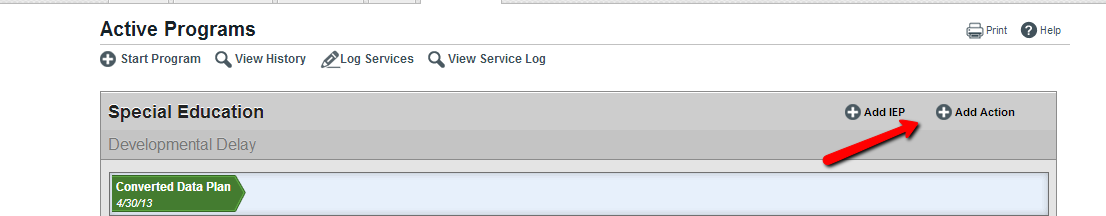
**Adding Actions**

Various documents related to the IEP can be created and added to a student’s program by adding an action. To do this, begin by searching for the student in Enrich. When found, select the student’s “Program” tab. Click on the “+Add Action” link. This will create a drop down menu. In the menu select from the various documents available.



Documents under “Add IEP” include:

Behavior Intervention Plan

Consent for Initial Provision of Special Education and Related Services

Consent for Medicaid Reimbursement

Consent for Reevaluation

Consent to Invite Agencies Related to Transition

Evaluation

IEP Amendment Waiver

Manifestation Determination

Notification of Medicaid Benefits

Part C to B Referral

Prior Written Notice of Graduation

Prior Written Notice of Special Education Action

Request to Release or Secure Confidential Information

SLD Initial Evaluation Extension

Summary of Performance

Special Evaluation

After creating a form, be sure to complete all fields and finalize a document so that it can move from a draft to a finalized format. Note: Once these documents are finalized they will no longer show up on the student’s dashboard. They can be found by clicking on “View History.”

