



KEIS FIRST FRIDAY FOCUS

April 2024

A place where you can get quick updates that spotlight what's going on in Kentucky's Early Intervention System (KEIS) through the listserv on the first Friday of every month or on the Service Provider Information Page on the [KEIS website](#).

Continued Changes to Provider Renewal

Current contracts expire on June 30, 2024. The PON3 provider contract and Business Associate Agreement (BAA) will be distributed by the CHFS contracts division through DocuSign. They must be signed by the individual with signature authority for the agency. Each agency must complete these documents for a smooth transition to the next fiscal year. Please ensure that the email listed in TOTS is correct and regularly used and that your inbox is not full.

Got Questions?

We've Got Answers!

The Coaching in Early Intervention Training and Mentorship Program (CEITMP) and State Lead Agency (SLA) have collaborated to update the CEITMP Frequently Asked Questions (FAQ) document to reflect current coaching research, program status, and support guidance. A new section has been added to highlight questions from providers who have encountered challenges with coaching. Typical questions are related to caregiver interactions, transitioning from traditional therapy expectations, and coaching application topic areas. You will find the revised FAQ on the KEIS website [here](#).



Kentucky Public Health
Prevent. Promote. Protect.

April is Child Abuse Awareness & Autism Acceptance Month

Research shows that children with disabilities are at increased risk for abuse and neglect. This month, we would like to thank all early intervention providers who are not only mandatory reporters of child abuse but also work tirelessly every day to protect children by teaching families how to help their children develop and learn.

As part of Autism Acceptance Month, KEIS would like to highlight statewide efforts to encourage early screening and diagnosis of autism to ensure that children and families receive the services and support necessary to achieve optimal health and reach their self-determined goals.

Discipline-Specific Assessments and Billing

An assessment that is completed as part of the provider's scope of practice per licensure requirements is considered to be part of the provider's intervention services and is not authorized as a separate discipline-specific assessment. Typically, the licensure-required evaluation is conducted during an initial visit with the family and is billed as early intervention services by entering a service log.

When the current IFSP providers cannot appropriately address a concern, a norm-referenced discipline-specific assessment may be authorized. The service coordinator must consult with the DCES and IFSP team about needing a discipline-specific assessment before it can be authorized for planned services. The discipline-specific assessment report is entered on the Evaluation/Assessment page, and a service log is entered to bill for the discipline-specific assessment.

Documentation is Integral to Success

The SLA billing and compliance teams would like to remind all early intervention providers about the importance of accurate billing documentation for early intervention services. We appreciate the time that early interventionists take to document the early intervention services they deliver accurately. We want to remind you that all service logs must be individualized and include the correct dates and times the early intervention services were provided. Service logs that are duplicative (copied and pasted from another entry), did not occur, or include overlaps in dates and times of other early intervention service entries are fraudulent, and payment may be denied. Documentation errors of this nature may trigger an audit, recoupment of funds, corrective action plans, and findings may be reportable to the Office of the Inspector General and the Attorney General. Please continue to make every effort to ensure that your documentation accurately reflects the early intervention services you provide to set yourself and the IFSP team up for success.

Contacting the KEIS State Lead Agency

There are three separate email accounts to help streamline responses.

General assistance: chfs.firststeps@ky.gov

Billing questions: chfsfirststepsbilling@ky.gov

Provider enrollment or information changes: fsproviderenrollment@ky.gov .