

## Component Description

The Initial IEP Component may only be reported once for any single episode of special education services and/or programs. An episode begins when a student not currently receiving special education services or programs is referred for a special education evaluation. The episode ends when the student has been exited from special education services. An exit is determined by IEP and/or graduation or completion of K-12 education.

An error occurs when a subsequent InitialIEP component is submitted for a student who has not been exited from a previous special ed episode.

## Document Contents

<b>Schema</b>	Contains the component characteristic names, descriptions, and specifications (Excel Sheet 2)
<b>List of Values</b>	Contains the list of allowed values for all characteristics of a "List of Values" datatype (Excel Sheet 3)
<b>Staging Area Business Rule Validations</b>	Contains the list of business rule validations, grouped by characteristic, that apply to this component (Excel Sheet 4)
<b>Version History</b>	Contains a history of updates made to the business rule validations in this school year (Excel Sheet 5)
<b>User Guide</b>	Contains references and support for using this document (Excel Sheet 6)

## Collection Matrix

Collection Name	Component Status
CEPI Internal Request for UIC	Not Allowed
Early Childhood EOP	Not Allowed
Early Childhood Fall	Not Allowed
Early Childhood Spring	Not Allowed
Early Roster	Not Allowed
Early Roster 2015-2016	Not Allowed
EOY 2018 General Collection	Optional
Fall 2017 General Collection	Optional
IHE Request for UIC	Not Allowed
Request for UIC	Not Allowed
Spring 2018 General Collection	Optional

**InitialIEP**

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Student Record Maintenance	Optional
Teacher Student Data Link	Not Allowed

## Schema

Characteristic Name	Characteristic Description	Data Type	Min Length	Max Length	Min Value	Max Value	Decimal Positions	Is Multi Valued?	Required?
Date of Parental Consent	The date on which the entity received the signed Parental Consent to Evaluate form. It is the beginning of the timeline for completion of the initial IEP.	Date (only)			1/1/1753			False	False
Initial IEP Completion Date	The completion of an IEP is the date on the notice of the offer of a free appropriate public education (FAPE).	Date (only)			1/1/1753			False	False
TimelinessOfInitialIEP	The timeliness status for the evaluation of eligibility.  Specification Refer to Collection Details Manual for list of values.	List of Values (choose from list)						False	False
Result of Initial IEP	The outcome of the initial IEP determining if the student is eligible or ineligible for special education programs and services.	List of Values (choose from list)						False	False
DaysBeyondTimeline	The number of calendar days that the evaluation and completion of the initial IEP went beyond the 30 school-day timeline or agreed-upon written extension.	Whole Number (integer)			0	365		False	False
PartCTransitionTimeliness	The number of days that the evaluation and completion of the Part C Transition went beyond the child's third birthday.	List of Values (choose from list)						False	False

## List of Values

TimelinessOfInitialIEP	
<i>Code</i>	<i>Description</i>
11	IEP completed within 30 school days
12	IEP completed within extended timeline
13	IEP Not Timely: Parent did not make child available
14	IEP Not Timely: Timeline began in previous district
15	IEP Not Timely: Personnel not available for Evaluation
16	IEP Not Timely: Personnel not available for IEP
17	IEP Not Timely: External reports not available
18	IEP Not Completed: Student died
19	IEP Not Completed: Parent withdrew consent
20	IEP Not Completed: Parent did not make child available
21	IEP Not Completed: Student moved
22	Child Moved into Michigan from another state with a current IEP

Result of Initial IEP	
<i>Code</i>	<i>Description</i>
1	Student was found eligible
2	Student was found not eligible
3	Student found eligible, services refused

PartCTransitionTimeliness	
<i>Code</i>	<i>Description</i>
50	IEP held on or before the child's third birthday
53	IEP held after the child's third birthday: Parent did not make child available

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54	IEP held after the child's third birthday: Timeline began in previous district
55	IEP held after the child's third birthday: Personnel not available for evaluation
56	IEP held after the child's third birthday: Personnel not available for IEP
57	IEP held after the child's third birthday: External reports not available
61	IEP held after the child's third birthday: Late Notification from Part C to Part B LEA
62	IEP held after the child's third birthday: Late referral to Part C

