

## Early Intervention Program Updates #2412 June 14, 2024

### MESSAGE FROM THE PART C COORDINATOR

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With summer underway, we wanted to let you know about an exciting event at the Ohio State Fair. On July 25 from 10:00am-1:00pm, the state fair, in cooperation with the Ohio Center for Autism and Low Incidence (OCALI), will host a “Sensory Friendly Morning.” Lights and music will be turned down, there will be rides with no lights and music, and more. You can learn all about this special event [here](#).

I always invite your feedback. Please do not hesitate to contact me at [nathan.dedino@childrenandyouth.ohio.gov](mailto:nathan.dedino@childrenandyouth.ohio.gov). I look forward to hearing from you.

### PROGRAM UPDATES

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#### *2024 EI Family Questionnaire*

Today, June 14, is the final day we are collecting responses to the 2024 EI Family Questionnaire. Preliminary numbers indicate we have surpassed last year’s response rate. Thank you to everyone who engaged families in the process! The input we receive directly from families served in EI is some of the most helpful information we can obtain to make informed decisions about Ohio’s EI system.

We will be completing any needed data entry and compiling and analyzing data from the questionnaires in the coming weeks. Over the coming months, we will review and de-identify (where applicable) the responses received to the open-ended questions. We will share additional information about the final response rates and representativeness in a future edition of the EI Program Updates. We will also be sharing quantitative reports and comment files with each EI Contract Manager and FCFC Coordinator upon completion of the analysis.

Reach out to Taylor Hammond ([taylor.hammond@childrenandyouth.ohio.gov](mailto:taylor.hammond@childrenandyouth.ohio.gov)) with any questions or thoughts about the EI Family Questionnaire.

### RESOURCES AND TRAINING OPPORTUNITIES

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*“The Art of Connections: Empowering Professionals to Respond Positively to Challenging Behavior” Part 2*

Please join Dr. LaShorage Shaffer from the University of Michigan-Dearborn, in an upcoming webinar addressing the impact of challenging behavior on the adults’

emotional state. The webinar will be held July 9 from 11:00am-12:30pm. Dr. LaShorage will explore ways to respond to children's behavior effectively through reflection and the use of a neutralizing routine. Continuing professional development units (CPDUs) will be offered for developmental specialists, county board superintendents, and EI service coordinators and supervisors. You can register here:

<https://oneop.org/learn/160042/>

#### *Division for Early Childhood's Annual Conference*

The Division for Early Childhood's 40th "Annual International Conference on Young Children with Disabilities and Their Families" will focus on *The Future of Inclusive Practices: Creating Equitable Access, Participation, and Supports*, and will be held on September 17-20 in New Orleans, Louisiana. You can learn more here:

<https://www.deconference.org/>

#### *Annual Major Unusual Incidents Training Reminder for Developmental Specialists*

Developmental specialists are required to complete annual training on the rights of persons with developmental disabilities and a review of health and welfare alerts issued by the Department of Developmental Disabilities (DODD). This training, as well as the alerts, are available in DODD MyLearning. Training offered through the employer of a developmental specialist related to the topics is acceptable. Please email [provider.certification@dodd.ohio.gov](mailto:provider.certification@dodd.ohio.gov) for additional information.

- Bill of Rights for People with Developmental Disabilities and the NADSP Code of Ethics  
<https://mylearning.dodd.ohio.gov/course/view.php?id=289>
- Health and Safety: Unusual and Major Unusual Incidents (UI/MUI)  
<https://mylearning.dodd.ohio.gov/course/view.php?id=290>

#### *Ohio EI Rule Revision Webinars*

Please use the link below to register for the upcoming Ohio EI Rule Revision Webinar on June 27. These rule revision webinars are required for EI contract managers and EI service coordinators and supervisors. If you are unable to attend a live training, you will be able to view the recordings of the webinars approximately one week after the live event. You can register here:

<https://ohioearlyintervention.org/trainings/370>

Please click on the following links to access the recordings of previous Ohio EI Rule Webinars.

1. EI Rule Revision Overview  
<https://mylearning.dodd.ohio.gov/course/view.php?id=452>
2. Ohio EI Eligibility and Assessment Process Overview  
<https://mylearning.dodd.ohio.gov/course/view.php?id=453>

Instructions for creating an OHID for accessing DODD MyLearning are available here:

<https://ims.ocali.io/storage/ocali-ims-sites/ocali-ims-oei/documents/MyLearning%20Instructions%2001-24.pdf>

## **GENERAL SUPERVISION HIGHLIGHT: SYSTEM OF PAYMENTS**

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The System of Payments (SOP) rule ( Ohio Administrative Code (OAC) 5123-10-03) establishes a structure to pay for activities and expenses that are reasonable and necessary for implementing Ohio's early intervention (EI) program for eligible children and their families. Child find; service coordination; evaluation and assessment; administrative and coordinating activities related to the development, review, and evaluation of the individualized family service plan (IFSP); implementation of procedural safeguards; and up to 55 units of EI services per IFSP year (up to 100 units beginning July 4, 2024) are provided to all eligible children and families at no cost. EI services, as well as the location, frequency, and duration of EI services, are determined through the IFSP process. The IFSP team, including the parent, determine which services are needed and at what level is needed to meet IFSP outcomes.

