To: All Early Intervention contract managers and FCFC coordinators

From: Nathan DeDino

Date: July 6, 2018

Subject: Early Intervention Program Updates, #1815

MESSAGE FROM THE PART C COORDINATOR

The federal Office of Special Education Programs (OSEP) issued Ohio its annual determination regarding the state's implementation of Part C early intervention under the Individuals with Disabilities Education Act (IDEA). For the second year in a row, Ohio received OSEP's highest designation, "meets requirements." This annual determination reflects that hard work that all of you do to improve outcomes for families, follow required timelines, and ensure careful documentation. Thank you! We will provide a link to Ohio's determination when OSEP has posted it to its website.

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

County Contacts

With the many transitions in local leadership at the beginning of the new fiscal year, we ask that you check the Contract Manager and FCFC Contacts listed for your county on the EI website:

https://ohioearlyintervention.org/ei-county-contacts

If any of the information needs to be updated for your county, please contact Shakila Dixon at shakila.dixon@dodd.ohio.gov.

Resources for Families

The Ohio EI website's section for families has been extensively revamped. A new 14 minute video intended for families that explains EI is available as well as screening information and other community resources. You can explore these materials by clicking on "Families" on the top menu of the EI website.

Central Intake Transition Information

Please note that with the transition of Central Intake vendors on July 1, new email addresses for Central Intake are now in place. Inquiries regarding Central Intake should now be sent to the below email addresses:
- To make a referral: HMGreferrals@helpmegrow.org

(or at https://odhgateway.odh.ohio.gov/ochids/public/refer)
- To transfer a child to a different county: transfers@helpmegrow.org
- For other issues or urgent questions: provider@helpmegrow.org

New EIDS Features

With the implementation of the Central Intake data entry in EIDS, a function has been added to allow Central Intake to upload documents directly into EIDS. When they do so, anyone who has access to the record can view the attachments using the "Manage Documents" left menu option. DODD is aware of a bug for files that have been uploaded with commas and other special characters in the filename and IT is working to resolve the issue.

DODD added two new Central Intake reports to EIDS that are accessible to EIDS users with EI roles, as well. The ***Central Intake Contacts*** report includes all contacts entered during a user-specified time period, along with all of the fields entered on the contact log. The ***Referrals Extract*** includes all Central Intake and EI referrals that occurred within the user-specified time period, along with the accompanying information. This report will ultimately replace the Program Referral Extract, but the Program Referral Extract will continue to be available for about the next month for quality assurance purposes.

Guidance for County-to-County Transfers in EIDS

With input from Bright Beginnings and the EIDS user group, DODD drafted guidance for local EI programs and Central Intake regarding each entity's responsibilities when transferring a child from one county to another in the Early Intervention Data System (EIDS). You can view this guidance on the ET Info tab of EIDS or on the EI website here:

https://ohioearlyintervention.org/local-state-national-resources/central-intake-and-outreach

Transferred Records Fixed in EIDS

All records in EIDS that have been transferred from one county to another county are fixed. Screenings, evaluations, and assessments from previous records should all be correctly copied into the new, transferred record. Diagnoses were not copied to the new record, so for any transferred child that was made eligible via a diagnosis, the diagnosis can be entered with the date your county obtained the child's record. Now that central intake is doing data entry directly in EIDS, issues related to the county-to-county transfer will be eliminated for transfers after June 30.

SFY18 Transition Analyses (Group 1)

Activities related to the SFY18 Transition Steps and Services and Transition Planning Conference (TPC) baseline analyses are underway. County inquiries were due back to DODD June 22. Verification and final analyses have begun, and results memos will be sent in early August.

August 1 LEA (all counties)

The August 1 LEA quarterly report requirement is approaching. The report may be run in EIDS no earlier than July 22, 2018 and must be sent to the appropriate LEAs no later than August 1, 2018. Please do *not* submit copies to DODD, but you are encouraged to maintain copies on file.

If you are not sure which LEA should be selected for a specific child (e.g., foster care situation), we encourage you to contact the relevant Educational Service Center (ESC) for clarification. Contact information for all of the ESCs and Public School Districts, along with a map of districts, is available here:

https://education.ohio.gov/Topics/Data/Ohio-Educational-Directory-System-OEDS

Please remember that parent's rights apply to any shared information if personally identifying details are disclosed. Only the appropriate pages of the LEA Report should be sent to each LEA.

If you have any questions about the LEA reporting process, please contact Melissa Courts at melissa.courts@dodd.ohio.gov.

RESOURCES AND TRAINING OPPORTUNITIES

Principles of Service Coordination

Our next Service Coordination training is scheduled for July 18 in Pickaway county. We do not currently have enough people registered to hold the training. The Principles of Service Coordination is required for new Service Coordinators and can serve as a refresher for experienced Service Coordinators and Service Coordinator Supervisors. If you are in need of this training, please register on OhioTRAIN (Course # 1047684) as soon as possible. We will make a decision about the session on Monday, July 16.

If you have questions, please contact Lori Myers, lori.e.myers@dodd.ohio.gov.