

## **2011-2012 FACTS / TRANSPORTATION REFERENCE GUIDE**

### **GENERAL INFORMATION SECTION**

#### **Ethnic Codes:**

- 11 = Hispanic or Latino
- 12 = American Indian or Alaskan Native
- 13 = Asian
- 14 = Black or African American
- 15 = Native Hawaiian or Other Pacific Islander
- 16 = White
- 17 = Two or More Races

#### **TRANSITION SECTION – INDICATOR 13**

(\*1, 2, 3, 4 - indicates the goal area for which each Post Secondary Transition Service is valid)

- 1 = Employment      2 = Education      3 = Training      4 = Independent Living

#### **Transition Services Codes:** (enter up to 3 of the codes listed below)

- |   |  |
|---|--|
| 01 = Vocational Assessment = * 1, 3                       | 14 = Day Training = * 1, 3, 4                            |
| 02 = Counseling and Guidance = * 1, 2, 3, 4               | 15 = Sheltered Employment = * 1                          |
| 03 = Vocational and Other Training Services = *1, 2, 3, 4 | 16 = Military Enlistment = * 1, 2, 3, 4                  |
| 04 = Transportation = *1, 2, 3, 4                         | 17 = Case Management = * 1, 2, 3, 4                      |
| 05 = Services to Family Member = *1, 2, 3, 4              | 18 = Recreational Services = *4                          |
| 06 = Deaf/Hard of Hearing Services = *1, 2, 3, 4          | 19 = Post-Secondary Ed/Training Supports = * 2, 3, 4     |
| 07 = Blind/Visual Impairment Services = *1, 2, 3, 4       | 20 = Health and Related Services = * 1, 2, 3, 4          |
| 08 = Assistive Technology = *1, 2, 3, 4                   | 21 = Monetary Support for Living Expenses = * 1, 2, 3, 4 |
| 09 = Job Related Services = * 1                           | 22 = Other = * 1, 2, 3, 4                                |
| 10 = Low Intensity Competitive Employ Support = * 1       | 23 = Accessible Environment = * 2, 3                     |
| 11 = High Intensity Competitive Employ Support = * 1      | 24 = Information Tech Assessment & Training = * 1, 2, 3  |
| 12 = Adult Independent Living Support = * 4               | 25 = College/University On-Campus Aides = * 2, 4         |
| 13 = Adult 24 Hour Residential Care = * 4                 | 26 = Competitive Employment without Support = * 1, 3     |

### **REIMBURSEMENT INFORMATION SECTION**

#### **FUNDING CODES:**

- |  |  |
|--|--|
| A = IDEA Child Count   | K = IDEA Child Count – Nonpublic Dually Enrolled         |
| B = Private Day/Residential Facilities/Out of State Public Schools | L = IDEA Child Count – Nonpublic - Not Enrolled          |
| D = Orphanage Act – Group Programs                                 | N = Non-Public Students NOT receiving services           |
| E = Orphanage Act – Individual Programs                            | P = IDEA Child Count Home Schooled – NOT Enrolled        |
| F = Private Facilities/Orphanage Act                               | U = Public School Students NOT receiving services        |
| H = Phillip J. Rock Center and School                              | X = Funding for children w/Excess Cost (4 times per cap) |
| J = Private Res Facility and Public District/Extraordinary         |  |

#### **ORPHANAGE (SECTION 14-7.03 ELIGIBILITY:**

(You **must** pick **one** in **EACH** section if child is a ward of the courts or a ward of the state)

#### **Residence**

- A - DCFS/Dept H.S.
- B - City/County Jail
- C - City/County Detention Ctr
- D - DCFS Foster Home
- E - Group Home
- F - Private Facility
- G - County Operated Facility

#### **Placing Agent**

- A - DCFS
- B - Dept. Mental Health/Dev. Dis
- C - Other State Agency
- G - Court/Probation Department
- I - Department of Corrections

#### **Guardian**

- A - Parent
- B - Court Appointed Individual Guardian
- C - DCFS
- D - Office of State Guardian
- E – Court or Probation Department
- F - Age 18/No Guardian or Emancipated Minor

### **REASON FOR NOT RECEIVING SERVICES:**

- 01** = Student is NOT eligible
- 02** = Student is eligible but parent refuse(s) service(s)
- 03** = Student is eligible but no program available (Fund N only)
- 04** = Student is eligible – pending placement
- 05** = Student is not of eligible age – (2yrs old)

### **REASON SPP Indicator 11 IS NOT APPLICABLE:**

**01** = Initial eligibility determination was completed prior to August 1, 2006.

**02** = Initial eligibility determination completed when child was a resident of another district.

**03** = The child was referred from the CFC (Child and Family Connections office) and the IEP team determined further evaluation was unnecessary. (This code is only applicable for students transitioning from Early Intervention to Early Childhood Special Education at age 3).

