

**Transition of Part C State Lead Agency Responsibilities
From DMHMRSAS to VDH**

Communication Plan

Method of Communication	From Whom	To Whom	Topic(s)	Frequency	Other
Written Update	MAD VDH	<ul style="list-style-type: none"> ▪ LSMs ▪ Providers ▪ VICC ▪ Transition Team ▪ Stakeholder Group 	<ul style="list-style-type: none"> ▪ Lead Agency Transition ▪ System transformation efforts 	Bi-weekly	<ul style="list-style-type: none"> ▪ Update to be reviewed by MAD, VDH, KG prior to dissemination ▪ Updates will be used as basis for talking points when reporting to various stakeholder groups to ensure consistency of information shared
Presentations at meetings of stakeholder groups	MAD VDH	<ul style="list-style-type: none"> ▪ VICC ▪ Regional meetings of LSMs ▪ CoCoA ▪ Governor's Working Group 	<ul style="list-style-type: none"> ▪ Lead Agency Transition ▪ System transformation efforts 	As needed	<ul style="list-style-type: none"> ▪ Presentation talking points will be based on written updates to ensure consistency of information shared
Regional information sessions for local stakeholders, including families and providers	MAD VDH	<ul style="list-style-type: none"> ▪ LSMs ▪ Providers ▪ Families 	<ul style="list-style-type: none"> ▪ Lead Agency Transition ▪ System transformation efforts 	TBD	<ul style="list-style-type: none"> ▪ Need to determine what will trigger need for such forums (e.g., new policy decisions)
Stakeholder group	2-way communication between transition team and stakeholders	2-way communication between transition team and stakeholders	<ul style="list-style-type: none"> ▪ Lead Agency transition 	Quarterly	

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Meeting with designated CSB Representatives	MAD VDH	CSB Reps.	Transition to VDH	Every six weeks	
Regional sessions	Arcfip Staff	Families	Transition to VDH	One time regionally in May/June 09	
Frequently asked Questions?	Part C staff will develop questions that have been raised in the field and have them posted on the infantva website	Everyone	<ul style="list-style-type: none"> • Presentation information • work plan minutes 	On-going	
Presentation at meetings or stakeholder groups	VICC Volunteers Advocacy Groups	<ul style="list-style-type: none"> • Providers • Families 	Transition to VDH	As needed	