
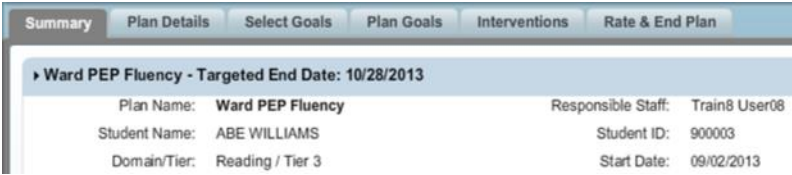


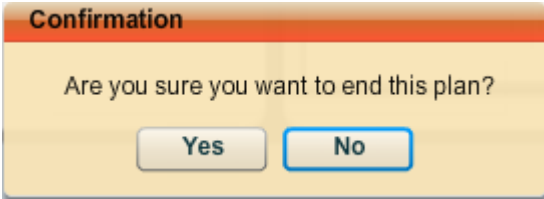


EXCEED[®] RTI

Ending an Intervention Plan

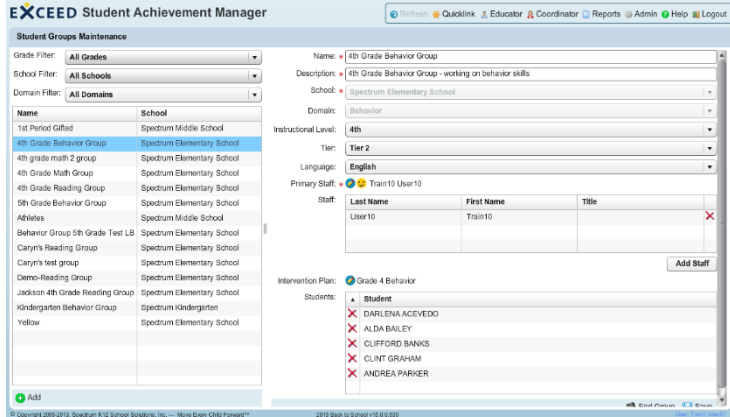

The following documentation explains the process for ending a plan for an individual or for a group of students. Read the entire documentation before beginning the process. There are multiple ways to end plans and you will need to determine which is best for your situation.

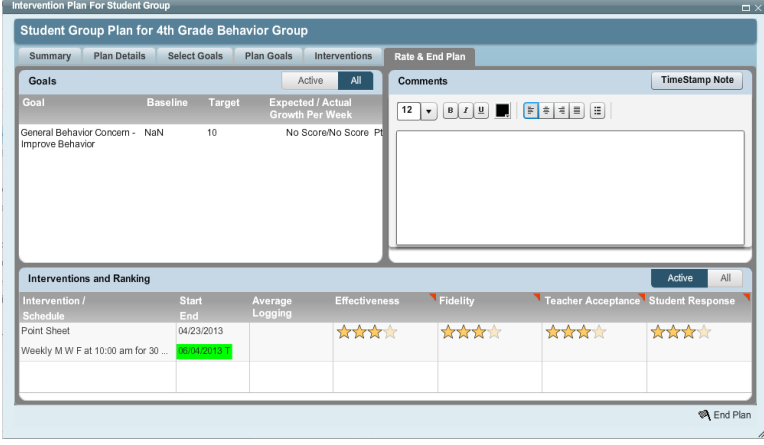
Ending a Plan for a Student (Plan may be Individual or Group)	
Description	Action
<p>Once an intervention plan is complete, or the student has reached his/her goal(s), you should rate and end the intervention plan.</p> <p>Key Point: <i>You can rate and end a plan at any time. Either when the plan is complete, or if the plan isn't effective, you can end the plan early and start another plan. All Intervention plans are automatically ended at the end of the school year.</i></p>	<ul style="list-style-type: none"> • Go to your Student List or search for the student • Click on the student's name (The student may be in a group plan or an individual plan.) • Click the Programs/RTI link in the gray navigation panel • Click  (Edit) icon beside the intervention plan you want to end
<p>The Intervention plan displays with the Summary tab selected.</p> 	<ul style="list-style-type: none"> • Click the Rate & End tab
<p>The Rate & End tab displays showing three panels: Goals, Comments, and Interventions/Ranking.</p>  <p>Key Point: You may want to visit the progress monitoring graph page before proceeding.</p>	<ul style="list-style-type: none"> • Enter the reason for ending this plan <p>Common Comments:</p> <ul style="list-style-type: none"> ○ “Met or exceeded goal” ○ “Moved to a new school” ○ “Moved to a new group”

