

eSTACs Amendments

Amendments

- * Prior to submitting a STAC to the County, you can **edit** a placement and make any changes.
- * After you submit a STAC, you must **amend** the entry to make any changes
- * Once a STAC is submitted, you are limited as to what changes can be made

Types of changes

- * Corrections
- * Changing a related service provider
- * Changes due to a change in IEP
 - * Adding a one to one aide
 - * Adding a related service
 - * Modifying frequency
 - * etc

Rescinding

- * Rescinding is the process for “deleting” a submitted entry that never should have been entered and / or never occurred
- * Examples
 - * Parents moved out of County before services started
 - * Parents declined services before services started
 - * Entered wrong related service provider
 - * Entered individual service when it should have been group
 - * Entered OT when it should have been PT


Corrections

- * Corrections are when the wrong information was entered and the Placement was submitted
- * Examples
 - * Entered half day program instead of full day
 - * Entered start date of 10/1/2020 instead of 10/11/2020
- * Once a Placement is submitted, not all fields on a detail can be changed.
- * If a particular incorrect field cannot be changed, then detail must be rescinded and replaced.


Corrections-For All STAC Types


- * Fields that cannot be corrected
 - * Child's foster care status and foster care county
 - * School Year Session
- * Fields that can be corrected
 - * Multiple Service STAC

Corrections - CB

Provider 

Same as Evaluation Provider? Yes No

Program 

| | Start Date | End Date | Hours Per Day | Days per Week |
|------------|---|---|-----------------------------------|--|
| Program | <input type="text" value="09/08/2020"/> | <input type="text" value="06/24/2021"/> | <input type="text" value="2.50"/> | <input type="text" value="5"/> |
| This Child | <input type="text" value="09/08/2020"/> | <input type="text" value="06/24/2021"/> | <input type="text" value="2.50"/> | <input type="text" value="5"/>  |

- * Fields that cannot be corrected

- * Provider

- * Fields that can be corrected

- * Program (within same provider)
- * From Date, To Date
- * Hours Per Day, Days Per week

Corrections – CB Aide/RN/LPN

| Type | Sharing | Start Date | End Date | Hours Per Day | Days Per Week |
|------|------------------|------------|------------|---------------|---------------|
| LPN | 1:1 (No Sharing) | 09/08/2020 | 06/24/2021 | 2.50 | 5 |
| | | 09/08/2020 | 06/24/2021 | 2.50 | 5 |

- * Fields that cannot be corrected
 - * Type (AIDE/LPN/RN)
 - * Sharing

- * Fields that can be corrected
 - * Hours Per Day
 - * Days Per week

Corrections-CB related services

| Service | Start Date | End Date | IND/GRP | Frequency | Minutes | Period | Location |
|--------------------------------|------------|------------|------------|-----------|---------|--------|-----------|
| Occupational Therapy Indiv | 09/08/2020 | 06/24/2021 | Individual | 3 | 30 | Weekly | Preschool |
| Psychological Counseling (CSL) | 09/08/2020 | 06/24/2021 | G | 1 | 60 | WEEKLY | Preschool |
| Speech Therapy Group | 09/08/2020 | 10/24/2020 | G | 3 | 45 | WEEKLY | Classroom |
| Speech Therapy Indiv | 10/25/2020 | 06/24/2021 | I | 3 | 45 | WEEKLY | Classroom |
| | 09/08/2020 | 06/24/2021 | | | | | |

* Fields that cannot be corrected

- * Service
- * Individual vs Group
- * Frequency
- * Duration
- * Period

* Fields that can be corrected

- * From Date
- * To Date
- * Location

Corrections – CB Transportation

☐ THE ILF DOES NOT AUTHORIZE REIMBURSEMENT FOR TRANSPORTATION

| Service | Provider | Start Date | End Date |
|---------|-----------------------------------|------------|------------|
| Parent | WESTCHESTER PARENT TRANSPORTATION | 09/08/2020 | 06/24/2021 |
| Bus | 521 HASC (ASTRA) | 09/08/2020 | 06/24/2021 |
| | | 09/08/2020 | 06/24/2021 |

- * Fields that cannot be corrected

- * Service (Bus, Parent, RN, LPN, etc.)
- * Provider

- * Fields that can be corrected

- * From Date
- * To Date

Corrections -SEIT

Provider

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

Program

| Start Date | End Date | IND/GRP | Frequency | Minutes | Period | Location |
|------------|------------|------------|-----------|---------|--------|----------|
| 09/08/2020 | 06/18/2021 | Individual | 5 | 60 | Weekly | Daycare |
| 09/08/2020 | 06/18/2021 | | | | | |

