

**Vermont Part C:  
Early Intervention Program of the  
Individuals with Disabilities Education Act (IDEA)**

**Annual Performance Report  
Federal Fiscal Year 2008  
Revised April 5, 2010  
(July 1, 2008 through June 30, 2009)**

**Part C State Annual Performance Report (APR) for Federal Fiscal Year (FFY) 2008**

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**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:**

Discussion of Vermont’s Part C Annual Performance Reports is on the agenda of every quarterly Vermont Interagency Coordinating Council (VICC) meeting and during the VICC’s annual retreats, on the agenda for the two annual statewide meetings and monthly conference calls with the regional Early Intervention Program (EIP) Directors and staff, and integrated into the weekly meetings of the Children’s Integrated Services (CIS) State Team. Following submission of the 2007 APR in February 2009, the VICC members, Regional EIP Directors and staff, and CIS State Team members reviewed the 2007 APR during their respective meetings and discussed with State Part C staff areas to target in preparation for submitting this 2008 APR. For this 2008 APR, VICC members, Regional EIP Directors/staff, and/or CIS State Team members provided specific input related to: 1) the Annual Determination Process, 2) revisions to the protocol for distributing the annual ECO Family Outcomes Survey sent to families in May 2009, 3) Dispute Resolution (VICC members specifically), 4) strategies for improving Vermont Part C’s compliance in meeting timely statutory/regulatory requirements under the IDEA, particularly ensuring that Vermont Part C’s General Supervision system, when identifying noncompliance, adheres to the 100% compliance requirements for each of the compliance indicators; and 5) Child Outcomes. Vermont Part C also received valuable input into the development of this APR from its Office of Special Education Programs (OSEP) State Contact, Northeast Regional Resource (NERRC) staff, staff from the Early Childhood Outcomes (ECO) Center and Data Accountability Center (DAC), and from state/regional/national colleagues administering their states’ Parts B and C Programs. Members of the VICC reviewed a draft of the 2008 APR prior to submission, and Part C state staff frequently accessed the Regional Resource Center Website for information and materials. The Agency of Human Services/Vermont Part C will report to the public in Spring 2010 Vermont’s and each of the 12 regional Early Intervention Program’s progress or slippage in meeting targets in the State Performance Plan. Data from the 2008 APR will be posted to the Agency of Human Services/Child Development Division’s website at [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C) and disseminated statewide via listservs, in newspapers, during meetings and teleconferences, and through other media.

**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, including the reasons for delays.

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to	100%

6/30/09)	
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**Actual Target Data for FFY 2008:** 550/564 = 98%

**Data Source:** Child Count Database 12/1/08, 12/2/07 to 12/1/08

**Data Analysis for Indicator 1, Timely Services, FFY 2008:**

Table 1A FFY 2008	Total # Children w/New Services on IFSPs	# Children Who Received All Services on IFSP in Timely Way	# Children for Whom all Services not Timely Due to Family Reasons	# and % Children with Timely Initiation of All Services or with Delay Due to Family Reasons	State Target
<b>State Totals</b>	<b>564</b>	<b>476</b>	<b>76</b>	(476 + 76) <b>552/564=98%</b>	<b>100%</b>

Of the 564 children with new services on their IFSPs, 476 children received all the services on their IFSPs within 30 days of signed parental consent (Vermont's criteria). 76 children did not receive all their services in a timely manner due to exceptional family circumstances. These 76 children are included in the numerator as well as the denominator. These circumstances included families cancelling home visits, difficulty in contacting families without telephones and/or who were experiencing homelessness, and a child's illness, hospitalization or surgery. 12 children (2%) did not receive all the services on their IFSP in a timely manner. Part C staff verified that all services for these 12 children were ultimately initiated. Of the 12 children, all services for 6 children were initiated within 20 days beyond the 30-day timeline, services for 3 children were initiated within 45 days beyond the 30-day timeline, and services for 3 children began between 100 and 134 days beyond the 30-day timeline. For 10 of these 12 children, the delays were due to the lack of availability of speech language pathologists and occupational and physical therapists who could provide the services in a timely way.

Vermont Part C made **one new finding** of noncompliance in FFY 2008 (Regional EIP 4). This finding was **timely corrected** based on a desk audit of more current data from the Child Count Database 12/1/09 (12/2/08 to 12/1/09). Part C state staff verified that the 9 children from this regional EIP who did not receive all their services in a timely way ultimately did receive them. The number of days services were initiated beyond the 30-day timeline from signed parental consent for these 9 children ranged from 19 to 134. The delays were due to the lack of availability of speech language pathologists and occupational and physical therapists who could provide the services in a timely way.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

Vermont Part C's 98% compliance in FFY 2008 reflects progress from 97% compliance in FFY 2007 and demonstrates Vermont's consistent progress from 86% compliance in FFY 2005 and 92% compliance in FFY 2006. The comprehensive instructions and forms for the Part C monthly and the annual Child Count 12/1/08 submitted by the regional EIP staff to the Part C state office required EIP staff to document for each child and each service the date of signed parental consent, projected and actual initiation date, whether services were "timely/not timely," and family or other reasons for delays. This procedure enabled state Part C staff conducting a desk audit/data review of the child count forms to determine immediately, for the majority of children, compliance or noncompliance and to determine actual number of days beyond the 30-day period of time from signed parental consent that services were initiated. If dates for initiation of services were not documented for any reason, e.g., forms were submitted prior to the projected date of initiation of services, Part C staff followed up by telephone and/or email to obtain the initiation date(s). Regional EIP staff, however, has become familiar with and understand the requirements on the child count form and subsequently have been submitting this information to state staff as soon as services are initiated prior to state staff following up. The instructions and forms were revised for the Child Count

12/1/08 to require regional EIP staff to mark themselves “compliant” or “noncompliant.” Having the regional EIP staff determine their compliance prior to submission further reinforced the 100% compliance requirement for Indicator 1, supported regional EIP staff in being vigilant in their documentation, provided consistent guidance/orientation to this requirement, and reinforced Regional EIP staff’s responsibility to systematically determine their own compliance.

**Table 1B: Verification of Timely Correction of FFY 2007 Findings of Noncompliance**

Level of compliance (actual target data) State reported for FFY 2007 for this indicator: **97%**

Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance for Indicator 1 per OSEP’s June 1, 2009 FFY 2007 response table.

1. Number of findings of noncompliance the State made during FFY 2007 (the period from July 1, 2007, through June 30, 2008)	<b>1</b>
2. Number of FFY 2007 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	<b>1</b>
3. Number of FFY 2007 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Based on Regional EIP 8’s 100% compliance in its self-assessment, Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance. State Part C staff verified that the 2 children whose services were not timely ultimately received their services within 35 days of the 30-day timeline of signed parental consent. The lack of a Speech-Language Pathologist who could provide the services in a timely way was the reason that the 2 children’s services were untimely. Regional EIP 8 demonstrated 100% compliance (21 of 21 children with timely services) in the analysis of the Child Count Database 12/1/08, assuring that this regional EIP is correctly implementing the specific regulatory requirement, consistent with OSEP Memo 09-02.

This regional EIP has received intensive and ongoing technical assistance since 2005, especially from the Part C/B State team around transition; underwent a change in the “Host Agency” for early intervention services; and reviewed and revised its supervision and staffing infrastructure. During FFY 2008, Regional EIP 8 continued to receive technical assistance. The Children’s Integrated Services (CIS) Technical Assistance team, comprised of a designated state Part C staff member and a member of the CIS State Team, made several visits to this region to provide technical assistance around implementation of CIS in the region. Providing timely early intervention, early childhood and family mental health, and family support services is a primary goal of Children’s Integrated Services. These on-site technical assistance visits reinforced this priority. The Part C member of this Technical Assistance team also had regular communication via email and telephone with the Part C Supervisor, who often sought technical assistance to ensure her staff were correctly implementing this specific regulatory requirement. Regional EIP 8 received a determination of “Needs Assistance” during FFY 2007, and submitted a Program Improvement Plan that documented specific strategies to meet the requirements of Indicator 1.

Vermont Part C’s high level of compliance for Indicator 1 during FFY 2008 and its consistent progress towards 100% compliance, further indicates that the regional Early Intervention Programs (EIPs) are correctly implementing this specific regulatory requirement.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are revisions to the Measurement instructions for Indicator 1 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA Part C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C).

**APR Template – Part C (4)**

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**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 community-based settings.

(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 community-based settings) divided by the (total # of infants and toddlers with IFSPs)] times 100.

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	95%

**Actual Target Data for FFY 2008:** 740/758 = 98%

**Data Source:** “618” data reported in Table 2, based on children with “active” IFSPs in Child Count Database 12/1/08, 12/2/07 to 12/1/08. These Indicator 2 data are consistent with Vermont’s 618 data reported in Table 2 and submitted 2/1/09.

**Data Analysis for Indicator 2, Early Intervention Services in Home or Community-Based Settings, FFY 2008:**

Table 2 FFY 2008	# Active Children 12/1/08	# Children in Home or Community- Based Settings	# Children in Service Provider Location	# and % Children in Home or Community-Based Settings	State Target
<b>State Totals</b>	<b>758</b>	<b>740</b>	<b>18 = 2%</b>	<b>740/758 = 98%</b>	<b>95%</b>

The data presented above in Table 2A demonstrate that Vermont exceeded its State performance target of 95%, as it did during the FFY 2005, 2006, and 2007 reporting years. There were 758 children with active IFSPs, 740 (98%) of whom received their services in either their home (644) or in community-based settings (96). Eighteen children (2%) received services at their service provider’s location (SPL of office, clinic, etc). These 18 children all have documented reasons for why the IFSP team requested the services take place at these locations.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

State Part C staff continued to verify during on-site file reviews and in desk audits/data review of regional EIP self-assessments and monthly and annual child count data forms submitted to the state office that the Regional EIP staff had written documentation in children’s files justifying placement in a setting other than

## APR Template – Part C (4)

Vermont

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a child's home and/or community-based setting. Along with documenting on the monthly and annual child count 12/1/08 forms the settings in which children are receiving services, regional EIP staff submitted with their annual child count forms copies of the written justification contained in a child's file. State Part C staff have been particularly diligent in reinforcing with regional EIP staff the need to ensure that IFSP teams are making decisions based on what settings/services are most appropriate for addressing the child and family needs. During analysis of the Child Count Database 12/1/08, state Part C staff followed up with some regional EIPs if staff had questions and/or need for clarification about setting data.

### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines /**

**Resources for FFY 2008:** There are revisions to the Indicator and Measurement language for Indicator 2 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)



**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1. The baseline data for FFY 2008 and targets for FFY 2009 and FFY 2010 for Indicator 3 are in Appendix A and in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA Part C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**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:**

Outcomes:

- 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.

Progress categories for A, B and C:

- 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.

**Summary Statements for Each of the Three Outcomes (use for FFY 2008-2009 reporting):**

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

**Measurement for Summary Statement 1:**

**Percent = # of infants and toddlers reported in progress category (c) plus # of infants and**

**toddlers reported in category (d) divided by [# of infants and toddlers reported in progress category (a) plus # of infants and toddlers reported in progress category (b) plus # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in progress category (d)] times 100.**

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

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

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	NA

**Actual Target Data for FFY 2008:** Baseline data for FFY 2008 and targets for FFY 2009 and FFY 2010 (based on the baseline data) are reported in Appendix A and in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** See above

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are revisions to the Measurement instructions for Indicator 3 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. Baseline data and targets for FFY 2009 and FFY 2010 are reported in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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.

<b>FFY</b>	<b>Measurable and Rigorous Target</b>
FFY 2008 (7/1/08 to 6/30/09)	<p><b>1. Rate of survey return at 30% or above for all regions</b></p> <p><b>2. Increase the favorable response to Outcome 1 (A) = 80%, 2 (B) = 85%, and 3 (C) = 85% or above for all regions</b></p>

**Actual Target Data for FFY 2008:** The return rate for the FFY 2008 (spring of 2009) Family Outcomes Survey was 39%, above the state target of 30%. The results for this year are as follows: Outcome A = 86%, Outcome B = 89%, Outcome C = 93%.

**Data Source:** The ECO Family Outcomes Survey (which includes the three OSEP questions) was sent to all families who had been in the Part C program a minimum of six months by May 2009 as well as families who had exited the program within 6 months of the survey release date. The survey also included a request for demographic data and a space for comments (see cover letter and demographic page in Appendix A, the ECO Family Outcomes survey is on file and did not change). Families could respond to the survey in one of three ways - via mail in a SASE addressed to the Part C state office, in a sealed envelope handed to their provider, or through an interview with a Part C state staff member.

**Data Analysis for Indicator 4, Family Outcomes, FFY 2008:**

The statewide return rate for FFY 2008 was 39% which exceeded the target set for this fiscal year (30%). See the table below for a comparison of return rates over the last four years.

<b>Table 1: Percentage of Statewide Survey Returns FFY 2005 – FFY 2008</b>		
<b>FFY</b>	<b>Total returned/total sent</b>	<b>Percentage returned</b>
<b>FFY 2005</b>	201/663	30%
<b>FFY 2006</b>	223/651	34%
<b>FFY 2007</b>	137/479	29%
<b>FFY 2008</b>	270/688	39%

For this reporting year, the three family outcomes as identified by OSEP exceeded the targets set for FFY 2008 (see Table 2 below).

<b>Table 2: Percentage of families who reported early intervention services helped their family (FFY 2008)</b>			
<b>Family Outcomes</b>	<b># Positive Response/ Total Statewide</b>	<b>Performance</b>	<b>State Target</b>
<b>Outcome 4A</b>	228/266	85.7%	80%
<b>Outcome 4B</b>	236/266	88.7%	85%
<b>Outcome 4C</b>	248/268	92.5%	85%

A comparison to previous years' results indicates that results for FFY 2008 are also higher across all three outcomes over the last three years (see Table 3 below).

