

Criteria for Part C Data Validation Process: Flagging Year-to-Year Changes (September 2008)

According to the Department of Education's Office of the Inspector General (OIG), all data changes of more than 10 percent¹ should be investigated. The OIG's data quality guidelines can be viewed on the department's web site. Specifically, see standard 3 of the document: http://www.ed.gov/pubs/AnnualPlan2002/Data_standards_list.pdf.

Following OIG's guidance, OSEP flags data changes of more than 10 percent. However, because some reporting categories are very small, OSEP flags only changes of more than 10 percent that also involve more than 10 people.

The year-to-year change edits are applied to the following data collection counts:

Child Count

- Total child count for ages birth through 2
- Count of children ages birth through 2 reported for each race/ethnicity category
 - American Indian/Alaska Native
 - Asian/Pacific Islander
 - Black (not Hispanic)
 - Hispanic
 - White (not Hispanic)

For states using the 7 race/ethnicity category

- Hispanic/Latino
 - American Indian or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or Other Pacific Islander
 - White
 - Two or more races
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- Total child count for ages three or older
 - Count of children ages three or older reported for each race/ethnicity category
 - American Indian/Alaska Native
 - Asian/Pacific Islander
 - Black (not Hispanic)
 - Hispanic
 - White (not Hispanic)

For states using the 7 race/ethnicity category

- Hispanic/Latino
- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

¹ A change of more than 10 percent is when the result of calculating the new value minus old value divided by the old value and multiplied by 100 is larger than 10.0 or smaller than -10.0.

- Two or more races
- Count of children ages birth through 2 reported for each gender
 - Male
 - Female
- Count of students ages three and older reported for each gender
 - Male
 - Female
- Count of at-risk children ages birth through 2 (total from Section C)

Settings

- Total count of children ages birth through 2 reported in any setting
- Count of children ages birth through 2 reported for each setting category
 - Total Setting
 - Home
 - Community-Based Setting
 - Other setting
- Total count of children ages three and older reported in any setting
- Count of children ages three and older reported for each setting category
 - Total Setting
 - Home
 - Community-Based Setting
 - Other setting

Exiting

- Total count of children ages birth through 2 exiting Part C
- Count of children ages birth through 2 reported for each exit category
 - Total
 - Completion Of IFSP Prior To Reaching Maximum Age For Part C
 - Part B Eligible, Exiting Part C
 - Part B Eligible, Continuing In Part C
 - Exit To Other Program With Referrals
 - Exit With No Referral
 - Part B Eligibility, Not Determined
 - Deceased
 - Moved Out Of State
 - Withdrawal By Parent/Guardian
 - Attempts To Contact Unsuccessful
- Count of exiting children ages birth through 2 reported for each race/ethnicity category
 - American Indian/Alaska Native
 - Asian/Pacific Islander
 - Black (not Hispanic)
 - Hispanic
 - White (not Hispanic)

For states using the 7 race/ethnicity category

- Hispanic/Latino
- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander

- White
- Two or more races
- Count of exiting children ages birth through 2 reported for each gender
 - Male
 - Female

Dispute Resolution

Count of cases for ages birth through 2

- Number of written, signed complaints filed
 - Complaints with reports issued including reports with findings, reports within timeline, and reports within extended timeline
 - Number of complaints withdrawn or dismissed
 - Number of complaints still pending including complaints pending a due process hearing.
- Number of mediation requests
 - Number of mediations held
 - Number of mediations related to due process complaints and mediations held related to due process complaints that resulted in a mediation agreement.
 - Number of mediations not related to due process complaints and the number of due process complaints that resulted in a mediation agreement.
- Number of mediations not held including mediation requests still pending.
- Number of Hearing requests
 - Number of hearing requests that resulted in a resolution meeting
 - Number of resolution meetings that resulted in a settlement agreement.
 - Number of hearing requests were hearings (fully adjudicated)
 - Number of written decisions within timeline including the due process timeline used (i.e., 30 day using the Part C due process hearing procedures, or 30-day or 45–day under the Part B due process hearing procedures
 - Number of decisions within extended timelines
 - Number of hearing requests that were resolved without a hearing