

Part C State Annual Performance Report (APR) for FFY 2005**Overview of the Annual Performance Report Development:**

Broad Stakeholder Input. Montana's lead agency, The Developmental Disabilities Program (DPP) of the Department of Health and Human Services engaged in a variety of activities to ensure broad stakeholder input.

- DDP staff was informed of the SPP/APR requirements, including stakeholder input.
- DDP and other Part C technical assistance representatives informed the Family Support Services Advisory Council (FSSAC – Montana's ICC) and regional Part C agency staff about all APR requirements for accountability data needed for the indicators and how they can provide input and/or review drafts of the APR.
- The DDP and FSSAC formed a Part C Work Group to address the SPP/APR, the new IDEA 2004, and Part C improvements. This group includes representatives of the FSSAC, each regional Part C agencies, Part C Coordinator, DDP monitoring staff and a Part C technical assistant provider/Part C GSEG Director. The group reviewed all the SPP/APR requirements, data needed for each of the indicators, and most of this group had worked on the last Part C APR.
- Development of Montana Developmental Disabilities Program Part C General Supervision and Data Manual needed for data collects for APR, Child Count (618), and other steps involved with General Supervision of Part C services.
- The Part C Coordinator and Part C technical assistant provider/Part C GSEG Director reviewed the APR data, obtained clarifications concerning the data when needed, and developed the APR draft.

Dissemination of Part C APR to the Public:**State APR:**

- Announcement of the Part C APR and how to obtain a copy in Montana's major newspapers.
- The Part C APR will be on the following websites: DDP/FSSAC; <http://www.dphhs.mt.gov/fssac>; Office of Public Instruction (OPI) Special Education; Parent's Lets Unit for Kids (MT Parents Training Information Program, PLUK); Montana Council On Developmental Disabilities; regional Part C agency.
- Availability of the Part C APR has been discussed and will be disseminated to the members of the FSSAC, Special Education Advisory Panel, Montana Council On Developmental Disabilities, Board of Directors for the regional Part C agencies, and Comprehensive System of Personnel Development (CSPD).
- Other advisory councils and planning groups associated with young children and people with disabilities will be made aware of the Part C APR and how to obtain a copy.
- PLUK will disseminate the Part C APR through their weekly electronic newsletter, which is also available in print.
- Montana State Library will have copies available to send out to other state libraries throughout Montana. On their website they will have a link, so that it can be accessed through the web. They will also include it in their electronic database catalog.

Seven Regional Part C Agencies APR:

- Announcement of each of the seven regional Part C agency’s APR and how to obtain a copy in Montana’s major newspapers.
- Each of the seven regional Part C agency’s APR will be on the following websites: DDP/FSSAC; <http://www.dphhs.mt.gov/fssac>; Office of Public Instruction (OPI) Special Education; Parent’s Lets Unit for Kids (MT Parents Training Information Program); regional Part C agency.
- Regional Part C APRs will be available to the following groups: members of the FSSAC, Special Education Advisory Panel, Montana Council On Developmental Disabilities, Board of Directors for the regional Part C agencies, and CSPD.
- Other advisory councils and planning groups associated with young children and people with disabilities will be made aware of the Part C APR and how to obtain a copy.
- PLUK will disseminate each of the seven regional Part C agencies’ APR through their weekly electronic newsletter, which is also available in print.
- Montana State Library will have copies available to send out to other state libraries throughout Montana. On their website they will have a link, so that it can be accessed through the web. They will also include it in their electronic database catalog.

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 1: 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)

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.

FFY	Measurable and Rigorous Target
FFY 2005	100 % of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.

Actual Target Data for FFY 2005 (2005-2006):

100%= (35/35*100)

Regional Part C agencies Survey and Reporting for the APR Additional Information:

- 35 out of 35 files randomly selected using the “Research Randomizer Program” indicated that infants and toddlers received Part C early intervention services within 30 days of parents signing IFSP.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**Explanation of Progress or Slippage:**

Montana collected the actual target data using the process that was described in the SPP. Each of the seven regional Part C agencies were required to do a random sampling of five files using the "Research Randomizer Program" from all the Part C eligible children with IFSP. 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 service(s) were provided in a timely manner, and if not, (2) the number of days over the timely definition for each child if services scheduled were not provided within the 30 days after the IFSP was signed and (3) the reason the services were not provided (e.g. child was sick, winter weather prevented travel, service provider canceled, and exceptional family circumstances listed in Part C Measurement Table-(12/31/09). The definition and procedures/instructions were developed by the Part C Coordinator and the Part C Work Group (with representatives from each of the regional Part C agencies) to ensure uniform implementation of the data collection. The seven regional Part C agencies reported the data to the Part C Coordinator who compiled the data for the APR. Each of the Part C agencies will keep in their APR record for this indicator, including the identification of the children/families randomly selected, so that the DDP during the annual monitoring visit will be able to verify the accuracy (reliability and validity) of data.

Other data gathered as part of Montana's General Supervision and Monitoring processes address factors that promote the timely delivery of early intervention services.

Using Montana's Comprehensive Evaluation Process for Family Education and Support Tool for the FY 2005-2006, an additional 5 files from each of the seven regional Part C agencies were randomly selected.

- * Thirty-four out of thirty-four (100%) files reviewed indicated that services were provided without delay and according to Part C requirements for children/family.
- * Thirty-four out of thirty-four (100%) files reviewed showed that each agency provided coordination services for each eligible child and family review.
- * Thirty-four out of thirty-four (100%) files documented that resources and support services identified on the IFSP are provided to each eligible child and family.
- * Thirty-four out of thirty-four (100%) files reviewed that IFSPs are in place within 45 days of the referral date.
- * Thirty-four out of thirty-four (100%) files reviewed documented contracts with families for the purposed of providing support coordination, direct services, or to provide supervision and consultation to subcontracted personnel.

* Exceptional Family Circumstance was found in one of the thirty-five files.

This data is based on Montana's Comprehensive Evaluation Process for Family Education and Support Tool, for the FY 2005-2006, six out of the seven Part C agencies were found to be in compliance with this indicator. The agency that was found to be in noncompliance required the Quality Improvement Specialist (QIS) to review additional Part C files to ensure that there was not a systematic issue for the agency. The reason timely services were not met:

- The child was placed in three different foster homes during the first month after referral. After being placed in the current home, the Family Support Specialist (FSS) had several unsuccessful attempts at reaching the family. There was documentation of attempts to contact foster family before contact was made, but there still was no plan written. At the first face-to-face meeting with this family, the 45 day timeline had expired. It was not possible to develop an initial/interim IFSP because the child was not in a stable foster home placement during the 45 day timeline.

APR Template – Part C (3)

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DDP provided a written monitoring summary through a Quality Assurance Observation Sheet (QAOS) indicating that for one child an IFSP was not started/developed within 45 days after entering services. The regional agency provided feedback within seven days of receiving the QAOS. Within the QAOS response, the agency stated they would ensure that IFSP due dates for new referrals will be placed on caseload lists beginning immediately and will be reviewed by Family Support Specialist (FSS) at each scheduled staff meeting. All FSSs were provided training on interim IFSP's Part C requirements at the agency's routine staff meeting. The Quality Assurance Observation Sheet (s) (QAOS) was then submitted back to DDP for approval of the agency's proposed correction plan. The above corrective steps were implemented and the QIS monitored the agency's plan and timelines to ensure timely correction of noncompliance. The QIS will continue to monitor the agency for compliance in this area.

The Data from Montana's Comprehensive Evaluation Process for Family Education and Support Services Tool for the three FY 2002-2003, 2003-2004, and 2004-2005, demonstrates 100% compliance for the 5 questions that are used for monitoring timelines. (Please see SPP for details)

Improvement Activities from the SPP for FFY 2005 (2005-2006):

Activities from SPP FFY 2005	Timelines	Resources
1. Biannually Montana will continue to refine the tool, Montana's Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State's data collection process for this indicator.	(1) January 1, 2006 to June 30, 2006	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
<p>Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during the verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate the information, so when looking at the data being collect, it can be disguised what children services where reviewed.</p>		
2. Provide initial and annual training for the Quality Improvement Specialists.	(1) July 1, 2006- June 30, 2007	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
<p>Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs. There was one QIS that assumed monitoring responsibility for Part C during the 2005FFY.</p>		

APR Template – Part C (3)

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<p>3. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop, implement and monitor an improvement Plan or Corrective Action.</p>	<p>(1) July 1, 2006- June 30, 2007</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Each of the seven regional Part C agencies were monitored for compliance in this area as noted above. The QIS worked with the regional Part agency where an issue of noncompliance was found (as noted above). The regional Part C agency developed and implemented the approved plan to correct the noncompliance within the year time line, and the QIS is continuing to monitor compliance in this area for the agency as follow-up.</p>		
<p>4. Regional Part C agencies will train new FSSs on the Part C requirements and competences related to Indicator 1.</p>	<p>(1) January 1, 2006- June 30, 2007</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: At both the Part C work group and regional Part C agencies meetings the requirement that FSSs receive training in all Part C components, including rules and regulations related to Indicator 1, was clearly articulated and implemented by the agencies.</p>		
<p>5. Provide in-service training and resources concerning research-based practices for evaluation and assessment of infants and toddlers.</p>	<p>January 1, 2006 to December 31, 2007</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Montana provided a Summer Institute concerning research-based practices for evaluation and assessment of infants and toddlers. Montana will continue to provide in-service training and resource in research-based practices for evaluation, assessments, and all aspects of IFSP planning and development. Regional CSPD's training events addressed providing in-service training and resources concerning research-based practices related to assessment and program implementation in community settings. Each of the seven regional Part C agencies also provided training in this area.</p>		
<p>6. Biannually assess personnel development needs concerning early intervention practices associated with Indicator 1.</p>	<p>(1) January 1, 2006 to June 30, 2006</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Through working with the Part C workgroup and the regional Part C agencies personnel development needs have been assessed and the information used to develop and provide training.</p>		

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

To collect Actual Target Data for the FFY 2006 (2006-2007), Montana will use the process described in the SPP to collect random sampling from the regional Part C agencies survey method. In addition, the data from Part C program monitoring with the Montana's Comprehensive Evaluation Tool, an additional 35 child/family files, will be added to the actual target data to increase the overall review to a total of 70 files, instead of just the 35 files requested of regional Part C agencies for this indicator (as originally noted in the SPP).

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 2: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children.¹

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

Measurement: Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children) divided by the (total # of infants and toddlers with IFSPs)] times 100.

FFY	Measurable and Rigorous Target
FFY 2005	93% of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.

Actual Target Data for FFY 2005 (2005-2006):

90.7% (=657/724 X 100)

December 1, 2005, Child Count: 90.73% of infants and toddlers with IFSPs primarily received early intervention services in the home or programs for typically developing children.

- Home – 87.70%
- Program for typically developing children: 3.03%

FY 2004-2005	Number Served	Percent Served
Total number of children in December 1st Child Count	724	100%
Home	635	87.70%
Program designed for typically developing child	22	3.03%
Program designed for children with developmental delay	10	1.38%
Hospital (inpatient)	4	.55%

¹ At the time of the release of this package, revised forms for collection of 618 State reported data had not yet been approved. Indicators will be revised as needed to align with language in the 2005-2006 State reported data collections.

APR Template – Part C (3)

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Residential	2	.27%
Service Provider	46	6.35%
Other Settings	5	.69%

Primary Settings by age:

- 147 infants, zero to one (88%), receive services in the home or program designed for typically developing children.
- 235 toddlers ages one to two (86%), receive services in the home or programs designed for typically developing children.
- 342 toddlers two to three (80%), receive services in the home or programs designed for typically developing children.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage:

The target data that was set for FFY 2005 was 93%, and for FFY 2005 90.70% of infants and toddlers with IFSPs primarily receive early intervention services in the home or programs for typically developing children. When reviewing trend data from FY 1999-2004, it demonstrates that there have been fluctuations in providing early intervention services in the home and programs for typically developing children by a 1 to 3 % difference from year to year.

Child Count Data from 1999 – 2004 Table

	1999	2000	2001	2002	2003	2004	2005
Total number of children in December 1 Child Count	580	574	600	574	628	677	724
Program designed for typically developing children	13 (2%)	30 (5%)	17 (3%)	20 (3%)	16 (3%)	24 (4%)	22(3%)
Home	525 (91%)	520 (91%)	551 (92%)	527 (92%)	559 (89%)	600 (89%)	635 (88%)
Percent of infants and Toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children	93%	96%	95%	95%	92%	93%	91%
Program designed for children with developmental delay	8/538 (1.4%)	2/550 (0%)	0/568 (0%)	1/547 (0%)	22/575 (4%)	18/624(3%)	22/657(3%)
Hospital (inpatient)	3/538 (1%)	4/550 (1%)	0/568 (0%)	5/547 (1%)	0/575(0%)	4/624 (1%)	4/657(1%)
Residential	0/538 (0%)	0/550 (0%)	0/568 (0%)	0/547 (0%)	0/575 (0%)	0/624 (0%)	2/657 (0%)
Service Provider	31/538	15/550	31/568	20/547	29/575	27/624	46/657(6%)

APR Template – Part C (3)

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	(5%)	(3%)	(5%)	(3%)	(5%)	(4%)	
Other Settings	0/538 (0%)	3/550 (1%)	1/568 (0%)	1/547(0%)	2/575(0%)	4/624 (1%)	5/657 (1%)

Factors related to the fluctuations of providing early intervention services in the home and program for typical developing children:

- Variability in the change in definitions of settings from year to year.
- The number of children receiving services at the Service Provider location, due to the shortage of highly qualified service personnel (e.g. speech pathologist, occupational therapist, physical therapist, etc.).

Services provided primarily in the home setting decreased 1% from the FY 2004. Of the 8% (59/724) of children who receive services in settings other than home or program for typical developing children, 2% of the 8% of these children were served in Service Providers in the community and locations where children with or without disabilities would receive services. The shortage of highly qualified service personnel (e.g. speech pathologist, occupational therapist, physical therapist, etc.) may not be willing to travel to individual's homes due to their "caseload" size, different payment schedule for travel (less reimbursement while traveling) or the family chooses to have services provided at the service provider's location instead of the home. The other situation where children are not served in their natural environments occurred because the specific services were not available in natural settings or where the child receives service within their communities. Further, there has been collaboration with the Child and Family Service Division to disseminate information about trainings and technical assistance available to support early childhood childcare settings.

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timeline	Resources
1. Based on each regional Part C agencies 618 data and monitoring data, work with the regional Part C agencies and the Quality Improvement Specialist to continue to promote utilization of appropriate community settings and programs for typically developing children in which services are delivered.	(1)February 1, 2006- June 30,2007	Seven regional Part C agencies, Part C Coordinator, Quality Improvement Specialist.
Status: Discussions have taken place during quarterly meetings to discuss Child Count Data (618) to continue to promote utilization of appropriate community settings and programs for typically developing children in which services are delivered. Feedback was provided to the three providers where most children are receiving services in other settings in regards to this indicator.		
2. Collaborate with the Child and Family Services Division for providing training and technical assistance for the support of early childhood childcare settings that serve all children with appropriate high	(1)February 1, 2006- June 30,2007	Seven regional Part C agencies, Part C Coordinator, Child and Family Service Division, and Child Care Plus, Child Care Regional Resource Centers and child care providers.

