

	<p align="center"><b>SPED Preschool LRE/Service Code Changes</b></p> <p align="center"><b>Business Requirements</b></p>		
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## Arizona Department of Education

### ESS FY11 SAIS Changes

### SPED Preschool LRE/Service Code Changes

### Business Requirements

Version: 1.0  
 Last updated: 10/26/2010  
 Arizona Department of Education  
 Information Technologies Department  
 Business Analysis

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Ticket #	SP # 2661
Stakeholders:	Exceptional Student Services (ESS)
Primary Document Location:	<a href="http://intranet2.ade.az.gov/pubinstpolicycomm/IT/PMO/ProjectSites/FY11SAISChanges/default.aspx">http://intranet2.ade.az.gov/pubinstpolicycomm/IT/PMO/ProjectSites/FY11SAISChanges/default.aspx</a>

## Project Team Members, Roles and Responsibilities

Name	Unit	Stakeholder	Subject Matter Expert	Adviser	Business Analyst	Project Manager	Tester	Developer	Responsibilities
Peggy Staples	Exceptional Student Services	•	•						Requirements Input, Document Review, Document Approval
Alice Bautista	IT – Development			•				•	Document Review, Document Approval
Yaw Bediako-Poku	IT – Quality Assurance			•					Document Review, Document Approval
Sandra Neubauer	IT – Business Analysis				•				Requirements Gathering and Documentation, Document Routing
Ken Kurkowski	IT – Project Management Office					•			Project Management

## Approvals

Version	Date	Name / Stakeholder	Unit	Form of Approval
		Peggy Staples	Exceptional Student Services	

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## Revision Log

All revisions to this Business Requirements Document (BRD) will be documented in this log. The initial draft document will be numbered v0.01 and incremented when revisions are made. The document that is approved will be v1.0.

Revision	Date	Description	Name
0.01	6/8/2010	Initial draft	S. Neubauer
0.02	8/10/2010	Revised draft to incorporate ESS feedback.	B. Wellman
0.03	08/17/2010	Revised draft to incorporate ESS feedback.	B. Wellman

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## 1 BUSINESS REQUIREMENTS

### 1.1 SPED Preschool LRE Service Code Changes

#### 1.1.1 Purpose

OSEP mandated new SPED preschool LRE/service codes that are effective for FY11. This document defines how the Federal changes apply to SAIS.

#### 1.1.2 Transaction

1.1.2.1 *Modify the SPED Preschool LRE Service codes as outlined in red on the following table.*

**Table 1 FY2011 SPED Preschool LRE Service Code Changes**

Service Codes Ages 3-5 (preschool)		
<FY 2011	≥FY 2011	
PA	PA1	Change
-	PA2	Add
PB	PB1	Change
-	PB2	Add
PC	-	Delete
PD	PD	
PE	PE	
PG	PG	
PH	PH	
PJ	PJ	
PS	PS	

(**Note:** pre-FY 2011 versus FY 2011 and forward.)

1.1.2.2 *The new SPED Service Codes shall be fiscal year based.*

1.1.2.3 *The new SPED Service Codes shall be effective from FY 2011 forward.*

1.1.2.4 *The SPED Service Codes from FY 2010 backward shall remain available for applicable fiscal years.*

1.1.2.5 *Transaction validation changes (outlined in red) associated with the new FY 2011 SPED Preschool LRE Service codes are listed in the following table.*

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**Table 2 FY2011 SPED Preschool LRE Service Code Transaction Validation Changes**

BR ID	Rule Description	Message(s)	New /change this Yr?	Date Revised	Reviser
Prior to FY2011 SD-TX014-SPD-xxx.xx.x FY 2008 - 2010	From FY 2008 forward, if the Service Code on the transaction record is PA, PB, PC, PD, PE, PG, PH, PJ, or PS, the SPED grade must be PS (Preschool). 1.	<b>ERROR</b> message -@@; The SPED Grade must be PS when submitting a SPED Service Code of {} <b>TRX</b>			
SD-TX014-SPD-xxx.xx.x FY 2011	From FY 2008 forward, if the Service Code on the transaction record is <b>PA1, PA2, PB1, PB2, PC</b> , PD, PE, PG, PH, PJ, or PS, the SPED grade must be PS (Preschool). 1.	<b>ERROR</b> message -@@; The SPED Grade must be PS when submitting a SPED Service Code of { <b>PA1, PA2, PB1, PB2, PD, PE, PG, PH, PJ, or PS</b> }. <b>Resubmit with the correct Grade level.</b> <b>TRX</b>	Y	8/5/2010	B.Wellman