<b>Table 3: Percentage of families who reported early intervention services helped their family FFY 2005 – FFY 2008</b>					
<b>Outcomes</b>	<b>FFY 2005</b>	<b>FFY 2006</b>	<b>FFY 2007</b>	<b>FFY 2008</b>	<b>Progress (from APR '07)</b>
<b>4A</b>	157/196 = 80%	184/222 = 83%	110/137 = 80%	<b>228/266 = 86%</b>	<b>6%</b>
<b>4B</b>	163/195 = 84%	188/222 = 85%	117/137 = 85%	<b>236/266 = 89%</b>	<b>4%</b>
<b>4C</b>	174/197 = 88%	192/221 = 87%	122/137 = 89%	<b>248/268 = 93%</b>	<b>4%</b>

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

**Survey Response Rates:**

The statewide response rate for this year was higher than anticipated at 39%. Several factors may account for the increase in number and percentage of survey returns. In response to the dip in last year's response rate, a plan was developed based on consultation with the ICC and Host Agency Directors. Following are some of this year's improvement strategies:

- Family Survey Cover letter includes (in addition to purpose and confidentiality statement from previous years)
  - Link to APR 2007 Family Outcomes report with results
  - Third option to respond to the survey.

- Service providers serve as link between families and Family Outcome survey. Upon entry to Part C, providers give families a brochure explaining child and family outcomes. This year, a letter to Host Agency directors encouraged providers to involve families in the survey process through the following guidelines:
  - Introduce survey to families one month prior to survey mailing date
  - Discuss purpose of outcomes research and importance of family’s role
  - Make a plan with family on how they prefer to respond to the survey, including return via SASE, setting up phone appointment with state representative, or handing sealed return envelope to provider
  - Providers also identify diverse language needs to Part C state staff so an alternate language survey can be given to the family
- Conduct a second mailing of survey
- Alert Host Agencies to their response rate prior to cut-off date to encourage providers to give reminders to families
- Expand survey population to include exits of 6 months or less
- Part C state office now generates survey mailing list

The response rate for regions ranged from 25% to 54%. While there was a 44% increase in number of surveys sent to families over last year, there was a 97% increase in the number of surveys returned. Eleven of the twelve regions exceeded the state target for this reporting year. For the one region that did not reach the state target, this was the first year in the 4 years of data collection that they did not reach target. Regions that fall below target are asked to address the shortage in their Program Improvement Plans.

**Reliability of Survey Results:**

A comparison of families who responded to the survey over four years shows family characteristics are somewhat similar (see Table 4 below). The slight change in data across the four years might be explained by two factors: one, the increase in survey return rate could include a broader representation of Vermont’s Part C families and therefore be reflected in the demographics; two, an oversight led to families in 6 regions not receiving the demographic page in the second mailing, therefore 28 of 270 returned surveys (10%) were returned without demographic data.

<b>Table 4: Characteristics of families who responded to the survey</b>				
<b>Characteristics</b>	<b>FFY 2005</b>	<b>FFY 2006</b>	<b>FFY 2007</b>	<b>FFY 2008</b>
<b>Average age of child</b>	26 mos.	27.6 mos.	26.9 mos.	30.3 mos.
<b>Time in program:</b>				
Less than 1 year	61%	51%	53%	52%
12 to 24 months	27%	34%	35%	34%
24 to 36 months	13%	14%	12%	13%
<b>Number of developmental concerns/reasons for service:</b>				
1 reason	52%	50%	42%	42%
2 reasons	21%	18%	26%	21%
3 or more	26%	33%	32%	37%
Communication only	30%	30%	26%	35%

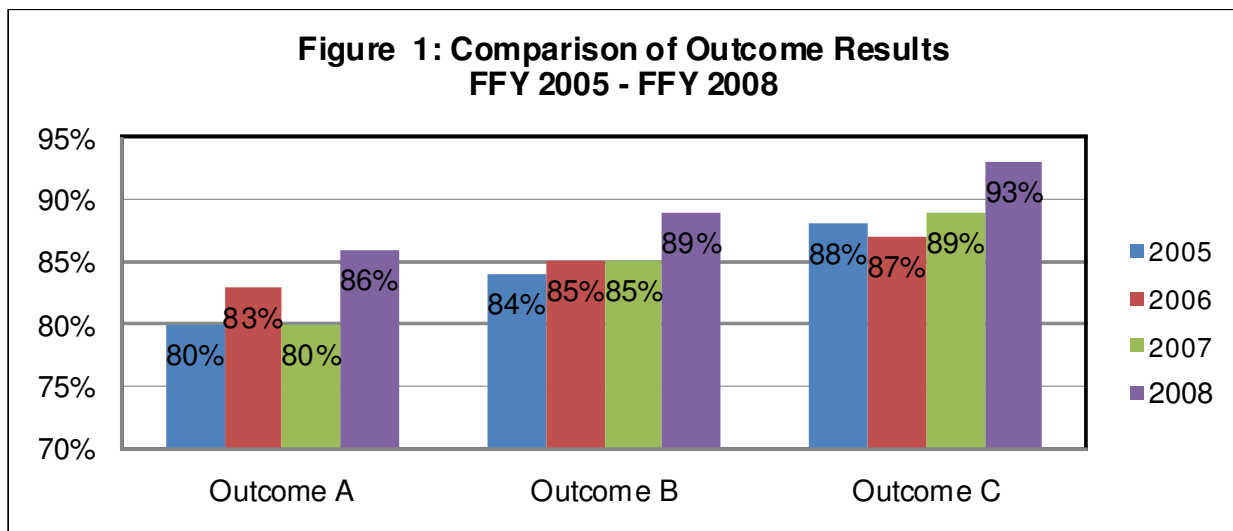
Analyses were also conducted this year to identify proportion of respondents according to gender, ethnicity and frequency of service. A comparison of the survey results with Child Count Database (12/2/07- 12/1/08) along ethnic lines yields very similar results (see Table 5).

The demographic data, along with a consideration of the procedures for distribution and collection of surveys, contributed to the reliability and confidence in this year's results.

Table 5: Ethnic characteristics of families who responded to the survey as compared with Child Count data						
Data Source	American Indian	Black/African American	Hispanic Latino	Asian	White	Other
Child Count '08	.4%	2.6%	2.5%	2%	90.9%	1.7%
Family Survey '09	2.8%	3.4%	1.7%	1.7%	89%	1.2%

**Results:**

The results of the statewide survey for Family Outcomes (4A, 4B, 4C) were very positive (86%, 89% and 93% respectively). As in previous years, a positive response was defined by a rating of '5 or above' and interpreted as 'families who report that early intervention services helped their families' on each of the three outcome questions<sup>1</sup>. Results were above the state targets set for FFY 2008. A comparison with previous year's data (see Figure 1) shows increases in positive responses for all three outcomes.



For Outcome 4A, 86% of the families (228/266) who responded reported that early intervention helped their families know their rights. The average statewide response for this question was 5.6 and ranged from 4.9 to 5.9 for regional EIPs. The percentage of families responding positively to this question ranged from 67% to 96% in regions, with two regions falling below the state target (80%) for this year, only one of which fell below last year. This is quite an improvement over the six regions that were below target last year.

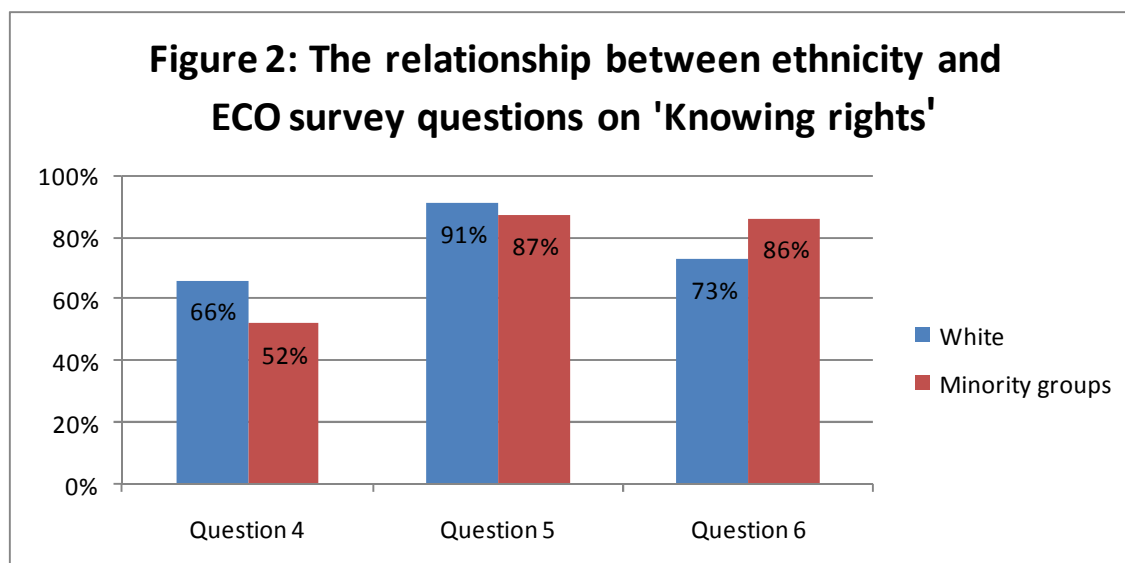
Another indication that there is improvement in this outcome is the lack of notable differences in results according to family's 'time in program'. In the past, families who were in the program under one year tended to rate this question lower than families in the program longer. This year, families in the program

<sup>1</sup> **Criterion for defining "Families who report that early intervention services have helped their family":** The rating scale for ECO's Family Outcome Survey ranges from 1 to 7. For the ratings of OSEP questions, 1 to 3 represent a 'poor' to 'fair' job by the early intervention program and ratings of 5 to 7 represent a 'good' to 'excellent' job by the early intervention program. Responses of 5 or above were defined as 'families who report that early intervention services helped their families'.

under one year rated this question slightly higher (87%) than those in the program longer (83%). Other factors including gender, ethnicity and degree of service did not affect the results on Outcome 4A.

A comparison of the results of OSEP Outcome 4A (Survey question 16, 86%) was made with the ECO section identified as 'knowing your rights and advocating for your child' (Survey questions 4, 5 and 6) to enhance our knowledge of strengths and areas of growth. Percentages were lower when families were asked how much they knew about programs and services (Survey question 4, 65%) and how familiar families were with their rights (Survey question 6, 75%), and higher when families were asked how comfortable they were in meetings with early intervention professionals (Survey question 5, 91%).

A further examination of these findings as they relate to demographic factors shows a difference according to ethnicity (see Figure 2). This finding will need to be monitored as the minority group has a small cell size (n = 23) and this is the first year ethnicity has been examined.



Several strategies may account for this year’s improved findings in Outcome 4A. Improvement strategies were considered during the Host Agency Director’s meeting in which programs that had success with this outcome shared their approach to helping ‘families know and understand their rights’. Regions were asked to address Outcome 4A in their Program Improvement Plans and it was discussed during determination calls. In addition, every region was given the NECTAC article, *Assuring the family’s role on the early intervention team: Explaining rights and safeguards (2002)*, to support planning. As a result, several regions insure that they touch on family safeguards and rights throughout the initial stages of IFSP process.

The Agency of Human Services, Children’s Integrated Services (CIS) has instituted an integrated referral and intake system across several programs, including Vermont’s Part C. Referral sources will utilize a 2-1-1 number as a single point for information on programs for families. In addition, CIS Intake Coordinators will ensure that families understand the breadth of programs available to them. It is hoped that over time this will positively affect family’s perception of their knowledge of programs.

The state will continue to support all regions to be at or above the state target. Towards this end, a committee of the VICC began work in collaboration with the Vermont Family Network (VFN) to produce a handbook on Family Rights. Their work has been handed over to the Part C state office. When it is completed, it will be distributed to every family as they enter the program and used as a reference during family-provider discussion of rights.



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For Outcome 4B, 89% of families (236/266) from across the state reported that early intervention services had helped them to effectively communicate their children's needs. Both state and regional responses were higher than last year's ranges. The average statewide response was 5.9 and ranged from 5.3 to 6.4 for the regional EIPs. The percentage of families responding positively to this outcome ranged from 73% to 95% in regions. Four regions fell below the state target of 85%, the same amount as last year. Only one of these regions also fell below the target last year. This year, the state along with Host Agency Directors and the ICC will explore potential reasons why some regions fall below target on this outcome. Regions will be asked to include this in their PIPs. Gender, ethnicity and degree of service did not help explain any differences in response to this question.

Outcome 4C once again had the highest positive response from families. Statewide, 93% of families (248/268) who responded reported that early intervention services had helped them help their children develop and learn. The average statewide response was 6.0, ranging from 5.6 to 6.5 for the regional EIPs. The percentage of families responding positively to this outcome ranged from 80% to 96% in regions, with two regions falling below the 85% statewide target (80% and 82%), compared with four regions last year. Only one of these two regions was below the state target last year and the other was the one region who fell below target in response rate. It is difficult to know whether the low response rate impacted the outcome results for this region.

Characteristics were examined to see if a difference existed according to gender, ethnicity, time in program and degree of service. The only notable difference was found for ethnicity, findings for Outcome 4C were 87% for respondents from minority groups as opposed to 93% for white respondents.

OSEP Outcome 4C was compared to the three questions from the corresponding ECO survey section, also identified as 'helping your child develop and learn'. Families felt that they knew a great deal about 'how to help their child develop and learn' (Survey question 7, 94%) and that they routinely 'helped their child practice new skills' (Survey question 9, 96%). Families reported to a lesser degree that they knew how to help their child behave the way they wanted (Survey question 8, 80%).

A further examination of the findings from the related ECO survey section in terms of demographic factors also shows a difference when ethnicity is considered for survey question 8. Eighty-one percent of white respondents replied positively to this question as opposed to 70% of respondents from minority groups. This finding will need to be monitored as the minority group has a small cell size (n = 23) and this is the first year ethnicity data has been analyzed.

One effort that may help with survey question 8 and hence, Outcome 4A, is that Vermont is a CSEFEL state and has made a commitment to supporting parents as well as providers in facilitating the social emotional development of infants and toddlers and addressing challenging behavior. Vermont now has two demonstration sites (i.e., one home-based and the other center-based, both inclusive of infants and toddlers with special needs) and hopes to add another next year.

