

# **ANNUAL PERFORMANCE REPORT (APR)**

## **PART C**

**Federal Fiscal Year (FFY) 2011 – 2012**



## Part C State Annual

### Performance Report (APR) for 2011– 2012

**Overview of the Annual Performance Report Development:** The Florida Department of Health, Children’s Medical Services, Early Steps State Office (ESSO), as the lead agency for implementation of the Individuals with Disabilities Education Act (IDEA), Part C, developed the Annual Performance Report (APR) in consultation with the Early Steps Continuous Improvement Workgroup. This workgroup is comprised of stakeholders representing families, providers, local Early Steps Directors, members of the Florida Interagency Coordinating Council for Infants and Toddlers (FICCIT), the Florida Department of Education (DOE), and the Early Steps Family Data Center.

In this document, the Florida Department of Health, Children’s Medical Services, Early Steps State Office, will be referred to as the “lead agency.” In order to ensure services are provided to eligible infants and toddlers and their families in accordance with IDEA, the lead agency enters into contract with fifteen local entities. In this document, these Local Early Steps programs will be referenced as “local ES” or “LESS” or if singular, an “LES.”

Data reported to OSEP through its contracted entity, the Data Accountability Center/WESTAT, in accordance with Public Law 108-446, Section 618, will be referenced in this document as “618 data.”

In this APR, Service Coordinators will be differentiated from other providers of services to eligible children. Therefore, reference will be made to “Service Coordinators” (SC), while those individuals who provide other early intervention services will be referred to as “providers.” Providers include those individuals directly employed by the LES as well as by community agencies.

Through contract with the lead agency, each LES assumes responsibility for ensuring that services are provided in accordance with IDEA in a designated geographic area. Each LES employs Service Coordinators, Family Resource Specialists (FRS), and other staff to ensure eligible infants and toddlers and their families have access to Part C services. Most Service Coordinators work under the direct employment of the LES. The remainder of the workforce necessary to provide early intervention services to eligible infants and toddlers is derived from early interventionists employed by the LES, or more frequently, through a network of individuals or agencies that have a written agreement with the LES to deliver services. A national shortage of pediatric therapists, relatively low reimbursement fees for service provision, increased costs associated with delivering services in natural environments and resistance to the implementation of the Team-Based Primary Service Provider (TBPSP) approach have inhibited LESSs from recruiting and maintaining sufficient practitioners into the provider pool to serve the increasing referrals. Contract requirements were amended beginning November 2011 which placed increased emphasis and accountability for implementation of the TBPSP approach.

The Florida Medicaid system has continued to transition to managed care. This has significantly reduced benefit coverage for Individualized Family Support Plan (IFSP) services, most notably therapy services. Medicaid Health Maintenance Organization (HMO) provider panels are closed in many areas of the state and panel members are primarily outpatient rehabilitation and hospital-affiliated clinic-based providers. In order to comply with IDEA’s natural environment mandate, LESSs have had to use more Part C funds as payer of last resort for an increasing number of therapy services for Medicaid recipients, which has created a burden to Early Steps resources. In addition, the Agency for Health Care Administration (AHCA) implemented a post-payment audit process beginning in April 2011, for claims payment going back to 2006, which resulted in significant pay back demands for

therapy services that were paid erroneously by the Medicaid fiscal agent. This payback demand resulted in some therapy providers withdrawing from Medicaid and Early Steps program participation, thus further limiting the provider pool. After the initial piloting period was completed, the auditing process was implemented as a routine practice for randomly identified providers throughout the state and has continued through FFY 2011-2012 and FFY 2012-2013. While AHCA has corrected the system error that caused claims to wrongfully be paid and strengthened its training process to support accurate Medicaid billing, the auditing process has continued to strain Early Steps therapy providers.

The Florida Developmental Disabilities Council (FDDC) sponsored an investigative project to develop a strategic plan for the sustainability of the Early Steps Program in the fall of 2009. The need for this project was identified based on growing concern that the fiscal resources available to support the Early Steps Program were becoming increasingly insufficient to meet the financial needs of the program. The Ounce of Prevention Fund of Florida was awarded a contract to facilitate the development of a strategic plan for sustainability of the Early Steps Program. The plan was received in January, 2011, and included 41 specific strategies that addressed four overarching critical factors to successfully meet the challenges of sustainability. These factors included: (1) solidifying existing revenue streams and finding additional revenue streams, (2) improving cost efficiency of program service delivery, (3) increasing the visibility of the program to divergent stakeholders, and (4) improving policies and operations to increase recruitment and retention of quality providers. While not specifically focused toward improvement on State Performance Plan (SPP) indicators, the strategic plan recognized the insufficient resources available for program viability. The financial instability of the program is an important context for the challenges faced in improving performance on the SPP. Early Steps system stakeholders have continued to work on the strategies identified in our Early Steps Strategic Plan for Sustainability.

Florida implemented revised policies on July 1, 2010, which included **changes in the state's eligibility criteria** for Part C services. Children made eligible prior to the change were unaffected; however, on October 1, 2011, **annual re-determination of eligibility** for all children under the new criteria was required. These revisions were based on the strategies identified in the above mentioned report and have impacted performance by reducing the number of children eligible to receive ongoing services, and resulting in a more delayed population. The full impact will not be measured until FFY 2012-2013.

A Service Coordinator Apprenticeship Training was developed in collaboration with the Florida State University Center for Prevention and Early Intervention Policy to increase proficiency for front line-staff on what elements are necessary to successfully deliver services which engage children in natural learning opportunities that occur in everyday routines, family activities, and community life. The training enables service coordinators to demonstrate competence in building effective alliances with families and facilitating the Individualized Family Support Plan (IFSP) process using a family-centered approach in accordance with federal and state requirements. The core training integrates content from current training resources into systematic, activity-based units that follow the flow of the Service Coordinator Apprenticeship Checklist and Competencies. This apprenticeship training was piloted in one small service area and two large service areas in fall of 2010 and spring of 2011, and rolled out to full implementation through a Train-the-Trainer series in May and June of 2011. During FFY 2011-2012, this training was updated to reflect policy changes and formatted for online accessibility.

To assess performance and to identify noncompliance, annual **Quality Assurance (QA) monitoring** of each of the LESs is conducted through self-assessment of child records randomly selected by the lead agency. The QA self-assessment information completed by each LES is submitted to the lead agency for review. The lead agency conducts a desk review of the self-assessment information and includes in its analysis a review of other pertinent data to determine consistency among various sources of information, such as prior

performance, progress on the Continuous Improvement Plan (CIP), and improvement strategies implemented by the LES. When there is unexplained inconsistency across sources of information, the lead agency requests copies of documentation from child records to verify the self-assessment. If further verification is indicated, an onsite review is conducted to validate the QA monitoring results. In addition, targeted LESs are selected each year to receive technical assistance in the form of a facilitated self-assessment. The facilitated self-assessment is conducted onsite at the LES and provides an opportunity for lead agency staff to mentor LES staff on the correct interpretation of compliance and includes rich technical assistance discussions.

