

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2014**

## Indicator 1: Timely Provision of Services

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Compliance indicator:** Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner. (20 U.S.C. 1416(a)(3)(A) and 1442)

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

#### Measurement:

Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services, including the reasons for delays.

FFY	Measurable and Rigorous Target
FFY 2014	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.

REPORT OF PROGRESS – INDICATOR 1			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2014	Actual Target Data FFY 2014
Indicator 1: Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	100%	100%	95%

**STEP did not meet the compliance target for FFY 2014.** Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015):

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RAW DATA CALUCULATION – INDICATOR 1				
A	B	C	D	E
Total child records reviewed.	Children with IFSPs receiving early intervention services in a timely manner.	Children with IFSPs not receiving early intervention services in a timely manner due to documented exceptional family circumstances.	Percent of children with IFSPs who received early intervention services on their IFSPs in a timely manner or there was a documented exceptional family circumstance that prevented timely service delivery.	Total children not receiving timely service delivery for reason other than documented exceptional circumstances.
59	48	8	95%	3
<ul style="list-style-type: none"> <li>9/14 files reviewed by the provider agency noted infants and toddlers with IFSPs receive the early intervention services in a timely manner (30 days). 2/14 delayed due to agency circumstances and 3/14 delayed due to exceptional family circumstances. The delays did not include any further explanation to determine criteria for agency or exceptional family circumstance.</li> <li>39/45 files reviewed by the Quality Improvement Specialist receive early intervention services in a timely manner. Delayed due to “<b>exceptional family circumstances</b>”: 2/45 delayed due to inability to contact family; 1/45 delayed due to family missing appointments; 1/45 delayed due to family illness, moving, and illness of the Family Support Specialist; 1/45 was delayed due to child’s illness. 1/45 delayed with no reason noted.</li> </ul> <p><b>Noted:</b></p> <ul style="list-style-type: none"> <li>8/45 files reviewed by the Quality Improvement Specialist noted outcomes not tied to the child in services.</li> <li>4/45 files reviewed by the Quality Improvement Specialist noted outcomes were not measureable.</li> </ul> <p><b>Remediation Required:</b></p> <ul style="list-style-type: none"> <li>STEP staff members will develop a monitoring system to ensure services and supports are provided in a timely manner, i.e. within 30 days after the IFSP is signed. See Quality Improvement Remediation documentation.</li> <li>Additional monitoring will be provided by the QIS.</li> </ul>				

## Methods Used in Collection of Data:

Data is based on two methods of data collection with each Part C provider agency. The two different data collection methods and schedules cover the delivery of services throughout FFY 2014 including both children with their initial IFSP as well as children with subsequent IFSPs.

**Method 1:** A survey method, following specific State Part C protocol, was used to collect data from the Part C provider agency from children’s files for the Federal Fiscal Year of July 1, 2014 through June 30, 2015 and submitted to Montana’s Part C Coordinator. The agency randomly selected a specified number of files based on the number of infants and toddlers served throughout the year. The collection

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provides the State a proportional representation by geographical region of the whole population served in Montana’s Part C. After the selection of random files, data was reviewed to document compliance to timely provision of services for each file.

## Data from Regional Part C agencies Sampling and Reporting for the APR information:

9/14 children’s files randomly selected using the *Research Randomizer Program* indicated infants and toddlers received Part C early intervention services within 30 days of parent(s) signing IFSP.

The definition and procedures/instructions ensure uniform implementation of data collection protocol. Each of the seven Part C provider agencies reported data to the Part C Coordinator who reviewed data for compliance and compiled the data for the APR. Each of the seven regional Part C provider agencies maintains a record for **Indicator 1** to include the identification of the children/families randomly selected so that the Quality Improvement Specialist may verify the accuracy (reliability and validity) of the data submitted. This will be completed during the following monitoring cycle.

**Method 2:** The second method was annual on-site and EI Module monitoring by Montana’s Part C Quality Improvement Specialist (QIS) using Montana’s newly created Comprehensive Monitoring Tool for Part C Early Intervention for FFY 2014. The QIS individually performed a review using Montana’s Early Intervention Module (Montana’s electronic system for data collection from IFSPs and Child Outcome Summaries) and scheduled on-site monitoring.

