

# Corrective Action Child Find: Indicator 11

June 20th, 2024

# Accessibility commitment

This presentation has been [designed to be accessible](#) through:

- Clear structure/layout
- High color contrast
- Effective use of color
- Readable font
- Distinct slide titles
- Descriptive links
- Captioned video
- Accessible tables
- Effective use of images
- Alt text with images
- Logical reading order
- Accessibility check

# Objectives

- Provide support for EC Administrators in identifying root causes of delays in timely placements.
- Provide support for EC Administrators in correcting identified noncompliance with Indicator 11.
- Coach EC Administrators in continuous improvement activities surrounding Indicators 11.

# Recording & Resources

- This session and breakout groups are being recorded.
- Recordings will be posted on the [ECATS Reporting](#) section of the NCDPI website.
- The presentation, submission materials and resources included in the slides will be sent to you after the webinar.

# What, Why, and Why Now?

# Indicator 11

- Child Find
  - The percent of students for whom a referral was received, and placement determined within 90 calendar days
- Compliance Indicator
  - Requiring 100% compliance.

# OSEP and Correction of Noncompliance

- State General Supervision Responsibilities Under Parts B and C of the IDEA (July 24, 2023)
  - **Correction of Noncompliance**
    - Question B-10: **What is the standard for correction of noncompliance?**
      - (...) The State must maintain documentation and evidence demonstrating that the LEA or EIS program or provider has corrected *each individual case of the previously noncompliant files*, records, data files, or whatever data source was used to identify the original noncompliance (child-specific compliance), if applicable, *and that the review of updated data and information did not reveal any continued noncompliance* (systemic compliance).

# OSEP and Correction of Noncompliance

- State General Supervision Responsibilities Under Parts B and C of the IDEA (July 24, 2023)
  - **Correction of Noncompliance**
    - Question B-13: **What is the timeline for correcting noncompliance (i.e., demonstrating timely correction) under the IDEA?**
      - Under the IDEA, there is a longstanding requirement to correct noncompliance as soon as possible, but no later than one year after the State's written notification of noncompliance. ( . . . ) The State must ensure that when it identifies noncompliance with IDEA requirements, the noncompliance is corrected as soon as possible, and in no case later than one year after the State's written notification of noncompliance.



# OSEP and Correction of Noncompliance

- State General Supervision Responsibilities Under Parts B and C of the IDEA (July 24, 2023)
  - **Correction of Noncompliance**
    - Question B-15: **How must a State verify that each individual case of child-specific noncompliance was corrected?**
      - In order to verify correction of child-specific noncompliance, a State must review each individual case (not a subset or sample) of previously noncompliant files, records, data files, or whatever data source was used to identify the original noncompliance, to verify correction by the LEA or EIS program or provider of child-specific noncompliance, unless the child is no longer within the jurisdiction of the LEA.

# OSEP and Correction of Noncompliance

- State General Supervision Responsibilities Under Parts B and C of the IDEA (July 24, 2023)
  - **Correction of Noncompliance**
    - Ensuring Systemic Compliance
      - (. . .) States could review revised policies, procedures, and practices; documentation of training provided; and changes made to supervision and oversight that demonstrates systems are in place to ensure systemic compliance. Regardless of the size of an LEA or EIS program or provider, any child-specific noncompliance must be corrected, even if late, including any remedy determined necessary to address a denial of services in accordance with the IEP or IFSP. Finally, when ensuring correction, States are encouraged to promote the use of evidence-based activities that are designed, not only to improve the LEA's or EIS program's or provider's compliance with the IDEA requirements, but to also achieve and sustain compliance.

# Indicator 11: Corrective Action

- **Tier I**

- 100 %: No Corrective Action Required

- **Tier II**

- 75-99%: Student Level + Data Analysis of Delays (color-coded template for data analysis included) + Review of new records for effectiveness

- **Tier III**

- 50 - 74%: Student Level + Data Analysis of Delays + Action Plan in Consultation with Monitor (color-coded template for data analysis and action plan included) + Review of new records for effectiveness

- **Tier IV**

- 0 - 49%: Student Level + Targeted Monitoring Canvas Course, Data Analysis of Delays + Action Plan in Coaching with Monitor (color-coded template for data analysis, action plan and quarterly check-ins) + Review of new records for effectiveness

# Break Out Groups

# **TIER II Corrective Action**

Group A

# Reminder: Recordings and Resources

- This breakout group is being recorded.
- Recordings will be posted on the [ECATS Reporting](#) section of the NCDPI website
- The presentation, submission materials and resources will be sent to you after the webinar.

# Tier II - (75-99% Compliance )

Activity	Due Date	Submission
Student Level Corrections	September 30, 2024	Notification submitted PMA Consultant
Data Analysis of Delays	October 30, 2024	Data Analysis Document Submitted to PMA Consultant
Review of New Referrals	Ongoing – No later than March 30, 2025	Conducted by SPD Consultant

- When all components are met, notification of closure will be sent by PMA consultant

# Data Decision Making Process

1. Data Retrieval
2. Student Level Correction
3. Data Analysis
4. Verification of Systemic Compliance and Effectiveness

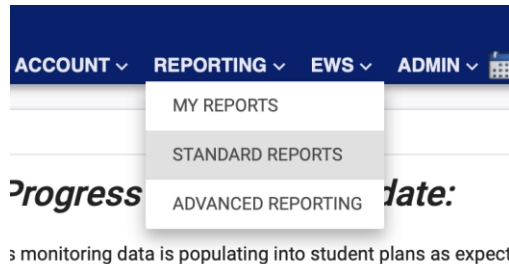


# Student Level Corrections

Due September 30, 2024

# Student Level Corrections

- Step 1
  - Download your certified Indicator 11 Report from October 2023.