APR Template – Part C (3)

Montana
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quality services.		
<p>Status: Collaboration with the Child and Family Services Division for providing training and technical assistance has been done through FSSAC work, Governor’s Readiness Summit, Montana’s Inclusion Team and the Early Childhood Partnership for Professional Development.</p>		
<p>3. Analyze the outcomes of Activity 2 above and plan with the Child and Family Services Division for providing training and technical assistance for the support of early childhood child care settings that serve all children with appropriate high quality services.</p>	<p>(1)July 1, 2006- June 30,2007</p>	<p>Seven regional Part C agencies, Part C Coordinator, Child and Family Service Division, and Child Care Plus, Child Care Regional Resource Centers and child care providers.</p>
<p>Status: Collaboration with the Child and Family Service Division has lead to training and TA for the support of early childhood development within child care settings that serve all children through Child Care Plus, Early Childhood Partnership for Professional Development, and the Governor’s Readiness Summit.</p>		
<p>4. Based on Activity 3 above collaborate with the Child and Family Services Division for providing training and technical assistance for the support of early childhood childcare settings that serve all children with appropriate high quality services.</p>	<p>(1)January 1, 2006- June 30,2007</p>	<p>Seven regional Part C agencies, Part C Coordinator, Child and Family Service Division, and Child Care Plus, Child Care Regional Resource Centers and child care providers.</p>
<p>Status: Collaboration with the Child and Family Service Division has lead to training and TA for the support of early childhood development within child care settings that serve all children through Child Care Plus, Early Childhood Partnership for Professional Development, and the Governor’s Readiness Summit.</p>		
<p>5. Annually review 618 data and monitoring data for state and each regional Part C agency and provide focused training and technical assistance for regional Part C agency staff/Family Support Specialists, Quality Improvement Specialist on 618 settings definitions and data collection requirements, monitoring requirements for Indicator 2.</p>	<p>(1)January 1, 2006- June 30,2007</p>	<p>Seven regional Part C agencies, FSSAC, and Part C coordinator.</p>
<p>Status: The Part C Coordinator has provided data of progress and slippage to the FSSAC and the seven regional Part C agencies at quarterly meetings. Child Count Data (618) instructions</p>		

have been provided to all seven regional Part C agencies. TA has been provide to regional Part C agencies who needed help.

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006)

Note: (1) Montana will be looking at future targets of 95% given the actual current circumstances, related to serves providers (e.g. speech pathologist, occupational therapist, physical therapist, etc.) thus few wanting to travel to child/family's home. (2) While the general improvement activities may remain the same, there may need to be a additional specific training in completing the Child Count Data (618) forms due to the changes with reporting settings.

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 3: 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)

Measurement:

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

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# 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 = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# 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 = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# 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 = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# 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 = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# 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 and early literacy):

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# 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 = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# 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 = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# 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 = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# 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 = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# 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 = [(# of infants and toddlers who did not improve functioning) divided by (# 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 = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by the (# 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 = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by the (# 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 = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by the (# 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 = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.

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

FFY	Measurable and Rigorous Target
FFY 2005	Targets to be set on the 2-1-08 Annual Performance Report for each of the three sub-indicators.

Overview of Issue/Description of System or Process:

The DDP and FSSAC formed a Part C Work Group to address the SPP, the new IDEA 2004, and Part C improvements. This group includes representatives of the FSSAC, each regional Part C agencies, Part C Coordinator, DDP monitoring staff and a Part C technical assistant provider/Part C GSEG Director. Most of this group had worked on the last Part C APR. In addition, Dr. Kathy Hebbeler from the ECO Center directly assisted the work group in making decisions about how to

approach data collection for Indicator 3. The following components were part of Indicator 3 data collection system:

- All infants and toddlers who were at least six months of age were included in the data collection. Exceptions were: (1) toddlers who enter Part C services within six months of turning three years old, and (2) children (any age) who were in the program less than six months before they moved or exited Part C services.
- Data collection occurred during the development of the initial IFSP and for FFY2006, with the development of subsequent IFSPs, and at or near exit or transition.
- The data sources included data from evaluations and assessments and the judgment of IFSP team members, including parents. Parents were involved in whatever ways they felt most comfortable providing their observations of their child's progress/development. Thus, parents could be directly involved in deciding for each sub-indicator if their child met the criteria for a, b or c, or parents choose to provide the Family Support Specialist (FSS) or whole IFSP team their observations concerning their child's progress/development and the FSS use that information in the measurement process. For infants and toddlers who unexpectedly exit Part C services, the FSS collected the most recent data available for the child to make the decisions concerning the early childhood sub-indicators.
- Evaluations and assessments used both norm-referenced and curriculum/criterion-referenced instruments. Based on a survey from FSSs concerning instruments they used to develop a current IFSP for each Part C child they served and the most recent research-based early intervention practices for evaluations and assessments, a list of instruments has been finalized for measurement of Indicator 3. In addition, the final lists of instruments were developed with recommendations from the ECO Center.
- The Part C Work Group developed the initial list of approved instruments with the assistance of Dr. Hebbeler. The approved instruments include: Early Learning Accomplishment Profile (ELAP); Developmental Profile II, Alpern-Boll (DP II); Hawaii Early Learning Profile (HELP); Battelle Developmental Inventory (Battelle); Developmental Assessment of Young Children (DAY-C); Infant Toddler Developmental Assessment (IDA); Carolina Curriculum for Infants and Toddlers with Special Needs (Carolina); Vineland Adaptive Behavior Scales (Vineland); and Portage Growing Birth to Three (Portage 0-3). In addition, The Ounce of Prevention Scale (OUNCE) is also being considered.
- Montana adopted the ECO Center's Child Outcome Summary Form, their procedures for the form, and other ECO resources designed for this process (e.g., instrument crosswalks). As noted above, input was based on IFSP team member's (including parents', FSS and other team members) observations and assessment data.
- Montana's Part C Work Group developed all the specific measurement activities and procedures for reporting by each FSS and each regional Part C agency. Each FSS was responsible for completing the measurement activities and entering the data into the appropriate form. Following the uniform procedures, each agency completed Indicator 3 Part C Agency Reporting Form and submitted the form to the Part C Coordinator and their regional DDP staff member responsible for monitoring their agency. The Part C Coordinator compiles the data for the APR.
- In addition, regional DDP staff responsible for each regional Part C agency will monitor these steps. The steps will be outlined in the DDP monitoring tool and procedures (see Indicator 9 for an overview of DDP's monitoring system for the regional Part C agencies). DDP staff will be provided training and technical assistance in monitoring for this Indicator.
- The DDP, Montana Part C GSEG Project and ECO Center conduct training on the data collection system for regional Part C agency staff and DDP monitoring staff. Further, training will continue on research-based early intervention practices for evaluation and assessment, specifically focusing on the instruments for Indicator 3 data collection as well as for development of IFSP child-focused outcomes and programs to be carried out in natural environments and during infants' and toddlers' normal routines and activities.
- The data concerning Indicator 3 was used to create early intervention practice improvements at the levels of individual FSSs, regional Part C agency, and DDP/FSSAC. In conjunction with Montana's Part C GSEG, the DDP developed guidelines for using this data to identify

- individual FSS's and agency training needs concerning early intervention practices, and identify areas where system improvements may be needed (e.g., FSS orientation, data collection procedures) at a regional Part C agency and/or the DDP state level.
- Indicator 3 data was collected from April 1, 2006 through September 30, 2006 for the entry data to be reported for Indicator 3 on the February 1, 2007 APR.
 - Montana developed the Early Child Outcomes: Demonstrating and Reporting the Results of Early Intervention Services for Infants and Toddlers Manual. Montana's Director of the GESG gave a presentation on Montana's process and manual at the NECTAC and ECO National Conference on Child and Family Outcomes Conference held in Albuquerque, NM. Montana's manual has also been posted on ECO's webpage and other states have used the document to base their child outcome process on.
 - All of the steps of the Indicator 3 data collection system will be evaluated and forms and procedures will be revised accordingly, and training and technical assistance will be provided.

Baseline Data for FFY 2005 (2005-2006):**Baseline Data was collect from April 1 through September 30, 2006****A. Positive social-emotional skills:**

- a. Montana's baseline data indicates that 23% (28) of infants and toddlers at entry are functioning at a level comparable to same age-peers
- b. Montana's baseline data indicates that 76% (98) of children at entry are functioning at a level below same age peers.

B. Acquiring and using knowledge and skills:

- a. Montana's baseline data indicates that 18% (22) of children at entry are functioning at a level comparable to same age peers.
- b. Montana's baseline data indicates that 82% (98) of children at entry are functioning at a level below same-age peers.

C. Taking appropriate actions to meet needs:

- a. Montana's baseline data indicates that 19% (23) of children at entry are functioning at a level comparable to same aged peers.
- b. Montana's baseline data indicates that 81% (99) of children are functioning at a level comparable to same aged peers.

Discussion of Baseline Data:

All Child Outcomes Summary Forms (COSFs) completed during the timeline of April 1 through September 30, 2006 were submitted to the Part C Coordinator. The Part C Coordinator and the technical assistance/ GESG director reviewed each and every COSF, from each of the seven regional Part C agencies. The technically sound methods used to review the COSF(s):

- A review form was developed to enter the review data for each item on the COSF(s).
- The protocol for reviewing the COSF(s) were based on the ECO Center's and Montana's Child Outcome Document instructions for completing the COSFs (for each item on the COSF).
- Using the above tools, the Part C Coordinator and the technical assistance/GSEG director reviewed all COSF(s) for three agencies together to assure consistency in the findings.
- Three other agencies were reviewed independently; except for the first several COSFs from each agency were done jointly with the Part C Coordinator and technical assistance/ GESG director.
- The last agency several of the COSFs were reviewed jointly with the Part C Coordinator and technical assistance/GESG grant director. The remainder of the COSF(s) was completed by the technical assistance/GESG grant director.

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- The data was then placed on Montana Statewide Data forms for Indicator 3-1, 3-2, and 3-3. The form had each of the seven regional Part C agencies listed and identified the rating that were on the COSFs. Each of the indicators (a and b) that needed to be reported were also included on this form.
- All children who had a COSF score of 1-5 were entered under (b) the percentage of children who are functioning at a level below same-aged peers for each of the seven regional Part C agencies. A total was provided for each of the ratings.
- All children who had a COSF score of 6-7 were entered under (a) the percentage of children who are functioning at a level comparable to same-aged peers for each of the seven regional Part C agencies. A total was provided for each of the ratings.
- After taking all of the COSFs and entering them into the summary form by agency, the Part C Coordinator double checked to make sure that every field was entered appropriately.
- The Summary Form for the State was shared with the Part C workgroup, FSSAC, and the seven regional Part C agencies.

Improvement Activities/Timelines/Resources:

Improvement Activities/Timelines/Resources (New for SPP):

New SPP Activities	Timelines	Resources
7. Biannually Montana will continue to refine the tool, Montana's Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State's data collection process for this indicator.	(1) July 1, 2007 to June 30, 2008 (2) July 1, 2010 to June 30, 2011	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
8. Provide initial and annual training for the Quality Improvement Specialists.	(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.

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<p>9. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop, implement and monitor an improvement Plan or Corrective Action.</p>	<p>(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>10. Regional Part C agencies will train new FSSs on the Part C requirements and competences related to Indicator 3.</p>	<p>(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>11. Montana’s Part C workgroup will continue:</p> <ul style="list-style-type: none"> a. To review data b. Discussing issue/problem solving issues related to child outcomes. c. Review and refine “Montana’s Child Outcome Document” 	<p>(1) July 1, 2006 to June 30, 2007 (2) July 1, 2007 to June 30, 2008</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>12. Biannually assess personnel development needs concerning early intervention practices associated with Indicator 3.</p>	<p>(1) July 1, 2006 to June 30, 2007 (2) July 1, 2008 to June 30, 2009 (3) July 1, 2010 to June 30, 2011</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>

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<p>7. Provide in-service training and resources concerning research-based practice for improvement with child development and child outcomes for infants and toddlers.</p>	<p>(1) July 1, 2006-June 30,2007</p>	<p>Regional Part C agency managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>8. DDP will continue to work with OSEP, ECO and other child outcome resource providers for refining Montana’s Outcome Document.</p>	<p>(1) July 1, 2006-June 30, 2007 (2) July 1, 2007-June 30, 2008 (3) July 1, 2008- June 30, 2009</p>	<p>Regional Part C agency managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

NA

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 4: 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)

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 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
FFY 2005	

Overview of Issue/Description of System or Process:

The DDP and FSSAC formed a Part C Work Group to address the SPP/APR, the new IDEA 2004, and Part C improvements. This group includes representatives of the FSSAC, each regional Part C agencies, Part C Coordinator, DDP monitoring staff and a Part C technical assistant provider/Part C GSEG Director. Most of this group had worked on the last Part C APR (2004). In addition, Dr. Kathy Hebbeler from the ECO Center directly assisted the work group in making decisions about how to approach data collection for Indicator 4 and ECO Center's survey questions for Indicator 4. The following components were part of the Indicator 4 data collection system:

- All families whose children had an IFSP and participated in Part C services were surveyed about the three sub-indicators for Indicator 4.
- Data collection occurred during each regional Part C agency's parent survey process, which occurs on an annual basis, and initiated according to each agency's timeline.
- Parents provided the data concerning Indicator 4 by completing identical Indicator 4 sub-indicator items on each regional Part C agencies parent survey. This was done through a

mailings or directly delivered survey or through a telephone or in-person interview. The parents or interviewer submit the survey data anonymously. If parents wanted to submit the data with their name, they could, it was their choice.

- Montana adopted the ECO Center's Family Outcomes Survey items for Indicator 4.
- The Indicator 4 data were collected by each regional Part C agency. Following uniform procedures, each agency completed the Indicator 4 Part C Agency Reporting Form and submitted the form to the Part C Coordinator and their regional DDP staff member (Quality improvement Specialist - QIS) responsible for monitoring their agency. The Part C Coordinator compiled the data for the APR.
- Montana's Part C Work Group developed all the specific measurement activities and procedures for reporting by each family and each regional Part C agency. Further, this group addressed procedures to ensure a good survey response from parents involved in the survey.
- In addition, regional DDP staff responsible for each regional Part C agency monitored the regional Part C agency's parent survey process. The steps are outlined in the DDP monitoring tool and procedures (see Indicator 9 for an overview of DDP's monitoring system for the regional Part C agencies). In addition, DDP staff will be provided further training and technical assistance in monitoring for Indicator 4 during interviews with families as part of the Part C monitoring process.
- The DDP, Montana Part C GSEG Project and ECO Center conducted training on the data collection system for regional Part C agency staff and DDP monitoring staff.
- Further, training will continue on research-based early intervention practices.
- The data concerning Indicator 4 will also be used to create early intervention practice improvements at the levels of individual FSSs, regional Part C agency, and DDP/FSSAC. In conjunction with Montana's Part C GSEG, the DDP will develop guidelines for using these data to identify FSS and agency training needs concerning early intervention practices, and identify areas where system improvements may be needed (e.g., FSS orientation, providing family-centered services) at a regional Part C agency and/or the DDP state level.
- Indicator 4 data collection began January 30, 2006 through September 30, 2006 for the baseline data.

