Office of Refugee Resettlement Services for Survivors of Torture

Entering Program Data Points in RADS

September 30, 2020

Overview

- ORR SOT Data Reporting Requirements and Reference Documents

- New User Access to RADS SOT Database

- Update of Changes to RADS SOT Database for FY20

- Tips for Providing Quality Data

- Review of RADS SOT Database

- Question and Answer

Reporting Requirements and Reference Documents

- SOT Program Data Points FORM

- SOT Program Data Points USER GUIDE

- FY20 SOT Reporting Guidelines for the Performance Progress Report (PPR) and Program Data Points (PDP)

- ORR SOT Database FY20 Training: Entering PDP in RADS (this presentation)

- New User Request Form

Requesting New User Access to the Refugee Arrival Data System (RADS)

- Grantee completes the New User Request Form
- Grantee sends an email with the completed New User Request Form to SOT program officer
- SOT program officer sends request for new account to RADS point person
- A registration email is sent to the grantee
- The new user has up to 48 hours to log in before registration expires
- New users are asked to read and accept the Rules of Behavior, create a password, and set up security questions
- Upon attempting to log in for the first time, a one-time use PIN is sent to the new user to authenticate the account; enter the PIN to continue with the login process

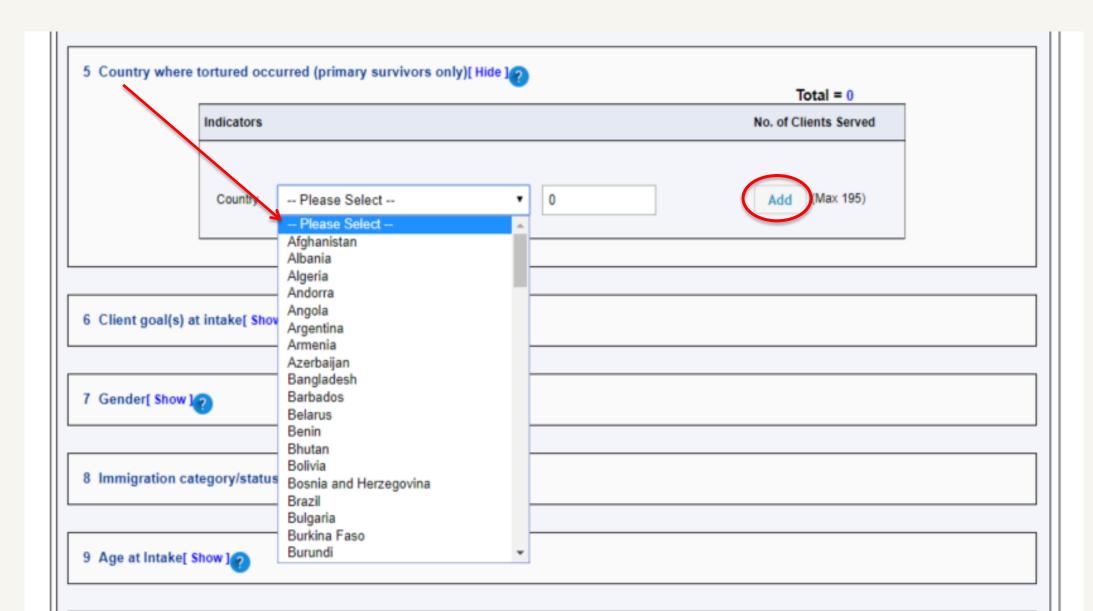# PDP Updates and
Tips for Entering Quality Data

Data Point (DP) 1: New primary + continuing primary + new secondary + continuing secondary = TOTAL CLIENTS

=	≤	≥
DP7: Gender	DP2: Age when tortured	DP6: Goal at intake
DP8: Immigration Status	DP3: Type of torture*	DP17: Clients served by service category
DP9: Age at Intake	DP4: Reason for torture*	
DP12: Length of time	DP5: Country where torture occurred*	
DP13: Country of Origin	DP10: Education prior to arrival	
DP14: Ethnicity	DP11: Employment status	
DP15: Religion	DP16: Languages used	
	DP20–25: Outcomes	

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*or could potentially be ≥

Updated Drop-down Lists for FY20:
Data Points 5 (Country Where Torture Occurred), 13 (Country of Origin), 14 (Ethnicity), 16 (Languages Used)

- Long lists: Use the drop-down options reference document to see all the options on one page

- Beware of alternate spelling of the same option and similar spelling of different options

