

# The UPDATE

## News and Information for Massachusetts EI Providers August 2017



### Important Dates...Mark your Calendar!

**August 22, 2017; 10–11am:** Monthly Webinar—EITC Updates: Calendar Overview and Shishmanian Grants FY18 and Waiver Updates

**September 14, 2017:** ICC Retreat, Best Western Royal Plaza Hotel, Marlborough, MA

**September 15, 2017:** Deadline for submitting the FY17 Annual Report to your EI Regional Specialist

**November 1, 2017:** Program Director Session—"Aligning the SSIP with General Supervision"



### Welcome

The Department is please to welcome **Sarah Duff** as the new **Program Director** for **Criterion Boston**. Sarah started as Program Director in June. She previously worked for Criterion Middlesex as a Team Leader and Developmental Specialist for 7 years. Sarah has experience in direct supervision, working with staff on clinical practice, administrative matters, and providing performance feedback. She provided direct service with a variety of children and families, completed evaluations, and served as group leader for enrichment groups. Sarah studied at the University of Rhode Island and has a BS in Communication Disorders. Please join us in welcoming Sarah to her new role!



### DPH Updates

#### BDI—2 Information & Scoring Booklets

In October 2016, DPH shared information regarding the normative update for the BDI-2. In MA, we are not using this update. Please click this link for that information [www.eiplp.org/wp-content/uploads/2015/03/DPH-October-2016-Final.pdf](http://www.eiplp.org/wp-content/uploads/2015/03/DPH-October-2016-Final.pdf).

However, IF you are ordering new kits or new BDI-2 examiner's manuals from Riverside Publishing, you need the materials for the BDI-2, **NOT** the BDI-2 *normative update*. If you use the scoring tables in the normative update examiners manual to calculate your scores, all of the scores entered into EIIS will come back as incorrect.

In addition, DPH will be ordering **BDI—2 Scoring Booklets** for programs in **August 2017**. Programs should expect to receive a shipment for the entire year.

## SSIP Update: PIWI Evaluation Activities

We have been receiving a number of questions regarding the PIWI evaluation data. Just a reminder, below is the PIWI implementation information with additional notes regarding how we are analyzing the data.

### PIWI Evaluation:

1. PIWI Champions will submit their data collection on the use of triadic strategies
  - > *DPH will be analyzing this data and will create a state-wide report based on findings.*
2. Two volunteer staff from each program to video 3 home visits all with the same family, each 1 month apart. (These videos can also be used by the PIWI champion for their data collection). These videos will be coded for quality characteristics and feedback. See instruction form for submission and consent form information. NOTE: These videos can also be used by the PIWI champion for their data collection prior to submission.
  - > *Researchers from UMASS Boston will be analyzing this data and will provide qualitative feedback to programs upon completion. DPH will not be reviewing these videos.*
3. PIWI Champions will submit their training and support activities
  - > *DPH will be analyzing this information and will include trends in the statewide report noted above.*
4. Staff will complete on-line self-assessments
  - > *DPH will be analyzing this information and will include trends in the statewide report noted above.*
  - NOTE: *Self-assessments will be sent out to programs in the coming months for distribution to staff.*
  - More information will be coming soon.**

NOTE: This is the data collection plan for the first year of implementation. We will be evaluating the effectiveness of this data collection plan and determining the on-going methodology after we complete the implementation plan with all programs.

If you have questions about the evaluation process of this data, please contact Noah Feldman [noah.feldman@state.ma.us](mailto:noah.feldman@state.ma.us).

## Waiver Update

On June 27, 2017, the system used to submit billing requests for reimbursement from the DPH, Secure Mail, was updated and required a new account registration (see email from Jean Shimer on 6/12/17).

With this change, the website address for Secure Mail was also changed to <https://ppsecuremail.state.ma.us/encrypt>

Because of this change in web address, the "submit" link on the form is no longer valid. Until an updated form is created, please continue to use the same electronic form and continue with using both the validate and save links on the form as usual.

To submit, instead of the link on the form, use <https://ppsecuremail.state.ma.us/encrypt> to bring you to the current Secure Mail, log into your Secure Mail account, and attach your saved form. Please continue to send to Sue Grossman at her Secure Mail address [susan.grossman@eohhs-sfed.state.ma.us](mailto:susan.grossman@eohhs-sfed.state.ma.us).

If you have any issues or questions, please do not hesitate to email Sue at [susan.grossman@state.ma.us](mailto:susan.grossman@state.ma.us).

## EIPLP—Connecting with Programs

One of the Early Intervention Parent Leadership Project's (EIPLP) priorities is to connect with you and your staff to familiarize you with the EIPLP. We are developing a plan to visit each program during a staff meeting. We will share information about the EIPLP, provide resources to help families connect with us, discuss the role of your Parent Contact (including how we support them), and talk about the resources available to support the distribution of the Family Survey.



