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**Early Childhood Connections**  
*for Infants, Toddlers & Families*

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**COLORADO**  
FFY 2006-2007  
Annual Performance Report  
Federal IDEA, Part C Services

Submitted  
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**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The Colorado Department of Human Services, Division for Developmental Disabilities (DDD), as the lead agency for Part C in Colorado, developed the APR with broad stakeholder input from the Colorado Interagency Coordinating Council (CICC), the Memorandum of Understanding (MOU) Sub-Committee of the CICC (which consists of the four state agencies primarily responsible for early intervention services at the state level), feedback from Community Centered Board Early Intervention programs (which represent the primary service delivery system), and other state and local interagency partners.

**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

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.	81.60%

**Definition of “timely receipt of services”:**

Colorado defines “timely” receipt of services as “services to begin as soon as possible but no later than 28 calendar days from the date the parent(s) consents to services on the IFSP.”

**Data Analysis:** The data on the number of infants and toddlers from all 20 CCBs who had initial IFSPs and subsequent reviews and annuals was captured in the statewide data analysis of any child who entered the early intervention system between August 1, 2006 and February 1, 2007.

1,473 = Total number of infants and toddlers with IFSPs with new services (from initial IFSPs and subsequent reviews and annuals).

1,202 = Total number of infants and toddlers with IFSPs who had timely receipt of services in 28 days or sooner.

81.60% = 1,202 (1,473 minus 271) divided by 1,473 x 100

271 = Total number of infants and toddlers with IFSPs who had delayed receipt of services in 29 days or longer due to system delays. (1,473 minus 271 = 1,202).

214 = Total number of infants and toddlers with IFSPs who had delayed receipt of services in 29 days or longer due to exceptional family delays.

**Discussion of Improvement Activities Completed for FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
1.1	2005-2010 – Direct service provider recruitment activities including supporting local efforts through the federal Part C grant, sharing of resumes and staffing needs across programs via website, targeted recruitment of bilingual professionals and encouragement of regional provider groups for professionals in high demand/low availability disciplines.	<b>Completed.</b> Resumes and job openings are posted and updated on a regular basis on the Division for Developmental Disabilities Early Childhood Connections website and sent out via the early intervention program listserv.
1.2	2006-2010 – Ongoing assessment and analysis of personnel needs to identify where personnel shortage exist, in what area of expertise and focus recruitment activities to address shortages.	<b>In process.</b> An on-line survey was developed in Spring 2007 and distributed in Fall 2007 to assess the methods of service delivery throughout the state. The analysis of how those methods are impacting recruitment retention of providers will guide future professional development activities.
1.3	2006-2007 – Establish a committee from the CICC and higher education personnel to develop strategic plan to incentivize professional training/education opportunities.	<b>Completed.</b> This plan was developed by a Personnel Development workgroup, with representation from CICC members, higher education, and other early intervention personnel.
1.4	2005-2008 – Training and technical assistance on the transdisciplinary/primary service provider model 2005-06 in 7-10 communities.	<b>Completed.</b> The contractor (JFK/ENRICH team) provided a training and technical assistance to 3 communities in FFY 2006 – 2007 on using the transdisciplinary/primary service provider model.
1.5	2008-2010 - Training and technical assistance on the transdisciplinary/primary service provider model in 6 remaining communities.	<b>Scheduled</b> for subsequent years and revised in the SPP submitted February 1, 2008.
1.6	2005-2010 – Continuing statewide staff development support through regional training and technical assistance opportunities on preferred practices in transdisciplinary service delivery.	<b>Completed.</b> Three communities received technical assistance from the DDD Training Cadre. Transdisciplinary practices are emphasized throughout regional trainings on Individualized Family Service Plan (IFSP) development.
1.7	2005-2010 – Continued training on utilizing the funding hierarchy for early intervention services.	<b>Completed.</b> The funding hierarchy is covered in the statewide Service Coordination Core Training and IFSP Training modules.
1.8	2006-2007 – Training and technical assistance to local data managers for completing new fields and requirements in the early intervention database.	<b>Completed.</b> A technical assistance call was conducted in September 2006 with representation from every early intervention program in the state. Ongoing technical assistance is provided on an individual basis.

1.9	2006-2010 – Continued training on IFSP development with emphasis on services (documentation, funding hierarchy).	<b>Completed.</b> Seven (7) trainings on IFSP development with an emphasis on services took place throughout the state with a total of 180 participants.
1.10	2006-2007 – Incorporate funding training and documentation of month/day/year of service start date into state web-based training materials and curriculum for Service Coordinator Core Training.	<b>Completed.</b> All training materials were revised to reflect the new requirement for reporting timely services.
1.11	2006-2007 – Focused monitoring activity of CCBs in the bottom quartile for services initiation timelines.	<b>Completed.</b> Onsite monitoring was conducted using a bi-annual method. Ten (10) CCB early intervention programs had an onsite visit in FFY 2006-2007. The 6 CCBs identified in the bottom quartile have been notified and additional training and technical assistance has been provided.
1.12	2005-2010 – Continued training on billing and exploration of “billing offices” for providers (individuals, groups) to lessen burden of participation in public system of EI.	<b>Completed.</b> At one of the Early Intervention Director quarterly meetings, a panel of local CCB representatives presented on various strategies for billing that they have found successful.
1.13	2005-2006 – Develop and pilot parent training curriculum, train-the-trainer model and materials about IFSP process with emphasis on service delivery.	<b>Completed</b> in FFY 2005-2006.
1.14	2006-2008 – Provide parent training regionally and disseminate materials statewide.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum. Four (4) trainings occurred in the Denver Metro area and the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, three (3) trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
1.15	2006-2007 – Provide training to locally-based parents who will conduct training ongoing in their own communities.	<b>Completed.</b> A roster of parents participating in the <i>Inspiring Futures</i> and <i>ABC's of Parent Leadership</i> trainings has been maintained throughout the year to assist in the recruitment of new parents interested in conducting the training ongoing in their community.

1.16	2007-2010 – Local parents provide parent training modules with the support of the PEAK Parent Center mentor program.	<b>Scheduled</b> for subsequent years.
1.17	2006-2007 – Establish state level interagency Task Force to conduct feasibility study for establishing a program for certification of direct service providers.	<b>N/A.</b> This activity has been deleted in the revised SPP submitted February 1, 2008.
1.18	2006-2007 – Desk audits and file reviews of the CCBs early intervention programs will occur using the December 1, 2006 Child Data Count to measure compliance with the 28-day timeline.	<b>Completed.</b> DDD collected data from all CCBs on the 28-day timeline through the statewide data system. The accuracy of the data was verified during onsite surveys of files.
1.19	2006-2007– DDD will be changing the Part C database by July 2007, merging it into a web-based system that will provide an opportunity for real-time measurement.	<b>In process.</b> The existing database was maintained during FFY 2006-2007 while work was being done to migrate to a web-based database in FFY 2007-2008.

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of 100% was not met but progress was made in establishing more reliable data from which to monitor future progress.

Prior to the change in lead agency, the former lead agency, CDE, measured Indicator 1 by the anticipated start date for services on IFSPs. There was no manner in which to document the actual start date for new services in the previous data system. The FFY 2005-2006 actual target of 87% was based on survey responses from the 32 early intervention programs provided by the former lead agency rather than raw data that was valid and reliable for infants and toddlers with IFSPs whose early intervention services were provided in a timely manner. No findings of noncompliance were issued by the former lead agency in FFY 2005-2006 for Indicator 1.

The rigorous measurement for Indicator 1, in accordance with the federal Office of Special Education Programs (OSEP) directions, was implemented in FFY 2006-2007 by the new lead agency. In July 2006, DDD, as the new lead agency, added fields to the statewide data system to capture the actual service start date of any new service added through an IFSP and to record whether any late service was due to exceptional family circumstances. Monitoring procedures were put into place to verify the validity and reliability of the data collected.

In order to ensure progress in meeting 100% compliance on Indicator 1, DDD engaged in the activities described in the above table during FFY 2006-2007. In addition to these activities, DDD provided extensive technical assistance to early intervention programs, including data managers regarding the specific data to be collected and how to use the new measurement to report separately the number of documented delays in initiating services attributable to exceptional family circumstances versus delays due to systems issues. The statewide data system that is now in place effectively captures accurate, valid and reliable child-specific data for Indicator 1.

In FFY 2006-2007, DDD also engaged in the following activities to address personnel shortages as one of the primary reasons for delays in timely service delivery:

- a) DDD contracted with Assistive Technology Partners at the University of Colorado Health Sciences Department to increase the number of trained early intervention assistive technology specialists.
- b) DDD is an interagency partner with the national Center for Social Emotional Foundations of Early Learning (CSEFEL) to increase the number of professionals in the state that are trained in the Teaching Pyramid Model that addresses evidence-based practices for supporting young children’s social emotional development.

- c) The personnel qualifications listed in the State Plan were revised to include disciplines that are appropriate, qualified providers for delivering social emotional services to infants and toddlers with IFSPs.

To address the 18.4% of noncompliance that occurred in FFY 2006-2007, DDD is changing the focused monitoring process (see revised SPP submitted February 1, 2008) to drill down to determine the nature of the delays in the timely delivery of services. Based on monitoring activities that have already occurred and anecdotal information from the field, DDD hypothesizes that the following issues may be problems:

- a) Service coordinators' understanding of how to work through the funding hierarchy and access the appropriate funding source in a timely manner;
- b) A shortage of providers, especially bilingual speech language pathologists; and,
- c) Cumbersome processes for determining which service provider(s) will be chosen for an individual child and family, which is often complicated by the requirement to follow the funding hierarchy and the provision of early intervention services in natural settings (which some funding sources resist).

Based on the data from FFY 2006-2007, DDD will issue findings of noncompliance to 12 CCBs and require plans of correction by March 2008 with scheduled correction as soon as possible, but no later than one year from date of notification. DDD is also revising the written notification of noncompliance and plan of correction procedures to ensure that CCBs understand the areas in which they show noncompliance and to ensure they successfully complete their corrective action plans. The changes will include more direction from the state on incremental targets (required evidence of change) that are expected and reporting requirements built into the plans of correction so that CCBs are regularly reporting to the lead agency on the progress that they are making. These more focused efforts will ensure timely correction of identified noncompliance.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

**Resolution of previously identified noncompliance in FFY 2005-2006:**

Colorado Department of Education, the former lead agency, did not issue findings of noncompliance for Indicator 1 in FFY 2005-2006.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised State Performance Plan (SPP) that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving compliance. New activities have been added to ensure more effective monitoring and general supervision of Indicator 1 based on recommendations that DDD has received from OSEP, the National Early Childhood Technical Assistance Center (NECTAC), Mountain Plains Regional Resource Center (MPRRC), and a private consultant who has been assisting DDD to improve the focused monitoring procedures and timely correction of noncompliance.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The DDD developed the information for Indicator 2 with broad stakeholder input from the CICC, the CICC/MOU sub-committee, CCBs, and feedback from other key statewide interagency partners.

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

**Indicator 2: Percent of infants and toddlers with IFSPs who primarily receive the early intervention services in the home or programs for typically developing children.**

**(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 programs for typically developing children) divided by the (total # of infants and toddlers with IFSPs)] times 100.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	90% of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.	96.39%

**Data Analysis:** Data for Indicator 2 was collected from the Section 618, Annual Report of Children Served (December 1, 2006) to measure the percentage of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children. The actual target data is as follows:

4,354 = Total infants and toddlers with IFSPs

Service delivery settings:

4,166 = Home

31 = Community

157 = Other

96.39% = 4,197 (4,166 plus 31) divided by 4,354 x 100 (percentage of services provided in the home or programs for typically developing children). This is an improvement over the 95% in FFY 2005-2006 and exceeds the target for FFY 2006-2007.

