# Rhode Island Department of Education Data Collection Specifications – Special Education Census Reporting

Last Updated on September 12, 2019

#### About

RAND BOARD OF HALLS

*Special Education Census Reporting* collection includes data on children with disabilities who receive special education and related services according to an individualized education program (IEP) or services plan under Part B of IDEA. This collection document includes reporting requirements for the 2019-20 school year – this includes special education and related services provided to students from July 1, 2019 through June 30, 2020.

#### Requirements

The *Special Education Census Reporting* data should be submitted to RIDE during the two collection periods that RIDE opens during each school year. The first collection period happens during the month of December and the second takes place during the month of May.

The *Special Education Census Reporting* data collection consists of 4 files: Student, Services, IEP Attendance and Evaluation. The data processing and data validation can begin only when all 4 files are submitted. LEAs which use RIDE's Special Education Census module can import the required data directly from the Special Education census. LEAs which have been given approval to use their local system for maintaining special education data can upload their data files through this module.

#### Changes for the 2019-20 School Year

Data fields previously required for the old Section 38 form have been removed from this collection because the old Section 38 is no longer valid for students ages 3-5. All students ages 3-5 must be using the new Section 38 form. One new field has been added to capture if the student received "Benefits Planning Information" on their Career Development Plan.

#### **Submission Process**

*Special Education Census Reporting* data can be submitted through eRIDE (<u>www.eride.ri.gov</u>) using the Special Education Census Reporting application. LEAs which use RIDE's Special Education Census module can import the data into the reporting module. LEAs which have been given approval to use their local system for maintaining special education data can upload their data files through this module.

Data Elements (Items in red are changes from the previous year's collection)

#### <u>Student File</u>

| FieldName | FieldNameLong             | FieldType | FieldLength | Required | ElementDescription  |
|-----------|---------------------------|-----------|-------------|----------|---|
| SASID     | State Assigned Student ID | TEXT      | 10          | Y        | State Assigned Student Identifier. This ID is unique at the State Level |

| Description District     | Domontine District                           | TEVT | 2           | N N      |   |
|--------------------------|--|------|-------------|----------|---|
| Reporting_District       | Reporting District                           | TEXT | 2           | Y        | 2-digit LEA codes   |
| Student_Last_Name        | Student Last Name                            | TEXT | 30          | Y        | Student Last Name   |
| Student_First_Name       | Student First Name                           | TEXT | 30          | Y        | Student First Name  |
| Student_Middle_Name      | Student Middle Name                          | TEXT | 30          | <u>N</u> | Student Middle Name   |
| Student_Date_of_Birth    | Student Date of Birth                        | DATE |             | Y        | Student Date Of Birth   |
| Grade                    | Student Grade                                | TEXT | 2           | Y        | Grade in which the student is enrolled  |
| Gender                   | Student Gender                               | TEXT | 1           | Y        | M/F   |
| Hispanic                 | Student Hispanic or Latino<br>Ethnicity      | TEXT | 1           | Y        | An indication that the individual traces his or her origin or descent to<br>Mexico, Puerto Rico, Cuba, Central and South America, and other<br>Spanish cultures, regardless of race. The term, "Spanish origin," can be<br>used in addition to "Hispanic or Latino."  |
| White                    | White  | TEXT | 1           | Y        | A person having origins in any of the original peoples of Europe, the<br>Middle East, or North Africa.  |
| Black                    | Black  | TEXT | 1           | Y        | A person having origins in any of the black racial groups of Africa. Terms<br>such as "Haitian" or "Negro" can be used in addition to "Black or African<br>American."   |
| Asian                    | Asian  | TEXT | 1           | Y        | A person having origins in any of the original peoples of the Far East,<br>Southeast Asia, or the Indian subcontinent, including, for example,<br>Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine<br>Islands, Thailand, and Vietnam.   |
| Native                   | Native                                       | TEXT | 1           | Y        | Student American Indian or Alaska native  |
| Pacific                  | Native Hawaiian or Other Pacific<br>Islander | TEXT | 1           | Y        | A person having origins in any of the original peoples of Hawaii, Guam,<br>Samoa, or other Pacific Islands.   |
| School_Code              | State Assigned School Code                   | TEXT | 5           | Y        | School where student is attending   |
| Status                   | Special Ed Status                            | TEXT | 1           | Y        | Active or inactive in program   |
| Primary_Disability       | Primary Disability                           | TEXT | 1           | Y        | (get disability listing from Data Dictionary)   |
| IEP/SP_Team_Meeting_Date | IEP/SP Team Meeting Date                     | DATE |             | Y        | Last time team met to review student's IEP/SP   |
| Transportation           | Transportation                               | TEXT | 1           | Y        | Children who receive special transportation, which has been specified as a related service on the IEP, will require YES in this area. All others will receive a No.   |
| Private_School_Enrollee  | Private School Enrollee                      | TEXT | 1           | Y        | Select Yes for all students who attend a private or parochial school who<br>receive special education services provided by the public school.<br>Preschool children who attend private nursery schools do not fall into<br>this category because mandatory education begins in kindergarten.  |
| Servicing_District       | Servicing District                           | TEXT | 2           | Y        | For students receiving services at public schools, district where they are receiving services, otherwise (i.e. services in non-public school for services, reporting district)  |
| Assessment_Accomodation  | Assessment Accommodation                     | TEXT | 1           | Y        | 1-No accommodation, 2-with accommodations, 3-alternate assessment   |
| IEP/SP_Due_Date          | IEP/SP Due Date                              | DATE |             | Y        | The IEP Due Date enables the LEA to track when the next IEP for this student must be scheduled or completed.  |
| Summer_Exit              | Summer Exit                                  | TEXT | 1           | С        | Those students who were 'active' at the close of the previous school yea<br>and did not receive services at any point during the current school year.<br>Please note: Sometimes it does happen that a student returns to your<br>Special Education Census after you have Summer Terminated him/her.<br>In such cases, you need to remove the Summer Termination Reason. |
| Beneficiary              | Beneficiary                                  | TEXT | 1           | Y        | Children with Beneficiary status are those for whom costs are paid for by<br>the state or other agency. These students must have Yes selected in this   |
| 119-20 School Year       |  |      | Page 2 of 1 | 0        | Last Lindated On: Sentember 12, 201   |

|                        |                         |      |     |   | area. This includes students in Davies, School for the Deaf, or DCYF Program.                               |
|------------------------|-------------------------|------|-----|---|---|
| Case_Manager           | Case Manager            | TEXT | 60  | Ν | A Case Manager can be someone who oversees a student's IEP insuring that the IEP process is being followed. |
| Municipality           | Municipality            | TEXT | 2   | Y | 2-letter municipality code for the city/town where the student resides.                                     |
| /ledicaid_Number       | Student Medicaid Number | TEXT | 11  | N | Student Medicaid Number   |
| /edicaid_Eligible      | Medicaid Eligible       | TEXT | 1   | N | Is the student Medicaid eligible?   |
| Medicaid_Case_Worker   | Medicaid Case Worker    | TEXT | 25  | N | The Medicaid case worker for this student   |
| Parent_Last_Name       | Parent Last Name        | TEXT | 50  | N | Parent Last Name  |
| Parent First Name      | Parent First Name       | TEXT | 50  | N | Parent First Name   |
| Parent Address 1       | Parent Address1         | TEXT | 200 | N | Parent Address1   |
| Parent_Address_2       | Parent Address2         | TEXT | 200 | N | Parent Address2   |
| Parent_City            | Parent City             | TEXT | 100 | N | Parent City   |
| Parent State           | Parent State            | TEXT | 2   | N | Parent State  |
| Parent Zip             | Parent Zip              | TEXT | 10  | N | Parent Zip  |
| Parent_Home_Phone      | Parent Home Phone       | TEXT | 15  | N | Parent Home Phone   |
| Parent_Work_Phone      | Parent Work Phone       | TEXT | 15  | N | Parent Work Phone   |
| Parent_Cell_Phone      | Parent Cell Phone       | TEXT | 15  | N | Parent Cell Phone   |
| Parent_Email           | Parent Email            | TEXT | 200 | N | Parent Email  |
| Parent Language        | Parent Language         | TEXT | 50  | N | Parent Language   |
| Parent2 Last Name      | Parent2 First Name      | TEXT | 50  | N | Parent2 First Name  |
| Parent2 First Name     | Parent2 Address1        | TEXT | 50  | N | Parent2 Address1  |
| Parent2_Address_1      | Parent2 Address2        | TEXT | 200 | N | Parent2 Address2  |
| Parent2_Address_2      | Parent2 City            | TEXT | 200 | N | Parent2 City  |
| Parent2_City           | Parent2 State           | TEXT | 100 | N | Parent2 State   |
| Parent2_State          | Parent2 Zip             | TEXT | 2   | N | Parent2 Zip   |
| Parent2 Zip            | Parent2 Home Phone      | TEXT | 10  | N | Parent2 Home Phone  |
| Parent2_Home_Phone     | Parent2 Work Phone      | TEXT | 15  | N | Parent2 Work Phone  |
| Parent2_Work_Phone     | Parent2 Cell Phone      | TEXT | 15  | N | Parent2 Cell Phone  |
| Parent2 Cell Phone     | Parent2 Email           | TEXT | 15  | N | Parent2 Email   |
| Parent2_Email          | Parent2 Language        | TEXT | 200 | N | Parent2 Language  |
| Parent2 Language       | Parent2 First Name      | TEXT | 50  | N | Parent2 First Name  |
| Student_Home_Phone     | Student Home Phone      | TEXT | 15  | N | Student Home Phone  |
| Student Cell Phone     | Student Cell Phone      | TEXT | 15  | N | Student Cell Phone  |
| Student_Work_Phone     | Student Work Phone      | TEXT | 15  | N | Student Work Phone  |
| Student Address 1      | Student Address1        | TEXT | 200 | N | Student Address1  |
| Student_Address_2      | Student Address2        | TEXT | 200 | N | Student Address2  |
| Student_City           | Student City            | TEXT | 100 | N | Student City  |
| Student State          | Student State           | TEXT | 2   | N | Student State   |
| itudent Zip            | Student Zip             | TEXT | 10  | N | Student Zip   |
| itudent_Email          | Student Email           | TEXT | 200 | N | Student Email   |
| Student_Language       | Student Language        | TEXT | 50  | N | Student Language  |
| EdSurrogate Last Name  | EdSurrogate Last Name   | TEXT | 50  | N | Educational Surrogate Last Name   |
| EdSurrogate_First_Name | EdSurrogate First Name  | TEXT | 50  | N | Educational Surrogate First Name  |
| EdSurrogate_Address_1  | EdSurrogate Address1    | TEXT | 200 | N | Educational Surrogate Address1  |
| EdSurrogate_Address_1  | EdSurrogate Address2    | TEXT | 200 | N | Educational Surrogate Address2  |
| Lusuilogate_Addless_2  | Lugui Ogale Addressz    | ILAI | 200 |   | Lact Undated On: Contember 12, 20   |

