GOLD EXIT CHECKLIST
PART C

All children, regardless of service type (SC, ECSE, SLP, OT, PT, etc.) or frequency of service, must be entered and exited on the MyTeachingStrategies™ GOLD® online system!

Children who have received a minimum of 6 months of Part C special education services are eligible for exit on or before their 3rd birthday:

Note that all documentation must be completed and checkpoints be finalized in the same checkpoint period that their exit date or 3rd birthday occurs.

Children who have received less than 6 months of Part C special education services still need to be exited on or before their 3rd birthday:

If the child will be moving into Part B (preschool) services, the child still needs to be exited. The child will not show on your OSEP Federally Mandated Report. Notify the Part B (preschool) provider that the child will require Teaching Strategies entry data at the time of transition.

Steps to exit from Part C, early intervention services:

1. From your opening screen, go to your dropdown navigation window (circle with your initials in the right-hand corner) and select "Manage _____ Class name"

2. Click on the 'Children' Tab on your GOLD® Account
   a. Select 'Exit Children from OSEP' from the menu on the left side of your screen
   b. Select 'Program' and 'Site' from the drop down menu and click 'submit'
      • A list of students who have an IFSP will appear.

Next, complete the information below from the *required drop-down menus:

1. For the child record you are exiting:
   a. *Exit Date
   b. *Exit Tool — Select 'Teaching Strategies Gold®'
   c. *Exit Reason — mark as appropriate
   d. *Mark the Checkbox
   e. *Click 'Check Eligibility'
      • Once you check for eligibility, the status column will update
      • If the status column shows 'exit', change check for eligibility to 'Exit' and click 'submit'. **If the status column does not say 'exit' proceed to item 1 below.**

Teachers are able to fill in the information above but do not have the ability to finalize a child's exit. The final step of exiting a child must be completed by a GOLD® Online Administrator. Once the GOLD® Online Administrator exits the child, the child will no longer appear on the Request OSEP Exit list.

1. Children Requiring Additional Data
   a. If the status column doesn't say 'exit', it will prompt you in identifying the issue.
   b. Troubleshoot the issue.
      • Ensure that the child's entry and exit dates are at least six months apart
      • Ensure that the child has finalized entry and exit checkpoints in all required domains
      • Ensure that the entry and exit tools are listed as Teaching Strategies GOLD®
   c. If you are unable to determine the reason why the child is not eligible for exit, contact MyTeachingStrategies™ GOLD® technical support team by submitting a case in the Support Portal or calling 866-736-5913. If the exit issue is not resolved with GOLD® technical support team within 72 hours, contact your NDE representative.

2. Once you've notified your GOLD® Online Administrator that all children eligible for exit have sufficient data and the text fields above are filled in, you have reached the end of your responsibilities.

🔗 **For further information, please refer to your Results Matter Technical Assistance Document:**
https://www.education.ne.gov/nemtss/early-childhood-special-education-services