## Data from Montana’s Comprehensive Monitoring Tool:

39/45 files reviewed indicated infants and toddlers received Part C early intervention services within 30 days of parent(s) signing the IFSP.

## Indicator 2: Services in Natural Environments

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings. (20 U.S.C. 1416(a)(3)(A) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≥	97%	97%	98%	98%	99%	99%

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings) divided by the (total # of infants and toddlers with IFSPs)] times 100.

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FFY	Measurable and Rigorous Target
<b>FFY 2014</b>	<b>97%</b> of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.

REPORT OF PROGRESS – INDICATOR 2			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2013	Actual Target Data FFY 2014
<b>Indicator 2:</b> Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.	<b>97%</b>	<b>100%</b>	<b>100%</b>

**STEP met the target for FFY 2014. Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015).**

RAW DATA CALCULATION – INDICATOR 2:				
A	B	C	D	E
Infants and toddlers with IFSPs receiving services in the home	Infants and toddlers with IFSPs receiving services in community-based settings	Infants and toddlers with IFSPs receiving services in other settings.	Total infants and toddlers with IFSPs reported.	Percent of infants and toddlers with IFSPs receiving services in the home or community-based settings.
31	0	0	31	100%

## Indicator 3: Early Childhood Outcomes

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator:** Percent of infants and toddlers with IFSPs who demonstrate improved:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

(20 U.S.C. 1416(a)(3)(A) and 1442)

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## FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A1 ≥	59%	72%	72%	73%	73%	74%
Target A2 ≥	53%	63%	63%	64%	64%	65%
Target B1 ≥	61%	72%	72%	73%	73%	74%
Target B2 ≥	44%	56%	56%	57%	57%	58%
Target C1 ≥	67%	73%	73%	74%	74%	75%
Target C2 ≥	52%	64%	64%	65%	65%	66%

### Measurement:

#### A. Positive social-emotional skills (including social relationships):

- a. Percent of infants and toddlers who did not improve functioning =  $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .

If a + b + c + d + e does not sum to 100%, explain the difference.

#### B. Acquisition and use of knowledge and skills (including early language/communication):

- a. Percent of infants and toddlers who did not improve functioning =  $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})]$

times 100.

- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .

If a + b + c + d + e does not sum to 100%, explain the difference.

C. Use of appropriate behaviors to meet their needs:

- a. Percent of infants and toddlers who did not improve functioning =  $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$ .

**Summary Statements for Each of the Three Outcomes:**

**Summary Statement 1:** Of those infants and toddlers who entered or exited early intervention below age expectations in each Outcome, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.

**Measurement for Summary Statement 1:** Percent = # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in category (d) divided by [# of infants and toddlers reported in progress category (a) plus # of infants and toddlers reported in progress category (b) plus # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in progress category (d)] times 100.

**Summary Statement 2:** The percent of infants and toddlers who were functioning within age expectations in each Outcome by the time they turned 3 years of age or exited the program.

**Measurement for Summary Statement 2:** Percent = # of infants and toddlers reported in progress category (d) plus [# of infants and toddlers reported in progress category (e) divided by the total # of infants and toddlers reported in progress categories (a) + (b) + (c) + (d) + (e)] times 100.

FFY	Measurable and Rigorous Target
FFY 2014	<p><b>Outcome A: Positive social-emotional skills (including social relationships)</b></p> <ol style="list-style-type: none"> <li>1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 72%</b></li> <li>2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program. <b>Target: 63%</b></li> </ol> <p><b>Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b></p> <ol style="list-style-type: none"> <li>1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 72%</b></li> <li>2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program. <b>Target: 56%</b></li> </ol> <p><b>Outcome C: Use of appropriate behaviors to meet their needs:</b></p> <ol style="list-style-type: none"> <li>1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 73%</b></li> <li>2. The percent of children who were functioning within age expectations in Outcome</li> </ol>

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	C by the time they turned 3 years of age or exited the program. <b>Target: 64%</b>
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**STEP's Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015):**