| EdSurrogate_City              | EdSurrogate City  | TEXT | 100           | N | Educational Surrogate City   |
|-------------------------------|---|------|---------------|---|--|
| EdSurrogate_State             | EdSurrogate State   | TEXT | 2             | N | Educational Surrogate State  |
| EdSurrogate_Zip               | EdSurrogate Zip   | TEXT | 10            | N | Educational Surrogate Zip  |
| EdSurrogate_Work_Phone        | EdSurrogate Work Phone  | TEXT | 15            | N | Educational Surrogate Work Phone   |
| Assessment_Tools              | Assessment Tools  | TEXT | 1             | С | If the student is 14 or older, page 3 of the IEP includes one or more        |
|                               |   |      |               |   | transition assessments.  |
| Post_School_Goals             | Post School Goals   | TEXT | 1             | С | If the student is 14 or older, page 3 of the IEP includes one or more        |
|                               |   |      |               |   | measurable post school goals.  |
| Transition_Services           | Transition Services   | TEXT | 1             | С | If the student is 14 or older, page 5 of the IEP includes one or more        |
|                               |   |      |               |   | transition services.   |
| Assurance                     | Assurance   | TEXT | 1             | С | If the student is 14 or older, the Assurance of Transition Services (on      |
|                               |   |      |               |   | page 6 of the IEP) has been checked.   |
| Program_Study                 | Program Study   | TEXT | 1             | С | If the student is 14 or older, page 6 of the IEP includes program of         |
|                               |   |      |               |   | student to reach post-school goals.  |
| Reg_EC_Setting                | Regular EC Setting  | TEXT | 1             | e | Does the child attend a regular early childhood setting?                     |
| Reg_EC_Hours                  | Regular EC Hours  | TEXT | 5             | e | The total hours per week in regular early childhood program. If              |
|                               |   |      |               |   | Reg_EC_Setting=Y then required.  |
| Reg_EC_MajorityLocation       | Regular EC Majority Location                                  | TEXT | <del>15</del> | e | Where does the child receive the majority of special education and           |
|                               |   |      |               |   | related service?   |
| RegECSettingType_HS           | <del>Regular EC Setting Type - Head</del><br><del>Start</del> | TEXT | <del>1</del>  | e | Does the child attend a regular early childhood setting at a Head Start      |
| RegECSettingType_KG           | Regular EC Setting Type KG                                    | TEXT | <del>1</del>  | e | Does the child attend a regular early childhood setting at a                 |
|                               |   |      |               |   | Kindergarten?  |
| RegECSettingType_PrivS        | Regular EC Setting Type –                                     | TEXT | <del>1</del>  | e | Does the child attend a regular early childhood setting at a Private         |
|                               | Private School  |      |               |   | School?  |
| RegECSettingType_EarlyCare    | Regular EC Setting Type - Early                               | TEXT | 1             | e | Does the child attend a regular early childhood setting at a Early Care      |
|                               | Care Program  |      |               |   | program?   |
| RegECSettingType_InPresch     | <del>Regular EC Setting Type In</del><br><del>PreSchool</del> | TEXT | <del>1</del>  | e | Does the child attend a regular early childhood setting at a Pre School      |
| RegECSettingType_StFundPresch | Regular EC Setting Type – State                               | TEXT | 1             | e | Does the child attend a regular early childhood setting at a State Fund      |
|                               | Funded PreSchool  |      |               |   | Preschool?   |
| EC_Special_Ed_Program         | EC Special Ed Program   | TEXT | 1             | e | Does the child attend an Early Childhood Special Education Program?          |
| EC_Special_Ed_Program_Type    | EC Special Ed Program Type                                    | TEXT | <del>10</del> | e | Type of Early Childhood Special Education Program. If                        |
|                               |   |      |               |   | EC_Special_Ed_Program=Y then required.                                       |
| EC_Attends_Other              | EC Attends Other  | TEXT | 4             | e | Child attends a program other than Regular Early Childhood Program (         |
|                               |   |      |               |   | Early Childhood Special Education Program.                                   |
| EC_Attends_Other_Type         | EC Attends Other Type   | TEXT | <del>10</del> | e | Child receives some or all of their special education services in a settir   |
|                               |   |      |               |   | other than Regular Setting or Special Education Program.If                   |
|                               |   |      |               |   | EC_Attends_Other=Y then required.  |
| ElServices                    | Early Intervention Services                                   | TEXT | 5             | С | Did the child ever receive Early Intervention Services? If the student's     |
|                               |   |      |               |   | age is 3 on the collection date (12/1 or 6/30) then this field is required   |
| Orig_IEP_Date                 | Original IEP Date   | DATE |               | С | Date IEP Team met to write the Original IEP. If the student's age is 3 o     |
|                               |   |      |               |   | the collection date (12/1 or 6/30) then this field is required.              |
| Orig_IEP_Effective_Date       | Original IEP Effective Date                                   | DATE |               | С | Effective Date of the child's original IEP (Date first service began). If th |
|                               |   |      |               |   | student's age is 3 on the collection date (12/1 or 6/30) then this field i   |
|                               |   |      |               |   | required.  |

