

# Transitioning from the Early Intervention Program



**Your Child's Next Steps!**



Department  
of Health

## **What is a transition?**

Transition refers to the time when your child will leave the Early Intervention Program.

## **When should transition planning begin?**

Because children are in the Early Intervention Program for a short time (birth to age three), it is important to begin transition planning as early as possible. Your service coordinator will guide you through transition planning before your child turns three. Part of this planning includes the development of a transition plan.

## **What is a transition plan?**

Before your child leaves the Early Intervention Program, a written transition plan will be developed by you and your Individualized Family Service Plan team. The plan will include help, support, and services that your child or family might need when you leave the Program. Each family's transition plan is unique to their child and family's needs.

When they leave the Early Intervention Program, some children may go on to the Preschool Special Education Program through their local school district, or to other early childhood services and supports in their community.

## **What is the Preschool Special Education Program?**

The Preschool Special Education Program is for children ages three to five with a disability. The New York State Education Department oversees preschool special education programs and services. Children who are turning three and may be eligible for preschool services, can be referred to their Committee on Preschool Special Education (known as CPSE) through their local school district.



# **What are the four steps to seeking eligibility for preschool special education programs and services?**

## **Step 1. Notification**

Your service coordinator will notify your school district that your child may be eligible for preschool special education programs and services. You will have the opportunity to object (opt-out) to this notification in writing.

## **Step 2. The Transition Conference**

Your service coordinator must offer you the chance to meet with the Chairperson of the CPSE. This meeting is called a transition conference.

### **The main goals for the transition conference are to:**

- review the differences between the Early Intervention Program and CPSE;
- talk about how and when to refer your child to the CPSE;
- talk about the CPSE evaluation and eligibility process;
- review the options for services through the CPSE for your child;
- answer any questions you may have; and
- develop or update your transition plan.

### **Step 3. Referral**

Children who are turning three and may be eligible for preschool special education programs and services, can be referred to their CPSE. A referral is a written statement asking your school district to determine if your child needs special education services. Your service coordinator can help you make this referral.

### **Step 4. Evaluation**

The CPSE determines if your child is eligible for preschool special education programs and services. The CPSE may use your child's Early Intervention Program evaluations or ask for new evaluations to be completed. If new evaluations are needed, the CPSE will ask for your written consent.



## **If your child qualifies for preschool special education, when does the Early Intervention Program end and preschool services start?**

- Your child's third birthday will determine when early intervention services end and preschool services can start.
- Children cannot be in the Early Intervention Program and Preschool Special Education Program at the same time. Your early intervention team and CPSE chairperson can guide you on the best transition date for your child, based on their programming needs.
- Be sure to discuss your child's transition dates during the CPSE meeting with your school district.

## **What happens if your child is not eligible for preschool special education services?**

Your child's last day of early intervention services is the day before their third birthday.

### **Things to consider:**

- Your service coordinator can help you update your transition plan.
- There are several options to access services. You may decide to use your private insurance or private pay to access services instead of going through the school district or you may decide to access services within your community such as through a community preschool or daycare.

## Important points to remember:

- Eligibility in the Early Intervention Program does not guarantee that your child will be eligible for the Preschool Special Education Program.
- Transition should be discussed from the beginning of your child's time in the Early Intervention Program and reviewed as your child approaches three years of age.
- Refer your child to the CPSE and sign consent for the evaluation to allow enough time to have the CPSE meeting before your child's third birthday.
- If your child is eligible for preschool special education, but their CPSE meeting was held on or after their third birthday, the last day of early intervention services is the day before their third birthday.

**Transitioning out of the Early Intervention Program is a big step for your child and family. Your service coordinator will help you have a smooth transition as you leave the Program.**

**For more information:**

**New York State Department of Health  
Early Intervention Program**

Phone: (518) 473-7016

Email: [beipub@health.ny.gov](mailto:beipub@health.ny.gov)

Web: [health.ny.gov/EIFamilies](http://health.ny.gov/EIFamilies)

**New York State Education Department**

Phone: (518) 474-3852

Web: [nysed.gov](http://nysed.gov)



**Department  
of Health**