

## **General**

**Q.) Searches should be strict, so that when searching for “Rowe,” you only get the last name Rowe and not Crowe, Rowell, etc.**

A.) The search has been fixed so that you may more efficiently find the correct child.

**Q.) Notice that the “results” screen is not here and if I remember correctly, it is not supposed to be as that will be gathered from the IEP/IFSP program for the ECO.**

A.) After reading your comment, it was determined that the Results screen should be included.

**Q.) ReEval is Due date maybe move to Plan tab or add duration date to IEP on Demographics tab for quick reference. Also, the initial IEP date (these three data should be together); I don't care on what screen.**

A.) ReEval is Due has been moved back to the plan screen, as it relates to plan data. The Student Lookup is organized by category, not necessarily in the same way as the current screens are organized.

**Q.) District Wide Assessment – will this be located on any screens.**

A.) This field will be in the IEP only, likely on page G. At this time, the basic purpose of the Student Lookup is to look up and edit or correct non-plan data for kids, without needing to know what kind of plan they have or where the child attends or resides

**Q.) Hearing Module – is this going to still be available?**

A.) The status of the hearing module is currently undetermined.

**Q.) Basis for Enrollment – is this going to be available?**

A.) Yes, it will be added.

**Q.) It would be nice to have the Annual Review date listed somewhere. Right now the plan info carries to demo screen. It is nice to have the annual date as well as the reeval date on the child demo...again for “at a glance” when we get questions or look up a student.**

A.) The annual review date will not be included in the Student Lookup. The organization of Student Lookup is different than in the current IMS.

**Q.) Would definitely want “auto save” but also a “cancel/reset” button all tabs that we are able to edit on.**

A.) AutoSave and Cancel have now been implemented

**Q.) At the bottom of IMS now it shows who and when changes were made – will this be available in the new system?**

A.) Yes, this feature has been added.

**Q.) The shortcut on the Pick button doesn't work yet.**

A.) Shortcuts were not originally written (although it looked like it), but they are now included.

## **Demographics**

**Q.) How do we change the resident district? Does not change with the address of the adult living and no look up to choose for change.**

A.) For the most part, resident district will be changed on the Family Information page in the IEP and IFSP. There will probably be one or more special utilities for students with services or other special circumstances.

**Q.) Need to be able to search on Alt ID – should be able to see all but only edit your own agency's Alt ID.**

A.) The Student Lookup search box allows searching on alternate ID. On the Demographics tab, your own agency's alternate ID will appear in the input box, but when you click the Alt ID button, you can view other agencies' AltIDs or edit your own agency's altID.

**Q.) Gender field – is blank really an option? I could select M, F, or the blank line.**

A.) Good catch; the blank option has been removed.

**Q.) Is it easier to list the districts by district number or alphabetically?**

A.) The districts and buildings are now ordered alphabetically to more easily find what you're looking for.

**Q.) Don't like that we have to scroll through entire list looking for the district would like to be able to do a number look up also**

A.) District/Building lookup by number is unavailable at this time. However, they are now sorted alphabetically and you can use the keyboard to quickly scroll to the letter the district or building starts with.

## **Adults**

**Q.) Need to include extension # for phone number.**

A.) We are no longer collecting or recording phone number extensions in IEP or IFSP, so it will not be needed in Student Lookup

**Q.) Is there a reason the status field and consenting adult checkbox are no longer on the adult screen?**

A.) The Adult Relationship field has been added to the adult page. The Consenting Adult checkbox is not part of the IEP/IFSP and so it will not be data that will be maintained in the system.

**Q.) No way to end parent info.**

A.) We will no longer be keeping historical adult records. Again, this is based on how the web IEP and web IFSPs are set up.

**Q.) sometimes we may have more than 2 addresses. We would like to have the option to add a 3<sup>rd</sup> address.**

A.) We only record two addresses in the IEP and Student Lookup pulls data from there.

**Q.) Will it be the responsibility of the data person to make the adult address change on the IMS tab?**

A.) The adult information is pulled from the Family Information on IEP or IFSP. If changes are made there, they will be reflected in Student Lookup as well.

**Q.) No email address for parents**

A.) Thanks for noticing this; the email field has been added.

**Q.) Can there be a lookup field/popup for the zip code for those that are say out of state and may not know what they are? Say, if you type in a partial city, it would pop up matching cities and not just have to know the zip code.**

A.) A lookup has been added for this. Good idea!

## **Race/Ethnicity**

**Q.) Will Project EASIER be involved with determining Race/Ethnicity?**

A.) No, that was a one-time activity.

**Q.) If you don't complete all fields, could we get a pop-up? I entered only part of the information and it let me save with no error.**

A.) Most of the data will be entered via the IEP or IFSP. Incomplete fields will be part of the Data Verification Report, similar to the Incomplete Data Report in IEP or IFSP.

## **Plan**

**Q.) Weighting and level: if you change the level, shouldn't the weight be reflected to the level?**

A.) Thanks for pointing this out. This has now been fixed.

**Q.) Medicaid Authorization appears on IFSP plan, but not on IEP plan. Does it need to be there?**

A.) Thanks for pointing this out; the field has been added.

**Q.) Service Coordinator Field – is on the plan screen in the current IMS – are they going to do away with this field?**

A.) This field is no longer needed as it is now tracked in the services.

**Q.) Is there going to be a tab for ESY services that we now enter on the ESY screen in IMS?**

A.) The Operations Work Group is discussing whether the ESY screen in IMS as needed. It will depend on whether or not all pertinent data are captured via the IEP.

**Q.) Setting code for children 3-5 – the setting code is on the plan screen for IFSP; where will it be located for the IEP?**

A.) It has been added to the Plan tab for kids with IEPs. Thanks for pointing this out.

**Q.) FT/PT – will that be located on any of the screens?**

A.) This has been added to the Plan tab.

**Q.) Can leave the Plan screen without Phys. Ed field being complete.**

A.) This field will be pulled from the IEP, so it will likely not be blank. However, if it happens to be blank, it would be caught by the Data Verification Report.

**Q.) It might be a good idea to have the plan type on the IEP screen.**

A.) This field has been added to the Plan tab.

**Comments**

**Q.) For the comments screen and related fields, it has the same related fields as IEP. Wouldn't we want this to relate to the fields in an IFSP?**

A.) The related fields are for fields that are editable. At the time, the IFSP plan screen had no editable fields. However, there are some now, and the Add Comments popup has been changed to reflect this.

**Q.) When a comment is added using the dropdown list on the Comments tab, place a button next to the title of each screen on that screen to link to the comments. User can then click on the button to see comments relating to only that screen.**

A.) A Comments button has been added to each tab with editable data. Comments can still be accessed at a central location on the Comments tab.