

INSTRUCTIONS FOR COMPLETING DATA SHEET, DI-SE-F43B

SECTION I - School Information

Contact Person: Write the name of the person who is to be contacted for clarification and/or additional areas. Complete the remaining blanks with school name and telephone number.

SECTION II - School and Certification Information

Teacher Name: List each special education teacher for one school before naming teachers of another school. Record each teacher's name only once, regardless of the number of schools served by the teacher. Also, list related service personnel (e.g., L/S, OT, PT).

Column(*): Indicate those teachers who are participating members of the Assessment Team by placing an asterisk (*) beside the teacher's name.

Complete the following blanks:

Teacher's Social Security Number (Last 4 digits)

Certificate number (Cert. Number)

Class Code Number, listed on teacher's certificate

Area(s) of Endorsement, Code Number(s) listed on teacher's certificate

Valid period of time of certification (Validity Date)

Attach a copy of each teacher's license which clearly denotes the areas of certification

Quarterly updates of data sheets will be necessary as changes in personnel or certification occur

SECTION III - Program Information

Exceptionalities (Excep.): In this column specify the types of exceptionalities served in the class using the following abbreviations:

ID - Intellectual Disability

SLD - Specific Learning Disability

L/S - Language/Speech Impaired

HI - Hearing Impaired

VI - Visually Impaired

DB - Deaf-Blind

EMD - Emotional Disability

OHI - Other Health Impairment

MD - Multiple Disabilities

AU - Autism

DD - Developmentally Delayed

TBI - Traumatic Brain Injury

OI - Orthopedic Impairment

Type Program (Type Prog.): List the type of program using the following abbreviations:

SC - Self-Contained

RP - Resource Program

HBD - Homebound

DD - Developmentally Delayed

VP - Vocational Preparation (Cooperative)

AUD - Audiology

SECTION IV - Student Information

Ages: List number of children in each age group served in classes listed and record the total served by each teacher.

NOTE: A faxed copy of the DI-SE-F43B form is not acceptable.