All of the steps of the Indicator 4 data collection system will continued to be evaluated and forms and procedures will be revised accordingly, and training and technical assistance will be provided. Further, the FSSAC and Part C Work Group will consider utilizing additional statewide survey items for future parent surveys.

Baseline Data for FFY 2005 (2005-2006):

Baseline Data for FFY 2005 for regional Part C agencies using ECO Center's Family Outcomes Survey Items:

- A. 87.6%= (163/186*100), reported that early intervention services have helped the family help their children develop and learn
- B. 87.1%= (163/187), reported that early intervention services have helped the family effectively communicate their children's needs
- C. 81.0%= (175/216*100), reported that early intervention services have helped the family help their children develop and learn

Baseline Data including all seven regional Part C agencies using either ECO Center's Family Outcome Items or one agencies items related to Indicator 4, A., B., and C. sub-indicators:

- A. 87.5%= (210/240*100), reported that early intervention services have helped the family know their rights
- B. 90.1%= (229/254*100), reported that early intervention services have helped the family effectively communicate their children's needs

- C. $84.5\% = (236/279 * 100)$, reported that early intervention services have helped the family help their children develop and learn

Discussion of Baseline Data:

All seven regional Part C agencies conducted a parent survey for the FFY 2005 (2005-2006).

Six out of the seven regional Part C agencies were able to incorporate ECO Center's three questions on Family Outcomes and use the rating scale as a way to measure family's response. One agency was unable to use ECO Center's questions and rating scale for the FFY 2005 APR due to having in place early in FFY 2005 a survey contractor, agency survey and contracted timeline for completion of their survey. It would have been a financial hardship for the agency to have completed an additional survey. It also may have been confusing to parents who just responded to the agency's survey. The Part C Coordinator and the technical assistance/GSEG director looked at the agency's survey items to identify questions that would apply to this outcome. There were six items that applied to the three Indicator 4 sub-indicators, two items per sub-indicator and they were on a five point scale with scale descriptor three being a positive statement. These items were very similar to items on the NCSEAM family survey. For FFY 2006, this regional Part C agency will be able to provide the Family Outcome data using ECO Center's survey questions and rating scale next reporting period.

The first set of Baseline data using the ECO Center's Family Outcomes items does not include the one agency that was unable to use these items for FFY2005. The baseline data were reviewed by the Part C Coordinator:

- How many total responses each regional Part C agency received for the total survey.
- How many total responses each of the regional Part C agencies received for each question in response to Family Outcomes.
- All responses that were five and below were collected as "no" responses.
- Those were then totaled for the state using only six of the seven regional Part C agencies.
- All questions answered with a 5-7 were "yes" responses.
- Those were then totaled for the state using only six of the seven regional Part C agencies.
- Those questions that no responses were provided were not included in the baseline data.

The second set of Baseline data includes the results from the regional Part C agencies that used the ECO Center's Family Outcomes survey items and results of the six items related to the three sub-indicators for Indicator 4. The baseline data were reviewed by the Part C Coordinator according to the steps below and then combined with the data from the other regional Part C agencies:

- How many total responses the regional Part C agency received for the total survey.
- How many total responses the regional Part C agencies received for each of the six questions in responding to Family Outcomes sub-indicators.
- All responses that were 2 and below were collected as "no" responses for each item for a sub-indicator.
- Those were then totaled for each sub-indicator for the regional Part C agency.
- All questions answered with a 3-5 were "yes" responses for each item for a sub-indicator.
- Those were then totaled for each sub-indicator for the regional Part C agency.
- Those questions that no responses were provided were not included in the baseline data.

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- These data were combined with the data from the other regional Part C agencies data.

In addition, part of Montana’s monitoring is to review all Consumer/Parent Survey Results for each of the seven regional Part C agencies.

- Seven out of seven (100%) regional Part C agencies consumer satisfaction surveys documented those families were extremely satisfied or satisfied with the Part C serves that they received.
- Seven out of seven (100%) regional Part C agencies consumer satisfaction surveys documented that those families were aware of procedural safeguards, including ways to make a complaint and resolve service issues.

FFY	Measurable and Rigorous Target
<p>2006 (2006-2007)</p>	<p>A. 89% will report that early intervention services has helped the family help their children develop and learn B. 89%, will reportthat early intervention services has helped the family effectively communicate their children's needs C. 84%= will report that early intervention services has helped the family help their children develop and learn</p>
<p>2007 (2007-2008)</p>	<p>A. 89% will report that early intervention services has helped the family help their children develop and learn B. 89% will report that early intervention services has helped the family effectively communicate their children's needs C. 84% will report that early intervention services has helped the family help their children develop and learn</p>
<p>2008 (2008-2009)</p>	<p>A. 91% will report that early intervention services has helped the family help their children develop and learn B. 91%will report that early intervention services has helped the family effectively communicate their children's needs C. 86% will reported that early intervention services has helped the family help their children develop and learn</p>
<p>2009 (2009-2010)</p>	<p>A. 91% will report that early intervention services has helped the family help their children develop and learn B. 91% will report that early intervention services has helped the family effectively communicate their children's needs C. 86% will report that early intervention services has helped the family help their children develop and learn</p>
<p>2010 (2010-2011)</p>	<p>A. 93% will report that early intervention services has helped the family help their children develop and learn B. 93% will report that early intervention services has helped the family effectively communicate their children's needs</p>

	C. 88% will report that early intervention services has helped the family help their children develop and learn
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Improvement Activities/Timelines/Resources:

Improvement Activities/Timelines/Resources (New for SPP):

New SPP Activities	Timelines	Resources
13. Biannually, Montana will continue to refine the tool, Montana’s Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State’s data collection process for this indicator.	(1) July 1, 2007 to June 30, 2008 (2) July 1, 2010 to June 30, 2011	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
14. Provide initial and annual training for the Quality Improvement Specialists.	(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
15. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop, implement and monitor an improvement Plan or Corrective Action.	(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.

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<p>16. Regional Part C agencies will train new FSSs on the Part C requirements and competences related to Indicator 4.</p>	<p>(1) July 1, 2006- June 30, 2007 (2) July 1, 2007- June 30, 2008 (3) July 1, 2008- June 30, 2009 (4) July 1, 2009- June 30, 2010 (5) July 1, 2010- June 30, 2011</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>17. Montana’s Part C workgroup will continue:</p> <ul style="list-style-type: none"> a. To review data b. Discussing issue/problem solving issues related to family outcomes. c. Review and refine the approach to receiving a good survey response. 	<p>(1) July 1, 2006 to June 30, 2007 (2) July 1, 2007 to June 30, 2008</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>18. Biannually assess personnel development needs concerning early intervention practices associated with Indicator 4.</p>	<p>(1) July 1, 2006 to June 30, 2007 (2) July 1, 2008 to June 30, 2009 (3) July 1, 2010 to June 30, 2011</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>7. Provide in-service training and resources concerning research-based practice for improvement with child development and child outcomes for infants and toddlers.</p>	<p>(1) July 1, 2006-June 30, 2007</p>	<p>Regional Part C agency managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

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Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006)

NA

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 5: Percent of infants and toddlers birth to 1 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

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

Measurement:

- A. 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 the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. 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
FFY 2005	Part C in Montana will serve 1.58 % of all infants in the state.

Actual Target Data for FFY 2005 (2005-2006):

- A. 1.327% (=147/11076 X 100)
 - (Measurement a., Narrow Eligibility Criteria data, Table 8-4a for the data and Table 8-3c for the list of **states with narrow definition**). Montana’s December 1, 2005, Child Count data (618) indicates **1.33%** of Montana’s infants are served compared to **.94%** for the other 16 states with the Narrow Eligibility Definition.
 - Montana is ranked **4th** out of the **16th** states that have the Narrow eligibility Criteria.
- B. 1.327% (=147/11076 X 100)
 - (Measure b., National data, Table 8-4- **excluding infants at risk**) Montana’s December 1, 2005, indicates **1.33%** of Montana’s infants are served compared to **.95%** National baseline.
 - Montana is ranked **15th** for all 50 states and 6 territories.
 - (Measure b., National data, Table 8-4a- **including at risk infants**) Montana’s December 1, 2005, indicates **1.33%** of Montana’s infants are served compared to **1.01%** National baseline.
 - Montana is ranked **16th** for all 50 states and 6 territories.

(Data came from WESTAT’s Website. www.IDEAdata.org and National Center for Juvenile Justice Website: http://ojjdp.ncjrs.org/ojstatbb/ezapop/asp/comparison_selection.asp?se1State)

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage:

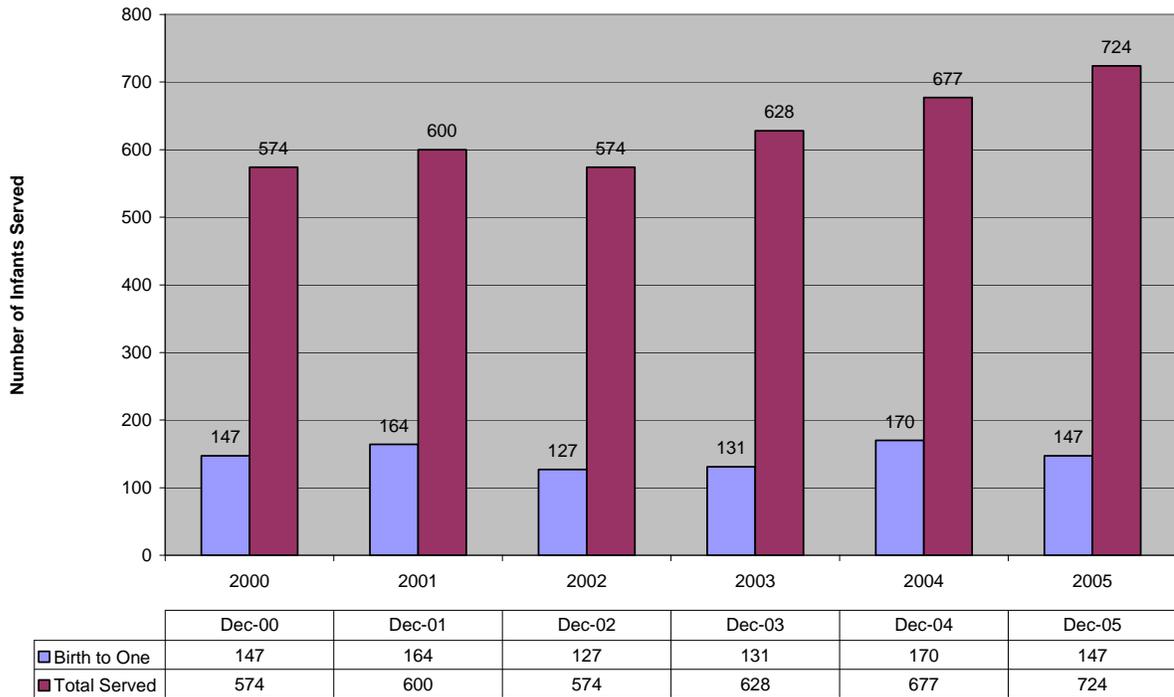
Montana's target for FFY was to serve 1.58% of all infants in the state. Montana's FFY 2005 actual data shows 1.33% of all infants are being served. There are a variety of factors to consider for why Montana did not reach the 1.58%:

- Mean number of infants served from December 2000-December 2005 is 148 (range 127-170). There was not a slippage in the number of infants served.
- Montana's birth rate has not seen a significant change from 2000-2005 time period.
- Number of infants served and the percentage of infants in respect of birth-12 months, 12-24 months, and 24-36 months population has varied from December 2000- December 2005.
- Total number of children in Part C has steadily increased during this time period from 574 in December 2000 to 724 in December 2005. However, there was a significant one year variation where the December child count data was the lowest number of children served in any month of that year (FFY2002).
- Child Count Data (618) indicates more children have been referred in the 12-36 months age range thus the percentage portion (and number) of older children has increased while the number of infants has not increased significantly.
- Data indicates that there are more referrals from CAPTA, which according to our understanding impacts more children in the 12-36 month age range.

Additional Child Count Data and Comparisons:

Also see additional data for Indicator 6.

Number of Birth to One Infants, Being Served in Early Intervention

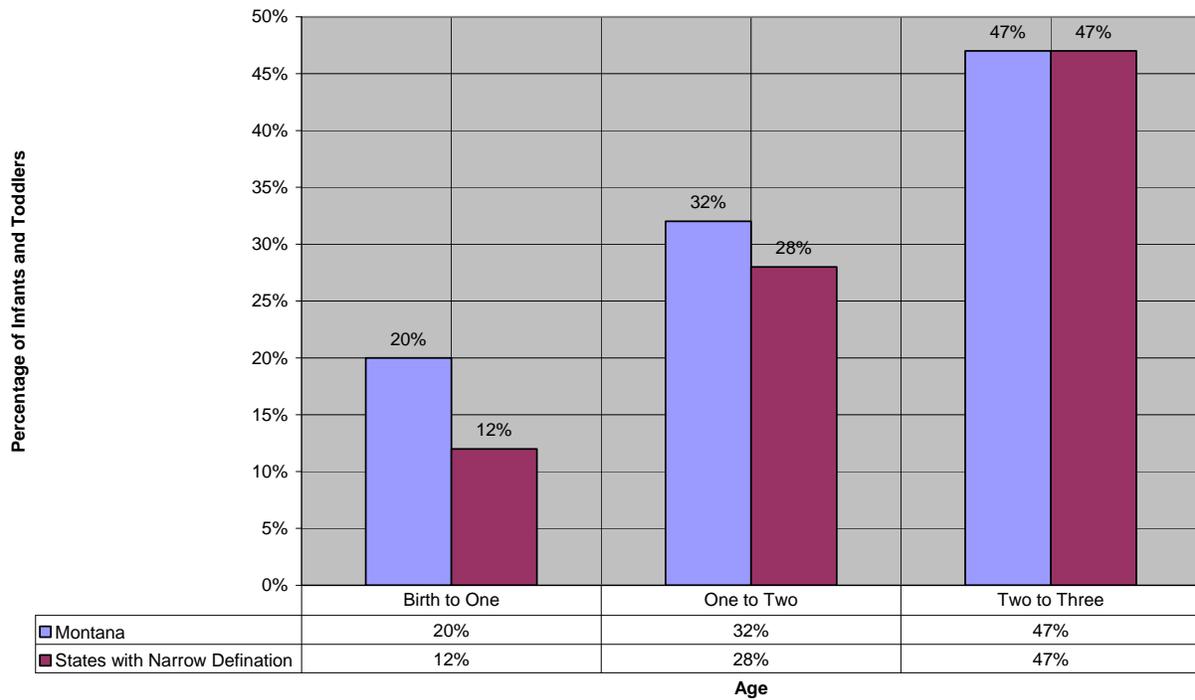


December 1st Child Count

- December 1, 2004, 170 of 677 (25%) are children, birth to one.
- December 1, 2005, 147 of 724 (20%) are children, birth to one.
- Mean number of infants served from December 2000-December 2005 is 148 (range 1.27-1.70). There was no slippage in the number of infants served.

