

U.S. DEPARTMENT OF EDUCATION

ED*Facts* Submission System (ESS)

EMAPS User Guide: IDEA Part C Child Count and Settings

Release 11.2

January 2024

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This technical guide is available on the Department's Web site: [EDFacts Initiative Home Page](#) and on the EDFacts Metadata and Process System (EMAPS) Website: [EMAPS login page](#).

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11.0	March 2023	<ul style="list-style-type: none">• Rolled over for SY 2022-23• New! Added guidance regarding process changes to align with the modernization of ED<i>Facts</i> data collections for SY 2022-23• New! Business Rule edit IDs will display on screen on the Review and Submit page for business rules
11.1	June 2023	<ul style="list-style-type: none">• Updated Open and Close date
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PREFACE

The EMAPS IDEA Part C Child Count and Settings User Guide is intended to provide assistance to users of the ED*Facts* Metadata and Process System (EMAPS). This guide demonstrates the steps necessary to enter IDEA Part C Child Count and Settings data and navigate this survey in EMAPS.

This document will be updated if major system modifications affect user procedures and is reviewed annually with each survey release.

Data entered into the EMAPS system are authorized by an Annual Mandatory Collection of Elementary and Secondary Education Data through ED*Facts* (OMB 1820-0557, expires 12/31/2023). According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20202-4536 or email ICDocketMgr@ed.gov and reference the OMB Control Number 1820-0557.

ED*Facts* is a U.S. Department of Education (ED) initiative to govern, acquire, validate, and use high-quality performance data for education planning, policymaking, and management and budget decision-making to improve outcomes for students. ED*Facts* centralizes data provided by SEAs, LEAs, and schools, and provides users with the ability to easily analyze and report data. This initiative has significantly reduced the reporting burden for state and local data producers, and has streamlined data collection, analysis, and reporting functions at the federal, state, and local levels.

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1.0 Introduction

The ED*Facts* Metadata and Process System (EMAPS) is a web-based tool used to provide state lead agencies with an easy method of reporting and maintaining (1) data to meet federal reporting requirements, and (2) information on state policies, plans, and metadata to aid in the analysis of data collected.

NEW! The SY 2022-23 data collection process in EMAPS is changing to align with the modernization of all ED*Facts* data collections. This enhanced process includes conducting pre-submission data quality on survey responses *prior to submitting the survey*. While your state may have no failed business rules in the survey, OSEP is encouraging states to conduct pre-submission data quality checks prior to submission to confirm data are accurate upon submission. These additional data quality checks may require detailed data notes to be applied *prior to submitting data*.

The modernized data quality approach applies ED*Facts* business rules to data entered by SEAs to enable the identification and resolution of data quality errors before the data are submitted to ED. To address either the manual business rules (Section 6.1) or on-screen failed business rules in EMAPS (Section 6.3), users should either correct the data in the survey or provide detailed data notes to explain the reasons for submitting the data as entered before submitting the data to ED. The new data quality process ensures that data are high quality and usable at the time of submission.

1.1 Technological Requirements

EMAPS will work in all browsers, but Chrome is recommended for the best performance.

NOTE! EMAPS is unavailable Saturdays from 8:00 a.m. to 2:00 p.m. ET for regularly scheduled maintenance.

1.2 Overview

This survey has been developed to collect data authorized under Section 618 of IDEA, Part C of the Individuals with Disabilities Education Act (IDEA). This information is entered by the IDEA Part C Data Managers. The survey provides information on the following and is organized to provide the counts for the number of children in the following sections:

- Child Count and Settings by Age - States manually enter the Child Count and Settings data by Age.
- Child Count and Settings by Race/Ethnicity - States manually enter the Child Count and Settings data by Race/Ethnicity.
- Child Count by Gender - States manually enter the Child Count by Gender.

- At Risk Child Count - States manually enter the Count of At Risk Children if this count is applicable to the state.
- Cumulative Child Count by Race/Ethnicity and Gender - States manually enter the Cumulative Child Count by Race/Ethnicity and by Gender for their state.

This survey is required for 50 states plus the District of Columbia, Puerto Rico, U.S. Virgin Islands, American Samoa, Guam, and Northern Mariana Islands.

2.0 Frequently Asked Questions

Below is a list of frequently asked questions regarding the EMAPS IDEA Part C Child Count and Settings Survey process. Additional questions about how the process works or suggestions for enhancements to the process should be directed to the Partner Support Center (PSC) at EDFacts@ed.gov

What is the primary use of this information?

The IDEA Part C Child Count and Settings Collection provides the U.S. Department of Education (ED) information on the counts for the following:

1. Section A: Child Count and Settings by Age
2. Section B: Child Count and Settings by Race/Ethnicity
3. Section C: Child Count by Gender
4. Section D: At Risk Child Count
5. Section E: Cumulative Child Count by Race/Ethnicity and Gender

The data collected using this survey is required by the IDEA, Section 618. The data will be used as responses in Part C Table 1 and Table 2. The data are also used for monitoring the programs and activities under IDEA and are reported in the Office of Special Education Programs (OSEP) Annual Report to Congress on the Implementation of IDEA.

Who may have access to my state's IDEA Part C Child Count and Settings Survey?

Each state IDEA Part C Data Manager has been granted read/write access to the EMAPS online survey. Other users will be granted access at the request of the state Part C Data Manager.

If the Part C Data Manager wishes to authorize someone else to complete this survey, contact the PSC and provide the name and email address of the user(s) that will be added.

Phone: (877) 457-3336

Email: EDFacts@ed.gov

PSC is open from 8:00 a.m. to 6:00 p.m. ET, Monday through Friday, excluding federal holidays.

Will the system send any notifications?

EMAPS will send notifications to Part C Data Managers at the following times:

- When the system is open;
- When data have been submitted;
- When there has been no account activity. Notifications will be sent two weeks and three days prior to due date;
- When data have been entered, but not submitted, three days prior to due date; and

- If there are business rule warnings in the submissions three days prior to due date.

Updated! When are the data due?

The survey will open Monday, July 17, 2023. The completed survey is due no later than Wednesday, August 30, 2023 at 11:59 p.m. ET.

Do not submit preliminary or placeholder data just to meet the submission deadline. The submission of the survey responses will be assessed by OSEP for timeliness, completeness, and passing business rules. Data submissions with missing data elements are rated by OSEP as **incomplete**. The assessment of data will be based on data in the system as of 11:59 pm (ET) on the initial due date.

Is there going to be a reopen period?

To align with the modernization of the EDFacts data collection, the expectation is that data submitted by the due date high quality and usable at the time of submission.

Are all states required to submit the IDEA Part C Child Count and Settings Collection via EMAPS?

Yes, the Part C Child Count and Settings Collection will be submitted by 50 states plus the District of Columbia, Puerto Rico, U.S. Virgin Islands, American Samoa, Guam, and Northern Mariana Islands.

What reporting year will this data collection cover?

The IDEA Part C Child Count and Settings count date is a state-designated date between October 1, 2022 and December 1, 2022 (inclusive). For the SY 2022-23 data collection, the state will define their Child Count Date in the survey.

May I leave a field blank?

Fields may not be left blank. Data will not save unless there is a permitted value for every field.

When are zero counts permitted in this survey?

A zero count should be used only if the state conducted a count for that data element and there were no children to report in the specific category for the given reporting period.

When should I report *Missing*?

Report a count as Missing when the state did not collect or cannot report a count for a specific category. States should enter **M** for **Missing**.

