

## Early Intervention Program Updates #2408 April 19, 2024

### MESSAGE FROM THE PART C COORDINATOR

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Be sure to check out the second installment in our new series around general supervision requirements. Today's topic is developmental screening. Using a developmental screening can be a valuable tool to support families. However, it is important to ensure that all requirements and procedural safeguards are implemented correctly. You can learn about all of these in the general supervision highlight section of this communication.

I always invite your feedback. Please do not hesitate to contact me at [nathan.dedino@childrenandyouth.ohio.gov](mailto:nathan.dedino@childrenandyouth.ohio.gov). I look forward to hearing from you.

### PROGRAM UPDATES

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#### *May 1 Local Educational Agency (LEA) Notification*

The quarterly LEA reporting requirement is approaching at the end of the month. Under Ohio Administrative Code (OAC) 5123-10-02(L)(1)(b), the EI service coordination agency must notify the LEA (with parent consent) of children who will turn three within the next year by the first day of February, May, August, and November. This report is available in the EI Data System (EIDS) in both Excel and PDF formats. You may use either version, but please remember the following:

- The May 1 LEA report must be run no earlier than April 21 and no later than May 1. If the parent does not consent to share contact information with the LEA, "no" must be selected in EIDS in response to "Transition contact info shared with LEA:" on the most recent IFSP and the date the parent declined to share information must also be documented.
- It is expected that child information will be updated in a timely manner so that the LEA reports in EIDS are accurate.
- Only the sections of the report that are relevant to a particular LEA should be sent to that LEA, not the entire report.
- If you are not sure which LEA should be selected for a specific child, we encourage you to contact the relevant educational service center (ESC) for clarification. Contact information for all of the ESCs and public school districts, along with a map of districts, is available here: <http://education.ohio.gov/Topics/Data/Ohio-Educational-Directory-System-OEDS>

This quarterly report must be provided to the LEAs no later than May 1. The report does not need to be submitted to DODD, but we encourage you to keep a copy for your records. If you have any questions, please contact Melissa Courts

([melissa.courts@childrenandyouth.ohio.gov](mailto:melissa.courts@childrenandyouth.ohio.gov)).

### *2024 EI Family Questionnaire*

In EI Program Update #2406, we announced that the Family Questionnaire process would begin sooner than usual. We anticipate sending questionnaires in the next several weeks. We will hold a webinar on April 23 at 2:00pm to review the process and share tips for engaging families. We encourage anyone involved in the Family Questionnaire process to attend. Please note we have extended this webinar from 1 hour to 1.5 hours to ensure we can cover all relevant content. You can register using the link below:

[https://www.zoomgov.com/webinar/register/WN\\_OERHzN9\\_QAyWWXLHiy9dXw](https://www.zoomgov.com/webinar/register/WN_OERHzN9_QAyWWXLHiy9dXw)

### *SFY24 Transition Baseline*

The SFY24 transition baseline is underway. A webinar was held March 27 to go over the Transition baseline process. A recording of the webinar is available here -

<https://ohioearlyintervention.org/trainings/360>

Any requests for changes or deletions were due by April 12 and any needed data re-entry must be completed by April 22. The EI monitoring team will extract data for the analysis on April 23.

### *Notice: Printed Material Ordering Temporarily Unavailable*

Ordering of the *System of Payments* brochure and *Parents Rights in Early Intervention* brochure from the Ohio EI website is temporarily unavailable. In the meantime, please utilize the online versions of these brochures to share digitally with families or print them locally. Please see the link below to access the online versions of the brochures.

<https://ohioearlyintervention.org/printed-materials>

## **RESOURCES AND TRAINING OPPORTUNITIES**

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### *Important Upcoming Live Events*

There are several planned events over the next few months to provide early intervention leaders and local EI teams with information on various topics.

#### *EI Rule Revision Overview*

May 30: 9:00-10:30am

Topic: High-level overview of rule changes in OAC 5123-10-01

*Ohio Early Intervention Eligibility and Assessment Process Overview*

June 6: 9:00-10:30am

Topic: Introduction of the new EI-03 Eligibility Determination form and the updated IFSP Form EI-04.

*Ohio Early Intervention IFSP Process Overview*

June 13: 9:00-10:30am

Topic: A closer look at 5123-10-01 and 02 changes, Form EI-04, meeting invites, and Prior Written Notice

*Ohio Early Intervention Transition and Procedural Safeguards Overview*

Date and time not yet determined

Topic: LEA notification, service coordinator responsibilities, EI records, exiting, and transferring.

