CARES Evaluation: Upcoming Updates

A new paragraph will be added to the introduction text at the top of the Autism CARES Module in NIRS:



All questions ask you to report for the grant year ending in **2021 (July 1, 2020-June 30, 2021)**.

Some questions ask you to report on long, medium and short term trainees.

Long Term Trainees are those with 300 or more contact hours with the training program, benefiting from the training grant (both supported and non-supported trainees).

Medium Term Trainees are trainees with 40-299 contact hours in the current reporting year.

Short-term Trainees are trainees with less than 40 contact hours in the current reporting year. Continuing education participants are not counted in this category.

All questions ask you to report for the FY2021 grant period.

All results will be aggregated across grant programs and no comparisons across programs will be made.

Overview of CARES Module and Data Definitions

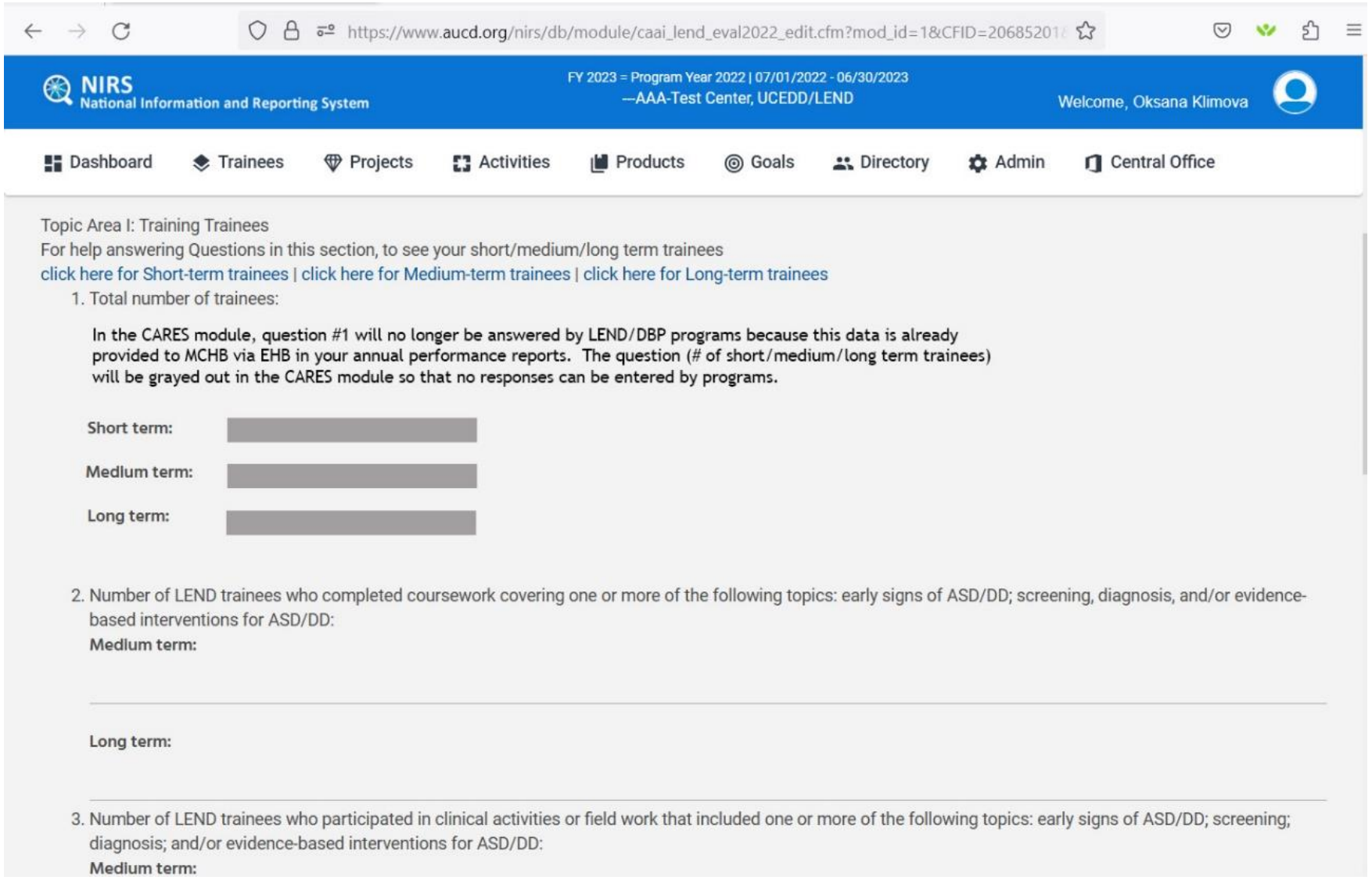
Save Clear

Topic Area I: Training Trainees
For help answering Questions in this section, to see your short/medium/long term trainees
click here for Short-term trainees | click here for Medium-term trainees | click here for Long-term trainees

1. Total number of trainees:
   Short term:

"Some terminology in the CARES Module and Data Dictionary has been slightly updated by ITAC to reduce ableist language (e.g., AS/DD will replace ASD/DD to remove the abbreviation for the disorder). The data collected and reported by programs remains unchanged, and the definitions remain unchanged."

