



# The UPDATE

News and Information for MA EI providers!  
April 2014

## Important Dates:



Tuesday, April 22, 2014 DPH Monthly Webinar: **CANCELLED**

June 18, 2014 EI Program Directors Session

## DPH Initiative Updates:

### Early Childhood Personnel Center (ECPC)

The Massachusetts Part C program will be participating in an exciting partnership with the Early Childhood Personnel Center (ECPC). This 2-year Technical Assistance (TA) Partnership between the Early Childhood Personnel Center and Massachusetts will be *value driven, evidence based* and *outcome oriented*. The TA partnership will focus on building state capacity to systematically implement an integrated, state-wide early childhood Comprehensive System of Personnel Development (CSPD) for those serving infants and young children with disabilities and their families.

A one-day strategic planning meeting comprised of relevant stakeholders will be held in June to identify the work scope, current resources and CSPD status, as well as the implementation objectives, activities, work groups, and timelines of each CSPD component.

### State Systemic Improvement Plan (SSIP) –

The State Performance Plan indicator (c-11) requires states to develop a State Systemic Improvement Plan focused on improving results for children and families. The SSIP is a comprehensive, multi-year plan that increases capacity of EIPS to implement, scale up, and sustain evidence-based practices and improve outcomes for children with disabilities and their families.

DPH, EITC, PLP and a provider representing the Early Childhood Stakeholders attended at two day Regional SSIP meeting to discuss the following components: Data Analysis; Choice of Focus Area; Infrastructure Analysis; Theory of Action; and Stakeholder Engagement. The Department will continue to keep the field up to date as we move forward in the selection of measurable child focused result.

## **General DPH Announcements:**

### **NPI for New Staff:**

NPI's are due no later than one month after the date of hire. NPI's must be specific to the individual, not the agency NPI.

### **Eligibility Notification:**

The date of eligibility notification can be the same date as the 1st IFSP meeting as long as the following occur:

- The written notification of eligibility is complete
- The family has received the invitation to the IFSP meeting
- The IFSP meeting is individualized to the child and family and is more than an "IFSP overview" and
- The requirements of PWN have been met

### **Requests for Reimbursement (waivers):**

Many programs now offer time limited "specialized" groups that concentrate on a certain aspect of development (feeding, swimming etc.)

If a parent wants their child to attend this type of group, they would need to decide one group over another (up to 2.5 hr wk) unless there is an extraordinary circumstance when a waiver could be requested. These should be rare occurrences, based on the needs of the child, and not a programmatic service delivery (ie: because we choose to offer a swim group)

A request needs to be made on an individual basis for a child who has a distinct extraordinary circumstance that requires a service that exceeds the guidelines.

### **BDI-2 information:**

#### **How often can I administer the BDI-2 to the same child?**

*The BDI-2 re-test results indicate that the BDI-2 is less sensitive to practice effects than other batteries and can be administered every 6 months. In MA programs must be responsive to each referral and re-referral that is made to the program. Families should be aware that if the BDI-2 is administered within 6 months of a previous evaluation, there could be practice effects due to familiarity with the items. For infants and toddlers the majority of the constructs for the items are developmental in nature so no practice effects would apply.*

*It is recommended that programs advise families that it is best to wait for 60 days before re-testing a child to ensure that practice effects do not impact the subsequent evaluation.*

For additional information, please see the BDI-2 Examiner's Manual

### **DESE: IEP form:**

The Massachusetts Department of Elementary and Secondary Education is planning to make improvements to the IEP form. In the initial phase of this project, ESE is soliciting public comment

through written form. Further opportunities to provide input will continue to be announced through the Special Education Headlines at <http://www.doe.mass.edu/sped/>. DESE encourages this notice of comment to be widely distributed.

The IEP forms and notices may be found at :

[http://www.doe.mass.edu/sped/iep/eng\\_toc.html](http://www.doe.mass.edu/sped/iep/eng_toc.html)

Written comments may be submitted by email to:

[improveIEP@doe.mass.edu](mailto:improveIEP@doe.mass.edu)

Or by mail to:

Special Education Planning and Policy Development Office  
Massachusetts Department of Elementary and Secondary Education  
75 Pleasant Street  
Malden, MA 02148.  
Attn: IEP Revision

### **New EI Program Director Update:**

Pernet Early Intervention: Welcome Maggie Early  
[mearly@pernetfamilyhealth.org](mailto:mearly@pernetfamilyhealth.org)

