

Clare Mann  
 Cluster B-1<sup>st</sup> Kids  
 700 E. Beardsley Blvd.  
 Elkhart, IN 46514

Dear Clare,

The Bureau of Child Development Services (BCDS) and the Quality Review (QR) Team would like to share the data from the 2020 fall monitoring visit. As a reminder, any finding must be corrected within one year. This letter serves as your performance on compliance indicators as well as a finding if noncompliance was not met during our visit. These data will be shared in the APR submitted in 2022. You will see four things in this letter: new findings, closed findings, additional state measures, and quality item results.

Summary Chart:

Federal Compliance Indicators	Target	Cluster	Subsequent Data to Correct
Timely Start (30 day)	100%	95%	100%
Timely IFSPs (45-Day) Not pulled yet	100%	*	*
Transition Steps and Services	100%	100%	n/a
Notification to LEA of Potential Toddlers	100%	100%	n/a
Timely Transition Meeting	100%	98.1%	100%
Annual IFSP Written Prior to Expiration	100%	100%	n/a
Timely Six-Month Review	100%	100%	n/a
10-Day Written Prior Notice	100%	100%	n/a
<b>Additional State Measures</b>			
Documentation of Family Income	100%	100%	n/a
Documentation of Family Insurance	100%	100%	n/a

Federal Compliance Measures:

Below is the breakdown of how your cluster did in each indicator. For a correction of noncompliance to be verified, the correction of each child-specific instance of noncompliance, unless the child is no longer in the jurisdiction of the early intervention program. The state may review a sample of the records with noncompliance or each record. It must be verified that the required actions were completed albeit late. And subsequent data demonstrating the program correctly implemented the requirements(s) where the program had noncompliance. Data may be from subsequent desk reviews, onsite-monitoring, or a data base.

**#1 – Timely Service Delivery**

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34CFR303.344(f)(1) – Content of an IFSP-** “The projected dates for initiation of the services in paragraph (d)(1) of this section as soon as possible after the IFSP meetings described in 303.342 . . .”

Your performance was at 95% due to 4 children not receiving their services within a timely manner (30 days), therefore this finding of noncompliance must be corrected within one year according to federal requirements. BCDS has already verified that the 4 children received

services albeit late. However, when subsequent data was reviewed, your cluster was at 100% for this indicator. Your finding of non-compliance has been closed.

#### **#8A – Transition Steps and Services**

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34 CFR 303.344(h)(i)(ii)(iii)(2)(i)(ii)** - (h)Transition from Part C services. (1) The IFSP must include the steps and services to be taken to support the smooth transition of the child, in accordance with §§303.209 and 303.211(b)(6), from Part C services to-(i)Preschool services under Part B of the Act, to the extent that those services are appropriate; (ii)Part C services under §303.211; or (iii)Other appropriate services...”

#### **#8B – Notification to the LEA of potential toddler**

The target for this indicator is 100% For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34 CFR 303.344(h)(iii)(e)**- “Confirmation that child find information about the child has been transmitted to the LEA or other relevant agency, in accordance with §303.209(b)(and any policy adopted by the State under §303.401(e)) and, with parental consent if required under §303.414, transmission of additional information needed by the LEA to ensure continuity of services from the Part C program to the Part B program, including a copy of the most recent evaluation and assessments of the child and the family and most recent IFSP...”

#### **#8C – Timely Transition Meeting**

The target is 100% for this indicator. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34 CFR 303.209(c)(1)**- “If a toddler with a disability may be eligible for preschool services under Part B of the Act, the lead agency, with the approval of the family of the toddler, convenes a conference, among the lead agency, the family, and the LEA not fewer than 90 days--and, at the discretion of all parties, not more than 9 months--before the toddler’s third birthday to discuss any services the toddler may receive under Part B of the Act...”

Your performance was at 98.1% due to 1 child not receiving a timely transition meeting, therefore this finding of noncompliance must be corrected within one year according to federal requirements. BCDS has already verified that the 1 child received a transition meeting albeit outside of the federal timeline. However, when subsequent data was reviewed, your cluster was at 100% for this indicator. Your finding of non-compliance has been closed.

