All About ESS Vouchers

IDEA Conference 2023

Exceptional Student Services

Types of Vouchers

Institutional Vouchers: Arizona State Schools for the Deaf and the Blind (ASDB)
A.R.S. § 15-1201, "Institution" means the Arizona State Schools for the Deaf and the Blind, the Arizona training program facilities as provided in section 36-551, and the Arizona State Hospital.

Residential Vouchers: Residential Treatment Centers (RTC)
Students placed by state agencies and IEP teams into ADE approved RTCs.

ESS Vouchers are different from the Empowerment Scholarship Account (ESA).

Institutional Voucher Locations

ASDB Shared Locations and Campus Sites

- ELP FBC East Valley Preschool
- ELP FBC West Valley Preschool
- ELP FBC Main Preschool
- ELP Desert Voices Oral Learning Preschool
- ELP Satellite 1 Preschool
- ELP Region 1 Preschool
- ELP Region 2 Preschool
- ELP Region 3 Preschool
- Phoenix Day School for the Deaf
- ELP Phoenix Day School for the Deaf Preschool
- Tucson Campus
- ELP Tucson Campus Preschool

Non-Campus Locations

- Region 1
- Region 2
- Region 3

Direct link: State Institutions Web Page

Exceptional Student Services

Changes with ASDB

Due to the passage of HB 2863 during the Spring 2021 legislative session, the Arizona State Schools for the Deaf and the Blind (ASDB) is now considered a local education agency (LEA) for the provision of free and appropriate public education (FAPE).

HB 2565 (2022) provided additional clarification, specifically to A.R.S. 15-1306 and 15-1342.

Direct link: ESS Vouchers Web Page

Approving an Institutional Voucher

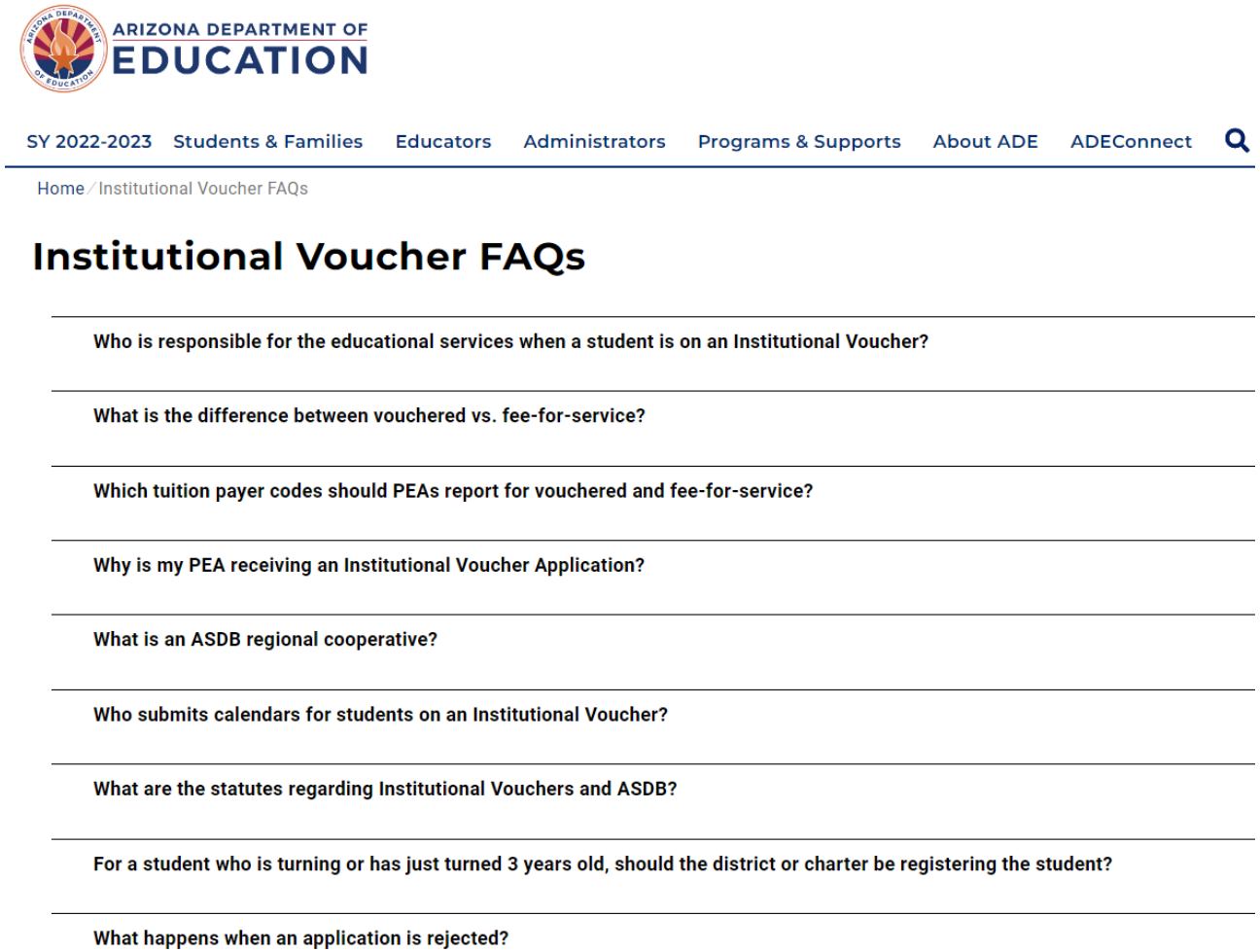
- By approving and validating the voucher, you are aware that the student is receiving services from ASDB through an Institutional Voucher. Approval passes responsibility to ASDB for their campus-based students and shared locations.
- For students attending in your district or charter (Regions 1, 2, and 3), the district or charter is responsible for reporting. At ASDB Student Reporting, you will find additional information.
- A current IEP and evaluation are required for a voucher application to be approved.
- If you have reporting questions, contact ESSDataMgmt@azed.gov.

