

## Shasta Head Start Child Development, Inc. - EHS Required Forms Tracking Instrument

|                                              |     |      |     |      |     |      |     |      |     |      |     |      |
|----------------------------------------------|-----|------|-----|------|-----|------|-----|------|-----|------|-----|------|
| <b>Child's Name/<br/>DOB</b>                 |     |      |     |      |     |      |     |      |     |      |     |      |
| <b>Entry Date</b>                            |     |      |     |      |     |      |     |      |     |      |     |      |
| Review HDNA                                  |     |      |     |      |     |      |     |      |     |      |     |      |
| 30 month<br>Transition                       | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| <b>Initial Needs<br/>/Services</b>           |     |      |     |      |     |      |     |      |     |      |     |      |
| Update N/S                                   | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| Update N/S                                   | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| Update N/S                                   | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| Update N/S                                   | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| Update N/S                                   | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp | Due | Comp |
| <b>45 day due<br/>date</b>                   |     |      |     |      |     |      |     |      |     |      |     |      |
| 1st Home Visit<br>(45)                       |     |      |     |      |     |      |     |      |     |      |     |      |
| Family Portrait                              |     |      |     |      |     |      |     |      |     |      |     |      |
| ASQ-3 (45)                                   |     |      |     |      |     |      |     |      |     |      |     |      |
| Rescreen<br>(as needed)                      |     |      |     |      |     |      |     |      |     |      |     |      |
| ASQ:SE (45)                                  |     |      |     |      |     |      |     |      |     |      |     |      |
| Rescreen<br>(as needed)                      |     |      |     |      |     |      |     |      |     |      |     |      |
| <b>60 day due<br/>date</b>                   |     |      |     |      |     |      |     |      |     |      |     |      |
| 1 <sup>st</sup> DRDP (60)                    |     |      |     |      |     |      |     |      |     |      |     |      |
| 1 <sup>st</sup> Conference/<br>Child Goals   |     |      |     |      |     |      |     |      |     |      |     |      |
| 1 <sup>st</sup> Portfolio                    |     |      |     |      |     |      |     |      |     |      |     |      |
| 2 <sup>nd</sup> DRDP                         |     |      |     |      |     |      |     |      |     |      |     |      |
| 2 <sup>nd</sup><br>Conf/Update<br>Child Goal |     |      |     |      |     |      |     |      |     |      |     |      |
| EOY Transition<br>Plan                       |     |      |     |      |     |      |     |      |     |      |     |      |
| 3 <sup>rd</sup> DRDP                         |     |      |     |      |     |      |     |      |     |      |     |      |
| Final Portfolio                              |     |      |     |      |     |      |     |      |     |      |     |      |
| Final Home<br>Visit                          |     |      |     |      |     |      |     |      |     |      |     |      |

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