



## First Steps

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Online FSCT Trainings

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

First Steps Newsletters

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

AEPS, DSP & SC

Registration

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

# First Steps Newsletter— July 2017

## State Update

Dear First Steps Early Intervention Colleagues,

It is our goal to share with you all the incredible changes happening in First Steps and early intervention in general. We hope to keep you informed, engaged, and up-to-date.

We are excited that our new professional development opportunities have begun. June was a busy month with the first in a series of webinars. On June 20<sup>th</sup>, Mary Beth Bruder, Ph.D., of the University of Connecticut's Center for Excellence in Developmental Disabilities, provided us with an engaging discussion around family involvement and the importance of family assessment for the success of children meeting developmental milestones and outcomes. It is now available on Training Central.

June 22<sup>nd</sup>, we hosted a Train the Trainer for SPOE and select First Steps personnel on the Family Assessment Tool. This training was a huge success and we look forward to the tool being implemented across the state. Our aim is that the tool, although voluntary for families, will be completed by Service Coordinators with families and used to guide the development of authentic and individualized IFSP outcomes. We hope that you will provide input on the usefulness of this tool in the IFSP process.

On June 29<sup>th</sup>, the State First Steps team hosted its first Provider Agency Leadership Symposium. Agency representatives from 37 of our 41 agencies attended the meeting where the State strategic plan, data, proposed procedure changes, and issues were discussed. We collectively developed some essential next steps to ensure that our system infrastructure continues to evolve, modernize, and is most importantly sustainable.

In First Steps we strive to ensure that all Indiana families with infants and toddlers experiencing developmental delays or disabilities have access to early intervention services. Our vision is that all infants and toddlers have the right to live, love, play, learn, and participate in their communities. Thank you for your continued commitment to the early intervention profession and your dedication to the children and families with whom you work. Without you our program would not be possible.

Best,

Christina

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### **SSIP-FOCUSED PROFESSIONAL DEVELOPMENT**

First Steps contracted with IU in January to provide focused professional development around three topics key to the Indiana's State Systemic Improvement Plan (SSIP).

#### **Accurate Completion of the Exit Skills Checklist:**

If we are going to use data to drive decisions, we want our data to be as accurate as possible. Did you know that data from the Exit Skills is used to show how successful our program is at a national level (which ties to funding)? Did you know that data from the Exit Skills Checklist was also used to identify areas of focus for the State Systemic Improvement Plan (SSIP)?

Given its importance, you can see why everyone wants the data to be as accurate and consistent as possible! To that end, IU will be releasing an hour-long online module this fall. This module, mandatory for on-going providers, will provide consistent information about how to complete the Exit Skills Checklist accurately as well as how to effectively engage families in the process. Watch for this module in the next few months!

#### **Family Assessment FAQs:**

**What is the Family Assessment?** The Family Assessment is a new assessment tool that is being used by Service Coordinators at Initial IFSP meetings. It helps SCs and on-going providers get to know families in a new way, and helps ensure that the IFSP outcomes written are relevant to the families being served. Outcomes may be child-focused or they may be family-focused, because children live in the context of their families and addressing family needs is an important component of family-centered care. The hope is that this tool will help First Steps providers get to know families better, which may help families feel connected and stay engaged with services. This information will be shared with on-going providers along with the initial IFSP and provide important additional information that providers can use as they get to know families.

**What is happening with the Assessment now?** On June 22, SPOE staff leaders participated in a Train the Trainer event, where they learned how to train their staff on how to use the Family Assessment Tool with families. From July through September, each Cluster will train their Service Coordinators on how to use the new tool, and Ongoing Providers will receive information on how to use the information collected to get to know and work with families.

**Does everyone have to use these?** Yes! All Service Coordinators will begin using the Family Assessment Tool officially on October 1, 2017. A few Service Coordinators, who participated in a pilot in the spring, are already using the tool.

**What do Ongoing Providers have to do with it?** We have heard from ongoing providers who were involved in piloting this tool that the information is very useful for preparing for the first visit with families. It helps give a brief picture of the family's priorities. Before October 1<sup>st</sup>, Ongoing Providers will have access to a one-hour webinar describing why and how to use the information from the Family Assessment to work more closely with the families.

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### Home Visiting:

First Steps is a home visiting program, but there hasn't been a great deal of professional development in recent years around what that means from a family-centered, evidence-based practice perspective. This fall through spring of 2018, IU will partner with others to deliver a series of in-person, cluster-wide trainings focused on home visiting practices. Content areas are being developed with the help of provider agency director interviews and focus groups. If you would like to contribute a training idea related to home visiting, you can email Katie Herron at [kgherron@indiana.edu](mailto:kgherron@indiana.edu) or the First Steps Web.

