



Illuminate News

NEW CHANGE TO THE FOLLOW UP DETAILS PAGE WITHIN IEP.

June 2016

Why are changes being made to the Follow Up Details Page?

When two districts collaborate on an IEP, the Follow Up Details page has been confusing to answer. In most of those cases, the district OFFERING FAPE is different than the district where the services will be IMPLEMENTED. Illuminate has now developed additional fields on the Follow Up Details page to make this clearer.

In the past, the flow of data for State Reporting has needed to be cleaned up behind the scenes when two districts were involved in an Initial IEP process. The new feature will streamline the flow of data for State reporting.

What does this mean for you and those who write IEPs?

For most IEPs, you will continue to answer only the first two questions on the Follow Up Details page:

1. Who is the person responsible for implementing the IEP? (Designated Case Manager in most cases)
2. Which district is offering FAPE? (usually the resident district)

For IEPs where more than one district is involved, you will now need to answer questions 3 and 4 on the Follow Up Details page (implementation district and building). One example of this is included below, please see other examples on the updated TYKES Cheat Sheet that is attached to this Newsletter.

1. For students who are 3-6 years old and who will potentially be placed in a local district's ECSE program, the student is first enrolled in TYKES or HPS and the ISD is the district responsible for the evaluation process. *After the ECSE program has been determined as the proper placement, enrollment will need to be immediately entered in the local districts SIS program (e.g. Skyward). Typically, enrollment will appear in Illuminate the day after the district has entered the student in their SIS program. Do NOT publish IEP until ECSE enrollment is active in Illuminate.*
2. On the IEP, the district offering FAPE will be the ISD, the Implementation Site will be the Operating District and the building where the services are physically provided will be the ECSE (ex: Caro ECSE, Millington ECSE or USA ECSE) building.

Description of Follow Up Details options:

NOTE: Proper enrollment is key to this process!! If a district has not enrolled a student, the Notice page will NOT print correctly.

IEP Follow Up Details

Who is responsible for implementation of the IEP/Service Coordinator? * ← 1

Who is the entity offering FAPE ("is offering the provision of a FAPE")? * ← 2

Implementation site ("The IEP Team has determined that programs and services will be provided in the:" only select if different than the entity offering FAPE) ← 3

Where will services be physically provided ("will be located at" only select if different than the implementation entity)? ← 4

What is the beginning date of the IEP? *

What is the ending date of the IEP? *

Is there a dissenting report attached? * Yes No ← 5

1. From the drop down menu select the person responsible for implementation of the IEP (e.g. Special Education Teacher, Teacher, Principal, School Social Worker, etc.).
2. Using the drop down menu select the entity offering FAPE. Note: This entity will transfer to the Notice of FAPE PDF as the entity offering FAPE.
3. IF services will be IMPLEMENTED at a different district than the entity offering FAPE select this from the drop down menu. OTHERWISE LEAVE BLANK. Note: This data will transfer to the IEP Wizard Notice Page as the Operating District.
4. IF services will be PHYSICALLY PROVIDED at a different placement than the implementation entity select this from the drop down menu. OTHERWISE LEAVE BLANK. Note: This entity will transfer to the Provision of FAPE PDF as entity where the programs/services will be located in.
5. Indicate whether a Dissenting Report is attached to the IEP by selecting Yes or No.
6. Click Save or Next

NOTE: Only those items with a RED asterisk MUST be completed. The additional items are optional and for students who may have services provided at a different entity than the entity offering FAPE