| EffectiveDateGreater3      | Reason Effective Date Was After<br>Child 3rd Birthday | TEXT | 5   | С | Reason Effective date was after the child's third birthday. LR=Late<br>Referral, PC=Parent Choice, VAC=Vacation, O=Other. If |
|----------------------------|---|------|-----|---|--|
|                            | cinia sia birthay                                     |      |     |   | Orig IEP Effective Date occurs after the 3rd birthday, and the ElServices  |
|                            |   |      |     |   | field='Trans' then this is required.   |
| EffectiveDateGreater3Other | Other Reason Effective Date                           | TEXT | 50  | С | If EffectiveDateGreater3 =O, required  |
|                            | Was After Child 3rd Birthday                          |      |     |   |  |
| CareerDevPlan              | Career Development Plan                               | TEXT | 1   | С | If the student is 14 or older, does this student have a Career   |
|                            |   |      |     |   | Development Plan?  |
| VocAssPerCentPlan          | Vocational Assessments And                            | TEXT | 1   | С | If the student is 14 or older, on the Career Development Plan does the   |
|                            | Person Centered Planning Tools                        |      |     |   | "My Transition Assessments" box include both vocational assessments  |
|                            |   |      |     |   | and person centered planning tools?  |
| SchBasedPrepExp            | My School Based Preparatory                           | TEXT | 1   | С | If the student is 14 or older, on the Career Development Plan are any of   |
|                            | Experiences   |      |     |   | the "My School Based Preparatory Experiences" (checked off)?   |
| IntTrialWorkExp            | Integrated Trial Work                                 | TEXT | 1   | С | If the student is 14 or older, on the Career Development Plan are there  |
|                            | Experiences   |      |     |   | any activities listed under the "Integrated Trial Work Experiences?"   |
| DateOfCareerDevPlan        | Date of Career Development                            | DATE |     | С | If the student has a Career Development Plan, what is the date of the  |
|                            | Plan  |      |     |   | plan?  |
| ECEnvironment              | Early Childhood Environment                           | TEXT | 5   | С | The early childhood environment  |
| ECNameOfProgram            | Name of Program                                       | TEXT | 200 | С | Name of the general early childhood program or integrated preschool  |
|                            |   |      |     |   | special education program. (Required only when ECEnvironment value is  |
|                            |   |      |     |   | between 1 and 14)  |
| EITransition               | Early Intervention Transition                         | TEXT | 10  | С | If the student is transitioning from Early Intervention, was the initial IEP   |
|                            |   |      |     |   | implementation date on or before the child's third birthday?   |
| ElTransitionDelay          | Reason for EI Transition Delay                        | TEXT | 20  | С | Reason for EI Transition Delay   |
| ElTransitionDelayOther     | Specify Other Reason for EI                           | TEXT | 100 | С | If Reason for EI Transition Delay is Other, then user must specify the   |
|                            | Transition Delay                                      |      |     |   | reason   |
| BenePlanInfo               | Benefits Planning Information                         | TEXT | 1   | С | If the student is 14 or older, on the Career Development Plan has the  |
|                            |   |      |     |   | student received "Benefits Planning Information?"  |

# Acceptable Values for Primary\_Disability

| Item Value | Value Name                | Definition/Description    |  |
|------------|---------------------------|---------------------------|--|
| Α          | Emotionally Disordered    | Emotionally Disordered    |  |
| В          | Intellectual Disabilities | Intellectual Disabilities |  |
| С          | Orthopedically Impaired   | Orthopedically Impaired   |  |
| D          | Other Health Impaired     | Other Health Impaired     |  |
| E          | Learning Disabled         | Learning Disabled         |  |
| F          | Deaf/Blind                | Deaf/Blind                |  |
| G          | Hearing Imparied-Deaf     | Hearing Imparied-Deaf     |  |
| Н          | Hearing Impaired - HH     | Hearing Impaired - HH     |  |
| 1          | Speech/Language Impaired  | Speech/Language Impaired  |  |
| J          | Blind/Visual Impaired     | Blind/Visual Impaired     |  |
| К          | Multi-Handicapped         | Multi-Handicapped         |  |
| L          | Developmentally Delayed   | Developmentally Delayed   |  |
| М          | Autism                    | Autism                    |  |
| N          | Traumatic Brain Injury    | Traumatic Brain Injury    |  |
| 40.000-11  | 1                         | Dana Elaf 10              | Lest Us date d Oxy Contemport 12, 2010 |

### Acceptable Values for Summer\_Exit

| Item Value | Value Name                   | Definition/Description       |
|------------|------------------------------|------------------------------|
| A          | Moved                        | Moved                        |
| В          | Objectives Met               | Objectives Met               |
| С          | At Parents Request           | At Parents Request           |
| D          | Deceased                     | Deceased                     |
| E          | Reassessment Indicated       | Reassessment Indicated       |
| F          | Dropped-out                  | Dropped-out                  |
| G          | Graduated                    | Graduated                    |
| Н          | Reached Age <del>21</del> 22 | Reached Age <del>21</del> 22 |
| I          | Other                        | Other                        |
| J          | Clerical Error               | Clerical Error               |
| L          | Graduated with Certificate   | Graduated with Certificate   |
| М          | Graduated w/ GED             | Graduated w/ GED             |
| N          | Transferred to GED           | Transferred to GED           |
| S          | State Terminated             | State Terminated             |

### Acceptable Values for Municipality

| Item Value | Value Name               | Definition/Description   |
|------------|--------------------------|--------------------------|
| BA         | Town of Barrington       | Town of Barrington       |
| BR         | Town of Bristol          | Town of Bristol          |
| BU         | Town of Burrillville     | Town of Burrillville     |
| CF         | City of Central Falls    | City of Central Falls    |
| СН         | Town of Charlestown      | Town of Charlestown      |
| CO         | Town of Coventry         | Town of Coventry         |
| CR         | City of Cranston         | City of Cranston         |
| CU         | Town of Cumberland       | Town of Cumberland       |
| EG         | Town of East Greenwich   | Town of East Greenwich   |
| EP         | City of East Providence  | City of East Providence  |
| EX         | Town of Exeter           | Town of Exeter           |
| FO         | Town of Foster           | Town of Foster           |
| GL         | Town of Glocester        | Town of Glocester        |
| НК         | Town of Hopkinton        | Town of Hopkinton        |
| JA         | Town of Jamestown        | Town of Jamestown        |
| JO         | Town of Johnston         | Town of Johnston         |
| LN         | Town of Lincoln          | Town of Lincoln          |
| LC         | Town of Little Compton   | Town of Little Compton   |
| MI         | Town of Middletown       | Town of Middletown       |
| NA         | Town of Narragansett     | Town of Narragansett     |
| NH         | Town of New Shoreham     | Town of New Shoreham     |
| NE         | City of Newport          | City of Newport          |
| NK         | Town of North Kingstown  | Town of North Kingstown  |
| NP         | Town of North Providence | Town of North Providence |

| NS | Town of North Smithfield  | Town of North Smithfield  |
|----|---------------------------|---------------------------|
| PA | City of Pawtucket         | City of Pawtucket         |
| PO | Town of Portsmouth        | Town of Portsmouth        |
| PV | City of Providence        | City of Providence        |
| RM | Town of Richmond          | Town of Richmond          |
| SC | Town of Scituate          | Town of Scituate          |
| SF | Town of Smithfield        | Town of Smithfield        |
| SK | Town of South Kingstown   | Town of South Kingstown   |
| TV | Town of Tiverton          | Town of Tiverton          |
| WR | Town of Warren            | Town of Warren            |
| WK | City of Warwick           | City of Warwick           |
| WG | Town of West Greenwich    | Town of West Greenwich    |
| WW | Town of West Warwick      | Town of West Warwick      |
| WE | Town of Westerly          | Town of Westerly          |
| WO | City of Woonsocket        | City of Woonsocket        |
| OS | Out of State Municipality | Out of State Municipality |

#### Acceptable Values for Reg\_EC\_MajorityLocation

| Item Value    | Value Name                      | Definition/Description          |
|---------------|---------------------------------|---------------------------------|
| OtherLocation | Other Location                  | Other Location                  |
| RegECProgram  | Regular Early Childhood Program | Regular Early Childhood Program |

#### Acceptable Values for EC\_Special\_Ed\_Program\_Type

| Item Value | Value Name           | Definition/Description |
|------------|----------------------|------------------------|
| ResFac     | Residential Facility | Residential Facility   |
| SepClass   | Separate Class       | Separate Class         |
| SepSch     | Separate School      | Separate School        |

#### Acceptable Values for EC\_Attends\_Other\_Type

| Item Value | Value Name                | Definition/Description    |
|------------|---------------------------|---------------------------|
| Home       | Home                      | Home                      |
| OtherLoc   | Other Location            | Other Location            |
| SerProvLoc | Service Provider Location | Service Provider Location |

#### Acceptable Values for ElServices

| Item Value | Value Name       | Definition/Description  |  |
|------------|------------------|---|--|
| Exit       | ElServices_Exit  | Student received Early Intervention Services but exited prior to referral to Part B |  |
| None       | ElServices_None  | No Early Intervention Services received   |  |
| Trans      | ElServices_Trans | Student received Early Intervention Services and is being transitioned from EI      |  |

#### Acceptable Values for EffectiveDateGreater3

| Item Value | Value Name    | Definition/Description  |  |
|------------|---------------|---|--|
| LR         | Late Referral | Late referral/moved into district late (less than 90 days before 3rd birthday)                                |  |
| 0          | Other         | Other (Must specify reason)   |  |
| PC         | Parent Choice | Parent Choice   |  |
| VAC        | Vacation      | Child turns 3 during a period of school closing such as summer or vacation (and child is not eligible for ESY |  |
|            |               | during that period)   |  |

