

## MISSISSIPPI PART C: RESULTS IMPROVEMENT PLAN

I.

<b>Target/Goal: <i>Connect with Colleges to Inform Students &amp; Programs</i></b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1. Make contact w/Ole Miss to get University contacts	January 2012	UM Staff	Contact information is received and DCs set up meetings with University reps	Meeting held 1/9/2012
2. Set up meetings with University staff-conf. call	March 2012	University contacts	Successful partnerships are built with University staff	Ongoing
3. Provide colleges with packets of info. on EI Career	July 2012	Office of Communications	Approval is granted from DO in regards to advertising material	Ongoing
4. Get listing of Colleges & Universities	February 2012	Internet	We have a complete listing of available programs in our state and surrounding states	12/31/11
<p><b><u>Progress Made</u></b></p> <p><b>Activity 1:</b> Meeting has been set with UM Speech and Hearing Center for January. Listing for Colleges and Universities has been obtained. Current listing for Jr. Colleges is in process. District I Coordinator met with the Special Education Department @ University of MS to get a list of SPED professor contacts for other MS Universities and bordering states for their job fairs. This activity occurred on December 7, 2011.</p> <p><b>April 13, 2012:</b> SICC input suggested contact with school psychologist, hearing impaired programs and junior colleges.</p> <p><b>June 2012:</b> District I DC is trying to get on agenda for Health Education in October. She would present information about EI to Health Educators in order to locate potential providers.</p> <p><b>August 2012:</b> Contact has been made with the MSDH Office of Preventative Health to arrange for EIP to present at the statewide Health Educator’s meeting in October to emphasize the need for Early Intervention providers as Health Fairs are presented across the state.</p> <p><b>Activity 2:</b> Sent electronic surveys to University Personnel, per recommendation made at meeting with UM Speech and Hearing Center, to determine the kind of information needed to recruit university students who may be potential providers.</p> <p>Provided exhibit and met with contacts at Mississippi Speech and Hearing Association Conference on March 29-30.</p> <p>Contacted Therapy Zone about letters sent to OTs, PTs and SLPs for provider recruitment. She has hired several new Speech Therapists.</p> <p>Participated in NECTAC’s webinar on Professional Development on March 19.</p> <p>Committee is in the process of compiling data from electronic surveys and making follow up contact with University personnel.</p>				

**Activity 3:** Got DVDs created by the University of Mississippi through an EI grant on Personnel Development to share with PR for possible distribution to universities along with paper materials.

**March 28, 2012:** First Steps had materials set up at Mississippi Speech and Hearing Association and representatives were there to give materials to attendees.

**June 2012:** Emailed chairs of OT & PT Departments at UMC to get list of current OT's & PT's.

**January -June 2012:** District VI DC, met with the Program Coordinator of Early Childhood Education at Meridian Community College. The meetings were held to discuss how Early Intervention can network into the local early childhood educational system. Meridian Community College applied for a grant funded by the Phil Hardin Foundation in conjunction with local foundations. Several universities and community colleges applied from across the United States, the grant was awarded to Meridian Community College. This grant award is provided to address early childhood learning issues within the local community. Plans are to have EI services and educations accessible to MCC faculty and students.

District VI DC has discussed with the early childhood education program coordinator what information is needed to better promote and educate students about EI employment.

**April 26, 2012:** District VI DC spoke with students at Meridian Community College about job opportunities with EI.

**June 7, 2012:** District VI DC met with the community college program coordinator regarding an update on potential students interested in working with the EI program.

**July 2012:** We received an answer from the OT chairs at UMC stating we could list job openings that we had, but they could not provide us with a list of current licensed OT's in the state of Mississippi. We were unable to get a response from the chairs of the PT Department at UMC.

Job opportunities for all therapy positions are posted on the MSDH website.

Committee members are in the process of compiling data from the electronic surveys and following up with University personnel.

**Committee members: Anthony, Kana, Michele, & Kathy**

II.

