



# FIRST STEPS

KENTUCKY'S EARLY INTERVENTION SYSTEM

January 2012

## STATE LEAD AGENCY UPDATE

### Federal Child Count

Data for two tables were collected for December 1. Table 1 is the annual “point-in-time” child count and Table 2 are the settings where the children are served. Each table only includes children with an active IFSP as of December 1. The tables are due to OSEP February 1.

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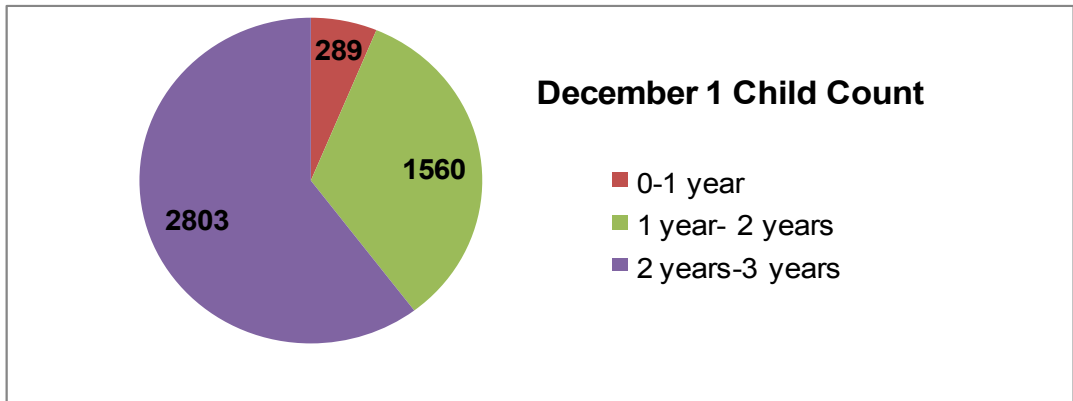
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| AGE GROUP AND SETTING OF INFANTS AND TODDLERS, AGES BIRTH THROUGH 2  |          |                              |                              |                              |
|--|----------|------------------------------|------------------------------|------------------------------|
|  | Total    | Birth to 1 (0 TO <12 months) | 1 to 2 (>=12 and <24 months) | 2 to 3 (>=24 and <36 months) |
| TOTAL (ROWS 1-3)   | 4592     | 297                          | 1483                         | 2812                         |
| 1. HOME  | 4360/95% | 292                          | 1435                         | 2633                         |
| 2. COMMUNITY-BASED SETTING—these are settings that meet the definition of natural environments   | 212/5%   | 5                            | 40                           | 167                          |
| 3. OTHER SETTING—these are settings that do not meet the definition of natural environments such as pediatric extended care centers, out-patient clinics, hospitals, specialized facilities for people with disabilities, etc. | 20/ 0%   | 0                            | 8                            | 12                           |

# STATE LEAD AGENCY UPDATE

## Annual Performance Report for FFY 2010

The Annual Performance Report (APR) will be submitted to the US Department of Education, Office of Special Education Programs (OSEP) by February 1. This is a required report that depicts the progress or slippage the state's early intervention system has made compared to the national and state performance targets during the fiscal year of July 1, 2010 through June 30, 2011. This information is used by OSEP to determine the level of performance that is identified annually. Currently, Kentucky "meets requirements" of the Individuals with Disabilities Education Improvement Act. Please read the full APR on the First Steps website.

### FFY2010 APR At-A Glance

| Indicator  | FFY 2010 APR Status                    | 2010 Data                           | Target                        |
|--|--|-------------------------------------|-------------------------------|
| 1. Timely IFSP services (within 21 days)   | <u>Did not meet target, improved</u>   | 91%                                 | 100%                          |
| 2. Services primarily in home of community-based settings  | <u>Exceeded target</u>                 | 99.5%                               | 98.7%                         |
| 3. Child Outcomes<br>Positive social outcomes<br>Acquisition and use of knowledge and skills<br>Use of appropriate behaviors to meet needs | <u>Exceeded targets</u>                | 92%                                 | 1. 62%                        |
|  |  | 55%                                 | 2. 31%                        |
|  |  | 95%                                 | 1. 50%                        |
|  |  | 48%                                 | 2. 26%                        |
|  |  | 90%                                 | 1. 50%                        |
|  |  | 30%                                 | 2. 26%                        |
| 4. Early intervention has helped family:<br>Know rights<br>Communicate child's needs<br>Helped family to help child grow and learn         | <u>Exceeded targets</u>                | a. 97.81%<br>b. 98.22%<br>c. 96.53% | a. 82.2%<br>76.3%<br>c. 90.6% |
| 5. % infants B-1 year of age with IFSPs compared to national data  | <u>Did not meet target, slipped</u>    | 0.65%<br>(FFY09 0.68%)              | 0.71%                         |
| 6. % infants B-3 year of age with IFSP compared to national data   | <u>Exceeded target</u>                 | 2.76%                               | 2.55%                         |
| 7. 45-day timeline   | <u>Did not meet target, improved</u>   | 99.42%<br>(FFY09 98.46%)            | 100%                          |
| 8. Timely transition:<br>IFSPs w/steps and services<br>Notification to LEA<br>Transition conference  | A <u>Met target</u>                    | 100%                                | 100%                          |
|  | B <u>Met target</u>                    | 100%                                | 100%                          |
|  | C <u>Did not meet target, improved</u> | 99.40%<br>(FFY09 93.5%)             | 100%                          |
| 9. Noncompliance identified and corrected within one year  | <u>Did not meet target, improved</u>   | 94%                                 | 100%                          |
| 10. Complaints resolved in timely manner (60 days or agreed upon, proper extension)  | <u>Met target</u>                      | 100%                                | 100%                          |
| 11. Due process hearings adjudicated within timelines  | NA—no requests for due process         |                                     | 100%                          |
| 12. Resolution meetings—NOTAPPLICABLE  |  |                                     |                               |
| 13. Mediations that resulted in agreements   | NA—no requests for mediation           |                                     | 80%                           |
| 14. Timely and accurate submission of data   | <u>Met target</u>                      | 100%                                | 100%                          |

