



## Encounter Attendance Guidance for Remote IEP Mandated Counseling\* Services (DOE Providers)

### Introduction

The chart below explains the *Service Location* options available on the Encounter Attendance service record for DOE staff providing IEP mandated **Counseling Services\*** remotely.

**Note:** See separate guidance regarding entering service records for all other service types.

### Actual Service Location Options

The following options are available within the *Actual* dropdown menu on the Encounter Attendance service record:

Actual: (Select) ✓

- Separate Location - Office
- Separate Location - Day Care
- Separate Location - Other School Location
- Phone only service
- Consultation
- Remote Learning Platform

Location	Description
<b>Phone Only Service</b>	Provision of service via phone with the <u>student</u> by the student's IEP goals. This does not include interaction or outreach unrelated to the student's IEP goals (e.g., a logistical issue) which may be entered in the student's event log.
<b>Consultation</b>	Phone and/or video consultation with the <u>family</u> in accordance with the student's IEP goals. This does not include interaction or outreach unrelated to the student's IEP goals (e.g., a logistical issue) which may be entered in the student's event log.
<b>Remote Learning Platform</b>	Provision of service to a <u>student</u> via the remote learning platform in accordance with the student's IEP goals.

\* Includes IEP Counseling Service, Psychological Service, and School Social Work mandates.