**\*\*Indicator 11 dates must be provided for all Fund Code “N” records. Fund Code “N” records may not use reason codes 01, 02, or 03 above.**

### **REASONS DETERMINATION OVER 60 SCHOOL DAY TIMELINE:**

For students who had initial eligibility determinations completed beyond the 60 school day timeline, as defined in Illinois School Code (105 ILCS 5/14-8.02), one of the following reason codes for delay must be entered to avoid an error:

**01** Parent failure or refusal to produce child for evaluation caused a delay in the eligibility determination timeline.

**02** The child enrolled in district after parental consent was received in another district, but before eligibility could be determined.

**03** Lack of Personnel resources to complete the evaluation caused delay.

**04** District was unable to ensure that eligibility determination procedures and practices were completed in a timely manner.

**05** District failure to complete eligibility determination due to summer break and lack of personnel or resources during the summer.

**06** District failure to complete the eligibility determination due to hearing, vision or other medical issues.

**07** District failure to complete the eligibility determination due to the parent’s unavailability and/or the inability of the parent to attend the initial eligibility determination meeting.

**08** Initial eligibility determination timeline is actually within the 60 school day timeline, but appears to be beyond 60 school days due to changes which have not yet been made to the district’s official calendar submitted through IWAS (e.g. emergency or snow days have not been updated in the district’s official school calendar) This option is only applicable for the transmissions submitted before May 1<sup>st</sup> of each school year. Choosing this code after May 1 of a particular school year will result in an error. Thus, the district’s official calendar must be updated and this reason code must be changed before the final transmission of the school year.

**NEW 09** Timeline properly extended in accordance with 34 CFR §300.309(c), where the evaluation timeline is extended by mutual written agreement of the child’s parents and a group of qualified professionals in the determination of a specific learning disability (SLD). In accordance with 23 Illinois Administrative Code 226.130, effective with the 2010-2011 school year, process that determines how a child responds to scientific, research-based interventions must be used as part of the evaluation procedures for determining SLD eligibility. A timeline extension using this code (09) may not have the effect of denying a child FAPE and is not allowed for suspected disabilities other than SLD. If this code is used, the Extended Timeline Date must be provided with the FACTS record to avoid an error. If this code is not used, the Extended Timeline Date cannot be transmitted with the FACTS record.

## Room and Board Payer:

<u>Code</u>	<u>Room and Board Payer</u>
<b>A</b>	School district*
<b>B</b>	Department of Human Services
<b>C</b>	Department of Public Aid
<b>D</b>	Governor's Youth Services Initiative
<b>E</b>	Department of Children and Family Services
<b>F</b>	Court
<b>G</b>	Other Third Party Payer
<b>H</b>	Other
<b>I</b>	None

## STUDENT'S IDENTIFIED DISABILITY (IES) (MAXIMUM OF 2 CODES ALLOWED)

<b>A</b> = Intellectual Disability (IntD)	<b>I</b> = Speech or Language Impairment (S/L)
<b>C</b> = Orthopedic Impairment (PI)	<b>K</b> = Emotional Disability (ED)
<b>D</b> = Specific Learning Disability (SLD)	<b>L</b> = Other Health Impairment (OHI)
<b>E</b> = Visual Impairment (VI)	<b>M</b> = Multiple Disabilities (MD)
<b>F</b> = Hearing Impairment (HI)	<b>N</b> = Developmental Delay (DD) - **3-9 yr olds only
<b>G</b> = Deafness (D)	<b>O</b> = Autism (AUT)
<b>H</b> = Deaf – Blindness (D-B)	<b>P</b> = Traumatic Brain Injury (TBI)