Description	Action
<p>The final step in ending the plan is to rate the effectiveness of the plan's intervention(s). The rating is on a star scale similar to a movie rating with one star representing a Low rating and four stars representing High rating.</p>  <ul style="list-style-type: none"> * Effectiveness—Was the Intervention effective in helping the student reach the goal? * Fidelity—Was the frequency and duration followed? If the Intervention was a program, was it followed correctly or were only parts and pieces used? * Teacher Acceptance—Did the person giving the Intervention enjoy it? * Student Response—When it was time for the Intervention did the student participate willingly? 	<ul style="list-style-type: none"> • Select a rating for each category • If the plan has more than one intervention, rate each intervention • When you finished rating the interventions, click the End Plan button <p>* If 2 interventions have been assigned to the plan a second row of stars will appear. Think of each intervention as you rate it.</p>
<p>You are prompted to confirm that you want to end the plan. When a plan is ended it can't be reopened or edited.</p> 	<ul style="list-style-type: none"> • Click Yes to end the plan • Click No to go back to the Rate and End tab

Ending a Group Plan for ALL students in the Group

Description	Action
Ending a Group plan is similar to ending an individual plan. The difference is that you access the group plan from the Student Groups screen. The following directions will end the group for all students in the group.	<ul style="list-style-type: none"> Click on the QuickLink button Select View Student Groups

<p>The Student Groups screen displays with a list of all student groups you have access to.</p> 	<ul style="list-style-type: none"> Click the Student Group with the plan you want to end Click  (Edit) icon beside the intervention plan you want to end Click the Rate & End Plan tab
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<p>The Group Intervention Plan window displays. From this point, you can rate the end the Group plan just like rating and ending an individual plan.</p> 	<p>*Note: Before ending the group for all students identify if one or two students should be ended individually. Examples: All but one student met the goal, so you would want his/her comment to reflect that. Student did not attend the intervention regularly, so you would want his/her comment to reflect that.</p> <ul style="list-style-type: none"> Follow the same steps for rating and ending an Individual Plan
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<p>The Student Group displays, but the Intervention Plan has been removed.</p> 	<ul style="list-style-type: none"> Click each box by each student. Click Remove from Group Click End Group
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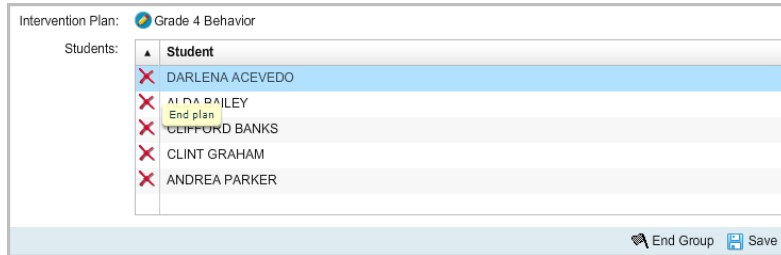
For an Individual in a Group Plan

Description

Action

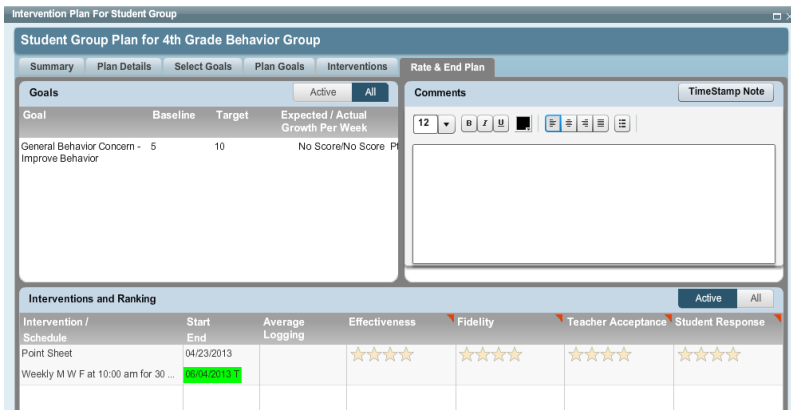
You can also end an Intervention Plan for an individual in a group plan.

- With the Group visible click on the **X** (Delete) icon beside the student name

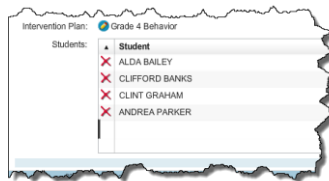



The Group Intervention Plan window displays. From this point, rate the end the Group plan just like rating and ending an individual plan. The difference is that the plan will be ended **only** for the student you selected.

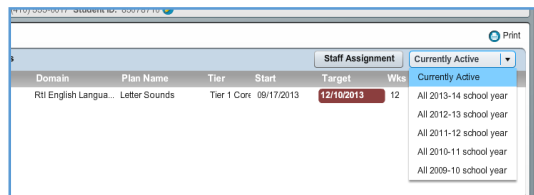
- Follow the steps for rating and ending an Individual Plan



The Student Group displays and the student removed from the plan has also been removed from the Student Group.



*Note: Click the  (Spyglass) icon to review an ended plan. You can save or print the PDF document of the plan summary.



*Note: The PDF can be retrieved at a later time by clicking on the student's name, clicking on RTI and clicking the down arrow next to Currently Active to see previous plans.