- Unable to specify if *Other* option is selected
  - ORR may follow up

Data Point 5: Country Where Torture Occurred

Data Points 5 and 13 Drop-down Options

Data Point 5: Country where torture occurred
Data Point 13: Country of origin

Afghanistan
Albania
Algeria
Andorra
Angola
Antigua and Barbuda
Argentina
Armenia
Australia
Austria
Azerbaijan
Bahamas
Bahrain
Bangladesh
Barbados
Belarus
Belgium
Belize
Benin
Bhutan
Bolivia
Bosnia and Herzegovina
Botswana
Brazil
Brunei Darussalam
Bulgaria
Burkina Faso
Burundi
Cabo Verde
Cambodia
Cameroon
Canada
Central African Republic
Chad
Chile
China
Colombia
Comoros
Congo, The Democratic Republic of the

Congo, The Republic of
Costa Rica
Côte D'Ivoire
Croatia
Cuba
Cyprus
Czech Republic
Denmark
Djibouti
Dominica
Dominican Republic
East Timor (Timor-Leste)
Ecuador

Egypt
El Salvador
Equatorial Guinea
Eritrea
Estonia
Eswatini (Swaziland)
Ethiopia
Fiji
Finland
France
Gabon
Gambia
Georgia
Germany
Ghana
Greece
Grenada
Guatemala
Guinea
Guinea Bissau
Guyana
Haiti
Honduras
Hong Kong
Hungary
Iceland

India
Indonesia
Iran
Iraq
Ireland
Israel
Italy
Jamaica
Japan
Jordan
Kazakhstan
Kenya
Kiribati
Kosovo
Kuwait
Kyrgyzstan
Lao
Latvia
Lebanon
Lesotho
Liberia
Libya
Liechtenstein
Lithuania
Luxembourg
Madagascar
Malawi
Malaysia
Maldives
Mali
Malta
Marshall Islands
Mauritania
Mauritius
Mexico
Micronesia
Moldova
Monaco
Mongolia
Montenegro
Morocco

Mozambique
Myanmar (Burma)
Namibia
Nauru
Nepal
Netherlands
New Zealand
Nicaragua
Niger
Nigeria
North Korea
North Macedonia
Norway
Oman
Pakistan
Palau
Palestine
Panama
Papua New Guinea
Paraguay
Peru
Philippines
Poland
Portugal
Qatar
Romania
Russia
Rwanda
Saint Kitts and Nevis
Saint Lucia
Saint Vincent and the Grenadines
Samoa
San Marino
Sao Tome and Principe
Saudi Arabia
Senegal
Serbia
Seychelles
Sierra Leone
Singapore

Slovakia
Slovenia
Solomon Islands
Somalia
South Africa
South Korea
South Sudan
Spain
Sri Lanka
Sudan
Suriname
Sweden
Switzerland
Syrian Arab Republic
Taiwan
Tajikistan
Tanzania
Tibet
Thailand
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turkmenistan
Tuvalu
Uganda
Ukraine
United Arab Emirates
United Kingdom
United States of America
Uruguay
Uzbekistan
Vanuatu
Vatican City
Venezuela
Vietnam
Yemen
Zambia
Zimbabwe

Data Points 5 and 13: Country Where Torture Occurred and Country of Origin

- All countries included
  - "Other" option shouldn't be used
- Alphabetic, but check for countries known by more than one name
  - The Democratic People's Republic of Korea listed as North Korea
  - Burma listed as Myanmar
- Double-check countries with similar names
  - Congo, The Republic of vs. Congo, The Democratic Republic of
  - Equatorial Guinea vs Guinea vs Guinea Bissau (vs. Papua New Guinea)
- Certain autonomous regions, contested territories, and states not universally recognized as sovereign are also included (e.g., Taiwan, Tibet, Palestine, etc.).
  - Hong Kong new addition for FY20

Data Point 14: Ethnicity

14 Ethnicity[Hide]

Total = 0

Indicators	No. of Clients Served

Ethnicity   -- Please Select --   0   Add   (Max 200)

-- Please Select --
Acholi
Afghani
Afrikaner
Akan
Akan
Alawite
Albanian
Amhara
Anglophone
Arab
Armenian
Assyrian
Azerbaijani
Azeri
Baganda
Baganda
Bakogo
Bakoko
Bakongo

