

Approval Rubric for Corrective Action Plans

Office of Special Education and Early Intervention Services

Elements for Consideration:

- Areas for improvement include issues necessary to correct noncompliance
- Collection and evaluation of data (ongoing)
- Outcomes and goals
- Reasonableness of activities/outputs to impact correction of noncompliance
- Evidence of correction
- Timelines

Approved	Not Approved-Requires Clarification	Not Approved-Requires Revision	Not Approved-Requires Substantial Revision
<ul style="list-style-type: none"> • All issues necessary to correct noncompliance are included in the plan • The plan outlines specific ongoing methods for collection and evaluation of data • Desired outcomes and goals are clearly specified • All activities/outputs are reasonably calculated to meet the goal • Timelines are specific • Compliance issues are addressed in Year One • Personnel are identified to carry out the plan 	<ul style="list-style-type: none"> • Most issues necessary to correct noncompliance are included in the plan • The plan includes some methods for collection and evaluation of data • Desired outcomes and goals are sometimes clearly specified • Most activities/outputs are likely to meet the goal • Timelines are fairly specific • Compliance issues are sporadically addressed • Personnel are generally, but not always, identified to carry out the plan 	<ul style="list-style-type: none"> • Some issues necessary to correct noncompliance are included in the plan • Methods for collection and evaluation of data are weak or vague • Desired outcomes and goals are weak or vague • Activities/outputs are inconsistent, weak and/or not likely to meet the goal • Timelines are vague and/or incomplete • Compliance issues are not immediately addressed • Personnel are inconsistently identified to carry out the plan 	<ul style="list-style-type: none"> • Few issues necessary to correct noncompliance are included in the plan • The plan does not address methods for the collection and evaluation of data • Desired outcomes and goals are not specified • Activities/outputs are weak and not likely to meet the goal • Timelines are missing • Compliance issues are not addressed at all • Personnel are not identified to carry out the plan

Approved = Full approval

Not Approved-Requires Clarification = Approval pending telephone/e-mail clarification/revision

Not Approved-Requires Revision = Approval pending written clarification/revision

Not Approved-Requires Substantial Revision = Resubmission of plan after intensive technical assistance