Institutional Application Path

ASDB → HSD → ADE

Once approved by ADE, the application is valid until the end of the fiscal year (6/30/2024).

Institutional Voucher FAQs



Direct link: Institutional Voucher FAQs

Institutional Voucher Relevant Statutes

A.R.S. 15-1201 to 15-1205 (state institution voucher statutes)

A.R.S. 15-1301 to 15-1346 (ASDB's statutes)

A.A.C. R7-2-404 (overview of the process)

34 C.F.R. 300 (IDEA)

Residential Vouchers

SPA → RTC → HSD → ADE

State Placing Agency (SPA)
Residential Treatment Center (RTC)
Home School District (HSD)
Arizona Department of Education (ADE) ESS Vouchers

The Process

- A SPA places a student into an RTC for care, safety, or treatment purposes.
- The RTC sends an Initial Application to the HSD within 5 days of entry to the RTC.
- The HSD approves the Initial Application (verifying they are the correct HSD). The HSD then has 60 days from the student's date of entry to the RTC to complete a Home School District Education Voucher Application with the required statutory documents (Child Find).
- The ESS Vouchers team reviews the application/documents. If approved, the student's funding is authorized for the remainder of the fiscal year (6/30/2024).

State Placing Agencies

- Arizona Health Care Cost Containment System (AHCCCS)
- Department of Child Safety (DCS)
- Regional Behavioral Health Authority (ACC-RBHA)

Mercy Care, Care 1st Health Plan, Arizona Complete Health, United Healthcare Community Plan, BCBSAZ Health Choice Arizona, Molina, and Banner

- Administrative Office of the Courts (AOC)
- Arizona Department of Juvenile Corrections (ADJC)

Process Change in FY25

- State Placing Agencies (SPA) will submit the Initial applications beginning on 7/1/2024 (FY25).
- This change is aligned with state statutes.
- SPAs will have more detailed information on students, including legal guardianship information.

ADE Vouchers Web Page

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Vouchers

The Arizona Department of Education pays for the educational services for students in institutional and residential settings through the voucher program.

Empowerment Scholarship Account (ESA)

Institutional and Residential Vouchers are different than Universal Vouchers and the Empowerment Scholarship Account (ESA) Program. Please go to the Empowerment Scholarship Account page for more information or call (602) 364-1969.

What is an Institutional Voucher?

Institutional vouchers are for students who receive services through state institutions such as the Arizona State Schools for the Deaf and the Blind (ASDB).

ASDB Student Reporting
State Institutions and ASDB Sites
FY23 Institutional Voucher Rates
Institutional Voucher FAQs
ASDB Website

ESS Home
ESS Blog Updates
Special Ed Info for Schools
Parents & Families
Conferences
Public Info
Quick Links
Assessment
Assistive Technology
AZ FIND/Child Find
AZ-TAS Documents

Direct link: ESS Vouchers Web Page

Exceptional Student Services

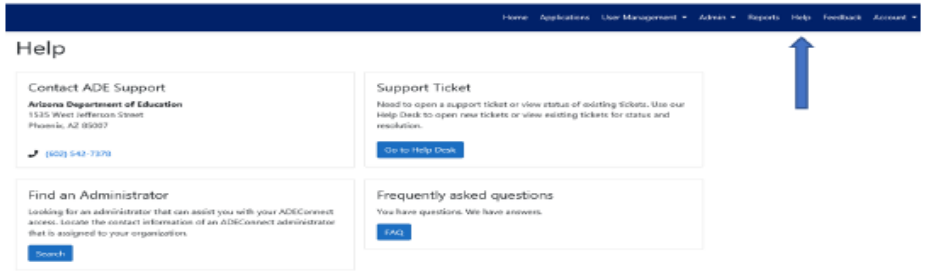
Voucher Role Assignments

ARIZONA DEPARTMENT OF EDUCATION

Voucher Role Assignments

Last Updated 4/24/23

Entity Administrators at your district, charter, state placing agency, residential treatment center, or institution will need to assign roles for the ESS Vouchers application in ADEConnect. To identify your entity administrator, click **Search** under **Find an Administrator** in the **Help** section of ADEConnect. If you have further questions or are having difficulties, contact the ESS Vouchers team at essvouchers@azed.gov.



The necessary roles for the ESS Vouchers application in ADEConnect are as follows:

- **Residential Treatment Centers** only need the role of **ESS Vouchers: RTC User**
- **Home School Districts** only need the role of **ESS Vouchers: HSD User**
- **State Placing Agencies** only need the role of **ESS Vouchers: SPA User**
- **Institutional/ASDB** only need the role of **ESS Vouchers: Institutional User**

Please be sure your entity administrator assigns you the **correct** role. You will receive the below error message if you have multiple roles or assigned the wrong type of role.

This user is not authorized to access the system at this time. Please view the Voucher Role Assignments guide, then contact the ESS Vouchers team if needed.