15 Religion[Show]

16 Languages used[Show]

17 Client served by service ca

18 People trained by professic

11

Data Points 14 Drop-down Options

Data Point 14: Ethnicity

Acholi
Afghan
Afrikaner
Akan
Alawite
Albanian
Amhara
Anglophone Cameroonian
Arab
Armenian
Assyrian
Azande, Mangbetu, Zande
Azeri, Azerbaijani
Baloch
Bamar, Burman
Bantu: Abakiga, Kiga, Mukiga
Bantu: Baganda, Ganda, Muganda
Bantu: Bakongo, Kongo, Wakongo
Bantu: Baluba, Kasai Luba, Muluba, Mulumba
Bantu: Bamileke
Bantu: Banyoro, Munyoro, Nyoro
Bantu: Basoga, Musoga, Soga
Bantu: Batooro, Toro
Bantu: Bembe, Babembe, Mubembe, Wabembe
Bantu: Hutu
Bantu: Kikuyu
Bantu: Muyankole
Bantu: Other ethnic group
Bantu: Other ethnic group from Cameroon
Bantu: Other ethnic group from DRC
Bantu: Other ethnic group from Uganda
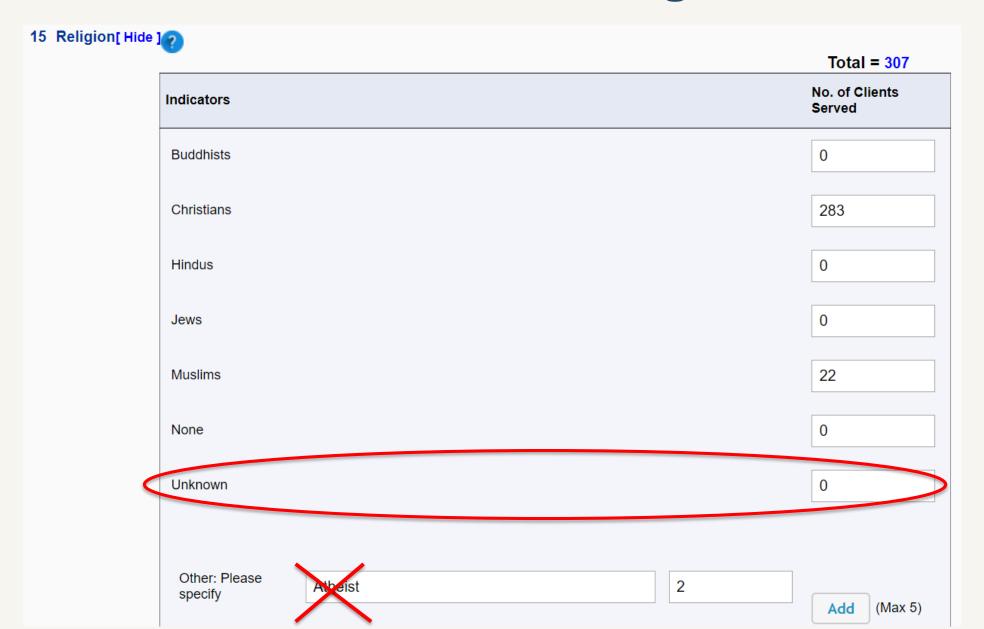Bantu: Other ethnic group the Congo Republic
Bantu: Ovimbundu
Bantu: Pende
Bantu: Shona
Bantu: Somali
Bantu: Songye, Songe
Barwan, Bravanese
Bashi, Mushi, Shi
Bassa
Belarusian

Bengali
Benin, Bini, Edo
Berber, Mozambite
Bosniak, Bosnian
Cameroon Highlander
Chaldean
Chin
Croat
Darod, Darood
Deprecated
Dinka
Egyptian
Ewe
Fula, Fulani, Peuls
Fur
Gabooye, Goulaye, Madhiban
Garifuna
Gouran, Toubou
Grebo, Kru
Guere, Krahn, Wee
Gurage
Hadiya
Han Chinese
Hausa
Hazara
Hispanic, Latino
Ibo, Igbo
Jewish
Kabye
Kachin
Karen
Kazakh
Khmer
Kinh, Vietnamese
Kpelle
Kunama
Kurdish
Kyrgyz, Kyrghyz
Lhotshampa (Bhutanese)
Loma, Lorma, Toma
Luo
Lurs
Maasai
Malinke, Mandingo, Mandinka
Mandaean

Mandé: Dyula, Dioula, Juula
Mandé: Mende
Mandé: Other
Maya: Kanjobal, Q'anjob'al
Maya: Kekchi, Q'eqchi
Maya: Mam
Maya: Other
Moldovian
Mole, Mossi, Sing
Nepali
Nuba
Nubian
Oromo
Other
Palestinian
Pashtun
Persian
Punjabi
Rohingya
Roma, Romani
Russian
Saho
Serbian
Sinhalese
Somali
Soninke
Tajik
Tamil
Tegarus, Tigrayan, Tigrinya
Temne
Tibetan
Turkish
Tutsi: Banyamulenge
Ukrainian
Unknown
Uyghur
Wolof
Yoruba
Zaghawa, Beri

