

Exhibit 2.3.c.8 *Guidelines for Data Interpretation and Use* (excerpt from Data Use Report, p. 2)

Guidelines for Data Interpretation and Use:

1. Assess the quality and adequacy of the data. Considerations include:
 - a. *Sampling methods, representativeness of sample, and sample size.* Is this a large, random and representative sample from the appropriate population? If not, what biases, outliers, or other limitations have impacted the inferences drawn from these data?
 - b. *Reliability and validity.* Is there evidence of reliability (e.g., stability over time, internal consistency, inter-rater reliability)? Are the inferences drawn from these data supported by other evidence?
 - c. *Purpose of the data collection.* Is the decision congruent with the intended use of these data?
2. Maintain the anonymity and confidentiality of individuals; do not use names or other data that will reveal identity in this report.
3. Interpret data objectively, without regard to personal experience and knowledge of individuals, programs or the unit.
4. Consider alternative interpretations and solutions before proceeding with a course of action.
(Assessment Committee, 2010)