Direct link: Voucher Role Assignments

Required Documents for HSDs

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Required Documents for Home School Districts

Last Updated 4/24/23

Your Multidisciplinary Evaluation Team (MET) should determine if the student is currently receiving special education services, if not the MET must complete a Review of Existing Data. Signing the Initial Application is the responsibility of the Home School District. **You must then complete a Home School District (HSD) application** and upload the required documents **(within the HSD application)** in **ADE Connect/ESS Portal/ESS Vouchers** within 60 days of the student's entry to the Residential Treatment Center (RTC).

- Convene MET meeting
- Review existing data, gather additional data (if needed), determine eligibility (Child Find)

Minimum required documents for students not eligible for special education services:

- MET Report/Review of Existing Data (RED)
- PWN for the Referral/Evaluation
- Non-Eligibility Determination
- PWN for Non-Eligibility
- MET participant names

If the student is referred for further evaluation, then determined eligible for special education services, write an IEP with appropriate services in the least restrictive environment with the participation of the RTC and upload the required documents in an ESS Vouchers HSD application in ADE Connect.

Minimum required documents for students receiving special education services:

- MET Report
- MET participant names
- PWN for the MET evaluation
- Eligibility Determination
- PWN for Eligibility
- IEP with participant names
- PWN for IEP must indicate change of placement to the RTC and that it will be implemented there

Direct link: Required Documents for HSDs

Determining the HSD FAQs

SY 2022-2023 Students & Families Educators Administrators Programs & Supports About ADE ADEConnect

Home / Determining the Home School District FAQs

Determining the Home School District FAQs

- What is the statutory definition of the home school district?
- When did charter schools become part of the statutory definition of the home school district?
- Where do I find the flowchart for determining the home school district and a student's enrollment history?
- What entities cannot be used to determine the home school district?
- What does "age-appropriate" mean in terms of the flowchart?
- How is the flowchart used for children that are wards of the state?
- What if the child has not attended a school district or charter school in Arizona, and the legal guardian resides out-of-state?
- Can ESS assist in identifying a legal guardian or home address for a student?

Direct link: Determining the HSD FAQs

Residential Voucher FAQs

SY 2022-2023 Students & Families Educators Administrators Programs & Supports About ADE ADEConnect

Home / Residential Voucher FAQs

Residential Voucher FAQs

- Why does the district or charter have to do an evaluation?
- Who is responsible for monitoring the educational services while a student is at an ADE-approved residential treatment center?
- Why is the public education agency (PEA) responsible for payment if the necessary paperwork is not submitted?
- How many students are placed through the residential voucher system each year?
- Who should the team members be for the review of existing data (RED)?
- Can the review of existing data be done without parent consent?
- If the parent cannot be located, does the PEA need to apply for a surrogate parent?
- Is the RTC representative a part of the multidisciplinary evaluation team?
- What if the student has no special education history?