I see an error preventing me from submitting my form. What should I do?

If an error prevents the form from being submitted, review the data. Acceptable values are **positive integers**, **0**, and **M**. **NA** is only acceptable for counts of children aged 4-5 and 5 and older. Negative numbers, commas, decimal points, and other alpha characters are not acceptable. If data cannot be submitted after confirming that the appropriate permitted values are entered into the data entry fields, contact PSC.

I have entered *Missing (M)* or *Not Applicable (NA)* in my form and the total percentage still equals 100. Why?

Data entered as ***M*** or ***NA*** are calculated into the percentage totals as **0** throughout most of the collection. Except in Section A, Part 2 ***Child Count and Settings by Age***, if all data elements in a column or in rows 5 (ages 4-5) and 6 (age 5 and older) are ***NA***, then that percentage total will equal ***NA***.

***Updated!* How can I review the survey results after I save a draft version?**

After data are saved in each of the data entry tabs, select the ***Review and Submit*** tab from the navigational menu to check for business rule warnings. Business rule warnings will be listed in red text near the bottom of the generated report and have business rule IDs next to them.

New for SY 2022-23! If the data are accurately reported, add a data note in the comment box with the business rule ID and provide a detailed explanation for each. To address either the manual business rules (Section 6.1) or on-screen failed business rules in EMAPS (Section 6.3), users should either correct the data in the survey or provide detailed data notes to explain the reasons for submitting the data as entered before submitting the data to ED.

Once the data are reviewed, select the ***Submit*** button to complete the survey process.

How do I submit the completed survey to ED?

The survey can be submitted to the database and the submission process can be completed only in the ***Review and Submit*** tab. Once the review is complete, the user should select the ***Verify*** button and then the ***Submit*** button to submit the survey to the database. Detailed instructions for submitting the survey can be found in [Section 6](#) of this user guide. The IDEA Part C Data Manager, as well as anyone on the Part C Contact List, will receive a confirmation email confirming that the data have been submitted to the database. Copies of the reports will be available to the state IDEA Part C Data Manager in the survey and in the ***Reports*** tab on the EMAPS homepage.

Where can I find the HTML report and the Year-to-Year Comparison report of the submitted survey?

Access the reports from the ***Reports*** tab after clicking the Child Count and Settings link found on the EDFacts Portal home page. Click on the folder link labeled ***IDEA Part C Reports***. This will provide access to the reports for submitted Part C surveys.

Will I have access to previously submitted Survey results?

Yes. The history of all submitted versions of the IDEA Part C Child Count and Settings Surveys can be viewed. Be aware that the version submitted by the Part C Data Manager and in the system as of 11:59 pm ET on the due date will be the version assessed by OSEP for timeliness, completeness, and passing business rules.

***Updated!* Will I have access to the survey after I have submitted data to the database?**

Yes. The survey can be accessed until the August 30, 2023 due date. After the due date, the submitted survey can be reviewed but the data may NOT be modified.

After starting the survey, can I save the existing entries and come back later to complete it?

Yes. The survey is set up so a working copy of the data can be saved as a draft which can be corrected or submitted at a later time. All fields of the form must be filled out for the form to save. The **Save as Draft** button is provided at the bottom of the Data Entry forms. When a user selects this button, the data shall be saved to EMAPS, and the user will be directed to the top of the page. Please note: data will not save unless all fatal error messages have been cleared. Saving the data as a draft does not submit the data to the database. Responses must be submitted to the database prior to the deadline for the submission to be considered complete.

How do I certify my Part C Child Count?

To meet the Part C Child Count data collection requirements, have the authorized official of the agency complete and sign the Part C Child Count Certification form as a certification. This will indicate that the Part C Child Count data submitted by your state is an accurate and unduplicated count of children with disabilities receiving special education and related services from the state. The forms will be available on the [EDFacts Community site](#). If assistance is needed obtaining the form, contact PSC.

The completed and signed form should be submitted electronically via email to PSC at EDFacts@ed.gov.

If I enter the Part C Child Count and Settings Survey more than once, will previously entered data show?

Yes, as long as the **Save as Draft** button has been selected and no fatal errors were detected, the previously entered information will be displayed in the Data Entry forms.

Is there a character limit for the survey comment boxes provided?

Yes. The comment field is a paragraph type format with a maximum size of 4000 characters.

Can I print the results of this survey?

Yes. An HTML version of the state survey can be obtained by accessing the reports from the **Reports** tab after clicking the Child Count and Settings link found on the EDFacts Portal home page. Click on the folder link labeled **IDEA Part C Reports**. This will provide access to the reports for submitted Part C surveys; select the survey you want to print.

Whom do I contact for login problems or technical assistance with the EMAPS tool and survey?

For login and technical assistance, contact the EDFacts Partner Support Center (PSC):

Email: EDFacts@ed.gov

Telephone: 877-457-3336 (877-HLP-EDEN)

PSC is open from 8:00 a.m. to 6:00 p.m. ET, Monday through Friday, excluding federal holidays.

3.0 Accessing EMAPS

To access the EMAPS login screen, go to <https://emaps.ed.gov/suite/>. A Department of Education approved warning banner will appear. Accept the terms of the consent to monitoring before accessing the application (see fig. 3.1).

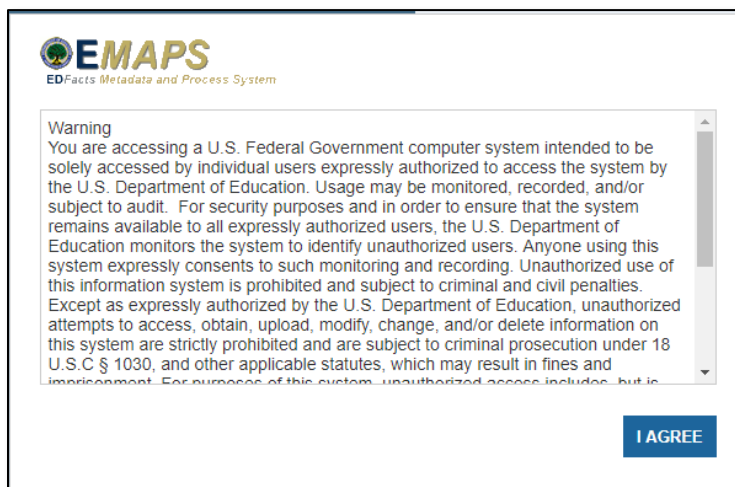


Figure 3.1 – Department of Education Approved Warning Banner

Enter the assigned EMAPS username and password into the appropriate fields (see fig. 3.2). Both the EMAPS username and password are case sensitive. If issues occur while logging into EMAPS, contact PSC (FAQ Section, 2.0).

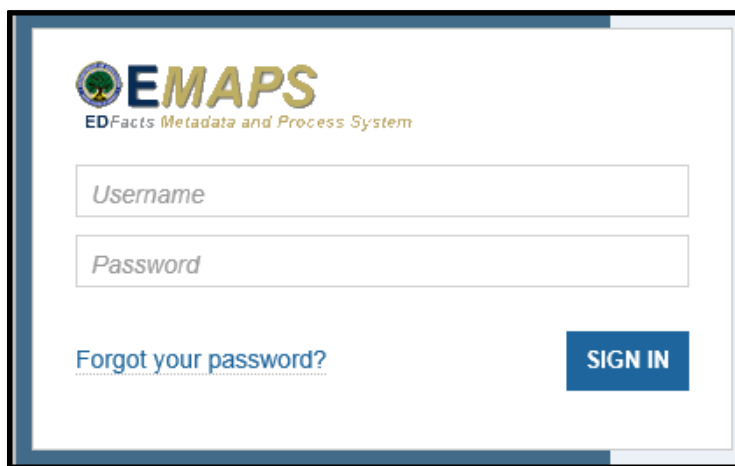


Figure 3.2 – EMAPS Login Screen

To log out of EMAPS, select the profile icon in the top right-hand corner and select **Sign Out** (see fig. 3.3).