### Upcoming Grant Application Public Comment Period

FFY 2012 Grant Application is tentatively scheduled to go out for public comment no later than February 7, 2012. It will be available for review and comment for 60 days. Three public hearings on the application will be scheduled in March. The application includes the OSEP required forms; any proposed regulations and policies; certifications for the system of payments; revised interagency agreement with Medicaid; and the revised interagency agreement with the Kentucky Department of Education for transition. Information about the hearings and opportunity to submit written comments will be disseminated via the listserv, First Steps webpage, First Steps newsletter, and legal notices in the major newspapers of the state.

Emergency regulations will be filed later in the spring with the submission of the grant application. All states are expected to be operating the early intervention system in compliance with 34 CFR 303 upon receipt of FFY12 federal funds (July 1, 2012).

## BILLING REMINDER

When a claim has been disapproved by the SLA, there will be a note on the Accounts Payable page of the individual child explaining the reason for the disapproval. Be sure to read the notation and notify the SLA once the correction has been made.

## WELCOME OUR NEW SLA SECTION SUPERVISOR



Greetings,

I consider it a pleasure to greet you as the new state lead agency supervisor. I look forward to working with you all in your various roles and locations. As the new kid on the block, I am still getting acclimated to the world of First Steps. My work history includes 21 years of early childhood in both Head Start and private child care. Additionally, I owned and directed a private child development center for 12 years. For the last 1 ½ years, I have been teaching basic computer skills and internet navigation for the Urban League of Lexington. Needless to say, it feels great to be back in child development. Again, I am excited to be here in this office and I anticipate our relationship.

Yours working together,  
Calvonia Vaught Radford

**"The child must know that he is a miracle, that since the beginning of the world there hasn't been, and until the end of the world there will not be, another child like him."**

**Pablo Casals**

Spanish cellist and conductor, 1876-1973

# SLA TRAINING COORDINATOR UPDATE

## Face-to-Face Provider Orientation

January 25  
Frankfort, KY  
TRAIN # 1030572

February 16  
Frankfort, KY  
TRAIN # 1030573

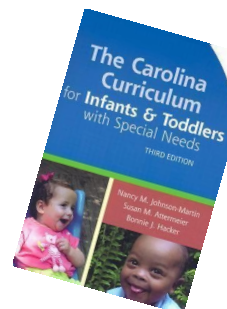
## Assessment Training

### Carolina:

January 30  
Louisville, KY  
TRAIN # 1031016

March 5  
Elizabethtown, KY  
TRAIN # 1031017

June 5  
Lexington, KY  
TRAIN # 1031019



### HELP:

March 27  
London, KY  
TRAIN # 1030787

June 26  
Bowling Green, KY  
TRAIN # 1030788

HAWAII EARLY LEARNING  
PROFILE

## 2012 Infant-Toddler Institute

The annual Infant-Toddler Institute is a great conference for First Steps providers. Each year we strive to incorporate sessions of great interest for our providers. Please mark your calendars for this year's Institute as we have secured several exciting guest speakers including Pat Snyder, nationally known professor from the University of Florida. Dr. Snyder's session will address issues in service delivery for speech pathologists, OTs and PTs.



