



**OSEP *IDEA*, PART C
DATA DICTIONARY
(revised April 2010)**

**OFFICE OF SPECIAL EDUCATION PROGRAMS
U.S. DEPARTMENT OF EDUCATION**

PREPARED BY:

**Data Accountability Center (DAC)
Rockville, MD**

Under Grant Award #H373Y070002 to Westat

TABLE OF CONTENTS

| | <u>Page</u> |
|--|-------------|
| Introduction | ii |
| Terms From Table 1: Count of Infants and Toddlers | iii |
| Terms From Table 2: Program Settings | iv |
| Terms From Table 3: Infants and Toddlers Exiting Part C..... | v |
| Terms From Table 4: Dispute Resolution..... | vi |
| Terms Found on Multiple Tables | vii |
| Age | 1 |
| American Indian or Alaska Native..... | 3 |
| Asian | 4 |
| Asian or Pacific Islander | 5 |
| At-risk | 6 |
| Black (not Hispanic)..... | 8 |
| Black or African American | 9 |
| Count date..... | 15 |
| Early intervention services | 21 |
| Eligible..... | 22 |
| Gender | 24 |
| Hispanic | 28 |
| Hispanic or Latino | 29 |
| Individualized family service plan (IFSP)..... | 31 |
| Infants and toddlers with disabilities | 35 |
| Native Hawaiian or Other Pacific Islander | 45 |
| Other setting..... | 50 |
| Parent..... | 51 |
| Public agency..... | 58 |
| State and local service agencies | 68 |
| Two or more races | 69 |
| Unduplicated count | 70 |
| White | 71 |
| White (not Hispanic) | 72 |
| Sources of Definitions | 76 |

INTRODUCTION

DAC, under a grant to Westat from the Office of Special Education Programs (OSEP), provides technical assistance in the collection of data for programs authorized under *IDEA*. One of the areas of assistance requested by states was a dictionary of terms that appear in the annual data collection forms.

This Data Dictionary includes terms found in the following Part C data tables or in the instructions for the tables:

1. Table 1 - Count of Infants and Toddlers
2. Table 2 - Program Settings
3. Table 3 - Infants and Toddlers Exiting Part C
4. Table 4 - Dispute Resolution

The terms are listed in alphabetical order with a notation at the bottom of each page indicating the table where the term is found. When a definition contains other terms that are defined in the dictionary, those terms appear in italics. Listings of the terms found on individual tables appear on pages ii through vi. The listing on pages vii through viii notes which terms appear on multiple tables.

Definitions in this dictionary take precedence over those provided in previous dictionaries. This dictionary reflects the 2004 amendments to *IDEA*.

Terms From Table 1: Count of Infants and Toddlers

| <u>Term</u> | <u>Page</u> |
|---|-------------|
| Age | 1 |
| American Indian or Alaska Native..... | 3 |
| Asian | 4 |
| Asian or Pacific Islander | 5 |
| At-risk | 6 |
| Black (not Hispanic)..... | 8 |
| Black or African American | 9 |
| Count date..... | 15 |
| Early intervention services | 21 |
| Eligible..... | 22 |
| Gender | 24 |
| Hispanic | 28 |
| Hispanic or Latino | 29 |
| Individualized family service plan (IFSP) | 31 |
| Infants and toddlers with disabilities | 35 |
| Native Hawaiian or Other Pacific Islander | 45 |
| Other setting..... | 50 |
| Private | 56 |
| Public agency..... | 58 |
| Public supervision | 59 |
| State and local service agencies | 68 |
| Two or more races | 69 |
| Unduplicated count | 70 |
| White..... | 71 |
| White (not Hispanic) | 72 |

Terms From Table 2: Program Settings

| <u>Term</u> | <u>Page</u> |
|---|-------------|
| Age | 1 |
| American Indian or Alaska Native | 3 |
| Asian | 4 |
| Asian or Pacific Islander | 5 |
| At-risk | 6 |
| Black (not Hispanic) | 8 |
| Black or African American | 9 |
| Community-based | 10 |
| Count date | 15 |
| Early intervention services | 21 |
| Eligible | 22 |
| Hispanic | 28 |
| Hispanic or Latino | 29 |
| Home | 30 |
| Individualized family service plan (IFSP) | 31 |
| Infants and toddlers with disabilities | 35 |
| Native Hawaiian or Other Pacific Islander | 45 |
| Other setting | 50 |
| Parent | 51 |
| Primary setting | 55 |
| Program setting | 57 |
| Residential facility | 64 |
| State and local service agencies | 68 |
| Two or more races | 69 |
| Unduplicated count | 70 |
| White | 71 |
| White (not Hispanic) | 72 |