Children's Medical Services began development of a new client information and payment system reliant on a Third Party Administrator beginning in July, 2010. Initial pilot of the system began in March, 2012, and as of this report submission date, 8 of the 15 LESs have converted to the new system. The full impact of implementation of the new system is not anticipated until FFY 2013-2014.

The finalized APR and current SPP are posted to the Early Steps website located at: [http://www.cms-kids.com/providers/early\\_steps/reports/program\\_performance.html](http://www.cms-kids.com/providers/early_steps/reports/program_performance.html). LES Directors, Family Resource Specialists, FICCIT members, AHCA staff, DOE staff, and other stakeholders are informed of the website availability of the APR and SPP. LES Directors and Family Resource Specialists include information about how to access the APR in newsletters and other materials sent to their provider network and families.

In June 2012, the lead agency reported to the public on LES performance toward the targets in the SPP. Public reporting of state and LES performance is posted to the Early Steps website located at: [http://www.cms-kids.com/providers/early\\_steps/reports/program\\_performance.html](http://www.cms-kids.com/providers/early_steps/reports/program_performance.html). The format for public reporting was developed in consultation with the Continuous Improvement Workgroup.

The bolded themes discussed in this overview are referred to in specific indicator sections.

## Part C State Annual Performance Report (APR) for FFY 2011

### Overview of the Annual Performance Report Development:

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 1:** Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services, including the reasons for delays.

### Actual Target Data for FFY 2011-2012:

REPORT OF PROGRESS - INDICATOR 1			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 1:</b> Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner	100%	82%	90%

RAW DATA CALCULATION - INDICATOR 1				
A	B	C	D	E
Total child records reviewed (represents children from all 15 LESs)	Children with IFSPs receiving early intervention services in a timely manner	Children with IFSPs not receiving early intervention services in a timely manner due to documented exceptional family circumstances	Percent of children with IFSPs who received early intervention services on their IFSPs in a timely manner or there was a documented exceptional family circumstance that prevented timely service delivery ((B + C) / A X 100 = D)	Total children not receiving timely service delivery for reasons other than documented exceptional family circumstances (A - B - C = E)
270	217	26	90%	27

The actual target data were derived from **QA monitoring** results. The actual target data represent review of randomly selected child records from all fifteen LESs. Data collected represent the initiation of new early intervention services from initial IFSPs and subsequent IFSPs. The criterion for measurement of timely services is thirty calendar days from the date the family consented to the service. Documented exceptional family circumstances that prevented the timely delivery of early intervention services are included in the numerator and denominator for calculating actual target data.

PROGRESS TRENDLINE – INDICATOR 1								
	FFY 2004- 2005	FFY 2005- 2006	FFY 2006- 2007	FFY 2007- 2008	FFY 2008- 2009	FFY 2009- 2010	FFY 2010- 2011	FFY 2011- 2012
Actual Target Data	61%	57%	64%	70%	72%	98%	82%	90%

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target that occurred for FFY 2011:**

Florida made progress in its performance but did not meet the target for Indicator 1.

Activities	Timelines	Resources	Status
Continue to measure timely service delivery through QA monitoring (including child record review). Local ES Programs not in compliance with services being provided in a timely manner will be required to develop strategies to ensure compliance is reached as soon as possible, but no later than within one year of identification. The Lead Agency will verify compliance and utilize sanctions and enforcement actions if compliance is not reached within one year of identification.	Ongoing through 2013	Lead Agency, local ES Programs	Fourteen LESs had findings of non-compliance in FFY 2011-2012 and were required to develop CIP's.  All demonstrated timely correction in FFY 2011-2012  Annual QA Monitoring was completed in November 2012.
Review data from QA monitoring child record review and the ES Data System to determine the efficacy of improvement strategies and identify additional improvement activities that need to be implemented to ensure compliance with timely service delivery.	July 2006 through 2013	ES Continuous Improvement Workgroup, Lead Agency	Revised Continuous Improvement Plan format developed in September 2012 to assist LES with developing more meaningful improvement strategies.  ESSO updated the QA statewide longitudinal performance tracking report to analyze performance trends in FFY 2011-2012 for each LES and statewide in November 2012.  In December 2012, each LES

Activities	Timelines	Resources	Status
			received a copy of their QA 4-year performance trend to analyze longitudinal performance.
Develop and implement initiatives to promote the recruitment, preparation, and retention of qualified early intervention providers through pre-service and in-service training and technical assistance activities.	July 2006 through 2013	Lead Agency	LESs developed local provider training materials and shared promising practices during monthly Training Coordinator conference calls.  Fifteen LESs provided training to staff and providers related to timely services in FFY 2011-2012.
Facilitate an analysis of low performing LESs to identify and correct practices which contribute to delays in timely service delivery. Based on the results of this analysis, implement provider recruitment, training, technical assistance, and policy changes as required or necessary.	January 2008 through 2013	Lead Agency, LESs Programs	Presentations at statewide meeting in November 2011 and 2012 regarding common documentation errors identified during record review. Presentations were distributed for additional local use.
Report to the public on ES performance with timely service delivery, reporting on statewide performance as well as performance by local ES Programs.	June 2007 through 2013	Lead Agency	Report posted on website and was distributed to stakeholders February 2012.

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator: 82%

1. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011)	<b>5</b>
2. Number of FFY 2010 findings the State verified as timely corrected (verified as corrected within one year from the date of notification to the EIS program of the finding)	<b>5</b>
3. Number of FFY 2010 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Verification of Correction (either timely or subsequent):**

The lead agency has verified that each LES with noncompliance identified in FFY 2010: (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100% compliance) based on a review of updated data, and (2) has corrected each individual case of noncompliance, unless the child was no longer within the jurisdiction of the LES, consistent with OSEP Memorandum 09-02.

In order to ensure noncompliant practices have been revised and the LES is correctly implementing the regulatory requirements, the lead agency conducted a review of child records for each LES with findings of noncompliance. The number of child records reviewed to verify correction of the noncompliance was relative to the extent and root cause of the findings of noncompliance. Additionally, for each LES with findings of noncompliance, the lead agency verified that the LES initiated services for each child, although late, unless the child was no longer within the jurisdiction of the LES. This verification was based on follow-up reporting by the LES on individual children whose services had not been initiated.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for *FFY 2011*:**

No changes are being made to the Improvement Activities for Indicator 1 in the SPP.