The service coordinator is responsible for explaining the SOP rule to each family, including reviewing which services are available at no cost, and for which services the family may be financially responsible. The service coordinator is also responsible for providing the family with the SOP brochure and explaining relevant parent rights. Within 45 days of the referral to the early intervention program and within 45 days of each scheduled annual review of the IFSP, the service coordinator must explain/review the SOP rule and parent rights and determine the parent's ability to pay for early intervention services using form EI-15 (Determination of Parent Ability to Pay for Early Intervention Services) in accordance with paragraph (D)(2) of the SOP rule.

A parent will be determined able to pay for early intervention services unless any of the following apply:

- The parent is receiving services from the special supplemental food program for women, infants, and children (WIC); or
- The parent or the child is receiving Medicaid benefits; or

- The family's income is less than or equal to that required for Ohio healthy start eligibility for uninsured children; or
- The family has extraordinary medical expenses as determined via form EI-17 (Extraordinary Medical Expenses Worksheet) and form EI-18 (Family Out of Pocket Medical Expense Tracking Sheet) within 30 days of the department's receipt of necessary supporting documentation.

A parent who chooses not to share financial information to determine the family's ability to pay will be determined able to pay. Families determined able to pay will be responsible only for needed EI services that exceed the publicly funded units in the IFSP year (up to 55 units until July 4, 2024; up to 100 units beginning July 4, 2024). Beginning July 4, families who were determined able to pay who have an active IFSP will be subject to the new rule and able to take advantage of up to 100 units in their current IFSP year depending on how many units have been used as of July 4

The service coordinator must inform the parent of the option to submit a request for redetermination of the parent's ability to pay if, after the initial determination, the parent or family meets a criterion set forth in paragraphs (D)(2)(a) to (D)(2)(d) of this rule.

In addition to determining a family's ability to pay, the service coordinator is also responsible for obtaining informed consent to bill a family's private or public insurance for EI services using form EI-05. The service coordinator must explain the potential costs of using private insurance and obtain informed parental consent anytime there is an increase in the amount, duration, or scope of EI services on the IFSP. If a family consents to using private insurance, the service coordinator will need to confirm that the provider is able to bill insurance. For families with public insurance, the service coordinator will obtain informed consent to share the child's name and Medicaid number with the Ohio Department of Medicaid for billing purposes. It is important to note that families must be informed that they may withdraw consent at any time.

#### *Guidance/resources*

OAC 5123-10-02(E)

IFSP Guidance Document

SOP rules webinar

SOP Form and Form Submission Chart; Transitioning to New EI Forms & Procedures Guidance Document

#### *Ways to monitor*

Review documentation on forms EI-05, EI-15, EI-16, EI-17, and EI-18; review the IFSP grid (EI-04) for correct funding sources and compare to service provider notes and form EI-16; case notes with SOP information and date, including documentation of how the SOP process and parent rights were explained; data entered on the SOP page in EIDS.

### *Documentation for verification purpose*

EI-05, EI-15, EI-16, EI-17, EI-18; the SOP page in EIDS; service coordinator and service provider case notes

### *Tips*

- Ensure that service coordinators are able clearly and effectively to explain the SOP rule and related parent rights to families and answer any questions they may have
- Develop a local oversight mechanism for monitoring SOP, including reviewing SOP forms to ensure forms contain all required information and signatures and are submitted in a timely manner, comparing form EI-15 to SOP entries in EIDS, ensuring dates and frequencies on form EI-16 are consistent with IFSP service grid, and tracking SOP units used per child per IFSP year.
- Remember that, as of July 4, 2024, SOP forms must be submitted to the state within 14 days of the IFSP meeting.
- Conversations regarding consent to use insurance should include the EI service provider, as the provider will need to confirm that they are able to bill insurance.
- Keep in mind that SOP units are based on the IFSP year, not a calendar year.
- Ensure that the EI team is following the IFSP process to determine which EI service(s) is/are needed, as well as the location, frequency, and duration of EI services.
- Avoid notifying families that they have met their Extraordinary Medical Expenses (EME) until confirmed by DCY.