

State Conference Call ECO Questions and Answers
Sept. 21, 2006

Q1: Regarding the 30-day timeline for the COSF rating, when does the 30 days start?

A: All children entering a program (Part C or B) after April 1, 2006 must have child outcome entry summary rating data entered in the OWS if they can be in the program for at least 6 months. Child outcome entry summary rating data is to be determined within 30 calendar days of eligibility determination for a Part C or B program. October 30, 2006 is the last date for submitting child outcome entry summary rating data to KSDE for all children entering a program (Part C or B) between April 1-September 30, 2006.

Q2: What does “entering the program” mean?

A: Entering a program (Part C or B) is defined as a child entering Part C or Part B services for the first time. This definition includes when a child is (1) newly identified as eligible for Part C or Part B; (2) transitions from Part C to Part B and is determined eligible for Part B services by Part B; (3) reenters a program after a permanent exit; or (4) enters a Kansas program from another state and has received Part C or Part B services from the other state.

Q3: We misunderstood the requirements for making child ratings within 30 days of establishing eligibility and therefore didn't get some of our data entered when it should have been. Should we enter those ratings now?

A: We are all learning and working together but all children entering a program (Part C or B) after April 1, 2006 must have child outcome entry summary rating data entered in the OWS if they can be in the program for at least 6 months. You should go ahead and enter the children now. Child outcome entry summary rating is to be determined within 30 calendar days of eligibility for a Part C or B program. The OWS will not allow you to enter a COSF rating date outside the 30 day limit. You may have to adjust the rating date. However, entering the child in the OWS should not be a problem since October 30, 2006 is the last date for submitting child outcome entry summary rating data to KSDE for all children entering a program between April 1-September 30, 2006.

Q4: The COSF date of rating order is confusing. Can it be changed?

A: There is an updated form on the KITS website, <http://www.kskits.org>.

Q5: If a student is placed in February but will permanently exit the program in May, is that considered not having been in program six months?

A: For a child entering services in February then exiting the program in May, the total amount of time in the program would be three months, and therefore your organization would not be required to complete entry summary rating data for this child or enter the child into the OWS.

Q6: On the first page of summary form where you are asked to list first date of services, do we use the IEP date in May when it was written?

A: Use the date the child actually starts services as indicated on the IEP. For children transitioning from Part C to Part B with summer birthdays, use the first date of services no matter what staff (Infant Toddler or School District) is providing services.

Q7: We were wondered if the cut-off date was May or August for “end of year”? On the summary form, when you list first and last date of services, let’s say child turns three in May but doesn’t receive services until August. Do we use date in May or when they receive services in August?

A: It’s the date the child actually receives services. For example, if you determine eligibility and write the IEP on May 15, and Infant/Toddler Services is continuing to serve the child using the new IEP, then the start date is the first date that infant/toddler staff initiates services for the child after the IEP is written. This will be the first date of services as stated on the IEP. If no services are provided until August 19 (as stated on the IEP), then the initiation of services date is August 19.

Q8: How do we access the Preschool or Infant Toddler Network list servs?

A: Go to <http://kskits.org/html/listserv/listservices.html> to join or email rbayless@ku.edu and ask to be added.

Q9: What should we do when a child transfers from out of state?

A: Entering a program (Part C or B) is defined as a child entering Part C or Part B services for the first time. This definition includes when a child is (1) newly identified as eligible for Part C or Part B; (2) transitions from Part C to Part B and is determined eligible for Part B services by Part B; (3) reenters a program after a permanent exit or (4) enters a Kansas program from another state and has received Part C or Part B services from the other state.

Q10: If the eligibility meeting was held at end of May, must a rating be conducted within 30 days?

A: Yes.

Q11. Is it necessary to use one of the eight identified curriculum based assessment tools when a child's only area of need is articulation?

A: All children entering a program (Part C or B) after April 1, 2006 must have child outcome entry summary rating data entered in the OWS if they can be in the program for at least 6 months. However the requirement for the curriculum based assessment is waived for children with only one area of concern (i.e. speech) if the team can confidently rate the child a 6 or 7 in all three outcome areas on the basis of record review, interview, observation and screening.

Q12: If we know a child is going to another place in the State, is it still necessary for us to make an exit rating on the COSF and enter the rating into the OWS?