## RELATED AND OTHER SERVICES (MAXIMUM OF 8 CODES ALLOWED)

<b>01</b> = Adapted Physical Education	<b>18</b> = Psychological Services
<b>02</b> = Aide – Class	<b>19</b> = Physical Therapy
<b>03</b> = Aide – Individual Student	<b>20</b> = Psychiatric Services
<b>04</b> = Art Therapy	<b>21</b> = Recreation
<b>05</b> = Audiology	<b>22</b> = School Health Services
<b>06</b> = Braille/Reader	<b>23</b> = Speech/Language Services
<b>07</b> = Counseling Services (including supports for transition to post secondary education)	<b>24</b> = Social Work Services
<b>08</b> = Consultant Services	<b>25</b> = Transportation ( <b>Special</b> )
<b>09</b> = Adapted Driver Ed (must be at least 15 yrs old)	<b>26</b> = Career & Technical Education
<b>10</b> = Interpreter Services	<b>27</b> = Transition/STEP by Div. of Rehab Svcs (DRS)
<b>11</b> = Assistive Device	<b>28</b> = Behavioral Intervention Plan
<b>12</b> = Music Therapy	<b>29</b> = Competitive Employment
<b>13</b> = Occupational Therapy	<b>30</b> = Travel Training
<b>14</b> = Outdoor Education	<b>31</b> = Acquisition of Daily Living Skills
<b>15</b> = Orientation and Mobility	<b>32</b> = Supported Employment
<b>16</b> = Other Related Services	<b>33</b> = Supports for Transition to Post Secondary Education
<b>17</b> = Parent Counseling	<b>34</b> = Interagency Linkages

FACTS Approval Procedures: <http://www.hbug.k12.il.us/html/rulebooks.html>

Private Facility Code Search: <https://www.hbug.k12.il.us/pfs>

ISBE's Special Ed homepage: <http://www.isbe.state.il.us/spec-ed>

ISBE Reporting Deadlines: <https://www.hbug.k12.il.us/html/deadlines.html>

Data Analysis & Progress Reporting: <http://www.isbe.net/research/default.htm>

Preschool Inclusion/LRE: [http://www.isbe.state.il.us/earlychi/html/ec\\_speced\\_lre.htm](http://www.isbe.state.il.us/earlychi/html/ec_speced_lre.htm)

Direct Policy Questions to ISBE via: [ECEE@isbe.net](mailto:ECEE@isbe.net)

## PROGRAM INFORMATION SECTION

### REASON FOR EXIT Codes:

#### **\*\*Codes 01-04 for HIGH SCHOOL ONLY\*\***

- \*\*01** = Graduated from High School with Diploma
- \*\*02** = Graduated from High School through certificate of completion/fulfillment of IEP requirements
- \*\*03** = Reached maximum age for special ed service, i.e., through the age of 21
- \*\*04** = Dropped Out (17 yrs or older) This code includes students, who are not attending the schools of the district as expected, i.e., most districts have a policy of dropping a student from the roles after a certain # of days of nonattendance. This code should also be used for students ages 14-16 who are truant. **\*\*The compulsory attendance age was raised from age 16 to 17. \*\***
- 05** = Deceased
- 06** = Moved Out/**Known** to be enrolled in another district
- 07** = Moved Out/**UNKOWN** if enrolled in another dist (records have not been requested or the district is not certain if the student enrolled in another district. **CAUTION: The use of this exit code will be reported as a drop out on the federal report.**
- 08** = Moved from elementary district to high School district - **Active**
- 09** = Returned to Regular Ed / Full Time – **Not valid for Fund “N” and “U”**
- 10** = Withdrawn by Parents/Guardians – **Not valid for Fund “N”**
- 11** = Placed in Dept of Human Svcs., Dept of Corrections, county operated jail/detention ctr
- 12** = Returned to gen ed full time; parental revocation of consent - **Not valid for Funds “N” and “U”**
- 13** = Completed the requirements for a GED
- 14** = Ran Away
- 15** = Attending alternative educational setting e.g., a Regional Safe School Program – **Not valid for Fund “N”**
- 16** = Attending interim alternative educational setting for a maximum of 45 days – **Not valid for Fund “N”**
- 17** = Suspended for 10 or fewer days – **Not valid for Fund “N”**
- 18** = Suspended for more than 10 days during the school year & services provided - **Not valid for Fund “N”**
- 19** = Expelled - Spec Ed services provided in alternative setting - **Not valid for Fund “N”**
- 20** = Changed spelling of name, changed fund code, private facility code, birth date, begin date or any item in student data. **\*\*Student’s still receiving and is listed on the current year’s FACTS files\***
- 21** = **No funds available.** Since the child is still eligible but no longer receiving services, a new Fund “N” FACTS record should be created. **Only valid for funds “L” and “P”.**
- 22** = Prevent Fund Code “N” with *Reason for Not Receiving Services* Code “01”, Fund Code “N” with *Reason for Not Receiving Services* Code “01” from being continued into next school year. Only valid for Fund Codes “N” and “U”.