# Acceptable Values for ECEnvironment

| Item Value | Value Name  | Definition/Description  |
|------------|---|---|
| 1          | Both General EC program and an Integrated Preschool Sp Ed<br>Program – at least 10 hours per week – majority in general | Child attends <b>both</b> GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL EDUCATION PROGRAM a total of <u>at least 10 hours</u> per week and receives the majority of Sp Ed and related |
|            | early childhood program   | services in the general early childhood program   |
| 2          | Both General EC program and an Integrated Preschool Sp Ed   | Child attends both GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL  |
|            | Program – at least 10 hours per week – majority in integrated   | EDUCATION PROGRAM a total of at least 10 hours per week and receives the majority of Sp Ed and related  |
|            | preschool Sp Ed program   | services in the integrated preschool Sp Ed program  |
| 3          | Both General EC program and an Integrated Preschool Sp Ed   | Child attends both GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL  |
|            | Program – at least 10 hours per week – majority in some   | EDUCATION PROGRAM a total of at least 10 hours per week and receives the majority of Sp Ed and related  |
|            | other location  | services in some other location   |
| 4          | Both General EC program and an Integrated Preschool Sp Ed   | Child attends both GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL  |
|            | Program – less than 10 hours – majority in the general early  | EDUCATION PROGRAM a total of less than10 hours per week and receives the majority of Sp Ed and related  |
|            | childhood program   | services in the general early childhood program   |
| 5          | Both General EC program and an Integrated Preschool Sp Ed   | Child attends both GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL  |
|            | Program – less than 10 hours – majority in the integrated   | EDUCATION PROGRAM a total of less than10 hours per week and receives the majority of Sp Ed and related  |
|            | preschool Sp Ed program   | services in the integrated preschool Sp Ed program  |
| 6          | Both General EC program and an Integrated Preschool Sp Ed   | Child attends both GENERAL EARLY CHILDHOOD PROGRAM and AN INTEGRATED PRESCHOOL SPECIAL  |
|            | Program – less than 10 hours – majority in some other   | EDUCATION PROGRAM a total of less than 10 hours per week and receives the majority of Sp Ed and related   |
|            | location  | services in some other location   |
| 7          | Only General EC program – at least 10 hours per week –  | Child attends GENERAL EARLY CHILDHOOD PROGRAM (does not attend an Integrated Preschool Special  |
|            | majority in general early childhood program   | Education Program) at least 10 hours per week and receives the majority of Sp Ed and related services in the  |
|            |   | general early childhood program   |
| 8          | Only General EC program – at least 10 hours per week –  | Child attends GENERAL EARLY CHILDHOOD PROGRAM (does not attend an Integrated Preschool Special  |
|            | majority in general early childhood program in some other   | Education Program) at least 10 hours per week and receives the majority of Sp Ed and related services in some   |
|            | location  | other location  |
| 9          | Only General EC program – less than 10 hours per week –   | Child attends GENERAL EARLY CHILDHOOD PROGRAM (does not attend an Integrated Preschool Special  |
|            | majority in general early childhood program   | Education Program) less than 10 hours per week and receives the majority of Sp Ed and related services in the   |
|            |   | general early childhood program   |
| 10         | Only General EC program – less than 10 hours per week –   | Child attends GENERAL EARLY CHILDHOOD PROGRAM (does not attend an Integrated Preschool Special  |
|            | majority in general early childhood program in some other   | Education Program) less than 10 hours per week and receives the majority of Sp Ed and related services in   |
|            | location  | some other location   |
| 11         | Only Integrated Preschool Sp Ed Program – at least 10 hours   | Child attends an INTEGRATED PRESCHOOL SPECIAL EDUCATION PROGRAM (does not attend a general early  |
|            | per week – majority in integrated preschool Sp Ed program   | childhood program) at least 10 hours per week and receives the majority of Sp Ed and related services in the  |
|            |   | integrated preschool Sp Ed program  |
| 12         | Only Integrated Preschool Sp Ed Program – at least 10 hours   | Child attends an INTEGRATED PRESCHOOL SPECIAL EDUCATION PROGRAM (does not attend a general early  |
|            | per week – majority in some other location  | childhood program) at least 10 hours per week and receives the majority of Sp Ed and related services in some   |
|            |   | other location  |
| 10 20 6-11 | ,   |   |

| 13 | Only Integrated Preschool Sp Ed Program – less than 10 hours | Child attends an INTEGRATED PRESCHOOL SPECIAL EDUCATION PROGRAM (does not attend a general early                    |
|----|--|---|
|    | per week – majority in integrated preschool Sp Ed program    | childhood program) less than 10 hours per week and receives the majority of Sp Ed and related services in the       |
|    |  | integrated preschool Sp Ed program  |
| 14 | Only Integrated Preschool Sp Ed Program – less than 10 hours | Child attends an INTEGRATED PRESCHOOL SPECIAL EDUCATION PROGRAM (does not attend a general early                    |
|    | per week – majority in some other location                   | childhood program) less than 10 hours per week and receives the majority of Sp Ed and related services in           |
|    |  | some other location   |
| 15 | Separate Class   | The child receives the majority of Sp Ed and related services in a separate class                                   |
| 16 | Separate School  | The child receives the majority of Sp Ed and related services in a separate school                                  |
| 17 | Residential Facility   | The child receives the majority of Sp Ed and related services in a residential facility                             |
| 18 | Home or caregiver's home                                     | The child receives the majority of Sp Ed and related services in the home or the caregiver's home                   |
| 19 | Service provider location or other location not in any other | The child receives the majority of Sp Ed and related services in service provider location or other location not in |
|    | category   | any other category  |

### Acceptable Values for ElTransition

| Item Value | Value Name | Definition/Description  |  |
|------------|------------|---|--|
| ONTIME     | On time    | Child transitioned from Early Intervention and the Initial IEP Implementation date was on or before the child's |  |
|            |            | 3 <sup>rd</sup> birthday.   |  |
| DELAY      | Delayed    | Child transitioned from Early Intervention and the Initial IEP Implementation date was not on before the        |  |
|            |            | child's 3 <sup>rd</sup> birthday.   |  |

### Acceptable Values for EITransitionDelay

| Item Value  | Value Name   | Definition/Description  |
|-------------|--|---|
| SCHCLOSE    | Child turned 3 during period of school closing             | Child turned 3 during period of school closing (weekends, holidays and vacations when child is ineligible for |
|             |  | ESY during that period)   |
| PARENTREFU  | Parental refusal to provide consent                        | Parental refusal to provide consent for evaluation or initial service   |
| FAILFOREVAL | Repeated parental failure to produce child for evaluations | Repeated parental failure to produce child for evaluations  |
| RELOCATE    | Relocation of family to new LEA during transition process  | Relocation of family to new LEA during transition process   |
| OTHER       | Other  | Other (Must specify reason)   |

### Service File

| FieldName                 | FieldNameLong             | FieldType | FieldLength | Required | ElementDescription  |
|---------------------------|---------------------------|-----------|-------------|----------|---|
| SASID                     | State Assigned Student ID | TEXT      | 10          | Y        | State Assigned Student Identifier. This ID is unique at the State Level |
| Student_Last_Name         | Student Last Name         | TEXT      | 30          | Y        | Student Last Name   |
| Student_First_Name        | Student First Name        | TEXT      | 30          | Y        | Student First Name  |
| Student_Middle_Name       | Student Middle Name       | TEXT      | 30          | N        | Student Middle Name   |
| Student_Date_of_Birth     | Student Date of Birth     | DATE      |             | Y        | Student Date Of Birth   |
| Service_Program_Continuum | Service Program Continuum | TEXT      | 1           | Y        | Type of program and associated cost centers                             |
| Service_Cost_Center       | Service Cost Center       | TEXT      | 5           | Y        | Service Cost Center - Based on association with certain                 |
|                           |                           |           |             |          | Service Program Continuum   |

