Component Description

The Initial IFSP component is used to collect data about children from birth to age 3 who are receiving early intervention services which may or may not include special education services. An Individual Family Service Program (IFSP) is developed by parents and early intervention service providers to meet the special needs of young children, birth to age 3. The IFSP includes family support services, nutrition services and case management. The Initial IFSP Component must be reported when a child has been determined to be eligible for early intervention services.

Document Contents

Schema	Contains the component characteristic names, descriptions, and specifications (Excel Sheet 2)
List of Values	Contains the list of allowed values for all characteristics of a "List of Values" datatype (Excel Sheet 3)
Staging Area Business Rule Validations	Contains the list of business rule validations, grouped by characteristic, that apply to this component (Excel Sheet 4)
Version History	Contains a history of updates made to the business rule validations in this school year (Excel Sheet 5)
User Guide	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
EOY 2017 General Collection	Optional
Fall 2016 General Collection	Optional
IHE Request for UIC	Not Allowed
Request for UIC	Not Allowed
Request for UIC	Not Allowed
Spring 2017 General Collection	Optional
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?
ReferralDate	The date the agency responsible for completing the evaluation, assessment and determination of eligibility for services under Part C of IDEA, were first made aware of the conern that a child may be eligible for services.	Date (only)			1/1/1753			False	True
ReferralAgency	The type of agency that notified the responsible agency the child may potentially be eligible for Part C services.	List of Values (choose from list)						False	False
IFSPTimeliness	Indicate if the intial IFSP was completed within the required timeframe under Part C regulations.	List of Values (choose from list)						False	True
ResultOfInitialIFSP	Indicate the results of the initial referral and service plan for Part C.	List of Values (choose from list)						False	True
Initial IFSP Date	The date of the child's initial Individualized Family Service Plan (IFSP).	Date (only)			1/1/1753			False	True

List of Values

ReferralAgency	
Code	*Description*
DHS	Human Services
ED	Education
FAM	Family member/Parent
HO	Hospital/Medical facility
MH	Mental Health
OTH	Other
PH	Public Health
PHY	Physician
UKN	Unknown

IFSPTimeliness	
Code	*Description*
01	Timely
02	Untimely
03	Acceptable

ResultOfInitialIFSP	
Code	*Description*
01	Eligible for both Part C and Special Ed
02	Eligible for both Part C and Special Ed - Special Ed services refused
03	Eligible for Part C only
04	Eligible for Special Ed – declined Part C

Staging Area Business Rule Validations

Characteristic Name	Rule Number	Data Validation	Severity	Error/Warning Message
	270.1	If the {InitialIFSP} component is submitted {SubmittingEntity}.[SubmittingEntityCode] must have an entity type in EEM of "ISD"	1	This component can only be submitted by an entity with an EEM entity type of ISD.
	270.2	If the {InitialIFSP} component is submitted the {EarlyOn} component must be submitted	2	When a record includes the Initial IFSP component the Early On component is also required.
IFSPTimeliness	270.503.1	If the difference between [InitialIFSPDate] and [ReferralDate] is > 45 calendar days [IFSPTimeliness] cannot = "01"	1	If the Initial IFSP Date is more than 45 calendar days past the Referral Date then IFSP Timeliness cannot be reported as Timely.
InitialIFSPDate	270.541.1	[InitialIFSPDate] must be >= {PersonalCore}.[DateOfBirth]	1	The Initial IFSP Date must be on or after the child's birthdate.
	270.541.2	[InitialIFSPDate] must be >= [ReferralDate]	1	The Initial IFSP Date must be on or after the Referral Date.
	270.541.3	[InitialIFSPDate] must be <= AsOfDate	1	The Initial IFSP Date must be on or before the collection count date in the Fall and/or Spring General Collections. In the EOY General Collection it must be on or before June 30.
	270.541.4	[InitialIFSPDate] must be <= {EarlyOn}.[CurrentIFSPDate]	1	The Initial IFSP Date must be on or before the Current IFSP Date.
ReferralDate	270.501.1	[ReferralDate] must be => {PersonalCore}.[DateOfBirth]	1	The Referral Date cannot be prior to the child's birthdate.
	270.501.2	[ReferralDate] must be <= As of Date	1	The Referral Date must be on or before the collection count date.
	270.501.3	The child's age must be <= 3 years as of the [ReferralDate]	1	Children older than 3 years of age are not eligible for Part C services.
	270.501.4	[ReferralDate] must be <= the system date	1	The Referral Date cannot be a future date

ResultOfInitialIFSP	270.504.1	If [ResultOfInitialIFSP] = "01" the {SpecialEducation} component must be submitted	2	The Special Education Component should be reported if special education services have started.

Version History

Date	Description	Rule Affected	TFS Number	Updated By
7/13/2016	Data definition request to change from an error to a warning as other business rules will enhance correct reporting.	270.2	66371	hansknechta
7/15/2016	New rule regarding when the IFSP Timeliness characteristic can be reported as "Timely"	270.503.1	61621	thielej
7/15/2016	New rule verifying that the correct Initial IFSP date is reported.	270.541.4	61622	thielej
9/15/2016	Change from a warning to an error as new rule was intended to be an error.	270.541.4	69737	hansknechta

User Guide

Collection Matrix

Component Status

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

Name	Description
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 condtionally 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

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

Characteristic Description

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

Data Type

The system data type. The possible values are:

Name	Classification
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

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

Max Length

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

Min Value

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

Max Value

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

Decimal Positions

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

Is Multi Valued?

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

Required?

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

- 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

- 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.