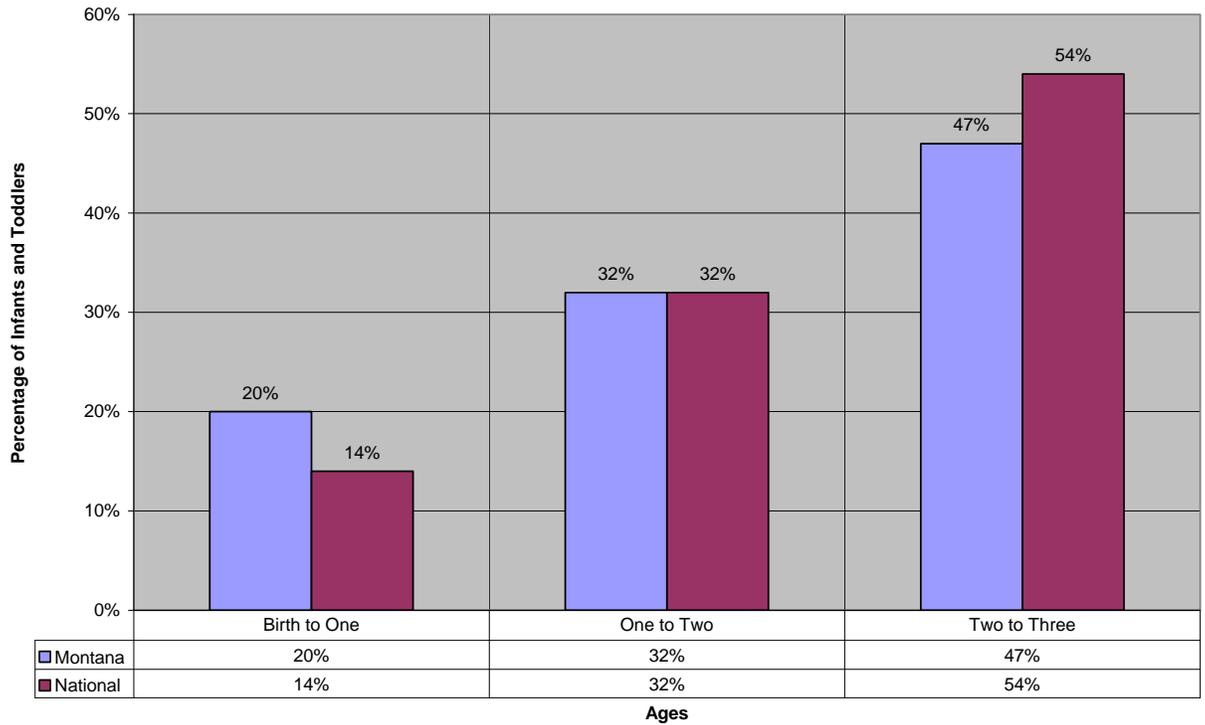
(See Montana’s SPP for past FFY data)

Percentage of Infants and Toddlers (0-3) Served by Age in Montana Compared to the Narrow Definition States on December 1, 2005 Child Count (Source WESTAT website, Table 6-1)



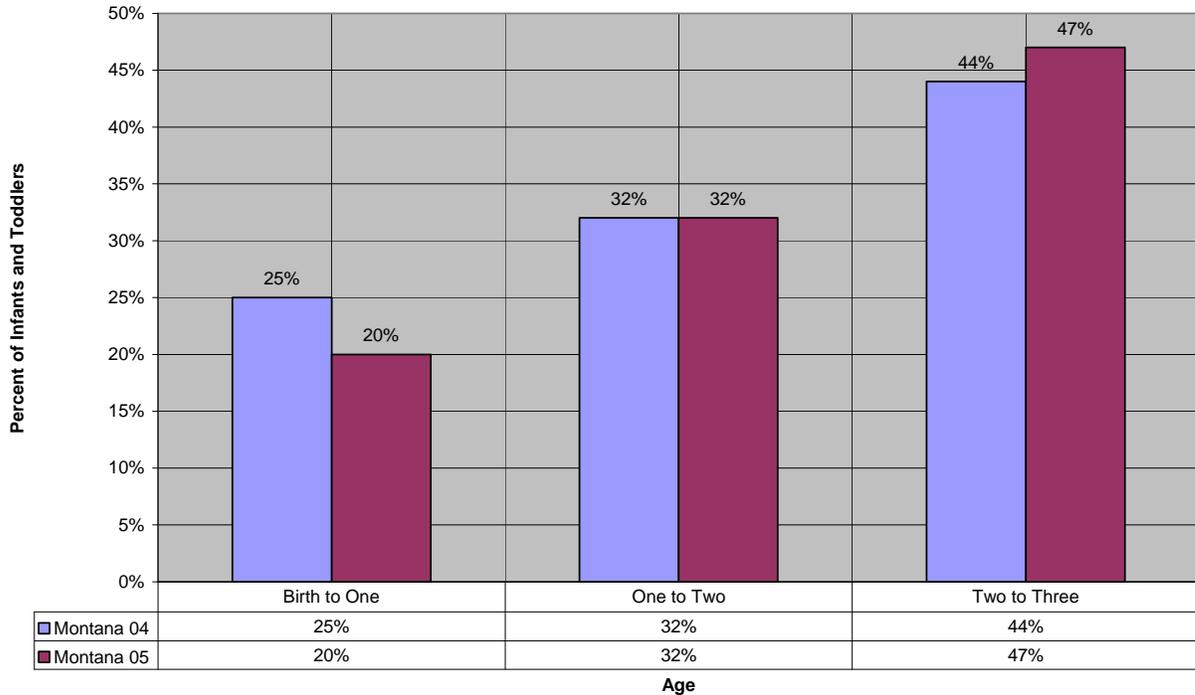
- On December 1, 2005 Child Count, Montana reported 147 infants (birth to one) of 724 total infants and toddlers in Part C. Infants represent (20%) of all children being served in Part C early intervention in Montana. States with narrow definition reported by OSEP had a total of 4,941 infants (0-1) of 41,888 children in Part C. Infants, with the narrow eligibility criteria definition, represent 12% of all children served in Part C early intervention with this definition.
- Montana shows 8% more infants (0-1) being served compared to other states with the narrow definitions in early intervention.

Percentage of Infants and Toddlers (0-3) Served By Age on December 1 Child Count



- On December 1, 2005 Child Count, Montana reported 147 infants (birth to one) of 724 total infants and toddlers in Part C. Infants represent 20% of all children being served in Part C early intervention in Montana. The OSEP National data indicated 41888 (birth to one) of a total of a total of 298,150 children in Part C in the United States, which represents 14% of all children served in Part C early intervention.
- On the December 1, 2005 Child Count, Montana shows 6% more Birth to One Infants being served in Montana as compared to the OSEP’s National data.

Comparison of Percentage of Infants and Toddlers (0-3) Served by Age on Montana's Dec. 1st Child Count for 2004-2005



- Montana’s 2004 and 2005 Child Count data for infants (birth to one), has decreased by 5%.
- Montana continues to receive an increase in the number of referrals from CAPTA, which might explain the increase in the number of children being served in the 12 month through 36 month old age range.

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timelines	Resources
1. Annually review child find data by state and regional Part C agency to determine steps needed to improve child find efforts.	(1) January 1, 2006- June 30, 2007	FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.

Status: Child Count Data has been reported to the FSSAC and to the seven regional Part C agencies during quarterly meetings. Both groups have agreed and started work on the “First Step Manual”, updating materials that are provided to primary referral sources, and to provide updated training to primary referral sources about Part C early intervention services. The FSSAC has two new members: A Pediatrician and a representative from Children’s Special Health Services from the Health Policy and Services Division. Each of these position are very important to conduct public awareness and child find activities, to help bridge understand and disseminating information back to medical staff in clinics and hospitals. The Children’s Special Health Services

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<p>representative has been vacant for some time, because the Department had a long absent in filling the position at their level. Montana also has included Child Find within Montana’s Part C Improvement Plan- 2007.</p>		
<p>2. Annually review, revise (when needed), develop and disseminate child find materials and activities.</p>	<p>(1)January 1, 2006- June 30,2007</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: Child find materials and activities have been reviewed and are in the process of being revised by the FSSAC and the seven regional Part C agencies. The seven regional Part C agencies have their own child find materials that they are reviewing and revising.</p>		
<p>3. Disseminate child find materials and conduct public awareness activities with targeted medical staff in clinics and hospitals on an ongoing basis and analyze impact and revise strategies and materials biannually.</p>	<p>(1)July 1, 2006- June 30,2008</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: As noted, the FSSAC has two new members: A Pediatrician and a representative from Children’s Special Health Services from the Health Policy and Services Division. Each of these position are very important to conduct public awareness and child find activities, to help bridge understand and disseminating information back to medical staff in clinics and hospitals. The Children’s Special Health Services representative has not been vacant for some time, because the Department had a long absent in filling the position at their level.</p>		
<p>4. Montana will review the TRACE recommendations that are relevant to the state’s child find system and determine how to implement the ones that fit the child find system and state demographics.</p>	<p>July 1, 2006 to June 30, 2009</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: The GSEG director provided the FSSAC and seven regional Part C agencies with resources that were provided by TRACE. Accessing the Trace materials was discussed with the Part C workgroup and the seven regional Part C agencies of the updated resources for TRACE.</p>		
<p>5. Annually review to ensure linkage of Part C early intervention to other local early</p>	<p>(1)July 1, 2006- June 30,2007</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C</p>

APR Template – Part C (3)

Montana
State

<p>childhood health and human services with specific emphasis on programs and providers serving infants.</p>		<p>Coordinator.</p>
<p>Status: Please see tables located in Indicator 6 named: “Number of Collaborative Child Find Events by Type of Program and FFY” and “Number and Percent of Total Referrals by Program to FF”.</p>		
<p>6. Review annually and enhance linkages of Part C early intervention with the Department of Public Health and Human Services statewide programs for infants, toddlers and young children and their screening and child find programs.</p>	<p>(1) July 1, 2006- June 30, 2007</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: The Part C Coordinator participated in the Governor’s Readiness Summit, Universal Newborn Hearing Task Force, Early Childhood Partnership for Professional Development and through the FSSAC. This includes finding and serving children potentially eligible for Part C.</p>		
<p>7. Review and update annually, Montana’s Central Directory concerning Part C Services.</p>	<p>(1) July 1, 2005-June 30, 2006</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the “First Step” which is used by Montana’s Parent’s Let’s Unite for Kids – PLUK (PTI) to provide information to families about Part C and B service in Montana. Further, PLUK serves as Montana’s Central Directory for Part C and these groups collaborate to update the directory.</p>		

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 6: Percent of infants and toddlers birth to 3 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

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

Measurement:

- A. 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 the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. 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 2005	Part C in Montana will serve 2.13% of all infants and toddlers in the state.

Actual Target Data for FFY 2005 (2005-2006):

- A. 2.213% (=724/32706 X 100)
 - (Measure a.1, Narrow Eligibility Criteria data from Table 8-3c.) Montana’s December 1, 2005 Child Count Data (618) indicates **2.21%** of Montana’s infants and toddlers are served compared to **2.05%** for the other 16 states with narrow eligibility criteria. .
 - Montana is ranked **5th** out of the **16** states.

- B. 2.213%= (724/32706*100)
 - (Measurement b, National data, Table 8-3b which **includes children at-risk**) Montana’s December 1, 2005, Child Count Data (618) indicates **2.21%** of Montana’s infants and toddlers are served compared to **2.40%** for the national average.
 - Montana is rank **28th** out of the 50 states and 6 territories.
 - (Measurement b, National data, Table 8-3c which **excludes children at-risk**) Montana’s December 1, 2005, Child Count Data (618) indicates **2.21%** of Montana’s infants and toddlers are served compared to **2.34%** for the national average.
 - Montana is rank **28th** out of the 50 states and 6 territories.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

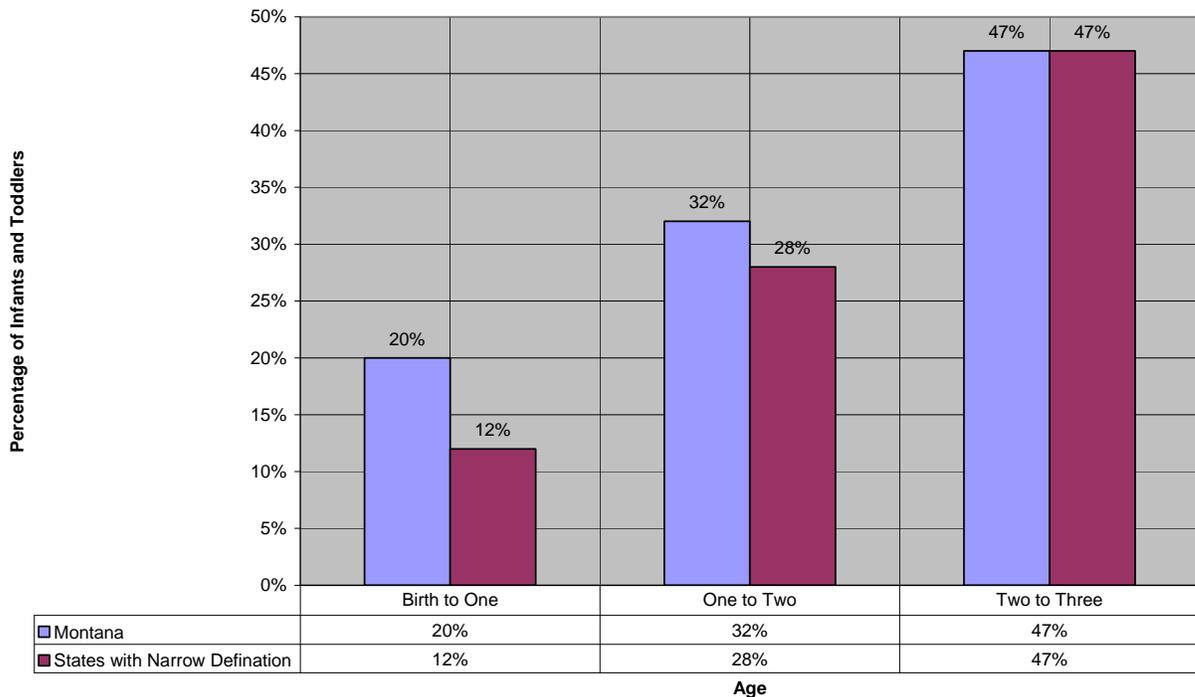
Montana's target for FFY was to serve 2.13% of all infants and toddlers in the state. Montana's FFY 2005 actual data shows 2.21% of all infants and toddlers are being served. There are a variety of factors to consider for why Montana served so many infants and toddlers:

- Total number of children in Part C has steadily increased during the time period from 574 in December 2000 to 724 in December 2005 (see Montana's SPP). However, there was a significant one year variation where the December child count data was the lowest number of children served in any month of that year (FFY2002).
- Child Count Data (618) indicates more children have been referred in the age ranges of 12-36 months age range thus the percentage of infants to the portion of older children has increased.
- Data indicates that there are more referrals from CAPTA.

