



First Steps

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First Steps Contact Information

First Steps General
Inbox

FirstStepsWeb@fssa.IN.gov

Provider Enrollment

INFSEnroll@csc.com

First Steps State
Website

[http://www.in.gov/
fssa/4655.htm](http://www.in.gov/fssa/4655.htm)

Online FSCT Trainings

[http://www.eikids.com/in/
matrix/UnifiedTraining.asp](http://www.eikids.com/in/matrix/UnifiedTraining.asp)

First Steps Newsletters

[http://www.in.gov/fssa/
ddrs/4986.htm](http://www.in.gov/fssa/ddrs/4986.htm)

AEPS, DSP & SC

Registration

[http://fs-aeps-dsp-
sc.weebly.com/](http://fs-aeps-dsp-sc.weebly.com/)

First Steps Newsletter— January 2017

State Updates

During the Fall Quality Review Visits many of you met with our new director, Christina Commons. We would like to thank you for taking time out of your busy day to meet with her and express your concerns and share your ideas. We have heard many ways in which to improve the program in the future. Many of these ideas were around training and professional development, stay tuned for future opportunities in this area.

Thank you to all of those who assisted with the Fall Quality Review Visits. The reviews went very well. Every Provider, Service Coordinator, Assessment Team Member, SPOE Staff Member and Agency Personnel should be proud of all the work completed during the first quarter of this year. You all are what makes the program great for our families.

Provider Enrollment Updates

Provider Enrollment has asked that we share answers to a few of the frequently asked questions. Credentialing packets may be faxed (913-888-6683) or emailed (infsenroll@csc.com) to Provider Enrollment. Please double check the attestation page to be sure the question regarding conviction of a crime is completed before submitting. If you do not live in Indiana you will need a background check from the state police in your state of residence. Please allow for proper processing time.

The 2017 newsletters will now be released during the first month of each quarter instead of the second month. For credentialing purposes you will be responsible for completing the newsletter of the month prior to the newsletters completed in 2016.

ICC Updates

The Interagency Coordinating Council (ICC) has continued the works of the four subcommittees this quarter. The subcommittees, Child and Family Assessment, Policy and Procedure, Provider Availability, and Service Delivery and Training have all worked diligently to develop recommended changes to the First Steps Program. All subcommittee meetings and ICC meetings are open to the public. Your participation is encouraged.

The next meeting of the ICC is **Thursday May 11 from 10:00 am to 3:00 pm at ProKids, 6923 Hillside Court, Indianapolis, IN 46250.**

For additional meeting dates please visit our website: [http://www.in.gov/fssa/
ddrs/3355.htm#Interagency_Coordinating_Council](http://www.in.gov/fssa/ddrs/3355.htm#Interagency_Coordinating_Council)

First Steps Newsletter— January 2017

State Profile Report : 10/01/2015 - 09/30/2016

| | Number of Children | Percentage of Children |
|---------------------------------------------------------------|--------------------|------------------------|
| CHILD ENROLLMENT & REFERRAL | | |
| One-day Count w/ IFSP— 0 to 1 year old | 1,324 | |
| One-day Count w/ IFSP— All Children | 10,130 | |
| Annual Count of Children w/ IFSP | 19,878 | |
| Annual Count of Children Served (regardless of IFSP) | 23,762 | |
| Average Age at Referral (months) | 14 | |
| New IFSP 07/01/2016—09/30/2016 | 2,655 | |
| Children with Referral to IFSP 45+ Days 07/01/2016-09/30/2016 | 60 | |
| EXITS | | |
| Children Moving to Preschool Special Education | 4,178 | 44% |
| Children Under 3, Services No Longer Needed | 237 | 2% |
| Eligible Children who Declined Services | 1,101 | 12% |
| PAID SERVICES | | |
| Children w/IFSP Served Primarily in the Natural Environment | 19,722 | 99% |
| Total Amount Paid on Behalf of Children Served | \$37,994,418.60 | |
| Average Paid on Behalf of Each Child Served | \$1,598.96 | |
| CHILDREN RECEIVING EACH SERVICE TYPE | | |
| Assistive Technology | 188 | 1% |
| Audiology | 1,064 | 4% |
| Developmental Therapy | 11,294 | 48% |
| Health Services | 0 | 0% |
| Interpreter Services | 364 | 2% |
| Medical | 0 | 0% |
| Nursing | 0 | 0% |
| Nutrition | 352 | 1% |
| Occupational Therapy | 13,015 | 55% |
| Physical Therapy | 12,324 | 52% |
| Psychology | 138 | 1% |
| Social Work | 55 | 0% |
| Speech Therapy | 17,263 | 73% |
| Vision | 0 | 0% |
| Other Services | 68 | 0% |