Discussion of Improvement Activities for FFY 2006-2007:

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
2.1	2005-2010 – Ongoing technical assistance for communities implementing services in child and family daily routines.	<b>Completed.</b> The curriculum for the IFSP training includes extensive information and activities on the routines-based interview process and techniques for developing and implementing family-driven services within daily routines. Training was provided by state staff and the Training Cadre to 180 participants in 7 communities. Individualized technical assistance was provided to all CCBs throughout the year.
2.2	2006-2007 – Focused monitoring of communities substantially below statewide average (approximately bottom quartile of CCBs) for services provided in child/ family’s daily routines.	<b>Completed.</b> Onsite monitoring was conducted using a cyclical selection method. Ten (10) CCBs had onsite visits in FFY 2006-2007.
2.3	2005-2008 – Training on transdisciplinary/primary provider model of service delivery to all areas of state (with emphasis on rural and mountain communities; continued training of additional teams in large metropolitan areas).	<b>Completed.</b> The contracted JFK/ENRICH team provided a 2-day training and technical assistance for providers in one community on the Western slope. Training and technical assistance was provided to two Denver Metro area communities on using the transdisciplinary primary service provider model. A total number of 40 providers were trained.
2.4	2005-2006 – Provide training for direct service providers specific to supporting children with significant social/ emotional concerns and create statewide cadre of resource specialists (resource areas including working with families impacted by homelessness, child abuse and neglect and substance abuse or exposure).	<b>In process.</b> Training was provided to providers at the Summer Symposium and through the Pyramid training in Spring 2007. The cadre of resource specialists has not yet been established.
2.5	2006-2007 – Train the trainer model training for working with children with social/emotional needs.	<b>Completed.</b> Colorado is one of the states served by the federally funded Center on the Social and Emotional Foundations for Early Learning. The Center provided training on the <i>Teaching Pyramid Model for Supporting Social Emotional Competence</i> to 127 participants. Of those, 13 were trained as coaches.
2.6	2005-2010 – Develop and disseminate training and technical assistance through multiple methods (tiered training, establishment of cadre of regional consultants for ASD, resource banks) for direct service providers working with children on the autism spectrum.	<b>In process.</b> One webinar on assessment and intervention strategies for children on the autism spectrum was postponed until July 2007 due to scheduling challenges.
2.7	2005-2006 – Develop and pilot parent training curriculum, train-the-trainer model and materials about IFSP process, with an emphasis on service delivery in daily routines and activities.	<b>Completed</b> in FFY 2005-2006.



2.8	2006-2008 – Provide parent training regionally and disseminate materials statewide.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum. Four (4) trainings occurred in the Denver Metro area and the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, three (3) trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
2.9	2006-2007 – Provide training to locally based parents who will conduct training ongoing in their own communities.	<b>Completed.</b> A roster of parents participating in the <i>Inspiring Futures</i> and <i>ABC's of Parent Leadership</i> trainings has been maintained throughout the year to assist in the recruitment of new parents interested in conducting the training ongoing in their community.
2.10	2006-2010 – Focused monitoring activity with communities in the bottom quartile of CCBs providing service in natural environments compared to targets.	<b>Completed.</b> Onsite monitoring was conducted using a bi-annual method. Ten (10) CCB early intervention programs had an onsite visit in FFY 2006-2007. The six (6) CCBs identified in the bottom quartile have been notified and additional training and technical assistance has been provided.
2.11	2007-2010 – Provide parent training modules.	<b>Scheduled</b> for subsequent years.
2.12	2005-2010 – Revise and disseminate parent publication “Understanding Early Intervention”.	<b>Completed.</b> This document was revised, renamed <i>Inspiring Futures</i> and is available on the ECC website and is distributed widely throughout the state.
2.13	2005-2010 – Continue training for service coordination staff on service delivery in Service Coordination Core training.	<b>Completed.</b> Four (4) Service Coordination Core Trainings were conducted with a total attendance of 110 participants. A focus on providing this training regionally, rather than just in the Denver Metro area, has increased participation by other interagency and community agencies involved in supporting young children and families.
2.14	2005-2010 – Continue IFSP training for service coordination staff, direct service providers, Child Find staff on IFSP process with emphasis on service delivery.	<b>Completed.</b> Seven (7) IFSP trainings were held for a total of 180 professionals. Providing this training regionally and adding activities on collaborative community agreements has expanded the focus of this training and broadened the scope of participants.

# APR Template – Part C (4)

2.15	2006-2010 – Development and implementation of topic specific training modules on service delivery for service coordinators and administration.	<b>Completed.</b> Training modules were revised to address new timelines for service delivery. The modules on Early Childhood Development and Evaluation and Assessment were enhanced, based on participant feedback.
2.16	2005-2010 – Direct service provider recruitment activities including supporting local efforts through the federal Part C grant, sharing of resumes and staffing needs across programs and encouragement of regional provider groups for professionals in high demand/low availability disciplines.	<b>Completed.</b> Resumes and job openings were posted and updated on a regular basis on the DDD/ECC website and sent out via the early intervention program listserv.
2.17	2005-2010 – Provide training for parents and service providers at three times per year statewide <i>Parents Encouraging Parents</i> conference on IFSP process with an emphasis on services in typical routines and activities.	<b>Completed.</b> Two (2) <i>Parents Encouraging Parents</i> (PEP) conferences were held. DDD staff presented at each conference.
2.18	2005-2010 – Provide <i>ABCs of Parent Leadership</i> training twice annually including ongoing networking opportunities.	<b>Completed.</b> PEAK Parent Center conducted two 3-day parent leadership workshops for up to 10 participants per course from across the state using the curriculum, <i>The ABC's of Parent Leadership</i> . The workshop locations included Glenwood Springs and Monument. Follow up support for participants includes, an e-mail listserv, regular mailings of articles of interest for families of young children, bridge teleconferences, and one-on-one mentoring on their individual leadership projects.
2.19	2006-2007 – Establish state level interagency Task Force to a draft plan on the feasibility of establishing a program for certification of direct service providers.	<b>N/A.</b> This activity has been deleted in the revised SPP submitted February 1, 2008.
2.20	2006-2008 – Under the new lead agency, DDD, all Early Intervention Services (EIS) programs in the CCBs are fully monitored through an onsite survey on a two-year cycle.	<b>Completed.</b> Ten (10) CCBs (half of the early intervention programs in the state) had an onsite monitoring in FFY 2006-2007.
2.21	2007-2008 – The database will be modified to be web-based which will allow for closer monitoring of focus areas, such as the delivery of services in natural environments.	<b>Scheduled</b> for a subsequent year.

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of 90% was met and exceeded, improving from 95% in FFY 2005-2006 to 96.39% in FFY 2006-2007.

Continued success in meeting the target for Indicator 2 is due to the extensive efforts made through monitoring, training and targeted technical assistance to improve performance throughout the state. Training and technical assistance to service coordinators and service providers emphasized the delivery of services in natural environments and provided strategies for implementing appropriate services in the home and community settings.

If services are not provided in a natural environment, then the IFSP team is charged with providing justification in the state designed IFSP form. Any justification must document, at a minimum:

- a) The reason a child's outcome(s) cannot be met in a natural environment;
- b) Why the setting was chosen; and,
- c) Strategies to move toward providing services in everyday routines, activities, and places (i.e., a natural environment).

In FFY 2006-2007, one program was issued a written notification of noncompliance because it did not follow the related federal requirement (34 CFR 303.344(d)(ii)) for providing justification in the IFSP as to why the service could not be provided in a natural environment and needed to be provided in a clinic-based setting. That program timely corrected in less than one year.

In FFY 2006-2007, those programs who performed at 25% below the state target were required to submit to DDD a performance improvement plan to address how they would make progress in providing services to infants and toddlers with IFSPs in home and community settings for typically developing peers.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving performance in this area. New activities have been added to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, MPRRC, and a private consultant who has been assisting DDD to improve the focused monitoring procedures, timely correction of noncompliance and improved performance.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Information for Indicator 3 was provided by DDD staff, CDE, the Results Matter Work Group, ECO Center staff, contract staff through the University of Colorado Health Sciences Center/JFK Partners and local pilot communities.

**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.

**PLEASE SEE THE SPP SUBMITTED FEBRUARY 1, 2008 FOR INFORMATION ON INDICATOR 3 AND CHILD OUTCOMES PROGRESS DATA.**

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Information for Indicator 4 was provided by DDD, CDE, the Results Matter Work Group, ECO Center staff, contract staff through the University of Colorado Health Sciences Center/JFK Partners and local early intervention programs.

**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 with a score of 5 out of 7 or higher that early intervention services have helped the family know their rights divided by the # of respondent families participating in Part C time 100.
- B. Percent = # of respondent families participating in Part C who report with a score of 5 out of 7 or higher 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 with a score of 5 out of 7 or higher 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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	<ul style="list-style-type: none"> <li>A) 73% of respondent families participating in Part C report that early intervention services have helped the family know their rights.</li> <li>B) Baseline not yet established for percentage of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children’s needs.</li> </ul>	<ul style="list-style-type: none"> <li>A) 88%</li> <li>B) 94%</li> </ul>

	C) 73% of respondent families participating in Part C report that early intervention services have helped their children develop and learn.	C) 96%
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**Data Analysis:** The results for Indicator 4 are taken from data obtained through distribution of the ECO Center Family Outcome survey to all families statewide who had an active IFSP and who were receiving early intervention services for at least 6 months between July 1, 2006 and June 30, 2007. The total number of returned surveys was 693. Responses of 5 out of 7 or higher on the scale for each of the categories were considered positive responses.

A	FFY2006	B	FFY2006	C	FFY2006
Total number of Parent respondents	378	Total number of Parent respondents	404	Total number of Parent respondents	422
Number who reported early intervention helped them know their rights	331	Number who reported early intervention helped them effectively communicate their children's needs	380	Number who reported early intervention helped them help their children develop and learn	404
Percentage who reported early intervention helped them know their rights	88%	Percentage who reported early intervention helped them effectively communicate their children's needs	94%	Percentage who reported early intervention helped them help their children develop and learn	96%
<b>Target of 73% met</b>		<b>Baseline of 94% established</b>		<b>Target of 73% met</b>	

**Discussion of Improvement Activities Completed for FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
4.1	2005-2010 – Continued training on understanding and communicating parental rights, communication strategies for families in required Service Coordination Core Training.	<b>Completed.</b> Four (4) Service Coordination Core Trainings were conducted with 110 people attending. "Introduction to Results Matter" presentations were delivered as part of ongoing trainings for service coordinators, providers, and administrators. A Results Matter website page was launched.
4.2	2005-2006 – Conduct statewide survey of families currently in Part C and/or within one year of exit using current survey tool.	<b>Completed</b> in FFY 2006-2007.
4.3	2006-2008 – Continue work with the Early Childhood State Systems Team Parent Engagement Task Force to develop most effective and efficient methodologies for contacting and communicating with families to assure information is provided and families	<b>Completed.</b> The name was changed to the Family Leadership Task Force. Ongoing work to recruit and sustain current family leaders occurred throughout the year, focusing on recruitment from diverse populations. A parent leadership database is in a preliminary

**APR Template – Part C (4)**

	know their local and state level resources for support; disseminate information and technical assistance to CCBs.	development phase. Financial sponsorship for two family members to attend the Smart Start National Conference occurred. Each of the parent representatives are actively involved in their Local Interagency Coordinating Council.
4.4	2006-2007 – Conduct statewide survey of families currently in Part C or within one year of exit using the ECO Center family outcomes survey using a variety of methods to conduct the survey.	<b>Completed.</b> ECO Center Family Outcomes survey was completed between June 2007 and August 2007 to establish baseline data for measurement of progress. The survey was made available on-line, via telephone call-in, and on paper with a stamped self-addressed return envelope. DDD participates in a large interagency outcomes project, known as Results Matter of which infants and toddlers receiving early intervention services represents about 20% of the children. Interagency discussions continue in order to determine the best long term process for gathering family outcomes survey data for infants and toddlers, compared to children in day care, schools and other settings.
4.5	2008-2010 – Determine most appropriate data collection methodologies to use, and continue to gather data from families currently in Part C or within one year of exit using the most appropriate methodology.	<b>Scheduled</b> for subsequent years.
4.6	2006-2010 – Develop and disseminate self-assessment materials for local communities including family input measures to CCBs.	<b>N/A.</b> This activity has been deleted in the revised SPP submitted February 1, 2008.
4.7	2006-2010 – Collect, analyze data for use at the federal, state and local levels to inform family supports and training needs, local program level training and technical assistance needs and results of services to families and state level training and technical assistance needs and results of services.	<b>Completed.</b> For FFY 2006-2007, state aggregate data is available by race/ethnicity; age of child; length of stay in service; and gender. Data was collected through an on-line system and reports generated by Teaching Strategies, Inc. Raw data will continue to be analyzed in various ways to provide guidance in redesigning distribution strategies.
4.8	2007-2010 – Incorporate learnings from data analysis into state level planning for training, technical assistance development and monitoring.	<b>Scheduled</b> for subsequent years.
4.9	2005-2006 – Develop and pilot parent training curriculum, train-the-trainer model and materials about IFSP process, family rights and communication strategies.	<b>Completed</b> in FFY 2006-2007.
4.10	2006-2008 – Provide parent training regionally and disseminate materials statewide.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum. Four (4) trainings occurred in the Denver Metro area and the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat

		<p>Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, 3 trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.</p>
4.11	<p>2006-2007 – Provide training to locally-based parents who will conduct training ongoing in their own communities.</p>	<p><b>Completed.</b> A roster of parent participants participating in the <i>Inspiring Futures</i> and <i>ABC's of Parent Leadership</i> trainings has been maintained throughout the year to assist in the recruitment of new parents interested in conducting the training ongoing in their community.</p>
4.12	<p>2007-2010 – Local parents provide parent training modules with the support of the PEAK Parent Center mentor program.</p>	<p><b>Scheduled</b> for subsequent years.</p>
4.13	<p>2005-2010 – Provide training for parents and service providers at three times per year statewide “Parents Encouraging Parents” conference on IFSP process, family rights, communication strategies.</p>	<p><b>Completed.</b> Two (2) <i>Parents Encouraging Parents</i> (PEP) conferences were held. “Introduction to Results Matter” presentations were delivered as part of ongoing trainings for families, service coordinators, service providers, and administrators. Revised in 2008 SPP</p>
4.14	<p>2005-2010 – Provide “ABCs of Parent Leadership” training twice annually including ongoing networking opportunities.</p>	<p><b>Completed.</b> PEAK Parent Center conducted two 3-day parent leadership workshops for up to 10 participants per course from across the state using the curriculum, “The ABC’s of Parent Leadership.” The workshop locations included Glenwood Springs and Monument. Follow up support for participants include, an e-mail listserv, regular mailings of articles of interest for families of young children, bridge teleconferences, and one-on-one mentoring on their individual leadership projects.</p>
4.15	<p>2005-2010 – Revise and disseminate parent publication “Understanding Early Intervention”.</p>	<p><b>Completed.</b> This document was revised, renamed “Inspiring Futures” and is available on the ECC website and is distributed widely throughout the state.</p>
4.16	<p>2006-2010 – Focused monitoring activity for local accountability to increasing the family report of early intervention supporting their family in achieving the 3 OSEP outcomes.</p>	<p><b>In process.</b> This started in FFY 2007-2008.</p>



4.17	2007-2008 – The Results Matter Work Group and representatives from the CICC and Parent Leadership Task Force will review the ECO and NCSEAM tools and develop recommendations for DDD/ECC as to which tool to implement for measuring family outcomes.	<b>Completed.</b> The DDD will continue to utilize the ECO Center Family Outcomes Survey in order to provide comprehensive data across early childhood programs in the state. The general early childhood survey produced by the ECO Center was utilized during FFY 2006-2007. Two questions in this survey gave parents a choice to answer only if their child had special needs. Many early intervention parents chose not to answer those questions. The early intervention system will change the survey in FFY 2007-2008 to use the early intervention (Part C) specific version of the survey that does not provide this choice to families. The Results Matter Work Group and DDD will continue to evaluate the effectiveness of the ECO Center tool in measuring family outcomes. In addition, the early intervention system will participate in the study being planned by the researcher, Don Bailey, to validate this tool.
4.18	2006-2008 – The Results Matter Work Group will assist DDD/ECC to develop materials about child and family outcomes measurements that can be used when service coordinators present initial information on early intervention to families.	<b>Completed.</b> Multiple technical assistance documents have been created by the Results Matter Work Group and have been disseminated to key stakeholders, including service coordinators through training, e-mail messages and <i>Frequently Asked Questions</i> (FAQ) documents. Documents are also be posted on the ECC website to ensure accessibility.
4.19	2006-2007 – A Parent Handbook will be developed that includes a section with information about Results Matter.	<b>In Process.</b> Two (2) Parent Handbooks were drafted in Spring 2007 and will be completed in 2008.
4.20	2006-2007 – A cultural competence workgroup will develop recommendations regarding the provision of culturally and linguistically appropriate supports and services in the context of families’ procedural safeguards.	<b>In Process.</b> Cultural groups were identified to be included on the cultural competence workgroup. These groups include: the deaf culture, parents who are visually impaired, Caucasian, migrant, homeless, Hispanic, Asian, teen parent, African American, adoptive parents, and gay and lesbian. This workgroup will be involved in finalizing the Parent Handbooks in 2008.

**Explanation of Progress or Slippage for FFY 2006-2007:** The targets for measures 4A (73%) & 4C (73%) were met and significantly exceeded achieving 88% and 96% respectively. A baseline for measure 4B has been set at 94%.

All performance measurements provided are based on the data obtained through distribution of the ECO Center Family Outcome survey to all families who had an active IFSP and have been receiving early intervention services for at least 6 months. The progress made for A & C is the result of a more formal and statewide system of data collection and the use of a nationally developed survey tool. In addition, the process for distributing the survey through 20 local programs was more streamlined, communication

regarding the process was clearer, and multiple options for completing the survey were provided. Additional analysis of data will occur once a second distribution of the survey is completed in April 2008 to determine additional explanations for progress.

Revised improvement activities are included in the revised SPP to address challenges that were identified in FFY 2006-2007. One of these challenges is ensuring the data represents Colorado’s families. The representativeness of the data obtained through the 2007 Family Outcomes Survey can be improved through the following strategies:

- The overall return rate of the surveys cannot be accurately established due to the process utilized for distribution of the surveys. Initially, letters were sent to families announcing the availability of an on-line survey as well as an option to call in to an 800 number and complete the survey. Six weeks later, a paper version of the survey was sent to families. The surveys were printed by the Results Matter office and distributed to each CCB based on the numbers of children currently enrolled in that program and who had been in the program for at least 6 months. The CCB was asked to then forward the surveys, along with the self-addressed and stamped return envelope to each of the families described. The number of actual surveys sent to families is questionable. The distribution of the survey will be addressed in the improvement activities for FFY 2007-2008.
- The representativeness of the surveys was assessed by examining the demographic characteristics of the children of the parents who responded to the survey to the demographic characteristics of all children receiving early intervention. This comparison indicates the results are representative (1) by gender of the child; (2) by age of the child. For example, 38% of the parents who returned a survey indicated that their children are female and 40% of early intervention children are female; 62% of parents who returned a survey indicated that their children are male and 60% of early intervention children are male.
- The percentage of surveys received from minority populations was lower than the percentage of minority families served by the system as reflected in Colorado’s 618 Data (reported annually to OSEP). Multiple issues have been identified that may have contributed to the lack of minority responses to the survey and these will be addressed through improvement activities.

<b>Responses</b>	<b>Total</b>	<b>Percentage</b>	<b>618 Percentage</b>
White	541	78.07%	58.6%
Hispanic or Latino	116	18.90%	28.0%
Black or African American	18	2.60%	5.0%
American Indian or Alaskan Native	3	.43%	.7%
Asian or Pacific Islander	15	2.16%	2.5%

DDD will continue to refine the data collection process to ensure the representativeness, reliability and validity of the data reported. DDD will, on an annual basis, publicly report local program performance on Indicator 4 by comparing the performance measurement of each CCB with other CCBs of similar size and with state targets and performance measures. The reports published in Spring 2008 will include Indicator 4 for the first time.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised State Performance Plan (SPP) that is submitted with this Annual Performance Report (APR). As noted above, the activities are being modified to ensure a better distribution and data collection process for the family surveys.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The report for Indicator 5 was developed with broad stakeholder input from the CICC, the CICC/MOU sub-committee and feedback from the Neonatal Intensive Care Unit (NICU) Liaison Project, Assuring Better Child Health and Development (ABCD) Project, and physician consultants.

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

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

- A. Other States with similar eligibility definitions; and
- B. National data.

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

**Measurement:**

- A. 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 the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. 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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	Colorado's identification rate for infants birth to 1 with IFSPs will be .80%	.73%

**Data Analysis:** The identification rate for infants 0-12 months was 501 infants from a population of 68,852 or .73% (according to the U.S. Department of Education, Office of Special Education Programs, Data Analysis System "Report of infants and toddlers receiving early intervention services in accordance with Part C, Table C-9", July 15, 2007). The .73% is in comparison to:

- A. .95% for other states with a moderate eligibility definition similar to Colorado; and,
- B. 1.04% for the national average.

**Discussion of Improvement Activities Completed for FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
5.1	2005-2010 – NICU project service coordination liaison staff to support early referral and development of initial IFSP and family	<b>Completed.</b> 551 infants and their families (in-state and out-of-state residents) were served through the NICU Liaison Project. Quarterly

**APR Template – Part C (4)**

	involvement in NICU settings statewide.	data reports were provided to hospitals with Level III NICUs, as well as local communities. The NICU Project collaboration with hospital staff, along with programs, such as March of Dimes and Bright Beginnings is ongoing. These collaborative efforts addressed many issues, such as family education in developmentally supportive care, family involvement within the NICU setting, and best practices for transition home upon discharge. The NICU Project developed and disseminated multiple technical assistance documents, which are posted on the state Early Childhood Connections website.
5.2	2006-2010 – Review information from TRACE Center website on evidenced based strategies to communicate with physician offices and integrate information into public awareness materials for local offices, disseminate the materials, provide technical assistance on outreach.	<b>Completed.</b> The technical assistance brief <i>Public Awareness and Community Outreach Practices to Pediatric Health Care Providers in the Identification, Referral, and Planning for Services for Infants and Toddlers with Significant Developmental Delays or Disabilities</i> was developed and disseminated.
5.3	2005-2006 – Development of notification document for statewide procedure for early and comprehensive identification of children who are in the public health system (PHS) and are also eligible for EI.	<b>Completed</b> in FFY 2005-2006.
5.4	2005-2006 – Training on systems collaboration of HCP and local EI through early involvement of PHS staff in the IFSP process.	<b>Completed</b> in FFY 2005-2006.
5.5	2005-2006 – Focused monitoring activities to identify successful outreach to medical and health system personnel for referrals and IFSP development status and need areas.	<b>Completed</b> in FFY 2005-2006.
5.6	2005-2010 – Technical assistance to Child Find and early intervention referral systems on best practices for outreach to all populations, including child care providers, families who are homeless and in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect).	<b>Completed.</b> The technical assistance brief <i>Procedures When Infants are Referred Based on Being Affected by Illegal Substance Abuse or Withdrawal Symptoms Resulting from Prenatal Drug Exposure</i> was developed and disseminated. In addition, a preliminary work plan has been developed with The State Coordinator for the Education of Homeless Children and Youth to provide technical assistance to the local communities and strengthen collaborative initiatives addressing outreach and service provision for infants, toddlers and their families experiencing homelessness. DDD staff now participates in the Colorado Interagency Council for Homelessness.