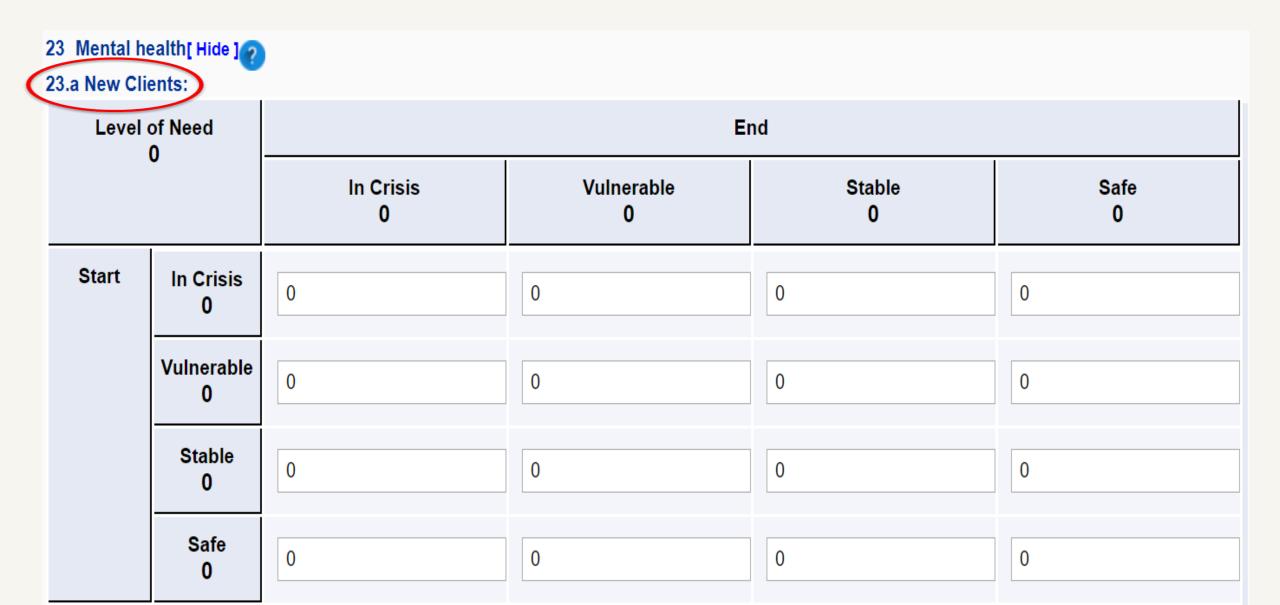# Ethnicity Drop-down Options

- Updated list based on grantees' FY19 data (work in progress)
- Alphabetic, but check for ethnicities known by more than one name or with alternate spelling
  - Benin, Bini, Edo
- Double-check different ethnicities with similar names
  - Nuba vs Nubian; Mandaean vs Mandé vs Mende
- Ignore "Deprecated" option
- If "Other" option selected, ORR may follow up for more information

Data Point 14: Ethnicity

- Ethnicity is not the same as Nationality or Country of Origin (but, sometimes it is); definitions of some ethnicities may overlap
  - Somali vs Bantu: Somali
  - Lhotshampa (Bhutanese) vs Nepali
  - Hispanic/Latino vs Mayan

- Bantu, Mandé, Maya groups
  - Maya: Kekchi, Q'eqchi are different than K'iche', Quiché. For K'iche, Quiché, enter as Maya: Other

Bantu: Abakiga, Kiga, Mukiga
Bantu: Baganda, Ganda, Muganda
Bantu: Bakongo, Kongo, Wakongo
Bantu: Baluba, Kasai Luba, Muluba, Mulumba
Bantu: Bamileke
Bantu: Banyoro, Munyoro, Nyoro
Bantu: Basoga, Musoga, Soga
Bantu: Batooro, Toro
Bantu: Bembe, Babembe, Mubembe, Wabembe
Bantu: Hutu
Bantu: Kikuyu
Bantu: Muyankole
Bantu: Other ethnic group
Bantu: Other ethnic group from Cameroon
Bantu: Other ethnic group from DRC
Bantu: Other ethnic group from Uganda
Bantu: Other ethnic group the Congo Republic
Bantu: Ovimbundu
Bantu: Pende
Bantu: Shona
Bantu: Somali
Bantu: Songye, Songe

