



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

April 5, 2016

Dear Colleague:

The Office of the State Superintendent of Education (OSSE) is committed to ensuring that children in the District of Columbia currently receiving early intervention services under Part C of the Individuals with Disabilities Education Act (IDEA) are provided a smooth transition upon exiting the program. OSSE has received a number of requests to clarify the requirements in its *Extended IFSP Option for Children Age 3 to Age 4 Policies and Procedures* and *Individualized Education Program (IEP) Implementation for Transfer Students Policy* with regard to children transitioning from Part C to Part B. To provide clarity, we write to explain and reaffirm the proper timeline that should be followed when the parent of a child who has participated in Part C via the Extended Individualized Family Service Plan (IFSP) Option seeks to terminate Part C services early and transition to services provided under Part B of the IDEA.

In the District of Columbia, a child who has a current IFSP and is found eligible for Part B services has the option to continue to access Part C early intervention services, through an IFSP, until the beginning of the school year following the child's fourth birthday.<sup>1</sup> The parent of a child utilizing this extended option may terminate the child's participation in Part C at any time and, if eligible, receive a free appropriate public education (FAPE) through an IEP under Part B.<sup>2</sup> If a parent chooses to terminate the child's early intervention services under an IFSP, the local education agency (LEA) will be notified and must convene an IEP team meeting, within thirty (30) days of receiving written notice of the termination, to develop the IEP, determine the educational placement and location of the services to be provided, and ensure implementation of the IEP.<sup>3</sup>

Reestablishing Part B eligibility after voluntary termination of Part C services is not necessary unless the LEA determines that additional assessments are necessary either to determine continued Part B eligibility or to ensure current and sufficient student-level data is available for

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<sup>1</sup> 5-A DCMR §3110

<sup>2</sup> 34 CFR §303.211(b)(3)

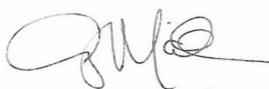
<sup>3</sup> Office of the State Superintendent of Education, *Extended IFSP Option for Children Age 3 to Age 4 Policies and Procedures*, 14–15, Sec. D(11)(e)(Apr. 15, 2014)

the purpose of developing the child's IEP. If during this process, the IEP team determines that additional assessments are not necessary, the LEA shall finalize a new IEP that meets the applicable requirements of the IEP process within thirty (30) calendar days of receiving the notice of the parent's decision to transition the child to Part B services, pursuant to the *Extended IFSP Option for Children Age 3 to Age 4 Policies and Procedures*.<sup>4</sup> However, if the IEP team determines that additional assessments are necessary, the LEA shall complete the identified assessments of the child and determine eligibility within sixty (60) calendar days of receiving notice of the parent's decision to transition the child to Part B services, in accordance with the *Individualized Education Program (IEP) Implementation for Transfer Students Policy*.<sup>5</sup> In these cases, an IEP shall be developed for the child no later than thirty (30) calendar days prior to the beginning of the school year after the child's fourth birthday.<sup>6</sup>

Please consult OSSE's [Extended IFSP Option for Children Age 3 to Age 4 Policies and Procedures](#) and [Individualized Education Program \(IEP\) Implementation for Transfer Students Policy](#) for additional information on the processes. Please direct any questions regarding the content of this document to [OSSE.DSEPolicy@dc.gov](mailto:OSSE.DSEPolicy@dc.gov).

Thank you for your continued efforts to support the education of children in the District of Columbia.

Sincerely,



Dr. Amy Maisterra  
Assistant Superintendent  
Division of Elementary, Secondary & Specialized Education



Elizabeth Groginsky  
Assistant Superintendent  
Division of Early Learning

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<sup>4</sup> Office of the State Superintendent of Education, *Extended IFSP Option for Children Age 3 to Age 4 Policies and Procedures*, 14–15, Sec. D(11)(e)(Apr. 15, 2014)

<sup>5</sup> Office of the State Superintendent of Education, *Individualized Education Program (IEP) Implementation for Transfer Students Policy*, 5–6 (Dec. 17, 2014)

<sup>6</sup> Office of the State Superintendent of Education, *Individualized Education Program (IEP) Implementation for Transfer Students Policy*, 5–6 (Dec. 17, 2014)