These live events will be recorded and available for post-event viewing. All Contract Managers, EI service coordination supervisors, and service coordinators are required to attend or view the recordings of these webinars, although these events are recommended for all EI personnel. CPDUs will be offered for EI service coordination supervisors and service coordinators. Registration links will be provided in upcoming Program Updates.

Additionally, please see the information below regarding upcoming Data and Monitoring events.

*2024 Family Questionnaire Process Review*

April 23: 2:00-3:30pm

Target Audience: Anyone involved in the Family Questionnaire process

Registration:

[https://www.zoomgov.com/webinar/register/WN\\_OERHzN9\\_QAyWWXLHiy9dXw](https://www.zoomgov.com/webinar/register/WN_OERHzN9_QAyWWXLHiy9dXw)

*SFY25 Service Delivery Monitoring - Hearing, Vision, and Nutrition Providers*

May 14: 1:00-2:00pm

Target Audience: Hearing, vision, and nutrition providers

Registration:

[https://www.zoomgov.com/webinar/register/WN\\_b\\_HapS-wQg6RhC2wou9ljQ](https://www.zoomgov.com/webinar/register/WN_b_HapS-wQg6RhC2wou9ljQ)

### *Transition Planning for a Good Life*

On April 24 from 4:00- 5:00pm, family consultants from the Ohio Coalition for the Education of Children with Disabilities (OCECD) will present information and pose questions that will allow families to take a more personal look at preparing their child/children for the many transitions he/she/they will experience, starting with their early years and extending to preparation for graduation and postsecondary success. For more information and registration, see the flyer accompanying this communication.

### *Project Echo Family Series*

“Family ECHO: RUBI for Families” is a collaborative journey designed to empower parents and caregivers. By fostering an environment of shared learning, it connects families with experts and provides essential knowledge and support. The sessions are designed to shift medical and behavioral information from the clinic into the hands of parents and caregivers so they can learn to better support and care for their children.

Nationwide Children’s Hospital offers Family ECHO: RUBI groups covering a range of topics. Use the link below to see what sessions are coming up during the second quarter of 2024:

<https://www.nationwidechildrens.org/for-medical-professionals/education-and-training/echo/series/family>

### *Notification Regarding Service Coordination Credentials Requirements Effective July 1, 2024*

Currently, the EI service coordination credentialing rule allows up to two years to complete modules 1-8 of Principles of Service Coordination (POSC). The rule does not require a specific cadence for completion of each module. To ensure that new EI service coordinators and supervisors have the knowledge and skills to perform their duties as soon as possible, the *revised* rule (with a planned effective date of July 1, 2024) will require that modules 1-5 be completed within the first year of being credentialed. Any EI service coordinator or supervisor holding a one-year credential, needing to renew after July 1, 2024, must complete the first five modules of POSC to renew. The POSC modules that are required to be completed are the following:

- (EI-021) POSC Module One: Introduction to Early Intervention
- (EI-041) POSC Module Two: Individualized Family Service Plan Process Part I
- (EI-042) POSC Module Three: Individualized Family Service Plan Process Part II
- (EI-043) POSC Module Four: Monitoring Service Delivery; and
- (EI-044) POSC Module Five: Transition

If you currently hold a one-year credential that will require renewal after July 1, 2024, please complete the modules in time to renew your credential. Failure to complete the

required modules will result in a lapse of your credential. Please email Tiffany Madden at [tiffany.madden@childrenandyouth.ohio.gov](mailto:tiffany.madden@childrenandyouth.ohio.gov) with any questions.

## **GENERAL SUPERVISION HIGHLIGHT: DEVELOPMENTAL SCREENING**

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A developmental screening is used to identify, at the earliest possible age, children suspected of having a developmental delay or disability.

Early Intervention (EI) programs have the option of offering to screen a child under the age of three who has been referred to EI to determine whether the child is suspected of having a developmental delay or disability. The local program must ensure the following are completed:

- Provide the parent with prior written notice (PWN) of the intent to screen the child using form EI-01 (Prior Written Notice and Consent for Developmental Screening)
- Obtain the parent's consent using form EI-01 before conducting the developmental screening procedures
- Utilize both the Ages and Stages Questionnaire (ASQ) and the ASQ:Social Emotional (SE)

Screening should be limited to children for whom there are not developmental concerns or who do not have a diagnosed condition likely to result in a delay. *Regardless of the results of the developmental screening, the parent always has the right to request an evaluation (as explained in parent rights).*

If the screening indicates that the child is not suspected of having a developmental delay or disability *and* the parent does not request an evaluation, the EI service coordinator provides prior written notice of exit to the parent using EI-10 (Prior Written Notice of Exiting) indicating the applicable "screening" box. Otherwise, an evaluation and assessment are conducted, with parent consent.

