samegoal

RTI Follow-Up

At the end of an RTI Plan, an **RTI Follow-Up** is used to document next steps for each intervention. A Follow-Up must be completed 15 school days after the most recent **End Date** specified in the Plan.

Data from the Progress Report can be used to help drive decisions. RTI Plan deadlines for the next period are determined based on decisions made in the Follow-Up document. If it is decided that the student needs Tier 2 interventions, there will be a deadline for a Tier 2 Plan. If it is decided that the student needs Tier 3 interventions, there will be a deadline for a Tier 3 Plan. If the student does not need any Tier 2 or Tier 3 interventions, they will exit the program.

RTI Follow-Up

Steps *To create and author an RTI Follow-Up:*

1. On a student's **Documents** tab, create an **RTI Follow-Up**.
2. The plan start date should pull in from the plan. Enter in the most recent **End Date** from the plan and the **Follow-Up Date**.
3. In the **Progress** section, for each intervention, make a decision about the student progress. Are they:
    - Under target progression
    - Aligned with target progression
    - Above target progression
4. Provide a summary in the **Results/Recommendations** field.
5. Based on the student's progress, decide the next step.
    - If they no longer need interventions, they can return to Tier 1.
    - If they require the same level of intervention, they can remain in the same tier.
    - If they're currently in Tier 2 and need more intensive interventions, they can move to Tier 3.

    - If they're currently in Tier 3 and still need interventions but less intensive, they can move to Tier 2.
6. In the **Follow-Up Discussion/Decisions**, summarize all decisions made. If the student no longer needs Tier 2 or Tier 3 interventions in any area, you make check **Child no longer requires any Tier 2 or 3 interventions at this time**. This will cause the student to exit the RTI program.
7. Click **add Parent/Adult Student** and **add Team Member** and have all participants sign.
8. Mark the document complete.