Although Vermont Part C has exceeded its targets on all Family Outcomes, there is continued interest in improvement. Towards this end, the ICC, at its annual retreat meeting, identified the need for a Family Outcomes workgroup, which will consist of ICC members as well as family members and providers from the Vermont Family Network and community members. This workgroup will help examine and explain results, as well as support the development of a state plan to address findings.

**Revisions with Justification to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2008:** The Improvement Activities table for Indicator 4 was revised in the 2/1/10 version of the SPP, and posted on the Vermont Part C web site. The changes were made to refine the activities and are in **bold**. The web site is: [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)



**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

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

**Indicator 5:** Percent of infants and toddlers birth to 1 with IFSPs compared to national data.

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

**Measurement:** Percent = [(# of infants and toddler 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 2008 (7/1/08 to 6/30/09)	.94%

**Actual Target Data for FFY 2008:** 88/6588 = 1.34%

**Data Source:** “618” data reported in Table 1, based on children with “active” IFSPs in Child Count Database 12/1/08, 12/2/07 to 12/1/08. These Indicator 5 data are consistent with Vermont’s 618 data reported in Table 1 and submitted 2/1/09.

**Data Analysis for Indicator 5, Child Find Infants Birth to One, FFY 2008**

Table 5 FFY 2008	# Infants Served in Part C	Total # VT Infants Birth to 1	# and % VT Infants Birth to 1 Served in Part C	State Target
<b>Infants Birth to 1</b>	<b>88</b>	<b>6588</b>	<b>88/6588 = 1.34%</b>	<b>.94%</b>

In FFY 2008, Vermont exceeded by .4% its target figure of serving .94% of its infants born in the most recent year of census figures. For FFY 2008, Vermont also exceeded by .3% the national baseline figure of 1.04% (50 states and District of Columbia). For Indicator 5, Vermont Part C also exceeded its targets and the national baseline data in APR reporting years 2005, 2006, and 2007.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

Regional EIPs continued to prioritize Child Find in their outreach activities through collaborative efforts and formal agreements with their partner Local Education Agencies (LEAs) and through Children’s Integrated Services (CIS), a birth to five system providing prevention, early intervention, and early childhood services. Along with direct referrals to Part C regional EIPs, regional CIS Intake Coordinators covering all regions of the state also received referrals for children with developmental delays that they

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immediately forwarded to Part C regional EIPs. Implementation of CIS will continue to have a positive impact on Part C Child Find through its broad-based outreach and systematic referral process.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are revisions to the Indicator language and to the Measurement instructions for Indicator 5 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

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

**Indicator 6:** Percent of infants and toddlers birth to 3 with IFSPs compared to national data.

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

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

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	3.3%

**Actual Target Data for FFY 2008:** 758/19502 = 3.9%

**Data Source:** “618” data reported in Table 1, based on children with “active” IFSPs in Child Count Database 12/1/08, 12/2/07 to 12/1/08. These Indicator 6 data are consistent with Vermont’s 618 data reported in Table 1 and submitted 2/1/09.

**Data Analysis for Indicator 6, Child Find Infants and Toddlers Birth to Three, FFY 2008:**

Table 6 FFY 2008	# VT Birth to 3 Served in Part C	# Total VT Birth to 3	# and % VT Birth to 3 Served in Part C	2008 SPP State Target
<b>Infants and Toddlers Birth to 3</b>	<b>758</b>	<b>19502</b>	<b>758/19502 = 3.9%</b>	<b>3.3%</b>

In FFY 2008, Vermont exceeded by .6% its target figure of serving 3.3% of its birth to three population born in the most recent year of census figures. For FFY 2008, Vermont also exceeded by 1.24% the national baseline figure of 2.66% (50 states and District of Columbia). For Indicator 6, Vermont Part C also exceeded its targets and the national baseline data in APR reporting years 2005, 2006, and 2007.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

As described in Indicator 5, regional EIPs continued to prioritize Child Find in their outreach activities, through collaborative efforts and formal agreements with their partner Local Education Agencies and through Children’s Integrated Services (CIS), a birth to five system providing prevention, early intervention, and early childhood services. Along with direct referrals to Part C regional EIPs, regional CIS Intake Coordinators covering all regions of the state also received referrals for children with developmental delays that they immediately forwarded to Part C regional EIPs. Terri Edgerton, the Vermont Part C Coordinator and a member of the State CIS Team, recently reported that preliminary data

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indicate that Vermont's Children's Integrated Services system is receiving the majority of its referrals for children ages birth to three. It is felt the systematic implementation of CIS will continue to contribute to the effectiveness of Part C's Child Find efforts.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are revisions to the Indicator language and to the Measurement instructions for Indicator 6 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 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 infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted)] times 100.

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

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	100%

**Actual Target Data for FFY 2008:** 545/564 = 97%

**Data Source:** Child Count Database 12/1/08, 12/2/07 to 12/1/08

**Data Analysis for Indicator 7, 45-day Timeline, FFY 2008:**

Table 7A FFY 2008	Total # Children w/New IFSPs	# Children with Timely Services	# Children with Services not Timely Due to Family Reasons	# and % Children with Timely Services or with Delay Due to Family Reasons	State Target
<b>State Totals</b>	<b>564</b>	<b>370</b>	<b>175</b>	(370 + 175) <b>545/564 = 97%</b>	<b>100%</b>

Of the 564 children with new IFSPs, 370 children received an evaluation and assessment and initial IFSP meeting within Part C's 45-day timeline. 175 children did not receive their services in a timely manner due to exceptional family circumstances. These 175 children are included in the numerator as well as the denominator. These exceptional family circumstances included families cancelling home visits; difficulty in contacting families without telephones and/or who were experiencing homelessness; a child's illness,

hospitalization or surgery; family vacation schedules; and one family rescheduling due to an outbreak of fleas in their home.

19 children did not receive an evaluation and assessment and initial IFSP meeting within Part C's 45-day timeline. Data analysis specific to **timeliness of evaluations and assessments** demonstrated that evaluations and assessments were completed within Part C's 45-day timeline for **99% of the children (558 of 564)**. The 558 included 79 for whom exceptional family circumstances caused a delay. Of the 6 children (1%) whose evaluations and assessments were untimely, scheduling conflicts of the Part B LEA personnel conducting the evaluation and assessment were the primary reasons for delays. These data demonstrate that the noncompliance in children receiving timely services occurred primarily between completion of the evaluation and assessment and the initial IFSP meeting, i.e., for 13 of 19 children. The same personnel scheduling conflicts were the reasons why initial IFSP meetings were not held on time for these 13 children. Part C staff verified that, although late, these 19 children ultimately did receive their evaluation and assessment and initial IFSP meeting. 9 children received their services between 46 and 65 days from their referral date, 7 children received their services between 66 and 99 days from their referral date, and 3 children received their services between 100 and 118 days from their date of referral.

There were **two new findings of noncompliance in FFY 2008** in Regional EIPs 1 and 9. Part C state staff verified timely correction of these two findings based on more current data prior to submission of this APR. Both regional EIPs demonstrated 100% compliance based on a desk audit of 60 consecutive days of data (May to August Regional EIP 1, July to September, Regional EIP 9). Part C state staff verified that the two children from Regional EIP 1 and three children from Regional EIP 9 did receive their services, 4 children between 46 and 85 days, and 1 child 118 days from referral. Of the 5 children who received untimely services in Regional EIPs 1 and 9, 1 child's evaluation and assessment was untimely. Scheduling conflicts of LEA personnel and a speech-language pathologist resulted in untimely services for the other 4 children.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

Vermont Part C's FFY 2008 compliance of 97% reflects progress from FFY 2007's 93% compliance, and significant progress from 80% compliance reported in FFY 2005 and 79% compliance reported in FFY 2006. The majority of children (12 of 19) who did not receive a timely evaluation and assessment and initial IFSP meeting received their services in the regional EIP that provides services for the majority of Vermont's Part C population (approximately 20%). See discussion under "Verification of Subsequent Correction of Remaining Findings of Noncompliance from FFY 2005" below.

Part C state staff discovered during FFY 2007 that, for some children who did not receive their services within the 45-day timeline, staff in specific regional EIPs were delayed holding the initial IFSP meeting until a speech language pathologist could conduct a speech-language evaluation in addition to the multidisciplinary all-domain evaluation and assessment. Given the fact there is a significant shortage of speech language pathologists statewide, this resulted in delays in meeting the Part C 45-day timeline. Part C state staff discussed and clarified this issue with their OSEP state contact during her on-site technical assistance visit in August 2008 and addressed it with her in several subsequent phone calls and during conversations at national meetings. Part C state staff followed up in telephone and email communications with specific regional EIPs and during monthly conference calls and bi-annual meetings with all regional EIPs to provide guidance and clarification to ensure compliance, recommending that the IFSP team hold the initial IFSP meeting and, if appropriate, include the speech-language evaluation as a service on the IFSP. This guidance/clarification contributed to reducing the number of children who did not receive timely services from 38 reported in the 2007 APR to 19 reported in this 2008 APR. Part C staff will continue to monitor this issue.

Part C/B state staff provided guidance, training and on-site technical assistance to regional EIPs and their partner 619 Coordinators to clarify regional EIP and LEA roles and responsibilities in conducting the evaluation and assessment and holding the initial IFSP meeting. A regional interagency agreement template was created for regional EIPs and LEAs to use as a guidance document during the decision

making process to delineate each entity’s roles and responsibilities for ensuring that compliance requirements are fulfilled for Child Find and Part C to B transition, and for financial and dispute resolution obligations.

Several regional EIPs and their partner LEAs developed formal written agreements specifying their specific roles, responsibilities, and strategies for addressing scheduling conflicts of LEA personnel and/or personnel shortages that potentially can impact the timeliness of children receiving their services. The comprehensive instructions and forms for the Part C monthly and the annual Child Count 12/1/08 submitted by the regional EIP staff to the Part C state office required EIP staff to document for each child the referral date, date the evaluation and assessment was completed, date the initial IFSP meeting was held, and family or other reasons for delays. This procedure enabled state Part C staff conducting a desk audit/data review of the child count forms to immediately determine compliance or noncompliance and to determine actual number of days beyond the 45-day timeline that the children received their services. If there was missing information and/or Part C staff had questions or need for further clarification, Part C staff followed up with regional EIP staff by telephone and/or email. The instructions and forms were revised for the Child Count 12/1/08 to require regional EIP staff to mark themselves “compliant” or “noncompliant.” Having the regional EIP staff determine their compliance prior to submission further reinforced the 100% compliance requirement for Indicator 7, supported regional EIP staff in being vigilant in their documentation, provided consistent guidance/orientation to this requirement, and reinforced Regional EIP staff’s responsibility to systematically determine their own compliance.

Vermont’s Center on Disability and Community Inclusion (CDCI), part of a national network of University Centers for Excellence in Developmental Disabilities (UCEDDs) has continued to collaborate with the Department for Children and Families (DCF)/Child Development Division (CDD) (which administers Vermont Part C), to support Vermont’s Part C Program and the regional EIPs in program improvement planning efforts. During FFY 2008, Vermont’s Part C Coordinator, Terri Edgerton, began discussions with Susan Ryan, Executive Director of the CDCI, about the possibility of (awarding a capacity grant to CDCI) of accessing a multidisciplinary early intervention team of providers from CDCI who could provide services to the regional EIPs and address pervasive statewide personnel shortages. Ms. Edgerton also joined a task force in collaboration with the Vermont Interdisciplinary Leadership Education for Health Professionals (VT-ILEHP), which prepares leaders across the health professions to serve children with special health needs and their families.

**Table 7B: Verification of Subsequent Correction of Remaining FFY 2005 Findings of Noncompliance**

Part C state staff verified that Regional EIPs 4, 7, and 10 subsequently corrected their remaining FFY 2005 findings of noncompliance for Indicator 7 per OSEP’s June 1, 2009 FFY 2007 response table.

1. Number of remaining FFY 2005 findings of noncompliance noted in OSEP’s June 1, 2009, FFY 2007 APR response table for this indicator	3
2. Number of remaining FFY 2005 findings the State has verified as corrected	3
3. Number of remaining FFY 2005 findings the State has NOT verified as corrected [(1) minus (2)]	0

**1. Regional EIP 4:** Part C state staff verified that Regional EIP 4 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance demonstrated in a desk audit of 60 consecutive days (May to July) of more current data from the Child Count Database 12/1/09 (12/2/08 to 12/1/09). During FFY 2005, 43 children did not receive timely services; in FFY 2006, 32 children did not receive timely services; in FY 2007, 20 children did not receive timely services; and in FFY 2008, 12 children did not receive timely services. Part C state staff verified during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), 12/1/07 (12/2/06 to 12/1/07), and

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12/1/08 (12/2/07 to 12/1/08) that all 107 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

- FFY 2005 (n = 43): Data are unavailable
- FFY 2006 (n = 32): 46 to 137 days from referral
- FFY 2007 (n = 20): 46 to 165 days from referral
- FFY 2008 (n = 12): 52 to 80 days

The lack of availability of Speech-Language Pathologists and LEA personnel scheduling conflicts were the primary reasons for the delays across the 2005, 2006, 2007 and 2008 reporting years.

Regional EIP 4, which provides services for the greatest number of infants and toddlers in Vermont (approximately 20% of all infants and toddlers receiving services), has made substantial progress since its FFY 2005 finding of noncompliance (72% compliance). During the FFY 2008 reporting year, Regional EIP 4 engaged in several program improvement efforts with ongoing support from its state Part C/CIS technical assistance liaisons. Through a root cause analysis, Regional EIP 4 staff identified several challenges. Historically, Regional EIP 4 has contracted with their nine partner LEAs to conduct the initial evaluations and assessments and to participate in the initial IFSP meetings. Personnel from these LEAs typically do not work during the summer and this has resulted in either evaluations and assessments or initial IFSP meetings being delayed for those children referred in May/June. This is a systemic issue in this regional EIP. Regional EIP 4's Part C Director and some staff met with each of the nine partner LEAs to continue enhancing their relationships with and understanding of each others' program requirements, while reinforcing each partner's commitment to supporting the unique needs of each child and family. The Part C Director is considering renegotiating contracts with school partners to address some of the challenges and requested data from the Part C state office to determine if some LEA partners were experiencing more challenges than others in meeting the 45-day timeline. During FFY 2008, with family consent, IFSP teams held some initial IFSP meetings on the same day following completion of the all-domain assessment and eligibility determination. This contributed to reducing the number of children whose initial IFSP meetings were untimely.

