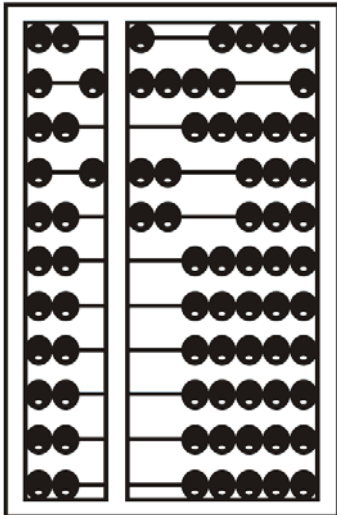


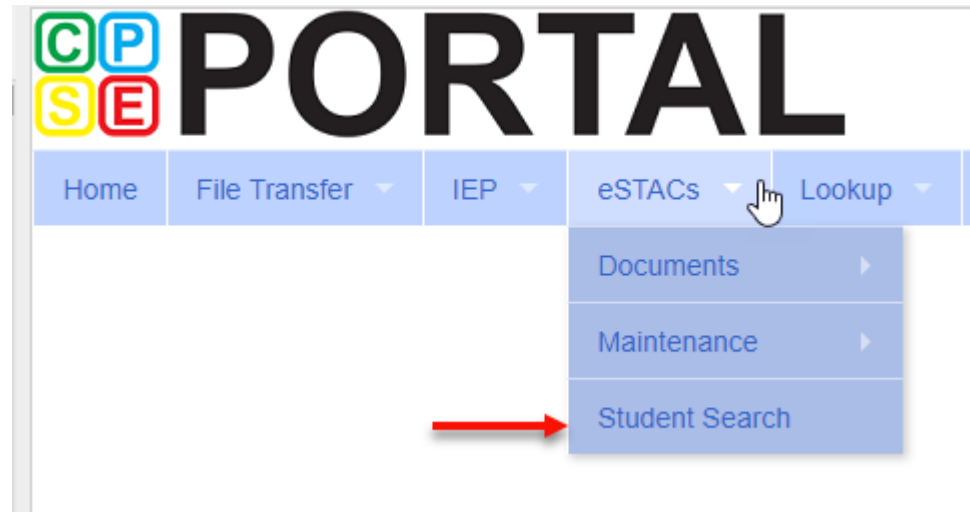
JAMES MCGUINNESS  
& ASSOCIATES INC.  
Consultants



# eSTACs Entering STAC-1 Related Service

# eSTACs Student

- \* Click the Student Search option under the eSTACs menu



# View Student Details

- \* Search for student
- \* Click “Details” to get to student details page with evaluations, services, documents, etc.

Filters


Last Name  First Name  DOB

District

County

[Add New Student](#)

Last Name	First Name	DOB	Gender	CIN	STACID		
Balmudo	Leo	03/19/16	M			<a href="#">Edit</a>	<a href="#">Details</a>
Carrington	Michael	04/04/16	M			<a href="#">Edit</a>	<a href="#">Details</a>
Chisum	Tom	12/31/16	M			<a href="#">Edit</a>	<a href="#">Details</a>
Del Fuego	Peter	05/15/15	M			<a href="#">Edit</a>	<a href="#">Details</a>
DelFuego	Anthony	03/12/16	M			<a href="#">Edit</a>	<a href="#">Details</a>
DeltoroFuego	Maria	09/12/16	F			<a href="#">Edit</a>	<a href="#">Details</a>
DiGregorio	Charlene	02/22/16	F			<a href="#">Edit</a>	<a href="#">Details</a>
DiMucci	Louis	12/15/16	M			<a href="#">Edit</a>	<a href="#">Details</a>



# Adding a new STAC-1 for SEIT/Related Service

- \* On Student Details screen, select IEP Placements tab
- \* Click Add SEIT/RS Placement button

CPSE: 012806060000 RYDELL CSD

Child Information

Last Name: **Jones** First Name: **David** DOB: **2/11/2016** Eligibility: **1/1/2019 - 8/31/2021**  
STACID: CIN: Edit

Evaluations STAC-5s **IEP Placements** IEP Mandates STAC-1s Documents

School Year Session All Sessions

School Year Session	Placement	District	County	Foster Care County
No Placements				

Add CB Placement Add SEIT/RS Placement

# For SEIT or RS

1. Select the School Year and Session
2. Indicate if this student has two or more concurrent STACs
3. Indicate if the child is in Foster Care

Screenshot of a web form interface. At the top, there is a dropdown menu for 'School Year Session' with the value '2018 - 2019 Winter' and a red number '1' next to it. Below this is a checkbox labeled 'Click if this is a multiple service STAC (two or more concurrent STACs)' with a red number '2' next to it. The form has two tabs: 'SEIT and Student' (selected) and 'Related Services'. Below the tabs is a question 'Is this student placed in Foster Care?' with radio buttons for 'Yes' and 'No', and a red number '3' next to it.

# Adding SEIT

**SEIT and Student** | **Related Services**

Is this student placed in Foster Care?  Yes  No

Provider  **1**

Is this the same provider that conducted the most recent evaluation for this student?  Yes  No **2**

Program  **3**

**4**      **5**      **6**      **7**      **8**      **9**      **10**

Start Date	End Date	IND/GRP	Frequency	Minutes	Period	Location			
09/01/2018	06/30/2019	I	5	60	WEEKLY	Universal Pre-K	Edit	Delete	Amend
<input type="text" value="09/01/2018"/>	<input type="text" value="06/30/2019"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Add		

1. Select Provider
2. Indicate if Provider was same provider that did most recent eval
3. Select the program (should be only 1)
4. Edit the Start Date
5. Edit the End Date
6. Indicate individual or group
7. Indicate number of sessions per IEP
8. Indicate number of minutes per IEP (do not convert to 30 min)
9. Enter the period for the frequency
10. Select the location where the service will be performed

# Adding Related Service

1	2	3	4	5	6	7	8	9			
Provider	Service	Start Date	End Date	IND/GRP	Frequency	Minutes	Period	Location			
BROOKVILLE CTR FOR CHILDREN'S SVCS, INC	Speech Therapy	09/01/2018	06/30/2019	I	2	30	WEEKLY	Universal Pre-K	Edit	Delete	Amend
KIDZ THERAPY SERVICES	Parent Counseling and Training	09/01/2018	06/30/2019	I	1	60	WEEKLY	Home	Edit	Delete	Amend
<input type="text"/>	<input type="text"/>	<input type="text" value="9/1/2018"/>	<input type="text" value="6/30/2019"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Add		

1. Choose the provider
2. Select the service
3. When does service start
4. When does service End
5. Indicate Individual or Group
6. Indicate number of sessions per IEP
7. Enter minutes per session per IEP
8. Choose the time period for the frequency
9. Indicate where the service will happen