We hope that these visits will help your staff become more comfortable talking with families about the EIPLP, and the resources/supports available to them in becoming involved in the MA EI System, beyond the scope of services on their IFSP. Please feel free to reach out to Liz Cox, the EIPLP's Training and TA Coordinator with any questions at [liz.cox@state.ma.us](mailto:liz.cox@state.ma.us).

## NCSEAM Family Survey Update

The next Survey distribution will occur in October 2017. Programs will receive a shipment of Surveys from Piedra Data Services by the end of August. The number of surveys each program receives, is based on numbers of children in EIIS as of July 2017. These are children who have been enrolled in EI for at least six months and whose families did not complete a NCSEAM Family Survey in March of 2017.

Please watch for your program's Surveys. Remember your shipment will contain enough Surveys, cover flyers and stamped, self-addressed envelopes for **both** the October 2017 and the March 2018 distributions.

This is usually a smooth process; however, there can always be mix-ups. Let us know as quickly as possible if your program does not get a shipment by September 1.

If you have questions or need assistance with anything related to the Family Survey, please contact Suzanne Gottlieb at [suzanne.gottlieb@state.ma.us](mailto:suzanne.gottlieb@state.ma.us).



## ***Policy & Clarifications***

### **Specialty Service Providers (SSPs) Participation in IFSP Meetings**

DPH wishes to remind EI programs and service coordinators that Section VII.B of the EIOS requires that "Prior written notice of the IFSP meeting is provided to all participants early enough to allow attendance. At each initial and subsequent IFSP meeting, following an eligibility evaluation, each of the following shall be provided with a reasonable opportunity to participate:

1. the parent or parents of the child (or person legally designated in this function),
2. the individual designated to be the service coordinator,
3. another person or persons directly involved in conducting the eligibility evaluation and assessment representing a discipline different from that of the service coordinator, and
4. other family or team members as requested by the parent if feasible to do so.
5. An advocate or other non-family member, if the parent requests that the person participate. \*
6. Persons who will be providing services to the child and/or family.\*

\* If a person who wishes to be involved in the IFSP planning meeting is unable to attend, arrangements are made for the person's involvement through other means, including:

- a. participating in a telephone conference call,
- b. having a knowledgeable designee attend the meeting, or
- c. making pertinent records available at the meeting."

IFSP meetings and IFSP review meetings provide opportunities for any member of the team (including parents) to provide information, highlight gains or concerns and strategize about next steps. SSPs, which include those providers for Autism, Deaf and Hard of Hearing and Visually Impaired populations, bring expertise to enhance the IFSP process both in terms of clinical skill and perspective. For infants and toddlers receiving SSP services to address a diagnosis of an Autism Spectrum Disorders (ASD), SSPs very often provide an intensity of service that far exceeds (traditional) EI services. Something as simple as the addition or deletion of a service has the potential to impact the child and family's schedule and the ability to access the intensity of services as specified on the IFSP.

The Department recognizes the challenges associated with competing and conflicting schedules (family, EI providers, SSPs) to schedule in-person participation of all IFSP team members, and acknowledges that not all IFSP meetings will necessarily warrant physical participation by SSP or EI staff. There are additional methods listed in the above policy which afford opportunity for participation.

In sum, DPH emphasizes (1) SSPs should be viewed as integral IFSP team members supporting children and families toward attaining outcomes: never as discreet service providers contracted by the program and (2) the EIOS requires notice be provided to all members of the child's IFSP team far enough in advance of the meeting to allow IFSP team members to participate.



## **Data Manager Update**

### **Fiscal Year 2017 Annual Report**

The fiscal year 2017 Annual Report was distributed to program directors via Interchange on 8/1/2017. EI programs will be responsible for returning their Annual Reports to their EI Regional Specialists by Friday, September 15, 2017.



If you have technical questions regarding the FY17 Annual Report then please contact Linda Mosesso at (617) 624-5521 or [linda.mosesso@state.ma.us](mailto:linda.mosesso@state.ma.us). All other questions about the FY17 Annual Report should be addressed to Michelle Conlon at (781) 774-6604 or [michelle.e.conlon@state.ma.us](mailto:michelle.e.conlon@state.ma.us).

### **LEA Referral Date**

The date that the parent or guardian signed the consent for the referral to the LEA is the date that should be entered on the Transition Survey System (TSS) under "Date of Referral to the LEA/School District". This date should match with what is in the child's progress notes and their IFSP Transition Plan section. If you have any questions about transition please contact your EI Regional Specialist.