Terms From Table 3: Infants and Toddlers Exiting Part C

| <u>Term</u> | <u>Page</u> |
|--|-------------|
| Age (Exiting)..... | 2 |
| American Indian or Alaska Native..... | 3 |
| Asian | 4 |
| Asian or Pacific Islander | 5 |
| At-risk | 6 |
| Attempts to contact the parent and/or child were unsuccessful..... | 7 |
| Black (not Hispanic)..... | 8 |
| Black or African American | 9 |
| Deceased..... | 16 |
| Early intervention services | 21 |
| Exit | 23 |
| Gender | 24 |
| Health services..... | 25 |
| Hispanic | 28 |
| Hispanic or Latino | 29 |
| Individualized family service plan (IFSP)..... | 31 |
| Infants and toddlers with disabilities | 35 |
| Maximum age..... | 36 |
| Moved out of state..... | 44 |
| Native Hawaiian or Other Pacific Islander | 45 |
| No longer eligible for Part C <i>prior to reaching age three</i> | 46 |
| Not eligible for Part B, exit with referrals to other programs..... | 47 |
| Not eligible for Part B, exit with no referrals..... | 48 |
| Nutrition services..... | 49 |
| Parent..... | 51 |
| Part B eligible, exiting Part C | 52 |
| Part B eligible, continuing in Part C | 53 |
| Part B eligibility not determined | 54 |
| Reason for exit..... | 60 |
| State and local service agencies | 68 |
| Two or more races | 69 |
| Unduplicated count..... | 70 |
| White..... | 71 |
| White (not Hispanic) | 72 |
| Withdrawal by parent (or guardian) | 73 |

Terms From Table 4: Dispute Resolution

| <u>Term</u> | <u>Page</u> |
|--|-------------|
| Complaint pending | 11 |
| Complaint pending a due process hearing | 12 |
| Complaint with report issued..... | 13 |
| Complaint withdrawn or dismissed | 14 |
| Decision within extended timeline..... | 17 |
| Decision within timeline..... | 18 |
| Due process complaint | 19 |
| Due process complaints withdrawn or dismissed..... | 20 |
| Hearing (fully adjudicated) | 26 |
| Hearing pending..... | 27 |
| Mediation agreement | 37 |
| Mediation held..... | 38 |
| Mediation not held..... | 39 |
| Mediation held not related to due process complaint..... | 40 |
| Mediation held related to due process complaint..... | 41 |
| Mediation pending..... | 42 |
| Mediation request..... | 43 |
| Parent..... | 51 |
| Public agency..... | 58 |
| Report with findings of noncompliance..... | 61 |
| Report within extended timeline..... | 62 |
| Report within timeline..... | 63 |
| Resolution period | 65 |
| Resolution meeting | 66 |
| Resolved without a hearing..... | 67 |
| Written settlement agreement | 74 |
| Written, signed complaint | 75 |

Terms Found on Multiple Tables

| <u>Term</u> | <u>Tables</u> | <u>Page</u> |
|---|--|-------------|
| Age | Count of Infants and Toddlers Program Settings | 1 |
| American Indian or Alaska Native | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 3 |
| Asian | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 4 |
| Asian or Pacific Islander | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 5 |
| At risk | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 6 |
| Black (not Hispanic) | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 8 |
| Black or African American | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 9 |
| Count date | Count of Infants and Toddlers Program Settings | 15 |
| Early intervention services | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 21 |
| Eligible | Count of Infants and Toddlers Program Settings | 22 |
| Gender | Count of Infants and Toddlers Infants and Toddlers Exiting Part C | 24 |
| Hispanic | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 28 |
| Hispanic or Latino | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 29 |
| Individualized family service plan (IFSP) | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 31 |

| <u>Term</u> | <u>Tables</u> | <u>Page</u> |
|---|--|-------------|
| Infants and toddlers with disabilities | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 35 |
| Native Hawaiian or Other Pacific Islander | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 45 |
| Other setting | Count of Infants and Toddlers Program Settings | 50 |
| Parent | Program Settings Infants and Toddlers Exiting Part C Dispute Resolution | 51 |
| Public agency | Count of Infants and Toddlers Dispute Resolution | 58 |
| State and local service agencies | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 68 |
| Two or more races | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 69 |
| Unduplicated count | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 70 |
| White | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 71 |
| White (not Hispanic) | Count of Infants and Toddlers Program Settings Infants and Toddlers Exiting Part C | 72 |

