Louisiana Believes

Teaching Strategies GOLD® OSEP
Managing and Monitoring the OSEP License

Agenda

- Reactivating IEPs
- Monitoring Entry Assessments
- Completing Exit Assessments
- Summary of OSEP Reports
- Additional Resources

Reactivating IEPs

Reactivating IEPs

A child may need to be reactivated if they were previously exited or transitioned in error, *or* restarted special education services.

Administrators can [reactive](#) their IEP by selecting "Children" and choosing to "Reactivate Child OSEP Record" on the left tab bar options. Once selected, administrators can search by selecting all, including those children that have also been archived. Confirm the reactivation by selecting submit.

Monitoring Entry Assessments

Managing Fields to Generate a Child Export

Manage Children and Select Columns to Display

- Child ID
- Identifier
- Student ID
- Has IEP
- First Day in Program
- Status
- Class ID
- Primary Teacher
- Program
- Part B Entry Date
- Part B Exit Date
- Part B Entry Assessment Tool
- Part B Exit Assessment Tool

Select Columns to Display: Children

Select the columns of information you want to see on the Children list page. The system will save your selection and display these columns each time you view this page. You can change your selection at any time.

☑ First Name	☐ Ethnicity Sub-Category	☐ Date Deleted	☐ Program ID
☐ Middle Initial	☐ Race	☐ Home Language 1	☐ Organization
☐ Last Name	☐ Race Sub-Category	☐ Home Language 2	☐ Organization ID
☑ Child ID	☐ Primary Language	☐ Home Language Status	☐ Part C Entry Date
☐ Source Child ID	☐ Funding Sources	☐ Home Language Score	☐ Part C Exit Date
☐ Birth Date	☐ Billing Source	☑ Class	☑ Part B Entry Date
☐ Gender	☐ Has IFSP?	☐ Class ID	☑ Part B Exit Date
☐ Nickname	☑ Has IEP?	☑ Primary Teacher	☐ Part C Entry Assessment Tool
☐ Age or Class/Grade	☑ First Day in Program	☐ Primary Teacher ID	☐ Part C Exit Assessment Tool
☑ Identifier	☑ Status	☐ Site	☑ Part B Entry Assessment Tool
☑ Student ID	☐ Date Added	☐ Site ID	☑ Part B Exit Assesment Tool
☐ Ethnicity	☐ Date Archived	☑ Program	☐ Current OSEP Part

Cancel   Save

Adding Entry Date and Tool

Administrators can make sure that an IEP entry date and tool are entered for each child record with an IEP in your license, once a child record has been created.

The entry date should be the date the child record began receiving or will start receiving Early Childhood Special Education Services (ECSE). The self-care dimensions will not show up when you enter preliminary levels or checkpoint ratings until the date on which the child is scheduled to begin receiving IEP services.

An assessment tool should be selected as "Teaching Strategies GOLD" for entry checkpoint. All checkpoint ratings must be finalized in the entry date checkpoint period, otherwise the next consecutive checkpoint period(s) that includes final checkpoint ratings will be used for the entry assessment.

Required Dimension Item Set

The following link will provide detailed information fo all of the GOLD objectives and dimensions that require a finalized checkpoint rating for both entry and exit checkpoint periods for each outcome in the OSEP license.

These finalized checkpoints cannot include any "Not Observed" selections as it will remove the child's eligibility for being included in the OSEP reports. All items must contain a value in order for a score to be generated.

Outcome 1: Positive social relationships	Outcome 2: Acquires and uses knowledge and skills	Outcome 3: Takes appropriate action to meet needs
	7b	
	8a	
	8b	
	9a	
	9b	
	9c	
	9d	
	11a	
	11b	
	11c	
	11d	
	11e	
1a	12a	
1b	12b	
2a	13	
2b	14a	1c1
2c	14b	1c2
2d	15a	1c3
3a	15b	1c4
3b	15c	4
8a	16a	7a
10a	16b	
10b	17a	
	17b	
	18a	
	18b	
	18c	
	19a	
	19b	
	20a	
	20b	
	20c	
	21a	
	21b	
	22a	
	23	

"Not Yet"

Selecting "Not Yet" level as a preliminary level or checkpoint rating indicates that a child is not yet demonstrating the knowledge, skills and abilities for a particular objective/dimension. "Not Yet" is a level along each progression, and any checkpoint ratings of "Not Yet" will factor into a child's outcome scores.

Monitoring Entry Assessments

Administrators should begin monitoring the OSEP license immediately in order to ensure that entry assessments are finalized for every child with an IEP within 6 weeks of entry into Part B services.

The OSEP Status Report can be used to verify when an entry assessment has been completed.