### **Data Manager Updates:**

#### **EIIS Upgrade – New Information**

The next EIIS Client application upgrade will occur in late April 2014/early May and will entail a version upgrade to Office 2010 to be run on a Windows7 operating system. NEW: The Windows 7 operating system must be 32-bit. EI providers should identify a Windows7 machine that will accommodate the EIIS application. Additionally, providers should communicate with their IT Department that the transmission file to be sent to DPH after this upgrade will be a zipped file (it is currently a zipped pgp file). Please make sure that this transmission will not be hindered by your IT security policies. If there are any issues, questions or concerns regarding this upgrade please contact Jean Shimer at (617) 624-5526 or [jean.shimer@state.ma.us](mailto:jean.shimer@state.ma.us).

#### **EIIS Paper Forms**

A new version of the EIIS paper forms will be emailed to EI program directors in mid-April. Programs can begin using these updated forms immediately or can schedule the best time to begin using them within the next one to two months. A list of changes will accompany the forms. Some of the more significant changes include the elimination of service fee section on the IFSP and an update on the definition of the Transition Plan Discussion Date.

## DPH EIIS Webinar – Data Management FAQ: March 25, 2014 follow-up

### Questions & Responses:

1. When a child is referred to EI but does not receive services, do you want the date deemed inactive to be the referral date or the date that attempts to contact the family have ended? What should the last billable date of service be if no services were provided at all?

*The “date deemed inactive” should be the date the program has determined to discharge/inactivate the child based on the multiple efforts to engage the family in participation in EI. Use the “Date Deemed Inactive” as the “Last Billable Service Date”.*

2. We have been told in the past that we should not discharge/inactive children until they turn 3 years old. Is that accurate information?

*No, the program should determine a case as inactive and discharge them based on the programs internal protocol of good faith efforts to contact the family. If the program feels they have done their “due diligence” in trying to reach the family and have not been successful they should determine the child and family as inactive and discharge them from EI.*

3. How to get 100% (no errors) on an error report?!! Seems impossible!

*It is possible. The creation of a good data management system with multiple levels of oversight should improve the accuracy and quality of data submission. If programs have difficulty identifying why a child continues to remain on an error report they should contact Jean Shimer.*

4. Can the upgraded EIIS system be installed on a work laptop or does it need to be on a desktop computer?

*There are several risks to installing EIIS on a laptop: (1) security, (2) back-up creation, and (3) transmission. If a provider is interested in installing EIIS onto a laptop they will need to contact Jean Shimer to explain the reason for needing to do this and to review all risks.*

5. Can EIIS be installed on a computer running other programs, biller for example?

*Yes, the upgraded system may be installed on a pc running other programs.*

6. Regarding the error report with missing evaluation, what is the timeframe that is used to have the child listed on the report?

*The Error Reports do not include children referred within 40 days of the data submission deadline (10<sup>th</sup> of each month).*

7. How long do children remain on the error report if the reason was noncompliant?

*Children will remain on the Error Report through the entire fiscal year if determined noncompliant. This can help a program monitor the types of non-compliance that occur under an indicator area.*

## **EITC Update:**



### **News about CEIS:**

Past DPH policy has been to address correspondence regarding CEIS portfolios only to the applicant. One exception has been that EITC sends program directors a copy of the letter sent to each provisionally certified new employee, regarding her or his requirement and due date to submit a CEIS portfolio.

Going forward, EITC will also send a copy to each program director of any DPH correspondence with applicants requesting clarification or additional information for any portfolio submitted.

This change in policy grows out of requests from program directors that DPH provide more information to directors regarding applicants' status in the CEIS process, in order to better support staff in that process.

## **Specialty Services Update:**

### **MA Commission for the Deaf and Hard of Hearing update:**

Personnel shortages may mean some lack of access to Children's Specialists for the time being. Melissa Adams (Boston and northeast) is on maternity leave; Diane Crouse has left her position in the southeast.

