



# Rhode Island Early Intervention Transition Preparation Steps

Child's Name:

DOB: / /

ID#

**Transition Preparation Activities can be added and updated throughout the transition process. If updates are made, be sure to make a copy for everyone involved in the child's transition from EI. Additional activities and steps can be written on a second Transition Preparation Steps (T2) page or a Services Rendered Form with a reference noted below.**

How did EI confirm district LEA received Transition Notification and Consent (TI)?  F/U Phone Call  Email  Email Return Receipt  Text  
 Other Date of confirmation: / /

### ACTIVITIES FOR THE CHILD AND FAMILY

- What information would the family like to have?
- What activities would help prepare the child for what comes next?
- What activities or steps does the family need to take so the child is ready to start preschool, child care and/or community program?

### ACTIVITIES FOR EI, THE SCHOOL DISTRICT, OR EARLY CHILDHOOD PROGRAM

- What additional information is needed to accurately reflect the child's present level of development and what is the best way to gather this information?
- What information would be helpful to the family during and after transition?

Date Written	Activity	Person(s) Responsible	Target Completion Date	Date Written	Activity	Person(s) Responsible	Target Completion Date

Date of Transition Conference: / /

If Transition Conference occurred w/o the LEA, indicate reason:

LEA not available  Child not referred to special education  Other

If Transition Conference occurred w/o the LEA, EI reviewed the following with parent(s)/caregiver(s). This information can be

**Transition Conference Meeting Participants:**

Parent(s)/Guardian(s):

Service Coordinator:

School Representative:

Others:

Others:

***This is a list of participants. Signatures are not necessary.***

***Note credentials when appropriate.***



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**found in the *Transition From Early Intervention Workbook: A Family Guide*.**

- Description of Preschool Special Education (Part B) eligibility definitions.
- Timelines for consenting to Part B eligibility determination.
- The availability of special education and related services.
- Timelines and process for consenting to an evaluation and conducting eligibility determinations for Part B.
- RI Special Education Procedural Safeguards
- District Special Education Parent Advisory Committee Contact Information