



STAC, Special Aids and Medicaid Unit

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TO: Authorized Municipality Representatives - §4410 of Education Law
Committee on Preschool Special Education (CPSE) Chairs

FROM: Edgar Waaler, Education Finance Specialist *Ed Waaler*

SUBJECT: Reporting Placement of Preschool Students in a Program Operated by the Same Provider That Evaluated the Student

Effective April 17, 2014, Section 200.16(c)(3) of the Regulations of the Commissioner of Education requires a committee on preschool special education (CPSE) to submit written notice to the Commissioner when a preschool student with a disability has been placed in a program operated by the same provider agency that conducted the most recent evaluation of the student, along with assurance that the placement is appropriate for the student. This requirement applies to placements for special class, special class in an integrated setting (SCIS), and special education itinerant services (SEIS). Related service-only providers are not affected by this change.

CPSE to include notice of placement in program operated by same provider that conducted last evaluation of student on STAC-1 submitted to county

This notice must be provided on the “Preschool STAC-1: Request for Commissioner’s Approval of Reimbursement for Services for Students with Disabilities”, which districts are currently required to submit for each preschool student with a disability. On the Preschool STAC-1 form, the district must identify the recommended service provider and indicate whether this is the same provider that conducted the most recent evaluation for this student.

The signature on the Preschool STAC-1 form provides assurance that the selection of the provider has been determined appropriate by the CPSE. This original authorization of placement must be maintained by the county when submitting the STAC-1 form to the STAC Unit electronically via the STAC Online System or bulk data FTP file.

County to include for preschool service approvals for 2014-15 and subsequent school years

All STAC-1 reimbursement approval requests submitted by a county to SED for special class, SCIS or SEIS placements that begin on or after July 1, 2014 must include the CPSE’s answer to the question “Is this the same provider that conducted the most recent evaluation for this student?” The question must be answered as “YES” or “NO”. The answer does not affect reimbursement approval. If the county has received a STAC-1 form for a placement decision made at a meeting held prior to the regulation’s effective date of April 17, 2014, “N/A” may be submitted as the answer. The “N/A” option is available only for services beginning prior to October 1, 2014. Counties may not use “N/A” if the question is not answered by the CPSE for a meeting held on or after April 17th - the STAC-1 form is to be returned to the CPSE to be completed.

Any STAC-1 reimbursement request for the 2014-15 school year or thereafter that does not include this information will be rejected. Because the STAC-1 form for 2013-14 and prior school year reimbursement requests did not require the provider’s status as last evaluator to be reported, CPSEs should discard prior versions of the STAC-1 form and now only use the revised STAC-1 form.

