

Plan eSignature Editors (Nebraska)

Last Modified on 12/12/2024 10:10 am CST

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Tool Search: Special Ed Documents

The Nebraska Individual Education Plan and Individual Family Service Plan can be sent to parents/guardians to sign on the Campus Parent Portal electronically (eSign). This document provides step-by-step instructions on the eSignature process.

See the core [Special Ed eSignature Process](#) article for information on the overall process and setup for eSignature documents.

Complete the plan creation process and fill out the plan in Campus. Two editors on the IEP, Medicaid and IEP Signature Page, require parent/guardian eSignatures, which are indicated with an eSign label on the Editor Home. For the IFSP, the Consent to Continue Services and IFSP Signatures editors are the eSignature editors. To send the plan to the student's parent/guardian, these editors must be placed in the **Complete Pending eSignature** or **Not Needed** status. All other editors must be in a **Complete** status.

See the below articles for the most updated print formats:

- [Individual Education Plan](#)
- [Individual Family Service Plan](#)
- [Private School Plan \(same as IEP\)](#)

All examples below reference the Individual Education Plan.

Medicaid

Medicaid IN PROGRESS
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State law requires public schools to access Federal Medicaid funding for IEP and IFSP directed therapies provided to children eligible for Medicaid. Federal Law required parental consent for districts to access this Medicaid funding. The district will not require parents or their children to enroll in the Nebraska Medicaid program and claims will only be submitted with the child/student is eligible. Regardless, all required special education services must still be provided by the school district at not cost to the family. This consent is voluntary and may be withdrawn at any time.

I give CONSENT to the school district to access Medicaid funding on behalf of my child and understand that I may withdraw this consent at any time upon written notice to the school district. (009.09A1; 009.09A2a; 009.09A2c)

I REFUSE to give consent to the school district to access Medicaid funding on behalf of my child and understand that my refusal will not affect the district's obligation to provide my child a Free Appropriate Public Education (FAPE) at no cost. (0900.09A2d)

Medicaid Editor

1. Navigate to the **Medicaid** editor. This editor can be placed in a Not Needed or Complete Pending eSignature status.
2. Mark the appropriate checkbox, either the consent or refuse checkbox.
3. Click **Save & Stay**.
4. Click the down arrow next to the **Complete** button in the action bar, then click **Complete Pending eSignature OR Not Needed**. The editor is now in the correct status to send to the parent/guardian for eSignature.



IEP Signatures Page

Signatures IN PROGRESS
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The following documents were provided to the parent/guardian

Parental Rights in Special Education (009.06A)

Date *	By Whom *
<input type="text" value="07/17/2024"/> <input type="button" value="📅"/>	<input type="text" value="Special Ed Teacher"/>

Individualized Education Program (IEP) (007.09D)

Date *	By Whom *
<input type="text" value="07/17/2024"/> <input type="button" value="📅"/>	<input type="text" value="Special Ed Teacher"/>

Other
 Specify Other

Date	By Whom
<input type="text" value="month/day/year"/> <input type="button" value="📅"/>	<input type="text"/>

The school district has taken the necessary action to ensure that I understand the proceedings of this IEP conference (including arrangement for an interpreter, if appropriate). (007.06E)

▼

If no parent signature, reason why parent signature could not be obtained:

Signatures Editor

1. Navigate to the **IEP Signatures Page** editor.
2. Fill out the editor, then click **Save & Stay**.
3. Click the down arrow next to the **Complete** button in the action bar, then click **Complete Pending eSignature**. The editor is now in the correct status to send to the parent/guardian for eSignature.



4. Work through all other editors and make sure they are all in a **Complete** status. Once all editors are in the correct status, the plan is ready to send to the parent/guardian for eSignature.
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