First Steps Newsletter— January 2017

State Profile Report: 10/01/2015—09/30/2016 Continued

| | Number of Children | Percentage of Children |
|-------------------------------------------|--------------------|------------------------|
| RACE INFORMATION | | |
| White | 17,121 | 72% |
| Black or African American | 2,157 | 11% |
| Hispanic/Latino | 2,313 | 10% |
| American Indian or Alaskan Native | 27 | 0% |
| Asian | 453 | 2% |
| Native Hawaiian or Other Pacific Islander | 13 | 0% |
| 2 or More Races Selected | 1,290 | 5% |
| Other Race | 0 | 0% |

One-day Child Count: The unduplicated number of children with an active IFSP on the first day of the last month of the reporting period.

Annual Count of Children with IFSP: The unduplicated number of children with an active IFSP at any time during the reporting period

Annual Count of Children Served (Regardless of IFSP): The unduplicated number of children who received a service during the reporting period, regardless of IFSP status. This count includes assessments and evaluations as well as treatment services.

Average Age at Referral (months): For children referred during the reporting period, the age in months as of the referral date, divided by the total number of children referred during the period.

New IFSP: The unduplicated number of children whose first IFSPs were started during the last three months of the reporting period.

Children with Referral to IFSP 45+ Days: The unduplicated number of children whose first IFSPs were started longer than 45 days after referral during the last three months of the reporting period.

Children Moving to Preschool Special Education: The unduplicated number of children with IFSPs who exited First Steps to Preschool Education during the reporting period, plus the percentage this exit category represents out of all children with IFSPs exiting during the reporting period.

Children under 3, Services No Longer Needed: The unduplicated number of children with IFSPs who were determined no longer to be in need of First Steps services during the reporting period, plus the percentage this exit category represents out of all children with IFSPs exiting during the reporting period.

Eligible Children who Declined Services: The unduplicated number of children with IFSPs who declined services during the reporting period.

Children with IFSP Served Primarily in the Natural Environment: The unduplicated number of children who received services at locations where a normally developing child would receive services, along with the percentage of all children served. Children are included in this count if: at least half their services during the reporting period took place at one or more locations considered as natural environment; their services during the reporting period were assessment, evaluation or family planning meetings; or they received no services during the reporting period.

Total Amount Paid on Behalf of Children Served: The total amount paid for services taking place during the reporting period.

Average Paid on Behalf of Each Child Served: The total amount paid for services taking place during the reporting period, divided by the Annual Count of Children Served (Regardless of IFSP).

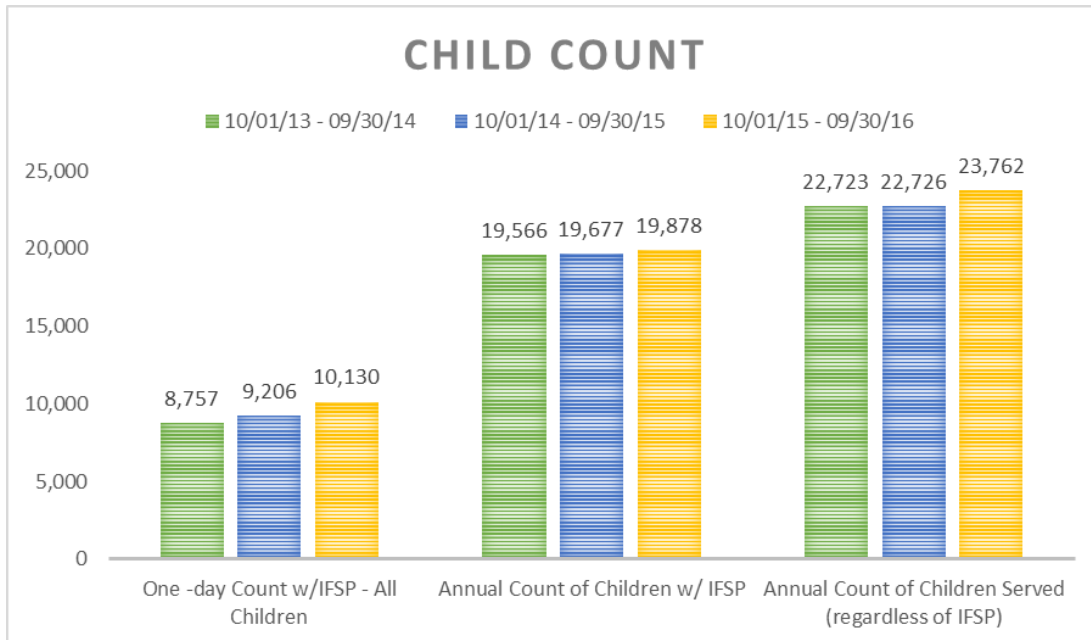
Children Receiving Each Service Type: The number and percentage of all children receiving services, broken out by service type. A child is counted in each type of service received during the reporting period.

