

2004 TARGETS FOR INFANT & TODDLER CONNECTION OF VIRGINIA

From January 1, 2004 – December 31, 2004

CHILD FIND/PUBLIC AWARENESS

PERFORMANCE INDICATOR:

The percentage of eligible infants and toddlers with disabilities in Virginia that are receiving Part C services compares to State and National data for the percentage of infants and toddlers with developmental delays.

PROJECTED TARGETS

1. Based on new prevalence data that will be available from the cost study in Spring 2004, Virginia will develop specific targets and activities related to child find and public awareness. This new data will be used to allocate resources and target technical assistance, public awareness and child find efforts to address any identified weaknesses – in certain areas of the state, with any certain populations, etc.

PERFORMANCE INDICATOR

The percentage of eligible infants with disabilities in Virginia under the age of one that are receiving Part C services is comparable with State and National data.

PROJECTED TARGETS

1. Based on new prevalence data that will be available from the cost study in Spring 2004, Virginia will develop specific targets and activities related to child find and public awareness. This new data will be used to allocate resources and target technical assistance, public awareness and child find efforts to address any identified weaknesses – in certain areas of the state, with any certain populations, etc.

SERVICES IN NATURAL ENVIRONMENTS

PERFORMANCE INDICATOR

CE I. All families have access to a Service Coordinator that facilitates ongoing, timely early intervention services in natural environments

PROJECTED TARGETS

1. All councils will be in compliance with the 45 day timeline requirement by March 31, 2004
2. Response percentages to family survey questions listed in the Trend Data section will be at least maintained.
3. At least 2 other sources of data will be developed and used to better document that families begin receiving their early intervention services in a timely manner following IFSP development.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS

Target 1: All councils will be in compliance with the 45-day timeline requirement.

- Continue to provide individualized technical assistance to those councils who are not in compliance with the 45-day timeline
- Provide statewide technical assistance through regional meetings (and possibly through a written technical assistance document) on the intake and evaluation process, which is a projected priority topic for technical assistance in 2004. Information and support on this topic is expected, among

other outcomes, to assist councils in maintaining or achieving compliance with the 45-day timeline.

Target 2: Response percentages to family survey questions listed in the Trend Data section will be at least maintained.

- Continue Kaleidoscope Service Coordination Training/Expand Service Coordination Training to include Level II for those service coordinators who have completed the initial training
- Apply for grant to evaluate effectiveness of service coordination models in Virginia
- Develop and implement orientation training module for all EI providers (including service coordinators), which will help ensure consistent understanding of Virginia's Part C early intervention system and its philosophy of family-centered services in natural environments

Target 3: At least 2 other sources of data will be developed and used to better document that families begin receiving their early intervention services in a timely manner following IFSP development.

- Determine whether there are existing mechanisms (e.g. chart review, family interviews during on-site MIMS visits, family survey) through which this data can be gathered.
- Determine whether already-planned enhancements to the ITOTS data system will assist in gathering this data.
- Implement the mechanisms determined most appropriate

PERFORMANCE INDICATOR

CE.II. The evaluation and assessment of child and family needs leads to identification of all child needs, and the family needs related to enhancing the development of the child.

PROJECTED TARGETS

1. All local councils will demonstrate compliance with the requirement that the evaluation of each child includes an evaluation of the child's level of functioning in cognitive, physical, communication, social or emotional, and adaptive development.
2. Response percentages to family survey questions listed in the Trend Data section will be at least maintained.
3. Percentage of MIMS sites responding "always" to the MIMS indicators listed in the Trend Data section will increase.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

Target 1: All local councils will demonstrate compliance with the requirement that the evaluation of each child includes an evaluation of the child's level of functioning in cognitive, physical, communication, social or emotional, and adaptive development.

- Develop and submit to OSEP, no later than August 1, 2004, a plan of improvement detailing activities and timelines to accomplish this target.
- Activities already planned that will address this target include the following:
 - Provide statewide technical assistance through regional meetings (and possibly through a written technical assistance document) on the intake and evaluation process, which is a projected priority topic for technical assistance in 2004.
 - Develop and implement orientation training module for all Part C providers, which will help ensure consistent understanding of Virginia's Part C early intervention system and its requirements
 - Support localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target.

Target 2: Response percentages to family survey questions listed in the Trend Data section will be at least maintained.

- Provide statewide technical assistance through regional meetings (and possibly through a written technical assistance document) on the intake and evaluation process, which is a projected priority topic for technical assistance in 2004.
- Continue to provide technical assistance to local councils, as needed.

Target 3: Percentage of MIMS sites responding “always” to the MIMS indicators listed in the Trend Data section will increase

- Provide statewide technical assistance through regional meetings (and possibly through a written technical assistance document) on the intake and evaluation process, which is a projected priority topic for technical assistance in 2004.
- Develop and implement orientation training module for all Part C providers, which will help ensure consistent understanding of Virginia’s Part C early intervention system and its requirements
- Provide support to localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target.
- Continue to provide technical assistance to local councils, as needed.

