Data Element Number: 218045
Data Element Name: Social Security Number

The number assigned to an individual by the Social Security Administration (left justified).

NOTE: For contracted or charter school staff for whom the school district cannot obtain a Social Security Number, the district must assign a Staff Number Identifier for the employee using the following method:

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition/Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Two Positions</td>
<td></td>
</tr>
<tr>
<td>CS</td>
<td>The first two positions in the Social Security Number field must be coded with the letters “CS”.</td>
</tr>
</tbody>
</table>

Last Seven Positions

NNNNNNN The last seven positions must be numeric.

NOTE: The district-defined Staff Number Identifier must result in a unique staff number within the district.

Length: 10
Data Type: Alphanumeric
Year Implemented: 8788
State Standard: Yes
Use Types:
State Reporting: Yes
Local Accountability: Yes

Formats Required:
Staff Additional Compensation DB9 32x
Staff Additional Job Assignments DB9 31x
Staff Benefits DB9 33x
Staff Demographic Information DB9 27x
Staff Experience DB9 28x
Staff Fiscal Year Benefits DB9 44x
Staff Fiscal Year Salaries DB9 43x
Staff Multidistrict Employee DB9 29x
Staff Payroll Information DB9 30x
Staff Professional Development DB9 36x

Surveys Required:
Survey 2 Yes
Survey 3 Yes
Survey 5 Yes
Data Element Number: 218045
Data Element Name: Social Security Number

Appendixes:
None

Description of Changes:
7/1/2013 Formats Required
Updated the Staff Salary Supplement format name change. Deleted the Teacher Exit Interview format.