## Reports - Indicator 11

Data Set: OSEP/Final Reporting Database

Count Period: Indicator 11 | October 2023 | 07/01/2022 - 06/30/2023

Detailed Student Listing: ☒

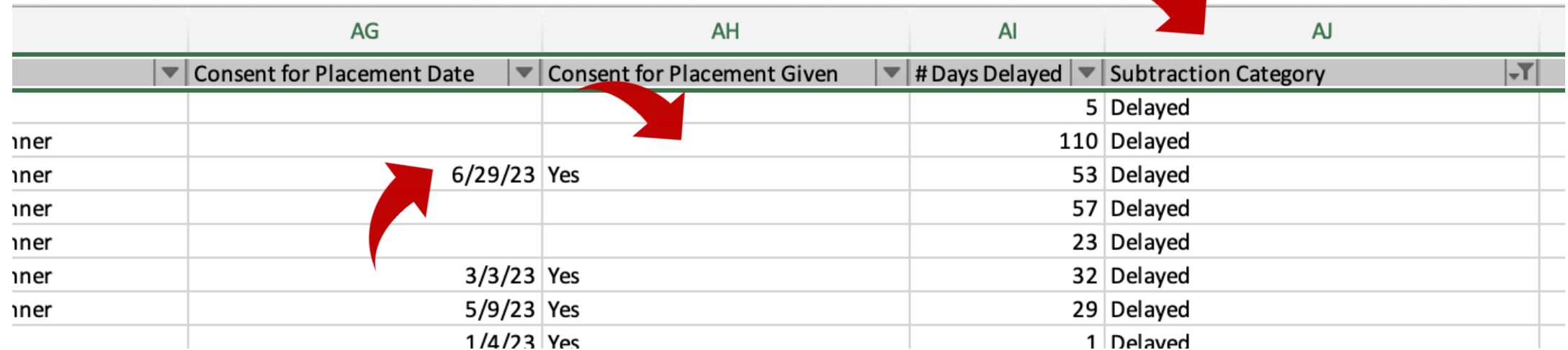
Include Summary Calculations ☐

Include Exception/Validation Report ☐

Sort By: Last Name

# Student Level Corrections

- Step 2
  - Filter the report to show any students with a Subtraction category that is **"Delayed"** (Column AJ)



	AG	AH	AI	AJ
	Consent for Placement Date	Consent for Placement Given	# Days Delayed	Subtraction Category
			5	Delayed
ner			110	Delayed
ner	6/29/23	Yes	53	Delayed
ner			57	Delayed
ner			23	Delayed
ner	3/3/23	Yes	32	Delayed
ner	5/9/23	Yes	29	Delayed
	1/4/23	Yes	1	Delayed

- Students who do not have a Consent for Placement Date or Consent for Placement Given Response require corrections, **UNLESS** . . .

# Student Level Corrections

- Step 2: **UNLESS**
  - Referral For Evaluation (Column **W**) = “N”. **OR**
  - Consent to Evaluate (Column **Z**) = “No” or “No Response”. **OR**
  - Eligible? (Column **AC**) = “No”
  - \*\*Or the student is no longer enrolled in the PSU

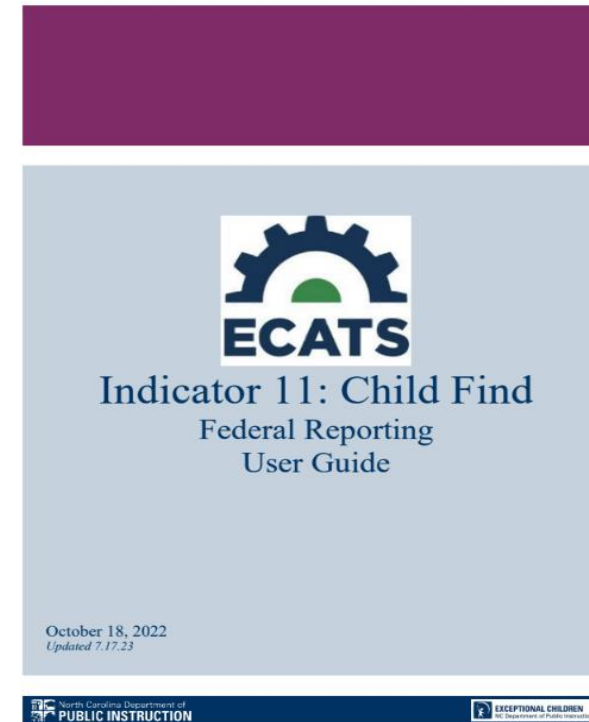
# Student Level Corrections

- Step 3:
  - Any student with a Subtraction category that is "Delayed" must be resolved by completing the appropriate steps in the process so that one of the instances below shows in the student history AFTER the reported referral event.
    - Student Withdrawn from LEA
    - Referral Discontinuation
    - Consent to Evaluate=No or No Response
    - Non-Eligibility Determination
    - IEP/PSSP Date and Consent for Services Date
    - Revocation of Consent

# Resources

## Indicator 11 Child Find Federal Reporting User Guide

- ECATS Resource Webpage:
  - Special Ed
  - Manuals, Tip Sheets & Documents
- OR
- ECATS Landing Page:
  - Resources Section
  - Federal Reporting Tab



# Student Level Corrections

- Corrections must be made in ECATS.
- Document the corrected information in the ECATS student record.
- Verify the corrected information is displaying in the ECATS Student History Screen.