## Part C State Annual Performance Report (APR) for FFY 2011

### Overview of the Annual Performance Report Development:

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 2:** Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings) divided by the (total # of infants and toddlers with IFSPs)] times 100.

### Actual Target Data for FFY 2011-2012:

REPORT OF PROGRESS - INDICATOR 2			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 2:</b> Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings	75%	79%	84%

RAW DATA CALCULATION - INDICATOR 2				
A	B	C	D	E
Infants and toddlers with IFSPs receiving services in the home	Infants and toddlers with IFSPs receiving services in community-based settings	Infants and toddlers with IFSPs receiving services in other settings	Total infants and toddlers with IFSPs reported (A + B + C = D)	Percent of infants and toddlers with IFSPs receiving services in the home or community-based settings (A + B) / D x 100 = E)
8949	1147	1859	11955	84%

The actual target data for Indicator 2 are from the state's 618 Data and are derived from the services identified on the IFSP and entered into the Early Steps Data System for infants and toddlers with IFSPs who were eligible on October 14, 2011, as reported to WESTAT and OSEP on February 1, 2012. To determine each child's primary setting, the IFSP services for each child are analyzed to determine the location in which that child will receive the most hours of service.

### Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:

Florida improved its performance and exceeded the target for Indicator 2.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

No changes are being made to the Improvement Activities for Indicator 2 in the SPP.

## Part C State Annual Performance Report (APR) for FFY 2011

### Overview of the Annual Performance Report Development:

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 3:** Percent of infants and toddlers with IFSPs who demonstrate improved:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

(20 U.S.C. 1416(a)(3)(A) and 1442)

#### **Measurement:** Outcomes:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/communication); and
- C. Use of appropriate behaviors to meet their needs.

Progress categories for A, B and C:

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

**Actual Target Data for FFY 2011-2012:**

<b>REPORT OF PROGRESS - INDICATOR 3, OUTCOME A</b> <b>Positive social-emotional skills (including social relationships)</b>			
	<b>Measurable and Rigorous Target 2011 - 2012</b>	<b>Actual Target Data 2010 - 2011</b>	<b>Actual Target Data 2011 - 2012</b>
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	36.2%	35.0%	32.9%
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program	75.8%	75.2%	68.9%

<b>REPORT OF PROGRESS - INDICATOR 3, OUTCOME B</b> <b>Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b>			
	<b>Measurable and Rigorous Target 2011 - 2012</b>	<b>Actual Target Data 2010 - 2011</b>	<b>Actual Target Data 2011 - 2012</b>
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	52.8%	53.7%	54.6%
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program	49.8%	49.5%	45.7%

<b>REPORT OF PROGRESS - INDICATOR 3, OUTCOME C</b> <b>Use of appropriate behaviors to meet their needs</b>			
	<b>Measurable and Rigorous Target 2011 - 2012</b>	<b>Actual Target Data 2010- 2011</b>	<b>Actual Target Data 2011 - 2012</b>
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program	52.6%	56.4%	56.6%
2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program	76.0%	76.0%	70.7%

RAW DATA CALCULATION - INDICATOR 3						
	Indicator 3 Outcome A Positive social-emotional skills  BDI-2 Personal-social Domain		Indicator 3 Outcome B Acquisition and use of knowledge and skills  BDI-2 Communication Domain		Indicator 3 Outcome C Use of appropriate behaviors to meet their needs  BDI-2 Adaptive Domain	
	Number of Children	%	Number of Children	%	Number of Children	%
a. Percent of infants and toddlers who did not improve functioning	202	4.2	188	4.0	216	4.5
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	1130	23.8	1578	33.2	821	17.3
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it	147	3.1	816	17.2	354	7.4
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers	505	10.6	1309	27.5	996	21.0
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers	2770	58.3	863	18.2	2367	49.8
Total	N=4754	100%	N=4754	100%	N=4754	100%

The actual target data are derived from assessments administered upon entry into and exit from Early Steps for eligible children in all LESs. LESs and school districts entered assessment results for assessments in the BDI-2 Data Manager online scoring and reporting program. Data were exported from the Data Manager and matched with data maintained by the University of Miami subcontractor for assessments completed prior to FFY 2009-2010. A final de-identified data set, consisting of all records with sufficient data to be included in the state report, was sent to the University of Miami discretionary project whose staff did the analyses that produced the category assignments.

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida's data showed improvement but did not meet the targets for Indicator 3B Summary Statement 1 and 3C Summary Statement 1. Florida's data showed slippage and did not meet the targets for Indicator 3A Summary Statement 1 and 2, 3B Summary Statement 2, and 3C Summary Statement 2. Florida does not consider the evaluation of current summary statement percentages against previously established targets to be valid owing to **changes in the state's eligibility criteria** for Part C services and the adoption of a requirement for **annual redetermination of eligibility**. The aforementioned changes call for the establishment of revised baseline data against which to measure progress and slippage.

The bolded themes are discussed in more detail in the overview of this document.

Activities	Timeline	Resources	Status
Review data quality/provide feedback to participating LESs	July 2007 through June 2013	DOH/Early Steps State Office FDOE/BEESS University of Miami Discretionary Project Technical Assistance and Training System (TATS)	Error reports were provided to LESs for data analysis in July 2011 and June 2012.  Child Outcomes Advisory Committee meeting was held December 2012 to review data.  Conference calls with LESs will be scheduled February 2013 to strategize drill down analyses.
Review and revise technical assistance documents and other support materials; maintain communication with LESs	July 2007 through June 2013	DOH/Early Steps State Office FDOE/BEESS University of Miami Discretionary Project Technical Assistance and Training System (TATS)	Monthly DOH/DOE Leadership Team meetings are held to review and revise TA materials. All TA materials posted at <a href="http://www.tats.ucf.edu/outcomes.html">http://www.tats.ucf.edu/outcomes.html</a> .  Monthly conference calls with LES Directors includes routine update on Child Outcome Measurement System.  Quarterly Child Outcomes Contacts conference call includes clarification on data collection process.
Assess ongoing training needs of LESs on the selected instrument	July 2009 through June 2013	DOH/Early Steps State Office FDOE/BEESS University of Miami Discretionary Project Technical Assistance and Training System (TATS)	LESs completed training assessment survey in February 2012.  BDI-2 Train-the-trainer was provided to evaluators in March, November and December of 2012.
Implement online data collection process	August 2009 through June 2011	DOH/Early Steps State Office FDOE/BEESS University of Miami Discretionary Project Publisher Technical Assistance and Training System (TATS)	Monthly conference calls with LES Directors include routine update on Child Outcome Measurement System.  Quarterly Child Outcomes Contacts conference call includes clarification on data collection process.  Changes to the data collection process for specific data elements began in July 2012.
Develop and implement Quality Assurance process for child outcome measurement system	December 2009 through June 2013	DOH/Early Steps State Office FDOE/BEESS University of Miami Discretionary Project Technical Assistance and Training System (TATS) Stakeholders	Data Verification reporting is reviewed quarterly.  BEESS problem-solving meeting was held to brainstorm quality assurance processes and developed workgroup April 2012.  Changes to the data collection process for specific data elements began in July 2012.  BDI-2 Fidelity Checklist tool was developed to enhance quality assurance processes in November 2012.

