To:            All Early Intervention contract managers and FCFC coordinators

From:         Nathan DeDino

Date:         November 9, 2017

Subject:      Early Intervention Program Updates, #1726

## *MESSAGE FROM THE PART C COORDINATOR*

In the coming weeks, DODD will be making available a new video.  This video explains Early Intervention to families.  We are especially excited about this new resource since it uses footage of real Ohio families who have or who are receiving EI services.  EI staff from Franklin and Pickaway counties are also featured.  Thank you to everyone who participated!

I always invite your feedback.  Do not hesitate to contact me at nathan.dedino@dodd.ohio.gov.  I look forward to hearing from you.

## *PROGRAM UPDATES*

### EI Promotional Postcards

We have a number of postcards left over from our mailing to professional referral sources two months ago.  For more details about this mailing, please see Program Updates #1720.  If you would like to order some of these postcards—that contain a detachable magnet with the 1-800-755-GROW number on it—please e-mail the quantity you desire and your mailing address to EI@dodd.ohio.gov.  These postcards will be available on a first come, first served basis.

### EI Branding and Logo

You can now access files for the EI logo directly on the EI website here:

https://ohioearlyintervention.org/logo-and-branding-guidelines

### Central Intake Data Entry Errors

ODH and DODD are continuing to work with the Cleveland Sight Center (CSC) to resolve data entry errors in central intake.  If you find a data entry error, please remember to copy the ODH consultant assigned to your county. You can access the ODH consultant map here:

http://www.helpmegrow.ohio.gov/-/media/HelpMeGrow/ASSETS/Files/HMG-Resources/Staffing-Map-public-6-26-16.pdf?la=en

**Transition Outcomes**

Please remember that IFSP outcomes related to transition, like any other outcome, should be entered in the Early Intervention Data System (EIDS). When entering any outcome, please be sure to enter the complete text rather than the outcome number.

**SFY 2017 Timely Receipt of Services Baseline**

The SFY17 Timely Receipt of Services (TRS) baseline analysis is complete. Results memos were sent November 3. If you have any questions about the TRS baseline, please contact Melissa Courts at melissa.courts@dodd.ohio.gov.

## IN THE SPOTLIGHT: NON-COMPLIANCE REASONS

If a component of a compliance indicator (i.e., 45-Day, TRS or Transition) is late, an explanation is required and the data system will prompt you to select a noncompliance reason (NCR). There are five options from which to choose:

- 51: Parent/Child Reason

- 52: Couldn't locate/reach family

- 53: Emergency-related closure

- 54: HMG staff error

- 55: HMG system reason

The first three are "acceptable" NCRs and will not count against a program's compliance status. It is, however, important to have detailed documentation to support the NCR and show that the reason for the delay occurred prior to the required component's (e.g., evaluation, assessment, IFSP service start) due date. A parent/child reason can include family illness, the parent asking to reschedule or delay a visit, or any circumstance where the family is offered a timely appointment, but has declined that offer and/or has requested a later date.

A component may be late because the SC or other team members have been unable to make successful contact with the family. This could include leaving multiple messages that have not been returned in a timely manner, no-shows, phone numbers that are not in service, a visit in which the parent or child needs to be present and is not, or other situations in which a step cannot be completed due to lack of family response or participation. As long as these circumstances are thoroughly documented, the NCR will be considered acceptable.

An emergency-related closure (level 3 snow emergency, flooding, extended power outage, etc.) is an acceptable noncompliance reason when it clearly prevents an appointment from taking place. Documentation should be maintained that demonstrates the date and scope of the closure. Weather-related emergencies that impact only individual staff are not an acceptable reason for a late timeline.

