

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

## 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%

<b>FFY 2015</b>	<b>100%</b> of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.
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### REPORT OF PROGRESS – INDICATOR 1

	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
<b>Indicator 1</b>	<b>100%</b>	<b>100%</b>	<b>95%</b>	<b>100%</b>

STEP met the compliance target for FFY 2015. Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):

### RAW DATA CALCULATION – 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.
127	126	1	100%	0

- 11/12 files reviewed by the provider agency noted infants and toddlers with IFSPs receive the early intervention services in a timely manner (as soon as possible after parental consent is given via the IFSP signature – 30 days). 1/12 delayed due to exceptional family circumstances.
- 100/115 files reviewed by the Quality Improvement Specialist (QIS) noted Support and Service contacts correlate with frequency and intensity of services indicated in the IFSP;

- 111/115 support and service summaries reflect activities related to IFSP outcomes and strategies; and
- 109/115 records reviewed indicates that every effort is made to reschedule missed home visits or the IFSP is updated to reflect changes in the frequency/intensity of services.

## 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 2015 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, 2015 through June 30, 2016 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 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:

- 11/12 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. 1/12 delayed due to exceptional family circumstances.

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 the State’s data management system monitoring by Montana’s Part C Quality Improvement Specialist (QIS) using Montana’s Comprehensive Monitoring Tool for Part C Early Intervention for FFY 2015. 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:

- 115/115 files reviewed by the Quality Improvement Specialist noted Part C early intervention services provided in a timely manner.

## Indicator 2: Services in Natural Environments

*Monitoring Priority: Early Intervention Services In Natural Environments*

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

**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%

<b>FFY 2015</b>	<b>98%</b> of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.
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STEP met the target for FFY 2015. Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016).

REPORT OF PROGRESS – INDICATOR 2				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
<b>Indicator 2</b>	<b>98%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

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.
80	0	0	80	100%
11/11 files reviewed by the provider agency noted services are provided in the home. 69/69 records as reported from the annual Child Count date, November 13, 2015, noted services are provided in the home.				

## 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:

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

- 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)

## FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A1 ≥	59%	72%	62%	65%	65%	68%
Target A2 ≥	53%	63%	53%	56%	56%	59%
Target B1 ≥	61%	72%	61%	64%	64%	67%
Target B2 ≥	44%	56%	44%	47%	47%	50%
Target C1 ≥	67%	73%	67%	70%	70%	73%
Target C2 ≥	52%	64%	52%	55%	55%	58%

<b>FFY 2015</b>	<p><b>Outcome A: Positive social-emotional skills (including social relationships)</b></p> <ol style="list-style-type: none"> <li>1. <b>The State’s identified Measurable Result (SiMR) Target: 62%</b> 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.</li> <li>2. <b>Target: 53%</b> of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program.</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. <b>Target: 61%</b> 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.</li> <li>2. <b>Target: 44%</b> of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program.</li> </ol> <p><b>Outcome C: Use of appropriate behaviors to meet their needs:</b></p> <ol style="list-style-type: none"> <li>1. <b>Target: 67%</b> 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.</li> <li>2. <b>Target: 52%</b> of children who were functioning within age expectations in Outcome</li> </ol>
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# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

C by the time they turned 3 years of age or exited the program.

STEP met targets for Indicators 3a(1) and 3b(1) and (2). **STEP did not meet the targets for Indicators 3a(2) and 3c(1) and (2).** Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME A</b> Positive social-emotional skills (including social relationships)				
	<b>Measurable and Rigorous Target FFY 2015</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>	<b>Actual Target Data FFY 2015</b>
Summary Statement 1	62%	60%	68%	77%
Summary Statement 2	53%	33%	35%	47%

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME B</b> Acquisition and use of knowledge and skills (including early language/communication and early literacy)				
	<b>Measurable and Rigorous Target FFY 2015</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>	<b>Actual Target Data FFY 2015</b>
Summary Statement 1	61%	72%	72%	77%
Summary Statement 2	44%	41%	32%	47%

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME C</b> Use of appropriate behaviors to meet their needs				
	<b>Measurable and Rigorous Target FFY 2015</b>	<b>Actual Target Data FFY 2013</b>	<b>Actual Target Data FFY 2014</b>	<b>Actual Target Data FFY 2015</b>
Summary Statement 1	67%	73%	57%	61%
Summary Statement 2	52%	44%	41%	44%

<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</b>	<b>Indicator 3 Outcome C Use of appropriate behaviors to meet</b>

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

			skills		their needs	
	Number of Children	%	Number of Children	%	Number of Children	%
a. Percent of infants and toddlers who did not improve functioning.	1	3%	1	3%	0	0
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	6	19%	6	19%	11	34%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	10	31%	10	31%	7	22%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	13	41%	13	41%	10	31%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	2	6%	2	6%	4	13%
<b>Total</b>	<b>N=32</b>	<b>100%</b>	<b>N=32</b>	<b>100%</b>	<b>N=32</b>	<b>100%</b>

### Ongoing State-wide Remediation Required:

Concentrated Child Outcomes Summary ratings professional development, with the support of OSEP Technical Assistance Centers, is ongoing at each early intervention provider agency with expected completion July 1, 2017. STEP identified one staff members to participate in Montana’s Train the Trainer for the Child Outcomes Summary Process who resigned prior to implementation of on-site training. Stepping up and working with another agency’s representative, Chelsie Guilford, in turn, provided systemic training to the agency’s Family Support Specialists and Quality Improvement Specialist within the timelines provided by the State. **Exemplary practice:** the agency’s managers perform random checks within the data management system to ensure both the entry and exit COS are completed. Additionally, data management system and COS training is provided to Family Support Specialists ensuring they understand expectations.

