



An Integrated Approach to the Delivery of Community Health Services

## EI Term Reason Codes & Definitions

Following is an overview of the Term Reason codes and definitions for use by the Early Intervention program.

<b>10 DECEASED</b>	This code is used when a participant has died.
<b>11 DUPLICATE RECORD</b>	This code is used when a duplicate record is entered in error for an EI participant. NOTE: not all duplicates can be resolved by simply terminating one of the two records. Review any duplicate record with the CFC Program Manager and the Cornerstone Call Center before termination.
<b>13 VOLUNTARY WITHDRAWAL</b>	This code is used when a family makes an active determination to leave the EI Services System prior to their child turning 3 and without IFSP team consensus that program objectives have been completed. This would include families whose decision to terminate EI participation is based on a fundamental disagreement with the philosophy of EI and/or the rules, regulations and/or guidelines of the EI Services System. Voluntary withdrawals may occur prior to or following IFSP development.
<b>14 TRANSFER TO ANOTHER CLINIC</b>	This code is automatically generated when a transfer has been requested from another clinic. Users are not able to select this Termination Reason code.
<b>16 AUTOMATIC TERMINATION</b>	This code is automatically generated 30 days after an EI participant's third birthday. Users are not able to select this Termination Reason code.
<b>21 MOVED</b>	This code is used when a family moves within the state (prior to age three and without IFSP team consensus that program objectives have been completed), but does <u>not</u> transfer to another clinic. In-state transfers should reflect code 14 - TRANSFER TO ANOTHER CLINIC.
<b>31 TRANSFERRED OUTOF STATE</b>	This code is used when a family moves out of state (prior to age three and without IFSP team consensus that program objectives have been completed).
<b>33 EI INELIGIBLE/OTHER REFERRALS</b>	This code is used when a multidisciplinary team has determined that a child does not meet current EI eligibility criteria <u>and</u> the family is provided with referrals to other community resources/organizations that may be able to assist them in monitoring their child's development or meeting other family-identified needs. This code may also be used when CFC staff determine that a child does not meet basic eligibility criteria (i.e. over 3 years of age, non-Illinois resident) or is not



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experiencing/exhibiting any developmental concerns based on information provided by the family and the family is provided with other referrals. This code may not be used if a child has an eligible diagnosis, but does not appear to be experiencing developmental delays at the time of referral (i.e. a child with Down Syndrome referred at birth). If a child with an eligible diagnosis declines participation in the EI program, the termination should be coded 13 - VOLUNTARY WITHDRAWAL. Code 33 also may not be used if the child's level of functioning is unclear or unable to be determined by the family and a multidisciplinary evaluation is needed in order to rule out eligibility.

**34 EI INELIGIBLE/NO REFERRALS**

This code is used when a multidisciplinary team has determined that a child does not meet current EI eligibility criteria and no other referrals are provided.

**35 CMPLTD PGM OBJECTIVES/UNDER 3**

This code is used when a family and their IFSP team agree that their child's program objectives have been met. This code should never be used for a child exiting the program prior to an initial IFSP.

**36 ELIGIBLE FOR SPECIAL ED**

This code is used when a child's eligibility for special education services through the LEA has been determined by the LEA. This code should not be used when the CFC believes a child may be eligible for special education services, but a determination by the LEA has not been made.

**37 SPECIAL ED ELIG NOT DETERMINED**

This code is used when a child's eligibility for special education services through the LEA has not been determined as of the case closure date. This may include a child who has been referred to the LEA, but whose eligibility has not been determined as of the case closure date, or families who refuse a referral to the LEA for special ed eligibility determination.

**38 SPECIAL ED INELIG/OTH REFERRAL**

This code is used when a child has been determined by the LEA to be ineligible for special education services and the family is provided with referrals to other community resources/organizations that may be able to assist them in monitoring their child's development or meeting other family-identified needs.

**39 SPECIAL ED INELIG/NO REFERRALS**

This code is used when a child has been determined by the LEA to be ineligible for special education services and no other referrals are provided.

**40 NO RESPONSE/UNABLE TO CONTACT**

This code is used when the service coordinator has received no response from the family to ongoing attempts to contact them by phone and mail.