Part C state staff conducted frequent desk audits of monthly data submitted by Regional EIP 4 to the Part C state office. Additionally, Regional EIP 4 staff reviewed and revised their internal procedures and processes for documentation, data management and supervision. With support from its designated state Part C TA Liaison, the regional EIP implemented a new database system and conducted regular file reviews, not only of their staff files, but also those of the partner agencies that employ Part C service coordinators, i.e., the LEAs and private agencies like Children with Special Health Needs. During FFY 2008, Regional EIP 4 requested and received monthly visits from the state Part C staff (not only its designated TA liaison) to answer questions and review records to address provision of timely services and collaboratively problem solve issues that developed.

Finally, Regional EIP 4 increased personnel capacity to begin to address the increased number of children with significant medical and developmental needs and/or who are experiencing environmental stressors, including substance use and abuse, domestic violence, homelessness, and having a parent or caregiver with her own developmental delays. The Regional EIP Part C Director identified professional development to address some of these challenges. Additionally, Vermont's Center on Disability and Community Inclusion (CDCI), part of a national network of University Centers for Excellence in Developmental Disabilities (UCEDDs) has continued to collaborate with the Department for Children and Families (DCF)/Child Development Division (CDD) (which administers Vermont Part C), to support Vermont's Part C Program and the regional EIPs in program improvement planning efforts. During FFY 2008, Vermont's Part C Coordinator, Terri Edgerton, began discussions with Susan Ryan, Executive Director of the CDCI, about the possibility of awarding a capacity grant to CDCI to access a multidisciplinary early intervention team of providers from CDCI who could provide services specifically in Regional EIP 4. Ms. Edgerton also joined a task force in collaboration with the Vermont Interdisciplinary Leadership Education for Health Professionals (VT-ILEHP), which prepares leaders across the health professions to serve children with special health needs and their families, to further explore strategies for increasing personnel resources.



Regional EIP 4 moved from a determination of “Needs Intervention” during FFY 2006 into a determination of “Needs Assistance” in FFY 2007. The regional EIP staff developed and implemented a Program Improvement Plan documenting specific strategies to meet the requirements of Indicator 7. Although Regional EIP 4 did not demonstrate 100% compliance in the analysis of Child Count Database 121/08 (91% compliance, 117/129), it has demonstrated consistent and substantial progress since FFY 2005 in correctly implementing the regulatory requirements of Indicator 7. Based on the fact that Regional EIP 4 provides early intervention services for 20% of Vermont’s Part C population and that its partnerships with its 9 LEAs present multiple systemic challenges, Part C state staff anticipate that it may take Regional EIP 4 more time to reach full compliance for this indicator.

**2. Regional EIP 7:** All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Part C state staff verified that Regional EIP 7 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance in its self-assessment. During FFY 2005, 15 children did not receive timely services; in FFY 2006, 18 children did not receive timely services; and in FY 2007, 6 children did not receive timely services. Part C state staff verified immediately during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), and 12/1/07 (12/2/06 to 12/1/07), that all 39 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

:

- FFY 2005 (n = 15): Data are unavailable
- FFY 2006 (n = 18): 49 to 90 days
- FFY 2007 (n = 6): 50 to 62 days

The lack of availability of speech-language pathologists and significant injuries incurred by regional EIP staff in car accidents were the primary reasons for the delays across the 2005, 2006, and 2007 reporting years.

Regional EIP 7’s 100% compliance (42 of 42 children received timely services) in the analysis of the Child Count Database 12/1/08 indicated that this regional EIP is correctly implementing the specific regulatory requirement, consistent with OSEP Memo 09-02.

**3. Regional EIP 10:** All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Part C state staff verified that Regional EIP 10 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance in its self-assessment. During FFY 2005, 16 children did not receive timely services; in FFY 2006, 6 children did not receive timely services; and in FY 2007, 2 children did not receive timely services. Part C state staff verified immediately during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), and 12/1/07 (12/2/06 to 12/1/07), that all 24 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

- FFY 2005 (n = 16): Data are unavailable
- FFY 2006 (n = 6): 46 to 91 days
- FFY 2007 (n = 2): 50 and 62 days

The lack of availability of speech-language pathologists and LEA personnel scheduling conflicts were the primary reasons for the delays across the 2005, 2006, and 2007 reporting years.

Regional EIP 10’s 100% compliance (58 of 58 children received timely services) in the analysis of the Child Count Database 12/1/08 indicates that this regional EIP is correctly implementing this specific regulatory requirement, consistent with OSEP Memo 09-02.

Both Regional EIPs 7 and 10 made significant improvement during the FFY 2008 reporting period. State Part C staff continued to provide technical assistance via email, telephone, and during on-site visits, and conducted frequent desk audits of each regional EIP’s monthly data submitted to the Part C state office. Staff from the two regional EIPs devoted a great deal of time and effort in collaborating with their partner LEAs (12 in Regional 7, 10 in Regional 10) to develop and implement regional agreements/contracts.

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These documents clarified roles, responsibilities, and procedures for ensuring correct implementation of specific regulatory requirements and timelines. Both regional EIPs improved the accuracy of their documentation in children's files. Program improvement efforts in these two regions were reflected in the fact they moved from a determination of "Needs Intervention" in FFY 2006 to "Meets Requirements" in FFY 2007. Both regional EIPs developed Wellness Plans to ensure correct implementation of the regulatory requirement for Indicator 7.

Vermont Part C's high level of compliance for Indicator 7 during FFY 2008 and its consistent progress towards 100% compliance further indicates that the regional Early Intervention Programs (EIPs) are correctly implementing this specific regulatory requirement.

### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines /**

**Resources for FFY 2008:** There are revisions to the Measurement instructions for Indicator 7 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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.

Account for untimely transition conferences, including reasons for delays.

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	A, B, C: 100%

**Actual Target Data for FFY 2008:**

**Indicator 8A:** 806/816 = 99%

**Indicator 8B:** 530/532 = 99.6%

**Indicator 8C:** 513/522 = 98%

**Data Source:** Child Count Database 12/1/08, 12/2/07 to 12/1/08

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## Data analysis for Indicator 8A, IFSPs with Transition Steps and Services, FFY 2008:

Table 8A FFY 2008	Total # Children Exiting Part C	# Children with Transition Plan	# and % Children with Transition Plans	State Target	# Not Compliant
<b>State Totals</b>	<b>816</b>	<b>806</b>	<b>806/816 = 99%</b>	<b>100%</b>	<b>10</b>

During FFY 2008, Vermont Part C demonstrated 99% compliance for Indicator 8A, a slight decrease from its 100% compliance in FFY 2007. 806 of 816 children had transition plans in place upon exiting Part C at age three. The 10 children who did not have a written transition plan in place exited Part C prior to their third birthday. Part C state staff did verify that transition planning occurred for all these children, but there was no evidence of written documentation in their files.

## Data analysis for Indicator 8B, LEA Notification, FFY 2008:

Table 8B FFY 2008	Total # Children Potentially Eligible for Part B	Number of Children about Whom LEA Notified in Timely Manner	Number of Children Late Entry into Part C & LEA Notified Upon Entry	# and % Compliant	State Target	# Not Compliant
<b>State Totals</b>	<b>532</b>	<b>388</b>	<b>142</b>	<b>(388+ 142) 530/532 = 99.6%</b>	<b>100%</b>	<b>2</b>

During FFY 2008, Vermont Part C demonstrated 99.6% compliance for Indicator 8B, a significant increase from its 95% compliance in FFY 2007. The LEAs received timely notification for 530 of 532 children potentially eligible for Part B services. Notification to the LEA for 2 children was not timely due to personnel reasons, i.e., the staff missed the notification deadline. Part C staff verified that the LEA ultimately did receive notification about these 2 children.

## Data analysis for Indicator 8C, Timely Transition Conferences, FFY 2008:

Table 8C FFY 2008	Total # Children Potentially Eligible for Part B	# Children with Timely Transition Conferences	# Children for Whom Transition Conference not Timely Due to Family Reasons	# Children Late Entry into Part C	# Children for Whom Parent Declined Transition Conference	*# and % Compliant	State Target
<b>State Totals</b>	<b>532</b>	<b>316</b>	<b>102</b>	<b>95</b>	<b>10</b>	<b>(316 + 102 + 95) 513/522 = 98%</b>	<b>100%</b>

\* There were 10 children whose families declined to have a transition conference who were not included in the denominator

During FFY 2008, Vermont Part C demonstrated 98% compliance in Indicator 8C, an increase from its 97% compliance in FFY 2007. The transition conference occurred in a timely way for 316 of the 532 children potentially eligible for Part B services. There were 102 children for whom the transition conference did not occur in a timely way due to exceptional family circumstances, which included a family emergency, cancellation, request to delay, family illness, child hospitalization, and missed meetings. These 102 children are included in the numerator as well as the denominator, along with 95 children whose entry into Part C occurred fewer than 90 days prior to their third birthday. Timely transition conferences did not occur for 9 children. Part C state staff verified that transition conferences for all 9 children were conducted between 82 and 9 days prior to the child's third birthday. In some instances, the child's IEP meeting was combined with the transition conference. Delays in conducting these transition conferences were due to LEA personnel scheduling conflicts.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:****Indicator 8A**

Although Vermont Part C demonstrated slight slippage in Indicator 8A in FFY 2008, Vermont demonstrated a high level of compliance at 99%, particularly considering the 17% increase in caseload that Vermont Part C experienced during this reporting period. Part C state staff clarified and reinforced for staff in all regional EIPs that a written transition plan must be in each child's file. In its analysis of the data, Part C staff determined that nine of the 10 children who did not have a transition plan received their services in the largest regional EIP (serving approximately 20% of Vermont's FFY 2008 Part C population) in which some of its nine partner LEAs provide service coordination. Both the regional EIP Director and state Part C staff identified the need to further reinforce for the regional EIP staff and their partner LEAs the need for all children to have a written transition plan upon exiting at age three and to orient new LEA staff to this requirement. This regional EIP submitted a Program Improvement Plan based on its FFY 2008 determination of "Needs Assistance." This plan included specific strategies to address Indicator 8A, including having the regional EIP Director conduct monthly file reviews to ensure the presence of transition plans for the appropriate children. The comprehensive instructions and forms for the Part C monthly and annual Child Count 12/1/08 required regional EIP staff to document the presence of a written transition plan and the reasons children did not have one.

The implementation of Children's Integrated Services in all regions of the state during FFY 2008 ensured that families had multiple options when their children exited Part C, regardless of whether or not they were eligible for Part B services at age three. The state Part C/B team continued to provide joint guidance and technical assistance to the Part C regional EIPs and LEAs, and plan to continue these efforts. During on-site technical assistance visits, Part C state staff reviewed random files to ensure the presence of transition plans and will continue this practice.

**Indicator 8B**

Based on 99.6% compliance during the FFY 2008 reporting year, Vermont continued to demonstrate consistent progress toward reaching 100% compliance. The comprehensive instructions and forms for the Part C monthly and annual Child Count 12/1/08 required regional EIP staff to document the date of notification and indicate reasons for not meeting the notification timeline. This further reinforced and provided ongoing guidance/orientation for the regional EIP staff. Part C state staff continued to reinforce and provide guidance to all regional EIPs around the notification requirement.

**Indicator 8C**

Based on 98% compliance during the FFY 2008 reporting year, Vermont continued to demonstrate consistent progress toward reaching 100% compliance, even with the number of children exiting Part C and potentially eligible for Part B increasing from 473 in FFY 2007 to 532 in FFY 2008. Part C state staff, as well as the Part C/B state team, continued to provide comprehensive technical assistance to ensure children received timely transition conferences. The comprehensive instructions and forms for the Part C monthly and the annual Child Count 12/1/08 submitted by the regional EIP staff to the Part C state office required EIP staff to document for each child the date of the transition conference and family or other reasons for delays. This procedure enabled state Part C staff conducting a desk audit/data review of the

child count forms to immediately determine, based on each child's date of birth, compliance or noncompliance, and to determine the actual number of days the transition conference was held prior to the child's third birthday. If dates were not documented for any reason, Part C staff followed up by telephone and/or email. The instructions and forms were revised for the Child Count 12/1/08 to require regional EIP staff to mark themselves "compliant" or "noncompliant." Having the regional EIP staff determine their compliance prior to submission further reinforced the 100% compliance requirement for Indicator 8C, supported regional EIP staff in being vigilant in their documentation, provided consistent guidance/orientation to this requirement, and reinforced Regional EIP staff's responsibility to systematically determine their own compliance.

Like Indicator 8A, the majority of the children whose transition conferences did not occur in a timely manner (7 of 10) received services in the largest regional EIP (serving approximately 20% of Vermont's FFY 2008 Part C population) in which some of its nine partner LEAs provide service coordination. This regional EIP provided services for 26% of the children exiting from Vermont Part C during FFY 2008 (209 of 816 children). The state Part C staff identified, through ongoing desk audits of monthly data and during an on-site visit and review of files, that the reasons documented for the untimely conferences were LEA personnel scheduling conflicts.

### **Improvement Activities Completed for All Transition Indicators**

As mentioned previously, the monthly and annual child count forms were revised to more effectively collect and document specific transition data, provide a vehicle for ongoing guidance and orientation for new regional EIP and LEA staff, and to ensure regional Part C staff were responsible for determining their own compliance prior to submitting data. Some regional EIPs, including the largest regional EIP, developed their own databases to ensure more effective collection, tracking, and analysis of transition data prior to submitting to the state Part C office. During FFY 2008, State Part C staff sent a revised transition plan out to all regional EIPs. These revisions were based on feedback from the regions and state Part C staff are confident the new form will be an additional resource for promoting effective transition practices and documentation. Further implementation of CIS and creation of CIS Teams provided additional resources for families to access when their children exited from Part C services.