# Helpful Hint

The Indicator 11 report displays referrals from July 1, 2022 – June 30, 2023.

- There have been two Active Child Counts since the submission of this report. (December 2023 ACC and April 2024 ACC) so many of these referrals have been resolved.
- If they have already been resolved, all that is needed is for you to submit those verifications to the OEC.



# Notification

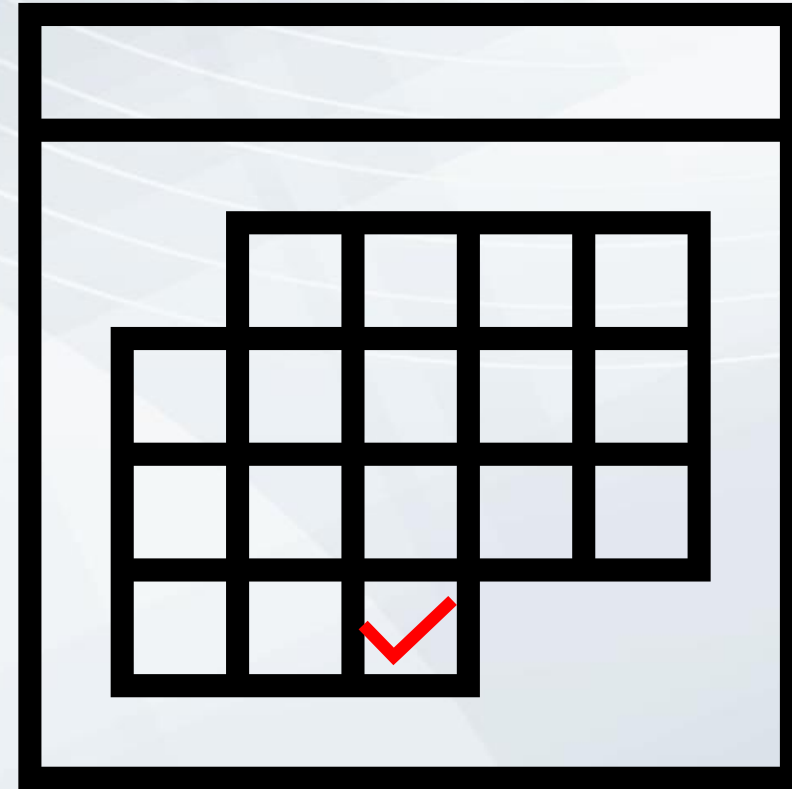
- Once you have ensured that the required markers are present on the student history screen in ECATS for each record, email the Student Correction Verification Form to your your monitor.

LEA:					
Date:					
EC Director Signature:					
Student UID	Correction Status	DPI Verified			
123456	IEP Developed/Consent Response Recorded				
	Revoked Consent to Evaluate				
	Withdrawn				
	IEP Developed/Consent Response Recorded				
	Referral Discontinued				
	Non Eligible				
	Revoked Consent to Evaluate				
	Revoked Consent to Serve				
	Private School Non-Participation				

**Reminder: 2023-2024 Indicator 11 Submission  
is also due!**

# Data Analysis

**Due October 30, 2024**



# Data Analysis

- Complete, Sign and Submit Data Analysis Questionnaire to assigned PMA Monitor

**Data Analysis Guiding Questions**  
**Corrective Action PPP 2023 Submission**

This document is designed to guide discussions encompassing noncompliance with Indicator 11. Questions are intended to help identify any processes or procedures that ultimately decrease compliance with state targets and impact timely placement. Appropriate identification of these contributing factors will enhance the district's efficient and effective problem-solving activities.

**Using dates from the October 2023 Certified Indicator 11 Report, answer each of the following questions thoroughly in the boxes provided. The Indicator 11 Data Analysis Toolkit shared at the September Regional Meeting will assist in this activity. Boxes will expand to accommodate answers.**

**District:** \_\_\_\_\_  
**EC Director/Coordinator:** \_\_\_\_\_  
**October 2023 Submission Compliance Percentage:** \_\_\_\_\_

A. Delays Associated with Referral Meeting Date
How many student-level delays were associated with the referral meeting date? (Delay = 30 or more days between referral received by school and referral meeting date). If zero, go to section B.
<ul style="list-style-type: none"> <li>• How many delays were due to referral held by staff?</li> <li>• How many referrals were due to summer vacation or other school break?</li> </ul>

# Verification of Systemic Compliance and Effectiveness

No later than March 30, 2025

# Verification of Systemic Compliance and Effectiveness

- Starting with July 1, 2024 referrals, maintain 100% compliance. SPD consultants will monitor your Indicator 11 Standard Report to ensure that districts are showing that any systemic issues are being resolved.
- Consultants will:
  - Review records in order of referral date
  - Review a subset of records