Race Information: The number and percentage of all children receiving services, broken out by race. A child is counted in only one race.

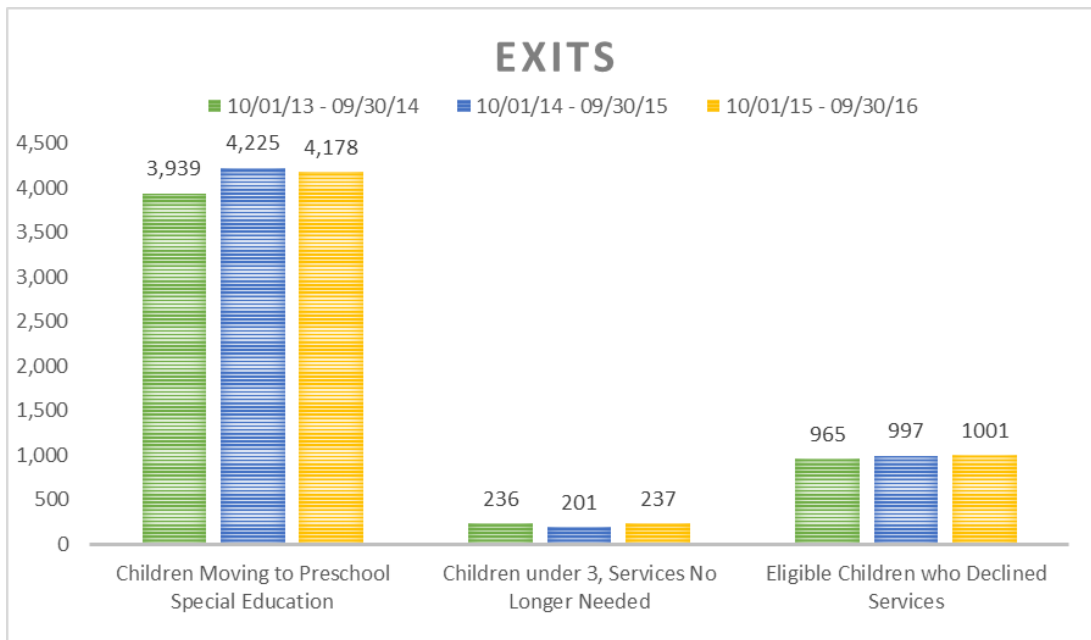
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State Profile Report : 10/01/2015 - 09/30/2016 Review

The State Profile Reports, as well as, Cluster Profile Reports and County Profile Reports can be found on the state web-site (<http://www.in.gov/fssa/ddrs/2812.htm>). The information for these reports is pulled from the iSPOE database. It is important for all information entered to be accurate to ensure the fidelity of the data reports. It is with the help of Intake and Ongoing Service Coordinators, Assessment Team Members and Data Entry Specialists that First Steps is such a data rich program.



From this chart we can see the one-day child count of all children with IFSPs has increased over the past three years. The annual count of children served regardless of IFSP had little change in 2014 to 2015 but did increase in 2016.



This chart looks at the number of children exiting the First Steps program and the reason for exiting. Overall the number of children exiting the program has been steady. The majority of children in First Steps transition to Special Education Preschools.

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Training and Credentialing Update

In response to providers' desire for additional core trainings, First Steps partnered with the Office of Early Childhood and Out of School Learning (OECOSL) to gain access to the Training Central Portal.

