

System Transformation Update

October 1, 2008



**Infant & Toddler
Connection of Virginia**

A NOTE ABOUT THIS UPDATE:

This Update is prepared by the Infant & Toddler Connection of Virginia State Team at DMHMRSAS and is reviewed for accuracy and thoroughness by our partners at DMAS and VDH before it is distributed to the field. Updates will be issued on or about the 1st and 16th of each month.

FISCAL ISSUES:

- A statewide technical assistance teleconference call was held on September 30, 2008. This call was a strategy session to discuss how we can maximize the available Part C funding to support children and families during this fiscal year. The Part C Office will be working with a CoCoA subcommittee to plan next steps that will address the priorities identified during the September 30th call.
- The report required by Budget Item 316 K.2 of the 2007 Appropriations Act has been developed and is in route to Secretary Tavenner's office for review and approval prior to submission to the Governor and the Chairmen of the House Appropriations and Senate Finance Committees of the General Assembly. This report covers the period July 1, 2007 – June 30, 2008. For the first time, we were able to demonstrate, based on data submitted by local lead agencies and some private providers, that expenses exceeded revenue in the Part C system. Total revenue in the Part C system was reported at \$32,447,388. The total of all reported expenses was \$33,616,357. We were fortunate that the \$1,168,969 deficit was offset by carry-over of unspent federal and State Part C funds from FY-07.
- The revenue and expense data reported by local lead agencies and private providers for FY-08 will be used to support and strengthen a request(s) to the General Assembly for additional state dollars for Part C. Thank you for your efforts to provide more complete and accurate revenue and expense data each year.
- While we will all be working together to address the fiscal challenges we face in this fiscal year, we must also partner to continue moving ahead with all of the following system transformation efforts. These efforts will lead to the changes that are necessary in order to stabilize and sustain Virginia's Part C system for the long-term.

DATA SYSTEM:

- The ITOTS Stakeholder group met on August 18, 2008. During that meeting, the group reviewed and discussed the following documents:
 - Provider Credentialing and Training Database Diagram

- Provider Database Information Sheet
- Alaska System Database Structure
- Alaska Database Screenshots
- ITOTS “As-Is” Process Flow Diagram

Stakeholders provided significant feedback on the ITOTS “As-Is” Flow Diagram, which is intended to reflect the processes used to move a child and family through the Part C system. Stakeholders provided important clarifications so that the document is more accurate.

- Working groups within DMHMRSAS have been working to:
 - Develop documents outlining structure and data elements for monitoring reports for Annual Performance Report Indicators 1-7.
 - Complete an analysis phase document for the provider certification and training module that will be a part of ITOTS.

Once these documents are completed, the ITOTS stakeholder group will reconvene to review and provide input.

- Communication continues with Alaska to set up a demonstration of the database. Testing of the demo set-up should be completed by October 10, 2008. If all goes well the demo will be presented to DMHMRSAS, VDH and ITOTS stakeholders in mid to late October.
- Version 1.5 of ITOTS will be released in mid to late October and will include the following changes:
 - Calculation of age in reports will be corrected so that children are reported in the appropriate age group. This change will affect those reports that are not calculating the age correctly: Child Status List, Children Open by Age, Children Open Older Than Three, Initial Progress Assessment Not Entered, Number Percent Open Children By Age, Table 1-A Open by Age Race Ethnicity, and Table 2-A Settings by Age.
 - Name of the “Number and Percent Open by Age” report will change to “Point in Time.”
 - Export routine will change so that leading zeroes are not dropped in Social Security and Medicaid numbers.
 - Medicaid number will be required to include exactly 12 digits.
- Work has begun on version 1.6 of ITOTS, which will include the following changes:
 - Race/ethnicity will be removed from the search for a likely match.
 - Race and ethnicity categories will be changed to match the new categories required by OSEP.
 - Enhancements will be added to allow local systems to close “lost” clients and clean up old data.