# All Steps Complete

- Once all three components are completed, a closing letter will be issued by your PMA Monitoring Consultant

# Resources

- Indicator 11 Federal Reporting Guide
- OEC Leadership Institute
- EC Directors Webinars
- ECATS Standard Reports
- ECD Weekly Communications Tip Sheets
- OEC Consultants

# Recommended Professional Development NCEES Course Completion

Provides information designed to enhance compliance with Timely Placement Requirements

- Course #
  - 26676
- Course Title
  - Timely Placement: Corrective Action

Targeted Monitoring: Timely Placement





# **TIER III Corrective Action**

Group B

# Reminder: Recordings and Resources

- This breakout group is being recorded.
- Recordings will be posted on the [ECATS Reporting](#) section of the NCDPI website
- The presentation, submission materials and resources will be sent to you after the webinar.

# Tier III - (50-74% Compliance )

Activity	Due Date	Submission
Student Level Corrections	September 30, 2024	Notification submitted to Submitted to PMA Consultant
Data Analysis of Delays	October 30, 2024	Data Analysis Document Submitted to PMA Consultant
Action Plan Development	October 30, 2024	Action Plan Submitted to PMA Consultant
Consultation with PMA Monitoring Consultant	At Submission and at Mid-point	Initial Check-in and Mid Point Check-in
Review of New Referrals	Ongoing – No later than March 30, 2025	Conducted by SPD Consultant

- When all components are met, notification of closure will be sent by PMA consultant

# Data Decision Making Process

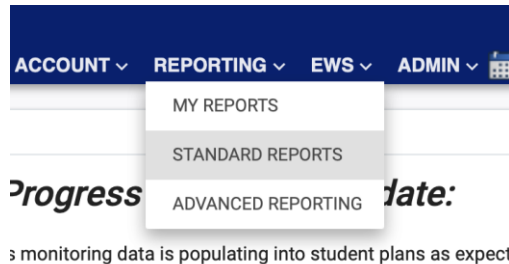
1. Data Retrieval
2. Student Level Correction
3. Data Analysis
4. Verification of Systemic Compliance and Effectiveness

# Student Level Corrections

Due September 30, 2024

# Student Level Corrections

- Step 1
  - Download your certified Indicator 11 Report from October 2023.



## Reports - Indicator 11

Data Set: OSEP/Final Reporting Database

Count Period: Indicator 11 | October 2023 | 07/01/2022 - 06/30/2023

Detailed Student Listing: ☒

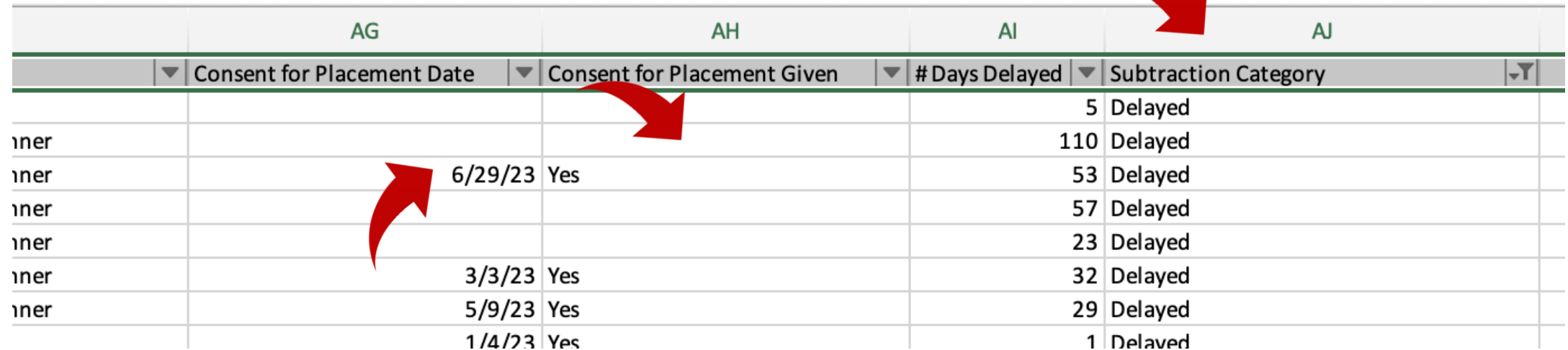
Include Summary Calculations ☐

Include Exception/Validation Report ☐

Sort By: Last Name

# Student Level Corrections

- Step 2
  - Filter the report to show any students with a Subtraction category that is **"Delayed"** (Column AJ)



	AG	AH	AI	AJ
	Consent for Placement Date	Consent for Placement Given	# Days Delayed	Subtraction Category
			5	Delayed
ner			110	Delayed
ner	6/29/23	Yes	53	Delayed
ner			57	Delayed
ner			23	Delayed
ner	3/3/23	Yes	32	Delayed
ner	5/9/23	Yes	29	Delayed
	1/4/23	Yes	1	Delayed

- Students who do not have a Consent for Placement Date or Consent for Placement Given Response require corrections, **UNLESS** . . .

