Report of Caseloads for Occupational Therapists:

Signature Preparatory			
2-Year Report for Period of	**7/1/2023**	**through**	**6/30/2025**

1. Describe the factors used in determining caseloads (check all that apply):	
Geographic considerations such as distance OTs must travel to get to sites	No
Number of students who need services at a given site	No
Number of students who need services in the district	Yes
Level of intensity of students' needs	No
Number of OTs employed by the district	Yes
Number of existing vacancies	No

2. Describe the range of number of pupils with disabilities at different school sites who require services:	
Minimum number of students who receive OT at any given site:	45
Maximum number of students who receive OT at any given site:	65

3. Describe the range of levels of intensity of the services required:	
Number of pupils who receive direct services approximately 1-2 times per week:	39
Number of pupils who receive direct services approximately 1-2 times per month:	8
Number of pupils who receive consultation services approximately 1 time per week:	0
Number of pupils who receive consultation services approximately 1 time per month:	15

4. Describe the availability of appropriately certified assistants to assist with provision of services:

Signature Preparatory has one COTA/L who is available and consistently scheduled to work 4-5 days a week in person.

5. Describe the geographic factors that affect the ability of therapists to travel to provide the services:

Travel time / distance. Describe:

Signature Preparatory has a single campus therefore there are no difficulties associated with travel.

Weather conditions. Describe:

No difficulties in weather conditions for the OT.

6. Describe the degree to which the district expects occupational therapists to participate in meetings pertaining to the pupils:

If a student is receiving, or being evaluated to receive OT services, the OTR (primary/preferred meeting attendee) and/or COTA/L is virtually or physically present and participating in all MDT and IEP meetings.

7. Provide the number of occupational therapist vacancies experienced by the district in this reporting period:	0

8. Describe the efforts made by the district for the recruitment and retention of occupational therapists:

Contracted services ensuring payment and communication is consistent.

Full Time Occupational Therapists (OTs)			Part-Time Occupational Therapists (OTs)			
Full-Time Ots (FT OT)	Maximum Caseload	Employee (E) or Contracted (C)	Part-Time OTs (PT OT)	% FTE Worked	Maximum Caseload	Employee (E) or Contracted (C)
FT OT #1	68	C	PT OT #1	0.8-0.9	68-OT supports COTA	C

Report of Caseloads for Physical Therapists:

Signature Preparatory			
2-Year Report for Period of	**7/1/23**	**through**	**6/30/25**

1. Describe the factors used in determining caseloads (check all that apply):	
Geographic considerations such as distance PTs must travel to get to sites	
Number of students who need services at a given site	✓
Number of students who need services in the district	✓
Level of intensity of students' needs	✓
Number of PTs employed by the district	
Number of existing vacancies	

2. Describe the range of number of pupils with disabilities at different school sites who require services:	
Minimum number of students who receive PT at any given site:	4
Maximum number of students who receive PT at any given site:	4

3. Describe the range of levels of intensity of the services required:	
Number of pupils who receive direct services approximately 1-2 times per week:	0
Number of pupils who receive direct services approximately 1-2 times per month:	3
Number of pupils who receive consultation services approximately 1 time per week:	0
Number of pupils who receive consultation services approximately 1 time per month:	1

4. Describe the availability of appropriately certified assistants to assist with provision of services:

Signature Preparatory has an employed PT to provide student services as needed. Paraprofessionals are available for students who need extra supports along with the OT who works collaboratively with the PT as needed.

5. Describe the geographic factors that affect the ability of therapists to travel to provide the services:

Travel time / distance. Describe:

Signature Preparatory has a single campus therefore there are no difficulties associated with travel.

Weather conditions. Describe:

No difficulties in weather conditions for the PT.

6. Describe the degree to which the district expects physical therapists to participate in meetings pertaining to the pupils:

If a student is receiving, or being evaluated to receive PT services, the PT is virtually or physically present and participating in all MDT and IEP meetings.

7. Provide the number of physical therapist vacancies experienced by the district in this reporting period:	0

8. Describe the efforts made by the district for the recruitment and retention of physical therapists:

Contracted services ensuring payment and communication is consistent.

9. List the number and caseload of each PT employed in this reporting period:

Full Time Physical Therapists (OTs)			Part-Time Physical Therapists (OTs)			
Full-Time PTs (FT PT)	Maximum Caseload	Employee (E) or Contracted (C)	Part-Time PTs (PT PT)	% FTE Worked	Maximum Caseload	Employee (E) or Contracted (C)
PT PT #1	0	0	PT PT #1	5%	7	C
			PT PT #2	5%	7	C