Training Central was created by Indiana Association for Child Care Resource and Referral (IACCRR) in partnership with OECOSL, to support early childhood programs and child care providers in obtaining high Paths to Quality designations.

Within the portal, First Steps has identified several trainings that may be used as a core training (FSCT).

1. Introduction to Trauma and Toxic Stress: Effects in Early Childhood
2. Using Screening Tools and Methods – Part 1
3. Infant Mental Health: Basic Concepts and Background
4. Using Interpersonal Methods: Relationship-Based Approach, Parallel Process, Professional Use of Self
5. How Trauma Affects Adults and Parenting Behaviors – Part 1
6. Using Screening Tools and Methods – Part 2
7. How Trauma Affects Adults and Parenting Behaviors – Part 2
8. Helping Parents Develop Skills that Support S/E Development in Babies
9. Determining and Developing Relationships with Referral Partners
10. Strengthening Your Skills in Infant and Early Childhood Mental Health

In addition to the trainings that have been identified as core trainings, providers may also complete any additional training points.

To access Training Central, individuals should go to <https://www.iaccrr.org/default.cfm?page=training-central> and register for an account. When registering, you will use the category “early intervention provider”. All trainings are free of charge and provide users with a certificate upon training completion. Certificates for all trainings completed are stored in each user’s account under “My Certificates”.

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AEPS Part 2 Training Dates

Dates for AEPS Part 2 training have been scheduled. This is an in person training that must be completed by all members of the Assessment Team within the first year of their enrollment.

- Friday January 20, 2017 9:00am—4:00pm
- Friday March 3, 2017 9:00am—4:00pm

Register for trainings [here](#).

<http://fs-aeps-dsp-sc.weebly.com/>

All AEPS trainings will take place at Peds
TLC Pediatric Training and Learning Center
6239 S. East Street Suite A1 Indianapolis,
IN 46227.

DSP 102 & 103 Training Dates

Dates for DSP 102 & 103 trainings have been scheduled. These are on-site trainings that must be completed by all providers within the first year of their enrollment. Trainings may be completed on the same day.

- Tuesday February 7, 2017
- Tuesday March 7, 2017
- Tuesday April 4, 2017
- Tuesday May 2, 2017
- Tuesday June 6, 2017
- Tuesday July 11, 2017
- Tuesday August 1, 2017
- Tuesday September 5, 2017
- Tuesday October 3, 2017
- Tuesday November 7, 2017
- Tuesday December 5, 2017

Both DSP 102 and DSP 103 are taught on the same day. The provider may choose to take both in one day or take each course on a separate day. DSP 102 is scheduled from 9:00am—noon. DSP 103 is scheduled from 1:00pm—4:00pm

Register for trainings [here](#).

<http://fs-aeps-dsp-sc.weebly.com/>

SC 102 & 103 Training Dates

Dates for SC 102 & 103 trainings have been scheduled. These are on-site trainings that must be completed by all service coordinators within the first year of their enrollment.

SC 102 Dates

- Tuesday February 14, 2017
- Tuesday April 11, 2017
- Tuesday July 18, 2017
- Tuesday October 10, 2017

All SC courses will take place at ProKids
6923 Hillside Ct. Indianapolis, IN 46250.

SC 102 and 103 is scheduled from
9:00am—4:00pm

SC 103 Dates

- Tuesday March 21, 2016
- Tuesday May 9, 2017
- Tuesday August 8, 2017
- Tuesday November 14, 2017

Register for trainings [here](#).

<http://fs-aeps-dsp-sc.weebly.com/>

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Online First Steps Core Training

First Steps Core Trainings and the orientation trainings DSP 101 and SC 101 are available on the EIKids [website](#). Once you have completed the training video/presentation, you must download and complete the competency assessment that is located below the title of the training.

Please send only your answers to the competency assessment to the First Steps Web at FirstStepsWeb@fssa.IN.gov. A score of 80% or higher is required to pass the assessment. You will receive a confirmation email when your assessment has been graded. The grading process can take up to two weeks to complete. **Please maintain a copy of the email as supporting documentation of completing the training.** You are responsible for maintaining all of your training records.

