

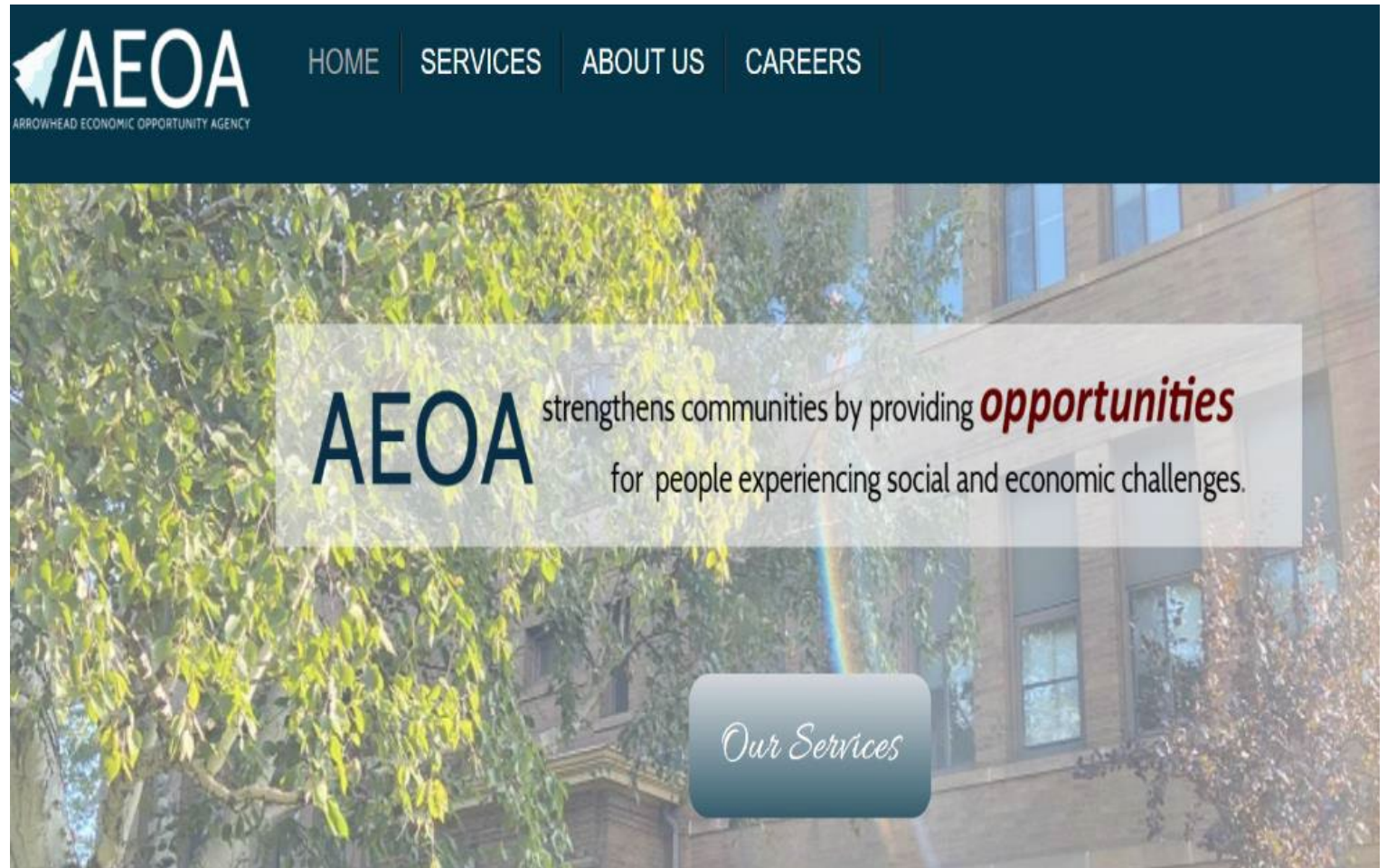
EHS Transition Plan

For Early Head Start Educators Only

***BEFORE you begin...**

Refresh your memory on the program policy on the EHS Transition process.