#### Federally Reported Results Measures:

##### **#2- Natural Environment**

The target is 95% of this indicator. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34 CFR 303.344(d)(ii)(A)**- “A statement that each early intervention service is provided in the natural environment for that child or service to the maximum extent appropriate, consistent with §§303.13(a)(8), 303.26 and 303.126, or, subject to paragraph (d)(1)(ii)(B) of this section, a justification as to why an early intervention service will not be provided in the natural environment.”

Your performance was at 100% which is above the target.

##### **#3 – Child Outcomes (July-December 2020)**

<b>Outcome:</b>	<b>Cluster Data</b>	<b>State Average</b>	<b>State Target</b>
Social SS1	49%	54%	55%
Social SS2	59%	57%	57%
Acquisition of Knowledge SS1	44%	54%	57%
Acquisition of Knowledge SS2	67%	71%	72%
Adaptive SS1	47%	52%	55%
Adaptive SS2	61%	63%	67%

#### #4 – Family

<b>Outcome:</b>	<b>Cluster Data</b>	<b>State Average</b>	<b>State Target</b>
Know their rights	95.9%	98%	100%
Communicate child's needs	96.8%	98%	100%
Help child develop/learn	94%	97%	96%

#### #5 – Birth to One

The target for this indicator is 1.57%. For FFY2020, BCDS found your cluster in **noncompliance** for this indicator. Your cluster was at 1.21% which is below the target.

#### #6 – Birth to Three

The target for this indicator is 3.84%. For FFY2020, BCDS found your cluster in **noncompliance** for this indicator. Your cluster was at 2.95%, which is below the target.

#### Additional State Compliance Measures:

##### #15 – Annual IFSP Written Prior to Expiration

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in 34 CFR 303.342(c)- “Annual meeting to evaluate the IFSP. A meeting must be conducted on at least an annual basis to evaluate and revise, as appropriate, the IFSP for a child and the child's family. The results of any current evaluations and other information available from the assessments of the child and family conducted under §303.321 must be used in determining the early intervention services that are needed and will be provided.”

##### #16 – Timely Six-Month Review

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in 34 CFR 303.342(b)(1)- “Periodic review. A review of the IFSP for a child and the child's family must be conducted every six months, or more frequently if conditions warrant, or if the family requests such a review. The purpose of the periodic review is to determine...”

##### #17 – 10 –Day Prior Written Notice

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator. The requirement as referenced in **34 CFR 303.421(a)**- “Prior written notice must be provided to parents a reasonable time before the lead agency or an EIS provider proposes, or refuses, to initiate or change the identification, evaluation, or placement of their infant or toddler, or the provision of early intervention services to the infant or toddler with a disability and that infant's or toddler's family.”

**#18 – Documentation of Family Income**

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator.

**#19 – Documentation of Family Insurance**

The target for this indicator is 100%. For FFY 2020, BCDS found your cluster **met compliance** for this indicator.

Quality Indicators:

Indicator	Percentage
High Quality Outcomes Initial & Annual	74.7%
Of total outcomes written % Adaptive	19.3%
Of total outcomes written % Cognitive	4.3%
Of total outcomes written % Communication	48.7%
Of total outcomes written % Physical	18.1%
Of total outcomes written % Social	4.1%
Of total outcomes written % Family	.5%
Completed Family Assessments	52.7%
Declined Family Assessments	22.5%
Provider Sessions Canceled by Family	58.1%
Provider Session Canceled by Provider	14.1%

We are committed to supporting the cluster's efforts to improve outcomes for infants and toddlers with disabilities and their families, and we look forward to working with you over the next year. Please contact me or one of the Quality Review Leader with any questions that you may have.

Sincerely,



Maggie McCall  
State First Steps Quality Assurance Manager  
Bureau of Child Development Services  
Division of Disability and Rehabilitative Services  
Office: 317-232-2027