

Data Management Group Policy

Data Validation Process

Policy Identification Number: DMG-2008-004-DQ
Policy Name: Data Validation Process
Date Approved: December 11, 2008
Approval Authority: Data Management Group (DMG)
Statutory Reference: N/A

Policy Statement: No data under the purview of the DMG reported to the DPI will be accepted into the authoritative source system until it passes a data validation process.

Reason for Policy: The quality of data in the various independent DPI source systems is a DPI concern. To ensure the highest level of data quality, data must pass through a validation process prior to being stored within an authoritative source system database. This will give users the opportunity to ensure values are within acceptable range prior to storing the data within the database. This process will also help to ensure that reports using the authoritative source system data will contain valid data.

Policy Details and Related Documents: No policy details exist for this policy.

Related Documents: The DMG Policies 2008-001-DQ Authoritative Data Elements and 2008-005-DQ Implementing the Data Validation Process, provide details on implementing the data validation process.

Contacts: Questions related to this policy or exception to the policy should be directed to the Enterprise Data Manager at 919-807-3241.

Revision History:

Version #	Version Date	Source file	Description of Change	Author
002	3/16/09	N/A	Removal of Name	KC Elander

This policy applies to all data used by the agency in the performance of its mission. This data includes any that is collected, stored, processed, and/or disseminated using DPI information systems.