

# EDPlan and State Forms Q/A



## Will the state eventually require all districts to use EDPlan?

**No.** EDPlan is and will continue to be an Optional Statewide System. Districts and charters may continue to access the “software allocation” from the State Department of Education (SDE) to supplement the purchase of the IEP software system of your choosing.

## Will the state forms continue to be updated?

As Idaho EDPlan is developed, updates and refinements to Idaho processes happen primarily within the EDPlan system. Because EDPlan is a process-based system rather than a forms-based system, it is often challenging and ineffective to capture updated processes simply by updating existing state forms. However, it remains important that districts and charters who have opted not to use EDPlan have access to current guidance regarding those updated processes.

### This has been addressed in a couple of ways:

- 1) Any time that substantive adjustments or updates are made to Idaho **process** within EDPlan, written guidance will be made available to all districts and charters which details the most current guidance. One example of this is the [Transfer Process Flowchart](#) and [Transfer Process Quick Guide](#). This guidance aligns with the process change now embedded within EDPlan related to transfer students.
  
- 2) Since the development of EDPlan, the following **forms** have been updated to reflect changes within the system that can accurately be accounted for through simple forms updates.
  - [Written Notice](#)
  - [Written Notice for Discontinuation of Services](#)
  - [Authorization for Exchange of Confidential Information](#)
  - [Reevaluation Consideration](#)
  - [Referral to Consider a Special Education Evaluation](#)

Changes in these forms do not reflect substantive changes in process but are aligned with minor adjustments made within EDPlan. Substantive changes will be accompanied by updated guidance.

## How will other vendors know how to update their systems to remain current with changes made to state forms within EDPlan?

It is the responsibility of each district/charter to ensure keep their IEP vendors informed of changes either to process or forms that should be reflected within their system

## If we are using another vendor, will we receive notification when changes are made to forms or processes within EDPlan?

**Yes.** As was the case with the *Transfer Process Flowchart* and *Transfer Process Quick Guide*, updated guidance will be presented via Special Education Directors’ Webinars. This information will also be made available on the SDE’s website under the Special Education Forms tab.

## Are we allowed to use state forms in rare circumstances, as needed?

**Yes.** We understand that under certain circumstances, forms within your IEP platform may not be accessible and you may need to use one of the forms from the SDE website. To avoid delays in carrying out the Special Education process, IEP teams may complete the needed form(s) and then upload the resulting document into your IEP platform as part of the student’s Special Education records.

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