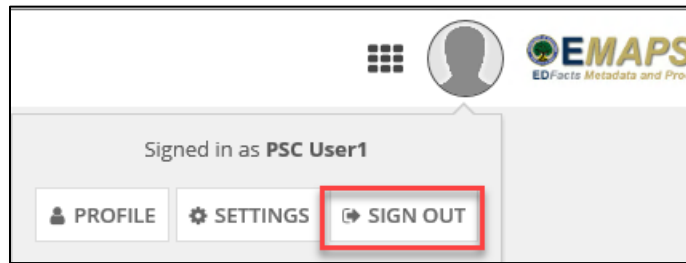


Figure 3.3 – EMAPS Logout screen

NOTE! A warning is generated by the system after 30 minutes of inactivity. To avoid losing data, click within the EMAPS survey form, or select **Continue** when the inactivity warning message is displayed.

4.0 Accessing the IDEA Part C Child Count Survey

Once logged into EMAPS, the EDFacts Portal Landing page will display. Click the **Child Count and Settings** survey link located under the IDEA Part C section (see fig. 4.1).

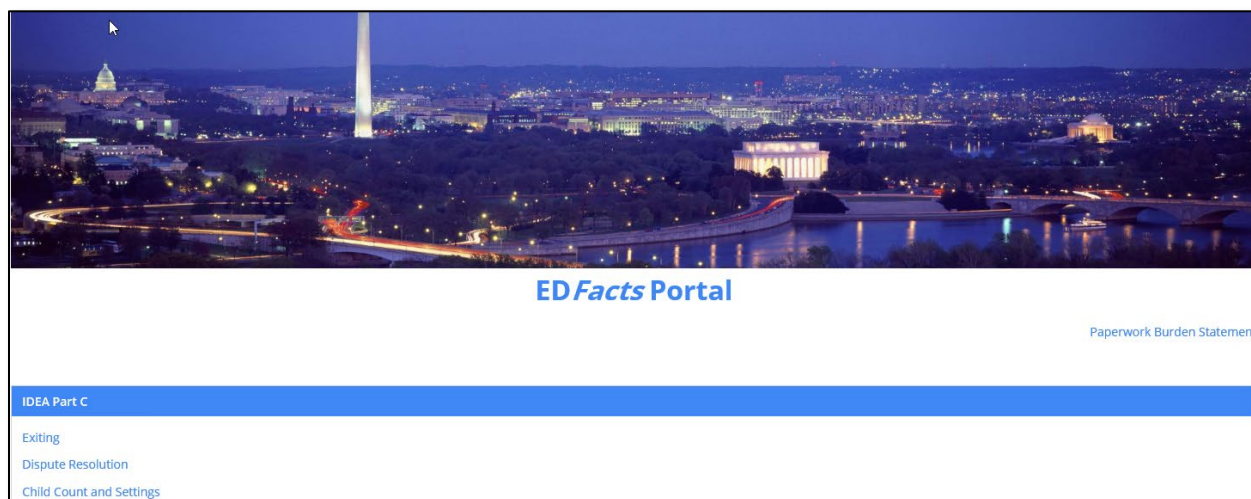


Figure 4.1 – EDFacts Portal

Select the **IDEA Part C Child Count and Settings [state's name] SY 2022-23** link to enter the IDEA Part C Child Count and Settings (see fig. 4.2).



Figure 4.2 – State survey link on the EDFacts Portal

The system will redirect to the Summary tab of the survey (see fig. 4.3) where the following will be available:

- Information about the survey;
- Instructions for completing the survey; and
- Survey user guide.
- **NOTE!** The following Yes or No question has been added to the summary page for states to respond to and has been removed from sections A, B and C within the survey: 'Has your state elected under 20 U.S.C. 1432(5)(B)(ii) and 1435(c) to

provide parents the choice of, and the child's parent has consented to their child, continuing to receive Part C services (in lieu of FAPE) under 20 U.S.C. 1435(c) for children ages 3 and older?'

NOTE! States that answer **No** may enter comments as necessary on applicable sections and select the **Save as Draft** button. If the state selects **Yes** to the question above, Section A2 - **Age Group and Settings of Children, Ages 3 or Older** will appear. This data must be provided before moving forward.

NOTE! NA is only acceptable for counts of children aged 4-5 and 5 and older if the answer to this question is **Yes**.

Summary Child Count and Settings by Age Child Count and Settings by Race/Eth... Child Count by Gender At Risk Child Count

Cumulative Child Count by Race/Eth... Review and Submit State Reports Related Actions

About the Survey

This survey has been developed to collect data authorized under Section 618 of IDEA, Part C of the Individuals with Disabilities Education Act (IDEA). This information is entered by the IDEA Part C Data Managers. The survey provides information on the following and is organized to provide the counts for the number of children in the following sections:

- [Child Count and Settings by Age](#) - States manually enter the Child Count and Settings data by Age.
- [Child Count and Settings by Race/Ethnicity](#) - States manually enter the Child Count and Settings data by Race/Ethnicity.
- [Child Count by Gender](#) - States manually enter the Child Count by Gender.
- [At Risk Child Count](#) - States manually enter the Count of At Risk Children if this count is applicable to the state.
- [Cumulative Child Count by Race/Ethnicity and Gender](#) - States manually enter the Cumulative Child Count by Race/Ethnicity and by Gender for their state.

Has your state elected under 20 U.S.C. 1432(5)(B)(ii) and 1435(c) to provide parents the choice of, and the child's parent has consented to their child, continuing to receive Part C services (in lieu of FAPE) under 20 U.S.C. 1435(c) for children ages 3 and older?*

☐ Yes

☐ No

Instructions

Navigate through the survey by clicking on the link for each section, clicking on 'Update' on top right, answering each question, and then clicking the "SAVE AS DRAFT" button located at the bottom of each screen. When you click the "SAVE AS DRAFT" button, if there are no errors the responses you entered will be saved and the page becomes a read-only review. You may return to any section by clicking the links at the top of the screen. You may enter or change answers to questions any time prior to the system close, even if responses to questions were saved, or you previously submitted your data.

Once you have completed all sections, be sure to review your survey on the Review and Submit page and click on the "SUBMIT" button after reviewing your state's responses.

For questions, please contact the Partner Support Center (PSC) at 877-457-3336 or EDEN_SS@ed.gov. For TTY services, please contact Federal Relay Service at 800-877-0996 / federalrelay@sprint.com

User Guide

[EMAPS IDEA Part C Child Count and Settings Survey User Guide](#)

Figure 4.3 – Summary Page

To return to the **EDFacts Portal** at any time, choose **EDFacts Portal** from the dropdown menu in the top right corner.

NOTE! A warning is generated by the system after 30 minutes of inactivity. To avoid losing data, click within the EMAPS survey form, or select **Continue** when the inactivity warning message is displayed.

5.0 Completing the Survey

The IDEA Part C Child Count and Settings navigation menu contains nine tabs (see fig. 5.1). To navigate into a section, select on its corresponding tab.



