

# POE Pulse

This newsletter is sent every two months, although we've gotten a little behind with this issue due to a very busy spring!

Please share with your staff. We welcome ideas for topics to be featured in the newsletter. Please contact Donna Montgomery at [donna.montgomery@ky.gov](mailto:donna.montgomery@ky.gov) with any suggestions.

## **POE Spotlight**

Our POE Spotlight for this edition features the Big Sandy Point of Entry. KEIS services in Floyd, Johnson, Magoffin, Martin, and Pike counties are provided through this POE. The Big Sandy POE is located in Prestonsburg and managed by Donna Dyer. Donna submitted the answers below.

**How would you describe your team?** *The team at Big Sandy are true gems. They stand strong and tough through it all while providing excellent services and supports for the families in Eastern KY. We are a small district and the staff at BS truly impact the lives of those they support and do their best to provide quality services. They make a difference in the life of our POE and our ability to support families and children with disabilities.*

**What have been your biggest accomplishments?** *The POE Staff at Big Sandy works conscientiously to meet federal indicators and state targets. They continue to adapt to the changes in procedures due to the pandemic.*

**What are your biggest challenges?** *Big Sandy is located in rural, remote eastern KY. The challenges we face are related to the drug epidemic and lack of gainful employment opportunities in our area, which is causing families to relocate to different parts of the state. The current increase in inflation is also impacting families and their stability. All these challenges affect referrals, reaching families, provider recruitment, and retention of current providers.*

**What would you like to tell people about your POE that they may not know? (i.e., what makes your POE special/unique?)** *Pike County, one of the counties we serve, is the largest county in the state of Kentucky. Our district has experienced POE staff who work diligently to follow policies and guidance of the State Lead Agency. I am proud of the reliability of the Big Sandy POE staff.*

## **Paula Goff Recognized by Kentucky Advisory Council**

Congratulations to Paula on her recent recognition from the Kentucky Advisory Council for Autism. Paula was recognized for her leadership and outstanding work as the chairperson for the council's Early Childhood Subcommittee. Paula is the manager of the Early Childhood Development Branch in DMCH and serves as Kentucky's IDEA Part C Coordinator.

## **POE and Provider Re-Enrollment Deadline Fast Approaching June 30**

All current Kentucky Early Intervention System contracts end June 30, 2022. All contract renewal packets have been sent via DocuSign to agency administrators and agency owners. The POE Multiprovider contract has been sent to the contacts listed in the state financial system for signatures (**this contract is NOT the same as the KEIS Multiprovider Contract mentioned below**). The contract for the KIPDA POE has been fully executed. Please submit your renewal packet as soon as possible to ensure timely processing by July 1.

**IMPORTANT NOTE – a new, revised KEIS Multiprovider Contract will be routed to providers for review and signature soon. The contract is currently being revised to clarify language related to cyber insurance, information security plan, annual security review, and invoicing/billing. Be aware that a link to sign the contract may be sent rather than a request directly from DocuSign. A follow-up communication will be sent to the listserv when the new contract is ready to be routed, so please keep an eye out.**



## **Introducing Kelly Tharpe**

We welcome Kelly as our newest Health Program Administrator. She will be providing technical assistance as well as developing and conducting training in various formats for providers.

Kelly began her career as a middle school and high school band director serving several school districts throughout the state of Kentucky. Kelly is a certified teacher for the state of Kentucky and a graduate of Eastern Kentucky University.

Since leaving the teaching profession, Kelly has held several different roles in state government for the past 13 years, most recently with the Department for Behavioral Health, Developmental and Intellectual Disabilities where she served as a Training Team Lead.

### **New Provider Enrollment/Family Share Administrator - Savannah Propst**

Many of you already know Savannah through her work with Provider Enrollment, but she has now officially taken over Lisa Dorman's former role working with enrollment and Family Share. Congratulations Savannah!

### **Training of Trainer Modules for the Early Childhood Standards**

The SLA recently participated in a two-day workshop with the Governor's Office of Early Childhood to help revise the Early Childhood Standards Training of Trainers. The workgroup was made up of a cadre of early education system thinkers from across the state. The revised standards created by this workgroup will be launched at the Early Childhood Institute held June 21-22. The Early Childhood Standards are designed as a framework to assist parents, early care, intervention, and education professionals, administrators, and others in understanding what children are able to know and do from birth through four years of age.

### **New Yahasoft Features**

Yahasoft deployed some new features in TOTS earlier this month. These were free upgrades they offered the SLA and we thought would be useful.

