

# Federal Reporting Office Hours

## Special Programs and Data

*July 2023*

# Automated Captioning for Participants in WebEx

## Option 1: Caption and Highlights Panel

1. Locate blue circle and dot icon on the bottom of screen.
2. Select icon
3. A side panel will appear on the right side of the screen.



## Option 2: Closed Captioning

1. Select the Closed Captioning (CC) icon
  - a. Captions will appear on the bottom of screen.
2. Grab and move to desired location



# **Federal Reporting Preparation Tips**

**Documenting Child Outcomes Summary Data  
Indicator 7: Preschool Outcomes**

# Documenting COSF Data

# COSF Overview

- Child Outcomes Summary Form
- A seven-point scale for summarizing assessment data in three areas
- An instrument used to combine information from various assessments, observations, discussions, etc.
- Pulled in Indicator 7 to compare entry data with exit data

# COSF Workflow - Entry COSF

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN

STUDENT INFORMATION DOCUMENTS PLAN OF CARE EC PROCESS

Documents:

General

Progress Monitoring

- ☐ Accommodation Review
- ☒ Child Outcome Summary Form
- ☐ Contact Log
- ☐ Core Plan
- ☐ Core Plan Review
- ☐ CSP Document
- ☐ Progress Report
- ☐ Plan of Care (Speech/Language)
- ☐ Plan of Care (Occupational Therapy)
- ☐ Plan of Care (Physical Therapy)
- ☐ Plan of Care (Psychological Services)
- ☐ Plan of Care (Counseling Services)
- ☐ Plan of Care (Special Education - Speech/Language)
- ☐ FAM-S Scoring Summary School (pdf)
- ☐ FAM-S Scoring Summary School (xls)
- ☐ FAM-S Item Summary School (pdf)
- ☐ FAM-S Item Summary School Level (xls)
- ☐ IEP at a Glance

Letters: (No Letters Available)

CREATE DRAFT (WILL BE SAVED FOR 30 DAYS)

CREATE FINAL DOCUMENT (WILL BE SAVED)

UPLOAD EXTERNAL DOCUMENT(S)

# COSF Workflow - Entry COSF

## Child Outcome Summary Form

### PURPOSE



The proper selection must be made in order to generate the appropriate document.

Select One:

Active in Pre-k services start date:

Pre-k services completion date:

Entry

Exit

Interim

## Child Outcome Summary Form

### PURPOSE



The proper selection must be made in order to generate the appropriate document.

Select One: Entry

Active in Pre-k services start date: 12/15/2022

Pre-k services completion date:



### Student History

Event Date*	Event Type	Begin Date
12/08/2022	IEP	12/15/2022
12/09/2022	Provision of Services Parental Consent	



# COSF Workflow - Interim COSF

- Optional for students expected to receive preschool EC services for more than one year
- Data from finalized Entry COSF populates in new COSF
  - Change purpose to Interim
  - Leave Pre-k services completion date blank

## Child Outcome Summary Form

must be made in order to generate the appropriate document.

Select One: Entry

Active in Pre-k services start date: 12/10/2021 

Pre-k services completion date:  

## Child Outcome Summary Form

st be made in order to generate the appropriate document.

Select One: Interim









Active in Pre-k services start date: 12/10/2021 

Pre-k services completion date:  



# COSF Workflow - Exit COSF

- Child exits preschool by entering kindergarten
- Child is age appropriate for kindergarten
- Child withdraws from PSU
- Child is no longer eligible for EC services
- **Important: Confirm Entry COSF event on Student History Screen before documenting Exit COSF**

Student History				
Event Date*		Event Type	(transferred from)	Begin Date
03/15/2021		COSF - Entry		
03/15/2021		Plan of Care	(Physical Therapy)	03/15/2021 
03/01/2021		IEP		03/15/2021 
03/11/2021		Provision of Services Parental Consent		

# COSF Workflow - Exit COSF

- Data from finalized Entry COSF populates in new COSF
  - Change purpose to Exit
  - Document Pre-k services completion date

## Child Outcome Summary Form

## Child Outcome Summary Form

must be made in order to generate the appropriate document.

must be made in order to generate the appropriate document.

Select One: Entry

Select One: Exit

Active in Pre-k services start date: 12/10/2021

Active in Pre-k services start date: 12/10/2021


Pre-k services completion date:

Pre-k services completion date: 06/09/2023







# COSF Workflow - Exit COSF

- Select the Exit COSF rating for each outcome
- Document Supporting Evidence

	Not Yet 1	2	Emerging 3	4	Somewhat 5	6	Completely 7
Exit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

 COMPLETE AT ENTRY AND EXIT


## Supporting Evidence

Source of Information:	Date:	Summary of Relevant Results:
Assessment 	12/07/2021 	<div></div> 
<div></div> 	<div></div> 	<div></div> 

ADD ROW

# COSF Workflow - Exit COSF

- Select Yes/No to indicate student's progress
- If Yes is selected, describe progress made in text field
- Finalize Exit COSF

 COMPLETE AT EXIT

(If Question Extent of Age Appropriate Functioning has been answered previously): Has the child shown any new skills or behaviors related to positive social-emotional skills (including positive social relationships) since the last outcomes summary?