Autism CARES Evaluation: Upcoming Updates Cont.



Autism CARES Evaluation: Helpful Resources

- Autism CARES Module Tutorial Video
- Autism CARES Module Script

Note: The recording and script are from PY21/FY22 and will be updated.

The LEND Program Quality Improvement (LPQI) Network

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Goal of LPQI Network

Helps individual LEND training programs improve the **quality of LEND training** in core competencies (family-professional partnership, interdisciplinary teams, advocacy/policy) by:

1) creating standardized measurement tools
2) developing a voluntary, inter-institutional database
3) providing program-level feedback to programs that choose to participate
4) identifying programs that demonstrate changes consistent with best practices

LPQI Network

- Web-based dashboard that provides data on your LEND program compared to national benchmarks
- Linked to NIRS (minimal data entry)
- Bi-monthly technical assistance calls
- Suite of online tools/FAQs/etc.
  - Tutorials on how to implement, use dashboard, etc.
  - Trainee self-report measures
  - Faculty observation measures
  - Training materials for faculty observation measure

https://www.aucd.org/lpqi

Measurement Tools

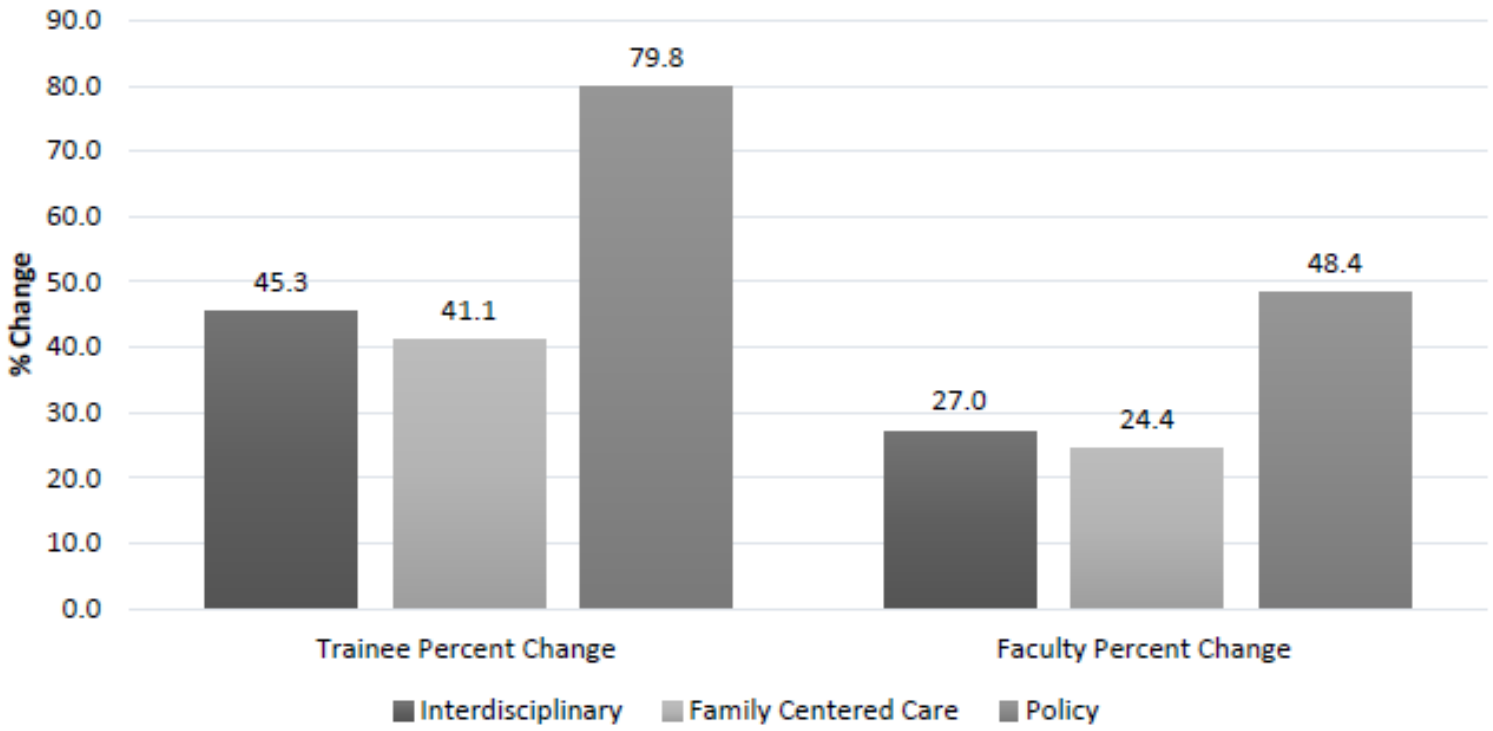
Participating LEND Programs (32+) use two common tools:

Trainee Self-Report CCM (Core Competency Measure)	Faculty Observation I-FOR (Interdisciplinary/Family-Centered Care Observation Rubric)
administered at baseline and completion of program year	administered 1/3 of the way through program year and at completion of program year

- LPQI dashboard automatically analyzes data from participating LEND programs to determine change in baseline for each competency across both measures.
- Programs have access to reports on their own performance & the ability to compare outcomes with aggregate national data.

Research Shows….

Figure 1: Percent Change in Trainee and Faculty Scores by Competency Domain



A Quality Improvement Network for Interdisciplinary Training in Developmental Disabilities

(Pediatrics Article, Nov 2022): https://bit.ly/3jvnuA2

Break

DGIS Export, Data Review
2019+ Export Tool

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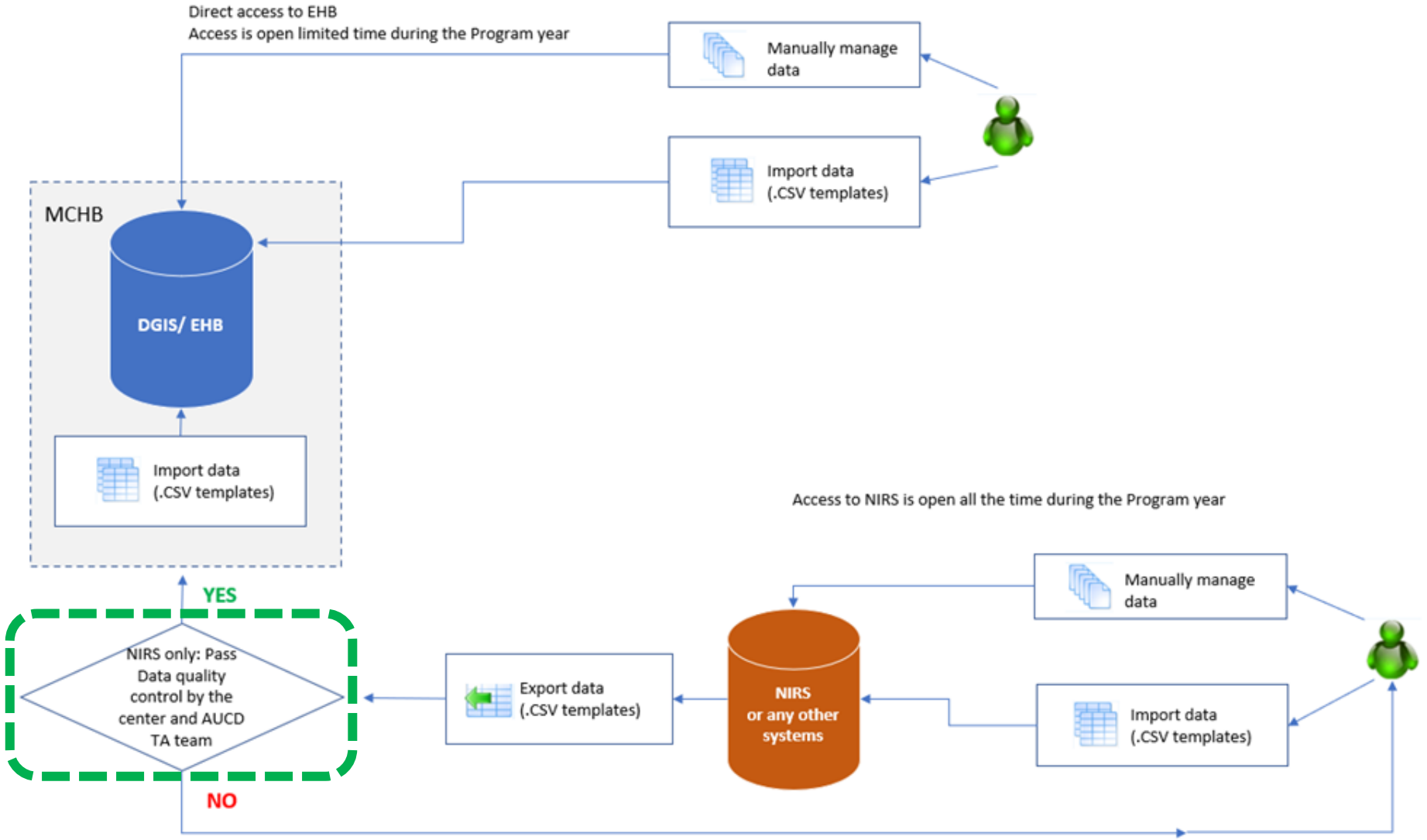
Data Structure of the DGIS Export Data Review Tool