Activities	Timeline	Resources	Status
Analyze LES performance against baseline data for APR	July 2010 through June 2013	DOH/Early Steps State Office FDOE/BEES University of Miami Discretionary Project	Child Outcomes Stakeholder Committee convened December 2012 to review data and make recommendations.
Provide training and technical assistance to LESs to ensure individualized decision-making by IFSP teams and that services are provided in natural environments whenever possible, based on identified family-centered outcomes.	July 2010 through June 2012	Lead Agency, LES Programs	<p>Service Coordinator Apprenticeship Training was fully implemented in July 2011.</p> <p>Autism Navigator pilot project began in April 2012.</p> <p>A Primary Service Provider Checklist (Sheldon and Rush) was distributed to LESs in May 2012 to assess implementation of the Team Based Primary Service Provider (TBPSP) approach.</p> <p>Training sessions related to the TBPSP Approach were held at the Early Steps Statewide Meeting in November 2011 and 2012.</p> <p>Intensive technical assistance on the TBPSP model was provided to one local program in FFY 2011-2012.</p> <p>All 15 LESs provided local training related to child outcomes during FFY 2011-2012.</p>
Report to the public on ES performance with child outcomes, reporting on statewide performance as well as performance by local ES Programs.	February 2011 through February 2013	Lead Agency	Report posted on website and distributed to stakeholders in February 2012.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

Florida anticipates establishing a new baseline and rigorous targets using performance data for FFY 2012-2013, the first year in which all children exiting the program will have entered the program under the revised eligibility requirements and the requirement for annual re-determination. No changes are being made to the Improvement Activities for Indicator 3 in the SPP.

## Part C State Annual Performance Report (APR) for FFY 2011

### Overview of the Annual Performance Report Development:

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 4:** Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

#### Measurement:

A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.

B. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.

C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

### Actual Target Data for FFY 2011-2012:

REPORT OF PROGRESS - INDICATOR 4			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 4A:</b> Percent of families who report that early intervention services have helped the family know their rights	67.0%	75.0%	72.7%
<b>Indicator 4B:</b> Percent of families who report that early intervention services have helped the family effectively communicate their children's needs	63.0%	70.5%	70.8%
<b>Indicator 4C:</b> Percent of families who report that early intervention services have helped the family help their children develop and learn	78.0%	89.4%	84.6%

#### RAW DATA CALCULATION - INDICATOR 4A

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(OMB NO: 1820-0578 / Expiration Date: 08/31/2014)

<b>A</b>	<b>B</b>	<b>C</b>
Total surveys received	Total families reporting that early intervention services have helped their family know their rights	Percent of families reporting that early intervention services have helped their family know their rights (B / A x 100 = C)
1221	888	72.7%

<b>RAW DATA CALCULATION - INDICATOR 4B</b>		
<b>A</b>	<b>B</b>	<b>C</b>
Total surveys received	Total families reporting that early intervention services have helped their family communicate their children's needs	Percent of families reporting that early intervention services have helped their family communicate their children's needs (B / A x 100 = C)
1221	864	70.8%

<b>RAW DATA CALCULATION - INDICATOR 4C</b>		
<b>A</b>	<b>B</b>	<b>C</b>
Total surveys received	Total families reporting that early intervention services have helped their family help their children develop and learn	Percent of families reporting that early intervention services have helped their family help their children develop and learn (B / A x 100 = C)
1221	1033	84.6%

The National Center for Special Education Accountability Monitoring (NCSEAM) survey was utilized as the measurement tool for Indicator 4. Florida continued to implement a point of contact survey process targeting families exiting Early Steps during the specified timeframe. There were 1229 total surveys received of which 1221 had usable data. Of the 1221 surveys, only 1002 included the unique number and could be matched to valid demographic information.

<b>Child's Gender</b>	<b>618 DATA 2011 - 2012</b>		<b>FAMILY SURVEY RESPONDENTS 2011 - 2012</b>	
	<b>Total Statewide 618</b>	<b>Percent 618 Statewide</b>	<b>Total Surveys Received with Valid Demographic Data</b>	<b>Percent Surveys Received with Valid Demographic Data</b>
Female	4,293	36%	331	33%
Male	7,662	64%	671	67%
<b>Total</b>	<b>11,955</b>	<b>100%</b>	<b>1002</b>	<b>100%</b>

	<b>618 DATA 2011 - 2012</b>	<b>FAMILY SURVEY RESPONDENTS 2011 - 2012</b>
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Child's Race	Total Statewide 618	Percentage 618 Statewide	Total Surveys Received with Valid Demographic Data	Percent Surveys Received with Valid Demographic Data
Black or African American	2,825	24%	219	22%
White	4,486	38%	322	32%
Hispanic/Latino	3,988	33%	424	43%
Asian	248	2%	15	1%
Native Hawaiian or Other Pacific Islander	19	0%	1	0%
American Indian or Alaska Native	19	0%	0	0%
Two or More Races	370	3%	21	2%
Total	11,955	100%	1002	100%

Child's Medicaid Enrollment Status	618 DATA 2011 - 2012		FAMILY SURVEY RESPONDENTS 2011 - 2012	
	Total Statewide	Percentage Statewide	Total Surveys Received with Valid Demographic Data	Percent Surveys Received with Valid Demographic Data
Medicaid Enrolled	8,348	70%	696	69%
Not Medicaid Enrolled	3,607	30%	306	31%
Total	11,955	100%	1002	100%

The lead agency performed an analysis of the survey respondents as compared to 618 and other demographic data to determine representativeness of the results. This analysis showed a slight overrepresentation of responses from families of Hispanic children and a slight underrepresentation of responses from families of white children.

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida improved its performance and exceeded targets for Indicators 4A, 4B, and 4C.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

No changes are being made to the Improvement Activities for Indicator 4 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 5:** Percent of infants and toddlers birth to 1 with IFSPs compared to national data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to national data.