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME A</b>			
<b>Positive social-emotional skills (including social relationships)</b>			
	<b>Measurable and Rigorous Target FFY 2014</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	<b>72%</b>	<b>60%</b>	<b>68% (-4%)</b>
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program.	<b>63%</b>	<b>33%</b>	<b>35% (-28%)</b>

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME B</b>			
<b>Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b>			
	<b>Measurable and Rigorous Target FFY 2014</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	<b>72%</b>	<b>72%</b>	<b>72%</b>
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age	<b>56%</b>	<b>41%</b>	<b>32% (-24%)</b>



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or exited the program.			
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<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME C</b> Use of appropriate behaviors to meet their needs			
	<b>Measurable and Rigorous Target FFY 2014</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	<b>73%</b>	<b>73%</b>	<b>57% (-16%)</b>
2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program.	<b>64%</b>	<b>44%</b>	<b>41% (-23%)</b>

<b>RAW DATA CALCULATION – INDICATOR 3</b>						
	<b>Indicator 3 Outcome A Positive social-emotional skills</b>		<b>Indicator 3 Outcome B Acquisition and use of knowledge and skills</b>		<b>Indicator 3 Outcome C Use of appropriate behaviors to meet their needs</b>	
	Number of Children	%	Number of Children	%	Number of Children	%
a. Percent of infants and toddlers who did not improve functioning.	1	3%	0	0	1	3%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	9	26%	9	26%	12	36%
c. Percent of infants and toddlers who improved functioning to a level	12	36%	14	42%	7	21%

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nearer to same-aged peers but did not reach it.						
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	9	26%	9	26%	10	29%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	3	9%	2	6%	4	11%
<b>Total</b>	<b>N=34</b>	<b>100%</b>	<b>N=34</b>	<b>100%</b>	<b>N=34</b>	<b>100%</b>

**Outcome 1, Summary Statement 1: STEP did not meet the Target for FFY 2014.**

**Outcome 1, Summary Statement 2: STEP did not meet the Target for FFY 2014.**

**Outcome 2, Summary Statement 1: STEP met the Target for FFY 2014.**

**Outcome 2, Summary Statement 2: STEP did not meet the target for FFY 2014.**

**Outcome 3, Summary Statement 1: STEP did not meet the target for FFY 2014.**

**Outcome 3, Summary Statement 2: STEP did not meet the target for FFY 2014.**

### **Ongoing State-wide Remediation Required:**

As expected, based upon Montana’s analysis for the SSIP, Phase I, outcomes data collected for FFY 2014 showed variances in outcomes measurements among all early intervention providers with ratings previously identified as possibly inflated beginning to decline. Continued analysis and monitoring by the Part C Coordinator and individual providers is required as the Part C office continues to analyze data recorded for validity and reliability. Ongoing quarterly calls combine instruction, reflection, and planning to enhance understanding of outcomes measurements and move toward quality ratings. Each provider is responsible for “drilling” further into Child Outcomes data quarterly.

Montana is participating in the Child Outcomes Cohort. Beginning July 2016, all early intervention program providers will receive intensive professional development about the Child Outcomes Summary Process. This will include recommended practices of measuring Child Outcomes based upon Montana’s Outcomes guidance and the ECTA Center’s individualized modules for the Child Outcomes Summary Process. The intensive three-day train the trainer event was held in April 2016 to prepare individual early intervention program providers’ chosen trainers as they plan the implementation and evaluation of the systemic Child Outcomes Summary Process training at each agency. This concentrated professional development, with the support of OSEP Technical Assistance Centers, will advise Early Intervention program providers’ leadership and Family Support Specialists about the Decision Tree, the integration and interconnectedness of the IFSP outcomes and the three global Child Outcomes as well as engage families within the Child Outcomes Summary Process.

As Montana moves through the SSIP with a dedicated improvement strategy for the Child Outcomes Summary Process and continues to focus upon data collection, analysis, and decision-making based upon analysis, Montana will move closer to valid, reliable data to adjust our Child Outcomes targets.

**Remediation Required:**

STEP is required to complete the Summary Statements for all three Child Outcomes using the formulas provided when submitting self-assessment data.