MEDICAID-EI INITIATIVE:

- The Department for Medical Assistance Services is in the process of drafting a state plan amendment that defines “Developmental Therapy” as a new EPSDT service. A call was held with CMS (Centers for Medicare and Medicaid Services) August 22, 2008 during which CMS

- representatives expressed support and offered to review drafts of the state plan amendment throughout the process of development. The state plan amendment will identify services that will be covered as “developmental therapy” as well as the disciplines that can provide developmental therapy. These disciplines will include physical therapists, occupational therapists, speech-language pathologists, educators and other disciplines that currently provide special instruction.
- DMAS requires that developmental therapy must be provided by practitioners who are certified through the State Lead Agency for Part C. The Part C Office, in collaboration with DMAS, is in the process of drafting certification requirements and identifying a variety of mechanisms for meeting certification requirements, including, but not limited to online training, teleconferences, and face to face training. A database is being developed to track the certification process. While the state will be responsible for “certifying” that each individual practitioner meets the early intervention certification requirements, practitioners will still need to contract (individually, or through a provider agency) with the local systems for which they provide services. A process for stakeholder input regarding certification requirements, training mechanisms and the practitioner certification database will be identified and implemented in November.
 - The Part C Office and DMAS are working closely to assure that information in manuals, forms, and requirements are consistent across the two agencies.

FAMILY COST PARTICIPATION:

Part C staff members have been working with the recommendations from the Family Cost Participation stakeholder group to draft family cost share practices. Through this drafting process we have identified implementation issues where we need further information and input (e.g. specific issues associated with a parent’s refusal to pay). Solutions, Inc. consultants are gathering additional information on these issues. Once that information is available we will re-convene the stakeholder group so that they can review and provide input on the draft practices and options for the sliding fee scale itself.

SERVICE PATHWAY:

To ensure use of screening and assessment tools that result in valid and reliable information about a child’s development, the Part C Office is planning to identify a list of approved assessment tools that can be used as foundation tools to assess all areas of a child’s development, as well as a list of approved screening tools. In October, prior to further work on identifying approved tools, the Part C Office will be conducting a survey of the screening and assessment tools used by providers in local Part C systems. The information provided on the survey will allow us to take into consideration what screening and assessment tools are currently being used in Virginia. Once the list of approved tools is established, the Part C office will provide support through training to ensure that there will be consistent and valid use of those tools.

STATE LEAD AGENCY TRANSITION:

- A transition team has been identified. The team is comprised of representatives from DMHMRSAS, the Virginia Department of Health (VDH) and the Department of Medical Assistance Services (DMAS). Both DMHMRSAS and VDH will have representatives on the team from specific areas of expertise, including finance, human resources, procurement, legal, and data management. The transition team will oversee the Part C program's transition to VDH, identifying, researching and resolving issues to ensure that VDH is able to assume the responsibilities of the state lead agency for Part C no later than July 1, 2009. The transition team will meet monthly, and their first meeting is scheduled for October 2, 2008.
- Invitations have been sent to members of the transition stakeholder group. This stakeholder group will provide a forum for communicating to stakeholders about progress with the state lead agency transition and will provide an opportunity for stakeholders to provide input and recommendations to the transition team. The transition stakeholder group will meet quarterly.
- An interagency transition plan has been developed and will guide the work of the transition team and stakeholder group. The plan is intended to result in a transparent and well-planned transition process that ensures a timely transfer of responsibilities to VDH no later than July 1, 2009 while maintaining the stability necessary to ensure supports and services to eligible infants, toddlers and their families during and following the change in State Part C Lead Agency.
- DMHMRSAS and VDH are negotiating a written transition agreement that specifies the responsibilities each agency during the transition period.
- Local lead agencies are reminded that the change in State lead agency will not require a change in local lead agencies.

STATEWIDE TELECONFERENCE INFORMATION SERIES:

The Part C Office will be presenting a series of informational teleconference calls in the coming months. These calls will provide updates on the various system transformation initiatives and/or deliver awareness-level training on new components of the system. Local system managers, local lead agency administrators, providers and families are welcomed and encouraged to participate in these calls. Please watch for more specific information about each call in future Updates and separate emails. The teleconference calls will address the following topics:

- Service Pathway – November 3, 2008, 1:00 – 3:00
- Enhancements to ITOTS
- Medicaid-EI Initiative
- Personnel – EI Certification and training
- State Lead Agency Transition