**Guidance/resources:** Rule 5123-10-02(E) OAC and [Determining Eligibility: a Step by Step Process](#)

**Ways to monitor:** Review screening tool in child's file with case notes and screening data entered on the Screening tab in the EI Data System (EIDS); review PWN and consent process (EI-01 & EI-10); review exit reasons for accuracy.

**Documentation for verification purposes:** Form EI-01, completed ASQ & ASQ:SE, case notes, form EI-10 (if applicable)

**Tips:**

- In addition to asking the parent about any concerns they may have about their child's development and health history, review EIDS for the child's referral, contact details, and any information in "Manage Documents." If there is evidence of a diagnosed condition likely to result in a delay or suspected delays, a screening is not appropriate.
- A developmental screening cannot be used to determine eligibility. It is only used to determine whether the child is suspected of having a delay or disability.
- Try to conduct developmental screenings soon after referral, as the 45-Day timeline still starts with the referral for children who may be eligible.
- The provider should document details in case notes how PWN and parent rights were explained, how informed consent was obtained, what tools were used, how they were administered, results of the screening, whether the screening identified any concerns, how the results were explained to the parent, and whether the parent wanted to move on to an evaluation.

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## Transition Planning for a Good Life

Presented by: Amy Freeman & Brandi Muhammad

April 24, 2024 from 4:00 – 5:00 pm (ET)

**Program Description:** Family consultants from the Ohio Coalition for the Education of Children with Disabilities (OCECD) will present information and questions that will allow families to take a more personal look at preparing their child/children for the many transitions he/she/they will experience, starting with their early years and extending to preparation for graduation and postsecondary success.

### Guest speakers:

**Amy Freeman** is the Statewide Transition Program Director and 1:1 Reading Mentoring Program Director for OCECD. She provides both transition training/support and reading mentoring training/support to families, schools, and organizations statewide. Amy is also the lead for ODE's Reading Tips for Families website. Amy holds a M.Ed. in Special Education. She was the former director of Project MORE and has over 40 years of experience working as a teacher, workshop director, behavior specialist, superintendent, statewide preschool reviewer, and DD consultant. Amy's youngest brother had Down Syndrome and inspired her life's work.

**Brandi Muhammad** began her position at the Coalition in January 2022. She is the Information Specialist/Trainer currently serving Northwest Ohio. She was a parent mentor for Columbus City Schools for several years, where supporting the parent/guardian was her top priority. Her work included helping parents and guardians understand the special education process, rights, and educational services provided in the district. She was a liaison between the educational staff, the parents/guardians, and the student, providing reassurance and encouraging mutual support. Brandi Muhammad is qualified academically and has life experience. As a widow and mother of three amazing young adults, she understands the challenges parents/guardians go through in, and outside of, the school. Her son was diagnosed with dyslexia in the 10th grade, and her daughter struggles with behavioral challenges and specific learning disabilities. As the parent of two exceptional students, Brandi has trained and supported parents in all facets of special education. She plans to support parents and guardians with special education training such as the IEP, 504 plans, and



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parents' rights, among others. Brandi has received a number of trainings from Columbus City Schools, the Ohio Department of Education & Workforce, and other organizations, such as the Ohio Coalition.

**Learning Objectives:** Participants will...

1. Learn life span transition planning beginning at birth through post-secondary.
2. Become familiar with Charting the LifeCourse (CtLC) and learn how to use CtLC tools.

**Target Audience:** Parents, students, educators, related services providers, and agency personnel

**Registration Link:** [https://uceducation.az1.qualtrics.com/jfe/form/SV\\_bezfwEANW5En7JY](https://uceducation.az1.qualtrics.com/jfe/form/SV_bezfwEANW5En7JY)

**Contact Hours:** 1 contact hour upon completion of session evaluation

**Questions:** Contact Jodi Dowell via e-mail at [dowelljr@ucmail.uc.edu](mailto:dowelljr@ucmail.uc.edu)



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