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## Q/A from the Annual EDN Conference

June 10, 2015

**Q.** Should the Services Coordinator (SC) sign the MDT and should they indicate Yes or No in regards to whether they agree with the MDT decision?

**A.** *The Services Coordinator cannot agree/disagree with the MDT decision, however the SC can sign that they were present for the MDT conference.*

**Q.** Can a child start on an IFSP if they are referred after their 3<sup>rd</sup> birthday, but before August 31<sup>st</sup> of the school year?

**A.** *A child referred to EDN after the 3<sup>rd</sup> birthday must be referred to the school district for Part B evaluation/services. EDN can only provide evaluation and services to children referred prior to the 3<sup>rd</sup> birthday.*

*NDE Rule 52-003.15 & DHHS 480 NAC 3-001 Infant or toddler with a disability means an individual under three years of age who needs early intervention services.....*

**Q.** Should the Annual transition notice be provided to the parent at the transition conference/IFSP meeting or should it be sent to the parent prior to the IFSP meeting?

**A.** *DHHS 480 NAC 3-009.01 states, "The annual notice must be provided to the family at the transition conference which shall contain..."*

*Therefore, the parent must be provided the Annual Transition Notice at the transition conference/IFSP meeting which must be held at least*

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*90 days, and not more than 9 months, prior to the toddler's third birthday.*

**Q.** Is the Services Coordinator required to offer to the family that they can attend the IEP meeting?

**A.** *Yes. Rule 52-007.05 states, "In the case of a child who was previously served as an infant or toddler under Part C of the Individuals with Disabilities Education Act, an invitation to the initial IEP meeting shall, at the request of the parent, be sent to the Part C services coordinator or other representatives of the Part C system to assist with the smooth transition of services".*

*Therefore, it is the responsibility of the SC to inform the family of this right during the transition planning, per DHHS 480 NAC 3-009.04(3).*

**Q.** Since the Services Coordinator takes the lead with the transition process, are they responsible for writing the transition plan and doing classroom visits-family and carrying out other aspects of the transition plan? Or should that be the provider?

**A.** *The Services Coordinator is responsible for the development and written version of the transition plan, as the transition plan is contained within the IFSP.*

*DHHS 480 NAC 3-008.06 (4) states, "The services coordinator shall draft the IFSP document, which must contain the following elements:*

*(h) Transition from EDN: The IFSP must include the steps and services to be taken to support the transition of the child to preschool or other services.*

*The transition plan will reflect who is responsible for the transition steps and services. The team will decide who should be responsible in carrying out the transition activities which could be the family, Services Coordinator, EDN provider, etc.*

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**Q.** Will the IFSP informed consent page and need to be signed at each IFSP meeting? Will the IFSP Family Choice re: consent for EI services or special education services need to be signed at each IFSP meeting after the transition conference is held?

**A.** *Yes. The IFSP informed consent page must be signed at each IFSP meeting. The IFSP Family Choice re: consent for EI services or special education services must be signed at each IFSP meeting held on and after the first transition conference/IFSP transition planning meeting.*

**Q.** Do we need to begin used the revised IFSP and the Annual Transition Notice immediately?

**A.** *Yes. The Annual Transition Notice template provided at the EDN conference is not a required template form, however the written Annual Transition notice provided to a family must include all regulatory required content.*

**Q.** How do family surveys impact the PRT determinations? Is it just the rate of return, content/responses, etc. that determine the rating?

**A.** *Family survey/outcome data is part of your PRT performance data and Determination Results. A PRT must meet the state target in the performance of the Family Outcome survey data in order to receive a point in the Determination related to this indicator. The family survey responses are analyzed by PRT and these responses determine the performance rating for each PRT.*

**Q.** Does the TIP take the place of PRT grant or are we required to complete a TIP and a PRT with four components grant?

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**A.** *The TIP is encompassed within the PRT Grant components. PRT's will not need to submit a separate TIP and PRT Grant. The PRT Grant has been revised to reflect all the required elements of the TIP.*

**Q.** Can there be a break in services for 0-3 to provide the provider with a break?

**A.** *No. Early intervention/EDN services must be provided on a year round continuous basis.*

*Rule 52-007.07A states, FAPE early intervention services provided by the school district or approved cooperative may not be interrupted or modified or otherwise changed for reasons unrelated to the child's needs such as service provider availability or scheduling.*

**Q.** How do districts code preschool special education settings data in NSSRS?

**A.** *Settings data is reported to NDE by districts through NSSRS. It is part of the federal child count data collected as of October 1 each year. Settings definitions have been established by OSEP and are included in the "Special Education NSSRS Data Element Definitions" guidance document and the "Preschool Environments Decision Tree".*

**Q.** Should all children seen in a child care center be reported as in a regular early childhood program?

**A.** *Yes. There are no NDE criteria to be met for a child care center to be considered a regular early childhood program.*

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**Q. How do I view children in an Early Head Start programs in GOLD OSEP child level reports?**

**A. Only children marked as being on an IEP or IFSP in GOLD are included in the OSEP child level reports. If you need assistance in running GOLD reports, please contact Barb Jackson at [bjjackso@unmc.edu](mailto:bjjackso@unmc.edu).**

**Q. If a child's placement is determined to be preschool, but the district doesn't have one or it is full, what should be done?**

**A. A district may develop a program, or contract with another district or community/Head Start program. Changing the child's placement to meet the current available options is not compliant with IDEA.**

**Q. For a preschool child with an IEP being served in the home, how does the district report the percent of time in special education?**

**A. Enter 100% special education. The percent of time on SRS/NSSRS is a required field and must have a value entered. The percent of time for preschool children is not analyzed however, for school age children it is analyzed and reported to OSEP.**