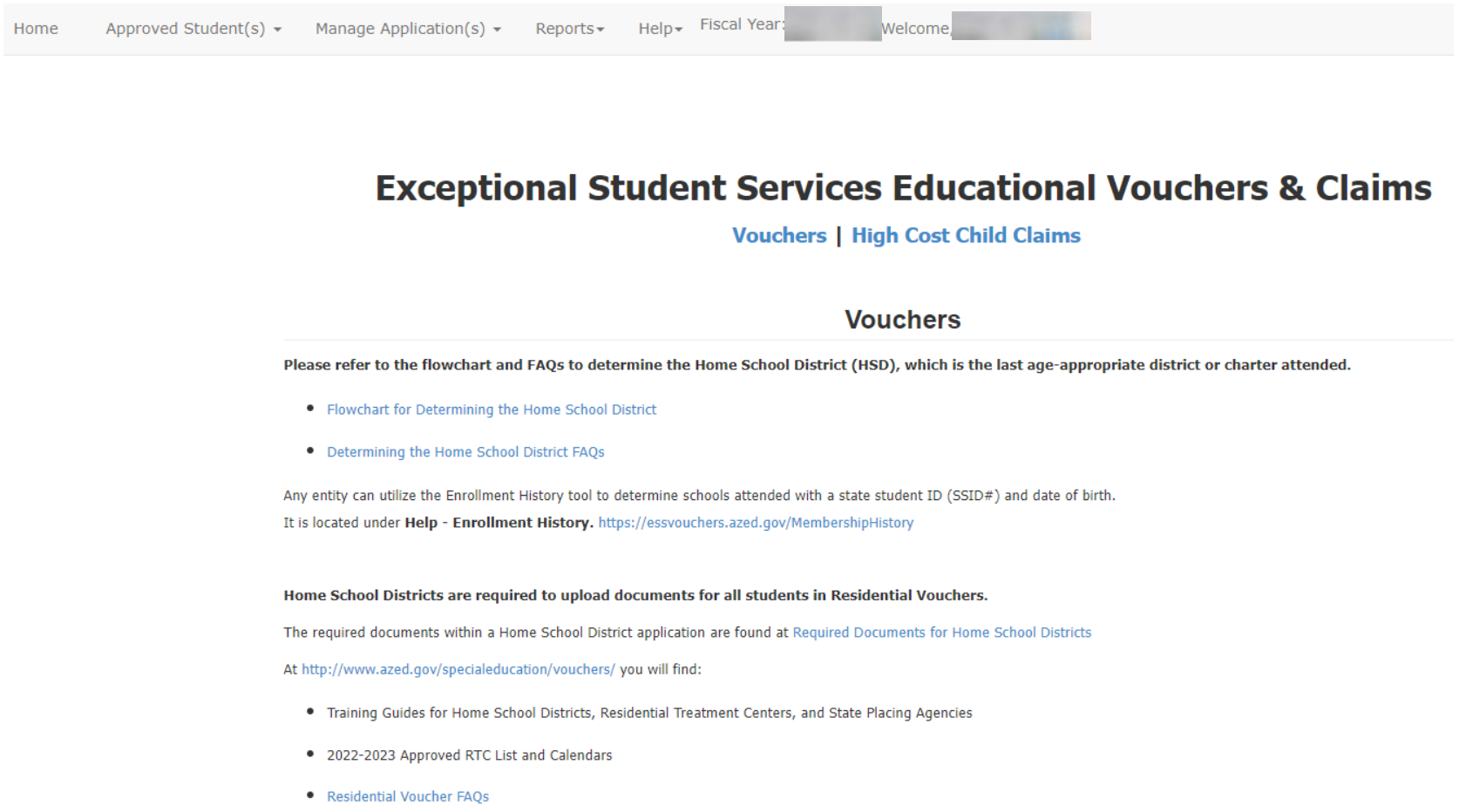
Direct link: Residential Voucher FAQs

2023–24 ADE Approved RTCs

Site Name	Site Type	Grades	SiteContact	ContactPhone	ContactEmail	City	StreetAddress
Canyon State Academy	RTC	K-12	Bridget Carrington	(480). 987.2009	bridget.carrington@rop.com	Queen Creek	20061 E. Rittenhouse Rd.
Casa Grande Academy	RTC	6-12	Dr. Brandon Watkins	(623) 826-5575	brandon.watkins@mmytc.com	Casa Grande	1120 E. 6th St.
Devereux Residential Education Center	RTC	1-12	Mike Williams	(480) 993-4485	mwilli38@devereux.org	Scottsdale	6436 E. Sweetwater Ave.
Mingus Mountain Youth Treatment Center	RTC	6-12	Dr. Brandon Watkins	(623) 826-5575	brandon.watkins@mmytc.com	Prescott Valley	15801 East Don Carlos Dr. (P.O. Box 26485)
Mingus Mountain Youth Treatment Center (Don Carlos Academy)	RTC	6-12	Dr. Brandon Watkins	(623) 826-5575	brandon.watkins@mmytc.com	Phoenix	2525 W. Carefree Hwy, Bldg 4, Suite 124
Oasis Recovery School	RTC	5-12	Dr. Michael Borum	(480) 917-9301	michael.borum@obhhospital.com	Chandler	2190 N. Grace Blvd.
Sycamore Canyon Academy	RTC	K-12	Deanna Dinota	(520) 896-9391	deanna.dinota@rop.com	Oracle	36895 S. Mt. Lemmon Rd. (P.O. Box 33)
Youth Development Institute	RTC	4-12	Patricia Blanton	(602) 256-5350	pat.blanton@ydi.org	Phoenix	1830 E. Roosevelt St.

Direct link: ESS Vouchers Web Page

ADEConnect/ESS Vouchers Home Page



Direct link: ADEConnect

Exceptional Student Services

High-Cost Child Claims

High-Cost Child claims are also processed through the ESS Vouchers Application.

Please direct all questions to ESSProgMgmt@azed.gov.

Residential Voucher Numbers

- Approximately 1500 students are placed in ADE approved RTCs each year.
- 55% of students are determined NSE (Non-Special Education).
- 45% of students are SPED/CSE (Care Special Education).
- Less than 1% are RSE (Residential Special Education), which is an IEP-driven placement.

Funding Categories

NSE: (Non-Special Education) Student is not eligible for special education, placed in a residential facility for care, safety, or treatment reasons.

CSE: (Care Special Education) Student is eligible for special education, placed in a residential facility for care, safety, or treatment reasons.

RSE: (Residential Special Education) Student is eligible for special education and requires a residential facility for education reasons.

Residential Special Education (RSE) Placement

RSE placement is an IEP driven placement.

RSE process differences:

- HSD needs to contact ADE if the IEP team determines that an RTC is the Least Restrictive Environment (LRE).
- The IEP team must include the ACC-RBHA. The ACC-RBHA will conduct a behavioral health assessment and submit the recommendation to AHCCCS.
- Placement must be in an ADE approved RTC. The documentation must be approved by ADE prior to placement at the RTC.
- The IEP must include exit criteria and a reintegration plan.

Home School District Is Defined Under A.R.S. 15-761(9)

"Home school district" means the “age-appropriate” school district or charter school that the child last attended or, if the child has not previously attended a public school in this state, the school district in which the person resides who has legal custody of the child, as provided in section 15-824, subsection B. If the child is a ward of this state and a specific person does not have legal custody of the child, or is a ward of this state and the child is enrolled in an accommodation school pursuant to section 15-913, the home school district is the district that the child last attended or, if the child has not previously attended a public school in this state, the school district within which the child currently resides.

