Guidance for Calculating the Number, Percentage of Infants and Toddlers Who Received Early Intervention Services for at Least Six Months

# Issue

Beginning in FFY 2017, states are required to report the number of infants and toddlers who received Early Intervention for at least six months before exiting Part C. This number is being used to better estimate the number of infants and toddlers who should be included in the Indicator C3 data. Previously the best estimate of the number of infants and toddlers who should be in the Indicator C3 data was the 618 exiting count. The challenge with using the 618 exiting count to estimate the number of children who should be in the outcomes data is that it includes children who were in the program less than 6 months.

# Data Considerations

States compare the entry and exit date for all children who exited during the reporting period to identify those in the program at least 6 months. The dates of the events that the state defines as entry and exit for Indicator C3 reporting should be used for this calculation as well.

Some examples of events used to define a child’s entry to services include:

* initial IFSP,
* eligibility determination,
* completion of entry rating,
* first delivered service,
* initial IFSP and rating, or
* service coordinator assignment.

Some examples of events used to define a child’s exit from services include:

* completion of exit rating,
* 3rd birthday,
* last delivered service, or
* rating/exit/IFSP end.

Some states capture gaps in services and deduct those from the total time between entry and exit from the program. Some gaps in service commonly accounted for include: time between a child’s exit and reentry to the program, family vacations, and time spent in the hospital ([Kasprzak et al., 2016](http://ectacenter.org/~ppts/meetings/ecidea16/OutcomesDataCollection_Kasprzak_Taylor_Greer_Nelson_08-10-16.pptx)).

# Data Quality checks

When you review the data in this spread sheet you should perform 3 standard data quality checks.

1. Check that the exit dates included match your reporting period. We recommend sorting the data by exit date and checking the first and last entry to make sure they are very close to the beginning and end of your reporting window.
2. Check the total number of infants and toddlers included in the spreadsheet against your 618 exiting total. The two numbers should be very close. If those two numbers are very different, check and see why that may be. One reason they may not be close is if the reporting window for the outcomes collection is different than the reporting window for the 618 exiting data.
3. Check the number of invalid or missing dates. When possible, fill in with the corrected values.

# Suggested Citation

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