



Department of Health and Human Resources
Bureau for Public Health
Office of Maternal, Child and Family Health
WV BIRTH TO THREE

Child's SPOE ID#: (State office use)

Grid for SPOE ID# entry

Transfer/Transition Summary

(Please assure printing is legible)

Date of Birth:

Grid for Date of Birth entry

Child's Name: Date Form Completed: RAU Region:

Primary Contact: Phone Number:

Address:

Date of Transfer/Transition: Service Coordinator:

Transfer (Use this category for eligible children with active IFSP)

- Child transferred to WV BTT Region #:

Transition (Use this category only for children who have been found eligible and had an active IFSP)

- Attempts to contact the parent and/or child were unsuccessful (appropriate procedures completed)
Deceased
Completion of IFSP prior to reaching age three
Child no longer eligible
Moved out of state (Check appropriate box below)
Withdrawal by parent or guardian (Check appropriate box below)

Third Birthday Transitions (Use this category only for children who have been found eligible and had an active IFSP and are exiting at age 3)

- Eligible for IDEA, Part B
Not eligible for Part B, exit with no referrals
Not eligible for Part B, exit with referrals to other programs. (Check appropriate box below)
Part B eligibility not determined

THIS SECTION TO BE COMPLETED BY SERVICE COORDINATOR FOR STATE OFFICE USE. MUST BE COMPLETED FOR ALL CHILDREN EXITING AT AGE 32 MONTHS OR OLDER.

Date Notice of Face-to-Face Transition Planning Meeting sent (List all persons who received Notice and role):

Date Face-to-Face Transition Planning Meeting (List all persons who attended and role):

If date of Face-to-Face Transition Planning Meeting was not at least 90 days before the child's third birthday, list reason(s) for the delay. Child's record must include documentation of the reason(s) listed.

- Exceptional family circumstances - describe:
Extreme weather conditions - explain:
Family refused to have the Face-to-Face Meeting - explain:
Other - describe:

Did you send the completed IFSP Transition Plan (TP1 and TP2) to the RAU for entry in the child's record?

- Yes No