All Program policies and procedures are located on the AEOA website.










ChildPlus Agency= Arrowhead/Webinar_Test

Training Mode Training Mode Training Mode Training Mode Training Mode Training Mode Training Mode Training Mode

Services To-Do List Entry Express Management Dashboard Reports Setup Enter Report #

Participants (3) John Doe x +

 **John Doe**       Save


Male DOB: 2/24/17 1y 5m CPID: 1055
Enrolled 7/1/18 (23d) Year 3

EHS 2018 - 2019 • Test Site • Test Classroom • <none>

Application Enrollment Family Services Health Immunizations Disability Mental Health **Education** Attendance

Events Requirements Ongoing Required HV/Conference Information

Education Events [Options](#) **Add Event**

Exp.	Event Type	Date	Status	Expiration Date	Days Until Expiration	Actions	Needs Referral	Needs Follow-Up	Needs Eval.	Needs Tx	Received Tx
	Development Screening	10/03/17	Pass			0					
	Social-Emotional Screening	10/03/17	Pass	10/03/18	71	0					

*In the Education Events tab, click on the green "Add Event" button.

Services To-Do List Entry Express Management Dashboard Reports Setup Enter Report #

Participants (3) John Doe x +

JOHN DOE
Male DOB: 2/24/17 1y 5m CPID: 1055
Enrolled 7/1/18 (23d) Year 3

Flags Save

EHS 2018 - 2019 • Test Site • Test Classroom • <none>

Application Enrollment Family Services Health Immunizations Disability Mental Health Education Attendance

Events Requirements Ongoing Required HV/Conference Information

Education Events Options Add Event

Exp.	Event Type	Date	Status	Exp	Needs Eval.	Needs Tx	Received Tx
	Development Screening	10/03/17	Pass				
✓	Social-Emotional Screening	10/03/17	Pass	10			

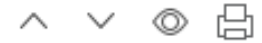
Add Education Event x

- 1st Education Home Visit
- 1st Parent Conference
- 2nd Education Home Visit
- 2nd Parent Conference
- Accident and Incident Report
- Allergy
- Development Screening
- Edinburgh Screening
- EHS Transition Plan**
- Informal Contact
- Social-Emotional Screening
- Special Diet Statement
- Team Comprehensive Child Review

Cancel

*Click on EHS Transition Plan within the drop down menu.

Add EHS Transition Plan



Scheduled Date

Event Date ^{PIR}

Status



Agency Worker

***Enter the date you expect to completed the plan with the family in the scheduled date box.**

***Leave the Event Date blank until you have met with the family. Then return to this screen to update.**

Add EHS Transition Plan

Scheduled Date

Event Date ^{PIR}

Status

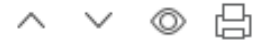
Agency Worker

*Choose "Submitted" as the status.


*Your Supervisor will change the status to "In Review" as the form is being reviewed, and "Completed" once the form is approved.

*Your Supervisor will let you know if you need to make any corrections or updates in order for the form to be considered complete.

Add EHS Transition Plan



Event Date ^{PIR}

7/24/18 

Status

 Submitted (not considered for requir... ▼

Agency Worker

**Click on the Case Worker box.*

**Either scroll down or begin typing your last name.*

**Once you find your name, click on it.*

Add EHS Transition Plan



People Involved

Health Status

MEDICAL: Last on file: Next Due: Appointment Scheduled: Immunizations Current?

Immunization Notes

DENTAL: Last on file: Next Due: Appointment Scheduled: Treatment Needed?

Dental Notes

Is child on an IHP? If yes, will there be changes needed for a preschool option?

If yes, explain:

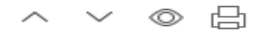


If child is on an IHP, date Health Professional contacted:

*On the right side of the screen, scroll down to the next section of the form.