| Service_Tuition                | Service Tuition              | TEXT | 10  | N      | Service Tuition  |
|--------------------------------|------------------------------|------|-----|--------|--|
| Service Account Number         | Service Account Number       | TEXT | 10  | N      | Service futtion  |
| Service Type                   | Service Type                 | TEXT | 7   | Y      | Service Account Number   |
| Related Service                | Related Service              | TEXT | , 1 | с<br>С | If Service_Type='RelServ', then Required                                   |
| Related Service Other          | Related Service Other        | TEXT | 50  | с<br>С | If Service Type='RelServ' and RelatedService='Q', then Required            |
| Service Provider               | Service Provider             | TEXT | 1   | Y      | Each service that a student receives should be recorded separately in this |
| Service_Frovider               | Service Frovider             | ILAI | T   | I      | area.  |
| Service_Record_Start_Date      | Service Record Start Date    | DATE |     | Y      | This date must reflect the date on which the pupil first receives this     |
|                                |                              |      |     |        | special education service from the specified Service Provider for this     |
|                                |                              |      |     |        | academic year.   |
| Service_Record_End_Date        | Service Record End Date      | DATE |     | N      | This date must be filled in only if the student stops receiving a service  |
|                                |                              |      |     |        | before the normal end of the school year. Then, the last day that the      |
|                                |                              |      |     |        | student receives a service should be recorded here. This Date must fall    |
|                                |                              |      |     |        | within the current school year and be used in conjunction with a service   |
|                                |                              |      |     |        | Termination Reason (Service End Reason).                                   |
| Service_End_Reason             | Service End Reason           | TEXT | 1   | N      | This field records the Reason why you are terminating a service within the |
|                                |                              |      |     |        | school year.   |
| Regular_Natural_Setting        | Regular Natural Setting      | TEXT | 1   | Y      | Does this service take place in the student's regular/natural setting?     |
| Service_Location               | Service Location             | TEXT | 5   | Y      | This code refers to school code for the facility at which the student      |
|                                |                              |      |     |        | receives the special education service. In most cases, the servicing       |
|                                |                              |      |     |        | location code will be the same as the School of Attendance recorded in     |
|                                |                              |      |     |        | the demographic section, but under certain circumstances, they may be      |
|                                |                              |      |     |        | different. Exceptions are: preschoolers served at home, students who       |
|                                |                              |      |     |        | receive home tutoring, students who receive related services from an       |
|                                |                              |      |     |        | outside service provider, or preschoolers who go to school just for a      |
|                                |                              |      |     |        | special service. The school codes are in your school Code Manual.          |
| Service_Record_Hours_per_day   | Service Record Hours per day | TEXT | 4   | Y      | This feature collects the number of Hours, to the tenth of an hour, that   |
|                                |                              |      |     |        | the student is receiving the service. The range of time accepted here is   |
|                                |                              |      |     |        | form a minimum of five minutes (0.1) to a maximum of 6 hours.              |
| Service_Record_Days_per_week   | Service Record Days per week | TEXT | 1   | Y      | This is the number of Days per Week that the child receives a service.     |
| Service_Record_Weeks_per_month | Service Record Weeks per     | TEXT | 1   | Y      | The number of Weeks per Month that the student receives the service is     |
|                                | month                        |      |     |        | recorded here.   |
| Service_Teacher_Name           | Service Teacher Name         | TEXT | 50  | N      | Service Teacher Name   |
| Service_Subject_Area           | Service Subject Area         | TEXT | 5   | N      | This field is for district use only.                                       |
| Service_Plan_District          | Service Plan District        | TEXT | 2   | С      | The RIDE 2 digit ID for the district where the student receive services;   |
|                                | Service Plan District        | ILAI | 2   | L      | The RIDE 2 digit iD for the district where the student receive services;   |

# Acceptable Values for Service\_Program\_Continuum

| Item Value    | Value Name                                   | Definition/Description                       |  |
|---------------|--|--|--|
| 0             | Service Plans for Non-Public Students        | Service Plans for Non-Public Students        |  |
| 1             | General Education with Supports and Services | General Education with Supports and Services |  |
| 2             | Special Class                                | Special Class                                |  |
| 3             | Non-Public Day                               | Non-Public Day                               |  |
| 4             | Homebound/Hospitalized                       | Homebound/Hospitalized                       |  |
| 5             | Pre-School                                   | Pre-School                                   |  |
| 6             | Resident Schools                             | Resident Schools                             |  |
| 010 20 Cabaal |  | Dece 10 of 10                                |  |

| 7 | IEP Service for Non-Public Students | IEP Service for Non-Public Students |  |
|---|-------------------------------------|-------------------------------------|--|
|---|-------------------------------------|-------------------------------------|--|

#### Acceptable Values for Service\_Cost\_Center

| Item Value | Value Name   | Definition/Description  |  |  |
|------------|--|---|--|--|
| 32202      | 1 - General Education with Supports and Services - School Year<br>- Within School District | 1 - General Education with Supports and Services - School Year - Within School District |  |  |
| 32203      | 2 - Special Class - School Year - Within School District                                   | 2 - Special Class - School Year - Within School District                                |  |  |
| 32204      | 2 - Special Class - Extended School Year - Within School District                          | 2 - Special Class - Extended School Year - Within School District                       |  |  |
| 32205      | 2 - Special Class - School Year - Tuition  | 2 - Special Class - School Year - Tuition   |  |  |
| 32206      | 2 - Special Class - Extended School Year - Tuition   | 2 - Special Class - Extended School Year - Tuition                                      |  |  |
| 32207      | 4 - Homebound/Hospitalized   | 4 - Homebound/Hospitalized  |  |  |
| 32208      | 3 - Non-Public Day, Non-Beneficiary - School Year  | 3 - Non-Public Day, Non-Beneficiary - School Year                                       |  |  |
| 32209      | 3 - Non-Public Day, Non-Beneficiary - Extended School Year                                 | 3 - Non-Public Day, Non-Beneficiary - Extended School Year                              |  |  |
| 32210      | 3 - Non-Public Day, Beneficiary - School Year  | 3 - Non-Public Day, Beneficiary - School Year   |  |  |
| 32211      | 6 - Resident Schools - Beneficiary   | 6 - Resident Schools - Beneficiary  |  |  |
| 32212      | 6 - Resident Schools - Non-Beneficiary   | 6 - Resident Schools - Non-Beneficiary  |  |  |
| 32213      | 5 - Pre-School, Part-Time - School Year  | 5 - Pre-School, Part-Time - School Year   |  |  |
| 32214      | 5 - Pre-School, Full Time School Year and/or Extended School Year                          | 5 - Pre-School, Full Time School Year and/or Extended School Year                       |  |  |
| 32215      | 7 - IEP Service for Non-Public Students  | 7 - IEP Service for Non-Public Students   |  |  |
| 32217      | 3 - Non-Public Day, Beneficiary - Extended School Year                                     | 3 - Non-Public Day, Beneficiary - Extended School Year                                  |  |  |
| 32218      | 2 - Special Class - School Year - Tuition Out of State                                     | 2 - Special Class - School Year - Tuition Out of State                                  |  |  |
| 32219      | 2 - Special Class - Extended School Year - Tuition Out Of State                            | 2 - Special Class - Extended School Year - Tuition Out Of State                         |  |  |
| 32221      | 1 - General Education with Supports and Services - School Year - Tuition                   | 1 - General Education with Supports and Services - School Year - Tuition                |  |  |
| 32222      | 1 - General Ed w/Supports of Part-Time Services  | 1 - General Ed w/Supports of Part-Time Services   |  |  |
| 32223      | 1 - General Ed w/Supports of Part-Time Services  | 1 - General Ed w/Supports of Part-Time Services   |  |  |
| 90000      | 0 - Service Plans for Non-Public Students  | 0 - Service Plans for Non-Public Students   |  |  |

### Acceptable Values for Service\_Type

| Item Value | Value Name        | Definition/Description |
|------------|-------------------|------------------------|
| RelServ    | Related Service   | Related Service        |
| SpEd       | Special Education | Special Education      |

### Acceptable Values for Related\_Service

| Item Value | Value Name   | Definition/Description  |
|------------|--|---|
| А          | Audiology  | Audiology   |
| В          | Counseling Services  | Counseling Services   |
| С          | Early Identification and Assessment of Disabilities in<br>Children | Early Identification and Assessment of Disabilities in Children |
| D          | Interpreting Services  | Interpreting Services   |
| E          | Medical Services   | Medical Services  |
| F          | Occupational Therapy   | Occupational Therapy  |
| G          | Orientation and Mobility Services                                  | Orientation and Mobility Services                               |

| Н | Parent Counseling and Training                   | Parent Counseling and Training                   |
|---|--|--|
| I | Physical Therapy                                 | Physical Therapy                                 |
| J | Psychological Services                           | Psychological Services                           |
| К | Recreation                                       | Recreation                                       |
| L | Rehabilitation Counseling                        | Rehabilitation Counseling                        |
| М | School Health Services and School Nurse Services | School Health Services and School Nurse Services |
| Ν | Social Work Services                             | Social Work Services                             |
| 0 | Speech and Language Pathology Services           | Speech and Language Pathology Services           |
| Q | Other  | Other  |