5.7	2005-2007 – Technical assistance on identification of babies by hospital personnel and initial IFSP development for infants in the NICU, hospital, or recently discharged infants.	<b>Completed.</b> The NICU Liaison Project conducted presentations to 3 CCBs to address child identification and the IFSP development within a NICU setting. Ongoing technical assistance occurred for all 20 CCBs statewide. Additionally, outreach and technical assistance was provided to all 12 Level III neonatal intensive care units statewide, regarding identification, referral and IFSP development. The Center for Infant and Family Interaction piloted <i>The Individual Family Service Plans for Newborns and Young Infants</i> training.
5.8	2006-2007 – Develop technical assistance publication on guidance for Primary Care Providers role in referral and their ongoing involvement in IFSP process.	<b>Completed.</b> A survey was disseminated via The Children’s Hospital Dr.’s Mailbox statewide to 249 health care practices, including about 2,337 pediatricians and family medicine physicians and 20 general medicine physicians who provide services to infants and toddlers. Targeted fact sheets were developed in response to the survey findings to clarify child identification and referral processes, the multidisciplinary evaluation, and early intervention supports and services. Physician outreach materials disseminated via the Colorado Chapter of the American Academy of Pediatrics mailing list to 689 pediatricians statewide. The technical assistance brief <i>Public Awareness and Community Outreach Practices to Pediatric Health Care Providers in the Identification, Referral, and Planning for Services for Infants and Toddlers with Significant Developmental Delays or Disabilities</i> was developed and disseminated.
5.9	2006-2007 – Develop state level protocol for eligibility questions on specific established conditions through the advisement of a state advisory group.	<b>Completed.</b> A physician advisory group was developed. The advisory group reviewed 750 medical diagnoses to determine their appropriateness for early intervention services (Part C) eligibility. A “Health Care Professional” section was created for the state Early Childhood Connections website. This section features a searchable database, and features the following options: to print a complete list of diagnoses that qualify a child for early intervention services, to print a complete list of diagnoses reviewed by the advisory group, to submit a request to the advisory group to review a diagnosis that has not been reviewed to date. DDD also contracts with a physician with expertise in infants and toddlers with disabilities to provide technical assistance to physicians throughout Colorado.

5.10	2005-2010 – Update and develop public awareness materials for general public, specific populations, in multiple media formats.	<b>Completed.</b> Revisions were made to the existing public awareness materials to reflect the lead agency change in Colorado. A new website was launched which organizes information by stakeholder group (family section in English and Spanish, early intervention provider, and system partners). Local CCBs have also developed materials that are specific to local communities.
5.11	2005-2010 – Continue to review and refine physician outreach efforts through technical assistance support to local agencies.	<b>Completed.</b> The technical assistance brief <i>Public Awareness and Community Outreach Practices to Pediatric Health Care Providers in the Identification, Referral, and Planning for Services for Infants and Toddlers with Significant Developmental Delays or Disabilities</i> was developed and disseminated.
5.12	2006-2007 – DDD staff will work with a consultant to explore and define the needs of infants and toddlers with disabilities and their families in the Southern Ute and Ute Mountain Ute Indian Tribes within the State of Colorado and determine resources to meet those needs.	<b>In process.</b> DDD contracted with a consultant to begin to assess the needs and resources of tribal nations in Colorado. This work will continue in FFY 2007-2008 through collaboration with the Lieutenant Governor's Office and the Colorado Commission of Indian Affairs.
5.13	2006-2007 – A workgroup (including CICC representatives and other key stakeholders) will address Colorado's definition of developmental delay and categorical eligibility.	<b>In process.</b> A sub-committee of the CICC was formed in September 2007, and included additional experts from the early intervention system. A revised definition will be included in the FFY 2008-2009 federal Part C application and State Plan.
5.14	2006-2007 – DDD staff will work with staff in Child Welfare to develop statewide training for local communities to support the establishment of local interagency agreements that define a referral process for children identified under CAPTA.	<b>Completed.</b> Training and technical assistance are needed at the local level to help early intervention and child welfare staff to meet the requirements under the Child Abuse Protection and Treatment Act (CAPTA) and Part C of IDEA. Some communities already have a level of collaboration while others do not. DDD and child welfare staff developed a state level MOU regarding a referral process for children identified under CAPTA. In addition, 4 regional trainings were provided for local child welfare and early intervention staff to support local implementation of the referral process and establishment of local interagency operating agreements. Targeted technical assistance was provided to local communities as they worked to define processes.

5.15	2006-2010 – DDD staff will participate as an interagency partner on the grant <i>Colorado Systems Integration Model for Infants</i> to develop a pilot program for identification, assessment, treatment, and legal/policy issues for infants who had prenatal substance-exposure and their families.	<b>In process.</b> DDD participated in the initial planning meeting for this grant that is intended to pilot best practices in the Denver Metro area and then expand to other areas of the state.
5.16	2006-2007 – The ABCD conference will be broadcast as a webinar to remote sites to provide technical assistance for local programs and pediatric practices.	<b>Completed.</b> A web conference was held in May 2007 with 163 registered participants. The conference provided an overview of: <ul style="list-style-type: none"> <li>• National efforts to increase the use of standardized developmental screening tools in primary care settings;</li> <li>• The work of Colorado’s ABCD statewide project; and,</li> </ul> The “how-to’s” of integrating standardized screening into primary care practice and referring children for early intervention services.
5.17	2006-2010 – A scorecard that addresses specific active and inactive public awareness and outreach activities as identified by TRACE Center will be utilized to assess the current activities of programs and make recommendations for improvement.	<b>Completed.</b> This activity was discontinued after June 2007. The scorecard was piloted in Weld County. The tool did not work effectively as a self-assessment tool for local communities and its use will not be continued in the 2008 SPP.

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of .80% was not met and there was slight slippage from .74% in FFY 2005-2006 to .73% in FFY 2006-2007.

Colorado remains below the national average and the average of other states that have what is considered a moderate eligibility criteria (i.e., New York, Rhode Island, Indiana, Illinois, Delaware, South Dakota, Puerto Rico, New Jersey, Kentucky, Alaska, Minnesota, Missouri). The slippage is attributed to the year of transition after the change in lead agency, a related change in child find responsibilities and procedures, and a lack of understanding by referral sources to refer within the first year of a child’s life and the identification of a developmental concern.

In addition to the improvement activities noted above, DDD has put into place significant changes to increase the early identification of infants under age one that are expected to contribute to an increase in the referral rate statewide, including:

- DDD has revised policies and procedures in the State Plan and through DDD issued Directives to CCBs on the referral process, child identification and the responsibilities for the child find process.
- New legislation (Senate Bill 07-255) was enacted in Colorado in Spring 2007 that puts into state statute the defined roles of DDD, Colorado Department of Education (CDE), CCBs and local administrative units (i.e., school districts and board of cooperative educational services) for the screening and evaluation of infants and toddlers who have been referred to the early intervention system.
- A joint memorandum was issued statewide by DDD and CDE to all CCBs and administrative units providing clear direction regarding the responsibilities of each system for Child Find for children under the age of three years.

- DDD and CDE are currently revising state rules to reflect the changes to child identification processes in the Child Find legislation.
- In an effort to streamline services provided to families across the state with newborns and infants hospitalized in a Level III Neonatal Intensive Care Unit (NICU), DDD is conducting an assessment to determine the cost and feasibility of expanding the network of supports to all Colorado Level III NICUs (there are currently 4 Level III NICUs outside the Denver Metro area).

For those CCBs that had low performance in Indicator 5, programs were required to develop an improvement plan for increasing the rate of identification for infants birth to one year of age.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving performance and compliance. New activities have been added to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, TRACE, and a private consultant who has been assisting DDD to improve the identification rate, the focused monitoring procedures, timely correction of noncompliance and performance.



**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The report for Indicator 6 was developed with broad stakeholder input from the CICC, the CICC/MOU sub-committee, physician consultants and CDE Child Find staff.

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

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

- A. Other States with similar eligibility definitions; and,
- B. National data.

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

**Measurement:**

- A. 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 the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. 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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	Colorado's identification rate of infants and toddlers birth to three with IFSPs will be 2%	1.92%

**Data Analysis:** Colorado's identification rate for infants and toddlers birth to 3 is 3,951 from a 0-3 population of 205,870 or 1.92% (according to the U.S. Department of Education, Office of Special Education Programs, Data Analysis System "Report of infants and toddlers receiving early intervention services in accordance with Part C, Table C-9"). The 1.92% is in comparison to:

- A. 2.71% for other states with a moderate eligibility definition similar to Colorado, and,
- B. 2.43% for the national average.

**Discussion of Improvement Activities Completed for FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
6.1	2005-2010 – NICU project service coordination liaison staff to support early referral and development of initial IFSP and family involvement in NICU settings statewide.	<b>Completed.</b> 551 infants and their families (in-state and out-of-state residents) were served through the NICU Liaison Project. Quarterly data reports were provided to hospitals with Level III NICUs, as well as local communities. The NICU Project's collaboration with hospital

		<p>staff, along with programs, such as March of Dimes and Bright Beginnings is ongoing. These collaborative efforts addressed many issues, such as family education in developmentally supportive care, family involvement within the NICU setting, and best practices for transition home upon discharge. The NICU Project developed and disseminated multiple technical assistance documents, which are posted on the state Early Childhood Connections website.</p>
6.2	<p>2005-2010 – Technical assistance to Child Find and early intervention referral systems on best practices for outreach to all populations, including child care providers, families who are homeless and in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect).</p>	<p><b>Completed.</b> The technical assistance brief <i>Procedures When Infants are Referred Based on Being Affected by Illegal Substance Abuse or Withdrawal Symptoms Resulting from Prenatal Drug Exposure</i> was developed and disseminated. In addition, a preliminary work plan has been developed with The State Coordinator for the Education of Homeless Children and Youth to provide technical assistance to the local communities and strengthen collaborative initiatives addressing outreach and service provision for infants, toddlers and their families experiencing homelessness. DDD staff now participates in the Colorado Interagency Council for Homelessness.</p>
6.3	<p>2005-2006 – Publish joint Department of Human Services/Education agency letter directing all children in substantiated cases of abuse and neglect be referred by Child Welfare agencies to the local early intervention system and accompanying web-based training and TA paper of procedures for both systems.</p>	<p><b>Completed.</b> A state level MOU was established between DDD and the Division of Child Welfare, and was distributed to CCBs and Child Welfare offices and through regional trainings. Each CCB is required to develop an interagency operating agreement with the local Child Welfare programs in order to define referral procedures for children involved in substantiated cases of abuse and neglect.</p>
6.4	<p>2005-2007 – Participate in grant funded by the U.S. Department of Health and Human Services (Oct. 2004) to investigate, promote collaboration between the Child Welfare System, Early Intervention and Early Care and Education System and disseminate best practices data statewide.</p>	<p><b>Completed</b> in FFY 2006-2007.</p>
6.5	<p>2006-2010 – Review information from TRACE Center website on evidenced based strategies to communicate with physician offices and integrate information into public awareness materials for local offices; disseminate the materials, provide technical assistance on outreach.</p>	<p><b>Completed.</b> The technical assistance brief <i>Public Awareness and Community Outreach Practices to Pediatric Health Care Providers in the Identification, Referral, and Planning for Services for Infants and Toddlers with Significant Developmental Delays or Disabilities</i> was developed and disseminated.</p>

6.6	2006-2007 – Train-the-trainer model training for those working with children with social/emotional needs.	<b>Completed.</b> Colorado is one of the states served by the federally funded Center on the Social and Emotional Foundations for Early Learning. The Center (CSEFEL) provided training on the <i>Teaching Pyramid Model for Supporting Social Emotional Competence</i> to 127 participants. Of those, 13 were trained as coaches.
6.7	2006-2007 – Develop technical assistance materials to identify and support toddlers with social/emotional needs who qualify under Part C.	<b>Completed.</b> The CICC Mental Health Work Group worked throughout the year to develop an information brief <i>Infants and Toddlers with Social Emotional Delays or Mental Health Concerns and Colorado's Early Intervention System</i> that was finalized in September 2007 and distributed widely throughout the state.
6.8	2006-2007 – Develop technical assistance publication on guidance for Primary Care Providers role in referral and their ongoing involvement in IFSP process.	<b>Completed.</b> A survey was disseminated via The Children's Hospital Dr.'s Mailbox statewide to 249 health care practices, including about 2,337 pediatricians and family medicine physicians and 20 general medicine physicians who provide services to infants and toddlers. Targeted fact sheets were developed in response to the survey findings to clarify child identification and referral processes, the multidisciplinary evaluation, and early intervention supports and services. Physician outreach materials disseminated via the Colorado Chapter of the American Academy of Pediatrics mailing list to 689 pediatricians statewide. The technical assistance brief <i>Public Awareness and Community Outreach Practices to Pediatric Health Care Providers in the Identification, Referral, and Planning for Services for Infants and Toddlers with Significant Developmental Delays or Disabilities</i> was developed and disseminated.
6.9	2005-2006 – Develop state level interagency policies and procedures for state and local public awareness and outreach efforts to families who are homeless and in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect).	<b>Completed.</b> DDD and child welfare staff developed a state level MOU regarding a referral process for children identified under CAPTA. A preliminary work plan was developed with The State Coordinator for the Education of Homeless Children and Youth to ensure future revisions to the State MOU between DDD and CDE formally addresses the interagency policies and procedures related to the McKinney Vento Homeless Education Act (Title X, Part C of No Child Left Behind).
6.10	2006-2007 – A workgroup (including CICC representatives and other key stakeholders) will address Colorado's definition of developmental delay and categorical eligibility	<b>In process.</b> A sub-committee of the CICC was formed in September 2007, and included additional experts from the early intervention system. A revised definition will be included in the FFY 2008-2009 federal Part C application and State Plan.

