


Part C Indicator 45 Day Timeline Verification Report (C7)

Introduction of Three New Verification Reports to
Assist in Meeting the 45 Day Timeline

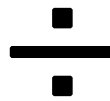


Reasons for 45 Day Timeline Verification Reports (C7)

- ▶ Will assist AEA in monitoring compliance with 45 day timeline. Compliance is set at 100%.
 - ▶ Aid in research and correction of missing and incorrect data.
 - ▶ Will allow research and correction of data closer to time the data was entered.
 - ▶ Will result in fewer records being sent to AEAs by the DE for correction for APR.
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Measurement for 45 Day Timeline

- ▶ (Number of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45 day timeline)



- ▶ (Number of eligible infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted)

45 Day Verification Reports Found on Data Entry Specific Reports Screen

Area Education Agency IMS - Version 4.0 - Windows Internet Explorer

https://www.aeaims.org/ims/aeaims.htm

File Edit View Favorites Tools Help

Area Education Agency IMS - Version 4.0

Data Entry Specific Reports

Data Verification

- > [Service Location](#) (For Testing Purposes)
- > [DHS Licensed Records](#) (For Testing Purposes)
- > [45 Day Timeline for Part C](#) (4/21/09: To Be Developed)
- > [Consent and Determination](#)
- > [Early Childhood Outcomes](#) (4/21/09: To Be Developed)
- > [Invalid Social Security Numbers](#)
- > [Invalid Initial IEP](#)
- > [Notification to Resident AEA](#)
- > [Required Data](#)
- > [Staff & Assignment Data](#)
- > [Student & Services Data](#)

[60 Day Timeline Records to be Corrected or Completed](#)

[60 Day Timeline Data to be Verified](#)

[All 60 Day Timeline Records for 2009-2010](#)

[45 Day Timeline Data to be Corrected or Completed](#)

[45 Day Timeline Records to be Verified](#)

[All 45 Day Timeline Records for 2009-2010](#)

[Implemented IEPs \(From IEP, Not IMS data\)](#)

[Unimplemented IEPs \(From IEP, Not IMS data\)](#)

General

- > [Record of Use - Reports](#)
- > [Record of Use - Student Find](#)
- > [Students on the count \(consecutive year comparison\)](#)
- > [Weighted Enrollment History](#)

Training

Main Menu Save Preferences

start | Internet | 100% | 12:37 PM

Fields Currently in 45 Day Verification Report

- ▶ IMS Child ID
- ▶ State ID
- ▶ Last Name
- ▶ First Name
- ▶ DOB
- ▶ Res AEA
- ▶ Intake/Referral Date
- ▶ Initial IFSP Meeting Date
- ▶ Days Diff
- ▶ Reason Meeting Not Held Within 45 Days
- ▶ Has Service?
- ▶ Service Coordinator

45 Day Timeline Records to be Verified

IMS Child ID	State ID	Last Name	First Name	DOB	Res AEA	Res Dist	Intake/referral Date (AECEF)	Init. IFSP Meeting Date	Days Diff	Reason Meeting Not held within 45 days	Has Service?	Service Coordinator
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Report 1: 45 Day Timeline Data to be Corrected or Completed

▶ Report Selection Criteria:

- Any child who has an Intake/Referral Date between July 1, 2009 and June 30, 2010.

AND

- Value in “Reason if meeting not held within 45 days” field contains anything other than AG, FA, or OT.

OR

- Value in “Reason if meeting not held within 45 days” is blank

OR

- Initial IFSP Meeting Date is entered as occurring before Intake/Referral Date.

Report 2: 45 Day Timeline Records to be Verified

- ▶ Report Selection Criteria:
 - All infants and toddlers who have an Intake/Referral Date entered into IMS.
 - If Days Diff is greater than 45
- ▶ These records will need to be verified for accuracy.
- ▶ Some AEAs will have a blank report—This is the Goal!

Report 2: 45 Day Timeline Records to be Verified, continued

- ▶ Once on this report, a case may remain the entire year.
- ▶ AEAs can keep track of the records that were previously verified. This will prevent AEAs having to look up the same case that was verified in reaction to an earlier verification report.
 - Keep a file of all previously verified cases, or;
 - Add a column to record comments regarding previously verified cases. Compare this list to present report.

Report 3: All 45 Day Timeline Records for 2009–2010

▶ Report Selection Criteria:

- All infants and toddlers who have an Intake/Referral Date entered into IMS between July 1, 2009 and June 30, 2010.
- Cases will appear if child has an Intake/Referral meeting but NO initial IFSP meeting. These children are NOT eligible to be included in count for Indicator C7.