Part C and B staff continued to receive technical assistance from the National Early Childhood Transition Center (NECTC); the National Early Childhood Technical Assistance Center (NECTAC); other national resources, including Larry Edelman; the Northeast Regional Resource Center (NERRC); and the Vermont Interagency Coordinating Council (VICC). Designated Technical Assistance Liaisons from the Part C state staff maintained regular contact with their assigned regional EIPs via telephone, email, and/or on-site visits to clarify policy, regulations, and practices.

During FFY 2008, Part C and Part B state staff continued to collaborate on promoting the use of evidence-based practices in transition, providing statewide training and technical assistance within the context of a statewide transition Wellness plan. The purpose of the Wellness plan was to develop user-friendly evidence-based materials and resources in order to provide statewide access and support for ongoing professional development training opportunities (in a variety of formats) for Part C personnel, school district Part B personnel, school district administrators, community-based partners, and families. This joint effort between Part C and Part B-619 program staff ("the interagency transition team") and the technical assistance agreement with the Northeast Regional Resource Center (NERRC) continued. This effort can be directly linked to statewide improvements in Part C to B transition compliance indicators for Part C and Part B as well as to overall best practices being implemented in the field. Vermont Parts C and B-619 staff sought evidence-based resources, strategies and activities to improve understanding, documentation and practices associated with successful transitions of children from Part C to Part B-619. The interagency transition team tapped national, state and local technical assistance resources such as National Early Childhood Transition Center (NECTC); National Early Childhood Technical Assistance Center (NECTAC); the Vermont Family Network (VFN); and national conference calls specific to this indicator (NECTAC). These resources supported continuation of the Part C/Part B jointly tailored

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statewide “wellness” plan. Follow-up technical assistance to targeted Part C regional EIPs and LEAs host continued via face to face meetings, record reviews, conference calls, mail and email correspondence.

The Part C/B State Team, with specific assistance from the Northeast Regional Resource Center/Learning Innovations at WestEd, continued its development of on-line training modules for families and providers. The “first draft” of the family training modules was piloted as a webinar in December 2009 with several family members and providers. The modules will be revised based on participant feedback and will be a valuable resource for families. Materials from the modules have been placed under Part C, Early Intervention on the Child Development Division’s website:  
<http://dcf.vermont.gov/cdd/cis/IDEA Part C early intervention>.

During FFY 2008, an interagency agreement template was created for regional EIPs and LEAs to use as guidance during the decision making process in the delineation of each entity’s roles and responsibilities for ensuring that compliance requirements are fulfilled under APR indicators C 8a,b,c and B12. This regional agreement template resource is based on the Part C Interagency Agreement (R-2007). The agreement must include Part C to B transition activities along with Child Find, financial, and dispute resolution obligations.

The document “*Transition at age 3: Late Referral Procedures*” was developed by the Part C/B interagency transition team in October 2008. This document outlines the procedures necessary to fully inform families about their options prior to making a decision and providing their written consent for the purpose of initial evaluation and/or for the initial provision of services under Part C and/or Part B. This document was disseminated statewide to Part C and B personnel in December 2008. The document “*IDEA Part C Early Intervention Birth to 3 Child Find/Initial Evaluation Process*” was developed by the interagency transition team in November 2008. Based on the Part C Interagency Agreement (R-2007), this document outlines the Part C initial evaluation process from referral through development of the IFSP.

Finally, Vermont Part C and the Vermont Department of Education developed joint communications to the field clarifying requirements and promoting best practices in order to ensure a smooth and effective transition for children and families who transition from Part C to Part B services.

Vermont’s Part C and B interagency transition team was honored to be invited and pleased to present Vermont’s Part C to B transition ‘Triage’ and ‘Wellness’ improvement activities and resources during the 2008 National Accountability Conference and the 2008 OSEP Early Childhood Conference.

The interagency transition team continues to engage in efforts to maintain compliance and enhance transition planning for all regional EIPs and LEAs, including further policy guidance revisions on late referral from C to B (based on the December 2009 Part C to B Transition FAQs from OSEP) and clarification to all transition requirements.

Activities that will contribute to further enhancing Vermont Part C correctly implementing the transition regulatory requirements include the guidance and technical assistance provided through the Office of Special Education’s Verification Visit conducted in August 2009. The recent national dissemination of the document “*OSEP Early Childhood Transition FAQs-SPP/APR Indicators C-8 and B-12*” and the focus on this document during OSEP’s February 2010 SPP/APR Technical Assistance monthly call will be additional valuable resources and activities.

### **Table 8B-2: Verification of Timely Correction of FFY 2007 Finding of Noncompliance Indicator 8B** Level of compliance (actual target data) State reported for FFY 2007 for this indicator: **95%**

Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance for Indicator 8B per OSEP’s June 1, 2009 FFY 2007 response table.

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1. Number of findings of noncompliance the State made during FFY 2007 (the period from July 1, 2007, through June 30, 2008)	1
2. Number of FFY 2007 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	1
3. Number of FFY 2007 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	0

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Based on Regional EIP 8's 100% compliance in its self-assessment, Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance. State Part C staff verified that the LEA ultimately received notification for the 2 children about whom the LEA was not timely notified. The regional EIP supervisor indicated that EIP staff missed the notification deadline for these two children. Regional EIP 8 demonstrated 100% compliance (24 children, 24 timely notifications) in the analysis of the Child Count Database 12/1/08, indicating that this regional EIP is correctly implementing the specific regulatory requirement, consistent with OSEP Memo 09-02. This regional EIP has received intensive technical assistance since 2005, especially from the Part C/B State team around transition; underwent a change in the "Host Agency" for early intervention services; and reviewed and revised its supervision and staffing infrastructure, all of which have contributed to the regional EIP's progress in meeting the compliance requirements of 8B. Regional EIP 8 received a determination of "Needs Assistance" during FFY 2007, and submitted a Program Improvement Plan that documented specific strategies to meet the requirements of Indicator 8B.

Vermont Part C's high level of compliance for Indicator 8B during FFY 2008 and its consistent progress towards 100% compliance, further indicates that the regional Early Intervention Programs (EIPs) are correctly implementing this specific regulatory requirement.

**Table 8C-2: Verification of Subsequent Correction of Remaining FFY 2005 Findings of Noncompliance Indicator 8C**

Part C state staff verified that Regional EIP 4 subsequently corrected its remaining FFY 2005 finding of noncompliance for Indicator 8C per OSEP's June 1, 2009 FFY 2007 response table.

1. Number of remaining FFY 2005 findings of noncompliance noted in OSEP's June 1, 2009, FFY 2007 APR response table for this indicator	1
2. Number of remaining FFY 2005 findings the State has verified as corrected	1
3. Number of remaining FFY 2005 findings the State has NOT verified as corrected [(1) minus (2)]	0

Part C state staff verified that Regional EIP 4 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance demonstrated in a desk audit of 60 consecutive days (August through October) of data from the Child Count Database 12/1/09 (12/2/08 to 12/1/09). During FFY 2005, 29 children did not receive timely transition conferences; in FFY 2006, 14 children did not receive timely transition conferences; in FY 2007, 8 children did not receive timely services; and in FFY 2008, 6 children did not receive timely services. Part C state staff verified during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), 12/1/07 (12/2/06 to 12/1/07), and 12/1/08 (12/2/07 to 12/1/08) that transition conferences were conducted for all 57 children. The range of days that transition conferences were held prior to the 57 children turning three was:

- FFY 2005 (n = 29): Data are unavailable



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- FFY 2006 (n = 14): 81 to 8 days
- FFY 2007 (n = 8): 76 to 22 days
- FFY 2008 (n = 6): 82 to 9 days

LEA personnel scheduling conflicts were the primary reasons for the delays across these reporting years.

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Regional EIP 4 demonstrated 91% compliance (40/44) on its self-assessment. Regional EIP 4 demonstrated 95% compliance (125/131) in the analysis of the Child Count Database 12/1/08. Part C state staff reviewed these data from the Child Count Database again prior to submission of this report. State Part C staff found that Regional EIP 4 demonstrated 100% compliance during the time period 7/11/08 to 12/1/08, indicating that this regional EIP was correctly implementing the specific regulatory requirement during this point in time, and the 100% compliance demonstrated during the desk audit of the 12/1/09 Child Count Database further indicates correct implementation of this regulatory requirement.

Based on the fact that this regional EIP's Director has identified specific challenges related to their collaboration with their partner LEAs as significant factors that impact timeliness related to transition conferences (as well as to other requirements for timely services), Part C state staff and the Part C/B state team have been problem solving these challenges with the regional EIP staff, including tracking data to see if there is a correlation between noncompliance and specific LEAs that provide service coordination. State Part C staff provided specific guidance to this regional EIP staff (and to the other regional EIPs) informing them that the transition conference can still occur without LEA participation. If the LEA is not present, the service coordinator must provide parents at the conference with information about Part B preschool services, consistent with IDEA Section 635(a)(6) and that an additional meeting(s) can be scheduled to accommodate the presence of the LEA personnel and the development of the Individualized Education Plan. It is felt this process will continue to strengthen the partnerships and result in strategies to address specific issues. Based on her analysis of more recent data, Regional EIP 4's Director also has identified the need to address the high caseload of one of her service coordinators to ensure strategies are in place to meet the timeline requirements. Systemic issues have continued to have an impact on 8C compliance in Regional EIP 4, but the region has demonstrated consistent and significant progress towards meeting full compliance. The Part C and B 619 staff feel that because of the multiple systemic issues, Regional EIP 4 may require additional time and effort to achieve full compliance. Part C state staff have been very impressed with the commitment of its EIP director and staff to actively engage in program improvement efforts. These program improvement efforts were reflected in this regional EIP receiving a determination of "Needs Assistance" in FFY 2008 following a determination of "Needs Intervention" in FFY 2007.

Vermont Part C's high level of compliance for Indicator 8C during FFY 2008 and its consistent progress towards 100% compliance further indicate that the regional Early Intervention Programs are correctly implementing this specific regulatory requirement.

### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines /**

**Resources for FFY 2008:** Revisions to the Measurement instructions for Indicator 8 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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.  
 States are required to use the “Indicator 9 Worksheet” to report data for this indicator (see Attachment A).

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	100%

**Actual Target Data for FFY 2008:** 2 timely corrections of 2 Findings = **100%**. See Attachment 1: Part C Indicator C 9 Worksheet.

**Data Source(s):** Child Count Database 12/1/07, 12/2/06 to 12/1/07; On-Site File Reviews Fall 2007; ECO Family Survey Spring 2008; Regional EIP Self-Assessments Spring 2009; Child Count Database 12/1/08, 12/2/07 to 12/1/08; Child Count Database 12/1/09, 12/2/08 to 12/1/09.

**Data Analysis for Indicator 9, General Supervision, FFY 2008:**

During FFY 2007, Vermont Part C conducted a desk audit of data of the Child Count Database 12/1/07 (12/2/06 to 12/1/07) containing data from all 12 regional Early Intervention Programs (EIPs), and conducted on-site file reviews in all 12 regional EIPs during Fall 2007. Part C state staff also reviewed data from the ECO Family Survey conducted Spring 2008. Based on analysis of the Child Count Database 12/1/07, Part C state staff identified two findings of noncompliance in FFY 2007 in **Indicators 1 and 8B** in regional EIP 8. This regional EIP submitted a Program Improvement Plan that documented specific strategies to meet the requirements of these indicators and timely corrected both findings in FFY 2008 (see “Correction of FFY 2007 Findings of Noncompliance Timely Corrected” below).

The desk audit of the Child Count Database 12/1/07 and the on-site Fall 2007 file reviews enabled Vermont Part C staff to monitor all programs and all indicators to identify findings of noncompliance. No

findings of noncompliance were identified from on-site file reviews or from review of data from the ECO Family Survey Spring 2008. Conducting a desk audit of the entire Child Count Database 12/1/07 was a more comprehensive way to identify noncompliance and ensure corrective action. The fact that Vermont Part C uses a manual data management system stretches limits staff capacity to conduct more frequent and on-site file reviews in the 12 regional EIPs. Part C staff required all regional EIPs to conduct self-assessments during FFY 2008 to provide an additional data source to verify correction of noncompliance.

Through the FFY 2007 reporting year, Part C Vermont had a threshold of 90% below which it identified noncompliance. A team from the Office of Special Education Programs conducted a verification visit in August 2009. Based on this visit and the follow-up letter received by the Secretary of the Vermont Agency for Human Services on January 13, 2010, OSEP directed Vermont Part C to revise its practice and identify all noncompliance without establishing as absolute a 90% threshold. It is a given that the definition of compliance is 100% per IDEA sections 616, 635(a)(10)(A) and 642 and 34 CFR §303.501. **Vermont Part C did revise its practice for identifying noncompliance during analysis of the Child Count Database 12/1/08 and identified all noncompliance without establishing as absolute a 90% threshold.** New findings reported under Indicators 1 and 7 in this FFY 2008 APR reflected this change in practice. Prior to submission of the 2008 APR, Part C state staff reviewed the data from the Child Count Database 12/1/07 again and, based on the data from each of the 12 regional EIPs, again identified the same two findings of noncompliance for FFY 2007 in Regional EIP 8 and no findings in the other 11 regional EIPs. When identifying noncompliance in FFY 2007, Part C Vermont continued to take into account factors such as number of children, reasons for noncompliance, and isolated/individual vs. systemic incidences of noncompliance. **Two new improvement strategies were added to the February 1, 2010 revised version of the SPP** to ensure Regional EIPs and partner providers understand that the definition of compliance is 100%.

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:**

During FFY 2008, Vermont Part C demonstrated 100% compliance for Indicator 9, significant progress from its 85% compliance in FFY 2007. For the first time, Vermont Part C required all regional EIPs to conduct self-assessments in FFY 2008. The purpose of the self-assessment was to: 1) verify timely correction of findings of noncompliance, 2) verify subsequent correction of remaining noncompliance from previous years, 3) reinforce self-assessments as part of ongoing supervision to promote program improvement in the regional EIPs, and 4) provide a vehicle for on-site technical assistance, i.e., Part C state staff scheduled follow-up visits to regional EIPs to verify and discuss results and address specific needs identified by regional EIP staff.