If yes, describe progress here.

If yes, describe progress:

# DOCUMENTING COSF DATA Q&A

We are here to answer your questions!

Feel free to type in the chat or unmute and ask anything you like!



# Indicator 7: Preschool Outcomes

# Indicator 7

- Opens August 1<sup>st</sup>
- Closes August 18<sup>th</sup>
- Based on data from the 7/1/2022 through 6/30/2023 reporting period
- Report students (ages 3 – 5) with IEPs, who exited preschool during the previous year
- Captures improved childhood outcomes data in the following skills:
  - (A) Positive social-emotional skills
  - (B) Acquisition and use of knowledge and skills
  - (C) Use of appropriate behaviors to meet their needs.



# Preparing for Indicator 7

## *Things to check in the student record*

Resources [Disclaimer/License Agreement](#) [Upload File\(s\)](#) [Delete/Update Documents](#)

Planning Documents	<input type="checkbox"/>	11		Federal Reporting	06/16/2021	Colton Ash	<a href="#">ECATS Indicator 7 Exception Descriptions</a>
Federal Reporting	<input type="checkbox"/>	27		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count Reporting Checklist</a>
General	<input type="checkbox"/>	28		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count - Same Day Reporting Updates</a>
Service Logging Documents	<input type="checkbox"/>	29		Federal Reporting	09/17/2020	Beth Burris	<a href="#">ECATS Exit Count - Errors and Warnings Reference Guide</a>
Special Education Documents	<input type="checkbox"/>	31		Federal Reporting	10/05/2020	Beth Burris	<a href="#">ECATS Indicator 7 Reporting Checklist</a>

### Student Record Review Checklist to Ensure Accuracy for Indicator 7

ECATS Screens/Workspace	What to Check
Student Profile and Documents tab	Student must be age 3 to less than 6 as of the COSF Exit Date.
Documents tab	Student must have an Exit COSF event (or projected Exit COSF Date) between the begin and end date of the count period.
COSF document	Student must have received EC services in PK for 6 months or more. This is the number of days between the Active in Pre-k services start date and Active in Pre-k services completion date on the COSF.
Student Level Report View	The student must not be marked and 'Exclude Student from This Report' for the applicable report and count period

# Indicator 7: Tip

How do you document Exit COSF for a student who transfers from another PSU with no documentation of Entry COSF, and the child has been enrolled in PreK for at least 6 months?

*EC Preschool Staff should enter information from the initial eligibility as the “Entry” COS if there was none previously entered. This would provide the growth data from beginning of services until exit if the student has been enrolled and receiving services for 6 months or more.*

Child Outcome Summary Form

PURPOSE

i

The proper selection must be made in order to generate the appropriate document.

Select One: Entry

Active in Pre-k services start date:

Pre-k services completion date:

PERSONS INVOLVED IN DECIDING THE SUMMARY RATINGS

Name	Role

# Indicator 7

- Training video and resources available in ECATS (Main Menu > Resources)

Resources

[Review the License Agreement](#) [Upload File\(s\)](#) [Delete/Update Documents](#)

<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/26/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Exceptions Tab Guide</a>
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide</a>
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - Errors and Warnings Guide</a>
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Indicator 11 Reporting - FAQ Guide</a>
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	<a href="#">ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020</a>

[ECATS Indicator 7 Reporting - Errors and Warnings Reference Guide](#)

[ECATS Indicator 7 Reporting Checklist](#)