PERFORMANCE INDICATOR

CE III. IFSPs include all the services necessary to meet the identified needs of the child and family. All the services identified on IFSPs are provided.

PROJECTED TARGETS

1. Continue to improve the link between supports and services listed on the IFSP and the identified interests, priorities, needs, and strengths of the child and family.
2. At least 1 other source of data will be developed and used to better document that the services identified on IFSPs are provided.
3. Response percentages to family survey questions listed in the Trend Data section will be at least maintained.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

Target 1: Continue to improve the link between supports and services listed on the IFSP and the identified interests, priorities, needs, and strengths of the child and family.

- Conduct evaluation/needs assessment with local councils and participating agencies/providers in order to plan and implement effective, continued training and support for implementation of individualized supports and services in the context of daily routines, activities and settings
- Develop and implement orientation training module for all Part C providers, which will help ensure consistent understanding of Part C requirements and Virginia’s Part C philosophy
- Provide support to localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target
- Continue to provide targeted technical assistance on the local and regional level to address informational and support needs related to individualizing supports and services (e.g. writing functional outcomes based on everyday routines, activities and places that also meet insurance reimbursement requirements)

Target 2: At least 1 other source of data will be developed and used to better document that the services identified on IFSPs are provided.

- Determine whether there are existing mechanisms (e.g. chart review, family interviews during on-site MIMS visits) through which this data can be gathered.
- Determine whether already-planned enhancements to the ITOTS data system will assist in gathering this data.
- Implement the mechanism(s) determined most appropriate to gather supporting data on whether services listed on the IFSP are actually provided

Target 3: Response percentages to family survey questions listed in the Trend Data section will be at least maintained.

- Conduct evaluation/needs assessment with local councils and participating agencies/providers in order to plan and implement effective, continued training and support for implementation of individualized supports and services in the context of daily routines, activities and settings
- Continue to provide targeted technical assistance on the local and regional level to address informational and support needs related to individualizing supports and services

PERFORMANCE INDICATOR

CE IV. Children are receiving services primarily in natural environments. For children who are not, they have IFSPs that justify why services are not provided in natural environments.

PROJECTED TARGETS

1. Continue to increase the percentage of services provided in natural environments.
2. Continue to increase the percentage of respondents who indicate that their child's services were provided as a part of their regular activities.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

Target 1: Continue to increase the percentage of services provided in natural environments

- Conduct evaluation/needs assessment with local councils and participating agencies/providers in order to plan and implement effective, continued training and support for implementation of individualized supports and services in the context of daily routines, activities and settings
- Develop and implement orientation training module for all Part C providers, which will help ensure consistent understanding of Part C requirements and Virginia's Part C philosophy
- Continue to provide targeted technical assistance on the local and regional level to address informational and support needs related to individualizing supports and services
- Provide support to localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target

Target 2: Continue to increase the percentage of respondents who indicate that their child's services were provided as a part of their regular activities

- Conduct evaluation/needs assessment with local councils and participating agencies/providers in order to plan and implement effective, continued training and support for implementation of individualized supports and services in the context of daily routines, activities and settings
- Develop and implement orientation training module for all Part C providers, which will help ensure consistent understanding of Part C requirements and Virginia's Part C philosophy

- Continue to provide targeted technical assistance on the local and regional level to address informational and support needs related to individualizing supports and services
- Provide support to localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target

PERFORMANCE INDICATOR

CE.V. A significant percentage of children participating in the Part C program demonstrate improved and sustained functional abilities (cognitive development; physical development, including vision and hearing; communication development; social or emotional development; and adaptive development.)

PROJECTED TARGETS

1. Develop a mechanism(s) to document children’s improved and sustained functional abilities in all areas of development.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

Target 1: Develop a mechanism(s) to document children’s improved and sustained functional abilities in all areas of development.

- Determine whether there are existing mechanisms (e.g. chart review) through which this data can be gathered.
- Determine whether already-planned enhancements to the ITOTS data system will assist in gathering this data.
- Determine how the selected mechanism will be incorporated into monitoring, supervision and improvement planning at the local and state levels.

CLUSTER AREA: FAMILY CENTERED SERVICES

PERFORMANCE INDICATOR

Outcomes for infants and toddlers and their families are enhanced by family centered supports and systems of services.

PROJECTED TARGETS

1. Response percentages to family survey questions listed in the “Trends” Section will be at least maintained.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS

Target 1: Response percentages to family survey questions listed in the “Trends” Section will be at least maintained.

- Conduct evaluation/needs assessment with local councils and participating agencies/providers in order to plan and implement effective, continued training and support for implementation of individualized supports and services in the context of daily routines, activities and settings
- Continue to provide targeted technical assistance on the local and regional level to address informational and support needs related to individualizing supports and services
- Support localities to continue to use the quarterly record review process begun in 2003 to monitor their compliance with this target
- Implement an orientation training module for all Part C providers, which will help ensure consistent understanding of Part C requirements and Virginia’s Part C philosophy

- Continue Kaleidoscope Service Coordination Training/Expand Service Coordination Training to include Level I and Level II
- Continue to infuse concepts of family-centered supports and services into all training and technical assistance developed and implemented (e.g. Annual Virginia Early Intervention Conference, Materials developed through the Autism Initiative, etc.)
- Continue to support the Family Involvement Project, which employs a State Part C Family Representative to serve on state-level Part C planning groups, support families who are participating on local councils, and assist with Part C family advocacy efforts.