<b>Target/Goal: Educate Parents about EI and the Benefits of EI for Their Children</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1. Materials developed by MS Parent Training Institute	December 2011	PTI Staff	Approval by the Part C Coordinator	December 12, 2011

2. SCs utilized to emphasize parent education	January 2012	Child find activity form and parent survey: EIP & PTI	PTI-6 pg report indicate family's increased knowledge (increased referral)	Ongoing December 16, 2011-Dist V staff meeting January 3-meeting to organize parent support group
3. Reemphasis on distributing EIP materials distributed in the community	April 2012	SCs distributed FS brochures, posters and tear sheets in laundry mats, HD office, and daycares.	Increase in referrals	Ongoing December: Visits to daycares by DCs January: Visits to daycares by DCs
4. Plan trainings/ Parent education training	May 2012	PTI and District Staff	Monitor attendance and handout a survey afterwards	Ongoing Trainings incorporated in parent support group meetings
5. Health fairs continued	June 2012	Health educator SCs	Calls from people who attended health fair	Health Fair at JSU-March30, 2012 See other fairs below
6. Provide parents w/website information	September 2012	Create a handout to provide to parents at enrollment	Parent feedback	Ongoing Dec 2-discussed at Ability Training
7. Transition packet	July 2012	IFSP transition checklist, model of Dist. I transition packet	Feedback/all Part B	Ongoing Dec 5 training w/MDE Jan 18/Jan 25

**Progress Made**

**Activity 1:** Completed.

**Activity 2:** On December 16<sup>th</sup>, District V held staff meeting to discuss plans to complete this activity.

**March 14, 2012:** Distributed "All About Me" booklets to Service Coordinators to share with families.

**March 18, 2012:** Meeting in Noxubee County to discuss infant mortality in Mississippi and provide information to parents.

**April 2012:** District VI ordered board books from [help@firstbooks.org](mailto:help@firstbooks.org) that the SCs are to distribute to families; they are asked to document the family's names and ages of children that received these books.

**May thru July 2012:** District VI provides Service Coordinators with any and all information from MSPTI (Mississippi Parent Training and Information Center) about webinars. These webinars will provide Service Coordinators with a variety of information that would be informative to give to parents.

**Activity 3:** DC in Districts IV and V visited numerous daycares and distributed materials during December and January; contacted other DCs to follow through

with this activity.

**March 7, 2012:** DC and SC distribute EI packet to daycares and child care facilities in Simpson County.

**March 12:** DC and SC distributed EI packets to daycares and child care facilities in Copiah County.

**March 12, 2012:** DC and SC met with the director of Job Corp Early Headstart and wrote MOU between two agencies.

**May 29, 2012:** District V DC and QM met with the Director of Early Childhood Commission of Mid Jackson to discuss distribution of First Steps information to parents.

**June 2012:** Hearing Resource Consultant in District IV sent out information packets to all daycares and pediatricians' offices in District IV.

**June 7, 2012:** District VI DC discussed with child licensing professionals about EI referrals and parent education.

**June 8, 2012 :** DC in District IV met with Head Start representatives to discuss EIP materials being distributed in community.

**June 2012:** District Coordinator District IV provided MSU Statewide School with Early Intervention materials.

Provided EI materials to Oktibbeha County Hospital.

Provided materials to various pediatric clinics and rehab companies.

**May & June 2012:** The EHDI Director made visits to several hospitals in the state and disseminated information to nurses regarding the importance of follow-up after failure of the newborn hearing screening and the importance of EI services to children with hearing loss.

**July, 2012:** The Hearing Resource Consultant in District VII and VIII sent packets of information to pediatricians' office in Districts and plans to disperse EI materials to daycares the first of August.

**Activity 4:** DCs in IV and V and QM organized plans to have therapists speak at proposed parent group meetings monthly in District IV and V; will reproduce in other districts in February.

March: DCs in IV and V spoke about updates on getting providers to speak at parent groups.

Parent trainings were held on May 6 (Macon), May 9 (Starkville), May 10 (Columbus), June 26 (Matheson), July 16 (Columbus).

District I will be compiling CD for Universities in EI Career Opportunities Update.