Vermont Part C continued to revise its MS ACCESS database during FFY 2008 to ensure collection of accurate data. As discussed previously under indicators 1, 7 and 8, the comprehensive instructions and forms for the monthly/annual Child Count 12/1/08 were revised to require regional EIP staff to mark themselves “compliant” or “noncompliant.” Having the regional EIP staff determine their compliance prior to submission further reinforced the 100% compliance requirement for Indicator 1, supported regional EIP staff in being vigilant in their documentation, provided consistent guidance/orientation to this requirement, and reinforced Regional EIP staff’s responsibility to systematically determine their own compliance. Annual work specifications with the regional EIPs continued to prioritize and reinforce compliance and the importance of submission of timely and accurate data. The Annual Determination process and Public Reporting have provided additional incentives for regional EIP staff to achieve 100% compliance and improve results for infants and toddlers and their families. During the FFY Determination process, nine of 12 regional EIPs were in the category of “Meets Requirements,” and three in “Needs Assistance.” This was substantial progress from FFY 2007, when two regions were in “Meets Requirements,” six in “Needs Assistance,” and four in “Needs Intervention.” During FFY 2008, the integration into the annual budget process of Program Improvement and Wellness Plans developed as a result of the annual determination process further reinforced for the regional EIPs the critical importance of achieving compliance and improved results.

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During FFY 2008, Vermont Part C staff continued to monitor regional EIPs through their monthly desk audit of the child count data and discussed the data during weekly staff meetings and with the regional EIPs. These data, along with other data and information, enabled Part C staff to follow up on any data “anomalies” as well as identify systemic noncompliance and provide targeted and intense technical assistance, as occurred particularly in Regional EIPs 4 and 8. Ongoing review of monthly data also enabled Part C staff to verify that, although late, each individual child received all her services. Several regional EIP Directors/Supervisors frequently contacted Part C staff about their data and all regional EIPs are using their data to make program improvement efforts.

Vermont Part C continued to prioritize development and implementation of an on-line, real time data management system. Part C ARRA funds received in FFY 2008 have been dedicated to this effort and full implementation will occur by December 2011. The Agency of Human Services recently put out a Request for Proposal and received bids for the initial analysis and functional design. This database will address the data management needs of Part C as well as the other two services comprising Children’s Integrated Services. Based on a January 2010 report from a Steering Team to the Vermont Joint Legislative entitled “Challenges for Change: Results for Vermonters,” state databases must have the capacity to link to each other to ensure families receive coordinated, non-duplicative services. In spite of Vermont Part C’s continuing use of a manual “paper and pencil” system for data management, state Part C staff are maximizing staff capacity and making ongoing adjustments to ensure the validity and accuracy of the data. As a result of these adjustments, Vermont Part C has made consistent progress in being able to analyze more current data to identify findings of noncompliance, verify correction of findings/remaining noncompliance, identify “data trends” and conduct root cause analyses with regional EIPs, identify technical assistance needs, and incorporate more current data into the Annual Determination process.

Vermont Part C staff continued to access multiple technical assistance sources during FFY 2008. Staff held monthly TA calls with its OSEP State Contact, participated in NERRC-sponsored monthly teleconferences and webinars on General Supervision and in its regional annual meeting via iLinc,, frequently accessed the RRC’s SPP/APR calendar; and participated in several national meetings, including the OSEP Early Childhood Conference, ITCA annual meeting; and DAC Data Managers and ECO Center meetings.

During the December 2008 OSEP Early Childhood Conference, Part C staff were introduced to the Critical Elements Analysis Guide (CrEAG) document and identified it as a valuable resource for documenting their General Supervision system. Staff contacted their NERRC technical assistance liaison in Spring 2009 to begin the process of completing the CrEAG prior to notification about Vermont Part C’s August 2009 OSEP verification visit, and completed it with their OSEP State Contact and NERRC TA liaison during June, July and August in preparation for the verification visit. Completion of the CrEAG, the verification visit with OSEP, development/implementation of an action plan following the visit, and the January 2010 letter documenting actions needed will have a positive impact on Vermont Part C’s General Supervision system overall, and further enhance Part C’s ability to identify and timely correct noncompliance.

**Correction of FFY 2007 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance):** Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 findings of noncompliance for **Indicators 1 and 8B** per OSEP’s June 1, 2009 FFY 2007 response table.

1. Number of findings of noncompliance the State made during FFY 2007 (the period from July 1, 2007 through June 30, 2008) (Sum of Column a on the Indicator C 9 Worksheet)	<b>2</b>
2. Number of findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding) (Sum of Column b on the Indicator C 9 Worksheet)	<b>2</b>
3. Number of findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Indicator 1**

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Based on Regional EIP 8's 100% compliance in its self-assessment, Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance. State Part C staff verified that the 2 children whose services were not timely ultimately received their services within 35 days of the 30-day timeline of signed parental consent. The lack of a Speech-Language Pathologist who could provide the services in a timely way was the reason that the 2 children's services were untimely. Regional EIP 8 demonstrated 100% compliance (21 of 21 children with timely services) in the analysis of the Child Count Database 12/1/08, assuring that this regional EIP is correctly implementing the specific regulatory requirement, consistent with OSEP Memo 09-02.

This regional EIP has received intensive and ongoing technical assistance since 2005, especially from the Part C/B State team around transition; underwent a change in the "Host Agency" for early intervention services; and reviewed and revised its supervision and staffing infrastructure. During FFY 2008, Regional EIP 8 continued to receive technical assistance. The Children's Integrated Services (CIS) Technical Assistance team, comprised of a designated state Part C staff member and a member of the CIS State Team, made several visits to this region to provide technical assistance around implementation of CIS in the region. Providing timely early intervention, early childhood and family mental health, and family support services is a primary goal of Children's Integrated Services. These on-site technical assistance visits reinforced this priority. The Part C member of this Technical Assistance team also had regular communication via email and telephone with the Part C Supervisor, who often sought technical assistance to ensure her staff were correctly implementing this specific regulatory requirement. Regional EIP 8 received a determination of "Needs Assistance" during FFY 2007, and submitted a Program Improvement Plan that documents specific strategies to meet the requirements of Indicator 1.

**Indicator 8B**

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Based on Regional EIP 8's 100% compliance in its self-assessment, Part C state staff verified that Regional EIP 8 timely corrected its FFY 2007 finding of noncompliance. State Part C staff verified that the LEA ultimately received notification about the 2 children about whom the LEA was not notified in a timely way. The regional EIP supervisor indicated that EIP staff missed the notification deadline for these two children. Regional EIP 8 demonstrated 100% compliance (24 children, 24 timely notifications) in the analysis of the Child Count Database 12/1/08, indicating that this regional EIP is correctly implementing the specific regulatory requirement, per OSEP Memo 09-02. This regional EIP has received intensive technical assistance since 2005, especially from the Part C/B State team around transition; underwent a change in the "Host Agency" for early intervention services; and reviewed and revised its supervision and staffing infrastructure, all of which has contributed to the regional EIP's progress in meeting the compliance requirements of 8B. Regional EIP 8 received a determination of "Needs Assistance" during FFY 2007, and submitted a Program Improvement Plan that documented specific strategies to correctly implement the requirements of Indicator 8B.

**Verification of Subsequent Correction of Remaining FFY 2006 Findings of Noncompliance:**

Part C state staff verified that Regional EIP 4 subsequently corrected its FFY 2006 finding of noncompliance for **Prior Notice**, 34 CFR 303.342(d)(2) per OSEP's June 1, 2009 FFY 2007 response table.

1. Number of remaining FFY 2006 findings of noncompliance noted in OSEP's June 1, 2009, FFY 2007 APR response table for this indicator	1
2. Number of remaining FFY 2006 findings the State has verified as corrected	1
3. Number of remaining FFY 2006 findings the State has NOT verified as corrected [(1) minus (2)]	0

**Prior Notice**

Vermont Part C staff conducted an on-site file review in Regional EIP 4 in October 2009 and verified this regional EIP’s subsequent correction of its remaining FFY 2006 finding in Prior Notice, 34 CFR 303.342(d)(2). Regional EIP 4 demonstrated 100% compliance based on a review of 23 records. During this on-site review, Part C state staff found evidence of the correct implementation and documentation of this regulatory requirement in all files. Regional EIP 4 specifically targeted correct implementation and documentation of this requirement in its Program Improvement Plan submitted FFY 2008. Regional EIP 4’s Director reinforced documentation requirements with staff and conducted regular file reviews to ensure correct implementation and documentation. After completing the file review, Part C state staff discussed the regional EIP’s 100% compliance in this particular requirement with some regional EIP staff. It was obvious that these staff were very proud of their accomplishments and diligence in improving their documentation. Part C state staff found during their on-site file reviews in FFY 2006 (36% compliance) and FFY 2007 (77% compliance) that the primary reason for noncompliance was lack of evidence (i.e., written documentation) in children’s files that Prior Notice was conveyed vs. a violation of correct implementation of this regulatory requirement.

**Verification of Subsequent Correction of Remaining FFY 2005 Findings of Noncompliance:**

Part C state staff verified that regional EIPs 4, 7, and 10 subsequently corrected their FFY 2005 findings of noncompliance for Indicator 7, and Regional EIP 4 subsequently corrected its FFY 2005 finding of noncompliance for Indicator 8C per OSEP’s June 1, 2009 FFY 2007 response table.

1. Number of remaining FFY 2005 findings of noncompliance noted in OSEP’s June 1, 2009, FFY 2007 APR response table for this indicator	4
2. Number of remaining FFY 2005 findings the State has verified as corrected	4
3. Number of remaining FFY 2005 findings the State has NOT verified as corrected [(1) minus (2)]	0

**Indicator 7**

1. **Regional EIP 4:** Part C state staff verified that Regional EIP 4 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance demonstrated in a desk audit of 60 consecutive days (May to July) of more current data from the Child Count Database 12/1/09 (12/2/08 to 12/1/09). During FFY 2005, 43 children did not receive timely services; in FFY 2006, 32 children did not receive timely services; in FY 2007, 20 children did not receive timely services; and in FFY 2008, 12 children did not receive timely services. Part C state staff verified during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), 12/1/07 (12/2/06 to 12/1/07), and 12/1/08 (12/2/07 to 12/1/08) that all 107 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

- FFY 2005 (n = 43): Data are unavailable
- FFY 2006 (n = 32): 46 to 137 days from referral
- FFY 2007 (n = 20): 46 to 165 days from referral
- FFY 2008 (n = 12): 52 to 80 days

The lack of availability of Speech-Language Pathologists and LEA personnel scheduling conflicts were the primary reasons for the delays across the 2005, 2006, 2007 and 2008 reporting years.

Regional EIP 4, which provides services for the greatest number of infants and toddlers in Vermont (approximately 20% of all infants and toddlers receiving services), has made substantial progress since its FFY 2005 finding of noncompliance (72% compliance). During the FFY 2008 reporting year, Regional

EIP 4 engaged in several program improvement efforts with ongoing support from its state Part C/CIS technical assistance liaisons. Through a root cause analysis, Regional EIP 4 staff identified several challenges. Historically, Regional EIP 4 has contracted with their nine partner LEAs to conduct the initial evaluations and assessments and to participate in the initial IFSP meetings. Personnel from these LEAs typically do not work during the summer and this has resulted in either evaluations and assessments or initial IFSP meetings being delayed for those children referred in May/June. This is a systemic issue in this regional EIP. Regional EIP 4's Part C Director and some staff met with each of the nine partner LEAs to continue enhancing their relationships with and understanding of each others' program requirements, while reinforcing each partner's commitment to supporting the unique needs of each child and family. The Part C Director is considering renegotiating contracts with school partners to address some of the challenges and requested data from the Part C state office to determine if some LEA partners were experiencing more challenges than others in meeting the 45-day timeline. During FFY 2008, with family consent, IFSP teams held some initial IFSP meetings on the same day following completion of the all-domain assessment and eligibility determination. This contributed to reducing the number of children whose initial IFSP meetings were untimely.

Part C state staff conducted frequent desk audits of monthly data submitted by Regional EIP 4 to the Part C state office. Additionally, Regional EIP 4 staff reviewed and revised their internal procedures and processes for documentation, data management and supervision. With support from its designated state Part C TA Liaison, the regional EIP implemented a new database system and conducted regular file reviews, not only of their staff files, but also those of the partner agencies that employ Part C service coordinators, i.e., the LEAs and private agencies like Children with Special Health Needs. During FFY 2008, Regional EIP 4 requested and received monthly visits from the state Part C staff (not only its designated TA liaison) to answer questions and review records to address provision of timely services and collaboratively problem solve issues that developed.

Finally, Regional EIP 4 increased personnel capacity to begin to address the increased number of children with significant medical and developmental needs and/or who are experiencing environmental stressors, including substance use and abuse, domestic violence, homelessness, and having a parent or caregiver with her own developmental delays. The Regional EIP Part C Director identified professional development to address some of these challenges. Additionally, Vermont's Center on Disability and Community Inclusion (CDCI), part of a national network of University Centers for Excellence in Developmental Disabilities (UCEDDs) has continued to collaborate with the Department for Children and Families (DCF)/Child Development Division (CDD) (which administers Vermont Part C), to support Vermont's Part C Program and the regional EIPs in program improvement planning efforts. During FFY 2008, Vermont's Part C Coordinator, Terri Edgerton, began discussions with Susan Ryan, Executive Director of the CDCI, about the possibility of awarding a capacity grant to CDCI to access a multidisciplinary early intervention team of providers from CDCI who could provide services specifically in Regional EIP 4. Ms. Edgerton also joined a task force in collaboration with the Vermont Interdisciplinary Leadership Education for Health Professionals (VT-ILEHP), which prepares leaders across the health professions to serve children with special health needs and their families, to further explore strategies for increasing personnel resources.

