



Connecticut Office of  
Early Childhood

# Early Childhood Information System (ECIS)

The ECIS is a secure online data system. With the ECIS, the Office of Early Childhood is able to collect data and information so we can best make informed program and policy decisions affecting young children and families. From the data provided by the ECIS, the Office of Early Childhood, other early learning policy makers, families, educators, service providers and communities will be able to make data-informed, outcome-driven decisions on policy, practice and funding.

## **WHO BENEFITS FROM ECIS?**

Policymakers, early childhood providers, administrators, teachers, parents, funders, researchers, and the general public will benefit from having state-specific data for decisions, solutions and conclusions to inform individual choices, policy initiatives, and outcome-based programs to best serve the needs of children.

## **HOW IS INFORMATION PROTECTED?**

Information in the ECIS is subject to the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Section 1232g and the Health Insurance Portability and Accounting Act (HIPAA). Only select administrators from early childhood care and education programs will have access to information about children in their own programs through the ECIS. Select administrators from the State Department of Education and Office of Early Childhood will also have access to the data statewide. Child-specific data may also be used for the purpose of research and analysis by outside entities under the direction and strict oversight of the Office of Early Childhood. Sharing of information or reporting with other agencies will be aggregate, de-identified information. This means data that is shared will not contain any information that is specific to one child or contain information that will allow a child to be identified.

## **WHAT IS ECIS?**

ECIS will help ensure that young children and their families have access to high-quality services for healthy development, learning and success. ECIS will provide improved efficiencies and accountability for a coordinated and comprehensive system of early care and education. ECIS is:

- A system for secure collection, sharing, analysis and reporting of critical data elements in early childhood programs.
- A tool to help answer key policy questions regarding early childhood programs, provider workforce and young children and their families.
- A tool for informing local, regional and state needs assessments.
- A tool to inform resource allocation decisions, accountability and continuous improvement.
- A system to consolidate reporting and data analysis from existing early childhood data systems and provide streamlined aggregate data for early childhood programs.
- A system that ensures privacy protection and security practices.

## **WHAT ECIS IS NOT?**

- A replacement for individual program data systems.
- An infringement on privacy or confidentiality.
- A duplication of K-12 or P-20 WIN state longitudinal data systems.
- A quick fix or solution to all early childhood problems.
- A quick fix for addressing all risk factors for young children.
- A system that rates or evaluates a child's performance or development.

## WHAT PROGRAMS ARE REQUIRED TO PARTICIPATE IN ECIS?

All programs receiving public funds are required to participate in ECIS. The required programs include programs receiving public funds from the OEC including School Readiness, State Subsidized Child Day Care Centers, Smart Start, State Head Start, and the federal Preschool Development Grant.

## DO PARENTS HAVE ACCESS TO THEIR CHILD’S RECORD?

Parents have the right to examine their child’s ECIS record. An electronic record is begun at the time a child is enrolled in a publicly-funded early care and education program and is updated when the child exits. A parent may request a copy of their child’s ECIS record. If a parent does not agree with something in the record, they can request to have it changed.

## WHAT WILL ECIS COLLECT IN PHASE I?

In Phase I, ECIS will collect information about children enrolled in publicly funded early care and education programs. Information will be stored in the ECIS confidential database and may include:

- Name
- Address
- Date of Birth
- Gender
- Race and Ethnicity
- Address
- Who the Child Lives With
- Name of the Publicly-Funded Program where the Child is Enrolled
- Date of Enrollment in a Publicly-Funded Program
- Date the Child Exited a Publicly-Funded Program
- If the Child’s Early Education or Services are publicly-funded, the funding type, program and location
- State Assigned Student Identification (SASID) number
- Family Size and Annual Income
- If the child has an Individualized Education Program (IEP) and the most recent IEP Start Date.
- Optional Fields as tie-breakers to avoid assigning multiple SASIDs to a single child include: Birth Certificate ID, MMR Vaccination Date, Parent’s Maiden Name, Place of Birth

ECIS Phase 2 and future phases will collect additional child, family, program and workforce data information. As the data system develops, attendance will be recorded in ECIS and program payments will be linked to attendance data.

## TIMELINE:

The Office of Early Childhood, in partnership with the State Department of Education, is responsible for the development and deployment of the Early Childhood Information System (ECIS).

	2014		2015		2016	
Planning & Current Business Requirements						
ECIS Phase 1 - Business Requirements -						
Technical ECIS <b>Phase 1 Build</b>						
ECIS <b>Phase 1 Deploy</b>						
ECIS <b>Phase 2</b> - Business Requirements						
Technical ECIS <b>Phase 2</b>						
ECIS <b>Phase 2 Deploy</b>						
ECIS <b>Phase 3</b> - Business Requirements						

## TO LEARN MORE ABOUT ECIS:

For more information, please contact the ECIS Help Desk at [OEC.ECIS@ct.gov](mailto:OEC.ECIS@ct.gov) or by calling 860-713-6681.

Website: [www.ct.gov/oec/ecis](http://www.ct.gov/oec/ecis).