- Running the report at the **child level** will display entry and exit status and available outcome scores, and generate an excel file that will download to your device.
- Running the report at the **program level** will display child demographic information as well as a table that includes the number and percentage of children who improved functioning at a level comparable to or a level below same-aged peers for each of the three outcomes.

Louisiana Believes

Demo

- Reactivating and IEP record
- Managing Fields
- Adding Entry Date and Tool
- OSEP Status Report

Completing Exit Assessments

Check Eligibility

Exit assessments must be completed before a child can be exited from the OSEP license. An exit assessment should be completed within 6 weeks of the following:

- A child withdraws from ECSE services;
- a child is turning 6 years old; or
- a child is matriculating to kindergarten.

The following criteria must be complete in order to successfully exit a child record:

- All **entry assessment ratings** must be complete and finalized.
- All **exit assessment ratings** must be complete and finalized.

Submit an Exit Request

Once an exit assessment is complete and finalized, the child can successfully be exited from the OSEP license.

Administrators are encouraged to run an eligibility check prior to exiting children. This option will appear on the drop down menu on the exit screen.

Note: There is a typical data processing delay of about twelve hours until children appear in the report. Wait twelve hours after OSEP-exiting, then try again.

Cancel an OSEP Request

If an OSEP request has already been submitted and needs to be cancelled by the Administrator, follow the steps below:

- Find the child record that has a status of "Exit Requested" that needs their OSEP exit request cancelled.

- Select the check box next to their name. **Note:** you will not be able to cancel the OSEP exit request if an administrator has already exited or transitioned the child record.

- Select Recall Exit Request.

- Select Submit.

Report Verification

Administrators should verify the number of children who should be included in OSEP exit reports.

- **The Federally Mandated Year-End report will only include children who have been on an IEP for at least 183 calendar days (6 months) and who have complete and finalized data for both the entry and exit assessment.**
- Area-level GOLD reports will populate for child records with completed and finalized checkpoint ratings.
  - A child record will not appear in an area-level report when teachers use the "Not Observed" option when entering checkpoint ratings and finalize the area.

Federally Mandated Year-End Report

The OSEP Federally Mandated Year-End Report will include child records on an IEP that have been exited, have sufficient finalized checkpoint ratings for both their entry and exit checkpoints, and have been on their IEP FOR 183 days (6 months) or more.

- When generated at the **child level**, the Federally Mandated Year-End Report will display entry scores, exit scores, and overall progress scores for each of the three OSEP outcomes, as well as the child's category on the ECO Center Child Outcomes Summary Form for each outcome.
- The **program level** report will include the number and percentage of children functioning at each ECO Recommended Expanded Category for each outcome, and the percentage of children functioning at each Summary Statement for each outcome.
  - If you include gains data you will see the number and percentage of children who had an exit score for each entry score.

Louisiana Believes

Demo

- Check Eligibility
- Submit an Exit Request
- Cancel an OSEP Request
- Report Verification
- OSEP Federally Mandated Year-End Report

Additional Resources

Summary of OSEP Reports

Status Report	The OSEP Status Report can be used to verify when an entry assessment has been completed. • Running the report at the **child level** will display entry and exit status and available outcome scores, and generate an excel file that will download to your device. • Running the report at the **program level** will display child demographic information as well as a table that includes the number and percentage of children who improved functioning at a level comparable to or a level below same-aged peers for each of the three outcomes.
Federally Mandated Year-End Report	The OSEP Federally Mandated Year-End Report will include child records on an IEP that have been exited, have sufficient finalized checkpoint ratings for both their entry and exit checkpoints, and have been on their IEP FOR 183 days (6 months) or more.
Comparative Report	The comparative report can be run at the end of any checkpoint period to compare checkpoint ratings from one or multiple checkpoint periods to widely held expectations, the national normative sample, or GOLD Readiness in a uniform scale. This enables administrators to compare data across areas of development and learning.
Growth Report	The growth report can be run to compare the levels of a child's knowledge, skills and abilities over the course of the school year. Growth can be reviewed as an additional measure for those children that do not yet fall within a colored band and is only recommended after a full academic year.

Louisiana Believes

Additional Resources

TS GOLD OSEP® Administrator Contact List

LDOE TS GOLD® OSEP Guidance and Support

GOLD® Guidance 2020-2021

TS GOLD® OSEP Webinars:

- TS GOLD® OSEP Webinar Background Information
- TS GOLD® OSEP Webinar Administrator Getting Started Checklist
- TS GOLD® OSEP Webinar Managing and Monitoring the OSEP License

For additional questions, contact brittany.braun@la.gov

Louisiana Believes