## Indicator 4: Family Involvement

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator:** Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A ≥	93%	93%	94%	94%	95%	95%
Target B ≥	93%	93%	94%	94%	95%	95%
Target C ≥	88%	93%	94%	94%	95%	95%

The State implemented a different interviewing structure in FFY 2014 for Quality Improvement Specialists to conduct with families as well as the requirement that all families are provided opportunities to view Montana's Part C Early Intervention Procedural Safeguards video when they initially enter supports and services and then again annually. The use of the Family Survey created by the Office of Special Education Programs, Early Childhood Technical Assistance Center, will be implemented in FFY 2015.

**Measurement:**

- A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.
- B. Percent = [(# of respondent families participating in Part C who report that early intervention

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services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.

C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

FFY	Measurable and Rigorous Target
<b>FFY 2014</b>	<p>A. <b>93%</b> will report early intervention services have helped the family know their rights</p> <p>B. <b>93%</b> will report early intervention services have helped the family effectively communicate their child's needs</p> <p>C. <b>93%</b> will report early intervention services has helped the family help their children develop and learn</p>

**STEP met the FFY 2014 targets. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**

<b>REPORT OF PROGRESS – INDICATOR 4</b>			
	<b>Measurable and Rigorous Target FFY 2014</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>
<b>Indicator 4A:</b> Percent of families who report that early intervention services have helped the family know their rights.	<b>93%</b>	<b>72%</b>	<b>95%</b>
<b>Indicator 4B:</b> Percent of families who report that early intervention services have helped the family effectively communicate their children's needs.	<b>93%</b>	<b>83%</b>	<b>100%</b>
<b>Indicator 4C:</b> Percent of families who report that early intervention services have helped the family help their children develop and learn.	<b>93%</b>	<b>78%</b>	<b>100%</b>

22/64 participants in Part C FFY 2014 responded = 34%

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RAW DATA CALCULATION – INDICATOR 4A		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family know their rights.	Percent of families reporting that early intervention services have helped their family know their rights.
22	21	95%

RAW DATA CALCULATION – INDICATOR 4B		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family communicate their children’s needs.	Percent of families reporting that early intervention services have helped their family communicate their children’s needs.
22	22	100%

RAW DATA CALCULATION – INDICATOR 4C		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family help their children develop and learn.	Percent of families reporting that early intervention services have helped their family help their children develop and learn.
22	22	100%

**Data from Montana’s Comprehensive Evaluation Tool Monitoring Spreadsheet:**

As part of Montana’s general supervision monitoring, the Quality Improvement Specialist (QIS) reviewed 4 randomly selected files of children and families receiving Part C services from your agency and interviewed that sample of families who received Part C services to determine the impact of their satisfaction with Part C services. During the past year, 3/4 interviewed families receiving services from STEP indicated they were more satisfied with the services; did have input into their child’s IFSP; and did receive the services outlined in the IFSP. This is 9% of the statistically valid sample size of 45 records and this sample size will be increased in FFY 2015 for review.

**Remediation Required:**

Please submit a copy of the Family Survey used by STEP and a description of the methods the survey is provided to families.

Quality Improvement Specialist will continue to monitor IFSPs to determine the quality of outcomes and interview parents about their satisfaction.

**Indicator 5: Child Find (Birth to One)**

*Monitoring Priority: Effective General Supervision Part C / Child Find*

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**Results indicator:** Percent of infants and toddlers birth to 1 with IFSPs compared to national data. (20 U.S.C. 1416(a)(3)(B) and 1442)

## FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≤	1.39%	1.43%	1.43%	1.46%	1.46%	1.46%

Measurement:

**Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by (the population of infants and toddlers birth to 1)] times 100 compared to national data.**

FFY	Measurable and Rigorous Target
<b>FFY 2014</b>	Part C in Montana will serve <b>1.43%</b> of all infants in the state.

**STEP did not meet the FFY 2014 target. Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015):**

REPORT OF PROGRESS – INDICATOR 5			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2013	Actual Target Data FFY 2014
<b>Indicator 5:</b> Percent of infants and toddlers with IFSPs birth to 1.	<b>1.43%</b>	<b>.85%</b>	<b>.17%</b>

## STEP's Raw Data:

2 (infants and toddlers, birth to age one) with IFSPs divided by 1172\* (\*2014 Census data population estimate of infants and toddlers, birth to age one, in Big Horn, Carbon, Fergus, Golden Valley, Judith Basin, Musselshell, Petroleum, Stillwater, Sweetgrass, Wheatland, Yellowstone Counties) times 100 = .17064%.