### **Perkins update:**

Referrals should go to Ruth Silverstien at 617-972-7332 or via email to [ruth.silverstein@perkins.org](mailto:ruth.silverstein@perkins.org)  
Ann Ross, who processed many EI referrals over her long tenure at Perkins, has retired.  
Infant/toddler services at Perkins will now be directed by Beth Caruso as Bob Renna is no longer with Perkins. Beth may be reached at 617-972-7434; [beth.caruso@perkins.org](mailto:beth.caruso@perkins.org)

## Communities of Practice

### *“Supporting Learning Differences and Development of Children with Special Needs”*

This presentation will focus on an overview of developmental and classroom-based research that highlights the diversity that is inherent in today’s early childhood population and the importance of evidence-based, targeted practices for ensuring diverse learners meet their full potential. Through discussion, case studies and classroom application activities, participants will have an opportunity to

- review and revisit developmental and classroom based research that supports reflection on their own inclusive teaching practices.
- learn strategies that can be embedded into daily classroom routines that help support all children’s everyday learning, especially children with special needs.
- consider to work through how to use these strategies with children, including making a plan for implementing a strategy in their own preschool setting

Five (5) sessions will be held throughout the state at a location near you!

Presentation begins at 9:30 for all sessions.

Please register with the identified contact person for the meeting you wish to attend by providing us with your name, position, program and contact information.

Wednesday, May 14, 2014 RSVP BY: 5/9/2014

9:30-12:00 EEC-Northeast, 360 Merrimack Street, Building 9, Third Floor, Entrance (i), Lawrence, MA 01843

RSVP: [s.perdomo@massmail.state.ma.us](mailto:s.perdomo@massmail.state.ma.us)

Directions: <http://mapq.st/f2GCAG>

Thursday, May 15, 2014 RSVP BY: 5/9/2014

9:30-12:00 EEC-Western, 1441 Main Street, 2nd Floor-Suite 230, Springfield, MA 01103

RSVP: [tim.thomas@massmail.state.ma.us](mailto:tim.thomas@massmail.state.ma.us)

Directions: <http://mapq.st/1hiDgWe>

Friday, May 16, 2014 RSVP BY: 5/9/2014

9:30-12:00 EEC – Central, 10 Austin St. Worcester, MA 01609

RSVP: [donna.joppas@massmail.state.ma.us](mailto:donna.joppas@massmail.state.ma.us)

Directions: <http://mapq.st/fhNeBD>

Wednesday, May 21, 2014 RSVP BY: 5/16/2014

9:30-12:00 EEC- South East & Cape, 1 Washington Street, Suite 20, Taunton, MA 02780

RSVP: [jill.elwell@massmail.state.ma.us](mailto:jill.elwell@massmail.state.ma.us)

Directions: <http://mapq.st/dY9jRS>

Thursday, May 22, 2014 RSVP BY: 4/16/2014

9:30-12:00 East Boston Social Center, 68 Central Square, East Boston, MA

RSVP: [yvonne.young@massmail.state.ma.us](mailto:yvonne.young@massmail.state.ma.us)

Directions: <http://mapq.st/1jIhkZe>



## Recognizing Substance Use and its Effect on Families

Dates and locations for this training series are now open for registration:

**Wednesday, April 30, 9am - 4pm**

**Registration now open - [Click to register!](#)**

UMass Collaborative Services Facility

333 South St.

Shrewsbury, MA

**Tuesday, May 13, 9am - 4pm**

**Registration now open - [Click to register!](#)**

Holyoke Community College

303 Homestead Ave.

Holyoke, MA

**Tuesday, May 20, 9am - 4pm**

**Registration now open - [Click to register!](#)**

Middlesex Community College

591 Springs Rd.

Bedford, MA

Trainer: Dianna Christmas, MPH, Coordinator of Parent–Child Services at the Institute for Health & Recovery.

The training will enhance the skills of EI staff, home visitors, and others who work with young children and their families by providing them with context information regarding the development and characteristics of substance use disorder; a frame for working with families to recover together; and specific strategies for working with children and families to build resilience, attachment, and social-emotional competence. The training is informed by the Relational Model from the *Nurturing Program for Families in Substance Abuse Treatment and Recovery*, an evidence-based practice for working with families affected by substance use disorders.

This training is approved for 5.0 Hours of Continuing Education for Licensed Alcohol and Drug Counselors, (LADC I, LADCII, and LADC Assistants), Certified Alcohol and Drug Abuse Counselors (CAC/CADAC), Licensed Mental Health Counselors (LMHC), and Social Work (MSW) credits. The application has been submitted to Massachusetts AEYC for approval of Educator CEUs.

If you have any questions, please contact Erica Mercier at [EricaMercier@healthrecovery.org](mailto:EricaMercier@healthrecovery.org) or 617-661-3991.

Visit IHR at: [www.healthrecovery.org](http://www.healthrecovery.org)