After collecting additional data for FFY 2017, the State will be able to make informed decisions about potentially adjusting targets in each of the three outcomes.

### New Remediation required:

1. **State-wide Remediation Required:** Targeted support from the Office of Special Education Programs (OSEP) to improve performance outcomes for infants and toddlers in the three global outcomes.
2. **The State of Montana will receive targeted assistance to improve the percentage of children exiting Part C that are included in outcome data (≥ 25%).**
  - STEP exit data recorded and reported to OSEP for FFY 2015: 76. The number of QLC child records with an exit Child Outcome Summary: 32. Percentage of children exiting STEP who are included in Montana outcome data: **42%**. The State’s percentage: **51%**.

## 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%

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

Target B ≥	93%	93%	94%	94%	95%	95%
Target C ≥	88%	93%	94%	94%	95%	95%

<b>FFY 2015</b>	<p>A. <b>94%</b> will report early intervention services have helped the family know their rights</p> <p>B. <b>94%</b> will report early intervention services have helped the family effectively communicate their child’s needs</p> <p>C. <b>94%</b> will report early intervention services has helped the family help their children develop and learn</p>
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**STEP did not meet the FFY 2015 targets. Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):**

REPORT OF PROGRESS – INDICATOR 4				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
Indicator 4A	94%	72%	95%	82%
Indicator 4B	94%	83%	100%	93%
Indicator 4C	94%	78%	100%	91%

**56/86 respondents to STEP’s Family Survey = 65%**

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.
56	46	82%

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.



# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

56	52	93%
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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.
56	51	91%

## Data from Montana’s Comprehensive Monitoring Tool:

As part of Montana’s general supervision monitoring, the Quality Improvement Specialist (QIS) reviewed 9 randomly selected files of children and families receiving Part C services from your agency and interviewed that sample of families to determine their satisfaction with Part C services. During the past year, 9/9 families interviewed indicated they were  $\geq 95\%$  satisfied with the services they have received; 9/9 reported they know their rights; 9/9 reported they can communicate their child’s needs; and 9/9 reported that early intervention helped them help their child learn and develop.

STEP indicates using the Family Survey results in the following ways to enhance program planning:

- STEP staff used the data to create a spreadsheet to find any norms. The data was reported to the STEP Board.
- STEP staff members plan to use the data to help shape future practices.

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

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

**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 $\leq$	1.39%	1.43%	1.43%	1.46%	1.46%	1.46%

<b>FFY 2015</b>	<b>1.43%</b> of all infants and toddlers, birth to 1, with IFSPs compared to national data, 1.15%
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**STEP did not meet the FFY 2015 target. Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):**

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

REPORT OF PROGRESS – INDICATOR 5				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
Indicator 5	1.43%	.85%	.17%	1.20%

## STEP's Raw Data:

14 infants and toddlers, birth to age one, with IFSPs divided by 1163\* (\*2015 KIDS Count data population estimate of infants and toddlers, birth to age one, in Big Horn, Carbon, Fergus, Golden Valley, Judith Basin, Musselshell, Petroleum, Stillwater, Sweet Grass, Wheatland, and Yellowstone Counties – excluding the city of Billings) times 100 = 1.20%.

## New Remediation Required:

The State of Montana will receive targeted assistance to improve Montana's efforts to serve infants and toddlers, birth to one year of age. OSEP will provide targeted assistance to improve Montana's Section 618 Child Count. For each provider of Part C of IDEA, referral sources and their impact on the number of infants and toddlers, birth to one year of age, served will be analyzed including the following referral sources:

- Child Protective Services
- Hospitals, clinics, and medical personnel focusing upon low birthweight babies

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

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

**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%

<b>FFY 2015</b>	<b>2.20%</b> of all infants and toddlers, birth to 3 with IFSPs, compared to national data, 2.95%
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**STEP did not meet the FFY 2015 target.** Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

REPORT OF PROGRESS – INDICATOR 6				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
Indicator 6	2.20%	1.62%	.88%	1.98%

## STEP's Raw Data:

69 infants and toddlers, birth to three years of age with IFSPs divided by 3489\* (\*2015 KIDS Count 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 Sweet Grass, Wheatland, and Yellowstone Counties excluding the city of Billings) times 100 = 1.98%.