**Actual Target Data for FFY 2011-2012:**

REPORT OF PROGRESS - INDICATOR 5			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 5:</b> Percent of infants and toddlers with IFSPs birth to 1	.72%	.69%	.70%

RAW DATA CALCULATION - INDICATOR 5 (includes comparison with national data)			
	2011 State Child Count		
	D	E	F
	Number of children with IFSPs birth to 1	State population birth to 1	Percent of children with IFSPs birth to 1 (D / E x 100 = F)
Florida	1502	213,621	.70%
National Average			1.02%

The actual target data for Indicator 5 are part of the state's 618 Data, reported to WESTAT and OSEP on February 1, 2012. The reported data are based on enrolled children who had an IFSP on October 14, 2011. State population data and national average information are derived from the Data Accountability Center website.

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida's data showed improvement but did not meet the target for Indicator 5. Florida does not consider the evaluation of current percentages against previously established targets to be valid owing to **changes in the state's eligibility criteria** for Part C services and the adoption of a requirement for annual **redetermination of eligibility**. The aforementioned changes call for the establishment of revised baseline data against which to measure progress and slippage.

The bolded themes are discussed in more detail in the overview of this document.

Activities	Timelines	Resources	Status
Analyze disaggregated data on the population served and referral source to determine if there is a specific birth to 1 "target population" that may be under-represented. Implement TA and outreach efforts to targeted local ES Programs to improve their child find results.	Annually through 2013	Lead Agency, in consultation with ES Data Center	Data analysis was completed in August 2012.
Consider the potential use of the Birth Defects Surveillance Program data, and enhance collaboration with Children's Medical Services (CMS) Newborn Screening Program. Florida expanded newborn screening at no cost and performs routine tests to screen for 34 disorders which provide opportunities for earlier detection and intervention for newborn children. Collaboration will continue with Department of Children and Families (DCF) on the role of the Lead Agency on the implementation of IDEA 2004, section 637(a)(6)(A) and (B).	Annually through 2013	Lead Agency, in consultation with ES Data Center, DCF, and FICCIT	Implemented referral process from Newborn Screening Unit to LESs in August 2012.  CMS Child Protection Team Unit monitored implementation of local CPT screening of infants and toddlers.
Increase outreach to local referral sources (Healthy Start, school districts, etc.) which provide low number of referrals so they are informed about eligibility, identification of children who may be eligible, and about procedures for making appropriate referrals to ES Programs. Activities may include: continued community outreach, improved service coordination efforts, outreach to early childhood provider partnerships, participation at community fairs, outreach to child care programs, and participation in child development screening days.	July 2006 through 2013	Local ES Programs, in coordination with Lead Agency and with input from partner agencies and the public	Fourteen LESs provided local outreach training in FFY 2011-2012.  Public Awareness Materials were provided to local programs in September 2011 and March 2012.
Continue public awareness efforts for medical professionals, especially pediatricians and other health care personnel, on the importance of early identification and referral.	Annually through 2013	Lead Agency, local ES Programs	Fourteen LESs provided local outreach training in FFY 2011-2012.  Public Awareness Materials were provided to local programs in September 2011 and March 2012.
The lead agency will participate on Florida's Act Early team to promote early identification, assessment, and intervention for children with autism spectrum disorder and related developmental disabilities.	October 2009 through 2013	Lead Agency, Stakeholders	Received Learn the Signs Act Early grant December 2011 which focused on Family Child Care Home providers.

The lead agency will participate in statewide initiatives for the development of universal screening of all young children as prioritized by the Florida Cabinet of Children and Youth.	October 2009 through 2013	Lead Agency, Stakeholders	Participated as Task Force member of Florida Developmental Disabilities Council's Child Development Screening Initiative beginning April 2011.
Report to the public on ES performance with percent of birth to one year old children served, reporting on statewide performance as well as performance by local ES Programs.	June 2007 through 2013	Lead Agency	Report posted on website and distributed to stakeholders in February 2012.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

Florida anticipates establishing a new baseline and rigorous targets using performance data for FFY 2012-2013, the first year in which all children enrolled will have entered the program under the revised eligibility requirements and the requirement for annual re-determination. No changes are being made to the Improvement Activities for Indicator 5 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 6:** Percent of infants and toddlers birth to 3 with IFSPs compared to national data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to national data.

**Actual Target Data for FFY 2011-2012:**

REPORT OF PROGRESS - INDICATOR 6			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 6:</b> Percent of infants and toddlers with IFSPs birth to age 3	1.89%	2.06%	1.88%

RAW DATA CALCULATION - INDICATOR 6 (includes comparison with national data)			
	2011 State Child Count		
	D	E	F
	Number of children with IFSPs birth to 3	State population birth to 3	Percent of children with IFSPs birth to 3 (D / E x 100 = F)
Florida	11,955	634,684	1.88%
National Average			2.79%

The actual target data for Indicator 6 are part of the state's 618 Data, reported to WESTAT and OSEP on February 1, 2012. The reported data are based on enrolled children who had an IFSP on October 14, 2011. State population data and national average information are derived from the Data Accountability Center website.

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida's data showed slippage and did not meet the target for Indicator 6. Florida does not consider the evaluation of current percentages against previously established targets to be valid owing to **changes in the state's eligibility criteria** for Part C services and the adoption of a requirement for annual **redetermination of eligibility**. The aforementioned changes call for the establishment of revised baseline data against which to measure progress and slippage.

The bolded themes are discussed in more detail in the overview of this document.

Activities	Timelines	Resources	Status
Determine if there is a specific birth to 3 “target population” that may be under-represented. First, compare the population served with groups that are under represented in certain programs. Then, increase TA and outreach efforts in those programs to improve Child Find.	Annually through 2013	Lead Agency, in consultation with ES Data Center, and FICCIT	Data analysis was completed in August 2012.
Continue public awareness efforts for medical professionals, especially pediatricians and other health care personnel, on the importance of early identification and referral.	Ongoing through 2013	Lead Agency, local ES Programs	Fourteen LESs provided local outreach training in FFY 2011-2012.  Public Awareness Materials were provided to local programs in September 2011 and March 2012.
Increase outreach to local referral sources (Healthy Start, school districts, etc.) which provide low number of referrals so they are informed about eligibility, identification of children who may be eligible, and about procedures for making appropriate referrals to ES. Activities may include: continued community outreach, improved service coordination efforts, outreach to early childhood provider partnerships, participation at community fairs, outreach to child care programs, and participation in child development screening days.	July 2006 through 2013	Local ES Programs in coordination with Lead Agency and with input from partner agencies and the public	Fourteen LESs provided local outreach training in FFY 2011-2012.  Public Awareness Materials were provided to local programs in September 2011 and March 2012.
Expand awareness about ES, the children served and how to refer them to relevant state agencies in order to enhance Child Find efforts. ES will contact programs in other agencies to educate them about our efforts and resources. Activities may include continued public communications campaigns, marketing to specific groups, and the development and distribution of printed materials.	July 2006 through 2013	Lead Agency, with input from partner agencies and the public	Partnered with Office of Early Learning (OEL) for annual statewide meeting in November 2011 and with OEL and Headstart Collaboration Office in November 2012.  Annual FICCIT Report distributed February 2012.  Presentation provided at One Goal Summer Conference June 2012.  Participated on Florida’s Expanding Opportunities team.
Track the percentage of children determined to be ineligible by LES and statewide to determine implications and need for technical assistance, training, etc.	July 2007 through 2013	Lead Agency	Monthly Eligibility monitoring completed.
The lead agency will participate on Florida’s Act Early team to promote early identification, assessment, and intervention for children with autism spectrum disorder and related developmental disabilities.	October 2009 through 2013	Lead Agency, Stakeholders	Received Learn the Signs Act Early grant 2011 which focused on Family Child Care Home providers.
The lead agency will participate in statewide initiatives for the development of universal screening of all young children as prioritized by the Florida Cabinet of Children and Youth.	October 2009 through 2013	Lead Agency, Stakeholders	Participated as Task Force member of Florida Developmental Disabilities Council’s Child Development Screening Initiative beginning April 2011.