Data Cleaning Tips for Reportable Data

TRAINEES

1. Standard Report: Trainee Data Entry Errors
2. Compare the number of current Trainees exported with the number of Trainees in the NIRS Trainee dataset > **Manage Long/med term trainees**
   - **Example:** for –AAA Test Center, there are 6 exported but 7 trainees listed in NIRS
3. Compare the number of Former Trainees exported with the number of Trainees in the Trainee dataset > Standard Report > under LEND, LEAH, PPC, DBP > **Long Term Survey Info (2018+)**

PRODUCTS

1. Standard Report: Product Data Entry Errors
2. **Tips Sheet - Data Cleaning in the Products dataset**

Export/Import NIRS Data Tools

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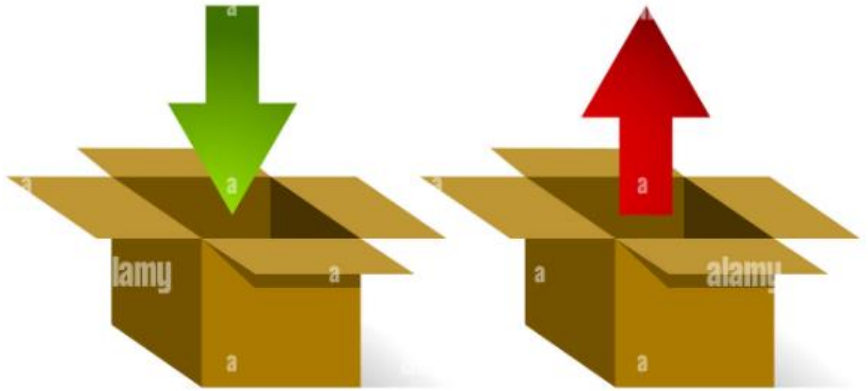
Import and Export

Import and **export** of data share a semantic analogy with copying and pasting -- in that sets of data are copied from one application and pasted into another.

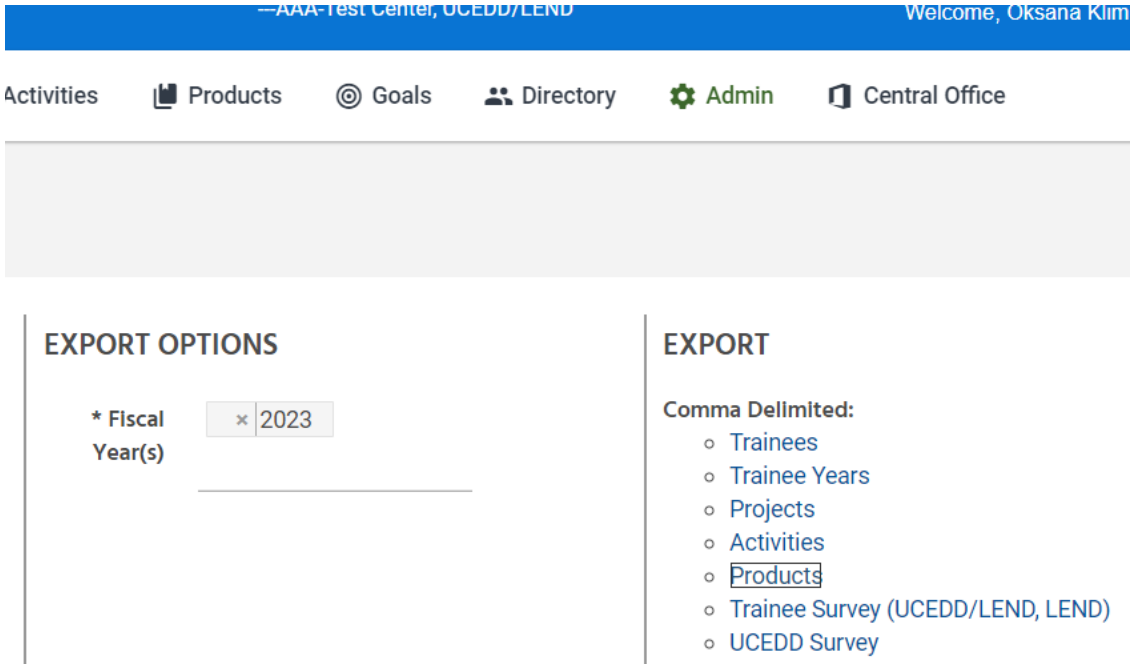
The concept of those tools (Export and Import) is straightforward: get data in and out of NIRS. Both tools are located under the Admin tab. Only data coordinators with Admin access can use those tools.



