

Attachment J5 – Current First Steps iSPOE Reports

iSPOE Report	Definition
Average Age at IFSP	The Average Age at IFSP Report computes the average age in months from Date of Birth to IFSP Start Date for the children whose referral date falls within the Referral date range entered by county.
Average Age at Referral	The Average Age at Referral Report computes the average age in months from Date of Birth to Referral Date for the children whose referral date falls within the Referral date range entered by county.
Average Days Referral to IFSP	This report lists children having an IFSP Date within the dates entered for Referral and computing the number of days from Referral Date to IFSP Date.
Average Days Referral to Intake	This report lists children having an Intake Date within the dates entered for Referral and computing the number of days from Referral Date to Intake Date.
Child Authorizations	This report lists all the Authorizations for the Authorization Type selected for all participants in the county designated.
Child Count by Age	The Child Count by Age Report provides a detailed list of children by age with an IFSP within the date range entered.
Child Count Detail by County	The Child Count Detail by County Report provides a detailed list of children with an IFSP based on age and a grand total by county.
Child List with Active IFSPs	The Child List with Active IFSPs Report provides a detailed list of children by county with an IFSP within the date range entered.
HOH Labels	Print labels for children that have an HOH record.
IFSP Monthly Summary	The IFSP Monthly Summary lists counts of children with an Initial IFSP start date within the selected date range
IFSP Signed by Primary Physician	The IFSPs Signed by Primary Physician Report provides a detailed list of children with an IFSP within the date range entered and the Physician Signature is a valid date.
Intake Monthly Summary	The Intake Monthly Summary lists counts of children with an Intake start date within the selected date range.
Intakes Not Moving to IFSP	This reports on participants terminated who are in Intake status only with referral date within date range entered. Calculates totals by terminated reason within county.
Primary Referral Source by County	This reports shows count by Referral Source within County for participants with referral date within date range entered.
Primary Referral Source by Zip	This reports shows count by Referral Source within Zip Code for participants with referral date within date range entered.
Referral Monthly Summary	The Referral Monthly Summary Report gets a count of referrals by month and parish.
Referrals Not moving to Intake	This reports on participants terminated who are in referral status only with referral date within date range entered. Calculates totals by terminated reason within county.

Service Coordinator Case Load	This report lists all the service or intake coordinators and the number of participants they see for service when the Referral Date is within selected dates.
IFSPs Not Signed by Primary Physician	The IFSPs Not Signed by Primary Physician Report provides a detailed list of children with an IFSP within the date range entered and the Physician Signature is not present.

Quick Search Reports

- Children exceeding 45 day timeline
- Children Age 3 not Terminated
- Children in 45 day timeline
- Pending Transition (260 -90 days of child's 3rd birthday with no transition date entered)
- Children with expiring IFSP
- Less than age 3 with expired IFSP (record not terminated or new IFSP not entered)