









ECI State Office collects data entered by each Contractor in the Texas Kids Intervention Data System (TKIDS) from 7am – 6pm CST. Information entered in the system is updated in real-time. For example, a case that is entered in TKIDS today is immediately available in the system. However, this information is updated nightly for the TKIDS Reports and Data system (TRAD) reports. These reports can be generated in different formats (excel, pdf, report and an accessible version in HTML). I recommend using the Excel version for analysis purposes because you can easily filter and sort or perform other functions as applicable. TRAD includes 28 reports Programs can use for things like tracking mandatory timelines, verifying Program data or identifying areas of need.

Each Program has until the 20<sup>th</sup> of each month to enter all case information from the previous month. The HHSC Data Team runs datasets on the 21<sup>st</sup> of each month using information from the TKIDS database. From those datasets different reports are generated and uploaded in each Program folder on the ECI Extranet. The Performance Managers also use these reports to monitor each Key Performance Measure regularly.

## Overview of TRAD Reports

- Includes reports on referral, enrollment, planned and delivered services, case management, child outcomes, third party benefits, transition and other relevant information about the child and family
- Individual or team analysis
- Supervisors can use these reports to inform communication with their staff



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Helping ECI Programs Use Their Data

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Now that we know the flow of the ECI reports, I will provide an overview of the TRAD reports. As I mentioned, there are 28 different reports that you can select from the drop-down menu. Some of these reports have sub-reports that you can run. The TRAD reports include referral, enrollment, planned and delivered services, case management, child outcomes, third Party benefits, transition and other relevant information about the child and family.

Program directors can use the reports to analyze and track key performance measures and timelines associated with the federal indicators. The data generated in these reports can inform decisions for Program policies, practices and procedures. If the managers, supervisors or other staff have access to TRAD then the Program director can decide whether to analyze the data individually or as a team. TRAD can also be a powerful tool for supervision. Managers or supervisors can use the information to identify strengths and needs of specific children and providers.





