Montana's efforts to serve infants and toddlers, birth to one year of age, lags. Population estimates note a very gradual increase in this population group in Montana with some specific regions (demonstration sites for the upcoming SSIP) showing substantial growth in the under age four demographic group while overall Montana's median population continues to age.

## Indicator 6: Child Find (Birth to Three)

*Monitoring Priority: Effective General Supervision Part C / Child Find*

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**Results indicator:** Percent of infants and toddlers birth to 3 with IFSPs compared to national data. (20 U.S.C. 1416(a)(3)(B) and 1442)

## FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≤	2.14%	2.14%	2.20%	2.20%	2.20%	2.25%

### Measurement:

Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to national data.

FFY	Measurable and Rigorous Target
FFY 2014	Part C in Montana will serve <b>2.14%</b> of all infants and toddlers in the state

**STEP did not meet the FFY 2014 target.** Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015):

REPORT OF PROGRESS – INDICATOR 6			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2013	Actual Target Data FFY 2014
<b>Indicator 5:</b> Percent of infants and toddlers with IFSPs birth to age 3.	<b>2.14%</b>	<b>1.62%</b>	<b>.88%</b>

### STEP's Raw Data:

31 infants and toddlers, birth to three years of age with IFSPs divided by 3516\* (\*2014 Census data population estimate for infants and toddlers, birth to three years of age, in Big Horn, Carbon, Fergus, Golden Valley, Judith Basin, Musselshell, Petroleum, Stillwater, Sweetgrass, Wheatland, Yellowstone Counties) times 100 = .88168%.

Collaborative Child Find Events			
Program	Number of activities for FFY 2013	Number of activities for FFY 2014	Comparison of the years
Schools/Special Education Cooperatives	35	26	-9
Early Head Start/Head Start	0	2	+2

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Hospitals, clinics (NICU)	4	6	+2
Public Health (WIC)	18	0	-18
EPSDT	0	0	-0-
Other (Child Care/Preschools; Community Partners; Community Events)	0	1	+1

Referrals Received by STEP			
Primary Referral Sources	Number of referrals FFY 2013	Number of referrals FFY 2014	Comparison of the years
Hospitals	7	4	-3
Physicians	22	43	+21
Parents	23	30	+7
Child care			
Schools		2	+2
Public Health		6	+6
Child Protective Services	10	11	+1
Other Social Services	1	13	+12
Other Healthcare Provider	8	14	+6
Other (NICU)		1	+1
Other (Child Finds)	4	7	+3
Other (Relatives and Friends)	7		-7
Other providers (QLC, ECI)	16		-16

## Remediation Required:

STEP will perform additional analysis to determine the likely causes of under-serving in their contracted region. Despite evidence of a robust referral system, STEP's numbers served continue to decline. Beginning 2016, STEP staff will provide Child Counts along with their analysis at each quarterly Outcomes Monitoring meeting.

## Indicator 7: 45-day timeline

*Monitoring Priority: Effective General Supervision Part C / Child Find*



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**Compliance indicator:** Percent of eligible infants and toddlers with IFSPs for whom an initial evaluation and initial assessment and an initial IFSP meeting were conducted within Part C’s 45-day timeline. (20 U.S.C. 1416(a)(3)(B) and 1442)

## FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### Measurement:

Percent = [(# of eligible infants and toddlers with IFSPs for whom an initial evaluation and initial assessment and an initial IFSP meeting were conducted within Part C’s 45-day timeline) divided by the (# of eligible infants and toddlers evaluated and assessed for whom an initial IFSP was required to be conducted)] times 100.

Account for untimely evaluations, assessments, and initial IFSP meetings, including the reasons for delays.

FFY	Measurable and Rigorous Target
<b>FFY 2014</b>	<b>100%</b> of all infants and toddlers eligible for Part C services will have completed evaluation(s) and assessment(s) and an initial IFSP meeting conducted within Part C’s 45-day timeline.