*In the people Involved box, type names of all adults that you plan to be apart of the discussion. Update this section after the visit takes place.

Add EHS Transition Plan



People Involved

Health Status

MEDICAL: Last on file: Next Due: Appointment Scheduled: Immunizations Current?

Immunization Notes

DENTAL: Last on file: Next Due: Appointment Scheduled: Treatment Needed?

Dental Notes

Is child on an IHP? If yes, will there be changes needed for a preschool option?

If yes, explain:

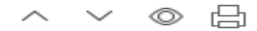


If child is on an IHP, date Health Professional contacted:

***In the Health section, fill out the most updated medical information that we have on file.**

***When you meet with the family, you can find out the next Well Child Check Up date that is scheduled, or help the family schedule the next appointment, and update this section.**

Add EHS Transition Plan



People Involved

Health Status

MEDICAL: Last on file: Next Due: Appointment Scheduled: Immunizations Current?

Immunization Notes

DENTAL: Last on file: Next Due: Appointment Scheduled: Treatment Needed?

Dental Notes

Is child on an IHP? If yes, will there be a preschool option?

If yes, explain:

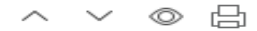


If child is on an IHP, date Health Professional contacted:

***Fill out the most updated dental information that we have on file.**

***When you meet with the family, you can find out the next dental appointment date that is scheduled, or help the family schedule the appointment, and update this section.**

Add EHS Transition Plan



People Involved

Health Status

MEDICAL: Last on file: Next Due: Appointment Scheduled: Immunizations Current?

Immunization Notes

DENTAL: Last on file: Next Due: Appointment Scheduled: Treatment Needed?

Dental Notes

Is child on an IHP? If yes, will there be changes needed for a preschool option?

If yes, explain:



If child is on an IHP, date Health Professional contacted:

***Fill out the most updated individual health plan information that we have on file.**

***When you meet with the family, find out if there are any changes with the child's health that may impact the IHP.**

***If the child is currently on an IHP, contact the Health Manager to review and update the plan.**

Add EHS Transition Plan



Developmental Status

Developmental Screening Scores

Social-Emotional Screening Scores

Developmental Progress

**Discuss Early Childhood Screening Process

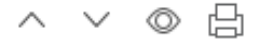
Is child on an IFSP? If yes, Evaluation Date: If yes, IFSP/IEP Meeting Date:

**Discuss evaluation process and changes to IEP

**Invite ECSE teacher to end of year conference

***In the Developmental Status section, fill out the most updated screening results and progress that we have on file.**

Add EHS Transition Plan



Developmental Status

Developmental Screening Scores

Social-Emotional Screening Scores

Developmental Progress

****Discuss Early Childhood Screening Process**

Is child on an IFSP? If yes, Evaluation Date: If yes, IFSP/IEP Meeting Date:

****Discuss evaluation process and changes to IEP**

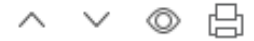
****Invite ECSE teacher to end of year conference**

***During your meeting with the family, discuss the current Early Childhood Screening Process.**

***Fill out the most updated IFSP information that we have on file.**

***When you meet with the family, you can find out the next IFSP/IEP meeting date that is scheduled and update this section.**

Add EHS Transition Plan



Developmental Status

Developmental Screening Scores

Social-Emotional Screening Scores

Developmental Progress

**Discuss Early Childhood Screening Process

Is child on an IFSP? If yes, Evaluation Date: If yes, IFSP/IEP Meeting Date:

**Discuss evaluation process and changes to IEP

**Invite ECSE teacher to end of year conference

***During your meeting with the family, discuss the evaluation process and change to IEP.**

***Remember to invite the ECSE teacher to the child's 2nd Conference at the end of the year.**

Family Status

Family Progress:



Family Circumstance/Early Childhood Needs:



Family's Priority Transition Plan:

EHS Home Base HS Center Preschool Home Base Community

Programming:

Area:

