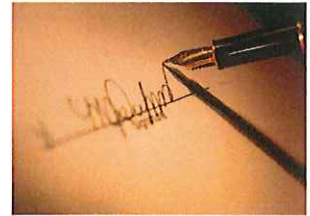


## REQUIRED REED & IEP TEAM MEMBER

Each IEP and REED require a team member that can "explain the instructional implications of evaluation results". This has been connected to the role of MET representative. In the event that evaluations will be completed for a REED, or were completed in preparation for the IEP, the staff assigned to these evaluations should fill this role. In the event that no evaluations will be completed the current special education teacher/provider should fill this role of MET representative. In the IEP this role is entered on the Invitation page. However in the REED, this role is entered in the Key Data section, but prints with the rest of the Knowledgeable Individuals on the first page. In the REED, it is important that staff make sure to enter the appropriate name in this role under Key Data prior to printing the REED and requesting consent from parents.

## NEW MEDICAID CONSENT & NOTIFICATION

You may have noticed a recent change in the Illuminate IEP. The Medicaid One Time Consent & Annual Notification of Medicaid Consent are now embedded directly into the IEP document, no separate forms needed!



Every IEP will contain the Annual Notification of Medicaid Consent which informs parents of the Medicaid program and their right to revoke consent at any time. For students that DO NOT have a Medicaid One Time Consent on file the IEP will automatically embed a Medicaid One Time Consent form directly into the IEP.

This prompts the provider to seek consent from the parents at the IEP. While the form is embedded, it is important to note that the entry of the Medicaid One Time Consent is done manually at the ISD. The data entry is triggered by the provider sending a hard copy of the signed consent to Terri Thomas at the ISD. Uploading the consent to the IEP is good back-up documentation but it does not prompt the data entry needed for Illuminate to recognize that the student does have a One Time Consent on file.

On your Dashboard you may find a list of students that are currently missing the Medicaid One Time Consent. If you have documentation of a signed One Time Medicaid Consent for any of these students please send a hard copy of that consent to Terri Thomas right away so that this data entry can be completed prior to the student's next IEP.

## CUSTOMIZABLE STANDARDS BANK

IEP Developers now have the opportunity to create customizable standards banks to store the Common Core Standards that they most commonly utilize in IEP goal development. Follow the steps below to create your own bank of standards.

1. Dashboard → Special Education → List Standard Collections → Create a New Collection
2. Name the collection → Enter → Submit
3. Select a subject area from the dropdown → Select a grade level → Enter a keyword → Search
4. A list of matching standards will be generated. Choose one (or more) standards that you would like to add to your personalized collection and click on Link Selected Standards.
5. Repeat the steps as needed to add additional standards to your collection, or to create a new collection for a different subject area or grade level.

After creating your customized standards bank you can now access it during IEP Goal Development.

1. On the Goal/Benchmark page under Find and Link a Standard → Select the name of your customized standards bank in the Choose a Standard Collection dropdown.
2. After selecting your customized standards bank you can easily select the desired standard.

## NEW REED PROTOCOLS

From now on a REED must be completed to obtain parent consent for both Assistive Technology & Functional Behavioral Assessments. For guidance on how to complete the REED for these evaluations please refer to the documents, "Basic Guidelines for Completing a REED for a Functional Behavior Assessment" and "Basic Guidelines for Completing a REED for Assistive Technology Needs". Both documents can be found on the wiki using the following steps: [www.ioniaisd.org](http://www.ioniaisd.org) → Special Education → Resources → Special Education → Special Education Staff → Policies, Procedures, Guidelines, & Manuals.