

NHSEIS Paperclip Feature

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ATTACHING REQUIRED EVIDENCE TO THE IEP FOR INDICATOR 13 COMPLIANCE MONITORING

Items to be attached:

- 1) Student Invitation to IEP meeting where secondary transition is discussed
- 2) Transition Assessment(s) ; unless they are documented in the IEP with
(Assessment Date: MM/DD/YYYY, Assessment Type and results of assessment aligned to post-secondary goals)
- 3) If an outside agency is responsible for a transition service in the IEP, Prior consent of parent or adult student to invite outside agency to IEP meeting

Attaching Compliance Evidence

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NHSEIS by PCG Education

Welcome, Heidi | My Calendar | Message Board | Send Us a Message | Logout

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Student | Contacts | Eligibility Process | IEP Process | Services Plan Process | Documents | Student History

Student Information

This is the new Student Information page. We hope you find it more intuitive. Please send any questions to the Message Board from the main menu!

Demographic Information

Name:	First: John	Middle:	Last: March2021	Suffix:	
Student ID:	2109852	SASID:	3000033333		
Date of Birth:	02/01/2003 * (Age: 19 Years)	Place of Birth:			?
Gender:	Male	Prim. Language:	English		
Grade:	10th	Language of Instruction:	English		?
School:	High School	Hispanic/Latino Ethnicity:	No		
Length of School Day:	5.50 hour(s) (Std)	Race: *	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Black or African American <input checked="" type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Other Pacific Islander		
District of Liability:	Concord	Town of Residence:	Concord		?

Before logging into NHSEIS:

- scan and save (as a PDF) the documents to be attached to the NHSEIS IEP on your computer.

In NHSEIS, find your student, select the Documents tab at the top.

A box will come up asking you to leave the site. Select the blue "Leave" button.

Attaching Compliance Evidence

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Letters: Written Prior Notice

Create Draft (will be saved for 30 days) ?

Create Final Document (will be saved) ?

(NOTE: Use the "Create Final Document" button to create a Proposed IEP.)

Upload External Document(s)

Documents created for John March2021

Doc.ID	Date Generated ?	Generated By	Document ?	Status	Signature	
7604	06/07/2021	Terry Hersh	IEP	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7603	06/07/2021	Terry Hersh	IEP (Proposed)	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7520	03/15/2021	Terry Hersh	IEP	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7519	03/15/2021	Terry Hersh	IEP (Proposed)	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7512	03/14/2021	Terry Hersh	IEP	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7511	03/14/2021	Terry Hersh	IEP (Proposed)	PDF	I CONSENT to the IEP AND AGREE to education placement	View
7503	03/14/2021	Terry Hersh	Eligibility Determination Document (Proposed)	PDF	Parent consents to eligibility finding	

(7 Documents)

Update the Database

Manage Additional Document Text

Upload External Attachment(s)

Scroll to the bottom of the page and click on the last green button, "Upload External Attachment".

Attaching Compliance Evidence

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Upload Attachments

John March2021

Upload Attachments for John March2021

Permitted file extensions are: PDF, DOC, XLS, TXT, RTF, PPT, TIF, JPG, PNG, XLSX, PPTX, and DOCX
No file may be greater than 3.00 MB in size.

	Doc ID	Date Generated ?	Document ?
<input type="radio"/>	7604	06/07/2021	IEP
<input type="radio"/>	7603	06/07/2021	IEP
<input type="radio"/>	7520	03/15/2021	IEP
<input type="radio"/>	7519	03/15/2021	IEP
<input type="radio"/>	7512	03/14/2021	IEP
<input type="radio"/>	7511	03/14/2021	IEP
<input type="radio"/>	7503	03/14/2021	Eligibility Determination Document

File	Name (if not provided the file name will be used)
<input type="button" value="Choose File"/> No file chosen	<input type="text"/>

1 →

2 →

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1 - Click the radio button to the left of the NHSEIS document for which the attachment supports.

2 - Under the list of documents there are two columns, "File" and "Name". Under the column titled "File" click on "Choose File". This will take you to your files from which you can select the file you wish to attach.

3 - Click the green "Upload File" button.

Attaching Compliance Evidence

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Del	Doc ID	Date Generated ?	Generated By	Document ?	Status	Del	Attachment	Date Received	Signatures
E	7844	01/18/2022	Brandy Pappas	Progress Report (2021-2022 - Reporting Period 1)	PDF	<input type="checkbox"/>			
E	7808	12/09/2021	Brandy Pappas	IEP	PDF	I consent to the IEP as proposed	<input type="checkbox"/> Prior Consent VR to attend 11.17.22 <input type="checkbox"/> Peter 11.17.22 IEP Meeting Invitation <input type="checkbox"/> Peter 2022-2023 Transition Assessment	01/25/2022 01/25/2022 01/25/2022	View
E	7807	12/09/2021	Brandy Pappas	IEP (Proposed)	PDF	I consent to the IEP as proposed			View

This is how the document will appear on the Documents page after being attached.

Required Record of Access

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- For any SASID number where documents from the cumulative student file are attached to the NHSEIS IEP as evidence for Indicator 13 Compliance Monitoring, the LEA will sign Bureau staff in on the Record of Access.
- The date the document is paperclipped/attached to the IEP is the date that should be recorded on the Record of Access.
- The LEA will record, “NH DOE Reviewer” as the person accessing the file.
- The LEA will record as the purpose, “NH DOE Indicator 13 Compliance Monitoring”. Once completed attach the Record of Access to the student’s document.

RECORD OF ACCESS FORM |

Student Name: _____

Date	Name	Purpose
10/14/2022	NHDOE Reviewer	NH DOE Indicator 13 Compliance Monitoring