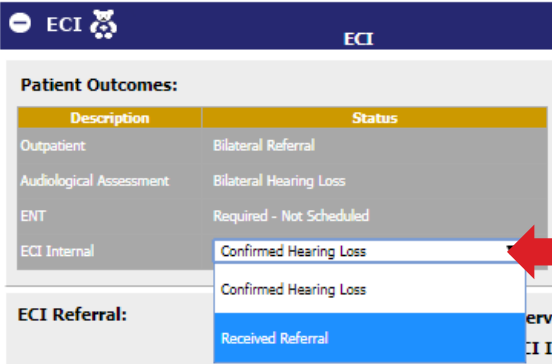


# TEHDI-MIS ECI Disposition Quick Guide

## HOW ACCEPT REFERRALS

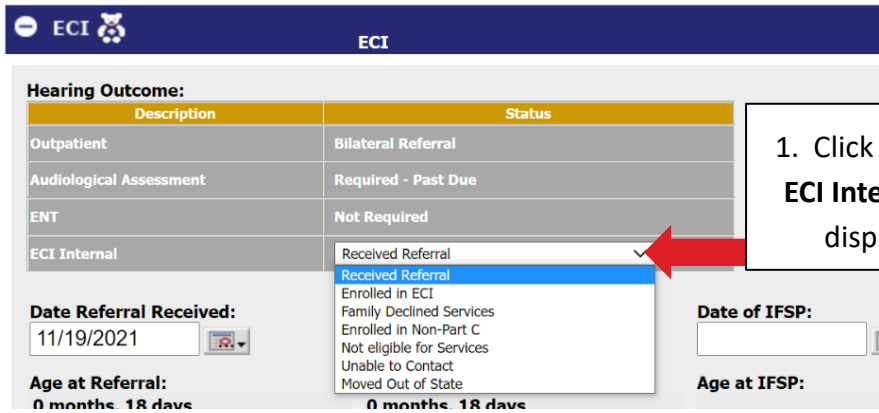
1. Expand plus sign on child information page of the infant record to view ECI panel



2. Click the arrow next to **ECI Internal** and select **Received Referral**

## MARKING FINAL DISPOSITION

You must have the family sign the TEHDI consent form. If you were not able to contact the family, you should update the disposition to *unable to contact*. For all other cases where you do not have the written consent you should not update the disposition. In cases where you do have consent or are going to mark *unable to contact*, use the following steps:



1. Click the arrow next to **ECI Internal** and select a disposition choice

### Final Disposition Key

Disposition	When to Use
Enrolled in ECI	Infant enrolled in ECI with signed IFSP
Family Declined Services	ECI was not initiated or was discontinued because family declined
Enrolled in Non-Part C Services	Infant enrolled in private services instead of ECI
Not Eligible for Services	Infant not enrolled because not eligible for ECI
Unable to contact*	Unable to reach the family despite letters & phone calls
Moved Out of State	Infant not enrolled in services because family moved outside Texas

\*consent form not required to choose this outcome