

## **Special Ed Service Log Tool Rights**

Last Modified on 04/01/2025 1:56 pm CDT

The Service Log is used by staff to track when a special ed service was provided to eligible students with plans. Service Log records can only be created for students that have a locked plan with associated services.

See the Special Ed Service Log article for information on using the Service Log.

Export to Excel					
Plan	Service	Date ↓	Provider	Position	Minutes served
		month/day 🛗 🝸			
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Counseling Services (09/16/2019 - 09/15/2020)	09/25/2019	Example Counseling Provider	Family and Child Counselor	30
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Behavioral Therapy (09/16/2019 - 09/15/2020)	09/20/2019	Example Behavior Provider	Behavioral Therapist	30
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Individualized Instruction (09/16/2019 - 09/15/2020)	09/20/2019	Example Instructional Provider	Special Education Teacher	90
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Mental Health Services (09/16/2019 - 09/15/2020)	09/20/2019	Example Mental Health Provider	Counseling Specialist	60
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Behavioral Therapy (09/16/2019 - 09/15/2020)	09/19/2019	Example Behavior Provider	Behavioral Therapist	30
Campus Default IEP (With PLAAFP) (09/16/2019 - 09/15/2020)	Individualized Instruction (09/16/2019 - 09/15/2020)	09/19/2019	Example Instructional Provider	Special Education Teacher	90
Campus Default IEP (With					

## **Available Tool Rights**

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<ul> <li>Access and view the Special Ed Service Log tool.</li> <li>Search for existing services and view the details.</li> <li>Export list of services to an Excel spreadsheet.</li> </ul>	• Edit existing service entries.	• Add new services to the service log.	• Delete service logs.



## **Suggested User Groups**

- Special Education Administrators
- Special Education Staff
- Special Education Teachers