Where do I enter DOE032 Sped Placement codes for 3-5 year olds?

iPASS requires you to enter ALL Sped Placement codes, regardless of the age group, into the DOE034 field on the Confidential or MA DOE screens. Depending upon which age group code you select, iPass will take care of exporting it to the correct SIMS DOE field (DOE032 for Ages 3-5, DOE034 for Ages 6-21).

- All age group codes are available in the drop down menu for DOE034 field.
- When you select the Sped Placement codes for "Age 3-5 year olds" from the drop down list in the DOE034 field, iPASS exports the associated State code in the DOE032 field.
- When you select the Sped Placement codes for "Ages 6-21 year oldsâ€ from the drop down list in the DOE034 Codes, iPASS exports the associated State code in the DOE034 field.

NOTE:

A change was made in the March 25, 2015 iPASS Patch Release (v 7.0.20150325) to give every site a NEW age-group specific "01" Sped Placement code *(01 = Not currently a Special Education student but was a Special Education student during the current school year).*

REVIEW YOUR STUDENT CODES: When this release went out, ALL students currently coded with the "01" code were set to the "01 - **3-5** Not currently a Special Education student but was a Special Education student during the current school year" code for 3-5 year olds.

You will need to find all the 6-21 year old students with the "01" code and update them to the "01 - **6-21** Not currently a Special Education student but was during the current school year" code. We recommend you run an Advanced Export Report with Student ID, Name, Sped Status and Date of Birth. This will help you find the students that need to be changed.

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http://www.imgsoftware.com/kb/entry/548/