While staff will naturally experience illness, car trouble, family emergencies and other unexpected events, appointments canceled by staff are considered a system error and not an acceptable reason for a delayed timeline by themselves. In these cases, another staff member may be able to fill in. Similarly, a lack of qualified staff, insufficient evaluation slots, miscommunication between agencies and similar issues are frustrating situations, but are also noncompliant NCRs when they result in late components. Finally, delays due to staff error, including situations such as a missed screening or simply overlooking a due date, are not acceptable reasons for a delay.

While it is important that children and families receive program components in a timely manner, it is also imperative that the IFSP process be conducted in way that is respectful to and supportive of the family. It is best to start the process as early as possible to allow for unexpected events. Families should not feel forced to accept dates and times that do not fit their schedule solely to meet a deadline. Families need to be offered flexibility, but program staff need to be able to document the scheduling process.

If you have questions about NCRs and documentation, please contact your program consultant for more information.

## *RESOURCES AND TRAINING OPPORTUNITIES*

**Developmental Milestones App**

The Centers for Disease Control and Prevention (CDC) has announced the launch of CDC's Milestone Tracker—a free app for tracking every child's development in a fun and easy way. This app adds to the popular suite of free, family-friendly materials available through CDC's "Learn the Signs. Act Early." program. The new app is available in the App Store and Google Play and offers the following:
- Interactive milestone checklists for children ages two months through five years, illustrated with photos and videos
- Tips and activities to help children learn and grow
- Information on when to act early and talk with a doctor about developmental delays
- A personalized milestone summary that can be easily shared with the doctor and other care providers
- Reminders for appointments and developmental screening

You can learn more about the app here:

https://www.cdc.gov/ncbddd/actearly/milestones-app.html

**OCALICON 2017**

This year's OCALICON conference will take place next week (November 15-17) in Columbus, Ohio. Early intervention and early childhood will be a focus of this year's conference. You can learn more and register for the conference here:

http://conference.ocali.org/

**SignIt! American Sign Language Instruction**

SignIt! is a new online curriculum for learning American Sign Language (ASL). The instruction is done by professional actors (both deaf and hearing) who are fluent in ASL and is highly interactive. You can complete the lessons at your own pace. Built-in quizzes provide feedback about how well you are learning the material, and there is ample opportunity for practice. You will see video vignettes showing conversational ASL, interviews with deaf celebrities, and instruction about ASL grammar and Deaf culture. An excerpt from the curriculum can be viewed here.

Because of funding from both government and private entities, parents of children 36 months of age or younger who are deaf or hard of hearing can use the curriculum free of charge. You can learn more here:

https://www.infanthearing.org/signit/index.php

**State-Sponsored Training Opportunities**

Ongoing trainings available through OhioTRAIN:
- Coaching in Early Intervention self-paced webinar (1063890)
- Early Intervention Mission and Key Principles self-paced webinar (1061264)
- Family-Centered Practices self-paced webinar (1064739)
- IFSP Form self-paced webinar (1028661)
- The IFSP: It's All about the Process self-paced webinar (1066899)
- Introduction to Early Intervention self-paced webinar (1061260)
- Natural Learning Environments self-paced webinar (1063888)
- Principles of Service Coordination in-person training (1047684)
- Using a Primary Service Provider Approach to Teaming self-paced webinar (1064737)

Other Trainings:
- Child Outcomes Summary: Your state team encourages county teams to use the eight online COS modules developed by the DaSy Center. Each participant must register for the online modules. You will then receive an email with a direct link to access the online modules. You can access the modules here: http://dasycenter.org/child-outcomes-summary-cos-process-module-collecting-using-data-to-improve-programs/. If your team needs additional support after completing the COS modules, please contact your program consultant. NB: Credentialing hours are not available for these trainings since there is no way currently to verify attendance.
- Overview of Evidence Based EI: This training is accessed through your program consultant, and is designed to support teams with learning about the key components of EB EI practices including a review of the Mission and Key Principles, Coaching, Teaming, and Natural Learning Environment practices.
- Documentation: This training is available through your program consultant and supports teams with learning what type of activities need to be documented.