- * Fields that cannot be corrected

- * Provider
- * Individual vs Group
- * Frequency, Duration & Period

- * Fields that can be corrected

- * From Date
- * To Date
- * Location

Corrections - RS

| Provider | Service | Start Date | End Date | IND/GRP | Frequency | Minutes | Period | Location |
|---------------------------------|------------------------|------------|------------|------------|-----------|---------|--------|-------------------|
| ALL ABOUT KIDS | Physical Therapy Indiv | 9/8/2020 | 10/18/2020 | Individual | 2 | 30 | Weekly | Community Setting |
| ALL ABOUT KIDS | Physical Therapy Indiv | 10/19/2020 | 06/18/2021 | I | 3 | 30 | WEEKLY | Community Setting |
| CREATIVE WONDERS OT PT SLP PLLC | Speech Therapy Indiv | 10/19/2020 | 12/18/2020 | I | 2 | 45 | WEEKLY | Community Setting |
| FELICITY AWERBUCH-SCHWARTZ, SLP | Speech Therapy Indiv | 12/19/2020 | 06/18/2021 | I | 3 | 45 | WEEKLY | Nursery School |
| | | 09/08/2020 | 06/18/2021 | | | | | |

* Fields that cannot be corrected

- * Provider
- * Service
- * Individual vs Group
- * Frequency, Duration & Period

* Fields that can be corrected

- * From Date
- * To Date
- * Location

Rescinding

- * Rescinding is NOT for modifications to an existing service such as
 - * Change in frequency
 - * Addition / removal of a 1:1 Aide / RN / LPN mid-year
 - * Change from one center based program to another (half-day to full day)
- * If a service was started, you cannot rescind, you must amend
- * Typically, rescinds happen because something was entered incorrectly, or the parents changed their mind prior to services starting

Placement Level vs Detail Level

- * A Placement is a group of details. A placement is the equivalent of a paper STAC-1
- * A detail is the individual service such as
 - * CB Program (SC / SCIS, Full day/half day)
 - * Related Service (OT, PT,
 - * SEIT
 - * Transportation
- * The details are sometimes referred to as “mandates”
- * Both amending and rescinding can be done at either the placement level or detail level

Rescinding @ Placement Level

- * Rescinding at the placement level means none of the details on the placement ever occurred and should not be provided
- * Examples
 - * Prior to services starting the family moves out of the district
 - * Prior to services starting the family decides to opt out of services or change from CB to SEIT/RS or vice versa
 - * SEIT Provider is incorrect
 - * CB provider is incorrect
 - * Prior to services starting the family decides to switch to another CB provider

Rescinding @ Detail Level

- * ST was supposed to be group not individual
- * Selected wrong related service provider
- * Entered incorrect frequency
- * Entered OT instead of PT

Rescinding Level

STAC-5s Evaluation Components **IEP Placements** IEP Mandates Documents Forms

School Year Session All Sessions

Rescinding @ Placement Level

| School Year Session | Placement | Description | Status | Submitted By | Submitted Date | Amend | Rescind | S |
|---------------------|-----------|---|-----------|--------------|----------------|-------|---------|---|
| 2020 - 2021 Summer | CB | 07/06/2020-08/14/2020 Alcott School-9100(A) | Submitted | demodistrict | 8/20/2020 | | | S |

Add CB Placement Add SEI/RS Placement

STAC-5s Evaluation Components IEP Placements **IEP Mandates** Documents Forms

School Year Session All Sessions

Rescinding @ Placement Detail Level

| From Date | To Date | Provider | Service | Program | Location | ESID | Rate | Description | Status | Submitted By User | Submitted Date | Amend | Rescind |
|------------|------------|---------------|----------------------|---------|-----------|------|------|----------------------------------|-----------|-------------------|----------------------|-------|---------|
| 07/06/2020 | 08/14/2020 | Alcott School | Classroom | 9100 | | | 0.00 | Classroom 5.00 hrs/day 5 days/wk | Submitted | demodistrict | 8/20/2020 1:08:23 PM | Amend | Rescind |
| 07/06/2020 | 08/14/2020 | Alcott School | Speech Therapy Indiv | 9100 | Preschool | | 0.00 | ST(I) 2x30 (Preschool) | Submitted | demodistrict | 8/20/2020 1:08:23 PM | Amend | Rescind |

Corrections

Actions needed to correct data in eSTACs

| Placement Type | Service Category | Requires Rescinding entire placement | Requires Rescinding single detail | Can correct data via amending |
|----------------|------------------|--|--|--|
| CB | CB | School Year Session Foster County Provider | | Program (SC vs SCIS, half day vs full day) Start Date / End Date Hours Per Day / Days Per Week |
| | AIDE | | Type (AIDE/LPN/RN) Sharing | Hours Per Day Days Per Week |
| | Related Service | | Service Individual vs Group Frequency, Duration & Period | Start Date End Date |
| | Transportation | | Service (Bus, Parent, LPN, etc.) Provider | Start Date End Date |
| SEIT/RS | SEIT | School Year Session Foster County Provider | Individual vs Group Frequency, Duration & Period | Start Date End Date Location |
| | Related Service | School Year Session Foster County | Provider Service Individual vs Group Frequency, Duration & Period | Start Date End Date Location |