Children Who Are Wards of the State

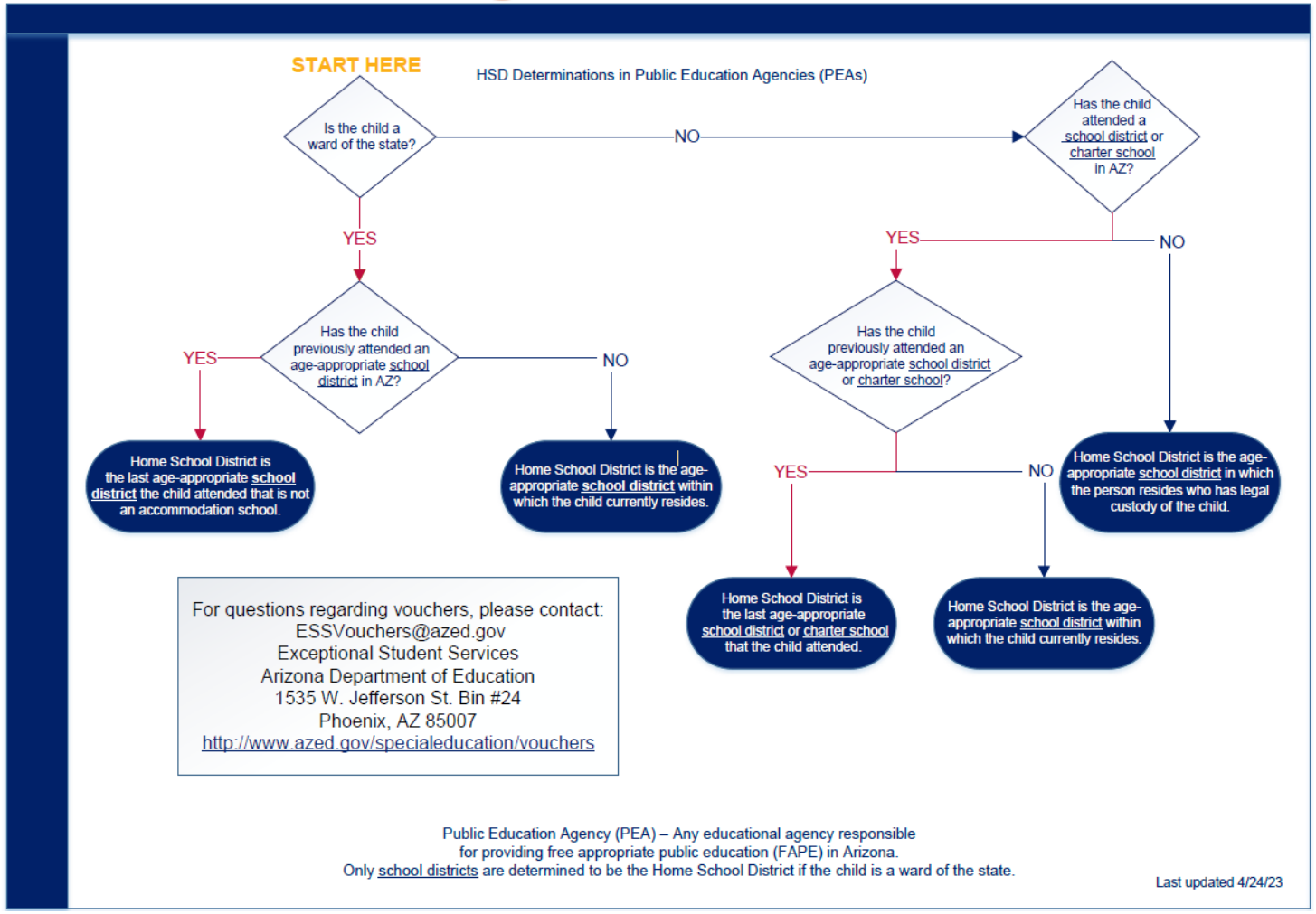
If a specific person does not have legal custody of the child and parental rights have been severed, the child is a ward of the state. To meet the best interest of the child within Every Student Succeeds Act (ESSA), if a parent still retains educational rights, the child is not considered a ward of the state in terms of the flowchart.

Entities that Cannot Be Vouchered

- Juvenile detention centers
- Bureau of Indian Education schools
- Accommodation districts
- Private schools
- Parochial schools
- Correctional facilities
- Vocational schools

