

All too soon, your child will be turning three years old! The chart below outlines some of the steps in the process to determine if your child will be eligible to receive services after they turn 3 years old.

1. Transition Plan

- Only completed with parent/guardian consent
- Part of your child's IFSP
- Outlines steps and time frames for continued services after your child turns 3
- Your SC assists with developing your transition plan

2. Notification of Potential Eligibility to School District

- Only completed with parent/guardian consent
- Parents can opt-out of notification
- Notifies School District that your child *may be eligible* for services
- Your SC will discuss with you around your child's 2nd Birthday

3. Referral to CPSE

- With your consent the SC will assist with sending the parent referral to the CPSE
- SC will assist you in choosing what EIP records to send to the CPSE and obtain your Consent for Transmittal of EIP Evaluations and Records.

4. Initial Transition Conference Meeting with CPSE Chairperson, SC and parent(s)

- Reviews difference between EI and Preschool Supportive Health Services (PSSHS)
- Discuss PSSHS evaluations and eligibility process
- Determine timeline to begin evaluations
- Discuss what happens if your child is not eligible for Preschool services
You are not required to attend this conference but it is recommended

The Early Intervention Program (EIP) administered through the Niagara County Department of Health coordinates your child's services only up to the age of three. After the age of three services are coordinated through your local school district. The school district program is called Preschool Supportive Health Services (PSSHS) or the Committee on Preschool Special Education (CPSE). This **does not mean** your child will be sent to a preschool, the term refers to the three to five years old age group.

CPSE Meeting is required to take place within 60 days from the date the signed consent is received by the district

5. Evaluation*

- Evaluation determines eligibility for services through the school district
- You must provide written consent for this evaluation
- Choose an agency from list provided by the district
- District will notify agency; agency rep will call you to set up evaluation

The CPSE Must Determine Preschool Service Levels From least restrictive to most restrictive:

- ✓ Related Services (RS)-includes OT, PT, ST, etc. Services are provided in the location where your child spends their typical day
- ✓ Special Education Itinerant Services (SEIS)-services provided by a certified special education teacher who travels to your child, provided at a minimum 2 hours per week
- ✓ Related Services and SEIS
- ✓ Special Class in an Integrated Setting (SCIS)-services are provided in a SED approved preschool special education program
- ✓ Special Class (SC)-services provided in a SED approved preschool special education program, where all children in this program type are classified as preschool children with disabilities

6. Committee on Preschool Special Education (CPSE) Meeting

- Committee includes: Parent(s), CPSE Chairperson, CPSE Secretary, Evaluator or agency rep, teachers, Niagara County rep
 - You can request your SC, current service providers and anyone else you wish be invited
- Evaluation results will be reviewed and if your child is found eligible an Individualized Education Plan (IEP) will be developed
- Committee will decide when the IEP will start, when you will begin services with the school district

*Some school districts want you to enroll or register with the district before the evaluation process starts. You may need to provide the district with some information and documents. Your SC will share this information with you based on your school district.

7. EI Services

- If your child is found **eligible** for the PSSHS program you may choose to begin receiving these services when your child is first eligible or you may choose to extend your EI Services for a designated amount of time based on your child's birthdate.

OR

- If your child is **not eligible** for the PSSHS Program your child's EI services will end the day before your child turns three, or possibly sooner.

PLEASE REMEMBER

- The Transition Process is voluntary, but it is **very important** that the process begins timely and that your child is referred well before their 3rd birthday.
- If your child is not referred to the school district, evaluated and determined eligible for continued services your EI services will end the day before your child's 3rd birthday.
- You are responsible to provide all documentation that school district needs, and due to unforeseen circumstance the process may take longer than expected.

For more information about the Preschool Supportive Health Services Program please review the provided **EI/CPSE Comparison** and the **Steps to Transition** documents. Please call your Service Coordinator if you have any questions.