1. For the calendar/schedule function, there is now an "Add to Calendar" link at the bottom of any calendar event. After a user clicks on the link, it will add the event to their Outlook, Google, or Apple calendar. It will include child ID and details regarding the meeting but will not include the child's name.
  - a. For District Administrators and Service Coordinators, this function is on the scheduling tool screen.
  - b. For Agency Administrators and Service Providers, this function is accessible by clicking the "Schedule" button on the home screen.
2. Two new sections have been added at the bottom of the Agency Administrator's Upcoming Meeting Report to allow agency administrators to monitor more contract requirements: 1) providers whose licenses are expiring in 60 days (or expired already), and 2) providers whose liability insurance is expiring in 60 days (or expired already).

## **American Rescue Plan Act (ARPA) One-Time Payment**

A one-time payment to agencies that had a current, active contract with KEIS as of March 4, 2022 and June 6, 2022 was sent in mid-June. Active, current contracts were checked on 3/4/22 and again on 6/6/22. Only agencies with active contracts on BOTH dates will receive these funds.

This payment is separate from the regular pay cycle. Funds for the payment come from ARPA money. This payment is intended to cover costs incurred during the pandemic. Agencies received \$1,800 per each early intervention provider that had a current, active contract with KEIS as of 3/4/22 and 6/6/22.

It is the agency administrator's decision how these funds will be used. The State Lead Agency does not have the authority to tell administrators how to spend this money, but strongly recommends payment to providers who spent their own funds on items such as tele-intervention software/subscriptions, masks, sanitizer, etc.

### **FAQs**

Q: The announcement referred to agencies. Will independent providers receive this money?

A: Yes. Independent providers are considered an agency of one and will receive funds directly.

Q: Will POEs receive this money?

A: POEs will receive a lump sum once the SLA modifies their contracts to add the money in. It will be a different amount than the providers receive and will not come at the same time as the mid-June payment.

Q: I switched agencies and want my funds to go to my new agency. Can it be changed?

A: The SLA is unable switch the payment from one contract to another. Funds will go to the agency providers worked with on 3/4/22.

Q: I currently contract with ABC Agency. However, on 3/4/22 I was serving under XYZ Agency. I transferred to ABC Agency without a pause in providing services to my caseload. Will my change in employment/contract affect receiving the funds?

A: Funds will go to the agency providers worked with on 3/4/22. The agency administrator will make the decision on what to do with funds, but if they decide to distribute to providers then you may receive a payment since you had an active contract on 3/4/22.

Q: Will the money be received by direct deposit or check?

A: Agencies will receive funds in the same manner they normally do. Unless you are an independent provider, you will need to contact your agency administrator to discuss their plans

for these funds.

Q: When will the money be sent to providers?

A: The SLA is not able to answer this question since the decision about use of funds is up to agency administrators. Agencies should be receiving funds in mid-June, but it's impossible for us to know an exact date since the payments will be coming from the Finance Cabinet.

Q: If agencies choose to distribute this money to providers, should they take taxes out?

A: The payment amount each agency receives will be reported on their 1099 form sent by the state in January. The SLA recommends that administrators discuss options for withholding taxes with a financial advisor.

Q: Why can't this payment be sent directly to providers?

A: By Kentucky law, the SLA can only pay entities that have a contract with the state. Independent agencies will receive their money directly. Agencies will receive a lump sum based on their number of employees and subcontractors. Employees and subcontractors cannot be paid directly by the state.

Q: Shouldn't the date when providers had an active contract be March 2020 when the pandemic started instead of March 2022? Why was 3/4/22 selected?

A: The pandemic was just beginning in March 2020 and had not yet impacted work at that time. The impact of business changes needed time to accumulate. The purpose of the American Rescue Plan Act was to assist businesses and individuals recover economically from the pandemic. March 4, 2022 was chosen because it was the approval date for sending out the funds.

Q: How did you arrive at \$1,800 per provider?

A: To be as generous as possible, we developed a formula of \$150 per month (\$1800 for a full year) per the number of providers enrolled in the system. We did not sort agencies by type (for profit or non-profit) or by agency income (loss or not) as part of this process.

Q: Why did support staff (billing, finance, clerical, etc.) not receive this money?

A: Agency administrators have the discretion to use the funds however they see fit. They can distribute funds to all staff, including administrative staff. The SLA recommends that staff receive some funding, but it's not a requirement.

Q: What if my agency doesn't want this money?

A: Funds can be returned to the state. The SLA can draft a letter stating your agency does not want the funds and will be returning them. Contact [chfs.firststeps@ky.gov](mailto:chfs.firststeps@ky.gov) for assistance.

**Mark Your Calendar for Upcoming POE Manager Meeting**

Our next meeting will be held August 26 12:30-2:00 ET/11:30-1:00 CT.

