

## Web IEP Version 6 Development List

Item #	Version 6	Item Description
1	Required	Update Race/Ethnicity to match new Federal requirements.
2	Required	Capture data when a Consent for Evaluation was not returned by a parent. We have no way in Version 5 to document that a Consent for Initial Evaluation was sent to a parent and never returned. The only way to do this in V5 is to record "Meeting Not held" and pick "Mutual Agreement" or "Evaluation Permission Withdrawn" for the reason. Electronically, there are three eligibility choices in V5: 1) Student is Eligible, 2) Student is not eligible, and 3) No Meeting was held, reason. Add "Consent not returned" on EDW as another field. This would allow the IEP and EDW documents to be submitted and implemented. This addition will be placed above section A.
3	Required	Update the Behavior Intervention Plan (BIP) and Functional Behavior Assessment (FBA). Use the forms approved and provided in December 2008.
4	Required	Add a "Progress Report" to graph setup navigation frame as a new report. This report will automatically print when a graph is printed and will be included in the archive file, immediately after the graph. This report will list the dates and values of assessments, along with comments written by the instructor.
5	Required	Add a field in the Required System Data section of Page A which will complete this statement "The student was placed in this school/facility at the direction of:" the choices to be included in the drop down list are: 1) Court Ordered – Iowa court has ordered the student to this facility, 2) Parent Choice – The parents have opted to place the student in this facility, 3) DHS Ordered – Iowa Department of Human Services ordered placement, 4) IEP Team Choice – IEP Team has chosen to place the student at this facility, 5) Student Choice – Student is independent and has chosen this facility.
6	Required	On the services table change: 1) PP from Paraprofessional Services to Medicaid Billable Paraprofessional Services, and 2) TA from Teacher Associate to Non-Medicaid Billable Teacher Associate or Paraprofessional.
7	Requested	Provide a comprehensive Duplicate Student repair and Add student utility for IMS staff. The utility would check the IMS Child ID to make sure the DOB characters are accurate for the DOB on the Child Demographic screen. If not accurate, the utility would repair the IMS child id and before correcting the Web IDEA tables with the new ID and removing the duplicate. The utility should also provide an "Add Studlist" button for Data Entry and higher access levels which would incorporate a "sounds like" search on name as part of the Add process.
8	Not in V6	Program an Exit process. The process would determine which IEP Meeting Type and additional forms are required based upon the grade and age of the student as well as the Exit code utilized. There would be a new "Exit Overview" screen, similar to the "Eligibility Overview". The "Exit Overview" would provide access to all the required forms plus any additional state forms the IEP team feels are needed. If a Final Exit code of RRT or RRC are used, require the meeting type to be Reevaluation and require Page R to be completed. The Bureau would need to provide direction for each Final Exit Code
9	Not in V6	Program the TR add student placement code. When a student transfers from one district or building to another, the student Placement code of TR could be selected. Usage of this code would include a "Transfer Screen" that would have information about the current services, date of transfer, new district, building etc. Completing the transfer would send an email to the IMS clerk for the district and request a transfer of services. The TR add record would last for 7 days and would prevent new IEP's from being started until the IMS services are updated.

