

# The UPDATE

## News and Information for Massachusetts EI Providers November 2015



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

**November 12, 2015, 9:30am—1pm: ICC Meeting—Best Western Royal Plaza Hotel and Conference Center**

**November 24, 2015: Webinar Cancelled**

**December 1, 2015: Monthly webinar at 10 am: Update on the SSIP Training Implementation Plan & EI Web Based System**

**December 1, 2015: Deadline Personnel Database Reconciliation**

**December 22, 2015: Webinar Cancelled (will be held on December 1)**

**February 1, 2016: State Performance Plan/Annual Performance Report Due Date**



**Resources Attached: EEC/EI BRC Policy Statement; Boston/Brandeis University Study on Experiences of Parents with Children in EI Flyer**

### DPH Updates: EI Background Record Check (BRC) Policy Statement

Please see the attached [EEC/EI BRC Policy Statement](#) that has been shared with the EEC Regional Staff and will be shared with local child care programs. Remember, it is DPH's policy that EI staff and Specialty Service Providers conduct their work with children in the natural setting of the child. Many families request that EI services be delivered in their children's early education and care programs.

It is the joint policy of EEC and DPH that **EI staff and Specialty Service Providers are not required to undergo an EEC Background Record Check** (EEC run CORI, DCF, SORI, and fingerprint checks) because EI staff do not have the potential for unsupervised contact with children. Instead, EI staff and Specialty Service Providers must undergo background record checks as specified in the Early Intervention Operational Standards (CORI and SORI) and as contractually required.

In working collaboratively with families and early education and care programs, and in the sharing information regarding the child's IFSP outcomes, keep the following key points in mind:

- The family has the right to choose if they want to have information released, what information, and to whom by providing consent.
- DPH does not require a signature on progress notes.

Clear expectations regarding the role of the EI staff, family and early education and care provider should be discussed to ensure positive outcomes for infants and toddlers and their families. Please share the policy statement with appropriate staff within your programs.



#### Background Record Checks

**POLICY STATEMENT:** Background Record Checks of Early Intervention Employees and Specialty Service Providers in Early Education and Care Settings

**DATE ISSUED:** October 30, 2015

Early Intervention (EI) in Massachusetts is a statewide, integrated, developmental service available to families of children between birth and three years of age overseen by the Department of Public Health (DPH). It is DPH's policy that EI staff and Specialty Service Providers conduct their work with children in the natural setting of the child. Many families request that EI services be delivered in their children's early education and care programs. Working with children in early education and care settings requires the active participation of families, early childhood educators and early intervention specialists. The overall goal of EI is to support children in being fully active participants in all environments with the various important adults in their lives. All EI work that occurs in programs licensed, approved, or funded by the Department of Early Education and Care (EEC) should take place in the classroom or under the constant supervision of an individual who has cleared EEC's Background Record Checks (BRCs).

EEC's statutory and regulatory requirements<sup>1</sup> necessitate that all individuals who have the potential for unsupervised contact with children in EEC licensed, approved, or funded programs undergo background record checks. An individual has the potential for unsupervised contact with children if there is a reasonable likelihood of contact with children without the presence of a person who has already undergone a BRC. If an individual has the potential for unsupervised contact with children, then that person must undergo a full EEC BRC, which includes a check of the Massachusetts Criminal Offender Record Information (CORI), a review for abuse or neglect findings with the Department of Children and Families (DCF), a Sex Offender Registry Information check (SORI), and a fingerprint-based check of state and national criminal history databases (fingerprints).

It is the joint policy of EEC and DPH that EI staff and Specialty Service Providers are **not required to undergo an EEC Background Record Check** (EEC run CORI, DCF, SORI, and fingerprint checks) because EI staff do not have the potential for unsupervised contact with

<sup>1</sup> See G.L. c. 193, §§ 7 and 8 and 696 CMR 14.000 et seq.

# NCSEAM Family Survey Discussion—What Can We Do Differently and Better?

## Looking for your Help!

Please join interested stakeholders in discussing strategies to improve distribution, return rates and use of the data collected by the NCSEAM Family Survey.

The DPH is required to report on Family Outcomes to OSEP (Office of Special Education Programs). Family Outcomes are measured using the NCSEAM Family Survey. Over the past year, we have done quite a bit of analysis of the Survey data collected; looking at distribution methodology, return rates and level of family endorsement of specific Survey questions.

If you are interested in hearing what we've learned and providing input to help develop strategies to boost returns, increase Survey distribution in multiple languages and identify ways to use the data that go beyond the three percentages we report to OSEP, we welcome your participation!

**When: Thursday, December 3, 11:30am -2:00pm**

**Where: Criterion Valley EIP, Milford**

**RSVP to: [suzanne.gottlieb@state.ma.us](mailto:suzanne.gottlieb@state.ma.us)**



## Opportunity for BOSTON Parents to Provide Feedback

My name is Dr. Jessica Kramer. I am an occupational therapy faculty member at BU, and collaborating with Dr. Lindsay Rosenfeld and Dr. Dolores Acevedo-Garcia at Brandeis University.