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1.1.2.6 *Definitions for the SPED Preschool LRE Service code values for the associated FY2011 SPED Service Code Values (text changes indicated in red) documentation shall be published as follows:*

**Table 3 FY11 SPED Service Code Changes for Preschool LRE**

GRADE	SERVICE CODE	DESCRIPTION	STATE	FEDERAL	Self Contained or Resourced
PS	PA1	<b>Attending Regular Early Childhood Program AT LEAST 10 hours per week; receiving majority of special education and related services in REGULAR EARLY CHILDHOOD PROGRAM.</b> A program that includes at least 50% nondisabled children. This may include, but is not limited to: Head Start; kindergarten; preschool classes offered to an eligible pre-kindergarten population by the public school system; private kindergarten <sup>1</sup> or preschool; group child development center or child care.	yes	yes	R
PS	PA2	<b>Attending Regular Early Childhood Program AT LEAST 10 hours per week; receiving majority of special education and related services in SOME OTHER LOCATION.</b> A program that includes at least 50% nondisabled children. This may include, but is not limited to: Head Start; kindergarten; preschool classes offered to an eligible pre-kindergarten population by the public school system; private kindergarten <sup>3</sup> or preschool; group child development center or child care.	yes	yes	R
PS	PB1	<b>Attending Regular Early Childhood Program LESS THAN 10 hours per week; receiving majority of special education and related services in REGULAR EARLY CHILDHOOD PROGRAM.</b> A program that includes at least 50% nondisabled children. This may include, but is not limited to: Head Start; kindergarten; preschool classes offered to an eligible pre-kindergarten population by the public school system; private kindergarten <sup>3</sup> or preschool; group child development center or child care.	yes	yes	R
PS	PB2	<b>Attending Regular Early Childhood Program LESS THAN 10 hours per week; receiving majority of special education and related services in SOME OTHER LOCATION.</b> A program that includes at least 50% nondisabled children. This may include, but is not limited to: Head Start; kindergarten; preschool classes offered to an eligible pre-kindergarten population by the public school system; private kindergarten <sup>3</sup> or preschool; group child development center or child care.	yes	yes	R

<sup>1</sup> Include children with disabilities enrolled by their parents in a private elementary school and receiving special education and related services in accordance with a service plan. The private elementary school must be a nonprofit institutional day or residential school, including public elementary charter school, that provides elementary education, as determined under State law.



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GRADE	SERVICE CODE	DESCRIPTION	STATE	FEDERAL	Self Contained or Resourced
PS	PD	<b>Separate Class.</b> Attends a special education program in a class intended primarily for children with disabilities ( <b>less than 50% nondisabled children</b> ). This may include, but is not limited to classrooms in: regular school buildings; trailers or portables outside regular school buildings; child care facilities; hospital facilities on an outpatient basis; or other community based settings. ( <b>Do not include children who also attended a Regular Early Childhood Program.</b> )	Yes	Yes	SC
PS	PE	<b>Separate School.</b> Receives all special education and related services in <b>public or private</b> day schools designed specifically for children with disabilities. ( <b>Do not include children who also attended a Regular Early Childhood Program.</b> )	yes	yes	SC
PS	PG	<b>Residential Facility.</b> Receives all special education and related services in <b>public or private</b> residential schools or residential medical facilities on an inpatient basis. ( <b>Do not include children who also attended a Regular Early Childhood Program.</b> )	yes <sup>2</sup>	yes	SC
PS	PH	<b>Home at least 360 minutes per week.</b> Receives all special education and related services in the principal residence of the child's family or caregivers and who attended neither a <b>regular</b> early childhood program nor a special education program provided in a separate class, separate school, or residential facility. Include children who receive special education both at home and in a service provider location <b>or some other location that is not in any other category. The term caregiver includes babysitters.</b>	yes	yes	R
PS	PJ	<b>Private School placement, enrolled by parent(s).</b> Students enrolled by parents or guardians in regular parochial or other private schools who receive special education and related services under a service plan. There is no entitlement to special education and related services. However, PEA must expend proportionate amount of federal funding on students in this type of private placement. This also includes children that are homeschooled.	no	yes	R
PS	PS	<b>Service Provider Location or some other location that is not in any other category for less than 360 minutes per week.</b> Receives all special education and related services from a service provider and who attended neither a <b>regular</b> early childhood program nor a special education program provided in a separate class, separate school, or residential facility; <b>and did not receive special education and related services in the home.</b> This includes services received at private clinicians' office; clinicians' offices located in school buildings; hospital facilities on an outpatient basis.	no	yes	R

<sup>2</sup> State funding for students with disabilities is provided through voucher funds to the private or public facility serving the students.