Montana's public awareness and child find efforts are very successful in identifying and serving infants and toddlers in Part C. Montana serves 2.21% of all infants and toddlers in the state which is a higher rate than the average percent served for states with a narrow eligibility definition like Montana.

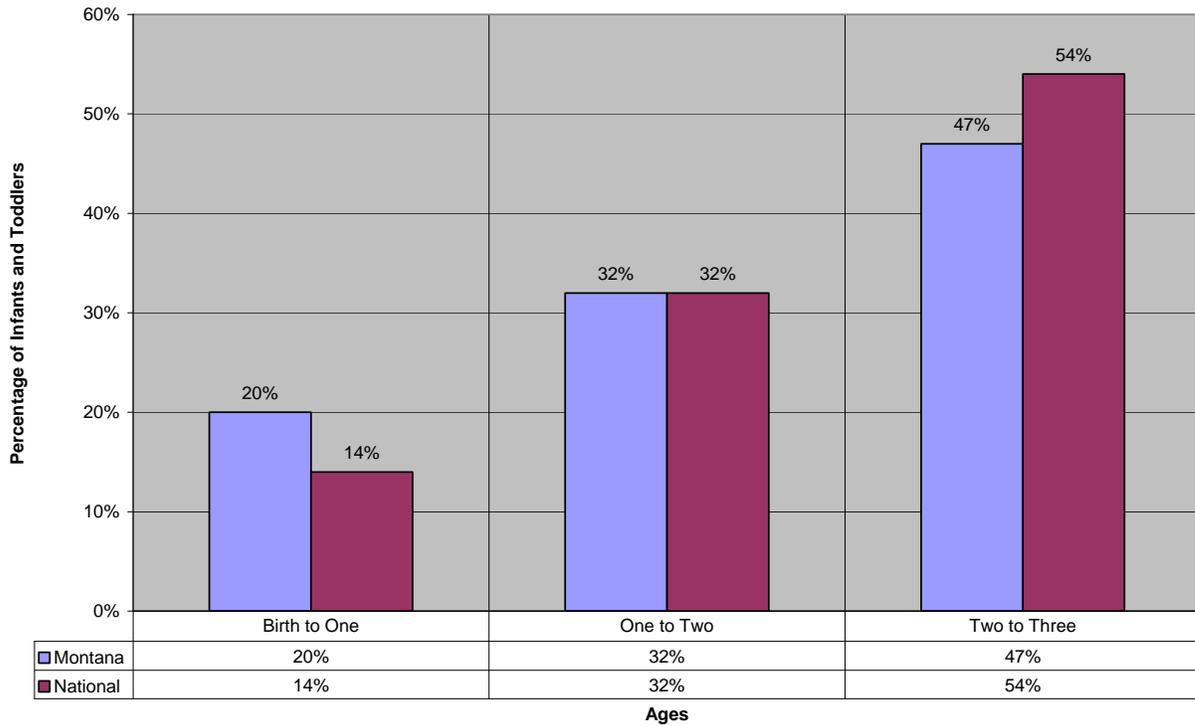
Additional Child Count Data and Comparisons:

Percentage of Infants and Toddlers (0-3) Served by Age in Montana Compared to the Narrow Definition States on December 1, 2005 Child Count (Source WESTAT website, Table 6-1



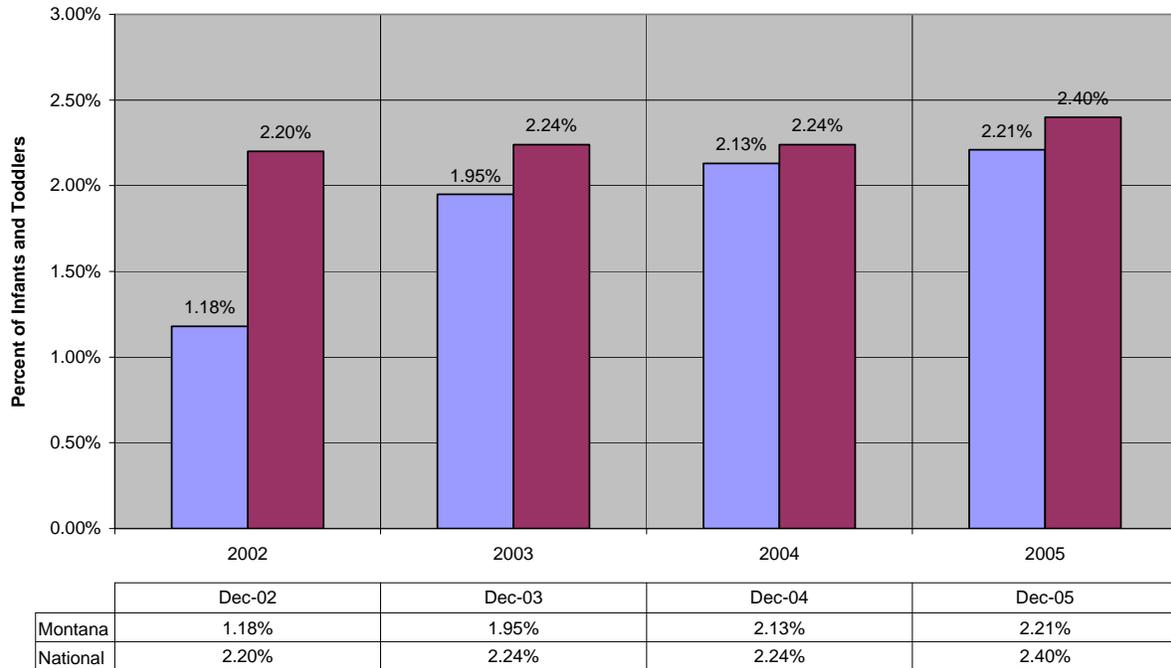
- On December 1, 2005 Child Count, Montana reported 147 infants (birth to one) of 724 total infants and toddlers in Part C. Infants represent 20% of all children being served in Part C early intervention in Montana. States with narrow definition reported by OSEP had a total of 4,941 infants (0-1) of 41,888 children in Part C. Infants, with the narrow eligibility criteria definition, represent 12% of all children served in Part C early intervention with this definition.
- On December 1, 2005 Child Count, Montana reported 235 children (1-2) of 724 total infants and toddlers in Part C. This age range represents 32% of all children being served in Part C early intervention in Montana. States with the narrow definition reported by OSEP had a total of 11,820 children (1-2) of 41,888 children in Part C. Toddlers (1-2), with the narrow eligibility criteria definition, represent 28% of all children served in Part C early intervention with this definition.
- On December 1, 2005 Child Count, Montana reported 342 children (2-3) of 724 total infants and toddlers in Part C. This age range represents 47% of all children being served in Part C early intervention in Montana. States with the narrow definition reported by OSEP had a total of 19,615 children (2-3) of 41,888 children in Part C. Toddlers (2-3), with the narrow eligibility criteria definition, represent 47% of all children served in Part C early intervention with this definition.

Percentage of Infants and Toddlers (0-3) Served By Age on December 1 Child Count



- December 1, 2005 Child Count, Montana reported 147 infants (birth to one) of 724 total infants and toddlers in Part C. Infants represent 20% of all children being served in Part C early intervention in Montana. The OSEP National data indicated 41,888(birth to one) of a total of 298,150 children in Part C in the United States, which represents 14% of all children served in Part C early intervention.
- On December 1, 2005 Child Count, Montana reported 235 children (one to two) of 724 total infants and toddlers in Part C. Children in this age range represent 32% of all children being served in Part C early intervention in Montana. The OSEP National data indicated 95,468 (one to two) of a total of 298,150 children in Part C in the United States, which represents 32% of all children served in Part C early intervention.
- On December 1, 2005 Child Count, Montana reported 342 children (two to three) of 724 total infants and toddlers in Part C. Children in this age range represent 47% of all children being served in Part C early intervention in Montana. The OSEP National data indicated 160,794 (two to three) of a total of 298,150 children in Part C in the United States, which represents 54% of all children served in Part C early intervention.

Total Percent of Infants and Toddlers (0-3) Receiving Early Intervention Services in 2002, 2003, 2004, and 2005



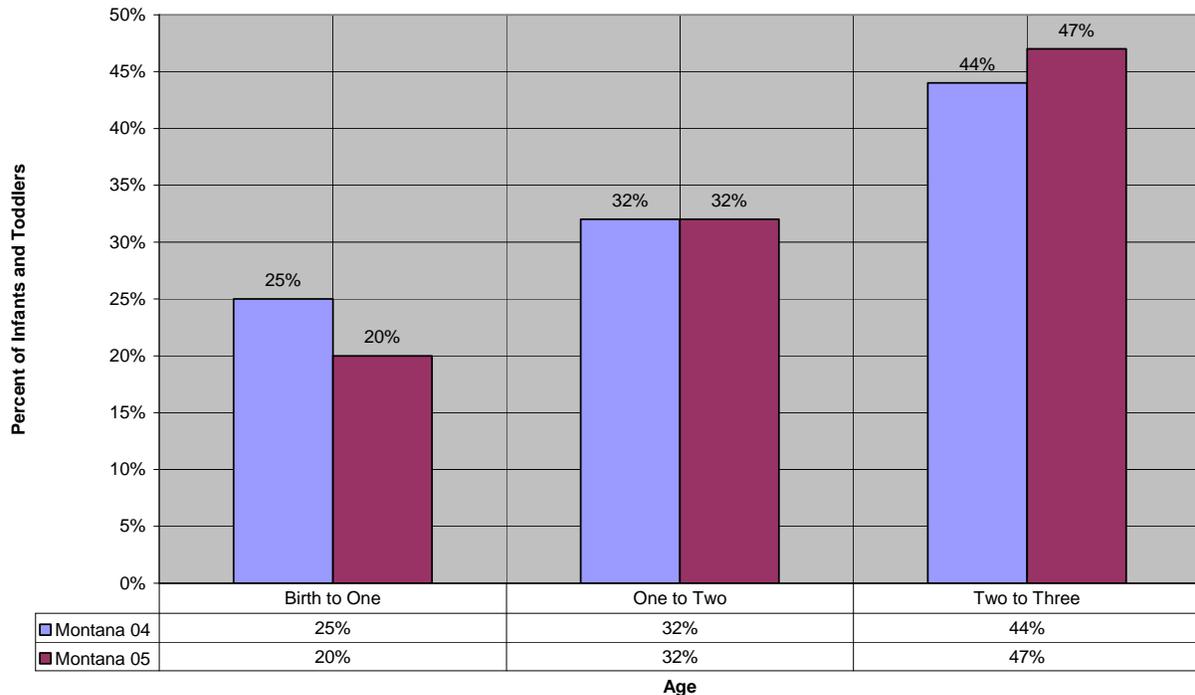
	Dec-02	Dec-03	Dec-04	Dec-05
Montana	1.18%	1.95%	2.13%	2.21%
National	2.20%	2.24%	2.24%	2.40%

December 1 Child Count

- On December 1, 2004, Montana served 2.13% of all infants/toddlers in the state as compared to the National average of 2.24%.
- On December 1, 2005, Montana Served 2.21% of all infants/toddlers in the state as compared to the National average of 2.40%
- On December 1, 2005 Child Count, Montana served 198 (27%) of the 724 children served in Part C, are non-white.
- On December 1, 2005 Child Count, Montana served 149 (21%) of the 724 children served in Part C, are American Indian or Alaska Native.
- That is well over the percentage of those children in the general population. Thus, our public awareness and child find activities are reaching out to all Montana’s population groups. Further, county-by-county data indicates that we are reaching the most rural areas of Montana.

(See Montana’s SPP for older FFY data)

Comparison of Percentage of Infants and Toddlers (0-3) Served by Age on Montana's Dec. 1st Child Count for 2004-2005



- 2004 and 2005 Child Count data for infants (birth to one), has decreased by 5%.
- 2004 and 2005 Child Count data for children (one to two), has remained consistent.
- 2004 and 2005 Child Count data for children (two to three), has increased by 3%.
- Montana continues to receive an increase in the number of referrals from CAPTA, which might explain the increase in the number of children being served in the 12 month through 36 month old age range.

For the FY 2005-2006 the seven regional Part C agencies coordinated with and /or jointly conducted child find events with the following programs listed in the table below.

Number of Collaborative Child Find Events by Type of Program and FFY Year

Programs	Number of Child Find Events -FFY 2003-2004	Number of Child Find Events -FFY 2004-2005	Number of Child Find Events-FFY 2004-2005
Schools	195	164	160
Head Start/Early Head Start	28	20	29
Public Health	35	28	42

APR Template – Part C (3)

Montana
State

EPSDT	2	4	0
Other- clinics, daycares, and private schools	40	58	51

For the FY 2004-2005, the total number of referrals that the seven Part C agencies received from primary referral sources is listed in the table below.

Number and Percent of Total Referrals by Program to FFY Year

Primary Referral Sources	% by Referral Source FFY 2003-2004	% by Referral Source FFY 2004-2005	% by Referral Source FFY 2005-2006	Number of Infants/Toddlers Referred
Hospitals	13%	14%	12%	145
Physicians	16%	18%	21%	261
Parents	23%	22%	19%	238
Daycare Providers	2%	1%	2%	20
Schools	6%	7%	6%	78
Public Health	8%	5%	7%	88
Child Protective Service	7%	11%	13%	168
Other Social Services	5%	6%	11%	133
Other Health Care Providers	10%	5%	4%	47
Other	10%	10%	6%	77

- Montana had an increase in five of the referral sources.
- Child Protective Service referrals increased as Part C/CAPTA referral procedures were improved.

