

**Data Collection Protocols**

1. All information sent to the State Advisory Board shall be deidentified using only the MAYSI-2 identifier plus the facility identifier. The State recognizes the each pilot site county already adheres to protocols for the deidentifying of youth information and requests that detention centers adhere to those protocols.
2. Each Pilot Site County will sign and adhere to the Data Sharing Agreement.
3. The following information is required for submission to the State Advisory Board on a monthly basis:
  - a. Monthly aggregate of youth not administered the MAYSI-2 screen and the total number of admissions for that same month (needed to determine % of youth not administered the MAYSI-2 Screen)
  - b. A deidentified list of all youth for whom the MAYSI-2 scores resulted in high scores per the State Mandatory Cut off Criteria, including the responses rendered to those youths.
  - c. Total number of youths administered the MAYSI-2 Screen.
  - d. Number of youth whose MAYSI-2 resulted in high scores and were not referred for an evaluation.
  - e. Number of youth who were administered the MAYSI-2 Screen, but not in the State mandated 24 hour time frame.
  - f. Dataset categories collected by the MAYSI-2 Software Program. These are:
    - i. MAYSIWAREID
    - ii. FACILITYID
    - iii. MAYSIAdmin
    - iv. Admission
    - v. Time
    - vi. TestTime
    - vii. Language
    - viii. Age
    - ix. Hispanic
    - x. Race1
    - xi. Race2
    - xii. Race3
    - xiii. Gender
    - xiv. CurrentCharge1-6
    - xv. CatCurrentCharge1-6
    - xvi. Disposition
    - xvii. DateofDisp
    - xviii. AdminName
    - xix. AdminPos
    - xx. AdminCred
    - xxi. AdminCredOther
    - xxii. FacilityName
    - xxiii. FacilityType
    - xxiv. City

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- g. Other information to be collected can be found on the “Record of Youth Not Administered the MAYSI-2” and “Information and Referral for Follow Up Care Upon Release of Youth From Detention” forms. These forms can be found in the Indiana State Policies and Procedures Manual.
  - h. Results of Evaluation. This information should not include diagnostic impression, just whether treatment was or was not recommended. It is understood that this data can only be collected for those youth maintained on probation after release from the detention facility.
- 4. It is requested that the probation officers in each of the pilot site counties collect and submit the following information:
  - a. Recidivism Rates: for the purposes of this project, recidivism is defined as return to the detention center on a probation violation/technical violation, probation violation/non-technical violation, or a new charge (this includes adult charges). This information is requested at the following time intervals: three months, six months and twelve months. It is understood that this information may not be available for those youths under the supervision of counties other than the pilot site counties.
  - b. If the MAYSI-2 Screen resulted in an evaluation and recommendation for continued treatment, information regarding whether or not the youth kept their first appointment is requested.
- 5. The State Advisory Board agrees to share county specific data only with the county to whom the data belongs unless there is a consensus agreement between the pilot sites. Any other reports will be sent as aggregate reports. Any data collected and analyzed by the State will not be used for legislative initiatives prior to the collection and formal analysis of two years of data. Acceptable uses of the data prior to this time include, but are not limited to: grant applications, program planning, reports to the State Advisory Board, recruitment of service providers. After one year, data can be used for presentations, such as National Conferences.

The use of this data must include statements to the effect that results are preliminary, or too early to be used for any valid trending. Any use of the aggregate data of the pilot project is to be approved by the State Advisory Board.
- 6. The State Advisory Board agrees to protect the data submitted by each of the pilot site counties and not allow any of the data to be used in a manner that is contrary to the protocols established or the purpose of the Pilot Project.
- 7. The Data Collection Committee will develop reports and evaluative tools once the baseline for the aforementioned datasets has been established. The baseline will begin six months after the last pilot site is on board with the submission of data to the State.

**Definitions of MASYI-2 Data Fields**

**All data will be generated as the MASYI-2 is completed**

<b>Data Field</b>	<b>Definition</b>
MAYSIWAREID	Identification number generated by the MAYSI Ware
FACILITYID	Unique facility identification number for the youth (for example, in Marion County this is the QUEST ID number)
MAYSIAdmin	Identification of person administering the MAYSI
Admission	Date of admission to the Detention Center
Time	Time of day that the MAYSI-2 is administered to the youth
TestTime	Total time youth took to complete the MAYSI-2
Language	Language in which the MAYSI-2 was administered (English, Spanish)
Age	Age of youth at time of MAYSI-2 administration
Hispanic	Is the youth of Hispanic or Latino origin.
Race1	Primary race identified by the youth
Race2	Secondary race identified by the youth
Race3	Tertiary race identified by the youth
Gender	Is youth Male or Female
CurrentCharge1-6	Current Charges for which the youth was admitted to the Detention Center
CatCurrentCharge1-6	Category of current charges for which the youth was admitted to the Detention Center (Current charge changed to a number)
Disposition	Youth pre- or post-adjudication
DateofDisp	Date that the disposition for the youth occurred
AdminName	Name of person administering the MAYSI-2 to the youth
AdminPos	Position within the Detention Center of the person administering the MAYSI-2 to the youth
AdminCred	Credentials of the person administering the MAYSI-2 to the youth – <b>For example: MSW, Clinical Psychologist</b>
AdminCredOther	Other credentials of the person administering the MAYSI-2 to the youth
FacilityName	Name of the Detention Center
FacilityType	Detention Center
City	Name of city in which Detention Center is located
State	Name of state in which Detention Center is located -- Indiana