ADMINISTRATION FOR
CHILDREN & FAMILIES

Data Point 15: Religion

15 Religion[Hide]

Total = 307

Indicators	No. of Clients Served
Buddhists	0
Christians	283
Hindus	0
Jews	0
Muslims	22
None	0
Unknown	0
Other: Please specify	Atheist	2	Add	(Max 5)

Data Point 15: Religion

- New "Unknown" option
- Use "None" option for atheists, agnostics, nonbelievers, unaffiliated
  - From the SOT PDP User Guide:

    None: Refers to people who self-identify as atheists or agnostics, as well as those who say their religion is "nothing in particular"

- Include denominations and sects under their respective major religion
  - Orthodox Christians, Catholics, Seventh-day Adventists, and Jehovah's Witnesses were listed as "Other" in FY19 data → categorize as "Christians"
  - Alevis, Shiites, and Ismailis were listed as "Other" in FY19 data → categorize as "Muslims"
- Examples of correct "Other" options in FY19 data: Bahá'ís, Sikhs, Zoroastrians, Kirats

ADMINISTRATION FOR
CHILDREN & FAMILIES

Data Points 16 Drop-down Options

Data Point 16: Language used

Acholi	Kachin	Tamil
Albanian	Karen	Telugu
Amharic	Khmer	Thai
Anuak	Kigegere	Tibetan
Arabic	Konkani	Tigrinya
Aramaic	Korean	Turkish
Azerbaijani	Kuki-Chin: Hakha Chin,	Twi
Bantu: Ciluba, Tshiluba	Lai, Siyin, Zo	Ukrainian
Bantu: Kibembe	Kunama	Unknown
Bantu: Kikongo	Kurdish	Urdu
Bantu: Kikuyu	Kyrgyz	Uzbek
Bantu: Kinyabwisha,	Maa, Maasai	Vietnamese
Kinyamulenge	Mai-Mai, Maay Maay	Wolof
Bantu: Kinyarwanda	Mandarin	Yoruba
Bantu: Kirundi	Mandé: Mandingo,	Zaghawa
Bantu: Lingala	Mandinka	
Bantu: Luganda	Mandé: Other	
Bantu: Runyankole,	Mandé: Soninke	
Nkore	Mayan: K'iche', Quiche	
Bantu: Shona	Mayan: Kanjobal,	
Bantu: Swahili	Q'anjob'al	
Bengali	Mayan: Kekchi, Q'eqchi	
Berber	Mayan: Mam	
Bini, Edo	Mayan: Other	
Bosnian	Mongolian	
Burmese	Ndebele	
Cambodian	Nepali	
Chichewa	Oromo	
Croatian	Other	
Dari, Farsi, Persian	Pashto	
Deprecated	Patwa (Patois)	
Dinka	Polish	
Dutch	Portuguese	
Dzongkha	Punjabi	
English	Rohingya	
French	Romani	
Fulah	Russian	
German	Sango	
Haitian Creole	Serbian	
Hausa	Sinhalese	
Hindi	Somali	
Igbo	Spanish	

Languages Used Drop-down Options

- Updated list based on grantees' FY19 data (work in progress)
- Alphabetic, but check for languages known by more than one name, with alternate spelling, or related dialects
  - Dari, Farsi, Persian; Kuki-Chin: Hakha Chin, Lai, Siyin, Zo
- Double-check different languages with similar names
  - Amharic vs Aramaic
- Ignore "Deprecated" option
- If "Other" option selected, ORR may follow up for more information
- Bantu, Mandé, Maya languages

It's Complicated

https://en.wikipedia.org/wiki/Mayan_languages

https://en.wikipedia.org/wiki/Bantu_peoples

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Outcome Indicators: New Clients

23 Mental health[Hide]

23.a New Clients:

Level of Need 0		End			
		In Crisis 0	Vulnerable 0	Stable 0	Safe 0
Start	In Crisis 0	0	0	0	0
	Vulnerable 0	0	0	0	0
	Stable 0	0	0	0	0
	Safe 0	0	0	0	0

Outcome Indicators: Continuing Clients

23.b Continuing Clients:

Level of Need 113		End			
		In Crisis 2	**Vulnerable 11**	**Stable 39**	**Safe 61**
Start	**In Crisis 12**	1	3	5	3
	Vulnerable 35	1	8	12	14
	Stable 53	0	0	22	31
	Safe 13	0	0	0	13

Instructions

- Login to: https://rads.acf.hhs.gov/rads
- Go to SOT → Queue
- Click New to start a new SOT PDP form
- Expand the form; fill in the details
- Save the form; form can still be edited
- Submit the form; form is then locked (grantee can no longer edit it)
- Grantee can only edit the form if it is rejected by the ORR

Login Portal

Logging in

Trouble Signing in?