And don't forget the **First Steps Conference in June 2018!** We'll be releasing location and date information soon and we are getting excited! Watch these newsletters as well as your email for more information, award information, giveaways and a chance to share your voice as we work on speakers and content!

### FIRST STEPS IDEA CORNER FOR THE BAGLESS THERAPIST

Who doesn't love to have a little space to play, snuggle or hide?

Remember those fun forts you created when you were little? Think about creating a fort with your clients. Play forts are simple to make with things around the house. Throw a sheet or blanket over a table or the back of a couch. Tie a rope between kitchen chairs or trees outside and pop a sheet over it for a simple tent. Think of all the activities you can work on in the fort, like playing an interactive game, singing songs, coloring, reading a book, working on sitting without support, crawling etc. But most of all, have FUN!



# First Steps Newsletter— July 2017



## Resources Available Through HANDS in Autism®

The HANDS in Autism® Interdisciplinary Training & Resource Center at the Indiana University School of Medicine is pleased to offer a number of resources for First Steps providers and families. While these resources are ideal for individuals with autism spectrum disorder (ASD) and other related disorders, they are designed to be of use for families and providers serving children of all abilities. Visit the HANDS website at [www.handsinautism.iupui.edu](http://www.handsinautism.iupui.edu) to access downloadable strategies and supports, how-to templates for academic and non-academic activities, webinars and e-learning modules, and for information about upcoming training for a variety of audiences, including providers, families, and other community partners.

Of particular interest to First Steps providers and families may be the HANDS Kids' Corner series of resources, offering visual schedules and step-by-step templates for family-friendly games, crafts, and cooking activities. In addition to the Kids' Corner, HANDS also maintains a library of resources from the Academia series, including templates and instructions for skill-building activities that can be tailored to a variety of age ranges and abilities. HANDS is also pleased to offer a series of Strategies at Work, illustrating practical applications of supports related to task transition, communication, social skills, teaching, and self-monitoring. These resources, among others, are offered individually or as part of a comprehensive Resource Toolkit, with setting-based handouts, materials, and visual supports to aid professionals, families, and peers in various settings and activity environments. More information about these strategies and supports can be found at [www.handsinautism.iupui.edu/information.html](http://www.handsinautism.iupui.edu/information.html).

In addition, in-person training opportunities related to early childhood development will be offered in 2018! HANDS is also pleased to offer Next Steps™ workshops for families and caregivers, designed to provide a comprehensive roadmap, including family considerations, rights and regulations, best practices and practical strategies, and collaboration pointers for families who have recently received a diagnosis of ASD or for professionals working with families of young children with a wide range of disabilities. If you would like to be added to the waitlist to be notified of exact dates and locations for upcoming trainings by HANDS in Autism®, please visit <http://bit.ly/2p7XoRP> and contact HANDS at (317) 274-2675 or [hands@iupui.edu](mailto:hands@iupui.edu) with questions or for more information about any resource offerings, training opportunities, or needed supports!

## ICC Update

As our team grows in the State First Steps office, we are fortunate to have the opportunity to review the First Steps system and identify areas for potential change and positive growth. Our desire is to collaborate on a shared vision and shared goals to guide our future work together. The role of the Interagency Coordinating Council (ICC) and its subcommittees is to advise the State on the maintenance and continuous quality improvement of the First Steps system, and we believe that adopting a shared vision and shared goals is essential to working together to improve services and outcomes for the children and families we serve.

All ICC meetings and ICC subcommittee meetings are open to the public.

The next meeting of the ICC is **Thursday August 10th from 10:00 am to 3:00 pm at ProKids, 6923 Hillsdale 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— July 2017

## State Profile Report : 04/01/2016 - 03/31/2017

Number of Children      Percentage of Children

### CHILD ENROLLMENT & REFERRAL

|   |        |
|---|--------|
| One-day Count w/ IFSP— 0 to 1 year old                        | 1,408  |
| One-day Count w/ IFSP— All Children                           | 10,296 |
| Annual Count of Children w/ IFSP                              | 20,322 |
| Annual Count of Children Served (regardless of IFSP)          | 24,364 |
| Average Age at Referral (months)                              | 14     |
| New IFSP 07/01/2016—09/30/2016                                | 2,658  |
| Children with Referral to IFSP 45+ Days 07/01/2016-09/30/2016 | 32     |