### Acceptable Values for Service\_Provider

| Item Value | Value Name                                 | Definition/Description                     |
|------------|--|--|
| 1          | Interpreter                                | Interpreter                                |
| 2          | Licensed Physician                         | Licensed Physician                         |
| 3          | Orientation and Mobility Specialist        | Orientation and Mobility Specialist        |
| 4          | Other Medical Nursing Personnel            | Other Medical Nursing Personnel            |
| 5          | Physical Therapy Assistant                 | Physical Therapy Assistant                 |
| 6          | School Nurse Teacher                       | School Nurse Teacher                       |
| Α          | Special Class Teacher                      | Special Class Teacher                      |
| В          | Resource Specialist                        | Resource Specialist                        |
| С          | Speech Pathologist                         | Speech Pathologist                         |
| D          | Psychologist                               | Psychologist                               |
| E          | Social Worker                              | Social Worker                              |
| F          | Guidance Counselor                         | Guidance Counselor                         |
| G          | Adaptive Physical Education                | Adaptive Physical Education                |
| Н          | Vocational Teacher                         | Vocational Teacher                         |
| I          | Physical Therapist                         | Physical Therapist                         |
| J          | Occupational Therapist                     | Occupational Therapist                     |
| К          | Work Study Coordinator                     | Work Study Coordinator                     |
| L          | Other service Provider                     | Other service Provider                     |
| Μ          | Monitoring/Consultation                    | Monitoring/Consultation                    |
| Ν          | Audiologist                                | Audiologist                                |
| 0          | Other Related Service Provider             | Other Related Service Provider             |
| Р          | Diagnostic                                 | Diagnostic                                 |
| Q          | Recreational                               | Recreational                               |
| R          | School Health                              | School Health                              |
| S          | Rehabilitation Counselor                   | Rehabilitation Counselor                   |
| U          | Preschool Regular                          | Preschool Regular                          |
| V          | Vision                                     | Vision                                     |
| W          | Special Education Teacher                  | Special Education Teacher                  |
| Х          | Teacher of the Blind and Visually Impaired | Teacher of the Blind and Visually Impaired |
| Y          | Teacher of the Deaf and Hard of Hearing    | Teacher of the Deaf and Hard of Hearing    |
| Z          | Certified Occupational Therapist Assistant | Certified Occupational Therapist Assistant |

### Acceptable Values for Service\_End\_Reason

| Item Value | Value Name                   | Definition/Description       |
|------------|------------------------------|------------------------------|
| Α          | Moved                        | Moved                        |
| В          | Objectives Met               | Objectives Met               |
| С          | At Parents Request           | At Parents Request           |
| D          | Deceased                     | Deceased                     |
| E          | Reassessment Indicated       | Reassessment Indicated       |
| F          | Dropped-out                  | Dropped-out                  |
| G          | Graduated                    | Graduated                    |
| Н          | Reached Age <del>21</del> 22 | Reached Age <del>21</del> 22 |
| I          | Other                        | Other                        |
| J          | Clerical Error               | Clerical Error               |
| L          | Graduated with Certificate   | Graduated with Certificate   |
| М          | Graduated with GED           | Graduated with GED           |
| Ν          | Transferred to GED           | Transferred to GED           |
| S          | State Terminated             | State Terminated             |

### Attendance File

| FieldName                               | FieldNameLong                              | FieldType | FieldLength | Required | ElementDescription  |
|---|--|-----------|-------------|----------|---|
| SASID                                   | State Assigned Student ID                  | TEXT      | 10          | Y        | State Assigned Student Identifier. This ID is unique at the State Level   |
| Student_Last_Name                       | Student Last Name                          | TEXT      | 30          | Y        | Student Last Name   |
| Student_First_Name                      | Student First Name                         | TEXT      | 30          | Y        | Student First Name  |
| Student_Middle_Name                     | Student Middle Name                        | TEXT      | 30          | N        | Student Middle Name   |
| Student_Date_of_Birth                   | Student Date of Birth                      | DATE      |             | Y        | Student Date Of Birth   |
| IEP_Team_Meeting_Date                   | IEP Team Meeting Date                      | DATE      |             | Y        | Date of the IEP Team Meeting  |
| District_Rep_IEP_Attendance             | District Rep IEP Attendance                | TEXT      | 1           | Y        | Was the District Rep in attendance at this IEP meeting?   |
| Other_IEP_Attendance                    | Other IEP Attendance                       | TEXT      | 1           | Y        | Was there anyone else (not including– parent, regular teacher, related service provider, special education teacher, student, educational advocate, transition service coordinator) in attendance at this IEP meeting? |
| Parents_IEP_Attendance                  | Parents IEP Attendance                     | TEXT      | 1           | Y        | Was a parent in attendance at this IEP meeting?   |
| Regular_Teacher_IEP_Attendance          | Regular Teacher IEP Attendance             | TEXT      | 1           | Y        | Was the regular teacher in attendance at this IEP meeting?  |
| Related_Service_Provider_IEP_Attendance | Related Service Provider IEP<br>Attendance | TEXT      | 1           | Y        | Was the related service provider in attendance at this IEP meeting?   |
| Sped_Teacher_IEP_Attendance             | Sped Teacher IEP Attendance                | TEXT      | 1           | Y        | Was the special education teacher in attendance at this IEP meeting?  |
| Student_IEP_Attendance                  | Student IEP Attendance                     | TEXT      | 1           | Y        | Was the student in attendance at this IEP meeting?  |
| Transition_Service_IEP_Attendance       | Transition Service IEP<br>Attendance       | TEXT      | 1           | Y        | Was transition service coordinator in attendance at this IEP meeting?   |
| Educational_Advocate_IEP_Attendance     | Educational Advocate IEP<br>Attendance     | TEXT      | 1           | Y        | Was an educational advocate in attendance at this IEP meeting?  |

### **Evaluation File**

| FieldName                      | FieldNameLong                  | FieldType | FieldLength | Required | ElementDescription  |
|--------------------------------|--------------------------------|-----------|-------------|----------|---|
| SASID                          | State Assigned Student ID      | TEXT      | 10          | Y        | State Assigned Student Identifier. This ID is unique at the State Level     |
| Student_Last_Name              | Student Last Name              | TEXT      | 30          | Y        | Student Last Name   |
| Student_First_Name             | Student First Name             | TEXT      | 30          | Y        | Student First Name  |
| Student_Middle_Name            | Student Middle Name            | TEXT      | 30          | N        | Student Middle Name   |
| Student_Date_of_Birth          | Student Date of Birth          | DATE      |             | Y        | Student Date Of Birth   |
| Service_Evaluation_Area        | Service Evaluation Area        | TEXT      | 1           | Y        | This area describes the developmental areas in which the student has        |
|                                |                                |           |             |          | been evaluated  |
| Service_Evaluation_Date        | Service Evaluation Date        | DATE      |             | Y        | This item records the date on which the evaluation in any given area was    |
|                                |                                |           |             |          | completed.  |
| Service_Evaluation_Disposition | Service Evaluation Disposition | TEXT      | 1           | N        | The disposition refers to the results of the screening in each of the areas |
|                                |                                |           |             |          | in which the student was evaluated  |

# Acceptable Values for Service\_Evaluation\_Area

| Item Value | Value Name                    | Definition/Description        |
|------------|-------------------------------|-------------------------------|
| 0          | Neuro-Psychiatric             | Neuro-Psychiatric             |
| 1          | Teacher Report                | Teacher Report                |
| 2          | Language Proficiency          | Language Proficiency          |
| 3          | Vineland                      | Vineland                      |
| 4          | Connors Rating Scale          | Connors Rating Scale          |
| 5          | Psychoeducational             | Psychoeducational             |
| 6          | Audiological/Hearing          | Audiological/Hearing          |
| Α          | Medical                       | Medical                       |
| В          | Psychological                 | Psychological                 |
| С          | Speech/Language               | Speech/Language               |
| D          | Educational                   | Educational                   |
| E          | Sociological                  | Sociological                  |
| F          | Consent to Eval./Due Date     | Consent to Eval./Due Date     |
| G          | Adaptive P.E.                 | Adaptive P.E.                 |
| Н          | Clinical Psychologial         | Clinical Psychologial         |
| I          | Central Auditory Proc.        | Central Auditory Proc.        |
| J          | ADD Screening                 | ADD Screening                 |
| К          | Vision                        | Vision                        |
| L          | Functional Behavior Assess.   | Functional Behavior Assess.   |
| М          | IEP Meeting Date              | IEP Meeting Date              |
| N          | Neurological                  | Neurological                  |
| 0          | 0.T.                          | O.T.                          |
| Р          | P.T.                          | P.T.                          |
| Q          | Outside Evaluation            | Outside Evaluation            |
| R          | 3 yr Re-Eval                  | 3 yr Re-Eval                  |
| S          | 3-Yr Re-Eval Consent (FORM)   | 3-Yr Re-Eval Consent (FORM)   |
| Т          | Tech Access (Assistive Tech.) | Tech Access (Assistive Tech.) |
| U          | Other                         | Other                         |

| V | Vocational                          | Vocational                          |
|---|-------------------------------------|-------------------------------------|
| W | Neuropyschological                  | Neuropyschological                  |
| Х | Psychiatric                         | Psychiatric                         |
| Y | ESY Services                        | ESY Services                        |
| Z | Classroom Obs.                      | Classroom Obs.                      |
| 7 | Primary Disability Was Changed Date | Primary Disability Was Changed Date |
| 8 | BASC                                | BASC                                |
| 9 | Adaptive Skills Development         | Adaptive Skills Development         |