Figure 5.1 – IDEA Part C Child Count and Settings Navigational Menu

Summary – This section contains information about completing the Survey and the IDEA Part C Child Count and Settings User Guide.

Section A: Child Count and Settings by Age – This form is where Part C Data Managers will input data for Child Count and Settings by Age.

Section B: Child Count and Settings by Race/Ethnicity – This form is where Part C Data Managers will input data for Child Count and Settings by Race/Ethnicity.

Section C: Child Count by Gender – This form is where Part C Data Managers will input data for Child Count by Gender.

Section D: At Risk Child Count – This form is where Part C Data Managers will input data for their At Risk Child Count.

Section E: Cumulative Child Count by Race/Ethnicity and Gender – This form is where Part C Data Managers will input the Cumulative Child Count by Race/Ethnicity and by Gender for the designated 12-month period determined by the state.

Review and Submit – This form is where Part C Data Managers will review and submit the state's data.

State Reports – This section contains the HTML and Year to Year reports for each IDEA Part C Child Count Survey submitted by the state for each year the survey has been available on EMAPS. These reports may be viewed and downloaded.

Related Actions – This tab provides links to update each tab in the survey.

5.1 General Navigation

To begin submitting the IDEA Part C Child Count and Settings Survey, select the tab from the navigational menu for the form that should be updated (see fig. 5.1). To begin entering data, the **Update <Section Name>** button at the top-right of the page (see fig.

5.2) must be selected. An asterisk will appear above required fields. Keep the following in mind when completing these sections:

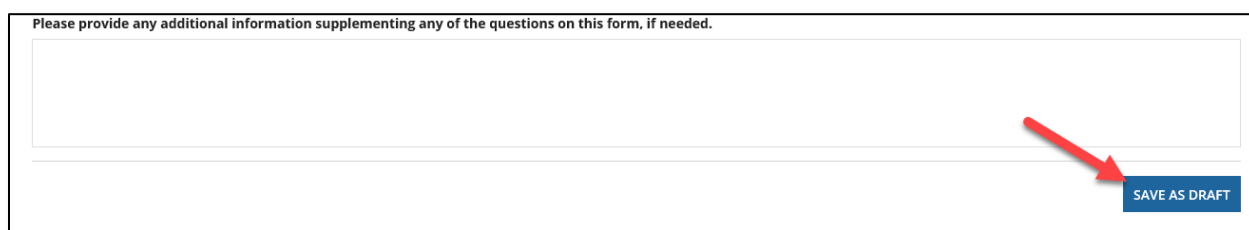


The screenshot shows the EMAPS interface for 'IDEA Part C Child Count and Settings Florida SY 2022-23'. The top navigation bar includes 'SURVEY' and 'REPORTS' tabs. The main header displays the title and a user profile icon. Below the header, there are several tabs: 'Summary', 'Child Count and Settings by Age' (which is selected), 'Child Count and Settings by Race/Eth...', 'Child Count by Gender', 'At Risk Child Count', and 'Cumulative Child Count by Race/Eth...'. At the bottom of the tabs, there are links for 'Review and Submit', 'State Reports', and 'Related Actions'. A red box highlights the 'UPDATE CHILD COUNT BY AGE' button in the top right corner.

Figure 5.2 – Update Data Button

- Each data field will be blank when the form is first opened.
- Only the following permitted values are accepted in data fields: **0**, **a positive integer**, **M** for *Missing*, or **NA** for *Not Applicable*. Each field must have a response. The **M** for *Missing* and **NA** for *Not Applicable* must be capitalized.
- Zero counts should be entered only if a state conducted a count for that data element and there were no children to report in the specific category for the given reporting period.
- Report a count as *Missing* when the state did not or cannot report a count for the specific category. If a count is *Missing*, enter **M**.
- The use of *Not Applicable* is ONLY acceptable for counts of children aged 4-5 and 5 and older. Enter **NA** for *Not Applicable*.
- To save entered data, select the **Save as Draft** button (see fig. 5.3) located on the bottom-right of the page.

At the bottom of each page, an optional comment box is available (up to 4,000 characters). Once all data have been entered, warnings have been reviewed, and data are ready to be saved, select **Save as Draft** (see fig. 5.3). When the **Save as Draft** button is clicked, if no error messages are generated, the responses entered will be saved and the page becomes a read-only view.



The screenshot shows a comment box at the bottom of the page with the text 'Please provide any additional information supplementing any of the questions on this form, if needed.' Below the comment box is a blue button labeled 'SAVE AS DRAFT'. A red arrow points to the button.

Figure 5.3 – Save as Draft Button

NOTE! Data will not save and the EMAPS survey session will end if a user exits the survey without selecting the **Save as Draft** button. If fatal errors exist in the form, the data will not save. Any section of the survey can be exited by navigating to another tab or to another area within EMAPS. Navigating away from a section or closing the EMAPS browser window without selecting the **Save as Draft** button will result in lost data. Data will be saved only when the **Save as Draft** button has been selected. If the

screen is not redirected to the top of the page after the **Save as Draft** button is clicked, check the survey for fatal errors on the Data Entry forms. Fatal error messages will appear in red text on the form. See [Section 6.2](#) of this User Guide for more information on fatal errors.

5.2 Section A: Child Count and Settings by Age

5.2.1 Entering the Child Count Date

Enter the state's child count date in the given field using the MM/DD/YYYY format (see fig. 5.4).

NOTE! Child count date must be between **10/1/2022 and 12/1/2022** (inclusive). If the date does not fall within these dates, there will be an error on the review page.

Section A: Child Count and Settings by Age

Please complete the form below.

A zero count should be used when there were no children to report in the specific category for the given reporting period. Enter "M" (Missing) if the state did not collect or could not report a count for the specific category. Please provide an explanation for the missing data in the comment box at the bottom of the survey pages.

What is your state's Child Count date (MM/DD/YYYY)? *

Figure 5.4 – Section A: Child Count and Settings by Age – Child Count Date

5.2.2 Child Count and Settings by Age

Complete Section **A1. Age Group and Settings of Infants and Toddlers, Ages Birth through 2** (see fig. 5.5 and 5.6). Report the unduplicated number of children with an active Individualized Family Service Plan (IFSP) in place on the child count date, according to the child's age and primary settings.

The totals and percentages calculated on the far right are auto-calculated.

NOTE! Permitted values for this table are **0**, **Integers**, **NA** for data Not Applicable in the state, and **M** for data the state did not collect (Missing). If **M** is entered, explain why the data are Missing in the comment box. **NA** is only acceptable for counts of children aged 4-5 and 5 and older.

	Home	Community-Based Setting	Other Setting	Total	Percentage
A1. Age Group and Settings of Infants and Toddlers, Ages Birth through 2					
1. Birth to 1	*	*	*	9	25
	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="3"/>		
2. 1 to 2	*	*	*	12	33.33
	<input type="text" value="4"/>	<input type="text" value="4"/>	<input type="text" value="4"/>		
3. 2 to 3	*	*	*	15	41.67
	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="5"/>		
Total (Birth through 3)	12	12	12	36	100

Figure 5.5 – Age Group and Settings of Infants and Toddlers, Ages Birth through 2

	Home	Community -Based Setting	Other Setting	Total	Percentage
A2. Age Group and Settings of Children, Ages 3 or Older					
4. 3 to 4	*	*	*	18	46.15
	<input type="text" value="6"/>	<input type="text" value="6"/>	<input type="text" value="6"/>		
5. 4 to 5	*	*	*	21	53.85
	<input type="text" value="7"/>	<input type="text" value="7"/>	<input type="text" value="7"/>		
6. 5 or older	*	*	*	NA	NA
	<input type="text" value="NA"/>	<input type="text" value="NA"/>	<input type="text" value="NA"/>		
Total (3 or Older)	13	13	13	39	100

Figure 5.6 – Age Group and Settings of Children, Ages 3 or Older

Enter comments in the box provided at the bottom of the page, if applicable.