***In the Family Progress box, click the date and user stamp that looks like a clock.**

***Enter notes on the progress the family has made throughout the year within their FPA or additional areas of interest.**

***Click spell check and correct any spelling errors.**

Family Status

Family Progress: 🕒 ABC 🖨️ ✎️ 📄 ↗️

Family Circumstance/Early Childhood Needs: 🕒 ABC 🖨️ ✎️ 📄 ↗️

Family's Priority Transition Plan:

EHS Home Base HS Center Preschool Home Base Community

Programming: Area:

***In the Family Circumstances/Early Childhood Needs box, click the date and user stamp that looks like a clock.**

***Enter notes on the family's needs and circumstances that pertain to the child's early childhood placement at the age of 36 months (or for the following program year/current transferring year). Notes may include if the parents are working full day/part day, or if they have transportation. Update any new information after your meeting.**

***Click spell check and correct any spelling errors.**

Family Status

Family Progress:



Family Circumstance/Early Childhood Needs:



Family's Priority Transition Plan:

EHS Home Base HS Center Preschool Home Base Community

Programming:

Area:

***After meeting with the family, indicate what the parents' choice is for the placement after EHS.**

***No choice is a guarantee of placement. It is to start the conversation of planning and preparing for the upcoming transition in the family's lives.**

**Discuss 3 year old transition

**Discuss Head Start options, eligibility, and application process

**Share early childhood community offerings

**Share strategies for a successful preschool experience

**Offer classroom visit

Actions

Add Action

Action	Action Date	Description	Status	Agency Worker
This event has no actions associated with it. Click "Add Action" to add one.				

Save and Add Another

Save

Cancel Add

*Discuss all topics listed on the form with the family.

**Discuss 3 year old transition

**Discuss Head Start options, eligibility, and application process

**Share early childhood community offerings

**Share strategies for a successful preschool experience

**Offer classroom visit

ACTIONS

Add Action

Action	Action Date	Description	Status	Agency Worker
This event has no actions associated with it. Click "Add Action" to add one.				

Save and Add Another

Save

Cancel Add

***No actions are required unless you give a referral, childcare listing, or other pertinent information regarding the transition of the family.**

***Click the green "Save" button.**

EHS Transition Plan



**Discuss 3 year old transition

**Discuss Head Start options, eligibility, and application process

**Share early childhood community offerings

**Share strategies for a successful preschool experience

**Offer classroom visit

Actions

Add Action

Action	Action Date	Description	Status	Agency Worker
This event has no actions associated with it. Click "Add Action" to add one.				

Save and Add Another

Save

Cancel Add

*Click the print icon at the top right side of the screen and the green "Save" button at the bottom of the screen.






*You can bring the form with you to your visit and make any additional notes on the form.

*Enter all updates to the EHS Transition Plan in ChildPlus after the visit.

*Offer an updated copy to the family.

Services | To-Do List | Entry Express | Management | Dashboard | Reports | Setup | Enter Report # ▾

Participants (3) | John Doe x +



 **John Doe** ▾  Flags    Save

Male DOB: 2/24/17 1y 5m CPID: 1055
Enrolled 7/1/18 (23d) Year 3 EHS 2018 - 2019 • Test Site • Test Classroom • <none>

Application | Enrollment | Family Services | Health | Immunizations | Disability | Mental Health | **Education** | Attendance

Events | Requirements | Ongoing Required HV/Conference Information

Education Events [Options](#) [Add Event](#)

Exp.	Event Type	Date	Status	Expiration Date	Days Until Expiration	Actions	Needs Referral	Needs Follow-Up	Needs Eval.	Needs Tx	Received Tx
	Development Screening	10/03/17	Pass			0					
	EHS Transition Plan	7/24/18	 Submitted (not considered for...			0					
	Social-Emotional Screening	10/03/17	Pass	10/03/18	71	0					

***Your EHS Transition Plan will be listed in the Education events tab.**

Questions?

**Contact your supervisor
for additional guidance.**