

TPOT Data Export Report Documentation

TPOT Worksheet

TPOT Key	Observation Date	Observation Start Time	Observation End Time	Classroom Key	Classroom	Observer Professional Key	Observer
<i>This is a unique identifier for the TPOT record.</i>	<i>This is the date that the observation occurred</i>	<i>This is the time that the observation started.</i>	<i>This is the time that the observation ended.</i>	<i>This is a unique identifier for the classroom associated with the TPOT record.</i>	<i>This is the classroom associated with the TPOT record.</i>	<i>This is the unique identifier for the observer's professional record.</i>	<i>If you are allowed to see private professional information, this is the observer's professional ID number and name.</i> <i>If you are not allowed to see private professional information, this is just the observer's professional ID number.</i>

Number of adults present at beginning	Number of adults present at end	Number of adults who entered during observation	Number of children present at beginning	Number of children present at end	Notes
<i>This is the number of adults present at the beginning of the observation.</i>	<i>This is the number of adults present at the end of the observation.</i>	<i>This is the number of adults that entered during the observation.</i>	<i>This is the number of children present at the beginning of the observation.</i>	<i>This is the number of children present at the end of the observation.</i>	<i>Any additional notes about the observation.</i>

(Red Flags) Num Yes	(Red Flags) Num No	Number of incidents of challenging behavior observed	All essential strategies used in each incident	Number of additional strategies used
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<i>This is the number of red flags that were seen by the observer.</i>	<i>This is the number of red flags that were avoided.</i>	<i>This is the number of challenging behaviors observed.</i>	<i>This indicates if all essential strategies were used.</i>	<i>This is the number of additional strategies used.</i>
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(Item 1 – 14) Num Yes	(Item 1 – 14) Num No
<i>The number of yes responses for each item.</i>	<i>The number of no responses for each item</i>

Program Key	Program	State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the program record that is associated with the TPOT record.</i>	<i>This is the program name for the program record that is associated with the TPOT record.</i>	<i>This is a unique identifier for the state record that is associated with the TPOT record.</i>	<i>This is the state name for the state record that is associated with the TPOT record.</i>	<i>This is the username of the user that added the TPOT record to PIDS.</i>	<i>This is the date that the TPOT record was added to PIDS.</i>	<i>This is username of the user that last edited the TPOT record.</i>	<i>This is the date that the TPOT record was last edited.</i>

Behavior Responses Worksheet

TPOT Key	Observation Date	Behavior Response
<i>This is a unique identifier for the TPOT record that is associated with the behavior response record.</i>	<i>This is the date that the TPOT observation occurred.</i>	<i>This is the behavior response description.</i>

Program Key	Program	State Key	State	Added by	Date Added
<i>This is a unique identifier for the program record that is associated with the behavior response record.</i>	<i>This is the program name for the program record that is associated with the behavior response record.</i>	<i>This is a unique identifier for the state record that is associated with the behavior response record.</i>	<i>This is the state name for the state record that is associated with the behavior response record.</i>	<i>This is the username of the user that added the behavior response record to PIDS.</i>	<i>This is the date that the behavior response record was added to PIDS.</i>

Participants Worksheet

TPOT Key	Observation Date	Participant Type	Participant Professional Key	Participant
<i>This is a unique identifier for the TPOT record that is associated with the participant record.</i>	<i>This is the date that the TPOT observation occurred.</i>	<i>This identifies the type of participant.</i>	<i>This is the unique identifier for the participant's professional record.</i>	<i>If you are allowed to see private professional information, this is the participant's professional ID number and name.</i> <i>If you are not allowed to see private professional information, this is just the participant's professional ID number.</i>

Program Key	Program	State Key	State	Added by	Date Added	Last Edited By	Last Edit Date
<i>This is a unique identifier for the program record that is associated with the TPOT Participant record.</i>	<i>This is the program name for the program record that is associated with the TPOT Participant record.</i>	<i>This is a unique identifier for the state record that is associated with the TPOT Participant record.</i>	<i>This is the state name for the state record that is associated with the TPOT Participant record.</i>	<i>This is the username of the user that added the TPOT Participant record to PIDS.</i>	<i>This is the date that the TPOT Participant record was added to PIDS.</i>	<i>This is the username of the user that last edited the TPOT Participant record.</i>	<i>This is the date that the TPOT Participant record was last edited.</i>

Red Flags Worksheet

TPOT Key	Observation Date	Red Flag
<i>This is a unique identifier for the TPOT record that is associated with the red flag record.</i>	<i>This is the date that the TPOT observation occurred.</i>	<i>This is the description of the red flag.</i>

Program Key	Program	State Key	State	Added by	Date Added
<i>This is a unique identifier for the program record that is associated with the TPOT Red Flag record.</i>	<i>This is the program name for the program record that is associated with the TPOT Red Flag record.</i>	<i>This is a unique identifier for the state record that is associated with the TPOT Red Flag record.</i>	<i>This is the state name for the state record that is associated with the TPOT Red Flag record.</i>	<i>This is the username of the user that added the TPOT Red Flag record to PIDS.</i>	<i>This is the date that the TPOT Red Flag record was added to PIDS.</i>

Intent: This report is designed to export all the TPOT observations for the specified timeframe and program(s)/hub(s)/cohort(s).

TPITOS Worksheet: This worksheet includes all the TPOT observations that meet the following criteria:

1. The TPOT observation has an observation date that is between the Start Date and End Date criteria.
2. The TPOT observation exists within the selected Program(s), Hub(s), and Cohort(s).

Behavior Responses Worksheet: This worksheet includes all the responses to challenging behaviors that were observed during the TPOT observations that are in the TPOT Worksheet.

Participants Worksheet: This worksheet includes all the participants that are associated with the TPOT observations that are in the TPOT Worksheet.

Red Flags Worksheet: This worksheet includes all the types of red flags that were observed during the TPOT observations that are in the TPOT Worksheet.

Criteria Name	Optional?	Description
Start Date	No	This date forms the start of the window that determines what forms to include in the report. Only TPOT observations that have a Date Added inside the window will be included in the report.
End Date	No	This date forms the end of the window that determines what forms to include in the report. Only TPOT observations that have a Date Added inside the window will be included in the report.
Program(s), Hub(s), and Cohort(s)	No	<p>This filters the TPOT observations that are included in the report. All programs, hubs, and cohorts that are selected will be combined into a distinct list of programs. This is accomplished by determining what programs exist in the selected hubs and cohorts, and then adding that list of programs to the list of specific programs that were selected by the user. After that, any duplicate programs in the combined list are removed. Only forms that are for the programs in the de-duplicated list will be included in the report.</p> <p>NOTE: Only certain users have access to the hub and cohort criteria. Most users will only have access to the program criteria and only have one option in that program list.</p>