NOTE! If **NA** is entered in row 5, **4 to 5** or row 6, **5 or older** or throughout any column for A2, then the total and percentages in this table will equal NA.

Click the **Save as Draft** button at the bottom of the page to save the data (see fig. 5.7).

Please provide any additional information supplementing any of the questions on this form, if needed.

Comment

SAVE AS DRAFT

Figure 5.7 – Comment and Save as Draft button

5.3 Section B: Child Count and Settings by Race/Ethnicity

Report the (unduplicated) number of children with an active IFSP in place on the child count date, according to the child's race/ethnicity and primary settings (see fig. 5.8).

NOTE! States and entities should be following race and ethnicity data based on the Department of Education's 2007 Final Guidance on Maintaining, Collecting and Reporting Racial and Ethnic Data to the U.S. Department of Education (published in the Federal Register Vol. 72, No. 202). States and entities were required to implement the procedures for collecting, aggregating, and reporting race and ethnicity, as described in the 2007 guidance, no later than the report of the 2010 IDEA Section 618 data. These requirements continue to apply to this submission of the IDEA Section 618 data.

NOTE! Permitted values for this table are **0**, **Integers**, and **M** for data that the state did not collect. If **M** is entered, explain why the data are Missing in the comment box.

To ensure EMAPS calculates totals properly, numbers should not be copied and pasted into data entry fields. Do not use the enter key when the cursor is in a data field. If there is an error in the calculated totals, contact PSC.

Section B: Child Count and Settings by Race/Ethnicity

Please complete the form below.

A zero count should be used when there were no children to report in the specific category for the given reporting period. Enter "M" (Missing) if the state did not collect or could not report a count for the specific category. Please provide an explanation for the missing data in the comment box at the bottom of the survey pages.

	Home	Community-Based Setting	Other Setting	Total	Percentage
B1. Race/Ethnicity of Infants and Toddlers, Ages Birth through 2					
1. Hispanic/Latino	2	2	2	6	16.67
2. American Indian or Alaska Native	1	1	1	3	8.33
3. Asian	2	2	2	6	16.67
4. Black or African American	2	2	2	6	16.67
5. Native Hawaiian or Other Pacific Islander	2	2	2	6	16.67
6. White	2	2	2	6	16.67
7. Two or more Races	1	1	1	3	8.33
Total (Birth through 2)	12	12	12	36	100

Figure 5.8 – Section B: Race/Ethnicity of Infants and Toddlers, Ages Birth through 2

Total fields on the far right and those on the bottom are auto-calculated by the system.

- States that answer **No** may enter comments as necessary on this page and select the **Save as Draft** button.
- If the state selects **Yes** to the question above, Section **B2. Race/Ethnicity of Children, Ages 3 or Older** will appear (see fig. 5.9). This data must be provided before moving forward.

Enter comments in the box provided at the bottom of the page, if applicable. Click the **Save as Draft** button at the bottom of the page to save the data.

B2. Race/Ethnicity of Children, Ages 3 or Older					
8. Hispanic/Latino	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
9. American Indian or Alaska Native	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
10. Asian	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
11. Black or African American	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
12. Native Hawaiian or Other Pacific Islander	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
13. White	*	*	*	6	15.38
	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>		
14. Two or more Races	*	*	*	3	7.69
	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>		
Total (3 or Older)	13	13	13	39	100

Please provide any additional information supplementing any of the questions on this form, if needed.

Figure 5.9 – Race/Ethnicity of Children, Ages 3 or Older

5.4 Section C: Child Count by Gender

Report the (unduplicated) number of children with an active IFSP in place on the child count date, according to the child's gender (see fig. 5.10).

The totals and percentages calculated on the far right are auto-calculated. To ensure EMAPS calculates totals properly, numbers should not be copied and pasted into data entry fields. Do not use the enter key when the cursor is in a data field. If there is an error in the calculated totals, contact PSC.

NOTE! Permitted values for this table are **0**, **Integers**, and **M** for data that the state did not collect. If **M** is entered, explain why the data are Missing in the comment box.

IDEA Part C Child Count and Settings Florida SY 2022-23

Summary Child Count and Settings by Age Child Count and Settings by Race/Eth... **Child Count by Gender** At Risk Child Count Cumulative Child Count by Race/Eth...

Review and Submit State Reports Related Actions

Section C: Child Count by Gender

C.1. Gender of Infants and Toddlers, Ages Birth through 2, Receiving Early Intervention Services

Gender	Total	Percentage
Male	12	50
Female	12	50
Total (Birth through 2)	24	100

Figure 5.10 – Section C: Child Count by Gender, Ages Birth through 2

- States that answer **No** may enter comments as necessary on this page and select the **Save as Draft** button.
- If the state selects **Yes** to the question above, Section **C2. Gender of Children, Ages 3 or Older** will appear (see fig.5.11). This data must be provided before moving forward.

C.2. Gender of Children, Ages 3 or Older, Receiving Early Intervention Services

Gender	Total	Percentage
Male		NA
Female		NA
Total (3 or Older)	0	NA

Figure 5.11 – Gender of Children, Ages 3 or Older

Enter comments in the box provided at the bottom of the page, if applicable. Click the **Save as Draft** button at the bottom of the page to save the data.

5.5 Section D: At Risk Child Count

If your state answered **Yes** or **No** to the following question, directions are provided below the image on how to proceed: **Has your state elected under 20 U.S.C. 1432(5)(B)(i) to serve children under the age of three and at risk of having substantial delays if early intervention services are not provided?** (see fig. 5.12)

Section D: At Risk Child Count

Please complete the form below.

A zero count should be used when there were no children to report in the specific category for the given reporting period. Enter "M" (Missing) if the state did not collect or could not report a count for the specific category. Please provide an explanation for the missing data in the comment box at the bottom of the survey pages.

Has your state elected under 20 U.S.C. 1432(5)(B)(ii) and 1435(c) to provide parents the choice of, and the child's parent has consented to their child, continuing to receive Part C services (in lieu of FAPE) under 20 U.S.C. 1435(c) for children ages 3 and older? *

☐ Yes

☒ No

Please provide any additional information supplementing any of the questions on this form, if needed.

SAVE AS DRAFT

Figure 5.12 – At Risk Child Count Question – No Response

- States that answer **No** may enter comments as necessary on this page and select the **Save as Draft** button.
- States that answer **Yes** to the question above must enter counts for **At Risk infants and toddlers, Ages Birth through 2** (see fig. 5.13).

At Risk infants and toddlers, Ages Birth through 2 (These infants and toddlers should be included in counts for Section A.1 and B.1)

1. Hispanic/Latino	1
2. American Indian or Alaska Native	1
3. Asian	1
4. Black or African American	1
5. Native Hawaiian or Other Pacific Islander	1
6. White	1
7. Two or more Races	1
Total (Birth through 2)	7

Please provide any additional information supplementing any of the questions on this form, if needed.

