



**Questions and Answers  
Data Verification Teleconference Call  
September 15, 2006**

**Question #1:**

Are you going to use the same form to verify that we used for our chart reviews?

**Answer:**

We will bring the data that you submitted to the Part C Office from your chart reviews. We will look at your records and compare the data you submitted to the information contained in the child's record. We will have a separate form to record the accuracy of what we find during this data verification.

**Question #2:**

What specifically will you be looking at? Will you be completing record reviews?

**Answer:**

We are not doing record reviews but will verify the information in the child's record against the record review information you submitted in August and in ITOTS reports.

- The information that we will verify using the child's record against ITOTS reports includes: race, transition destination and primary service setting.
- Information that we will verify using the child's record against the record reviews submitted by the local systems includes: Timely Initiation of Services and Multidisciplinary Team Evaluation/Assessment (did you evaluate the child in all areas of development, was there a level of functioning present somewhere on the IFSP for all developmental domains?)
- We are not verifying all information that you completed in your record reviews. The information from the record reviews will, however, be reported to OSEP in the Annual Performance Report.
- We will notify you which charts that we want to review and what data we are looking for.

**Question #3:**

Is there any flexibility in providing more than 3-4 days notice as to which charts are to be verified?

**Answer:**

Absolutely. Please notify us by e-mail if you have a situation in your system, such as multiple providers with records that must be gathered from off-site, where additional time for notification is needed.