**STEP did not meet the compliance target for FFY 2014. Actual Target Data for FFY 2014 (July 1, 2014 – June 30, 2015):**

REPORT OF PROGRESS – INDICATOR 7			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2013	Actual Target Data FFY 2014
<b>Indicator 7:</b> Percent of eligible infants with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C’s 45-day timeline.	100%	100%	<b>98%</b>

RAW DATA CALCULATION – INDICATOR 7				
A	B	C	D	E
Total child records reviewed	Children with timely evaluation and assessment and initial IFSP.	Children with evaluation and assessment and initial IFSP completed more than 45 days from the child’s referral, with documented exceptional family circumstances that caused the delay.	Percent of children with timely evaluation and assessment and initial IFSP or there is a documented exceptional family circumstance that caused the delay in the completion of the evaluation and assessment and initial IFSP.	Children whose evaluation and assessment and initial IFSP were held more than 45 days from the date of the referral for reasons other than documented exceptional family circumstances.
45	40	4*	98%	1
<p>4/45 delayed due to *<a href="#">exceptional family circumstances</a>: 2/45 delayed due to family and/or child’s illness; 1/45 delayed due to inability to contact family; 1/45 delayed due to family missing appointments; 1/45 delayed with no reason noted.</p> <p><b>Remediation Required:</b></p> <ul style="list-style-type: none"> <li>The provider will continue to drill further into data to determine the root cause of scheduling conflicts leading to lateness and determine improvement strategies to combat this issue.</li> <li>The provider will submit completed Indicator 7 (found on Page 9 of the self-assessment).</li> </ul>				

**Data received from Quality Improvement Specialist Monitoring for APR**

- 39/45 files reviewed by the Quality Improvement Specialist receive early intervention services in a timely manner. 2/45 delayed due to inability to contact family; 1/45 delayed due to family missing appointments; 1/45 delayed with no reason noted; 1/45 delayed due to family illness, moving, and illness of the Family Support Specialist; 1/45 was delayed due to child’s illness.

**No raw data received from Regional Part C agencies sampling and Reporting for the APR Information:**

A proportional sample from each of the seven regional local provider agencies was required to complete a random sample of files using the *Research Randomizer Program* from all Part C eligible children with an IFSP and received services in FFY 2014. The files were reviewed for each child/family selected to determine if services were provided according to the definition of timely services, and recorded: (1) if the Part C IFSP was provided in a timely manner and if not, (2) the number of days over the child’s referral, (3) the reason the IFSP was not completed prior to the 45 day timeline.

**Indicator 8: Early Childhood Transition**

*Monitoring Priority: Effective General Supervision Part C / Child Find*

**Compliance indicator:** The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:

- A. Developed an IFSP with transition steps and services at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler’s third birthday;
- B. Notified (consistent with any opt-out policy adopted by the State) the SEA and the LEA where the toddler resides at least 90 days prior to the toddler’s third birthday for toddlers potentially eligible for Part B preschool services; and
- C. Conducted the transition conference held with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler’s third birthday for toddlers potentially eligible for Part B preschool services.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**FFY 2013 – FFY 2018 Targets**

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

**Measurement:**

- A. Percent = [(# of toddlers with disabilities exiting Part C who have an IFSP with transition steps and services at least 90 days, and at the discretion of all parties not more than nine months, prior to their third birthday) divided by the (# of toddlers with disabilities exiting Part C)] times 100.
- B. Percent = [(# of toddlers with disabilities exiting Part C where notification (consistent with any opt-out policy adopted by the State) to the SEA and LEA occurred at least 90 days prior to their third birthday for toddlers potentially eligible for Part B preschool services) divided by the (# of toddlers with disabilities exiting Part C who were potentially eligible for Part B)] times 100.
- C. Percent = [(# of toddlers with disabilities exiting Part C where the transition conference occurred at least 90 days, and at the discretion of all parties not more than nine months prior to the toddler’s third birthday for toddlers potentially eligible for Part B) divided by the (# of toddlers with disabilities exiting Part C who were potentially eligible for Part B)] times 100.

Account for untimely transition planning under 8A, 8B, and 8C, including the reasons for delays.