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timelines	Resources
8. Annually review child find data by state and	(1)January 1, 2006- June	FSSAC, regional Part C agency managers, Part C

APR Template – Part C (3)

Montana
State

<p>regional Part C agency to determine steps needed to improve child find efforts.</p>	<p>30,2007</p>	<p>technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: Child Count Data has been reported to the FSSAC and to the seven regional Part C agencies during quarterly meetings. Both groups have agreed and started work on the “First Step Manual”, updating materials that are provided to primary referral sources, and to provide updated training to primary referral sources about Part C early intervention services. The FSSAC has two new members: A Pediatrician and a representative from Children’s Special Health Services from the Health Policy and Services Division. Each of these position are very important to conduct public awareness and child find activities, to help bridge understand and disseminating information back to medical staff in clinics and hospitals. The Children’s Special Health Services representative has been vacant for some time, because the Department had a long absent in filling the position at their level. Montana also has included Child Find within Montana’s Part C Improvement Plan- 2007.</p>		
<p>9. Annually review, revise (when needed), develop and disseminate child find materials and activities.</p>	<p>(1)January 1, 2006- June 30,2007</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: Child find materials and activities have been reviewed and are in the process of being revised by the FSSAC and the seven regional Part C agencies. The seven regional Part C agencies have their own child find materials that they are reviewing and revising annually.</p>		
<p>10. Disseminate child find materials and conduct public awareness activities with targeted medical staff in clinics and hospitals on an ongoing basis and analyze impact and revise strategies and materials biannually.</p>	<p>(1)July 1, 2006- June 30,2008</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: The FSSAC has two new members: A Pediatrician and a representative from Children’s Special Health Services from the Health Policy and Services Division. Each of these position are very important to conduct public awareness and child find activities, to help bridge understand and disseminating information back to medical staff in clinics and hospitals. The Children’s Special Health Services representative has not been vacant for some time, because the Department had a long absent in filling the position at their level.</p>		
<p>11. Montana will review the TRACE recommendations that are relevant to the state’s child find system and determine how to implement the</p>	<p>July 1, 2006 to June 30, 2009</p>	<p>FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>

APR Template – Part C (3)

ones that fit the child find system and state demographics.		
<p>Status: The GSEG director provided the FSSAC and seven regional Part C agencies with resources disseminated by TRACE. Access to the TRACE materials was discussed with the Part C workgroup and the seven regional Part C agencies.</p>		
12. Annually review to ensure linkage of Part C early intervention to other local early childhood health and human services with specific emphasis on programs and providers serving infants.	(1) July 1, 2006- June 30, 2007	FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.
<p>Status: Please see tables located in previous section named: "Number of Collaborative Child Find Events by Type of Program and FFY" and "Number and Percent of Total Referrals by Program to FFY".</p>		
13. Review annually and enhance linkages of Part C early intervention with the Department of Public Health and Human Services statewide programs for infants, toddlers and young children and their screening and child find programs.	(1) July 1, 2006- June 30, 2007	FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.
<p>Status: The Part C Coordinator participated in the Governor's Readiness Summit, Universal Newborn Hearing Task Force, Early Childhood Partnership for Professional Development and through the FSSAC. Part C child and public awareness issues are discussed at these meetings.</p>		
14. Review and update annually, Montana's Central Directory concerning Part C Services.	(1) July 1, 2005-June 30, 2006	FSSAC, regional Part C agency managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the "First Step" which is used by Montana's Parents Let's Unite for Kids – PLUK (PTI) to provide information to families about Part C and B services in Montana. Further, PLUK serves as Montana's Part C Central Directory and these organizations have worked with PLUK to update</p>		

APR Template – Part C (3)

Montana
State

Central Directory information.

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 7: Percent of eligible infants and toddlers with IFSPs for whom an evaluation and 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)

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

FFY	Measurable and Rigorous Target
FFY 2005	100% 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.

Actual Target Data for FFY 2005 (2005-2006):

97.14% (=34/35 X 100)

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage :

100% was the target set for the FFY 2005. The actual Target data for FFY based on monitoring each of the seven regional Part C agencies was:

- 97% which was due to an exceptional family circumstance outside of the regional Part C agency control.
- 100% excluding the file reviewed with the exceptional family circumstance (34/34files reviewed)

This data is based on monitoring with Montana’s Comprehensive Evaluation Process for Family Education and Support Tool, for the FY 2005-2006, six out of the seven Part C agencies were found to be in compliance with this indicator. For the agency that was found to be in noncompliance, the Quality Improvement Specialist (QIS) reviewed additional Part C files to ensure that there was not a systematic issue for the agency. The reason timely services was not met:

APR Template – Part C (3)

- The child was placed in three different foster homes during the first month after referral. After being placed in the current foster home, the FSS had several unsuccessful attempts at reaching the family. There was documentation of attempts to contact foster family before contact was made, but there still was no plan written. At the first face-to face meeting with this family, the 45-day timeline had expired. It was not possible to develop an initial/interim IFSP because the child was not in a stable foster home placement during the 45 day timeline. At the first face-to-face meeting with this family, the 45 day timeline had expired.

DDP provided a written summary of the monitoring through a Quality Assurance Observation Sheet (QAOS) that indicated the IFSP was not started/developed within 45 days for one child. The regional agency provided feedback within seven days of receiving the QAOS. Within the QAOS response, the agency stated they would ensure that IFSP due dates for new referrals will be placed on caseload lists beginning immediately and will be reviewed by Family Support Specialists (FSS) at each scheduled staff meeting. All FSS's were provided training on IFSP Part C requirements at the agency's routine staff meeting. The Quality Assurance Observation Sheet (s) (QAOS) was then submitted back to DDP for approval of the agency's proposed correction plan. The above corrective steps were implemented and the QIS monitored the agency's plan and timelines to ensure timely correction of noncompliance. The QIS will continue to monitor the agency for compliance in this area.

Using Montana's Comprehensive Evaluation Process for Family Education and Support Tool for the FY 2005-2006, 5 files from each of the seven regional Part C agencies were randomly selected.

- * Thirty-four out of thirty-four (100%) files reviewed indicated that services were provided without delay and according to Part C requirements for children/family.
- * Thirty-four out of thirty-four (100%) files reviewed showed that each agency provided coordination services for each eligible child and family review.
- * Thirty-four out of thirty-four (100%) files documented that resources and support services identified on the IFSP are provided to each eligible child and family.
- * Thirty-four out of thirty-four (100%) files reviewed that IFSPs are in place within 45 days of the referral date.
- * Thirty-four out of thirty-four (100%) files reviewed documented contracts with families for the purposed of providing support coordination, direct services, or to provide supervision and consultation to subcontracted personnel.

* Exceptional Family Circumstance was found in one of the thirty-five files as noted above.

The Data from Montana's Comprehensive Evaluation Process for Family Education and Support Services Tool for the three FY 2002-2003, 2003-2004, and 2004-2005, demonstrates 100% compliance for the 5 questions that are used for monitoring timelines. (Please see SPP for details)

Other data gathered from Regional Part C agencies Survey and Reporting for the APR Additional Information

- 35 out of 35 files randomly selected using the "Research Randomizer Program" indicated that infants and toddlers received Part C early intervention services within 30 days of parents signing IFSP.

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timelines	Resources
1. Biannually Montana will continue to refine the tool, Montana's Comprehensive Evaluation Process	(1) January 1, 2006 to June 30, 2006	FSSAC, Providers Managers, Part C technical assistance and trainers, and the

APR Template – Part C (3)

Montana
State

<p>for Family Education and Support Services, to enhance the State's data collection process for this indicator.</p>		<p>Part C Coordinator.</p>
<p>Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during the verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate the information, so when looking at the data being collect, it can be disguised what children services where reviewed.</p>		
<p>2. Provide initial and annual training for the Quality Improvement Specialists.</p>	<p>(1)July 1, 2006- June 30,2007</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs.</p>		
<p>3. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop, implement and monitor an improvement Plan or Corrective Action.</p>	<p>(1)July 1, 2006- June 30,2007</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Each of the seven regional Part C agencies were monitored for compliance in this area as noted above. The QIS worked with the regional Part agency where an issue of noncompliance was found. The regional Part C agency developed and implemented the approved plan to correct the noncompliance within a year time line. The QIS will continue to monitor the agency in this area as follow-up.</p>		
<p>4. Regional Part C agencies will train new FSSs on the Part C requirements and competences related to Indicator 7.</p>	<p>(1)January 1, 2006- June 30,2007</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: At both the Part C work group and regional Part C agencies meetings the requirement that FSSs receive training in all Part C components, including rules and regulations related to indictor 7, was clearly articulated.</p>		
<p>5. Provide in-service training and resources concerning research-based practices for evaluation and assessment of infants and toddlers.</p>	<p>January 1, 2006 to December 31, 2007</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>

<p>Status: Montana provided a Summer Institute concerning research-based practices for evaluation and assessment of infants and toddlers. Montana will continue to provide in-service training and resource in research-based practices for evaluation, assessments, and all aspects of IFSP planning and development. Regional CSPD's training events addressed providing in-service training and resources concerning research-based practices. Each of the seven regional Part C agencies also provided training in this area.</p>		
<p>6. Biannually assess personnel development needs concerning early intervention practices associated with Indicator 7.</p>	<p>(1) January 1, 2006 to June 30, 2006</p>	<p>Regional Part C agency Managers and supervisors, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Through working with the Part C workgroup and the regional Part C agencies personnel development needs have been assessed and the information was used to develop and implement training and technical assistance.</p>		

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

Montana will collect Actual Target Data for the FFY 2006 (2006-2007), using both the Montana Comprehensive Evaluation Tool to review 35 files through the monitoring process along with collecting a random sample from each of the seven regional Part C agencies through the survey method, using the "Research Randomizer Program" to select an additional 5 files from each of the seven regional Part C agencies. Thus, Montana will increase the review to a total of 70 files, instead of just the 35 files completed during annual monitoring (the number listed in the original SPP).

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / Effective Transition

Indicator 8: Percent of all children exiting Part C who received timely transition planning to support the child’s transition to preschool and other appropriate community services by their third birthday including:

- A. IFSPs with transition steps and services;
- B. Notification to LEA, if child potentially eligible for Part B; and
- C. Transition conference, if child potentially eligible for Part B.

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

Measurement:

- A. Percent = [(# of children exiting Part C who have an IFSP with transition steps and services) divided by the (# of children exiting Part C)] times 100.
- B. Percent = [(# of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.
- C. Percent = [(# of children exiting Part C and potentially eligible for Part B where the transition conference occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

FFY	Measurable and Rigorous Target
FFY 2005	100 % 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. <ul style="list-style-type: none"> A. 100% IFSPs with transition steps and services B. 100% Notification to LEA, if child potentially eligible for Part B: and C. 100% Transition conference occurred, if child potentially eligible for Part B.

Actual Target Data for FFY 2005 (2005-2006):

- A. 94% (=33/35 X 100) of children exiting Part C had an IFSP with transition steps and services.
- B. 100% (=24/24 X 100) of children exiting Part C and potentially eligible for Part B had notification sent to the LEA.

- C. 96 % (=23/24 X 100) of children exiting Part C and potentially eligible for Part B had the transition conference occur.

Excluding children/families with exceptional circumstances the Target Data for FFY 2005:

- A. 100% (33/33 X 100) of children exiting Part C had an IFSP with transition steps and services.
- C. 100% (=24/24 X 100) of children exiting Part C and potentially eligible for Part B had the transition conference occur.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage:

As part of DDP’s monitoring of Part C services, each of the regional Part C agencies, covering the whole state, were required to randomly select five files using the Research Randomizer tool of all eligible children who were over the age of 24 months with IFSPs and transitioned from Part C services during FFY 2005. The files were reviewed for each child/family selected to determine if (1) transition steps and services were on the IFSP, (2) Notification to LEA, if the child was potentially eligible for Part B, (3) and if a transition conference were held 90 days prior to 3rd birthday, if the child was potentially eligible for Part B. If the following steps did not occur, an explanation was provided. The seven regional Part C agencies reported the data to the Part C Coordinator who compiled the data for the APR. Each of the regional Part C agencies will keep in their APR record for this indicator, including the identification of the children/families randomly selected, so that the DDP during the annual monitoring visit will be able to verify the accuracy (reliability and validity) of the data reported.

100% for A, B, and C, was the target set for the FFY 2005. The actual target data for FFY 2005 based on Provider Survey and Reporting and exceptional family circumstances:

- A. 100% (33/33 X 100) of children exiting Part C had an IFSP with transition steps and services.

All though thirty five files were reviewed two of the fives had exceptional family or other circumstances outside of the regional Part C agency’s control.

- One family choose to home school their child, therefore no transition steps and services were in placed.
- One child was 28 months old at exit. The child had only been in services 6 months before the regional Part C agency exited the child/family because they were unable to contact (through normal means, going to the home, telephone calls, mail) the family for two months.

- B. 100% (=24/24 X 100) of children exiting Part C and potentially eligible for Part B had notification sent to the LEA.

All though thirty five files were reviewed only 24 of those children where potentially eligible for Part B services.

- C. 100% (=24/24 X 100) of children exiting Part C and potentially eligible for Part B had the transition conference occur.

All though thirty five files were reviewed only 24 of those children where potentially eligible for Part B services. Out of those 24 files one file had a circumstance outside of the regional Part C agency’s control.

- For one child/family the school rescheduled meeting/transition conference.

Other Data Related to Transition:

Data was collected from Montana's Comprehensive Evaluation Process For Family Education and Support Service Tool which is part of Montana's general supervision and monitoring processes address factors dealing with transition for the FY 2005-2006.

- Thirty-five out of thirty five (100%) files documented that the agency cooperated and coordinated with other community service agencies in meeting child and family needs.
- Thirty-five out of thirty-five (100%) files reviewed included documentation that let parents know that their child would be exited from Part C Services when they become three years of age.
- Seven out of seven agencies notified the regional office about changes in services to individual children on a client status sheet.
- Seven out of seven agencies where children were at transition age, there was documentation that the families were made aware of the differences and similarities between Part C and Part B services.
- Seven out of the seven agencies, which support smooth transitions for children and families to preschool services, had formal or informal interagency agreements in place with local education agencies.

The following data is from the monitoring of seven regional Part C agencies in FY 2002-2003, 2003-2004, and 2004-2005. This data indicates a strong trend in providing transition services.

- Thirty-five files were reviewed and documentation was provided that IFSPs had transition steps and services. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%.)

Child Count Report (618). Montana relies on data collected for OSEP's Child Count Report (618) from each of the seven regional Part C agencies. Child Count Data for 2004-2005 is compared to the same data from previous Child Counts.

- Number and percentage of all children leaving Early Intervention Services **On or Before Their Third Birthday.**
 - 2004-2005
 - 230 (32%) of 721 children who left early intervention services demonstrated improved and sustained functional abilities at that time.
 - Range of children from FFY 2001-2004 was 9% to 31% of children who left early intervention services demonstrated improved and sustained functional abilities during the time frame.