Forgot User ID? Click this link and enter your email to begin the process of recovering your user ID.

Forgot Password? Click this link and enter your user name to begin the process of recovering a forgotten password.

Locked out? User must email the administrator by following the link provided on the bottom of the login page.

SOT PDP Forms are in the Queue

New SOT PDP Form

Data Entry

Program Indicators: Data Points 1 to 9

PROGRAM INDICATORS1 [Hide]

1 Client Count During Reporting Period[Show] ?

2 Age when first subjected to torture (primary survivors only)[Show] ?

3 Type(s) of torture suffered (primary survivor only)[Show] ?

4 Reason(s) for Torture (primary survivors only)[Show] ?

5 Country where tortured occurred (primary survivors only)[Show] ?

6 Client goal(s) at intake[Show] ?

7 Gender[Show] ?

8 Immigration category/status at intake[Show] ?

9 Age at Intake[Show] ?

Program Indicators: Data Points 10 to 19

10 Education prior to arrival (for clients above 18 years age at intake)[Show] ?

11 Employment in the U.S at intake (for clients above 18 years of age at intake)[Show] ?

12 Length of time in the U.S. at intake[Show] ?

13 Country of Origin[Show] ?

14 Ethnicity[Show] ?

15 Religion[Show] ?

16 Languages used[Show] ?

17 Client served by service category[Show] ?

18 People trained by profession[Show] ?

19 Hours contributed by pro bono service[Show] ?
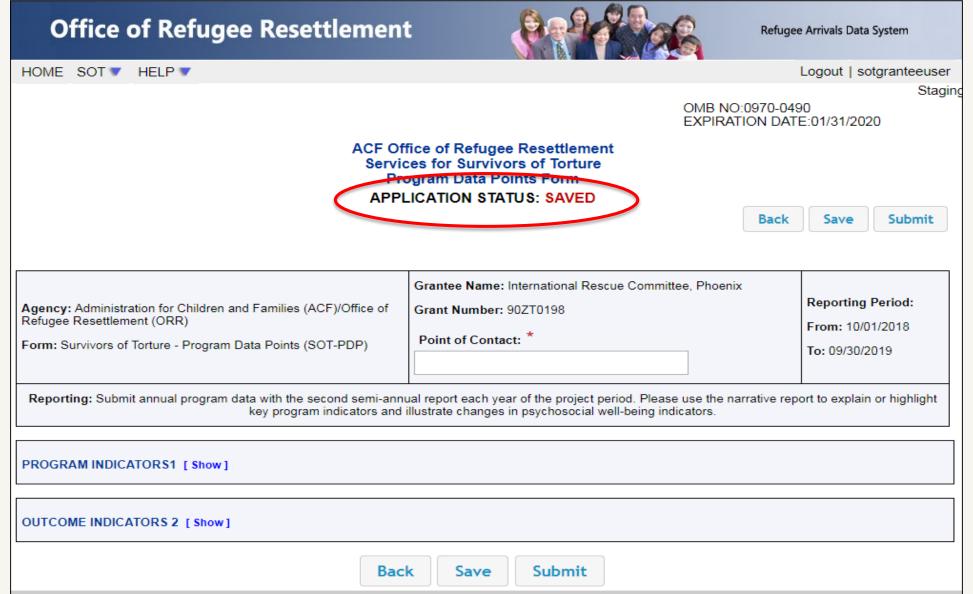
Data Point 1

Outcome Indicators : Data Points 20 to 25

OUTCOME INDICATORS 2 [Hide]

Client-level Information [Show]