### **Reminder: Transition – Handling an "Almost Late EI Referral"**

In order to meet the 90-day compliancy timeframe, EI programs should make sure that transition is discussed as soon as possible with families considered to be an "almost late EI referral." An "almost late EI referral" is a referral where the IFSP is signed when the child is between 30 and 32 months of age. As you know, a late referral, an automatic justified reason for late transition, is a child referred or having an IFSP at the age of 33 months or greater. Transition discussions should occur quickly for an "almost late EI referral" in order to maintain compliance with the required timelines, and their transition information should be entered into the TSS data system and transmitted to DPH as soon as possible. If you have any questions about transition please contact your EI Regional Specialist.



## **Forms & Materials**

Forms & Materials will be posted here when there are any.



## **EITC Update**



### **EITC On-line Module**

We have received some questions about accessing the following on-line module:

#### **EITC: (#063) Principles and Practices of Early Intervention: Child Development - On-line Training Course**

It appears that the website had changed for this module. The instructions to access it have been changed, and the issue should be resolved. Please contact Laura Guida at [laura@adcare-educational.org](mailto:laura@adcare-educational.org) with any questions.



## Specialty Services Updates

### **EI Contacts for Specialty Services**

Last week all EI Program Directors received an email from Joan Rafferty requesting the name of a contact person at your program that may coordinate or oversee Specialty Services for children in your programs. The request has been made for the name, phone number and email for these staff members. In some cases, the contact person may be the program director. Please fill out the form sent to you and return to [joan.rafferty@state.ma.us](mailto:joan.rafferty@state.ma.us) by August 18. A database and distribution list will be put together with this information.

A webinar is being scheduled in October with the Autism Resource Center on the ARICA law. The individual from your program identified as the Autism Contact person will be invited to join this webinar along with the program director. This will be scheduled separately from the regular monthly EI program director webinar. Once the date is confirmed, a notification will go out. Please direct any questions to Joan.



## Resources

### **MA Act Early State Team—Fall Summit**

Join the MA Act Early State Team for their Fall Summit. Learn more [here](#) or by viewing the flyer at the end of this publication.



### **Institute for Health & Recovery (IHR)—Safety Tip Sheet**

IHR thinks you can never get too many ideas on how to maximize safety. So, here's a link for a personal safety tip sheet. Though focused on job safety, some of the tips apply to everyday life. [www.everydayselfdefense.com/uploads/4/7/5/5/47555789/esd-pdf\\_tip\\_sheet\\_july\\_2016.pdf](http://www.everydayselfdefense.com/uploads/4/7/5/5/47555789/esd-pdf_tip_sheet_july_2016.pdf)

As always, please contact [karenwelling@healthrecovery.org](mailto:karenwelling@healthrecovery.org) or [karengould@healthrecovery.org](mailto:karengould@healthrecovery.org) for any training and technical assistance needs, and to get your hand-delivered (training included) Trauma-Informed Tip sheets.

### **Resources—Position Statement on Challenging Behavior**

Source: Division for Early Childhood (DEC) of the Council for Exceptional Children

DEC has released its [Position Statement on Challenging Behavior and Young Children](#) (July 2017) to readdress the significance of healthy social-emotional competence of all children and provide guidance to practitioners, teachers, and families in preventing and effectively responding to challenging behaviors. DEC's position includes culturally sustaining, family-focused practices, as well as, a commitment to inclusion, professional development, technical assistance, and using approaches that eliminate suspension and expulsion.

### **Resources—Online Training Modules: Talk with Me Baby Series**

Source: Rollins Center for Language & Literacy and Center on the Developing Child at Harvard University

With funding from the James M. Cox Foundation, Harvard University's Center on the Developing Child and the Rollins Center have partnered to provide the [Talk with Me Baby Series](#). This free training module available through Cox Campus and the Read Right from the Start program focuses on the importance of communication in the early years. The [8 courses](#) in the series prepare practitioners to empower and support families to engage in meaningful conversations with their young children and enhance their language development and perpetual learning.

**Comments, contributions or feedback, please contact:**

**Patti Fougere**

**[Patti.fougere@state.ma.us](mailto:Patti.fougere@state.ma.us)**

**617-624-5975**



**SAVE THE DATE!**

**Developmental Surveillance in the Early Childhood Mixed Delivery System**

Join the MA Act Early State Team for our Fall Summit. Learn about the extensive inventory of **CDC Act Early materials** and resources and how to access them, hear about current research, preview Watch Me Grow! modules, network with colleagues.

Breakout sessions will examine sharing difficult information with families, implementing developmental surveillance and Act Early Material in early childhood programs, and accessing available resources in the community and communicating with other stakeholders and agencies.

Date: **Thursday October 12**

Time: **7:45 am to 2 pm**

Place: UMass Medical School

Cost: **FREE** – Includes - Breakfast, Lunch, Parking

Target Audience: Early Childhood Stakeholders in Mixed Delivery System

~Educators/Providers~Early Intervention~Headstart~ WIC~EEC~ DCF~

Breakout sessions – materials - networking

Registration coming soon !!!