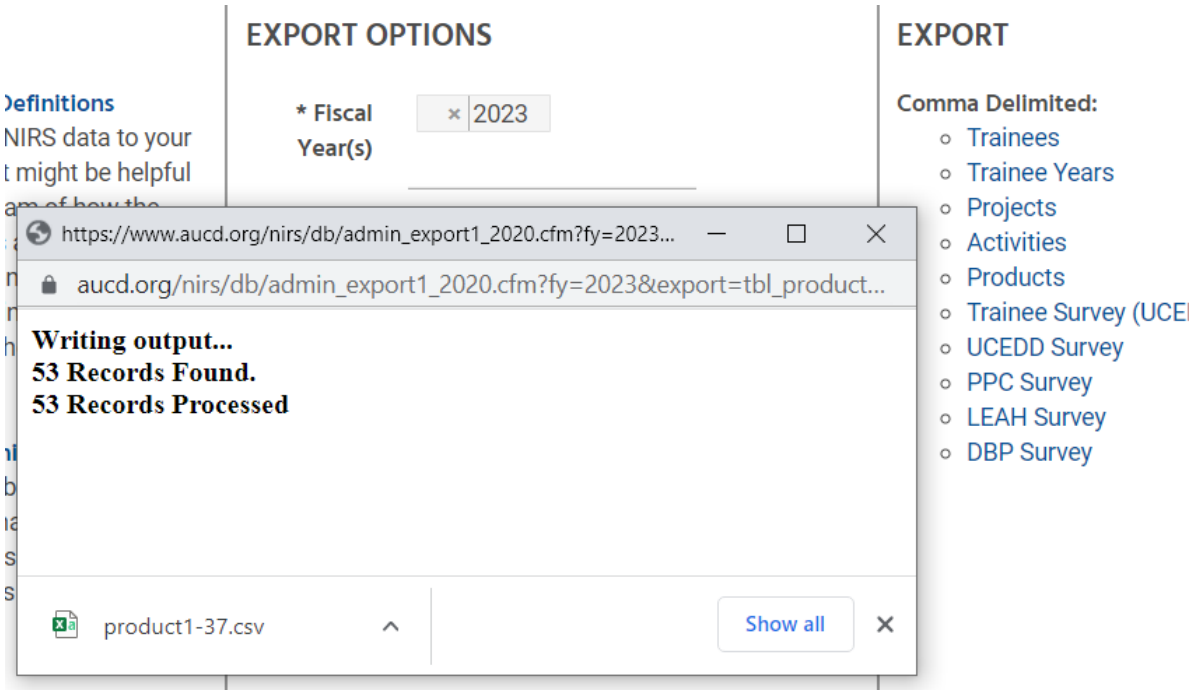
Export Tool

Steps to get data out of NIRS

A



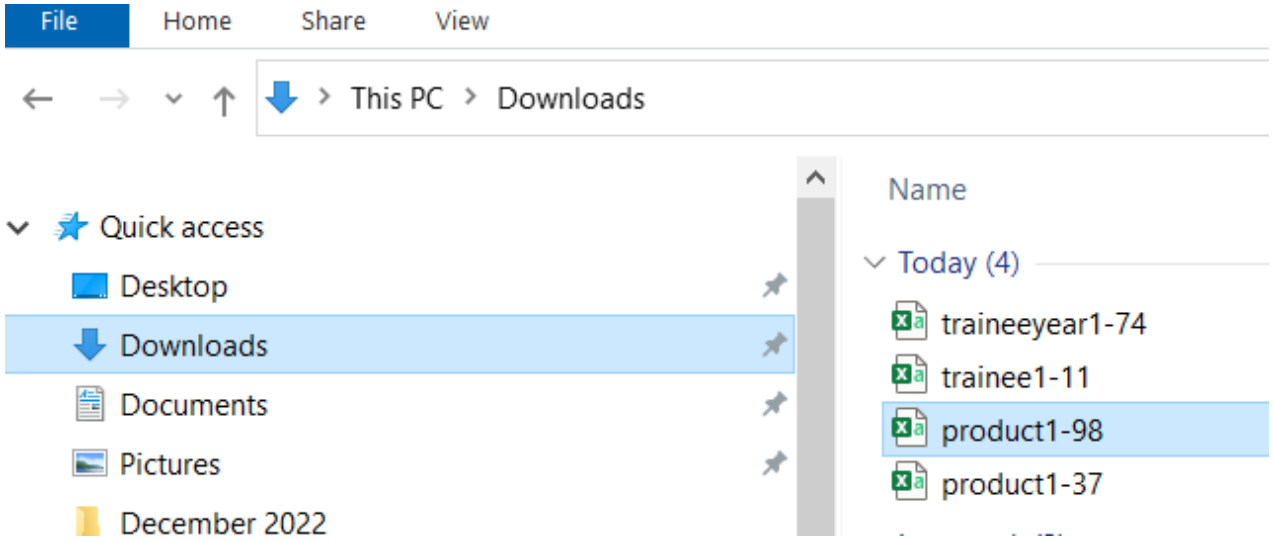
B



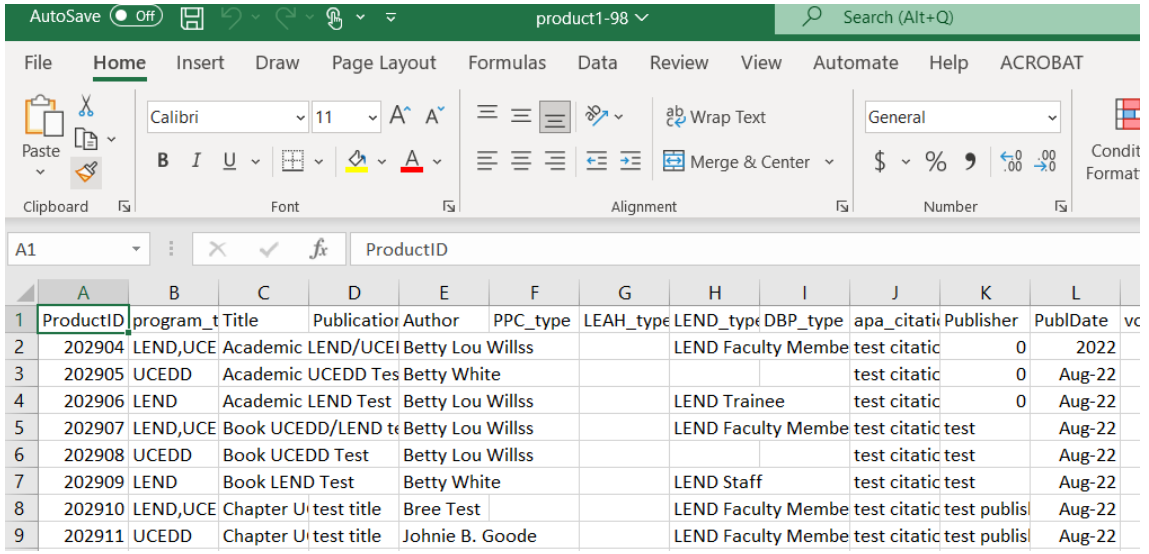
Export Tool Cont.

Steps to get data out of NIRS

C



D



	A	B	C	D	E	F	G	H	I	J	K	L
1	ProductID	program_t	Title	Publicatior	Author	PPC_type	LEAH_type	LEND_type	DBP_type	apa_citati	Publisher	PublDate
2	202904	LEND,UCE	Academic	LEND/UCEI	Betty Lou Willss			LEND Faculty Membe		test citatic	0	2022
3	202905	UCEDD	Academic	UCEDD Tes	Betty White					test citatic	0	Aug-22
4	202906	LEND	Academic	LEND Test	Betty Lou Willss			LEND Trainee		test citatic	0	Aug-22
5	202907	LEND,UCE	Book	UCEDD/LEND te	Betty Lou Willss			LEND Faculty Membe		test citatic	test	Aug-22
6	202908	UCEDD	Book	UCEDD Test	Betty Lou Willss					test citatic	test	Aug-22
7	202909	LEND	Book	LEND Test	Betty White			LEND Staff		test citatic	test	Aug-22
8	202910	LEND,UCE	Chapter U	test title	Bree Test			LEND Faculty Membe		test citatic	test publis	Aug-22
9	202911	UCEDD	Chapter U	test title	Johnie B. Goode			LEND Faculty Membe		test citatic	test publis	Aug-22

How to Read Data in the .CSV Files

The first column includes two essential links:

- **NIRS Table and Field Definitions**: this is the data dictionary of the NIRS database. It includes a list of all tables with listed field datatypes. We are transparent in our approach, so we are giving you all information about database architecture.

