

Data Calculation—Indicator C8C: Transition Conference



October 2024

Indicator

The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has conducted the transition conference held with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services.

Measurement

Percent = [(# of toddlers with disabilities exiting Part C where the transition conference occurred at least 90 days, and at the discretion of all parties not more than nine months, prior to the toddler's third birthday for toddlers potentially eligible for Part B) divided by the (# of toddlers with disabilities exiting Part C who were potentially eligible for Part B)] multiplied by 100.

General Considerations

- The measurement is intended to capture those children for whom a transition conference must be held within the required timeline. The transition conference is not required for children who were referred late to Part C and found eligible between 89 and 45 days (including days 89 and 45) before the child's third birthday. *Therefore, these children are not reported in Indicator C8C.*
- Children referred to Part C less than 45 days (day 44 or less) before the child's third birthday are referred directly to Part B without participating in Part C. *These children are not reported in Indicator C8C.*

Numerator and Denominator Guidance

The **numerator** includes:

- All toddlers who exited Part C who were potentially eligible for Part B where the transition conference:
 - Occurred at least 90 days but not more than 9 months before the toddler's third birthday, or
 - Was delayed due to exceptional family circumstances,¹ if the state chooses to include this data

The **denominator** includes:

- All toddlers who exited Part C who were potentially eligible for Part B

¹ Exceptional family circumstances are those that prevent the family from being available for screening (if applicable), an evaluation and assessment, or an initial IFSP meeting (34.CFR 303.310(b)) related to the 45-day timeline requirement. Similarly, such circumstances may prevent the family from being available for service provision, the transition conference, IFSP reviews, annual IFSP meetings, etc. Family or child illness, family scheduling conflicts, and numerous unsuccessful attempts to contact the family are some examples of exceptional family circumstances.

Data Source

- Statewide data system/database
 - All children for the entire year, or
 - All children for a portion of the year (e.g., fourth quarter, August through December)

OR

- Monitoring
 - Selection of children from database or other source that the state used to monitor EIS programs and/or providers

Data Points Needed for Calculation

- Child's DOB
- Date of initial IFSP team meeting (to exclude those with an initial IFSP after 2 years, 9 months)
- Whether the toddler is potentially eligible for Part B
- Date of transition conference
- Reason for delay
- Date of exit from Part C

Example Calculation

$$\frac{1,410 \text{ toddlers exiting Part C with a timely conference} + 22 \text{ toddlers whose conferences were delayed due to exceptional family circumstances}}{1,525 \text{ toddlers exiting Part C potentially eligible for Part B}}$$

OR

$(1,410 + 22) / 1,525 = 0.939 \times 100 = 93.9\%$ of toddlers who exited Part C had timely transition conferences

Resources

- [Federal IDEA Part C and Part B Transition Requirements for Late Referrals to IDEA Part C \(135 days or less before a child's third birthday\)](#): This resource describes the requirements, roles, and responsibilities of Parts C and B programs within three time periods for late referrals to Part C.
- [OSEP 2023 Early Childhood Transition Questions and Answers](#): This resource incorporates longstanding policy and provides further OSEP clarification on early childhood transition requirements as children transition from the Part C to Part B.
- [OSEP Policy Letter to Jennifer Nix \(March 17, 2023\)](#): This letter responds to questions raised regarding the requirements under IDEA for children transitioning from Part C to Part B.

This data calculation document is one in a series of documents available at: <https://dasycenter.org/spp-apr-checklists-and-tips/>

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To learn more about the DaSy Center, visit the DaSy Center website at <http://www.dasycenter.org/>.