### EXITS

|  |       |     |
|--|-------|-----|
| Children Moving to Preschool Special Education | 4,265 | 44% |
| Children Under 3, Services No Longer Needed    | 216   | 2%  |
| Eligible Children who Declined Services        | 1,010 | 11% |

### PAID SERVICES

|   |                 |     |
|---|-----------------|-----|
| Children w/IFSP Served Primarily in the Natural Environment | 20,068          | 99% |
| Total Amount Paid on Behalf of Children Served              | \$38,836,256.22 |     |
| Average Paid on Behalf of Each Child Served                 | \$1,594.00      |     |

### CHILDREN RECEIVING EACH SERVICE TYPE

|                       |        |     |
|-----------------------|--------|-----|
| Assistive Technology  | 196    | 1%  |
| Audiology             | 1,099  | 5%  |
| Developmental Therapy | 11,753 | 48% |
| Health Services       | 0      | 0%  |
| Interpreter Services  | 363    | 2%  |
| Medical               | 0      | 0%  |
| Nursing               | 0      | 0%  |
| Nutrition             | 377    | 1%  |
| Occupational Therapy  | 13,205 | 54% |
| Physical Therapy      | 12,698 | 52% |
| Psychology            | 152    | 1%  |
| Social Work           | 38     | 0%  |
| Speech Therapy        | 17,637 | 72% |
| Vision                | 0      | 0%  |
| Other Services        | 74     | 0%  |

# First Steps Newsletter— July 2017

## State Profile Report: 04/01/2016—03/31/2017 Continued

|   | Number of Children | Percentage of Children |
|---|--------------------|------------------------|
| <b>RACE INFORMATION</b>                   |                    |                        |
| White                                     | 17,513             | 72%                    |
| Black or African American                 | 2,584              | 11%                    |
| Hispanic/Latino                           | 2,359              | 10%                    |
| American Indian or Alaskan Native         | 28                 | 0%                     |
| Asian                                     | 486                | 2%                     |
| Native Hawaiian or Other Pacific Islander | 13                 | 0%                     |
| 2 or More Races Selected                  | 1,370              | 6%                     |
| 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.

## First Steps Newsletter— July 2017

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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). All trainings should take 1 hour to complete and are worth 0.1 credentialing points.

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, First Steps personnel may also complete any additional training for credentialing points.

**Please note Training Central has a new web address.**

Please visit <http://partnershipsforearlylearners.org/get-involved/providers/training-central/>

To access Training Central, individuals should go to <http://partnershipsforearlylearners.org/get-involved/providers/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”. First Steps personnel must keep these certificates in their personal training records for five years.

If you are having trouble registering for Training Central please review these [tips](#).

If you have questions, please contact the Training Central help desk at [tcsupport@earlylearningindiana.org](mailto:tcsupport@earlylearningindiana.org) or 1-800-299-1627 and choose option 5.

## First Steps Newsletter— July 2017

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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.

- Thursday August 31, 2017
- Friday November 10, 2017
- Thursday February 8, 2018
- Friday May 4, 2018

All AEPS trainings take place at Peds TLC Pediatric Training and Learning Center 6239 S. East Street Suite A1 Indianapolis, IN 46227 from 9:00 am—4:00pm.

Register for trainings [here](#).

### 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 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](#).

### 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 July 18, 2017
- Tuesday October 10, 2017

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

#### SC 103 Dates

- Tuesday August 8, 2017
- Tuesday November 14, 2017

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

Register for trainings [here](#).

## First Steps Newsletter— July 2017

### 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](mailto: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](mailto: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.

**The November 2016, January 2017 and April 2017 make-up quizzes must be completed online by following the link in that quarter's newsletter.**

**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 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. You may take the quiz as many times as necessary to score 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.

# First Steps Newsletter— July 2017

## July 2017 Newsletter Quiz

Follow this link [https://iu.co1.qualtrics.com/jfe/form/SV\\_eht9bmTij95mMYd](https://iu.co1.qualtrics.com/jfe/form/SV_eht9bmTij95mMYd) 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 July 2017 Newsletter Quiz is worth .2 points when completed by **Monday September 4, 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 **IF YOU DO NOT SEE YOUR SCORE, IT WILL NOT BE RECORDED IN THE SYSTEM!**  **100.0%**

1. Family Support programs are broadly defined as: **1/1**

- Social service programs that provide resources to a whole family
- ✓ Programs that provide resources to enable parents to successfully support themselves so they can provide a stable, enriching environment for their children**
- Programs that assist parents with finding a job to support their family
- Counseling programs to help parents deal with family stressors
- None of the above

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**

- ✓ True**
- False

