

## Child Find Interactive Flowchart

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## SELECT CHILD

Child was age 3-21 in the current reporting period and evaluated for special education under Part B of the Individuals with Disabilities Act (IDEA).

Child was receiving Early Childhood Intervention (ECI) services in the current reporting period and referred from Part C of IDEA prior to age 3.

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You've indicated a child who received ECI services in the current reporting period that was referred from Part C of IDEA prior to turning 3.

How many days was the child receiving ECI services before turning age 3?

90 or more days

Less than 90 days

*Return to Start*

You have indicated a child who received **ECI services in the current reporting period, but for less than 90 days** prior to their 3<sup>rd</sup> birthday. State guidelines indicate this child's compliance will be determined through the SPPI-11 timeline. Please verify the following data element is being reported correctly for this child.

- **E1632 EFFECTIVE-DATE** – this indicates when the child **began receiving ECI services**. This is NOT the date the child began receiving special education services with the LEA. It is critical that this data element be reported accurately.

Note – when reviewing reports in TSDS, this child will appear on both of the student level reports – CHF0-100-001 and CHF0-100-002 – and they will be counted on both aggregate level reports – CHF0-100-003 and CHF0-100-004.

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The timeframe to complete the full individual and initial evaluation (FIIIE) begins on the date reported for data element **E1714 PARENTAL-CONSENT-DATE**. TEDS defines this data element as follows:

*E1714 PARENTAL-CONSENT-DATE indicates the month, day, and year of the first instructional day following the date on which the Local Education Agency (LEA) received written consent for the full individual and initial evaluation (FIIIE) from the student's parent. The date entered for this data element counts as day 1 of the timeframe required for completing the FIIIE.*

**Before continuing**, please confirm that the PARENTAL-CONSENT-DATE is being reported correctly, per the TEDS data standards.

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Starting on the date reported for E1714 PARENTAL-CONSENT-DATE, how many instructional days are remaining in the school year?

Less than 35

OR

more than 44

Between 35-44

*Return to Start*

Note

On the CHF0-100-005 report, this calculation is shown in the 'Calc Days After Consent Count' column. If it looks incorrect, verify that the PARENTAL-CONSENT-DATE and calendar information are being reported accurately.

Between the Parental Consent Date and the date of the Initial Evaluation, how many absences did the child have? This is reported through data element E1711 STUDENT-ABSENCES-WITHIN-TIMEFRAME.

2 or less

3 or more

*Return to Start*

Between the Parental Consent Date and the last instructional day in the school year, how many absences did the child have? This is reported through data element E1711 STUDENT-ABSENCES-WITHIN-TIMEFRAME.

2 or less

3 or more

*Return to Start*

Was the Initial Evaluation completed within 45 instructional days, starting on the date reported for E1714 PARENTAL-CONSENT-DATE and ending on the date reported for E1715 INITIAL-EVALUATION-DATE?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, compare the dates in the 'Calc Init Eval Cutoff Date' and 'Initial Eval Date' columns. If the Initial Eval Date comes after the Calc Init Eval Cutoff Date, the LEA will be non-compliant for this child.

Was the Initial Evaluation completed within 45 instructional days + the number of absence days reported for data element E1711 STUDENT-ABSENCES-WITHIN-TIMEFRAME, starting on the date reported for E1714 PARENTAL-CONSENT-DATE and ending on the date reported for E1715 INITIAL-EVALUATION-DATE?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, compare the dates in the 'Calc Init Eval Cutoff Date' and 'Initial Eval Date' columns. If the Initial Eval Date comes after the Calc Init Eval Cutoff Date, the LEA will be non-compliant for this child.

## COMPLIANCE for Initial Evaluation and SPPI-11.

[CLICK HERE TO REVIEW THE ELIGIBILITY DETERMINATION](#)

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### Note

On both the CHF0-100-001 & CHF0-100-005 reports, this is indicated in the '*Calc Eval/SPPI-11 Compliance*' column. If the compliance is not calculating as expected, please review the previous steps to ensure the data is being reported accurately.

