



MiDataHub - Direct Certification Reference Guide

1. There are two lookup options an authorized user in the Student Information System (SIS) will be able to perform as part of the Direct Certification functionality:
 - a. Single Student Direct Cert Lookup:
 - i. An authorized user will be able to search CEPI's direct cert data to determine whether a child is eligible for free/reduced meals via direct certification.
 - b. Report of Direct Cert Eligibility (District)
 - i. An authorized user will be able to request data from the most recently updated Direct Certification report for their district. This report contains all students directly certified to receive free/reduced meals.
2. Specific fields (identified below) are retrieved through both options (Single Student and District), routed through MiDataHub, and back to the SIS where varying on how the process was developed by each system may either generate a report with the data, present it on a screen, or in some cases (varying on the development in the system) may update the comparable fields in each SIS and Food service system appropriately.

Fields included in the Direct Certification lookup are listed below. Please note the actual names of these fields may vary based on how each SIS developed the functionality uniquely for their system:

Field Name	Description
Identification Code	Student UIC Number
School ID	School Facility Number
StudentUniqueID	Local Student ID number
Direct Certification Eligibility DHHS Category	Provides the program (Medicaid Free, Medicaid Reduced, SNAP, TANF, Foster care). that qualifies the student as being Direct Certification eligible.
Exit Withdraw Date	District Exit Date
Direct Certification Eligibility Begin Date	Students eligibility date. Provides the date a student was eligible from the direct certification import. This date is typically logged into the students account within the Student Information food service system. In some SIS this field could be the effective date on a student's food service record.
Last Direct Cert Run Date	The date of the most recent direct certification refresh from the state