

# AzEIP Child File Review: Indicator 8

Child's Name:		DOB:		Region:	
Service Coordinator:		Agency:		Completion date:	
IFSP Date:		IFSP Type (Initial, Annual, Review):			
Indicator 8a - Children and families receive timely transition planning to support their child's transition to preschool and/or other appropriate community settings.					
Indicator and/or Related Requirements	Yes	No	N/A	Comments	
a. Did the Transition Planning Meeting occur within required timelines based on the age of the child at eligibility?					
b. Does the IFSP have transition steps and services documented? 34 C.F.R. §303.344 (h)(2)					
c. Was data entered in to I-Teams timely and accurately?					
If no, why was the timeline missed, or why were the steps not documented on the IFSP?					
<p>Root Cause:</p> <p> <input type="checkbox"/> Process         <input type="checkbox"/> Policies and Procedures         <input type="checkbox"/> Equipment         <input type="checkbox"/> Supplies         <input type="checkbox"/> Measurement         <input type="checkbox"/> People         <input type="checkbox"/> Other:       </p>					

<b>Indicator 8b Notification to the PEA and SEA.</b>				
<b>Indicator and/or Related Requirements</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
<b>a.</b> Is there documentation of the PEA notification (GCI-1037A) and documentation it being sent to the PEA?  <b>Date of PEA Notification:</b> _____  <b>Child's Age:</b> _____  <b>School District:</b> _____				<input type="checkbox"/> <b>Date Parent Opted-Out of PEA Notification in writing:</b>
<b>b.</b> If family did not opt-out, is there documentation of the PEA notification being sent to the Arizona Department of Education (ADE)?  <b>Date of ADE Notification:</b> _____  <b>Child's Age:</b> _____				
<b>c.</b> Was data entered in to I-Teams timely and accurately?				

If no, Why?

Root Cause:

☐ **Process**   
 ☐ **Policies and Procedures**   
 ☐ **Equipment**   
 ☐ **Supplies**   
 ☐ **Measurement**   
 ☐ **People**

☐ **Other:**

Indicator 8c Transition Conference.				
Indicator and/or Related Requirements	Yes	No	N/A	Comments
<b>a.</b> Is there documentation of the invitation to participate in a Transition Conference (GCI-1032A) being sent?  <b>Date of Invitation:</b>				<input type="checkbox"/> <b>Date Parent Declined Transition Conference:</b>
<b>b.</b> Is there documentation the Transition Conference (GCI-1033A) occurred within required Timelines based on child's eligibility date?  <b>Date of Transition Conference:</b>				
<b>c.</b> If late, is there documentation of the transition conference delay reason?				<b>Delay Reason:</b>
<b>d.</b> Was data entered in to I-Teams timely and accurately?				
If <b>no</b> , Why?				
Root Cause: <input type="checkbox"/> <b>Process</b> <input type="checkbox"/> <b>Policies and Procedures</b> <input type="checkbox"/> <b>Equipment</b> <input type="checkbox"/> <b>Supplies</b> <input type="checkbox"/> <b>Measurement</b> <input type="checkbox"/> <b>People</b> <input type="checkbox"/> <b>Other:</b>				