SAVE AS DRAFT

Figure 5.13 – Count of At Risk Infants and Toddlers, Ages Birth through 2

NOTE! NA is not a permitted value for this section. Only **zero**, **positive integers**, or **M** for **Missing** are allowable values in this section.

To ensure EMAPS calculates totals properly, numbers should not be copied and pasted into data entry fields.

The total field on the right is auto-calculated by the system.

Enter comments in the box provided at the bottom of the page, if applicable. Click the **Save as Draft** button at the bottom of the page to save the data.

5.6 Section E: Cumulative Child Count by Race/Ethnicity and Gender

The Cumulative Child Count by Race/Ethnicity and by Gender should represent the number of infants and toddlers with disabilities, ages birth through 2, who received early intervention services during the most recent 12-month period for which data are available. The state defines their Cumulative Child Count Date in the survey.

NOTE! Do not include children ages 3 or older in the Cumulative Child Count. Also, **NA** is not a permitted value for this form. Only **zero**, **positive integers**, or **M** for **Missing** are allowable values in this section.

Enter the start and end dates of the most recent 12-month period for which the cumulative count of infants and toddlers, ages birth through 2, who received early intervention services are available. For example, if data on the total number of infants and toddlers served during the period from July 1, 2021 through June 30, 2022 are available, report this count and the corresponding dates in this Section (see fig. 5.14).

Please complete the form below.

A zero count should be used when there were no children to report in the specific category for the given reporting period. Enter "M" (Missing) if the state did not collect or could not report a count for the specific category. Please provide an explanation for the missing data in the comment box at the bottom of the survey pages.

Cumulative Number of Infants and Toddlers who received early intervention services

* From: 02/16/2023 * To: 03/22/2023

		March 2023							Percentage	
		SUN	MON	TUE	WED	THU	FRI	SAT		
E1. Cumulative Count of Infants and Toddlers, Ages Birth through 2		26	27	28	1	2	3	4	4.17	
1. Hispanic/Latino		5	6	7	8	9	10	11		
2. American Indian or Alaska Native		12	13	14	15	16	17	18	8.33	
3. Asian		19	20	21	22	23	24	25	16.67	
4. Black or African American		26	27	28	29	30	31	1	4.17	

TODAY CLEAR

Figure 5.14 – Cumulative Child Count Date

NOTE! A business rule warning will fire for this section if the date of the reference period for the Cumulative Count of Infant and Toddlers, ages birth through 2 who received early intervention services exceeds the first Wednesday of April for the reporting year.

5.6.1 Cumulative Count of Infants and Toddlers, Ages Birth through 2 by Race/Ethnicity

Report the cumulative number of infants and toddlers with disabilities, ages birth through 2, who received early intervention services, as defined above, during the most

recent 12-month period for which data are available, according to the child's race/ethnicity. See glossary of data elements for definitions for reporting race/ethnicity (see fig. 5.15).

	Total	Percentage
E1. Cumulative Count of Infants and Toddlers, Ages Birth through 2, by Race/Ethnicity		
1. Hispanic/Latino	5	14.29
2. American Indian or Alaska Native	5	14.29
3. Asian	5	14.29
4. Black or African American	5	14.29
5. Native Hawaiian or Other Pacific Islander	5	14.29
6. White	5	14.29
7. Two or More Races	5	14.29
Total (Birth through 2)	35	100

Figure 5.15 – Cumulative Count of Infants and Toddlers, Ages Birth through 2, by Race/Ethnicity

5.6.2 Cumulative Count of Infants and Toddlers, Ages Birth through 2, by Gender

Report the cumulative number of infants and toddlers with disabilities, ages birth through 2, who received early intervention services (as defined above) during the most recent 12-month period for which data are available, according to the child's gender (see fig. 5.16).

NOTE! The total number of children reported in this table should equal the total number of children reported in the ***Cumulative Count on Infants and Toddlers, ages birth through 2, by Race/Ethnicity*** table.

	Total	Percentage
E2: Cumulative Count of Infants and Toddlers, Ages Birth through 2, by Gender		
1. Male	<input type="text" value="18"/>	50
2. Female	<input type="text" value="18"/>	50
Total (Birth through 2)	36	100

Please provide any additional information supplementing any of the questions on this form, if needed.

SAVE AS DRAFT

Figure 5.16 – Cumulative Count of Infants and Toddlers, Ages Birth through 2 by Gender

After entering data, select **Save as Draft**.

NOTE! A business rule warning on the **Review and Submit** form will check to ensure that the total for **Gender** is equal to the total for **Race/Ethnicity**. The survey data will not be accepted for submission until these data are completed and equal.

6.0 **Updated!** Review and Submit

Once all data entry sections have been completed, select the **Review and Submit** tab on the EMAPS navigation menu. Review the data for completeness and accuracy.

Important! The SY 2022-23 Business Rules Single Inventory (BRSI) is an inventory that contains all the data quality (DQ) business rules applied to the data collected in this survey, as well as all other EDFacts data. The inventory increases transparency in the data quality review process and allows states the opportunity to check data prior to submission. The BRSI is available on the [EDFacts Initiative](#) website.

Neither the **Submit** button nor the additional comment box will appear until the **Verify Data** button located at the top right-hand side of this section has been selected (see fig. 6.1).



Figure 6.1 – Verify Data Button

NOTE! All Sections must be completed before the data can be submitted on the **Review and Submit** page.

6.1 **Updated!** Part C Child Count Business Rules

To align with the updated process of submitting complete and accurate data by the due date, the business rules applied to data collected in this survey have been added to the SY 2022-23 BRSI and assigned a business rule ID. OSEP is providing Data Managers with the business rules applied to data entered into the survey pre-submission to confirm data for accuracy and encourages states to take the time to review each Child Count business rule by reviewing the “Review and Submit” page prior to submission of the data in EMAPS.

Very few states fail these business rules applied to the data.

IMPORTANT! The SY 2022-23 BRSI can be downloaded from the [EDFacts Initiative](#) website.

6.2 No Failed Business Rules

If the data have passed all business rules, the following message will be displayed: ***There are no business rule warnings. Please submit the results of the survey by clicking the ‘SUBMIT’ button.*** (see fig. 6.2).

NOTE! If the **Submit** button is not clicked, the necessary steps to submit the data for this collection HAVE NOT been completed.

The screenshot shows a web interface for submitting survey results. At the top, a blue message bar states: "There are no edit check warnings. Please submit the results of the survey by clicking the 'SUBMIT' button." Below this, a text prompt reads: "Please provide information to address edit checks violated above". This is followed by a large, empty rectangular text input area. At the bottom left of the input area, it says "4000 Character Limit". At the bottom right, there is a blue button labeled "SUBMIT".

Figure 6.2 – No business rule warnings

Once the **Submit** button is selected, an HTML report and a Year-to-Year Comparison report will auto-generate. These reports can be accessed by selecting the **State Reports** tab in the Survey navigation menu (see Section 7.0 for additional information on HTML and Year-to-Year reports). The reports can also be found under the **Reports** tab in the EMAPS navigation menu. The IDEA Part B Data Manager will receive a confirmation email after the survey has been submitted to the database; ED will have access to the state's survey responses as well.

Once the survey is successfully submitted, exit the survey by selecting a tab in the EMAPS navigation menu to navigate to or by logging out of EMAPS.

6.3 Failed Business Rules on Data Entered in Cells

Upon completing data entry and selecting **SAVE** on a section, business rules validate the values entered into cells. If values entered are not accepted by the survey, an on-screen error message will appear in red text below the cells (see fig. 6.3).