## Staging Area Business Rule Validations

Characteristic Name	Rule Number	Data Validation	Severity	Error/Warning Message
	224.1	If the {InitialIEP} component is submitted the student's age must be > 2 years 6 months on the As of Date	2	Children who are 2 1/2 years of age or younger may not be reported with the Initial IEP component.
	224.2	If the {InitialIEP} component is submitted the student's age must be < 26 years as of September 1 of current school year	1	The student must be less than 26 years of age as of September 1 of the current school year.
DateOfParentalConsent	224.320.1	[DateOfParentalConsent] must be >= {PersonalCore}.[DateOfBirth]	1	Date of Parental Consent cannot be earlier than the student's Date of Birth.
	224.320.3	IF [TimelinessOfInitialIEP] <> "22" [DateOfParentalConsent] cannot be blank	1	DateOfParentalConsent is required unless TimelinessOfInitialIEP = 22.
	224.320.5	[DateOfParentalConsent] cannot be > AsOfDate	1	Date of Parental Consent cannot be a future date.
DaysBeyondTimeline	224.330.1	If [TimelinessOfInitialIEP] = "11", "12", "18", "19", "20", "21", or "22" [DaysBeyondTimeline] must be blank	1	When Timeliness of Initial IEP contains code '11', '12', '18', '19', '20', '21', or '22' the Days Beyond Timeline must not be reported.
	224.330.2	If [TimelinessOfInitialIEP] = "13", "14", "15", "16" or "17" [DaysBeyondTimeline] cannot be blank	1	When Timeliness of Initial IEP contains code '13', '14', '15', '16' or '17' the Days Beyond Timeline must be greater than 0.
InitialIEPCompletionDate	224.529.1	[InitialIEPCompletionDate] must be >= {PersonalCore}.[DateOfBirth]	1	Initial IEP Completion Date cannot be earlier than the student's Date of Birth.
	224.529.2	[InitialIEPCompletionDate] must be <= AsOfDate	1	Initial IEP Completion Date must be on or before the collection count date or SRM As Of Date.
	224.529.3	[InitialIEPCompletionDate] must be >= [DateOfParentalConsent]	1	Initial IEP Completion Date cannot be prior to the Date of Parental Consent.
	224.529.4	If [ResultOfInitialIEP] = "1" [InitialIEPCompletionDate] cannot be blank	1	The Initial IEP Completion Date must be submitted if the Result of Initial IEP is 1.
	224.529.5	If the child is older than 3 years by [InitialIEPCompletionDate] then [PartCTransitionTimeliness] cannot be equal to "50".	1	If the Initial IEP Completion Date is later than the child's third birthday, Part C Transition Timeliness cannot be reported as timely (code "50").

PartCTransitionTimeliness	224.524.1	If the student's age is > 4 years on the As of Date [PartCTransitionTimeliness] must be blank	1	Part C Transition Timeliness may not be reported if the child is older than 4 years of age.
	224.524.2	If [TimelinessOfInitialIEP] = "18", "19", "20", "21" or "22" [PartCTransitionTimeliness] must be blank	1	Part C Transition Timeliness may not be reported if the Timeliness of Initial IEP contains codes 18, 19, 20, 21, or 22.
	224.524.3	If [PartCTransitionTimeliness] contains a value [DateOfParentalConsent] AND [InitialIEPCompletionDate] AND [TimelinessOfInitialIEP] are required	1	If the Part C Transition Timeliness characteristic is reported then the Date of Parental Consent, Initial IEP Completion Date, and Timeliness of Initial IEP must be reported.
ResultOfInitialIEP	224.328.1	If [TimelinessOfInitialIEP] = "11", "12", "13", "14", "15", "16", "17" or "22" [ResultOfInitialIEP] cannot be blank	1	When Timeliness of Initial IEP contains code '11', '12', '13', '14', '15', '16', '17' or '22' the Result of Initial IEP must contain a valid code.
	224.328.2	If [TimelinessOfInitialIEP] = "18", "19", "20", or "21" [ResultOfInitialIEP] must be blank	1	When Timeliness of Initial IEP contains code '18', '19', '20', or '21' the Result of Initial IEP must not be reported.
	224.328.3	If [TimelinessOfInitialIEP] = "22" [ResultOfInitialIEP] must = "1"	1	If TimelinessOfInitialIEP is 22, then the ResultOfInitialIEP must equal 1.
	224.328.4	If {ResultOfInitialIEP} = "2" or "3" AND [SpecialEducation].{PrimaryDisability} has a value [SpecialEducation].{ExitDate} must have a value	1	If a child that was previously receiving Special Education services under an IFSP is found ineligible in their Initial IEP or the parents refuse services, the child needs to be exited from Special Education.
	224.328.5	If {ResultOfInitialIEP} = "1" AND [SpecialEducation].{PrimaryDisability} has a value [SpecialEducation].{TypeOfPlan} must = IEP AND [SpecialEducation].{PlanDate} must be >= {InitialIEPCompletionDate}	1	If a child is receiving Special Education services under an IFSP and is found eligible in their Initial IEP, the Type of Plan must be IEP and the Plan Date must be on or after the Initial IEP Completion Date.
TimelinessOfInitialIEP	224.325.1	If [ResultOfInitialIEP] or [DaysBeyondTimeline] contain a value [TimelinessOfInitialIEP] cannot be blank	1	If Result Of Initial IEP or Days Beyond Timeline are submitted, Timeliness Of Initial IEP must contain a valid code.

