

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

Have you missed previous editions? Now there is a First Friday Focus section on the Service Provider Information Page on the [KEIS website!](#)

### **Recognition for KEIS Service Coordinators**

Since November provides a reminder to practice thankfulness, we want to provide a huge shout out to our service coordinators for supporting families and EI providers. Service Coordinators play an integral role in early intervention services by conducting family assessments, leading IFSP teams, assisting with the development of family-centered functional outcomes, advocating for families, supporting EI providers, completing federally required documentation, honoring and explaining parental rights, and providing fiscal oversight, emotional support, and community resources. KEIS SCs are the glue that keeps EI services running smoothly. If you get the opportunity, please be sure to thank your service coordinators for all that they do.

### **December 1 Child Count is Coming**

Please mark your calendar and be sure to complete all discharge summaries and progress reports by November 30. All IFSPs must be locked on this date to complete the December 1 child count. This is a date-in-time report that is provided to the Office of Special Education Programs each year as part of federal reporting and is used to determine funding for EI services in each state.

### **Addressing Routines**

We also couldn't let November pass without expressing gratitude for providers who continue to focus on families' routines when providing early intervention services. This ensures that families practice new skills in real time, in their natural environments, and increases the likelihood of continuation of the skill in between early intervention sessions. Thank you for meeting families where they are and building on their strengths.

### **1099 Reminder**

All KEIS providers need to verify that their address information is correct in Kentucky's online [Vendor Self Service System](#) so their 1099 will be sent to the correct location. Also, please remember that the SLA is unable to access information about providers' 1099s. For questions about a 1099, contact the Kentucky Department of Revenue at 502-564-8639.

### **KEIS Provides Opportunities to Celebrate Child and Family Success**

One of the many benefits of working in Kentucky's Early Intervention System is having the ability to participate in happy IFSP meetings. It is always a complete joy when a child exceeds expectations and parents realize they played a huge role in their child's success thanks to their participation in early intervention.

**Parent Quote from the Annual Family Survey:**

*"I have noticed so much progress in my child since we started when he was 18 months old. He is currently 26 months old and the progress that he has made is amazing. I am truly inspired by the work that First Steps does and how it has also helped my husband and I to become better parents. My husband always tells me that this is my first time being a parent, and that I am not meant to know everything. I feel like First Steps has helped me to identify what my child needs and how to help him through his daily routine, play, and social activities."*