- Indicator 7 report available to review data

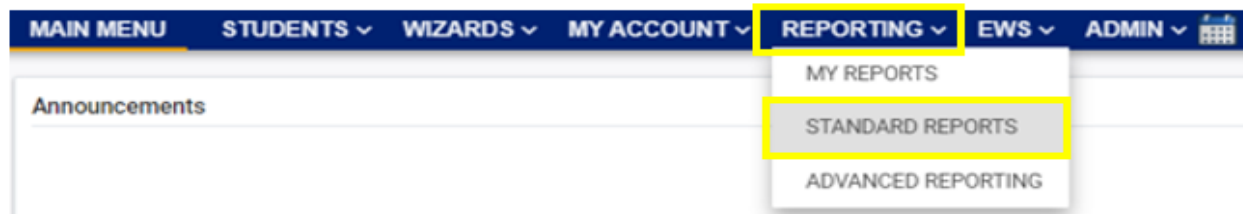
Scheduled Reports

Early Warning System	<a href="#">Accommodations Report School/Grade/Class/Test</a>	<a href="#">Exit Count</a>
FAM-S	<a href="#">Caseloads as of a Point in Time</a>	<a href="#">IEP Services Report with Location (xls)</a>
General	<a href="#">Caseloads Report Admin (xls)</a>	<a href="#">IEP Services Report with Location/Transportation (xls)</a>
Progress Monitoring	<a href="#">Child Count</a>	<a href="#">IEP Services Report with Minutes (xls)</a>
Service Logging	<a href="#">Compliance by Case Manager (xls)</a>	<a href="#">Indicator 11</a>
Special Education	<a href="#">Compliance by School (xls)</a>	<a href="#">Indicator 7</a>
	<a href="#">Compliance by Students (xls)</a>	<a href="#">Missing Progress Report (xls)</a>
	<a href="#">Compliance Summary (PDF)</a>	<a href="#">Overdue Eligibility/IEP Report (xls)</a>
	<a href="#">Contacts Report (PDF)</a>	<a href="#">Progress Report Status (PDF)</a>
	<a href="#">ESY By School By Case Manager (xls)</a>	<a href="#">Projected/Missed Eligibility Meetings (xls)</a>
	<a href="#">ESY by Service (xls)</a>	<a href="#">Projected/Missed IEP Meetings (xls)</a>



**Charter Schools must also review Indicator 7 report to identify students with COSF data transferred from previous PSU**

# Indicator 7 Report



### Scheduled Reports

Early Warning System	<a href="#">Accommodations Report School/Grade/Class/Test</a>	<a href="#">IEP Services Report with Location (xls)</a>
FAM-S	<a href="#">Caseloads as of a Point in Time</a>	<a href="#">IEP Services Report with Location/Transportation (xls)</a>
General	<a href="#">Caseloads Report Admin (xls)</a>	<a href="#">IEP Services Report with Minute</a>
Progress Monitoring	<a href="#">Child Count</a>	<a href="#">Indicator 11</a>
Service Logging	<a href="#">Compliance by Case Manager (xls)</a>	<a href="#">Indicator 14</a>
Special Education	<a href="#">Compliance by School (xls)</a>	<a href="#">Indicator 7</a>
	<a href="#">Compliance by Students (xls)</a>	<a href="#">Missing Progress Report (xls)</a>
	<a href="#">Compliance Summary (PDF)</a>	<a href="#">Overdue Eligibility/IEP Report (xl)</a>
	<a href="#">Contacts Report (PDF)</a>	<a href="#">Progress Report Status (PDF)</a>
	<a href="#">ESY By School By Case Manager (xls)</a>	<a href="#">Projected/Missed Eligibility Mee</a>

Data Source: Transactional/EDPlan

Count Period: August 2023 | 07/01/2022 - 06/30/2023

CHECK ALL

CHECK NONE

- ☐ Import Holding School ☐ CECAS ☐ LEP
- Schools: ☐ ☐ DPI FTE School ☐ Migrant
- ☐ Graduated Students ☐ Homeless

Detailed Student Listing ☒

Include Outcome Report ☒

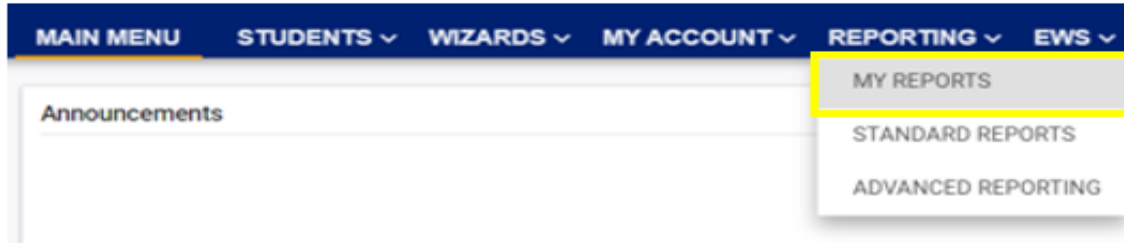
Include Summary Report ☒

Include Exception/Validation Report ☒

Sort By: Last Name

GENERATE REPORT

# Indicator 7 Report



## Reports

Report	Date Created	Created By
<a href="#">Indicator 7</a>	07/04/2023 16:11:00	Khalilah Sabreen O'Farrow

StudentID	Is Duplicated	Exit COSF Date is Blank	Exit Outcome 1 is Blank	Exit Outcome 2 is Blank	Exit Outcome 3 is Blank	Progress 1 is Blank	Progress 2 is Blank	Progress 3 is Blank
ABC123		X	X	X	X	X	X	X
ABC124		X	X	X	X	X	X	X
ABC125		X	X	X	X	X	X	X
ABC126		X	X	X	X	X	X	X

