



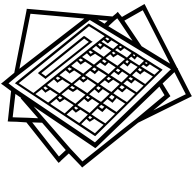
The Update:

News and Information for MA Early Intervention Providers

March 2008

Welcome to "The Update." This is a periodic newsletter focusing specifically on issues and information in MA Early Intervention. This edition highlights the upcoming schedule for DPH reports. Some versions will be paper; some electronic. Please let us know how you like this format!

Schedule of DPH Reports



In this age of increased accountability and federal reporting requirements, DPH would like to thank you for your efforts in responding to data requests throughout the year and completing the FY 07 Annual Report. The DPH is interested in presenting data and other information in a way that makes it more meaningful to providers. In this effort DPH has enhanced reports to include more reports and provide program, state, and in some cases, state group counts and percentages so that providers can use this information to compare their program results with other state percents. In addition, the Contract Performance Review will no longer be provided as a formal report. All of the information previously provided in this report is now included in the Local Determinations, Public Reports, and Annual Report follow up reports.

The following schedule provides an overview of DPH data requests and reports and will enable EI providers to plan for upcoming data requests. It also provides descriptions of the reports generated from DPH.

February/March

Data Verification/File Review

The Annual Report requests each program to provide selected data for 10 children via the File Review. DPH then generates the following two reports from data provided by EI programs:

1. A program report that provides the percentage of children whose File Review data matched to all EIIS data in the following five areas: birth date, Evaluation date, eligibility type, evaluation tool, and developmental domains (all seven domains), and the percentage of children within each of the five areas whose data matched.
2. A client level report of all 10 clients that reports on data matches between the File Review data and EIIS data in the five areas.



This information is used in the Local Determinations report.

Timeliness of Services

The Annual Report requests each program to provide IFSP service information for 10 children via the Timeliness of Services survey. DPH then generates the following two reports from data provided by EI programs:

1. A program report that provides information on the **percentage of children** where the family received all IFSP services within 30 days of the IFSP signature date, and **percentage of services** received within 30 days of the IFSP signature date. The report provides compliant and non-compliant percentages for the program and state and compares program percentage to the state target.
2. A client summary report that lists out all 10 clients with their number of both compliant and non-compliant services.
3. A non-compliant client report of clients who had one or more services received beyond 30 days from the IFSP signature date without appropriate justification.

This information is used in the Annual SPP/APR for Indicator 1 and the Local Determinations report.

Transition

The Annual Report requests each program to provide transition information for all LEA-referred children via the Transition survey. DPH then generates the following two reports from EIIS discharge data as well as data provided by EI programs on the Transition survey:

1. A program report on the percentage of all infants and toddlers leaving early intervention who received timely transition planning for all children discharged from EI including:
 - Children receiving a complete and comprehensive transition plan
 - Notification to the LEA, for children referred to special education
 - Transition Planning Conference occurs within 90 days, for children referred to special education

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Program and state percentages are provided along with a program comparison to the state target.

2. A non-compliant client report of clients who did not have a completed individual transition plan.
3. A non-compliant client report of clients where the LEA was not notified or the transition planning conference did not occur.

This information is used in the Annual SPP/APR for Indicator 8 and the Local Determinations report.

IFSP Lateness

The EIIS Client data system requires a justification for lateness of the first IFSP meeting date if it occurs beyond 45 days from the date of referral. DPH generates the following two reports using EIIS IFSP data:

1. A program report on the percentage of IFSP children whose first IFSP meeting date occurred within 45 days of the date of referral or occurred beyond 45 days but had justification. Program and state percentages are provided along with a program comparison to the state target.
2. A non-compliant client report of clients whose first IFSP meeting date did not occur within 45 days of the date of referral.

This information is used in the Annual SPP/APR for Indicator 7 and the Local Determinations report.

March/April

Local Determinations

A program report that provides data on the following:

- Timeliness of Services (*SPP/APR Indicator 1*)
- IFSP Lateness (*SPP/APR Indicator 7*)
- Transition (*SPP/APR Indicator 8*)
- Correction of noncompliance within 12 months (*SPP/APR Indicator 9*)
- Timely and Accurate data
- Complaint Management

Program percentages are compared to State percentages and the State Target/Baseline.



Local Determinations Addendum

A program report that provides program and state percentages and ranges on the following:

- MA children birth to three with an IFSP
- Community-based services

DPH previously reported this information in the Contract Performance Measures report, a report that is being discontinued. This information will not be used to determine the “Final Program Determination” for a program but will be used as part of the Local Determinations report to supplement program profile information.

Focused Monitoring

DPH is currently reviewing its Focused Monitoring process and selection for onsite visits.

Public Reports

A state report of local EI programs which provides program, state, and state group percentage along with the program percent difference from the state target for the following:

- Timeliness of Services (*SPP/APR Indicator 1*)
- Community-based services (*SPP/APR Indicator 2*)
- MA children birth to one with an IFSP (*SPP/APR Indicator 5*)
- MA children birth to three with an IFSP (*SPP/APR Indicator 5*)
- IFSP Lateness (*SPP/APR Indicator 7*)
- Transition (*SPP/APR Indicator 8*)

August/September

Annual Report Data Verification/File Review & Timeliness of Services

DPH will distribute the following two sections of the FY08 Annual Report/Self Assessment to EIPs during August or September:

- File Review/Data Verification
- Timely Provision of IFSP Services

DPH assigns a list of 10 children per program to be used by programs to provide selected data under these reports. The File Review/Data Verification sheets are to be used by EIPs to document evaluation information and IFSP data on the last two eligibility IFSPs completed for each child as well as every IFSP review in between. The Timely Provision of IFSP Services survey is to be completed by each program to provide IFSP service information for these same 10 children. This new schedule should provide ample time for

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providers to complete these reports and will allow DPH staff an opportunity to follow up with providers regarding any questionable or missing data in order to ensure accuracy of these reports.

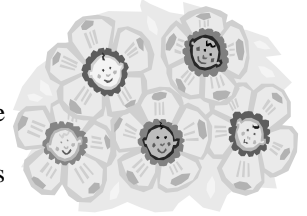
October

October 1st Child Count

DPH generates the following reports based on active IFSP children on a specified date:

- Program report of counts of IFSP children active on that date
- Client report of all IFSP children active on that date
- Client report of all IFSP children active on that date that are not included on the report due to client or service delivery problems

DPH has *moved the child count date from December 1st to October 1st* in order to provide programs more time to review and validate client counts prior to the federal February 1st deadline.



November

Annual Report

The DPH will distribute the following sections of the FY08 Annual Report/Self Assessment to EIPs during November:

- Contact Information
- Process and Data Collection Verification
- Transition Survey (client list of all LEA-referred children)
- Health & Safety Affirmation



Comments and questions to:

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