

# THE BABYNET BRIEF

## TRANSITION

### Transition Planning

Each Initial IFSP, 6-Month review, and Annual IFSP must include a transition outcome. For children 27-33 months, transition outcomes serve as documentation of the Transition Plan. The BabyNet service coordinator (BNSC) must include in the outcome(s) the steps to be completed and person(s) responsible to ensure a successful transition.

- This includes preparing and sending the transition referral form and accompanying documents to the Local Education Agency (LEA)/school district and scheduling the transition conference (with parental consent).
- If the family declines the transition process, the BNSC must document this decision on the Transition Referral form, obtain the parent's signature, and check the decline box in BRIDGES. The signed form must be sent to the LEA. If the family changes their mind after declining, the BNSC should assist the family with transition planning, uncheck the decline box in BRIDGES, and select "parent delay," if the conference is late.

### Transition Notification

The Transition Notification is the transmission of directory information for children eligible for Part C services.

- Directory information includes the following: child's name, date of birth, address, and the parents' names and contact information (phone/email).
- This information is sent directly to the state education agency (SEA) and the local education agencies (LEAs) from the state level each month. (BNSCs do not send the notification).

### Transition Referral

The [Transition Referral Form](#) must be sent by the service coordinator between 27 and 33 months of age to the child's LEA.

With parental consent, the service coordinator must also include relevant information from the child's EI record to assist in the transition process. This should always include the most recent IFSP.

If the family declines participation in the transition process, the service coordinator must send the transition referral form (with parent's signature) to the LEA.

# BabyNet Exit Reasons

Category	Exit Reason	Notes
<b>Program Completion</b>	Program Completion-Child Under 3 Years	Child has met all IFSP goals and/or no longer meets eligibility criteria for Part C.
<b>Exit at Age 3</b>	Child is 3: Eligible for Part B Services	Child has been evaluated by Part B and is eligible for services.
	Child is 3: Not eligible for Part B, exit with referrals to other programs	Child has been evaluated by Part B and determined not eligible. Child has been referred to other programs (ex. Head Start, Preschool learning center, childcare center, etc.) and/or referred to other health and nutrition services, such as WIC.
	Child is 3: Not eligible for Part B, no referrals to other programs	Child has been evaluated by Part B and determined not eligible. Child was not referred to other programs or services.
	Child is 3: Part B eligibility not determined	Parents gave consent for transition planning, but Part B eligibility has not yet been determined OR Parents declined participation in transition planning, so Part B eligibility was not determined.
<b>Other</b>	Deceased	
	Moved out of state	
	Parent Withdrawal	Parents decided they were no longer interested in Part C services and removed their child from the program.
	Attempts to Contact Unsuccessful	Lack of response from the family and/or inability to contact/locate family or child after repeated documented attempts.
	No IFSP: Referred over 34.5 months at Intake	Referral received but not processed due to late referral. Part B contact information provided to the family. (Only selected by BabyNet eligibility staff)
	No IFSP: Screening Passed at Intake	Child passed screening and family had no additional concerns. Family declined pursuing Part C eligibility. (Only selected by BabyNet eligibility staff)
	No IFSP: Determined Not Eligible at Intake	Child was evaluated by Part C and was determined not eligible. (Only selected by BabyNet eligibility staff)