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| 10 | Not in V6 | Add capabilities for personnel monitoring students on behalf of schools such as Iowa Braille and Sight Saving School, Iowa School for the Deaf, Cherokee and Independence. This will involve adding 'SM' (Statewide Monitoring) code to the "Student Placement" student codes for added students and adding a Statewide Monitoring permission that only the System Admin can grant. Persons who have Statewide Monitoring permission could add students to their Student List and those added students would not drop of the list in a set number of days. They would continue on the list indefinitely. Persons with SM permission provide monitoring on behalf of IBSS, ISD, Cherokee, Independence, etc.  |
| 11 | Not in V6 | Add a service for specialized transportation if a field "Are specialized transportation services required that are related to this disability?" on Page G is marked as "Y". If "Yes" is checked for "Are specialized transportation services required that are related to the disability?" on Page G, automatically create a service row on Page F which is coded TR and is "Service - No LRE Min". This will help insure that Transportation is documented for all students requiring this service.   |
| 12 | Not in V6 | Increase ease at which reviewers of IEPs can document notes. On Review Overview, when an IEP is brought up on the screen to review. This may require another frame. The purpose is to allow reviewers to create the notes as they review the IEP. According to consumers, it is difficult to remember the details of notes when navigating between screens. These notes would be part of the action log entry that is sent to the teacher when an IEP is returned to author. Also, review the need to continue all of the action log checkboxes. Perhaps Missing IEP form can be removed.  |
| 13 | Not in V6 | Program the "Goal Roster" back into the system. This report was left out of V5 because of time & priorities. More teachers were using this to record progress monitoring and print Report Cards (H) than previously believed. This will require new specs to be written. Allow the Goal Author and Collaborator fields to be editable after implementation. This will allow the authors to be changed when a student moves to a new building. The Goal Roster report can then be kept up to date for purposes of progress monitoring. The Archive will contain a record of who was the original author. In changing the author or collaborator, only show staff in the District bank that serve in the building of the StudList record.  |
| 14 | Not in V6 | Add the Medicaid Eligibility report to the Teacher menu. Per IMS Request <a href="http://www.aeaims.k12.ia.us/req1542.htm">http://www.aeaims.k12.ia.us/req1542.htm</a> , the "Medicaid Eligibility Report" will be placed on the Reports menu in the IEP system.   |
| 15 | Not in V6 | Print graphs without printing goals. Currently if consumers want to print all of the graphs, they must also print the goals along with the graphs. We need to add an option to print "All Graphs" so consumers don't need to print the goals.  |
| 16 | Not in V6 | Prevent a user from Submitting an IEP before the Meeting Date. Consumers have been known to enter the wrong Meeting Date on page A. This will produce a "DRAFT" watermark on the archive file created if the IEP is Implemented before the meeting date.   |
| 17 | Not in V6 | Add Support for Accommodation Request form to program.   |
| 18 | Not in V6 | Add an option to continue (copy) limited services info from the previous IEP. When New IEP is selected, have a process incorporated that looks for most recent IEP and offers the option to continue (copy) services (not Activity/Supports) from previous IEP to New IEP. A list of services with a "Continue" column checkbox could be displayed. Any service not continued would require an Exit reason and date. This will help transition the move from the count being taken from IMS data to the Count being taken from Web IEP data. Once the list is completed, either by checking continue or entering exit date and reason, any service "continued" would first appear on Page F in red. No Frequency, provider or minutes information will be copied, only explanation text and service code. Once the user reviews and completes the service row by adding the missing information, the service explanation text will appear black after the next save. Services not continued (exited) will appear as read only and will not print with Page F. These exited services will appear on Page F with the Exit Code and Exit Date. Any service copied with an "SD" code would need to have SD updated w |

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- 19 Not in V6 Add Primary Contact to EDW, and Consent for Evaluation forms. Add a field for Primary Contact / Service Coordinator on the EDW and Consent for Evaluation forms. This field would store the IMS Staff ID field and validate the content against the staff table. Only valid staff could be selected. The staff name from the EDW would also print on the IMS Data Summary.
- 20 Not in V6 Automatically update the form date in the footer. The form date for the footer will be standardized to look at one system field that stores the text which will be updated each year, such as "July 2009". This will eliminate the need to update all forms with the new information.
- 21 Not in V6 Default onto new forms the user/staff demographic information from the "My Preferences" rather than from IMS staff demographic. The user will then have control over the content, whereas in V5 the information comes from IMS and the user has no ability to edit the defaulted information.
- 22 Not in V6 Eliminate the printing of Milestones or Comments section on the Goal page, if there is no content. Milestones are only required if the student receives an alternate assessment. This would save a significant amount of paper and allow most goals to be printed on one page.
- 23 Not in V6 Make comment fields on ECO Summary bankable.
- 24 Not in V6 On the EER, display only one "Area of Concern" and allow the consumer to add more. Change the four "Area of Concern:" and related fields into an associated database child file. When a new EER is created, there would be only one "Area of Concern" present. If the user needed to define more areas of concern, they would need to click on an "Add" button. This will reduce the amount of wasted paper state wide needed to print the unfilled "Areas of Concern" in Version 5 and also allow more than 4 "Area of Concern" records to be documented on one form.
- 25 Not in V6 Create a new Service Roster Report for teachers. When the logged in user clicks the link, they will get a popup window with check boxes to select the following columns: Student (Last, First); IEP Attending Building; Meeting Date; Meeting Type; IEP Status; Service Code; Beginning Date; Time & Frequency. Service Description. Student and Building will be checked by default. The following columns will be sort columns: Student, Building. There will be a Print button at the bottom to send the report to the printer. The report will include all Activities/Supports, Service with LRE Minutes and Service-No LRE Minutes. The report will exclude services on all IEPs with a status of ARC. The report will contain all services where the logged in user is listed as the service provider on Page F.
- 26 Not in V6 Add a column on Goals Overview for author.
- 27 Not in V6 Allow basic information on a specific record to be viewed from the Student List. On the Student List, for an Added student, make the green number in the Status column into a link. When the link is clicked, a window will appear with the following information: Date added: 9/1/2008; Staff who added this record: John Doe; Teacher to whom the student is assigned: Mark Smith; Placement Code selected: RP
- 28 Not in V6 Send e-mail to second person when Implementing IEP. This request is to add an email address field to the IMS Building Demographic screen, to indicate an optional, additional person to receive Implemented IEP message(s). This idea originated from an AEA where a principal wanted to know whenever a new IEP was implemented for a student.
- 29 Not in V6 Print the Review Overview List. Put a Print button in the navigation frame of the Review Overview screen. When user wants to print the Review Overview list, pop up a report options window with checkboxes for each column in the table. The default checked boxes would be Last Name, First Name, Building, IEP Type and Status Code. All others could be unchecked, but with a Save Preferences button. This way the user can select the columns to have on the report. The report would be sorted the same as the current sort of the screen.
- 30 Not in V6 Make navigation to next goal easier for consumers. Add two small blue arrow buttons under the Goals Overview button on the Goal Page screen which allows the user to navigate to the next or previous goal without returning to the goals overview. Make these buttons "Save" before navigating.