**June 6, 2012:** Health Educator held meeting with stakeholders to discuss services available to children and their families. Early Intervention representatives attended to answer questions.

**July 16, 2012:** Parent training on Disaster Preparedness for Mississippi's "at risk" population was done. As a result of this meeting, a new committee was formed to work closely with First Responders and Law Enforcement when dealing with children with disabilities. Early Intervention staff will nominate parent representatives to serve on this committee.

**July 2012:** District I-Health Educator held meeting to discuss providers interested in working with EI to make DC aware.

The Director of MSPTI held parent trainings in District VI to educate them on rights in transition services on the following dates:

\***April 11/**Forest, MS

\***April 19/**Meridian, MS

\***April 18/**Lauderdale Schools - transition and parent ed

\***May 15/**Leake County- Carthage, MS

**June 7, 2012:** District VI DC discussed with childcare licensure professionals information about parent education.

**June 20, 2012:** Phone conference with the Director of MSPTI about creating a disaster plan training for children with disabilities.

**July 27, 2012:** District VII collaborated with Healthy Homes of Mississippi in providing information to parents who are on their caseload about Healthy Homes and also Early Intervention and the referral process.

**August 11, 2012:** District IX worked in collaboration with Excel by 5 in a district wide Health Fair providing information about First Steps and conducting screenings.

**January 3, 2012:** DC in District V and QM met with PT in District V to discuss parent support group and education on physical needs of children; proposed monthly meetings.

**March 2012:** Met with some parents of children with Down Syndrome to discuss the parent support group; talked with parents of older children who support the group; parents suggested ideas for getting educational materials to new First Steps parents of children with Down Syndrome.

**March 2012:** DC met with Director of MSPTI to schedule parent trainings across the districts. One meeting is already scheduled for Lowndes County on May 10, 2012 and other meetings are currently being scheduled and flyers printed.

**Activity 5:** On March 30, 2012, a Health Fair was held at Jackson State University; EI packets were distributed at this event.

A Health Fair was held on May 5, 2012 in Starkville and in Oktibbeha County on June 9<sup>th</sup>.

Health Fairs are scheduled for July 28<sup>th</sup> and September 18<sup>th</sup> in Starkville, MS.

**Activity 6:** On Dec 2, this was discussed with the Director of Ability, a SLP provider for several districts, at a collaborative meeting in District VII.

**Activity 7: On Dec 5, Jan 18 and Jan 25,** trainings with MDE and FS-IFSP transition checklist are being utilized; District I has packet and this will be reproduced statewide. District IV provided packets of information about transition.

DC has meetings scheduled with SCs and the school districts that each SC works with to discuss ways to improve parent involvement and education about the transition process. These meetings were tentatively scheduled for **April 14, 19, 20, and 23/2012.**

SCs provide parents with a transition packet that explains the transition process, IEP development, etc.

Staff collaborated with Head Start on Memorandum of Understanding.

**March 21, 2012:** During an EHDI training, the DC from District VI met with providers to discuss transition information that was available to give to parents of hearing impaired children entering MS School for the Deaf and local school districts.

**March 23, 2012:** District VI DC met with county coordinating nurses about early intervention transition.

**April 4, 2012:** District VI staff met with the Part C Coordinator and the school system along with Head Start at Marriot in Jackson for networking and training in regulations and changes in transition and outcomes.

**July 18, 2012:** Hearing Resource Consultants from across the state met with representatives from the MS School for the Deaf and Magnolia Speech School to discuss transition to their facilities and packets of information available to give families.

**July 23, 2012:** Mississippi Head Start Conference was held in Natchez at the Convention Center. The Part C Coordinator presented a PowerPoint concerning transition in collaboration with the Part B 619 Coordinator with MDE. The EHDI Director presented updates regarding the EHDI program and discussed transition for hearing impaired children.