6.11	2006-2007 – DDD staff will work with staff in Child Welfare to develop statewide training for local communities to support the establishment of local interagency agreements that define a referral process for children identified under CAPTA.	<b>Completed.</b> Four (4) regional trainings were provided for local child welfare and early intervention staff to support local implementation of the referral process and establishment of local interagency operating agreements. Ongoing technical assistance has been offered to CCBs as they work to define referral processes.
6.12	2006-2007 – DDD staff will work with a consultant to explore and define the needs of infants and toddlers with disabilities and their families in the Southern Ute and Ute Mountain Ute Indian Tribes within the State of Colorado and determine resources to meet those needs.	<b>In process.</b> DDD contracted with a consultant to begin to assess the needs and resources of tribal nations in Colorado. This work will continue in FFY 2007-2008 through collaboration with the Lieutenant Governor’s Office and the Colorado Commission of Indian Affairs.
6.13	2006-2007 – The ABCD conference will be broadcast as a webinar to remote sites to provide technical assistance for local programs and pediatric practices.	<b>Completed.</b> A web conference was held in May 2007 with 163 registered participants. The conference provided an overview of: <ul style="list-style-type: none"> <li>• National efforts to increase the use of standardized developmental screening tools in primary care settings;</li> <li>• The work of Colorado’s ABCD statewide project; and,</li> <li>• The “how-to’s” of integrating standardized screening into primary care practice and referring children for early intervention services.</li> </ul>
6.14	2006-2010 – A scorecard that addresses specific active and inactive public awareness and outreach activities as identified by TRACE Center will be utilized to assess the current activities of programs and make recommendations for improvement.	<b>Completed.</b> This activity was discontinued after June 2007. The scorecard was piloted in Weld County. The tool did not work effectively as a self-assessment tool for local communities and its use will not be continued and has been deleted in the 2008 SPP.
6.15	2006-2007 – The Mental Health Workgroup of the CICC will complete a technical assistance paper to assist child find and service coordinators to identify social emotional concerns through the initial multidisciplinary assessment and evaluation and how to access appropriate services.	<b>Completed.</b> The CICC Mental Health Work Group worked throughout the year to develop an information brief <i>Infants and Toddlers with Social Emotional Delays or Mental Health Concerns and Colorado’s Early Intervention System</i> that was finalized in September 2007 and distributed widely throughout the state.

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of 2% was not met but the identification rate did increase from 1.80% in FFY 2005-2006 to 1.92% in FFY 2006-2007.

Colorado remains below the national average and below the average of states with similar eligibility definitions when the one day in time data count continues to be used as the point in time for measurement. One reason is that physicians providing primary care to infants and toddlers do not have enough familiarity with Colorado’s early intervention system as the primary program to refer infants and toddlers with known or possible developmental delays. In December 2006, in collaboration with CDPHE/HCP, University of Colorado Health Science Center/JFK Partners (UCHSC/JFK Partners) and The Children’s Hospital (TCH), Denver, a survey was sent via the TCH “Doctors’ Mailbox” to 249 pediatric and family medicine practices, as well as to a dozen general practice physicians in Colorado. Surveys

were sent to all pediatricians, family practitioners, and general practitioners known to be providing primary care to infants and toddlers in Colorado. The key question was “where have you referred infants and toddlers with known or suspected developmental delays or who have been diagnosed with a condition associated with significant delays in development?” There was a 20% return rate, with responses received from 51 health care practices from 11 counties. Below is a summary of the key findings:

- 57% of respondents (n=28 (24 of whom were pediatricians)) refer to Colorado’s early intervention system or Child Find.
  - 64% (n=18) of those pediatric practices who refer to the early intervention system report fax or letter to be the primary mode of communication between their office and the early intervention system (including Child Find representatives), with very few phone or face-to-face contacts.
  - Respondents report the following timelines when asked the last time someone from the early intervention system had contacted their office:
    - 32% (n= 6) of the respondents had been contacted within 1 month;
    - 42 % (n=8) of the respondents had been contacted between 1 and 6 months; and,
    - 26% (n=5) of the respondents had not been contacted for more than 6 months.
- 84% of respondents (n=43) referred to TCH (mostly to the Child Development Unit at TCH).
- 41 % of respondents (n=21) did not refer to Colorado’s early intervention system or Child Find.
- Generally, when making a referral, respondents report the receipt of timely, written communication of the referral status, including evaluation results and early intervention supports and services occurring for a child as the most important feedback to receive from the early intervention system.

In addition to the improvement activities noted in the table above, DDD has put into place significant changes to increase the early identification of infants and toddlers birth to three, including:

- DDD has revised policies and procedures in the State Plan and through DDD issued Directives to CCBs on the referral process, child identification and the responsibilities for the child find process.
- New legislation (Senate Bill 07-255) was enacted in Colorado in Spring 2007 that puts into state statute the defined roles of DDD, CDE, CCBs and local administrative units for the screening and evaluation of infants and toddlers who have been referred to the early intervention system.
- A joint memorandum was issued statewide by DDD and CDE to all CCBs and administrative units providing clear direction regarding the responsibilities of each system for Child Find for children under the age of three years.
- DDD and CDE are currently revising state rules to reflect the changes to child identification processes in the Child Find legislation.
- Through collaborative efforts among state partners, including the Department of Public Health and Environment, Department of Human Services, Department of Education and the Department of Health Care Policy and Financing, the Division for Developmental Disabilities is working to spread the Assuring Better Child Health and Development Project (ABCD Project) statewide over the next three years. The goals of the ABCD Project include: 1) Assist health care practices in implementing an office process for developmental screening that is efficient and practical; 2) Help health care practices learn about opportunities to obtain reimbursement for development screening; 3) Promote early identification and referral; and 4)

Facilitate a practice's ability to link to early intervention and other community services. The six lowest ranked CCBs for Indicator 6 make up the first cohort for local implementation.

- Consistent with the Colorado Medical Home Initiative, DDD is developing strategies to ensure increased and strengthened communication with early intervention services and other community entities in order to better meet the developmental and behavioral needs of children in Colorado.

For those CCBs that had low performance in Indicator 6, the programs were required to develop an improvement plan for increasing the rate of identification for infants birth to three.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving performance and compliance. New activities have been added to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, TRACE, and a private consultant who has been assisting DDD to improve the identification rate, the focused monitoring procedures, timely correction of noncompliance and performance.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The DDD developed the report for Indicator 7 with broad stakeholder input from the CICC, the CICC/MOU sub-committee and CDE Child Find staff.

**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 eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted with Part C’s 45-day timeline) divided by the (# of eligible infants and toddlers evaluated and assessed)] times 100.

Account for untimely evaluations.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	100% of eligible infants and toddlers for whom an evaluation and assessment and an initial IFSP meeting will be conducted within Part C’s 45-day timeline.	90%

**Data Analysis:** The data for this indicator is based on a desk audit of statewide data from all 20 CCBs of the number of eligible infants and toddlers for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C’s 45-day timeline between July 1, 2006 and June 30, 2007.

- 2,811 = Total Initial IFSPs
- 2,531 = Total Timely IFSPs
- 90% = 2,531 (2,811 minus 280) divided by 2,811 x 100
- 280 = Systems Reasons for Untimely IFSPs
- 474 = Family Reasons for Untimely IFSPs

Discussion of Improvement Activities Completed for FFY 2006-2007:

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
7.1	2005-2010 – Continued required Service Coordination Core Training with module on IFSP process, including evaluation process and timelines.	<b>Completed.</b> Four (4) Service Coordination Core Trainings were conducted with 110 participants. Evaluation and IFSP information is covered in the curriculum. Training was revised to reflect “timely services” timeline. A module on “Results Matter” is in development.
7.2	2005-2007 – Develop IFSP matrix database and manual and train service coordination managers on using the tool for monitoring IFSP compliance locally and conducting local program self-assessment.	<b>In process.</b> The IFSP matrix is in the process of being revised to be used as a tool for compliance monitoring, self-assessment at the local level, and evaluating the efficacy of local trainings. It will be implemented in FFY 2008-2009 after the federal Part C regulations are finalized.
7.3	2005-2007 – Update procedures for state Child Find Manual for initial IFSP development and provide technical assistance with Child Find coordinators, staff through regional meetings on evaluation, assessment and initial IFSP meeting procedures.	<b>Completed.</b> Due to the change in lead agency and changes in state statute, the revised procedures were incorporated into the 2007 State Plan and in a joint memorandum issued statewide from DDD and CDE after the procedures and responsibilities were finalized in recently enacted Colorado legislation (Senate Bill 07-255).
7.4	2006-2007 – Pilot Service Coordination “Tool Kits” (including “Tool Kit” on evaluation and assessment and IFSP) for OSEP funded project on service coordination (lead institution University of Connecticut).	<b>N/A.</b> The state is not currently using the Service Coordination “Tool Kits” and this activity has been deleted from the revised 2008 SPP.
7.5	2006-2007 – Focused monitoring for compliance with initial evaluation and IFSP meeting within the 45-day timeline on communities not meeting that requirement (data analysis, IFSP review, local interviews).	<b>Completed.</b> Onsite monitoring was conducted using a bi-annual method. Ten (10) CCBs had an onsite visit in FFY 2006-2007.
7.6	2005-2007 – Provide training and technical assistance for Child Find teams on best practices on the evaluation and assessment of infants and toddlers.	<b>Completed.</b> Training and technical assistance was provided to those CCBs who were conducting child find activities in 2006-2007.
7.7	2005-2010 – Provide technical assistance to LEA Special Education directors to support Child Find efforts.	<b>N/A.</b> This is the responsibility of the state education agency (CDE).
7.8	2006-2008 – DDD, as the new lead agency, has implemented a schedule of onsite monitoring of each CCB’s early intervention program every two years. Four communities have plans of corrections that they are working on to develop strategies for improvement. Six additional programs will be surveyed between January and June 2007.	<b>Completed.</b> Onsite monitoring and data verification were conducted using a bi-annual method. Ten (10) CCBs had an onsite visit in FFY 2006-2007.



7.9	2006-2007 – Based on December 1, 2006 Child Data Count, desk audits will be conducted on all indicators, determinations will be made and compliance plans will be issued in the winter of 2007 to those CCBs who show noncompliance in any area.	<b>Completed.</b> Using desk audit data from July 1, 2006 – December 2, 2006, public reports and status determinations of the performance of each CCB on Indicator 7 were issued in June 2007.
7.10	2006-2007 – The database will be made web-based by July 2007.	<b>In process.</b> The data system transfer was postponed due to the complexity of the changes.

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of 100% was not met but significant progress was made improving from 78.6% in FFY 2005-2006 to 90% in FFY 2006-2007.

This improvement is due to changes made by the new lead agency, DDD, in FFY 2006-2007, including:

- The use of contract provisions with CCBs;
- Closer monitoring of communities compliance in meeting the 45-day timeline;
- An improved data collection system;
- Training and technical assistance to new service coordination staff;
- Clarification of policies and procedures;
- Emergency funding from the state legislature for initial eligibility evaluations during FFY 2006-2007; and,
- Passage of state legislation that defined responsibilities for birth to three Child Find.