Because the Initial Evaluation was not completed within the state-mandated timeframe, a value from the DC164 code table must be reported for E1718 EVALUATION-DELAY-REASON. What value is being reported for this data element?

**05** – *Parent Delay (Detailed Records Maintained by LEA Regarding a Parent of a Child who Repeatedly Fails or Refuses to Produce the Child for the Evaluation or Eligibility Determination)*

**OR**

**07** – *LEA Agreement with Parent to Timeframe (Detailed Records Maintained by LEA)*

A value other than code 05 or 07.

*Return to Start*

NON-COMPLIANCE for Initial Evaluation and SPPI-11.

[CLICK HERE TO REVIEW THE ELIGIBILITY DETERMINATION](#)

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Note

On both the CHF0-100-001 & CHF0-100-005 reports, this is indicated in the '*Calc Eval/SPPI-11 Compliance*' column. If the compliance is not calculating as expected, please review the previous steps to ensure the data is being reported accurately.

Starting on the next calendar day after the date reported for E1715 INITIAL-EVALUATION-DATE, count 30 calendar days (including weekends and holidays). Does the 30<sup>th</sup> calendar date fall after the last instructional day of the school year?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, this is indicated in the 'Calc Day 30 After Init Eval Date' column. For holdover students, this can be compared to the date in the 'Calc Last Instr Day Date' column.

Because the 30<sup>th</sup> calendar date after the Initial Evaluation fell after the last day of school, state guidelines mandate that the Eligibility Determination must be completed by the first instructional day of the following school year.

Was the Eligibility Determination (E1716 SPED-ELIGIBILITY-DETERMINATION-DATE) completed by the first instructional day?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, compare the Eligibility Determination date to the '*Calc First Day Current SY Date*' column. If the Eligibility Determination was not completed on or prior to that date, the LEA will be non-compliant for the student.

Because the 30<sup>th</sup> calendar date after the Initial Evaluation fell before the last day of school, state guidelines mandate that the Eligibility Determination must be completed within 30 calendar days of the Initial Evaluation.

Was the Eligibility Determination (E1716 SPED-ELIGIBILITY-DETERMINATION-DATE) completed within 30 calendar days of the Initial Evaluation?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, compare the 'Calc Day 30 After Init Eval Date' column with the Eligibility Determination date. If the Eligibility Determination is not completed on or prior to this date, the LEA will be non-compliant for this student.

Because the Eligibility Determination was not completed within the state-mandated timeframe, a value from the DC164 code table must be reported for E1731 ELIGIBILITY-DELAY-REASON. What value is being reported for this data element?

**05** – *Parent Delay (Detailed Records Maintained by LEA Regarding a Parent of a Child who Repeatedly Fails or Refuses to Produce the Child for the Evaluation or Eligibility Determination)*

**OR**

**07** – *LEA Agreement with Parent to Timeframe (Detailed Records Maintained by LEA)*

A value other than code 05 or 07.

*Return to Start*

Was the Initial Evaluation (E1715 INITIAL-EVALUATION-DATE) completed no later than June 30<sup>th</sup> of the current school year?

YES

NO

*Return to Start*

COMPLIANCE for Initial Evaluation and SPPI-11.

[CLICK HERE TO REVIEW THE ELIGIBILITY DETERMINATION](#)

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Because the Initial Evaluation was not completed within the state-mandated timeframe, a value from the DC164 code table must be reported for E1718 EVALUATION-DELAY-REASON. What value is being reported for this data element?

**05** – *Parent Delay (Detailed Records Maintained by LEA Regarding a Parent of a Child who Repeatedly Fails or Refuses to Produce the Child for the Evaluation or Eligibility Determination)*

**OR**

**07** – *LEA Agreement with Parent to Timeframe (Detailed Records Maintained by LEA)*

A value other than code 05 or 07

*Return to Start*

NON-COMPLIANCE for Initial Evaluation and SPPI-11.