Regional EIP 4 moved from a determination of "Needs Intervention" during FFY 2006 into a determination of "Needs Assistance" in FFY 2007. The regional EIP staff developed and implemented a Program Improvement Plan documenting specific strategies to meet the requirements of Indicator 7. Although Regional EIP 4 did not demonstrate 100% compliance in the analysis of Child Count Database 121/08 (91% compliance, 117/129), it has demonstrated consistent and substantial progress since FFY 2005 in correctly implementing the regulatory requirements of Indicator 7. Based on the fact that Regional EIP 4 provides early intervention services for 20% of Vermont's Part C population and that its partnerships with its 9 LEAs present multiple systemic challenges, Part C state staff anticipate that it may take Regional EIP 4 more time to reach full compliance for this indicator.

**2. Regional EIP 7:** All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Part C state staff verified that Regional EIP 7 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance in its self-assessment. During FFY 2005, 15 children did not receive timely services; in FFY 2006, 18 children did

not receive timely services; and in FY 2007, 6 children did not receive timely services. Part C state staff verified immediately during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), and 12/1/07 (12/2/06 to 12/1/07), that all 39 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

:

- FFY 2005 (n = 15): Data are unavailable
- FFY 2006 (n = 18): 49 to 90 days
- FFY 2007 (n = 6): 50 to 62 days

The lack of availability of speech-language pathologists and significant injuries incurred by regional EIP staff in car accidents were the primary reasons for the delays across the 2005, 2006, and 2007 reporting years.

Regional EIP 7's 100% compliance (42 of 42 children received timely services) in the analysis of the Child Count Database 12/1/08 indicated that this regional EIP is correctly implementing the specific regulatory requirement, consistent with OSEP Memo 09-02.

**3. Regional EIP 10:** All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Part C state staff verified that Regional EIP 10 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance in its self-assessment. During FFY 2005, 16 children did not receive timely services; in FFY 2006, 6 children did not receive timely services; and in FY 2007, 2 children did not receive timely services. Part C state staff verified immediately during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), and 12/1/07 (12/2/06 to 12/1/07), that all 24 children ultimately received their evaluations and assessments and initial IFSP meetings. The range of days from referral date was:

- FFY 2005 (n = 16): Data are unavailable
- FFY 2006 (n = 6): 46 to 91 days
- FFY 2007 (n = 2): 50 and 62 days

The lack of availability of speech-language pathologists and LEA personnel scheduling conflicts were the primary reasons for the delays across the 2005, 2006, and 2007 reporting years.

Regional EIP 10's 100% compliance (58 of 58 children received timely services) in the analysis of the Child Count Database 12/1/08 indicates that this regional EIP is correctly implementing this specific regulatory requirement, consistent with OSEP Memo 09-02.

Both Regional EIPs 7 and 10 made significant improvement during the FFY 2008 reporting period. State Part C staff continued to provide technical assistance via email, telephone, and during on-site visits, and conducted frequent desk audits of each regional EIP's monthly data submitted to the Part C state office. Staff from the two regional EIPs devoted a great deal of time and effort in collaborating with their partner LEAs (12 in Regional 7, 10 in Regional 10) to develop and implement regional agreements/contracts. These documents clarified roles, responsibilities, and procedures for ensuring correct implementation of specific regulatory requirements and timelines. Both regional EIPs improved the accuracy of their documentation in children's files. Program improvement efforts in these two regions were reflected in the fact they moved from a determination of "Needs Intervention" in FFY 2006 to "Meets Requirements" in FFY 2007. Both regional EIPs developed Wellness Plans to ensure correct implementation of the regulatory requirement for Indicator 7.

### **Indicator 8C**

Part C state staff verified that Regional EIP 4 subsequently corrected its remaining FFY 2005 finding of noncompliance based on 100% compliance demonstrated in a desk audit of 60 consecutive days (August through October) of data from the Child Count Database 12/1/09 (12/2/08 to 12/1/09). During FFY 2005, 29 children did not receive timely transition conferences; in FFY 2006, 14 children did not receive timely transition conferences; in FY 2007, 8 children did not receive timely services; and in FFY 2008, 6 children



did not receive timely services. Part C state staff verified during data analysis of the Child Count Databases 12/1/05 (12/2/04 to 12/1/05), 12/1/06 (12/2/05 to 12/1/06), 12/1/07 (12/2/06 to 12/1/07), and 12/1/08 (12/2/07 to 12/1/08) that transition conferences were conducted for all 57 children. The range of days that transition conferences were held prior to the 57 children turning three was:

- FFY 2005 (n = 29): Data are unavailable
- FFY 2006 (n = 14): 81 to 8 days
- FFY 2007 (n = 8): 76 to 22 days
- FFY 2008 (n = 6): 82 to 9 days

LEA personnel scheduling conflicts were the primary reasons for the delays across these reporting years.

All regional EIPs conducted self-assessments of their files in Spring 2009 and submitted these to the state Part C office. Regional EIP 4 demonstrated 91% compliance (40/44) on its self-assessment. Regional EIP 4 demonstrated 95% compliance (125/131) in the analysis of the Child Count Database 12/1/08. Part C state staff reviewed these data from the Child Count Database again prior to submission of this report. State Part C staff found that Regional EIP 4 demonstrated 100% compliance during the time period 7/11/08 to 12/1/08, indicating that this regional EIP was correctly implementing the specific regulatory requirement during this point in time, and the 100% compliance demonstrated during the desk audit of the 12/1/09 Child Count Database further indicates correct implementation of this regulatory requirement.

Based on the fact that this regional EIP's Director has identified specific challenges related to their collaboration with their partner LEAs as significant factors that impact timeliness related to transition conferences (as well as to other requirements for timely services), Part C state staff and the Part C/B state team have been problem solving these challenges with the regional EIP staff, including tracking data to see if there is a correlation between noncompliance and specific LEAs that provide service coordination. State Part C staff provided specific guidance to this regional EIP staff (and to the other regional EIPs) informing them that the transition conference can still occur without LEA participation. If the LEA is not present, the service coordinator must provide parents at the conference with information about Part B preschool services, consistent with IDEA Section 635(a)(6) and that an additional meeting(s) can be scheduled to accommodate the presence of the LEA personnel and the development of the Individualized Education Plan. It is felt this process will continue to strengthen the partnerships and result in strategies to address specific issues. Based on her analysis of more recent data, Regional EIP 4's Director also has identified the need to address the high caseload of one of her service coordinators to ensure strategies are in place to meet the timeline requirements. Systemic issues have continued to have an impact on 8C compliance in Regional EIP 4, but the region has demonstrated consistent and significant progress towards meeting full compliance. The Part C and B 619 staff feel that because of the multiple systemic issues, Regional EIP 4 may require additional time and effort to achieve full compliance. Part C state staff have been very impressed with the commitment of its EIP director and staff to actively engage in program improvement efforts. These program improvement efforts were reflected in this regional EIP receiving a determination of "Needs Assistance" in FFY 2008 following a determination of "Needs Intervention" in FFY 2007.

#### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines /**

**Resources for FFY 2008:** The following are revisions to Indicator 9 in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C):

1. Revisions to the Measurement instructions for Indicator 9 consistent with Part C Indicator Measurement Table, Expiration Date 11/30/2012

2. Addition of two Improvement Strategies:

- Continue to provide ongoing guidance to reinforce the 100% compliance requirement for Indicators 1, 7, 8A, 8B, 8C with regional EIP staff and partners in writing, during monthly teleconferences, bi-annual meetings, and the Annual Determination
- Develop General Supervision Manual (to include 100% compliance requirements)

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 2008 (7/1/08 to 6/30/09)	100%

**Actual Target Data for FFY 2008:** There were no signed written complaints for the Part C program during this reporting period.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** Part C continued to collaborate with Part B to support Part B’s improvement activities.

Statewide data from the ECO Family Outcomes Survey FFY 2007 reporting year for Outcome 4A, *Percent of Families participating in Part C who report that early intervention services have helped the family know their rights*, demonstrated that Vermont Part C met its state target. Analysis of data at the regional EIP level, however, indicated that some Regional EIPs were below the state target. In the Annual Determination process conducted Spring 2009, state Part C staff discussed Outcome 4A with all Regional EIPs, regardless of whether or not a regional EIP was below, met, or exceeded the state target. State Part C staff required all regional EIPs to address Outcome 4A in their Wellness or Program Improvement Plans. These plans incorporated strategies for ensuring that families receiving Part C services know about and understand their procedural safeguards, and can easily access accurate and appropriate support and information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are no revisions to the SPP for Indicator 10.

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 2008 (7/1/08 to 6/30/09)	100%

**Actual Target Data for FFY 2008:** There were no hearing requests and no adjudications during this time period for the Part C program.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** Part C continued to collaborate with Part B to support Part B’s improvement activities.

Statewide data from the ECO Family Outcomes Survey FFY 2007 reporting year for Outcome 4A, *Percent of Families participating in Part C who report that early intervention services have helped the family know their rights*, demonstrated that Vermont Part C met its state target. Analysis of data at the regional EIP level, however, indicated that some Regional EIPs were below the state target. In the Annual Determination process conducted Spring 2009, state Part C staff discussed Outcome 4A with all Regional EIPs, regardless of whether or not a regional EIP was below, met, or exceeded the state target. State Part C staff required all regional EIPs to address Outcome 4A in their Wellness or Program Improvement Plans. These plans incorporated strategies for ensuring that families receiving Part C services know about and understand their procedural safeguards, and can easily access accurate and appropriate support and information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are no revisions to the SPP for Indicator 11.

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 2008 (7/1/08 to 6/30/09)	Vermont will coordinate with and support Part B targets

**Actual Target Data for FFY 2008:** There were no Part C requests for hearings that went to resolution sessions that were resolved through resolution settlement agreements.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** Part C continued to collaborate with Part B to support Part B’s improvement activities.

Statewide data from the ECO Family Outcomes Survey FFY 2007 reporting year for Outcome 4A, *Percent of Families participating in Part C who report that early intervention services have helped the family know their rights*, demonstrated that Vermont Part C met its state target. Analysis of data at the regional EIP level, however, indicated that some Regional EIPs were below the state target. In the Annual Determination process conducted Spring 2009, state Part C staff discussed Outcome 4A with all Regional EIPs, regardless of whether or not a regional EIP was below, met, or exceeded the state target. State Part C staff required all regional EIPs to address Outcome 4A in their Wellness or Program Improvement Plans. These plans incorporated strategies for ensuring that families receiving Part C services know about and understand their procedural safeguards, and can easily access accurate and appropriate support and information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are no revisions to the SPP for Indicator 12.

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 2008 (7/1/08 to 6/30/09)	Assist Part B in promoting mediation and in reaching Part B targets

**Actual Target Data for FFY 2008:** There were no mediation requests for Part C that resulted in mediation agreements. These Indicator 13 data are consistent with Vermont’s 618 data reported in Table 4 submitted electronically 11/17/09 under “STATUS: REVISION.”

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** Part C continued to collaborate with Part B to support Part B’s improvement activities.

Statewide data from the ECO Family Outcomes Survey FFY 2007 reporting year for Outcome 4A, *Percent of Families participating in Part C who report that early intervention services have helped the family know their rights*, demonstrated that Vermont Part C met its state target. Analysis of data at the regional EIP level, however, indicated that some Regional EIPs were below the state target. In the Annual Determination process conducted Spring 2009, state Part C staff discussed Outcome 4A with all Regional EIPs, regardless of whether or not a regional EIP was below, met, or exceeded the state target. State Part C staff required all regional EIPs to address Outcome 4A in their Wellness or Program Improvement Plans. These plans incorporated strategies for ensuring that families receiving Part C services know about and understand their procedural safeguards, and can easily access accurate and appropriate support and information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are no revisions to the SPP for Indicator 13.

**Part C State Annual Performance Report (APR) for FFY 2008**

**Overview of the Annual Performance Report Development:** Please see description on page 3, Indicator 1.

**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 and settings and November 1 for exiting and dispute resolution); and
- b. Accurate, including covering the correct year and following the correct measurement.

States are required to use the “Indicator 14 Data Rubric” for reporting data for this indicator (see Attachment B).

FFY	Measurable and Rigorous Target
FFY 2008 (7/1/08 to 6/30/09)	100%

**Actual Target Data for FFY 2008: 100%. See Attachment 2: Part C Indicator 14 Data Rubric - revised 4.5.10**

**Data Sources:** Child Count Database 12/1/08, 12/2/07 to 12/1/08 that produces data for the “618” reports and for the SPP and the APR.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008:** Tables 1, 2 and 3 of the 618 report were timely and accurate. Table 4 submitted 10/30/09 was timely and reported 1 mediation but there were “0” mediation requests. Part C staff identified this Table 4 error post-submission, notified DAC, corrected Table 4, and submitted a revised Table 4 under “Status: Revision.”

Vermont Part C continued to use a “paper and pencil” data management system during FFY 2008. Regional EIPs collected and manually submitted monthly child count data and the annual Child Count 12/1/08. Part C state staff entered this data into an ACCESS database for required IDEA Section 618 tables and the SPP/APR. Part C state staff continued to reinforce timeliness of submission and accuracy of data with the regional EIP staff. In addition to child count data, regional EIPs submitted mid-year and annual reports and quarterly invoices. During the Annual Determination process conducted Spring 2009, a regional EIP’s performance in submitting timely and accurate data was integral to its determination status. Two regional EIPs were required to address timely and accurate data on their Program Improvement Plans. Both of these regions demonstrated substantial progress following the determination process. During FFY 2008, Vermont Part C staff attended the Data Managers Meeting to gain resources and information to address specific reporting requirements.