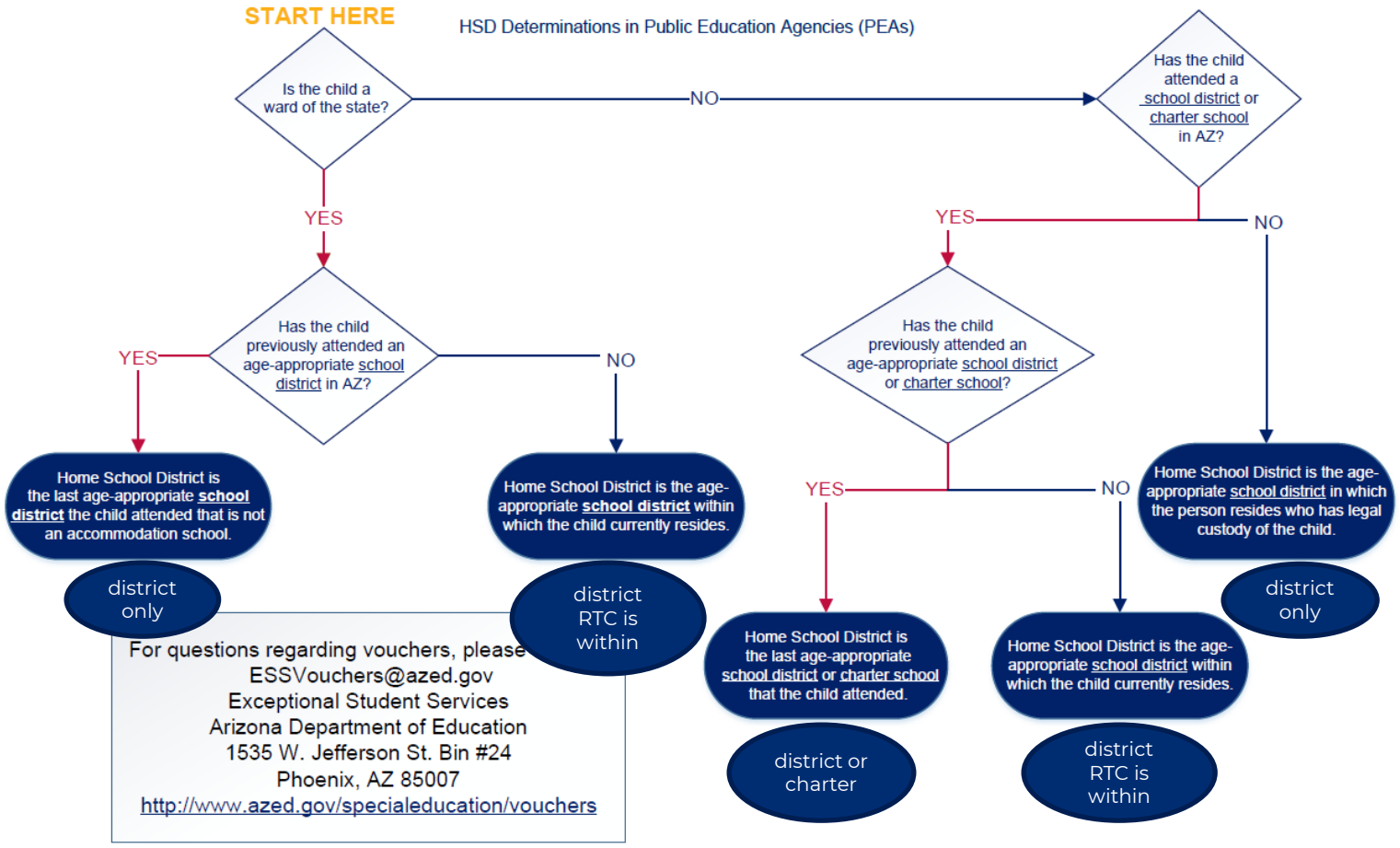
Flowchart for Determining the HSD

ARIZONA DEPARTMENT OF EDUCATION



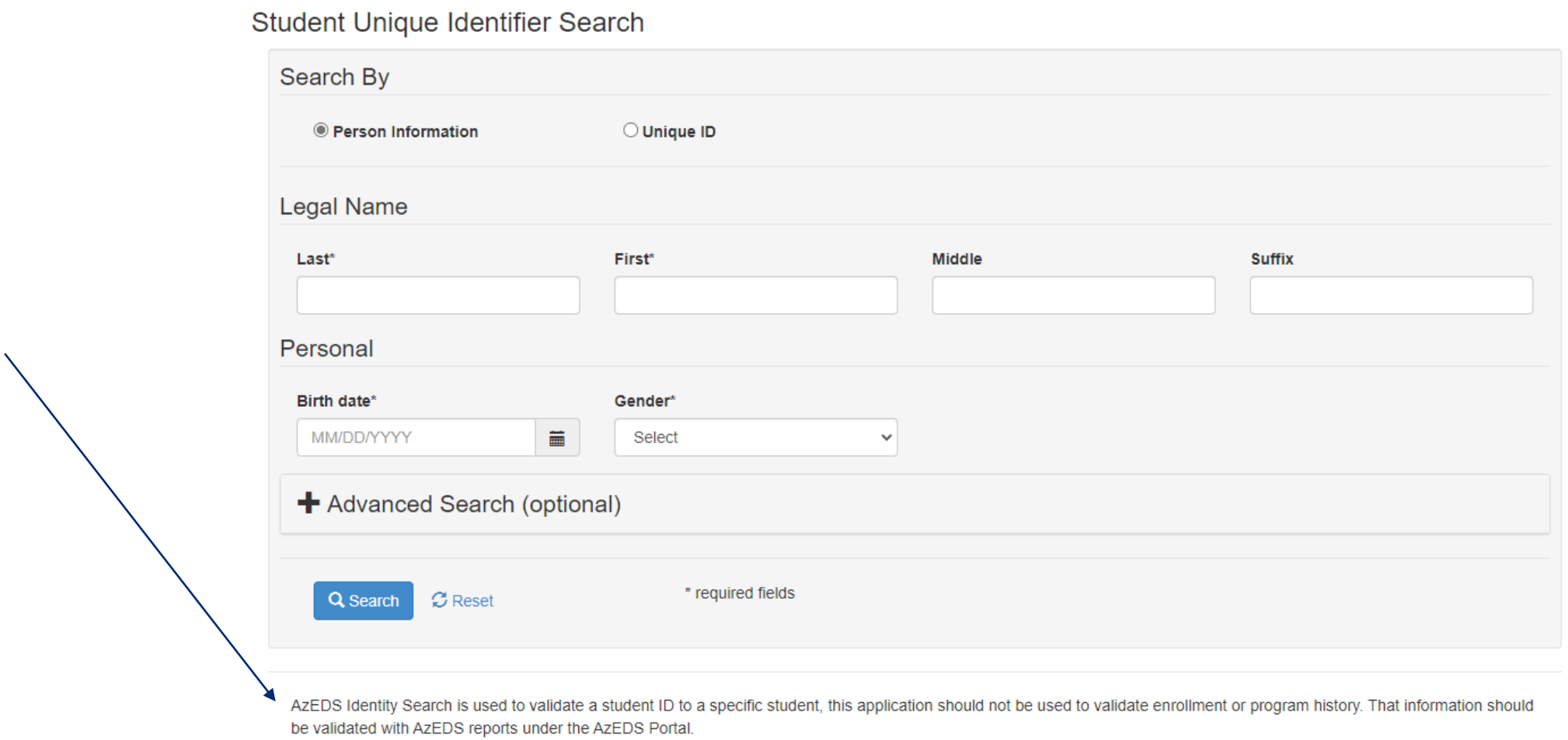
Direct link: Flowchart Determining the HSD

