



Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul K. Leather
Deputy Commissioner of Education
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953

Bureau of Special Education FY'17 Memo #4

Date: September 2, 2016

To: Superintendents of Schools
Directors of Special Education

From: Office of the Commissioner

Division of Educational Improvement
Bureau of Special Education

Re: New Hampshire Special Education Information System ~ NHSEIS

In an effort to make the New Hampshire Special Education Information System (NHSEIS) more automated, the New Hampshire Department of Education, Bureau of Special Education has added two new features to NHSEIS. These new features will assist reporting on Indicator 11: Timeliness of Initial Evaluations. These two new features will be applied for the 2017-2017 data collection and reporting.

The first new field is a yes/no selection box on the Parent Consent to Evaluate page for Initial Evaluation. This will allow districts to capture whether a referral and eligibility process is an initial evaluation. This field will be required before finalizing a new eligibility determination.

The screenshot shows the NHSEIS web application interface. At the top, there is a navigation bar with the NHSEIS logo and user information: "Welcome, Terry | Message Board | Send Us a Message | Logout". Below this is a main menu with categories like Students, Wizards, Schools, School System Info, Users, Super User, My Profile, PCG, and Send Us A Message. A secondary menu includes Student, Contacts, Eligibility Process, IEP Process, ISP Process, Documents, and Student History.

The main content area is titled "Parent Consent to Evaluate" and is associated with the user "John L Smith". It contains an "Instructions" box stating: "Use this page to enter information related to the Parent/Guardian granting consent to evaluate the student for Special Education".

Below the instructions are three sections for consent information:

- Current Parent/Guardian Consent to Evaluate Information:** Shows "Current Parent/Guardian Consent to Evaluate Date:" as "Not Applicable" and "Projected Parent/Guardian Consent to Evaluate Date:" as "06/25/2019".
- New Parent/Guardian Consent to Evaluate Information:** Shows "New Parent/Guardian Consent to Evaluate Date:" as "08/01/2016" with a calendar icon, "Consent Granted:" as a dropdown menu set to "Yes", and "Check to confirm:" as a checked checkbox.
- Initial Evaluation:** Shows "Is this an Initial Evaluation?" with a dropdown menu currently set to "-Select-". The dropdown options are "Yes" and "No".

At the bottom of the form are three buttons: "<<Back", "Save", and "Save and Continue >>".

The second new field is the Evaluation Completion date. This field will serve to benefit the data needed for the federal submission on Indicator 11 by pinpointing a day that evaluations were complete and should reflect the date on the written summary report required by Ed 1107.01 (c).

This data point will be on the Eligibility Process, Assessment & Evaluation page. The date must be on or after the most recent Parental Consent to Evaluate. The Evaluation Completion Date will be required prior to finalizing a new eligibility determination.

The screenshot shows the NHSEIS web application interface. The top navigation bar includes the NHSEIS logo, user information (Welcome, Terry), and links for Message Board, Send Us a Message, and Logout. Below this is a secondary menu with options like Main Menu, Students, Wizards, Schools, School System Info, Users, Super User, My Profile, PCG, and Send Us A Message. The main content area has a breadcrumb trail: Student > Contacts > Eligibility Process > IEP Process > ISP Process > Documents > Student History. The 'Eligibility Process' section contains a table with the following data:

Category	Date	Result	Professional
Motor Ability	08/09/2016	Evaluation Result	Neurologist
Observation	08/09/2016	Evaluation Result	Certified Educator
Social/Emotional Status	08/09/2016	Evaluation Result	Psychologist
Vision	08/09/2016	Evaluation Result	Ophthalmologist
Vocational	08/09/2016	Evaluation Result	Guidance Counselor
Vision Screening	08/09/2016	Evaluation Result	School Nurse

Below the table is a section titled 'Evaluation Summary to Evaluation Report' with a field for 'Evaluation Completion Date' set to 08/09/2016. At the bottom are three buttons: '<<Back', 'Save', and 'Save and Continue >>'.

The new data fields were released with the recent upgrade.

If you would like further clarification or have questions, please contact Terry Hersh: 271-3775 or Terry.Hersh@doe.nh.gov.