This data is included in the table below:

Infants and Toddlers Exiting Part C Services by Category for FFY 2002-2005

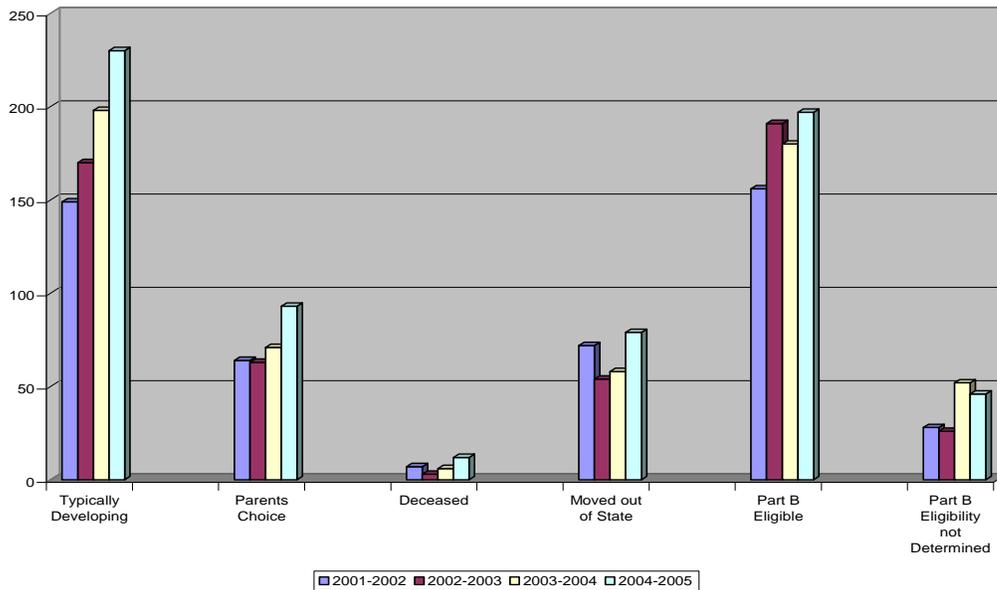


Table on the Number and Percentages of Infants and Toddlers Exiting Part C Services by Category for FFY 2002 -2004

Year	Typical Developing	Parent's Choice	Deceased	Moved	Part B Eligible	Part B Not Determined
2001-2002	149 (29%)	64 (12%)	7 (1%)	72 (14%)	156 (30%)	28 (5%)
2002-2003	170 (30%)	63 (11%)	3 (1%)	54 (9%)	191 (33%)	26 (5%)
2003-2004	198 (31%)	71 (11%)	6 (1%)	58 (9%)	180 (28%)	52 (8%)
2004-2005	230 (32%)	93 (13%)	12 (2%)	79 (11%)	197 (27%)	46 (6%)

Improvement Activities from the SPP for FFY 2005 (2005-2006):

Activities From SPP FY 2005	Timelines	Resources
1. Review and revise Part C and Part B Interagency Agreements to ensure a seamless and timely transition for children and families eligible for Part B services.	July 1, 2005 to January 16, 2006	Part C Coordinator and Part B 619 Coordinator.
<p>Status: The State Interagency Agreements have been updated to ensure that there is a seamless and timely transition for children and families eligible for Part B services. Interagency Agreements have also been updated between the seven regional Part C agencies and school districts.</p>		

APR Template – Part C (3)

Montana
State

<p>2. Review and revise Part C transition policies and procedures to ensure compliance to the IDEA 2004</p>	<p>January 1, 2005 to December 31, 2006</p>	<p>Part C Coordinator, Part B 619 Coordinator, FSSAC.</p>
<p>Status: At the FSSAC and regional Part C agencies quarterly meetings the two groups were informed of the updates that were needed for transition to ensure compliance to the IDEA 2004. A draft of the Part C transition policies and procedures are in place.</p>		
<p>3. Review and revise transition resource materials for FSSs.</p>	<p>January 1, 2006 to December 31, 2006</p>	<p>Part C Coordinator, Part B 619 Coordinator, regional Part C agency staff, and FSSAC.</p>
<p>Status: Regional Part C agencies have reviewed and revised their transition resource materials for FSSs.</p>		
<p>4. Review and revise the transition section of parent and family information resources, including the First Steps document.</p>	<p>January 1, 2006 to April, 2007</p>	<p>Part C Coordinator, PLUK, Part B 619 Coordinator, regional Part C agency staff, and FSSAC.</p>
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the “First Step” which is used by Montana’ Central Directory to provide information to families about Part C and B service in Montana.</p>		
<p>5. Work with the Part B Coordinator to provide technical assistance and/or training on transition with providers of Part C and School Districts.</p>	<p>(1)July 1, 2006- June 30,2007</p>	<p>Part C coordinator and Part B 619 Coordinator.</p>
<p>Status: Both the Part B and C Coordinators presented at Montana’s Council for Exceptional Children Conference to discuss the changes within IDEA 2004 and transition. The Part B Coordinator also presented at a quarterly meeting to the seven regional Part C agencies in regards to transition.</p>		
<p>6. Review and revise FSS competencies concerning transition to reflect IDEA 2004 and latest research based transition practices.</p>	<p>January 1, 2006 to April 1, 2007</p>	<p>Part C Coordinator, regional Part C agency staff, and FSSAC.</p>

APR Template – Part C (3)

Montana
State

Status: NA: See timeline.		
7. General Enhancement Supervision Grant will assist Montana in identifying any additional transitional data that may improve documentation of transition of services and outcomes.	(1)July 1, 2006- June 30,2007	Part C Coordinator, Regional Part C agency Managers and supervisors, and Part C technical assistance and trainers.
Status: The Director of the GESG grant and Part C Coordinator reviewed the “Provider Survey and Reporting Process” to identify any additional transitional data that may be needed to improve documentation of transition of services and outcomes.		
8. Montana will continue to refine the tool, Montana’s Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State’s data collection process for this indicator.	January 1, 2006 to June 30, 2006	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate out the information, so when looking at the data being collect, it can be disguised what children services where reviewed.		
9. Train DDP monitoring staff on changes made on Montana’s Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State’s data collection process for this indicator.	January 1, 2006 to June 30, 2006	Part C Coordinator and DDP monitoring staff.
Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs.		

<p>10. Based on annual transition data collected, provide training and technical assistance in areas that indicate possible transition problems.</p>	<p>(1) July 1, 2006- June 30, 2007</p>	<p>Part C Coordinator, Part B 619 Coordinator, and regional Part C Agencies.</p>
<p>Status: Data is being reviewed and that the training will be coordinated with other training to ensure compliance and research based practice in transition.</p>		

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006)

Montana will be updating the instruction for Provider Survey and Report, to insure that each of the regional Part C agencies are only looking at children 24 months of age and who are potentially eligible for Part B services.

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 9: General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

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

Measurement:

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance.
- b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent = [(b) divided by (a)] times 100.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

FFY	Measurable and Rigorous Target
FFY 2005	<p>100% noncompliance identified through general supervision system will be corrected as soon as possible but in no case later than one year from identification for each of the following:</p> <ul style="list-style-type: none"> A. Noncompliance related to monitoring priority areas and indicators; B. Noncompliance related to areas not included in the above monitoring priority areas and indicators; and <p>Noncompliance identified through other mechanisms (complaints, due process hearings, mediations, etc.).</p>

Actual Target Data for FFY 2005 (2005-2006):

- A. For the FFY 2005 reporting period Montana had one finding of noncompliance using Montana’s Comprehensive Evaluation Process for Family Education and Support Service Tool. The one non compliance will be corrected within a year of being identified.
- B. Montana did not have any noncompliance issues concerning noncompliance related to areas not included in the above monitoring priority areas and indicators. (B, in Measurable and Rigorous Target)

- C. Montana did not have any noncompliance identified through other mechanisms (complaints, due process hearings, mediations, etc.) (C, Measurable and Rigorous Target)

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage:

This data is based on Montana's Comprehensive Evaluation Process for Family Education and Support Tool, for the FY 2005-2006, six out of the seven Part C agencies were found to be in compliance with this indicator. The agency that was found to be in noncompliance required the Quality Improvement Specialist (QIS) to review additional Part C files to ensure that there was not a systematic issue for the agency. The reason timely services were not met:

- The child was placed in three different foster homes during the first month after referral. After being placed in the current home, the Family Support Specialist (FSS) had several unsuccessful attempts at reaching the family. There was documentation of attempts to contact foster family before contact was made, but there still was no plan written. At the first face-to-face meeting with this family, the 45 day timeline had expired. It was not possible to develop an initial/interim IFSP because the child was not in a stable foster home placement during the 45 day timeline.

DDP provided a written monitoring summary through a Quality Assurance Observation Sheet (QAOS) indicating that for one child an IFSP was not started/developed within 45 days after entering services. The regional agency provided feedback within seven days of receiving the QAOS. Within the QAOS response, the agency stated they would ensure that IFSP due dates for new referrals will be placed on caseload lists beginning immediately and will be reviewed by Family Support Specialist (FSS) at each scheduled staff meeting. All FSSs were provided training on interim IFSP's Part C requirements at the agency's routine staff meeting. The Quality Assurance Observation Sheet (s) (QAOS) was then submitted back to DDP for approval of the agency's proposed correction plan. The above corrective steps were implemented and the QIS monitored the agency's plan and timelines to ensure timely correction of noncompliance. The QIS will continue to monitor the agency for compliance in this area.

The following additional data is from the monitoring of the seven regional Part C agencies for the FFY 2005:

- Thirty-five out of thirty-five (100%) files reviewed documented that agencies provided each family with a copy of its internal complaint procedure and/or procedure to appeal agency decisions. (FY 2002-2003, 100%, 2003-2004 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that families are informed of specific complaint and appeal processes for issues of eligibility, screening, and IFSP's. (FY 2002-2003, 100%, 2003-2004, 100% 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files documented that families received all information on services (including information on families' rights and safeguards) in their native language or typical means of communication, and in language that is jargon-free. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)

Informal Complaints.

Each of the seven regional Part C agencies documented informal complaint(s) that they received for the FY 2004-2005. All seven regional Part C agencies did not receive a formal complaint. They documented how each informal complaint was resolved, by whom, how many days it took to resolve

APR Template – Part C (4)

the issue, and if there was documentation that the family was informed about mediation and due process.

Agencies	Number of Informal Complaints	Who Handled the complaints	Days in which it got resolved	Reasons	Documentation
Agency 1	1	Program Director	About 2 weeks	Change of FSS	Yes
Agency 2	1	Program Manager	1 day	Change of FSS	Yes
Agency 3	7	Family Support Specialist Supervisor,	3 days	Mom reported not know who FSS was, but dad confirmed yes, they do know who FSS was.	Yes, in all seven
			5 days	Family not comfortable having anyone come to their home.	
			1 day	Reported they had problem scheduling with their FSS	
			3 days	Reported they had problem scheduling with their FSS	
			Between 9 to 16 days	Another Human Service Agency wanted a change in FSS.	
			3 days	Change in FSS	
			Between 6 to 10 days	Change in FSS	
Agency 4	0	NA	NA	NA	NA
Agency 5	0	NA	NA	NA	NA
Agency 6	0	NA	NA	NA	NA
Agency 7	1	Middle Manger	1	One parent not wanting FSS to do home visit just wanted the paper information.	Yes

State formal or informal complaints:

At the State level there were no formal or informal complaints filed for the FFY 2005.

Data from Montana’s Comprehensive Evaluation Process for Family Education and Support Services Tool.

The following data is from the monitoring of the seven regional Part C agencies for the FFY 2005:

- Thirty-five out of thirty-five (100%) files reviewed documented that agencies provided each family with a copy of its internal complaint procedure and/or procedure to appeal agency decisions. (FY 2002-2003, 100%, 2003-2004 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that families are informed of specific complaint and appeal processes for issues of eligibility, screening, and IFSP’s. (FY 2002-2003, 100%, 2003-2004, 100%)
- Thirty-five out of thirty-five (100%) files documented that families received all information on services (including information on families’ rights and safeguards) in their native language or typical means of communication, and in language that is jargon-free. (FY 2002-2003, 100%, 2003-2004, 100%)

(See Montana SPP for further discussion of Montana’s General Supervision System regarding monitoring and compliances procedures.)

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timelines	Resources
1. Montana will continue to refine the tool, Montana’s Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State’s data collection process for this indicator (biannually).	(1)January 1, 2006- June 30,2008	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
<p>Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during the verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate the information, so when looking at the data being collect, it can be disguised what children services where reviewed.</p>		
2. Provide initial and annual training for the Quality Improvement	(1)July 1, 2006- June 30,2007	FSSAC, regional Part C agency Directors and Managers, Part C technical

APR Template – Part C (4)

Specialists.		assistance and trainers, and the Part C Coordinator.
<p>Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs.</p>		
<p>3. Provide biannual training on formal written complaint procedures for regional Part C agency directors and managers and PLUK staff.</p>	<p>(1) July 1, 2006 – June 30, 2007</p>	<p>Part C Coordinator, FSSAC, regional Part C agency directors and managers, PLUK staff</p>
<p>Status:</p> <p>Montana is in the process of reviewing and updating the Dispute Resolution Handbook with the help of the Part C work group, FSSAC, and the seven regional Part C agencies. Discussion has also occurred at the FSSAC and regional Part C agency meetings about the process for a formal written complaint.</p>		
<p>4. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop and implement improvement Plan or Corrective Action.</p>	<p>July 1, 2005 to June 30, 2011</p>	<p>FSSAC, regional Part C agency Directors and Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status:</p> <p>Each of the seven regional Part C agencies were monitored for compliance in this area as noted above. The QIS worked with the regional Part agency where an issue of noncompliance was found. The regional Part C agency develops and implements the approved plan to correct the noncompliance within a year time line. Note that activities for 10, 11, and 13 are also related to indicator 9.</p>		
<p>5. To update the information that is located in our handbook called First Steps, which is provided by Parents'</p>	<p>July 1, 2005 to June 30, 2006</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>

Lets Unite for Kids (PLUK).		
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the “First Steps” manual which is used by Montana’ Parents Let’s Unite for Kids – Pluk (PTI) provide information to families about Part C and B service in Montana. (It was hoped at the writing of the SPP that the Part C Rules and Regulations would have been available during the above timeline, which did not happen. Thus, the activity is being continued.)</p>		

* Note: Activities for indicators 10-11-13 can also be related to Montana's State Improvement Plan which includes improvements within the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 10: Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

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

Measurement: Percent = [(1.1(b) + 1.1(c)) divided by 1.1] times 100.

FFY	Measurable and Rigorous Target
FFY 2005	100% of signed written complaints will be resolved within the 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

Actual Target Data for FFY 2005 (2005-2006):

For the FFY 2005 reporting period, Montana did not have any written complaints.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage

While there were not any written complaints, the regional Part C agencies document informal complaints that are resolved between the family and the agency at the local level. Further, parties may contact the Part C Coordinator with an issue of concern, after being informed again of the various Part C dispute resolution methods, the party chooses to address the issue through informal means.

Informal Complaints:

- Each of the seven regional Part C agencies documented formal or informal complaint that they received for the FY 2005-2006. All seven regional Part C agencies did not receive a formal complaint. They documented how each informal complaint was resolved, by whom, how many days did it take to resolve the issue, and if there was documentation that the family was informed about mediation and due process.