## APR Template – Part C (4)

Vermont

vt-apr-2010c revised 4.5.10.docx revised 4.5.10

Because of the continued use of the manual data management system, increased reporting requirements, a 17% increase in the Part C caseload for FFY 2008 (from 772 in FFY 2007 to 892 in FFY 2008), and limited staff capacity, Vermont Part C in early FFY 2009 implemented some specific improvement strategies and obtained technical assistance that will have a positive impact on future data reporting. Part C state staffing was “restructured,” and there now is an enhanced system of specific checks in place, i.e., one person runs the queries, another person develops the first draft of the 618 report/tables, and two staff (including the Part C Coordinator) review the draft prior to submission. Previously, one staff person was responsible for all of these steps. Terri Edgerton, VT Part C Coordinator, met with Sharon Walsh of the Data Accountability Center at the OSEP Leadership Conference in August 2009 to discuss the concerns with Indicator 14 and strategies to address them. Vermont Part C’s Verification Visit in August 2009 contributed valuable information related to data reporting. Ms. Edgerton is confident that the implementation of the revised system of checks and the restructuring of staff responsibilities will contribute to ensuring Vermont Part C’s future data submissions will be 100% timely and accurate. Finally, although Vermont Part C demonstrated substantial compliance in reporting accurate and timely data in FFY 2008, Part C’s ultimate implementation of a statewide electronic data management system will further enhance Part C Vermont’s capacity to provide timely and accurate data.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2008:** There are revisions to the Measurement instructions for Indicator 14. These revisions are in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website: [http://dcf.vermont.gov/cdd/reports/IDEA Part C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C)

# **VERMONT PART C APR 2008**

## **Appendix A**

### **SPP Indicator 3:**

#### **Child Outcomes for FFY 2008**

### **APR Indicator 4:**

#### **Family Outcomes Cover Letters (2) FFY 2008**

#### **Demographic Page**



**Part C State Performance Plan (SPP) Revised for FFY 2008  
Revised SPP Indicator C3**

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 3:** Percent of infants and toddlers with IFSPs who demonstrate improved:

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

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

**Measurement:**

Outcomes:

- B. 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.

Progress categories for A, B and C:

- 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.

**Summary Statements for Each of the Three Outcomes (use for FFY 2008-2009 reporting):**

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

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

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

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

**Overview of Issue/Description of System or Process:**

As stated in previous version for Indicator 3

**Baseline Data:**

The data reported in the following tables are of children exiting from Vermont’s Part C program between July 1, 2008 and June 30, 2009 who had both entry and exit data and had been in the program a minimum of 6 months. Infants/toddlers were considered ‘comparable to same aged peers’ when they were rated a ‘6’ or ‘7’ on the COSF rating scale.

**Progress Data for Infants and Toddlers Exiting 2008-2009**

A. Positive social-emotional skills (including social relationships):	Number of children	% of children
a. Percent of infants and toddlers who did not improve functioning	6	2.0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	51	16.6%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach	47	15.3%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers	94	30.6%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers	109	35.5%
Total	307	100%
B. Acquisition and use of knowledge and skills (including early language/communication):	Number of children	% of children
a. Percent of infants and toddlers who did not improve functioning	3	1.0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	52	16.6%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach	77	24.5%

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d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers	130	41.4%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers	52	16.6%
Total	314	100%
<b>C. Use of appropriate behaviors to meet their needs:</b>	<b>Number of children</b>	<b>% of children</b>
a. Percent of infants and toddlers who did not improve functioning	1	0.3%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	52	16.8%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach	53	17.2%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers	128	41.4%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers	75	24.3%
Total	309	100%

**Baseline Data for Infants and Toddlers Exiting 2008-2009**

<b>Summary Statements</b>	<b>% of children</b>
<b>Outcome A: Positive social-emotional skills (including social relationships)</b>	
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	71.2%
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program	66.1%

<b>Summary Statements</b>	<b>% of children</b>
<b>Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b>	
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	79%
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program	58%
<b>Outcome C: Use of appropriate behaviors to meet their needs</b>	
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	77.4%

2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program	65.7%
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**Discussion of Baseline Data:**

This is the first year that baseline data is available for this indicator. Baseline data is available on 315 infants and toddlers for the reporting period, July 1, 2008 through June 30, 2009. This represents a substantial increase over last year’s total of infant/toddlers (n = 187).

**Participation Rate:**

Results from the FFY 2008 (7/1/08 – 6/30/09) analysis is not yet inclusive of a full cohort of children receiving services statewide (i.e., children receiving Part C services for between 6 and 36 months). This report represents data for children in the three pilot sites beginning April 1, 2006, with a potential timeframe for child participation in COSF data collection between 6 and 38 months, as well as statewide data beginning October 1, 2006 with a potential timeframe for child participation in COSF data collection between 6 and 33 months. The potential for a complete statewide cohort will occur 3 years from the date of statewide initiation of COSF data collection, October, 2009.

In terms of statewide participation rate, data were available on at least one outcome for 315 children, while data were available for 302 children on all three outcomes. As a result, data totals for each of the three outcomes are different (Outcome 3A = 307, Outcome 3B = 314, and Outcome 3C = 309). COSF data were reviewed for completeness and accuracy which would impact the totals for each outcome. Issues included missing data (either entry or exit ratings, or progress categories) or data mistakes (inaccurate ratings or progress responses) on 13 children (5%).

To reduce COSF errors and to increase reliability of COSF data, regional trainings were conducted in 6 of the 12 regions during the spring, 2009. The trainings reviewed FAQs, COSF forms and ratings, and addressed data inconsistencies. In addition, child outcome purpose and results from FFY 2007 were presented at the spring 2009 meeting of the Host Agency directors. Recently (12/09), Vermont Parts B-619 and C invited our NECTAC representatives to conduct a statewide conference that stressed the importance and benefits of collecting data on Child Outcomes and reviewed processes for determining rating and progress. At this conference, Part C regions were given a report of their COSF data along with some charts that are calculated in the ECO conversion excel spreadsheets. This strategy had a major impact on many of the regions, helping them to experience the impact of incomplete and inaccurate data on their region’s outcomes. Follow-up statewide calls and targeted TA will occur this spring in order to address reliability issues. In addition, regions will continue to receive reports of COSF data on an ongoing basis.

Another challenge to the data participation rate is whether all children who exited Part C during the APR 2008 timeframe (July 1, 2008 through June 30, 2009) and had 6 months of service are represented in the COSF data base. In order to track this, a baseline for missing child outcome data was calculated for each region by comparing the number of complete sets of COSF data to the total number of exits for the reporting period. Despite our ‘pencil and paper’ status, this is now possible, as exits are entered into the data base by the state on an ongoing basis. In order to support region accountability, regions were recently sent a table identifying children who were missing ‘entry ratings only’, ‘exit ratings only’ or ‘both entry/exit ratings’, as well as the percentage this missing data represented for their region. The range of missing data for regions was from 5% to 48%. The state will continue to report this data to regions and expect regions to identify strategies that support collection of complete and accurate child outcome data.

**Results:**

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As was the case in the previous two years, percentages for OSEP's category 'a' across all three outcomes are very small. This category may represent children with significant delays, a degenerative condition, or an infant who hasn't begun to exhibit delays at entry. As expected, there was a slight increase in this category this year, since the data now include children in the program upwards of the potential 33 months and therefore, infants/toddlers with more significant delays.

Statewide results for children in OSEP category 'b' were approximately 17% across all three child outcomes (Outcome 3A = 16.6%, Outcome 3B = 16.6%, Outcome 3C = 16.8%). The range of results for regions in this category is given in the following table:

High/Low percentages in category 'b' for each outcome FFY 2008			
	Outcome 3A	Outcome 3B	Outcome 3C
High Percentage/ EIP	33.3%/ EIP 9	37%/EIP12	41%/ EIP 6
Low Percentage/ EIP	0%/ EIP 8	0%/EIPs 2 and 8	0%/ EIP 8

Of the three to five regions that had a higher percentage of children in this category (over 25%), three regions were high in this category across all three outcomes. A closer examination is needed to determine the root cause of these findings, including whether this continues to be a pattern in these regions. Potential causes could include a higher percentage of children with more challenging disabilities, rating inaccuracies, or programmatic needs. Another finding demonstrated in the above table is that one region had no children in this category across all three outcomes. Upon closer examination of this region's performance in the other progress categories, Region 8 had between 55% and 60% of their children in category 'c' (an outlier when compared to other regions in category 'c').

In category 'e', there is a large difference between findings for Outcome 3A (36%) and Outcomes 3B (17%) and 3C (24%). Findings from FFY 2008 indicate that a larger number of children enter and maintain functioning at a level 'comparable to same age peers' in the outcome on social emotional relationships. It is expected that as a CSEFEL and CELL state in its third year, Vermont will experience improvement in Outcomes 3A and 3B over time. Another finding regarding this category was that 25 children (8.28%) were identified in category 'e' across all three outcomes. This occurred in 10 out of 12 regions and ranged from 4% to 20%. A higher percentage of category 'e' impacts the results of OSEP's Summary Statement 2.

The results from these three categories will continue to be monitored through the ongoing regional reports as they affect reliability of summary statement findings. Inconsistencies will continue to be addressed through technical assistance and highlighted for regions in their COSF data reports.

**Measurable and Rigorous Targets:**

**Targets for Infants and Toddlers Exiting in FFY 2009 (2009-10) and FFY 2010 (2010-2011) and Reported in Feb 2011 and Feb 2012**

Summary Statements	Targets for FFY 2009 (% of children)	Targets for FFY 2010 (% of children)			
<b>Outcome A: Positive social-emotional skills (including social relationships)</b>					
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	71.4%	71.9%			
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program	61.3%	61.8%			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="175 842 1062 1018">Summary Statements</th> <th data-bbox="1062 842 1230 1018">Targets for FFY 2009 (% of children)</th> <th data-bbox="1230 842 1382 1018">Targets for FFY 2010 (% of children)</th> </tr> </thead> </table>			Summary Statements	Targets for FFY 2009 (% of children)	Targets for FFY 2010 (% of children)
Summary Statements	Targets for FFY 2009 (% of children)	Targets for FFY 2010 (% of children)			
<b>Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b>					
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	79.2%	79.7%			
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program	58.2%	58.7%			
<b>Outcome C: Use of appropriate behaviors to meet their needs</b>					
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	77.6%	78.1%			
2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program	65.9%	66.4%			

Targets were set at a slight increase (.2%) for FFY 2009 and .5% increase for FFY 2010. Potential targets and state improvement activities were reviewed and approved by the ICC at its annual retreat in November and a sub-committee of the ICC was named to give the final approval as well as provide ongoing support and guidance on this Indicator. The committee agreed that many of the improvement strategies in place will have a positive effect on data quality over time. However, it was thought that data results may be inflated for several reasons, including the inclusion of children who are rated in category 'e' across all three outcomes, a data base not yet inclusive of all children with the most significant delays,

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and the category 'e' being high in some regions. Consideration of all these factors led the ICC to be cautious in setting targets for FFY 2009.

Program improvement strategies addressing missing and inaccurate data will be addressed by ongoing COSF data entry at the state level following child count data entry, and periodically giving data reports to regions with missing and inaccurate data highlighted. Analyses that highlight challenging areas and help to improve data quality will also be shared with regions. Regional TA and statewide calls/webinars (with continued support from NECTAC) will be continued with the purposes of gleaning regional issues interfering with quality data collection, and supporting the development and implementation of regional EIP Program Improvement Plans addressing this indicator.

### **Improvement Activities/Timelines/Resources:**

State improvement activities for this indicator remain the same and can be found in the February 1, 2010 revised version of the SPP posted on the Vermont Part C website:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C).



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**DEPARTMENT FOR CHILDREN AND FAMILIES**

*The Family Infant and Toddler Program*

May 22, 2009

Dear Family,

Every spring, Vermont conducts a survey of families who receive services from the Family, Infant and Toddler Program (FITP). It is one way to learn about your experience with FITP services. Your response to this survey will help us to evaluate and improve our program.

The survey should take about 10 minutes to complete. If you would like to add a comment, there is a space for them on the first page of the survey. This year we are offering three ways to return your survey:

1. Mail your completed survey in the enclosed self-addressed envelope;
2. Respond to the survey by phone with a state representative by calling (802) 241-1072 to set up a time that is convenient to you; or
3. Put your completed survey in the enclosed envelope, seal it and give to your provider.

***All survey responses are anonymous and confidential.*** Your answers will be combined with those of other families to create an overall picture of families' views. Survey totals are reported for the state and each region. You can see some of the results from last year's survey on the web at:

[http://dcf.vermont.gov/cdd/reports/IDEA\\_Part\\_C/public\\_reports](http://dcf.vermont.gov/cdd/reports/IDEA_Part_C/public_reports)

Scroll down till you see Indicator 4a, 4b and 4c and click for Family Survey results.

We hope completing this survey will give you an opportunity to think about the services you and your child receives. Please respond to the survey by June 30<sup>th</sup>.

Thank you very much,

The Family, Infant and Toddler Program





**DEPARTMENT FOR CHILDREN AND FAMILIES**

*The Family Infant and Toddler Program*

Child Development Division

103 Main Street – 2 North

Waterbury, VT 05671

July 9, 2009

Dear Family,

In May, the enclosed survey “*How are we doing?*” was mailed to all families served by the Family, Infant and Toddler Program. We really appreciate those of you who already completed our survey. We know that you are busy and want you to know that we take your feedback very seriously.

At this time, we are resending the survey so that those of you who did not get a chance to respond can do so. A higher number of responses will give us a wider range of information about family experiences with our program. Please take a few minutes to complete the survey if you did not get a chance to do this the first time.

**What am I being asked to do?**

- If you already filled out and returned your survey – you can stop here and again thank you so much for your feedback!
- If you did not have the opportunity to return the original survey – NOW is the time! Your family’s experience will help us learn about how our program helps families and their young children and also how we can improve.

**How do I respond? You choose.**

4. **By mail** in the enclosed addressed stamped envelope; or
5. **By phone** with Lianne (a state representative for FITP). She can be reached at 802-241-1072 and will set up a time that is convenient to you; or
6. **Give your completed survey** to your FITP provider in the enclosed envelope. Seal the envelope to ensure your privacy.

Please complete your survey by **July 30, 2009**. Your feedback will make a difference.

Thank you,

Maureen Sullivan and Lianne Petrocelli  
The Family, Infant and Toddler Progra