Age

Age is a child's actual age in years on the date of the child count: state-designated date between October 1 and December 1 (inclusive) of the current reporting year (i.e., a child who is 1 year, 11 months old will be counted as 1 year old).

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)

Age (Exiting)

A child's actual age in years on the date the child exited the Part C program (e.g., a child who is 1 year, 11 months old will be counted as 1 year old).

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

American Indian or Alaska Native

A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Asian

A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Asian or Pacific Islander

A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, Vietnam, Hawaii, Guam, and Samoa.

Source

Non-regulatory definition developed by OMB for data collection

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

At-risk

“The term ‘at-risk infant or toddler’ means an individual under 3 years of age who would be at risk of experiencing a substantial developmental delay if early intervention services were not provided to the individual.”

Source

P.L. 108-446, Section 632(1)

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Attempts to contact the parent and/or child were unsuccessful

All children under the age of 3, who had an active *IFSP*, and for whom Part C personnel have been unable to provide *early intervention services* either due to lack of response from the parent or family, or inability to contact or locate the family or child after repeated, documented attempts. Include in this category any child who was no longer receiving services under Part B before reaching age 3, and who has not been reported in the categories 7-9.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Black (not Hispanic)

A person having origins in any of the Black racial groups of Africa.

Source

Nonregulatory definition developed by OMB for data collection

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Black or African American

A person having origins in any of the Black racial groups of Africa. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Community-based

A setting where children without disabilities typically are found. These settings include but are not limited to child care centers (including family day care), preschools, regular nursery schools, early childhood center, libraries, grocery stores, parks, restaurants, and community centers (e.g. YMCA, Boys and Girls Clubs).

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 2 (Program Settings)

Complaint pending

A written, signed complaint that is either still under investigation or the lead agency's report is not complete.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Complaint pending a due process hearing

A written, signed complaint in which one or more of the allegations in the complaint are the subject of a *due process complaint* that has not been resolved.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Complaint with report issued

A written decision was provided by the lead agency to the complainant and local provider regarding alleged violations of a requirement of Part C of *IDEA* 2004.

Source

34 Code of Federal Regulations §303.512(4)

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Complaint withdrawn or dismissed

A written, signed complaint that was withdrawn by the complainant for any reason or that was determined by the lead agency to be resolved by the complainant and the early intervention service provider or lead agency through mediation or other dispute resolution means, and no further action by the lead agency was required to resolve the complaint; or a complaint dismissed by the lead agency for any reason, including that the complaint does not include all of the required content.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Count date

A date that is state designated between October 1 and December 1 (inclusive). States must use the same *count date* each year.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)

Deceased

Infants and toddlers with disabilities who died during the reporting period, even if their death occurred at the age of exit.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 3 (Infants and Toddlers Exiting Part C)

Decision within extended timeline

For states using the Part B due process hearing procedures, a *decision within extended timeline* is the written decision (from a *hearing fully adjudicated*) provided to the parties in the hearing more than 30 or 45 days (whichever hearing timeline the state has adopted under 34 CFR §303.420(a)) after the expiration of the *resolution period*, but within a specific time extension granted by the hearing or reviewing officer at the request of either party.

Source

34 Code of Federal Regulations §303.423

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Decision within timeline

For states using the Part C due process hearing procedures, the written decision from a *hearing fully adjudicated* was provided to the parties in the due process hearing not later than 30 days after the receipt of the *due process complaint*. For states using the Part B due process hearing procedures, a *decision within timeline* is the written decision (from a fully adjudicated hearing) provided to the parties in the hearing not later than 30 days or 45 days (whichever hearing timeline the state has adopted under 34 CFR §303.420(a)) after the expiration of the *resolution period*.

