

## CORNERSTONE REFERENCE MANUAL

### Appendix L – Racial/Ethnic Data Collection

#### APPENDIX L – RACIAL/ETHNIC DATA COLLECTION

These guidelines reflect the Federal Office of Management and Budget (OMB) guidelines.

##### ETHNICITY

**Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central America, or other Spanish culture or origin, regardless of race. The term, “Spanish origin”, can be used in addition to “Hispanic or Latino”.

##### **Not Hispanic or Latino**

##### RACE

**American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

**Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korean, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**Black or African American.** A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” or “Negro” can be used in addition to “Black or African American”.

**Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**White.** A person having origins in any of the original peoples of Europe, Middle East, or North Africa.

##### Minimum Racial/Ethnic Data Requirements for Cornerstone

Ethnicity is documented in Cornerstone on the Participant Enrollment screen (PA03) under **Hispanic Origin**. Users will select ONE ethnic category:

00 Not Hispanic or Latino  
01 Hispanic or Latino

Race is documented in Cornerstone on the Participant Enrollment screen (PA03) under **RACES**. Users will be able to document up to SIX race codes:

10 White  
20 Black or African American  
50 Asian  
60 American Indian/Alaska Native  
70 Native Hawaiian/Oth Pac Islndr  
80 Other

If code 50 - Asian is selected users will need to identify an Asian Sub-Category from the following options:

CN- CHINESE  
IN- INDIAN  
JP- JAPANESE

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KR- KOREAN  
PH- PHILIPINO  
VN- VIETNAMESE  
XX- OTHER

Examples:

Kenya's mother states Kenya is not Latino and her race is both White and Black. On the Participant Enrollment screen (PA03) the user would enter the following:

**Hispanic Origin: 00 NOT HISPANIC OR LATINO**

**RACES: 10 WHITE  
20 BLACK OR AFRICAN AMERICAN**

Rashadd's father states Rashadd is not Latino. He says he is Asian as they are from Pakistan. On the Participant Enrollment screen (PA03) the user would enter the following:

**Hispanic Origin: 00 NOT HISPANIC OR LATINO**

**RACES: 50 ASIAN**

**Asian Sub-Category: IN- INDIAN**

Rosie states she is Latino and her race is both White and Black. On the Participant Enrollment screen (PA03) the user would enter the following:

**Hispanic Origin: 01 HISPANIC OR LATINO**

**RACES: 10 WHITE  
20 BLACK OR AFRICAN AMERICAN**