

**South Carolina Department of Health and Environmental Control
Compliance Agreement
AREA 5: TRANSITION COMPLIANCE WORK PLAN**

AREA OF NON-COMPLIANCE: DHEC does not ensure that the local education agency is notified of children who are approaching the age for transition, holding a transition meeting, and ensuring that a transition plan is developed and implemented in accordance with the requirements of Part C of IDEA.

BASELINE DATA:

1. CIMP Self-Assessment Report – December 2000:

- a. Some eligible children were not receiving timely transition planning; and
- b. Some children with disabilities, eligible under Part B, may not receive appropriate special education and related services by their third birthday.

2. OSEP Monitoring Report Findings – Onsite Visit February 2002:

- a. School districts were not being notified of BabyNet eligible children approaching three;
- b. Transition meetings were not being held in accordance with Part C requirements; and
- c. Transition plans were not being developed and implemented in accordance with Part C requirements.

3. 618 Data – December 1, 2002

- a. Data inconsistencies regarding number of children transitioning to SCDE;
- b. Children not being transitioned into LEA by their third birthday.

OUTCOME: DHEC will ensure that timely transition notices are provided and transition meetings are held and that transition plans are developed to assist all eligible children and their families as they exit Part C.

Goal 1: DHEC will ensure that the local education agency is notified of children who are approaching the age for transition at least 90 days prior to the child turning three in accordance with the requirements of Part C.

Goal 2: DHEC will ensure that a transition meeting is held in accordance with the requirements of Part C of IDEA.

Goal 3: DHEC will ensure that transition plans are developed and implemented in accordance with the requirements under Part C.

With prior written approval from OSEP, adjustments to the Activities to Reach Results column listed in this table may be made when necessary to support achievement of compliance outcomes within the required timelines. The Activities to Reach Results will be evaluated every six months to determine their effectiveness and any need for change. Any requests for changes or amendments will be submitted to OSEP in writing.

Objectives/Activities to Reach Results	Verification	Target Completion Date	Date Completed
Objective TR-1: Jointly with South Carolina Department of Education (SCDE), ensure that children exiting BabyNet, who are eligible for preschool special education, timely transition planning.			
TR-1A. Track monthly transition compliance self-report data from all service coordinators. Data shall include: <ul style="list-style-type: none"> • Number of children for whom the LEA has not been notified of Part C children approaching the age of three; • The number of children for whom a transition meeting has not been held within the minimum 90-day period prior to the child's turning age three; • The number of children who do not have transition plans. (Findings: 2a, 2b, 2c) 	Monthly statewide reports on compliance with transition submitted to OSEP quarterly.	September 30, 2003 & monthly thereafter.	
TR-1B. Send compiled follow-up Local Education Agency (LEA) data to SCDE for SCDE response to LEAs, as needed. Data to report on preschoolers who were: <ul style="list-style-type: none"> • Evaluated and determined not eligible for Part B; or • Evaluated and determined eligible for Part B (and date IEP was completed). (Finding: 2b) 	Reports submitted to SCDE for analysis and any necessary action. Reports submitted to OSEP quarterly.	September 30, 2003 and quarterly thereafter.	

Objective TR-2: Ensure the development and implementation of individual BabyNet Coordination Team Transition Compliance Plans as a component of the overall BNCT Compliance Plans.

<p>TR-2A. Incorporate transition improvement planning into overall BabyNet Coordination Team Compliance Plans under General Supervision Objectives GS-5. Each BN Coordination Team will demonstrate continuous improvement in ensuring that all eligible children receive required Part C Transition planning in a timely manner when exiting BabyNet each quarter. Quarterly benchmarks (which shall be either a percentage or a numerical decrease from the prior reporting period, will be established for each BNCT). Data on BNCT's progress in meeting the benchmarks shall be submitted to OSEP and incorporated into each respective BNCT Compliance Plan. DHEC will monitor each BNCT to ensure that benchmarks are met and will intervene directly (including using appropriate sanctions) with individual BNCTs, as necessary. (Findings: 2a, 2b, 2c)</p>	<p>BNCT Compliance Plans submitted in accordance with GS-5 will include improvement strategies to address discrepancies in data in TR-1A. Compliance Plan progress will be reported to OSEP in quarterly reports.</p> <p>Benchmarks for the Target Group 1 (6 BNCTs) will be submitted to OSEP.</p> <p>Benchmarks for the Target Group 2 (6 BNCTs) will be submitted to OSEP.</p> <p>In its quarterly report to OSEP, DHEC shall provide monthly summaries for each BNCT with a completed Compliance Plan that detail progress in meeting benchmarks. A narrative shall be included that details how DHEC has analyzed and responded to the data provided by each BNCT.</p>	<p>Timelines as indicated in GS-5 target dates of completion.</p> <p>January 31, 2004</p> <p>June 30, 2004</p> <p>January 31, 2004 and quarterly progress reports thereafter.</p>	
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Objective TR-3: Jointly with the South Carolina Department of Education (SCDE), ensure statewide development and implementation of Local Interagency Transition Agreements (LITAs), facilitated through BabyNet Coordination Teams, which outline strategies for the effective transition of all children exiting the Part C system.

<p>TR-3A. Submission of all draft LITAs for review to DHEC and SCDE. (Findings: 2a, 2b, 2c)</p>	<p>Draft LITAs are available for review.</p>	<p>September 30, 2003</p>	
<p>TR-3B. All final LITAs will be completed, approved and signed. (Findings: 2a, 2b, 2c)</p>	<p>Approved LITAs with signatures are available for review.</p>	<p>November 30, 2003</p>	

*The finding numbers referenced here correspond to the summary of OSEP's findings on page 1 of this chart.
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TR-3C. Review and revise joint procedures with SCDE to determine steps to ensure continuing compliance with this objective. (Findings: 2a, 2b, 2c)	New joint monitoring procedures will be available for review. Provide OSEP with narrative summary of LITA implementation.	June 30, 2004 and quarterly thereafter.	
Objective TR-4: Jointly with SCDE, to ensure smooth transitions for children exiting from BabyNet, complete a transition guidance document for families that outlines the responsibilities of programs, the steps that will occur, services available and the role and rights of families in the process.			
TR-4A. Convene an interagency workgroup with parent representation to design the document. (Findings: 2a, 2b, 2c)	Minutes of first meeting available for review.	October 31, 2003	
TR-4B. With NECTAC assistance, collect sample guidance documents from other states. (Findings: 2a, 2b, 2c)	Documents available for review.	October 31, 2003	
TR-4C. Complete draft guidance document obtaining input from workgroup throughout. (Findings: 2a, 2b, 2c)	Draft document available for review.	January 31, 2004	
TR-4D. Complete and disseminate final document. (Findings: 2a, 2b, 2c)	Final document and dissemination plans available for review.	April 30, 2004	
TR-4E. Translate and disseminate document into two additional languages as determined by South Carolina population needs. (Findings: 2a, 2b, 2c)	Final translated documents and dissemination plans available for review. Confirm to OSEP when document disseminated.	June 30, 2004	
Objective TR-5: With SCDE, design and implement joint training and TA activities related to smooth and effective transition.			
TR-5A. Conduct Statewide Transition Teleconference for BabyNet Service Coordinators and Part B staff. (Findings: 2a, 2b, 2c)	Agenda and evaluations will be available for review.	October 31, 2003	
TR-5B. Conduct ongoing Part C Transition Training for new staff. (Findings: 2a, 2b, 2c)	Documentation of training schedule will be available for review in quarterly report Confirm to OSEP when training is completed.	November 30, 2003 and quarterly thereafter.	