Source

34 Code of Federal Regulations §303.423

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Due process complaint

A filing by a parent, early intervention service provider, or lead agency to initiate an impartial due process hearing on matters relating to the identification, evaluation, or placement of an infant or toddler with a disability or to the provision of appropriate *early intervention services* to such child.

Source

34 Code of Federal Regulations §303.423

The above-defined term appears on the following table:

Table 4 (Dispute Resolution)

Due process complaints withdrawn or dismissed

A *due process complaint* that has not resulted in a fully adjudicated due process hearing and is also not under consideration by a hearing officer. This includes *due process complaints* resolved through a *mediation agreement* or through a *written settlement agreement*, those settled by some other agreement between the parties (parent and early intervention service provider or lead agency) prior to completion of the due process hearing, those withdrawn by the filing party, those determined by the hearing officer to be insufficient or without cause, and those not fully adjudicated for other reasons.

Source

34 Code of Federal Regulations §303.423

The above-defined term appears on the following table:

Table 4 (Dispute Resolution)

Early intervention services

Services that -

- “ . . . (1) Are designed to meet the developmental needs of each child *eligible* under this part and the needs of the family related to enhancing the child’s development;
- (2) Are selected in collaboration with the *parents*;
- (3) Are provided -
 - (i) Under *public supervision*;
 - (ii) By *qualified personnel*, as defined in §303.21 including the types of personnel listed in paragraph (e) of this section;
 - (iii) In conformity with an *individualized family service plan*; and
 - (iv) At no cost, unless, subject to §303.520(b)(3), Federal or State law provides for a system of payments by families, including a schedule of sliding fees; and
- (4) Meet the standards of the State, including the requirements of this part.”

Source

34 Code of Federal Regulations §303.12(a)

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Eligible

- “(a) As used in this part, *infants and toddlers with disabilities* means individuals from birth through age two who need *early intervention services* because they --
- (1) Are experiencing *developmental delays*, as measured by appropriate diagnostic instruments and procedures, in one or more of the following areas:
 - (i) Cognitive development.
 - (ii) Physical development, including vision and hearing.
 - (iii) Communication development.
 - (iv) Social or emotional development.
 - (v) Adaptive development; or
 - (2) Have a diagnosed physical or mental condition that has a high probability of resulting in developmental delay.
- (b) The term may also include, at a State’s discretion, children from birth through age two who are *at risk* of having substantial developmental delays if early intervention services are not provided.”

Source

34 Code of Federal Regulations §303.16

The above defined term appears on the following table:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)

Exit

Infants and toddlers with disabilities who leave Part C services during a 12-month reporting period. Children exiting Part C must have had an active *IFSP* in place at some point in the reporting period and must not have returned to the program in that reporting period. The categories of *reasons for exit* for counting purposes include children who:

1. *successfully completed their IFSP prior to reaching maximum age for Part C; or children who reached maximum age for Part C and,*
2. *are eligible for IDEA, Part B,*
3. *are not eligible for Part B, and exit with referrals to other programs,*
4. *are not eligible for Part B, and exit with no referrals,*
5. *for whom Part B eligibility has not been determined, or children,*
6. *who died during the reporting period (deceased),*
7. *who moved out of State,*
8. *for whom a withdrawal by parent (or guardian) occurred,*
9. *for whom attempts to contact the parent and/or child were unsuccessful.*

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Gender

Classification of the student based on sex – male or female.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 3 (Infants and Toddlers Exiting Part C)

Health services

Services necessary to enable a child to benefit from the other *early intervention services* under this part during the time that the child is receiving the other early intervention services.

- “(b) The term includes--
 - (1) Such services as clean intermittent catheterization, tracheostomy care, tube feeding, the changing of dressings or colostomy collection bags, and other health services; and
 - (2) Consultation by physicians with other service providers concerning the special health care needs of *eligible* children that will need to be addressed in the course of providing other early intervention services.

- (c) The term does not include the following:
 - (1) Services that are--
 - (i) Surgical in nature (such as cleft palate surgery, surgery for club foot, or the shunting of hydrocephalus); or
 - (ii) Purely medical in nature (such as hospitalization for management of congenital heart ailments, or the prescribing of medicine or drugs for any purpose).
 - (2) Devices necessary to control or treat a medical condition.
 - (3) Medical-health services (such as immunizations and regular ‘well-baby’ care) that are routinely recommended for all children.”