Activities	Timelines	Resources	Status
Report to the public on ES performance with percent of birth to three year old children served, reporting on statewide performance as well as performance by local ES Programs.	June 2007 through 2013	Lead Agency	Report posted on website and distributed to stakeholders February 2012.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

Florida anticipates establishing a new baseline and rigorous targets using performance data for FFY 2012-2013, the first year in which all children enrolled will have entered the program under the revised eligibility requirements and the requirement for annual re-determination. No changes are being made to the Improvement Activities for Indicator 6 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 7:** Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline) divided by the (# of infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted)] times 100.

Account for untimely evaluations, assessments, and initial IFSP meetings, including the reasons for delays.

**Actual Target Data for FFY 2011-2012:**

REPORT OF PROGRESS - INDICATOR 7			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 7:</b> Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline	100%	92%	92%

RAW DATA CALCULATION – INDICATOR 7				
A	B	C	D	E
Total child records reviewed	Children with timely evaluation and assessment and initial IFSP	Children with evaluation and assessment and initial IFSP completed more than 45 days from the child's referral, with documented exceptional family circumstances that caused the delay	Percent of children with timely evaluation and assessment and initial IFSP or there is a documented exceptional family circumstance that caused the delay in completion of the evaluation and assessment and initial IFSP $((B + C) / A \times 100 = D)$	Children whose evaluation and assessment and initial IFSP were held more than 45 days from date of referral for reasons other than documented exceptional family circumstances $(A - B - C = E)$
270	220	27	92%	23

The actual target data were derived from **QA monitoring** results. The actual target data represent review of child records of randomly selected, newly referred children in all LESS. Documented exceptional family circumstances that prevented the timely completion of the evaluation and assessment and initial IFSP are included in the numerator and denominator for calculating actual target data.

The bolded themes are discussed in more detail in the overview of this document.

PROGRESS TRENDLINE – INDICATOR 7								
	FFY 2004-2005	FFY 2005-2006	FFY 2006-2007	FFY 2007-2008	FFY 2008-2009	FFY 2009-2010	FFY 2010-2011	FFY 2011-2012
Actual Target Data	69%	85%	86%	80%	91%	92%	92%	92%

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida sustained its performance but did not meet the target for Indicator 7

Activities	Timelines	Resources	Status
Continue to determine compliance with the 45-day timeframe through QA monitoring (including child record review). Local ES Programs that are not in compliance with the 45-day timeline will be required to develop strategies to ensure compliance is reached as soon as possible, but no later than within one year of identification. The Lead Agency will verify compliance and utilize sanctions and enforcement actions if compliance is not reached within one year of identification.	Ongoing through 2013	Lead Agency, local ES Programs	Seven LES's had findings of non-compliance and were required to develop CIP's in FFY 2011-2012.  All demonstrated timely correction in FFY 2011-2012.  Annual QA Monitoring was completed November 2012.
Review data from QA monitoring child record review and the ES Data System to determine the efficacy of improvement strategies and identify additional improvement activities that need to be implemented.	July 2006 through 2013	ES Continuous Improvement Workgroup, Lead Agency	ESSO updated the QA statewide longitudinal performance tracking report to analyze performance trends in FFY 2011-2012 for each LES and statewide in November 2012.  In December 2012, each LES received a copy of their QA 4-year performance trend to analyze longitudinal performance.  Presentations at statewide meeting in November 2011 and 2012 regarding common documentation errors identified during record review. Presentation distributed for additional local use.  Technical Assistance provided to LESs during monthly Service Coordinator calls.  TA/Training was provided to LESs on how to use Service Coordinator reports to track timelines for 45 Day compliance in August 2011.
Monitor effectiveness of improvement strategies by review of compliance data,	July 2006 through 2013	Lead Agency, FICCIT	No dispute resolution issues were identified for this indicator.

Activities	Timelines	Resources	Status
issues arising from complaints, due process hearings, and mediation requests related to the 45-day timeline and implement improvement strategies as indicated.			Revised Continuous Improvement Plan format developed in September 2012 to assist LES with developing more meaningful improvement strategies.
Report to the public on ES compliance with 45-day timeline, reporting on statewide compliance as well as compliance by each local ES Program.	June 2007 through 2013	Lead Agency	Report posted on website and distributed to stakeholders in February 2012.
Facilitate an analysis of low performing LESs to identify and correct practices which contribute to not meeting the 45-day timeline. Based on the results of this analysis, implement provider recruitment, training, technical assistance, and policy changes as indicated.	January 2010 and ongoing	Lead Agency, LESs	Fourteen LESs planned and completed training related to the 45 day timeline during FFY 2011-2012.

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator: 92%

1. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011)	<b>3</b>
2. Number of FFY 2010 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	<b>3</b>
3. Number of FFY 2010 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Verification of Correction (either timely or subsequent):**

The lead agency has verified that each LES with noncompliance identified in FFY 2010: (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100% compliance) based on a review of updated data, and (2) has corrected each individual case of noncompliance, unless the child was no longer within the jurisdiction of the LES, consistent with OSEP Memorandum 09-02.

