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|  | EI and/or District ECSE Transition Planning Tool |

# Child’s Information

| Name of Child (middle name required) | Enter full name |
| --- | --- |
| Nickname | Enter nickname |
| Birthday (MM/DD/YYYY) | Enter birthday (MM/DD/YYYY) |
| Third birthday | Enter third birthday (MM/DD/YYYY) |
| Home address | Enter home address |
| Home phone | Enter home phone |
| Name of Parent(s)/Guardian(s)  | Enter full name(s) |
| Home email address | Enter home email address |
| Early Intervention Contact(s) | Enter contact name(s) |

# Transition Planning Conference

| Potentially Eligible for ECSE? | Yes/No |
| --- | --- |
| Date referral made | Enter date (MM/DD/YYYY) |
| School District | Enter district name |
| District Contact(s) | Enter contact name(s) |
| Date of the EI Transition Planning Conference (TPC) | Enter date |
| Was the district present at TPC?If no, how did the district participate? | Yes/NoEnter information regarding participation |

# Referral Information

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| --- | --- |
| Date referral received from EI | Enter date |
| Was the referral received at least 90 calendar days prior to the child’s third birthday? | Yes/No |
| Date the Consent to Evaluate form was given or sent to parent/guardian | Enter date |
| Date the signed Consent to Evaluate form was received | Enter date |
| Was the signed Consent to Evaluate form received at least 60 calendar days prior to the child’s third birthday?If no, have you contacted the parent/guardian? | Yes/NoYes/NoEnter date(s) |
| Date(s) of evaluation(s): When the child is no later than 34 months of age | Enter date |
| Date of Eligibility Determination: When the child is no later than 35 months of age | Enter date |
| Was the child found eligible for Special Education? | Yes/No |
| Date of IEP: When the child is no later than 35 months of age | Enter date(s) |
| Date of IEP implementation: No later than the child’s third birthday | Enter date |

# Additional Information

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Parent/guardians of children with birthdays falling between June and September will need to give consent well in advance to complete evaluations, determine eligibility, develop an IEP and implement services by the child’s third birthday.