Source

34 Code of Federal Regulations §303.13(b)

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Hearing (fully adjudicated)

A hearing officer conducted a due process hearing, reached a final decision regarding matters of law and fact, and issued a written decision to the parties.

Source

34 Code of Federal Regulations §300.506(a)

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Hearing pending

A request for a due process hearing that has not yet been scheduled, is scheduled but has not yet been conducted, or has been conducted but is not yet fully adjudicated. (See definition for *hearing fully adjudicated*.)

Source

34 Code of Federal Regulations §300.506

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Hispanic

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Hispanic or Latino

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Home

The principal residence of the *eligible* infant's or toddler's family or caregivers.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 2 (Program Settings)

Individualized family service plan (IFSP)

A written plan for providing *early intervention services* to a child *eligible* under this part and the child's family. The plan must include--

- “(a) Information about the child's status.
 - (1) The IFSP must include a statement of the child's present levels of physical development (including vision, hearing, and health status), cognitive development, communication development, social or emotional development, and adaptive development.
 - (2) The statement in paragraph (a)(1) of this section must be based on professionally acceptable objective criteria.
- (b) Family information. With the concurrence of the family, the IFSP must include a statement of the family's resources, priorities, and concerns related to enhancing the development of the child.
- (c) Outcomes. The IFSP must include a statement of the major outcomes expected to be achieved for the child and family, and the criteria, procedures, and timeliness used to determine--
 - (1) The degree to which progress toward achieving the outcomes is being made; and
 - (2) Whether modifications or revisions of the outcomes or services are necessary.
- (d) *Early intervention services*.
 - (1) The IFSP must include a statement of the specific early intervention services necessary to meet the unique needs of the child and the family to achieve the outcomes identified in paragraph (c) of this section including--
 - (i) The frequency, intensity, and method of delivering the services;
 - (ii) The natural environments, as described in Sec. 303.12(b) and Sec. 303.18, in which early intervention services will be provided, including a justification of the extent, if any, to which the services will not be provided in a natural environment;

(continued)

Individualized family service plan (IFSP) (continued)

- (iii) The location of the services; and
 - (iv) The payment arrangements, if any.
 - (2) As used in paragraph (d)(1)(i) of this section--
 - (i) Frequency and intensity mean the number of days or sessions that a service will be provided, the length of time the service is provided during each session, and whether the service is provided on an individual or group basis; and
 - (ii) Method means how a service is provided.
 - (3) As used in paragraph (d)(1)(iii) of this section, location means the actual place or places where a service will be provided.
- (e) Other services.
 - (1) To the extent appropriate, the IFSP must include--
 - (i) Medical and other services that the child needs, but that are not required under this part; and
 - (ii) The funding sources to be used in paying for those services or the steps that will be taken to secure those services through public or private sources.
 - (2) The requirement in paragraph (e)(1) of this section does not apply to routine medical services (e.g., immunizations and 'well-baby' care), unless a child needs those services and the services are not otherwise available or being provided.
- (f) Dates; duration of services. The IFSP must include--
 - (1) The projected dates for initiation of the services in paragraph (d)(1) of this section as soon as possible after the IFSP meetings described in §303.342; and
 - (2) The anticipated duration of those services.

(continued)

Individualized family service plan (IFSP) (continued)

(g) *Service coordinator.*

- (1) The IFSP must include the name of the service coordinator from the profession most immediately relevant to the child's or family's needs (or who is otherwise qualified to carry out all applicable responsibilities under this part), who will be responsible for the implementation of the IFSP and coordination with other agencies and persons.
- (2) In meeting the requirements in paragraph (g)(1) of this section, the *public agency* may--
 - (i) Assign the same service coordinator who was appointed at the time that the child was initially referred for evaluation to be responsible for implementing a child's and family's IFSP; or
 - (ii) Appoint a new service coordinator.
- (3) As used in paragraph (g)(1) of this section, the term profession includes "service coordination."