In order to ensure that noncompliant practices have been revised and the LES is correctly implementing the regulatory requirements, the lead agency conducted a review of child records for each LES with findings of noncompliance. The number of child records reviewed to verify correction of the noncompliance was relative to the extent and root cause of the findings of noncompliance. Additionally, for each LES with findings of noncompliance, the lead agency verified that the LES conducted the evaluation and assessment and initial IFSP, although late, unless the child was no longer within the jurisdiction of the LES. This verification was based on follow-up reporting by the LES on individual children whose evaluation and assessment and initial IFSP had not

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

No changes are being made to the Improvement Activities for Indicator 7 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / Effective Transition**

**Indicator 8:** Percent of all children exiting Part C who received timely transition planning to support the child’s transition to preschool and other appropriate community services by their third birthday including:

- A. IFSPs with transition steps and services;
- B. Notification to local education agency (LEA), if child potentially eligible for Part B; and
- C. Transition conference, if child potentially eligible for Part B.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

- A. Percent = [(# of children exiting Part C who have an IFSP with transition steps and services) divided by the (# of children exiting Part C)] times 100.
- B. Percent = [(# of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.
- C. Percent = [(# of children exiting Part C and potentially eligible for Part B where the transition conference occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

Account for untimely transition conferences, including reasons for delays.

**Actual Target Data for FFY 2011-2012:**

REPORT OF PROGRESS - INDICATOR 8			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 8A:</b> IFSPs with transition steps and services	100%	97%	98%
<b>Indicator 8B:</b> Notification to the LEA if the child is potentially eligible	100%	99%	100%
<b>Indicator 8C:</b> Timely transition conference	100%	88%	90%

RAW DATA CALCULATION - INDICATOR 8A			
A	B	C	D

Total child records reviewed (represents children from all 15 LESs)	Children with transition plans that include steps and services to support the child's transition	Children with transition plans that do not include steps and services to support the child's transition	Percent of children with transition plans including steps & services (B / A x 100 = D)
270	264	6	98%

RAW DATA CALCULATION - INDICATOR 8B				
A	B	C	D	E
Total child records reviewed (represents children from all 15 LESs)	Children whose families opted out of notification	Children with notification to the LEA	Children for whom the LEA was not notified (excluding children whose families opted out of notification)	Percent of children with notification to the LEA (C / (A-B) X 100 = E)
270	7	263	0	100%

RAW DATA CALCULATION - INDICATOR 8C						
A	B	C	D	E	F	G
Total child records reviewed	Children for whom the family did not provide approval to conduct the transition conference	Total child records reviewed less the children for whom the family did not provide approval to conduct the transition conference (A-B=C)	Children with timely transition conference	Children with the transition conference being held less than 90 days prior to the child's third birthday, with exceptional family circumstances documented in the child's record	Percent of children with timely transition conference or with a documented exceptional family circumstance that delayed the transition conference ((D + E) / C x 100=F)	Children with the transition conference being held less than 90 days prior to the child's third birthday for reasons other than documented exceptional family circumstances (C-D-E=G)
270	0	270	214	28	90%	28

The actual target data are derived from **QA monitoring** results. The actual target data represent review of child records of randomly selected, transitioning children in all LESs. Children whose families chose to opt out of notification, in accordance with the OSEP-approved Early Steps opt out policy, are excluded from the numerator and denominator for calculating the actual target data for Indicator 8B. Documented exceptional family circumstances that prevented the timely completion of the transition conference are included in the numerator and denominator for calculating the actual target data for Indicator 8C.

The bolded themes are discussed in more detail in the overview of this document.

PROGRESS TRENDLINE – INDICATOR 8								
	FFY 2004- 2005	FFY 2005- 2006	FFY 2006- 2007	FFY 2007- 2008	FFY 2008- 2009	FFY 2009- 2010	FFY 2010- 2011	FFY 2011-2012
Actual Target Data Indicator 8A:	66%	64%	79%	79%	92%	94%	97%	98%
Actual Target Data Indicator 8B:	86%	88%	82%	86%	95%	96%	99%	100%
Actual Target Data Indicator 8C:	68%	70%	78%	80%	80%	85%	88%	90%

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida improved its performance and met the target for Indicator 8B. Florida improved its performance but did not meet the targets for Indicator 8A and 8C.

Activities	Timelines	Resources	Status
Continue to measure compliance with transition requirements through QA monitoring (including child record review). Local ES Programs that are not in compliance with transition requirements will be required to develop strategies to ensure compliance is reached as soon as possible, but no later than within one year of identification. The Lead Agency will verify compliance and utilize sanctions and enforcement actions if compliance is not reached within one year of identification.	Ongoing through 2013	Lead Agency staff, local ES Programs	Annual QA Monitoring was completed November 2012. 9 LES's had findings of non-compliance in Steps and Services, and were required to develop CIP's. 4 LESs had findings of non-compliance in timely transition conferences, and were required to develop CIP's.  All demonstrated timely correction in FFY 2011-2012
Continue to offer <i>A New Star</i> training to families whose children are approaching the age of three. Analyze evaluations from this training and make adjustments as indicated.	Ongoing through 2013	Local ES Programs, Family Resource Specialists	Revisions to the New Star training are being made to reflect policy changes as a result of the 2011 Part C IDEA regulations to be implemented in January 2013.  Training sessions were provided at the June 2012 Family Café.  Fourteen LESs provided training to staff and providers in FFY 2011-2012.
Monitor the effectiveness of improvement strategies related to transition by review of statewide and disaggregated compliance data, data on exiting children, family survey results, and issues identified in complaints to determine the effectiveness of	July 2006 through 2013	Lead Agency, FICCIT, DOE	TA/Training was provided to LESs on how to use Service Coordinator reports to track timelines for transition conference compliance in August 2011  ESSO updated the QA statewide longitudinal performance tracking report to analyze performance trends

Activities	Timelines	Resources	Status
improvement strategies and if additional actions are needed to effect compliance.			in FFY 2011-2012 for each LES and statewide in November 2012.  In December 2012, each LES received a copy of their QA 4-year performance trend to analyze longitudinal performance. Presentation at statewide meeting in November 2011 and 2012 regarding common documentation errors identified during record review. Presentation distributed for additional local use.
Report to the public on ES compliance with transition requirements, reporting on statewide compliance as well as compliance by each local ES Program.	June 2007 through 2013	Lead Agency	Report posted on website and distributed to stakeholders in February 2012.

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator 8a: 97%

1. Number of findings of noncompliance the State made during FFY 2010(the period from July 1, 2010 through June 30, 2011	<b>5</b>
2. Number of FFY 2010 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	<b>5</b>
3. Number of FFY 2010 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator 8b: 99%

4. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011)	<b>2</b>
5. Number of FFY 2010 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	<b>2</b>
6. Number of FFY 2010 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator 8c: 88%

7. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011)	<b>5</b>
8. Number of FFY 2010 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding)	<b>5</b>
9. Number of FFY 2010 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Verification of Correction (either timely or subsequent):**

The lead agency has verified that each LES with noncompliance identified in FFY2010: (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100% compliance) based on a review of updated data, and (2) has corrected each individual case of noncompliance, unless the child was no longer within the jurisdiction of the LES, consistent with OSEP Memorandum 09-02.