<

>

StudentDetail

OutcomeReport

SummaryReport

Exceptions

+

⋮

◀

# Indicator 7 Report

## *Why are students missing from the report?*

- Student must have an Exit COSF Date or **Projected** Exit COSF Date during the reporting period (7/1 - 6/30)
- **Note:** ECATS looks at Projected Exit COSF dates only for students between the ages of 5 and 6.
- When the Exit COSF is finalized, with the Exit COSF date as on or before 6/30, the student will display in the report
- When the Exit COSF is finalized, with the Exit COSF date as after 6/30, the student will display in next year's Ind 7 report



# Understanding COS & Preparing for Ind 7

## Resource: NC Child Outcomes Summary Tips, Tricks & Resources

<https://padlet.com/dawnmeskil/COSResources>

padlet

Dawn Meskil + 4 • 6d

### NC Child Outcomes Summary Tips, Tricks & Resources

Please submit any additional resources to dawn.meskil@dpi.nc.gov.

SIGN UP LOG IN SHARE

#### About Child Outcomes

Dawn Meskil 2mo

ECTA/DaSy: Breadth of the Three Child Outcomes

PDF

Also available in Spanish

☆ Rate 0

Add comment

#### For Families

Dawn Meskil 22d

ECTA/DaSy: Breadth of the Three Child Outcomes

PDF

Also available in Spanish

☆ Rate 0

Add comment

#### Child Outcomes Tools

Dawn Meskil 22d

ECTA Video: Child Outcomes Step-by-Step

U.S. Office of Special Education Programs

ectacenter.org

This video describes and illustrates the three child outcomes adopted by the Office of Special Education Programs (OSEP) and reported on by all state early intervention (Part C) and preschool special education (Part B, Section 619) programs as part of their Annual Performance Report (APR).

☆ Rate 0

Add comment

#### COS Data

Dawn Meskil 22d

NC-ELN: What to Look for in your Early Childhood Outcome Data?

DOCX

☆ Rate 0

Add comment

#### ECATS

Dawn Meskil 15d

How to access ECAT Training Videos

ECATS Federal Reporting videos in ECATS

Go to the Main Menu > Resources section > Federal Reporting tab.

☆ Rate 0

Add comment

#### Other States

Dawn Meskil 22d

Vermont Resources

education.vermont.gov

Early Childhood Special Education Services | Agency of Education

☆ Rate 0

Add comment

#### Related Resources

Dawn Meskil 22d

NCPMI (National Center for Pyramid Model Innovations)

challengingbehavior.cbcs.u...

National Center for Pyramid Model Innovations NCPMI

☆ Rate 0

Add comment

#### ECATS

Dawn Meskil 15d

Federal Reporting Preparation

PDF

To support preparation for federal reporting, a report is available to check data each month for accuracy and address any possible errors that must be corrected prior to the certification schedule. This report is accessible in ECATS from Reporting > Standard Reports > Special Education tab.

☆ Rate 0

Add comment

#### Other States

Anonymous 2mo

Illinois Resources

ecire.org

The Early Childhood Outcomes in Illinois module was developed by Early CHOICES. This module reviews the three Early Childhood Outcomes that are used to help measure the impact early childhood intervention has on a child's ability to have positive

☆ Rate 0

Add comment

#### For Families

Dawn Meskil 22d

NC A Family Guide to Understanding the Early Childhood Outcomes Measurement Process

PDF

Brochure designed for Families

☆ Rate 0

Add comment

#### Child Outcomes Tools

Dawn Meskil 22d

ECTA: COS Form and Instructions

☆ Rate 0

Add comment

#### COS Data

Dawn Meskil 22d

NC-ELN: Child Outcomes Data Quality Assurance

DOCX

☆ Rate 0

Add comment

education.vermont.gov/student-support/early-education/early-childhood-special-education



# INDICATOR 7

## Q&A

We are here to answer your questions!

Feel free to type in the chat or unmute and ask anything you like!



# Other Reminders

**NC ECATS Data Managers Contact Directory**  
**Federal Reporting Office Hours Website**

# ECATS Data Managers Contact Directory

Update the Contact Directory with any corrections and/or additions.

<https://docs.google.com/document/d/1tQFdgbqV1kqhMXN9PIGR38JrYbvR8UuZ/edit?usp=sharing&oid=100162846075394212010&rtpof=true&sd=true>

# ECATS website: Federal Reporting Office Hours

Access previous PowerPoint and session recordings from the ECATS website at <https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/every-child-accountability-tracking-system-ecats/reporting/federal-reporting-office-hours>