Table 6.1-1: On Screen Data Quality Business Rules

Rule ID	Error Message	How to Resolve
N/A - on screen under editable fields left blank	A value is required.	Each data entry field on the data entry form is a required field. A blue asterisk indicates that it is a required field. Enter a permitted value to clear the error.
PartC-CC-029	Must a positive Integer or "M" Missing.	Only values of zero, positive integers or "M" are to be entered in the data entry fields. Enter a permitted value to clear the error.
PartC-CC-001	The reported Child Count date does not fall between Oct 1, 2022 and Dec 1, 2022 inclusive of those dates.	The reported Child Count date must fall between October 1, 2022 and December 1, 2022.

Home	Community-Based Setting
Ages Birth through 2	
* <input type="text" value="-7"/> Must be a positive Integer or "M" Missing	* <input type="text" value="Missing"/> Must be a positive Integer or "M" Missing
* <input type="text" value="2.5"/> Must be a positive Integer or "M" Missing	* <input type="text" value="N/A"/> Must be a positive Integer or "M" Missing
* <input type="text" value="&"/> Must be a positive Integer or "M" Missing	* <input type="text"/>

Figure 6.3 – Fatal errors in Data Entry Forms

Update the values in the cells manually to an acceptable value.

6.4 Business Rule Warnings on Review and Submit

If data entered into any of the survey sections fails business rule checks, a list of warning messages will display at the bottom of the **Review and Submit** form in red font (see fig. 6.4).

New for SY 2022-23! These business rules have been assigned business rule IDs to allow states to respond to each error in the comment field individually. The SY 2022-23 BRSI has been updated to include these business rules.

For SY 2022-23, OSEP is requesting that all data notes be entered into the EMAPS survey in the comment box on the **Review and Submit** form with a reference to the business rule that is firing and a detailed explanation regarding why data are accurately reported. See example in Figure 6.4.

Please note that the data entered result in the following relationships which violate edit checks: Total number of Infants and Toddlers by Age <> Total number of Infants and Toddlers by Gender, Total number of Children by Age <> Total number of Children by Gender, Total number of Infants and Toddlers by Race <> Total number of Infants and Toddlers by Gender, Total number of Children by Race <> Total number of Children by Gender, Total number of Infants and Toddlers at Risk by Age <> Total number of Infants and Toddlers at Risk by Race, Total cumulative count of Infants and Toddlers receiving early intervention services by Race/Ethnicity <= Total number of Infants and Toddlers by Age

Please provide information to address edit checks violated above

Part C-CC-036a: enter data note relevant to why this business rule is firing but data were accurately reported. Part C-CC-036b: enter data note relevant to why this business rule is firing but data were accurately reported. Part C-CC-038: enter data note relevant to why this business rule is firing but data were accurately reported.

4000 Character Limit

SUBMIT

Figure 6.4 – Failed Business Rules with IDs and Data Note Entered on Review and Submit Page

Reminder! The comment box allows a character limit of 4,000. If the data note is larger than this limit, please upload your data note to OMB Max.

This table lists the business rules applied to the data collected in the survey with the newly assigned business rule IDs for easy reference and instructions on how to resolve the rule.

Table 6.1-2 Business Rule Warnings

Rule ID	Error Message	How to Resolve
PartC-CC-036a	Total number of Infants and Toddlers by age in Home <> Total number of Infants and Toddlers by Race in Home.	The total number of infants and toddlers, ages birth through 2, by age in home setting must equal the total number of infants and toddlers by race/ethnicity in home setting.
PartC-CC-036b	Total number of Infants and Toddlers by age in Community <> Total number of Infants and Toddlers by Race in Community.	The total number of infants and toddlers, ages birth through 2, by age in community setting must equal the total number of infants and toddlers by race/ethnicity in community setting.
PartC-CC-036c	Total number of Infants and Toddlers by age in Other <> Total number of Infants and Toddlers by Race in Other.	The total number of infants and toddlers, ages birth through 2, by age in other setting must equal the total number of infants and toddlers by race/ethnicity in other setting.
PartC-CC-037a	Total number of Children by age in Home <> Total number of Children by Race in Home	The total number of children, ages 3 or older, by age in home setting must equal the total number of children by race/ethnicity in home setting.
PartC-CC-037b	Total number of Children by age in Community <> Total number of Children by Race in Community If data are not accurate as submitted, please resubmit.	The total number of children, ages 3 or older, by age in home setting must equal the total number of children by race/ethnicity in home setting.
PartC-CC-037c	Total number of Children by age in Other <> Total number of Children by Race in Other If	The total number of children, ages 3 or older, by age in community setting must

Rule ID	Error Message	How to Resolve
	data are not accurate as submitted, please resubmit.	equal the total number of children by race/ethnicity in community setting.
PartC-CC-038	Total number of Infants and Toddlers by Age <> Total number of Infants and Toddlers by Race.	The total number of infants and toddlers, ages birth through 2, by age must equal the total number of infants and toddlers by race/ethnicity.
PartC-CC-039	Total number of Children by Age <> Total number of Children by Race.	The total number of children, ages 3 or older, by age must equal the total number of children by race/ethnicity.
PartC-CC-040	Total number of Infants and Toddlers by Age <> Total number of Infants and Toddlers by Gender.	The total number of infants and toddlers, ages birth through 2, by age must equal the total number of infants and toddlers by gender.
PartC-CC-041	Total number of Children by Age <> Total number of Children by Gender.	The total number of children, ages 3 or older, by age must equal the total number of children by gender.
PartC-CC-042	Total number of Infants and Toddlers by Race <> Total number of Infants and Toddlers by Gender.	The total number of infants and toddlers, ages birth through 2, by race/ethnicity must equal the total number of infants and toddlers by gender.
PartC-CC-043	Total number of Children by Race <> Total number of Children by Gender.	The total number of children, ages 3 or older, by race/ethnicity must equal the total number of children by gender.
PartC-CC-044	Total number of Infants and Toddlers at Risk by Age <> Total number of Infants and Toddlers at Risk by Race.	For at risk infants and toddlers, ages birth through 2, the sum of counts reported for the three age categories must equal the sum of the counts reported for the seven race/ethnicity categories.
PartC-CC-012	Timeframe is not equal to a year.	The timeframe reported for cumulative child count of infant and toddlers, birth through 2, who received early intervention services must equal one year.
PartC-CC-045	Total cumulative count of Infants and Toddlers receiving early intervention services by Race/Ethnicity <> Total cumulative count of Infants and Toddlers receiving early intervention services by Gender.	For the cumulative count of infants and toddlers, ages birth through 2, the sum of counts reported for the two gender categories must equal the sum of the counts reported for the seven race/ethnicity categories.

Rule ID	Error Message	How to Resolve
PartC-CC-032	Total cumulative count of Infants and Toddlers receiving early intervention services by Race/Ethnicity <= Total number of Infants and Toddlers by Age	The total cumulative count of Infants and Toddlers receiving early intervention services by Race/Ethnicity must be less than or equal to the total number of Infants and Toddlers by Age
PartC-CC-047	"from" date exceeds "to" date.	The "from" date of the reference period for the cumulative count of infant and toddlers, birth through 2, who received early intervention services cannot exceed the "to" date.
PartC-CC-048	Cumulative date cannot exceed <date of first Wednesday in April of the reporting year>.	The "to" date of the reference period for the cumulative count of infant and toddlers, birth through 2, who received early intervention services cannot exceed the first Wednesday of April for the reporting year.