In order to ensure that noncompliant practices have been revised and the LES is correctly implementing the regulatory requirements, the lead agency conducted a review of child records for each LES with findings of noncompliance. The number of child records reviewed to verify correction of the noncompliance was relative to the extent and root cause of the findings of noncompliance. Additionally, for each LES with findings of noncompliance related to the timeline requirement of conducting a transition conference, the lead agency verified that the LES conducted the transition conference, although late, unless the child was no longer within the jurisdiction of the LES. For each LES with a finding of noncompliance concerning a transition requirement that is not a timeline requirement, the lead agency verified that the LES implemented the required action, unless the child was no longer within the jurisdiction of the LES. These verification activities were based on follow-up reporting by the LES on individual children for whom transition planning activities had not been conducted.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

No changes are being made to the Improvement Activities for Indicator 8 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / Effective Transition**

**Indicator 9:** General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance.
  - b. # of corrections completed as soon as possible but in no case later than one year from identification.
- Percent = [(b) divided by (a)] times 100.

States are required to use the "Indicator 9 Worksheet" to report data for this indicator (see Attachment A).

**Actual Target Data for FFY 2011-2012:**

REPORT OF PROGRESS - INDICATOR 9			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 9:</b> General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification	100%	100%	100%

RAW DATA CALCULATION - INDICATOR 9					
	A	B	C	D	E
	Total findings of noncompliance 2010 - 2011	Findings from Column (A) corrected within one year of identification	Percent findings from Column (A) corrected within one year of identification (B/A x 100 = C)	Findings from Column A which were not corrected within one year, but there has been subsequent correction	Percent findings from Column (A) corrected to date (B+D) / A x 100 = E)
<b>NONCOMPLIANCE IDENTIFIED IN 2010 - 2011</b>	32	32	100%	0	100%

The actual target data reflect noncompliance identified through **QA monitoring** and complaints from July 1, 2010 through June 30, 2011. In the case of noncompliance identified through QA

monitoring, the date that the QA report is issued is the date of identification of noncompliance and the noncompliance must be corrected within one year of this date. In the case of a finding of noncompliance issued as a result of a complaint, the date of final complaint report issuance is the date of identification of the noncompliance and the noncompliance must be corrected within one year of this date. There were ten LESs with findings of non-compliance in FFY 2010-2011. All ten were required to develop a Continuous Improvement Plan, and demonstrated correction within twelve months. The lead agency has determined that each LES is correctly implementing the specific regulatory requirements based on a review of child records and other data reflecting performance subsequent to the noncompliance.

The bolded themes are discussed in more detail in the overview of this document.

PROGRESS TRENDLINE – INDICATOR 9								
	FFY 2004-2005	FFY 2005-2006	FFY 2006-2007	FFY 2007-2008	FFY 2008-2009	FFY 2009-2010	FFY 2010-2011	FFY 2011-2012
Actual Target Data Indicator 9:	62%	74%	67%	73%	61%	88%	100%	100%

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida maintained its performance and met the target for Indicator 9.

**Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):**

Level of compliance (actual target data) State reported for FFY 2010 for this indicator 9: 100%

1. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011) (Sum of Column a on the Indicator C 9 Worksheet)	<b>32</b>
2. Number of findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding) (Sum of Column b on the Indicator C 9 Worksheet)	<b>32</b>
2. Number of findings <u>not</u> verified as corrected within one year [(1) minus (2)]	<b>0</b>

**Verification of Correction (either timely or subsequent):**

The lead agency has verified that each LES with noncompliance identified in FFY 2010: (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100% compliance) based on a review of updated data, and (2) has corrected each individual case of noncompliance, unless the child was no longer within the jurisdiction of the LES, consistent with OSEP Memorandum 09-02.

In order to ensure that noncompliant practices have been revised and the LES is correctly implementing the regulatory requirements, the lead agency conducted a review of child records for each LES with findings of noncompliance. The number of child records reviewed to verify

correction of the noncompliance was relative to the extent and root cause of the findings of noncompliance. Additionally, for each LES with findings of noncompliance, the lead agency verified that the LES conducted the evaluation and assessment and initial IFSP, although late, unless the child was no longer within the jurisdiction of the LES. This verification was based on follow-up reporting by the LES on individual children whose evaluation and assessment and initial IFSP had not been conducted.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

No changes are being made to the Improvement Activities for Indicator 9 in the SPP.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 12:** Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = (3.1(a) divided by 3.1) times 100.

This indicator is not applicable to Florida as the Part B due process procedures have not been adopted.

**Part C State Annual Performance Report (APR) for FFY 2011**

**Overview of the Annual Performance Report Development:**

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 13:** Percent of mediations held that resulted in mediation agreements.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(2.1(a)(i) + 2.1(b)(i)) divided by 2.1] times 100.

**Actual Target Data for FFY 2011 – 2012:**

REPORT OF PROGRESS - INDICATOR 13			
	Measurable and Rigorous Target –2011-2012	Actual Target Data – 2010-2011	Actual Target Data 2011-2012
<b>Indicator 13:</b> Percent of mediations that resulted in mediation agreements	NA	0%	NA

A	B	C
The number of mediation agreements	The number of mediations held	Percent of total number of mediations that resulted in mediation agreements (A/ B =C )
0	0	NA

The actual target data are based on information recorded in the lead agency's mediation tracking log and as reported in Table 4 of Florida's 618 data on November 7, 2012.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 – 2012:**

Florida received no requests for mediation during FFY 2011-2012.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 – 2012:**

No changes are being made to the Improvement Activities for Indicator 13 in the SPP.

## Part C State Annual Performance Report (APR) for FFY 2011

### Overview of the Annual Performance Report Development:

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 14:** State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Actual Target Data for FFY 2011 – 2012:**

REPORT OF PROGRESS - INDICATOR 14			
	Measurable and Rigorous Target 2011 - 2012	Actual Target Data 2010 - 2011	Actual Target Data 2011 - 2012
<b>Indicator 14:</b> State reported data are timely and accurate	100%	100%	100%

The actual target data are derived from the SPP/APR package Indicator 14 data rubric which was provided by OSEP.

**Discussion of Improvement Activities and Explanation of Slippage, if the State did not meet its target, that occurred for FFY 2011-2012:**

Florida maintained its performance and met the target for Indicator 14.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 – 2012:**

No changes are being made to the Improvement Activities for Indicator 14 in the SPP.