An analysis of the program-specific data for Indicator 7 shows that noncompliance is attributable to two major factors:

- 1) Several CCBs had administrative staff turnover during the year. While the new program coordinators and service coordinators are required to attend statewide training that covers the requirements for meeting the 45-day timeline, many of them were faced with a steep learning curve, as well as needing to develop effective collaborative relationships with their interagency partners, especially the local education agencies.
- 2) After the lead agency change in July 2006, the participation of some of the local administrative units in Part C Child Find efforts was disrupted by uncertainty as to who was responsible for the multidisciplinary evaluations of infants and toddlers. Collaborative interagency relationships that previously enabled evaluation procedures to run smoothly were negatively affected due to the state and local level changes, primarily impacting two of the largest metro CCBs' service areas.

To address the 10% of noncompliance that occurred in FFY 2006-2007 for Indicator 7, DDD, in addition to implementing the above improvement activities, is engaging in the following new efforts that are described in the SPP:

- DDD requires in the FFY 2007-2008 contracts with CCBs that they develop interagency operating agreements on child identification procedures with their local education agencies;
- DDD is collaborating with the CDE to revise the state Memorandum of Understanding that includes strategies to improve compliance with the multidisciplinary evaluation and 45-day timeline requirements;
- Policies have been revised and disseminated to clearly delineate the responsibilities of the CCBs and state statutes have been enacted to define interagency responsibilities for child find activities and requirements between DDD and CDE;

- The statewide data system has undergone significant changes to make it easier to document the data to provide a field to indicate reasons for late multidisciplinary evaluations and initial IFSPs. This has included clarification of what constitutes an exceptional family circumstance versus systems reasons; and,
- DDD is changing the focused monitoring process (see revised SPP) to drill down to determine the nature of the delay for timely delivery of services.

Based on the data from FFY 2006-2007, DDD has issued findings of noncompliance to eight (8) CCBs. Six (6) have already corrected and two (2) are scheduled for correction no later than one year from the date of notification.

DDD is revising the written notification of noncompliance and plan of correction procedures to ensure that CCBs understand the areas in which they show noncompliance and to ensure they successfully complete their corrective action plans. The changes will include more direction from the state on incremental targets (required evidence of change) that are expected and reporting requirements built into the plans of correction so that CCBs are regularly reporting to the lead agency on the progress that they are making. These more focused efforts will ensure timely correction of identified noncompliance.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

### **Resolution of previously identified noncompliance in FFY 2005-2006**

The former lead agency issued written letters of notification for noncompliance in Spring 2006. After the lead agency in July 2006, only two of the former early intervention programs continued to operate. There were two findings related to Indicator 7 and both were timely corrected in less than one year.

### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving compliance. New activities have been added to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, MPRRC, and a private consultant who has been assisting DDD to improve the focused monitoring procedures and timely correction of noncompliance.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The DDD staff developed the report for Indicator 8 with broad stakeholder input from the CICC, the CICC/MOU sub-committee and CDE Child Find staff.

**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 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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	A. 100% of all children exiting Part C will have an IFSP with transition steps and services.	A. 96.55%
	B. 100% of children exiting Part C and potentially eligible for Part B will have notification to the LEA occur.	B. 97.9%
	C. 100% of potentially Part B eligible children will have a timely transition conference.	C. 83.06%

**Data Analysis:** Based on a desk audit of data from all CCBs on 2,290 children who were 2 years, 9 months or older between July 1, 2006 and June 30, 2007.

# APR Template – Part C (4)

A.

- 2,290 = Number of children who exited early intervention
- 2,211 = Number of children with IFSPs with Transition Steps and Services
- 79 = Number of children with IFSPs with no Transition Steps and Services

96.55% = Percentage of children with IFSPs with Transition Steps and Services (2,211 divided by 2,290)

B.

- 2,290 = Number of children who exited early intervention
- 2,242 = Number of children for whom Transition Notification was sent
- 48 = Number of children for whom no Transition Notification was sent

97.90% = Percentage of children with Transition Notifications to LEAs (2,242 divided by 2,290)

C.

- 2,290 = Number of children who exited early intervention
- 1,902 = Number of Timely Conferences (this includes those delayed for family reasons)
- 388 = Number of late Conferences for systems reasons
- 446 = Number of late Conferences for family reasons

83.06% = Percentage of children with timely Transition Conferences (1,902 divided by 2,290)

### Discussion of Improvement Activities Completed for FFY 2006-2007:

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
8.1	2004-2005 - Training and technical assistance from Part C state staff provided to 3 local interagency groups to develop the continuous improvement plan to come into compliance with IDEA transition groups within one year from the citation (January 2006).	<b>Completed</b> in FFY 2005-2006.
8.2	2004-2010 – Continued training on transition requirements for service coordinators in required Service Coordination Core Training.	<b>Completed.</b> Four (4) Service Coordination Core Trainings, which included a module on transition, were conducted with a total attendance of 110 participants.
8.3	2005-2010 – Parent training module on IFSP process, including transition, developed and implemented statewide through regional training.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum. Four (4) trainings occurred in the Denver Metro area and the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, three

**APR Template – Part C (4)**

Colorado  
State

		(3) trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
8.4	2005-2006 – Technical assistance through documents, web-based resources from lead agency; website page on state transition policy, procedures and resources.	<b>Completed</b> in FFY 2006-2007.
8.5	2005-2007 – Develop IFSP matrix tool and manual and train service coordination managers on using the tool for monitoring IFSP compliance locally and conducting local program self-assessment.	<b>In process.</b> DDD revising the IFSP matrix to be used as a tool for compliance monitoring, self-assessment at the local level and evaluating the efficacy of local trainings. It will be implemented in FFY 2008-2009 after the federal Part C regulations are finalized.
8.6	2005-2006 – Regional topical meetings for Child Find coordinators with follow up technical assistance on transition.	<b>Completed</b> in FFY 2005-2006.
8.7	2006-2007 – Regional topical meetings for service coordination managers with follow up technical assistance.	<b>Completed.</b> Transition information is provided in the <i>Frequently Asked Questions</i> document maintained by DDD staff and regularly distributed to early intervention programs.
8.8	2006-2007 – Pilot Service Coordination “Tool Kits” (including “Tool Kit” on transition) for OSEP funded project on service coordination (lead institution University of Connecticut).	<b>N/A.</b> The state is not currently using the Service Coordination “Tool Kits.” This activity has been deleted from the revised SPP submitted February 1, 2008.
8.9	2006-2008 – Focused monitoring activities (file reviews, interviews and family focus groups) on transition planning, plan development and timelines statewide.	<b>Completed.</b> Onsite monitoring was conducted using a bi-annual method. Ten (10) CCBs had an onsite visit in FFY 2006-2007.
8.10	2006-2010 – Training and technical assistance specifically on transition processes for specific circumstances (i.e. NICU to home, early exit from Part C).	<b>Completed.</b> NICU Liaison Project conducted four (4) presentations, which, in part, addressed the factors that should be considered by local agencies when a referred infant transitions from the NICU to home. Additionally, the NICU Project developed and disseminated multiple technical assistance documents which are posted on the state Early Childhood Connections website.  The Center for Infant and Family Interaction piloted <i>The Individual Family Service Plans for Newborns and Young Infants</i> training. This training addressed the following topics: the world of the high-risk infant, newborn and young infant development, IFSP development in the NICU setting, relationship-based IFSP development, and transitioning from hospital to home. Fifty (50) individuals from the hospital and early intervention system participated in this training.

8.11	2007-2008 – State will re-evaluate strategies for transition improvement and plan future activities depending on the results of the local self-assessment.	<b>Scheduled</b> for a subsequent year.
8.12	2006-2008 – DDD, as the new lead agency, has implemented a schedule of onsite monitoring of each CCB's early intervention program every two years. Four communities have plans of corrections that they are working on to develop strategies for improvement. Six additional programs will be surveyed between January and June 2007.	<b>Completed.</b> In FFY 2006-2007, 10 CCBs received onsite monitoring.
8.13	2006-2007 – Based on December 1, 2006 Child Data Count, desk audits will be conducted on all indicators, determinations will be made and compliance plans will be issued in the winter of 2007 to those CCBs who show noncompliance in any area.	<b>Completed.</b> The December 1, 2006 statewide data was utilized to publicly report on CCB performances and to make status determinations. Written notifications of noncompliance were issued on August 1, 2007 for CCBs with new findings.
8.14	2006-2007 – The database will be made web-based by July 2007.	<b>In process.</b> The data system transfer was postponed to Fall 2007 due to the complexity of the changes. The new web-based system will reduce duplication of data entry, improve monitoring capabilities, and allow for real-time supervision.
8.15	2006-2007 – DDD staff will work together with CDE Part B staff to address challenges occurring across systems that are contributing to late transition plans.	<b>Completed.</b> Due to the change in lead agency and changes in state statute, the revised procedures were incorporated into the 2007 State Plan and in a joint memorandum issued statewide from DDD and CDE after the procedures and responsibilities were finalized in recently enacted Colorado legislation (Senate Bill 07-255).

**Explanation of Progress or Slippage for FFY 2006-2007:** The target of 100% was not met, however, progress was made for measure 8A, the baseline for measure 8B was established, and the measure for 8C, while lower than reported in 2005-2006, is based on valid and reliable data.

Prior to May 2006, the Part C database did not contain a field for the reason of a late transition conference. Data that was reported was based on file reviews and written reports for late plans. After the change in lead agency, DDD revised the database so that it now measures each component of Indicator 8 and contains a field that captures the reason for a child-specific late transition conference.

Indicator 8C, the percentage of children exiting from early intervention services who have a transition conference at least 90 days prior to their third birthday, continues to be an area that needs further improvement. In reviewing the statewide data, it appears to be a systemic problem that has several reasons that need to be addressed. First, those CCBs and school districts that had strained relationships during FFY 2006-2007 due to the change in lead agency and confusion about the role of Child Find teams in the local education agencies had trouble carrying out timely transition activities. Second, due to the change in lead agency there was confusion at the local level over whose responsibility it was to ensure timely transition conferences and which timelines to follow. Third, under the former lead agency there was a different interpretation of what was required to be accomplished by the time of the transition conference.

In order to correct noncompliance on 8A-C, DDD, in addition to the improvement activities noted above, is undertaking several new strategies to meet the transition requirements, including:

- Extensive training and technical assistance has been provided to CCB staff so that they have an understanding of the transition requirements and timelines;
- Policies have been revised and a DDD Directive was issued and disseminated to clearly delineate the responsibilities of the CCBs and state statutes have been updated to define interagency responsibilities for transition activities and requirements;
- The statewide data system has undergone significant changes to make it easier to document the data needed to measure each component of Indicator 8 and to provide a field to indicate reasons for late transition conferences. This has included clarifying what constitutes an exceptional family circumstance versus systems reasons;
- DDD also has a requirement in the FFY 2007-2008 contracts with CCBs that they develop interagency operating agreements on transition at age three with their local education agencies;
- DDD is collaborating with the CDE to revise the state Memorandum of Understanding that includes strategies to improve compliance with transition requirements;
- The statewide data system has undergone significant changes to make it easier to document the three data points related to transition; and,
- DDD is changing the focused monitoring process (see revised SPP) to drill down to determine the nature of the delay for timely delivery of services.

Based on the data indicating noncompliance in FFY 2006-2007, DDD has issued the following findings and documented progress:

- Indicator 8A: Seven findings have been issued  
Six have already timely corrected  
One is scheduled to correct < one year from notification of noncompliance
- Indicator 8B: One finding has been issued  
One has already timely corrected
- Indicator 8C: Seven findings have been issued  
Zero have already timely corrected  
Seven are scheduled to correct < one year from notification of noncompliance

DDD is revising the written notification of noncompliance and plan of correction procedures to ensure that CCBs understand the areas in which they show noncompliance and to ensure they successfully complete their corrective action plans. The changes will include more direction from the state on incremental targets (required evidence of change) that are expected and reporting requirements built into the plans of correction so that CCBs are regularly reporting to the lead agency on the progress that they are making. These more focused efforts will ensure timely correction of identified noncompliance.

