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**Juvenile Welfare Board
of Pinellas County**
14155 58th St. N., Ste. 100
Clearwater, FL 33760
P: 727.453.5600
F: 727.453.5610
JWBPinellas.org
@JWBPinellas

DATE: July 30, 2026

TO: JWB Funded Providers

FROM: Karen Boggess, Interim Chief Executive Officer

RE: JWB Provider Town Hall Meeting – Questions and Responses

1. Question: Can you explain this further? *Direct Data Upload (DDU) Providers: Standardized crosswalks for fields like race/sex are being sent out. Custom Site IDs assigned last year will now be strictly enforced (invalid IDs will block data transfer).*

Response: These items are only applicable for programs using Direct Data Uploads (DDU) to provide data to JWB.

JWB Values Crosswalk

The JWB Values Crosswalk is intended to support data standardization and reporting consistency across providers. JWB will provide a list of standardized values (such as race and sex), and providers will identify the corresponding values used within their own data systems. The completed crosswalk will help ensure that data submitted through DDU can be accurately mapped, processed, and reported. JWB will provide instructions and timelines directly to each DDU provider.

SITE ID Requirement

Beginning in FY27, all DDU providers must use the SITE IDs assigned by JWB for their funded programs. These IDs were distributed to providers last year and are used to ensure that submitted data is correctly associated with the appropriate program and site.

Providers that are not currently using their assigned SITE IDs will see a notice on their DDU Integration Report identifying the issue. Starting in FY27, records submitted without a valid JWB-assigned SITE ID will not be processed until the appropriate SITE ID is included. Providers are encouraged to review their current configuration and make any necessary updates prior to FY27 implementation.

2. Question: Are electronic versions of consents still acceptable?

Response: Yes. Providers may continue to use electronic consent forms, provided they contain the exact language included in the JWB Consent Form available on the JWB Provider webpage (<https://www.jwbpinellas.org/providers/>). The electronic consent process must capture all required elements of a valid consent, including the participant's name, the date consent was obtained, and the signature of the parent, legal guardian, or other authorized representative, as applicable. Electronic consent records must be retained and made available upon request.