States must leave a comment explaining any business rule warnings and submit their Part C Child Count and Settings data by clicking the **Submit** button.

To make changes to the survey, navigate to the appropriate form using the navigational menu. The **Review and Submit** page is read only.

Business rule warnings will also display on the final HTML Report, but the message, **Please note that the data entered result in the following relationships which violate edit checks**, will not appear on the final HTML report.

7.0 Accessing State Reports

The HTML and Year-to-Year Comparison reports can be accessed in one of two ways:

1. In the survey under the **State Reports** tab (see fig. 7.1); and
2. By navigating to the **Reports** tab in the EMAPS navigation menu (see fig. 7.2).



Figure 7.1 – State Reports

To pull the HTML and Year-to-Year Comparison reports from the **Reports** section of EMAPS, select the **Reports** tab by clicking the survey link on the EDFacts Portal Landing page (see fig. 8.2). Select the state in the **State Folder** dropdown menu, then select **<State Name> Child Count** in the **Survey Type Folder** dropdown menu.

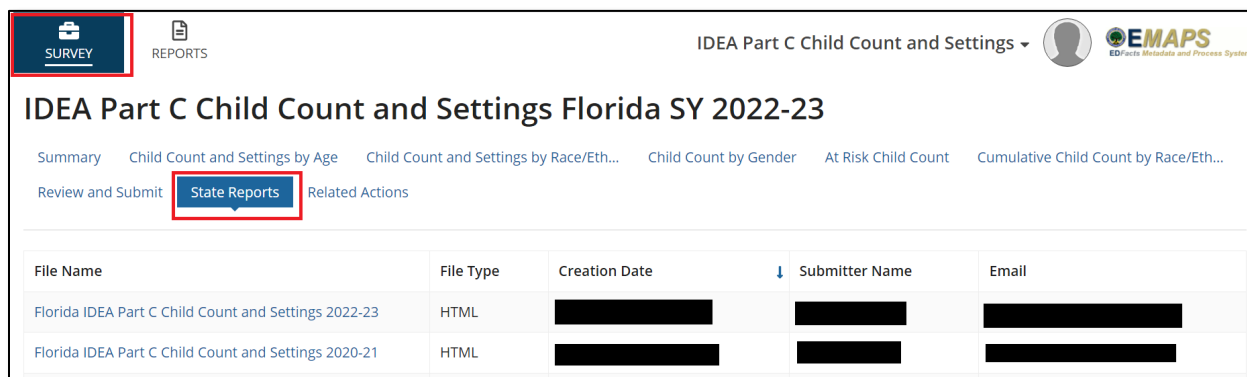


Figure 7.2 – EMAPS Reports Tab

After these selections have been made, all generated HTML and Year-to-Year Comparison reports will appear in order of date created (see fig. 7.3). Select the necessary report and follow the browsers' prompts to save the report to the computer or open and view the report.

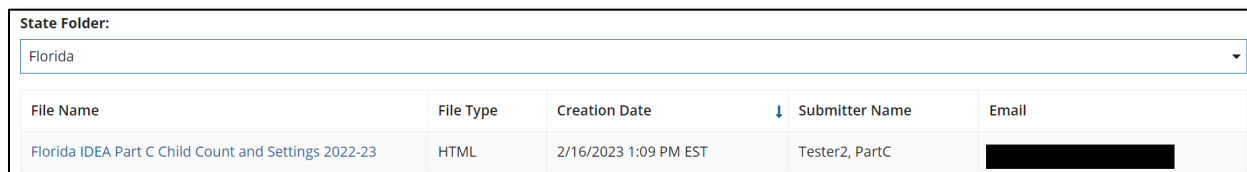


Figure 7.3 – HTML and Year-to-Year Comparison Reports List

NOTE! If multiple surveys have been submitted, reference the time/date stamp to locate the most recent submission. The version submitted by the Part C Data Manager and in the system as of 11:59 p.m. ET on the due date will be the version assessed by OSEP for timeliness, completeness, and passing business rules. Data publicly reported and used by OSEP for other purposes will be the last submission as of the freeze date.

The business rules violated by the data entered into the survey will display on the HTML survey report located under the comment box. These business rules will appear just as they do in the **Review and Submit** tab, but not in red text in the HTML report.

To resolve the business rules from displaying in the HTML report, correct the data entered in the data entry forms and reevaluate if they've been cleared or not by navigating back to the **Review and Submit** form. If there are remaining rules but the data are reported as expected, add a data note in to the comment box *with the business rule ID* included for reference.

The Year-to-Year Comparison Report will open in Excel and may be used to compare data from past years. Each time a version of the survey is submitted, a new version of this report will be generated. Confirm the correct report is being opened by referencing the time/date stamp.

NOTE! If a zero is present in the prior year when comparing two years in the Year-to-Year Report, the percentage change between the two years will display **NA**.

For the Year-to-Year Comparison Report, counts and percentages will be compared for the following questions:

- Section A – Birth through 2 Total by Home
- Section A – Birth through 2 Total by Community
- Section A – Birth through 2 Total by Other Setting
- Section A – 3 and Older Total by Home
- Section A – 3 and Older Total by Community
- Section A – 3 and Older Total by Other Setting
- Section A – Total Birth to 1
- Section A – Totals 1 to 2
- Section A – Totals 2 to 3
- Section B – Total Hispanic/Latino
- Section B – Total American Indian or Alaska Native
- Section B – Total Asian
- Section B – Total Black or African American
- Section B – Total Native Hawaiian or Other Pacific Islander
- Section B – Total White
- Section B – Total Two or More Races
- Section D – Total Birth to 1
- Section D – Totals 1 to 2
- Section D – Totals 2 to 3
- Section E – Total Hispanic/Latino
- Section E – Total American Indian or Alaska Native
- Section E – Total Asian
- Section E – Total Black or African American
- Section E – Total Native Hawaiian or Other Pacific Islander
- Section E – Total White
- Section E – Total Two or More Races

8.0 Glossary of Data Elements

Home – Unduplicated count of children whose early intervention services are provided primarily in the residence of the child’s family or caregivers.

Community-based Setting – Unduplicated count of children whose early intervention services are provided primarily in a setting where children without disabilities typically are found. These settings include, but are not limited to, childcare centers (including family day care), preschools, regular nursery schools, early childhood center, libraries, grocery stores, parks, restaurants, and community centers (e.g., YMCA, Boys and Girls Clubs).

Other Setting – Unduplicated count of children whose early intervention services are provided primarily in a setting that is not home or community-based. These settings include, but are not limited to, services provided in a hospital, residential facility, clinic, and EI center/class for children with disabilities.

Primary setting –The service setting in which the child receives the largest number of hours of Part C early intervention services. Determination of primary setting should be based on the information included on the IFSP in place on the Child Count date.

Hispanic/Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. Refers to Hispanic and/or Latino.

American Indian or Alaska Native – A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. (Does not include persons of Hispanic/Latino ethnicity.)

Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. (Does not include persons of Hispanic/Latino ethnicity.)

Black or African American – A person having origins in any of the Black racial groups of Africa. (Does not include persons of Hispanic/Latino ethnicity.)

Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. (Does not include persons of Hispanic/Latino ethnicity.)

White – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. (Does not include persons of Hispanic/Latino ethnicity.)

Two or more races – A person having origins in two or more of the five race categories listed immediately above. (Does not include persons of Hispanic/Latino ethnicity.)



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