Committee members: Marty, Jimmie Faye, & Linda

**III.**

<b>Target/Goal: Improve Outcome Ratings in Child Registry</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1. DC will run monthly report by 5 <sup>th</sup> of each month	5 <sup>th</sup> of each month	District Coordinators & Central Office	DC will file monthly report as evidence of monitoring	Ongoing
2. DC will provide staff with report for correction to be completed by 25 <sup>th</sup> of each month	25 <sup>th</sup> of each month	Service Coordinators		Ongoing
3. DC will run clean report after 25 <sup>th</sup> of each month	After 25 <sup>th</sup> of each month	District Coordinators		Ongoing
<p><b><u>Progress Made</u></b></p> <p><b>Activity 1:</b> Will begin after March DC meeting.  <b>January 19, 2012:</b> Committee met with IT asking to create a report for DCs to use in monitoring.  <b>March 19, 2012:</b> Committee met with IT staff to determine most efficient way to run necessary reports.  <b>April 1, 2012:</b> Still determining best way to run reports.  <b>June 26, 2012:</b> DCs in Districts I, II, III, IV, V, VII, and VIII reported using monthly reports in May as a way to improve data entry in a timely manner.  <b>June 8, 2012:</b> District VI held staff meeting to discuss data entry and examined reports that had been pulled.</p> <p><b>Activity 2:</b> Will begin after March DC meeting.  <b>April 1, 2012:</b> Still determining best way to run reports.</p> <p><b>Activity 3:</b> Will begin after March DC meeting.</p>				

**April 1, 2012:** Still determining best way to run reports.

**June 26, 2012:** DCs in Districts I, II, III, IV, V, VII, and VIII reported supplying SCs with info in order to enter data timely. DCs, in same districts as above, reported verification of data entry.

**May, June, and July 2012:** District VI ran random reports to check on data for timelines and justifications.

**August 12, 2012:** All DCs reported that running the monthly reports as a way to improve data entry in a timely manner.

**Committee members: Tanya, Val, & Liza**

**IV.**

<b>Target/Goal: Simplify Process for Becoming a Medicaid Provider</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1 Work with Medicaid agency to provide training to providers on completing forms to become provider, documentation for billing, and how to address areas of concern	Spring 2012	El staff would set up meetings, trainings, etc. Providers informed state that they do not need assistance in this area. Providers are aware of the correct procedures. Issues are that Medicaid does not always approve the same conditions and documentation consistently.	(Both are for this section) Provider training for providers as needed, at least once/year	Ongoing

2 Work with Medicaid agency to include travel time in rate	Spring 2012	EI state staff	State staff explores option and if feasible, identifies tasks to complete	April 13, 2012: Medicaid representative stated at SICC mtg. that this is not an allowable billing service for Medicaid.
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**Progress Made**

**Activity 1:** Met with Medicaid Representative to review issues on Nov 21, 2011.

A follow-up meeting is planned for mid to late Feb 2012.

**February 29, 2012:** Meeting was held via telephone conference and issues were presented with a team of providers that represent different geographical regions of the state.

**March 28, 2012:** A meeting was held that addressed the proposed plans to meet with a Medicaid representative so that we can receive more information on the “carve out” to eliminate excess paperwork and simplify billing, billing issues for evaluations, concerns from DCs about referral for evaluations (minutes available upon request).

**Activity 2:** Phone calls w/several statewide representative service providers to discuss a joint meeting w/Medicaid to review and discuss simplifying the above process. They will assist with developing a service provider focus group to meet w/Medicaid representatives. Several other calls were made in Dec. 2011.

**March 20, 2012:** Calls to Medicaid representatives regarding billing.

**Activity 3:**

**December 15, 2011:** Spoke with Representative of Medicaid to discuss scheduling a follow up meeting date. Representative informed Part C Coordinator that Medicaid was restructuring their staff; she would no longer be the representative that could deal w/these issues. Several contacts were given that may be able to assist with this activity.

**Activity 4:**

**January 6, 2012:** Called one of the Medicaid representatives regarding plans listed in the state’s IP. Part C Coordinator left a message for her to return her call. Part C Coordinator received a returned call from a representative that stated that she wasn’t the appropriate person to assist the EI program. Part C Coordinator will follow up w/other staff.