20 Legal Immigration[Show]

21 Housing[Show]

22 Physical health[Show]

23 Mental health[Show]

24 Access to community resources[Show]

25 Support system in the U.S.[Show]
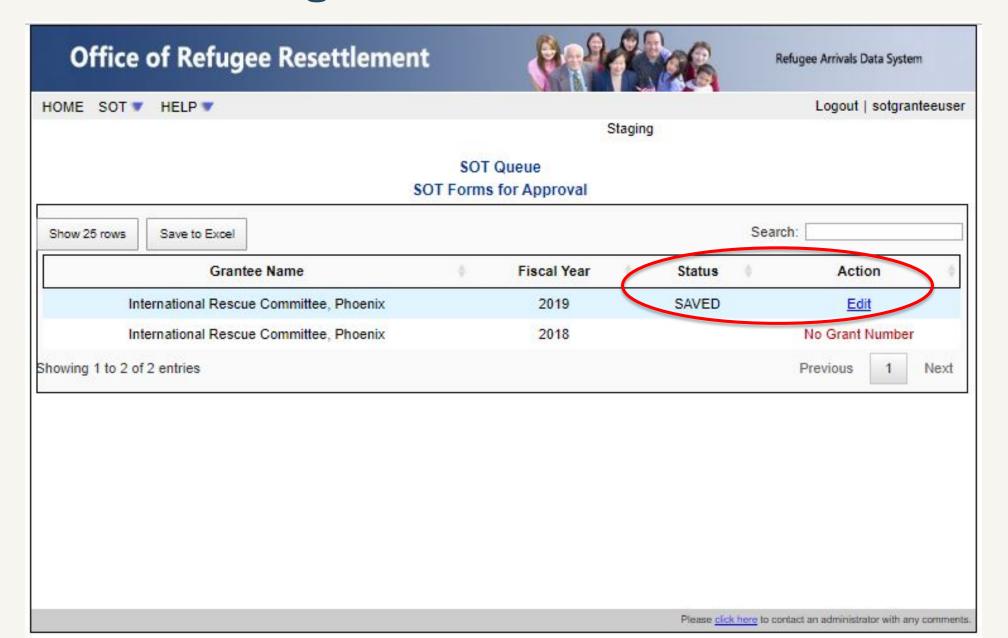
Outcome Indicators

OUTCOME INDICATORS 2 [Hide]

Client-level Information [Hide]

- Indicate the primary tool from which you have derived the client-level data you are reporting here in the aggregate:

☐ SOT-PWI-S   ☐ Our Program Tool   ☐ Case File Review   ☐ Other: Please specify

- Complete all of the boxes for each data point below to show aggregate changes in the level of need.

20 Legal Immigration[Show] ?

21 Housing[Show] ?

22 Physical health[Show] ?

23 Mental health[Show] ?

24 Access to community resources[Show] ?

25 Support system in the U.S.[Show] ?

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Back, Save, or Submit

23 Mental health[Hide] ?

Level of Need 40	End			
	In Crisis 10	Vulnerable 10	Stable 10	Safe 10

Start		In Crisis 10	Vulnerable 10	Stable 10	Safe 10
Start	In Crisis 40	10	10	10	10
	Vulnerable 0	0	0	0	0
	Stable 0	0	0	0	0
	Safe 0	0	0	0	0