A: Once a child has an entry COSF completed, each move into or out of an organization (IT network or district) is to be entered into the OWS regardless of how long he/she was in the exiting IT network or district, or how long he/she could be in the new IT network or district. However, no exit COSF rating needs to be completed unless the child is

permanently exiting a Part C or Part B program. The exiting Infant Toddler Network or district will enter a record for an exit from an Infant Toddler Network or district. They will select Part C or B and leave the "Date of COSF Rating" field blank. Then they will enter the appropriate "Circumstance" from the drop down list, which would be "Child exiting an Organization (District/Network) not a Program (Part C or B)". After selecting the circumstance, they will enter the last date of services for the child.

Q13: What do you do when a parent pulls their child out of services completely?

A: This is considered a permanent exit from a program (Part C or B). If the child has an entry COSF completed, then exits a Part C or Part B program permanently and has not been in the program for 6 months, the exit will be entered into the OWS, but no child outcomes summary rating data will be entered. If the child has been in the program for 6 months then exits permanently, a child outcomes summary rating data would be entered for the child.

Q14: Does it matter if the other program uses a different CBA tool than you?

A: No, it doesn't matter if the other program uses a different CBA tool as long as they have used one of the eight accepted assessments.

Q15: We made COSF child ratings within the required 30 days but haven't yet entered the data into the OWS system. Is that OK?

A: Yes, you have until 10/30/06 to get the data into the Outcomes Web System for all children entering a program between April 1-September 30, 2006.

Q16: Say I have a preschooler who enters in September, then moves to Salina in October. Let's say I enter everything into the computer, but he gets to Salina and Mom doesn't tell anyone he had services. How will Salina know that it is not necessary for them to make and enter ratings for this child? Will potential gaps in services show up in the OWS?

A: Once the child enters a new organization and they enter the child's ID number into the OWS, the recent history section of the OWS will reflect the child's information. In this example Salina would only be required to update the history section for this child. Gaps in services may show up in the OWS history section, but this type of information will be used only for statistical purposes at the state level.

Q17: When entering supporting evidence and the evaluation went on for period of time, what date do you enter?

A: Enter the last date of the evaluation.

Q18: If using the DIAL parent questionnaire, should it be listed under DIAL or Parent Report as a test or parent interview?

A: You would select interview from the supporting evidence choices and include the DIAL parent questionnaire in the summary information. Do not include the DIAL parent questionnaire in the "other" field. We are working on defining this process in more detail in the Outcomes Web System Users Guide.

Q19: If the data entry clerk made an error in the supporting evidence how do we correct it? Right now, clicking “delete” erases the supporting evidence.

A: If the data entry clerk clicked on “add” before noticing the error, then the data clerk would have to delete and then re-enter the data.

Q20: We had an entry that had been submitted and birth date was off by one day. How do we correct it?

A: You need to email Margy and she will get with the data programmer and change it. Don’t re-enter the child. We don’t want multiple records.

Q21: I need clarification on exit from C to B. Does Part C exit data become entry data for Part B?

A: If the child is transitioning from a Part C program to a Part B program click in the box beside “Use Last Summary” in the OWS if the Part B program elects to use the Part C exit summary rating data for their entry data. When a child has been in the Part C program, parental permission must be provided before any information is shared with the Part B program. If the parent provides permission for the release of records to Part B, the Part C program will select “There is Parental Permission for Release of Records to Part B” from the drop down box.

Q22: What if the lead agency for Part C and B are the same and we already have parental permission for release of records to Part B on file?

A: If you have parental permission for release of records from Part C to Part B on file, then you would select, “There is Parental Permission for Release of Records to Part B” from the drop down box.

Q23: Why doesn’t the progress question show up on entry data?

A: Progress can only be determined on exit and the question about progress, therefore, is not asked at entry.

Q24: Is it OK to list the Rossetti and E-LAP as supporting evidence?

A: Yes, they can be used as supporting evidence, but you still need to use one of the eight approved assessments or one of the approved transition assessments.

Q25: I don’t need to use one of the eight approved assessments or one of the approved transition assessments for my speech-only kids who were rated 6 or 7 in all three outcomes, is that correct?

A: Correct.

Q26: We have a data entry clerk so we don’t see what is actually entered in the system. We are curious about the OWS. How can we better understand the data fields?

A. The Outcomes Web System Users Guide at http://kskits.org/html/eco/revised_guide.pdf explains each of data fields.

Q27: If I have a speech-only child that I can’t rate at 6 or 7 in all three outcomes, must I give the entire CBA tool, or can I administer only the curriculum area?

A: The entire CBA tool needs to be administered. However, who administers the various pieces of the tool is a team decision.

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