LEVEL 2 VALIDATION ERRORS CATEGORY 2 EXPLANATION

The Level 2 Validation Errors, Category 2, Contract Staff Errors, identify data issues where a contract situation between two districts have been indicated, but reporting issues may exist between the two districts.

- Category 2, error code 1A: The Contractor LEA reported a Contract Staff Employment Record (CJ) and the Contracting LEA reported a Staff Employment (CK) Record for the staff member resulting in a warning error.
- Category 2, error code 1B : The Contractor LEA reported a Staff Employment Record (CK) and the Contracting LEA reported a Contract Staff Employment (CJ) Record for the staff member resulting in a warning error.
- Category 2, error code 2A: The Contractor LEA reported a Contractor Staff Employment Record (CJ) and the Contracting LEA reported a Staff Demographic (CI) Record for the staff member resulting in a warning error.
- Category 2, error code 2B: The Contracting LEA reported a Staff Demographic (CI) Record for the staff member and the Contractor LEA reported a Contractor Staff Employment (CJ) record resulting in a warning error.
- Category 2, error code 3A: The Contractor LEA reported a Contractor Staff Employment Record (CJ) with position code 230 and there are no matching Staff Course (CU) or Program Codes associated with that staff member reported by the Contracting LEA resulting in a Fatal error.
- Category 2, error code 3B: A Contractor Staff Employment Record (CJ) with a Position Code of 230 was reported by the Contractor LEA for this staff member. The Contracting LEA has not submitted any Staff Course (CU) or Program Records for this staff member resulting in a Fatal error.
- Category 2, error code 4A:The Contracting LEA submitted a Staff Course Record (CU) or Program Record with the staff member's ID but the Contractor District did not submit the Contractor Staff Employment Record (CJ) resulting in a Fatal error.
- Category 2, error code 4B: The Contracting LEA submitted a Staff Course Record (CU) or Program Record for this staff member's ID but the Contractor LEA did not submit the Contractor Staff Employment Record (CJ) resulting in a Fatal error.

The Level 2 validation report will contain the error code, the severity level, the short and long descriptions of the error, the Staff ID, Staff Name, Contract LEA and Reporting LEA data elements.

The Selection Criterion

The data used for the level 2 validations are taken from the Staff Employment (CK), Staff Demographic (CI), Contractor Staff Employment (CJ), Staff Course (CU), and Student Program (GQ) Records .

The Position Status Element <> "U".

1A and 1B validations

- For 1A/1B validations, the Contracting and Contractor districts submitted a Staff Employment Record for the staff member resulting in a Level 2 validation warning error. Only the Contractor is responsible to submit the Staff Employment, Staff Demographic, and Contractor Staff Employment Records for the contract personnel.
  - Both contractor and contacting districts may be legitimately reporting Staff Employment and Staff Demographic Records if the staff member is currently or was previously employed in both districts. The district should check the data for accuracy.

2A and 2B validations
- For 2A/2B validations, the Contractor reported a Contractor Staff Employment Record (CJ) and the Contracting LEA reported a Staff Demographic (CI) Record for the staff member resulting in a warning error. Only the Contractor is responsible to submit the Staff Employment, Staff Demographic, and Contractor Staff Employment Records for the contract personnel.
  - Both contractor and contacting districts may be legitimately reporting Staff Employment (CK) and Staff Demographic (CI) Records if the staff member is currently or was previously employed in a both districts. The district should check the data for accuracy.

3A and 3B validations
- For 3A validation, the LEA reported a Contractor Staff Employment Record (CJ) with Position Code 230 and there are no matching Course or Program Codes reported by the Contracting LEA for the staff member resulting in a Fatal error. The Contracting district must report report a Course or Program Code that is associated with that staff member before the Contract Staff Employment Record (CJ) can be processed for Position Code 230.
- For 3B validation, the Contractor Staff Employment Record (CJ) for this staff member with position code 230 has been reported by the Contractor but the LEA has not reported any course or program records for this staff member resulting in a Fatal error. The Contracting district must report report a course or program code before the Contract Staff Employment Record (CJ) can be processed for position code 230.

4A and 4B validations
- For 4A/4B validation, the Contracting District reported a Staff Course Record (CU) or Program Record containing this staff member's ID but Contractor did not submit the Contractor Staff Employment (CJ) Record resulting in a Fatal Error.

Descriptions and Elements for the Validation Errors

Note that definitions are provided only on the first row of descriptions. Unless otherwise noted, assume that same definition applies for all other error codes.