### Acceptable Values for Service\_Evaluation\_Disposition

| Item Value | Value Name                 | Definition/Description     |  |  |
|------------|----------------------------|----------------------------|--|--|
| 1          | No Show                    | No Show                    |  |  |
| 2          | Exit-No services           | Exit-No services           |  |  |
| 3          | Services Needed            | Services Needed            |  |  |
| 4          | Parents Request            | Parents Request            |  |  |
| 5          | Not Warranted at this time | Not Warranted at this time |  |  |

#### *Validations* (Items in red are changes from the previous year's collection)

| RuleID           | Error/Warning | Description   | File               |
|------------------|---------------|---|--------------------|
| R2041            | Error         | Check that there is only student record for each student in the student core file   | Student            |
| R2040            | Error         | Students in Student Core File without a summer exit must contain at least 1 service entry   | Student/Service    |
| R2838            | Error         | Students in Student Core File with a summer exit cannot contain any service entries   | Student/Service    |
| R2846            | Error         | All students reported in the SPED Evaluations file must also have a record in the SPED Student Core file.   | Evaluation         |
| R2847            | Error         | If a SASID exits in the attendance file, then make sure the SASID exists in the Student file  | Attendance         |
| R2845            | Error         | All students reported in the SPED Services file must also have a record in the SPED Student Core file.  | Student/Service    |
| R2844            | Error         | An IEP Attendance record is required for each student with a record on the SPED Student Core file. At least one of the IEP Meeting  | Student/Attendance |
|                  |               | dates have to match.  |                    |
| R2304            | Error         | Verify SASID against Master Student List as valid SASID   | Student            |
| R2305            | Error         | Verify SASID against Master Student List as valid SASID   | Service            |
| R2306            | Error         | Verify SASID against Master Student List as valid SASID   | Attendance         |
| R2307            | Error         | Verify SASID against Master Student List as valid SASID   | Evaluation         |
| R2302            | Error         | If Grade is not PK or PF AND Summer Exit Code is null, Grade must be valid for the school the student is attending.   | Student            |
| R2301            | Error         | School_code must be a valid school code on the Master Directory view.   | Student            |
| R3000            | Error         | If transition data is entered then transition section must be complete (Assessment_Tools, Post_School_Goals, Transition_Services, Assurance and Program_Study cannot be blank).   | Student            |
| R2849            | Error         | When student is at least 14 years old at the time of the last IEP Meeting Date, the transition data is required, when the student is not receiving a service plan ONLY.   | Student            |
| R2037            | Error         | When student is in PF, PK <del>, KF, KG</del> grades, and age is between 3 and 5 years old, the early childhood data is required. (Age calculated on collection date)   | Student            |
| R2308            | Error         | When student is in PF, PK, KF, KG grades, and age is between 3 and 5 years old, one, and only one, of the EC Setting Types<br>(Reg_EC_Setting, EC_Special_Ed_Program, and EC_Attends_Other) must be a Y or ECEnvironment must have a value. | Student            |
| <del>R2023</del> | Error -       | Reg_EC_Hours are required when Reg_EC_Setting = Y.  | Student            |

| <del>R2024</del><br>R2409 | Error<br>Error |   | One of the RegSettingType_fields must be "Y" when Reg_EC_Setting = Y. (Can have multiple but must have at least 1.)<br>Reg_EC_Hours must be between 0.1 and 30.0 (inclusive).   | Student<br>Student |
|---------------------------|----------------|---|---|--------------------|
| R3019                     | Error          |   | Reg_EC_Hours must be between 0.1 and so.0 (inclusive).  | Student            |
|                           |                |   |   |                    |
| R2036                     | Error          | - | EC_Attends_Other_Type is required when EC_Attends_Other = Y.  | Student            |
| 2224                      | Error          |   | EC_Special_Ed_Program_Type<br>is required when EC_Special_Ed_Program=Y.   | Student            |
| 2854                      | Error          |   | If School is Public (excluding sub_type collaboratives), Servicing District must be the School's district.  | Student            |
| 2855                      | Error          |   | If school-sub_type is a collaborative, Servicing District must be equal to reporting district.  | Student            |
| 2855                      | Error          |   | If school is Non-Public, Servicing District must be equal to Reporting District.  | Student            |
| 2857                      | Error          |   | School code may not be a CTECH (school sub_type ID=1).  | Student            |
| R2806                     | Error          |   | If School_Code denotes Catholic or Independent school then Private_School_Enrollee should always be Y. Schools for Students with  | Student            |
| 12800                     |                |   | Disabilities are exempted from this rule.   | Student            |
| R2807                     | Error          |   | If School_Code denotes School for Children with Disabilities then Private_School_Enrollee should always be N (01301-St. Andrew's, 10312-The Wolf School, 28381-Mount Pleasant Academy, 28353-School One, and 13301-Harmony Hill can be both)  | Student            |
| 2835                      | Error          |   | Charter schools and state operated school codes cannot be submitted by any other district besides the district which is the charter/state-operated school.  | Student            |
| 2600                      | Error          |   | District Code of the Student does not match District of the REPORTING USER.   | Student            |
| 2837                      | Error          |   | When Summer_Exit Code is L (Graduated with Certificate) or G (Graduated), the Grade must be 12  | Student            |
| 2808                      | Error          |   | Students ages <= 4 on collection as of date must be in grade PK/PF  | Student            |
| 2801                      | Error          |   | Students whose age is less than 3 and greater than 21 22 on collection date. (when summer exit is null)   | Student            |
| 2851                      | Error          |   | Students in Grades other than PK and PF and School code is 28702, 07702, 07704, Beneficiary must be Y.  | Student            |
| 2803                      | Error          |   | Primary Disability L (Developmentally Delayed) not valid for students >= 9 years old (age calculated on December 1st).  | Student            |
| 3001                      | Error          |   | IEP Team Meeting Date must be less than or equal to the date that the user is submitting the file.  | Student            |
| 2836                      | Error          |   | Charter schools and state operated school codes can only report their own school code.  | Student            |
| 2879                      | Error          |   | When summerexit is null, student must have at least 1 service in which Service_Type='SpEd'  | Student/Service    |
| 2014                      | Error          |   | Service_Plan_District is required when Service_Program_Continuum = 0.   | Service            |
| 2038                      | Error          |   | If ending date is entered, then an exit reason is required  | Service            |
| 2039                      | Error          |   | If exit reason is entered, then an ending date is required  | Service            |
| 2860                      | Error          |   | When Service_program_continuum =1, Service_Cost_Center must be 32202 or 32221 or 32222 or 32223.  | Service            |
| 2862                      | Error          |   | When Service_program_continuum =2, Service_Cost_Center must be 32202 or 32205 or 32205 or 32206 or 32218 or 32219.  | Service            |
| 2865                      | Error          |   | When Service_program_continuum =4, Service_Cost_Center must be 32205 of | Service            |
| 2866                      | Error          |   | When Service_program_continuum =5, Service_Cost_Center must be 32213 or 32214.  | Service            |
| 3002                      | Error          |   | When Service_program_continuum =6, Service_Cost_Center must be 32215 of 32214.   When Service_program_continuum =6, Service_Cost_Center must be 32211 or 32212.   | Service            |
| 2869                      | Error          |   | When Service_program_continuum =7, Service_cost_center must be 32211 of 32212.<br>When Service program continuum =7, Service Cost Center must be 32215.   | Service            |
| 2805                      | Error          |   | When Service_program_continuum =0, Service_Cost_Center must be 90000.   | Service            |
| 2871<br>R2901             | 1              |   | Starting Date must be greater than or equal to the start of current academic year (ex: 07/01/2014) and less than end of current   |                    |
| 2901                      | Error          |   | academic year (ex: 06/30/2015)  | Service            |
| 2902                      | Error          |   | Ending Date must be less than or equal to the end of current academic year (ex: 06/30/2014) or null and greater than or equal to start of current academic year (ex: 07/01/2015)  | Service            |
| 2903                      | Error          |   | Ending Date cannot be less than the Starting Date   | Service            |
| 2402                      | Error          |   | Hours per day cannot exceed 6.0.  | Service            |
| 2403                      | Error          |   | Days per week cannot exceed 5.  | Service            |
| 2404                      | Error          |   | Weeks per month cannot exceed 4.  | Service            |
| 2873                      | Error          |   | if Service_Type='SpEd' then Service_Provider must be C, G, W, X or Y  | Service            |
| 2874                      | Error          |   | if Service_Type='RelServ' then Service_Provider must be C, D, E, F, I, J, N, O, Q, S, Z, 1, 2, 3, 4, 5 or 6   | Service            |
| 2303                      | Error          |   | Service location must be a valid school code on the Master Directory view.  | Service            |