Flowchart for Determining the HSD (slide 2)



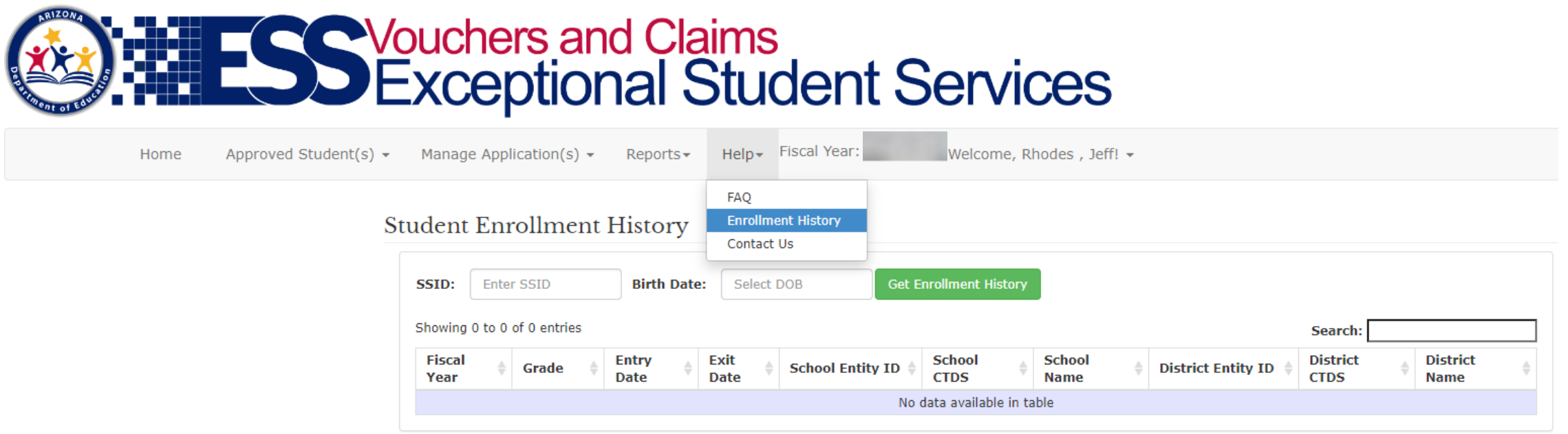
Public Education Agency (PEA) – Any educational agency responsible for providing free appropriate public education (FAPE) in Arizona.
Only school districts are determined to be the Home School District if the child is a ward of the state.

AzEDS Identity



Direct link: AzEDS Identity

How to Find a Student's Enrollment History



Enrollment History

10th grade student

Fiscal Year	Grade	Entry Date	Exit Date	School Entity ID	School CTDS	School Name	District Entity ID	District CTDS	District Name
2023	9	8/15/2022	11/10/2022	78847	070510270	Cesar Chavez High School	4286	070510000	Phoenix Union High School District
2022	8	7/1/2021	10/1/2021	6822	071004001	Maricopa County Juvenile Detention Center	1000313	071004000	Maricopa County Detention Education Center
2021	7	6/25/2021	6/30/2021	6822	071004001	Maricopa County Juvenile Detention Center	1000313	071004000	Maricopa County Detention Education Center
2021	7	3/25/2021	3/31/2021	6822	071004001	Maricopa County Juvenile Detention Center	1000313	071004000	Maricopa County Detention Education Center
2020	6	7/22/2019	8/23/2019	5909	110220133	Maricopa Wells Middle School	4441	110220000	Maricopa Unified School District
2019	5	7/31/2018	5/24/2019	89910	110220108	Butterfield Elementary School	4441	110220000	Maricopa Unified School District
2018	4	8/10/2017	5/31/2018	4804	030201110	Manuel DeMiguel Elementary School	4192	030201000	Flagstaff Unified District

Exceptional Student Services

Enrollment History (slide 2)

11th grade student

Fiscal Year	Grade	Entry Date	Exit Date	School Entity ID	School CTDS	School Name	District Entity ID	District CTDS	District Name
2023	10	7/11/2022	6/30/2023	6822	071004001	Maricopa County Juvenile Detention Center	1000313	071004000	Maricopa County Detention Education Center
2022	9	6/9/2022	6/30/2022	6822	071004001	Maricopa County Juvenile Detention Center	1000313	071004000	Maricopa County Detention Education Center
2022	9	4/13/2022	5/19/2022	4984	070204275	Red Mountain High School	4235	070204000	Mesa Unified District
2022	8	1/3/2022	3/8/2022	5654	100100002	CAPE School-Detention	4401	100100000	Pima County Accommodation School District
2020	7	8/1/2019	8/19/2019	5737	100201505	Doolen Middle School	4403	100201000	Tucson Unified District
2019	6	8/8/2018	5/23/2019	5737	100201505	Doolen Middle School	4403	100201000	Tucson Unified District
2018	5	8/3/2017	5/24/2018	5687	100201245	Howell Peter Elementary	4403	100201000	Tucson Unified District
2017	4	8/4/2016	5/25/2017	5687	100201245	Howell Peter Elementary	4403	100201000	Tucson Unified District