Phone calls were made to several Medicaid representatives. EI procedures were discussed with both Medicaid contacts regarding improving service provider procedures for Medicaid and possibility of Medicaid “carve out” plan for EI services. They are willing to discuss this with us and a representative provider group possibly in May or June.

**Activity 5: April 15, 2012:** SICC was presented with copy of Improvement Plans and Medicaid representative was on SICC committee to answer questions about some of the Medicaid issues. Medicaid representative stated there was not an allowable way to bill Medicaid for travel time.

**June 28, 2012:** District VI attended a Medicaid provider training and learned about the issues of billing for Medicaid and was exposed to the actual process and paper work that providers must complete.



**July 10, 2012:** A conference call included several providers throughout the state. The participants reviewed Medicaid “carve out” for EI services since several providers were apprehensive about doing the “carve out” if it would reduce the hourly rate they are paid. We had to review and discuss this one more time before meeting with Medicaid to make sure we support this “carve out” to proceed. Several are still not sure but did want to go ahead and meet with Medicaid to review the possibility and see what they would commit to do and/or pay on hourly rates through a “carve out”.

A grant has been written and submitted to train SIs, OTs, PTs and SLPs so they are qualified and have a specialty in EI. We wanted to propose that these qualified staff with a specialty would be able to bill Medicaid under the “carve out” and would include SIs with this specialty too.

**July 14, 2012:** Part C Coordinator contacted Medicaid. Part C Coordinator attempted to arrange a meeting with the Division of Medicaid Director but was told that EIP has to submit a proposal prior to scheduling an appointment. This proposal needs to include several examples of “carve out” policy/procedures being used currently by states.

**July 17, 2012:** Part C Coordinator spoke with SERRC consultant to locate examples of this “carve out” from other states so that we can have a model to write our proposal. Once the proposal is developed and approved by the MSDH authorizing officials, the proposal will be submitted to Medicaid.

**July 20, 2012:** An email was sent to providers that are involved with the Medicaid issues and have participated in the conferences concerning these issues. They were asked to present any information that would be helpful in writing this proposal. They were given an update of the Part C Coordinator’s findings. Once the examples are received, a date will be set for another provider meeting.

**Committee member: Susan and Provider Work Group**

V.

<b>Target/Goal : Improvement Plan for Service Providers in Natural Environment</b>				
<b>Background: The State has identified this area as a target improvement area.</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>

<p>1. Write /Modify Contracts to provide mileage reimbursement for services regardless of third party payer.</p>	<p>July 1, 2012 for renewals or concurrent with existing contracts</p>	<p>Budgeted Contractual Funds from both federal and TCM sources</p>	<p>There will be an increase in services provided in the natural environment.</p>	<p>Ongoing</p>
<p>2. Create “Play to Learn” groups within communities utilizing existing resources and including typically developing children.</p>	<p>90 days from identification of community partners who are willing to participate July 2012</p>	<p>Parent Resource Centers in Excel by 5 communities Head Start Centers</p>	<p>There will be an increase in the number of groups offered statewide.</p>	
<p>3. Reinforce Natural Environments as “Best Practice” at annual contractor’s meetings.</p>	<p>May-June 2012</p>	<p><u>Infants &amp; Young Children: April/May/June 2004- Issue 2- pp 162-170</u></p> <p><u>Natural Environments or Naturalistic Learning Opportunities: What is the Evidence in Early Intervention: Katherine B. Steward, MS, OTR/L October, 2006</u></p> <p><u>Side by Side; Tran disciplinary Early Intervention in Natural Environments</u> Kristine Ovland Pilkington</p>	<p>There will be an increase in number of providers who will be willing to provide services in the natural environment.</p>	
<p><b><u>Progress Made</u></b></p> <p><b><i>November 2011:</i></b> QM and DC met to talk about plan.</p>				

