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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

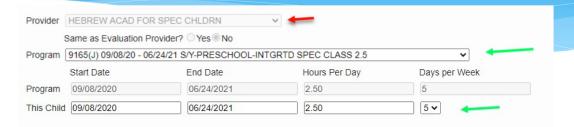
Corrections

- * 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- * If a particular incorrect field cannot be changed, then detail must be rescinded and replaced.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



- * 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



- * 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	1	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	8	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

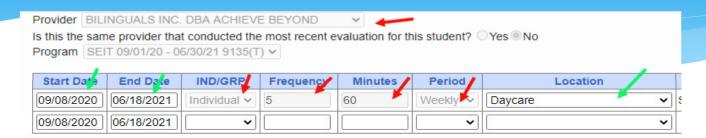
Corrections – CB Transportation

— The ILF does not authorize reinhousement for transportation						
Service /	Provider	Start Date /	End Date			
Parent ~	WESTCHESTER PARENT TRANSPORTATION V	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

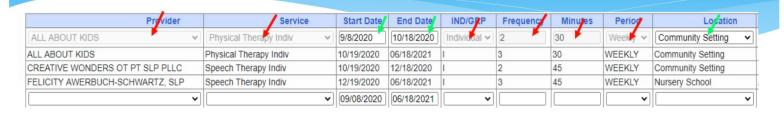
Corrections -SEIT



- * Fields that cannot be corrected
 - * Provider
 - * Individual vs Group
 - * Frequency, Duration & Period

- * Fields that can be corrected
 - * From Date
 - * To Date
 - * Location

Corrections - RS



- * 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

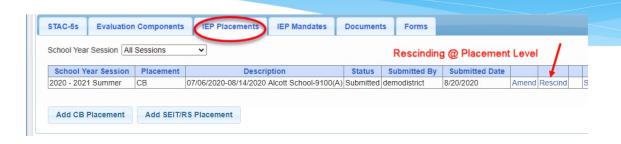
Rescinding @ Placement Level

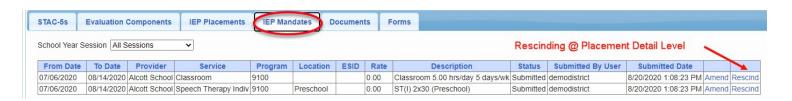
- * Rescinding at the placement level means none of the details on the placement ever occurred and should not be provided
- * Examples
 - * Prior to services starting the family moves out of the district
 - * Prior to services starting the family decides to opt out of services or change from CB to SEIT/RS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





Corrections

Actions needed to correct data in eSTACs

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

Corrections

Actions needed to correct data in eSTACs by field

		Cente	er Based (CB)	SEIT and/or Related Services		
	СВ	AIDE/RN/LPN	Related Service	Transportation	SEIT	Related Services
School Year	Rescind Entire				Rescind Entire	
Session	Placement				Placement	Rescind Entire Placement
Foster Care	Rescind Entire				Rescind Entire	
County	Placement				Placement	Rescind Entire Placement
	Rescind Entire				Rescind Entire	29 (010101010 10
Provider	Placement				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

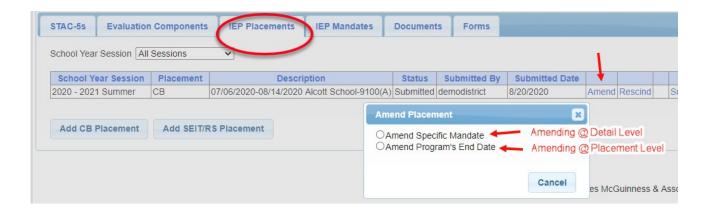
Amending @ Placement Level

- * 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



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		
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.)	necessary details		
The student no longer needs a particular related service The student will no longer receive a type of transportation	End Placement detail by amending end date of detail		
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		
The child will change transportation (Bus->Parent, Parent->Bus)	–add new placement detail		

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)	End Placement detail by amending end date of detail, then		
There should be a change to the SEIT frequency or between individual and group.	—add new placement detail		