



ECBG DAISEY Report Guide

Demographics & Risk Factors Missing Data Report

Purpose of This Report

The Demographics & Risk Factors Missing Data Report provides a breakdown of completion of data collected across the following forms:

- ✱ Demographics & Risk Factors Form
- ✱ Child Profile
- ✱ Caregiver Profile

Additionally, the report provides a client list showing all actively enrolled clients associated with data on each dashboard. Because the Demographics & Risk Factors form is attached to the Child Profile, the three Demographics Missing Data dashboards, comprised of data collected on that form, as well as the Child Missing Data tab, are linked to an associated Child Profile list. The Caregiver Missing Data tab links to a list of associated Caregiver Profiles.

What is counted in this report:

This report will count data from the forms listed above if:

- ✱ The child and/ or caregiver profile shows that it is 'enrolled' during the date range, meaning:
 - The profile has an enrollment date that is prior to the End Date selected on the report, and
 - The profile either does not have a discharge date, or the discharge date is after the Start Date selected on the report
- ✱ For the Demographics Missing Data tabs: data will only show as "Complete" if:
 - A Demographics & Risk Factors form is associated with the actively enrolled child and has a date of activity within the selected reporting period, and
 - Data has been entered for the question on that form

All mandatory fields across the dashboards are denoted with an asterisk *. Counts are drawn from the total of associated, actively enrolled profiles, except in the case of follow-up questions branching from a selection of "other", for example, "Language child speaks at home 'Other'" will

show Missing vs Complete data out of all forms indicating “Other” for the response to “Language child speaks at home.”

Note: If a child is showing as ‘missing’ in the count of “Demographics & Risk Factors Form Completed for Reporting Year”, it means no such form has been completed for the child with a date of activity falling within the selected reporting year.

Using the child/ caregiver list in this report:

Selection of any segment of a reported date element – missing or complete – will filter the child/ caregiver list to the right with only those profiles counted in that segment (see figure 1):

Figure 1: Selecting the segment of “Missing” in a given data point on the report will filter the list to the right with the corresponding profiles.

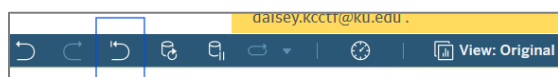
Note: If you wish to return to your original default view of the report and remove all added filters, click on the 'Reset View' button in the blue navigation bar at the bottom of the report dashboard.

Demographics & Risk Factors Form Completed for Reporting Year*	3,542	3,981
	Missing	Complete

Child ID	Child Name	Date of Activity
19-14564	Redacted	Missing
19-14571	Redacted	Missing
19-14594	Redacted	Missing
19-14607	Redacted	Missing

Note: Selecting segments of these bars as a filter is *additive*, meaning you need to click on the selected segment again to de-select it before selecting a different segment if you wish to only look at a particular missing or complete data segment associated client list. Alternately, clicking the ‘Reset View’ button on the blue navigation bar at the bottom of the report dashboard will return the report to its default view (see figure 2).

Figure 2: ‘Reset View’ button on the blue navigation bar at the bottom of each report dashboard:



Filters used in this report

The Caregiver and Child Demographics reports utilize the following filters to allow users to modify the data displayed on the reports (see figure 3):

- ✳ Reporting Year: This will limit data displayed in the report to only show profiles who are ‘enrolled’ in the selected reporting year
- ✳ Select Grantee, Select Organization, Select Program: This is for users with access to more than one Grantee, Organization, or Program in DAISEY to allow them to filter down to the specific data they wish to see

Figure 3: Filter Menu for Risk Factors Report

Start Date	End Date	Grantee Name	Organization Name	Program Name
6/1/2025	5/31/2026	(All)	(All)	(All)

*The start and end dates are based on child's active status using a combination of child enrollment and discharge dates.

daisey.ku.edu/ecbg

Direct questions to the DAISEY help desk: daisey.kcctf@ku.edu