DDD on an annual basis, publicly reports local program performance by comparing by each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2007, the first reports were publicly released and are published on the website at [www.earlychildhoodconnections.org](http://www.earlychildhoodconnections.org).

**Resolution of previously identified noncompliance in FFY 2005-2006**

In FFY 2005-2006, under the former lead agency, thirty-two (32) programs were monitored for compliance on Indicator 8, however, the information used to determine noncompliance did not include reliable and valid data for 8B and no findings were issued for this measurement. After the change in lead agency, only two of the former programs continued and only one had findings of noncompliance on Indicator 8. That program timely corrected within one year on the findings for Indicator 8A and C.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving compliance. New activities have been added to address interagency collaboration and to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, MPRRC, and a private consultant who has been assisting DDD to improve the focused monitoring procedures and timely correction of noncompliance.



**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Information for Indicator 9 was taken from DDD Program Quality activities, input from the former lead agency, CDE, and input from the CICC and CICC/MOU sub-committee.

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

**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.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	The general supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects 100% of noncompliance as soon as possible but in no case later than one year from identification.	<ul style="list-style-type: none"> <li>a. 4 findings reported</li> <li>b. 4 corrections were completed no later than one year from identification</li> </ul> <p style="text-align: center;">Total = 100%</p>

**Data Analysis:** Data for Indicator 9 includes monitoring of all early intervention programs in FFY 2005-2006. The findings and correction of noncompliance are reported in each Indicator of this APR. Data regarding findings made in FFY 2005-2006 was provided by the former lead agency, CDE, including the written letters of notification of noncompliance that were issued to all 32 programs that existed in March 2006. The new lead agency, DDD, has monitored and documented timely correction of noncompliance in the two of the 32 programs that continued to provide services after July 2006.

9a. Findings of noncompliance identified in FFY 2005-2006 are reported in the responses to Indicators 1-8 and in the table below.

9b. 100% of all findings of noncompliance identified by the general supervision system in FFY 2005-2006 were corrected within one year from identification as noted in the table below.

**APR Template – Part C (4)**

<b>SPP Indicator</b>	<b>General Supervision System Components</b>	<b>Number of Programs Monitored in FFY 2005-2006</b>	<b>a. Number of Findings of noncompliance identified in FFY 2005-2006 (7/1/05-6/30/06)</b>	<b>b. Number of Findings from a. for which correction was verified no later than one year from identification</b>
1. Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	0	0	0
	<b>Dispute Resolution</b> (Complaints, due process hearings)	N/A		
2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	0	0	0
	<b>Dispute Resolution</b> (Complaints, due process hearings)	N/A		
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	N/A		
	<b>Dispute Resolution</b> (Complaints, due process hearings)	N/A		
4. Percent of families participating in Part C who report that early intervention services have helped the family	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	0	0	0
	<b>Dispute Resolution</b> (Complaints, hearings)	N/A		

SPP Indicator	General Supervision System Components	Number of Programs Monitored in FFY 2005-2006	a. Number of Findings of noncompliance identified in FFY 2005-2006 (7/1/05-6/30/06)	b. Number of Findings from a. for which correction was verified no later than one year from identification
5. Percent of infants and toddlers birth to 1 with IFSPs.	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	0	0	0
6. Percent of infants and toddlers birth to 3 with IFSPs.		<b>Dispute Resolution</b> (Complaints, hearings)	N/A	
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.	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	2	2	2
	<b>Dispute Resolution</b> (Complaints, hearings)	N/A		
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>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	2	1	1
	<b>Dispute Resolution</b> (Complaints, hearings)	N/A		
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: B. Notification to LEA, if child potentially eligible for Part B	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	2	0	0
	<b>Dispute Resolution</b> (Complaints, hearings)	N/A		

SPP Indicator	General Supervision System Components	Number of Programs Monitored in FFY 2005-2006	a. Number of Findings of noncompliance identified in FFY 2005-2006 (7/1/05-6/30/06)	b. Number of Findings from a. for which correction was verified no later than one year from identification
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: C. Transition conference, if child potentially eligible for Part B.	<b>Monitoring:</b> (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	2	1	1
	<b>Dispute Resolution</b> (Complaints, hearings)	N/A		
<b>Sum the numbers down Column a and Column b</b>			4	4

**Discussion of Improvement Activities Completed in FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
9.1	2005-2010 – Monitor all communities on all SPP priority areas through statewide database and follow up investigation by specific item or community following analysis.	<b>Completed.</b> All twenty (20) CCBs were monitored on the SPP priority areas.
9.2	2005-2010 – Utilization of Part C state database to incorporate all required data elements for Federal and state reporting purposes.	<b>Completed.</b> The database has been updated to include new reporting requirements.
9.3	2005-2010 – Continue 3-4 Part C database trainings per year for local data managers.	<b>In process.</b> In October 2006, there was a statewide conference call with 40 participants to discuss the data fields and explain the data manual. Additional trainings were postponed until the data system was changed to the web-based system. Individual, ongoing training occurred with individuals at the CCBs.
9.4	2005-2006 – Development of the Monitoring database to support focused monitoring process.	<b>N/A.</b> This did not occur in the previous year due to the change in lead agency that uses a different process for focused monitoring. This activity has been deleted in the SPP submitted February 1, 2008.
9.5	2005-2006 – Develop, conduct and analyze data from focused monitoring activities on referral and IFSP process in NICUs.	<b>Completed</b> in FFY 2005-2006.

9.6	2005-2007 – Develop IFSP review matrix tool and manual. Train service coordination managers on using the tool for monitoring IFSP compliance locally and conducting local program self-assessment.	<b>In process.</b> The IFSP matrix is in the process of being revised to be used as a tool for compliance monitoring, self-assessment at the local level and evaluating the efficacy of local trainings. It will be implemented in FFY 2008-2009 after the federal Part C regulations are finalized.
9.7	2006-2008 – Develop and provide technical assistance on community self-assessment strategies.	<b>Completed.</b> In collaboration with the CDPHE, two (2) local trainings were conducted in FFY 2006-2007 that focused on community self-assessment of early childhood activities and the development of collaborative community agreements. These trainings were held in the northern Denver Metro area and the southern rural area, with a total of 58 participants.
9.8	2005-2010 – Assist communities in developing Continuous Improvement Plans (CIP) for areas of noncompliance identified through any monitoring activity.	<b>Completed</b> in FFY 2006-2007.
9.9	2005-2010 – Monitor the completion of local CIP at quarterly intervals to assure progress towards 100% compliance. Provide technical assistance when plan amendment is necessary.	<b>Completed</b> in FFY 2006-2007.
9.10	2005-2010 – Annually disseminate list of possible state sanctions for situations of noncompliance extending beyond one year. Apply appropriate sanctions as determined by state MOU interagency group.	<b>In process.</b> No sanctions were issued in FFY 2006-2007. New criteria for incentives and sanctions are being developed by a workgroup of the CICC.
9.11	2006-2008 – DDD, as the new lead agency, has implemented a schedule of onsite monitoring of each CCB's early intervention program every two years. Four communities have plans of corrections that they are working on to develop strategies for improvement. Six additional programs will be surveyed between January and June 2007.	<b>Completed.</b> Onsite monitoring was conducted using a bi-annual method. Ten (10) CCBs had onsite visits in FFY 2006-2007.
9.12	2006-2007 – Based on December 1, 2006 Child Count Data, desk audits will be conducted on all indicators, determinations will be made and compliance plans will be issued in the winter of 2007 to those CCBs who show noncompliance in any area. Progress will be measured in summer 2007 to inform technical assistance and focused monitoring.	<b>Completed.</b> The desk audit data was utilized to publicly report performance and make determinations on all twenty (20) CCBs.

9.13	2006-2007 – The database will be made web-based by July 2007.	<b>In process.</b> The early intervention component of the web-based system constructed by DDD was added and revisions continued to be made with the web-based system operational by Fall 2007. The new web-based system reduces duplication of data entry, improves monitoring capabilities, and allows for real-time supervision.
9.14	2006-2010 – In collaboration with the Legal Center for People with Disabilities and Older People, the lead agency will provide annual training on Part C of IDEA to mediators and hearing officers.	<b>In process.</b> Training of mediators and hearing officers was postponed until federal Part C regulations are finalized.
9.15	2006-2010 – The DDD will report annually to the public on the performance of the state and each EIS program on the targets for Indicators 1-8 in the SPP by posting on the website and distribution to the media and public agencies.	<b>Completed.</b> DDD published performance profiles and status determinations for each CCB early intervention program on the ECC website and distributed to system partners in June 2007.

**Explanation of Progress or Slippage for Timely Correction of Noncompliance Identified in FFY 2005-2006:** The target of 100% was met.

In March 2006, the former lead agency, CDE, issued written notification letters to thirty-two (32) local programs in existence at the time. In July 2006, CDHS/DDD became the new lead agency. Due to the changes, 30 of the former early intervention programs closed and two remained in existence under the new lead agency. Records of the written notification and compliance plans were transferred to the new lead agency. Data review was conducted on the two remaining programs to confirm timely correction of noncompliance. Both programs were released from their plans of correction after timely correcting the findings of noncompliance in less than one year from identification.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving compliance. New activities have been added to ensure more effective monitoring and general supervision based on recommendations that DDD has received from OSEP, NECTAC, MPRRC, and a private consultant who has been assisting DDD to improve the focused monitoring procedures and timely correction of noncompliance.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Information used for Indicator 10 is based on the number of written complaints that were made during FFY 2005-2006. The improvement activities were developed by the former lead agency, CDE; the new lead agency, DDD; with input from the CICC and The Legal Center for People with Disabilities and Older People.

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

**Indicator 10:** Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

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

**Measurement:** Percent = [(1.1(b) + 1.1(c)) divided by 1.1] times 100.

FFY	Measurable and Rigorous Target	Actual Target Data for 2005-2006
2006-2007	100% will be resolved within 60-day timeline or a timeline will be extended for exceptional circumstances.	Not Applicable

**Data Analysis:** Not applicable. No written complaints were filed in the past fiscal year. See attached OSEP Table 4.

**Discussion of Improvement Activities Completed in FFY 2006-2007**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
10.1	2005-2010 – Service Coordination Core Training delivered annually, including service coordinator responsibilities for informing parents of their rights under IDEA to the complaint process.	<b>Completed.</b> Four Service Coordination Core Trainings were conducted with 110 participants. Procedural safeguards and dispute resolution are covered in the curriculum.
10.2	2005-2010 – Provision of “Welcome Packet” to all families entering the early intervention system in the state which includes a copy of their rights under IDEA to the complaint process.	<b>Completed.</b> “Welcome Packets” were made available to all communities in English and Spanish. In situations where other languages were used, the procedural safeguards information was provided in the families’ languages.
10.3	2005-2006 – Develop and pilot parent training curriculum, train-the-trainer model and materials about IFSP process.	<b>Completed</b> in FFY 2005-2006.
10.4	2006-2008 – Provide parent training regionally and disseminate materials statewide.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i>

		curriculum. Four (4) trainings occurred in the Denver Metro area and the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, 3 trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
10.5	2006-2007 – Provide training to locally based parents who will conduct training ongoing in their own communities.	<b>N/A.</b> DDD did not implement this activity and it has been deleted in the SPP submitted February 1, 2008.
10.6	2005-2010 – Dissemination to local programs TA paper on family rights under IDEA for use at all IFSP meetings.	<b>Completed</b> in FFY 2006-2007.
10.7	2005-2010 – Analysis of local funding applications which contain assurances and plans for meeting those assurances, including the assurance that all families know their rights under IDEA to the complaint process and follow-up on plans/strategies on community specific basis.	<b>N/A.</b> Due to the change in lead agency, this did not occur. The new lead agency uses contracts, not grants. Contract language includes the assurance that families are informed of their rights. DDD did not implement this activity and it has been deleted in the revised SPP submitted February 1, 2008.
10.8	2005-2010 – Conduct all complaint investigations in the timeline required and issue report of findings as defined in IDEA.	<b>N/A.</b> There were no complaints filed in FFY 2006-2007.