Boston University is studying a new approach to teaching parents of young children with disabilities how to identify and respond to barriers in the physical and social environment. We believe that the people, places, and things in the environment, not the disability, restrict the participation and inclusion of young children in EI.

For the first part of our study, we would like to talk with parents about their ideas and experiences. We are looking for parents to participate in interviews. In these interviews, parents will read stories about activities children are having trouble doing at home and in the community. We want to understand how parents approach these types of challenges and the solutions they suggest.

The interview will take about 2 hours. We can provide help to watch children during the interview, and the interview can be at parent's home or other convenient location. Parents will receive a \$50 thank you.

**Boston EIPs** please share the attached [flyer](#) about the study with families. If parents have any specific questions they can contact me directly.

Thank you-  
Jessica

Jessica M. Kramer, PhD, OTR/L  
Assistant Professor, Department of Occupational Therapy & PhD Program in Rehabilitation Sciences Boston University  
635 Commonwealth Ave (SAR 503)  
Boston, MA 02215  
[kramerj@bu.edu](mailto:kramerj@bu.edu)  
Office: (617) 353-2702  
Fax: (617) 353-2926

<http://www.bu.edu/sargent/profile/jessica-kramer/>



## ***EITC Updates: Putting the Key Principles into Practice Training for Programs***

The sign up genius for programs to schedule "Putting the Key Principles into Practice" is now closed. Program directors can still go in to check on their sign up but can no longer change the training date.

The EI Training Center will be offering an update at the during the December, 1st webinar and program directors will be notified of their contact person for the training within the next 2 weeks.

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

**Patti Fougere**

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

**617-624-5975**



## **Background Record Checks**

**POLICY STATEMENT:** Background Record Checks of Early Intervention Employees and Specialty Service Providers in Early Education and Care Settings

**DATE ISSUED:** October 30, 2015

---

Early Intervention (EI) in Massachusetts is a statewide, integrated, developmental service available to families of children between birth and three years of age overseen by the Department of Public Health (DPH). It is DPH's policy that EI staff and Specialty Service Providers conduct their work with children in the natural setting of the child. Many families request that EI services be delivered in their children's early education and care programs. Working with children in early education and care settings requires the active participation of families, early childhood educators and early intervention specialists. The overall goal of EI is to support children in being fully active participants in all environments with the various important adults in their lives. All EI work that occurs in programs licensed, approved, or funded by the Department of Early Education and Care (EEC) should take place in the classroom or under the constant supervision of an individual who has cleared EEC's Background Record Checks (BRCs).

EEC's statutory and regulatory requirements<sup>1</sup> necessitate that all individuals who have the potential for unsupervised contact with children in EEC licensed, approved, or funded programs undergo background record checks. An individual has the potential for unsupervised contact with children if there is a reasonable likelihood of contact with children without the presence of a person who has already undergone a BRC. If an individual has the potential for unsupervised contact with children, then that person must undergo a full EEC BRC, which includes a check of the Massachusetts Criminal Offender Record Information (CORI), a review for abuse or neglect findings with the Department of Children and Families (DCF), a Sex Offender Registry Information check (SORI), and a fingerprint-based check of state and national criminal history databases (fingerprint).

It is the joint policy of EEC and DPH that **EI staff and Specialty Service Providers are not required to undergo an EEC Background Record Check** (EEC run CORI, DCF, SORI, and fingerprint checks) because EI staff do not have the potential for unsupervised contact with children. Instead, EI staff and Specialty Service Providers must undergo background record checks as specified in the Early Intervention Operational Standards (CORI and SORI) and as contractually required.

**EEC licensed, approved, or funded programs are reminded that they are prohibited from leaving EI staff alone with children** because such individuals have not received a BRC through EEC.

Any questions about this policy should be directed to EEC's BRC Unit at (617) 988-7841 or at [eec.brc@massmail.state.ma.us](mailto:eec.brc@massmail.state.ma.us).

<sup>1</sup> See G.L. c. 15D, §§7 and 8 and 606 CMR 14.00 et seq.

## Being a parent can be really fun, exciting, and special.



But sometimes parents of young children with special needs find it is hard to do the things they want to do. Doing things at home, with friends and family, or in the neighborhood may be hard.

PREPARED is a research study looking for parents with children ages 1-3 years old in EI (Early Intervention). What do you do when things are hard for your child? We want to hear about your ideas and experiences!

We want to talk with all parents, including parents who:

- Identify as a minority.
- Have a high school education or less.
- Have not completed trainings in parent advocacy or rights.
- Speak English as a second language.

### PREPARED:

Parents Responding,  
Engaging & Participating  
for new Environments for  
children with Disabilities

We will meet with you at your home or another place—whatever you choose. The interview will take about 1-2 hours. Parents will get a \$50 gift card as a “thank you”. Contact us today to participate!

Phone: 617-353-7522

Email: [preparedparentsstudy@gmail.com](mailto:preparedparentsstudy@gmail.com)

*This study is funded by a grant from the American Occupational Therapy Foundation (AOTF) Intervention Research Grant Program*