CLUSTER AREA: GENERAL SUPERVISION

PERFORMANCE INDICATORS

GS I. General supervision instruments and procedures (including monitoring, complaint and hearing resolution, etc.) used by the Lead Agency identify and correct IDEA noncompliance in a timely manner.

PROJECTED TARGETS For January 1, 2004 – December 31, 2004

1. Review final report from GSEG evaluation of the MIMS process. Identify targets to be addressed and plan for implementation. Include reviewing and revising the MIMS indicator rating scale as appropriate.
2. Develop a Plan of Improvement to ensure that adequate follow-up by the Part C office yields resolution of noncompliance issues in one year by August 1, 2004.
3. Develop a Plan of Improvement to address increased submission of Family Surveys by localities by August 1, 2004.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

1. Reconvene CIMP committee (to be re-named at later date). Revise and restructure the function and organization of this group to include assisting in the ongoing implementation of MIMS, advise and assist in the development of Virginia's CIMF, review materials submitted to OSEP and identify Focused Monitoring targets.
2. Develop internal database to track compliance with contract deliverables and local issues of noncompliance.
3. Identify localities that have consistently not submitted Family Surveys. Provide Technical Assistance to assist in determining appropriate strategies to increase Family Survey returns.

PERFORMANCE INDICATOR

GS II. Systemic issues are identified and remediated through the analysis of findings from information and data collected from all available sources, including monitoring, complaint investigations and hearing resolutions.

PROJECTED TARGETS For January 1, 2004 – December 31, 2004

1. Develop Plan of Improvement related to increasing family return rate of family surveys to OSEP by August 1, 2004.
2. Develop a Plan of Improvement to ensure that adequate follow-up by the Part C office yields resolution of noncompliance issues in one year by August 1, 2004.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

1. See GS I for Future Activities

PERFORMANCE INDICATOR

GS III. Complaint investigations, mediations, and due process hearings and reviews are completed in a timely manner.

PROJECTED TARGETS For January 1, 2004 – December 31, 2004

1. Develop, disseminate and train families and localities on information in the Dispute Resolution Handbook.
2. Continue to meet timelines on requests for dispute resolution.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

1. Develop training module (in collaboration with the Family Involvement Project) to be used with localities and families to introduce Dispute Resolution
2. Work with ODU to determine if content of Administrative Complaints, Mediation and Due Process can be integrated into ITOTS or MIMS.

PERFORMANCE INDICATOR

GS IV. There are sufficient numbers of administrators, service coordinators, teachers, service providers, paraprofessionals, and other providers to meet the identified early intervention needs of all eligible infants and toddlers and their families

PROJECTED TARGETS For January 1, 2004 – December 31, 2004

1. Complete all modules and competency tests needed to successfully implement the Knowledge and Skills Chart.
2. Modify module information for web-based application.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS:

1. Develop and implement Child Development Module, Disabilities Module, Orientation Module and Kaleidoscope II.

PERFORMANCE INDICATOR

GS V: Virginia has procedures and practices to ensure collection and reporting of accurate and timely data.

PROJECTED TARGETS For January 1, 2004 – December 31, 2004

1. Complete integration of MIMS into the ITOTS system
 2. Assist Old Dominion University with the evaluation the pilot sites involved in VISITS
 3. Maintain ITOTS system
 4. Assist the Virginia Department of Health with the implementation and training of VISITS statewide
- Continue discussions with DMAS about implementation of a integrated database.

CLUSTER AREA: EARLY CHILDHOOD TRANSITION

PERFORMANCE INDICATOR

All children eligible for Part B receive the special education and related services they need by their third birthday.

PROJECTED TARGETS

1. All local councils will demonstrate compliance with the 90-day transition conference requirement.
2. A mechanism will be developed and implemented to determine whether children transitioning to Part B actually begin receiving special education and related services by their third birthday.
3. An increased percentage of local councils will respond “always true” for the MIMS indicators listed in the Trend Data section above.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS

1. A Plan of Improvement, with specific activities and timelines, will be developed to address all projected targets related to transition and will be submitted to OSEP no later than August 1, 2004.
2. One activity already planned for 2004 is that state Part B staff will be doing training with all LEAs about Part B requirements associated with children transitioning from Part C to Part B.

PERFORMANCE INDICATOR

All children who are not eligible for services under Part B receive other appropriate services by their third birthday.

PROJECTED TARGETS

1. A mechanism will be developed and implemented to determine whether children who are not eligible for services under Part B actually begin receiving other appropriate services by their third birthday.

FUTURE ACTIVITIES TO ACHIEVE PROJECTED TARGETS/RESULTS

1. A Plan of Improvement, with specific activities and timelines, will be developed to address all projected targets related to transition and will be submitted to OSEP no later than August 1, 2004.