- **Code Table Definitions:** that table displays the relationship between the online display value and the value entered in the database.

Example: Code Table Definition

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A

activity goal projfunding	corefocusnew core_focus
T	Interdisciplinary Preservice Preparation (Training Trainees)
A2	Continuing Education/Community Training
A1	Technical Assistance
S1	Direct Clinical Services/Model Services
S2	Other Direct/Model Services
S3	Demonstration Services
R	Performing Research or Evaluation
D	Product Development and Information Dissemination

I	J	K	L	M	N	
No_Projec	ActivityDu	Duration_I	recurring	type_of_action	corefocus	F
1	5	0	1	Advocacy	A2	C
0		1		Direct Service	S2	
1		1	1	Advocacy	A1	
1		1	1	Capacity building	A1	
1		1	1	Capacity building	A1	
0	4	0		Direct Service	S1	
1	4	0		Direct Service	S1	
1		1			R	
1	1	0			A2	S
0	30	0		Capacity building	D	
0		1		Systemic change	D	
1		1	1	Capacity building	T	

ACTIVITY CORE FUNCTION	MANAGE
Continuing Education/Community Training (read definition)	Add
Demonstration Services (read definition)	Add
Direct Clinical Services/Model Services (read definition)	Add
Interdisciplinary Preservice Preparation (Training Trainees) (read definition)	Add
Other Direct/Model Services (read definition)	Add
Performing Research or Evaluation (read definition)	Add
Product Development and Information Dissemination (read definition)	Add
Technical Assistance (read definition)	Add

Example: Code Table Definition Cont.

B

activity	collaboration
na	Not Applicable/No Collaborating Agency
state_title_v	State Title V Agency
mchb	Other MCHB Funded or Related Program
state_health_dept	State Health Dept.
state_adolescent_health	State Adolecent Health
clinical	Clinical Programs/Hospitals
health	Other Health-Related Program
healthinsurance	Health Insurance/Managed Care Organization
medicaid	Medicaid
ddc	Development Disabilities Council
paa	Protection & Advocacy Agency (P&A)
ucedd	Another UCEDD
childcare	Childcare/Early Childhood/Part C Infants and Toddlers
head_start	Head Start/Early Head Start
special_education	State/Local Special Education (3-21)
general_education	State/Local General Education
secondary_education	Post Secondary Education (Community College-University)
voc	Employment/Voc Rehab
mrdd	State/Local DD Agency or Provider

***Agencies Collaborating on the Work of the Activity**

Not Applicable/No Collaborating Agency ☐

***Primary Agency Collaborating on the Work of the Activity** _____

All Agencies Collaborating on the Work of the Activity (Must check all that apply)
(Name of agency/ies may be supplied in space provided)

- ☐ State Title V Agency
- ☐ Other MCHB Funded or Related Program
- ☐ State Health Dept.
- ☐ Clinical Programs/Hospitals
- ☐ State Adolecent Health
- ☐ Other Health-Related Program
- ☐ Health Insurance/Managed Care Organization
- ☐ Medicaid

Break

Benefits of the Import Tool

Data Import Tool lets you upload data in bulk from external sources into NIRS. The Import tool is designed to decrease the time spent on data entry in NIRS.

Data can be imported into four datasets:

- Projects
- Activities
- Products
- Trainees (Main + Annual records)

We will be covering two scenarios for the Import Tool:

1. Transferring multiple records from the previous FY/PE year into a new one
2. Collecting data in an excel spreadsheet and importing it into NIRS.

Modifications to Prepare .CSV Export File for Publications and Activities Datasets to Import