| R2880 | Error   | _  | If Service_Type='RelServ' or Service_Type='SpEd' then Service_Program_Continuum must be 1, 2, 3, 4, 5, 6, 7, or 0.   | Service         |
|-------|---------|----|--|-----------------|
| R2876 | Error   |    | if Service_Type='RelServ' then Related_Service is required   | Service         |
| 2877  | Error   | _  | if Related_Service='RelServ' and Related_Service='Q' then Related_Service_Other is required  | Service         |
| 2861  | Error   | *  | When Service_program_continuum =1, Private_School_Enrollee must be N.  | Student/Service |
| 2863  | Error   | *  | When Service_program_continuum =3 and Beneficiary=Y, Service_Cost_Center must be 32210 or 32217.   | Student/Service |
| 2864  | Error   | *  | When Service_program_continuum =3 and Beneficiary=N, Service_Cost_Center must be 32208 or 32209.   | Student/Service |
| 2867  | Error   | *  | When Service_program_continuum =6 and Beneficiary=Y, Service_Cost_Center must be 32211.  | Student/Service |
| 2868  | Error   | *  | When Service_program_continuum =6 and Beneficiary=N, Service_Cost_Center must be 32212.  | Student/Service |
| 2872  | Error   | *  | When Service_program_continuum =0 or 7 Private_School_Enrollee must be Y.  | Student/Service |
| R2832 | Error   | *  | If school is a private separate placement, the only program placement valid values are 3, 5, 6, (exception 5 schools, 01301, 10312,  | Student/Service |
|       |         |    | 28381, 28353, 13301 which can also have 0).  |                 |
| 2833  | Error   | *  | If school is a public school, then program placement 3 is not valid. (Exlude 07702, 28702, 07704 which can have those).  | Student/Service |
| 2834  | Error   | *  | If school sub-type is Independent or Catholic then program placement 2 is not valid, if Service_Record_End_Date is not null.   | Student/Service |
| 2809  | Error   |    | Program Code 5, is only valid for PK/PF students   | Student/Service |
| 2850  | Error   |    | Students in grades PK/PF must have Service_Program_Continuum = 5 or, 0.  | Student/Service |
| R2852 | Error   |    | Students in Grades other than PK and PF and School code is 28702 or 07704, program continuum must be 3 and cost center must be 32210 or 32217.   | Student/Service |
| R2853 | Error   |    | Students not in grades PK/PF with ReportingDistrict=67 and Service_Location = 07702 must have Service_Program_Continuum 3 and Service Cost Center = 32217.   | Student/Service |
| 2878  | Error   |    | if student age is >= 9 (based on IEP/SP Team Meeting Date) student cannot have Service Provider='C' and Service Type='SpEd'  | Student/Service |
| 2839  | Error   |    | All service records within overlapping time spans must have the same Program Continuum. Same day overlap and records with  | Service         |
|       |         |    | Program Continuum = 0 (zero) on either or both records allowed.  |                 |
| 2802  | Warning |    | Students in grade PK/PF must be 6 or younger on the collection as of date  | Student         |
| 2859  | Warning |    | School code must be an open school on the Master Directory, as long as Summer Exit is null.  | Student         |
| 2804  | Warning |    | Summer Exit Code is F (Dropped-Out) and student age is 16 or 17 (Age calculated on 12/1)   | Student         |
| 2805  | Warning |    | Summer Exit Code is L (Graduated with Certificate) or G (Graduated) and Age is < 18 (Age calculated on 12/1)   | Student         |
| 2840  | Warning |    | Service Exit Code is F (Dropped-Out) and student age is 16 or 17 (Age calculated on 12/1)  | Student/Service |
| 2841  | Warning |    | Service Exit Code is L (Graduated with Certificate) or G (Graduated) and Age is < 18 (Age calculated on 12/1)  | Student/Service |
| 2858  | Warning |    | If School Code is 01301, 10312, 28381, 28353, or 13301 and Service Continuum= 0, trigger warning.  | Student/Service |
| 3010  | Error   |    | ORIGIEPDATE is required when students are 3 years old on collection date and EISERVICES='Trans'.   | Student/Service |
| 3011  | Error   |    | ORIGIEPEFFECTIVEDATE is required when students are 3 years old on collection date and EISERVICES='Trans'.  | Student/Service |
| 3012  | Error   |    | If EISERVICES='Trans' and ORIGIEPEFFECTIVEDATE is greater than 3rd birthday, EFFECTIVEDATEGREATER3 is required.  | Student/Service |
| 3013  | Error   |    | If EFFECTIVEDATEGREATER3=O, EFFECTIVEDATEGREATER3OTHER is required when students are 3 years old on collection date.   | Student/Service |
| 3016  | Error   |    | If Summer_Exit is blank, then HISPANIC, WHITE, BLACK, ASIAN, NATIVE, PACIFIC are required.   | Student         |
| 3017  | Error   |    | If Summer_Exit is blank, at least one of (WHITE, BLACK, ASIAN, NATIVE, PACIFIC) must be Y.   | Student         |
| 3020  | Error   | -  | Service Record End Date cannot be greater than today's date.   | Service         |
| 3021  | Warning |    | Student's grade may not match the student's age.   | Student         |
| 3022  | Error   |    | When Schcode=XX990 the student is privately placed. SERVICE_PROGRAM_CONTINUUM must be 0 or 7 AND   | Student         |
|       |         |    | PRIVATE SCHOOL ENROLLEE must be Y.   |                 |
| 3023  | Error   | *  | If school sub-type is Catholic then SERVICE PROGRAM CONTINUUM must be 0, 7 or 5.   | Student/Service |
| R3024 | Warning |    | If Summer_Exit is blank, the IEP team meeting should have occurred within the last year. The submitted IEP Team Meeting Date is 18 months or older.  | Student         |
| R3025 | Error   | ** | Students who are active on the collection date but also have services with the following terminated reasons: Deceased, Dropped-Out, Graduated, Reached Age 21 22, Graduated with Certificate, Graduated with GED or Transferred to GED | Student/Service |

| R3026   | Error   |    | When student identified with a primary disability of Intellectual Disabilites is at least 14 years old at the time of the last IEP Meeting Date, then CareerDevPlan, VocAssPerCentPlan, SchBasedPrepExp and IntTrialWorkExp must all be Y, when the student is not receiving a service plan ONLY.<br>Warning only for 2019-20 School Year (In 2020-21 this will be an error) - When student identified with a primary disability of Intellectual Disabilites is at least 14 years old at the time of the last IEP Meeting Date, then BenePlanInfo must be Y, when the student | Student |
|---|---------|----|---|---------|
|   |         |    | is not receiving a service plan ONLY.   |         |
| R3027   | Error   |    | When CareerDevPlan is Y, then VocAssPerCentPlan, SchBasedPrepExp, IntTrialWorkExp, DateOfCareerDevPlan, and BenePlanInfo are required fields.   | Student |
| R3028   | Error   |    | When student age is between 3 and 5 years old, the student must be reported in one of the following grades: PK, PF, KG or KF. (Age calculated on 12/1)  | Student |
| R3029   | Error   |    | When ECEnvironment is between 1 and 14, then ECNameOfProgram is required.   | Student |
| R3030   | Error   |    | If EITransition is DELAY, then EITransitionDelay is required  | Student |
| R3031   | Error   |    | If EITransitionDelay is OTHER, then EITransitionDelayOther is required  | Student |
| R3032   | Error   |    | DateOfCareerDevPlan cannot be greater than today's date.  | Student |
| R3033   | Warning | ** | Student identified with a primary disability of Intellectual Disabilites and at least 14 years old at the time of the last IEP Meeting Date, the CareerDevPlanDate is over 1 year old.  | Student |
| R3034   | Warning | ** | IEP Team Meeting Date Is 18 Months or Older   | Student |
| * Validation occurs only when Service, Record, End. Date is blank |         |    |   |         |

\* Validation occurs only when Service\_Record\_End\_Date is blank

\*\* Validation occurs only when student is active on the collection's as of date