# Student Level Corrections

- Step 2: **UNLESS**
  - Referral For Evaluation (Column **W**) = “N”. **OR**
  - Consent to Evaluate (Column **Z**) = “No” or “No Response”. **OR**
  - Eligible? (Column **AC**) = “No”
  - \*\*Or the student is no longer enrolled in the PSU



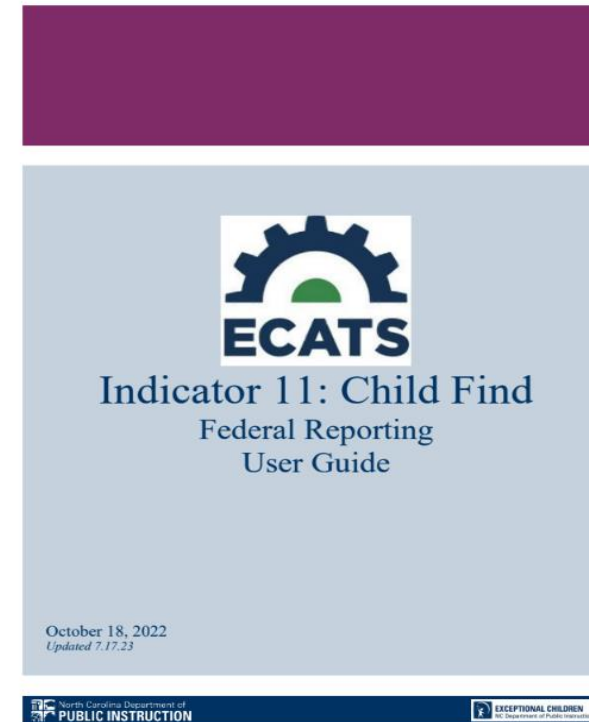
# Student Level Corrections

- Step 3:
  - Any student with a Subtraction category that is "Delayed" must be resolved by completing the appropriate steps in the process so that one of the instances below shows in the student history AFTER the reported referral event.
    - Student Withdrawn from LEA
    - Referral Discontinuation
    - Consent to Evaluate=No or No Response
    - Non-Eligibility Determination
    - IEP/PSSP Date and Consent for Services Date
    - Revocation of Consent

# Resources

## Indicator 11 Child Find Federal Reporting User Guide

- ECATS Resource Webpage:
  - Special Ed
  - Manuals, Tip Sheets & Documents
- OR
- ECATS Landing Page:
  - Resources Section
  - Federal Reporting Tab



# Student Level Corrections

- Corrections must be made in ECATS.
- Document the corrected information in the ECATS student record.
- Verify the corrected information is displaying in the ECATS Student History Screen.

# Helpful Hint

The Indicator 11 report displays referrals from July 1, 2022 – June 30, 2023.

- There have been two Active Child Counts since the submission of this report. (December 2023 ACC and April 2024 ACC) so many of these referrals have been resolved.
- If they have already been resolved, all that is needed is for you to submit those verifications to the OEC.

# Notification

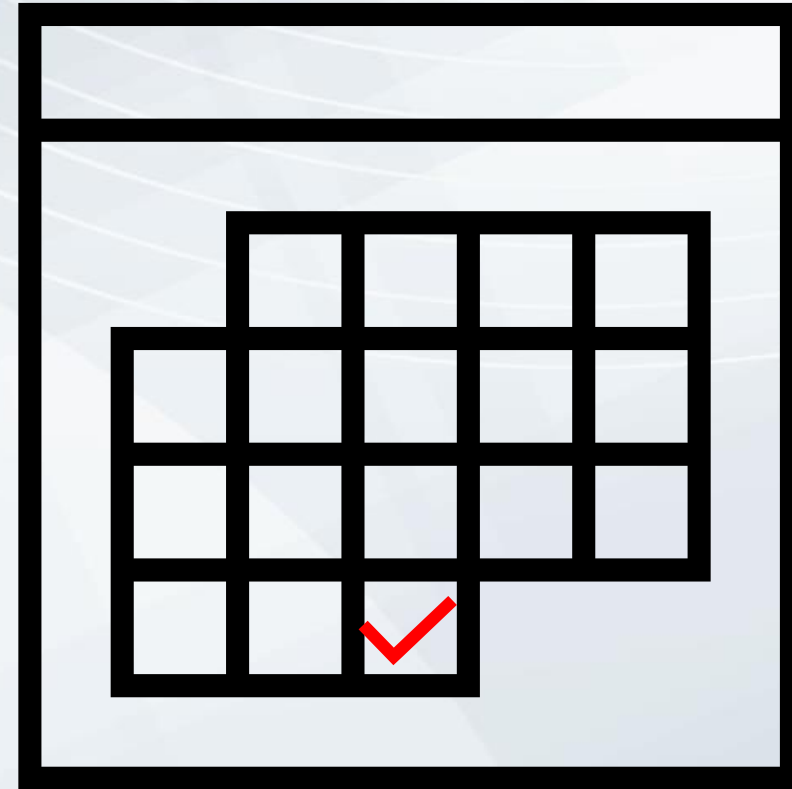
- Once you have ensured that the required markers are present on the student history screen in ECATS for each record, email the Student Correction Verification Form to your your monitor.