[CLICK HERE TO REVIEW THE ELIGIBILITY DETERMINATION](#)

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In this data scenario, state guidelines mandate that the Eligibility Determination must be completed by the 15<sup>th</sup> instructional day of the following school year.

Was the Eligibility Determination (E1716 SPED-ELIGIBILITY-DETERMINATION-DATE) completed by the 15th instructional day?

YES

NO

*Return to Start*

Note

On the CHF0-100-005 report, compare the 'Calc Instr Day15 Current SY Date' column with the Eligibility Determination date. If the Eligibility Determination is not completed on or prior to this date, the LEA will be non-compliant for this student.

## COMPLIANCE for Eligibility Determination

**END**

*Use the 'Return to Start' button in the bottom left corner to check the compliance for another child.*

*Return to Start*

## NON-COMPLIANCE for Eligibility Determination

**END**

*Use the 'Return to Start' button in the bottom left corner to check the compliance for another child.*

*Return to Start*

You have indicated a child who received **ECI services in the current reporting period for 90 days or more** prior to their 3<sup>rd</sup> birthday. State guidelines indicate this child's compliance will be determined through the **SPPI-12** timeline. On the CHF0-100-002 report, you can verify the number of calendar days that are being calculated between the EFFECTIVE-DATE and the child's 3<sup>rd</sup> birthday in the '*Calc Days Til 3rd Bday Count*' column. Before continuing, please verify the following TSDS data elements are being reported accurately for the child:

- **E1632 EFFECTIVE-DATE** – this indicates when the child **began receiving ECI services**. If this data element is left blank or is not at least 90 days before the child's 3<sup>rd</sup> birthday, the child's compliance will be calculated through the SPPI-11 timeframe. This is NOT the date the child began receiving special education services with the LEA. It is critical that this data element be reported accurately.

- **E1712 ECI-NOTIFICATION-DATE** and **E1713 ECI-TRANSITION-CONFERENCE-DATE** – both of these data elements are required for SPPI-12 children. If there was no transition conference held for between the agency providing ECI services, the family, and the LEA, then the LEA should report ECI-TRANSITION-CONFERENCE-DATE (E1713) with the same date reported for ECI-NOTIFICATION-DATE (E1712).

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Was the child's Initial Evaluation (E1715 INITIAL-EVALUATION-DATE) completed prior to their 3<sup>rd</sup> birthday?

YES

NO

*Return to Start*

Was the child's Eligibility Determination (E1716 SPED-ELIGIBILITY-DETERMINATION-DATE) completed prior to their 3<sup>rd</sup> birthday?

YES

NO

*Return to Start*

Because the Initial Evaluation was not completed within the state-mandated timeframe, a value from the DC164 code table must be reported for E1718 EVALUATION-DELAY-REASON. What value is being reported for this data element?

**05** – *Parent Delay (Detailed Records Maintained by LEA Regarding a Parent of a Child who Repeatedly Fails or Refuses to Produce the Child for the Evaluation or Eligibility Determination)*

**OR**

**07** – *LEA Agreement with Parent to Timeframe (Detailed Records Maintained by LEA)*

A value other than 05 or 07.

*Return to Start*

Because the Eligibility Determination was not completed within the state-mandated timeframe, a value from the DC164 code table must be reported for E1731 ELIGIBILITY-DELAY-REASON. What value is being reported for this data element?

**05** – *Parent Delay (Detailed Records Maintained by LEA Regarding a Parent of a Child who Repeatedly Fails or Refuses to Produce the Child for the Evaluation or Eligibility Determination)*

**OR**

**07** – *LEA Agreement with Parent to Timeframe (Detailed Records Maintained by LEA)*

A value other than 05 or 07.

*Return to Start*

## COMPLIANCE for SPPI-12

**END**

*Use the 'Return to Start' button in the bottom left corner to check the compliance for another child.*

*Return to Start*

## NON-COMPLIANCE for SPPI-12

**END**

*Use the 'Return to Start' button in the bottom left corner to check the compliance for another child.*

*Return to Start*