24 Access to community resources[Show] ?

25 Support system in the U.S.[Show] ?

Back   Save   Submit

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Saving the PDP Form

Editing the Saved PDP Form
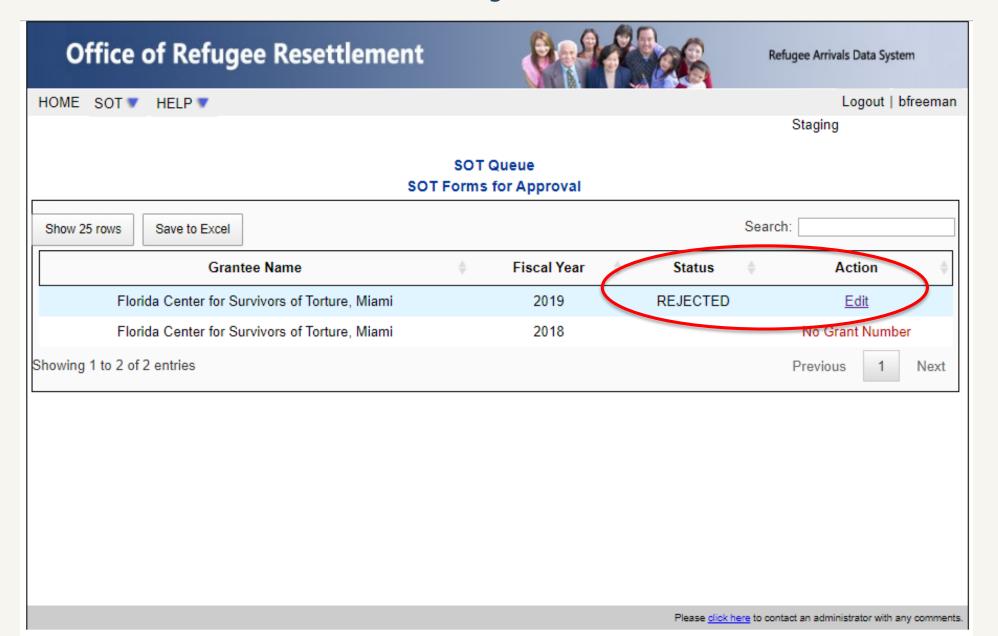
Submitting the PDP Form
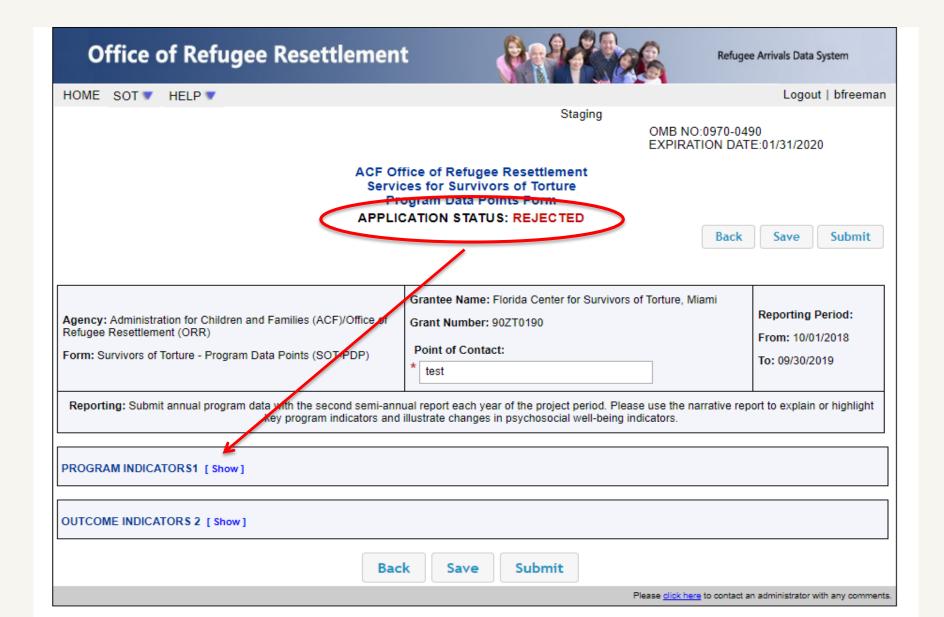
View After the PDP Form is Submitted

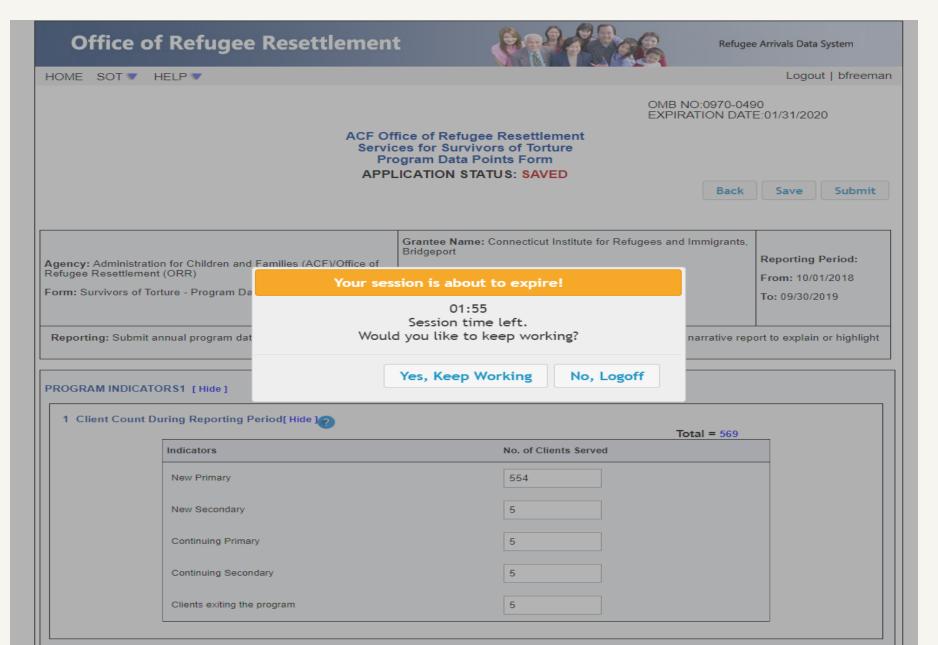# View After ORR Accepts the PDP Form

View After ORR Rejects the PDP Form

Editing After ORR Rejects the PDP Form

Timing Out During Use

Questions?