Exceptional Student Services

Enrollment History (slide 3)

10th grade student

Fiscal Year	Grade	Entry Date	Exit Date	School Entity ID	School CTDS	School Name	District Entity ID	District CTDS	District Name
2022	8	8/17/2021	5/20/2022	87619	070444111	Centerra Mirage STEM Academy	4272	070444000	Avondale Elementary District
2021	7	1/14/2021	3/22/2021	5367	070466006	Valley View School	4279	070466000	Roosevelt Elementary District
2021	7	9/28/2020	11/6/2020	5560	080201102	Thunderbolt Middle School	4368	080201000	Lake Havasu Unified District
2020	6	8/1/2019	5/21/2020	87532	100212133	Billy Lane Lauffer Middle School	4407	100212000	Sunnyside Unified District
2019	5	8/2/2018	5/23/2019	5667	100201167	Cavett Elementary School	4403	100201000	Tucson Unified District
2018	4	8/14/2017	5/24/2018	5680	100201225	Fruchthendler Elementary School	4403	100201000	Tucson Unified District
2018	4	8/7/2017	8/11/2017	5670	100201179	Cragin Elementary School	4403	100201000	Tucson Unified District

Exceptional Student Services

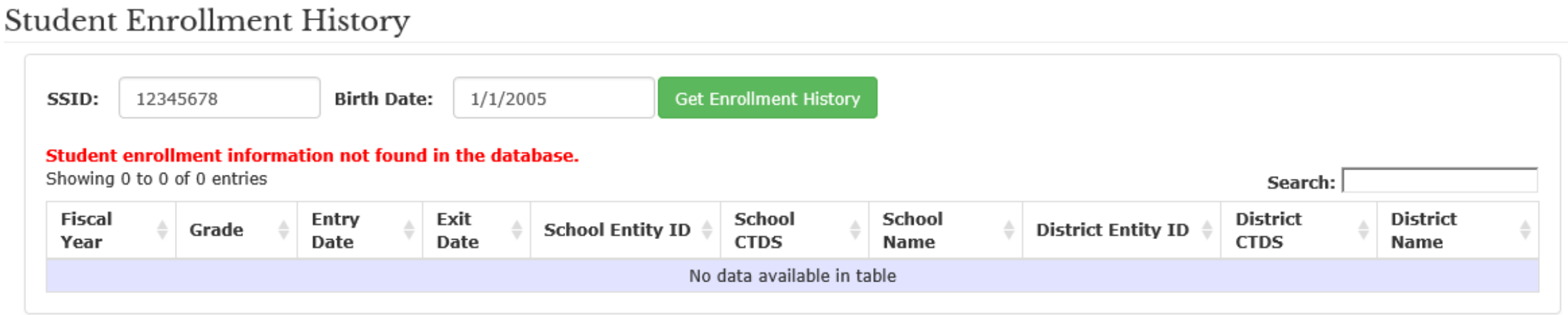
Enrollment History (slide 4)

10th grade student

Fiscal Year	Grade	Entry Date	Exit Date	School Entity ID	School CTDS	School Name	District Entity ID	District CTDS	District Name
2023	9	3/24/2023	6/28/2023	81178	078926202	Primavera - Online	79461	078926000	American Virtual Academy
2023	9	1/23/2023	3/19/2023	81178	078926202	Primavera - Online	79461	078926000	American Virtual Academy
2023	9	9/26/2022	11/16/2022	81178	078926202	Primavera - Online	79461	078926000	American Virtual Academy
2023	9	8/10/2022	9/7/2022	81178	078926202	Primavera - Online	79461	078926000	American Virtual Academy
2022	8	8/3/2021	5/19/2022	4969	070204252	Carson Junior High School	4235	070204000	Mesa Unified District
2021	7	8/4/2020	5/20/2021	4969	070204252	Carson Junior High School	4235	070204000	Mesa Unified District

Enrollment History (slide 5)

12th grade student just moved here from out of state



Residential Voucher Relevant Statutes

A.R.S. 15-761 (definitions)
A.R.S. 15-765 (SPED in institutions/rehabilitation facilities)
A.R.S. 15-1181 to 15-1185 (Residential Vouchers)
A.A.C. R7-2-401 (SPED standards/definitions)
A.A.C. R7-2-404 (describes the voucher process)
34 C.F.R. 300 (IDEA)

4 Questions

Question 1

In referring to the placement category in vouchers, what does NSE mean?

Answer 1

Non-Special Education

Question 2

Who is responsible for monitoring the educational services while a student is at an ADE-approved residential treatment center?

Answer 2

Home School District

A.R.S. §15-1183. “Responsibility for monitoring the educational services during the time a child is placed in the residential facility and for planning for the transition from the private residential facility to a public school remains with the home school district.”

Monitoring the educational services includes keeping the IEP and evaluation current while the student is at the RTC. The PEA is also responsible for reporting all students in their Student Information System (SIS).

Question 3

How many days does the Home School District have to submit a Home School District Education Voucher Application?

Answer 3

60 days from date of entry to the RTC
(unless an extension is approved for ADE-approved reasons)

Question 4

Is the RTC representative part of the MET (Multidisciplinary Evaluation Team)?

Answer 4

Yes

The RTC representative is part of the team and needs to provide input into the evaluation as per A.R.S. §15-765.
Although an RTC representative must provide information for the evaluation, a writing section is not required from the RTC.

Contact Us

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ESS Vouchers web page