LEA:					
Date:					
EC Director Signature:					
Student UID	Correction Status	DPI Verified			
123456	IEP Developed/Consent Response Recorded				
	Revoked Consent to Evaluate				
	Withdrawn				
	IEP Developed/Consent Response Recorded				
	Referral Discontinued				
	Non Eligible				
	Revoked Consent to Evaluate				
	Revoked Consent to Serve				
	Private School Non-Participation				

**Reminder: 2023-2024 Indicator 11 Submission  
is also due!**

# Data Analysis

**Due October 30, 2024**



# Data Analysis

- Complete, Sign and Submit Data Analysis Questionnaire to assigned PMA Monitor

Using dates from the October 2023 Certified Indicator 11 Report, answer each of the following questions thoroughly in the boxes provided. The Indicator 11 Data Analysis Toolkit shared at the September Regional Meeting will assist in this activity. Boxes will expand to accommodate answers.

District: \_\_\_\_\_  
EC Director/Coordinator: \_\_\_\_\_  
October 2023 Submission Compliance Percentage: \_\_\_\_\_

A. Delays Associated with Referral Meeting Date
How many student-level delays were associated with the referral meeting date? (Delay = 30 or more days between referral received by school and referral meeting date). If zero, go to section B.
<ul style="list-style-type: none"><li>• How many delays were due to referral held by staff?</li><li>• How many referrals were due to summer vacation or other school break?</li><li>• How many referrals were delayed to accommodate interventions or the MTSS process?</li><li>• Other identified reasons for delays in scheduling referral <u>meeting</u>?</li><li>• Does the data in the current Indicator 11 Standard Report suggest that this is a continuing or new issue?</li></ul>
What actions has the district taken/will the district take to mitigate these delays?

# Action Plan

Due October 30, 2024



# Action Plan

Complete, sign, and submit the Action Plan to your PMA Monitor

- No more than three action steps
- Directly related to your data analysis
- Focus on improving current practices and procedures rather than staffing structures
- PMA Monitor will follow up with you at submission and at mid-point to assess progress.

Action Plan Developed in Consultation with Monitor			
Delay Area	Action Item(s)	Person Responsible	Due Date

Mid Point Check in with Monitor:

Team Members Conducting this Data Analysis:

Name	Role

# Verification of Systemic Compliance and Effectiveness

No later than March 30, 2025

# Verification of Systemic Compliance and Effectiveness

- Starting with July 1, 2024 referrals, maintain 100% compliance. SPD consultants will monitor your Indicator 11 Standard Report to ensure that districts are showing that any systemic issues are being resolved.
- Consultants will:
  - Review records in order of referral date
  - Review a subset of records

# All Steps Complete

- Once all four components are completed, a closing letter will be issued by your PMA Monitoring Consultant

# Resources

- Indicator 11 Federal Reporting Guide
- OEC Leadership Institute
- EC Directors Webinars
- ECATS Standard Reports
- ECD Weekly Communications Tip Sheets
- OEC Consultants

# Recommended Professional Development NCEES Course Completion

Provides information designed to enhance compliance with Timely Placement Requirements

- Course #
  - 26676
- Course Title
  - Timely Placement: Corrective Action

Targeted Monitoring: Timely Placement



# **TIER IV Corrective Action**

Group C

# Reminder: Recordings and Resources

- This breakout group is being recorded.
- Recordings will be posted on the [ECATS Reporting](#) section of the NCDPI website
- The presentation, submission materials and resources will be sent to you after the webinar.



# Tier IV - (0-49% Compliance )

Activity	Due Date	Submission
Student Level Corrections	September 30, 2024	Notification Submitted to PMA Consultant
Data Analysis of Delays	October 30, 2024	Data Analysis Document Submitted to PMA Consultant
Action Plan Development	October 30, 2024	Action Plan Submitted to PMA Consultant
Consultation with PMA Monitoring Consultant	At Submission; then quarterly	Initial Check-in and Mid Point Check-in

# Tier IV - (0-49% Compliance ) Continued

Activity	Due Date	Submission
Canvas Course Completion by all required staff	November 30, 2024	Staff Roster; certificates of completion to PMA Consultant
Review of New Referrals	No later than 3/30/25	Conducted by SPD Consultant

- When all components are met, notification of closure will be sent by PMA consultant

# Data Decision Making Process

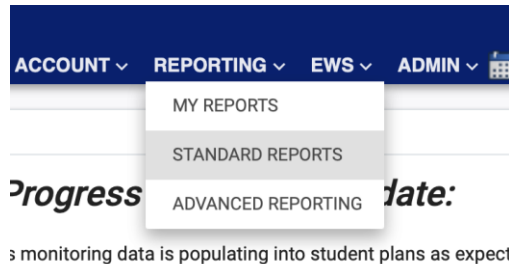
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# Student Level Corrections

Due September 30, 2024

# Student Level Corrections

- Step 1
  - Download your certified Indicator 11 Report from October 2023.