Error Category	Error Code	Severity	Short Description	Long Description	FIELD 1	FIELD 2	FIELD 3	FIELD 4
2	1A	Warning	Contracting district reporting staff employ record (CK)	Your LEA submitted a Contract Staff Employment (CJ) record for this staff member and the Contracting LEA submitted a Staff Employment record (CK) for this staff member.	STAFF_ID: The Staff ID reported.	STAFF_NAME Name of the staff reported for Staff_ID.	CNTRCT_LEA_IRN Contractor District IRN	RPTING_LEA_IRN Contracting District IRN
2	1B	Warning	Contracting district reporting staff employ record (CK)	Your LEA submitted a Staff Employment (CK) record for this staff member and the Contractor LEA submitted a Contractor Staff Employment (CJ) record for this staff member.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN
2	2A	Warning	Contracting district reporting staff demo record (CI)	You LEA submitted a Contractor Staff Employment record (CJ) and the contracting LEA submitted a Staff Demographic record (CI) for this staff member.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN
2	2B	Warning	Contracting district reporting staff demo record (CI)	Your LEA submitted a Staff Demographic record (CI) for this staff member and the Contractor LEA submitted a Contractor Staff Employment record (CJ).	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN
2	3A	Fatal	Contract Teacher has no CRSE/Prog in Contracting District	Your LEA submitted a Contractor Staff Employment Record (CJ) for this staff member with a Position Code of 230. No matching Course or Program records have been submitted by the contracting LEA.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN
2	3B	Fatal	Contract Teacher has no Course/Prog in Contracting District	A Contractor Staff Employment Record (CJ) for this staff member with a Position Code of 230 was submitted by the Contractor LEA. Your LEA has not submitted any Course or Program records for this staff member.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN

2	4A	Fatal	Provider IRN on course or program did not submit CJ for staff	Your LEA submitted a Course Master or Program Record containing this staff member's ID but Contractor LEA did not submit the Contractor Staff Employment (CJ) record.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN
2	4B	Fatal	Provider IRN on course or program did not submit CJ for staff	The Contracting LEA submitted a Course Master or Program record containing this staff member's ID but your (Contractor) LEA did not submit the Contractor Staff Employment (CJ) record.	STAFF_ID	STAFF_NAME	CNTRCT_LEA_IRN	RPTING_LEA_IRN

Sample Validations seen in the Data Collector

Error Number	Error Level	Message	Description	Record Identifying Fields
1A	Warning	Contracting district reporting staff employ record (CK)	Your LEA submitted a Contract Staff Employment (CJ) record for this staff member and the Contracting LEA submitted a Staff Employment record (CK) for this staff member.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
1B	Warning	Contracting district reporting staff employ record (CK)	Your LEA submitted a Staff Employment (CK) record for this staff member and the Contractor LEA submitted a Contractor Staff Employment (CJ) record for this staff member.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
2A	Warning	Contracting district reporting staff demo record (CI)	You LEA submitted a Contractor Staff Employment record (CJ) and the contracting LEA submitted a Staff Demographic record (CI) for this staff member.	OH2222222 = Staff ID, Jane Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
2B	Warning	Contracting district reporting staff demo record (CI)	Your LEA submitted a Staff Demographic record (CI) for this staff member and the Contractor LEA submitted a Contractor Staff Employment record (CJ).	OH2222222 = Staff ID, Jane Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA

3A	Fatal	Contract Teacher has no CRSE/Prog in Contracting District	Your LEA submitted a Contractor Staff Employment Record (CJ) for this staff member with a Position Code of 230. No matching Course or Program records have been submitted by the contracting LEA.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
3B	Fatal	Contract Teacher has no Course/Prog in Contracting District	A Contractor Staff Employment Record (CJ) for this staff member with a Position Code of 230 was submitted by the Contractor LEA. Your LEA has not submitted any Course or Program records for this staff member.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
4A	Fatal	Provider IRN on course or program did not submit CJ for staff	Your LEA submitted a Course Master or Program Record containing this staff member's ID but Contractor LEA did not submit the Contractor Staff Employment (CJ) record.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA
4B	Fatal	Provider IRN on course or program did not submit CJ for staff	The Contracting LEA submitted a Course Master or Program record containing this staff member's ID but your (Contractor) LEA did not submit the Contractor Staff Employment (CJ) record.	OH1111111 = Staff ID, John Doe = Staff Name, 121212 = CNTRCT_LEA_IRN, 303030 = RPTING_LEA