**Explanation of Progress or Slippage for FFY 2006-2007:** N/A

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised State Performance Plan that is submitted with this Annual Performance Report.



**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Information used for Indicator 11 is based on the number of written complaints that were made during FFY 2005-2006. The improvement activities were developed by the former lead agency, CDE; the new lead agency, DDD; with input from the CICC and The Legal Center for People with Disabilities and Older People.

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

**Indicator 11:** Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.

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

**Measurement:** Percent = [(3.2(a) + 3.2(b)) divided by 3.2] times 100.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	100% of due process hearing requests will be fully adjudicated within the applicable timeline.	Not Applicable

**Data Analysis:** Not applicable. No due process hearing requests were filed during FFY 2006-2007. See attached OSEP Table 4.

**Discussion of Improvement Activities Completed for FFY 2006-2007:**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2006-2007
11.1	2005-2010 – Service Coordination Core Training delivered annually, including service coordinator responsibilities for informing parents of their rights under IDEA to the complaint process.	<b>Completed.</b> Four (4) Service Coordination Core Trainings were conducted with 110 participants. Procedural safeguards and dispute resolution are covered in the curriculum.
11.2	2005-2010 – Provision of “Welcome Packet” to all families entering the early intervention system in the state which includes a copy of their rights under IDEA including their right to due process.	<b>Completed.</b> “Welcome Packets” were made available to all communities in English and Spanish. In situations where other languages were used, the procedural safeguards information was provided in the families’ languages.
11.3	2005-2006 – Develop and pilot parent training curriculum, train-the-trainer model and materials about IFSP process, with an emphasis on procedural safeguards.	<b>Completed</b> in FFY 2005-2006.
11.4	2006-2008 – Provide parent training regionally and disseminate materials statewide.	<b>Completed.</b> Fifteen (15) parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum. Four (4) trainings occurred in the Denver Metro area and

		the other training locations included, Fort Collins, Glenwood Springs, Canon City, Montrose, and Steamboat Springs. Two (2) parents conducted these trainings using a peer-to-peer model. Peak Parent Center mentors conducted statewide outreach, reporting 1,794 parent contacts and 2,798 professional contacts. A number of scheduled trainings (Pueblo, Lamar, La Junta, Lakewood, Evans and Alamosa) had to be cancelled due to low registration numbers. While all of the trainings had translation, 3 trainings held in the Denver Metro area were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
11.5	2006-2007 – Provide training to locally based parents who will conduct training ongoing in their own communities.	<b>N/A.</b> DDD did not implement this activity and it has been deleted in the revised SPP submitted February 1, 2008.
11.6	2005-2010 – Analysis of local funding applications which contain assurances and plans for meeting those assurances, including the assurance that all families know their rights under IDEA their right to due process and follow-up on plans/strategies on community specific basis.	<b>N/A.</b> Due to the change in lead agency, this did not occur. The new lead agency uses contracts, not grants. Contract language includes the assurance that families are informed of their rights. DDD did not implement this activity and it has been deleted in the revised SPP submitted February 1, 2008.
11.7	2005-2010 – Assure the completion of due process proceedings in the timeline required.	<b>N/A.</b> There were no due process proceedings during FFY 2006-2007.

**Explanation of Progress or Slippage for FFY 2006-2007:** Not applicable. There were no due process hearing requests made in 2006-2007.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008, if applicable:**

Revisions are noted in the revised SPP that is submitted February 1, 2008.

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** Not applicable

**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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2005-2006
2006-2007	Baseline was to be established and targets developed. No longer applicable because Part B General Supervision Part C/General Supervision are not adopted under the new lead agency.	Not Applicable

**Data Analysis:** Not applicable.

**Explanation of Progress or Slippage for FFY 2006-2007:** Not applicable

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines Resources for FFY 706-2008, if applicable:** Not applicable

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The information for Indicator 13 was developed by the former lead agency, CDE; the new lead agency, DDD; with input from the CICC and The Legal Center for People with Disabilities and Older People.

**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.

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	To be established once Colorado reaches the OSEP minimum of 10 mediations per year.	Not Applicable

**Data Analysis:** Not applicable. No mediations were filed in the fiscal year 2006-2007. See attached OSEP Table 4.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2006-2007:** Not applicable

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008:** Not applicable

**Part C State Annual Performance Report (APR) for FFY 2006-2007**

**Overview of the Annual Performance Report Development:** The information for Indicator 14 was provided by DDD staff. The improvement activities were developed by the former lead agency, CDE, and revised by the new lead agency, DDD with input from the CICC.

**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)

**Measurement:** State reported data, including 618 data, State performance plan, and annual performance reports, are:

- a. Submitted on or before due dates (February 1 for child count, including race and ethnicity, settings and November 1 for exiting, personnel, dispute resolution); and
- b. Accurate (describe mechanisms for ensuring error free, consistent, valid and reliable data and evidence that these standards are met).

FFY	Measurable and Rigorous Target	Actual Target Data for 2006-2007
2006-2007	100% of State reported data (618 and State Performance Plan and Annual Performance Report) will be timely and accurate.	a. 100% b. 100% Total = 100%

**Data Analysis:** Data for Indicator 14 was gathered from the statewide data system of all 20 CCBs, file reviews completed during onsite monitoring on 10 CCBs per year, and APR reports. Error checks were completed on all data before reporting for 618 and APR data measurements. Validity and reliability were checked by comparing desk audits of the statewide data system with file reviews during onsite visits to local programs. Timeliness is measured by meeting the required deadlines noted below.

- Table 1: Submitted February 1, 2007
- Table 2: Submitted February 1, 2007
- Table 3: Submitted November 1, 2007
- Table 4: Submitted November 1, 2007
- Revised SPP and FFY 2006-2007 APR: Submitted February 1, 2008

# APR Template – Part C (4)

The results of the data calculations are noted in the following table. A score of 1 indicates that the data was provided and a zero indicates no data.

SPP/APR Data - Indicator 14				
APR Indicator	Valid and Reliable	Correct Calculation	Followed Instructions	Total
1	1	1	1	3
2	1	1	1	3
3	1	1	1	3
4	1	1	1	3
5	1	1	1	3
6	1	1	1	3
7	1	1	1	3
8a	1	1	1	3
8b	1	1	1	3
8c	1	1	1	3
9	1	1	1	3
10	1	1	1	3
11	1	1	1	3
12	1	1	1	3
13	1	1	1	3
			<b>Subtotal</b>	45
<b>APR Score Calculation</b>		<b>Timely Submission Points</b> - If the FFY2006 APR was submitted on-time, place the number 5 in the cell on the right.		5
		<b>Grand Total</b> - (Sum of subtotal and Timely Submission Points) =		50

618 Data - Indicator 14					
Table	Timely	Complete Data	Passed Edit Check	Responded to Data Note Requests	Total
Table 1 - Child Count Due Date: 2/1/07	1	1	1	1	4
Table 2 - Program Settings Due Date: 2/1/07	1	1	1	1	4
Table 3 - Exiting Due Date: 11/1/07	1	1	1	1	4
Table 4 - Dispute Resolution Due Date: 11/1/07	1	1	1	1	4
				<b>Subtotal</b>	16
<b>618 Score Calculation</b>			<b>Grand Total</b> (Subtotal X 3) =		48

Indicator #14 Calculation	
A. APR Grand Total	50
B. 618 Grand Total	48
C. APR Grand Total (A) + 618 Grand Total (B) =	98
Total NA or N/A in APR	0
Total NA or N/A in 618	0
<b>Base</b>	<b>98</b>
D. Subtotal (C divided by Base*) =	1.0
E. Indicator Score (Subtotal D x 100) =	100.0

**Discussion of Improvement Activities Completed for FFY 2006-2007**

	State Performance Plan Activities	Improvement Activities Completed in FFY 2005-2006
14.1	2005-2010 – Participate in annual OSEP/WESTAT Part C data trainings and OSEP Annual Meetings on APR and SPP.	<b>Completed.</b> Program Quality and Data Coordinator attended the OSEP/Westat Part C data training in Fall 2006.

14.2	2005-2010 – Utilize Westat website and listserv for updated information on Part C 618 reporting requirements.	<b>Completed.</b> These resources were accessed frequently throughout the year.
14.3	2005-2010 – Continually update the Part C database to include most current required data fields to complete the 618 tables, APR and SPP requirements.	<b>Completed.</b> Tables were updated in June 2006 to reflect new changes in data requirements. Significant changes were made to the statewide data system throughout FFY 2006-2007 to more accurately document the data required for the APR measurements.
14.4	2005-2010 – Review and/or revise and explain changes to 618 Tables as requested by WESTAT staff annually.	<b>Completed.</b> Data was submitted on time with data notes.
14.5	2005-2010 – Continually cross-reference Part C database with multiple sources of data to verify the validity and accuracy of data used for 618 Tables and APR information.	<b>Completed.</b> The CDPHE database is used to compare demographic information and onsite file reviews are cross-referenced for verification and validity.
14.6	2005-2010 – Conduct at least twice annual Part C database trainings and update Part C Data Manual to assure local data managers have the most updated information for completing the Part C database.	<b>Completed.</b> Training was held in October 2006 and throughout the year by DDD to explain specific data fields to local data managers. The data manual has been updated and a Data Manager’s Data Field Manual was created, and disseminated and posted on the ECC website.
14.7	2006-2007 – Program Part C database for web platform and conduct training for local data managers.	<b>Completed.</b> The early intervention component of the web-based system constructed by DDD was added and revisions continue to be made with the web-based system being implemented in Fall 2007. Several trainings will be conducted to ensure that data managers are informed of any changes to the system. The new web-based system will reduce duplication of data entry, improve monitoring capabilities, and allow for real-time supervision.

**Explanation of Progress or Slippage that occurred for 2006-2007:** The target of 100% was met.

In FFY 2006-2007, the statewide data system was maintained by DDD with input from 20 local programs using an Access database that was password protected at the local level. For semi-annual reporting, data from the local programs was submitted to the state data coordinator in a zipped file through secured transmission. The state data coordinator passed the data through a series of internal error checks. If errors or missing fields were found, the DDD data coordinator sent error check requests back to the local programs to verify and/or correct the data and send the reports back to the state. The data coordinator then corrected the errors prior to aggregating data into the required OSEP tables in order to be certain that all errors had been corrected. Corrected reports were provided back to the CCBs.

Reliability and validity were checked during onsite monitoring through file reviews. Information on specific data points found during file reviews was compared to the database entries to confirm the validity of the data. Other fields, such as data entered regarding exceptional family circumstances for Indicator 7, were checked to see if the reasons were consistent with state parameters (i.e., the definition of exceptional family circumstances), thereby, ensuring that the data was reliable.



Improvements to the data collection processes were made based on the recommendations in the review of the FFY 2005-2006 APR and through the technical assistance provided during OSEP calls, conferences and written materials. DDD has worked closely with the Infant Toddler Coordinators Association (ITCA), MPPRC, and NECTAC to better understand and meet reporting requirements. DDD has also begun working with a private consultant who is advising staff on changes to the monitoring and general supervision system that will result in compliance in priority areas.

In order to maintain a statewide data system that allows for close monitoring and general supervision of the statewide early intervention system, substantial changes will be occurring with the statewide data system in FFY 2007-2008 as the switch from a static Access database to a web-based system continues. The new statewide data system will allow DDD and local programs to collect valid and reliable data that accurately reflects real time data. DDD is also developing reports that will electronically identify queries for self-monitoring and frequent checkpoints to monitor general compliance and performance indicators.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2007-2008:**

Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to eliminate activities that are not directly related to improving performance and compliance. New activities have been added to refine methods for ensuring performance of all twenty (20) CCBs and to ensure more effective monitoring and general supervision. These changes are based on recommendations that DDD has received from OSEP, NECTAC, and a private consultant who has been assisting DDD to improve the focused monitoring procedures and timely correction of noncompliance.