<p><b>December 2011:</b> QM and DC established goals.</p> <p><b>Activity 1:</b>  <b>April 1, 2012 Update:</b> Contract renewals must be submitted prior to May 30, 2012. Awaiting OSEP and MSDH review of new contract language. Mileage rate for providers is currently \$.555/mile statewide.</p> <p><b>Activity 2:</b> Play groups have been established on the coast due to participation in Excel by Five. District IX and VIII have 4 active groups. District IX, VI and IV have groups planned for Summer 2012.</p> <p><b>Activity 3: 04/01/2012</b> - Districts VIII and IX will conduct a provider workshop in June 2012 focusing upon Single Provider Model in Natural Environment.</p> <p>A Primary Service Provider Model workshop was held on <b>June 15<sup>th</sup>, 2012.</b></p> <p>Components of a primary service delivery model were discussed with an emphasis on managing and implementing the model in natural environment settings.</p> <p>Workshop attendees were able to discuss, ask questions and facilitate hands on learning activities. Follow up training will be offered to expand training and address requested topics relating to the model.</p> <p>DC in District IV meets with MSU on a regular basis to discuss staffing, evaluations, budget, and hiring new providers to work in the Natural environment.</p>		<p>Team presenters:  Libby Sonnier-Netto M. Ed.  and  Shellie Fields M.A.</p>		<p>June 15,  2012</p>
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<p><b>June 15, 2012:</b> District VI DC met with Speech Pathologists and discussed services in the Natural Environment.</p> <p><b>June 21, June 25, June 28, 2012:</b> Trainings presented to providers, DCs, and SCs about new federal regulations; used this opportunity to discuss issues regarding Natural Environment services.</p> <p><b>August 17, 2012</b></p> <p>Follow up training on Primary Service Provider Model for Districts VIII and IX and training on the importance of services in the Natural Environment. This training will show the “how-to” research on best practices of utilizing available resources while providing quality services.</p>				<p>August 17, 2012</p>
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**Committee members: Jeff, Michael & Debra**

VI.

<p><b>Target/Goal : Technology Awareness-Increase Providers Use of Assistive Technology</b></p>				
<p><b>ACTIVITY</b></p>	<p><b>TIMELINES FOR</b></p>	<p><b>RESOURCES AVAILABLE</b></p>	<p><b>HOW TO SELF-ASSESS</b></p>	<p><b>DATE ACTIVITY COMPLETED</b></p>

	<b>ACTIVITY</b>		<b>(EVALUATE PROGRESS)?</b>	
1. Committee Meeting	November 2011	DC & QM	Completed	November 2011 December 2011
2. Create Action Plan	January 2012	DC & QM	Once Action Plan has been developed with steps for systematically analyzing problem.	
3. Visit all Centers (TAD, T.K. Martin, Project START, CCCD, Coast)	March 2012	DC & QM	All sites have been visited.	
4. Audit all holdings	March 2012	DC, QM & Library staff	All sites have been audited.	
5. Perform Needs Assessment	March 2012	Library Staff	All sites have completed and returned their needs assessment.	
6. Standardize checkout system for checking in & out	April 2012	Central Office based upon recommendations provided by DC & QM	Library checkout is consistent and materials are all accounted for.	

**Progress Made:**

**Activity 1:** District IX performed an audit—Sept.2011.

**Activity 2:** QM & DC met—Nov. 2011.

**Activity 3:** QM & DC established goals—Nov.2011.

**Activity 4:** Confirmed USM Gulf Coast Park Technology Center uses existing checkout system—Nov. 2011.

**Activity 5:** QM and DCs for Districts VIII and IX met regarding needs assessment tool – January 2012.

**Activity 6:** Needs assessment tool developed – March 2012.

**Activity 7:** Needs assessment e-mailed to all technology lending library sites – May 2012.

One assessment completed and returned. (First Steps lending library located at the Medical Mall in Jackson completed the survey on May 30th).

**Activity 8:** A reminder e-mail sent to the non-responding technology lending libraries to complete the needs assessment – July 2012.

***August 15, 2012***

Five of the Lending Libraries responded to the needs assessment survey to date; a summary of results is available upon request by committee members.