(h) *Transition from Part C services.*

- (1) The IFSP must include the steps to be taken to support the transition of the child, in accordance with Sec. 303.148, to --
 - (i) Preschool services under Part B of the Act, to the extent that those services are appropriate; or
 - (ii) Other services that may be available, if appropriate.
- (2) The steps required in paragraph (h)(1) of this section include--
 - (i) Discussions with, and training of, parents regarding future placements and other matters related to the child's transition;
 - (ii) Procedures to prepare the child for changes in service delivery, including steps to help the child adjust to, and function in, a new setting; and

(continued)

Individualized family service plan (IFSP) (continued)

- (iii) With parental consent, the transmission of information about the child to the local educational agency, to ensure continuity of services, including evaluation and assessment information required in §303.322, and copies of IFSPs that have been developed and implemented in accordance with Secs. 303.340 through 303.346.”

Additionally, the plan must

- “(1) Be developed in accordance with Secs. 303.342 and 303.343; and
- (2) Be based on the evaluation and assessment described in Sec. 303.322. . .”

Source

34 Code of Federal Regulations §§303.344 and 303.340(b)

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Infants and toddlers with disabilities

Individuals from birth through age 2 who need *early intervention services* because they--

- “(1) Are experiencing *developmental delays*, as measured by appropriate diagnostic instruments and procedures, in one or more of the following areas:
 - (i) Cognitive development.
 - (ii) Physical development, including vision and hearing.
 - (iii) Communication development.
 - (iv) Social or emotional development.
 - (v) Adaptive development; or
- (2) Have a diagnosed physical or mental condition that has a high probability of resulting in developmental delay.
- (b) The term may also include, at a State’s discretion, children from birth through age 2 who are *at risk* of having substantial developmental delays if early intervention services are not provided.”

Source

34 Code of Federal Regulations §303.16(a)

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Maximum age

The upper age mandate for providing Part C services as defined by Federal or state law or policy.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Mediation agreement

A written, legally binding agreement signed by a parent and a representative of the lead agency who has authority to bind the lead agency that specifies the resolution of any issues in the dispute that were reached through the mediation process. A *mediation agreement* that fully or partially resolves issues in dispute is included in *mediation agreements*.

Source

34 Code of Federal Regulations §303.420

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation held

A process conducted by a qualified and impartial mediator to resolve a disagreement between parties to a dispute involving any matter under Part C of *IDEA* and that concluded with or without a written *mediation agreement* between the parties.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation not held

A request for mediation that did not result in a mediation being conducted by a qualified and impartial mediator. This includes requests that were withdrawn, requests that were dismissed, requests where one party refused to mediate, and requests that were settled by some agreement other than a *mediation agreement* between the parties, and requests that were pending as of the end of the reporting period.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation held not related to due process complaint

A process conducted by a qualified and impartial mediator to resolve a disagreement between parties to a dispute involving any matter under Part C of *IDEA* that was not initiated by the filing of a *due process complaint* or did not include issues that were the subject of a *due process complaint*.

Source

34 Code of Federal Regulations §303.420

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation held related to due process complaint

A process conducted by a qualified and impartial mediator to resolve a disagreement between parties initiated by the filing of a *due process complaint* or included issues that were the subject of a *due process complaint*.

Source

34 Code of Federal Regulations §300.506

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation pending

A request for mediation that has not yet been scheduled or is scheduled but has not yet been held.

Source

34 Code of Federal Regulations §300.506

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Mediation request

A request by a party to a dispute involving any matter under Part C of *IDEA* for the parties to meet with a qualified and impartial mediator to resolve the dispute(s).

Source

34 Code of Federal Regulations §81.13

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Moved out of state

Infants and toddlers with disabilities who moved out of state during the reporting period. This definition does not include children who moved within state (i.e., from one program to another) if services are known to be continuing.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Native Hawaiian or Other Pacific Islander

A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

No longer eligible for Part C *prior to reaching age three*

The definition includes children who within the 12-month reporting period and have exited Part C before age three because they are no longer eligible under *IDEA*, Part C.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Not eligible for Part B, exit with referrals to other programs

The definition includes all children who reached *maximum age* for Part C, were *determined not eligible for Part B*, and were referred to other programs, which may include preschool learning centers, Head Start (but not receiving Part B services), and *child care centers*, and/or were referred for other services, which may include *health* and *nutrition services*, such as WIC.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Not eligible for Part B, exit with no referrals

The definition includes all children who reached *maximum age* for Part C and were determined *not eligible for Part B* services and were not referred to other programs.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Nutrition services

- “(i) Conducting individual assessments in--
 - (A) Nutritional history and dietary intake;
 - (B) Anthropometric, biochemical, and clinical variables;
 - (C) Feeding skills and feeding problems; and
 - (D) Food habits and food preferences;
- (ii) Developing and monitoring appropriate plans to address the nutritional needs of children eligible under this part, based on the findings in paragraph (d)(7)(i) of this section; and
- (iii) Making referrals to appropriate community resources to carry out nutrition goals.”

