Indicator 5: Child Find, Ages Birth to 1

Essential Elements

| Elements | Response |
| --- | --- |
| **Indicator Description** | Percent of infants and toddlers birth to 1 with Individualized Family Service Plans (IFSPs) compared to national data. (20 U.S.C. 1416(a)(3)(B) and 1442) |
| **Measurement**a | Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100. |
| **Target Setting:** This is a results indicator. Describe the process your state uses to engage stakeholders and set targets. | Click or tap here to enter text. |
| **E*MAPS* Reporting Information:** Describe log-in information, location of manual, etc. | Click or tap here to enter text. |
| **Data Stewards:** Provide titles and names, contact information, department, and any notes on persons responsible for collections, validation, analysis, and submission. List all parties and their role in the process, e.g., Part C coordinator, Part C data manager, data analyst, program coordinator, provider. | Click or tap here to enter text. |
| **Data Source Description:** Provide a short description of the databases or data systems your state uses to gather data for this indicator. * Sampling is not allowed.

The data reported in this indicator should be consistent with the state-reported 618 data reported in Table 1, Part C Child Count and Settings, in E*MAPS*. If not, explain. | Click or tap here to enter text. |
| **State Collection and Submission Schedule:** Provide a list of dates necessary for the timely processing and submission of these data. Include when the data collection period opens, when data are due from the local early intervention (EI) programs, and when assigned staff pull the data after the collection closes. | Click or tap here to enter text. |

a**Measurement:** Part C SPP/APR Measurement Table FFY 2020-2025.

Processes

| Element | Response |
| --- | --- |
| **Collection:** Provide detailed information about the origin and collection of the data and names and titles of persons responsible. * Sampling is not allowed.

The data reported in this indicator should be consistent with the state-reported 618 data reported in Table 1, Part C Child Count and Settings, in E*MAPS*. If not, explain. | Click or tap here to enter text. |
| **Data Quality:** Describe the data cleaning processes and any other processes your state uses to ensure high-quality data. If the data are not the same as your state’s 618 data, provide an explanation. | Click or tap here to enter text. |
| **Data Analysis:**a Describe the process for data analysis.  | Click or tap here to enter text. |
| **Response to OSEP-Required Actions:** Describe the procedures for reviewing Office of Special Education Programs (OSEP) feedback. Following the release of the OSEP determination, indicate who reviews OSEP feedback and how assigned staff make the plan to address concerns and create a response. | Click or tap here to enter text. |
| **Internal Approval Process:** Describe any internal approval processes, including who must sign off and timelines.  | Click or tap here to enter text. |
| **External Approval Process:** Describe the State Interagency Coordinating Council (SICC) certification process, including dates and timelines. | Click or tap here to enter text. |
| **Submission:** Describe the process for entering the data and analyses into E*MAPS*. Include information on the person and role authorized to certify the final report. * Child count data for numerator is prepopulated in E*MAPS*.
 | Click or tap here to enter text. |
| **Clarification:**b Describe the process your state uses to prepare a response to OSEP’s request for clarification. | Click or tap here to enter text. |
| **Data Governance:** Describe the process for reviewing and approving potential or actual changes to the data collection.  | Click or tap here to enter text. |
| **Public Reporting:** Describe the process and format for publicly reporting the performance of each local EI program against the target of the state’s SPP/APR data. Note the person responsible and where your state posts the state and local SPP/APR data. | Click or tap here to enter text. |

a**Data Analysis:** Review data year to year, looking for patterns statewide and within local EI programs, outliers, whether targets are met or not met, and slippage.

n**Clarification:** OSEP generally sends clarification requests to states about 60 days post-submission.

Resources

Indicators 5/6: Child Find: Birth to 1 and Birth to Three Child Count

E*MAPS* IDEA Part C Child Count and Settings User Guide
<https://www2.ed.gov/about/inits/ed/edfacts/index.html>

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| **Acknowledgment**This resource was adapted from the Part C IDEA Data Processes Toolkit designed by the IDEA Data Center (IDC). The current resource relied heavily on the contents of the IDC Part C IDEA Data Processes Toolkit. Additions and revisions to the toolkit were informed by the expertise and input of DaSy staff. |
| **Suggested Citation**The DaSy Center (2021). *Indicator 5: Child Find, ages birth to 1*. SRI International. |
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| **About Us**The contents of this brief were developed under a grant from the U.S. Department of Education, #H373Z190002. However, those contents do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the Federal Government. Project Officers, Meredith Miceli and Amy Bae.The DaSy Center is a national technical assistance center funded by the U.S. Department of Education, Office of Special Education Programs. The DaSy Center works with states to support IDEA early intervention and early childhood special education state programs in the development or enhancement of coordinated early childhood longitudinal data systems. | Logo of the U.S. Office of Special Education Program IDEAS that Work |
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