

STAFF DATA ELEMENTS

2025-26



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:

Code	Definition/Example
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**First Two Positions**

CS The first two positions in the Social Security Number field must be coded with the letters "CS".

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

**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.

**Data Element Detailed Information**

Length:	10	<b>Use Types:</b>	
Data Type:	Alphanumeric	State Reporting:	<input type="text" value="Yes"/>
Year Implemented:	8788	Local Accountability:	<input type="text" value="Yes"/>
State Standard:	Yes	FASTER:	<input type="text"/>
Required Grades:		Migrant Tracking:	<input type="text"/>

**Applicable Format And Edit**

Formats Required:	Edits Required:
Staff Additional Compensation	2,8,10,50,51
Staff Additional Job Assignments	2,33,36,50,51
Staff Benefits	2,11,20
Staff Demographic Information	2,23,2U,30,31,33,34,35,36,38,54,59
Staff Email Data Collection	10,11
Staff Experience	2,8,10,20
Staff Fiscal Year Benefits	2,10,13,22,40,41

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Staff Fiscal Year Salaries	2,16,29,52
Staff Multidistrict Employee	2,8,
Staff Payroll Information	2,29,43,50,53,54,57,58,60,66
Staff Professional Development	3,11,18,30,31

Programs Required:

Surveys Required:

Survey 2 Yes  
Survey 3 Yes  
Survey 5 Yes

Appendices:

None

Description of Changes:

10/10/2023	Removal of Survey 8. Data collection no longer conducted.
7/1/2013	Updated the Staff Salary Supplement format name change. Deleted the Teacher Exit Interview format.