IMS Data Entry Summary

Web IFSP Status =

Meeting Date: 03/02/2010 Type: Initial Alternate Student ID: _____

Child: Peter Pan Date of Birth: 07/08/2009 Gender: M

Child Lives with: _____ Relationship: _____ Foster Care: _____
 Address: _____ Phone: H: ()- -
 W: ()- -
 C: ()- -
 City: IA Email: _____

Child Lives with: _____ Relationship: _____
 Address: _____ Phone: H: ()- -
 W: ()- -
 C: ()- -
 City: IA

Resident District: Spencer Attending District: Spencer
Resident County: Clay

Ethnicity: Hispanic: No Ethnicity Determination by: _____
 Race: American Indian Asian African American Hawaii/Pac Island White
 Race Determination by: _____

Eligibility:
 Referral/Intake Date: 08/05/2009 Delayed: Yes Delay Reason: FA
 Is Child Eligible: _____ Basis for Elig: _____ IT Code: _____
 Parent Signed Consent for Evaluation: No Parent Signed Consent for Services: _____

Service Coordination:
Current: Sally Phelps SC Begin Date: 12/01/2009 SC End Date: / /

Duration of this IFSP: From: 03/02/2010 To: 09/01/2010

New or Continuing EI Services:

Service	Begin Date	Provider	Sessions	Per	Intensity	Months	Delay Reason
SC	03/02/2010	Sally Phelps	1			6	

Additional Forms Include: ();

Intake/Referral Date Found on Consent and Eligibility Screen

Area Education Agency IMS - Version 4.0 - Windows Internet Explorer

https://www.aeaims.org/ims/aeaims.htm

File Edit View Favorites Tools Help

Area Education Agency IMS - Version 4.0

Demo Adult Intervention Activity Results ESYS Elig Asst Tech Services Disability Severity Plan

Consent and Eligibility

Pick

Date Received in Public Agency:

Eligibility Meeting Held Date:

Date IEP Meeting Held (Part C to B Only):

If Eligibility Meeting not held within 60 calendar days of receipt of signed Consent for Evaluation

Reason for delay:

Meeting Not Held Reason:

If Eligibility Meeting Not Held by Child's 3rd Birthday:

Reason for delay:

If IEP was not initiated by the child's 3rd birthday:

Reason for delay:

Student is Eligible:

Primary Contact (Last, First) (Optional)

45 Day Timeline for Part C:

Intake/Referral Date:

Reason if meeting held not within 45 days:

Return Search Copy New Main Menu Cancel Save

Done

Internet 100%

start

Inbox - Micros... C7 Verificatio... Notes regardi... Microsoft Exc... IMS Data Entr... Microsoft Pow... Area Educatio...

12:43 PM

Initial IFSP Meeting Date Found on Plan Screen

The screenshot displays the 'Area Education Agency IMS - Version 4.0' web application in Internet Explorer. The browser's address bar shows the URL <https://www.aeaims.org/ims/aeaims.htm>. The application's navigation menu includes tabs for Demo, Adult, Intervention, Activity, Results, **ESYS**, Elig, Review, Asst Tech, Services, Disability, Severity, and Plan. The 'Plan' tab is active, and a 'Pick' button is visible next to it.


The main content area is titled 'Plan' and contains a form with the following fields and options:

- Meeting Date (highlighted with a red oval)
- Plan Type
- Meeting Type
- Service Coordinator
- Duration of Plan: From
- Duration of Plan: To
- Projected Duration
- Reevaluation is due:
- ESYS Status
- District Wide Assessment
- % of Time not in GE
- Medicaid Consent Authorized? (checkbox)
- Date Medicaid Consent Signed
- Special Considerations (checkboxes for Behavior, Communication, Braille, Assistive Technology, Limited English, Health)
- Comments

At the bottom of the form, there is a row of buttons: Return, Search, Copy, New, Main Menu, Cancel, Save, Severity, Results, **ESYS**, and Review.

The Windows taskbar at the bottom shows the Start button, several open applications (Inbox, C7 Verificatio..., Notes regardi..., Microsoft Exc..., IMS Data Entr..., Microsoft Pow...), and the system tray with the date and time (12:46 PM).

Next Steps

- ▶ The DE suggests running these reports every month. This will assist the AEAs in monitoring compliance with the 45 day timeline requirement.
 - ▶ If you find problems with the report results, such as missing records or records that should not be included in the report, contact Michelle.
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Next Steps

- ▶ Data are to be corrected in IMS. It is not necessary to correct data on Excel spreadsheet.
- ▶ You do not need to contact either the DE or IMS when verification/correction is complete.
- ▶ For technical assistance contact Tim Glenn (Tim.Glenn@iowa.gov) or Michelle.

Questions?