Version History

Date	Description	Rule Affected	TFS Number	Updated By
3/23/2015	Added new possible value: "62 -IEP held after the child's third birthday: Late referral to Part C"			schalkt



## User Guide

### Collection Matrix

#### Component Status

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Defines which collections the component may be submitted. The possible values are:

<u>Name</u>	<u>Description</u>
Required	This component must be submitted in this collection. If omitted in an upload, the file will be rejected upon upload.
Optional	This component is optional in this collection, but may be conditionally required due to validation rules.
Not Allowed	This component cannot be submitted in this collection. If included in an upload file, the file will be rejected upon upload.

### Schema

#### Characteristic Name

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The name of the characteristic. This matches the name in the schema.

#### Characteristic Description

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A description of the characteristic and why the data is needed.

#### Data Type

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The system data type. The possible values are:

<u>Name</u>	<u>Classification</u>
Addresses (numbers, letters, #)	string
Date (only)	date
Date (year and month only) (YYYYMM)	string
Decimal Number	decimal
List of Values (choose from list)	string
Names (letters, apostrophe, commas, hyphens, periods)	string
Numeric Text (0-6) (can have leading zeros)	string
Numeric Text (can have leading zeros)	string
Text (free form)	string
Text (numbers and letters)	string

Whole Number (integer)	int
Yes / No (or True False, or Boolean)	boolean

**Min Length**


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For characteristics of a "text" data type classification, this specifies the minimum character length

**Max Length**


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For characteristics of a "text" data type classification, this specifies the maximum character length

**Min Value**


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For characteristics of a "number" data type classification, this specifies the minimum character length

**Max Value**


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For characteristics of a "number" data type classification, this specifies the maximum character length

**Decimal Positions**


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For characteristics of a "number" data type, this specifies the number of digits allowed to the right of a decimal point.

**Is Multi Valued?**


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TRUE indicates that this characteristic may be submitted multiple times in the same component; FALSE indicates that only one instance is allowed.

**Required?**


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Y indicates this characteristic is required to be submitted as part of the schema; N indicates that is either optional at the schema level (but may be conditionally required due to validation rules)

**Validation Rules****Definitions & Guidance**

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- Text surrounded by {} indicates that this is a component
  - Text surrounded by [] indicates that this is a characteristic
  - A Severity of "1" indicates that the validation is an error; a "2" indicates that it is a warning
  - *CollectionName* refers to the value of the "CollectionName" attribute in the collection schema
  - *AsOfDate* refers to one of two values:
    - For single-certified collections, it is the State-defined certification as of date for the collection
    - For ongoing certified collections, it is the value of the [AsOfDate] characteristic in the {StudentRecordMaintenance} component

**Version History**

**Notes**

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- TFS Number is used internally by CEPI for tracking purposes
- Each update to a validation or a wording change to the error/warning message will be noted here

## Appendix A

Certain entity-related validations in MSDS are dependent on which collection is being submitted. The table below defines the dates or date ranges that are used in these validations. Validations that are dependent on this table are noted in the specific data validation; they will contain a reference to this appendix.

Collection	Type	Start Date	End Date
General collections	date	Certification As of Date	
Early Childhood collections	date range	Collection Open Date	Collection Close Date
Student Record Maintenance	date	As of Date (SRM component)	
Teacher Student Data Link *	date range	7/1/{AcademicYear start}	8/31/{School Year End}
	date range	7/1/{School Year Start}	8/31/{School Year End}
Early Roster	date range	7/1/{School Year Start}	6/30/{School Year End}
all other collections	date	Today's Date	

\* The TSDL collection will use the school year value submitted in the Academic Year characteristic, if it was submitted. If no value is found, the current school year values are used.