**Barren River and Pennyrile Team Building**

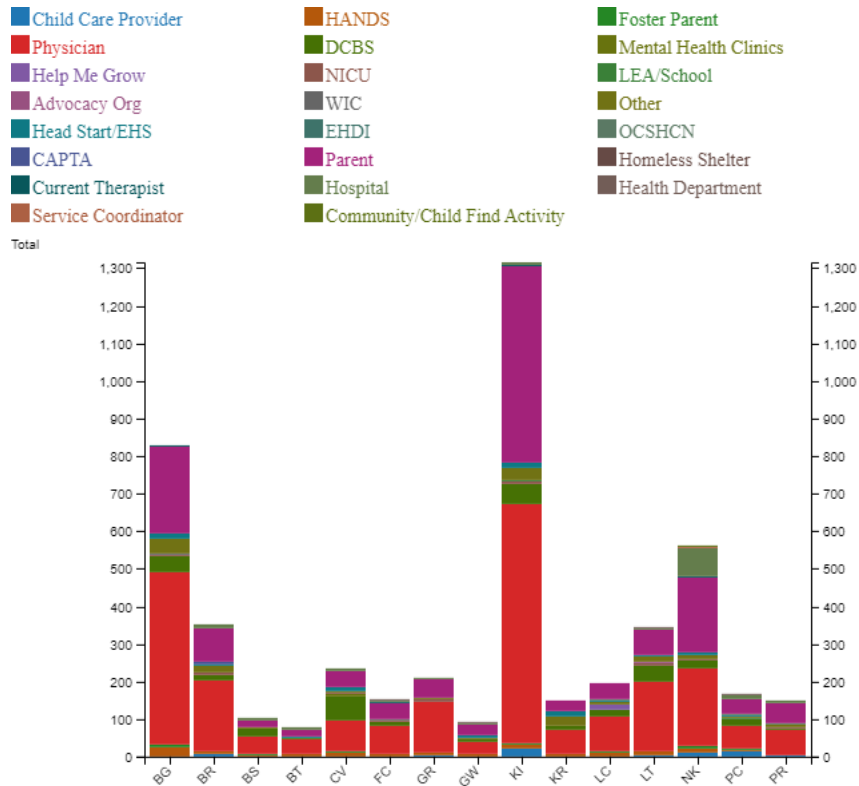
The Barren River and Pennyrile POEs had lunch and took a pottery class together in May as part of a team building activity. As you can see below, they had a great day and lots of fun!



## KEIS Statistics

The date range for referral numbers below is 2/1/22-6/15/22.

**Referral Number = 4936**, Number of Children Referred to Early Intervention System in Date Range.



Referral Source	BG	BR	BS	BT	CV	FC	GR	GW	KI	KR	LC	LT	NK	PC	PR	STATE
Child Care Provider	1	7	0	1	0	1	3	1	21	0	0	3	11	16	2	67
HANDS	23	9	5	6	10	6	7	7	12	7	9	10	11	2	1	125
Foster Parent	9	0	1	0	4	0	0	0	3	0	5	3	8	2	2	37
Physician	459	187	48	39	81	75	136	30	635	63	92	184	204	62	66	2361
DCBS	40	15	21	5	65	11	0	9	53	13	18	43	21	17	3	334
Mental Health Clinics	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	8
Help Me Grow	0	0	0	0	0	1	0	0	1	0	14	0	2	0	0	18

NICU	4	6	0	0	3	3	6	0	8	0	0	7	1	1	3	42
LEA/School	2	0	0	0	1	0	0	0	2	0	2	0	0	3	0	10
Advocacy Org	0	1	0	0	0	0	0	1	0	0	0	4	3	0	0	9
WIC	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	3
Other	39	18	3	0	4	1	5	2	34	24	7	14	11	4	7	173
Head Start/EHS	17	2	0	3	8	0	1	7	12	13	2	3	4	5	3	80
EHDI	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
OCSHCN	0	2	1	0	2	0	0	0	3	1	3	0	0	3	1	16
CAPTA	0	4	0	0	0	0	0	1	0	0	0	0	0	0	0	5
Parent	231	89	18	17	41	43	47	28	522	28	42	67	202	38	54	1467
Homeless Shelter	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
Current Therapist	1	0	0	0	0	2	1	0	2	0	0	0	1	0	0	7
Hospital	0	12	5	7	7	3	4	2	8	0	1	5	75	12	6	147
Health Department	1	1	0	1	1	3	0	3	0	0	0	1	2	3	1	17
Service Coordinator	1	0	0	0	0	1	1	0	0	0	0	0	1	0	0	4
Community/Child Find Activity	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	4
<b>Total:</b>	<b>829</b>	<b>353</b>	<b>102</b>	<b>79</b>	<b>235</b>	<b>153</b>	<b>211</b>	<b>91</b>	<b>1316</b>	<b>149</b>	<b>196</b>	<b>344</b>	<b>561</b>	<b>168</b>	<b>149</b>	<b>4936</b>