

Appendix D

Data and Report Submission Tracking Log

Appendix L Data and Report Submission Tracking Log

Data and Report Submission Requirements	Date Data/Reported Submitted by Regions													
	I	II	III	IV	V	VI	VII	IX	X	XI	XII	XIII	IX	V
June 30 th Child Count and Exiting Data: July 30th														
December 1 st Child Count and Exiting Data: December 10th														
Personnel List: submitted annually with the contract and changes in personnel are submitted by the 10 th of each month April 30th														
Regional Contract Submission Requirements: June 30th														
Self-Assessment Data: June 30th														
Corrective Action Plans: 30 days after receipt of written identification of noncompliance by the state following onsite visit, findings from complaint investigations, etc	See CAP Tracking Log													
Corrective Action Plan Progress Reports: as specified in each CAP's evidence of change statement (specified by the state)	See CAP Tracking Log													

Data and Report Submission Requirements	Number of Timely Entries/Submissions of Total Submitted (e.g., 7 of 10)													
	I	II	III	IV	V	VI	VII	IX	X	XI	XII	XIII	IX	V
Data Entry for Each Child's IFSPs: (previous month's data is entered by the 10 th of each month) July 10th														
August 10th														
September 10th														
October 10th														
November 10th														
December 10th														
January 10th														
February 10th														
March 10th														
April 10th														
May 10th														
June 10th														
Child Outcome Summary Forms: COSF is entered within 30 days after the COSF is completed; state staff check web entries quarterly July														
August														
September														
October														
November														
December														
January														
February														
March														

Data and Report Submission Requirements	Number of Timely Entries/Submissions of Total Submitted (e.g., 7 of 10)													
	I	II	III	IV	V	VI	VII	IX	X	XI	XII	XIII	IX	V
April														
May														
June														
Family Surveys: July 30 th														
October 30 th														
January 30 th														
April 30 th														