**Save the Date!**

**Pre-Institute: August 7th, 2012**

**Institute: August 8-9, 2012  
Lexington, KY**

**Lexington Convention Center  
& Hyatt Regency Lexington**

Registration information will be available in April.  
For more information call (859) 257-1267 or  
email [cau222@uky.edu](mailto:cau222@uky.edu)

# PROVIDER TRAINING REQUIREMENTS



## First Steps Provider Training Requirements:

Every provider (including POE staff) in the Kentucky Early Intervention System (KEIS) signed a Provider Agreement (Form 5A). Current Provider Agreements are active from July 1, 2010 to June 30, 2012. In this Provider Agreement, it lists all requirements that must be fulfilled by the end of the active contract. Provider Agreements are the same for all providers (including the POE). The following is what you will find in your Provider Agreement in regards to training:

*Agree to complete all required training prescribed by the Cabinet, including but not limited to the following:*

- A. *training on at least one Cabinet-approved criterion referenced assessment instrument completed within three months of the date of the face to face orientation, unless documentation or pre-service or in-service training on at least one Cabinet approved criterion referenced assessment instrument is submitted with this signed Agreement;*
- B. *First Steps on-line data management system training completed according to a Cabinet defined schedule; and*
- C. *a minimum of six clock hours of training specific to typical early childhood development on or before June 30, 2012 . Three hours must address working with the birth to three populations that includes information on child development (typical and atypical). Three hours can be at the provider's choice but suggested topics include cultural diversity, working with families, disability specific interventions, and using assessment data for program planning/monitoring of progress related to early childhood. All trainings taken outside the TRAIN system must have prior approval to count toward this contract requirement.*

## **What do they mean?**

- A. refers to the assessment training for the HELP, AEPS, and the Carolina. If you completed this training in the past and have proof of attendance, this has been fulfilled. You do not have to attend assessment training for each new contract year.
- B. refers to TOTS training. There is a TOTS online module, TRAIN #1015494 that each provider must complete. Once you have completed this training you do not have to complete this for each new contract year.
- C. refers to the child development training hours. By the end of the contract year (June 30, 2012) you must complete six hours of child development training. Three hours of the six must focus on typical and atypical development for the birth to three populations. This training must target all five developmental domains (communication, motor, personal-social, cognitive, adaptive). The other three hours are considered provider choice. Again, it must target the birth to 3 populations. All trainings must be taken between the dates of July 1, 2010 through June 30, 2012 and must be approved by the Part C Training Coordinator. In order to receive approval, you must submit course details to the Part C Training Coordinator for review. Once a decision has been made, an email will be sent to you stating the approval decision. The six child development hours must be completed each contract year.

# TYPICAL CHILD DEVELOPMENT REQUIREMENT

## Typical Child Development Trainings:

Since July 1, 2010, the SLA and other local entities have been providing opportunities to complete the typical child development trainings. Several POEs have hosted trainings and there have been sessions at the Annual Infant-Toddler Institute. As the SLA learn of trainings that are typical child development approved, we announce the trainings on TOTS and in the newsletters. **It is the provider's responsibility to research to find the trainings.** Check locally with your POE office for possible training opportunities, be sure to carefully read the monthly newsletters, watch the TOTS announcement page, and research possible online trainings. There are numerous websites that offer CEUs in early childhood development. Some examples of websites are:

<http://www.universalclass.com/i/course/early-childhood-development.htm>

<http://trainearlychildhood.com/>

<http://www.allceus.com/>

[http://www.kaplanco.com/services/onlineLearning\\_courses.asp?sbCatID=8&Start=1](http://www.kaplanco.com/services/onlineLearning_courses.asp?sbCatID=8&Start=1)

<http://www.childcarelounge.com/child-care-lounge.php>

<http://www.cceionline.edu/index.cfm?id=3>

<http://www.universalclass.com/i/course/early-childhood-development.htm>

This is not an exhaustive list of websites and the websites are not guaranteed to have a typical child development trainings. These are only examples of websites that have early childhood trainings available online.



You can also check your local Child Care Resource & Referral Agency. ECE-TRIS (a training data base for the Division of Child Care) allows you to search by county, training topic etc...

<https://tris.eku.edu/ece/content.php?CID=23>

There are many more websites that provide early childhood CEUs. Please remember that the typical child development training must target the Birth-3 population and must also cover all 5 areas of development.

Be sure to also check with your local Point of Entry Manager to inquire about any district sponsored trainings. Happy hunting!

### **How do I get a training approved?**

When you find a training that you want to submit for approval, send course details to one of the following at SLA: [Tammie.Isenberg@ky.gov](mailto:Tammie.Isenberg@ky.gov); [Melissa.Hardison@ky.gov](mailto:Melissa.Hardison@ky.gov); or, [Holly.Ackerman@ky.gov](mailto:Holly.Ackerman@ky.gov)

Once the course is reviewed, an email will be sent to you with proof of approval. You will need to keep the email as proof of approval.

### **When do I turn in my proof of training?**

Once you receive your email for proof of approval, you will submit a copy of the email along with your certificate of completion to Theresa James at the SLA when you submit your renewal paperwork. **Please do not send this information before your renewal paperwork.** Please submit proof of training at the same time as your renewal paperwork.

**\*Please note:** The SLA does not keep record of your trainings throughout the year. The only way to know if you have met all the hours required is to have documented proof of approvals from the SLA. If the SLA has approved a course to count toward the First Steps contract requirement you will have an email to prove the approval or it will be stated on your certificate of attendance.