



STATE OF WASHINGTON
DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES

1500 Jefferson Street, SE • P.O. Box 40975 • Olympia WA 98504-0975

Date: 10/11/18
To: Local Lead Agencies and Part C Providers and School Districts
From: Laurie Thomas, ESIT Administrator
Re: "Ongoing" Child Outcome Summary

This memo serves to clarify how to complete an entry COS for children that have been previously exited with a completed Exit COS are re-referred to a Part C program. If these children are evaluated and found eligible to receive services, the FRC is unable to issue a new Entry COS in the current DMS system. If the FRC experiences this situation, the current guidance is to record all new evaluation results in the child's record. The FRC will associate the new evaluation results with the respective developmental domains and will enter a progress note to document the re-evaluation.

A new Entry/Exit COS is not required for these children. If the FRC wants to record a new Entry or Exit COS, they can do so in the progress notes. If the FRC experiences difficulties exiting the child from services, please contact the ESIT Help Desk for assistance.

Only the original Entry/Exit COS will be reported to the Office of Special Education Programs (OSEP) by ESIT.

Please contact the ESIT Help Desk esit.help@dcyf.wa.gov with any questions or concerns you may have.

This information can be found in the DMS Known Issues document posted on the Department of Children Youth and Families website;

<https://www.dcyf.wa.gov/services/child-dev-support-providers/esit/dms>

If you have questions or need further assistance please give your regional program consultant a call.

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