**Committee members: Michael, Jeff & Debra**

**VII.**

<b>Target/Goal: Child Outcomes Training in April 2012</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1.3 Regional trainings: <ul style="list-style-type: none"> <li>• Offer CEUs</li> <li>• Email blitz</li> <li>• Request read-on confirmation</li> <li>• On-line registration</li> <li>• Identify locations</li> </ul>	04/02-06/12	Central office, ECO Center staff, & District Coordinators	All staff/providers will participate in a regional training.	4/3/12 Hattiesburg 4/4/12 Jackson 4/5/12 Oxford
2. 3 Regional follow-up trainings	07/2012	Central office & District Coordinators	Feedback to improve data entry and child outcome development for IFSPs.	
<p><b><u>Progress Made</u></b></p> <p><b>Activity 1:</b> Will begin in 4/12 after confirmation of dates by ECO staff. 4/3, 4/4, and 4/5 ECO trainings occurred in Hattiesburg, Jackson and Oxford.</p> <p><b>Activity 2:</b> Will begin in 7/12; dates will be set after regional trainings.</p>				

**Committee members: Liza, Val, & Tanya**

**VIII.**

**Target/Goal: Improve State Reliability of Data**

ACTIVITY	TIMELINES FOR ACTIVITY	RESOURCES AVAILABLE	HOW TO SELF-ASSESS (EVALUATE PROGRESS)?	DATE ACTIVITY COMPLETED
1. Central Office will provide 10% sampling to be reviewed	02-2012/02-2013	Central Office	Quarterly data report updates	
2. Selection of District Coordinator reviewer and Quality Monitor for each District	01/2012	District Coordinators (quarterly visit)	Each District will be assigned a District Coordinator reviewer and Quality Monitor	Completed on 1/19/2012
3. 10% files per staff to be reviewed	Annually: 02/12-02/13	District Coordinators & Central Office	Visiting DC/Central Office staff will meet w/DC & SC to identify district strengths & concerns	Completed for this quarter
4. QM will monitor providers for accuracy and quality of services	Quarterly 02/12-02/13	Central Office, Quality Monitors, & District Coordinators	Identify provider strengths/weaknesses and concerns	

**Progress Made**

**Activity 1:** Will begin in 2/12.

**January 19, 2012:** Pushing timeline back to 4/12 due to requirement of provider reviews to be done by mid 3/12 by DCs; 10% sampling to include active and inactive files within six months.

**March 9, 2012:** Redefine sampling to be 10% per SC.

**April 4, 2012:** Review form approved to be used for monitoring files.

**Activity 2:** Committee met to redefine specific date for activity timelines. We will meet again on 1/19/12 in Jackson, MS to select the DC reviewers for each district.

**January 19, 2012:** Activity completed. Committee met to select DC reviewers for each district.

**March 19, 2012:** Re-selected DC reviewers by committee due to distance involved in travel by some DCs.

**Activity 3:** Will begin in 2/12.

**March 19, 2012:** Pushing timeline back to 4/12 due to requirement of providers to be done by 3/12 by DCs.

**August 15, 2012:**

- District I reported reviewing District IV on May 31 and June 1/no problems found.
  - District II reported reviewing District I in May/no problems found.
  - District III reported reviewing District V in May.
  - District IV reported reviewing District II on May 18 & 19.
  - District V reported reviewing District VI on May 7, 16 & 18.
  - District VI reported reviewing District III on May 22 & 23.
  - District VII reported reviewing District VIII on July 9.
  - District VIII reported reviewing District IX in July.
  - District IX reported reviewing District VII on July 25.
- ✚ Each DC reported that they found minimal issues/mistakes while reviewing records.

**Activity 4:** Will begin in 2/12.

**January 19, 2012:** Fiscal monitoring now required by mid 3/12 by DCs to verify accuracy and quality of services by providers.

