Questions and Answers Regarding Data Collection for Young Children Under Three Years of Age
October 2012

Note: The programs mentioned below span three different collections in Michigan Student Data System (MSDS) for which young children are eligible.

Question	Answer
1. *In Early On® (EO) there are services with the same name as services provided in special education (SE). The codes attached to these services; however, are different. For example, occupational therapy (OT) EO code is 807 and the SE code is 360. When are EO codes used and when are SE codes used?*	The code to use depends upon the payor, which is likely determined by eligibility criteria.
2. *What are the criteria for selection of these services for a child that is both EO and SE?*	The eligibility criteria as defined in the Michigan Administrative Rules for Special Education dictate which services were eligible for the Michigan SE collection.
3. *If a student is receiving EO services and is referred for an evaluation for a special education service (e.g., occupational therapy), does that SE OT service (code 360) get listed on the Individualized Family Service Plan (IFSP)?* *Or is there an IFSP for the EO part and an IEP for the SE services?*	If the child qualified for EO services and received OT, then those services go on the IFSP. If that same child was then referred for SE and found eligible for OT under Michigan SE, then the OT would be provided by Michigan SE and the service code would be listed as the SE OT code 360. The services are documented on the IFSP unless the child is two years six months or older, enrolled in an Early Childhood SE program, and has an IEP.
4. *How do you report a child in MSDS that is in both EO and Successful Kids = Involved Parents (SKIP)?*	The child is entered in the EO collection, and if the SKIP service(s) the child is receiving is part of the TARGETED Great Parents, Great Start-funded services, the child would also be entered in the Early Childhood (EC) collection.

Question	Answer
5. *How do you report a child that is in Early On, Early Childhood, and SKIP?*	We are assuming that "Early Childhood" in this question refers to Michigan Special Education. IF that is the case, the child should FIRST be entered into the SE collection, which ties to the EO collection, and additional information for the child can be entered in the EO collection. Again, if the SKIP service(s) that the child is receiving is part of the TARGETED Great Parents, Great Start-funded services, the child would also be entered in the EC collection. HOWEVER, if "Early Childhood" is the EC collection, then data would be entered into the EO and EC collections – noting the Great Parents, Great Start for SKIP (if the SKIP service(s) that the child is receiving is part of the TARGETED Great Parents, Great Start-funded services), and other EC programs such as those listed as "Optional" in the CEPI EC collection (and appropriate for children birth to three): • Title I Preschool • Child Care • Early Head Start • Tuition-Based Preschool • Other
6. *How do you determine what Primary Disability for SE, and/or Primary Category of eligibility for EO (Development Delay or Established Condition for EO), should be pulled for MSDS? Only one can be submitted, but the student may be both EO and SE.*	For the SE collection, this component is viewed as optional by the MSDS; however, you must report this component for any student receiving SE programming or services, in order to claim either Section 52 or Section 53 FTE. Therefore, it makes sense to enter the Primary Disability in the SE collection so that the district will be able to receive the appropriate funding for services. A minimum of one "Service Code" is necessary in the EO collection, which is not the same as determining the core eligibility for *Early On*.

Question	Answer
7. *Are the early childhood outcomes data to be entered in the Wayne State University online Child Outcome Summary Form (COSF) or in the MSDS?*	The Wayne State University system is the official collection point for the COSF data this year. Local *Early On* systems are at various developmental phases. A pilot of entering the COSF data into MSDS will be conducted this year to address transition issues and process. The Office of Great Start/Division of Early Childhood Education and Family Services is currently planning the pilot and will be recruiting intermediate school district participants to work with *Early On* to develop the process. It is imperative that these data are as accurate as possible. The federal Office of Special Education Programs is in the process of developing a Results Driven Accountability system in which results/outcomes will be factored into the determination process for states (and in turn for local early intervention systems). A memorandum will be forthcoming soon. Again, the official collection system for the COSF in 2012-2013 is the online Wayne State University system.

Question	Answer
8. *What is the process for the State Education Agency (SEA) notification?*	The new Part C regulations (Sec. 303.209(b)(1)(i)) require Local Educational Agency (LEA) and SEA notification for children exiting Part C and potentially eligible for Part B services. The local lead agency (intermediate school district) must notify, not fewer than 90 days before the toddler's third birthday, the SEA and LEA in the area where the toddler resides that the toddler on his or her third birthday will reach the age of eligibility for services under Part B. Sec. 303.209(b)(1) and 303.401 require that the LEA/SEA notification include the child's name, date of birth, and parent contact information. Entry into the MSDS system will be considered as the "Notification to the SEA." However, in building the MSDS *Early On* data components, parent contact information was not included, as required. This will be added at a later time. Currently, the child's contact information will be used as the parent contact information.
9. *What is the enrollment date that is referred to in the EO collection?*	The enrollment date is the same as the IFSP date. Part C/*Early On* is only required to report the number of children who have an IFSP.
10. *How should one submit data in the case where the parent has refused to participate in Early On, but agreed to participate in Special Education?*	The children will be reported with the Initial IFSP component indicating the child was eligible for both Part C and Special Education (code 1). When the Initial IFSP component is reported, the EO component is required to be reported. The EO component will include the "Current IFSP Date." The "Part C Exit Date" should be included with the same date as the Initial IFSP. The Part C Exit Reason should be reported as "Withdrawn" (code 37). All elements of the SE component would obviously be reported.

Question	Answer
11. *Isn't it required to obtain parental consent to share personally identifiable information? In the Part C transition component how do you discern the "No" where the parent did not provide consent from the "No" whereby the LEA notification was not done?*	The LEA notification does not require parent consent due to the child find obligation and the new Part C regulation CFR 303.414(b), which states a lead agency or other participating agency may not disclose personally identifiable information to any party except participating agencies that are part of the state's Part C system without parental consent unless authorized to do so under CFR 303.401(d), 303.209(b)(1)(i) and (b)(1)(ii), and 303.211(b)(6)(ii)(A). All intermediate school districts are a part of the Part C system and have a responsibility to share information to the SEA and LEA to identify all children potentially eligible for services under Part C of the Act.