

CSI DATA DICTIONARY

S-39.0 DISTRICT OF RESIDENCE**DEFINITION:**

This is the California Department of Education issued **seven**-byte COUNTY-DISTRICT-SCHOOL (CDS) code provided to local education agencies (LEAs). The first two digits are the county code in which the district is located, followed by a five-digit district/site code. A district/site code may include:

- The district where the student lives or resides [includes students in Licensed Children's Institutions (LCI)]
- The district where the parent resides if the student is placed in an out-of-home district through the Individualized Education Program (IEP) process
- The district receiving the student under an inter-district transfer
- The district or county office authorizing a charter school, unless the charter school has a seven-digit district code
- The district or county office of education, only for wards of the court if none of the above conditions apply.

Note: LEAs refer to the *California Public School Directory* to obtain correct codes.

County mental health departments (CMHDs) must obtain the District of Residence code from LEAs for each client/student receiving services as part of their Individualized Education Program (IEP) plan.

PURPOSE:

To identify the district where the student resides in relation to the district that provides the services.

FIELD DESCRIPTION:

Type:	Character
Byte(s):	7
Format:	XXXXXXXX
	Left justify, no embedded blanks
Required On:	All AB3632 Service records (where S-12.0 Special population = "C")
Source:	Local Education Agencies (LEAs) via County Mental Health Agency (CMHA)

VALID CODES:

CCDDDDD [7-byte CDE issued **seven**-byte COUNTY-DISTRICT-SCHOOL (CDS) code **provided to local education agencies (LEAs)** from the *California Public School Directory*]

CC = two byte county code in which the district is located

DDDDD = five-byte district/site code

There must be **no** embedded blanks.

Only for Service Records where S-12.0 Special Population is marked "C" (AB 3632 service).

COMMENTS:

County mental health departments (CMHDs) must report the District of Residence code for all clients/students receiving mental health services as part of their Individualized Education Program (IEP) plan. CMHDs must obtain the District of Residence code from local education agencies (LEAs) at the time

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S-39.0 COMMENTS, continued:

of an IEP referral, IEP assessment, IEP team meeting or update, IEP annual staffing, or at anytime the code is changed or updated.

Local education agencies (LEAs) report, maintain and update this code as required by CDE. Codes are verified only via the special education local plan areas' (SELPAs) Management Information Systems and via LEAs report submission to the California Special Education Management Information (CASEMIS) System as data field A-5 DIST_RESI (District of Residence).

County mental health departments (CMHDs) must work with LEAs to ensure valid and up-to-date codes are reported to the CSI System.

USER/USAGE INFORMATION:

This data element is added to the CSI System for data reporting beginning with State Fiscal Year 2007-08 (July 1, 2007) as a result of collaborative workgroup meetings by DMH with the California Department of Education (CDE), California Mental Health Directors' Association (CMHDA), CMHDs, county offices of education (COEs), LEAs, and SELPAs. This data element is added to CSI in an effort to assist CMHDs in meeting their reporting requirements, and to provide COEs and SELPAs with a way to link and compare data on clients/students that were provided services by CMHDs pursuant to each client/student's IEP plan.