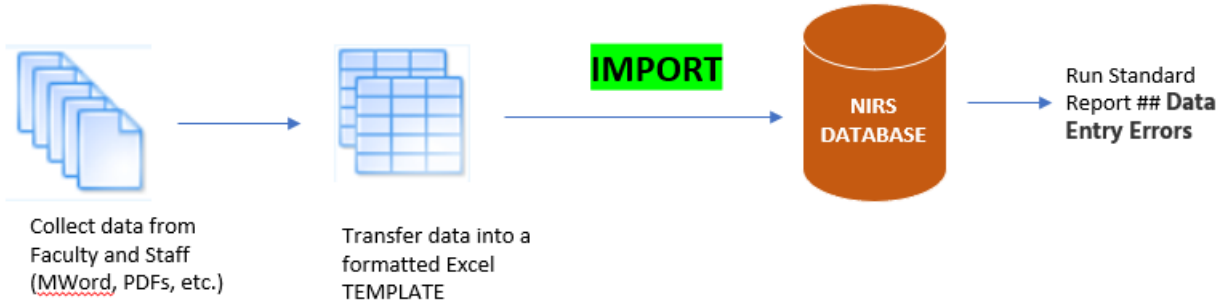
	Publications	Activities
1	ID number *Start with 10	ID number *Start with 10
	This step is **ONLY** if you are **UCEDD/LEND**:	
2	flip 'LEND,UCEDD' to 'UCEDD,LEND'	flip 'LEND,UCEDD' to 'UCEDD,LEND'
3	Update reporting year (column Z, FYPubDate) from whatever is in the file to a current year	update Activity Date (Column D, ActivityDate) from whatever is in the file to a current year
4		ProjectId = 0 for all records Secondary_ProjectID = 0 for all records
4	Update Publication Date (column L, PublDate) to the current year	If column K, Duration_Not_Applicable, is 1, add 0 (zero) to column J, ActivityDuration.
5		If column DG, collaboration is 'na,' add 'na' to the column DF, collab_primary_agency

6	If the dataset uses User-Defined Fields: the same steps for all datasets
	a) Find column(s) in the .CSV file with header(s) that match the Lable/Name of a user-defined field(s); During the Export, the NIRS application replaces all symbols, except letters, with "_." **Example:** Include_record_in_NoCost_Extension_NCE_
	a) You need to reverse the process of adding "_." The simplest way is to go to the online form, copy the label for those user-defined fields, and replace the column's header. **Example:** Include_record_in_NoCost_Extension_NCE_ Include record in No-Cost Extension (NCE) for

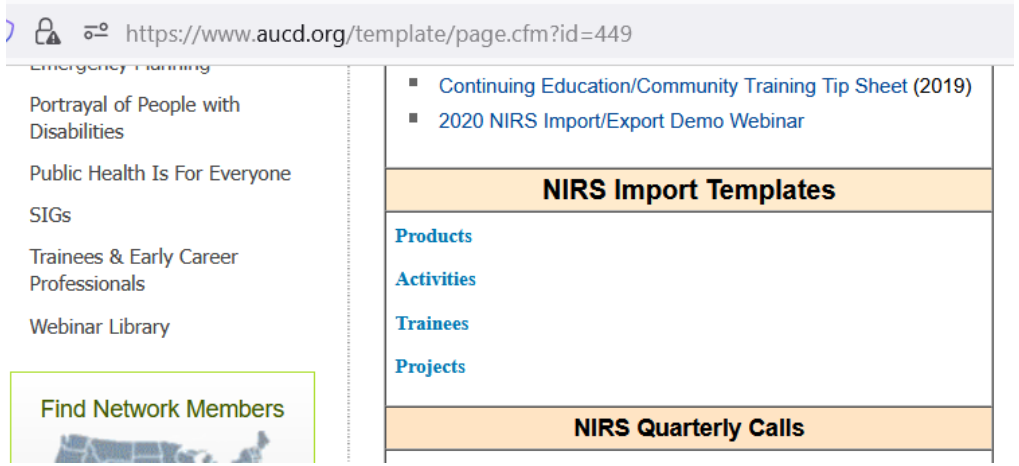
Note: Instructions for Projects dataset will be added to the final presentation

Collecting Data in an Excel Spreadsheet and Importing It into NIRS

You have collected data in an excel spreadsheet and want to add it to NIRS.



NIRS Resource > NIRS Import Templates



Import Tool Resources and Tips

There is a helpful video detailing the mapping spreadsheet and Import Process.

- **2020 Import Tool Webinar**

Import Tool Tips:

- Each template contains helpful examples to guide your process.
- Do not forget to delete the example rows before you import.
- All data imported will be added to the current program/fiscal year
- Break each column into individual steps. Take each column in the excel templates step by step.
- Run Standard Report > Data Entry Errors
- We are here to help! Message NIRS@aucd.org with any questions

Thank You for Attending the NIRS Bootcamp!

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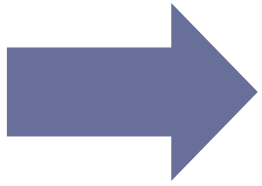
Thank You for Joining Us!

- The recording will be archived and available as soon as possible.
- Please take 2 minutes to provide feedback on today's boot camp session: https://www.surveymonkey.com/r/NIRSbootcamp4

or scan the QR Code



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