

Appendix H: Public Reporting

Contents

Overview	H-1
Associated Documents	H-1
Explanations and Sources of Reported Information	H-1
Revision Table	H-4

Overview

Public Reporting Guidelines

In accordance with the Individuals with Disabilities Education Act 2004 (IDEA), each state must have in place a State Performance Plan (SPP) to evaluate the State's efforts to meet the requirements and purposes of the implementation of IDEA. Furthermore, the U.S. Department of Education, Office of Special Education Programs (OSEP), requires that states report their performance annually to OSEP in an Annual Performance Report (APR). Subsequently, states are also required on an annual basis to report publicly on the performance of each local early intervention system (LEIS) compared to State targets.

As required, within 120 days of submitting its annual SPP/APR—typically due on February 1 of each year—Virginia posts statewide and local Part C of IDEA results online. The postings may be found on the [Infant & Toddler Connection of Virginia](#) website.

Associated Documents

Four (4) items are posted annually as part of Virginia's Part C of IDEA public reporting:

- Transmittal Memo: From the Early Intervention Program Manager to announce availability and posting of the current year public reporting.
- This document (ITCVA GSM Framework — Section D Appendices — Appendix H: Public Reporting) which describes the public reporting guidelines, Part C indicators and the source of reported annual results.
- State Compilation – ALL LOCALITIES: 2-page (legal-sized; landscape-oriented) document presenting all state and local results.
- LEIS Profiles – ALL LOCALITIES: 80-page (letter-sized; landscape-oriented) document containing local results for all forty (40) LEIS in Virginia.

Explanations and Sources of Reported Information

1. **C1: Timely Initiation of Services** — Percent of infants and toddlers with individualized family service plans (IFSPs) who receive the early intervention services on their IFSPs within thirty (30) calendar days from the date the parent/guardian signs the IFSP. Calculations are

based on the number of children who receive all services listed on their IFSP within thirty (30) calendar days.

Source: Statewide Part C early intervention data system (TRAC-IT); period 01/01/20YY-03/31/20YY.

2. **C2: Primary Service Setting** — Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home, community settings or locations where typically-developing peers are located

Source: Statewide Part C early intervention data system (TRAC-IT); period 07/01/20YY-06/30/20YY.

3. **C3: Child Outcomes** — Percent of infants and toddlers with IFSPs who demonstrate improved:

- a. Positive social-emotional skills (including social relationships);
- b. Acquisition and use of knowledge and skills (including early language/communication); and
- c. Use of appropriate behaviors to meet their needs.

Source: Statewide Part C early intervention data system (TRAC-IT); period 07/01/20YY-06/30/20YY.

Data for this indicator is reported in two (2) summary statements for each of the three (3) outcomes:

- Summary Statement 1 – Of those infants and toddlers who entered or exited early intervention below age expectations in each outcome, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.
- Summary Statement 2 – The percent of infants and toddlers who were functioning within age expectations in each outcome by the time they turned 3 years of age or exited the program.

4. **C4: Family Outcomes** — Percentage of families participating in Part C who report that early intervention services have helped the family:
 - a. Know their rights;
 - b. Effectively communicate their children's needs; and
 - c. Help their children develop and learn.

Source: Family survey disseminated spring 20YY to families enrolled in Virginia's Part C early intervention system on December 1, 20YY. The family survey includes the Impact on Families Scale (IFS) developed and validated by the National Center for Special Education Accountability Monitoring (NCSEAM). The IFS measures the extent to which early

intervention helped families achieve positive outcomes, including the three outcomes (a, b, c) listed above.

5. **C5: Child Find – Birth-to-1** — Percentage of infants and toddlers birth to 1 with IFSPs within the local population. Children served by the Public Schools ages 0-1 year are included in the calculations. These percentages are required by IDEA 2004 to be compared to the state target.

Sources: Statewide Part C early intervention data system (TRAC-IT) for period 12/01/20YY; Virginia Department of Education for period 12/01/20YY; and [Census.gov](https://www.census.gov).

6. **C6: Child Find – Birth-to-3** — Birth-to-3: Percentage of infants and toddlers birth to 3 years with IFSPs within the local population. Children served by the Public Schools ages 0-3 years are included in the calculations. These percentages are also required by IDEA 2004 to be compared to the state target.

Sources: Statewide Part C early intervention data system (TRAC-IT) for period 12/01/20YY; Virginia Department of Education for period 12/01/20YY; and [Census.gov](https://www.census.gov).

7. **C7: 45-Day Timeline** — Percentage of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within forty-five (45) calendar days from the date of the referral to the Part C system.

Source: Statewide Part C early intervention data system (TRAC-IT); period 01/01/20YY-03/31/20YY.

8. **C8: Transition** — Percentage of children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their 3rd birthday.

- a. **C8A: Steps and Services Listed on the IFSP** — Percentage of IFSPs that had documentation of the transition steps and activities from the initial IFSP to the child's discharge from Part C services. Transition is to be discussed at each IFSP meeting and review of the IFSP.
- b. **C8B: Notification to the Local Education Authority (LEA)** — The number of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred. Information required in the notification includes child's name, address, phone number and date of birth.
- c. **C8C: Transition Planning Conference** — Number of children exiting Part C and potentially eligible for Part B where the transition conference occurred with parent consent. The purpose of the transition conference is to provide families with the community options available for their child when Part C is no longer serving the child. This meeting must be held at least ninety (90) days prior to and no later than nine (9) months before the child's third birthday.

Source: Statewide Part C early intervention data system (TRAC-IT); period 01/01/20YY-03/31/20YY.

Revision Table

Date	Summary
2025-02	<ul style="list-style-type: none">• Sources updated; replaced prior year dates with current• Reformatted and revised• Add: Revision Table
2026-02	<ul style="list-style-type: none">• Sources updated; replaced specific 2-digit year references with YY to eliminate need for annual updating