**Section 500.105 Case Closure**

a) When a child exits EI services other than at transition to Part B or other appropriate services, as described in Section 500.100, the Service Coordinator shall convene an IFSP team meeting no more than 120 days prior to the child's exit, if an annual IFSP meeting is not otherwise due, to discuss and document progress toward child outcomes and functional goals.

b) When a child exits EI services, the Service Coordinator shall update and close the child's permanent and electronic record and maintain the child's permanent record as a closed file.

c) If an eligible child moves to another state:

1) The Service Coordinator and regional intake entity shall:

A) With consent of the parent, refer the child to the EI program in the new state and transfer a copy of the child's permanent record to the new state; and

B) Update and close the child's permanent and electronic record with the Illinois regional intake entity.

2) The Illinois EI Services System is not responsible for funding services to a child and family who no longer reside in Illinois.

d) The regional intake entity and providers shall store closed records as set forth in Section 500.110.

(Source: Amended at 38 Ill. Reg. 11086, effective May 12, 2014)