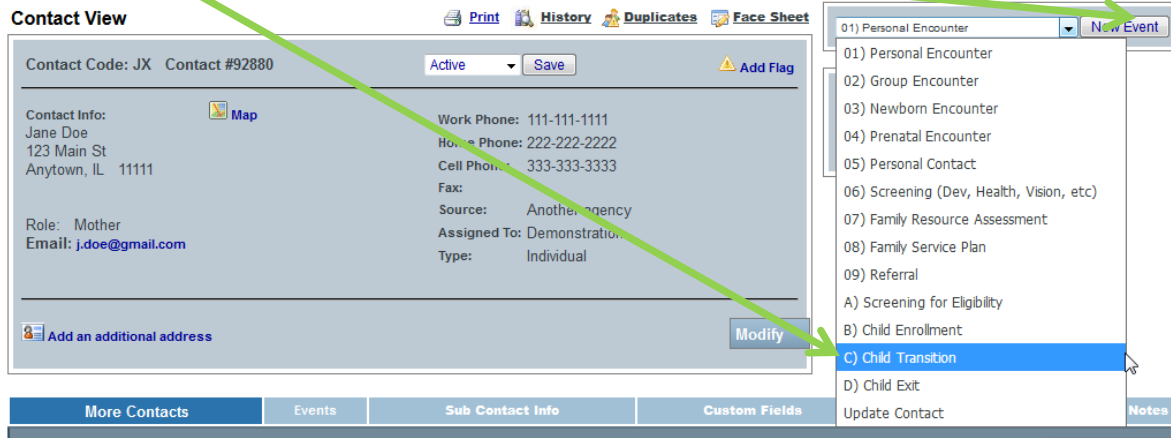


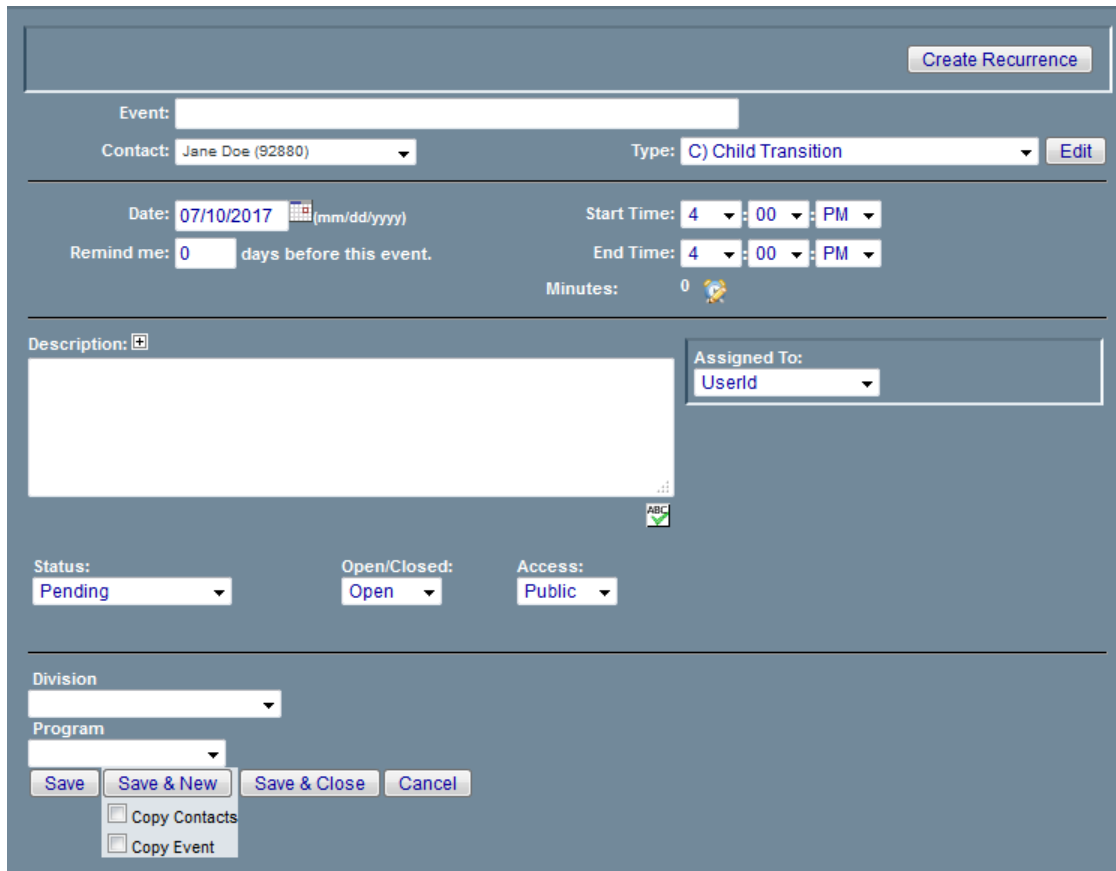
Child Transition

1

From within the contact view, go to the "New Event" Dropdown menu. Choose "C) Child Transition" from the list of events. Click "New Event".



The system will take you general information about the event:



Child Transition

Choose the child you are transitioning using the “Contact” drop down. **If you are transitioning multiple siblings, you will need to do a transition event for each sibling.**

2 Enter the following field values and click <Save>.

Field	Value
Event	A short description. Not used for reporting. Does appear on the calendar view on the Event tab.
Date	Date you began transition discussion/activities with family/child
Start time/End time	N/A
Description	N/A
Status	“Pending” – Change to “Closed” when discussion/activities are completed in the future
Open/Closed	“Open” – Change to “Closed” when complete
Division	“Home Visiting”
Program	Choose appropriate program for your agency

3 Create the transition form.

Child Transition

Print

Transition

IMPORTANT: Please click the Save Changes button below to save your entries before closing this window. You can return to complete the form later.

Event: C) Child Transition (7/10/2017)
Contact: Jillian Doe (JX)
Subject: [text box]
Date: 07/10/2017
Type: NIA
Public: Locked Unlocked
Autosave

Comments: [text area]

Page #1

1

1. Transition Planning Worksheet

As your child and family transition within or from Birth to 3, transition planning will occur. Transition planning provides for 1) discussions and training regarding future services and other matters related to your child's transition, 2) procedures to prepare your child for changes in service delivery, including steps to help your child adjust to and function in a new setting, and 3) with your family's consent, transmission of information about your child to an Early Childhood classrooms.

Discussions regarding transition may occur at any time during the Birth to 3 process, however, it should begin approximately six months prior to transition. Transition planning may be used to facilitate a variety of transition experiences, including transitions to new service providers, to new service delivery options, to the home after hospital stay, to new living arrangements, or to Early Childhood classrooms.

Record all discussions around transition topics in the space below:

1. Why is this transition taking place?

[text area]

2. What is the plan of action for this transition?

[text area]

4

Enter the descriptions and dates for the form and <Save Changes>

Print

Transition Saved

[Return to Transition](#)

You may Print the form or Return to the transition Event. When back on the transition event, <Save and Close>. Alternatively if transitioning multiple children:

5

Click <Save and Close>

Copy Contacts
 Copy Event