**July 18, 2012:** No review of providers has been completed as of this date.

**August 15, 2012:** No review of providers has been completed as of this date.

**Committee members: Liza, Val, & Tanya**

**IX.**

**Target/Goal: Increase advertising regarding EI services**

ACTIVITY	TIMELINES FOR ACTIVITY	RESOURCES AVAILABLE	HOW TO SELF-ASSESS (EVALUATE PROGRESS)?	DATE ACTIVITY COMPLETED
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1. Contact WIN Job Center for list of Job Fairs	March 2012	WIN Job Center	Job Fairs Planned	Listing of all Job Fairs for 2012, acquired April 2012
2. DCs/SCs will set up locally @ Job Fairs	April 2012	DC/SC Staff	Job Fairs Attended	
3. Meet with PR to develop EI recruitment material	February 2012	Office of Communications	Plan Approved	
4. Meet with PR to discuss website advertising	February 2012	Office of Communications	Plan Approved	
5. Utilize local Health Educators to inform at Health Fairs	May 2012	Health Educators	Info sent	August 2012—District II
6. Develop template	December 2012	Computers		
7. Get info. to OT & PT Associations	July 2012	Office of Communication	Info sent	
8. Present to SICC	March 2012	SICC	Plan Approved	IP presented to SICC April 13, 2012. This activity was completed.

**Progress Made**

**Activity 1:** Conference call between committee members on Jan. 3, 2012 to discuss contacting WIN Job Center for a list of job fairs in 2012.

**Activity 2:** Committee members will schedule to attend job fairs when information is received from WIN Job Center.

**Activities 3 and 4:** Committee members plan to meet on Jan. 20, 2012 while at SICC meeting to discuss what needs to be presented to the PR department.

**Activity 5:** DCs have met with their local Health Educators to remind them to emphasize Early Intervention at health fairs.

**Activity 6:** Template will be developed when more information is received.

**Activity 7:** Committee members plan to meet Jan. 9, 2012 to discuss getting contact information for OT and PT associations.

**Activity 8:** Committee plans to share gathered information at the SICC in March 2012.

**Progress Made March 30, 2012**

**Activity 3:** Rescheduled to April/May pending approval from MSDH Central Office.

**Activity 4:** Rescheduled to April/May pending approval from MSDH Central Office.

**Activity 5:** Compiling list of Local Health Educators.

**Activity 6:** In process of developing template.

**Activity 7:** Have made contact with OT and PT department chairs at University Medical Center.

**Activity 8:** SICC meeting postponed until April 13, 2012. QMs on agenda to present.

**April 13, 2012:** Plan presented to SICC.

**July 13, 2012:** SICC meeting postponed.

Committee members: Anthony, Kana, Michele, & Kathy

X.

<b>Target/Goal : Develop Overall Strategic Plan for First Steps</b>				
<b>ACTIVITY</b>	<b>TIMELINES FOR ACTIVITY</b>	<b>RESOURCES AVAILABLE</b>	<b>HOW TO SELF-ASSESS (EVALUATE PROGRESS)?</b>	<b>DATE ACTIVITY COMPLETED</b>
1. Conference call w/SERRC, Part C Coordinator, and Child and Adolescent Health Director	December 2011	SERRC & Central Office	Receive basic knowledge on how to develop baseline needs & guidelines for EIP-what areas to research	December 1, 2011
2. Work group to develop strategic plan	July 2012	SERRC, Central Office and SICC	Strategic Plan will be developed	Ongoing

**Progress Made**

**Activity 1:** SERRC consultant and Central Office staff held several phone calls to discuss training needs. The last call was on Dec. 1, 2011.

**Activity 2:** SERRC consultant came to MS and held 2 day training w/QMs/DCs on general supervision procedures and assisted in a development of a plan on December 6 and 7, 2011.

**Activity 3:** Conference call, with SERRC consultant, on follow up of Dec. training. We will have a conference call w/QMs to be scheduled in January. This occurred on Jan. 6, 2012. SERRC consultant will set a date to return to MS in February or early March to continue Central Office staff training on general supervision.

**April 11, 12, 2012:** SERRC consultant provided Central Office staff training on strategic plan/General Supervision and assist with corrections in APR related to APR correct finding procedures.

**August 22 & 23, 2012:** Follow up meeting will be held w/QMs and DCs to review Indicator requirements, data collections, district determination procedures and any other pertinent information needed for general supervision and strategic planning for MS. These meetings will be conducted with SERCC and DAC consultants.

*Committee member: Susan and Provider Work Group*