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GRADE	SERVICE CODE	DESCRIPTION	STATE	FEDERAL	Self Contained or Resourced
Service code should be determined by location (not by amount of SPED services received).					

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### 1.1.3 Integrity

1.1.3.1 *The integrity rule checks listed in the following tables shall be updated to reflect the changes to the SPED Preschool LRE/Services required in section 1.1.2 [Transaction](#) of this document.*

**Table 4 Business Rule Integrity Checks for SPED Preschool LRE/Service Code Changes**

BR ID	Rule Description <sup>3</sup>	Message(s)	New/ change this yr?	Date Revised	Revisor
SC-INT-SPD-001.10.2	If the DOA=HEAD START, then the Service Code must be PA <u>1</u> , <u>PA2</u> , PB <u>1</u> , <u>PB2</u> , PH, PS <b>Integrity failure:</b> State SPED Federal SPED	<b>ERROR</b> message -@@ Invalid Service Code for this type of DOA. Resubmit with a valid Service Code.	Y	8/9/2010	B.Wellman
SC-INT-SPD-001.10.5.2	If the Service Code is equal to A, B, C, PA <u>1</u> , <u>PA2</u> , PB <u>1</u> , <u>PB2</u> , <u>PC</u> , <u>PH</u> , or PS and the DOA is not the same as the DOR, the DOA must be equal to PUBLIC or HEAD START and the DOR must be equal PUBLIC or STATE INSTITUTE. <b>Integrity failure:</b> State SPED Federal SPED	<b>ERROR</b> message -@@	Y	8/24/2010	B.Wellman
SC-INT-SPD-001.11.4	<b>SPED Need/Service/Grade Relationship</b> The matrix attached below summarizes the relationship of grades, SPED service codes, and SPED needs. Where there is a discrepancy between verbal validation descriptions, and the matrix, the matrix should rule. <b>Integrity failure:</b> State SPED Federal SPED		Y	8/9/2010	B.Wellman

<sup>3</sup> Rule revisions are underlined in red.

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**Table 5 Concurrent Need - Service Code Eligibility Matrix**

Grade	Service Code	A	DD	ED	EDP	HI	MD	MDSS I	MIMR	MOMR	OHI	OI	PSD	SLD	SLI	SMR	TBI	VI
all but PS	A	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	B	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	C	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	D	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	E	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	EA	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	EB	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	EC	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	FA	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	FB	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	FC	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	H	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes
all but PS	I	yes	no	no	no	no	yes	no	no	no	no	yes	no	no	no	yes	no	no
all but PS	J	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	yes

Need code ED permitted for svc codes EA,EB,EC only if DOA is type 21

Other need codes can be reported with svc code I if student is also A, MD, OI, SMR

Grade	Service Code	A	DD	ED	EDP	HI	MD	MDSS I	MIMR	MOMR	OHI	OI	PSD	SLD	SLI	SMR	TBI	VI
PS	PA1	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PA2	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PB1	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PB2	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PD	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PE	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PG	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PH	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PJ	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes
PS	PS	no	yes	no	no	yes	no	no	no	no	no	no	yes	no	yes	no	no	yes

**Table 6 Need and Service Code Eligibility Matrix**

Need	Service Code									
	PA1	PA2	PB1	PB2	PD	PE	PG	PH	PJ	PS
PS only- Entity										
AZ School for the Deaf & Blind - 001202	yes	yes	yes	yes	yes	yes*	yes*	no	no	no
Headstarts - type 26 (PS only)	yes	yes	yes	yes	no	no	no	yes	no	yes
Private Schools - type 21	no	no	no	no	no	yes*	yes*	no	no	no

\* voucher funding only - funding from state funding

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1.1.4 Aggregation

1.1.4.1 NA

1.1.5 Payments / Student Counts

1.1.5.1 N/A

1.1.6 Reports

1.1.6.1 N/A

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## Appendix A: Glossary

Abbreviation/ Term/ Initialism	Definition
ELL	English Language Learner
LRE	Least Restrictive Environment
IEP	Individualized Education Program
OSEP	Office of Special Education Programs
PEA	Public Education Agency
PS	Preschool
SPED	Special Education