Corrections

Actions needed to correct data in eSTACs by field

| | Center Based (CB) | | | | SEIT and/or Related Services | |
|---------------------|--------------------------|-----------------------|-----------------------|-----------------------|------------------------------|--------------------------|
| | CB | AIDE/RN/LPN | Related Service | Transportation | SEIT | Related Services |
| School Year Session | Rescind Entire Placement | | | | Rescind Entire Placement | Rescind Entire Placement |
| Foster Care County | Rescind Entire Placement | | | | Rescind Entire Placement | Rescind Entire Placement |
| Provider | Rescind Entire Placement | | | | Rescind Entire Placement | Rescind single detail |
| Program | Amend | | | | Rescind Entire Placement | |
| Sharing (AIDE) | | Rescind single detail | | | | |
| Service | | Rescind single detail | Rescind single detail | Rescind single detail | | Rescind single detail |
| Start Date | Amend | | Amend | Amend | Amend | Amend |
| End Date | Amend | | Amend | Amend | Amend | Amend |
| Hours Per Day | Amend | Amend | | | | |
| Days Per Week | Amend | Amend | | | | |
| Ind. Vs Group | | | Rescind single detail | | Rescind single detail | Rescind single detail |
| Frequency | | | Rescind single detail | | Rescind single detail | Rescind single detail |
| Duration | | | Rescind single detail | | Rescind single detail | Rescind single detail |
| Period | | | Rescind single detail | | Rescind single detail | Rescind single detail |
| Location | | | Amend | | Amend | Amend |

Amendments from IEP changes

- * There are three basic types of amendments
 - * Ending a detail
 - * Adding a detail
 - * Changing a service by ending one detail and adding another

Amending @ Placement Level

- * Child moved out of district mid-year
- * Child changed SEIT providers mid-year
- * Child changed CB programs mid-year
- * Child added an AIDE mid year
- * Parent withdrew their student mid year
- * Child switched from CB to SEIT/RS mid-year (or vice-versa)

Amending @ detail level

- * Change in frequency for a related service
- * Add new related service
- * Switch from one related service provider to another mid-year
- * Changing transportation mid-year
- * Change in frequency for SEIT (same provider)
- * Ending a related service

Amending Levels

STAC-5s Evaluation Components **IEP Placements** IEP Mandates Documents Forms

School Year Session All Sessions

| School Year Session | Placement | Description | Status | Submitted By | Submitted Date | Amend | Rescind | St |
|---------------------|-----------|---|-----------|--------------|----------------|-------|---------|----|
| 2020 - 2021 Summer | CB | 07/06/2020-08/14/2020 Alcott School-9100(A) | Submitted | demodistrict | 8/20/2020 | | | |

Add CB Placement Add SEIT/RS Placement

Amend Placement [X]

Amend Specific Mandate ← Amending @ Detail Level

Amend Program's End Date ← Amending @ Placement Level

Cancel

es McGuinness & Assc

CB Amendments

| CPSE determines | What to do |
|--|--|
| An AIDE/RN/LPN should be added to the IEP | End Placement and Create new placement with all necessary details |
| An AIDE/RN/LPN should be removed from the IEP | |
| The student should be in a different program (different provider, SC vs SCIS, half day vs full day etc.) | |
| The student no longer needs a particular related service | End Placement detail by amending end date of detail |
| The student will no longer receive a type of transportation | |
| The student needs an additional related service | Add additional placement details as necessary |
| The student will get a new type of transportation service (No transportation -> bus, bus->Bus + Parent, Bus-> Bus + AIDE) | |
| There should be a change to a related service (change in frequency, change from individual to group, change location) | End Placement detail by amending end date of detail, then add new placement detail |
| The child will change transportation (Bus->Parent, Parent->Bus) | |

SEIT / RS Amendments

| CPSE determines | What to do |
|--|--|
| The SEIT Provider should change | End Placement and Create new placement with all necessary details |
| The student no longer needs a particular related service The student no longer needs SEIT | End Placement detail by amending end date of detail |
| The student needs an additional related service The student needs to have SEIT in addition to just RS | Add additional placement details as necessary |
| There should be a change to a related service (change in frequency, change from individual to group, change location) There should be a change to the SEIT frequency or between individual and group. | End Placement detail by amending end date of detail, then add new placement detail |