Agencies	Number of Informal Complaints	Who Handled the complaints	Days in which it got resolved	Reasons	Documentation
Agency 1	1	Program Director	About 2 weeks	Change in FSS	Yes
Agency 2	1	Program Manager	1 day	Change of FSS	Yes
Agency 3	7	Family Support Specialist Supervisor,	3 days	Mom reported not know who FSS was, but dad confirmed yes, they do know who FSS was.	Yes, in all seven
			5 days	Family not comfortable having anyone come to their home.	
			1 day	Reported they had problem scheduling with their FSS	
			3 days	Reported they had problem scheduling with their FSS	
			Between 9 to 16 days	Another Human Service Agency wanted a change in FSS.	
			3 days	Change in FSS	
			Between 6 to 10 days	Change in FSS	
Agency 4	0	NA	NA	NA	NA
Agency 5	0	NA	NA	NA	NA
Agency 6	0	NA	NA	NA	NA
Agency 7	1	Middle Manger	1	One parent not wanting FSS to do home visit just wanted the paper information.	Yes

- At the State level there were no informal complaints for the FY 2005-2006.

Data from Montana’s Comprehensive Evaluation Process for Family Education and Support Services Tool.

The following data is from the monitoring of the seven regional Part C agencies for the FY 2005-2006:

- Thirty-five out of thirty-five (100%) files reviewed documented that agencies provided each family with a copy of its internal complaint procedure and/or procedure to appeal agency decisions. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that families are informed of specific complaint and appeal processes for issues of eligibility, screening, and IFSP’s. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that parents have access to child and family records. (FY 2002-2003, 100%, FY 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files documented that families received all information on services (including information on families’ rights and safeguards) in their native language or typical means of communication, and in language that is jargon-free. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities SPP FFY 2005	Timelines	Resources
<p>6. Montana will continue to refine the tool, Montana’s Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State’s data collection process for this indicator (biannually).</p>	<p>(1) January 1, 2006- June 30, 2008</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during the verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate the information, so when looking at the data being collect, it can be disguised what children services where reviewed.</p>		
<p>7. Provide initial and annual training for the Quality Improvement Specialists.</p>	<p>(1) July 1, 2006- June 30, 2007</p>	<p>FSSAC, regional Part C agency Directors and Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>

<p>Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs.</p>		
<p>8. Provide biannual training on formal written complaint procedures for regional Part C agency directors and managers and PLUK staff.</p>	<p>(1) July 1, 2006 – June 30, 2007</p>	<p>Part C Coordinator, FSSAC, regional Part C agency directors and managers, PLUK staff</p>
<p>Status: Montana is in the process of reviewing and updating the Dispute Resolution Handbook with the help of the Part C work group, FSSAC, and the seven regional Part C agencies. Discussion has also occurred at the FSSAC and regional Part C agency meetings about the process for a formal written complaint.</p>		
<p>9. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop and implement improvement Plan or Corrective Action.</p>	<p>July 1, 2005 to June 30, 2011</p>	<p>FSSAC, regional Part C agency Directors and Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Each of the seven regional Part C agencies were monitored for compliance in this area as noted above. The QIS worked with the regional Part agency where an issue of noncompliance was found. The regional Part C agency develops and implements the approved plan to correct the noncompliance within a year time line. Note that activities for 10, 22, and 13 are also related to indicator 9.</p>		
<p>10. To update the information that is located in our handbook called First Steps, which is provided by Parents' Lets Unite for Kids (PLUK).</p>	<p>July 1, 2005 to June 30, 2006</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.</p>
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the "First Step" which is used by Montana' Central Directory to provide information to families about Part C and B service in Montana. (It was hoped at the writing of the SPP that the</p>		

Part C Rules and Regulations would have been available during the above timeline, which did not happen. Thus, the activity is being continued.)

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 11: Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.

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

Measurement: Percent = [(3.2(a) + 3.2(b)) divided by 3.2] times 100.

FFY	Measurable and Rigorous Target
FFY 2005	100% of fully adjudicated due process hearing requests will be fully adjudicated within the applicable timeline.

Actual Target Data for FFY 2005 (2005-2006):

For the FFY 2005-2006 reporting period Montana did not have any requests for due process.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage

If there is a request for due process, DDP will follow the following policies and procedures:

The Developmental Disabilities Program (DDP-Montana’s lead agency for Part C in the Department of Public Health and Human Services) has adopted complaint policies, procedures and a statewide system to ensure that the requirements for filing and resolving complaints within the timelines (60 days) meet the IDEA Part C statutes, rules and regulations. Further, the DDP has engaged in dissemination (e.g., through interagency agreements, documents) of these complaint policies and procedures to parents through the regional Part C agencies and other agencies and programs associated with Part C services. In addition, DDP monitoring ensures that regional Part C agencies inform their parents of complaint procedures. (Please reference SPP for the complete process of Dispute Resolution)

Data from Montana’s Comprehensive Evaluation Process for Family Education and Support Services Tool.

The following data is from the monitoring of the seven regional Part C agencies for the FY 2005-2006:

- Thirty-five out of thirty- five (100%) files reviewed documented that agencies provided each family with a copy of its internal complaint procedure and/or procedure to appeal agency decisions. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)

- Thirty-five out of thirty-five (100%) files reviewed documented that families are informed of specific complaint and appeal processes for issues of eligibility, screening, and IFSP's. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that parents have access to child and family records. (FY 2002-2003,100%, FY 2003-2004,100%, 2004-2005,100%)
- Thirty-five out of thirty-five (100%) files documented that families received all information on services (including information on families' rights and safeguards) in their native language or typical means of communication, and in language that is jargon-free. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)

Improvement Activities from the SPP for FFY 2005 (2005-2006):

SPP Activities FFY 2005	Timelines	Resources
<p>1. Montana will continue to refine the tool, Montana's Comprehensive Evaluation Process for Family Education and Support Services, to enhance the State's data collection process for this indicator. (biannually)</p>	<p>(1) January 1, 2006- June 30, 2006</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Montana is reviewing the Montana Comprehensive Evaluation Tool to begin making changes on how the questions are being asked and turning them into statements. The process is also ensuring that Montana is using Part C language within the tool when collecting data, as recommend by OSEP during the verification visit. Montana will continue to collect additional information from the tool that may not be report to OSEP for programmatic improvement for all children services. Montana is also reviewing the manner in which the Quality Improvement Specialist (QIS) collects data for Part C and prepares their summary for the State. At this time a spread sheet has been created to separate the information, so when looking at the data being collect, it can be disguised what children services where reviewed.</p>		
<p>2. Provide initial and annual training for the Quality Improvement Specialists.</p>	<p>(1) July 1, 2006- June 30,2007</p>	<p>FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.</p>
<p>Status: Montana is providing initial and annual training for QIS to ensure that the seven regional Part C agencies are providing services to infants and toddlers in a timely manner as state on their IFSPs</p>		
<p>3. Provide biannual training on due process and mediation for regional Part C agency</p>	<p>(1) July 1, 2006 – June 30, 2007</p>	<p>Part C Coordinator, FSSAC, regional Part C agency directors and managers PLUK</p>

directors and managers, and PLUK staff.		staff
<p>Status: Montana is in the process of reviewing and updating the Dispute Resolution Handbook with the help of the Part C work group, FSSAC, and the seven regional Part C agencies. Discussion has also occurred at the FSSAC and regional Part C agency meetings about the process for a formal written complaint.</p>		
<p>4. DDP will monitor programs for compliance with this indicator. When noncompliance is identified, Quality Improvement Specialists and Part C Coordinator will work with program to determine nature of noncompliance, develop and implement improvement Plan or Corrective Action.</p>	(1) July 1, 2006- June 30, 2007	FSSAC, Providers Managers, Part C technical assistance and trainers, and the Part C Coordinator.
<p>Status: Each of the seven regional Part C agencies were monitored for compliance in this area as noted above. Note that activities for 10, 11, and 13 are also related to indicator 9.</p>		
<p>5. Recruit new and provide training for impartial persons for due process and mediation for child complaints once every three years or more frequently if necessary.</p>	(1) July 1, 2006 – June 30, 2007	FSSAC, Part C Coordinator, DDP legal counsel, and Impartial persons for due process and mediation.
<p>Status: Continuing the process of recruiting new impartial persons.</p>		
<p>6. To update the information that is located in our handbook called First Steps, which is provided by Parents' Lets Unite for Kids (PLUK).</p>	July 1, 2005 to June 30, 2006	FSSAC, Providers Managers, Part C technical assistance and trainers, PLUK and the Part C Coordinator.
<p>Status: The FSSAC and the seven regional Part C agencies are in the process of reviewing and updating the "First Step" which is used by Montana's PTI, Parents Let's Unite for Kids - PLUK to provide information to families about Part C and B service in Montana. (It was hoped at the writing of the SPP that the Part C Rules and Regulations would have been available during the above</p>		

timeline, which did not happen. Thus, the activity is being continued.)

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 12: Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

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

Measurement: Percent = (3.1(a) divided by 3.1) times 100.

FFY	Measurable and Rigorous Target
FFY 2005	Montana Part C program has not adopted Montana’s Part B due process system. Thus, the issues of resolution session agreements does not apply.

Actual Target Data for FFY 2005 (2005-2006):

NA

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 13: Percent of mediations held that resulted in mediation agreements.

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

Measurement: Percent = [(2.1(a)(i) + 2.1(b)(i)) divided by 2.1] times 100.

FFY	Measurable and Rigorous Target
FFY 2005	Montana will set targets when 10 or more requests for mediations have occurred.

Actual Target Data for FFY 2005 (2005-2006):

Montana did not report any mediation for the FFY 2005, which follows the trend.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005-2006 (2005-2006):

Explanation of Progress or Slippage

Montana will establish a baseline when 10 or more mediations are brought to the State. If there is a request for mediation, DDP will follow the mediation policies and procedures. (Please reference the SPP for the Dispute Process)

Data from Montana’s Comprehensive Evaluation Process for Family Education and Support Services Tool.

The following data is from the monitoring of the seven regional Part C agencies for the FY 2005-2006:

- Thirty-five out of thirty-five (100%) files reviewed documented that agencies provided each family with a copy of its internal complaint procedure and/or procedure to appeal agency decisions. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that families are informed of specific complaint and appeal processes for issues of eligibility, screening, and IFSP’s. (FY 2002-2003, 100%, 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files reviewed documented that parents have access to child and family records. (FY 2002-2003, 100%, FY 2003-2004, 100%, 2004-2005, 100%)
- Thirty-five out of thirty-five (100%) files documented that families received all information on services (including information on families’ rights and safeguards) in their native language or typical means of communication, and in language that is jargon-free. (FY 2002-2003, 100%, 2003-2004, 100%, 2004, 2005, 100%)

Montana will establish improvement Activities/Timelines/Resources when 10 or more requests for mediations have occurred.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):

NA

Part C State Annual Performance Report (APR) for FFY 2005

Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 14: State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

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

Measurement: State reported data, including 618 data, State performance plan, and annual performance reports, are:

- a. Submitted on or before due dates (February 1 for child count, including race and ethnicity, settings and November 1 for exiting, personnel, dispute resolution); and
- b. Accurate (describe mechanisms for ensuring error free, consistent, valid and reliable data and evidence that these standards are met).

FFY	Measurable and Rigorous Target
FFY 2005	100% compliance for reporting on time and accurately.

Actual Target Data for FFY 2005 (2005-2006):

100% compliance for reporting on time and accurately for the 618 data, SPP, and APR.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

Explanation of Progress or Slippage:

Montana has submitted all required reports on time and accurately:

- 618 Data-submitted February 1st and November 1st of 2006
- Data notes were completed and submitted to WESTAT
- SPP- submitted December 1, 2005
- SPP-OSEP did not request follow-up
- Last APR – March 2005
- OSEP did not request follow-up

Montana ensures that the data that is submitted is error free, consistent, valid and reliable: DDP has developed “Montana’s Developmental Disabilities Program Part C General Supervision and Data Manual.” The manual outlines:

- DDP’s procedures for general supervision, collecting and verifying the accuracy and reporting of data.
- Regional Part C agencies procedures for collecting, verifying the accuracy and reporting of data.

APR Template – Part C (4)

- The State and regional level of training and technical assistance concerning general supervision and data.
- The use of data for the purpose of public reporting, monitoring services, and improving services.

SPP Activities FFY 2005	Timelines	Resources
1. Annually review DDP data collection instructions, procedures and monitoring activities for 618, SPP and APR reports to determine steps needed to improve data collection, analyses and verification efforts.	(1) July 1, 2006- June 30, 2007	Part C Coordinator, regional Part C agency managers and staff, and DDP staff.
<p>Status: The Part C Coordinator, DDP staff and Part C technical assistance provider/Part C GSEG Director reviewed DDP's data collection instructions, procedures and monitoring activities for 618, SPP, and APR. The Part C Coordinator is in the process of updating the data collection instructions for FFY 2006 - 2007.</p>		
2. Annually provide a review, training, and/or technical assistance (for new DDP or regional Part C agency staff) concerning data requirements for the 618, SPP and APR reports.	(1) July 1, 2006- June 30, 2007	Part C Coordinator, regional Part C agency managers and staff, and DDP staff.
<p>Status: The Part C Coordinator provided overview training and reviewed "Montana's Developmental Disabilities Program Part C General Supervision and Data Manual," with DDP and regional Part C agency staff. In addition, the FSSAC was made aware of the Manual, its' purpose and how to access a copy. Technical assistance was provided to regional Part C agency staff with specific data management responsibilities (e.g., local data manager for 618 data, supervisors for collection of APR data).</p>		
3. Annually participate in OSEP's training and technical assistance activities concerning the 618, SPP and APR reports, and makes any necessary changes to DDP's policies procedures for data collection and monitoring. Incorporate changes in the training and technical assistance noted in Activity 2 above.	(1) July 1, 2006- June 30, 2007	Part C Coordinator, regional Part C agency managers and staff, and DDP staff.
<p>Status: The Part C Coordinator has participated in OSEP's trainings and conference call concerning 618, SPP, and APR. Part C technical assistance provider/Part C GSEG Director</p>		

APR Template – Part C (4)

participated in the OSEP/ECO Center’s Child and Family Outcomes conference in Albuquerque.		
4. Prior to submission, annually review the 618, SPP and APR with the DDP, regional Part C agencies, and FSSAC to determine if changes, additions or corrections are needed and make such modifications and obtain FSSAC approval for the SPP/APR to be submitted.	(1) November 1, 2006- February 1, 2007	Part C Coordinator, FSSAC, regional Part C agency managers and staff, and DDP staff.
Status: 618, SPP, and APR was reviewed by the FSSAC, regional Part C agencies, Part C work group, and DDP staff to determine if changes, additions or corrections were needed and make modifications.		
5. Annually, the DDP accurately complete 618, SPP, and APR reports and submit according to OSEP due dates.	(1) July 1, 2006- June 30, 2007	Part C Coordinator, FSSAC, regional Part C agency managers and staff, and DDP staff.
Status: DDP has accurately completed 618, SPP, and APR reports and submitted them according to OSEP’s due dates.		

Note that the Montana State Improvement Plan includes improvement activities from the SPP/APR activities for the 13 indicators applicable to Montana.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005 (2005-2006):
NA