<http://www.eikids.com/in/matrix/UnifiedTraining.asp>

- FSCT – AEPS Part 1: Understanding and Using the AEPS (.3 points)
- FSCT – The Science of Infant Brain Development (.4 points)
- FSCT – Inclusion in Early Care and Education Training (.3 points)
- FSCT – Providing EI Supports & Services in Natural Environments (.5 points)
- FSCT – Family Centered Approach to Procedural Safeguards (.4 points)
- FSCT – Professional Boundaries and Ethics in Home Visiting (.3 points)
- FSCT – Positive Transitions for Children & Families in Early Intervention (.3 points)
- Direct Service Provider 101 (1.0 points)
- Service Coordination 101 (2.0 points)

Newsletter Make-up Quizzes

Newsletter Archives and make-up quizzes are located on the First Steps State [website](#). As part of your yearly credential, you must pass all newsletter quizzes. When completing a make-up quiz you must download the quiz and send your answers to the First Steps Web at FirstStepsWeb@fssa.IN.gov. A score of 80% or higher is required to pass the quiz. You will receive a confirmation email when your quiz has been graded. The grading process can take up to two weeks to complete.

Please maintain a copy of the email as supporting documentation of completing the quiz. You are responsible for maintaining all of your newsletter records.

Newsletter make-up quizzes are worth 0 points.

<http://www.in.gov/fssa/ddrs/4986.htm>

Newsletter Instructions

Please read all newsletter content thoroughly. You will then follow the link on the last page of the newsletter to take the online assessment. You must pass the assessment with a score of 80% or higher. **Be sure to click through the quiz until you receive the results of your quiz.** Once you reach the page that displays your score, your score has been recorded.

You will receive an email confirmation with the score of your newsletter quiz. You may print/save the page displaying your score. Please keep the page with your score in your records as proof of completion. **You are responsible for maintaining all of your newsletter records.**

Please do not to send a copy of this documentation to the First Steps Web or with your credentialing packet.

This quarter we will be looking at resources to share with families as well as with providers.

Talk, Read and Sing Together Every Day!

From the U.S. Department of Education
<https://www.ed.gov/early-learning/talk-read-sing>

“Research has found that providing children from birth to five with consistent, language-rich experiences – such as talking, reading, and singing – can have important benefits on their brain development and future school success. However, many families lack access to the types of resources that can help them make the most of these language building experiences. This creates a gap in the quantity and quality of words that children learn, which directly impacts their opportunities to succeed in school and later on in life.

As the result of a commitment made at the [White House Summit on Early Education](#) convening focused on increasing the quantity and quality of words that children learn, the U.S. Departments Education and Health and Human Services, in partnership with [Too Small to Fail](#), have created the "Talk, Read, and Sing Together Every Day" tip sheets. Made specifically for families, caregivers and early educators, these resources can help enrich a child's early language experiences by providing research-based tips for talking, reading, and singing with young children every day beginning from birth. All tip sheets are available in English and Spanish, and can be downloaded for free on our website. ”

There are many handouts to share and many resources to review as part of this website. Please review all links and think about families on your caseload that may benefit from this information.



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January 2017 Newsletter Quiz

Follow this link https://iu.co1.qualtrics.com/SE/?SID=SV_5dyLbUsy9GaR8Xz to the Newsletter quiz.

Completion of this quiz with a passing score of 80% is required in order to fulfill the newsletter requirement for initial and annual credentialing. You may take the newsletter quiz as many times as needed to pass.

The January 2017 Newsletter Quiz is worth .2 points when completed by **Sunday April 2, 2017**.

Please be sure that you click through to the last page with your quiz results. You will receive an email confirmation of your completion of the newsletter quiz. Your score will be captured electronically, and will be utilized to verify your completion when your credentialing packet is received by Provider Enrollment. It is your responsibility to maintain documentation of completion of newsletters.

You do **not** need to send a copy of this documentation to the First Steps Web or with your credentialing packet.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|--------|
| 10/10 |  | 100.0% |
| <p>1. Family Support programs are broadly defined as: 1/1</p> <p>Social service programs that provide resources to a whole family</p> <p>✓ Programs that provide resources to enable parents to successfully support themselves so they can provide a stable, enriching environment for their children</p> <p>Programs that assist parents with finding a job to support their family</p> <p>Counseling programs to help parents deal with family stressors</p> <p>None of the above</p> | | |
| <p>2. For Family support programs to be successful, they must actively engage their participants-namely, parents and must be sensitive to the cultural and ethnic diversity of the target populations they serve. 1/1</p> <p>✓ True</p> <p>False</p> | | |