## Reports - Indicator 11

Data Set: OSEP/Final Reporting Database

Count Period: Indicator 11 | October 2023 | 07/01/2022 - 06/30/2023

Detailed Student Listing: ☒

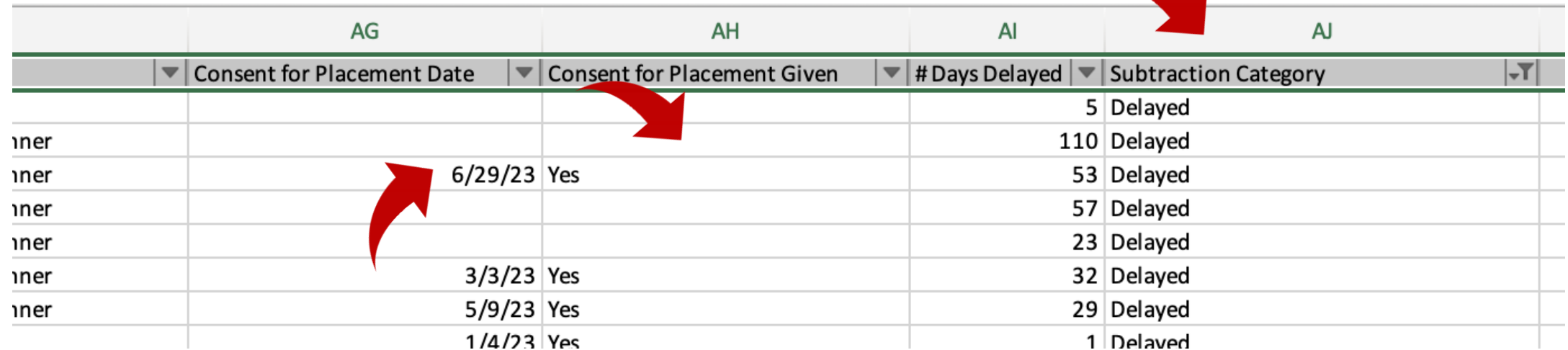
Include Summary Calculations ☐

Include Exception/Validation Report ☐

Sort By: Last Name

# Student Level Corrections

- Step 2
  - Using **Student Details Tab**, filter the report to show any students with a Subtraction category that is **"Delayed"** (Column AJ)



The screenshot shows a table with columns AG, AH, AI, and AJ. Red arrows highlight the 'Subtraction Category' column (AJ) and the 'Consent for Placement Date' and 'Consent for Placement Given' columns (AH). The table contains data for several students, all with a 'Delayed' subtraction category.

	AG	AH	AI	AJ
	Consent for Placement Date	Consent for Placement Given	# Days Delayed	Subtraction Category
ner			5	Delayed
ner			110	Delayed
ner	6/29/23	Yes	53	Delayed
ner			57	Delayed
ner			23	Delayed
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- Students who do not have a Consent for Placement Date or Consent for Placement Given Response require corrections, **UNLESS** . . .

# Student Level Corrections

- Step 2: **UNLESS**
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  - Consent to Evaluate (Column **Z**) = “No” or “No Response”. **OR**
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# Student Level Corrections

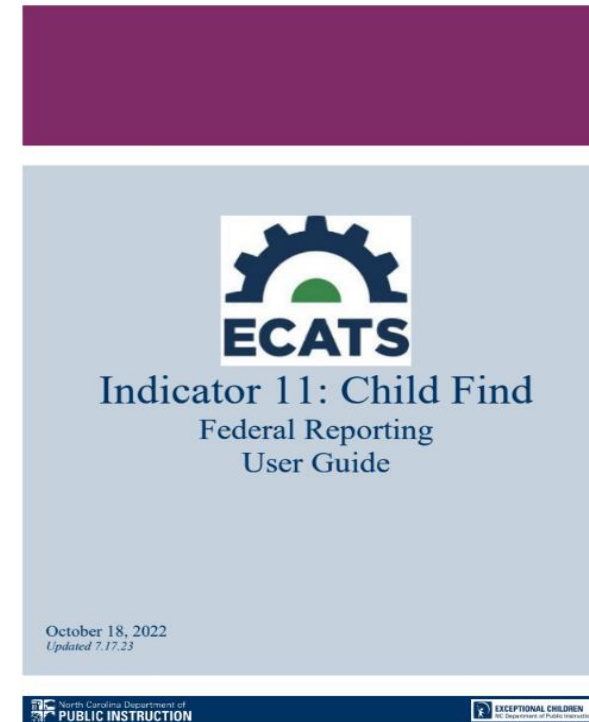
- Step 3:
  - Any student with a Subtraction category that is "Delayed" must be resolved by completing the appropriate steps in the process so that one of the instances below shows in the student history AFTER the reported referral event.
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    - Referral Discontinuation
    - Consent to Evaluate=No or No Response
    - Non-Eligibility Determination
    - IEP/PSSP Date and Consent for Services Date
    - Revocation of Consent



# Resources

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  - Special Ed
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# Student Level Corrections

- Corrections must be made in ECATS.
- Document the corrected information in the ECATS student record.
- Verify the corrected information is displaying in the ECATS Student History Screen.

# Helpful Hint

The Indicator 11 report displays referrals from July 1, 2022 – June 30, 2023.

- There have been two Active Child Counts since the submission of this report. (December 2023 ACC and April 2024 ACC) so many of these referrals have been resolved.
- If they have already been resolved, all that is needed is for you to submit those verifications to the OEC.