FFY	Measurable and Rigorous Target
<b>FFY 2014</b>	<p><b>100%</b> of all children exiting Part C will receive timely transition planning to support the child’s transition to preschool and other appropriate community services by their third birthday including.</p> <ul style="list-style-type: none"> <li>A. <b>100%</b> IFSPs with transition steps and services developed at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler’s</li> </ul>

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	<p>third birthday;</p> <p>B. <b>100%</b> Notification (consistent with the opt-out policy adopted by the State) to LEA/SEA where the toddler resides at least 90 days prior to the toddler’s third birthday for toddlers potentially eligible for Part B preschool services; and</p> <p>C. <b>100%</b> Transition conference occurred with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler’s birthday for toddlers potentially eligible for Part B preschool services.</p>
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**STEP did not meet compliance target for Indicator 8A. STEP met compliance target for Indicator 8B and 8C for FFY 2014.**

**Actual Target Data for FFY 2014:**

REPORT OF PROGRESS – INDICATOR 8			
	Measurable and Rigorous Target FFY 2014	Actual Target Data FFY 2013	Actual Target Data FFY 2014
<b>Indicator 8A:</b> IFSPs with transition steps and services developed at least 90 days and not more than nine months prior to the child’s third birthday.	100%	100%	80%
<b>Indicator 8B:</b> Notification to the LEA/SEA at least 90 days prior to the child’s third birthday if the child is potentially eligible.	100%	100%	100%
<b>Indicator 8C:</b> Timely, at least 90 days and not more than nine months prior to the child’s birthday, transition conference.	100%	100%	100%
RAW DATA CALCULATION – INDICATOR 8A			
A	B	C	D
Total child records reviewed.	Children with transition steps and services to support the child’s transition	Children with transition plans that do not include steps and services to support the	Percent of children with transition plans including steps and service developed at

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	developed at least 90 days and not more than nine months prior to the child's third birthday.	child's transition.	least 90 days and not more than nine months prior to the child's third birthday.
15	12	3*	80%

**\*Self-assessment for Indicator 8A noted 3/15 files reviewed did not include transition steps and services as the "family opted out of services." Transition steps are a required component of an IFSP as the child is transitioning out of Part C services.**

RAW DATA CALCULATION – INDICATOR 8B				
A	B	C	D	E
Total child records reviewed.	Children whose families opted out of notification.	Children with notification to the LEA/SEA at least 90 days prior to the child's third birthday.	Children for whom the LEA/SEA was not notified (excluding children whose families opted out of notification).	Percent of children with notification to the LEA/SEA at least 90 days prior to the child's third birthday.
15	4	11	0	100%

RAW DATA CALCULATION – INDICATOR 8C				
A	B	C	D	E
Total child records reviewed.	Children for whom the family did not provide approval to conduct the transition conference due to exceptional family circumstances.	Total child records reviewed less the children for whom the family did not provide approval to conduct the transition and the transition conference was not held due to exceptional family circumstances.	Children with timely transition conference, at least 90 days and not more than nine months prior to the child's third birthday	Percent of children with timely transition conference, at least 90 days and not more than nine months prior to the child's third birthday, if child potentially eligible for Part B.
15	10	5	5	100%
<p><b>*Exceptional family circumstances:</b> 4/15 did not have a transition conference due to scheduling difficulties with the team. 1/15 did not have a transition conference due to entering services late. 1/15 did not have a transition conference as a change in FSS occurred and then summer break ensued. 4/15 did not have a transition conference due to the family opting out.</p>				

**State-wide Remediation Required:**

Montana's Part C Program, Montana Milestones, in partnership with the Office of Public Instruction will provide specific Part C to Part B transition professional development to every regional provider. The subject matter will address the different transition settings; specific timelines required; roles of all individuals included in the transition process; and specific content required to be shared during the transition process.

**Indicator 10: Mediation**

*Monitoring Priority: Effective General Supervision Part C / General Supervision*

**Results indicator:** Percent of mediations held that resulted in mediation agreements. (20 U.S.C. 1416(a)(3)(B) and 1442)

**STEP did not have any complaints resolved through mediation in FFY 2014.**