

A Triptik for Navigating Ohio's New Forms and Procedures for Schools



Presented by:
Sally Demmler
Deborah McGraw

TRIPTIK TOOLS

www.edresourcesohio.org

◇ Required Forms:

- PR-01 (Prior Written Notice)
- PR-02 (Parent Invitation)
- PR-04 (Referral for Evaluation)
- PR-05 (Parent Consent)
- PR-06 (ETR)
- PR-07 (IEP)
- PR-09 (Services Plan)
- Whose IDEA is it? (Procedural Safeguards)

◇ Optional Forms:

(FBA OP-1, BIP OP-2, Agree to Waive Re-eval OP-4, Parent Excusal OP-5, Progress Report OP-6, Summary of Performance OP-8, Attempts at Parent Participation OP-9)

◇ Procedures and Guidance Document

(Explanation of process)

◇ Annotated Guides (ETR, IEP, SP)

www.omnie.org

Procedural Guidelines and Tools:

- IEP Smart Sheet
- Services Smart Sheet
- Writing Measurable Goals
- Specialized Services
- Initial Eval and Re-Eval Flow Chart

TIMELINE SMART SHEET:

◇ EVALUATION

- Interventions Documented
- From Suspected Disability:
 - ~ **30 days to provide**
 - ◇ **PR-01** (refusal to evaluate and why, agree to evaluate)
 - ◇ **PR-02** (parent invitation to develop an Evaluation Plan)
 - ◇ **Procedural Safeguards**
 - ~ **ETR Planning**
 - ▷ **PR-02 Parent invitation**
 - ▷ **PR-04 Evaluation Referral**
 - ▷ **ETR Planning form (school age/ preschool)**
 - ▷ **PR-01** (proposal to evaluate)
 - ▷ **PR-05 Parent Consent**
 - ~ **ETR -60 days after consent**

◇ REEVALUATION

- ~ **PR-02** (parent invitation to planning/meeting)
 - *Face-Face Meeting Not required
 - 1. No Re-eval needed (rare) – send PR-01- “right to request testing” & OP 4 Parent Waive Re-eval
 - 2. Re-eval without further testing (most common)- PR-01 - “right to request testing”
 - 3. Re-eval with further testing – need PR-05 (parent consent)
- ~ **PR-02** Parent invitation
- ~ **PR-06** all parts completed
- ~ **PR-06** copy given before IEP
- ***If no longer qualifies- send PR-01**

◇ **IEP:** (30 days from determination, 90 from parent consent, 120 from request- whichever is shortest)

- ~ **PR-07 -30 days after ETR**
- ~ **PR-02** (parent and child 14+ years)
- ~ **Copies of IEP to parent – 30 days**

TIMELINE SMART SHEET cont. :

◇ ADDING A RELATED SERVICE:

- ~ Full ETR not required
- ~ **PR-01** (Prior written notice)
- ~ **Planning form for new area**
- ~ **PR-05** (parent consent)
- ~ **Part 1 of ETR (PR-06) for area in?**
- ~ **Attach to original ETR** (3 yr Re-eval go off original dates)
- ~ **Amend IEP**

◇ REMOVING A RELATED SERVICE:

- ~ Full ETR NOT required
- ~ Review data- no additional goals
- ~ Create new IEP (in Profile explain why dismissed) or amend IEP
- ~ PR-01 if parents don't agree

◇ REMOVING A PRIMARY HANDICAPPING CONDITION:

- ~ **PR-01** "proposal to dismiss/change identification"
- ~ **PR-02** Invite to Planning Meeting
- ~ **PR-05 if new assessment needed**
- ~ **PR-02** invite to ETR Meeting
- ~ **PR-06 ETR** – indicate has meet all goals, needs no additional goals, is no longer a student with a disability
- ~ **PR-01** if parent disagrees

◇ GRADUATION

- **Re-evaluation is not required**
- **Summary of Performance**
- **PR-01** – “exiting school”

◇ OUT OF STATE MOVE IN:

~ District may:

1. **Accept out-of-state ETR** (has everything needed and district agrees),
 - Send PR-01 (“accepting out of state ETR”)
*next 3yr Re-eval is 3 years from original date
2. **Does NOT Accept out-of-state ETR:**
 - Complete new evaluation (initial)
 - While completing evaluation must provide with supports and services comparable to what is in out of state ETR
 - A new ETR must be done **BEFORE** a new IEP

◇ IN STATE MOVE IN:

- ~ Receiving District holds IEP team meeting within 2/3 weeks of enrollment
- ~ Reviews IEP and determines:
 1. whether it can be implemented as written
 2. If alterations are needed: (amendment process of IEP)
- ~ Determines if ETR is valid and whether it will **accept the old ETR or do a new one. If a new one is done it is considered a Reevaluation**

◇ MAKE UP OF MISSED SERVICES:

- ~ **SERVICE PROVIDER ABSENT** (sick, meeting, screening, assemblies) – services **shall be made up**
- ~ **CHILD ABSENT** (sick, assemblies, field trip) – services do **NOT need to be made up**
- ~ **SCHOOL HOLIDAY** on day related services delivered – services **do not need to be made up** * Caution however that too many missed days result in child not receiving FAPE (GD 7.1)

