Reporting Multiple Providers:

In this scenario, we have a student that receives 1:1 interpreter service. Isaac Interpreter is this student’s interpreter starting on the first day of school in late August. In late April, Isaac Interpreter starts paternity leave and will be out for the remainder of the year. The district hires Illana Interpreter to cover paternity leave for Isaac Interpreter.

The way we would show this additional interpreter during the student’s same IEP is to adjust the number of weeks the staff member served the student on the Current IEP-Staff Costs tab.

Our records show that Illana worked 29 days at the end of the school year. All other days were worked by Isaac. For this IEP that starts on 1/1/2020, Isaac Interpreter was working with the student for 14.2 weeks (71 days) before Illana took over for the remaining 5.8 weeks (29 days).

In number four on the Current IEP-Staff Costs Tab we would put down Isaac, his position, his hourly rate, the number of weeks he served the student and the number of students served. For our purposes, we are assuming an hourly rate for Isaac of $34.12.

Then we would move to number five and fill out the same information for Illana Interpreter. We are assuming a lower hourly rate of $28.22 for Illana since she is a new hire.

You will want to make sure that the number of weeks for each interpreter equals the total number of weeks on the worksheet. Issac served the student 14.2 weeks, and Illana served the student 5.8 weeks. The weeks for Issac and Illana added together total the number of weeks on the worksheet: 20.
Now let’s try splitting time for Certificated Related Service Providers. Let’s assume this student also receives 30 minutes of direct services from Suzy SLP. For our purposes, we are going to assume that Suzy earns a base salary of $68,999 and works 1,350 contract hours. We will enter this information under item 11. At the end of March, a contract SLP comes on staff to assist with caseload overages.

In this scenario, the contract SLP is going to take over this student for Suzy in early April. Stan SLP will be covering the remaining 8.2 weeks or 41 days of school, which means that Suzy SLP performed 11.8 weeks or 59 days of the current IEP. In this blue cell under Suzy SLP we are going to enter 11.8 weeks. We will then move down to item 16 to enter contract services and enter Stan SLP’s information. For our purposes, we are going to assume an hourly rate of $74. He will continue to serve the 30 minutes required by the student’s IEP. We will adjust the number of weeks served to 8.2 in the blue field.

Again, you will want to make sure that the number of weeks for each SLP equals the total number of weeks on the worksheet. Suzy served the student 11.8 weeks, and Stan served the student 8.2 weeks. The weeks for Suzy and Stan added together total the number of weeks on the worksheet: 20.
Now, if you look at the Worksheet C Summary Tab, you will see that SLPs Suzy and Stan, along with Interpreters Isaac and Ilana are showing.