Source

34 Code of Federal Regulations §303.12(d)(7)

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Other setting

Service settings other than:

1. *Home,*
2. *Community-based.*

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)

Parent

- “(1) A natural or adoptive parent of a child;
- (2) A guardian;
- (3) A person acting in the place of a parent (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child’s welfare); or
- (4) A surrogate parent who has been assigned in accordance with §303.406.
- (b) *Foster parent*. Unless State law prohibits a foster parent from acting as a parent. . .”

Source

34 Code of Federal Regulations §303.19

The above defined term appears on the following table:

- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)
- Table 4 (Dispute Resolution)

Part B eligible, exiting Part C

These are children that are determined to be eligible for Part B during the reporting period and who *exited* (or will soon exit) Part C. This includes children who receive Part B services in conjunction with Head Start.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Part B eligible, continuing in Part C

These are children that are determined to be eligible for Part B, whose parents were offered and consented to have their children remain in Part C under 20 USC 1432(5)(B)(ii) and 1435(c). The *Part B eligible, continuing in Part C* category may ONLY be used by a state whose application for *IDEA* Part C funds includes a policy under which parents of children with disabilities who were eligible for services under *IDEA* Section 619 and previously received services under Part B may continue to receive *early intervention services* under Part C beyond age three. States that do not offer this option under 20 USC 1432(5)(B)(ii) and 1435(c) may NOT report children in this category.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Part B eligibility not determined

The definition includes all children *exiting* Part C services for whom Part B eligibility has not been made. Children who were referred for Part B evaluation, but for whom the eligibility determination has not been made or reported are included. This category also includes children for whom parents did not consent to transition planning. Include in this category any child who reached *maximum age* for Part C and who has not been counted as:

- *Eligible for IDEA, Part B;*
- *Not eligible for Part B, exit with referrals to other programs; and*
- *Not eligible for Part B, exit with no referrals.*

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Primary setting

The service setting in which the infant or toddler receives the most hours of *early intervention service*. For example, a toddler who receives 1 hour of *home-based service* a month and 4 hours of service per month in a clinic (a *service provider location*) would be counted under the category “service provider location.”

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 2 (Program Settings)

Private

“As applied to an agency, organization, or institution, means that it is not under Federal or *public supervision* or control.”

Source

34 Code of Federal Regulations §77.1

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)

Program setting

Type of services being received at a location, not the type of location. For example, children in a program designed for children with developmental delay or disabilities operated at a *hospital* should be counted under “program designed for children with developmental delay or disabilities.” Children who receive *physical therapy* at a *hospital* on an *outpatient* basis should be counted under “*service provider location*.” Children who are patients in a *hospital* are counted under “*hospital*.”

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 2 (Program Settings)

Public agency

“As used in this part, public agency includes the *lead agency* and any other political subdivision of the State that is responsible for providing *early intervention services* to children *eligible* under this part and their families.”

Source

34 Code of Federal Regulations §303.21

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 4 (Dispute Resolution)

Public supervision

Federal, state, or local funds used in connection with the provision of services; this includes children receiving services through a program funded by public monies as well as children receiving services from a private provider but whose services are supervised or paid for by a *public agency*.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)

Reason for exit

The reason the child is no longer receiving Part C services.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 3 (Infants and Toddlers Exiting Part C)

Report with findings of noncompliance

The written decision provided by the lead agency to the complainant and local provider in response to a *written, signed complaint*, which finds the early intervention service provider or lead agency to be out of compliance with one or more requirements of Part C of *IDEA* or 34 CFR Part 303.