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- 31 Not in V6 Change color when new IEP is due in one month. When the newest IEP is 11 months old, have the student name on Student List changes color to indicate that a new IEP is due in one month. Since the color Red is now used to indicate that a Submitted IEP has been returned because a problem was found, the color could change from the current blue to a dark Orange.
- 32 Not in V6 Program "Manifest Determination" form into Additional State forms. For Version 5, this form is available as a Word template and data are not stored in the database.
- 33 Not in V6 Provide an easy way for teachers to print all goals or all graphs for every student on their list. Better yet, would be a list of student names with checkboxes to check if they want the goals and/or graphs to print for that student. 4 times a year service providers (all teachers and SLPs) need to be able to print updated copies of all goal and graph pages. We need to be able to easily access the goal pages and graphs through a student list-without going into each individual IEP. And we need to be able to print from this. In the Web4 version we could update graphs from a student list, but not goal pages. And we could not print from this. We still needed to go into each IEP to print. Server resources required? (The Goal Roster provided this functionality in V4, but that capability was prioritized out of V5 due to programming time.)
- 34 Not in V6 Move Early Learning Standards to Core Content field. They are currently part of district standards and benchmarks. Because of the core curriculum, the question "can District Standards and Benchmarks be removed from the form?" needs to be addressed.
- 35 Not in V6 Enable email capabilities on Page A. Place an "E" button to the right of the Teacher/Service Provider on page A, which when clicked will bring up the user's email client addressed to that teacher, if there is a valid email address in the staff record. Do the same for parent one and parent two utilizing the email address data on Page A.
- 36 Not in V6 Program the V4 IMS Comparison Report and integrate it into the IMS Data Summary. This makes the IMS Data Summary print in Red any item on the IEP that represents a change from the current IMS information for the student. (V4 item not in V5.)
- 37 Not in V6 Make District Standards and Benchmarks printable. Provide 2 print buttons for user to print the district standards and benchmarks. Print All and Print Selected.
- 38 Not in V6 Change logo for Iowa IDEA.
- 39 Not in V6 Generate the FBA and BIP in specific situations. When on Page B, "Yes ... plan will be attached" is selected for Behavior, the FBA and BIP will automatically generate and be required. Before this is programmed, it would need to be determined if these forms are one per student (lifetime) and carry over from year to year with updating of new information.
- 40 Not in V6 Increase the size of the Page A email address for parents. Sometimes there isn't room to enter the entire address. The field would not need to display the entire address, just accept all of the characters.
- 41 Not in V6 Make the Page A Meeting Date enterable only by use of the calendar button.
- 42 Not in V6 If the meeting type is ReEvaluation, have the Incomplete Data Report require a Consent for Reevaluation.
- 43 Not in V6 Add suffix field to IEP and add student process. This will help reduce duplicates. For example, John Smith Jr. or John Smith III
- 44 Not in V6 If "Part Time" is checked in RSD section AND recommended weight is more than 1.0, and Grade is not PK, warn the consumer at the time of Submit with the following message: "A school age (Kdgn. – 12) weighted student is not typically designated as 'Part Time' in the Required System Data section at the bottom of Page A. Please confirm this designation before continuing with the Submit process"