

# Add an Intervention for One Student

Distribution: RTI Providers and Supervisors



## Step-by-Step Guide

### Add a New Intervention for One Student

There are two ways to create an intervention for one student.

Major Update : Tuesday, 10/4/2016 at 5:00 PM  
Estimated Site Downtime : 6 Hours

My Students • Student • Messaging • Letters & Reports • Listings

New Student • Filters • Mass Data Entry • Meetings

Initial System Filter  
Filter : With Interventions: (Active, Pending, Current School Year, All Sites, All Providers, All Intervention Names, All Tiers, All... [edit...](#))

0 Selected View Selected Clear

Select All / Deselect All

|                          |                          |                          |                             |                          |                          |                          |                 |
|--------------------------|--------------------------|--------------------------|-----------------------------|--------------------------|--------------------------|--------------------------|-----------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Aaan, Maria                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Abbott, Lou     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Addy, Barb                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Boenheim, Jim   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Anand, Vishy                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brown, Angie    |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Armstrong, Lancelot (Lance) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Clair, James    |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Blake, Augustus             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Davis, Gerald   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bronson, Pierce             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Hamill, Dorothy |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Carpenter, Karen            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Jones, Allison  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Damon, Matt                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lewis, Grace    |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Foster, Julia               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pechter, Steven |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Jeter, Derek                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Smith, Frank    |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Keller, Helen               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Parker, Mary-Louise         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Smith, Clara                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | St. James, Clare            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |

Maximum age of students available is set to 19 by your district's RTIm Direct Administrator

To avoid duplicate interventions being created, a Pop Up list of the student's current interventions will appear.

**Step 2:** Click **Continue** to open a new intervention field. If you do not want to create a new intervention click **Cancel**.

The student has the following interventions:

| Name             | Status | Provider      | Start Date |
|------------------|--------|---------------|------------|
| Reading Recovery | Active | Denver, John  | 09/05/2014 |
| Math Instruction | Active | Diamond, Neil | 07/07/2014 |

Do you still want to create a new intervention?

Continue Cancel

[OR]

RTI Formerly RTIm Direct

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|                          |                          |                          |                             |                          |                          |                          |                     |
|--------------------------|--------------------------|--------------------------|-----------------------------|--------------------------|--------------------------|--------------------------|---------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Aaan, Maria                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Abbott, Lou         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Addy, Barb                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Alexander, Sue Ann  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Anand, Vishy                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Antenello, Dominic  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Armstrong, Lancelot (Lance) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bedell, Esther Mari |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Blake, Augustus             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Boeheim, Jim        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bronson, Pierce             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brown, Angie        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Carpenter, Karen            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Clair, James        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Damon, Matt                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Davis, Gerald       |
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| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Jeter, Derek                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Jones, Allison      |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Keller, Helen               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lewis, Grace        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Parker, Mary-Louise         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pechter, Steven     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Smith, Clara                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Smith, Frank        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | St. James, Clare            |                          |                          |                          |                     |

Step 1: From the My Students page click on the student's name to enter the student's record.

Maximum age of students available is set to 19 by your district's RTIm Direct Administrator

My Students • Student • Messaging • Letters & Reports • Listings

Interventions • Schedule Tasks • Graphs

Student Details School Year: 2014-2015

Last Name Or ID#

Student Information

|                    |                                |                  |                 |                    |      |
|--------------------|--------------------------------|------------------|-----------------|--------------------|------|
| Last Name:         | Aant                           | First Name:      | Marley          | Middle Name:       | MD   |
| Gen Ed ID#:        | 300100100                      | Alt ID#:         |                 | Gender:            | Male |
| Date of Birth:     | 9/20/2001                      | Age:             | 12 Yrs. 10 Mos. | Social Security #: |      |
| Ethnicity:         | Non-Hispanic or Non-Latino     | Native Language: | English         | Grade:             | 7    |
| Race:              | White                          | Translator:      | No              |                    |      |
| Designated LEP:    | No                             | Cohort Year:     |                 |                    |      |
| Classroom Teacher: |                                |                  |                 |                    |      |
| Provider:          |                                |                  |                 |                    |      |
| Site:              | North Pine Hills Middle School |                  |                 |                    |      |

Contacts Edit

State/Local Assessments (current & previous school year assessments only) History Edit

To Do Tasks History Edit

Intervention Services New Intervention History

Step 2: Scroll down to Intervention Services and click New Intervention.

Created By:

School Year :

Intervention :

PIR Category :

RTI Level :

Start Date :

End Date :

Mode :

Freq :

Period :

Duration :

Scheduled :

Decision :

Status : Pending \*

Grade :

Site :

Provider : \*

Case Liaison :

Referral Type :

Classroom Teacher :

Administrator :

Confidential :

**Step 3:** Enter information from Drop Down selections. All fields with a red asterisk \* are required in order to save the intervention.

If intervention has not begun leave **Status** as **Pending**. Once intervention has begun, change **Status** to **Active** and enter information for additional required (\*) fields.

::: Funding

[+] Show Details Add

| Funding      | Percentage           |
|--------------|----------------------|
| Funding :    | <input type="text"/> |
| Percentage : | 0                    |

Funding percentage does not have to total 100%. Funding percentage cannot exceed 100%.

Reasons/Criteria for Services :

Consequences of Not Achieving :

Intervention Curriculum :

Planned Assessment to Monitor Progress Method :

Reasons/Criteria for Discontinuance :

Internal Comments :

Report Comments :

**Step 4:** Enter information: Prepared by district as inserted paragraph(s) ("pick list"). Copy and paste from a Word Document. Free type in the space. **Note:** Spell check is available for each entry.

## Enter Related Areas and Assessments

Step 1: To enter Related Areas and Assessments (optional), click Edit.

Step 2: Select the assessment(s) that "belong" to this intervention - assessment(s) used to determine need for the intervention.  
Step 3: Click Done.

| Select                   | Date      | Assessment/Method | Score           | Result                | Type                           |
|--------------------------|-----------|-------------------|-----------------|-----------------------|--------------------------------|
| <input type="checkbox"/> | 7/14/2014 | Math Minds        | Test Score (48) |                       | Progress Monitoring Assessment |
| <input type="checkbox"/> | 7/10/2014 | Math Minds        | Test Score (47) |                       | Progress Monitoring Assessment |
| <input type="checkbox"/> | 7/7/2014  |                   |                 |                       | Progress Monitoring Assessment |
| <input type="checkbox"/> | 7/3/2014  |                   |                 |                       | Progress Monitoring Assessment |
| <input type="checkbox"/> | 6/22/2014 |                   |                 | Level 1 - Below Basic | Screening Assessment           |
| <input type="checkbox"/> | 6/20/2014 |                   |                 |                       | Screening Assessment           |
| <input type="checkbox"/> | 6/20/2014 |                   |                 |                       | Progress Monitoring Assessment |
| <input type="checkbox"/> | 6/18/2014 |                   |                 |                       | Progress Monitoring Assessment |

## Parent Notifications

Step 1: To enter Parent Notifications click Edit.

Step 2: Enter:

- Notice Date
- Type of notice sent
- Parental Response (if applicable)
- Response Date (if applicable)
- Comments (if applicable)

Step 3: When finished:

- Click **Done** to save and return
- **OR**
- Click **Add** to enter another Parent Notification

Click Save & Return at the bottom (or top) of the screen to save the Intervention for the student.