Source

34 Code of Federal Regulations §300.508

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Report within extended timeline

The written decision from the lead agency was provided to the complainant and the local provider more than 60 days after the *written, signed complaint* was filed, but within an appropriately extended timeline. An appropriately extended timeline is an extension beyond 60 days that was granted due to exceptional circumstances that existed with respect to a particular complaint; or if the parent and the lead agency, public agency or early intervention service provider involved agreed to extend the time to engage in mediation, or to engage in other alternative means of dispute resolution, if available in the state or under state procedures.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Report within timeline

The written decision from the lead agency to the complainant and the local provider was provided not later than 60 days after receiving the *written, signed complaint*.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Residential facility

Treatment facility which is not primarily medical in nature where the infant or toddler currently resides and where he/she receives *early intervention services*.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 2 (Program Settings)

Resolution period

For states that have adopted Part B due process hearing procedures, 30 days from the receipt of a *due process complaint* unless the period is adjusted because: (1) both parties agree in writing to waive the *resolution meeting*; or (2) after either the mediation or *resolution meeting* starts, but before the end of the 30-day period, the parties agree in writing that no agreement is possible; or (3) if both parties agree in writing to continue the mediation at the end of the 30-day *resolution period*, but later, the parent or local provider or lead agency withdraws from the mediation process.

Source

34 Code of Federal Regulations §303.420

The above-defined term appears on the following table:

Table 4 (Dispute Resolution)

Resolution meeting

For states that have adopted Part B due process hearing procedures, a meeting, convened by the local provider, between the parent and the relevant member(s) of the IFSP team to discuss the parent's *due process complaint* and the facts that form the basis of the *due process complaint* so that the lead agency has the opportunity to resolve the dispute that is the basis for the *due process complaint*.

Source

34 Code of Federal Regulations §303.420

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Resolved without a hearing

A *hearing request* that has not resulted in a fully adjudicated due process hearing and is also not under consideration by a hearing officer. This includes *hearing requests* resolved through a *mediation agreement* or through a *written settlement agreement*, those settled by some other agreement between the parties (parent and local service provider or lead agency) prior to completion of the due process hearing, those withdrawn by the filing party, those determined by the hearing officer to be insufficient or without cause, and those not fully adjudicated for other reasons.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

State and local service agencies

Agencies which provide *early intervention services* to *eligible infants and toddlers*, and which are administered by or contracted by state/local agencies.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Two or more races

A person having origins in two or more of the five race categories. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

Table 1 (Count of Infants and Toddlers)
Table 2 (Program Settings)
Table 3 (Infants and Toddlers Exiting Part C)

Unduplicated count

A particular child may only be counted once.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

White

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. (Does not include persons of Hispanic/Latino ethnicity.)

Source

Federal Register Vol. 72, No. 202

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

White (not Hispanic)

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Source

Nonregulatory definition developed by OMB for data collection

The above defined term appears on the following tables:

- Table 1 (Count of Infants and Toddlers)
- Table 2 (Program Settings)
- Table 3 (Infants and Toddlers Exiting Part C)

Withdrawal by parent (or guardian)

Include all children under the age of three whose parents declined all services (including service coordination services) after an *IFSP* was in place, or declined to consent to IFSP services and provided written or verbal indication of withdrawal from services.

Source

Non-regulatory definition developed by OSEP for data collection

The above defined term appears on the following tables:

Table 3 (Infants and Toddlers Exiting Part C)

Written settlement agreement

A legally binding written document, signed by the parent and a representative of the lead agency who has authority to bind the lead agency, specifying the resolution of the dispute that formed the basis for a *due process complaint* arrived at in a *resolution meeting*. For the purposes of reporting on Table 4, a *written settlement agreement* is one that fully resolves all issues of the *due process complaint* and negates the need for a due process hearing.

Source

34 Code of Federal Regulations §300.584(7)

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Written, signed complaint

A signed, written document submitted to a lead agency by an individual or organization (complainant) that alleges a violation of a requirement of Part C of *IDEA* or 34 CFR 303, including cases in which some required content is absent from the document.

Source

34 Code of Federal Regulations §303.511(a)

The above defined term appears on the following table:

Table 4 (Dispute Resolution)

Sources of Definitions

1. Code of Federal Regulations, Title 34 - Education, Part 300.
2. Code of Federal Regulations, Title 34 - Education, Part 303.
3. Code of Federal Regulations, Title 34 - Education, Parts 74-79.
4. Code of Federal Regulations, Title 34 - Education, Part 81.
5. *Federal Register*, vol. 72, No. 702.