# Notification

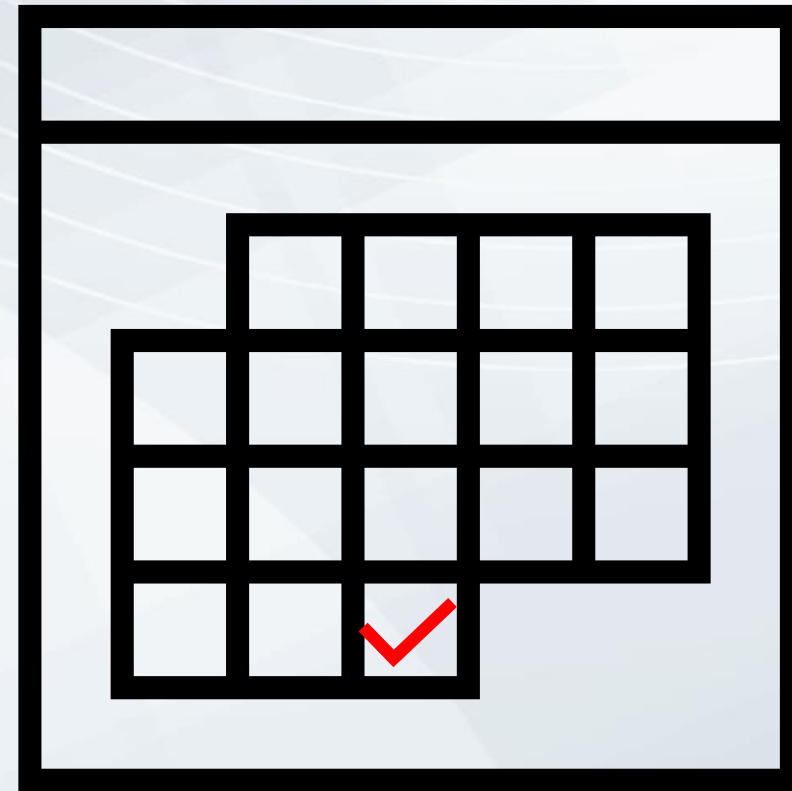
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LEA:						
Date:						
EC Director Signature:						
Student UID	Correction Status	DPI Verified				
123456	IEP Developed/Consent Response Recorded					
	Revoked Consent to Evaluate					
	Withdrawn					
	IEP Developed/Consent Response Recorded					
	Referral Discontinued					
	Non Eligible					
	Revoked Consent to Evaluate					
	Revoked Consent to Serve					
	Private School Non-Participation					

**Reminder: 2023-2024 Indicator 11 Submission  
is also due!**

# Data Analysis

**Due October 30, 2024**



# Data Analysis

- Complete, Sign and Submit Data Analysis Questionnaire to your PMA Monitor

District: \_\_\_\_\_  
EC Director/Coordinator: \_\_\_\_\_  
October 2023 Submission Compliance Percentage: \_\_\_\_\_

## A. Delays Associated with Referral Meeting Date

How many student-level delays were associated with the referral meeting date? (Delay = 30 or more days between referral received by school and referral meeting date). If zero, go to section B.

- How many delays were due to referral held by staff?
- How many referrals were due to summer vacation or other school break?
- How many referrals were delayed to accommodate interventions or the MTSS process?
- Other identified reasons for delays in scheduling referral meeting?
- Does data in the current Indicator 11 Standard Report suggest that this is a continuing or new issue?

What actions has the district taken/will the district take to mitigate these delays?

# Action Plan

Due October 30, 2024

# Action Plan

Complete, sign, and submit the Action Plan to your PMA Monitor

- No more than three action steps
- Directly related to your data analysis
- Focus on improving current practices and procedures rather than staffing structures
- PMA Monitor will follow up with you at submission and at mid-point to assess progress.

Action Plan Developed in Consultation with Monitor			
Canvas Course Completion		Staff (Agreed upon in consultation with monitor)	Due Date
Delay Area	Action Item(s)	Person Responsible	Due Date

Established Progress Monitoring Dates:

- Quarter 1:
- Quarter 2:
- Quarter 3:
- Quarter 4:

Team Members Conducting this Data Analysis:



# NCEES Course Completion

Due November 30, 2024

# NCEES Course Completion

- All EC Case Managers, Teachers, Program Specialists, SLPs, Psychologists, etc. who are directly involved in initial referrals (other staff at discretion of PSU)
- Submit rosters and copy of verification/transcript of completion from NCEES to PMA Monitoring Consultant.
- Remember that to obtain a verification of completion/transcript from NCEES – all modules, surveys and evaluations must be completed and submitted. Failure to completed all items will prevent verification from being recorded.

Targeted Monitoring: Timely Placement



# NCEES Course Completion

- Course #
  - 26676
- Course Title
  - Timely Placement: Corrective Action

Targeted Monitoring: Timely Placement



# **Verification of Systemic Compliance and Effectiveness**

**No later than March 30, 2025**

# Verification of Systemic Compliance and Effectiveness

- Starting with July 1, 2024 referrals, maintain 100% compliance. SPD consultants will monitor your Indicator 11 Standard Report to ensure that districts are showing that any systemic issues are being resolved.
- Consultants will:
  - Review records in order of referral date
  - Review a subset of records

# All Steps Complete

- Once all five components are completed, a closing letter will be issued by your PMA Monitoring Consultant

# Resources

- Indicator 11 Federal Reporting Guide
- OEC Leadership Institute
- EC Directors Webinars
- ECATS Standard Reports
- ECD Weekly Communications Tip Sheets
- OEC Consultants