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DEPARTMENT OF EDUCATION  
LANSING


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**MEMORANDUM**

**DATE:** March 10, 2022

**TO:** Intermediate School District Directors of Special Education

**FROM:** Teri L. Rink, Ed. S., Director   
Office of Special Education

**SUBJECT:** Indicator B-12 (Early Childhood Transition) Data Submission Clarification

The *Individuals with Disabilities Education Act* (IDEA) requires that eligible children transition from Part C of the IDEA (known in Michigan as *Early On*<sup>®</sup>) to Part B, Section 619 services (known in Michigan as early childhood special education (ECSE)) no later than their third birthday. For the B-12 indicator, eligible children are those children who are eligible for both *Early On* and Michigan Mandatory Special Education (MMSE). The individualized educational program (IEP), which completes the Part C to Part B transition, must be in place by the child's third birthday.

Indicator B-12 is a compliance indicator, and therefore has a 100 percent compliance target. Any percentage less than 100 percent is considered noncompliance for the child's resident district, which is responsible for completing the IEP by the child's third birthday. Therefore, the resident district is responsible for accurate submission of the following characteristics in the Michigan Student Data System (MSDS) which are used to calculate compliance:

- Date of Birth
- Result of Initial IEP
- Special Education Exit Reason\*
- Part C Transition Timeliness
- Initial IEP Completion Date
- Special Education Exit Date\*
- Timeliness of Initial IEP
- Referral Date (for Part C services)

\*Data fields may be blank if the child did not exit special education

There are circumstances under which an initial IEP for an eligible child will never be completed as part of the transition process. The following scenarios provide recommendations of reporting codes in MSDS.

In the case of children whose parents *did not consent* to an evaluation for Part B programs and services, the resident district should report a Part C Exit Reason code of 33 (Age 3, Part B eligibility not determined) in the *Early On* Component. The resident district must also report the Timeliness of Initial IEP code of 19 (IEP Not Completed: Parent withdrew or refused consent to evaluate) in the Initial IEP Component.

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In the case of children whose parent *did* consent to an evaluation, but the initial IEP will never be completed, a resident district should report a Part C Exit Reason code of 33. The resident district will select the appropriate reason the IEP was not completed from the list of available codes in the Timeliness of Initial IEP field. Districts may report a Timeliness of Initial IEP code of any of the following:

- 18 (IEP Not Completed: Student died)
- 20 (IEP Not Completed: Parent did not make child available)
- 21 (IEP Not Completed: Student moved) in the Initial IEP Component

This is not a complete list of all possible Timeliness of Initial IEP codes. For a complete listing of the codes which may be reported for Part C Exit Reason and Timeliness of Initial IEP, review the current [MSDS Collection Details Manual](#). The document can be found under the Manuals menu.

In the case of children whose parent revokes consent to provision of special education and related services prior to a child's third birthday, the resident district must report a Special Education Exit Date and Special Education Exit Reason with code 31.

Intermediate school districts (ISDs) and resident districts should work together with their student information system/electronic IEP system vendors to ensure accurate data reporting. The student information system/electronic IEP systems may be programmed to provide reports of children identified as eligible for *Early On* and MMSE to resident districts when they are found eligible. The resident district is thereby aware of their responsibility for the children's transitions to Part B. Following each count period, ISD and resident district personnel should review the data reported to MSDS.

For resident districts which were issued B-12 Corrective Action Plans or Corrective Actions in the January 2022 release of Catamaran, review the student data in the Strand Report to see which students' records the Office of Special Education (OSE) determined to be noncompliant. For each noncompliant student record, determine the root cause of the noncompliance. Some students whose records the OSE determined were noncompliant may be missing the above Timeliness of Initial IEP codes. The error should be corrected by adding the missing information to the component at the next general collection or may be corrected more expediently through a student record maintenance (SRM).

If you have any questions, after reviewing your data, contact Tori Ranusch at [ranuscht1@michigan.gov](mailto:ranuscht1@michigan.gov).