## New Remediation Required:

**The State of Montana will receive targeted assistance to improve Montana's efforts to serve infants and toddlers, birth to three years of age.** For each provider of Part C of IDEA, referral sources and their impact on the number of infants and toddlers served will be analyzed. OSEP will provide targeted assistance to improve Montana's Section 618 Child Count.

STEP's Report of Child Find and Referral				
Primary Referral Sources	Documented Referrals FFY 2013	Documented Referrals FFY 2014	Documented Referrals FFY 2015	Documented Child Find Events FFY 2015
Hospital facilities including NICU	7	5	0	0
Medical personnel	22	43	6	0
Parents or family member	23	30	30	0
Child care/early learning programs	0	0	2	0
Local education agencies	4	9	9	15 events
Public health facilities	0	6	5	0
Child Protective Services	10	11	11	0

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

Specialized clinics or health care providers	0	14	59	0
Homeless shelters	0	0	0	0
Domestic violence agencies	0	0	2	0
Other (referrals from unidentified Social Services; relatives or friends; other Part C agency)	24	13	6	0
<i>The number of events held in conjunction with the primary referral source indicate great outreach effort on behalf of STEP with marginal results in terms of actual referrals to Part C.</i>				

## Indicator 7: 45-day timeline

Monitoring Priority: Effective General Supervision Part C / Child Find

**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%

<b>FFY 2015</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.
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**STEP did not meet the compliance target.** Actual Target Data for FFY 2015 (July 1, 2015 – June 30, 2016):

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

REPORT OF PROGRESS – INDICATOR 7				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
Indicator 7	100%	100%	98%	96%

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.
102	78	20	96%	4

**STEP Monitoring:**

10/11 files reviewed with evaluation, assessment(s), and initial IFSP completed within 45 days.  
1/11 delayed due to exceptional family circumstances.

**QIS Monitoring:**

68/91 files reviewed with evaluation, assessment(s), and initial IFSP completed within 45 days.  
19/91 delayed due to exceptional family circumstances.

1/91 delayed due to agency circumstances.

1/91 delayed with no reason identified.

2/91 completed and submitted to the data management system after the 45<sup>th</sup> day.

**FFY 2015 data per the data management system:**

- 348 initial IFSPs completed.
- 312/348 completed within 45 day timeline (90%).
- 36/348 total overdue (10%).
  - 30/348 delayed due to exceptional family circumstances (9%).
  - 4/348 completed and submitted to the data management system after 45 days (1%)
  - 1/348 delayed due to agency circumstances.
  - 1/348 unknown.

### Raw Data from Montana’s Comprehensive Monitoring Tool:

68/91 files randomly selected using the *Research Randomizer Program* indicated infants and toddlers received timely evaluation, assessment and initial IFSP within 45 days.

- 19/91 files delayed due to exceptional family circumstances;
- 1/91 files delayed due to agency circumstances;
- 1/91 delayed with no reason identified; and
- 2/91 completed and submitted to the data management system after the 45<sup>th</sup> day.

### Raw Data 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 2015. 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.

10/11 files reviewed indicated infants and toddlers received timely evaluation and assessment and initial IFSP within 45 days. 1/11files reviewed indicated delay due to exceptional family circumstances.

### Remediation:

STEP will monitor IFSPs to identify and eliminate barriers to meeting 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

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

Target	100%	100%	100%	100%	100%	100%
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<b>FFY 2015</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 third birthday;</li> <li>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</li> <li>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, and prior to the toddler’s birthday for toddlers potentially eligible for Part B preschool services.</li> </ul>
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**STEP met compliance Indicator 8a targets for FFY 2015. STEP did not meet compliance Indicator 8b and 8c targets for FFY 2015. Actual Target Data for FFY 2015 (July 1, 2015- June 30, 2016):**

REPORT OF PROGRESS – INDICATOR 8				
	Measurable and Rigorous Target FFY 2015	Actual Target Data FFY 2013	Actual Target Data FFY 2014	Actual Target Data FFY 2015
<b>Indicator 8A</b>	<b>100%</b>	<b>100%</b>	<b>80%</b>	<b>100%</b>
<b>Indicator 8B</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>96%</b>
<b>Indicator 8C</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>93%</b>

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 developed at least 90 days and not more than nine months prior to the child’s third birthday.	Children with transition plans that do not include steps and services to support the child’s transition.	Percent of children with transition plans including steps and service developed at least 90 days and not more than nine months prior to the child’s third birthday.

# STEP – Part C Early Intervention Annual Performance Report

**FFY  
2015**

11	11	0	100%
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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.
24	7	16	1	96%
For FFY 2015, 11 opted out of notification per the data management system.				

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 conference 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.
14	1	13	13	93%
1/14 was delayed due to agency circumstances and 1/14 was delayed due to family circumstances. FFY 2015 data per the data management system:				
<ul style="list-style-type: none"> <li>• 30 conferences completed.</li> <li>• 10/30 conferences were overdue.</li> </ul>				

## 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 2015.